

# MINUTES

28 AUGUST 2024 – 9:00 AM  
McNAMARA BOARDROOM



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# MINUTES

## 28 AUGUST 2024 – 9:00 AM

### McNAMARA BOARDROOM

## 1. OPENING BUSINESS

Cr Kate Peddle (Mayor) opened the meeting with the Council Prayer

Lord,  
Please guide and direct us,  
In that the decisions to be made,  
Will be for the benefit,  
Of our whole community  
Amen

### 1.1 PRESENT

#### **Councillors**

Mayor Kate Peddle  
Nicole Flute  
Kelly Carter  
Kerry Wells  
Peter Fornasier  
Shane McCarthy  
Kim Middleton

#### **Staff**

Bruce Davidson – Interim Chief Executive Officer  
Misenka Duong – Director of Engineering  
Melanie Wicks – Director of Corporate & Financial Services  
Barbra Smith – Director of Community Services & Wellbeing  
Carryn Frizzell – HR Manager (Minutes)  
William Paine – Rural Lands Coordinator

### 1.2 APOLOGIES

Reighella Crocker – Year 12, Hughenden State School  
Coal Herrod – Year 12, Hughenden State School

### 1.3 LEAVE OF ABSENCE

Mayor Kate Peddle – Maternity Leave 30/08/2024 – 01/01/2025

### 1.4 CONFIRMATION OF MINUTES

That the Minutes of the Ordinary Meeting of Council held 24 July 2024 be taken as read and signed as correct.

#### **Resolution No: 4051**

**Moved** Cr Shane McCarthy

**Seconded** Cr Kelly Carter

That the Minutes of the Ordinary Meeting of Council held 26 June 2024 be taken as read and signed as correct.

CARRIED 7/0

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## **1.5 OBLIGATIONS OF COUNCILLORS**

### **1.5.1 Prescribed Conflict of Interest - Sections 150EG, 150EH & 150EI Local Government Act 2009**

Councillors are ultimately responsible for informing of any prescribed conflict of interest on matters to be discussed at a council or committee meeting (other than ordinary business matters).

When dealing with a Prescribed Conflict of Interest, Councillors must abide by the following procedures:

- A Councillor who has notified the Chief Executive Officer of a Prescribed Conflict of Interest in a matter to be discussed in a council meeting must also give notice during the meeting.
- A Councillor who first becomes aware of a Prescribed Conflict of Interest in a matter during a council meeting must immediately inform the meeting of the conflict of the interest.
- When notifying the meeting of a Prescribed Conflict of Interest, the following details must be provided:
  - if it relates to a gift or loan given by an entity - state the details of gift or loan
  - if it relates to a sponsored travel or accommodation benefit - state the benefit details
  - if it relates to a contract between the Councillor and Local Government or close associate of the Councillor – state details
  - if it relates to an application or submission - state the subject of the application or submission
  - if it relates to appointment/employment matters of Chief Executive Office position - state conflict details

The Councillor must then leave the place of the meeting, including any area set aside for the public, and stay away while the matter is being discussed and voted on, unless the subject Councillor has written notice from the Minister to participate in the matter.

Once the Councillor has left the area where the meeting is being conducted, the council can continue discussing and deciding on the matter at hand.

### **1.5.2 Declarable Conflict of Interest - Section 150EN Local Government Act 2009**

Councillors are ultimately responsible for informing of any Declarable Conflict of Interest on matters to be discussed at council or committee meetings that might lead to a decision that is contrary to the public interest (other than ordinary business matters).

A Councillor may raise their personal interests in a matter at the meeting to canvas the view of the other Councillors prior to deciding to declare a conflict of interest. If the other Councillors suspect the personal interest might be a conflict of interest, the Councillor may disclose their suspicion and the processes under section 150EW of the LGA.

When dealing with a Declarable Conflict of Interest, Councillors must abide by the following procedures:

- A Councillor who has notified the Chief Executive Officer of a Declarable Conflict of Interest in a matter to be discussed at a council meeting must also give notice during the meeting.
- A Councillor who first becomes aware of a Declarable Conflict of Interest in a matter during a council meeting must inform the meeting of the conflict of interest
- When notifying the meeting of a Declarable Conflict of Interest or it could be reasonably presumed that a conflict exists, Councillors should provide sufficient detail to allow the other Councillors to make an informed decision about how best to manage the Declarable Conflict of Interest in the public interest. The following details must be provided:
  - the nature of the Declarable Conflict of Interest
  - if it arises because of the Councillors relationship with a related party:
    - i. the name of the related party to the Councillor
    - ii. the nature of the relationship of the related party to the Councillor
    - iii. the nature of the related party's interest in the matter
  - if it arises because of a gift or loan from another person to the Councillor or a related party:
    - i. the name of the other person
    - ii. the nature of the relationship of the other person to the Councillor or related party
    - iii. the nature of the other person's interest in the matter
    - iv. the value of the gift or loan and the date the gift or loan was made.



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After a Councillor has declared a conflict of interest, the Councillor should consider leaving the meeting while the matter is discussed unless they have reasons why their participation would improve making the decision in the public interest.

#### **1.5.3 Procedure if no Quorum for Deciding Matter because of Prescribed Conflicts of Interest of Declarable Conflicts of Interest – Section 150EU Local Government Act 2009**

- (1) This section applies in relation to a meeting if:
- (a) a matter in which 1 or more councillors have a prescribed conflict of interest or Declarable Conflict of Interest is to be decided at the meeting; and
  - (b) there is less than a quorum remaining at the meeting after any of the councillors mentioned in paragraph (a) leave, and stay away from, the place where the meeting is being held.
- (2) The local government must do 1 of the following:
- (a) delegate deciding the matter under section 257, unless the matter cannot be delegated under that section;
  - (b) decide, by resolution, to defer the matter to a later meeting;
  - (c) decide, by resolution, not to decide the matter and take no further action in relation to the matter.
- (3) The local government must not delegate deciding the matter to an entity if the entity, or a majority of its members, have personal interests that are, or are equivalent in nature to, a prescribed conflict of interest or Declarable Conflict of Interest in the matter.
- (4) A councillor does not contravene section 150EK(1), 150EM(2), 150EQ(2)(a) or (3)(a) or 150ES(5) by participating in a decision, or being present while the matter is discussed and voted on, for the purpose of delegating the matter or making a decision under subsection (2)(b) or (c).

#### **1.5.4 Closed Meeting Discussion Items – Section 254J Local Government Regulation 2012**

Council and standing committee meetings may resolve that a meeting be closed to the public if its Councillors consider it necessary to discuss any of the following matters:

- appointment, dismissal or discipline of the CEO
- industrial matters affecting employees
- the council's budget
- rating concessions
- legal advice obtained by the council, including legal proceedings that may be taken by or against the council
- matters that may directly affect the health and safety of an individual or a group of individuals
- negotiations relating to a commercial matter involving the council for which a public discussion could prejudice the interests of the council
- negotiations relating to the taking of land by the council under the *Acquisition of Land Act 1967*
- a matter that the council is required to keep confidential under a law of, or a formal agreement with, the Commonwealth or state.

A Council or committee meeting cannot resolve that a meeting be closed where the meeting is informed of a Councillors personal interest in the matter by another person and the eligible Councillors at the meeting must decide whether the Councillor has a Declarable Conflict of Interest or Prescribed Conflict of Interest in the matter.

Further, the meeting must not be closed if a quorum is lost due to the number of conflicted Councillors who leave the meeting and the council must;

- delegate the matter
- decide by resolution to defer to a later meeting
- decide by resolution to take no further action on the matter.

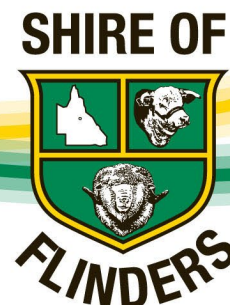
**Note:** None of the above will be considered, discussed, voted on or made during a closed session.

If a closed session includes attendance by teleconference, the Councillor/s attending by teleconference must maintain confidentiality by ensuring no other person can hear their conversation while in the closed meeting.

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To take a matter into a closed session the council must abide by the following:

- pass a resolution to close the meeting
- the resolution must state the matter to be discussed, an overview of what is to be discussed and why the meeting should be closed while the matter is considered
- if the matter is known in advance, the agenda should clearly identify that the matter will be considered in closed session, and an explanation of why it is deemed necessary to take the issue into closed session must be stated
- not make a resolution while in a closed meeting (other than a procedural resolution).

#### **1.6 PETITIONS**

Nil

#### **1.7 CONDOLENCES**

The family of Pamela Chiconi

The family of Kerry Fletcher

The family of Charles (Charlie) Hunt

The family of Audrey Grech

#### **1.8 RECOGNITIONS**

#### **1.9 ACKNOWLEDGEMENT OF COUNTRY**

The Flinders Shire Council would like to acknowledge our Local First Nations People as well as the Yirendali people as the Traditional Owners and the oldest living culture of the Land on which our Council operates, and pay respect to Elders past, present and emerging.

#### **1.10 COUNCILLOR ADVISORY COMMITTEES – MEETING NOTES**

Hughenden & Small Towns Advisory Committee and Rural Advisory Committee

**Officer's Recommendation** - That the notes from the combined meeting of the Hughenden and Small Towns Advisory Committee and the Rural Advisory Committee held at the Torrens Creek Rural Fire brigade shed Torrens Creek on Tuesday 13<sup>th</sup> August 2024 commencing at 10.00am be received and that the recommendations contained therein be adopted.

#### **Resolution No: 4052**

**Moved** Mayor Kate Peddle

**Seconded** Cr Shane McCarthy

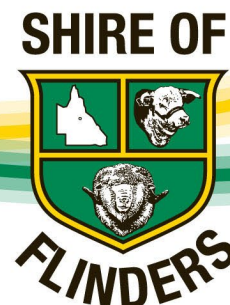
That the notes from the combined meeting of the Hughenden and Small Towns Advisory Committee and the Rural Advisory Committee held at the Torrens Creek Rural Fire brigade shed Torrens Creek on Tuesday 13<sup>th</sup> August 2024 commencing at 10.00am be received and that the recommendations contained therein be adopted

CARRIED 7/0

# MINUTES

## 28 AUGUST 2024 – 9:00 AM

### McNAMARA BOARDROOM



#### Economic Development & Business Advisory Committee

Officer's Recommendation - That the notes from the meeting of the Business and Economic Development Advisory Committee held at the Diggers Entertainment Centre Meeting Room on Monday 12<sup>th</sup> August 2024 commencing at 5.30 pm be received and that the recommendations contained therein be adopted.

