



Flinders Shire Council

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Director Corporate Services
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MINUTES

ORDINARY MEETING

HELD ON THE 18-19 AUGUST 2010

IN THE BOARDROOM OF

THE COUNCIL CHAMBERS

COMMENCING 7.00 PM

**ORDINARY MEETING
MINUTES
18-19 AUGUST 2010**



TABLE OF CONTENTS

ITEM	SUBJECT	PAGES
1.	OPENING BUSINESS	3
2.	OFFICER'S REPORTS	
2.1	CHIEF EXECUTIVE OFFICER	4 - 10
2.2	DIRECTOR OF CORPORATE SERVICES	11 - 25
2.3	DIRECTOR OF ENGINEERING	26 - 53
2.4	ENVIRONMENTAL HEALTH OFFICER	54 - 56
2.5	COMMUNITY DEVELOPMENT OFFICER	57 - 69
2.6	TOURISM OFFICER	70
2.7	LIBRARIAN	71
2.8	WORKPLACE HEALTH AND SAFETY	72
2.9	RURAL LANDS	73 - 77
2.10	COMMUNITY CARE COORDINATOR	78 - 80
3.	COUNCILLOR'S REPORTS	81 - 83
4.	CLOSED MEETING DISCUSSION ITEMS	84
5.	CORRESPONDENCE	85
6.	QUESTIONS WITHOUT NOTICE	86
7.	CRIER NOTES	87
8.	CLOSURE	87

**ORDINARY MEETING
MINUTES
18-19 AUGUST 2010**



SMc/FM

13 August 2010

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

Dear Councillor

NOTICE OF MEETING

NOTICE is hereby given that the next Ordinary Meeting of Council will be held on 18 August 2010 commencing at 7.00 pm on Wednesday in the Boardroom of the Council Chambers, 34 Gray Street, Hughenden before continuing on Thursday, 19 August 2010 at 8.30 am.

There will be no Forum for August 2010.

Yours faithfully

Stephen McCartney
CHIEF EXECUTIVE OFFICER

ORDINARY MEETING MINUTES 18-19 AUGUST 2010



1 OPENING BUSINESS

The Mayor declared the meeting open with the Council Prayer at 7.02 pm.

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
Don Lee	Director Engineering
Fran Marendy	Executive Support Officer

1.2 APOLOGIES

Nil

1.3 CONFIRMATION OF MINUTES

Moved Cr S.M. O'Neill

Seconded Cr K.M. Egan

That the Minutes of the Ordinary Meeting of Council held 14-15 July 2010 be taken as read and signed as correct.

Carried

1.4 CONFIRMATION OF SPECIAL MINUTES

Moved Cr G.J. Jones

Seconded Cr K.M. Egan

That the Minutes of the Special Meeting of Council held Monday, 26 July 2010 be taken as read and signed as correct.

Carried

1.5 PETITIONS

Nil

1.6 CONDOLENCES

Nil

1.7 CITIZENSHIP CEREMONIES

Nil

ORDINARY MEETING MINUTES 18-19 AUGUST 2010



2 OFFICERS' REPORTS

2.1 CHIEF EXECUTIVE OFFICER

2.1.1 GENERAL REPORT

Moved Cr S.M. O'Neill

Seconded Cr G.J. Jones

That the Chief Executive Officer's report as presented be received by Council.

Carried

2.1.1.1 OFFICIAL DOCUMENTS

Document 219864

Signed Stephen McCartney (Chief Executive Officer) and Leanne Rogers (Director Corporate Services)

Regional Airport Development Scheme (RADS)

Hughenden Airport

Deed of Agreement and associated documents

Doc 221104

Department of Environment and Resource Management, Townsville

Notification of Acceptance of Conditions of Offer in terms of Land Act 1994

Application Permanent Road Closure over area abutting Lot 12 on Crown Plan H20313

Parish of Hughenden (Reference Pump Station No 2)

Intersection of Voss and Uhr Streets, Hughenden

Purchase price \$1,591.10 (GST inclusive)

Signed Stephen McCartney (Chief Executive Officer) and Leanne Rogers (Director of Corporate Services)

NOTED

2.1.1.2 STUDENT LEADERS

Cody Amos and Tim Farlow, students in Year 12, Hughenden State School attended the Council meeting this month.

NOTED

2.1.1.3 MEETINGS ATTENDED

- **22 July 2010**

Teleconference with Richmond, McKinlay and Flinders Shires, MITEZ and Project Officer, Don Pollock regarding the Flinders River Agriculture Precinct.

Leanne Rogers left the meeting at 7.08 pm.

- **23 July 2010**

Leanne Rogers, Director Corporate Services and I met with TORGAS regarding employment of trainees and apprentices; and

Leanne Rogers re-entered the meeting at 7.09 pm.

- Director Corporate Services, Payroll Officer Maree Norman, Executive Support Officer Fran Marendy and I sat in on the release of HR Advance - a HR tool provided through LGAQ.

- **25 July 2010**

I attended the launch of the Hughenden Cemetery Tour - a RADF funded project.

ORDINARY MEETING MINUTES 18-19 AUGUST 2010



- **26 July 2010**
Don Lee, Director of Engineering and I met with Ergon Regional Manager, Tony Hengst for a tour of the new Ergon Complex; consideration of issues for landscaping around the Caravan Park; lighting in Robert Gray Memorial Park and Eco-Walk on Flinders and power for the Industrial Estate.
- **28 July 2010**
Meeting of Councillors and Officers, for briefing on the CopperString High Voltage Power Line project - between Townsville-Mount Isa.
- **29 July 2010**
Sherilee Honnery, Community Development Officer and I met with Matt from Townsville Enterprise to progress the development of the White Mountains National Park.
- **4 August 2010**
I attended the Multi Purpose Health Services Public Consultation Forum at the Diggers Entertainment Centre.
- **9 August 2010**
I attended, with Councillors and Officers, site inspections for the development of a Recreational Lake including consideration of draft plans, followed by a meeting to allocate Roads to Recovery funds to a program for Shire Roads and Town Streets.
- **11 August 2010**
I met with Henry Fracchia from Base iGi regarding finalising the RMS Sewerage Project.
- **12 August 2010**
I attended a meeting with Councillors and Council Officers and Officers from the Department of Infrastructure and Planning to discuss the newly released North West Regional Plan.
- **18 August 2010**
I attended a meeting with Council Officers and Councillors for a briefing session on Regional Development Australia's role and responsibilities. Cr Greg Jones is representative on the board for North West Queensland.

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 is nearing completion.

Council has received the Gazettal Notice and is now waiting on DERM to issue the Title. Once received the reconfiguration plan of the area for the truck park that has been prepared by Brazier Motti will be lodged and Title transfer with Department of Transport 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. It is recommended that a condition of the sale be that the land is reconfigured into one Title. The process for selling this land direct under the Local Government Act 2009 is apparently the same as the Local Government Act 1993.

Council has completed contract works for the Department of Main Roads for the construction of the heavy vehicle parking area adjacent to the Lights on the Hill Roadhouse.

NOTED

ORDINARY MEETING MINUTES 18-19 AUGUST 2010



2.1.1.5 INDUSTRIAL LAND TENDER

The tender for the purchase of a new Lot to be subdivided on the corner of Seymour and McLaren Streets has been advertised, closing 12 noon on Friday, 3 September 2010. The Lot is approximately 9,760m² and will be sold with bitumen road frontage, water, sewerage and three-phase power available to connect into. The following process has commenced and will run concurrently with the tender –

- Brazier Motti have been appointed to prepare the subdivision plan and have carried out the on-ground works;
- Water is available to connect into;
- Sewerage Mains will be extended to service this Lot with planning underway; and
- Council has applied to Ergon to extend the three-phase power supply further along Henry Street to service the one new Lot and one adjoining Lot when subdivided.

The tenders will be presented to the September Council meeting for consideration.

NOTED

2.1.1.6 PLANNING NEW SHIRE OFFICE COMPLEX

The planning brief for the new Shire Office Complex has been developed and formal fee proposals have been sought from targeted architects to develop the concept designs. Quotes close 12 noon on Thursday, 12 August 2010. The concept designs will be developed through extensive consultation with staff and Councillors over the next six months. The architects have been asked to provide fee proposals for the following components of the project –

- Concept design based on the planning brief and consultation;
- Cost estimate of construction;
- Preparation and overseeing of the tender process including preparation of the design and construct tender documents, tender assessment and recommendation to Council; and
- Project Manage the construction works.

Funds have been provided in the current budget for the concept design works.

Comment – Refer to September 2010 Forum.

NOTED

2.1.1.7 NORTH HUGHENDEN SEWERAGE SCHEME

Some indicative costing has been obtained that indicates it will cost approximately \$50,000 to undertake a planning study that will include the survey, design and estimated costs to install a full sewerage system in North Hughenden. This assumes the area to be seweraged generally takes in properties with smaller Lots i.e. Little Avenue, Hammond Street, Hann Highway and Dalrymple Road area.

It is recommended that the following process be adopted –

- Council to undertake a public consultation process over the next six months to determine public opinion;
- If Council decides to proceed then appoint consultants to prepare the planning report. A brief will need to be prepared to seek fee proposals from interested Engineering Consultants to undertake the planning study;
- Funds to be referred to the Budget Review in December 2010;
- Council consider options to fund the project. This will include grants and Council loan for sewerage main works, pump stations and connection to the existing treatment plant. Property house connections to be fully funded by property owners via cash or a scheme of repayment based on actual cost of works; and

ORDINARY MEETING MINUTES 18-19 AUGUST 2010



- Lodge an application for funding under the proposed State Government's new Capital Works Subsidy Program in mid 2011. Normally State funds can only be used for sewerage mains, not individual property connections.

Moved Cr S.M. O'Neill

Seconded Cr K.M. Egan

That Council obtain a fee proposal from interested Engineering Consultants to undertake the planning study and referred to the Budget Review and a Public Meeting be held in the Robert Gray Memorial Park on Monday, 20 September 2010 at 6.00 pm regarding replacement of Northside Sewerage. Council to provide a sausage sizzle. Administration to send out letters advising owners of properties of the meeting.

Carried

2.1.1.8 NAME CHANGE/CHANGE TO COUNCILLOR NUMBERS

The Local Government Act 2009 sets out the process available to Council if they want to proceed with a recommended name change or change of Councillor numbers. I have attached the relevant sections of the Act for Councillors information. Local Government Act 2009 Chapter 2 Part 3 Sections 17 to 21.

It would appear that Council could apply direct to the Change Commission for a change of name and the Commission undertakes the assessment. It is assumed Council could recommend that this assessment include a referendum to be held with the next election in 2012.

In regards to a change in the number of Councillors, it appears that section 18 of the Act restricts this to the Minister for Local Government being able to apply to the Change Commission. This is because the change to Councillor numbers from 9 to 6 was made under the 2007 reform process.

Comment – *Aim to hold a Public Meeting on the 21 November 2010 to consider community comments on changing the Shire name and commence the Community Planning process.*

NOTED

2.1.1.9 OLD POWER STATION

(Refer to the Community Development Officer's report - Item 2.5.3.2) Carol Slattery from Ergon has advised that the Survey Plan has been signed off by Ergon and will be sent to Council mid-August. Council will then lodge an application to the Department of Environment and Resource Management to excise out the Power Station building area and transfer it to Council as a *Reserve for Historical Purposes*. Council and Ergon should then arrange an official hand-over.

NOTED

2.1.1.10 STAFF

Human Resource Manager

Michelle Clark commenced Tuesday, 10 August 2010. She will work on the Flinders/Richmond Human Resource project with Trish Moore as well as undertaking HR specific work with Council. Michelle is contracted to 30 June 2011 and was recruited through Logo Appointments. She will reside in the Brodie Street Units.

Workshop Fleet Manager

This position is currently being advertised through Logo Appointments following the departure of Steve Reddie. Craig Benham is currently filling the role of Acting Manager. It is planned to hold interviews shortly.

ORDINARY MEETING MINUTES 18-19 AUGUST 2010



Workplace Health and Safety Officer

Max Gehring commenced in this role Monday, 3 August 2010. Max resides in the Mowbray Street house with his wife.

NOTED

2.1.1.11 FLINDERS RIVER AGRICULTURAL PRECINCT

The Precinct has received confirmation of funding through MITEZ via DEEDI to undertake work in developing irrigation in the Precinct that generally covers the Flinders, Richmond and, McKinlay Shire areas along the Flinders River. Don Pollock has been appointed as Project Officer to carry out the project. The attached project plan will commence shortly and will include input from DEEDI and DERM.

The first official launch of the Agricultural Precinct will be at the AgInvest Forum in Cairns where a presentation will be given by Mayor, Brendan McNamara supported by Don Pollock. The Forum runs from 8-10 September 2010. An information booth will also be setup to promote MITEZ and the Precinct. Attendance at the forum is jointly funded through the project and MITEZ.

NOTED

2.1.2 CORRESPONDENCE

Moved Cr G.J. Jones

Seconded Cr K.M. Egan

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

Carried

2.1.2.1 LGMA - 2010 Manager of the Year for Leadership and Management Excellen... (Doc 217543)

Nominations are now open for the 2010 Manager of the Year for Leadership and Management Excellence Award – the objective is to encourage recognition of leadership and management excellence of a Queensland Local Government employee who has demonstrated outstanding commitment and whose performance as a leader and manager is worthy of special recognition.

NOTED

2.1.2.2 Hon Cameron Dick MP - Attorney-General and Minister for Industrial Rel... (Doc 220115)

Asking Council if it wishes to have a Show Holiday for 2011 as per the [Holidays Act 1983](#). They seek the day and date of the proposed Show Holiday. Request must be submitted by 8 October 2010.

Moved Cr G.J. Jones

Seconded Cr S.M. O'Neill

Council to advise that the Flinders Shire seeks to have a Show Holiday on Friday, 3 June 2011.

Carried

ORDINARY MEETING MINUTES 18-19 AUGUST 2010



2.1.2.3 [Law, Justice and Safety Committee - Invitation to a Public Hearing on ...](#) (Doc 220654)

The Law, Justice and Safety Committee of the Queensland Parliament has a referral from the Parliament to look at the electoral system for Local Government in Queensland (except the Brisbane City Council) and to report back to the House by November 2010. Issues to be considered –

1. Whether Councils should be divided or undivided and who should make that determination;
2. How Council Elections should be administered;
3. The timing of elections and the close of the Roll;
4. Campaign funding and related disclosure requirements;
5. Eligibility for candidature and selection of a Mayor;
6. Electoral signage and advertising material; postal voting, pre-polling and absent voting;
7. A property franchise; and
8. Voting systems.

Public Hearing will be held in Townsville 25 August 2010.

Comment – Cr B.V. McNamara, Mayor to attend if available.

NOTED

2.1.2.4 [LGAQ - Professional Development for Queensland LG Elected Members: "Ne..."](#) (Doc 220842)

At the LGAQ Civic Leaders Conference held this year, LGAQ announced its intentions to provide additional development support for all elected members. Thus LGAQ have invited Professor John Martin, a recognised Local Government practitioner, to deliver a one-day workshop for the Mayor, the Deputy Mayor and the Chief Executive Officer as a regional program. The presentation will focus on the emerging challenges and new relationships of the Mayor and Chief Executive Officer – a result of the new Local Government Act 2009. The one-day workshop will be held in Townsville on Wednesday, 3 November 2010.

Comment – Administration to check with the Mayor and the Deputy Mayor regarding their attendance.

NOTED

2.1.2.5 [Betty Kiernan MP - Overview of MITEZ meeting in Townsville 16 July 201...](#) (Doc 220834)

Cr G.J. Jones requested an overview in respect of the Government Transport subsidies and general transport information in relation to air travel, coach travel and train travel.

NOTED

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.

ORDINARY MEETING MINUTES 18-19 AUGUST 2010



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.

2.1.3.2 CHANGE OF NAME FOR SHIRE

Refer Item 6.1 September 2009 Minutes - Questions without Notice

Discussion took place during the Forum about changing the name of the Shire as currently there are three Flinders Shires in Australia.

Comment – Chief Executive Officer to investigate further.

Comment November 2009 – Chief Executive Officer to ascertain if a referendum can be called at any time and the process for a name-change.

Comment April 2010 – Chief Executive Officer advised that further information would be provided once the 2009 Local Government Act and Regulations are finalised.

Comment August 2010 – Refer Chief Executive Officer's Report – Item 2.1.1.11.

NOTED

2.1.4 GENERAL BUSINESS

Nil

**ORDINARY MEETING
MINUTES
18-19 AUGUST 2010**



2.2 DIRECTOR CORPORATE SERVICES

2.2.1 GENERAL REPORT

Moved Cr K.M. Egan

Seconded Cr S.M. O'Neill

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

Carried

2.2.1.1 FINANCIAL STATEMENTS

Moved Cr C.N. Haydon

Seconded Cr G.J. Jones

That the Operating Statement, Statement of Financial Position and Statement of Cash Flows for the period ending 31 July 2010 as presented, be received.

Carried

2.2.1.2 PAYMENT REGISTER

Moved Cr S.M. O'Neill

Seconded Cr C.N. Haydon

That the Payment Register to 3 July 2010 comprising payment numbers as presented for consideration and totalling \$6,935,762.89 be received.

Carried

2.2.1.3 RATE CONTROL TOTALS

The Rate Control Totals to the 31 July 2010 were presented for information.

NOTED

2.2.1.4 CONFERENCES AND MEETINGS

- Webinar on HR Advance attended with Stephen McCartney (Chief Executive Officer), Maree Norman (Personnel Officer), Fran Marendy (Executive Support Officer) and Trish Moore (Human Resource Consultant);
- CopperString meeting as per Chief Executive Officer's Report;
- Disaster Management Queensland Exercise on the 10 August 2010; and
- Attended meeting with Department of Infrastructure and Planning on the North West Regional Plan on the 12 August 2010.

