



FLINDERS SHIRE COUNCIL MINUTES 23 FEBRUARY 2011

Flinders Shire Council

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NOTICE OF MEETING

NOTICE is hereby given of the next Ordinary Meeting of Council to be held at **1.00 pm Wednesday, 23 February 2011 and 8.30 am on Thursday, 24 February 2011.**

There will be a Forum. The subject will be the **Budget** and it will commence at 8.30 am on **Wednesday, 23 February 2011.**

Stephen McCartney
CHIEF EXECUTIVE OFFICER

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1 OPENING BUSINESS

The meeting opened with the Council Prayer at 1.07 pm.

The Mayor, Cr B.V. McNamara welcomed Steve Turner, Director of Engineering to the Flinders Shire and to the Council meeting.

1.1. PRESENT

Mayor	Cr Brendan V. McNamara
Deputy Mayor	Cr Gregory J. Jones
Councillor	Cr Clarence N. Haydon
Councillor	Cr Sean M. O'Neill
Councillor	Cr Katherine M. Egan

Staff

Stephen McCartney	Chief Executive Officer
Leanne Rogers	Director Corporate Services
Steve Turner	Director Engineering
Fran Marendy	Executive Support Officer

1.2. APOLOGY

Nil

1.3. CONFIRMATION OF MINUTES

Moved Cr S.M. O'Neill

Seconded Cr C.N. Haydon

That the Minutes of the Ordinary Meeting of Council held 16-17 December 2011 be taken as read and signed as correct.

Carried

1.4. PETITIONS

Nil

1.5. CONDOLENCES

Nil

1.6. CITIZENSHIP CEREMONIES

Nil

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2. OFFICERS' REPORTS

2.1 CHIEF EXECUTIVE OFFICER

2.1.1 GENERAL REPORT

Moved Cr K.M. Egan

Seconded Cr S.M. O'Neill

That the Chief Executive Officer's report as presented for consideration be received.

Carried

2.1.1.1 Official Documents

Development Application **FSC44**

BJ Duffield (Duffield Pty Ltd), Toowoomba

Survey Plan 243539

Plan of Lot 107 Cancelling Lot 107 on SP132596; and

Lots 11 and 112-114 on T3203, Parish of Boorooman

Situated at 72 Russell Street, Torrens Creek

NOTED

2.1.1.2 Student Leaders

Students were to attend the Council meeting on Thursday, 24 February 2011 at 9.00 am but as the meeting finished Wednesday night their attendance was cancelled.

NOTED

2.1.1.3 Meetings Attended

6 January 2011

Meeting with Council Officers and Base iGi Consulting Engineers to plan the Brodie Street Unit extensions for the laundry at two of the units

12 January 2011

District Disaster Management Group (DDMG) Teleconference

18 January 2011

Multi Purpose Health Services (MPHS) meeting at the Hughenden Health Centre

21 January 2011

NWOQTA meeting in Hughenden with Council Officers

25 January 2011

- Meeting with Mayor, Council Officers and graziers over a Permit to Occupy allocation
- Meeting with Sherilee Honnery (Community Development Officer) and President of the Torrens Creek Progress Association
- Meeting with a town maintenance contractor from Prairie

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26 January 2011

Attended the Australia Day Awards Breakfast celebrations

31 January 2011

District Disaster Management Group (DDMG) Teleconference on Cyclone Yasi

1 February 2011

Local Disaster Management Group (LDMG) meeting preparing for Cyclone Yasi

2-4 February 2011

- State Disaster Management Group (SDMG) Teleconference on Cyclone Yasi
- LDMG Meeting
- DDMG teleconference

7 February 2011

I attended the Flinders Shire Council Safety Group meeting

8 February 2011

Teleconference with Engineering Officers and DIP Officers on the Smart eDA program

9 February 2011

Teleconference with LGMA arranging annual NQLGMA conference

11 February 2011

Meeting with Council Officers and Saleyards Contractor - briefing session on new contract arrangements

15 February 2011

I attended the MPHS meeting at the Hughenden Health Centre

16 February 2011

I attended the Staff Training Day at the Diggers Entertainment Centre

21 February 2011

A meeting with Don Pollock on the Flinders River Agricultural Precinct

NOTED

2.1.1.4 Industrial Land Acquisition

The acquisition of the industrial land fronting the Flinders Highway between the Driver Reviver Park and Lights on the Hill Roadhouse has now been completed with plans lodged and titles issued.

The reconfiguration plan of the area for the truck park has been prepared by Brazier Motti Surveyors and will be lodged with the Titles Office to allow the title transfer with Department of Transport to be completed. Once this is completed, Council will need to obtain a valuation of the area directly adjoining the Lights on the Hill Roadhouse and obtain the Local Government Minister's approval to sell the land direct without auction or tender. It is recommended that a condition of the sale be that the land is reconfigured into one title.

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It is recommended that Council consider the next stage of the Hughenden Industrial Estate in the Lammermoor Street area. Enquiries have been received from potential investors for small Lots in this area in the 1,500-3,000 square metre range. Council would be required to extend power, water, sewerage and roads to allow for further development in this area. It is recommended that a committee of Council meet with officers on-site to consider the options. Costings can then be prepared for referral to the 2011-2012 Budget.

That a committee form to develop sites and this subject be a discussion at the next Forum of Council.

Comment – *The Director of Engineering to rectify damage done to the Industrial Estate sign and the Welcome to Hughenden signs.*

NOTED

2.1.1.5 Local Disaster Management Group (LDMG)

The LDMG was activated on the 1 February 2011 to prepare for the expected affects from Cyclone Yasi. The group was well prepared with plans put in place depending on the situation expected that included gale force winds, flooding rain and significant power outages. The Evacuation Centre was set up at the Diggers Entertainment Centre (DEC) on Wednesday to allow local people with medical requirements or concerned with the winds and predicted flood event somewhere to go. The Centre also catered for the overflow of people fleeing from the coastal areas that were unable to find accommodation or had accommodation that was unsuitable for the event. The Evacuation Centre remained open until lunch time Saturday as people from the coastal areas were unable to travel home due to flooding over the Burdekin Bridge. The Centre was manned by a mixture of Council Officers, volunteers and Hughenden Health Centre staff 24/7 once opened.

Flinders Shire was generally lucky to escape the main affects of Cyclone Yasi with only minor damage to houses in town, one roof off a house on a rural property, a number of trees and tree branches down in Hughenden and little rain around town. Significant tree damage occurred in the north of the Shire where there was also more rain.

The Shire was declared under the NDRRA arrangements with damage estimated at approximately \$750,000 on Shire and Main Roads infrastructure.

NOTED

2.1.1.6 Shire Office Complex Planning

Arthur Schrock from Tippet Schrock Architects has commenced the planning process for the design of the new complex. He has met with staff and Councillors to gather information and to measure up the requirements for the complex. Room data sheets that detail the fit-out required throughout the complex have been provided with a second draft of the fit outs provided back to the architects to enable draft concept design plans to be completed. These draft plans should be provided to Council early March 2011.

The planning and design process is on track to allow the Architects to complete the following process by mid 2011 –

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- Stage 1 Concept design based on the planning brief and consultation; and
- Stage 2 Cost estimate of construction;

Subject to suitable designs and the cost estimates being affordable it is then recommended that Council make provision in the 2011-12 Budget to fund the development through loans and internal funds. The architect can then proceed to the tender process proposed in Stages 3 and 4 which are-

Stage 3

Preparation and overseeing of the tender process including preparation of the design and construct tender documents, tender assessment and recommendation to Council; and

Stage 4

Project Manage the construction works subject to suitable tenders being received.

Cost estimates have been provided for Stages 3 and 4 by the architect.

The recommendation to proceed to the tender process later this year is based on the information that building contractors likely to tender for a project of this size have limited works on their books and are more likely to offer very competitive pricing. The economic commentators believe the construction economy will be slow throughout 2011 picking up later in 2012.

NOTED

2.1.1.7 Staff

Director of Engineering

Stephen Turner commenced duties in the second week of January 2011.

The following key positions are currently being advertised –

- Foreman 2nd Road Construction Gang
- Foreman for the new Stabilizer Gang
- Quality Assurance Officer

Human Resources Manager

This full time position shared with Richmond Shire has been advertised with interviews currently proceeding. Subject to an applicant being successful, this position will commence in early April. The position will replace the current contract position filled by Mary Stevenson.

NOTED

2.1.1.8 Naming of Streets – Prairie Village

Councillors are advised that there are two streets in the Prairie Township that do not appear to have any names. A search of Council records has failed to find any official or unofficial names. It is now recommended that Council consider the options to find a name for these two streets. Streets have historically been named after prominent residents from the area.

It is recommended that Council seek expressions of interest from the community to suggest names of prominent past or present residents and the background information as to why a street should be named after them.

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(Please refer to item 2.3.3.6 - Engineers Report)

Comment – *Comments be sought from the Prairie community regarding their views on the naming of three streets in Prairie. Administration to run an advertisement in the Whisper.*

NOTED

2.1.1.9 Digital Television

Advice from the Federal Department of Broadband, Communications and the Digital Economy has been received that means Council must make certain decisions by the 28 February 2011 regarding the self-help retransmission facility in Hughenden for SBS and Imparja TV. Facts are as follows –

- By 28 February 2011 Council must advise the Federal Department whether it will allow the community, currently served by the self-help transmission, to move to an individual satellite dish receiving system and thereby be able to access the Satellite Subsidy Scheme;
- The Council self-help site is only applicable to Hughenden;
- Advice from Imparja is that Hughenden is programmed to have free air to service converted over to digital prior to the analogue system being closed down late 2013;
- 7 Central are programming a changeover to digital in Hughenden as well;
- ABC TV have already commenced digital transmission into Hughenden;
- SBS TV are still considering their options;
- The Federal Government is offering a subsidy that may be available to the villages of Prairie, Torrens Creek and Stamford; that will provide a high proportion of the costs to have an individual satellite dish installed to each residence. Rural properties and businesses are ineligible for the subsidy; and
- Information from the ACMA web-site confirms that Hughenden has been allocated three commercial channels (CDT, IMP, QQQ), ABC channel and two spare channels.

Based on the above information it is recommended that Council advises the Federal Department of Broadband, Communications and the Digital Economy we do not want to participate in the VAST satellite subsidy program in the Hughenden rebroadcast area, but supports its availability to the villages of Prairie, Torrens Creek and Stamford.

(Refer Item 2.5.3.2 - Community Development Officers Report)

Moved Cr G.J. Jones

Seconded Cr C.N. Haydon

That as recommended Council advise the Federal Department of Broadband, Communications and the Digital Economy we do not want to participate in the VAST satellite subsidy program in the Hughenden rebroadcast area, but supports its availability to the villages of Prairie, Torrens Creek and Stamford.

Carried

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2.1.1.10 Kooroorinya Reserve

Council has been advised that they have been invited to the AGM of the Oakley Amateur Picnic Race Club on Sunday, 27 March 2011 at 10.00 am. Council originally requested to attend a meeting with the Committee to discuss the issues surrounding operations and promotion of the facilities for tourism. Subject to their availability the Mayor, Chief Executive Officer and Community Development Officer will attend the meeting.

NOTED

2.1.1.11 Cyclone Yasi Cleanup

Flinders Shire will be helping out with the massive cleanup of the damage from Cyclone Yasi in the Cassowary Coast area. Council registered its interest with the LGAQ indicating the type of assistance it could provide for Councils in the cyclone hit areas. We were also in direct contact with Townsville and Hinchinbrook Councils in discussing help to their areas. They indicated that they had enough hire and support equipment in their areas at that time.

The Mayor was in contact with the Cassowary Coast Mayor and I have made arrangements with their Chief Executive Officer to help them out with plant, equipment and operators. The team of six people and equipment will be funded through disaster relief arrangements for the time they book out to the works.

The team were keen to go and help and will be offering both paid and unpaid work times to help in the cleanup over the next two weeks. They arrived into Tully Heads on Sunday afternoon to be set up ready to help in the rural areas around Tully. The work will involve helping to clear away vegetation and fallen timber. The equipment includes two prime movers and side tippers, body tipper, low loader, front end loader, chain saws, caravans, generators, fuel, water and amenities. Being self sufficient the gang will be able to work in areas without creating a drain on the limited accommodation facilities etc in the area.

NOTED

Cr G.J. Jones left the meeting at 2.09 pm and re-entered at 2.12 pm.

2.1.2 CORRESPONDENCE

Moved Cr S.M. O'Neill

Seconded Cr K.M. Egan

That the Chief Executive Officer's correspondence as presented for consideration be received.

Carried

2.1.2.1 Australian Local Government Association (Trim SC11/27)

Advising the date of the next 2011 National General Assembly to be held 19-22 June 2011 in Canberra and seeking representation.

RETABLED

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2.1.2.2 Western Queensland Local Government Association (Trim D11/130 & SC11/268)

Advising that the 75th Annual WQLGA Conference will be held in Birdsville on the 12-14 April 2011 and seeking attendance. The call for Motions must be forwarded to the Secretariat by 15 March 2011.

Moved Cr S.M. O'Neill

Seconded Cr G.J. Jones

That Crs G.J. Jones and C.N. Haydon attend the Western Queensland Local Government Association Conference held in Birdsville on the 12-14 April 2011.

Carried

2.1.2.3 Australian Local Government Association (Trim SF11/147)

Providing an update of progress on the ALGA campaign for a referendum on the constitutional recognition of Local Government and providing copies of fact sheets and a brochure designed to highlight the importance of Local Government to local communities. The ALGA now writes to Council asking to pass a resolution in Council Chambers endorsing the position that a referendum be held by 2013 to change the Constitution to allow direct funding of Local Government bodies by the Commonwealth Government and also to include Local Government in any new Preamble to the constitution if one is proposed. They attach a draft for assistance.

Crs G.J. Jones and C.N. Haydon left the meeting at 2.19 pm.

Moved Cr K.M. Egan

Seconded Cr S.M. O'Neill

That Flinders Shire Council declares its support for financial recognition of Local Government in the Australian Constitution so that the Federal Government has the power to fund Local Government directly and also for inclusion of Local Government in any new Preamble to the Constitution if one is proposed and calls on all political parties to support a referendum by 2013 to change the Constitution to achieve this recognition.

Carried

2.1.2.4 Department of Infrastructure and Planning (D11/485)

Enclosing draft Agenda and dates for Panel 3 Sessions – “Achieving great results – a cultural framework for Councillors” to be held in Townsville (23 March 2011) and Mount Isa (24 March 2011). They seek Council's interest in attending.

Cr C.N. Haydon re-entered the meeting at 2.21 pm.

Cr G.J. Jones re-entered the meeting at 2.24 pm.

Moved Cr C.N. Haydon

Seconded Cr K.M. Egan

That the Mayor, Cr B.V. McNamara attend the Session and Crs G.J. Jones and S.M. O'Neill attend if available. Administration to follow up.

Carried

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2.1.2.5 Cr Andrew Daniels, Mayor of Cloncurry Shire (Trim SF11/174)

Asking Council for a \$1,500 (plus GST) contribution towards the Northern Outback Beef and Roads Forum to be held in Cloncurry on the 8 April 2011 with an opening function on the evening of the 7 April 2011. Council will be recognised for their contribution through corporate branding on Forum stationery etc.

Moved Cr K.M. Egan

Seconded Cr S.M. O'Neill

That the Council contribute \$1, 500 (plus GST) towards the Forum. Council to be represented at the Forum by the Mayor and one Councillor.

Carried

2.1.2.6 Queensland Police Service (SF11/565)

Advising that Brian Cannon is now the Inspector, Patrol Services West, Townsville Police District which means that he is the Police Officer for the geographic divisions encompassing the Council's area. He wishes to attend the Council meeting on the 16 March 2011.

Comment – *Administration to advise Brian Cannon on the alteration of Council's meeting date to the 21-22 March 2011, he is welcome to attend the meeting at 12.00 noon and to join Councillors and Executive Staff for lunch afterwards.*

NOTED

G.J. Jones left the meeting at 2.37 pm.

2.1.2.7 Desley Boyle MP Minister for Local Government and Aboriginal and Torres Strait Islander Partnerships (Trim SF11.559)

Thanking the Mayor for meeting with her in Mount Isa on the 31 October 2010 to discuss the number of Councillors in the Flinders Shire and funding support for a study into the sewerage of Northern Hughenden. Council's submission to the Law, Justice and Safety Parliamentary Committee on a review of the Local Government Electoral System was received and considered as part of the review. The report and Council's submission will be considered in the development of the new Local Government Electoral Bill which is proposed to be introduced into Parliament mid 2011. As for funding for sewerage North Hughenden, advice has been given that emphasises the importance of putting into place of the long-term Asset Management Plan and financial forecast.

NOTED

Cr G.J. Jones re-entered the meeting at 2.42 pm.

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2.1.3 BUSINESS ARISING FROM PREVIOUS MINUTES

2.1.3.1 PHOTOS OF PAST MAYORS

Refer Item 7.3 - June 2007 Minutes – Questions without Notice

Cr A.W. Bode asked that we advertise in the *Whisper* for any photos the community may have of past Mayors of the Shire.

Action - Photos of past Mayors be updated and put on display.

Action July 2007 - Council to compile a list of past Mayors.

Action April 2008 - Information is at this time being collated.

Action May 2008 - The Chief Executive Officer advised that there were still some photos of past Mayors outstanding and Cr S.M. O'Neill queries if this could be a project of the Family History Group.

Comment June 2009 – Discussion took place on the style of frame and the difficulty there was in obtaining some photos.

Action September 2009 – An advertisement will be put in the *Crier* and *Whisper* asking the community if they have any knowledge and photos of past Mayors.

Comment October 2009 – Quotations have been sought from framing businesses for frames to enclose the photos of past mayors.

Comment November 2009 – Council to organise a trial demonstration of one photo and frame for a decision to be made at a future meeting.

Comment August 2010 – A brief has been sent off to Top Frames, Townsville which should be received by the next meeting.

Comment September 2010 – A sample photo and frame has been received from Top Frame, Townsville. Total cost of one photo \$160.00.

Comment September 2010 - Council to trial two of the existing photos of past mayors hanging in the Boardroom and if successful carry out the photo framing of all past mayors.

Comment December 2010 – The Chief Executive Officer will arrange for three of the past year's photos of Mayors to be reframed to coordinate - prior to having all photos of past mayors framed accordingly.

Comment February 2011 – All photos of past Mayors (Flinders Shire Council) except for Henry C Morrell whose photo is unobtainable) have been taken to the framers in Townsville to be framed accordingly. A Notice has been put into the *Crier* and *Whisper* seeking information about the past Mayors of the Flinders Shire Council, Hughenden Roads Division Board Members and the old Hughenden Town Council. Also asking if anyone could advise Council of full Christian names of individuals as in many cases we only have the initials.

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2.1.3.2 SOLAR POWER GENERATION

Refer Item 2.1.4.1 – September 2010 Minutes – General Business

Cr G.J. Jones asked if the Chief Executive Officer could follow-up on the proposed solar power generation facility proposed by Leighton Construction.

Comment – *The Chief Executive Officer to contact Leighton Construction.*

NOTED

2.1.4 GENERAL BUSINESS

Nil

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2.2 DIRECTOR CORPORATE SERVICES

2.2.1 GENERAL REPORT

Moved Cr K.M. Egan

Seconded Cr G.J. Jones

That the Director of Corporate Services report as presented for consideration be received.

Carried

2.2.1.1 FINANCIAL STATEMENTS

Moved Cr S.M. O'Neill

Seconded Cr G.J. Jones

That the Operating Statement, Statement of Financial Position and Statement of Cash Flows to the period to 31 January 2011 as presented, be received.

Carried

2.2.1.2 PAYMENT REGISTER

Moved Cr C.N. Haydon

Seconded Cr S.M. O'Neill

That the Payment Register to 31 January 2011 as presented for consideration be received.

Carried

2.2.1.3 RATE CONTROL TOTALS

That the Rate Control Totals to the 31 January 2011 as presented for consideration be received.

NOTED

2.2.1.4 STAFF CHANGES

Julianne Meier will be Authority Implementation Project Manager. Les Sprott has been contracted to relieve Julianne from March to November 2011.