#### **Resolution No: 4053**

**Moved** Cr Kelly Carter

**Seconded** Cr Nicole Flute

That the notes from the meeting of the Business and Economic Development Advisory Committee held at the Diggers Entertainment Centre Meeting Room on Monday 12<sup>th</sup> August 2024 commencing at 5.30 pm be received and that the recommendations contained therein be adopted.

CARRIED 7/0

#### Community Services & Wellbeing Advisory Committee

**Officer's Recommendation** - That the notes from the meeting of the Community Services and Wellbeing Advisory Committee held at the Hughenden Centre for the Aged on Monday 19<sup>th</sup> August 2024 commencing at 5.30 pm be received and that the recommendations contained therein be adopted.

#### **Resolution No: 4054**

**Moved** Cr Kerry Wells

**Seconded** Cr Kim Middleton

That the notes from the meeting of the Community Services and Wellbeing Advisory Committee held at the Hughenden Centre for the Aged on Monday 19<sup>th</sup> August 2024 commencing at 5.30 pm be received and that the recommendations contained therein be adopted.

CARRIED 7/0

**Attendance** – Misenka Duong left the meeting at 9.22am for personal reasons and returned to the meeting at 9.28am

### **1.11 PLANT COMMITTEE MEETING MINUTES**

**Officer's Recommendation** - That the notes from the Plant Committee meeting held 05 August 2024 commencing at 10.30am be received and the recommendations contained therein be adopted.

#### **Resolution No: 4055**

**Moved** Cr Kim Middleton

**Seconded** Cr Nicole Flute

That the notes from the Plant Committee meeting held 05 August 2024 commencing at 10.30am be received and the recommendations contained therein be adopted.

CARRIED 7/0

# MINUTES

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### McNAMARA BOARDROOM



#### 1.12 COUNCILLOR MEETING ATTENDANCE

##### Mayor Kate Peddle

- Plant Committee Meeting – 05/08/2024
- Copperstring / PowerLink Luncheon – 05/08/2024
- Rural Lands and Small Towns Advisory Group – 13/08/2024
- 

##### Councillor Kelly Carter

- Peak Councillor Training – 30/07/2024
- Peak Councillor Training – 31/07/2024
- Plant Committee Meeting – 05/08/2024
- Ben North Meeting – 07/08/2024
- Christmas Street Party Workshop – 09/08/2024
- Economic Development & Business Advisory Committee Briefing and Meeting – 12/08/2024
- Rural Lands and Small Towns Advisory Group – 13/08/2024
- CWA Meeting – 14/08/2024
- CEO Interviews – 14/08/2024
- All Schools Collaboration Meeting – 15/08/2024
- CEO Interviews – 16/08/2024
- Council Briefing – 20/08/2024
- Pyrochar – 21/08/2024
- Ordinary Meeting – 28/08/2024

##### Councillor Kerry Wells

- ADT Meeting – 25/07/2024
- Peak Training – 30/07/2024
- Copperstring / PowerLink Luncheon – 05/08/2024
- HACC Workers Afternoon Tea – 06/08/2024
- Ben North Meeting – 07/08/2024
- All Schools Collaboration Meeting – 15/08/2024
- CEO Interviews – 16/08/2024
- Dept of Resources Meeting – 19/08/2024
- Community Services Advisory Briefing - 19/08/2024
- Council Briefing – 20/08/2024
- CEO Recruitment Meeting – 26/08/2024
- Hughenden CAN Meeting – 27/08/2024
- Ordinary Meeting – 28/08/2024
- 

##### Councillor Peter Fornasier

- Peak Councillor Training – 30/07/2024
- Peak Councillor Training – 31/07/2024
- Plant Committee Meeting – 05/08/2024
- Copperstring / PowerLink Luncheon – 05/08/2024
- Viper Meeting – 07/08/2024
- Christmas Street Party Workshop – 09/08/2024
- Economic Development & Business Advisory

##### Deputy Mayor Nicole Flute

- Peak Councillor Training – 30/07/2024
- Peak Councillor Training – 31/07/2024
- Meeting regarding Stock Route Management Plan – 01/08/2024
- NWQROC Meeting – 02/08/2024
- Plant Committee Meeting – 05/08/2024
- Copperstring / PowerLink Luncheon – 05/08/2024
- CEO Interviews – 06/08/2024
- CAC and RHSG Meetings – 07/08/2024
- Christmas Street Party Workshop – 09/08/2024
- Advance Cairns – 12/08/2024
- Pyrochar – 12/08/2024
- NQSF Development Committee Meeting – 12/08/2024
- Economic Development & Business Advisory Committee Briefing and Meeting – 12/08/2024
- Hughenden & Small Towns Advisory Committee and Rural Advisory Committee – 13/08/2024
- Water Availability Meeting with RSC, FSC and HIPCo – 14/08/2024
- CEO Interviews – 14/08/2024
- LDMG – 15/08/2024
- All Schools Collaboration Meeting – 15/08/2024
- CEO Interviews – 16/08/2024
- Dept of Resources Meeting – 19/08/2024
- Community Services Advisory Briefing - 19/08/2024
- QPS Zoom – 19/08/2024
- Community Services and Wellbeing Advisory Group Meeting – 19/08/2024
- Council Briefing – 20/08/2024
- Pyrochar – 21/08/2024
- Renewable Energy Partners Meeting – 21/08/2024
- Prairie P and C Meeting – 22/08/2024
- Bush Summit – 23/08/2024
- CEO Recruitment Meeting – 26/08/2024
- Hughenden CAN Meeting – 27/08/2024
- Ordinary Meeting – 28/08/2024
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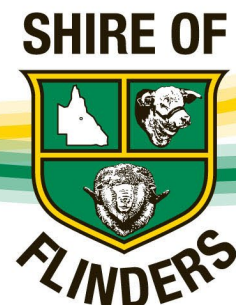
##### Councillor Shane McCarthy

- Economic Development & Business Advisory Committee Briefing and Meeting – 12/08/2024
- Hughenden & Small Towns Advisory Committee and Rural Advisory Committee – 13/08/2024
- CEO Interviews – 14/08/2024
- CEO Interviews – 16/08/2024
- Dept of Resources Meeting – 19/08/2024
- Bush Summit – 23/08/2024
- Ordinary Meeting – 28/08/2024



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**McNAMARA BOARDROOM**



- Committee Briefing and Meeting – 12/08/2024
- Hughenden & Small Towns Advisory Committee and Rural Advisory Committee – 13/08/2024
- Water Availability Meeting with RSC, FSC and HIPCo – 14/08/2024
- CEO Interviews – 14/08/2024
- LDMG – 15/08/2024
- All Schools Collaboration Meeting – 15/08/2024
- Community Services and Wellbeing Advisory Group Meeting – 19/08/2024
- Council Briefing – 20/08/2024
- Renewable Energy Partners Meeting – 21/08/2024
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- Bush Summit – 23/08/2024
- CEO Recruitment Meeting – 26/08/2024
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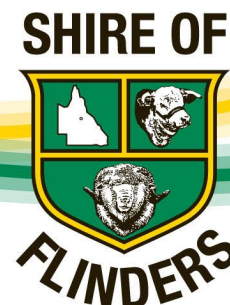
## Councillor Kim Middleton

- Plant Committee Meeting – 05/08/2024
- Ben North Meeting – 08/08/2024
- Aged Care Visit – 08/08/2024
- Rural Lands and Small Towns Advisory Group – 13/08/2024
- CEO Interviews – 14/08/2024
- CEO Interviews – 16/08/2024
- Bush Summit – 23/08/2024
- CEO Recruitment Meeting – 26/08/2024
- Ordinary Meeting – 28/08/2024
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# MINUTES

## 28 AUGUST 2024 – 9:00 AM

### McNAMARA BOARDROOM



## 2. REPORTS

### 2.01 CHIEF EXECUTIVE OFFICER

#### 2.01.01 QUEENSLAND RECONSTRUCTION AUTHORITY (QRA)

**Background** – Queensland Reconstruction Authority (QRA) have informed Council of their expanding responsibilities as a result of the Disaster and Emergency Management Reforms, with the disaster management arrangements being streamlined across the Queensland Fire Department (QFD), Queensland Police Service (QPS) and QRA.

QRA will now be responsible for:

- State-level Hazard and Risk functions (including the state risk assessment tool) formerly performed by the Hazard and Risk Unit of Queensland Fire and Emergency Services (QFES);
- certain Community Engagement and Education projects and activities
- certain Community Awareness Campaigns (including the expansion of QRA's Get Ready Queensland brand which occurred in October 2023, to include the 'IOf It's Flooded Forget It' campaign)

**Officer's Recommendation** – That Council receive and note the advice from Queensland Reconstruction Authority.

#### **Resolution No: 4056**

**Moved** Cr Nicole Flute

**Seconded** Cr Kerry Wells

That Council receive and note the advice from Queensland Reconstruction Authority.

CARRIED 7/0

#### 2.01.02 QUEENSLAND FIRE DEPARTMENT (QFD)

**Background** – Queensland Fire Department has informed Council of the changes that have occurred as a result of the Disaster and Emergency Services Reforms.

From the 01 July 2024 Queensland Fire and Emergency Services (QFES) became Queensland Fire Department (QFD), this has enabled the Department to have a dedicated focus on fire and associated hazards while continuing the support the broader disaster management framework. Rural Fire Brigades will formally become part of the new Rural Fire Service Queensland (RFSQ)

Membership of the Local Disaster Management Groups (LDMGs) is currently being assessed to ensure coverage of all LDMGs.

**Officer's Recommendation** – That Council receive and note the advice from Queensland Fire Department.

#### **Resolution No: 4057**

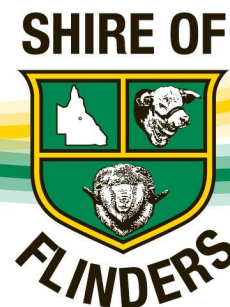
**Moved** Mayor Kate Peddle

**Seconded** Cr Kelly Carter

That Council receive and note the advice from Queensland Fire Department.

CARRIED 7/0

**MINUTES**  
**28 AUGUST 2024 – 9:00 AM**  
**McNAMARA BOARDROOM**



**2.01.03 KENNEDY DEVELOPMENT ROAD – HUGHENDEN TO WINTON – UPGRADING OF RAILWAY LEVEL CROSSING**

**Background** – The Townsville to Mt Isa rail line is one of the busiest in the State and regularly carries hazardous freight. The Railway Level Crossing on the Kennedy Development Road (Hughenden to Winton road) is on an angle, has very limited lighting and is currently controlled by “Give Way” signs only. Council believes that installation of Flashing Traffic Control Lights would provide safety for road users.