NOTED

2.2.1.5 STAFF CHANGES

Michelle Clark has commenced work as the HR Manager.

NOTED

2.2.1.6 REPORT ON DONATIONS GIVEN BY COUNCIL

Nil

NOTED

ORDINARY MEETING MINUTES 18-19 AUGUST 2010



2.2.1.7 CLUBS WATER ENTITLEMENT POLICY

Clarification is sought in relation to the policy where Council will refund Clubs for water entitlement paid and not used. Do these Clubs have to still pay a minimum of 7 units - and water allocation not used over the 7 units, is that refunded? The situation has arisen this year that some Clubs have not used even their minimum allocation as their water usage has decreased so much. Further explanation can be provided at the meeting.

Moved Cr G.J. Jones

Seconded Cr C.N. Haydon

That a minimum payment by the Clubs be set at 7 Units of water.

Carried

2.2.1.8 CIVICA PROJECTS

Civica representative, Elissa-Jayne Fyfe conducted the Follow up Power User and Administrator Training from the 27-29 July 2010. We will be working at setting up our system now to *go live* in mid to late September. The End User training will be done then.

NOTED

2.2.1.9 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 April – June 2010 be transferred to the Intermediate Care Facility Reserve and the transfer to Reserves for the quarter will be \$6,144.34.

Carried

2.2.1.10 REPORTS COMPLETED

- Right to Information and Privacy Act Self Assessment
- Community Engagement Return
- Digitisation of Records Survey for State Archives

NOTED

2.2.1.11 AUDIT

The Financial Statements are well underway. We are aiming to have them completed by the 30 August 2010. The Auditors will be here during the week of the 6 September 2010.

NOTED

2.2.1.12 QUARTERLY REPORT ON OPERATIONAL PLAN

The Fourth Quarterly Report on the Operational Plan is presented for Council's consideration and adoption as per the Local Government Act 2009.

RETABLED

**ORDINARY MEETING
MINUTES
18-19 AUGUST 2010**



2.2.1.13 HUMAN RESOURCE MANAGEMENT SYSTEMS PROJECT

Project Stage	Progress / Actions / Milestones	Council / comments
1. Information gathering and risk assessment <i>(30 Nov 09 – 5 Feb 10)</i>	HR Audit - complete.	RSC turnover report to be agreed and HR Officer to be trained by end of June for ongoing reporting.
	Change Management	
	Communication	Next Steering Committee meeting Wednesday, 1 September 2010
2. Skills and qualifications audit of all staff <i>(8 Feb 10 – 9 Apr 10)</i>	Training matrix templates - outdoor staff requirements completed.	Indoor staff matrix requirements to be populated at completion of Position Descriptions Stage 3.
	Qualifications in HR module activated and being populated to accept all staff licences, training, qualifications, etc. RSC well populated to date.	FSC yet to populate with existing information from staff.
	Staff Satisfaction Survey report and recommendations delivered to both Councils in May 2010.	TM to conduct team workgroup meetings in the next two months. CEO's to consider recommendations from full report.
3. Development of position descriptions & duty statements <i>(12 Apr 10 – 11 Jun 10)</i>	Job analysis and Position Description templates complete	
	FSC – 32 Position Descriptions in various stages of completion. RSC – 12 Position Descriptions in various stages of completion. Meetings continue to be held with staff members in both Councils for job analysis and further Position Description development.	Lag in time is due to HRM leaving in June. New HRM started 10 Aug should allow project timelines to improve in coming months.
4. Set-up of Annual Review Process <i>(14 Jun 10 – 6 Aug 10)</i>	FSC - Initial discussions held in relation to structure and timing of training and reviews. RSC – requested training in preparation for Oct reviews. In progress.	Lag in time is due to HRM leaving in June. New HRM started 10 August should allow project timelines to improve in coming months.
5. Recruitment process <i>(9 Aug 10 – 3 Sep 10)</i>		

**ORDINARY MEETING
MINUTES
18-19 AUGUST 2010**



Project Stage	Progress / Actions / Milestones	Council / comments
6. Review of HR policies and processes (6 Sep 10 – 29 Oct 10)		
7. Managing personnel – Supervisory Training (1 Nov 10 – 31 Dec 10)		
8. Identify EB efficiencies (3 Jan 11 – 21 Jan 11)		
Break for Review with support during implementation (24 Jan 11 – 29 Apr 11)		
9. Review of project (2 May 11 – 27 May 11)		

Comment August 2010 - Ken Hunt, one of the Consultants contracted to complete this project has needed to return to Brisbane for personal reasons and is no longer part of the project. Flinders Shire Council is currently recruiting to replace this position. As a result, project stages will be taken longer to complete until a suitable replacement is found. New staff member, Michelle Clark commenced at Flinders Shire on 10 August 2010. Project timelines should reflect improvement in coming months.

NOTED

**ORDINARY MEETING
MINUTES
18-19 AUGUST 2010**



2.2.1.14 WRITE-OFF DOG REGISTRATIONS

Moved Cr S.M. O'Neill

Seconded Cr K.M. Egan

That the following amounts be written off in Council Records –

2009	Dog Registration .	\$ 375.00
2010	Dog Registration	\$ 1,720.00

Carried

2.2.1.15 PROCUREMENT POLICY

Moved Cr S.M. O'Neill

Seconded Cr G.J. Jones

That the Procurement Policy, as presented for consideration, be amended and renamed as per the Local Government Act 2009 –S.97 (2) (e) -

FLINDERS SHIRE COUNCIL

POLICY

PROCUREMENT POLICY

DATE RESOLVED
DATE AMENDED

16 May 2007
18 August 2010

STATUTORY REFERENCES

Local Government Act 2009 (Section 106)
Local Government (Finance, Plans and Reporting) Regulation 2010 (FPR)
(Chapter 4)

PURPOSE

The purpose of this Policy is to set out the principles used by Flinders Shire Council for purchasing throughout the organisation and provides information on the roles and responsibilities of key officers and areas involved in the purchasing function within the Council to ensure compliance with the five principles as disclosed in *Section 106* of the Local Government Act 2009. The principles are –

- Value for money; and
- Open and effective competition; and
- The development of competitive local business and industry; and
- Environmental protection; and
- Ethical behaviour and fair dealing.

This policy applies to the procurement of all goods, equipment and related services, construction contracts and services contracts (including maintenance) by Council as defined in the Local Government Act 2009.

The policies and procedures contained within this document have been prepared to assist officers involved in purchasing, to comply with the provisions of the Local Government Act 2009, in particular Local Government (FPR) Regulation 2010 Chapter 4 – 492. Compliance must also be carried out under the Local Government FPR Regulation 2010 which requires purchasing guidelines to be developed for goods and services for less than \$10,000.

ORDINARY MEETING MINUTES 18-19 AUGUST 2010



Council Officers responsible for purchasing goods and services are to comply with these instructions. It is the responsibility of each Council employee involved in the procurement process to understand the policies and procedures as well as their meaning and intent. Any questions should be raised with the employee's supervisor.

SCOPE

Financial Delegation

Financial delegation is the power to authorise the spending of money, by signing and authorising electronic payments (EFT) as authorised by Council.

The Council delegates the Chief Executive Officer (CEO) the authority to incur financial expenditure on behalf of Council under the following provisions –

- Where expenditure has been provided for in Council's budget; or
- In the opinion of the CEO such expenditure is required because of genuine emergency or hardship.

Other Officers may only incur expenditure on behalf of the Council if -

- The Officer has been granted a financial delegation by the CEO and this has been recorded in the Register of Delegations; or
- Expenditure is provided for in the Council's Budget; or
- In the case of genuine emergency or hardship and the power to incur expenditure in these circumstances has also been delegated.

Register of Delegations. An updated list of those authorised delegations is attached in the appendix and will be recorded in the Delegations Register.

Any officer incurring expenditure may only do so in accordance with any constraints imposed by Council or the CEO in respect to a Financial Delegation.

Procurement Delegation

Procurement delegation is the power to bind the Council by entering into a contract.

The Council is authorised to enter into contracts on behalf of the Council within the expenditure delegation provided for in the above section.

Other Officers can only enter into contracts on behalf of Council (including placing Purchase Orders) in accordance with a delegation granted by the CEO, which is recorded in the Register of Delegations.

Purchase Orders shall only be placed by Officers with the appropriate procurement delegation and the relevant Officer will need to keep proper records of all his dealings.

Value of purchases includes any trade in value or goods, which form part of the purchase cost.

The CEO must approve Financial Delegations in writing by recording them in the Register of Delegations. An updated list of those authorised delegations is attached in the appendix and will be recorded in the Delegations Register.

What Constitutes Purchasing

Purchasing is the process of obtaining from outside sources goods and services that may be required by an enterprise but not available from within the organisation, at the price most suitable by Council considering quantity, quality, place, time and price.

ORDINARY MEETING MINUTES 18-19 AUGUST 2010



Goods and Services Tax (GST)

For the purpose of this policy the monetary limits detailed are inclusive of GST.

POLICY

Purchases of Goods and Services for less than \$10,000

Purchases to \$200 may be made out of Petty Cash.

Purchases up to \$2,000 may be made with a Corporate Credit Card or by placing of a Purchase Order. Purchases must be undertaken by-

- Accessing an Approved Contractor List (ACL)
- Accessing a Preferred Supplier Arrangement (PSA)
- Obtaining at least two verbal or written quotes (sole supplier situations accepted).

Purchases between \$2,001 and \$15,000 must be made by placing a Purchase Order. Purchases must be undertaken by –

- Accessing an Approved Contractor List (ACL)
- Accessing a Preferred Supplier Arrangement (PSA)
- Obtaining at least two written quotes (sole supplier situations excepted)

Procedures for the purchase of goods and services for less than \$10,000 are as follows –

- The Council Officer purchasing goods should always strive to find the best available price for the goods acquired.
- An automatic ordering system is utilised to effectively control the purchasing of goods and services.
- The purchase order form must be authorised by the CEO or his authorised delegate.
- Quality Assurance requirements are to be considered.
- If there are a number of suppliers, each of the suppliers should be assessed on a periodic basis, in order to determine which of the suppliers offers the best value for money.
- Further detailed procedures are contained within Council's Accounting Manual.

Purchases of Goods and Services above \$10,000 but less than \$150,000

Officers must either access an Approved Contractor List or invite written quotations before making a contract for goods or services involving a cost between \$10,000 and \$150,000.

The invitations must be given to at least three (3) persons that Council considers can meet its requirements at competitive prices.

All offers shall be evaluated by two or more officers and will be assessed by using the same methodology in every case.

Procedures for the purchase of goods and services above \$10,000 but less than \$150,000 are as follows –

- An automatic order form must be completed for the purchasing of goods and services.
- The purchase order form must be authorised by the CEO or his delegate.
- Specifications of the goods and services should be prepared where warranted and provided to parties invited to quote. It should include quality assurance requirements.
- Records of offers are to be kept in a register or file.
- Funds required for the completion of the purchase contract must have been allocated in the Budget or amended Budget for the year.

ORDINARY MEETING MINUTES 18-19 AUGUST 2010



- Reference should be made to *Section 174* of the Local Government Act 2009.

Purchases accumulating to more than \$10,000 in any year may be considered a purchasing agreement.

Purchases of Goods and Services above \$150,000

Purchases above \$150,000 require the calling of public tenders to suppliers. The invitation must be by an advertisement in a newspaper circulating generally in the Local Government's area - and allow at least twenty-one days from the day of advertisement for the submission of tenders.

The CEO or Council has the discretion to call for tenders involving works or services worth less than \$150,000. They also have the discretion to set lower amounts as benchmarks in relation to invites for written quotes.

Tender closure time and date

Flinders Shire Council provides a locked tender box in a designated area for the purpose of holding all tenders submitted. All tender documents received before the advertised tender closure time is to be lodged in the tender box unopened. Tender documents received after the closure of the process are deemed to be invalid. All tenders shall be held for the duration of the tender and for a period of three years after. The tender shall be destroyed at the completion of (which ever occurs first).

- Tender is completed.
- Warranty/guarantee period has expired.
- Legislated retention period has expired.

Exemptions

183 EXCEPTION FOR LOCAL GOVERNMENT ARRANGEMENT (LGA) –

1. A Local Government may enter into a contract for services without first written quotes or tenders **if the contract is entered into under a LGA arrangement.**
2. An **LGA arrangement** is an arrangement that –
 - (a) Has been entered into by –
 - (i) LGAQ Limited; or
(Note: See section 287 of the Act).
 - (ii) A Company (**the associated company**) registered under the Corporations Act, if LGAQ Limited is its only shareholder; and
 - (b) if LGAQ Limited or the associated Company were a Local Government, would be, either –
 - (i) a contract with an independent supplier from a register of pre-qualified suppliers established under section 181(3) by LGAQ Limited or the associated company; or
 - (ii) a preferred supplier arrangement entered into with an independent supplier under section 182.
3. An **independent supplier** is an entity other than a subsidiary (a relevant subsidiary) of LGAQ Limited or the associated company under the Corporations Act.

**ORDINARY MEETING
MINUTES
18-19 AUGUST 2010**



4. Despite subsection (2)(b), **an LGA arrangement** may include a contract with a relevant subsidiary from a register of pre-qualified suppliers of a preferred supplier arrangement with a relevant subsidiary if the arrangement is approved by the Minister.
5. For deciding whether to approve an LGA arrangement under subsection (4), the Minister –
 - (a) Must have regard to the sound contracting principles; and
 - (b) May ask LGAQ Limited or the associated company to give the Minister information or documents relevant to the arrangement.

Examples of relevant information or documents –

- Information or documents relating to assessment of the relevant subsidiary's suitability to be on the register of pre-qualified suppliers or the tender process for the preferred supplier arrangement.
- Information or documents relating to the potential impact of the arrangement on Local Government employees.

184 Other exemptions

The Local Government may enter into a medium-sized contract or large-sized contract without first inviting written quotes or tenders if –

- (a) The Local Government resolves it is satisfied that there is only one supplier who is reasonably available; or
- (b) The Local Government resolves that, because of the specialised or confidential nature of the services that are sought, it would be impractical or disadvantageous for the Local Government to invite quotes or tenders; or
- (c) genuine emergency exists; or
- (d) The contract is for the purchase of goods and is made by auction; or
- (e) The contract is for the purchase of second-hand goods; or
- (f) The contract is made with, or under an arrangement with, a Government body.

Purchases made against an Approved Contractor List, PSA or a register of pre-qualified suppliers

Where applicable, Flinders Shire Council may arrange for commonly used goods and services to be subject to a purchase against –

- (a) Approved Contractor List (ACL)
 - Goods and services purchased against ACL must comply with the S.180 Local Government (Finance, Plans and Reporting) Regulation 2010
 - Council is not required to call for competitive offers when assessing an ACL.

ORDINARY MEETING MINUTES 18-19 AUGUST 2010



- (b) Preferred Supplier Arrangement (PSA)
 - Goods and services purchased against PSA must comply with the S.182 Local Government (Finance, Plans and Reporting) Regulation 2010.
 - PSA may be established as required for the purchase of goods and services as needs are identified by Council.
 - The selection of a supplier will be made on the basis of the five principles - refer S.106 Local Government Act 2009.
 - When formalising and establishing a PSA, provisions for the evaluation of a supplier will be clearly provided.
- (c) Pre-qualified Supplier (PQS)
 - Goods and Services purchases against PQS must comply with S.181 Local Government (Finance, Plans and Reporting) Regulation 2010.
 - This section applies to a medium-sized contract or large sized contract for the supply of goods and services.
 - A **pre-qualified supplier** is a supplier who has been assessed by the Local Government as having the technical, financial and managerial capability necessary to perform contracts on time and in accordance with agreed requirements.

The Flinders Shire Council may establish and use a ACL, PQS or PSA if –

- (a) the supply of goods and services is needed in large volumes or frequently; and
- (b) it is able to obtain better value for money by aggregating demand for the goods and services needed.

Specifications

A purchase specification is a document outlining needs to be satisfied in the purchase of goods and services. It defines what the Council wishes to buy and what the supplier is therefore expected to provide. In general terms, it ensures a product or service is easier to obtain and that more tenderers will compete. There are three main types of specifications. They are –

- (a) functional - to do a specific job;
- (b) performance - to meet nominated performance criteria; and
- (c) technical - to achieve a specific technical quality.

The requisitioner in drawing up the specifications for a requirement will –

- (a) Allow for open and effective competition;
- (b) Specify quality assurance requirements and arrangements;
- (c) Ensure value for money is paramount in offers from suppliers;
- (d) Allow for an agreed evaluation methodology; and
- (e) Have an attached set of terms and conditions for the supplier to abide by.

On completion, the specification is to be examined by a Council Officer not involved in the process.

The specification is to be examined for –

- Readability;
- Simplicity of meaning;
- Clarity;
- Logic; and
- Inclusion of only essential information.

ORDINARY MEETING MINUTES 18-19 AUGUST 2010



Evaluation criteria must be included in the specification. Specifications are to be registered and filed.

Evaluation of Offers

Offers and tenders shall be evaluated by two or more Officers of Council. Offers and tenders must be evaluated using the same methodology in every case.

The purchasing process, in addition to the purchasing decision, must be documented in a purchasing file. Such documentation must include –

- (a) offers received;
- (b) the evaluation process; and
- (c) reasons for choosing the successful supplier.

Post offer feedback must be provided to unsuccessful suppliers upon request. This feedback shall not provide information other than –

- (a) the name of the successful tenderer;
- (b) the total price offered; and
- (c) the name of the other tenderers and prices offered.