Tammy Young has been offered a Term Appointment as Finance Officer until the end of March 2011.

NOTED

2.2.1.5 REPORT ON DONATIONS GIVEN BY COUNCIL

Hughenden Golf Club Inc
\$50.00 Open Order from Flinders Discovery Centre
Ladies Sand Greens Competition – 1-2 July 2011

NOTED

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2.2.1.6 STOCKTAKE - STORES

Moved Cr S.M. O'Neill

Seconded Cr K.M. Egan

That the Statement for the Stores Stocktake as presented for consideration be received by Council and the amount of \$406.77 be written off in Council Records.

Carried

2.2.1.7 RATE ASSESSMENT 01209-0

There is an outstanding balance of \$75.25 being interest on the abovementioned assessment. Upon being denied their discount (*Reference Item 2.2.2.4 October 2010 Minutes*) the owners paid the outstanding amount as presented to them in a letter but in the meantime accruing interest occurred – hence the amount as set out. They paid their rates in a timely manner after receiving the letter. It is recommended this interest be written off.

2.2.1.8 RATE ASSESSMENT 01168-0

There is an outstanding balance of \$130.27 owing being interest on the abovementioned assessment. The owners paid the outstanding amount as presented to them in a letter but in the meantime accruing interest occurred – hence the amount as set out. They paid their rates in a timely manner after receiving the letter. It is recommended this interest be written off.

2.2.1.9 RATE ASSESSMENT 01013-0

There is an outstanding balance of \$49.35 being interest on the abovementioned assessment. Upon being late for their discount, the owners paid the outstanding amount but in the meantime accruing interest occurred – hence the amount as set out. It is recommended this interest be written off.

2.2.1.10 RATE ASSESSMENT 01161-0

There is an outstanding balance of \$72.74 being interest on the abovementioned assessment. Upon being late for their discount, the owners paid the outstanding amount but in the meantime accruing interest occurred – hence the amount as set out. It is recommended this interest be written off.

Stephen McCartney re-entered the meeting at 3.24 pm.

Moved Cr C.N. Haydon

Seconded Cr K.M. Egan

That the amounts as presented be written off in Council records.

Carried

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2.2.1.11 BUDGET REVIEW

The Mayor presented his Budget Review in accordance with Section 100 of the Local Government (Finance, Plans and Reporting) Regulation 2010. The review was considered in detail at a Council Forum on Wednesday, 23 February 2011 from 8.30 am – 12 noon.

Moved Cr S.M. O'Neill

Seconded Cr C.N. Haydon

That the Mayor's Budget Review as presented be adopted by Council.

Carried

2.2.1.12 COUNCIL MEETINGS – TELECONFERENCING

Under the new Local Government (Operations) Regulation 2010, Section 73, a Local Government may apply in writing to the Minister for an approval to use teleconferencing at one or more meetings of the Local Government (i.e. a teleconferencing approval). Would Council like to apply to the Minister for this approval?

Moved Cr G.J. Jones

Seconded Cr S.M. O'Neill

That Council apply to the Minister for approval to use teleconferencing if required.

Carried

2.2.1.13 PUBLIC EXTRACT OF REGISTERS OF INTEREST

Under the new Local Government (Operations) Regulation 2010, Section 110, the Local Government must ensure a public extract of a register of interests for Councillors by made available on the Council's website. The information is to include gifts received, hospitality benefits (including sponsored hospitality benefits) and Memberships of organisations. I have prepared a spreadsheet to record this information that will be extracted from the returns on file. Any changes should be provided to the Chief Executive Officer on the correct forms.

Cr C.N. Haydon left the meeting at 2.58 pm.

NOTED

2.2.1.14 PENSIONER COTTAGES RENT

To be discussed in Item 4 – Closed Meeting Discussion Items.

Moved Cr C.N. Haydon

Seconded Cr S.M. O'Neill

Due to an administration error, no accounts are to be issued for rents not levied.

Carried

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2.2.1.15 OPERATIONAL PLAN REPORT

In accordance with S.122 (2) of the Local Government (Finance, Plans and Regulations) Regulation 2010 the Quarterly Report on the Operational Plan is presented for consideration.

Moved Cr S.M. O'Neill

Seconded Cr K.M. Egan

That the Operational Plan as presented be adopted by Council.

Carried

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2.2.1.16 INVESTMENT POLICY



TITLE	INVESTMENT POLICY
DATE OF ADOPTION	23 FEBRUARY 2011
REVIEW DATE	23 FEBRUARY 2012

STATUTORY REFERENCES

Statutory Bodies Financial Arrangements Regulation 2007
Statutory Bodies Financial Arrangements Act 1982
Local Government (Finance, Plans and Reporting) Regulation 2010
Local Government Act 2009

PURPOSE

The intent of this document is to outline Flinders Shire Council's investment policy and guidelines regarding the investment of surplus funds and operating funds, with the objective to maximise earnings within approved risk guidelines and to ensure the security of funds.

SCOPE

Flinders Shire Council is required under *Local Government Act 2009* to have an investment policy. For the purpose of this policy, investments are defined as arrangements that are undertaken or acquired for producing income and apply only to the cash investments of Flinders Shire Council. This policy applies to the investment of all surplus and operating cash held by Flinders Shire Council.

Flinders Shire Council has been granted authority to exercise Category 1 investment power under Part 6 of the *Statutory Bodies Financial Arrangement Act 1982* (the Act). Category 1 investments include a range of investments either at call or for a fixed term of not more than one year. At call refers to simple investments where the investment can be redeemed and the monies invested can be retrieved by the investor from the financial institution within thirty days without penalty.

INVESTMENT OBJECTIVES AND EXPECTATIONS

Flinders Shire Council is risk averse and therefore adopts a passive investment approach where the overall objective is to ensure a return on capital commensurate with the risk taken. In priority, the order of investment activities shall be preservation of capital, liquidity and return.

The performance of Flinders Shire Council's investments shall be reported to Council via the Operational Plan and breaches of policy shall be reported to Chief Executive Officer (CEO) or Director Corporate Services (DCS) immediately.

Council may invest surplus funds in a capital guaranteed cash fund or any approved cash management product which it deems will provide the greatest benefit. Surplus funds are the cash balance that is in excess of operating cash requirements. Operating cash not required for immediate use can also be invested in at call deposits to maximise returns in the short term.

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Operating cash is the cash required to fund operating activities for the immediate short term (less than one month). It takes into account cash inflows (e.g. debtor and other receipts) and outflows (eg creditor payments, wages etc.) for that time.

For the purposes of this policy, investable funds are the surplus monies available for investment at any one time and currently include Flinders Shire Council's NAB General Account, NAB Investment Account and QTC Capital Guaranteed Cash Fund.

AUTHORISED INVESTMENTS

Without specific approval from Council or CEO as delegated by Council, investments are limited to –

- QTC Cash Fund;
- QTC Capital Guaranteed Cash Fund, debt offset facility, fixed rate deposit (up to 12 months and QTC Working Capital Facility);
- NAB Term Deposits (up to 12 months); and
- NAB at call deposits.

PROHIBITED INVESTMENTS

The following investments are prohibited by this investment policy –

- Commercial paper;
- Bank accepted/endorsed bank bills;
- Bank negotiable certificates of deposit;
- Short term bonds;
- Floating rate notes;
- Derivative based investments;
- Principal only investments or securities that provide potentially nil or negative cash flow;
- Stand alone securities issued that have underlying futures, options, forward contracts and swaps of any kind; and
- Securities issued in non-Australian dollars.

DELEGATION OF AUTHORITY

The Chief Executive Officer (CEO), Director of Corporate Services (DCS) and Finance Manager are to ensure that this policy is understood and adhered to by relevant Council employees.

The activities of the CEO, DCS, Finance Manager, Finance Officer or other staff so delegated responsible for stewardship of Flinders Shire Council's investments will be measured against the standards in this Policy and its objectives. Activities that defy the spirit and intent of this Policy will be deemed contrary to the Policy.

Financial delegation is the power to authorise the investing of money, by signing and authorising electronic transfers of money as authorised by Council. Transfers to/from the NAB Investment may be authorised by the CEO or DCS. Transfers to/from QTC must be authorised with any two signatories including the CEO, DCS or Councillors. The Payroll Officer may sign the QTC letter as a secondary signatory.

PROCEDURES

When making a decision to invest monies in a term deposit, a cash flow analysis should be prepared to separate surplus and operational funds to ensure the investment will agree with the cash flow needs of Council.

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- **NAB General Account (non interest bearing)**

The NAB General Account is a cheque account and does not pay interest. It is necessary that the balance of this account is checked each day by 9.00am and any funds in excess of daily operating funds be transferred to the NAB Investment account by 3.30pm.

If there has been a substantial deposit of more than \$500,000, it would be preferable to transfer the funds direct to QTC. If the deposit is more than \$1,000,000, the possibility of a term deposit could also be considered.

Generally a minimum balance of \$20,000 should be kept in the NAB General Account plus any unpresented payments and expected direct debits. A list of direct debits is maintained in the Investment Register and details are kept in the FSC Direct Payments folder.

- **NAB Investment Account (interest bearing)**

Funds are transferred to and from the NAB Investment Account via the NAB General Account regularly to maximise the return on operating funds. Generally any surplus funds should be transferred to QTC or a NAB Term Deposit depending on the amount. Preference is given to QTC as the interest rate is usually higher.

A minimum balance of \$20,000 is to be maintained in the NAB Investment Account as per NAB agreement. It is preferable that a balance of up to \$200,000 is maintained in this account for operational purposes. It is easier and quicker to do an internal transfer between NAB Accounts than it is to draw from QTC as the 10.00 am deadline to draw funds is sometimes not met. E.g. If Council makes creditor payments on Thursday it may hold the required funds in the NAB Investment account on Wednesday so it can enact an internal transfer the following day.

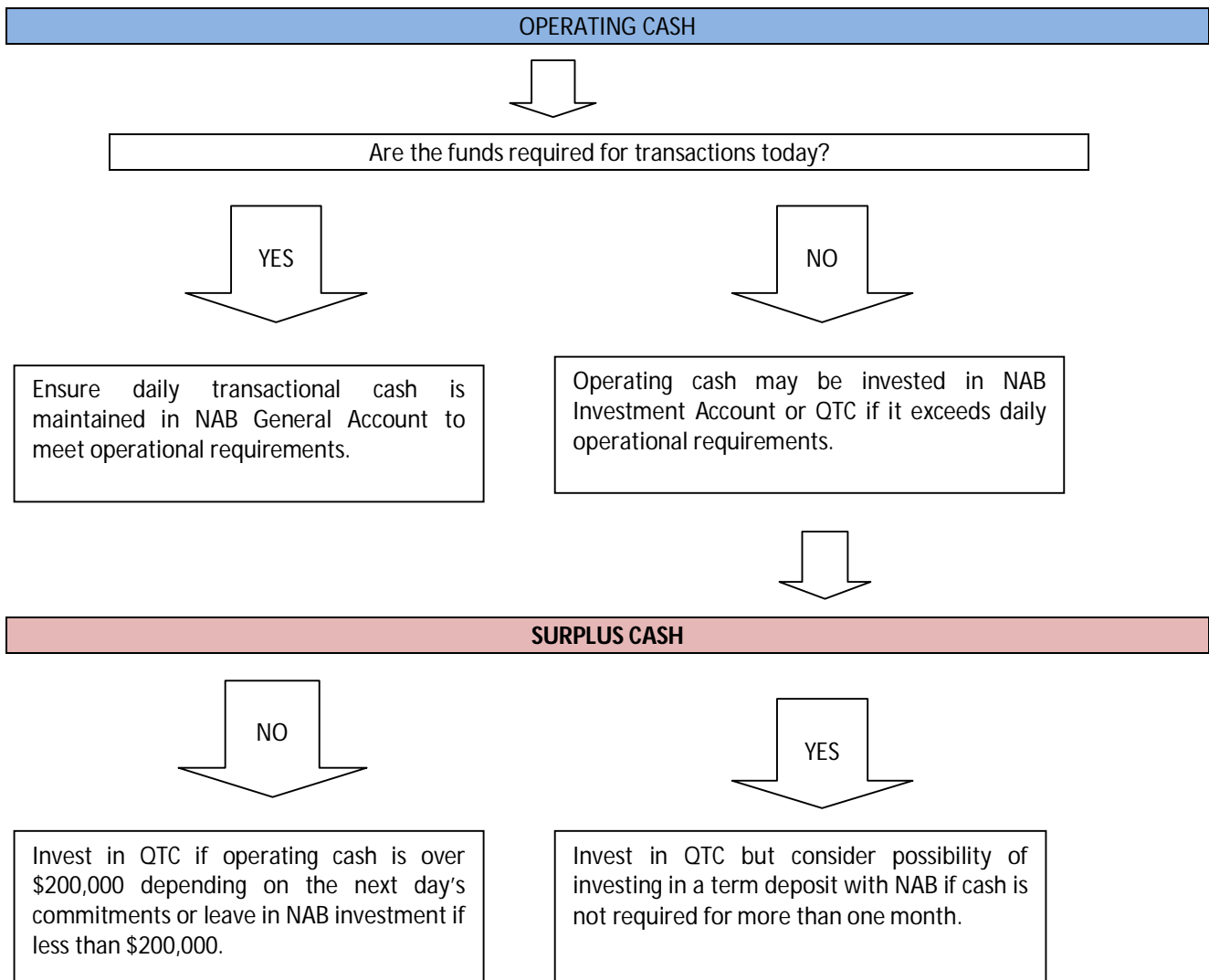
- **Queensland Treasury Corporation (QTC)**

If investing or drawing funds from QTC they must be notified by 10.00 am. The funds can be withdrawn as a real time payment to Council or the next day for the same fee.

QTC usually offer a higher rate of interest than the NAB Investment account so if there is more than \$200,000 in the NAB Investment Account that is not required for operational purposes - the excess should be invested in QTC.

Reference can be made to the Investment Register folder for more detailed procedures on how to conduct the transfers to/from QTC and between NAB Accounts.

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INTERNAL CONTROL

All transfers between NAB Accounts are processed electronically. The file is uploaded by finance staff then must be approved by either the CEO or DCS before the transaction is processed.

User accounts within the NAB Connect module are controlled by user permissions enabling staff to only process certain transactions delegated to them. These permissions can only be changed by the CEO or DCS and are usually made on the Finance Manager's recommendations.

QTC transfers require a prior phone call to QTC and a faxed letter with two authorised signatures before the transaction is processed. Authorised signatories for QTC are CEO, DCS, Payroll Officer and Councillors. Hard copies of all bank transactions are kept in the Investment Register.

Moved Cr K.M. Egan

Seconded Cr S.M. O'Neill

That the Investment Policy as presented for consideration be adopted by Council.

Carried

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2.2.1.17 INTERMEDIATE CARE FACILITY RESERVE – TRANSFER TO RESERVE

Moved Cr G.J. Jones

Seconded Cr C.N. Haydon

That the Intermediate Care Facility interest of \$6,144.34 for the period October 2010 – December 2010 be transferred to the Intermediate Care Facility Reserve and the transfer to Reserves for the quarter will be \$13,616.25.

Carried

2.2.1.18 PREMIER'S FLOOD RELIEF APPEAL

Stephen McCartney left the meeting at 3.20 pm.

Guildford Coal made a donation at the Australia Day Award Ceremony of \$5,000 along with a community contribution of \$2,870. Does Council intend to make a similar donation?

Moved Cr C.N. Haydon

Seconded Cr K.M. Egan

That Council make a donation of \$5,000 to the existing monies collected at the Australia Day Awards Breakfast and forward onto the Premier's Flood Relief Appeal with all monies collected.

Carried

2.2.2 CORRESPONDENCE

Moved Cr S.M. O'Neill

Seconded Cr C.N. Haydon

That the Director of Corporate Services' correspondence as presented for consideration be received.

Carried

2.2.2.1 Local Government Managers Australia (Trim SF10/546)

Asking Council to register a team in the 2011 LGMA Management Challenge – Australia's most sophisticated executive development program - for current and emerging Local Government leaders. The theme for this year is *New Ways of Working in Local Government*.

NOTED

2.2.2.2 Hon Bob Katter MP (Trim SC11/206)

Referring to Rate Assessment 00498-0 and asking Council to reconsider its decision regarding an application for discount on the late payment of rates.

Moved Cr G.J. Jones

Seconded Cr C.N. Haydon

That Council uphold its policy on the late payment of rates.

Carried

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2.2.2.3 Hughenden Country Music Association Inc

Seeking a donation from Council towards their Music Festival - to be held on the weekend 8-10 April 2011. They thank Council for their past generosity of a donation and the erection of the banners around the town.

Comment – *A donation of \$2,000 has been made to the Association in the past.*

Moved Cr S.M. O'Neill

Seconded Cr K.M. Egan

That Council contribute \$2,000 to the Hughenden Country Music Association Inc.

Carried

2.2.3 BUSINESS ARISING FROM PREVIOUS MINUTES

2.2.3.1 Refer Item 2.2.2.7 – June 2010 Minutes – Director of Corporate Services' Correspondence

Flinders Pony Club (Doc 214704)

Requesting Council consider issuing a formal lease over the land that they are currently using at the Racecourse. This would enable them to apply for funding that they currently can't.

Comment - *I have contacted LA Evans to confirm the process, but we believe it could be possible but would need a full land management plan for the area, same as for the Motorcycle Club. As the Pony Club is situated on the Racecourse and the Town Common, two separate land management plans would be needed.*

Comment November 2010 – *Have spoken to LA Evans seeking advice if the Flinders Hack and Pony Club could have the same lease as did the Hughenden Campdrafters and the Hughenden Pony Club Inc. LA Evans, Solicitors to advise.*

2.2.3.2 STAMFORD RACE CLUB INC (Trim SF10/454 – SC10-641)

Refer Item 2.2.2.3 – November 2010 Minutes – Director of Corporate Services' Correspondence

Moved Cr C.N. Haydon

Seconded Cr K.M. Egan

That Melissa Driscoll (Sport and Recreation Officer), Leanne Rogers (Director of Corporate Services), Crs S.M. O'Neill and C.N. Haydon form a committee to liaise with Racing Clubs, individually and make a Budget recommendation for the December 2010 meeting.

Carried

Regarding discussions held about a loan of \$15,000 over a 3-5 year period to the Stamford Race Club Inc for the purchase of an interior running rail at the Stamford Race Course to enable them to comply with Racing Queensland Workplace Health and Safety requirements. They would repay the loan by paying \$5,000 per year for three years. Security for the loan would be via a term deposit of \$25,000 that is held at the ANZ bank.

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Comment – A reply sent to the Stamford Race Club Inc advising them that although Council is sympathetic to their situation, the item is to be retabled until the next meeting of Council to allow a committee to assess the situation and gather information.

Comment February 2011 – Council has allocated monies in the Community Small Grants Program at the Budget Review, specifically for Race Clubs to apply.

NOTED

2.2.4 GENERAL BUSINESS

Nil

The meeting adjourned at 3.31 pm and resumed at 3.46 pm.

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2.3 DIRECTOR OF ENGINEERING

2.3.1 PLANNING AND DEVELOPMENT

Moved Cr C.N. Haydon

Seconded Cr G.J. Jones

That the Planning and Developmental report as presented for consideration be received.

Carried

2.3.1.1 BUILDING APPROVALS

Building Certification BLD2010/1195
File 1.03.A03.62
Education Queensland – Prairie State School
39 Savage Street, Flinders Highway, Prairie
Lot 2 on P4658, Parish of Glendower
Class 10A – New Carport

Building Certification 2010-7940
Stephen Matthews
36 Brodie Street, Hughenden
Lot 9 on RP745552, Parish of Hughenden
Construction Shed
Class 10a

NOTED

2.3.1.2 PLANNING/BUILDING ENQUIRIES

FSC 41- Wilson/Ryan/Grose (Trim D11/98)

Reference an application by PF & SM levers which was refused as it did not meet the standards of the Department of Transport and Main Roads.