Council has previously raised safety issues at this crossing with the Department of Transport and Main Roads (DTMR) and Queensland Rail (QR) who were then not in favour of upgrading the crossing, but these concerns need to be raised again due to a ‘near miss’ that was witnessed recently.

**Officer’s Recommendation** – That Council write to the Department of Transport and Main Roads (DTMR) and Queensland Rail (QR) expressing serious concerns regarding the safety at the rail crossing on Winton Road, on the edge of town, and seek the urgent installation of Flashing Traffic Control Lights at such location.

**Resolution No: 4058**

**Moved** Cr Shane McCarthy

**Seconded** Cr Kelly Carter

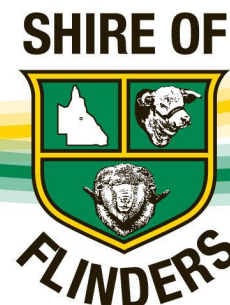
That Council write to the Department of Transport and Main Roads (DTMR) and Queensland Rail (QR) expressing serious concerns regarding the safety at the rail crossing on Winton Road, on the edge of town, and seek the urgent installation of Flashing Traffic Control Lights at such location.

CARRIED 7/0

# MINUTES

## 28 AUGUST 2024 – 9:00 AM

### McNAMARA BOARDROOM



#### 2.01.04 GRANT FUNDING OPPORTUNITIES

##### Purpose

This Report addresses a number of opportunities for Council to seek funding from external sources for projects that comply with Council's strategic objectives.

##### 1. Queensland Council Energy Partnership Program (QCEP)

The Department of Energy and Climate in partnership with LGAQ is seeking applications for pilot projects from Councils directly impacted by renewable energy infrastructure projects in the Renewable Energy Zone (REZ)

\$1.014million is available for eligible Council's or ROC's.

No local contribution is required.

Funding is for period up until March 2026

Closing date for applications 11<sup>th</sup> September

Eligible Activities are grouped under four areas of responsibility: -

- Capacity Building
- Investigation and Planning
- Connecting with expertise
- Engaging with communities

It may be possible to build a case for Council to engage a dedicated staff member to coordinate energy transformation activities and address capacity issues.

Whilst the guidelines suggest a part-time officer may be appropriate, they have been alerted to the difficulties of attracting suitably qualified personnel for part time roles. The functions at present fall to the Senior Executive team.

Some of the functions could include:

- The ongoing development and implementation of the thirteen Powerlink legacy issues listed in Powerlink's Social Impact Management Plan but with emphasis on:
  - Master Planning and community amenity including lake upgrades, new water park, play areas, BBQ facilities and Memorial pool
  - Population retention and growth
  - Hughenden Country Universities Centre
  - Supplier development program
  - Cultural heritage and preservation
- Managing the community impacts and stresses resulting from the increases in population and trading activity relating to the Energy Projects. Note Powerlink alone is contributing to a 40% increase in Hughenden's population.
- Dealing with Road/Stock route permits relating to transmission lines for Powerlink and the Windfarms
- Coordinating the Wind Farm Community Grants Programs
- Assisting local suppliers to engage in contracts with new Energy suppliers
- Developing MOUs sought by the Energy Suppliers
- Engaging with property owners to identify and expand on the number of homes available for rent to ease the accommodation crisis caused by increased demand

##### 2. 2024-28 Local Government Grants and Subsidies Program – Infrastructure

\$115M is available through the 2024-28 LGGSP to support Councils to deliver priority infrastructure projects that meet the needs of their communities, create safe, liveable and prosperous regions and promote long-term council sustainability.

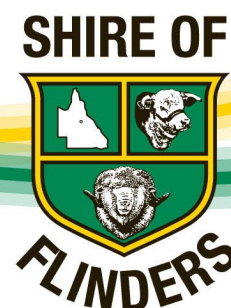
The grants require a 40% local Contribution.



# MINUTES

## 28 AUGUST 2024 – 9:00 AM

### McNAMARA BOARDROOM



Council's 2024/25 Capital Works Budget allocated the following works under the LGGSP.

| Project  | Council Funds (40%) | LGGSP Grant (60%) | Total Cost       |
|--|---------------------|-------------------|------------------|
| Remove and reinstate the 24-room accommodation at Caravan Park | \$140,000           | \$210,000         | \$350,000        |
| Water board No.2 Switch Board                                  | \$24,000            | \$36,000          | \$60,000         |
| Water-Purchase of new bore No. 5                               | \$128,000           | \$192,000         | \$320,000        |
| Pumps Replacement-Pump Station 1 & 2 NH1                       | \$24,000            | \$36,000          | \$60,000         |
| <b>Totals</b>  | <b>\$316,000</b>    | <b>\$474,000</b>  | <b>\$790,000</b> |

Unfortunately, the detailed Grant Application Guidelines limited each Council to only two Projects.

Under Eligible Projects there was an emphasis for: - Critical infrastructure-water supply, and Housing supply-provision of council staff housing or enabling works to support safe, secure, and affordable housing outcomes.

To maximise both the dollar return from the grant, our prospects of success and to remain within overall budget constraints our application has been reworked as follows:

| Project                          | Council Funds (40%) | LGGSP Grant (60%)  | Total Cost         |
|----------------------------------|---------------------|--------------------|--------------------|
| Water-Purchase of new bore No. 5 | \$128,000           | \$192,000          | \$320,000          |
| Staff Housing                    | \$640,000           | \$960,000          | \$1,600,000        |
| <b>Totals</b>                    | <b>\$768,000</b>    | <b>\$1,152,000</b> | <b>\$1,920,000</b> |

Council in the Budget had allowed \$1m from its own funds to construct 4 light weight modular homes for the CEO and Executive staff, \$640,000 of the \$1,000,000 has been used to match the LGGSP grant and to allow an increased allocation for each house- leaving \$360,000 unallocated.

The grant funding shortfall for the three remaining projects in the original LGGSP budget totals \$264,000. This could be funded from the unallocated \$360,000 although there is some doubt about the support for relocation of the 24 - room accommodation.

If this project is not supported the "surplus" funds could be added to the \$450,000 Works for Queensland grant for additional unit accommodation increasing the possible number of units from 2 to 4. Note-The LGGSP application based on the revised two projects has been lodged given the closing date for applications was the 8<sup>th</sup> August.

### 3. Commonwealth Government Housing Support Program

The Community Enabling Infrastructure Stream (HSP-CEI) will focus on infrastructure projects that support new housing. It is open to local government authorities and the States and Territories and aims to remove barriers to housing construction by delivering enabling infrastructure and community amenities.

The maximum available grant is \$45M , no local contribution is required. Application closed on Friday 16<sup>th</sup> August 2024.

In order to meet the closing date, the CEO engaged GHD at a contract price of \$15,000 to complete the very detailed application.

# MINUTES

## 28 AUGUST 2024 – 9:00 AM

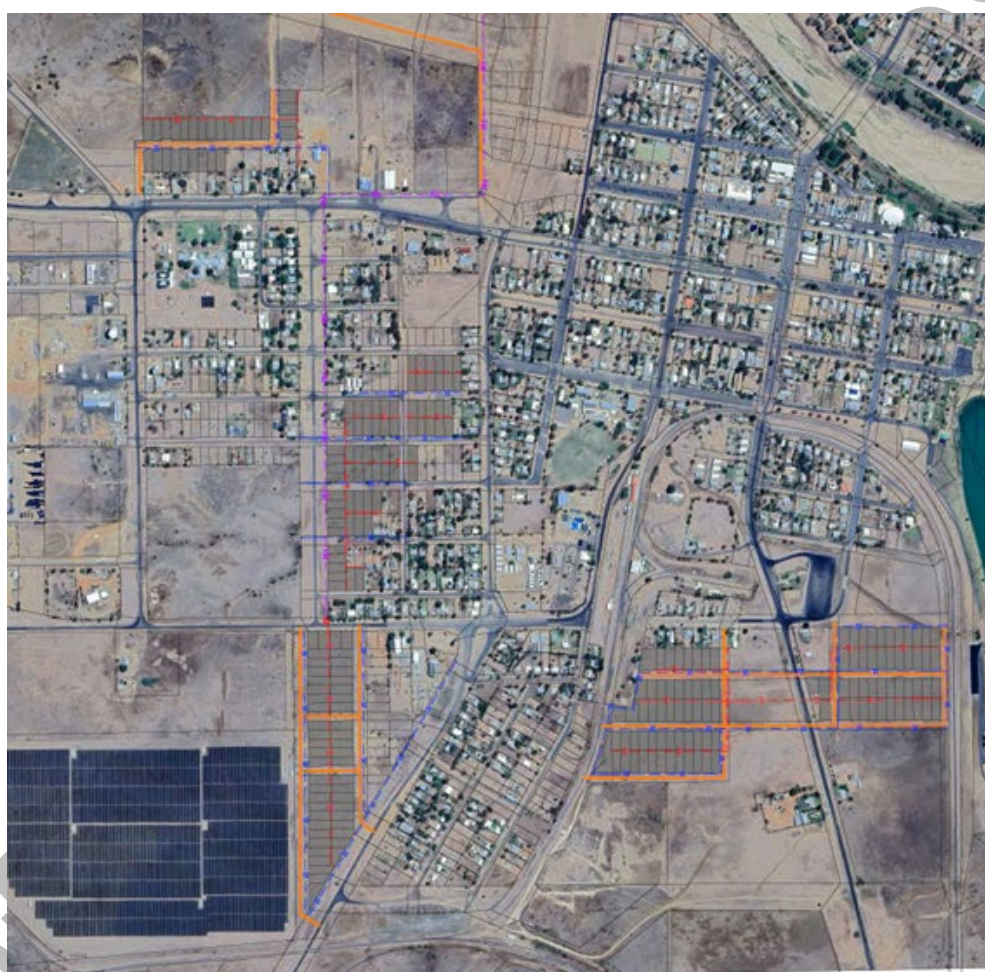
### McNAMARA BOARDROOM



The application provides for the provision of water, sewerage and roads to 134 lots at an estimated cost of \$16,336,206 This includes a 50% contingency of \$5,1186,097. Outcome of the application is not expected until December 2024. Project must be completed by 30<sup>th</sup> June 2026.

The application proposes that the majority of the works will be completed by Council's workforce.

The attached map provides details of the services and lots included in the application.