Evaluating officers must document the reasons for disqualifying any bids.

Where an Officer is involved in purchasing negotiations or evaluating of offers identifies a conflict of interest the CEO is to be advised in writing as to the conflict and the Officer withdraw from the transaction.

For all Contracts for Purchases of Goods and Services

- Purchase Orders should be completed for all purchases (exemptions occur through either a petty cash purchase or for recurrent accounts such as electricity, telephone, BP card billing, legal fees, contract payments etc).
- All automatic orders must be entered through the Computerised Accounting System and the order printed in duplicate.
- An estimated or quoted purchase amount will be included on all orders, where possible.
- Orders are to be authorised by the CEO or his authorised delegate.
- Once the goods are received or services are performed, and a Tax Invoice is matched to the relevant order, an independent Administration Officer will process the supplier payment.
- Requisition notes (Blue) will be utilised to control any purchasing outside Shire Administration - this includes Council Depot, Flinders Discovery Centre and other outside workforce. The requisition notes clarify the specification of goods and services, internal job costing allocations and generally assist Purchasing Officers with their duties.

It is to be noted that a verbal order has the same legal implications of a written order and must be confirmed with an issue of an official Purchase Order within 24 hours. Purchase orders shall be cancelled in writing unless the value is below \$500. The person who placed the order must originally sign all copies of the orders. A cancelled Purchase Order may result in the Council incurring costs as the Vendor may incur as a result of the cancellation.

Splitting of Orders / Gifts or Favours

Flinders Shire Council Officers are prohibited from splitting orders for the purposes of acquiring goods or services above their financial and procurement levels, or to avoid the necessity to obtain quotes or call for tenders.

The Council expressly forbids Officers to seek or accept gifts or favours or benefits arising from a purchase. The acceptance of items of low value such as marketing tokens e.g. pens is unlikely to lead to such allegations. It is acceptable to receive gifts that are a result of an industry norm e.g. the receipt of an

ORDINARY MEETING MINUTES 18-19 AUGUST 2010



additional library book for a specific dollar value order. An industry norm exists when such a gift is made to all clients of the respective supplier.

Repeat Orders

Council Officers must identify and assess the likely requirements of the Council over a given period. Where repeat orders are required from a single supplier and are estimated to exceed \$10,000, consideration must be given to establishing an appropriate purchasing arrangement.

CONTROLS

Ethical Behaviour

Flinders Shire Council Officer's with purchasing authority must act ethically and are to behave with impartiality, fairness, independence, openness, integrity and professionalism in their discussions and negotiations with suppliers and their representatives. Council Officers are to attain and maintain a high level of credibility with suppliers and their representatives.

Where an Officer involved in purchasing negotiations or evaluation of offers identifies a conflict of interest, the CEO is to be advised in writing as to the conflict and the Officer concerned must withdraw from the transaction.

Purchasing Officers should anticipate that a Criminal Misconduct Commission, Freedom of Information and Judicial review may investigate, enact or be undertaken at any time. Thus the Officer is to ensure all purchasing decisions are to be appropriately documented.

REVIEW DATE This policy will be reviewed on or before 30 June 2011.

APPENDIX

PROCUREMENT DELEGATIONS

• Chief Executive Officer	UNLIMITED
• Director of Corporate Services	\$150,000
• Director of Engineering	\$150,000
• Engineering Officer	\$ 50,000
• Overseer	\$ 50,000
• Creditors Officer	\$ 10,000
• Administration Purchasing Officer (Accredited)	\$ 10,000
• Engineering Administration Officer (Accredited)	\$ 10,000
• Fleet Manager	\$ 10,000
• Storeman	\$ 10,000
• Finance Manager	\$ 10,000
• Foreman	\$ 5,000
• Community Development Officer	\$ 5,000
• Human Resources Manager	\$ 5,000
• Workshop Administration Officer	\$ 2,000
• Workplace Health and Safety	\$ 2,000
• Quality Assurance Officer	\$ 2,000
• Carpenter	\$ 2,000
• Plumbers	\$ 2,000
• Environmental Health Officer	\$ 2,000
• Community Care Coordinator	\$ 2,000
• Admin/Technical Officer	\$ 2,000
• Administration Officer (Non Accredited)	\$ 2,000
• Tourism Development Officer	\$ 2,000
• Rural Lands Officer	\$ 1,000
• Other Staff - Fuel Cards only	\$ 500
• General Administration Officer	\$ 500

ORDINARY MEETING MINUTES 18-19 AUGUST 2010



FINANCIAL DELEGATION

Cheques

Two of the following to sign cheques -

- Councillor \$10,000,000
- Chief Executive Officer \$10,000,000
- Director of Corporate Services \$10,000,000
- Finance Manager \$10,000,000
- Personnel Officer \$10,000,000

with the Chief Executive Officer or Director of Corporate Services to have final authorisation of all transfers and payments.(i.e one to sign all EFT's or cheques).

EFT – Electronic Funds Transfer

Only the Chief Executive Officer or the Director of Corporate Services to sign off on EFT Vouchers, and authorise all EFT transactions on-line.

SCHEDULE 1 – PURCHASING OFFICERS

Position	Name
(a) Purchasing Officer – Accredited	
Creditors Officer	Julie Shields
Relief Creditors Officer	Skye MacLean
Workshop Storeman	Tony Dennis
(b) Purchasing Officer – Not Accredited	
Administration Rates Officer	Kirsten Fletcher
Workshop Officer / Storekeeper	Tegan Johnson

SPECIAL REQUIREMENTS

Acting Officer Duties – During the course of the financial period, officers may be appointed to higher duties, together with the relevant acting delegation authority.

Carried

ORDINARY MEETING MINUTES 18-19 AUGUST 2010



2.2.2 CORRESPONDENCE

Moved Cr G.J. Jones

Seconded Cr S.M. O'Neill

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

Carried

2.2.2.1 [Civica National User Conference, Hyatt Regency Sanctuary Cove, Gold Co...](#) (Doc 220382)

The Civica National User Conference will be held on the Gold Coast 17-19 October 2010. They seek attendance from Council.

NOTED

2.2.2.2 [Sidney and Beverley Beeton - Rates Assessment 00006 - Classification](#) (Doc 220648)

Advising that their premises situated at 5 Bond Lane, Hughenden is no longer a welding business but a residence. They request a change in classification for rating purposes.

Comment

The area is zoned Residential under Council's Planning Scheme 2005, but the previous use/business and existing infrastructure was a welding business within the Residential Zone. It was therefore an existing use right that continued on, with that business capable of legally operating as a welding business in the Residential Zone.

Now that the owners have officially advised Council that the business will not operate from this site then the underlying zone of residential is reinstated.

Moved Cr S.M. O'Neill

Seconded Cr C.N. Haydon

That Council notes the land is to be used for residential purposes in a Residential Zone and that all rates be recalculated as Residential from 1 July 2010.

Carried

2.2.2.3 [Henry Fracchia, Manager, Base iGi Engineering](#) (Doc 220022)

Submitting a formal tender for the purchase of 73 Brodie Street, Hughenden – property description being Lot 8 on Registered Plan 745558, Parish of Hughenden for the sum of \$30,000, as is, including the existing shed.

Moved Cr G.J. Jones

Seconded Cr K.M. Egan

That the land, property description being Lot 8 on Registered Plan 745558, Parish of Hughenden at 73 Brodie Street, Hughenden for the sum of \$30,000 be sold to Henry Fracchia.

Carried

2.2.2.4 [Civica - Formation of Civica Queensland User Group](#) (Doc 220998)

Advising of a proposal to hold a User Group for Civica's Queensland customers that will be comprised of representatives from any local authority within Queensland using Civica Local Government software applications and Civica staff. They seek a representative from Council to attend the Inaugural Meeting to be held on the Gold Coast 17-19 October 2010.

NOTED

Cr S.M. O'Neill declared a Material Personal Interest in Item 2.2.2.5 and left the meeting at 9.27 pm.

ORDINARY MEETING MINUTES 18-19 AUGUST 2010



2.2.2.5 Samsen O'Neill, Stansfield Street, Hughenden (Doc 221127)

Samsen O'Neill requests assistance from Council towards costs for him to attend the interstate championships held in Bundaberg on the 10 July 2010. Samsen was selected for Queensland in the "wing" position – his team played New South Wales and were beaten 24-18.

Comment – *Persons requiring assistance are normally paid \$440.00 (GST inclusive).*

Moved Cr C.N. Haydon

Seconded Cr K.M. Egan

That the Council subsidise Samsen O'Neill to the value of \$440.00 (GST inclusive).

Carried

Cr S.M. O'Neill re-entered the meeting at 9.30 pm.

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 Hack and 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.*

2.2.4 GENERAL BUSINESS

Nil

Moved Cr S.M. O'Neill

Seconded Cr K.M. Egan

That the Meeting be Closed to the Public at 9.32 pm on Wednesday, 18 August 2010 in accordance with Section 463 of the Act to consider legal, employee, other business for which a Public Discussion could prejudice or enable a person to gain a financial advantage.

Carried

Fran Marendy, Executive Support Officer left the meeting at 9.32 pm.

Moved Cr K.M. Egan

Seconded Cr S.M. O'Neill

That Standing Orders be resumed at 10.05 pm.

Carried

The meeting adjourned at 10.05 pm

The meeting resumed at 8.43 am on Thursday, 19 August 2010 at Item 2.2.1.2 - Payment Register before commencing Item 2.3 – Director of Engineering reports.

**ORDINARY MEETING
MINUTES
18-19 AUGUST 2010**



2.3 DIRECTOR OF ENGINEERING

2.3.1 PLANNING AND DEVELOPMENT

Moved Cr S.M. O'Neill

Seconded Cr C.N. Haydon

That the Planning and Developmental report as presented, be received.

Carried

2.3.1.1 Building Approvals

Building Certification 2010-4034
File 1.03.A03.55
Hughenden State School
Moran Street, Hughenden
Lot 90 on Plan DG228
Parish of Hughenden
New Construction – Shade Sails x 2 Eating Areas – Class 10a
New Construction – Janitors Shed – Class 10a

Building Certification 92485
File 1.03.A03.56
Hughenden State School
12 Moran Street, Hughenden
Lot 90 on Plan DG228
Parish of Hughenden
Alteration/Addition to Multi Purpose Hall
Covered Learning Area to Resource Centre
Class 9B Type C

Building Certification 2010-0956
File 1.03.A03.57
Jean Robins
Marathon Street, Hughenden
Lot 13 on Registered Plan 704785
Parish of Hughenden
New Construction Dwelling – Class 1a

NOTED

2.3.1.2 PLANNING/BUILDING ENQUIRIES

2.3.1.2.1 Racecourse Grandstand (Doc 176967)

A report is attached, received from Base iGi Consulting on the Racecourse Grandstand.

Action – Council to meet at 5.00 pm at the Racecourse (after the Council meeting) with the Hughenden Jockey Club to advise of the report findings on the Grandstand.

Moved Cr S.M. O'Neill

Seconded Cr C.N. Haydon

The Workplace Health and Safety Officer, Steve Scott and Don Lee, Director of Engineering to undertake a risk analysis and to take action on what is required on the Grandstand for the immediate future and also commence a planning process in conjunction with the Hughenden Jockey Club Committee to determine the longer-term course of action.

Carried

ORDINARY MEETING MINUTES 18-19 AUGUST 2010



Comment May 2009 – An inspection was made by the Workplace Health and Safety Officer and Director of Engineering as part of the Risk Assessment of the Racecourse Grandstand. The Grandstand was then allowed to be used under strict guidelines. Base iGi Consulting will provide a further report on the Grandstand for Council's consideration.

Comment July 2009 - Base iGi have provided further information regarding temporary strengthening for the Grandstand in the lead up to race meetings.

Comment August 2009 - Greg Townley has been approached to undertake the work on contract, so that the work can be completed prior to the next race meeting.

Comment February 2010 - The Director of Engineering advised that the work on the Grandstand should be finished this week.

Comment March 2010 – All bracing work has been completed. Blocking the rear section from public access is the only remaining work. This will be handled by the carpenters, but is not urgent as the gate has been padlocked to block entry.

2.3.1.2.2 Development Application – FSC41 – PF & SM levers (Doc 211734)

FSC 41 – An application for a Material Change of Use Code Assessable – Extractive Industry - under the Shire of Flinders Planning Scheme over land described as Part of Lot 14 on DG 187, Parish of Walker.

The proposal involves development using machinery having an annual throughput of total product of 10,000 tonnes or greater.

Comment – The Acknowledgement Notice has been sent to the applicant to progress the Development Application.

Comment June 2010 – An amended Acknowledgment Notice and Plan was sent with the application.

Comment July 2010 - We are waiting on concurrence authority's comments prior to consultant's report being prepared for Council.

Comment August 2010 – A Notice has been received from DERM – being application for development approval – extension of information request period – by not more than 10 business days to 4 August 2010.

Comment August 2010 – Once all concurrence authority comments are received, a report will be provided to Council.

2.3.1.2.3 Windlab - Amendment to Development Permit for Building Works (FSC 40) (Doc 214640)

FSC 40 – Development Application for Windlab Australia Ltd.

Notifying Council that they wish to employ a steel lattice mast up to 100m in height instead of the 60m mast of the approved Planning Application FSC40. They further advise that advice will be given to all pilots in the area of the new obstacle which will be registered in the obstruction database maintained by the Civil Aviation Safety Association.

Comment July 2010 – We are waiting on concurrence authority's comments on revised construction.

ORDINARY MEETING MINUTES 18-19 AUGUST 2010



[Dept of Transport & Main Roads - Change to development Application - W...](#) (Doc 219726)

Letter from Main Roads, Cloncurry advising they have assessed the impact of the proposed development on the state-controlled road network and advise they have no requirements.

Comment August 2010 – *Development Approval with conditions issued at the Special Meeting of Council held Monday, 26 July 2010.*

NOTED

2.3.1.2.4 [Development Application for a material change of use - service station...](#) (Doc 215268)

FSC 44 - A Development Application has been received from Wolter Rowlands Town Planning Group for Duffield Pty Ltd for a Material Change of Use – Service Station and Associated ERA8 – Chemical Storage (threshold 3a – storing a total combined quantity of 10m³-500m³ of C1 or C2 combustible liquids or Class 3 Dangerous Goods) on land located at 72 Russell Street (Flinders Highway), Torrens Creek and described as Lot 1087 on SP132596 and Lots 11, 112, 113 and 114 on Plan T3203, Parish of Boorooman.

Comment July 2010 – Wolter Rowlands (217083)

- *A letter advising that relevant material has been sent to Main Roads, Cloncurry in relation to the application by Duffield Pty Ltd; and*
- *An Acknowledge Notice has been issued.*

Comment August 2010 – *Further Information Request has been issued by Council.*

2.3.1.2.5 [SD & SR Christensen - Development Approval for an Extractive Industry ...](#) (Doc 214947)

FSC 45 –Development Approval application for Mount Beckford – Quarry.

An application is received from the property owners for a Material Change of Use for development approval for an Extractive Industry on Lot 14 DG 238, Parish of Wongalee.

Comment July 2010 – *An Acknowledgement Notice has been issued.*

Comment August 2010 – *A Notice has been received from DERM advising that they have extended the information request period until 26 August 2010 and Council is waiting on concurrence authorities comments.*

2.3.1.2.6 [Ergon Energy - Certificate of Electricity Supply for Subdivision Devel...](#) (Doc 220114)

Advising of a change to how Ergon Energy manages developer-owned subdivision works. As of 30 July 2010, Ergon will no longer automatically request a performance security from subdivision developers upon execution of a Network Extension Agreement. The subdivision developer will only be required to supply a performance security to Ergon Energy if a Certificate of Electricity Supply is requested at any point prior to completion of the subdivision works and their acceptance by Ergon Energy. The Certificate of Electricity Supply is issued by Ergon Energy directly to the developer or the relevant Council if requested.

NOTED

**ORDINARY MEETING
MINUTES
18-19 AUGUST 2010**



2.3.1.3 SHOW CAUSE NOTICES

1. **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.*

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.*

2. **Show Cause Notice** has been issued to Robert and Lynda Downie, owner of the Grand Hotel, 36 Stansfield Street, Hughenden. A further letter has been sent to the owners of the property requesting a follow up inspection of the premises as no response was received for the previous request.

Comment April 2009 – *Base iGi Consulting (Henry Fracchia) prepared Show Cause Notice for the Grand Hotel. The owners have thirty days to comply – due 11 May 2009. A further inspection will be arranged.*

Comment July 2009 – Grand Hotel

Chief Executive Officer and Director of Engineering met with EPA and the owners regarding compliance with the Show Cause Notice. A further joint meeting is planned for 22 July 2009.

Comment August 2009 - *Meetings have been held with Sandi Robb (Environmental Protection Agency), Bob and Linda Downie (Owners), Henry Fracchia (Base iGi Consulting), Stephen McCartney (Chief Executive Officer) and Don Lee (Director of Engineering) to iron out resolutions to Safety and Property Condition issues. Council's primary issue is of Public Safety, particularly for pedestrians under the veranda. To overcome this issue, it has been proposed that the footpath be closed and an alternative walkway be constructed. The timing of construction of the temporary walkway has not been established. Further discussions are ongoing between Ms Robb and the Downies.*

Comment October 2009 – *Fencing Contractors have contacted the proprietors regarding erection of the fence.*

Comment December 2009 – *The Director of Engineering is requested to approach Messrs Downie advising that unless the fencing works are carried out, Council has no option but to enforce the works and if Council is required to do the works, they will then be debited costs associated with the works. A copy of the Enforcement Notice will be sent to the EPA.*

Comment April 2010 – *Ms Sandi Robb from EPA is meeting with the Director of Engineering to discuss an appropriate course of action.*

Comment June 2010 – *EPA issued permit to erect fencing and pathways.*

Comment July 2010 – *Director of Engineering has sent a letter to the EPA enclosing description of the fence to be installed.*

ORDINARY MEETING MINUTES 18-19 AUGUST 2010



3. **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.*

At this point Hughenden State School students, Tim Farlow and Cody Amos attended the meeting at 8.55 am.