However, the applicant submits that the current development condition relating to access requirements offends section 355 of the Sustainable Planning Act and is unlawful. He states that the Flinders Highway is part of the State-controlled road network and submits that any development condition imposed by Council should relate to the local road network, not the State-controlled network. In support of this submission, the applicant refers to discussions held with Council Officers during the assessment stage of the development application in which they indicated that the Department of Transport and Main Roads would impose relevant conditions with respect to roadworks and access. The applicant feels that the development condition should be deleted.

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Comment February 2011 - Report from Terry Feeney, Planning Consultant

Desired Environmental Outcomes

The desired environment outcomes provide principles to guide the management of development within, and as relevant to, Flinders Shire and are to be read in conjunction with each other.

2.1 Character

2.1.1 Desired Environmental Outcomes 1

The Shire's valuable natural and cultural features, built environment and land use patterns create a distinct sense of place and local identity, and are vibrant, safe and healthy, with access to community and cultural facilities and services.

2.3 Land Use Patterns

2.3.1 Desired Environmental Outcomes 3

The Shire's land use patterns create cohesive communities that balance economic, social and environmental considerations.

2.3.2 Shire Strategies

Desired Environmental Outcomes 3 is intended to be achieved by –

(a) providing levels of physical and social infrastructure services (including water, sewer, road and community facilities) are commensurate with the requirements of the population and demands of land-use development throughout the Shire.

(d) requesting minimum service levels for infrastructure, including access roads, water and waste water disposal and obtaining fair and equitable contributions during the development process towards the provisions of infrastructure.

Facts and circumstances relied upon

The condition relates to works required on the gazetted unnamed road that provides access to the Quarry from the Flinders Highway.

Council decision is supported by Desired Environmental Outcomes 3 (a) and (d).

The question is whether the condition is relevant and reasonable.

I believe it is relevant in regard to Council Desired Environmental Outcomes 3 Shire Strategies (a) and (d) and in addition, Council has a responsibility to ensure the safety of traffic using all roads within the Shire boundaries.

I believe it is reasonable in regard to the total number of vehicles traversing the road and turning from or entering the Highway.

The applicant has identified some 75,000 tonnes of material per annum will be transported over this access road, this number equates to in excess of 2,270 vehicle movements (Type 2 Road Trains) per year or an average of six vehicle movements per day Monday to Sunday - 365 days per year. Obviously the transportation will be restricted to carting the 75,000 tonnes per annum to between six and nine months in the dry times of the year.

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In light of the type of operation the traffic will be highly concentrated when contracts are let, being that customers will require large volumes over a short length of time to meet contract obligations, putting at risk the safety of traffic users. Council's conditions do not relate to works such as Turning Lanes that would generally be required by the Department of Transport and Main Roads.

I believe Desired Environmental Outcomes 3 Shire Strategies (a) and (d) support the imposition of the condition

Comment – *It is recommended that Council confirm the original conditions for an access turn out on the basis that it is a reasonable condition based on the development proposed as recommended by Terry Feeney, Planning Consultant.*

Moved Cr G.J. Jones

Seconded Cr C.N. Haydon

That as recommended, Council confirm the original conditions for an access turn out on the basis that it is a reasonable condition based on the development proposed as recommended by Terry Feeney, Planning Consultant.

Carried

FSC 46 – Sinclair Knight Merz (Trim SC11/326)

SKM on behalf of Visionstream Pty Ltd prepared the application for Material Change of Use and for Reconfiguring a Lot to gain a Development Permit from Flinders Shire Council. The proposed development is for the construction of a Controlled Environment Vault (CEV) located on Lot 221 on SP198249 near the Marathon Railway Station and about 200 metres west of Marathon-Stamford Road.

This Development Application was accepted by Council on 16 December 2010. The proposed CEV is classified under the Flinders Shire Council Planning Scheme 2005 as a "telecommunications facility" with the "Rural Zone". It has been determined that the development is subject to code assessment procedures.

Comment February 2011

Letter from Department of Transport and Main Roads advising they will assess the application as a Concurrence Agency and advise further information if required.

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	PLANNING APPLICATIONS MADE BY	ALLOTMENT	DEVELOPMENT APPLICATION	STATUS
FSC38	SD & SR Christensen Mount Beckford Station Hughenden 4821	Mount Beckford Station Hughenden 4821 Lot 14 on Plan DG28, Parish of Wongalee	Rural to Residential Lots – 1. Material Change of Use 2. Operational Works and/or Building Works 3. Reconfiguration of Lot	Date of Amended Decision Notice – 16 July 2010
FSC39	Scott Waterman and Rayleen Brown T/A Waterman Industries Pty Ltd PO Box 13 Hughenden 4821	3 Richmond Hill Drive Hughenden 4821 Lot 1 on SP226280 Parish of Hughenden	Preliminary Approval – Material Change of Use General Industry and Shop - Operational Works and/or Building Works	Date of Decision Notice 27 January 2010
FSC41	PF & SM Ievers Marathon Station Hughenden 4821	Marathon Station Hughenden 4821 Lot 14 on DG187 Parish of Walker	Material Change of Use – Extractive Industry	Date of Decision Notice 24 November 2010 23 February 2011 - Advice from Terry Feeney, Planning Consultant- Council confirm original conditions for access turn out on the basis that it is a reasonable condition based on the development proposed
FSC42	Sinclair Knight & Merz PO Box 3848 South Brisbane 4101 On behalf of - Visionstream Pty Ltd (Nextgen Network) Owners of Land BM & ME Eathorne, Prairie	Lot 301 on P4651 Parish of Glendower <i>Prairie Controlled Environment Vault</i>	Material Change of Use – Telecommunications Facility; and Reconfiguration of Lot	Date of Amended Decision Notice – 16 July 2010

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	PLANNING APPLICATIONS MADE BY	ALLOTMENT	DEVELOPMENT APPLICATION	STATUS
FSC44	<p>Wolter Rowland PO Box 5094 Townsville 4810</p> <p>On behalf of - Duffield Pty Ltd</p> <p>Owners of Land - Ken Duart Mackay Torrens Creek</p>	<p>Lot 107 on SP 132596, Lots 11, 112-114 on T3203 Parish of Boorooman</p> <p>72 Russell Street Torrens Creek</p>	<p>Material Change of Use – Service Station and Associated ERA8 – Chemical Storage (Threshold 3A – Storing a Total Combined Quantity of 10cu metres – 500cu metres of C1 or C2 combustible Liquids or Class 3 Dangerous Goods</p>	<p>Date of Decision Notice – 20 December 2010</p>
FSC45	<p>Stuart Dale Christensen Mount Beckford Station Hughenden 4821</p>	<p>Lot 14 on DG28 Parish of Wongalee</p> <p>Mount Beckford Station Hughenden</p>	<p>Material Change of Use – Extractive Industry</p>	<p>Date of Decision Notice - 24 November 2010</p>
FSC46	<p>Sinclair Knight Merz 32 Cordelia Street South Brisbane 4101</p> <p>On behalf of - Visionstream Pty Ltd (Nextgen Network)</p>	<p>Lot 221 on SP108249 Parish of Walker</p> <p>Flinders Highway , Marathon <i>Controlled Environment Vault</i></p>	<p>Material Change of Use; and Reconfiguration of Lot Code – Assessable under the Flinders Shire Planning Scheme Telecommunication Facility</p>	<p>Acknowledgement Notice – 11 January 2011</p> <p>Amended Acknowledgement Notice sent on the 22.02.2011</p>
FSC47	<p>Aurecon Australia Pty Ltd Locked Bag 331 Brisbane 4001</p> <p>On behalf of - Visionstream Pty Ltd (Nextgen Network)</p>	<p>Lot 8 on SP118517 Parish of Vellum</p> <p>Kennedy Developmental Road, Stamford 4821 <i>Controlled Environment Vault</i></p>	<p>Material Change of Use Assessable under the Flinders Shire Planning Scheme Telecommunication Facility</p>	<p>Acknowledgement Notice – 4 February 2011</p>

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FSC 47 - Aurecon Australia Pty Ltd (Trim SC11/13)

Development Application for a Development Permit for a Material Change of Use (Code assessable) for a "Telecommunications Facility" off the Kennedy Developmental Road, Stamford (Lot 8 on SP118517, Parish of Vellum)

Comment – *Acknowledgement Notice to Applicant has been sent.*

NOTED

2.3.1.3 Amendment Building Certification 2010-0956 (Trim BA2010-0009)

GMA Group enclose an amendment to Building work – *Form 2 Application to change conditions* for Council's consideration. A request is made for a relaxation of the building setback.

File 1.03.A03.57

Jean Robins

Marathon Street, Hughenden

Lot 13 on Registered Plan 704785, Parish of Hughenden

New Construction Dwelling

Addition of a Deck

Class 1a

Comment February 2011 – *Following an inspection by the Director of Engineering where adjoining properties had similar frontage encroachments, it is recommended the request be approved.*

Moved Cr C.N. Haydon

Seconded Cr K.M. Egan

That Council has no objection to the relaxation of the building set back from the frontage of 1.5m.

Carried

2.3.1.4 SHOW CAUSE NOTICE

1. **Show Cause Notice** has been issued to S & C No 8 Pty Ltd, owners of 12 Gray Street, Hughenden (V8 Service Station), namely Lots 1-2 on Registered Plan 700431, Parish of Hughenden.

Comment December 2009 – *Show Cause Notice period finished 4 December 2009, administration is requested to seek information from Base iGi Consulting about the next step forward.*

Comment February 2010 – *A sub-committee consisting of Cr B.V. McNamara and Stephen McCartney, Chief Executive Officer to liaise with Spiro Borg, V8 Service Station.*

Comment April 2010 – *The Chief Executive Officer advised that the proprietor of V8 Service Station was waiting on a letter from Aussie O'Neil, Builder to sign off on the footings of the building. The Building Certifier will then need to sign off prior to Spiro Borg contacting a builder to finish the building.*

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***Comment November 2010** – Chief Executive Officer advised that Consulting Engineers acting for them have advised that the works will be undertaken to comply with the Show Cause Notice.*

***Comment December 2010** – Advice was given to the meeting that a Consulting Engineer and a builder have been employed to finalise this matter.*

2.3.2 GENERAL REPORT

Moved Cr G.J. Jones

Seconded Cr C.N. Haydon

That the report from the Director of Engineering as presented for consideration be received.

Carried

I submit for your information and consideration, this report of completed works and works in progress.

Main Roads

Hann Highway

\$20,000,000 has been allocated between Flinders and Etheridge Shires for the reconstruction of approximately 29 kilometres in Flinders Shire of the Hann Highway; this will be undertaken over the next four years under the Regional Safety Development Program (RSDP) - **Project 227/99B/2**

Estimates are currently being prepared for the first section being Black Gully – Warwombie section, from CH 210.52 to CH 213.81 some 3.29 kms and Tattoos to Black Gully CH 206.1 to 209.8 (3.70kms). A pre-start meeting with Department of Transport and Main Roads (DTMR) is scheduled for this work on 17 February 2011. Two other sections have been identified by Flinders Shire Council (FSC) and agreed to by DTMR; these are -

- CH 188.96 to CH195.33 (6.37kms);
- CH 153.8 to CH 161.51 (7.71kms); and
- a further fourth section yet to be identified which will extend the total works to approximately 29kms.

Hughenden – Muttaborra Road – 3km near Reay turnoff

The detail survey has been completed; FSC is now awaiting the preliminary design from Eaton Engineering Services.

TIDS Program

(1) Prairie Road Ch 52.8k to 56.3k

Flinders Shire Council (FSC) is expected to complete the sealing of 3.5 km of this road on Tuesday, 15 February 2011; this will complete the TIDS projects for 2011.

(2) Rockwalls

The contractor, Clayton McLean is currently winning material for the Beantree Rockwall and the Council construction team will complete its construction.

(3) Dicks' Gully Floodway - 58K on Prairie Road

The concrete floodway has been completed with \$62,000 allocated from TIDS and \$31,000 from Council.

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Road Inspection

It is proposed to organise a road inspection tour following the wet season at a date to be determined; the aim is to prioritise future road projects particularly those that will attract TIDS and Roads to Recovery funding.

Natural Disaster Relief and Recovery Arrangements (NDRRA)

A pre-start meeting with DTMR has been organised for the 17 February 2011 to discuss the 2010 Flood Damage.

Cr G.J. Jones left the meeting at 4.24 pm and re-entered at 4.26 pm.

Regional Road Group (RRG)

- The RRG Technical Committee met in Cloncurry on Friday, 11 February 2011. It was agreed that the non-LRRS funding for White Mountains Road be bulked up to \$150,000 for the 2012-2013 year and the next two allocations of \$75,000 + \$75,000 be deferred until the 2013-2014 and 2014-2015 years.
- Also the \$50,000 LRRS TIDS funding for Porcupine Gorge Road will now be brought forward to the 2012-2013 year.
- LGAQ are still lobbying the Federal and State Governments with a view to including the Day Labour costs in the NDRRA works estimates; however at this point in time, this seems unlikely.
- RRG has requested each Council to put forward their funding requests to the Federal Government; Flinders Shire Council will put in an application for an extra \$15,000,000 to be expended on the Hann Highway.
- Also it was mentioned that there may be funding available for upgrading narrow bridges so there is an opportunity to apply for funding to widen the Flinders River Bridge.

Road Maintenance Performance Contract (RMPC)

A report on RMPC activities is included; primarily the work involved –

- Pothole patching on 99B, 99C, 14B and 14C;
- Pavement repairs on 14B and 14C;
- Tractor slashing on 14B; and
- New signage and guide markers on 14B, 14C and 5701.

The value of expenditure claimed until mid-December is \$761,497.05 equating to approximately 40% of the \$1,898,500 allocation.

This figure will ramp up in the next few months with roadside slashing, heavy formation grading on sections of the Hann Highway and medium formation grading on the Hughenden - Muttaborra Road.
(Refer to attachment 1)

Roads to Recovery (R2R)

This work will include:

- Mowbray Street reconstruction and sealing from Gray Street to Flinders Street.
- Reconstruction and sealing of Murdoch Street, Prairie.

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Council Works

- Concrete has been completed at the State Emergency Services (SES) and Queensland Fire Services (QFS) sheds.
- There were no major issues apparent apart from a concern with graffiti and some minor vandalism.
- The Parks and Gardens crew have attended to the town streets, footpaths and nature strips, the various Parks, Cemetery, Showgrounds, the Saleyards and the Council Depot.
- New Refuse Facility – Gravelling the hard stand area will commence following the sealing on the Prairie-Muttaborra Road.
- General maintenance on the Mowbray Street house and the Caravan Park.
- The Airport has been mowed and the fence-line treated with herbicide. Some of the line marking requires touching up; this is planned to be done in the near future along with line marking for the Brodie Street Playground.
- Council organised a street pickup of trees and debris on Monday, 7 February 2011 following the impact of Cyclone Yasi.
- Other work included clearing fallen trees and debris from the Hann Highway, Gregory Springs/Gemfields and Maiden Springs Roads. (*Refer to attachment 2*).

Workshop Report

- The Workshop attended to minor repairs and adjustments to various plants in preparation for the annual machinery inspection; it is noted that all plant passed the machinery inspection.
- There has been an ongoing problem with the fuel and electrical systems in the Caterpillar 12M Grader - Plant 635. This has involved replacing the injector pump, transfer pump and the engine management system computer. This work was undertaken by Hastings Deering under warranty and the grader is now back in service. (*Refer to attachment 3*).

Workshop Extension

The proposed extension to the Workshop is progressing with the Consulting Engineers following on-going discussions with the Workshop; a sketch of the proposed addition is attached. (*Refer Attachment 4*)

Comment – Council approved the plans for the Director of Engineering to arrange tenders for the construction, as provided in the Budget.

NOTED

Water and Sewerage

Generally, there were no major issues with either water or sewerage during the previous two months.

Water Function

The crew attended to one water main break in Dalrymple Road and restored seven services at:

- Victoria Street;
- Mowbray Street;
- Winton Road;
- Disraeli Street;
- Churchill Street;
- Swanson Street; and
- Stansfield Street.

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Water usage for the period is shown in the table below.

Bore No	Water usage to date (kl)
2	1349
5	152
7	21280
8	2301
9	5578
Total (ML)	30.66

Prairie and Stamford Water

The tanks at both communities have been cleaned and hand chlorinated.

Torrens Creek Water

The Bore lift pump was replaced and the existing one has been sent for repairs. Torrens Creek water quality has been a problem for some time with excessive iron being present. We are currently intending to resurrect the aeration system and re-plumb the storage tanks and the chlorinator to address this issue.

Sewerage function

One Sewer Main and two house drains were unblocked and four septic tanks pumped out. Work has commenced on the Sewerage Main to Davis' block in the industrial estate. **(Refer to attachment 5)**

Other tasks attended to –

Hughenden Flood Mapping Study – FSC2010-12-05 (Refer to Attachment 6)

Tenders for this submission closed on Friday, 28 January 2011. Eleven tenders were received and these have been evaluated based primarily on the following criteria -

- Compliance with deliverables;
- Project team experience;
- Previous experience on like projects; and
- Value for money.

A spreadsheet of the submissions and the evaluation criteria is attached for your information **(as attachment 6)**

It is recommended that Flinders Shire Council accept the tender of Engeny at a cost of **\$ 110,345.00 + GST**. Although the fee is less than the allocation, there is an opportunity to value add to the Study by extending the original scope to possibly include –

- Extending the original survey to cover a wider area;
- An Integrated Catchment Management Plan;
- Modelling future development planning horizons;
- Stormwater mitigation modelling; and
- Natural hazard risk assessments.

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Moved Cr K.M. Egan

Seconded Cr G.J. Jones

That Flinders Shire Council accept the tender of Engeny Water Management at a cost of **\$ 110,345.00 + GST**. Although the fee is less than the allocation, there is an opportunity to value add to the Study by extending the original scope to possibly include –

- Extending the original survey to cover a wider area;
- An Integrated Catchment Management Plan;
- Modelling future development planning horizons;
- Stormwater mitigation modelling; and
- Natural hazard risk assessments.

Carried

North Hughenden Sewerage Planning Report – FSC2010-12-04

There were fourteen submissions and these are currently being evaluated; the results and a recommendation will be available for the next Council Meeting.

Moved Cr K.M. Egan

Seconded Cr C.N. Haydon

That the matter be referred to a sub-committee consisting of Crs B.V. McNamara, G.J. Jones and S.M. O'Neill to assess the submissions with the power to act.

Carried

TENDERS AND QUOTATIONS

Tenders

FSC2010-11-03 12 Months Supply of Diesel and Unleaded Fuel - Closed 28 January 2011

Tenders have been received from –

Priestley's Roadhouse	Diesel	\$0.09 per litre off Bowser price
	Unleaded	\$0.09 per Litre off Bowser Price
Coffison & Sons Pty Ltd	Diesel	\$0.10 CPL
	Unleaded	\$0.10 CPL

Comment – A summary of Bowser Prices for the last two months was provided to Council.

Moved Cr K.M. Egan

Seconded Cr S.M. O'Neill

That the tender be offered as a joint tender as there was very little difference in price – with the heavy vehicles going to Coffison & Son Pty Ltd and the smaller vehicles going to Priestley's Roadhouse. In the event of either tenderer not accepting, a sub-committee of Crs B.V. McNamara, G.J. Jones and C.N. Haydon to be empowered to act on behalf of Council to allocate the tender.