**LEGEND:**  
NEW DENSITY SEWER  
NEW PRESSURE SEWER  
NEW WATER MAIN  
SEWER PUMP STATION  
HOUSING LOTS ENABLED (2027)



**GHD**  
71 Stanley Street, Townsville QLD 4810 Australia  
PO Box 910 Townsville QLD 4810  
P 08 2 4722 0000 F 08 2 4772 8814  
E [town@ghd.com](mailto:town@ghd.com) W [www.ghd.com](http://www.ghd.com)

Client: FLINDERS S  
Project: GRANTS H  
Support F  
Status: CONCEPT  
Project No: 12648159

# MINUTES

## 28 AUGUST 2024 – 9:00 AM

### McNAMARA BOARDROOM



**Officer's Recommendation** - That the CEO's Report to Council titled Grant Funding Opportunities be received and that:

1. Council lodge an application for funding under the Queensland Council Energy Partnership Program (QCEP) for a senior staff member to fill the role of Renewable Energy Coordinator for a 16months period to March 2026.
2. Council endorse the actions of the CEO in lodging an amended grant application under the Local Government Grants and Subsidies Program for a total amount of \$1,152,000 as detailed in report.
3. Council endorse the actions of the CEO in lodging a submission under the Commonwealth Government Housing Support Program- Community Enabling Infrastructure Stream (HSP-CEI) for a grant of \$16,336,206 to enable the provision of utility services to 134 residential lots in Hughenden.

#### Resolution No: 4059

**Moved** Cr Kerry Wells

**Seconded** Cr Shane McCarthy

That the CEO's Report to Council titled Grant Funding Opportunities be received and that:

1. Council lodge an application for funding under the Queensland Council Energy Partnership Program (QCEP) for a senior staff member to fill the role of Renewable Energy Coordinator for a 16months period to March 2026.
2. Council endorse the actions of the CEO in lodging an amended grant application under the Local Government Grants and Subsidies Program for a total amount of \$1,152,000 as detailed in report.
3. Council endorse the actions of the CEO in lodging a submission under the Commonwealth Government Housing Support Program- Community Enabling Infrastructure Stream (HSP-CEI) for a grant of \$16,336,206 to enable the provision of utility services to 134 residential lots in Hughenden.

CARRIED 7/0

#### 2.01.05

### THE LEISURE PRECINCT MASTER PLANNING

#### Introduction

This report addresses several issues relating to the development and management of the facilities within the precinct encompassing:

- Caravan Park
- Existing Workers Accommodation
- Proposed relocation of Workers Accommodation units
- Swimming Pool
- Gymnasium
- Skateboard Park

#### Areas of Concern/Opportunities

1. The caravan park is in need of refurbishment. The amenity of the park could certainly benefit from a makeover, more grassed areas and shade trees and more sites designed to cater for the larger vans.
2. Council has provided \$350,000 in its 24/25 Capital Works Budget to remove and reinstate the 24 Room workers accommodation in this Precinct. Several Councillors have questioned the value/appropriateness of the project whilst some residents in the area are concerned at the potential adverse impact of the more intense concentration of this style of accommodation in the precinct.
3. The project requires a development approval.
4. The redevelopment of the Swimming Pool and construction of a water park is high on Council's future major projects list. No appropriate concept plans exist for this project which limits Council's ability to respond to major grant opportunities that may arise eg Building our Regions.
5. The Council believes there are advantages in contracting out the management of the pool. With appropriate design, there is potential to integrate the management of all



# MINUTES

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### McNAMARA BOARDROOM



facilities in the precinct in preference to the current dispersed arrangements.

6. Councillors have expressed concerns about the need to address the very basic condition/appearance of the existing Workers accommodation.

The following recommendations reflect the Councillors discussions at their Briefing Session on Tuesday 20<sup>th</sup> August 2024.

**Officer's Recommendation** - That the report by the Interim CEO in regard to the facilities in the vicinity of the Caravan Park – "The Leisure Precinct" be noted and that:

1. Council resolves to engage suitably qualified consultants to develop a Masterplan to guide the future development, funding, and management of the Council facilities in the Precinct.
2. The development of the masterplan incorporates an extensive community consultation process.
3. That Council discuss with Powerlink the potential for the precinct master planning process to be incorporated under the Legacy Issues detailed in their Social Impact Management Plan.
4. That Council abandon its plans to relocate the 24 bed Workers accommodation currently in Torrens Creek, to the Precinct and as the accommodation units are considered surplus to Council's needs, initiate their sale by public action or tender, as is, on site and as individual units.
5. That Council call tenders for the management rights to the Hughenden Memorial Swimming Pool for the balance of the 24/25 swimming Season and the 25/26 swimming season.

#### Resolution No: 4060

**Moved** Cr Shane McCarthy

**Seconded** Cr Nicole Flute

That the report by the Interim CEO in regard to the facilities in the vicinity of the Caravan Park – "The Leisure Precinct" be noted and that:

1. Council resolves to engage suitably qualified consultants to develop a Masterplan to guide the future development, funding, and management of the Council facilities in the Precinct.
2. The development of the masterplan incorporates an extensive community consultation process.
3. That Council discuss with Powerlink the potential for the precinct master planning process to be incorporated under the Legacy Issues detailed in their Social Impact Management Plan.
4. That Council abandon its plans to relocate the 24 bed Workers accommodation currently in Torrens Creek, to the Precinct and as the accommodation units are considered surplus to Council's needs, initiate their sale by public action or tender, as is, on site and as individual units.
5. That Council call tenders for the management rights to the Hughenden Memorial Swimming Pool for the balance of the 24/25 swimming Season and the 25/26 swimming season.

CARRIED 7/0

#### Resolution No: 4061

**Moved** Mayor Kate Peddle

**Seconded** Cr Kerry Wells

That pursuant to Clause 4.2 of Council's Standing Orders, Council hereby consents to dealing with the late agenda item - Appointment of Chief Executive Officer

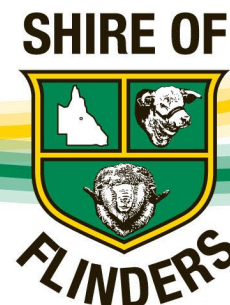
CARRIED 7/0



# MINUTES

## 28 AUGUST 2024 – 9:00 AM

### McNAMARA BOARDROOM



#### 2.01.06 APPOINTMENT OF CHIEF EXECUTIVE OFFICER

##### **Purpose of report**

This report details the process followed by Council to recruit a new Chief Executive Officer and recommends on the appointment of the preferred candidate.

##### **Recruitment Process**

Local Government Services Group, an Executive Recruitment company were selected from a competitive tender process to manage the recruitment of Flinders Shire Council's next CEO. A national advertising and recruitment campaign resulted in 19 applications for the position. A Council Panel consisting of the Mayor, Deputy Mayor and Interim CEO, and assisted by John Oberhardt of LGSG interviewed 7 candidates by teams/zoom and selected 3 candidates for interview in Hughenden by all Councillors. Following the interviews LGSG conducted detailed reference checks for the preferred candidates.

##### **Preferred Candidate**

The Council's preferred candidate is Dr. Thomas (Eddie) Jackson of Caringbah South NSW. Eddie has a Doctorate in Applied Social Policy as well as a Bachelor of Administration Youth and Community Work, both from the University of Ulster Northern Island. He has served in significant Local Government and Central Government roles in Ireland prior to roles in Australia, firstly as a Director and later CEO of Liverpool City Council in Sydney. He has extensive experience in social reform, economic development and strategic high-level negotiations with Governments. In addition to managing and leading Council's internal operations, Eddie's experiences will be vital to Council in the immediate future years as it manages and capitalises on the impacts of CopperString and the other renewable energy developments. Eddie will be able to commence his new role with Council in early October 2024.

##### **Recommendation**

That subject to the receipt of satisfactory background and documentation checks, Dr. Thomas (Eddie) Jackson of Caringbah South NSW be appointed as Flinders Shire Council CEO and that the Mayor be authorised to settle and sign a 4-year performance-based Contract of Employment with Dr. Jackson.

#### **Resolution No: 4062**

**Moved** Mayor Kate Peddle

**Seconded** Cr Kerry Wells

That subject to the receipt of satisfactory background and documentation checks, Dr. Thomas (Eddie) Jackson of Caringbah South NSW be appointed as Flinders Shire Council CEO and that the Mayor be authorised to settle and sign a 4-year performance-based Contract of Employment with Dr. Jackson.

CARRIED 7/0

# MINUTES

## 28 AUGUST 2024 – 9:00 AM

### McNAMARA BOARDROOM



## 2.02 CORPORATE AND FINANCE SERVICES

### 2.02.01 FINANCIAL REPORT

**Background** – In accordance with section 204 of the *Local Government Regulation 2012*, the Chief Executive Officer must present a financial report to the Council at its monthly ordinary meetings. Monthly financial reports consist of:

- i. Statement of financial performance;
- ii. Statement of financial position;
- iii. Statement of cash flows;
- iv Statement of Changes in Equity;

The following is a summary of the financial results as at 31 July 2024:

|   |                    |
|---|--------------------|
| <b>1. Statement of Comprehensive Income</b>     |                    |
| Total Recurrent Revenue                         | 9,343,438          |
| Total Recurrent Expenditure                     | 845,605            |
| <b>Net Operating Result - Surplus/(Deficit)</b> | <b>8,497,833</b>   |
| Total Capital Income                            | 678,102            |
| Total Capital Expense                           | -                  |
| <b>Net Result - Surplus/(Deficit)</b>           | <b>9,175,935</b>   |
| <b>2. Statement of Financial Position</b>       |                    |
| Total Current Assets                            | 47,297,352         |
| Total Non-Current Assets                        | 277,169,142        |
| <b>Total Assets</b>                             | <b>324,466,494</b> |
| Total Current Liabilities                       | 3,538,466          |
| Total Non-Current Liabilities                   | 8,524,258          |
| <b>Total Liabilities</b>                        | <b>12,062,724</b>  |
| <b>Net Community Assets</b>                     | <b>312,403,770</b> |
| Asset Revaluation Surplus                       | 116,783,769        |
| Retained Surplus/(Deficiency)                   | 195,620,001        |
| <b>Total Community Equity</b>                   | <b>312,403,770</b> |
| <b>3. Cash Flow Statement</b>                   |                    |
| Cash at the beginning of the period             | 38,190,458         |
| Total Payments Received                         | 9,795,438          |
| Total Payments Made                             | (3,305,302)        |
| Cash at the end of the period                   | <b>44,680,594</b>  |

# MINUTES

## 28 AUGUST 2024 – 9:00 AM

### McNAMARA BOARDROOM



**Officer's Recommendation** – That in accordance with Section 204 of the *Local Government Regulation 2012*, Council receives and approves the financial report, which includes the following statements, for the period ending 31 July 2024.

- i. Statement of financial performance;
- ii. Statement of financial position;
- iii. Statement of cash flows;
- iv. Statement of changes in Equity.