The Mayor, Cr B.V. McNamara welcomed them to the meeting and introduced them to Councillors and Executive staff before asking if they had issues to be brought up at the meeting.

They didn't, but the Chief Executive Officer, Stephen McCartney discussed with them TORGAS in attendance at the School giving out information on apprenticeships and traineeships that will be available with Council.

The students welcomed the TORGAS attendance and the opportunities for local training/employment.

2.3.2 GENERAL REPORT

Moved Cr K.M. Egan

Seconded Cr G.J. Jones

That the Director of Engineering's report as presented be received.

Carried

ORDINARY MEETING MINUTES 18-19 AUGUST 2010



2.3.2.1 OVERSEER'S ACTIVITIES

1. SHIRE ROADS – GRADING CONTRACT

Road	Lgth	Status	Sched.
Southern - TN&KL Williams			
Light Formation			
Prairie Rd	102.5	C	-
Prairievale Rd	72.0	C	-
Strathroy Rd	38.1	C	-
Ashton Rd	15.9	C	-
Ohio Rd	5.0	C	-
Casterton Rd	22.2	C	-
Eastfield Rd	15.8	P	-
Waterview Rd	1.0	C	-
Loana Rd	5.4	C	-
Railview Rd	1.7	N/S	
Ludgate Rd	25.0	C	-
Woodbine Rd	1.0	N/S	
Towerhill Rd	8.0	P	
Medium Formation			
Prairie Rd	102.5	C	-
Kentle Rd	49.9	C	-
Prairievale Rd	72.0	C	-
Ludgate Rd	10.0	C	-
Moondah Rd	21.0	N/S	
Ashton Rd	30.0	C	-
Light Shoulder Grade			
Prairie Rd	53.0	N/S	
South East - RM&GM Herrod			
Light Formation			
Aberfoyle Rd	22.7	C	-
Woura Creek Rd	12.0	C	-
Prairievale Access	7.0	C	-
Julia Park Rd	11.7	C	-
Elvavale Rd	3.9	C	-
Torrens Ck-Aramac	30.0	C	-
Medium Formation			
Ulva Rd	95.3	C	-
Aberfoyle Rd	10.3	C	-
Torrens Ck-Aramac	30.0	C	-
North East - TN&KL Williams			
Light Formation			
Wishaw Rd	17.0	N/S	
Strathglass Rd	8.0	N/S	
Kallaroo Rd	4.4	N/S	
Mt Emu Rd	32.6	N/S	
Clyde Park Rd	15.2	N/S	
Pretty Plains Rd	14.0	N/S	
Glentor Rd	29.7	P	
Gregory Springs Rd	19.5	N/S	
Gem Fields Rd	9.2	N/S	
Maiden Springs Rd	22.0	N/S	
Pyramid Rd	0.6	N/S	
Spring Hill Rd	5.0	N/S	
Lodden Rd	11.2	N/S	
Glendower Rd	1.4	N/S	
Fernlee Rd	1.6	N/S	
Cotonvale Rd	8.4	N/S	
Glenmoan Rd	3.0	N/S	
Mokana Rd	11.8	N/S	
Aireworth Rd	2.2	N/S	
Redcliffe Rd	21.3	N/S	
Medium Formation			
Glentor Rd	29.7	N/S	
Gregory Springs Rd	19.5	N/S	
Pretty Plains Rd	23.2	N/S	

Road	Lgth	Status	Sched.
South West (1) - A Brodie			
Light Formation			
Old Muttaborra Rd	78.0	N/S	
Mentone Rd	6.0	N/S	
Stamford-Lerida Rd	66.7	C	-
Waverley Rd	24.7	C	-
Dunrossie Rd	6.7	N/S	
Woolfield Rd	11.0	N/S	
Stanley Downs Rd	49.4	N/S	
Stamford-Lerida Rd	38.7	C	-
Jerkins Creek Rd	11.9	N/S	
Katandra Rd	0.2	C	-
Maranie Access	0.3	C	-
Barragunda Rd	13.0	N/S	
Aireworth Rd	0.5	C	-
Medium Formation			
Old Muttaborra Rd	78.0	N/S	
Stamford-Lerida Rd	38.7	C	-
Waverley Rd	24.7	C	-
Coorabelle Rd	51.0	C	-
Antrim Rd	17.2	N/S	
South West (2) - A Brodie			
Light Formation			
Stamford-Marathon Rd	61.3	C	-
Star Downs Rd	47.0	C	-
Wick Rd	9.6	N/S	
Vuna Rd	19.1	C	-
Cracrin Rd	7.3	P	
Mugwee Rd	6.1	N/S	
Como Rd	19.7	N/S	
Vuna Rd	15.0	C	
Barabon Rd	16.0	P	
Bareeba Rd	10.0	N/S	
Thornhill Rd	19.0	N/S	
Medium Formation			
Stamford-Marathon Rd	61.3	C	-
Star Downs Rd	47.0	C	-
Barabon Rd	30.0	P	
Illalong Rd	22.0	N/S	
North West - M Hunter			
Light Formation			
Old Richmond Rd	39.4	C	-
Dalkeith Rd	35.7	C	-
Dutton Downs Rd	41.0	C	-
Old Richmond Rd	23.3	C	-
Torver Valley Rd	47.3	P	
Dutton Downs Rd	18.8	C	-
Montele Rd	17.9	C	-
Strathallan Rd	3.1	C	-
Canterbury Rd	2.3	C	-
Canterbury Plains Rd	5.2	C	-
Junction Rd	12.3	C	-
Torquay Rd	7.3	C	-
Villadale Rd	20.0	C	-
Expressman Rd	9.0	C	-
Strathstewart Road	24.8	C	-
Medium Formation			
Old Richmond Rd	39.4	C	-
Dalkeith Rd	35.7	C	-
Dutton Downs Rd	31.0	C	-
Torver Valley Rd	47.3	P	
Dutton Downs Rd	18.8	C	-

ORDINARY MEETING MINUTES 18-19 AUGUST 2010



Road	Lgth	Status	Sched.
Wishaw Rd	10.0	N/S	

Road	Lgth	Status	Sched.

Status Codes: C = Completed; P = In Progress; N/S = Not Started; Sched = Scheduled completion date

Comment – Councillors discussed the issue of grading contractors failing to complete works on time. Council is to consider performance criteria for contracts, so contracts can be lost or other suppliers used to complete outstanding works.

NOTED

**ORDINARY MEETING
MINUTES
18-19 AUGUST 2010**



**2. ROAD CREW ACTIVITIES
(CONSTRUCTION AND CAPITAL WORKS CURRENT ONES LISTED)**

Item	Activity	99B	99C	14B	14C	5701	5703	Comments
102	Edge repair with emulsion							
106	Pothole patching with emulsion				X			
111	Surface correction premix / asp		X	X	X	X		
118	Seal Coating							
121	Crack treatment with emulsion							
143	Pavement repairs - minor	X						
144	Pavement repairs - major							
202	Medium Formation Grade					X		
203	Heavy Formation Grade							
208	Accessibility Grade					X		
216	Heavy shoulder grading - rural							
219	Gravel supply - heavy shoulder							
230	Abnormal water - cartage							
231	Abnormal gravel - cartage							
322	Clean culverts							
323	Repair concrete culverts - pipe							
341	Repair floodways							
401	Tractor slashing - rural	X	X		X	X		
405	Clearing							
406	Herbicide spot spraying							
407	Herbicide spraying							
429	Other roadside work							
440	Rest area servicing							
452	Emergency callout							
502	Install new &/or relocate sign	X		X		X		
512	Install new guide markers	X		X	X	X		
809	Routine bridge servicing							
901	RMPC joint m'tce assessment							
903	Inspection & administration	X	X	X	X	X	X	
908	Implementation & monitoring							

**ORDINARY MEETING
MINUTES
18-19 AUGUST 2010**



Item	Activity	99B	99C	14B	14C	5701	5703	Comments
910	Preparation of EMP							
911	Implement, Monitor and M'tce							

99B Hann Highway

99C Winton Road

14B Flinders East

14C Flinders West

5701 Muttaborra Road

5703 Aramac Road

NOTED

**ORDINARY MEETING
MINUTES
18-19 AUGUST 2010**



**3. ROAD CREW ACTIVITIES
CONSTRUCTION AND CAPITAL WORKS (CURRENT ONES LISTED)**

a. Main Road Department Contracts

Comments

HANN Project Woman Swamp to Boundary Job 55/99B/23D Etheridge Section 53/99B/7	Subgrade Embankment on Lots One to Twenty Two Lots One to Eight (of 32 Lots) on Subgrade has been tested and passed Three Lots of 100mm Sub Base laid Drainage laying 450mm Concrete Pipes (Complete) New Power Screener working good
Hann Highway Project 55/99B/23B	Completed
Heavy Vehicle Rest Area 227/14C/1	Completed

b. TIDs Program

Concrete Floodway	Lubra Creek (Complete)
--------------------------	------------------------

New Dump	All Bulk Earthworks Completed – Main Dump – Sediment Pond and Leachate Pond Completed.
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c. Other Activities

Comments

Flood Damage Concrete Gang	Two Concrete Floodways Completed on Dalkeith Road at Chainages 18.7 and 19.2 by 9 August 2010 Starting on new Concrete Floodway Desolation Creek Chainage 27.3 on the Week Starting 9 August 2010.
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NOTED

4. CONCRETE GANG

Comments

Construction Activities	Concrete Drainage 450mm Pipes Woman Swamp to Boundary (Complete)
Projects and Maintenance	

NOTED

**ORDINARY MEETING
MINUTES
18-19 AUGUST 2010**



2.3.2.2 TOWN FOREMAN'S REPORT

Employees		Comments
New	One New Employee	Richard Francis – Parks and Gardens
Resigned	Nil	

Carpenter Gang		Comments
Projects	Maintenance jobs as they arise.	
Other	Bathroom renovations at 10 Flinders Street have been completed. Just waiting on Painter to do finishing touches. New Smoko Room and the ramp at the Family History building are completed.	

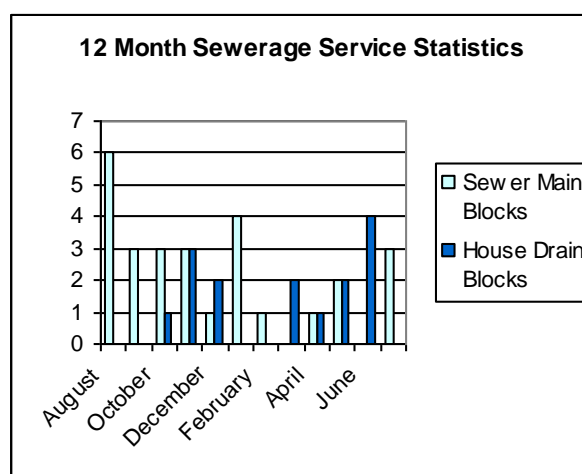
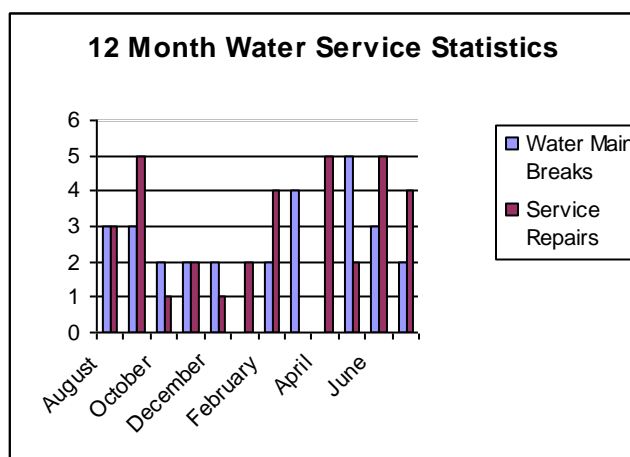
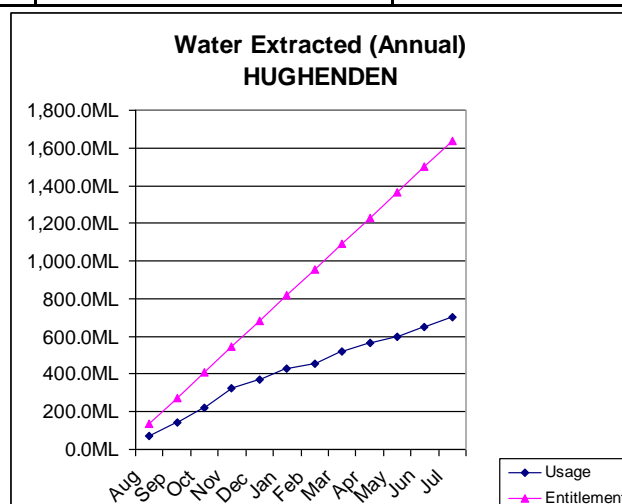
Water and Sewerage		Comments
Bore water extractions:		
Bore No.	Reading (kL)	Date
2	7,178	
5	3,199	
7	29,310	
8	5,413	
9	9,873	
Total	54,973	
Water Main breaks		2
Water Service repairs		4
Sewer Main blocks		3
House Drain blocks		0
Septic pumped		4
Other information :	Stamford: New 22,500l tanks installed – waiting for RoadTek to supply correct pump, so supply installation can be completed.	

Showgrounds		Comments
Maintenance:	General maintenance.	
Projects		



ORDINARY MEETING MINUTES 18-19 AUGUST 2010

Aerodrome		Comments
Maintenance	Airport checks and maintenance as required.	
Projects		



NOTED

ORDINARY MEETING MINUTES 18-19 AUGUST 2010



2.3.2.3 PARKS AND GARDENS REPORT

Leanne Rogers left the meeting at 9.30 am.

Town Streets, Footpaths and Nature strips

Hughenden street kerbs and guttering during the month of July have been swept and cleared of weeds and debris. Lawn areas and irrigation have been maintained. Herbicide spraying has occurred where needed.

Robert Gray Memorial Park, Riverview Park and Eco Walk on Flinders

The Park has been maintained to the highest of standards, as one of our Shire's main attractions deserve. Herbicide used on Bindii where necessary. Some problems have occurred with irrigation but this has been rectified. Toilets are cleaned six days per week. BBQ equipment is in good working order and clean.

Brodie Street Playground

Rejuvenation and plans to the old Rotary/Loins Park are proceeding well. I envisage this Park to be enjoyed by our local community and travellers as planned and on schedule.

Moved Cr C.N. Haydon

Seconded Cr G.J. Jones

That Council allocate Roads to Recovery money for the reinstatement of a new footpath from the ANZ Bank corner to the Brodie Street Playground entrance gate. Budget estimate \$25,000.

Carried

Bully Playford Park

The park is well maintained and toilets cleaned six days per week. I believe this small Park and surrounding area has great potential for future attraction to our town and Shire.

Skate Park

Vandalism and graffiti is still a major concern. Efforts will be put in place to minimise damage.

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; also attendees seek information at the LGAQ Conference what other Councils are doing to handle the vandalism problem.

Carried

Discovery Centre Park

A beautiful area maintained well - lawns and garden area looking attractive. Problems with irrigation have been rectified.

Diggers Entertainment Centre

No problems with irrigation. The gardens and lawn area are being maintained and are looking exceptional.

RSL Community Care Centre

Parks and Gardens Work Crew have moved furniture on a few occasions this month to the Shire Office and storage areas from the RSL Community Care Centre. Grounds are in good condition and maintained.

Hughenden Cemetery

The Cemetery is being maintained and has been sprayed with herbicide in July. This is an important and significant area for our Shires' people. I would like, if possible, to spend more time and resources on Hughenden Cemetery.

Showgrounds

The Showground is being maintained, irrigated and mowed and is looking good and tidy. Problems with unauthorised entry to toilets occurred in July, hopefully with the Chief Executive officer's memorandum and action in place this will not occur again.

**ORDINARY MEETING
MINUTES
18-19 AUGUST 2010**



Hughenden Aerodrome

An entry and exit point to our town and Shire. I envisage Parks and Gardens in the future to spend more time in beautification of this small but busy Airport. Mowing and trimming of grass and lawns have taken place in July.

Flinders Shire Council Works Depot

The Depot has been mowed, whipper-snipped and sprayed with herbicide in July.

Prairie and Torrens Creek

Both these villages are looking tidy, clean and well maintained by contractors and the Parks and Gardens Work Crew. No problems to report.

Stamford

No problems reported by Stamford residents concerning Parks and Gardens. The Village looks reasonably clean and tidy. Horticultural beautification plans and action in future months would benefit Stamford community. Water problems have occurred in the community - Parks and Garden staff have been utilised to help rectify problems.

Animal Control

No dog attacks reported in July. The Animal Shelter is clean and in good repair at the Shire Depot.