Carried

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FSC2010-12-01 Sale of Used Plant 219 – Toyota Prado - Registration 814-JLU
Closed 4 January 2011

Comment – *This vehicle was traded with the new vehicle. (Reference Q2101-12-02)*

NOTED

FSC2010-12-02 Sale of Used Plant 220 – Holden Commodore VZ Station Wagon – Registration 574-JFC
Closed 4 January 2011

Action - *Greg McClymont, Richmond Hill Drive, Hughenden was the successful tenderer for \$10,000 (GST inclusive)*

NOTED

FSC2010-12-03 Sale of Used Plant 112 – Ford Territory - Registration 623-KFQ
Closed 4 January 2011

Comment – *This vehicle was traded with the new vehicle. (Reference Q2010-12-04)*

NOTED

FSC2010-12-04 Fee Proposal – Planning Report for design and Costing of North Hughenden Sewerage Scheme – Closed 28 January 2011

(Refer Item 2.3.2 - Page 25)

NOTED

FSC2010-12-05 Flood Mapping Study of Hughenden
Closed 28 January 2010

(Refer 2.3.2 Page 25)

NOTED

Quotations

Q2010-12-01 Servicing Council Owned Airconditioners - Closed 31 January 2011

Comment – *G & C Jones Electrical were successful with this quote.*

NOTED

Q2010-12-02 Supply and Delivery mid-large 4WD Station Wagon (HACC)- Closed 4 January 2011

Comment – *Westco Motors, Cairns had the successful quote for the change-over price of \$32,825 for a Nissan Patrol.*

NOTED

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Q2010-12-03 Supply and delivery Sedan (HACC) - Closed 4 January 2011

***Comment** – Charters Towers Toyota had the successful quote for the price of \$28,473 for a Toyota Camry.*

NOTED

Q2010-12-04 Supply and delivery mid-large size 2WD with a high clearance or 4WD Station Wagon (HACC) - Closes 4 January 2011

***Comment** – Carmichael Ford, Townsville had the successful quote for the change-over price of \$25,873.26 for an AWD Ford Territory.*

NOTED

Leanne Rogers left the meeting at 5.11 pm.

Q2010-12-05 Supply and Delivery of Uniforms for Council's Outside Workforce in Assorted Sizes for next year – Closed 17 January 2011

***Comment** – Options have not been decided on but should be presented to the next Council meeting.*

RETABLED

2.3.2.6 PLANT RUNNING COSTS

That the Plant Running Costs to the 31 January 2011 as presented for consideration be received.

NOTED

2.3.3 CORRESPONDENCE

Moved Cr C.N. Haydon

Seconded Cr K.M. Egan

That the Director of Engineering's correspondence as presented for consideration be received.

Carried

2.3.3.1 Local Government Infrastructure Services (Trim SC11/22)

LGIS has recently completed discussions with the Queensland Government and the LGAQ to provide an alternative, voluntary delivery service model to assist Councils in their recovery of infrastructure following natural disasters. They write to inform Council of the opportunity to access the model which has been designed to assist Councils to achieve compliance with NDRRA guidelines.

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Comment - Information noted and referred to Council meeting held February 2011. Council will need to budget extra funds for future Shire Road Flood Damage works and utilize contractors where possible. Council to seek clarification on whether costs of doing up flood damage applications/assessments etc are eligible.

NOTED

2.3.3.2 Rate Assessment 00151-0 (Trim SC11/196)

Seeking a quotation to provide a vehicle access to their Church Hall - between the electricity pole on their Hardwicke Street footpath and the large Gum Tree on their land and opposite the driveway currently being used by the residents of 7 Hardwicke Street, Hughenden. This they hope will limit erosion via the current vehicle access which is becoming a watercourse.

NOTED

2.3.3.3 Rate Assessment 00164-0 (Trim SF10/340)

Asking Council for a driveway access installed into the gutter in Brodie Street at the front entrance to their property at 85 Brodie Street, Hughenden.

NOTED

2.3.3.4 Lot 5 on RM74, Parish of Torquay (Trim SF11/123)

Reference the Poseidon Crossing on the Flinders River. They thank Council for previous work carried out on the Crossing but advise that since the rains the crossing has silted up. However they are interested in whether there are further plans in place to rectify the problem as they have lived on Compton Downs for twenty-two years and during times of heavy rain have no access to the town.

Action - That Council will do basic maintenance as advised previously on its short-term plan..

NOTED

2.3.3.5 St Francis School P & F Association (Trim SC11/422)

Seeking a quote from Council to aerate their Sports Oval. They seek this quote as soon as possible to enable aeration to be carried out before the wet season.

Comment – A quote has been obtained.

NOTED

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2.3.3.6 Charlie Wootten, Prairie

A verbal request has been made from Mr Charlie Wootten, Prairie that the street which runs from Savage Street between Blocks 20 and 22 (runs down over Brady Street on the southern side of the Railway Line) be named Wootten Street. His family have lived in Prairie going back to his grandfather's time and are the only original Prairie people now in the town.

Action – A letter be written to the writer advising him that Council will be advertising.

NOTED

2.3.3.7 Parliamentary Secretary for Emergency Services, Betty Kiernan MP, Member for Mount Isa (D11/486)

The Australian Government has undertaken to install a weather radar in Mount Isa which is near completion. However, advice has been given that the radar in Mount Isa will not cover inland communities such as Richmond and Hughenden and because of this the writer is seeking Council's consideration and support for the North West and Gulf areas to fund an additional radar to cover the inland areas the Mount Isa radar will not cover – this weather radar will enhance understanding of local rainfall and flash flooding.

NOTED

2.3.4 BUSINESS ARISING FROM PREVIOUS MINUTES

2.3.4.1 FLINDERS RIVER BRIDGE LINE MARKING

Refer Item 2.3.5.2 - August 2007 Minutes – Director of Engineering General Business

Tenielle Edmondson, Student, Hughenden State School - (Part)

Tenielle Edmondson requested information from Council about why there were no traffic lanes on the Flinders River Bridge and whether any lines would be painted on some time in the future.

Action - Council advised that there were never meant to be lines on the Bridge, but that reflectors could be installed on the Bridge instead of lines and this item to be brought up at the meeting with the Department of Main Roads.

Comment September 2007 - This request will be discussed with the Department of Main Roads in the next RMPC Meeting in September 2007.

Comment October 2007 - Raised reflective pavement markers will be installed in the centre of the Bridge and on the kerb.

Comment November 2007- Reflections to be installed on pavement and kerbs by Christmas.

Comment December 2007- This has been completed.

Comment December 2007- Advice was received at the meeting that most of the reflectors have come unstuck on the Flinders River Bridge.

Comment February 2008 - The raised reflective pavement markers should be replaced this week.

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Action March 2008 - Reflective markers have been installed. The Acting Director of Engineering to approach the Main Roads Department with a view to putting a white line down the roadworks in the middle of the Bridge.

Comment April 2008 - The Acting Director of Engineering will take the problem of the "middle of the road" line-marking of the Flinders River Bridge to the next RMPC Meeting.

Moved Cr G.J. Jones

Seconded Cr C.N. Haydon

That Council write to Main Roads requesting that the Bridge be widened by removing the walkway and placing a new walkway on the western side of the Bridge. Council will relocate the water main as part of the project. Council believes this needs urgent attention due to a high traffic count, especially heavy vehicles, using the narrow bridge.

Carried

Action July 2008 - This is to be referred to the next RMPC Meeting.

Action December 2008 – This matter was referred to the RMPC November meeting. Department of Main Roads (DMR) is to refer the suggestion of a cantilevered footbridge to Department of Main Roads' Bridge Engineers for comment. This would allow the deck to be cleared of the pedestrian lane.

Action March 2009 – Director of Engineering to continue raising the issue of regular Main Roads meetings with Council.

Comment April 2009 – The Chief Executive Officer and Mayor raised the matter again with Peter Trim, Regional Director, Department of Transport and Main Roads during his visit to Hughenden on 7 April. Mr Trim advised he would pursue the option of a separate foot bridge.

Comment August 2009 – The Chief Executive Officer advised that this matter was again raised with the Main Roads Department at a meeting held on the 12 August 2009.

Comment October 2009 – Will be raised at the RMPC meeting held on the 14 October 2009. The Chief Executive Officer to investigate the matter with Main Roads, Cloncurry.

Comment November 2009 – Council to rewrite the letter as they have lost original letter.

Comment February 2010 – The Mayor and Chief Executive Officer raised the problem with Peter Trim, Regional Director, Main Roads Department on the 27 January 2010.

Comment March 2010 - At a regular Project Review Meeting held on the 12 March 2010, Department of Transport and Main Roads advised that a similar bridge in Caboolture has a cantilevered pedestrian bridge attached. Investigations are now centred on adapting that design to the Flinders River Bridge.

Comment August 2010 – Roadtek made an inspection of the Bridge early August 2010.

Comment December 2010 – Department of Transport and Main Roads inspected recently and recommended a footbridge (not a cantilevered pedestrian bridge) that needs to be designed and costed.

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2.3.4.2 LANDSCAPING RICHMOND HILL DRIVE

Refer Item 2.3.5.2 – February 2009 Minutes – Director of Engineering General Business

Cr C.N. Haydon advised also that Robert Wearing, Hughenden Motorcycles had approached him asking if the mound in front of his premises and on the road verge on Richmond Hill Drive could be razed to enable him to landscape the area in front of his business premises.

Comment - *The Director of Engineering to investigate.*

Action March 2009 – *Council to look at concept plans for the redesigning of Richmond Hill Drive and that the concept design, when completed, will be carried out through the whole area.*

Comment August 2009 – *Colin Sellars, Foreman Parks and Gardens will be undertaking concept plans for Council administration prior to Christmas.*

Comment November 2009 – *The irrigation has been fixed and discussions have taken place about an alternative design.*

Comment March 2010 – *Foreman, Parks and Gardens to develop plans over the next few months.*

Comment July 2010 – *Refer to Item 2.3.2.3.*

2.3.4.3 RAILWAY CROSSING

Refer Item 2.3.5.3 May 2009 Minutes – Director of Engineering General Business

Cr G.J. Jones advised that there was a rough spot on the Railway Crossing in Gray Street.

Comment – *The Director of Engineering to investigate.*

Comment July 2009 – *This will be inspected this week.*

Comment August 2009 – *The Director of Engineering to liaise with Main Roads Department and Queensland Rail.*

Comment October 2009 – *The Main Roads Department project to upgrade the section of Flinders Highway – Muttaborra turnoff-Hughenden has an indicative allocation 2011-2012 to 2013-2014. The problem in the immediate vicinity of the rail crossing will be raised as a defect within the RMPC for corrective action approved by the Department of Transport and Main Roads.*

Comment November 2009 – *Department of Transport and Main Roads has contacted the Railways Department asking for this matter to be addressed.*

Comment February 2010 – *Administration to contact Tony Lucas, Queensland Rail, Townsville. If no decision is forthcoming, the Mayor will take the problem up with the Minister for Transport, Rachael Nolan MP.*

Comment March 2010 – *Queensland Rail have inspected. We are waiting on works to proceed.*

Comment April 2010 - *Modular rail crossing in July and the works should be accomplished in one day. They still want the work to be done by Council.*

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Comment May 2010 - Council input is required into the best detour route during the one or two day's construction period.

Comment July 2010 – This will be undertaken on the 25 July 2010 - the detour will be via Stansfield, Flinders and McLay Streets.

Comment August 2010 – This has been completed but problems still occur.

Comment September 2010 – The Director of Engineering has contacted Queensland Rail (Bill Sue-Yek) requesting the vertical problems be investigated and corrected.

Comment November 2010 - Design for the pavement and pedestrian crossing is currently being undertaken.

2.3.4.4 COMPTON ROAD

Refer Item 2.3.5.5 May 2009 Minutes – Director of Engineering General Business

Cr C.N. Haydon requested that the Director of Engineering investigate the Compton Road and design rectification works.

Action June 2009

Moved Cr C.N. Haydon

Seconded Cr G.J. Jones

That Council write to the landowner seeking his approval to dedicate the existing Compton Road through Eric Kelly's property.

Carried

Comment July 2009 – Council has written to the property owner and is awaiting a positive reply prior to proceeding with the application to dedicate.

Comment August 2009 – Cr C.N. Haydon to liaise with Eric Kelly as no reply has been received.

Comment September 2009 – Council Officers and Crs B.V. McNamara and C.N. Haydon to meet with Eric Kelly at Compton Downs Station.

Comment October 2009 – Administration to arrange a meeting.

Comment November 2009 – Chief Executive Officer to arrange a meeting early next year.

Comment March 2010 – Chief Executive Officer has been in contact with Eric Kelly and a meeting will be arranged in the next month.

Comment April 2010 – Chief Executive Officer had arranged a meeting time but the meeting was deferred due to the rain event.

Comment May 2010 – A meeting has been arranged on Wednesday, 26 May 2010 with Eric Kelly and family on-site for the Compton Road meeting at approximately 2.00 pm; and at approximately 4.00 pm, Clayton MacLean on site at the Expressman Access Road.

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Comment June 2010 – Refer Chief Executive Officer's meetings for June 2010.

Comment July 2010 – Cr C.N. Haydon to follow up with Walkcege Station regarding dedicating the Compton Road through them.

Comment September 2010 – Chief Executive Officer is following up on information from DERM and separate legal advice as to the process for dedicating roads in Pastoral Leases and GHPL's.

Comment November 2010 – This project is on hold until we finalise the new StrathStewart Access Road as a trial.

2.3.4.5 LIGHTING ROBERT GRAY MEMORIAL PARK

Refer Item 2.3.5.6 May 2009 Minutes – Director of Engineering General Business

Cr K.M. Egan advised that the lighting around the BBQ's in Robert Gray Memorial Park was minimal and that one light needed replacing.

Comment – The Director of Engineering to investigate.

Comment July 2009 – Funds have been allocated in the 2009-2010 Budget.

Comment August 2009 – A meeting has been arranged with ERGON for the 26 August 2009.

Comment September 2009 – The Director of Engineering has liaised with ERGON on this matter and discussed with Council scenarios which would be presented to Tony Hengst, ERGON.

Comment October 2009 – ERGON will be carrying out vegetation management within weeks. Following that, various options will be put to the local ERGON office. Cr Jones will bring various options at the next meeting of Council.

Comment March 2010 - Ergon has now carried out extensive vegetation management in Robert Gray Memorial Park. The Engineer is to revisit (at night) to evaluate the previous proposal in view of the heavy pruning that has taken place.

Comment April 2010 – The Director of Engineering has inspected the Park and it appears that only two more lights are required.

Comment April 2010 – A sub-committee to liaise with Colin Sellars, Foreman Park and Gardens to look at different types of trees that could be planted prior to cutting down the other trees which have been lopped incorrectly and are under the power lines.

Comment May 2010 – Council agreed to plant some new trees further from the power lines and from the existing trees.

Comment July 2010 – New trees have been planted and further trimming to the trees under power lines will be undertaken.

Comment August 2010 – Refer Chief Executive Officer's report – Item 2.1.1.3 – 26 July 2010.

Comment September 2010 – ERGON are to remove an extra pole in the Park. It will be relocated to where it is needed.

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2.3.4.6 MAINTENANCE OF CENTRAL PARKING AREA – BOTTOM END OF BRODIE STREET

Refer Item 2.3.5.4 August 2009 Minutes – Engineering General Business

Cr G.J. Jones discussed with Council the danger of the large trees in the centre of the Street at the bottom end of Brodie Street. He had been advised that the way to go would be to plant smaller native trees between the older, larger trees and when they had grown to cut out the larger, older trees.

***Comment** – The Director of Engineering to investigate this advice.*

***Comment February 2010** – Parks and Gardens to action.*

***Comment July 2010** - African Mahogany Trees are to be planted.*

***Comment August 2010** – Brett Varcoe, Parks Coordinator is now looking into this matter and will report back to the next meeting.*

***Comment November 2010** – Advice received the trees are ready to go in.*

2.3.4.7 ALLEN TERRY CARAVAN PARK

Refer Item 2.3.5.1 September 2009 Minutes – Director of Engineering General Business

Cr K.M. Egan discussed with Council shrubbery which could be planted at the Skate Park on the western end.

***Comment** – Colin Sellars, Parks and Garden's Foreman to investigate.*

***Comment October 2009** -*

[Chamber of Commerce - Caravan Park Upgrade Planting of Trees \(Doc 193437\)](#)

A letter from the Chamber about the planting of shrubs and an accompanying watering system on the perimeter fence of the Caravan Park to alleviate noise and improve the general aesthetics of the Park.

***Comment November 2009** – Colin Sellars, Foreman Parks and Gardens is looking at a design and shrubs for the beautification of the Caravan Park perimeter.*

***Comment April 2010** – The Director of Engineering, Don Lee will liaise with Tony Hengst, ERGON Energy on the matter.*

***Action August 2010** – Refer Chief Executive Officer's Report – Item 2.1.1.3 – 26 August 2010.*

***Comment August 2010** – Refer Chief Executive Officer's Report – Item 2.1.1.3 Meetings attended 26 July 2010.*

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2.3.4.8 [Mrs Denise Brebner - Greyhound Bus Stop in Brodie Street \(Doc 211616\)](#)

Refer Item 2.3.3.1 May 2010 Minutes – Director of Engineering Correspondence

A letter of concern about the Greyhound Bus Stop in Brodie Street, Hughenden and the danger it presents to elderly persons, people with a disability and mothers of very young children. This is because the height of the footpath to that of the height of the road does not correspond. In her opinion, the Bus Stop would be better and safer to be outside the Library in Brodie Street where the footpath is more accessible. At this time the Bus Driver has to be on hand to help persons off the bus to avoid an accident.

Action - *That Director of Engineering to investigate the matter.*

Comment June 2010 – *K W Eaton Engineering Design and Surveys will be drawing up plans for a solution.*

Comment September 2010 – *The bus parking area will be relined and marked to keep the vehicle further from the gutter on the flat area of road.*

Comment October 2010 – *Line marking will be in Hughenden by the end of October 2010.*

Comment November 2010 - *Due to the rain, a delay exists until the end of November 2010.*

2.3.4.9 STOP SIGN, CORNER STANSFIELD AND GRAY STREET, HUGHENDEN

Refer Item 6.1 July 2010 Minutes – Director of Engineering Questions without Notice

Cr S.M. O'Neill brought to the attention of Council the danger of haphazard drivers on the abovementioned corner and concerns felt by community members of drivers who come in from the west and do not stop at the intersection.

Comment – *The Director of Engineering to contact the Main Roads Department to ask for a Safety Audit to be carried out.*

Comment December 2010 – *Department of Transport and Main Roads inspected the intersection on the 8 November 2010.*

2.3.4.10 VEHICLE STOPPERS

Refer Item 2.3.5.1 August 2010 Minutes – Director of Engineering General Business

Cr K.M. Egan spoke of her concern about vehicles stoppers in Brodie Street and that the absence of yellow reflector lights on the stoppers were creating a danger to pedestrians.

Comment – *The Director of Engineering to trial concrete stoppers at various locations.*

Comment October 2010 - *The stoppers have arrived and will be installed as soon as time permits.*

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***Comment November 2010** – Alternate stoppers are being obtained on a more aesthetically pleasing profile.*

***Comment February 2011** – The Director of Engineering to consider alternatives.*

2.3.4.11 NEW ROAD PAINE STREET

Refer Item 6.2 July 2010 Minutes – Director of Engineering Questions without Notice

Cr C.H. Haydon advised that John Lethbridge is concerned about Paine Street. Where he turns off into his yard, his trucks are tearing up the bitumen.

***Comment** – Director of Engineering to investigate.*

***Comment September 2010** – Council to undertake gravel shoulder widening in Paine Street.*

***Comment October 2010** – The Engineer to continue with investigations.*

2.3.4.12 QUERY – PARKS AND GARDENS REPORT

Refer Item 2.3.2.3 August 2010 Minutes – Director of Engineering General Report

Moved Cr S.M. O'Neill

Seconded Cr C.N. Haydon

That Council investigate options for surveillance equipment at the Skate Park and the Brodie Street Playground.

Carried

***Comment October 2010** – Engineering Admin Officer has rung Kovek Security, Townsville and he is happy to come to Hughenden when he is able, to check sites which require surveillance systems and will give quotes.*

***Comment February 2011** – Kovek Security will provide a desk quote and if reasonable, confirm with a site visit.*

2.3.4.13 ROBERT GRAY MEMORIAL PARK

Refer Item 6.1 – Questions without Notice

Cr Egan advised that there should be a rubbish bin at the start of the walkway.

***Comment** – The Director of Engineer to investigate.*

***Comment December 2010** – Council to install a wheelie bin at the exercise station in the Park.*

***Comment February 2011** – The Bin has been installed.*

NOTED

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2.3.4.14 FLOODWAY WARNING SIGNS

Refer Item 2.3.5.1 December 2010 Minutes – Director of Engineering General Business

The Mayor, Cr B.V. McNamara advised that floodway warning signs were needed as a matter of urgency at Skull Creek to advise motorists, particularly at night of impending water and to slow down.