**Attendance** – Bruce Davidson left the meeting at 10:19am for personal reasons and returned to the meeting at 10:21am

**Attendance** – Barbra Smith left the meeting at 10:19am for personal reasons and returned to the meeting at 10:25am

#### **Resolution No: 4063**

**Moved** Cr Kerry Wells

**Seconded** Cr Kelly Carter

That in accordance with Section 204 of the *Local Government Regulation 2012*, Council receives and approves the financial report, which includes the following statements, for the period ending 31 July 2024.

- i. Statement of financial performance;
- ii. Statement of financial position;
- iii. Statement of cash flows;
- iv. Statement of changes in Equity.

CARRIED 7/0

## **2.02.02**

### **RATES CHARGES ADJUSTMENT – ASSESSMENT 10008027**

**Background** – Council received an enquiry from the owner on 18 March 2024 in relation to Garbage Charges. The property has been charged for 20 units for Garbage which equates to the owners having two bins for collection. Council has investigated and there is only one bin at the property. The charge for Garbage should therefore be for 10 units instead of 20 units.

**Officer's Recommendation** – That Council approve the amendment Garbage charges from 20 units to 10 units effective from 01 July 2023. The total effect of correcting the charges is a credit adjustment is \$550.00 on assessment 10008027.

#### **Resolution No: 4064**

**Moved** Cr Kerry Wells

**Seconded** Cr Shane McCarthy

That Council approve the amendment Garbage charges from 20 units to 10 units effective from 01 July 2023. The total effect of correcting the charges is a credit adjustment is \$550.00 on assessment 10008027.

CARRIED 7/0

# MINUTES

## 28 AUGUST 2024 – 9:00 AM

### McNAMARA BOARDROOM



**Attendance** – I Cr Peter Fornasier declare that I have a Prescribed Conflict of Interest to item 2.02.03 titled Excess Water Write Off – Assessment 10016657 (as defined by Section 150EG of the *Local Government Act 2009*) due to being the applicant of the Owner of the property being discussed and left the meeting at 10:24am taking no part in the debate or decision of the meeting.

#### 2.02.03 EXCESS WATER WRITE OFF – ASSESSMENT 10016657

**Background** – Council received an enquiry from the owner on 22 March 2024 in relation to Excess Water Charges for the 2023 billing year. Council's Water & Sewer Department investigated the unusually high usage & performed a meter test to determine the accuracy of the meter. The test indicated that the meter was faulty and was not reading accurately. The faulty meter has since been replaced.

**Officer's Recommendation** – That Council approve the write off of Excess Water charges for the amount of \$411.19 on assessment 10016657 for the 2023 billing year.

#### Resolution No: 4065

**Moved** Cr Kelly Carter

**Seconded** Cr Kerry Wells

Section 150FA (2)(e) of the *Local Government Act 2009*

For a matter to which the prescribed conflict of interest or declarable conflict of interest relates - the name of each eligible councillor who voted on the matter, and how each eligible councillor voted.

Name of each eligible councillor who voted on the matter:

Mayor Cr. Kate Peddle, Deputy Mayor Cr. Nicole Flute, Cr Kerry Wells, Cr. Kelly Carter, Cr. Shane McCarthy, and Cr. Kim Middleton.

How each eligible councillors voted:

Each councillor voted in favour of the motion.

CARRIED 6/0

**Attendance** – Cr Peter Fornasier returned to the meeting at 10:27am

#### 2.02.04 RATES WATER CHARGES ADJUSTMENT – ASSESSMENT 10009108

**Background** – Council received an enquiry from the owner on 01 March 2024 in relation to Water Charges. The property has been charged for 10 units for Water which relates to the property being connected to water. Council has investigated and the property is not currently connected to water. The charge for Water should therefore be for 5 units for a property that water is available to instead of the connected charge of 10 units.

**Officer's Recommendation** – That Council approve the amendment of Water charges from 10 units to 5 units effective from 01 July 2023. The total effect of correcting the charges is a credit adjustment of \$422.50 on assessment 10009108.

#### Resolution No: 4066

**Moved** Cr Kerry Wells

**Seconded** Cr Nicole Flute Carried

That Council approve the amendment of Water charges from 10 units to 5 units effective from 01 July 2023. The total effect of correcting the charges is a credit adjustment of \$422.50 on assessment 10009108.

CARRIED 7/0



# MINUTES

28 AUGUST 2024 – 9:00 AM  
McNAMARA BOARDROOM

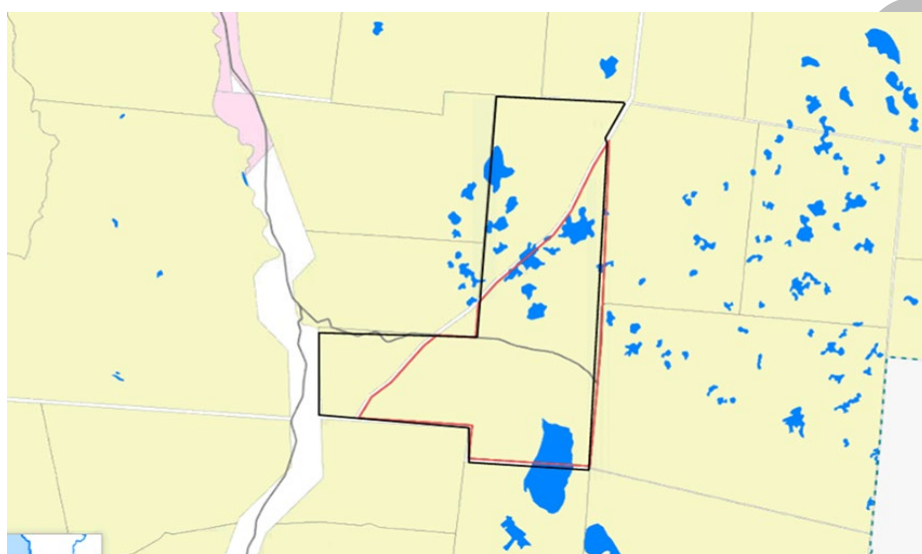


**Attendance** – William Paine - Rural Lands Coordinator entered the meeting at 10:28am

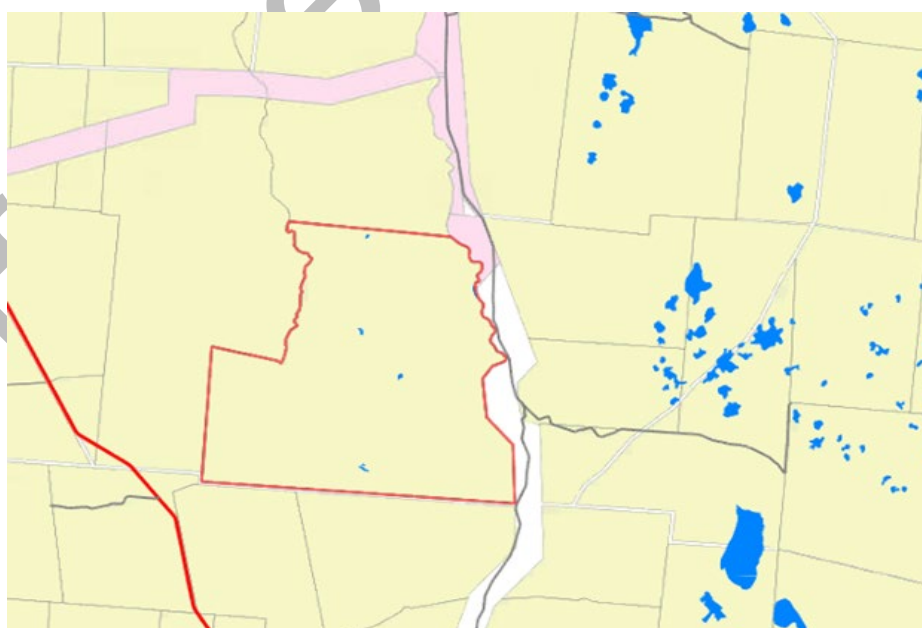
## 2.02.05 REQUEST CONVERSION TO FREEHOLD – THREE LOTS

**Background** – Council has received correspondence from Department of Resources seeking Council's view on the conversion to freehold of the following Lots:

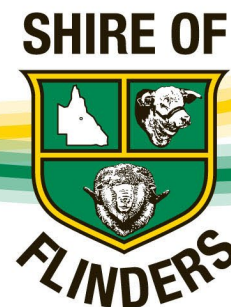
GHPL 0/221879 – Land described as Lot 6 on SP178403 (REF: 2023/002029)



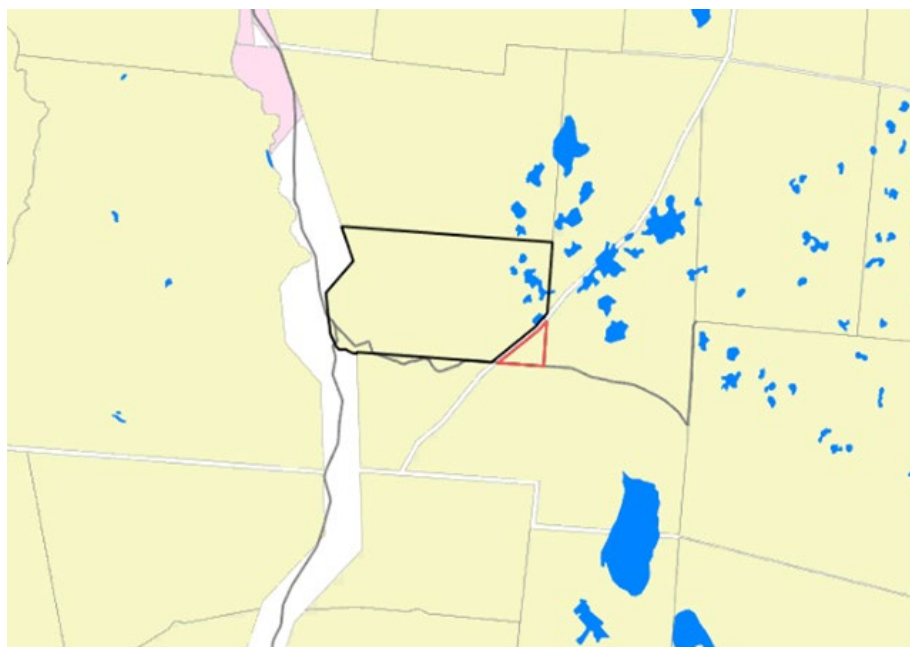
GHPL 0/221880 – Land described as Lot 1 on SP178404 (REF: 2023/002028)



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**McNAMARA BOARDROOM**



GHPL 23/16353 – Land described as Lot 6 on TL3 (REF: 2023/002026)



**Officer's Recommendation** – That Council has no objection to the conversion to freehold as described above with the condition that the Casterton Road remains accessible.