NOTED

**ORDINARY MEETING
MINUTES
18-19 AUGUST 2010**



2.3.2.4 WORKSHOP AND PLANT

PLANT ITEM	DESCRIPTION	WORK UNDERTAKEN	SERVICES
105	Toyota Prado GXL	Mike Carney Toyota, Townsville cleared codes: P0102 Mass air flow circuit low, P0113 intake air temp circuit high input, P0400 exhaust gas recirculation flow, B2799 engine immobiliser system, codes cleared all OK.	
111	Isuzu Garbage Truck	Back door rubber replaced with new modified rubber, power steering pump seal kit replaced.	
117	Hino Dual Cab	Light fuse replaced, engine oil pan, gasket, plug replaced.	181,442km
119	Mitsubishi Canter	Driver's door adjusted and lubricated.	69,996km
125	Mitsubishi Canter	Brake fluid topped up.	
127	Isuzu Crew Cab		120,883km
131	Isuzu Crew Cab	Steering in front end checked – no fault found, adjusted front brakes, road tested all ok	
132	Mitsubishi Single Tipper	Driver's seat checked for all connections and valves for air leak.	
133	Mitsubishi Single Tipper	Air leak found at tailgate o/c switch, replaced fittings at switch, found leak at lhs spray valve actuator –replaced air line fitting- still losing pressure.	
138	Nissan UD	Tail lights checked, new steer tyres fitted.	130,526km
139	Nissan UD	Engine sensor plugs cleaned, cracks in tank holding frame welded	
141	Mack Titan	Repaired lug on spotlights, 8 drive tyres fitted, air condenser fixed, repaired diff breathers, cleaned lines and repositioned breathers, replaced rear of front hub seal	
143	Nissan UD Flo-con	Repaired gear linkage bracket	120,250km
145	Nissan UD	Fitted new equaliser to truck	
146	Ford Ranger	Windscreen wiper spray line cleaned out	
148	Ford Transit Bus		50,701km
149	Ford Ranger	Driver's seat belt assy replaced	
151	Nissan Patrol Ute	2 New tyres fitted	29,924km
161	Ford Ranger	Rear suspension replaced – shocks, springs, spring bush kit, u bolts.	
164	Toyota Coaster Bus	Replaced bolts and nuts on tow ball and mod plate fitted.	
166	Holden Rodeo Twin Cab SES	Instrument panel casing realigned, side latches tightened.	
217	Subaru Forester		12,222km
219	Toyota Prado		129,300km
303	Ford Falcon Hearse	Odometer not working, removed dash panels to get to instrument cluster – unable to repair odometer.	
306	Ford Ranger		50,650km
309	Ford Ranger	Uhf aerial replaced, spotlights refitted, lhs flashing light bulb changed and contacts cleaned	11,477km
311	Ford Ranger	Spotlights refitted to vehicle, uhf aerial replaced, rear suspension replaced – shocks, springs, spring bush kit, and u bolts.	

**ORDINARY MEETING
MINUTES
18-19 AUGUST 2010**



PLANT ITEM	DESCRIPTION	WORK UNDERTAKEN	SERVICES
355	Ford Ranger	Rear suspension replaced – shocks, springs, spring bush kit, u bolts.	
357	Nissan Patrol Wagon		35,449km 40,385km
393	Toyota Hilux	Wiper blades replaced, uhf aerial replaced	51,029km
396	Ford Ranger		72,163km
397	Ford Ranger	Rear suspension replaced – shocks, springs, spring bush kit, u bolts, spare tyre replaced.	51,161km
507	Cat 268B Skidsteer	Cab filter replaced, trencher teeth replaced and new segment bolts	
517	Cat 966H Wheel Loader	Wireless aerial replaced, ripper blocks welded.	
519	Cat 950H Loader		1,011hr
522	John Deere 6630 Tractor	2 flat tyres repaired	277hr
523	Cat IT14 Tool Carrier	Uhf aerial replaced, lhs flashing light replaced, broken step repaired	
525	John Deere 6420 Tractor	Loader rams seal kit replaced by Ausdraulics	
723	Superior Slasher	All clutch parts replaced	
527	Cat 432D Backhoe	Grease nipples on Hoe replaced, nut on fuel filter tightened, uhf replaced, oil leak fixed, air condenser cleaned thoroughly, a/c fan replaced, puncture repaired	2,758hr
601	John Deere 770G Grader	Windscreen wiper arm replaced, blade light bulb replaced	
629	Cat 12H Grader	Uni joint bolts replaced, tandems re-sampled, seat checked all good.	5,761hr
631	Cat 12H Grader	Radio aerial replaced	5,029hr
633	Cat 12H Grader	Coolant changed	
701	Kubota Mower	Rebuilt mower gearbox – replaced all seals, bearings, shafts, gear set.	
705	Kubota Mower	Replaced all bearings and bevel gears in gearbox	
711	Kubota Mower	Adjusted park brake rods both sides, checked brake pedal level and operation, checked fuel gauge operation.	
815	Side Tipping Trailer	Brakes adjusted, lhs side light replaced	
816	Tristar Tandem Dolly	Brakes adjusted.	
817	Side Tipping Trailer	Broken spring Replaced	
827	Jackson Low Loader Float	Replaced and repaired hydraulic hoses, 2 tyres replaced	
828	Side Tipping Trailer		Mthly
829	Tristar Tandem Dolly		Mthly
832	Caravan	Vin number stamped into chassis and number plate fitted.	
835	Side Tipping Trailer	Brake linings replaced, lhs spring wear pad replaced	
836	Tristar Tandem Dolly	Brakes re-lined, side light repaired.	

**ORDINARY MEETING
MINUTES
18-19 AUGUST 2010**



PLANT ITEM	DESCRIPTION	WORK UNDERTAKEN	SERVICES
837	Side Tipping Trailer	Kicker springs replaced, new light assy fitted to lhs and rhs blinkers, wiring repaired, 2 tyres replaced	
986	Wade Fuel Tanker	All light bulbs replaced	

Comment – Council to ascertain why the Ford Rangers – Units 161, 311, 355 and 397 recently bought in 2010 had to receive a new suspension kit.

RETABLED

**ORDINARY MEETING
MINUTES
18-19 AUGUST 2010**



2.3.2.5 TENDERS AND QUOTATIONS

TENDER ITEM	TENDER REFERENCE
FSC2010-08-01	Supply and Delivery 10m ³ capacity Tandem Drive Tipping Truck (Trade-in of Unit 132 and 133) - Closes 12.00 noon on Monday 30 August 2010
FSC2010-08-02	Sale of Industrial Land - Closes 12 noon on Friday, 3 September 2010 Closes 12.00 noon on Monday 30 August 2010
FSC2010-08-03	Sale of Council Plant Unit 124 (Isuzu Truck NPR-300 – Registration 952-HJH) Closes 12 noon on Monday 30 August 2010
FSC2010-08-04	Sale of Council Plant Unit 215 (Holden Rodeo 4X2 Twin Cab - Registration 406-JOZ) - Closes 12 noon on Monday, 30 August 2010
FSC2010-08-05	Sale of Council Plant Unit 132 (Mitsubishi FM657 Single Tipper Truck – Registration 692-HCH) – Closes 12 noon on Monday, 30 August 2010
FSC2010-08-06	Sale of Council Plant Unit 133 (Mitsubishi FM657 Single Tipper Truck – Registration 639-JBI) – Closes 12 noon on Monday, 30 August 2010
FSC2010-08-07	Sale of Used Plant Unit 395 (Holden 4X4 Colorado – Registration 331-LJI) – Closes 12 noon on Monday, 30 August 2010
FSC2010-08-08	Sale of Used Plant Unit 396 (Ford Ranger Utility – Registration 612-LOH) – Closes 12 noon on Monday, 30 August 2010
FSC2010-08-09	Sale of Used Plant Unit 172 (Toyota Prado Wagon – Registration 527-KIK) Closes 12 noon on Monday, 30 August 2010
FSC2010-08-10	Sale of Used Plant Unit 158 (Nissan Patrol Wagon – Registration 422-LAR) – Closes 30 August 2010 at 12 noon on Monday, 30 August 2010
QUOTATIONS	QUOTATION REFERENCE
Q2010-08-01	Supply and delivery 6-8 tonne 4X4 Body Truck - Trade Unit 124 (Refer Tender FSC2010-08-03) Closes 12.00 noon on Monday 30 August 2010
Q2010-08-02	Supply and Delivery 2WD Dual Cab Utility – Trade Unit 215 (Refer Tender FSC2010-08-04) Closes 12.00 noon on Monday 30 August 2010
Q2010-08-03	Supply and Delivery 3-4 cubic meter Single Axle Tipping Truck – Trade Unit 395 (Refer Tender FSC2010-08-07) Closes 12.00 noon on Monday 30 August 2010
Q2010-08-04	Supply and Delivery of one 20,000 Litre Self Bunded Fuel Tank. Closes 12.00 noon on Monday 30 August 2010

ORDINARY MEETING MINUTES 18-19 AUGUST 2010



QUOTATIONS (Continued)	QUOTATION REFERENCE
Q2010-08-05	Supply and Delivery 4WD Trayback Utility – Trade Unit 396 (Refer Tender FSC2010-08-08)
Q2010-08-06	Supply and Delivery one mid to large 4WD Station Wagon – Trade Unit 158 – (Refer Tender FSC2010-08-10)
Q2010-08-07	Supply and Delivery one mid to large 4WD Station Wagon – Trade Unit 172 – (Refer Tender FSC2010-08-09)
Q2010-08-08	Supply and Delivery one Turbo Diesel 4WD Dual Cab Trayback Utility – Trade Unit 394 (Refer to Tender FSC2010-08-11)

NOTED

Cr C.N. Haydon left the meeting at 9.55 am. and re-entered at 9.56 am.

2.3.2.7 PLANT RUNNING COSTS

That the Plant Running Costs to the 31 July 2010 as presented be received by Council.

NOTED

Leanne Rogers left the meeting at 9.56 am.

2.3.3 CORRESPONDENCE

Moved Cr S.M. O'Neill

Seconded Cr K.M. Egan

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

Carried

2.3.3.1 [2010 National Local Roads & Transport Congress in Bunbury, WA](#) (Doc 220387)

Seeking Council's attendance at the 2010 National Local Roads and Transport Congress to be held in Bunbury, Western Australia on the 13-15 October 2010. Council's attendance will build on the significant successes of the Congress over the years, particularly its central role in achieving the introduction of the Roads to Recovery Program.

NOTED

2.3.3.2 [Betty Kiernan MP - Media Release - Mount Isa Electorate Airports Fundi...](#) (Doc 220843)

Advising that the State Government will contribute over \$450,000 for improvements to aerodromes servicing rural and remote communities around Mount Isa over the next year. Funding has been allocated under the Regional Airport Development Scheme (RADS) - \$35,000 will be funded to upgrade threshold lighting, install a stand-by generator and upgrade the control switchboard.

NOTED

ORDINARY MEETING MINUTES 18-19 AUGUST 2010



2.3.3.3 [FW: Invitation to a Technical Forum: Central Queensland - Our Future W... \(Doc 221111\)](#)

An event – *Invitation to a Technical Forum* to be held in Longreach on the 15-16 September 2010. It will provide a range of speakers who will provide a practical hands-on approach to the changes that have occurred in Local Government due to amalgamations and changes to legislation.

Comment – *If time permits, the Director of Engineering will attend.*

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.*

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.*

ORDINARY MEETING MINUTES 18-19 AUGUST 2010



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 on the Bridge early August 2010.

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.

ORDINARY MEETING MINUTES 18-19 AUGUST 2010



2.3.4.3 FAMILY HISTORY SOCIETY INC

Refer Item 2.3.5.5 April 2009 Minutes – Engineering General Business

Cr G.J. Jones advised their sign needs to be erected at the Uniting Church Hall and their street directional signage needs relocating.

Action – *The Director of Engineering to investigate.*

Comment June 2009 – *Director of Engineering advised directional signs had been erected.*

Comment July 2009 – *The main sign for the Family History Society has been located and will be installed once it has been refurbished.*

Comment August 2009 – *Jo Dighton has advised she cannot refurbish the sign at this time. Cheryl Crighton from the Society advised that the sign should be put up as is. Cr G.J. Jones to arrange for the repainting.*

Comment October 2009 – *Cr G.J. Jones advised that the sign has been finished – he would pick the sign up on his next trip to Townsville.*

Comment December 2009 – *The sign is now at the Council Office awaiting erection.*

Comment March 2010 - *Discussions have taken place with Mr Harvey of the Uniting Church regarding the occupation of the Church Hall by the Family Historical Society, in relation to the installation of the ramp (which was previously used at the Childcare Centre, Gray Street). The matter has been referred to the Trustees of the building for permission to attach the ramp to the building. The location of the signage will depend in some degree on where the ramp is eventually positioned.*

Action April 2010 – *Linda Brown, Engineering Admin Officer has spoken to representative from the Hughenden Family History Society and is waiting on confirmation of works to be done.*

Comment July 2010 – *Engineering Admin Officer has spoken to a representative of the Society and has been informed of the location where the sign has to be put up and when someone is available to erect the sign it will be done.*

Action August 2010 – *The sign has been erected and the Carpenters have completed the ramp.*

NOTED

2.3.4.4 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.*

ORDINARY MEETING MINUTES 18-19 AUGUST 2010



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.

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.

2.3.4.5 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.

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

ORDINARY MEETING MINUTES 18-19 AUGUST 2010



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

2.3.4.6 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.

2.3.4.7 PENSIONER COTTAGES, HAMMOND COURT - MAINTENANCE

Refer Item 2.3.5.2 August 2009 Minutes – Engineering General Business

Cr K.M. Egan also queried whether a small area of garden at Cottage No 5 could be dug up to allow the pensioner to establish a garden and how this could be achieved. Also the driveway at the cottage needed maintenance and minor repairs inside the cottage.

Comment – Director of Engineering to in investigate.

Comment October 2009 – Lora Martin, HACC Coordinator will be talking to all of the pensioners living at Hammond Court to ascertain which Cottage occupiers would like garden beds because there may be funding through CACP's.

Comment November 2009 – The Foreman of Parks and Gardens has been in contact with the Pensioners to establish their requests.

ORDINARY MEETING MINUTES 18-19 AUGUST 2010



Action August 2010 – Prior to the resignation of Colin Sellars, it was established that Heather Anderson now has a garden and the other occupants of the premises do not want a garden.

NOTED

2.3.4.8 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.

2.3.4.9 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.

**ORDINARY MEETING
MINUTES
18-19 AUGUST 2010**



2.3.4.10 SPEED LIMIT – JARDINE VALLEY

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

Cr G.J. Jones requested that 110 km per hour signage be erected at the Jardine Valley.

Comment – *The Director of Engineering is looking into the matter.*

Comment May 2010 - *We have ordered the signage and it is to be erected in conjunction with the “rumble strip project”.*

Comment July 2010 - *The signs have arrived and will be erected as soon as possible.*

Comment August 2010 – *Signs should be up by the August Council Meeting.*

NOTED

2.3.4.11 HYDRAULIC HOSE SYSTEM AT THE WORKSHOP

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

Cr G.J. Jones queried why the Hydraulic Hose System at the Workshop was not being utilised.

Comment – *The Director of Engineering is looking into the matter.*

2.3.4.12 ROAD THROUGH THE SALEYARDS TO ACCESS THE QUEENSLAND RAIL LOADING RAMP

Refer Item 2.3.5.4 May 2010 Minutes – Director of Engineering General Business

Cr B.V. McNamara requested that the road through the Saleyards to access the Queensland Rail Loading Ramp needed repair.

Comment – *The Director of Engineering to investigate.*

Comment August 2010 – *Works completed.*

NOTED

2.3.4.13 [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.*

**ORDINARY MEETING
MINUTES
18-19 AUGUST 2010**



2.3.4.14 SIGNAGE FLINDERS RIVER BRIDGE

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

Cr B.V. McNamara advised that signage on the Flinders River Bridge (Ernest Henry Bridge) was missing.

Action – *The Director of Engineering to order new signs.*

Action August 2010 – *The signs have been erected at both ends of the Bridge.*

NOTED

2.3.4.15 [KB & DM Cairns - Request for Separate Water Meter and Larger Pipe \(Doc 214706\)](#)

Refer Item 2.3.3.1 July 2010 Minutes – Director of Engineering correspondence

Asking Council for an estimate of cost to connect town water to Lot 145 on Plan DG800791, Parish of Hughenden. Their water supply is currently connected to the supply of KH & JE Cairns as Lot 145 was previously part of their property. They are connected to a one inch rural poly pipe which runs adjacent to the Driver Reviver site down to their boundary as indicated in the attached plan to their letter. They suggest a new 1 ½ or 2 inch poly line from adjacent Driver Reviver site to their boundary with two separate water meters. To ease costs they are prepared to dig the trench and backfill if Council is agreeable.

Comment – *The Director of Engineering to obtain further information and bring it back in his report for August 2010.*

Leanne Rogers re-entered the meeting at 10.16 am.

Moved Cr C.N. Haydon

Seconded Cr G.J. Jones

That Council will allow the extension of a two inch water main to service the two Lots in the name of Cairns with a contribution from Kevin Cairns Jnr. for trenching and backfill. A normal water connection fee is applicable. An agreement is to be entered into for supply of water outside the urban water district.

Carried

2.3.4.16 [Edgerton Plumbing - Letter in Regards to seeking FCS assurance pertain... \(Doc 217081\)](#)

Refer Item 2.3.3.3 July 2010 Minutes – Director of Engineering correspondence

Seeking Council's assurances about various issues pertaining to the Sewerage Upgrade Project. He points out that in a few cases there are problems and will be a cost to the elderly ratepayer.

Questions the writer asks of Council are –

- Who is going to check the levels on the sewerage line hooked to the pedestal line in the household bathroom which is on a concrete slab;
- Determine whose problem it is – the customer or RMS Engineering and Construction Pty Ltd;
- Once dug it has to be fixed; and
- Lastly, as he was not on the list of plumbers to be utilised, who is going to pay? The elderly ratepayers who need assistance are too frightened to approach Council.