***Comment** – Advice has been received that the signs have been ordered.*

***Action February 2011** – Signs have been put up.*

2.3.4.15 Rate Assessment 00153-0 – Lot 2 on RP 700441, Parish of Hughenden

Refer Item 2.3.5.2 December 2010 Minutes – Director of Engineering General Business

The proprietors of the abovementioned allotment advise Council of a drainage problem they have which needs the urgent attention of Council.

Moved Cr C.N. Haydon

Seconded Cr S.M. O'Neill

That Council's Engineer investigates and takes appropriate action.

Carried

***Comment February 2011** – Permission is required from adjacent property to enable Council workers to go onto the property and do earthworks to alleviate the problem.*

2.3.5 GENERAL BUSINESS

2.3.5 ILLEGAL DRIVEWAY - CUL de SAC (HUNTER STREET, HUGHENDEN)

Cr K.M. Egan brought to the attention of Council the *cul de sac* alongside Rate Assessment 00568 in Hunter Street, Hughenden was being used as a through-way for vehicular traffic which could endanger lives.

***Comment** – The Director of Engineering to investigate.*

The meeting adjourned at 5.44 pm and resumed at 7.06 pm with all Councillors and Executive Staff present except for Leanne Rogers, Director Corporate Services.

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2.4 ENVIRONMENTAL HEALTH

2.4.1 GENERAL REPORT

Moved Cr S.M. O'Neill

Seconded Cr G.J. Jones

That the Environmental Health Officer's report as presented for consideration be received.

Carried

2.4.1.1 ANIMAL CONTROL

Six dogs were impounded over the Christmas period. All were destroyed. No cats have been impounded.

The Council has also been granted an extension of time for the acquittal of the funding granted to support the implementation of the Animal Management Act. The extension runs out on the 29 June 2011.

The Council opened the Pound to animals evacuated during Cyclone Yasi. We housed seven dogs and one cat during this time. The owners were all extremely appreciative to the Council for this service. For future events the Council will inform the motels that the Pound is available for those seeking shelter for their animals.

NOTED

2.4.1.2 MOSQUITO CONTROL

I have received two complaints regarding mosquitoes. The one of most concern is located at the Masonic Lodge. There seems to be an issue with the drainage of water from the site. I have contacted the President of the Masonic Lodge regarding the issue and have passed this information onto the Child Care Centre. The area is treated with mossie pellets.

NOTED

2.4.1.3 WATER QUALITY

The plumbers and I have been hand dosing the Prairie and Stamford tanks with chlorine in order to kill off any bacterial contamination. The Prairie tanks were emptied and cleaned at the beginning of the year and the Prairie Mains were flushed with chlorine. We also dosed the tank located at the Old Power House during the same time.

Bore 2 was switched off for approximately a week before Christmas due to the presence of *e.coli*. The plumbers, Rural Lands Officer and I cleaned around the bore heads at Bore Numbers 2, 5, 7 and 9 and sealed all gaps. Further investigation at the Old Power House revealed that the old Bore was not properly sealed off and that ground water had been entering the aquifer via this point. The old Bore has now been sealed off and mounded with concrete so that water will not collect around the Bore head. Bore 2 and Prairie Bore have also been mounded in the same fashion.

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The final reports on the water supply infrastructure for Prairie, Torrens Creek and Stamford have been issued. The plan was to apply for funding in mid-year for these projects - this may be on hold as the funding may be utilised for flood and cyclone relief instead. In the meantime the plumbers and I shall continue to hand dose in Prairie and Stamford.

The Torrens Creek bore pump was replaced in January. The Director of Engineering and I have investigated the feasibility of utilising the old aerator in order to see if we can remove some of the iron from the water supply. If this process works then we will keep it online permanently.

I have been in contact with Queensland Health and the Office of the Water Supply Regulator (OWSR) informing them on our progress. The OWSR have raised concerns regarding the quality of water in the Flinders Shire and have made it clear that the Council is skating on thin ice and will face further action (such as a Public Health Order) in the event of another large *e.coli* outbreak in Hughenden.

NOTED

2.4.1.4 NEW REFUSE TIP

The plumbers have finished laying the aggr drain. It is planned that Geofab will be laid from the 21 February 2011 onwards. It is estimated that the area will be sealed and the security fence installed by the end of March. It is hoped that the new landfill will be open for use by the end of June at the latest. I have received a number of requests for information from DERM which I am responding to.

NOTED

2.4.1.5 HEALTH NOTICES

I have received eleven Overgrown Notices over the December 2010 – January 2011 period. The majority of blocks are owned by people living interstate. I am in the process of organising a brochure outlining the need to maintain their allotments on a regular basis.

NOTED

2.4.1.6 CLEAN UP AUSTRALIA DAY

Leanne Rogers entered the meeting at 7.11 pm.

Cleanup Australia Day will occur on Sunday, 6 March 2011. At this point in time the cleanup will occur along the Hann Highway from the Bridge to the Airport turnoff. Participants can register on the day at 7.00 am at the Robert Gray Memorial Park. There will be a BBQ afterwards for all participants. All Councillors are expected to attend in order to assist with the cleanup and cook the sausages.

Sharps and OH&S information will be provided on the day. Waste disposal assistance will be arranged with Council's Foreman prior to the day. First Aid will be organised with the OH&S Officer prior to the event.

If the weather is nice, this could be a really good opportunity to show some community spirit and make a difference to our streetscapes.

NOTED

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2.4.1.7 TRAINING

Environmental Awareness training for outside staff will occur on the 16 February 2011.

NOTED

2.4.2 CORRESPONDENCE

Moved Cr K.M. Egan

Seconded Cr G.J. Jones

That the Environmental Health Officer's correspondence as presented for consideration be received.

Carried

2.4.1.1 Minister for Local Government and Aboriginal and Torres Strait Islander Partnerships, Desley Boyle MP (Trim SF11/93)

Advising that Cleanup Australia Day will be held Sunday 6 March 2011 – this year will be vastly different from previous years. This time encouragement is given to help rebuild towns and suburbs and community spirit.

NOTED

2.4.3 BUSINESS ARISING FROM PREVIOUS MINUTES

Refer Item 2.4.1.5 December Minutes – Environmental Health Officer's Report

2.4.3.1 SHOW CAUSE NOTICE (Transferred from Item 2.3.1.3)

Show Cause Notice has been issued to Tyrone Green, owner of the shed at 48 Disraeli Street, Hughenden. They have completed de-construction of the building. The reusable segments of the structure are stored on-site and the site is reasonably tidy. Barrier mesh is still in place at the front of the property providing a barrier to the public from the site.

Comment June 2009 – *The Director of Engineering to re-inspect.*

Comment August 2009 - *A further inspection was carried out resulting in a Notice of Overgrown Allotment being issued on the 24 July 2009 by the Environmental Health Officer. The owner is required to undertake maintenance by the 14 August 2010.*

Comment February 2010 – *The Environmental Health Officer to investigate the area.*

Comment July 2010 – *Environmental Health Officer advised the shed has been removed from the property - however there are still two posts and a concrete slab present. A follow up letter will be sent outlining the remaining work required at the property in question.*

Comment September 2010 – *Inspected by the Director of Engineering. The property is still heavily vegetated with various concrete slabs, two large timber posts and a rusting iron post in the north-east corner. The barrier-mesh erected by Council is no longer effective due to vandalism.*

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Action September 2010 – Council to issue a Show Cause Notice to Megan Kirley, who has recently purchased the property.

Action December 2010 – A remedial notice has been issued for the area to be tidied up early next year.

Comment February 2011 - It now belongs to Megan Kirley. She was sent a remedial notice last year and she has been in contact with Albert and Bobby Campbell regarding quotes for cleaning the area up. I will send out a reminder requesting that she contact me about her plans.

2.4.4 GENERAL BUSINESS

2.4.4.1 DRAINAGE - COMYN STREET, HUGHENDEN

Cr B.V. McNamara advised that the owners of Rate Assessment 00025-0 in Comyn Street, Hughenden had complained that drainage of water from the Diggers Entertainment Centre was running over the embankment. This could lead to further problems.

Comment – The Director of Engineering to investigate.

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2.5 COMMUNITY DEVELOPMENT

2.5.1 GENERAL REPORT

Moved Cr S.M. O'Neill

Seconded Cr K.M. Egan

That the Community Development Officer's report as presented for consideration be received.

Carried

2.5.1.1 Corporate Branding

The Shire Logo has been updated and cleaned up to be a crisper image - this has now been put with samples of stationery which have been given to all Councillors for consideration.



DISCOVER – OPPORTUNITY – LIVE

Moved Cr G.J. Jones

Seconded Cr S.M. O'Neill

That Council adopt the Logo and Mantra above; and

- *The Business Card as presented;*
- *The Letterhead as presented but with the swirl of the Tax Invoice;*
- *the Email signature as presented;*
- *The Envelope as presented but in full colour i.e. green and yellow and the same swirl as the Tax Invoice;*
- *The Tax Invoice as presented in full colour;*
- *The Advertisement but with the Tax Invoice swirl; and*
- *No green block on the bottom of the Tender Form.*

Carried

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2.5.1.2 Australia Day

This year saw a huge crowd for Australia Day with winners as follows:

Citizen of the Year	Keith Dighton
Young Citizen of the Year	Brodie Lobley
Sports Award (Administrator/Coach/Official)	Jenny Murdoch and Elsa Torkington
Junior Sports Achievement	Tayla Hiller
Senior Sports Achievement – Special Commendation	James Boyle
Contribution to Sports Junior Award	Jamie Lee Coward
Community Event of the Year	Hughenden Country Matrons Community Garden Day

Community consultation commenced this day with the handing out of community surveys. We received approximately thirty back with many happy to take them home and drop them back in so they could consider the questions.

NOTED

2.5.1.3 RADF Annual Report and Bid

The Annual Report and Bid for RADF is due at the end of March - for Council to receive or be able to bid for the \$25,000, Flinders Shire Council must commit \$2,500.

Councils can receive more than the maximum amount for each ratio providing the additional funds are supported with Council funds at the higher ratio. For example, a Council with a population of less than 5,000 could receive \$30,000 from Arts Queensland and would contribute at the 30% rate for the \$5,000 over the maximum for Class.

It has also been put across that Council can apply for funds under different sections of Council for example – Library, Sport and Recreation, Tourism etc

I ask Council to consider their commitment to the RADF Annual Bid.

RADF Population Class	Population	\$ % AQ	\$ % Council	Maximum AQ contribution at this ratio*
1	0 to 5,000	90	10	\$25,000
2	5,001 to 25,000	70	30	\$30,000
3	25,001 to 50,000	60	40	\$40,000
4	50,001 to 200,000	50	50	\$50,000
5	200,000 +	40	60	\$100,000

It is hoped to be able to get feedback from community groups on their intentions for the next financial year which will guide the Annual Bid.

RADF currently has \$18,104.84 of unallocated funds - however we are expecting at least three more applications in Round Three which will close on the 25 February 2011.

NOTED

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2.5.2 CORRESPONDENCE

Moved Cr K.M. Egan

Seconded Cr C.N. Haydon

That the Community Development Officer's correspondence as presented for consideration be received.

Carried

2.5.2.1 National Trust Queensland (Trim SC11/27)

Inviting Council to become a member of the National Trust of Queensland. Benefits include –

- Membership Card offering one adult representative free and discounted entry to Trust properties across Australia;
- Two quarterly Trust magazines for the Library;
- The opportunity to conduct tax-deductible heritage conservation appeals;
- Community events included in the Trust's Annual Heritage Festival program free of charge;
- Access to the Trust's library of reports and files as well as their database of information on heritage places; and
- The opportunity to partner with the National Trust in the management of heritage properties open to the public.

Moved Cr G.J. Jones

Seconded Cr S.M. O'Neill

That Council become a member of the National Trust Queensland and the fee of \$85.00 paid.

Carried

2.5.2.2 Oakley Amateur Picnic Race Club Inc (Trim SC10/1111)

(Reference Item 2.6.1.3 October 2010 Minutes) Letter from the Secretary advising that a representative from their Club has spoken to the Mayor, Cr B.V. McNamara about issues they have. They have encountered difficulties trying to negotiate an acceptable outcome with Queensland Racing Ltd about their future racing. They anticipate having a meeting in the near future and will invite Council to attend.

Comment – Stephen McCartney (Chief Executive Officer), Brendan McNamara (Mayor) and Sherilee Honnery (Community Development Officer) will attend the AGM on Sunday, 27 March 2011 at 10.00 am.

NOTED

2.5.2.3 History and Heritage Consultant - Sandi Robb (Trim SC11/18)

Advising that Flinders Shire are to be commended on their application for funding to address significant collection, management and conservation issues regarding the storage and preservation of original ledgers, plans and Council records that are currently stored in the old Library in Stansfield Street. It is also encouraged to approach Richmond Shire Council with a view to jointly seek funding from the National Library for funds to catalogue and conserve the collection, to find an appropriate facility to house the collection and to utilise its potential as a resource.

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Comment – This was a letter of support towards a funding application with Building Rural Communities which Council was not eligible for.

NOTED

2.5.2.4 N-COM Pty Ltd (Trim SC11/327)

Advising that their business can organise and prepare a detailed television services audit that will explain to Council whether the broadcasters will upgrade services for digital TV – is it is up to the Council – or does one leave television reception to residents to install satellite television equipment. Cost \$1,500 (plus GST) and will provide –

- A situation analysis
- Business and community report – who will be affected and what options do they have
- A license report – detail current licenses and what, if any, licenses or variations may be required
- Summary of available services – what do you need to get the full suite of digital channels
- Recommendations – by cost and community efficiency.

NOTED

2.5.3 BUSINESS ARISING FROM PREVIOUS MEETING

2.5.3.1 GRAVE SITE OF JEANETTE TOLANO

Refer Item 6.1 – November 2008 Minutes – General Business

Cr K.M. Egan requested –

- that a plaque be erected near the grave site of Jeannette Tolano in the old Cemetery, translating from the Jewish language into English; and
- obtain information from Colleen Murdoch about the old Cemetery and when and if it was relocated to the Hughenden Cemetery on Flinders Highway.

Action – Sherilee Honnery, Community Development Officer to obtain information and find the translation.

Action December 2008 – Jeanette Tolano Grave – Hebrew Grave, only grave left from original Hughenden Cemetery. This grave was not moved because of religion. Jeanette lived in Hughenden for eighteen months and it is believed she died in childbirth, at the age of 24. The broken column symbolizes an untimely death. The ivy around the column suggests a clinging to the memory of the person, and also as it is an evergreen, keeping the memory evergreen.

The inscription reads in English –

The lady
Shaina, daughter of Reb Abraham Rodgers
Wife of Feivel Tolano
Died on 13th and was buried on the morrow
The 14th Day of Cheshvan 5644. Aged 24 years
May her soul be bound up in the bond of Eternal life

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Comment February 2009 – Second Dot point

Obtain information from Colleen Murdoch about the old Cemetery and when and if it was relocated to the Hughenden Cemetery on Flinders Highway.

Cemetery Reserve - 15 Acres - New Site (Doc 170963)

Copy of letter addressed to the Colonial Secretary, Brisbane from Courtenay C Boyd (Obedient Servant) with a heading "New Site for Cemetery Reserve – 15 acres" and dated 19 April 1887.

"request you to grant an area of 15 acres of the present town Reserve to be used as a Cemetery, the site to be chosen by members of the Board.

The present Cemetery is considered to be too near the township both for sanitary and moral reasons and should at any rate be fenced in and not left as unprotected as at present".

Comment February 2010 – Windmill blade to be erected and the interpretive signage ordered.

Comment April 2010 – Windmill Blade erected, waiting on the signage.

Comment May 2010 – (Refer Item 2.5.1.5)

JEANETTE TOLANO

Jeanette Tolano (Rodgers) married Phillip Tolano on the 17 January 1883 in the Great Synagogue, Sydney. Phillip Tolano opened a drapery store in Hughenden in 1880. He was in partnership with a Lou Goldring and the store was named "Goldring and Tolano". Her grave remains on the site of the old Hughenden Cemetery and was never moved because of religious beliefs. The Hebrew inscription reads:

**THE LADY (A)
SHAINA (B) DAUGHTER OF REB (C) ABRAHAM RODGERS
WIFE OF FEIVEL (D) TOLANO
DIED ON 13TH. AND WAS BURIED ON THE MORROW,
THE 14TH. DAY OF CHESHVAN (E) 5644 (F). AGED 24 (G) YEARS.
MAY HER SOUL BE BOUND UP IN THE BOND OF ETERNAL LIFE. (H)**

- A. A term of respect. Rather than say "Mrs" or to just give her name.
- B. Shaina - her given Hebrew name, means "beautiful". A person's full Hebrew name does not include her own surname – only 'a daughter of "B" or "A" son of "B". Re Rodgers – It is rare to include the surname of any other than her husband.
- C. Reb – A term of respect for a worthy man.
- D. Feivel – A given name sometimes written favel or favell.
- E. Chesvan – A Hebrew month, from the Hebrew (Lunar) calendar, which is based on the phases of the moon.
- F. This is the Hebrew year, which commence on the biblical date of creation.

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- G. It is most unusual to see a conflict between the age of the person (on a headstone) as shown in Hebrew, versus the English inscription. It is merely a matter of custom that most people take a person's age as that at the last birthday – while the Hebrew custom is to refer to "one's 24th year" (for example, in this case). We would never allow this contradiction – the family would be asked which age they prefer.
- H. The five Hebrew letters appear at the bottom of every Hebrew Headstone, and they stand for a quotation from the Torah (in initial, of course).

Comment February 2011- Interpretative Signage

Jeanette Tolano

Jeanette Tolano (Rodgers) married Phillip Tolano on 17 January 1883 in the Great Synagogue, Sydney. Phillip Tolano opened a drapery store in Hughenden in 1880 in partnership with Lou Goldring. The store was called "Goldring and Tolano". The shop contained extensive stock such as drapery, boots and shoes, ironmongery, groceries, fancy goods, wines and spirits, galvanized iron, woolpacks, tar, oil, wire, twine and much more.

Jeanette was an only child and came from a Hebrew background. Much disappointment came to the family when she died on 13 November 1883 during childbirth; it is believed that the child is buried with her. Jeanette was only 24 years of age.

Jeanette's grave remains on the site of the old Hughenden Cemetery and was never moved because of religious beliefs.

The Hebrew inscription on the grave reads:

"THE LADY

SHAINA DAUGHTER OF REB ABRAHAM RODGERS

WIFE OF FEIVEL TOLANO

DIED ON 13TH AND WAS BURIED ON THE MORROW,

THE 14TH DAY OF CHESHVAN 5644. AGED 24 YEARS

MAY HER SOUL BE BOUND UP IN THE BOND OF ETERNAL LIFE"

Action February 2011 – Council agreed with the wording – plaque to be ordered.

NOTED

2.5.3.2 [Imparja - Digital television \(Doc 166074\)](#)

[Refer Item 2.3.3.3 December 2008 Minutes – Director of Engineering Correspondence](#)

Advising of the introduction of self help digital television services to the Remote Central and Eastern licence area. Plans are under-foot to switch off analogue television services by 2013. This means that without the provision of digital reception at the existing 250 self-help sites, the potential exists for viewers who make use of these facilities to lose access to all existing broadcast services. The fact is that there are currently no plans for the provision of replacement digital services at any self-help location. Imparja is greatly concerned about this situation. They have enclosed a report and invite Council to a briefing session at the new Imparja facility in Alice Springs.

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Comment February 2009 – Deputy Mayor, Cr G.J. Jones to contact John Casswell, IMPARIA TV.

Comment July 2010 – Council to seek information from SBS Corporation seeking information about Digital TV.

Comment August 2010 – Refer Item 2.5.2.1.

Action February 2011 – Refer Item 2.1.1.9 - Chief Executive Officer's report.