**Resolution No: 4067**

**Moved** Cr Shane McCarthy

**Seconded** Cr Peter Fornasier

That Council has no objection to the conversion to freehold as described above with the condition that the Casterton Road remains accessible.

CARRIED 7/0

**2.02.06**

**REQUEST TO APPOINT FLINDERS SHIRE COUNCIL AS TRUSTEE OF LOT 5 ON CM78**

**Background** Council requested an extension of time to respond and re-table the item “The Department of Resources is offering for Council to take trusteeship of the Reserve Lot 5 on CM78, Tangorin Road. This Lot is a water-purposed reserve with an unknown trustee. Council currently manages the area and bore on this reserve.”

minutes



**Officer's Recommendation**  
decline the offer to take trust  
Councils responsibilities and  
proceed without the require

Carried

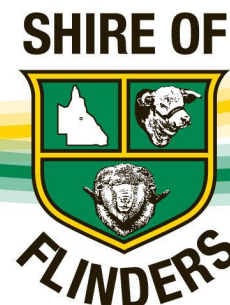
CARRIED 7/0

**Attendance** – Melanie Wicks left the meeting at 10:44am for personal reasons and returned at 10:47am

# MINUTES

## 28 AUGUST 2024 – 9:00 AM

### McNAMARA BOARDROOM



**Attendance** – I Cr Kelly Carter declare that I have a Prescribed Conflict of Interest to item 2.03.01 titled Tender 102.2024.1 – Pre-Qualified Supplier of Wet Hire of Plant and Equipment (as defined by Section 150EG of the *Local Government Act 2009*) due to being the applicant of the Owner of the property being discussed and left the meeting at 10:47am taking no part in the debate or decision of the meeting.

## **2.03 ENGINEERING**

### **2.03.01 TENDER 102.2024.1 – PRE-QUALIFIED SUPPLIER OF WET HIRE OF PLANT AND EQUIPMENT**

**Background** – Tender 102.2024.1 closed on 5 July 2024 for Council to establish a register of pre-qualified suppliers for wet hire of plant and equipment pursuant to section 232 of the *Local Government Regulation 2012 (Qld)*. This included Dozers, Graders, Loaders, Water Trucks, Side Tipping Trucks, Scrapers, Excavators, Tipping Trucks, Semi-Trailer Water Trucks, Smooth Drum Rollers, Pad Foot Rollers, Multi Tyred Rollers, Stabilisers, Spreaders, Concrete Agitator, Articulated Dump Trucks, Skid Steer Loaders with Attachments, Vac Truck, Tractor/Slasher, Zero Turn Mowers, Elevated Work Platform and Forklift. Tenders were evaluated by the evaluation panel based on the request for tender criteria.

Council received 30 tenders in response to this invitation to tender, 14 of which were from local suppliers and 1 tender was deemed non-conforming.

**Officer's Recommendation** – That Council receive and note the list of the conforming Tenders, as presented by the Director of Engineering and authorise the Chief Executive Officer to enter into a contract with the contractors that are recommended in the report.

#### **Resolution No: 4069**

**Moved** Cr Kerry Wells

**Seconded** Cr Peter Fornasier

That Council receive and note the list of the conforming Tenders, as presented by the Director of Engineering and authorise the Chief Executive Officer to enter into a contract with the contractors that are recommended in the report.

Section 150FA (2)(e) of the *Local Government Act 2009*

For a matter to which the prescribed conflict of interest or declarable conflict of interest relates - the name of each eligible councillor who voted on the matter, and how each eligible councillor voted.

Name of each eligible councillor who voted on the matter:

Mayor Cr. Kate Peddle, Deputy Mayor Cr. Nicole Flute, Cr Kerry Wells, Cr. Peter Fornasier, Cr. Shane McCarthy, and Cr. Kim Middleton.

How each eligible councillors voted:

Each councillor voted in favour of the motion.

Carried 6/0

**Attendance** – Cr Kelly Carter returned to the meeting at 10:53am

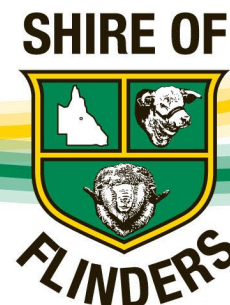
**Attendance** – Cr Nicole Flute left the meeting at 10:53am for personal reasons and returned at 10:55am



# MINUTES

## 28 AUGUST 2024 – 9:00 AM

### McNAMARA BOARDROOM



#### 2.03.02 REQUEST TO OBTAIN GRAVEL

**Background** – Council has received a Business and Investors Incentives Application from Covermate (QLD) Pty Ltd requesting an allocation of gravel, up to a total of 5,000 tonnes to make the existing access road at 124 Young Road, Hughenden, an all-weather access road.

**Officer's Recommendation** – That Council approve the request from Covermate (QLD) Pty Ltd to obtain gravel subject to the following conditions:

- Must only be utilised for a level gravel base on 124 Young Road, Hughenden;
- Gravel must be taken from within the bounds of the Aerodrome Pit as given in Flinders Shire Council's Quarry Management Plan;
- The landholder is responsible for all work involved with the winning and cartage of the gravel from the pit to their property;
- The maximum amount of gravel to be taken is 5,000 tonnes. Any unused gravel to be returned to Council at landholders expense;
- The landholder must keep a record of weighbridge dockets tallying the total amount of gravel taken and provide to Council upon completion; and
- Statutory declaration to be signed to agree not to on-sell gravel.

#### Resolution No: 4070

**Moved** Cr Kerry Wells

**Seconded** Cr Peter Fornasier

That Council approve the request from Covermate (QLD) Pty Ltd to obtain gravel subject to the following conditions:

- Must only be utilised for a level gravel base on 124 Young Road, Hughenden;
- Gravel must be taken from within the bounds of the Aerodrome Pit as given in Flinders Shire Council's Quarry Management Plan;
- The landholder is responsible for all work involved with the winning and cartage of the gravel from the pit to their property;
- The maximum amount of gravel to be taken is 5,000 tonnes. Any unused gravel to be returned to Council at landholders expense;
- The landholder must keep a record of weighbridge dockets tallying the total amount of gravel taken and provide to Council upon completion; and
- Statutory declaration to be signed to agree not to on-sell gravel.

Carried 7/0

#### Resolution No: 4071

**Moved** Mayor Kate Peddle

**Seconded** Cr Nicole Flute

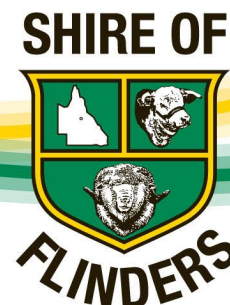
That Council review the Business and Investors Incentives Policy to address concerns raised in recent applications to better clarify the gravel composition (cost vs tonnage) and eligibility criteria for applicants

Carried 7/0

# MINUTES

## 28 AUGUST 2024 – 9:00 AM

### McNAMARA BOARDROOM



#### 2.03.03 SWIMMING POOL OPENING DATE AND HOURS

**Background** – The Hughenden Swimming Pool has been closed over the winter months from May 2024. It is proposed that the opening date to be Monday, 16 September 2024.

It is proposed that the opening times are as follows:

##### Weekdays

- 6.00am to 10.00am,  
On the days that the schools have booked in their swimming lessons the pool will close at 8.00am
- 3.00pm to 6.00pm

##### Weekends

- 8.00am to 11.00am
- 3.00pm to 6.00pm

**Officer's Recommendation:** That Council agree to the opening date and times.

##### Resolution No: 4072

**Moved** Cr Nicole Flute

**Seconded** Cr Kerry Wells

That the Hughenden Swimming Pool will re-open to the public on Monday 16 September 2024 with the following hours of operation:

##### Weekdays

- 6.00am to 10.00am  
On the days that the schools have booked in their swimming lessons the pool will close at 8.00am
- 3.00pm to 6.00pm

##### Weekends

- 8.00am to 11.00am
- 3.00pm to 6.00pm

CARRIED 7/0

**Attendance** – Bruce Davidson left the meeting at 11:24am for personal reasons and returned at 11:26am

**Attendance** – Cr Kelly Carter left the meeting at 11:25am for personal reasons and returned at 11:28am

**Attendance** – Mayor Kate Peddle left the meeting at 11:26am for personal reasons and returned at 11:28am

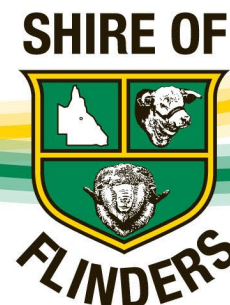
**Attendance** – Barbara Smith left the meeting at 11:31am for personal reasons and returned at 11:33am

**Adjournment** – Mayor Kate Peddle adjourned the open session of the meeting at 11:34am and recommenced the meeting at 12:00pm

# MINUTES

## 28 AUGUST 2024 – 9:00 AM

### McNAMARA BOARDROOM



#### 2.03.04 GULF WATER PLAN WORKING GROUP NOMINATIONS

**Background** – Mayor Kate Peddle received an email regarding Council's nomination for a participant on the Gulf Water Plan Working Group.

The water plan working group will be established to facilitate ongoing engagement about the Gulf water plan review. It will be the central point for consultation with key stakeholders in developing the draft Gulf water plan and will also provide feedback to the to the Gulf Regional Water Assessment Stakeholder Advisory Group on matters relevant to the Gulf Regional Water Assessment.

#### Resolution No: 4073

**Moved** Mayor Kate Peddle

**Seconded** Cr Kerry Wells

That Council respond to the Department of Regional Development, Manufacturing and Water, nominating Cr Nicole Flute as Council's representative on the Gulf Water Plan Working Group.

CARRIED 7/0

#### 2.04 COMMUNITY SERVICES AND WELLBEING

##### 2.04.01 COMMUNITY GRANT PROGRAM – QUICK RESPONSE STREAM – DONATION

**Background** – Council received two conforming applications under the Quick Response Stream – Special Request Donation.

| Organisation      | Event   | Amount Requested |
|-------------------|---|------------------|
| Farm Angels Ltd   | Overnight stay 100 members of the charity trip - Long Drive For Drought. (29 August 2024) | \$527.00         |
| Cameron Downs P&C | Trivia Night (14 September 2024)  | \$500.00         |

**Officer's Recommendation** – That Council approve applications from Farm Angels Ltd and Cameron Downs State School, totalling \$1027.00 under the Quick Response Donations program.