NOTED

**ORDINARY MEETING
MINUTES
18-19 AUGUST 2010**



2.3.4.17 STOP SIGN, CORNER STANSFIELD AND GRAY STREET, HUGHENDEN

Refer Item 6.1 July 2010 Minutes – 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.*

2.3.5 GENERAL BUSINESS

2.3.5.1 VEHICLE STOPPERS

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.

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

2.3.5.2 NEW ROAD PAINE STREET

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.*

At 10.35 am, Max Gehring, Workplace Health and Safety Officer and Michele Clark, Human Resource Manager entered the meeting to be introduced to the Councillors and to join them and the students for morning tea.

The meeting resumed at 11.15 am with all Councillors and Executive Staff present except for Cr G.J. Jones.

**ORDINARY MEETING
MINUTES
18-19 AUGUST 2010**



2.4 ENVIRONMENTAL HEALTH OFFICER

2.4.1 GENERAL REPORT

Moved Cr S.M. O'Neill

Seconded Cr K.M. Egan

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

Carried

Melissa Keating, Environmental Health Officer entered the meeting at 11.15 am.

Cr G.J. Jones entered the meeting at 11.16 am.

2.4.1.1 ANIMALS

Three dogs and one kitten have been impounded, one dog has been destroyed.

The new Animal Management (Cats and Dogs) Act 2008 is now in force. From 1 July 2009, the following provisions of the Act apply anywhere in Queensland:

Dogs that show menacing behaviour will be able to be classified as 'menacing dogs', a type of [regulated dog](#).

Local Governments will continue to be responsible for enforcing the [regulated dog](#) provisions.

Any person microchipping a cat or dog must be authorised through the State Government. Companies that store microchip information (called Permanent Identification Device (PID) Registries) will need to be registered with the State Government.

When a cat or dog is desexed, it will need to have a tattoo to distinguish it as desexed. On the 12 December 2010, the new Cat Registration Laws will apply for the Flinders Shire Council. All cats are required to be registered after this date.

New Microchipping Laws for Cats and Dogs will also commence on this date. There are three cases when microchipping your cat or dog is mandatory:

1. if your cat or dog is under 12 weeks of age when the microchipping laws are introduced in your local Council area;
2. if a cat or dog is being sold or given away; and
3. if a dog is a declared regulated dog.

Existing Cats and Dogs older than 12 weeks at the commencement of the Laws, do not have to be chipped.

Further discussion on the implementation of these new laws and the fees and charges for *Cat Registration will be discussed at the September Council meeting.*

NOTED

ORDINARY MEETING MINUTES 18-19 AUGUST 2010



2.4.1.2 ENVIRONMENTAL

The Asbestos at 24 Mowbray Street, Hughenden has been removed and the site has been decontaminated.

- Two Environmental Audits have been conducted as part of the Environmental Management Plan for the Hann Highway upgrade. An inspection of the Mosquito Pit Quarry will take place on the 13 August 2010 before any vegetation is cleared.
- Landholders and Council employees also need to be aware of their responsibilities under the Native Title and Cultural Heritage Legislation with regards to any earthworks or clearing on land. I am developing a checklist for the Council and Landholders to assist them with this process.

NOTED

2.4.1.3 LANDFILL

The Final meeting with DERM has been pushed back due to the absence of one the principal Environmental Officers.

All major earthworks have been completed and the drainage work is estimated to begin on the 16 August 2010.

NOTED

2.4.1.4 TRAINING

I recently attended training on the new Animal Management Act. I also attended the authorised person's workshop. As the Legislation underpinning these areas has now changed, there have been a few minor changes to the issuing of notices under the Local Government Act 2009. Council is now required to issue a remedial notice informing a person that they have contravened a Local law - once this notice has expired, the Council has to issue a written notice informing them that Council will enter the property in order to remedy the situation.

NOTED

2.4.2 CORRESPONDENCE

Moved Cr K.M. Egan

Seconded Cr S.M. O'Neill

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

Carried

2.4.2.1 [Betty Kiernan MP - Media Release - New Visiting Dental Services for Hu... \(Doc 221019\)](#)

[Advising that Hughenden and Richmond will receive a three-monthly dental service provided by Queensland Health commencing late September 2010.](#)

[NOTED](#)

2.4.3 BUSINESS ARISING FROM PREVIOUS MEETING

Nil

**ORDINARY MEETING
MINUTES
18-19 AUGUST 2010**



2.4.4 GENERAL BUSINESS

Nil

Melissa Keating, Environmental Health Officer left the meeting at 11.28 am.

ORDINARY MEETING MINUTES 18-19 AUGUST 2010



2.5 COMMUNITY DEVELOPMENT OFFICER

2.5.1 GENERAL REPORT

Moved Cr K.M. Egan

Seconded Cr G.J. Jones

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

Carried

2.5.1.1 COUNTRY AND REGIONAL LIVING EXPO

Dates for the 2010 Country Week have not been confirmed. However, we have had advice that Blueprint for the Bush will not have funding available for this year. Previously Council has been allocated over \$4,000 to help fund the attendance at this show.

Costs would include –

- Stand (approximately \$4,500)
- Printing of Promotional Material – newspaper is now three years old and very out of date
- Travel and accommodation
- Freight
- Hire equipment on the stand

I ask Council to consider if we are attending the Show in 2010.

NOTED

2.5.1.2 HUGHENDEN CEMETERY GUIDELINES

(Refer Item 2.5.3.4) Find below updated guidelines for approval.

The Flinders Shire Council maintains computerised burial records and maps. Please refer to the map on-site under the pergola, www.flindershire.qld.gov.au, the Shire Office at 34 Gray Street, Hughenden or phone 07 4741 2900 for information about Cemetery searches.

Please also direct the following enquiries to the Flinders Shire Council for written authority to -

- Obtain burial rights (and plot ownership) and transfer or sell ownership;
- Place ashes and erect memorials; and
- Place and/or restore headstones and plaques (at least 48 hours before work begins).

The following rules apply to the Hughenden Cemetery to assist with its maintenance and care.

- Private planting of trees, shrubs or bushes is to be approved by Flinders Shire Council. Please contact them for a preferred species list.
- Please keep ornamentation simple, as overloading can be unsightly and difficult to maintain.
- Decorations must be secured against strong winds.
- Deteriorated, wilted, discoloured or untidy flowers, arrangements or ornaments will be removed at the discretion of Council staff.
- Visitors must not remove or relocate anything within the Cemetery other than arrangements, ornaments or decorations they have placed themselves.

ORDINARY MEETING MINUTES 18-19 AUGUST 2010



Additional for Lawn Cemetery

- Flowers and memorabilia placed on graves shortly after services will be disposed of within eight weeks of burial. After this time no containers, pot plants, pebbles, ornaments or fencing are permitted on lawn graves.
- Flower holders supplied by Council are permitted and are to be located either side of the plaque.

Opportunities are available for sponsorship in memory of past families for seating to be installed at the Cemetery. Please contact Council for details.

I have been talking to Brett Varcoe, Parks Coordinator and he is developing a list of plant species appropriate for the Cemetery. This will become available at the Shire Office and will be distributed to the gardening outlets in Hughenden.

Cemetery Update

Gates have been ordered for the Cemetery and should be arriving shortly. Signage for the front of the Cemetery has been ordered and will be erected when the gates are done. A lockable notice board has been ordered to be placed in the pergola area for a printed map to be displayed; this can then be updated as required.

Launch of the Symbology Tour went well with a need in the near future for a volunteer working bee to clean up some of the older graves. At this stage, Melissa is working with a gentleman to advise us on repairs to headstones and running a workshop on the care and maintenance of graves for community members.

NOTED

2.5.1.3 HUGHENDEN HISTORICAL SOCIETY

I have been involved with meetings with Colleen Murdoch and Leanne Rogers, Director of Corporate Services on the future of the historical collection stored in the Old Depot. The shed currently being used has become infested with White Ants and a Pianola has been destroyed by the termites - they have spread throughout the shed. We have arranged with Colleen to pack away in storage boxes, items that are under threat and have the items moved to another storage area until such time that we can get a Statement of Significance completed through the Queensland Museums Development Officer.

NOTED

2.5.1.4 PORCUPINE GORGE CHALLENGE 2011

The date for the 2011 Porcupine Gorge Challenge has been set for the 18 June 2011 with the Fun Run at Mount Walker on the 19 June 2011. An application has been submitted to Queensland Events for funding to support marketing initiatives. Sponsorship packages have been updated and will be sent out by November 2010.

The website has been completed and updated with 2010 photos and results, new dates have been changed and the online registration will be a major part of our promotions for 2011. The challenge will be listed on running club websites and calendars throughout Townsville, Cairns and Mackay.

NOTED

Cr C.N. Haydon left the meeting at 11.44 am.

ORDINARY MEETING MINUTES 18-19 AUGUST 2010



2.5.1.5 RADF TRAINING

I have engaged a trainer - Audrey Hutchinson from Creative Links and she will be doing RADF Community Training on the evening of the 22 October 2010 and RADF Committee training on the 23 October 2010 in Hughenden. This will be very important as the RADF Guidelines have changed so much over the years. Invitations will be sent to all community groups and schools to attend the community training and the new committee elected from the AGM will need to attend the committee training.

NOTED

2.5.1.6 COMMUNITY SMALL GRANTS

Allocations from the last round are as follows –

QCWA	\$5244.05	successful
Hughenden Bowls Club	\$10,000	unsuccessful
Hughenden Kindergarten	\$10,000	unsuccessful

Remaining funds available for allocation for the 2010-2011 year are \$3,369.45 which has been held over until the next financial year. Therefore no more applications can be received for Community Small Grants in 2010-2011, making the next round 30 June 2011.

Other grants -

Prairie Jockey Club	Shift Horse Stalls	Acquittal received – yet to be approved
Flinders Hack and Pony Club	Stables for Horses	Acquittal received – yet to be approved
Stamford Sports Club	Upgrade Clubhouse Kitchen	Acquittal completed and approved
Hughenden Kindergarten	Concrete Pathways	Acquittal completed and approved
Hughenden Bowls Club	Playing surface	Acquittal completed and approved
Flinders Poppy	Air-conditioning	Outstanding invoices paid in full

Other Grants in progress:

Flinders Tennis Club	\$15,000	In conjunction with Sport and Rec funding
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NOTED

Cr C.N. Haydon re-entered the meeting at 11.48 am.

ORDINARY MEETING MINUTES 18-19 AUGUST 2010



2.5.1.7 NORTH WEST OQTA MEETING

The North West has been conducting a review of the Overlander's Way Logo and marketing. Results from the survey are below –

Objective

Review of current Overlander's Way branding as seen by the tourists.

Carried Out By Visitor Information Centres

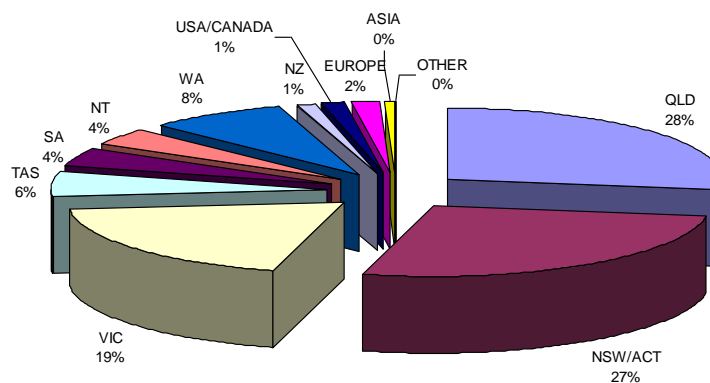
CHARTERS TOWERS	(37)	Charters Tower Visitor Information Centre Telephone 4761 5533
HUGHENDEN	(30)	Flinders Discovery Centre Telephone 4741 2970
RICHMOND	(41)	Kronosaurus Korner Telephone 1300 576 665
JULIA CREEK	(23)	At the Creek Telephone 4746 7690
CLONCURRY	(99)	Mary Kathleen Park Information Centre and Museum – Telephone 4742 1361
MOUNT ISA		Outback at Isa Telephone 1300 659 660

Survey Timing: Monday, 21 June 2010 to Sunday, 4 July 2010

User Group to Target: Tourists travelling on Overlander's Way.

Analysis of completed surveys (230 in total)

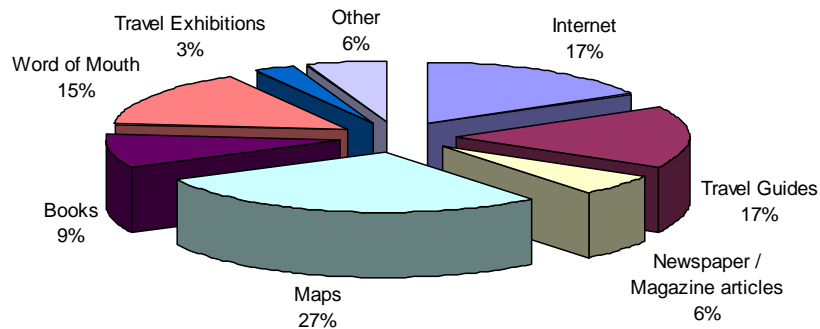
Q 1. Where are they from?



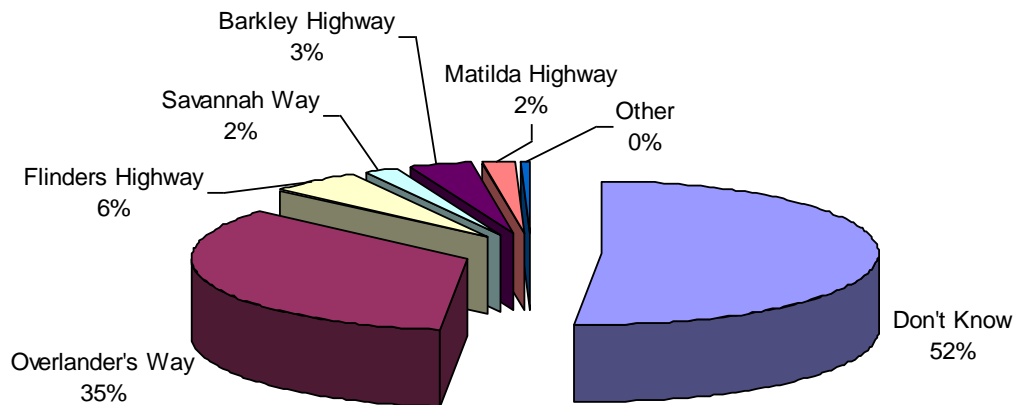
ORDINARY MEETING MINUTES 18-19 AUGUST 2010



Q 2. What resources did they use to plan your trip?



Q 3. What is the name of the tourist drive from Townsville to Tennant Creek?

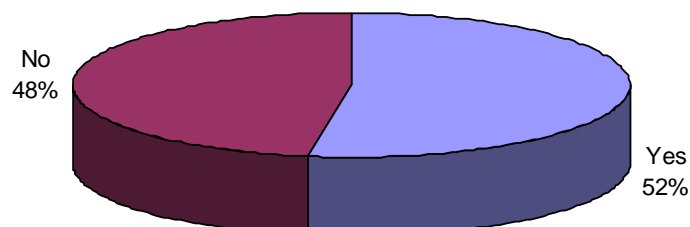


The following questions relate to the
Overlander's Way Logo



Q 4. Do they recall seeing this Logo on any tourist brochures, advertising?

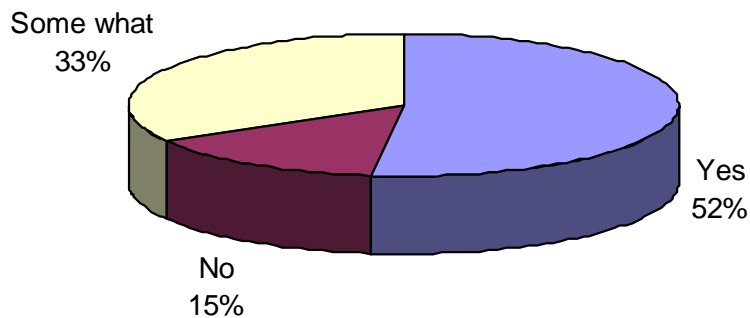
maps or



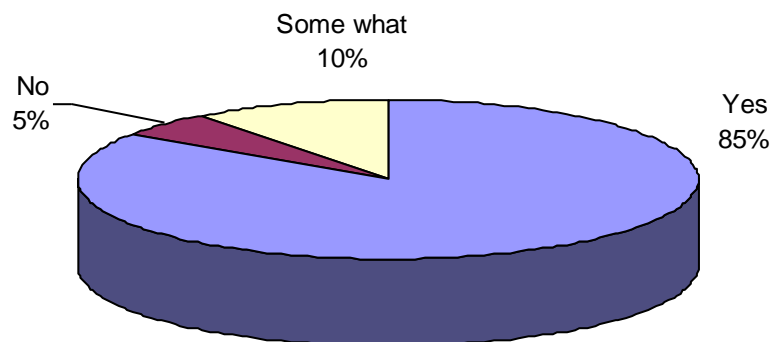
**ORDINARY MEETING
MINUTES
18-19 AUGUST 2010**



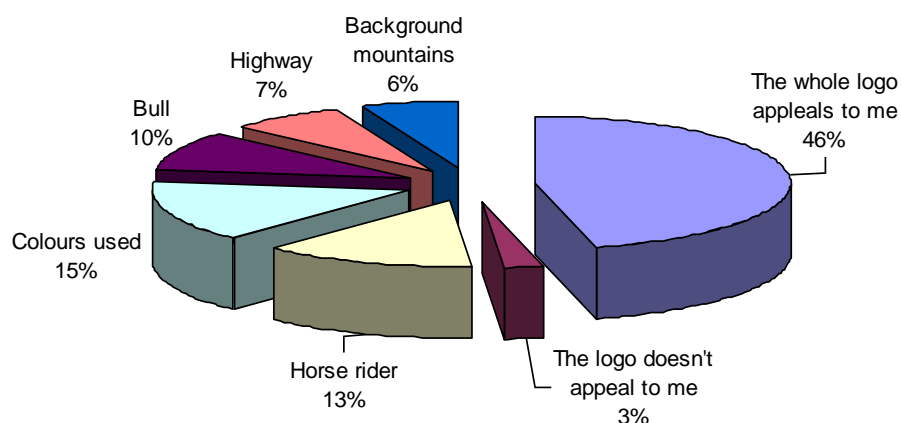
Q 5. Does the Logo represent what they have seen or experienced along the highway on their travels so far?