NOTED

2.5.3.3 STAMFORD RECREATIONAL AREA – TABLES AND CHAIRS

Refer Item 6.1 August 2010 Minutes – Questions without Notice

Cr K.M. Egan commented to Council that there was a need for tables and chairs to be installed in a recreational area of Stamford.

Comment – The Chief Executive Officer explained that there were plans for the Railway land in Stamford and that Sherilee Honnery, Community Development Officer was working with Brett Varcoe, Parks Coordinator regarding this matter.

Action November 2010 – Parks and Gardens are currently working and cleaning up the area.

Comment December 2010 – Council to invite input from the Stamford community.

Comment February 2011 - Example of the Stamford Hotel Sign already completed.

2.5.4 GENERAL BUSINESS

Nil

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2.6 TOURISM DEVELOPMENT

2.6.1 GENERAL REPORT

Cr C.N. Haydon left the meeting at 7.43 pm and re-entered at 7.46 pm.

Moved Cr K.M. Egan

Seconded Cr S.M. O'Neill

That the Tourism Development Officer's report as presented for consideration be received.

Carried

2.6.1.1 Visitor Statistics for 2010

Below are statistics showing visitors that entered the Flinders Discovery Centre from January – December 2010. I have shown totals from 2006 – 2010 to show comparisons.

	2006	2007	2008	2009	2010
January	447	538	673	643	548
February	297	321	410	264	438
March	451	544	687	481	524
April	1122	1204	1132	972	1390
May	1349	1576	1582	1251	1524
June	2034	2429	2516	2050	2197
July	2942	3181	3428	3104	3491
August	2467	2304	2784	2300	1952
September	1857	2284	2337	2338	2362
October	1101	1219	1284	1111	1136
November	529	614	552	639	648
December	469	647	629	659	506
Total	15065	16861	17978	15812	16716

NOTED

2.6.1.2 QICA Conference

Erin Kinchela and I will be attending the Annual Queensland Information Centre Association Conference from the 22- 25 February 2011.

NOTED

2.6.1.3 Melbourne Caravan and Camping Show

From the 10 –16 March 2011, I will be in Melbourne attending the Caravan and Camping Show. I will be representing Hughenden on the Overlanders Way Stand. This Show will give an indication of where visitors could be travelling to in the Outback during 2011.

NOTED

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2.6.1.4 N OOTA Meeting

- On 21 January 2011, the North West OOTA meeting was held in Hughenden. Zoik Pty Ltd located in Brisbane were awarded the website and logo design for the Overlander's Way. Zoik has sent six new Logos to look over. We have been given until the 7 February 2011 to choose. The Logo that is the most popular will become the final Logo for Overlander's Way. (*Handout given in meeting.*)

NOTED

2.6.1.5 General

- The Committee agreed on Concept 3 of the new Logo design but would have liked to see a few changes made to the Logo.
- Interim Project Status Report - Network Grants Scheme. Report was presented and the Committee agreed to submit report provided that we have given ourselves enough time to complete the project.
- The Committee discussed the commitment from Tennant Creek and their financial support. A letter would be drafted to send to Tennant Creek and the associated tourism bodies in the Northern Territory to have a face-to-face meeting with them to discuss the project and the benefits to try to get them on board. The name of the tourism drive route (Townsville to Tennant Creek) was discussed, but this cannot be changed because it is a designated state tourism drive route.
- Annette McBride is the new Manager of Outback @ Isa taking over from Brian Atherinos who has resigned and travelling around Australia.
- Sarah Chaplain (Regional Tourism Manager - North West) has resigned from OOTA and finished on the 4 February 2011. Sara thanked everyone for their support and friendship over the past sixteen months.
- The next meeting will be held in 2- 3 months time after completion of Stage 1 of the project and possible in conjunction with the launch of the new website and brand.

NOTED

2.6.2 CORRESPONDENCE

Nil

2.6.3 BUSINESS ARISING FROM PREVIOUS MINUTES

Nil

2.6.4 GENERAL BUSINESS

Nil

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2.7 SPORT AND RECREATION

2.7.1 GENERAL REPORT

Moved Cr K.M. Egan

Seconded Cr S.M. O'Neill

That the Sport and Recreation Officer's report as presented for consideration be received.

Carried

2.7.1.1 General

- Sport and Recreation Officer Operational Plan has been submitted to the Senior Advisor in Townsville and Sport and Recreation have advised that the revised project end date is the 31 December 2013 with acquittal 31 January 2014.
- Sport and Recreation Resources Library has been developed and resources are being distributed to all clubs via email.
- Sport and Recreation database is functioning and constantly being updated along with the Sport and Recreation Calendar – now a public Outlook folder on the Shire computer network.
- Officer has completed Beginner Coaching General Principles Course via the Australian Sports Commission and is now studying the Intermediate Course.
- Sport and Recreation have advised that, due to redistribution the Flood Fight-back Plan, the following program have been either delayed or ceased until further notice –
 - Active Inclusion Program
 - Local Jobs Plan
 - Industry Advisory Services
 - Sport and Recreation Infrastructure Program

NOTED

2.7.1.2 Community Sport and Recreation Training and Coaching

- Have secured opportunity for *GAQAP – Get Active Queensland Accreditation Program* (accreditation for sports coaches and officials) to deliver courses in Hughenden.
 - Provided need can be established (6 to 10 participants) (survey sent around).
 - Program normally only delivered in large regional centres.
 - Bowls, Athletics and Swimming appear to be the immediate priority areas.
- Currently establishing the need for training of local clubs in areas such as volunteer management, succession planning, sports nutrition, club committees etc. to try to bring *Building Active Community Workshops* to Hughenden.
 - Response to date has been poor, but survey provided out of the sporting season.
- Hughenden State School has been issued with a place in the AASC – *Active After School Community program* –
 - Program will provide seven weeks per term of after school (3.30 pm to 4.30 pm) sporting activities on Tuesdays and Thursdays.

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- Community coaches will be recruited and trained along with teachers to run this program.
- Queensland Health have agreed to support –
 - Two fully funded positions for community members to study Cert IV in Fitness (Personal Trainers) courses – will be developing an application process.
 - Access costs (up to \$500) for one community member to attend Tai Chi training in Townsville in May.
 - \$1,500 to fund delivery of *10,000 Steps*.

NOTED

2.7.1.3 Race Club's RQL compliance – For decision by Council

Developed protocols for Flinders Shire's support for Racing Club's compliance –

- **Funding**
 - Administered via Community Small Grants program
 - **Amount still to be determined by Councillors**
 - Clubs must –
 - Complete a Community Small Grants Program application form.
 - Provide a copy of your Club's latest audited financial reports (will be kept confidential).
 - Provide a copy of the Club's Minimum Venue and Equipment Standards letter which documents the areas where the club does not meet RQL minimum standards.
 - Provide a copy of the Clubs Business Plan (simple format only required).

Moved Cr G.J. Jones

Seconded Cr C.N. Haydon

A sub-committee consisting of Crs S.M. O'Neill and K.M. Egan have the power to endorse the funding guidelines.

Carried

- **Workplace Health and Safety Officer' support**
 - Flinders Shire Council's Workplace Health and Safety Officer will be available (at no cost to the club) to conduct a risk assessment on the areas currently non compliant using RQL's standard risk assessment template (where Race Clubs with non compliance issues wish to hold race meetings prior to the remediation date (30 June 2011))
 - Clubs must provide a copy of the club's Minimum Venue and Equipment Standards letter which documents the areas where the Club does not meet RQL minimum standards to facilitate this process
 - Clubs must provide copies of meeting minutes showing minuted motions to engage the services of the Flinders Shire Council's Workplace Health and Safety Officer in the case where compliance will not be complete before a Race Meeting scheduled prior to the remediation date (30 June 2011))

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- Clubs should ideally provide a minimum of seven days notice of the required inspection
- An appropriate Club Official needs to be in attendance for the inspection
- **Sport and Recreation Officer support**
 - Flinders Shire Council's Sport and Recreation Officer will provide support to clubs by notifying them of appropriate external funding sources (e.g. Gambling Community Benefit Fund, Building Rural Communities Fund) and assisting club members in the application process

NOTED

2.7.1.4 Robert Gray Memorial Park Fitness Equipment – For decision by Council

- Minor Infrastructure (Sport and Recreation) Funding Application for the Fitness Equipment in Robert Gray Memorial Park was unsuccessful (forty-five applications – only three granted).
- Queensland Health has offered to provide \$15,000 towards this project which would almost purchase one of the three work stations.
- For this project to proceed, Council would need to determine how to reinject their original allocated funds.

NOTED

2.7.1.5 Outback Arena – For decision by Council

Propose that the "yearly fee" arrangement (twenty days use for \$550) for the Outback Arena **not** be applied annually/yearly so that clubs who do not use their full twenty days within one year can transfer the unused days to the next year (only). Similarly if groups use all of their twenty days within a year, a new "block" of twenty days can be purchased within that same year.

This situation currently applies to the Hughenden Pony Club and Outback Performance Horse Association but may also apply to others in the future.

There is currently no provision in the hire arrangements for individuals to hire the Outback Arena and enquiries to do so have been made. To overcome this, individual users could demonstrate proof of personal accident insurance. For example Equestrian Australia membership "provides personal accident insurance covering any equestrian activity involving competition and/or training".

Suggest applying non-commercial hire rates of \$50 (full day), \$25 (half day) (which was the minimum fee) – and extend this to \$12.50 per training session (up to 2 hours).

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Moved Cr K.M. Egan

Seconded Cr C.N. Haydon

That Council agrees that the Arena can be hired by Clubs in 20-day blocks at \$550 for twenty days and unused days can be transferred to the following financial year. Individuals will be able to use the Arena subject to providing satisfactory accident insurance. Fees to be \$50.00 for a full day, \$25.00 for a half day (four hours) and \$12.50 for a maximum of two hours.

Fees to be entered into the Schedule of Fees and Charges.

Carried

2.7.1.6 Meetings

Locals

- Hughenden Jockey Club – 9 January 2011
 - Shared details on Club's plans for RQL compliance and funding opportunities.
 - Bowls Club General Meeting 13 December 2010, AGM 13 February 2011
 - Unfortunately were unsuccessful with their Minor Infrastructure (Sport and Recreation) Funding application for their Shade Cover.
- Showgrounds Kitchen Upgrade committee - 27 January 2011
 - First draft of plans reviewed and meeting notes provided back to Arthur Schrock
- Prairie Jockey Club – Funding for RQL compliance – 1 February 2011
 - Shared details on Club's plans for RQL compliance
 - Assisting with grant writing
- PCAP – Funding – 9 February 2011
- Oakley Amateur Picnic Race Club – 11 February 2011
 - Visit to club with Max Gehring for Workplace Health and Safety assessment
- Tennis Club AGM - 13 February 2011
- Hughenden Pony Club sign-on - 13 February 2011

Outside

- Shane Froling – Active After Schools Community – 4 January 2011
- Anand Pilay – Sport and Recreation – 19 January 2011

NOTED

2.7.1.7 Events for the future

- Queensland Women's Sand Greens Championships – 2-3 July 2011
- Western Games – 30-31 July 2011 (Hughenden will host Dressage, Horse Soccer and Gymnastics on the weekend before 23-24 July 2011 due to CWA Conference booking all town's accommodation)

NOTED

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2.7.1.8 Future Plans

Review of exiting Sport and Recreation Plan

NOTED

Cr G.J. Jones left the meeting at 8.12 pm.

2.7.2 CORRESPONDENCE

Moved Cr S.M. O'Neill

Seconded Cr K.M. Egan

That the Sport and Recreation Officer's correspondence as presented for consideration be received.

Carried

2.7.2.1 Minister for Child Safety and Minister for Sport (Trim SF10/243)

Referring to Council's application for funding under the Local Sport and Recreation Jobs Plan to employ a full-time Sport and Recreation Coordinator to support seven sport and recreation organisations and one school in Hughenden – reference number J-001-00013. To ensure maximum benefit from the funding they have approved an amendment of project end dates to reflect a full three years plus an additional three months to conduct recruitment, from the date Council was advised in writing of approval. The project end date will now be 31 December 2013 with acquittal 31 January 2014.

NOTED

Cr G.J. Jones re-entered the meeting at 8.14 pm.

2.7.3 BUSINESS ARISING FROM PREVIOUS MINUTES

Nil

2.7.4 GENERAL BUSINESS

Nil

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2.8 LIBRARIAN

2.8.1 GENERAL REPORT

Moved Cr S.M. O'Neill

Seconded Cr C.N. Haydon

That the Librarian's report as presented for consideration be received.

Carried

2.8.1.1 Statistics

Book Statistics	December 2010	January 2011
Loans	444	680
Returns	490	684
Book Requests to Public Libraries Division	124	
Books Received from Public Libraries Division	117	
Number of parcels sent back to Public Library Service	5	5 boxes

NOTED

2.8.1.2 Memberships

New Enrolments

Adults	11	9
Country Adult	0	0
Junior	0	0
Country Junior	0	0

Current

Adults	358	367
Country Adult	104	104
Junior	33	33
Country Junior	4	4
Institution	4	1

NOTED

2.8.1.3 Internet and Computer Use

Internet	94 hrs	35.5 hrs
Local	34	40
Visitors	8	13

NOTED

2.8.1.4 Visitors to the Library

December 2010 - 1150

January 2011 - 1725

NOTED

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2.8.1.5 Membership

We will be having a membership drive to increase membership of the Library. According to Queensland Library statistics our percentage of membership per population is very low. Higher membership numbers also help with the amount of books we can have from the State Library. We believe that membership is low due to the fact that many people were borrowing under one name, which has caused a considerable amount of confusion when following up overdue Library books.

New forms have been developed for Adults, Child/Youth and Visitors to our Shire. Each member will receive a Membership Card that must be shown when borrowing books.

This will help with being able to trace books and also have accountability for members. New membership forms with a newsletter will be posted to current members to update details and promotion of forms will be done through the Flinders Whisper and the Flinders Crier. These forms will also be made available on the Shire website.

NOTED

2.8.1.6 Library Bags

We have ordered some new Library bags for junior and adult members. These will be given out free to the first 100 adult and 100 junior members return their updated or new membership form. They will then be available to purchase from the Library.

NOTED

2.8.1.7 Borrowing Guidelines and Internet Guidelines

New guidelines have been developed for the Library Borrowing and Internet - these are listed below –

The Library supplies Internet access on the following terms and conditions. By using the Libraries Internet service, users agree to these terms and conditions. This policy will be reviewed and adjusted by the Flinders Shire Council as appropriate. Comments and suggestions are welcomed.

NOTED

2.8.1.8 COUNCIL POLICIES

Flinders Shire Council Public Internet Use Policy and Borrowing Policy

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TITLE	FLINDERS SHIRE PUBLIC LIBRARY - PUBLIC INTERNET USE
DATE OF ADOPTION	23 FEBRUARY 2011
REVIEW DATE	23 FEBRUARY 2012

Objective

It is the Flinders Shire Public Libraries role to provide its community and members with access to computers and the Internet to -

- Promote the Internet as a valuable and important research tool for information to help clients use the most appropriate reference services to meet their specific needs;
- Ensure equal access to the Internet for members of the Flinders Shire Public Library;
- To improve Flinders Shire Community access to global information; and
- Providing access to the Internet supports the Libraries objective to maintain a high quality of service utilising new forms of information technology.

Mission Statement

To provide and promote effective and user-friendly Library and Information Services to the Community.

Release

By using the Library Internet Service, users release and discharge the Flinders Shire Council from any liability which may arise from the use of the service including liability in relation to defamatory or offensive material, or any breach of *Copyright* which may occur as a result of use.

Users should be aware that the downloading of illegal information from the Internet could lead to PROSECUTION.

Content

The Library does not censor access to material either in the Library or on the Internet. The Library regards current filtering software as inaccurate and unreliable. These software packages do not take into account the wide range of clients who use the Internet in the Public Library. The use of such software may lead to both adults and children missing out on vital information. Literature on this issue is available from the State Library of Queensland's homepage and from the Library staff.

The Library will publicise links to sites recommended for children and parents. Information on safe surfing in both the home and the Library are available for interested users.

The Library cannot guarantee the quality of information on the Internet. It is the responsibility of the user to determine the validity, quality and relevancy of the information accessed.

The Library cannot ensure access to sites on the Internet - waiting times may be long and connections to all sites cannot be guaranteed.

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Copyright

Much of the material (including software) available on the *Internet* is copyright. Users must not breach *Copyright* in material available on the *Internet*. A *Copyright* owner is entitled to take legal action against a user who infringes his or her *Copyright*. Unless otherwise permitted by the *Copyright Act 1968*, unauthorised copying of a work in which *Copyright* subsists (including digital copying) may infringe the *Copyright* in that work. The *Copyright* regulations are attached for your information.

Access

The Flinders Shire Public Library Service is available at the Flinders Shire Library opening hours of -

Monday to Friday	9.00 am to 5.00 pm
Saturday	9.00 am to 12:00 pm

Users under 18 years of age

The Library is not responsible for restricting available content or supervising Internet use. Young people are welcome to access the Internet in the Library with their parent's permission. Children must be a registered member of the Flinders Shire Public Library before internet access is made available. Any material accessed by children when using the Internet is the sole responsibility of parents and guardians.

The following services may be accessed from the Library Internet service -

- World Wide Web pages
- Electronic Journals and Texts
- Library Catalogues
- Email Address accounts (e.g. Hotmail, Yahoo, TPG, Big Pond)
- Social Networking (e.g. Facebook, Twitter, Chat rooms)

The following helper applications have been installed to enable full access of the World Wide Web –

- Read audio
- Quick Time
- Microsoft Video
- DVD Movie

The Electronic Mail (Email) and World Wide Web services are not secure. Therefore, users should be careful submitting personal details or other information that could have potential to be misused.

Bookings

To maximise Internet availability and to ensure fair access for all clients, the following booking guidelines apply:

- Sessions on the Internet public access are available for a Maximum of one hour.
- Bookings may be made at the Library or by telephoning 07 4741 1817 or by email flindlib@bigpond.net.au.
- Bookings can only be made for one session - consecutive bookings cannot be made.
- Time on the Internet may be extended if the computer is available.
- A delay in arrival for a booking may lead to loss of session.
- Group bookings may be allowed with prior arrangements.
- Time may be booked on a 'walk in basis'
- Users will be notified when possible if the equipment is unavailable for use.

Users **MUST** vacate their workstation once their allotted time is finished.

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Staff assistance

Library staff will provide assistance for Internet enquires and recognizing that staff are not experts with regards to particular user problems and that the user is responsible for their own search.

Public conduct

- Any equipment malfunction should be reported to Library staff immediately.
- Users should not attempt to 'REPAIR' hardware problems.
- Users may not under any circumstance use their own personal software on Library computers, or attach equipment to the Library's Hardware.
- Unacceptable conduct may lead to the suspension of Library privileges.

Unacceptable behaviour includes:

- Destruction of or damage to Library equipment or software.
- License infringement
- Attempting to modify or gain access to files, password of data belonging to others
- Display of offensive or inappropriate material
- Unauthorised monitoring of electronic communications
- Intentional unauthorised infringement of copyright.
- Pornographic material of any description is prohibited.

Infringement of Conditions

Failure to abide by these conditions of use may result in suspension of internet access, action under the [Library Conditions of Use](#) and if necessary, a report to the relevant law enforcement authority.

If a decision is made to suspend Internet Library privileges, notice will be given in writing or verbal to the user or their parent/carer.

The Library reserves the right to eject patrons engaged in unacceptable usage.

Downloading

Users must NOT download software from the Internet on the Library computer. Unauthorised software must not be installed on the Library computer.

Data download from the Internet may contain viruses. Every user is responsible for maintaining virus-checking software on their home computer.

Security in an electronic environment such as the Internet cannot be guaranteed and clients are warned that all transactions and communications are vulnerable to unauthorised use. The Library assumes no responsibility for any damage, direct or indirect, arising from clients' use of particular sites.

Printing

- Colour or black and white printing is available from the Internet at a cost of \$0.45 cents a page.
- Discretion should be used when using the Libraries resources. If at any time the printer malfunctions, the user is obliged to contact staff for adjustments or repairs.

Charges

Charges have been set to cover the cost of providing the services. The Flinders Shire Council has endeavoured to keep these to a minimum.