#### Resolution No: 4074

**Moved** Cr Nicole Flute

**Seconded** Mayor Kate Peddle

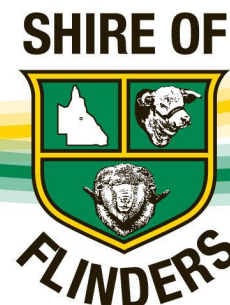
That Council approve applications from Farm Angels Ltd and Cameron Downs State School, totalling \$1027.00 under the Quick Response Donations program.

CARRIED 7/0

# MINUTES

## 28 AUGUST 2024 – 9:00 AM

### McNAMARA BOARDROOM



#### 2.04.02 COMMUNITY GRANT PROGRAM – QUICK RESPONSE STREAM – COUNCIL CONTRIBUTION FOR SPORTING EXCELLENCE

**Background** – Council received one conforming application under Quick Response Stream – Council Contribution for Sporting Excellence

| Name              | Event  | Amount Requested |
|-------------------|--|------------------|
| Angeleah Corrigan | UniSport Nationals in Canberra from 07 – 13 September 2024 | \$1000.00        |

**Officer's Recommendation** – That Council approve the above sponsorship request of \$1,000.00 for Angeleah Corrigan.

#### Resolution No: 4075

**Moved** Cr Kerry Wells

**Seconded** Cr Kelly Carter

That Council approve the above sponsorship request of \$1,000.00 for Angeleah Corrigan.

CARRIED 7/0

#### 2.04.03 COMMUNITY GRANT PROGRAM – FACILITY INFRASTRUCTURE AND EQUIPMENT STREAM – SPECIAL REQUEST

**Background** – Council received one application under the Facility Infrastructure and Equipment Stream – Special Request from the Richmond Early Education Centre Inc.

The Richmond Early Education Centre Inc. facilitate a weekly playgroup at the Hughenden Anglican Church Hall, called the Hughenden Me and My Mum Hub Playgroup. The playgroup attracts regular attendance of 30 children and caregivers, is an educational playgroup run every Friday morning during school terms. The playgroup provides social connection and learning experiences for early years. A prohibitive factor for the playgroup attendance during the summer months is that the hall is not airconditioned. The application request is to install air conditioning within the hall, to the value of \$15,726.39. The proposed plan is that with access to air conditioning, this will also enable additional programming to be offered.

Full application is attached for Council information and review, including letter of support from the Anglican Church. At time of writing, Council was still awaiting copy of required insurances.

Summary of application:

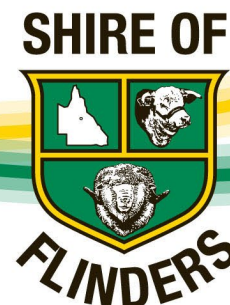
| Organisation                         | Project  | Amount Requested |
|--------------------------------------|--|------------------|
| Richmond Early Education Centre Inc. | Installation of split system reverse cycle air conditioning at the Hughenden Anglican Church Hall for the Hughenden Me and My Mum Hub Playgroup. | \$15,726.39      |

**Officer's Recommendation** – That Council approve the application from Richmond Early Education Centre Inc. Facility Infrastructure and Equipment Stream – Special Request for \$15,726.39, as presented pending the supply of insurance.

# MINUTES

## 28 AUGUST 2024 – 9:00 AM

### McNAMARA BOARDROOM



#### Resolution No: 4076

**Moved** Mayor Kate Peddle

**Seconded** Cr Shane McCarthy

That Council approve the application from Richmond Early Education Centre Inc. Facility Infrastructure and Equipment Stream – Special Request for \$15,726.39, as presented pending the supply of insurance.

CARRIED 7/0

#### 2.04.04

#### COMMUNITY GRANT PROGRAM – EVENTS SPECIAL REQUEST

**Background** - St Francis School F.A.C.E have applied for the Events Special Request funding of \$20,000, to support the Mix 'N' Mingle Night event. Last year's event was a small, well received, 18+ event hosted at the St Francis School. With community feedback, St Francis F.A.C.E wish to continue developing the event by moving the location to a bigger venue and improving on participation numbers with better advertising and entertainment.

Upon review of the application, officers believe the event would be more suited to the Event Development Funding of \$10,000. Rationale for this is that the event is in the second year of running and is still within the development stages. The application was unable to sufficiently demonstrate data required for consideration under the major event category.

Full application is attached for Council information and review.

Summary of application:

| Organisation Name        | Event                         | Amount Requested |
|--------------------------|-------------------------------|------------------|
| St Francis School (FACE) | Mix 'n' Mingle Cocktail Night | \$20,000.00      |

**Officer's Recommendation:** That Council approve the application for \$10,000.00 funding towards the St Francis School (FACE) Mix 'n' Mingle Night under the Event Development Funding Stream.

#### Resolution No: 4077

**Moved** Cr Kerry Wells

**Seconded** Cr Kelly Carter

That Council approve the application for \$10,000.00 funding towards the St Francis School (FACE) Mix 'n' Mingle Night under the Event Development Funding Stream.

CARRIED 7/0

#### 2.04.05

#### APPLICATION OF COMMERCIAL DUMP FEES TO LOCAL BUSINESSES

**Background** – On 12 August 2024 Council held the Business and Economic Development Advisory Committee Meeting. An agenda item discussed at this meeting was Council's proposed introduction of Commercial Dumping fees to all businesses, including local businesses. Proposed changes to fees was to apply from 01 September 2024.

Although fees are within Council's fees and charges, currently local businesses are not being charged for disposal of commercial, construction and demolition waste. In recent months the Shire has seen an increase in commercial and construction activity and Council needs to recover costs for dump operations. In addition to this, dumping fees will assist to fund the development of new cell when required within the next 2-3 years.

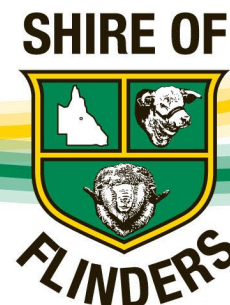
Minutes from the Advisory committee meeting identified that Council was to review the implementation of commercial dump fees for local business.



# MINUTES

## 28 AUGUST 2024 – 9:00 AM

### McNAMARA BOARDROOM



Following the meeting, Council has received the attached letter from Hughenden Chamber of Commerce. The Chamber of Commerce have provided a suggestion for Council to consider providing local businesses with vouchers to subsidise local business dumping fees.

**Officer's recommendation:** That Council provide advice on intended implementation of Commercial Dumping Fees including:

- Businesses to be charged and definition – local and non-local
- Any updates to fees and charges
- Any incentive/discount to be provided to local businesses
- Timeframe for implementation of change in fees for local businesses

#### Resolution No: 4078

**Moved** Mayor Kate Peddle

**Seconded** Cr Kerry Wells

That fees are applied to all commercial businesses, including local businesses, as per Councils Fees and Charges Schedule.

CARRIED 7/0

#### Resolution No: 4079

**Moved** Mayor Kate Peddle

**Seconded** Cr Nicole Flute

That the Fees and Charges schedule be amended with updated and additional fees as follows:

- Commercial, Construction and Demolition Waste (including green waste) - \$5.00 per m3
- Oil/Grease Disposal – Commercial \$ 0.15 per L
- Animal waste \$ 5.00 per m3
- Small Animal (e.g. dog/cat) - \$ 5.00 per animal
- Medium Animal (e.g. sheep, pig, goat) \$10.00 per animal
- Large Animal (e.g. cattle, horse) \$50.00 per animal
- Shredded/cut up tyres \$ 5.00 per m3
- Car Tyres \$ 5.00 per tyre
- Motorcycle Tyres \$ 3.00 per tyre
- Light truck/4WD Tyres \$10.00 per tyre
- Forklift/Bobcat Tyres \$10.00 per tyre
- Truck Tyres \$10.00 per tyre
- Super Single Tyre \$15.00 per tyre
- Heavy Plant and Tractor Tyre \$20.00 per tyre

CARRIED 7/0

#### Resolution No: 4080

**Moved** Mayor Kate Peddle

**Seconded** Cr Kerry Wells

That no incentive/discount be applied to local businesses as they have the capacity to recover these costs

Mayor Kate Peddle called for a division on resolution, each Councillor voted as follows:

In Favour – Mayor Kate Peddle, Cr Kerry Wells, Cr Shane McCarthy, Cr Kelly Carter Cr Kim Middleton and Cr Peter Fornasier

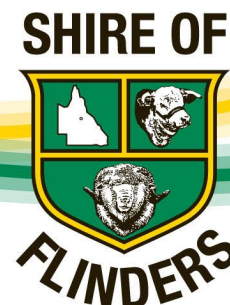
Against –and Deputy Mayor Nicole Flute,

CARRIED 6/1

# MINUTES

## 28 AUGUST 2024 – 9:00 AM

### McNAMARA BOARDROOM



#### Resolution No: 4081

**Moved** Cr Kelly Carter

**Seconded** Cr Peter Fornasier

That amendments to Councils Fees and Charges Schedule be implemented, effective 01/10/2024

CARRIED 7/0

#### 2.04.06 COMMUNITY SERVICES ACTION PLANS (OPEN FOR CONSULTATION)

**Background** - During 2023 Council undertook a series of community engagement sessions to review and refresh our suite of community services development action plans.

These plans have been developed in alignment to the FSC Corporate Plan 2023-2028.

The plans aim to provide Council and the community services team with clear direction on projects and strategies to achieve our core objectives across each of these key areas.

The following Draft Plans have been developed:

- Tourism Development Action Plan
- Youth and Library Development Action Plan
- Arts, Culture and Heritage Development Action Plan

These plans will be released on 30 August for a 6-week period to provide feedback on the draft plans. Following the feedback period the plans will be updated and provided to Council for adoption at the November 2024 meeting.