Q 6. Do the colours make them think of the outback?



Q 7. Which parts of the Logo do they like?



Q 8. The following is their observations about the tourist drive from Townsville to Tennant Creek, listing simple words or images they would use to tell their friends about the sights they have seen or the experiences they have had so far?

Note: some comments have not been added if they are not relevant.

- The landscape is the best in the world
- Open plains, wildlife (snakes, hawks), friendly truckies - kept the girls entertained by blowing horns
- Fantastic scenery, Mount Isa Mine
- We have travelled long straight roads which is very different to our region.

ORDINARY MEETING MINUTES 18-19 AUGUST 2010



- Constant changing scenery and different soil cards
- Lots of great fossils / info
- Beautiful colours of countryside, friendly country people
- Great Information Centre, cheerful and helpful staff
- You have got to travel it to get the experience
- New country to us and interesting
- Vastness / Colours / Scenery
- Lots of historical venues. Great drive
- Enjoyed the mountains after a long drive of 'flat' scenery
- Welcoming people - ease of use for facilities i.e. Laundry, dump points, drinking water for motor homes.
- Red need to stand out more (*refers to Colours used*)
- Drove ex Mount Isa but would like to see some green (referring to scrub trees in the Logo)
- Lovely weather and lots of wildlife
- Wildlife, friendly townspeople along the way
- Extremely fabulous and by video movies
- Could be a bit brighter to catch the eye (*refers to Colours used*)
- Diverse countryside, lovely colours, reds and greens. Changing landscape keeps you interested from seascape, through ranges to deserts.
- Good trip
- Came from Winton - Mount Isa. Open country, pastoral, love the facilities of the ?????
- Vast open country well worth the experience
- Great drive, road good - please more toilet at stops
- Vary the colours to highlight country
- We have not travelled that way but find the outback fantastic
- Most scenic drive I've experienced - Mount Isa (west of) to Cloncurry. Have been telling people about it. Can't wait to come that way again. Love the craggy mountains. You should advertise them more.
- Different
- Very scenic from Mount Isa to Cloncurry
- Gems/treasure, history (dinosaurs)
- Great
- Much improved roads - plenty to see
- Space and freedom
- Yes, I would - it is great and they do a great job
- Very nice drive
- Hot, dry, friendly
- The mountain ranges
- Logo represents what we saw and expect to see. Made our trip more interesting.
- Road from Three-ways to border pretty ordinary. Loved Mount Isa - thought their Visitor Information Centre did not do the town justice particularly with location of attractions.
- Interesting / very outback
- Flat wide open spaces with miles of nothing
- Interesting
- Many and varied
- Cloud formations - sky, changing vegetations. Julia Creek a recommended stop.
- Wide open space, amazing skies
- First time back after twenty years.
- Very interesting with the dinosaurs, more needed in brochure
- Mind blowing, sparse, bare
- Openness, good roadside stops, Porcupine Gorge a must
- All good!!
- Changes in the country. Open spaces. Good roads, good tourist facilities, friendly towns.
- Open spaces, people
- Friendly people, open space, water - artesian
- Wide open spaces
- Yes I would
- Very interesting country
- Nice people you meet
- Wonderful - just love the country
- Well signposted, great drive and great people
- We like all the outback of Queensland
- Very vast land nice rest areas
- Good road, plenty of facilities, amazing scenery
- Quiet, night skies, campfires, wide horizons. *Comments about the logo - needs something to represent the coast, too much mustard in the colours used.*

ORDINARY MEETING MINUTES 18-19 AUGUST 2010



- Blue sky, red dirt, clear skies, freedom
- The road was quite good and seeing many animals along the way.
- The road was a long drive but good one
- Very interesting how the country side changes almost at every town.
- Awesome attractions
- Lovely country hospitality.
- Love the outback
- Long
- Good quality road, Charters Towers to Hughenden.
- The scenery resembles the Nullabor Plains as it is virtually treeless.
- Good straight roads. Lovely towns, especially Richmond and Charters Towers.
- Countryside, the villages, the outback.
- Friendly people doing it tough but putting in huge effort!
- Queensland seems friendly. We came from Northern Territory via Camooweal, heading east now.
- Friendly
- Wonderful experience all the way - good caravan parks, good entertainment and good facilities.
- Would like brighter tones / maybe a car and caravan to be included.
- The remoteness, birdlife.
- We get off the main highways - but everyone should travel through outback Australia - Beautiful town and people all very interesting.
- Interesting
- The beauty of the bush
- Good fun (on holidays!) having a ball.
- The ever-changing landscape
- The helpful friendly people we have met along the way.
- Very good.
- Outback Australia
- Clear blue sky, golden grass, red sand and olive dark green trees.
- The people that you meet
- Flat plains, animal life, bird life!
- Long but interesting.
- So green at the moment. A wonderful journey.
- Openness and general friendliness of locals.
- Wonderful and Aussies should see their own country - it is amazing.
- Depict Townsville (in some way) and Tennant Creek with stockmen on horses.
- The road was good and the scenery was excellent.
- Richmond is a wonderful and pretty town. The street signs with all the station names look cool.
- Grass plains are different!!!
- Land formations
- Only travelled from Hughenden this trip: much more of interest in this region than I thought - have spent a lot more time so far than intended.
- R.V. friendly = free camps, friendly locals
- Changing vegetation; night skies; sunrises; clouds; old buildings especially the ordinary kinds (old shops, old houses)
- Impressed and appreciative of the roadside facilities for travellers - friendliness of the locals and the fellow travellers. Appropriate RV friendly towns - retired couples have a minimum of \$1,000 pw to spend
- Must see experience of the towns and country side.
- Great fun - good towns to visit
- Train-lines / mining, flat grasslands, dry.
- Good roads.
- Everybody should come out and have a look.
- A very interesting place - tell your friends.
- You gotta see it to believe it
- Wildlife in natural habitat
- The wildlife and the native animals.
- The wildlife
- Tell them to drive Townsville to Tennant Creek and have a look.
- The trees that have koalas.

NOTED

**ORDINARY MEETING
MINUTES
18-19 AUGUST 2010**



2.5.2 CORRESPONDENCE

Moved Cr G.J. Jones

Seconded Cr S.M. O'Neill

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

Carried

2.5.2.1 [Senator The Hon Stephen Conroy - Minister for Broadband, Communication... \(Doc 218350\)](#)

(Refer Item 2.5.3.3) In January 2010 the Government reached an agreement with all free to air television broadcasters to provide a new digital television satellite service – the Viewer Access Satellite Television service. At the same time, indication was given that commercial broadcasters have agreed to upgrade a number of regional analog “self help” transmission facilities to digital.

They further advise that as Flinders is an SBS analog self-help television re-transmission facility the Government is considering options for the provision of SBS digital television to Hughenden, including the possible option of upgrading the current self-help service. The Government anticipates that a decision on this matter would be made in the context of the 2011 Budget.

Comment – *It appears that the Federal Government will provide funding for changing the SBS over to digital some time between now and 2013 when analogue is shut down. Cr G.J. Jones has advised that Imparja and Seven Central will be converting to digital to give digital channel 7, 10 and 9. ABC has already gone digital with four stations and some radio stations.*

NOTED

2.5.2.2 [Hon Phil Reeves MP - Minister for Child Safety and Minister for Sport ... \(Doc 218610\)](#)

The application for funding under the Sport and Recreation Infrastructure Program to supply and install three exercise stations to support walking, running and rugby league at the Robert Gray Memorial Park has not been successful. However due to an extremely large volume of applications received, they advise that an additional funding round will open 1 September 2010 closing 1 October 2010.

NOTED

2.5.2.3 [Hon Anastacia Palaszczuk MP - Minister for Disability Services and Mu... \(Doc 220197\)](#)

Advising of the opening of the 2010 Multicultural Awards which close on the 20 August 2010.

NOTED

2.5.2.4 [Economic Development Committee - Invitation to attend public hearing a... \(Doc 220426\)](#)

There Association is currently conducting an inquiry into developing Queensland's rural and regional communities through grey nomad tourism. It will be held on the 20 August 2010 in Brisbane.

NOTED

ORDINARY MEETING MINUTES 18-19 AUGUST 2010



2.5.2.5 Queensland Week - Apply for sponsorship (Doc 220378)

Advising that there is up to \$10,000 (GST exclusive) per event to host a community focused event or activity for Queensland Week (between 4-13 June 2011) that recognises and commemorates Queensland's people, places and stories. Suggested activities are a festival, barbeque or workshop with a unique theme.

NOTED

2.5.2.6 Hughenden District Historical Society - Offer for Council to Takeover (Doc 220651)

Asking Council for their interest in taking over the operation and care of historical items that the Society has collected over the years in view of existing members finding it difficult to continue with the project.

Moved Cr S.M. O'Neill

Seconded Cr G.J. Jones

That the Council take over the operation and care of their operations.

Carried

2.5.2.7 Department of Veterans' Affairs - Commemorations - Anzac Day (Doc 220658)

During the ANZAC Centenary which will mark the period 2010-2018 Australia will commemorate 100 years since our involvement in the First World War and to this end a public submission process will be open until 17 September 2010 and will review ideas put forward from communities and make recommendations to Government on options on how to mark the Centenary. They seek Council's input and the themes are –

1. Century of Service
2. Community Engagement
3. Infrastructure and Capital Works
4. Education, public awareness and community access
5. Commemorative services
6. International relations and co-operation.

NOTED

2.5.2.8 Hughenden State School - Mrs Ett Ison Chaplaincy starting 16 August 2010 (Doc 220561)

Writing on behalf of the Flinders Chaplaincy Committee to advise that Mrs Ett Ison will commence work in Hughenden as Chaplain on the 16 August 2010. On behalf of the Stamford, Cameron Downs and Prairie State Schools they seek support by way of a Council vehicle to assist with visiting these Schools. Mrs Ison will be accompanied by her husband who has volunteered his time to the project.

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.

ORDINARY MEETING MINUTES 18-19 AUGUST 2010



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

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.

**ORDINARY MEETING
MINUTES
18-19 AUGUST 2010**



- 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.
- 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).

2.5.3.2 HUGHENDEN POWERHOUSE

Refer Item 6.1 – November 2008 – General Business

Cr C.N. Haydon asked about the Hughenden Powerhouse and what the situation was with regards Council taking over the building for tourism purposes.

Action – Administration to request information from Tony Hengst, ERGON Energy.

Comment April 2009 – Administration are waiting on further information from Paul Ryan, ERGON Energy.

Comment May 2009 – ERGON Energy have advised they have just completed soil testing for a contaminated site. Also they advise that the building and Crib Hut will be offered to Council. Formal offer should be forwarded in the near future.

Comment November 2009 – Chief Executive officer is following up with Paul Ryan from ERGON.

Comment February 2010 – The Chief Executive Officer has been advised informally that the project is to be progressed as previously agreed.

Comment March 2010 – Chief Executive Officer advised of a meeting with ERGON and Council to progress this item.

Comment August 2010 – Refer Chief Executive Officer's report - Item 2.1.1.12

NOTED

2.5.3.3 [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.

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

ORDINARY MEETING MINUTES 18-19 AUGUST 2010



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

Comment August 2010 – Refer Item 2.5.2.1.

2.5.3.4 HUGHENDEN CEMETERY SIGNAGE

Refer Item 2.5.1.5 July 2010 Minutes – Community Development Officer's report

As part of the Cemetery Stage 2 Projects it was highlighted - "signage with guidelines for people visiting the Cemetery". We have researched many other cemeteries and these are the recommendations we have come up with.

The Flinders Shire Council maintains computerised burial records and maps. Please refer to the map on site under the Pergola, www.flinders.qld.gov.au, the Shire Office at 34 Gray Street, HUGHENDEN or phone 07 4741 2900 for information about Cemetery searches.

Please also direct the following enquires to the Flinders Shire Council for written authority to-

- *Obtain burial rights (and plot ownership) and transfer or sell ownership.*
- *Place ashes and erect memorials.*
- *Place and/or restore headstones and plaques (at least 48 hours before work begins).*

The following rules apply to the Hughenden Cemetery to assist with its maintenance and care.

- *Private planting of trees, shrubs, bushes etc. is to be approved by Council;*
- *Please keep ornamentation simple, as overloading can be unsightly and difficult to maintain.*
- *Decorations must be secured against strong winds.*
- *Deteriorated, wilted, discoloured or untidy flowers, arrangements or ornaments will be removed at the discretion of Council staff.*
- *Visitors must not remove or relocate anything within the Cemetery other than arrangements, ornaments or decorations they have placed themselves.*

Additional for Lawn Cemetery

- *Flowers and memorabilia placed on graves shortly after services will be disposed of within eight weeks of burial, after this time, no containers, pot plants, pebbles, ornaments or fencing are permitted on lawn graves.*
- *Flower holders supplied by Council are permitted and are to be located either side of the plaque.*

Comment August 2010 – Refer Item 2.5.1.2.

2.5.4 GENERAL BUSINESS

Nil

**ORDINARY MEETING
MINUTES
18-19 AUGUST 2010**



2.6 TOURISM OFFICER

2.6.1 GENERAL REPORT

The Tourism Officer, Sue Takacs is currently at the EKKA this week as part of her Tourism duties. No report will be forthcoming.

Resignation

Morgan-Leigh Jardine, Tourism Officer has tendered her resignation, effective 24 August 2010.

NOTED

2.6.2 CORRESPONDENCE

Moved Cr S.M. O'Neill

Seconded Cr G.J. Jones

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

Carried

2.6.2.1 [Hughenden Country Matrons Club Inc - Ticket Sales for Matrons Ball \(Doc 220194\)](#)

Expressing their disappointment on being informed that if they wish to have their tickets for the Matrons Ball sold at the Flinders Discovery Centre, they will be charged 20% of the ticket sales. They feel that as they are a local based volunteer group, they should be exempt from this charge.

Moved Cr S.M. O'Neill

Seconded Cr K.M. Egan

That Council confirm its Policy on the selling of tickets at the Flinders Discovery Centre to the Hughenden Country Matrons Club Inc.

Carried

2.6.3 BUSINESS ARISING FROM PREVIOUS MINUTES

Nil

2.6.4 GENERAL BUSINESS

Nil

**ORDINARY MEETING
MINUTES
18-19 AUGUST 2010**



2.7 LIBRARIAN

2.7.1 GENERAL REPORT

Moved Cr G.J. Jones

Seconded Cr K.M. Egan

That the Librarian's report as presented be received.

Carried

2.7.1.1 BOOK STATISTICS

Loans	512
Returns	949
Book requests to Public Libraries Division	49
Books received from Public Libraries Division	50
Number of parcels sent back to Public Library Service	5

NOTED

2.7.1.2 MEMBERSHIPS - NEW ENROLMENTS

Adults 1

Current

Adults	340
Country Adult	33
Junior	104
Country Junior	4
Institution	1

NOTED

2.7.1.3 INTERNET AND COMPUTER USE

Internet	42 hours
Local	20 hours
Visitors	27 hours

Visitors to the Library 1,168

NOTED

2.7.2 CORRESPONDENCE

Nil

2.7.3 BUSINESS ARISING FROM PREVIOUS MEETING

Nil

2.7.4 GENERAL BUSINESS

Nil

**ORDINARY MEETING
MINUTES
18-19 AUGUST 2010**



2.8 WORKPLACE HEALTH AND SAFETY

2.8.1 GENERAL REPORT

Max Gehring has commenced as Council's Workplace Health and Safety Officer. He will present his first report to the September 2010 meeting.

2.8.2 CORRESPONDENCE

Nil

2.8.3 BUSINESS ARISING FROM PREVIOUS MEETING

Nil

2.8.4 GENERAL BUSINESS

Nil

Leanne Rogers left the meeting at 12.08 pm.

Cody Herrod, Lands Admin Officer entered the meeting at 12.10 pm.

Cr S.M. O'Neill left the meeting at 12.10 pm.

**ORDINARY MEETING
MINUTES
18-19 AUGUST 2010**



2.9 RURAL LANDS

2.9.1 GENERAL REPORT

Moved Cr G.J. Jones

Seconded Cr C.N. Haydon

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

Carried

Cr S.M. O'Neill re-entered the meeting at 12.12 pm.

2.9.1.1 AERODROME PADDOCK LEASE – WILLIAMS

The Aerodrome Paddock currently leased to Dwayne and Patricia Williams expires 31 December 2010. Previously leased for five years – does Council wish to re-tender for three or five years?

2.9.1.2 AERODROME PADDOCK RENTAL – McINTOSH

The Aerodrome Paddock currently rented to Eddie McIntosh expires 31 December 2010. The land of 95 hectares has been rented for ten years at \$165.00 per annum with the condition that the applicant is to clear all weeds. It is recommended that Council tenders the land for a three or five year period as they have with previous vacant land.

Moved Cr G.J. Jones

Seconded Cr S.M. O'Neill

That the land (Item 2.9.1.1 and 2.9.1.2) be tendered out for five years with both lessees to be advised.