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Moved Cr G.J. Jones

Seconded Cr S.M. O'Neill

That the Flinders Shire Public Library Public Internet Use Policy as presented be adopted by Council.

Carried

COUNCIL POLICY



TITLE	FLINDERS SHIRE PUBLIC LIBRARY – BORROWING POLICY
DATE OF ADOPTION	23 FEBRUARY 2011
REVIEW DATE	23 FEBRUARY 2012

Description of this Policy

This document outlines Flinders Shire Public Libraries policies in relation to the borrowing of items from the Flinders Shire Public Library collections and supersedes all existing and past policies regarding borrowing from the Flinders Shire Library collection.

Eligibility

All Flinders Shire residents are eligible to become members of the Library free of charge, after completing the Library Membership Form and accepting the Flinders Shire Public Library Policy Rules.

Upon acceptance and ticking the Policy area on the Membership Application Form, a Library Card will be issued. Library Cards mean that they have fully read, understand and accept the rules of membership.

The Flinders Shire Library has the right to refuse an application for membership - block a member due to overdue loans, damage or loss of items from the Library.

Conditions of Loan

The Flinders Shire Library has discretionary power to lend, or refuse to lend any item at any time.

Administrator may alter the loan period of any item at any time due to reservations or returning item to State Library.

No person may remove an item from the Library without a proper loan transaction having first been made.

A valid Flinders Shire Public Library Card is required before any loan transaction is made.

The registered Flinders Shire Public Library Card shall not be used by persons, other than the registered borrower unless the person has written consent by the registered member due to exceptional circumstances (disabilities or illness).

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The borrower is responsible for the safe keeping and return of all items borrowed from the Library and for the cost of repair or replacement of any item damaged or not returned.

The borrower must return all items by the due date in good condition.

Responsibilities of the Library Borrowers

All borrowers need to notify the Flinders Shire Library of any change of address (postal and email) or contact details at the earliest opportunity.

The Library should be notified immediately of the loss of a Flinders Shire Public Library Card. Replacement Library Cards can be purchased at the Library at a cost of \$4.00.

Requests

Request can be made to Library Administrator/Staff for items that are not located in the Library. The Library Administrator will endeavour to fulfill your request due to locality and availability.

Renewals

Short and standard loan items may be renewed for a maximum of two additional loan periods.

The Administrator has the option of denying a renewal but will usually only refuse a request for such renewal if -

- an item has been or is about to be recalled by Queensland State Library; or
- A hold has been place by another borrower; or
- The maximum number of renewals permitted has been reached.

Renewals can be made in person, by phone or by email. The Borrower will require the barcode numbers of his/her card to do so.

Loan Policy

Loan policies for different borrower categories and loan categories as follows –

	Flinders Shire Library Resident Adult	Flinders Shire Library Resident Junior/ Youth	Visitor
Maximum Number of Loans (all types)	10	10	3
Standard Loan Period	28 days	28 days	28 days
Number of Renewals	2	2	2

Fees and Charges

Flinders Shire Residents Membership	Free
Visitor Membership Fee (Upon compliance with Library Policy)	\$35.00 Refundable
Library Card Replacement	\$4.00
Replacement Lost/Damaged Items	Replacement Cost as per Queensland State Library fee

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Moved Cr K.M. Egan

Seconded Cr C.N. Haydon

That the Flinders Shire Public Library Borrowing Policy as presented be adopted by Council.

Carried

2.8.1.9 Stocktake

A full stocktake has been completed - this was essential considering that Queensland State Library was very concerned about over four hundred overdue books that had not been returned dating back as far as January 2009.

This also highlighted the issue with books being booked out to wrong members. In January we returned three hundred and five outstanding books to State Library, however we still have twenty-one outstanding which are of concern to the State Library. A selection of approximately 20 - 30 have been declared lost and we will be charged replacement value from the Queensland State Library for these books as well as some videos and CD's that are also missing.

Books that still have not been found will be advertised in the newsletter and Whisper in case they have been booked out to the wrong people.

NOTED

2.8.1.10 Workplace Safety

Fire Evacuation Plan has been designed and completed.

NOTED

2.8.1.11 Flinders Shire Public Library Development Plan and Operational Plan

I have started a five-year Strategic Development Plan for the Library giving the direction we would like to see the Library heading towards. This will enable us to budget for the future and ensure that our Library becomes a facility well used by the community and provide the services that are in the Queensland State Library Service Delivery Agreement. These reports are intended to be completed by the end of April and will be available for comment so that they can be adopted by Council.

NOTED

2.8.1.12 Upgrades – Reading corner for Adults and Children

Specific areas are being planned for adults and children to have a comfortable area to read and enjoy the Library facilities. We have ordered some new equipment for the Library and some items have started to arrive. These include –

- Book trolley
- Large pillows for the children's area
- Mat for children's area
- Three junior single leather lounge chairs for children's area
- Adult lamp tables/cubes

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- Three adult single leather lounge
- Coffee table
- Internet cubicles
- 2 small shopping trolleys for elderly to put their books into

The Library would like to thank the support of HACC Services for purchasing the adult lounge suite, coffee table and lamp table/cubes and the trolleys to create a comfortable reading area for our elderly patrons.

We have also received a new Library sign that should be installed in the next couple of weeks.

NOTED

2.8.1.13 Flood Damage

The Library received water damage on 11 December 2010. Carpet needed to be removed and a list of damaged items as follows – Internet computers, vacuum cleaner, two bookshelves and magazine bookshelf.

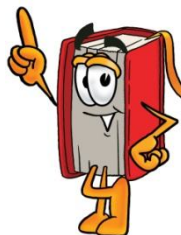
The insurance claim has come back and we are now in the process of ordering replacement equipment. Consideration is being given to floor coverings and a suggestion has been to use outdoor carpet so it can be easily cleaned and doesn't have to be removed if flooding occurs again.

However we are waiting on samples to ensure this would be suitable. The Library is currently using minimum book shelving waiting for new carpet to be laid.

NOTED

2.8.1.14 Device for Promotion

As part of giving the Library a new image we have purchased the use of two devices that will be our characters for all promotions and marketing. These characters will be used in the newsletter, posters and themed activities held throughout the year.



NOTED

2.8.1.15 Library Activities

I am in the process of organising activities to happen regularly at the Library - one of which will be "story time". The first is hoped to be held in March (or earlier if we have the carpet replaced). We will start story time followed by some simple arts and crafts relating to the book.

Our first book is "Wombat Stew", a great Australian book which is used throughout Early Childhood School Programming. The Library will be keeping a Story Time Attendance Book listing children and parents who attend.

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I am hoping to have activities for children over the holidays as well as activities for adults including a book club and themed months for books. A full calendar will be developed and put in a newsletter that will be distributed to members quarterly as well as being on the Shire website.

NOTED

2.8.1.16 Book Stock

Currently we rely on the book swaps through Queensland State Library and are given funding to the extent of approximately \$700 to purchase resources for the Library. This money is currently used to purchase newspapers and some magazine subscriptions which are being reviewed to ascertain if are necessary.

With the availability of books from the State Library, we have difficulty in getting titles of current series or popular books that have been booked out to other libraries for up to twenty-five years; hence we shall never be able to have these books through State Library. We have instances where members have ordered a book and have waited up to eighteen months before it is available and then they have either read it somewhere else or given up.

We would like Council to consider in the next financial year allocating a budget to purchase popular new release books that are unobtainable through State Library; collections we speak of include things like the Harry Potter collection, Twilight series or even some of the popular authors for the adult sections.

NOTED

2.8.2 CORRESPONDENCE

Nil

2.8.3 BUSINESS ARISING FROM PREVIOUS MINUTES

Nil

2.8.4 GENERAL BUSINESS

Nil

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2.9 WORKPLACE HEALTH AND SAFETY

2.9.1 GENERAL REPORT

Moved Cr S.M. O'Neill

Seconded Cr K.M. Egan

That the Workplace Health and Safety Officer's report as presented for consideration be received.

Carried

2.9.1.1 Inductions

There have been ten Council Inductions and five Contractor inductions conducted during this period.

NOTED

2.9.1.2 Personal Injury Reports

There have been four personal injury reports received for this period.

- An incident report was received in relation to an employee (through an apprenticeship training organisation) suffering tendon strain to the right shoulder. Although this was a lost time injury, it will not be recorded as a Council lost time injury.
- Another incident report was received advising of smoke coming from the end of a power lead on a jackhammer. The equipment was immediately switched off and disconnected. There was no injury to the operator of the jackhammer. This equipment was sent for repairs, tested and tagged and is now back in operation.
- An incident report was received in relation to an employee (through an apprenticeship training organisation) suffering a wasp bite to the nose. First aid was self administered and the employee was taken to the Hughenden Medical Centre. The barb was removed and the employee returned to work for the remainder of the day. This was not a lost time injury.
- An employee from Home and Community Care Centre suffered swelling and minor abrasions to a knee as a result of a fall. The employee was placing the rubbish bin out for collection at one of the client's when the bin became stuck in the mud. As the bin was being pushed out of the mud, the employee slipped and fell down. First Aid was self administered and a visit was later made to the Hughenden Surgery. This was not a lost time injury.

NOTED

2.9.1.3 Plant/Vehicle Incident Reports

There have been four plant/vehicle incident reports received for this period.

- An incident report was received in relation to a vehicle sustaining a shattered rear window as a result of a stone being thrown from a ride-on-mower at the Office carpark.
- Another incident report involved an employee's personal car being hit as a result of another vehicle failing to give way at an intersection in town. This incident occurred as the employee

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was on their way to work. There was no injury to either party or any damage to the employee's vehicle.

- Another incident report received involved a stationary Council vehicle sustaining a minor indentation to the front bumper bar after being reversed into by another vehicle.
- An incident report was received in relation to a gurney being burnt with the cause being unknown. The gurney was stored in the storage area of the Pound Compound and was noticed when the morning inspection was being conducted at 6.15 am. The employee immediately called for an extinguisher and doused the remaining flames. There was heat and smoke damage to the light and electrical cable. No structural damage was detected.

NOTED

2.9.1.4 SAFE PLAN 2 AND MONTHLY ACTION PLANS

Details of the Monthly Action Plan for month Four – December 2010 and month Five – January 2011 are as listed below –

Performance Reporting

Monthly

- Completed items as per Monthly Action Plans for month Four -December 2010 is (13/20) =65%
- Carried over items as per Monthly Action Plans for month Four - December 2010 is (07/20) =35%
- Completed items as per Monthly Action Plans for month Five -January 2011 is (09/15) =60%
- Carried over items as per Monthly Action Plans for month Five - January 2011 is (06/15) =40%
- Hazard inspections completed as per the "Hazard Inspection Matrix" for month Four - December 2010 is 01/03 =33%
- Hazard inspections completed as per the "Hazard Inspection Matrix" for month Five - January 2011 is 03/13 =23%

Three Monthly

Progressive monthly statistics as above; and

Progressive costs of claims over the year to 28 January 2011 is **\$31,680.67**

Twelve Monthly

Progressive monthly and three monthly statistics as above.

Lost Time Injury Rates

- There has been **113 days (to 28 January 2011)** without a Lost Time Injury with the last recorded Lost Time Injury being on **7 October 2010**.
- Prior to this incident there was **153 days** without a Lost Time Injury which was recorded on the **8 April 2010**.

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LTI Rates from July 2010 to June 2011

1. Lost time Frequency Rate	$\text{Number of LTI} \times 1,000,000 / \text{Hours Worked} \times \text{Number of Employees} = 2 \times 1,000,000 / 1078 \times 96 = 19.32$
2. Average Lost Time Rate	$\text{Days Lost} / \text{Number of LTI} = 110.55 / 2 = 55.28$
3. Incident Rate	$\text{Number of Occurrences} / \text{Number of Workers Exposed} \times 100 = 2 / 96 \times 100 = 2.08$

Leanne Rogers left the meeting at 8.43 pm.

Note

Legislation requires LGW to count part days lost as full days. Statistics cover all open and finalised claims lodged in the period (i.e. financial year to date). Data resets as of 1 July each year (figures are not carried over from previous claims/years).

The comparison with the Local Government Workcare Scheme for Group B Members (Wages greater than \$5 million and less than \$10 million) is as follows –

Figures from Local Government Workcare as at 31 December 2010.

	LGW Scheme Members	Flinders Shire Council
Lost Time Frequency Rate	21.10	19.32
Average Lost Time Rate	18.30	55.28

Lost Time Frequency Rate is the number of lost time injuries for every 1,000,000 hours worked.

Average Lost Time Rate is the average days lost per lost time injury.

NOTED

2.9.1.5 Training

There was no training conducted during this period. Plans are currently in progress for a range of training to be completed during February/March 2011.

NOTED

2.9.1.6 Sites/Projects Visited

Visits are continuing to be made to the Construction/Maintenance crews, Concrete crew, Workshop staff and Parks and Gardens crew on a weekly basis for toolbox talks and the conduction of Take 5's as outlined in the Monthly Action Plans.

Visits have also been made to the Flinders Discovery Centre, Library and Home and Community Care Centre for inspections and the conduction of Take 5's.

NOTED

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2.9.1.7 Hazard Inspection Checklists / Rectification Action Plans

Hazard Inspection Checklists have been received from the following areas and the Rectification Action Plans have been completed.

- Home and Community Care Centre
- Flinders Discovery Centre
- Flinders Shire Library
- Hann Road Construction Camp

NOTED

2.9.1.8 Hazard / Risk Report Forms

There have been no hazard / risk reports received for this period.

NOTED

2.9.1.9 Manual Handling Risk Identification and Working Postures Checklists

There have been no Manual Handling Identification and Working Postures Checklists distributed for completion at this stage.

NOTED

Workplace Health and Safety Motto:
"Safety is as Simple as ABC – Always Be Careful"

2.9.2 CORRESPONDENCE

Nil

2.9.3 BUSINESS ARISING FROM PREVIOUS MEETING

Nil

2.9.4 GENERAL BUSINESS

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2.10 RURAL LANDS

2.10.1 GENERAL REPORT

Moved Cr C.N. Haydon

Seconded Cr G.J. Jones

That the Rural Lands Officer's report as presented for consideration be received.

Carried

2.10.1.1 MEETINGS

25 January 2011

I attended a meeting with Cr B.V. McNamara (Mayor), Stephen McCartney (Chief Executive Officer), Billy Paine (Rural Lands Officer) and Landholders to discuss an outcome for a Permit to Occupy on the Glentor Prairie Road. A decision was agreed on.

7 February 2011

I attended a Saleyards Committee Meeting.

8 February 2011

I attended a walk-through inspection of the Saleyards with Billy Paine (Rural Lands Officer) and the Saleyards Contractor.

I attended a meeting with Billy Paine (Rural Lands Officer) and DEEDI's District Inspector to discuss the Town Common and NLIS transfers.

11 February 2011

I attended a meeting with Stephen McCartney (Chief Executive Officer) and the Saleyards Contractor to discuss the Saleyards Contract and signing.

15 February 2011

I attended a meeting with Billy Paine (Rural Lands Officer) and ARG's Operations Coordinator, Phil Shaw to discuss the Railway yards at the Saleyards.

NOTED

Leanne Rogers entered the meeting at 8.46 pm.

2.10.1.2 AERODROME LEASE

Documents have been signed and sent to the Solicitor for Part C of the Reserve. A trough has been installed in the paddock.

NOTED

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2.10.1.3 SOUTHERN GULF FUNDING

Council has been successful with an application of \$20,000 from Southern Gulf Catchments, under Community NRM Projects towards more planting, identifying and labelling of key species along the Eco Walk. Total project cost of \$40,000 with \$10,000 cash contribution and \$10,000 Project management that was referred to the budget review.

NOTED

2.10.1.4 VACANT LAND TENDER

The rental agreement for the vacant land in Corney Street (behind the old Elders house, Richmond Hill Drive) expires 5 April 2011. Does Council wish to tender out for another two years?

Moved Cr S.M. O'Neill

Seconded Cr K.M. Egan

That the land in question be tendered out for another two years.

Carried

2.10.1.5 SALEYARDS

After meeting with the committee and contractor the following works have been recommended-

1. Something in front of the loading ramp to stop holes being created. A concrete slab approximately 4m wide x 5m long x 0.15m deep was suggested;
2. troughs – approximately 8;
3. hay feeders – approximately 6;
4. tables and chairs for tearoom area; and
5. a shower for the amenities block.

It was also suggested that the Saleyards be fenced for safety and security reasons including escaping stock and trespassers. A rough costing of the fencing and gates comes to about \$5,000. It is recommended that priority one is the fenced security of the complex and the roadway in front of the loading ramp.

Action – *To be referred to the Budget.*

NOTED

Leanne Rogers left the meeting at 9.10 pm.

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2.10.1.6 NLIS FEES

With the fee of \$10 for a NLIS tag being introduced, the Saleyards Contractor has asked if Council will consider him receiving a percentage of that for catching the beast and applying the tag. Tags cost Council \$3.63 each, it is recommended that Council receives \$7 for a tag and the Contractor receives \$3.

Moved Cr C.N. Haydon

Seconded Cr S.M. O'Neill

That as recommended, Council receive \$7.00 for a tag and the Contractor \$3.00.

Carried

Leanne Rogers re-entered the meeting at 9.13 pm.

2.10.1.7 TOWN COMMON POLICY

The Common policies are up for review and Council is asked to consider the following requirements to be added or amended to read:

- **Definition of: Household**

The principal place of residence of the applicant within the Hughenden or Prairie town boundary.

- **Definition of: Eligible Applicant**

Residence - household who does not have a lease / agreement, agists or owns land more than 500 hectares in Flinders Shire;

- Definition of: Stock – cattle and horses;
- Twenty head of stock to be the maximum number agisted per household;

- Agistment charges as fixed by Council are payable in advance. Accounts will be issued prior to the expiry of previously paid agistment. (It is your responsibility to advise Council when stock is removed to avoid incorrect accounts being raised).
- Notice must be given to Council's Rural Lands Officer or application made through the Council Office to put stock on the Common, at least seven days in advance.
- Application must include a copy of a receipt, waybill/NVD or other documentation to prove ownership.
- All cattle are to have an NLIS tag in their ear prior to being put on the Common. A list of the NLIS tag numbers are to be given to the Council with your application.
- It is the applicants' responsibility to ensure that all NLIS transfers on and off the Common are completed correctly.
- All cattle are to be cleared of ticks prior to being put on the Common. Proof of dipping is required.
- Notice (in writing) must be given to the Rural Lands Officer prior to the removal of any stock from the Common at least 7 days in advance. Such notice must state time, number of stock

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to be mustered and where stock is being taken. Failure to give notice will result in agistment being charged up to the date that advice of stock removal is given.

- In the case of cattle, each animal shall be ear tagged with an official FSC tag authorised by the Rural Lands Officer which shall be removed by the Rural Lands Officer when the cattle are removed from the Common.
- Pony Club Horses will not be free of charge; they will be charged the standard rate.
- No person will be allowed to run any entire horse, pig, bull or ram over the age of six months.
- No unbroken horses over the age of six months are permitted on the Common.

RETABLED

2.10.1.8 Reserve Airstrips

Letters have been sent to the Lessees of Torrens Creek and Prairie Reserves advising of the airstrips being fenced. Comment was made about the condition of one kilometre of fence between the Prairie Reserve and the Railway line on the eastern side of the strip. Queensland Rail will supply the materials and Council will install the fence.

NOTED

2.10.2 CORRESPONDENCE

Moved Cr K.M. Egan

Seconded Cr S.M. O'Neill

That the Rural Lands Officer's correspondence as presented for consideration be received.

Carried

2.10.2.1 Department of Environment and Resource Management (Trim SC11/211)

An application seeking Council's views regarding the renewal of Pastoral Holdings – Lot 6 on Survey Plan 146633, Parish of Dinalbin, Edwards and Others) – Rate Assessment 01362-0.

Moved Cr C.N. Haydon

Seconded Cr S.M. O'Neill

That Council has no objection to the application for the renewal of Pastoral Holdings – Lot 6 on Survey Plan 146633, Parish of Dinalbin, Edwards and Others) being Rate Assessment 01362-0.