Carried

2.9.1.3 WILD DOGS

A *trapping and calling* workshop has been arranged for the 24–26 August 2010 with professional trapper and howler, Tony Townsend from Gladstone. Tony will have a training/presentation day at the Diggers Entertainment Centre on the Tuesday and then two practical days on a property nearby, looking at trap techniques, wild dog signs and howling demonstrations.

The freezers have been delivered to Rellum Park, The Plains and Elabe Stations.

NOTED

Leanne Rogers re-entered the meeting at 12.20 pm.

2.9.1.4 SALEYARDS CONTRACT

The Saleyards Contract is up for renewal – expiring 28 February 2011. (*Refer to Managing Council Saleyards Complex Contract document attached*). It is asked that the following be considered –

- Does Council wish to tender the Saleyards as a three or five year contract?
Answer – Three years
- Will the option of renewing the contract after one term be allowed? (Clause 9)
Answer – No.
- Define maintenance completed by contractor – are they to go to Stores for an order for floats, valves, sprays etc. if needed to be replaced? (Clauses 7.5.14, 7.5.15, 7.5.16)
Answer – Council to supply materials.
- Will Council continue to water with tanker truck? (Clause 8.9)
Answer – No.

ORDINARY MEETING MINUTES 18-19 AUGUST 2010



- Does Council want control of grass and vegetation including mowing to be the responsibility of the Contractor? (Clause 8.10)
Answer – Council broad acre area, contractor other.
- Should the cleaning of the tea room and toilets be the responsibility of the Contractor? (Clause 7.5.8)
Answer – Yes.
- With the installation of the new panel reader, it is recommended that the Contractor is given the right to charge to scan and upload stock to the NLIS database. If Council wishes to recover costs in anyway, it is recommended that the yard fees be increased.
Answer – Agreed to be no special charge.

The meeting adjourned for lunch at 12.40 pm.

During the lunch hour the Councillors, Executive staff and Cody Herrod inspected the Saleyards area to ascertain facts.

The meeting resumed at 2.10 pm with all Councillors and staff present except for Leanne Rogers, Director of Corporate Services and Don Lee, Director of Engineering.

Leanne Rogers re-entered the meeting at 2.20 pm.

NOTED

2.9.1.5 NLIS TAGS

Council do not currently charge for replacing missing or faulty NLIS tags. Other Shires charge the following for tags –

- Richmond \$22.00 for no tag and \$4.40 if tag is faulty
- Winton \$40.00 for no tag and \$3.70 if tag is faulty
- Dalrymple \$22.00 for no tag and \$11.00 if tag is faulty

The Saleyard NLIS tags cost Council \$3.63 (incl. GST) a tag. It is recommended that Council charge (\$10.00) for a replacement tag or new tag.

Moved Cr C.N. Haydon

Seconded Cr S.M. O'Neill

That Council charge \$10.00 (GST inclusive) for a replacement tag or new tag.

Carried

2.9.1.6 SALEYARDS UPGRADES

Five troughs have been installed and two connected with water.

NOTED

2.9.2 CORRESPONDENCE

Moved Cr C.N. Haydon

Seconded Cr S.M. O'Neill

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

Carried

ORDINARY MEETING MINUTES 18-19 AUGUST 2010



2.9.2.1 [Dept of Environment and Resource Management - Application to Clear Nat... \(Doc 218825\)](#)

Advising their Department has completed the role of assessment manager of the application against the Regional Vegetation Management Code for Western Bio-Regions and enclose Decision Notice for Glenariff Station, Prairie – property description being Lot 3 on Plan UD49, Parish of St Pauls in the name of GS & JC Angus.

NOTED

2.9.2.2 [Dept of Environment and Resource Management - Increase in Fees and Cha... \(Doc 218075\)](#)

As the Department of Environment and Resource Management have completed their annual review of fees and charges in line with the State Government's pricing policy, some stock route fees have been amended in response to the CPI rise and will take effect from 1 August 2010.

Land Protection (Pest and Stock Route Management) Act 2002		
Land Protection (Pest and Stock Route Management) Regulation 2003		
Schedule 5 - Fees (Section 17)		
Fees	Old Price	New Price
3 Permit fee for stock route agistment permit (Act, s116(5))-		
(a) for large stock -		
(i) minimum fee, for each head, for each week	\$0.88	\$0.90
(ii) maximum fee, for each head, for each week	\$2.16	\$2.22
(b) for small stock -		
(i) minimum fee, for each head, for each week	\$0.10	\$0.10
(ii) maximum fee, for each head, for each week	\$0.34	\$0.35
4 Permit fee for stock route travel permit (Act, s134(3))-		
(a) large stock- for each 1 km, for each 20 head or part of 20 head	\$0.02	\$0.02
(b) small stock- for each 1 km, for each 100 head or part of 100 head	\$0.02	\$0.02
5 Inspecting register of water facility agreements (Act, s164 (3)(a))	\$12.00	\$12.35

Moved Cr C.N. Haydon

Seconded Cr G.J. Jones

That the abovementioned fees and charges be amended and included into Council's Schedule of Fees and Charges.

Carried

ORDINARY MEETING MINUTES 18-19 AUGUST 2010



2.9.3 BUSINESS ARISING FROM PREVIOUS MINUTES

2.9.3.1 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 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

ORDINARY MEETING MINUTES 18-19 AUGUST 2010



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 mega litre) 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.

2.9.3.2 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.

2.9.4 GENERAL BUSINESS

Nil

Cody Herrod, Lands Admin Officer left the meeting at 2.37 pm.

**ORDINARY MEETING
MINUTES
18-19 AUGUST 2010**



2.10 COMMUNITY CARE COORDINATOR

2.10.1 GENERAL REPORT

Moved Cr C.N. Haydon

Seconded Cr S.M. O'Neill

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

Carried

2.10.1.1 REPORTS AND MEETINGS

I have completed the following reports and attended the following meetings –

- Veterans Home Care
- Community Aged Care Return
- Monthly Accounts
- HACC Quarterly Return
- Meals on Wheels MDS
- HACC MDS
- PHaMS Progress Report
- PHaMS Weekly Activity Report
- Staff Meeting
- Personal Helpers and Mentors Forum

NOTED

2.10.1.2 STAFF

We now have fourteen paid staff members, including myself, involved with the Community Care Program.

This includes:

- 3 x Administration – full time
- 1 x Transport Officer – casual
- 1 x Lifestyle Support Worker – casual
- 9 x Support Workers – casual

Of the above staff, ten are enrolled in training as follows –

- 5 x Certificate 3 in Aged Care
- 2 x Certificate 3 in Disability
- 1 x Certificate 4 in Mental Health
- 1 x Certificate 4 in Disability
- 1 x Certificate 4 in Disability, Certificate 4 in Mental Health; and Certificate 4 in Allied Health Assistance.

Certificate 3 in Aged Care is being offered through the Barrier Reef TAFE every Wednesday night at the Telecentre, via a video link. I have committed to tutoring the class with the Barrier Reef TAFE. The course will take twelve months to complete.

NOTED

ORDINARY MEETING MINUTES 18-19 AUGUST 2010



2.10.1.3 HOME AND COMMUNITY CARE

- Twenty-five clients attended our July lunch at the RSL Community Care Hall.
- Eleven clients attended our Bingo Morning Tea.
- Fourteen clients enjoyed a sunset dinner on Mount Walker.
- Five clients attended our monthly movie and morning tea.
- Hoy is being held on the first and third Wednesday of each month, up to fifteen people have been regularly attending Hoy.
- *Actively Ageing* has started. This is a weekly exercise program which incorporates Tai Chi moves. Jenny Murdoch volunteers her time to conduct the session and approximately seven people have been attending the sessions.
- Approximately 170 people attended our third *Christmas in July* held at the Diggers Entertainment Centre in conjunction with the Dinosaur Festival. The Dinosaur Festival Committee did a fantastic job with the lunch. The committee paid for the entertainment and hall hire for the lunch and also volunteered their time to do the cooking and serving of the meal.
- We have accepted an offer to upgrade our current HACC funded vehicle (Ford Territory) and are waiting on final approval.
- We are still waiting on the outcome of our application for funding to purchase a 4WD vehicle and to extend our carport.

NOTED

2.10.1.4 COMMUNITY AGED CARE PACKAGES

- Using eight of our ten packages.
- John Grevsmuhl has been contracted to assist with our lawn maintenance. John will be responsible for our package clients including Disability and CACP's.

NOTED

2.10.1.5 DISABILITY

Eleven clients received services for June.

NOTED

2.10.1.6 SOLAS (*Supported Option in Lifestyle and Access Services INC*) Mental Health.

- We have three registered clients receiving service from the Personal Helpers and Mentors Program (PHaMS).
- I attended a forum in Townsville where I gave a presentation on our program in the Flinders and Richmond Shires. The forum consisted of representatives from FAHCSIA (Department of Families, Housing, Community Services and Indigenous Affairs). The presentation was to give the representatives an understanding of our services and the area we cover.
- We have submitted an application for funding for Mental Health Week. We are proposing to run a poster competition with the school. The winning entry will have their poster published and on display. We will also be holding an afternoon tea to launch the poster and the Flinders Shire Council Personal Helpers and Mentors Program. Representatives from SOLAS and the Mental Health Fellowship will be guest speakers at the launch. We have also requested funds to purchase bags, hats and water bottles to hand out to the students and the community during Mental Health Week. Philippa Harris from the Mental Health Fellowship will visit Hughenden in the lead-up to Mental Health week and give a presentation to the senior students at the Hughenden State School. This is to give them an understanding of Mental Illness to use when developing the posters.
- We have approached the RSL to ask permission to use their current storeroom as a conference room for our clients. We have proposed to remove our shed at the back and construct a larger shed which they would be able to access to store their gear.

NOTED

**ORDINARY MEETING
MINUTES
18-19 AUGUST 2010**



2.10.2 CORRESPONDENCE

Moved Cr G.J. Jones

Seconded Cr C.N. Haydon

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

Carried

**2.10.2.1 [Hon Anastacia Palaszczuk MP - Minister for Disability Services and Mu...](#)
(Doc 220116)**

(Refer Item 2.10.2.3) Council will receive \$63,816 in operating (recurrent) funding from the Home and Community Care Regional Priorities funding round.

NOTED

2.10.2.2 [Seniors Week 2010 Celebrations \(Doc 220388\)](#)

Seniors Week will be celebrated 14 -22 August 2010 with the theme [Positively Ageless](#) highlighting the countless benefits of a positive attitude to living at any age. They invite Council to support Seniors Week.

NOTED

2.10.2.3 [Betty Kiernan MP - Approved funding for HACC \(Doc 221017\)](#)

(Refer Item 2.10.2.1) Flinders Shire Council has received additional funding of \$63,816.00 to enhance the provision of Home and Community Care Regional Service Delivery Priorities.

NOTED

2.10.3 BUSINESS ARISING FROM PREVIOUS MINUTES

Nil

2.10.4 GENERAL BUSINESS

Nil

**ORDINARY MEETING
MINUTES
18-19 AUGUST 2010**



3 COUNCILLORS' 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 he had attended –

15 -16 July 2010

MITEZ meeting held in Townsville.

19 July 2010

Meeting in Townsville of the Regional Development Australia Inc.

26 July 2010

Special Meeting of Council.

28 July 2010

Briefing on the CopperString High Voltage Power-Line Project.

5 August 2010

The Telecentre crisis meeting.

9 August 2010

*Meeting to discuss the Recreational Lake and Roads to Recovery; and
Regional Development Australia Teleconference*

12 August 2010

Department of Infrastructure and Planning meeting to discuss the North West Regional Plan.

17-18 August 2010

Briefing Session on the role and responsibilities of the Regional Development Australia.

17-18 August 2010

Ordinary Meeting of Council.

NOTED

3.2 Cr C.N. HAYDON

Standing Committees

- Desert Uplands
- Southern Gulf Catchments

Cr C.N. Haydon advised of his attendance at –

9 August 2010

A meeting to discuss the Recreational Lake and Roads to Recovery.

NOTED

**ORDINARY MEETING
MINUTES
18-19 AUGUST 2010**



3.3 CR S.M. O'NEILL

Standing Committees

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

Cr S.M. O'Neill advised of his attendance at –

28 July 2010

Briefing on the CopperString High Voltage Power-Line Project.

18 August 2010

Briefing Session on the role and responsibilities of the Regional Development Australia.

17-18 August 2010

Ordinary Meeting of Council.

NOTED

3.4 CR K.M. EGAN

Standing Committees

- Chamber of Commerce
- Health Forum

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

25 July 2010

RADF funded Hughenden Cemetery Tour.

28 July 2010

Travelled to Texas to look at a Multi Purpose Health Centre.

4 August 2010

Meeting regarding the proposed Multi Purpose Health Centre.

9 August 2010

Meeting to discuss the Recreational Lake and Roads to Recovery.

12 August 2010

- Department of Infrastructure and Planning meeting to discuss the North West Regional Plan.
- Hughenden Chamber of Commerce monthly meeting; and
- Telecentre Crisis Public Meeting.

18 August 2010

Briefing Session on the role and responsibilities of the Regional Development Australia.

17-18 August 2010

Ordinary Meeting of Council.

NOTED

**ORDINARY MEETING
MINUTES
18-19 AUGUST 2010**



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)
- Australian Dinosaur Trail

Cr B.V. McNamara advised of his attendance at

21 July 2010

A meeting about the Stamford School proposed closure.

22 July 2010

Flinders River Agricultural Precinct meeting.

25 July 2010

RADF funded Hughenden Cemetery Tour.

4 August 2010

Meeting regarding the proposed Multi Purpose Health Centre; and Plant Committee meeting.

28 July 2010

Meeting of the State Government's Stock Route Advisory Panel.

2 August 2010

North West Regional Roads Group meeting in Julia Creek.

4 August 2010

Meeting about the proposed Multi Purpose Health Centre.

6 August 2010

CWA Annual General Meeting.

9 August 2010

Meeting to discuss the Recreational Lake and Roads to Recovery.

14 August 2010

CWA Regional Annual General Meeting.

15 August 2010

Bio-Security Ministerial Council Teleconference.

17-18 August 2010

Ordinary Meeting of Council.

NOTED

**ORDINARY MEETING
MINUTES
18-19 AUGUST 2010**



4 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 Section 463 of the Act.

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 -

- the appointment, dismissal or discipline of employees; or
- industrial matters affecting employees; or
- the Local Government Budget; or
- rating concessions; or
- interacts proposed to be made by it; or
- starting or defending legal proceedings involving it; or
- any action to be taken by the Local Government under the *Local Government (Planning and Environment) Act 1990*, including deciding application made to it under that Act; or
- other business for which a public discussion would likely to prejudice the interests of the Local Government or someone else, or enable a person to gain a financial advantage.

A resolution that a meeting be closed must specify the nature of the matters to be considered while in the Closed Meeting.

**ORDINARY MEETING
MINUTES
18-19 AUGUST 2010**



5 CORRESPONDENCE

Moved Cr K.M. Egan

Seconded Cr S.M. O'Neill

That the correspondence as presented for consideration be received.

Carried

- 5.1 [LGAQ - Public Enquiry on the need for a State Population Policy \(McDon... \(Doc 218080\)](#)**
Final Report on the Public Inquiry on the need for a State Population Policy (McDonald Inquiry) - prepared June 2010.
- 5.2 [Hon Anastacia Palaszczuk MP - Minister for Disability Services and Mu... \(Doc 219401\)](#)**
Disability Action Week will be held from 5-11 September 2010 and will provide an ideal opportunity for the whole community to celebrate the experience, aspirations and contributions of people with a disability.
- 5.3 [LGAQ - 114th Annual Conference - Preliminary Agenda \(Doc 219403\)](#)**
Enclosing Council's copy of the Preliminary Agenda for the 114th Annual Conference to be held in Mackay between 30 August – 2 September 2010 - Crs B.V. McNamara, C.N. Haydon and K.M. Egan will be attending this year along with Chief Executive Officer, Stephen McCartney.
- 5.4 [Isaac Regional Council - Year of Women in Local Government Conference ... \(Doc 220430\)](#)**
Asking Council to attend the *Year of Women in Local Government Conference 2010* to be held in Moranbah on the 9-10 September 2010. Registration is free, however delegates are responsible for travel and accommodation.
- 5.5 [Queensland University of Technology \(QUT\) - Policy into Practice - Ado... \(Doc 220439\)](#)**
A total of forty-eight Local Government Councils across Queensland completed their online survey and Council's contribution was greatly appreciated. The project – *Policy into Practice, adaption of hazard mitigation measures by Local Government in Queensland*.

ORDINARY MEETING
MINUTES
18-19 AUGUST 2010



6 QUESTIONS WITHOUT NOTICE

6.1 STAMFORD RECREATIONAL AREA – TABLES AND CHAIRS

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.*

**ORDINARY MEETING
MINUTES
18-19 AUGUST 2010**



7. "CRIER" NOTES

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

August 2010	Cr G.J. Jones
September 2010	Cr C.N. Haydon
October 2010	Cr K.M. Egan
November 2010	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 15-16 September 2010.

PROPOSED MEETING CALENDAR

DATE	MEETING	TOPIC
15 September 2010 1.00 pm	Boardroom	<ul style="list-style-type: none">• Council Policies• Architects for the new Shire Office Building• Brodie Street Landscaping• Community Engagement Policy• Customer Service Standards
15 September 2010 7.00 pm	Boardroom	Ordinary Meeting
16 September 2010 8.30 am	Boardroom	Ordinary Meeting

The meeting closed at 3.45 pm.

Brendan McNamara
Mayor
Flinders Shire Council