Carried

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2.10.2.2 Department of Environment and Resource Management (Trim SC11/193)

Seeking Council's views on a conversion of Term Lease 0/213730 – Lot 4 on Crown Plan H20328, Parish of Hughenden – Rate Assessment 00285-0. The land in question is for the community.

Moved Cr C.N. Haydon

Seconded Cr G.J. Jones

That Council has no objection to the application.

Carried

2.10.2.3 Department of Environment and Resource Management (Trim SC11/14)

The proposal to declare the Cooper Creek Basin – the largest catchment in the Lake Eyre Basin and Australia's largest inland river system as a wild river area. The declaration framework requires proponents to plan new developments in a way that ensures the river's natural values are not impacted but does ensure development is conducted in an ecologically, sustainable manner.

RETABLED

2.10.2.4 Department of Environment and Resource Management (Trim SF10/532)

Reference an application for a licence to take 300 megalitres of surface water from the Flinders River adjacent to Lot 2 on RP743704, for the purpose of gardens (only) within the town of Hughenden. This application was refused as it was unable to be dealt with until completion of the Gulf Resource Operations Plan which has now commenced and so, the application can now be reconsidered. However, as the application is inconsistent with the water resource plan, resource operations plan or wild river declaration, the application is again refused.

NOTED

2.10.2.5 Bill and Robyn Spence, Muttaborra (D11/482)

As they live 94 kms from Muttaborra and approximately 220 kms from Hughenden – they ask Council if they could put their dog scalps into the Barcaldine Regional Council offices in Muttaborra as they live on the southern end of Flinders Shire and though they reside in the Flinders Shire they do their personal shopping etc in Barcaldine. If Council could come to some arrangement with Barcaldine Shire regarding this matter they would be appreciative.

Comment – *Subject to a suitable arrangement with Barcaldine Shire Council.*

NOTED

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2.10.3 BUSINESS ARISING FROM PREVIOUS MINUTES

2.10.3.1 WIRILLA MILL – HISTORICAL INFORMATION

Refer Item 7.2 - November 2007 Minutes – Questions without Notice

Cr Bode related to Council the history of the Wirilla Mill.

Action - Information to be gathered for interpretation panel and information about Seisbania Trust Bore No 1 which feeds a 50 km bore drain.

Action - Cr Bode to provide further information.

Action February 2008 - Administration to send information about the Mill to –

- Gerald Elliott, Wirilla Station, Winton
- Robyn Mitchell, Ingledown Station, Winton
- Harry and Steve Forster, Belfield Station, Winton

Comment February 2009 - Wirilla Mill Historical Information

The Sesbania Trust Bore was drilled in 1916 to a total depth of 1069.24 metres or 3508ft. It consisted of 300ft (91m) of 10 inch casing, 793ft (241.7m) of 8 inch casing and 3500ft (1066.8m) of 6 inch casing in the hole. When the water flow dropped back, a 45ft (13.7m) well was dug and the casing was cut off at the bottom of the well. The mill was erected in July 1933 and it was the 11th out of fifteen mills ever manufactured this size. The bore ceased to flow in 1944.

Originally this comet mill was equipped with a smaller 8 inch pump. This was to assist the flow and keep the water hot which allowed the water to flow easier as hot water is lighter than cold water. When equipped with a 15 inch hot water pump and with a 24 inch stroke, this mill with an average wind would have pumped in excess of 250,000 gallons or a mega litre of water most days. Each stroke if there was no slippage, would deliver 69 litres of water.

250,000 gallons of water would have enabled at least 20 mile (32 kilometres) of bore drain in summer and probably up to 24-27 mile (40-45 kilometres) in winter.

A copy of this information will be sent to Gerald Elliott, Robyn Mitchell and Harry and Steve Forster.

WIRILLA MILL PLAQUE

Suggestive wording for the Wirilla Mill plaque -

Wirilla 35ft Comet Windmill

SYDNEY WILLIAMS & CO PTY LTD MADE THE COMET WINDMILL AND IS THE ELEVENTH OUT OF FIFTEEN EVER MANUFACTURED. THIS MILL WAS DRILLED IN 1916 TO A TOTAL DEPTH OF 3508FT (1069.24M). WHEN THE WATER FLOW DROPPED BACK, A 45FT WELL WAS DUG. THE NO 11 MILL WAS ERECTED IN 1933 AND THE WIRILLA BORE CEASED FLOWING IN 1944. THE MILL WAS ORIGINALLY EQUIPPED WITH AN 8" PUMP. WHEN A 15" HOT WATER PUMP WAS PUT DOWN WITH A 24" STROKE, THIS MILL WOULD PUMP AN EXCESS 250,000 GALLONS OR A MEGA LITRE OF WATER WITH AN AVERAGE WIND. THIS ENABLED ATLEAST 32 KILOMETRES OF BORE DRAIN IN SUMMER AND 40-45 KILOMETRES IN WINTER. EACH STROKE, IF THERE WAS NO SLIPPAGE WOULD DELIVER 69 LITRES OF WATER. GERALD ELLIOTT FROM WIRILLA STATION, ROBYN

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MITCHELL FROM INGLEDOWN STATION AND HARRY AND STEVE FORSTER FROM BELFIELD STATION, WINTON HAVE DONATED THE WINDMILL TO THE FLINDERS RIVERBANK IN HUGHENDEN. IT WAS ERECTED BY TIM MATT FROM PASTORAL CONSTRUCTION SERVICES AND COUNCIL'S CONTRACTORS AND LABOURERS IN NOVEMBER 2008.

Comment August 2009 - Sydney Williams & Co Pty Ltd made this Comet Windmill and is one of only fifteen ever manufactured. The first six 35' Windmills were made in Rockhampton with the last nine made in Sydney, each windmill was individually numbered and this was number 11. The bore was drilled in 1916 to a total depth of 3508 ft (1069.24m). When the water flow dropped back, a 45 ft well was dug. The No 11 windmill was erected in 1933 and the Wirilla Bore ceased flowing in 1944. This windmill could pump in excess of 250,000 gallons or one million litres (a megalitre) of water per day with an average wind. This supplied water for stock, creating small water courses across the land known as bore drains, some up to 45km long. Each stroke, if there was no slippage would deliver 69 litres of water.

Gerald Elliott from Wirilla Station, the late Ian Mitchell and Pauline Mitchell from Ingle Downs Station and Harry and Sue Forster from Belfield Station, Winton donated this windmill to the Flinders Shire Council. It was erected by Tim Matt from Pastoral Construction Services and Council's contractors and labourers in November 2008.

Comment November 2009 – A bronze plaque will be ordered detailing information about who donated the windmill and the year of erection.

Comment March 2010 – A concept design is needed for the installation of a water feature at the windmill.

Comment April 2010 – Asking the community to produce a concept design for the water feature at the windmill at Riverside Park.

Comment September 2010 – Plaque has been received with following wording:

WIRILLA 35FT COMET WINDMILL

Donated by Gerald Elliott from Wirilla Station, the late Ian Mitchell and Pauline Mitchell from Ingle Downs Station and Harry and Sue Forster from Belfield Station, Winton. Erected November 2008 by Tim Matt and Council's workforce.

Interpretive sign wording:

Sydney Williams & Co Pty Ltd made this comet windmill with a wheel size of 35ft (11m) that is one of only fifteen ever manufactured. The first six mills were made in Rockhampton with the last nine made in Sydney. Each mill was individually numbered and this was number 11. The Wirilla bore was drilled in 1916 to a total depth of 3,508ft (1,069m). When the water flow dropped back, a 45ft (14m) well was dug. The number 11 mill was erected in 1933 and the Wirilla bore ceased flowing in 1944. This mill could pump in excess of 220,000 gallons (1 million litres) of water per day with an average wind. This supplied water for stock, delivered along small water courses across the land known as bore drains. Each stroke, if there was no slippage, would deliver 15 gallons (69 litres) of water.

Comment November 2010 - If Council is happy with wording an interpretive sign can be ordered. The plaque installation will be arranged.

Comment February 2011 – The sign has been ordered.

NOTED

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2.10.3.2 DEDICATION OF COORABELLE ROAD AND EXPRESSMAN ROAD

Refer Item 2.8.4.1 – December 2009 Minutes – General Business

Letters have been sent this week to Landholders along the Coorabelle Road to seek their approval to dedicating Coorabelle Road.

Expressman Road needs clarification as to whether the road requires to be moved due to washouts in the gully and to be more aligned with the road reserve.

Comment – Cr C.N. Haydon, Gavin Dennis (Overseer), Clayton McLean (property owner) and Cody Herrod (Lands Admin Officer) to liaise on-site regarding this matter.

Comment February 2010 – All property owners along Coorabelle Road have agreed to the road dedication and Council will now proceed with the process through DERM.

Comment March 2010 – Application for road opening has been lodged with DERM for Coorabelle Road and a site meeting will be organised for the Expressman Road Access.

Comment May 2010 – Refer to Item 2.3.4.5 - Director of Engineering General Business.

Comment August 2010 – Council obtain written confirmation regarding the process for dedicating a road from DERM and seek independent legal advice. This information to then be provided to affected property owners.

Comment September 2010 – Letter received from DERM advising that each Lot is to be applied for separately. Await bound agreement from legals before processing further.

Comment November 2010 – This project is on hold until we finalise the new StrathStewart Access Road as a trial.

2.10.3.3 STAMFORD RESERVE

Refer Item 2.9.4.2 October 2010 Minutes – Rural Lands General Business

Cr B.V. McNamara advised that on the Stamford Reserve, in the last gully before you get to Stamford was Prickly Acacia infestation.

Comment – The Rural Lands Officer to investigate.

2.10.4 GENERAL BUSINESS

Nil

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2.11 COMMUNITY CARE

2.11.1 GENERAL REPORT

Moved Cr G.J. Jones

Seconded Cr C.N. Haydon

That the Community Care Coordinator's report as presented for consideration be received.

Carried

2.11.1.1 Reports

I have completed the following reports -

- Veterans Home Care
- Community Aged Care Return
- Monthly Accounts
- PHaMs Weekly Activity Report
- HACC Quarterly Financial Report
- Quarterly Disability Report
- MOW MDS
- HACC MDS
- Disability Services NMDS
- SOLAS, progress report.

NOTED

2.11.1.2 Meetings

- Staff Meeting
- Mental Health Professionals Network Meeting
- Department of Health and Ageing, EACH discussions

NOTED

2.11.1.3 HACC (Home and Community Care)

- Forty-five clients attended our Christmas Eve Lunch
- Twenty clients attended our BBQ and lights tour in December
- Twenty-five clients attended our December lunch
- No activities were organised for January, as in the past this has been a time when the majority of our clients have been away and the numbers for activities have been low. Clients receiving care in the home received their services as per usual, office staff used this time to plan for the year ahead and to archive and clean up the Hall.

NOTED

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2.11.1.4 CACP's (Community Aged Care Packages)

- As of January 2011 we are using nine out of our ten CACP's packages
- Two clients have been assessed as eligible to receive CACP's however do not want this level of care at this time
- Three clients are waiting to be assessed to receive a package one of these clients will be able to receive a package, while the other two will have to go on to a waiting list until one becomes available. Clients on the waiting list will still receive care through our HACC program.

NOTED

2.11.1.5 EACH (Extended Aged Care at Home)

- Late December we received notification we were successful in our application to receive EACH packages. Five packages were awarded to the Flinders Shire Council Community Care Program.
- Late January I met with Sue Renton from the Department of Health and Ageing to discuss the implementation of the EACH packages. Letters/contracts have been sent to service providers outlining the steps to be taken for the implementation of the packages.
- We are hoping to have our first EACH client by Easter as we have already a number of clients who have been assessed as eligible.

NOTED

2.11.1.6 Disability

Six clients received services for December and January.

NOTED

2.11.1.7 SOLAS (Supported Option in Lifestyle and Access Services INC) Mental Health

- Kate Herrod and I attended a Mental Health Professionals Network Meeting in Richmond - this gave us the opportunity to present our Personal Helpers and Mentor Program to Richmond. We were able to meet with the Mental Health Professionals who deliver services in Richmond.
- The Network meeting has resulted in one new referral.
- We have seven clients accessing the PHaMs program - three in Richmond, four in Hughenden.

NOTED

2.11.1.8 Veterans Home Care

- Tenders for the delivery of VHC services have been advertised.
- Tenders close at 2:00 pm on the 8 March 2011.

NOTED

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2.11.1.9 Meals on Wheels

- Fourteen clients received meals in December 2010.
- Two hundred and eight meals were delivered in December 2010.
- Fourteen clients received meals in January 2011.
- One hundred and sixty nine meals were delivered in January 2011.

NOTED

2.11.2 CORRESPONDENCE

Moved Cr K.M. Egan

Seconded Cr S.M. O'Neill

That the Community Care Coordinator's correspondence as presented for consideration be received.

Carried

2.11.2.1 Hon Mark Butler MP., Minister for Mental Health and Ageing (Trim D11/78)

Advising that Flinders Shire Council were successful in obtaining five aged care places in the 2009-2010 Aged Care Approvals Round.

NOTED

2.11.3 BUSINESS ARISING FROM PREVIOUS MINUTES

Nil

2.11.4 GENERAL BUSINESS

Nil

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3. COUNCILLOR'S REPORTS

3.1 Cr G.J. Jones

Standing Committees

- Western Queensland Local Government Association Inc
- MITEZ
- Chamber of Commerce
- RADF

Cr G.J. Jones advised of his attendance during January and February 2011–

22-23 January 2011

Regional Development Association meeting held in Townsville

26 January 2011

Australia Day Awards Breakfast

27 January 2011

Infinity Solar meeting held in Hughenden

18 January 2011

Multi Purpose Health Service (MPHS) meeting held in Hughenden

7 February 2011

Saleyards Advisory Group Meeting held in Hughenden

15 February 2011

Multi Purpose Health Service (MPHS) meeting held in Hughenden

23 February 2011

Budget Review (Forum)

24-25 February 2011

MITEZ Meeting held in Richmond

NOTED

3.2 Cr C.N. Haydon

Standing Committees

- Desert Uplands
- Southern Gulf Catchments

NOTED

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3.3 Cr S.M. O'Neill Standing Committees

- North West Outback Queensland Tourism Authority Group
- North Queensland Games Foundation

NOTED

3.4 Cr K.M. Egan Standing Committees

- Chamber of Commerce
- Health Forum

Cr K.M. Egan advised of her attendance at –

18 January 2011

Multi Purpose Health Service (MPHS) meeting held in Hughenden

24 January 2011

Multi Purpose Health Service (MPHS) meeting held in Hughenden

27 January 2011

Infinity Solar meeting held in Hughenden

14 February 2011

Hughenden State School Sports Awards Presentation

15 February 2011

Multi Purpose Health Service (MPHS) meeting held in Hughenden

23 February 2011

Budget Review (Forum)

Cr K.M. Egan commented that the Charters Towers Health District Council she applied to be on, is still considering the formation of the Council.

NOTED

3.5 Cr B.V. McNamara Standing Committees

- Local Government Association of Queensland Executive
- State and Federal Governments
- North Queensland Local Government Association Inc
- Greater Northern Queensland Development Alliance (GNDDA)
- Australia's Dinosaur Trail

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Advised of his attendance at –

25 January 2011

Meeting with Chief Executive Officer, Council Officers and graziers over a Permit to Occupy allocation.

27 January 2011

Meeting regarding solar presentation.

28 January 2011

North West Roads and Beef Forum.

2-4 February 2011

Local Disaster Management Group / State Disaster Management Group meetings and teleconferences

16 February 2011

Staff Training Day

17 February 2011

LGAQ meeting

21 February 2011

North West Roads and Beef Teleconference

NOTED

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CLOSED MEETING DISCUSSION ITEMS

This section of the Agenda is for those items deemed necessary for discussion in a meeting Closed to the Public in accordance with Local Government (operations) Regulation 2010 – Chapter 5 Administration – Part 2 Local Government meetings and committees -

- (1) A local government or committee may resolve that a meeting be closed to the public if its councillors or members consider it necessary to close the meeting to discuss -
 - a. the appointment, dismissal or discipline of employees; or
 - b. industrial matters affecting employees; or
 - c. the Local Government Budget; or
 - d. rating concessions; or
 - e. contracts proposed to be made by it; or
 - f. starting or defending legal proceedings involving it; or
 - g. any action to be taken by the Local Government under the Planning Act, including deciding applications made to it under that Act; or
 - h. other business for which a public discussion would be likely to prejudice the interests of the Local Government or someone else, or enable a person to gain a financial advantage.
- (2) However, a Local Government or Committee cannot resolve that a meeting be closed to the public if any person is to take part in the meeting by teleconferencing.

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4. CORRESPONDENCE

Moved Cr S.M. O'Neill

Seconded Cr K.M. Egan

That the correspondence as presented for consideration be received.

Carried

5.1 Local Government Association of Queensland Ltd (Trim SC11/86)

Joint 2009-2010 LGM Queensland and Local Government Workcare Report to members. Throughout the year both schemes continued to achieve their primary objectives of providing the highest standards of liability and workers' compensation cover whilst maintaining cost stability for members.

5.2 Kate Jones MP., Minister for Climate Change and Sustainability (Trim SC11/40)

Enclosing a copy of *Increasing Queensland's resilience to inland flooding in a changing climate : Final report on the Inland Flooding Study* which is a joint initiative between the Queensland Government and the Local Government Association of Queensland (LGAQ).

5.3 Department of Environment and Resource Management (Trim SC11/14)

The proposal to declare the Cooper Creek Basin as a wild river area was released 14 December 2010. The Lake Eyre Basin is one of the world's last arid systems that is not regulated by large dams or weirs – its protection would preserve the region's iconic and unique river system attributes and safeguard the natural values that support sustainable grazing industries in the area.

5.4 Department of Environment and Resource Management (Trim D10/1156)

Building Nature's Resilience – A Draft Biodiversity Strategy for Queensland is an enduring commitment to preserving our rich environmental heritage for future generations.

5.5 Conference Secretariat ALGWA Qld Conference 2011 (Trim SC11/78)

Seeking sponsorship for the 2011 Australian Local Government Women's Association Queensland Conference being held on the Gold Coast 27-29 July 2011.

5.6 Premier of Queensland, Anna Bligh MP (Trim SF11/14)

Advising that the 2011 Queensland Reconciliation Awards (formerly the reconciliation Awards for Business) are now open for nomination. These awards recognise and reward businesses, community organisations and educational facilities that foster and promote reconciliation across the State. Closing date 11 March 2011.

5.7 Minister for Education and Training, Geoff Wilson MP (Trim SF11/44)

The Awards will be celebrating their 50th year of recognising and rewarding Queensland individuals and organisations who strive for best practice and innovation in training. Nominations close 18 March 2011.

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5. QUESTIONS WITHOUT NOTICE

Nil

7. "CRIER" NOTES

Councillors write for the "Crier" and the months for their edition in 2011 are –

March 2011	Cr B.V. McNamara
April 2011	Cr C.N. Haydon
May 2011	Cr K.M. Egan
June 2011	Cr S.M. O'Neill
July 2011	Cr B.V. McNamara
August 2011	Cr G.J. Jones
September 2011	Cr C.N. Haydon
October 2011	Cr K.M. Egan
November 2011	Cr B.V. McNamara

NOTED

8. CLOSURE

The next meeting of Council will be held in the Boardroom of the Council Chambers at 7.00 pm on 21-22 March 2011.

PROPOSED MEETING CALENDAR

DATE	MEETING	TOPIC
Monday 21 March 2011 9.00 am – 5.00 pm Working Lunch	Boardroom	FORUM - Operational Plan Corporate Plan Industrial Estate Town Common Agistment Policy Prairie Airstrip -Realignment Option 10 Year Financial forecast Community Planning Process Asset Management Enterprise Risk Management
Monday, 21 March 2011 7.00 pm	Boardroom	Ordinary Meeting
Tuesday, 22 March 2011 8.30 am Working Lunch	Boardroom	Ordinary Meeting

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The meeting closed at 10.30 pm.

Brendan McNamara
Mayor
Flinders Shire Council