**Officer's recommendation** – For Council Information.

**Noted**

#### 2.04.07 2024 COMMUNITY CHRISTMAS PARTY BUDGET

**Background** – Planning is underway for the 2024 Christmas Party to be held on Friday 06 December.

Proposed budget for the event is as follows:

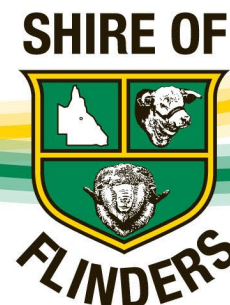
|   |                     |
|---|---------------------|
| Entertainment (Jumping Castle, Crack up Sisters)  | \$ 5,600.00         |
| Photographer + props (est)                        | \$ 1,600.00         |
| Traffic control (est)                             | \$ 1,400.00         |
| Staffing costs (est)                              | \$ 1,000.00         |
| Advertising                                       | \$ 560.00           |
| Equipment hire (portable toilets, chairs, tables) | \$ 540.00           |
| Materials and consumables                         | \$ 300.00           |
| Local buy draw prize money                        | \$ 1,000.00         |
| Donations for clubs @ \$500 / club                | \$ 3,000.00         |
| <b>Total</b>                                      | <b>\$ 15,000.00</b> |

**Officer's Recommendation** – That Council approve a budget of \$15,000.00 towards the 2024 Christmas Party.

# MINUTES

## 28 AUGUST 2024 – 9:00 AM

### McNAMARA BOARDROOM



#### Resolution No: 4082

**Moved** Mayor Kate Peddle

**Seconded** Cr Kerry Wells

That Council approve a budget of \$25,000.00 towards the 2024 Community Christmas Party, as follows:

|   |                     |
|---|---------------------|
| Entertainment (Jumping Castle, Crack up Sisters)  | \$ 5,600.00         |
| Photographer + props (est)                        | \$ 1,600.00         |
| Traffic control (est)                             | \$ 1,400.00         |
| Staffing costs                                    | \$ 1,000.00         |
| Advertising                                       | \$ 560.00           |
| Equipment hire (portable toilets, chairs, tables) | \$ 540.00           |
| Materials and consumables                         | \$ 300.00           |
| Local buy draw prize money                        | \$ 1,000.00         |
| Donations for clubs @\$500 / club                 | \$ 3,000.00         |
| Contingency                                       | \$ 10,000.00        |
| <b>Total</b>                                      | <b>\$ 25,000.00</b> |

CARRIED 7/0

#### 2.04.08

#### GRANT FUNDING SUCCESS – SENIORS ISOLATION PROGRAM

**Background** – Council received correspondence from the Department of Child Safety, Seniors and Disability Services advising of the Council's application to the Seniors Social Isolation Program Services Grant Round has been successful and funding of \$40,000 (excluding GST) per annum over five years is available to deliver seniors social isolation services from 1 October 2024 to 30 June 2029.

Council intends to utilise funding to implement the Healthy Active Ageing in Flinders program. The program aims to expand the support available to older people and people with a disability in the Shire through a targeted program, deliver a year-round comprehensive lifestyle program which aims to improve health and wellbeing, and reduce social isolation of older people in the Shire.

The program will aim to partner with local businesses, community groups and health services in delivery.

**Officer's Recommendation** – For Council Information.

**Noted**

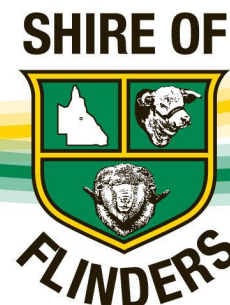
**Attendance** – Cr Kerry Wells left the meeting at 13:12pm for personal reasons and returned at 13:14pm

**Attendance** – Melanie Wicks left the meeting at 13:13pm for personal reasons and returned at 13:15pm

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## 28 AUGUST 2024 – 9:00 AM

### McNAMARA BOARDROOM



#### 2.04.09 GROWING REGIONS PROGRAM (ROUND 2)

**Background** – The Australian Government has committed \$600 million over four years, commencing in 2023-24 for the Growing Regions Program to deliver investment in infrastructure across Australia's regional, rural and remote areas.

The program provides funding of between \$500,000 and \$15 million to local government entities and incorporated not-for-profit organisations for capital works projects that will enhance liveability, bolster social cohesion and support local amenity throughout Australia's regions.

As a local government located in a very remote location, Flinders Shire Council is eligible to apply for funding of up to 90% of total project cost.

The program is an open competitive program with funding awarded on a merit basis.

As part of the Round 2 application process, applicants will be required to complete an initial online eligibility checklist to confirm eligibility, project readiness and program suitability.

Applicants that meet the eligibility requirements will be able to submit a full application when applications open.

Applications for Round 2 will open 5 September 2024 and close 10 October 2024

**Officers Recommendation** – Council to consider whether they wish to apply for the Growing Regions Program and identify suitable project/s for application.

#### Resolution No: 4083

**Moved** Mayor Kate Peddle

**Seconded** Cr Peter Fornasier

That Council authorise the Director of Community Services and Wellbeing to prepare funding application for the Growing Regions Program (Round 2) for infrastructure development at the Hughenden Showgrounds, as per the Event Precinct Plan.

CARRIED 7/0

#### 2.04.10 REGIONAL UNIVERSITY STUDY HUBS APPLICATION (COHORT 5)

**Background** – Regional University Study Hubs help students in regional and remote areas access higher education without having to leave their community. They provide student support and campus-style facilities for students who study online. There are 46 Regional University Study Hubs located in all states and the Northern Territory. The Regional University Study Hubs program takes an innovative approach to improve access to tertiary education for regional and remote students.

A Regional University Study Hub is a facility regional and remote students can use to support their study of tertiary courses from any Australian institution. Hubs provide:

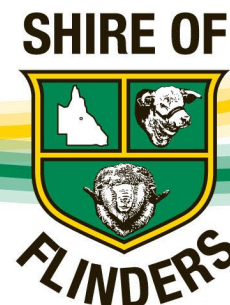
- Infrastructure, including:
  - Study spaces
  - Break out areas
  - Video conferencing
  - Computer facilities
  - High-speed internet access
- Administrative and academic support services such as:



# MINUTES

## 28 AUGUST 2024 – 9:00 AM

### McNAMARA BOARDROOM



- Developing writing and research skills
- Managing administrative processes
- Student support services, including:
  - Pastoral support
  - Study advice
  - Help accessing student services

Applications are now open for eligible organisations to apply to establish up to 10 new Regional University Study Hubs in a regional or remote area of Australia.

Cohort 5 is open for applications until 5:00pm (AEDT) 18 October 2024. Eligible applicants are community-owned organisations and universities (as a trial) can apply for funding to establish and operate a Regional University Study Hub in regional or remote Australia.

Flinders Shire Council applied for Cohort 4 of the program, however, were unsuccessful in the application. The proposal to develop CUC Flinders included the establishment of an incorporated entity, CUC Flinders, as a Company Limited by Guarantee and register with the Australian Charities and Not-for-profits Commission (ACNC). The proposed Registered Office was to be at: 32 Stansfield Street, Hughenden Qld 4821. The proposal included the employment of Centre Manager and Student Coordinator (1.4FTE) to support the operation of the Centre.

Previous application applied to cover the operational costs of the Centre over four-years, approximately \$250,000 per annum. The cost of capital works to refurbish the Centre was to be covered by Council.

**Officers Recommendation** – Council to consider whether they wish to apply for Cohort 5 of the Regional University Centre grant round.

#### Resolution No: 4084

**Moved** Cr Nicole Flute

**Seconded** Cr Kerry Wells

That the Director of Community Services and Wellbeing will further investigate and scope the requirements of the Regional University Hub program, and report back at September 2024 Council Meeting.

CARRIED 7/0

#### 2.04.11 BUSINESS INCENTIVE GRANT APPLICATION

**Background** – The Flinders Shire Businesses and Investors Incentives Policy is a Flinders Shire Council initiative to attract new investments, to support revitalisation of local Businesses, generate investment and create employment opportunities across the Flinders Shire region.

Council has received the below application for the Business Incentive Program:

| Applicant         | Scope   | Value     |
|-------------------|---|-----------|
| Page & Co Pty Ltd | New billboard on eastern approach to Hughenden township | \$3362.70 |

**Officers Recommendation:** That Council approve the Business Incentive Program application by Page&Co to the value of \$3362.70, as presented.

**MINUTES**  
**28 AUGUST 2024 – 9:00 AM**  
**McNAMARA BOARDROOM**



**Resolution No: 4085**

**Moved** Cr Kerry Wells

**Seconded** Cr Kim Middleton

That Council approve the Business Incentive Program application by Page&Co to the value of \$3362.70, as presented.

CARRIED 7/0

**2.04.12**

**NORTH QUEENSLAND SPORTSTAR AWARDS NOMINATIONS – JUDGING PANEL FOR NOMINATIONS**

**Background** – The North Queensland Sportstar Awards Nominations are open from 14 August 2024 to 23 September 2024. The NQ Sports Awards are the longest-running and most widely recognised sports awards in regional Queensland, recognising excellence in athletic achievement and volunteering.

Council is required to submit nominations to the NQ Sports Foundation by COB on 23 September 2024. To give the community sufficient time to submit nominations, it is proposed that Council create a judging panel consisting of two Councillors and a Council staff member and/or approved community member, to judge and approve a Council's nominations for the awards.

**Officer's Recommendation** – Council to select judging panel for the NQ Sportstar Awards nominations and give authority for the judging panel to select and approve a nominee for each category.

**Resolution No: 4086**

**Moved** Cr Shane McCarthy

**Seconded** Cr Peter Fornasier

That Cr Kelly Carter and Cr Kerry Wells and a community member be authorised to judge and select Council's nomination for the North Queensland Sportstar Awards.

CARRIED 7/0

# MINUTES

## 28 AUGUST 2024 – 9:00 AM

### McNAMARA BOARDROOM



### 3. CLOSED BUSINESS

*That Council close the meeting to the public under section 254J Local Government Regulations 2012.*

#### **Resolution No: 4087**

**Moved** Mayor Kate Peddle

**Seconded** Cr Nicole Flute

That in accordance with Section 254J(3)(e) of the Local Government Regulation 2012, the Ordinary Meeting was closed to the public at 13:25pm for discussion on the following matters:

- Unapproved Structure – Lot 1 on RP710282
- Hughenden Meat Processing Facility
- Contract arrangements – Hollimans Pty Ltd
- Fourteen Holdings

CARRIED 7/0

**Attendance** – Cr Kelly Carter left the meeting at 14:21pm for personal reasons and returned to the meeting at 14:23pm

**Attendance** – Cr Nicole Flute left the meeting at 14:21pm for personal reasons and returned to the meeting at 14:24pm

#### **Resolution No: 4088**

**Moved** Mayor Kate Peddle

**Seconded** Cr Nicole Flute

That in accordance with Section 254J(3)(e) of the Local Government Regulation 2012, the Ordinary Meeting was reopened to the public at 14:21pm for the taking of resolutions.

CARRIED 7/0

### 3.01 CHIEF EXECUTIVE OFFICER

#### **3.01.01 UNAPPROVED STRUCTURE – LOT 1 ON RP710282**

**Background** – Discussion on Unapproved Structure. Confidential report not for public dissemination. Report to be tabled at meeting.

**Officer's Recommendation** – For Council discussion.

#### **Resolution No: 4089**

**Moved** Mayor Kate Peddle

**Seconded** Cr Shane McCarthy

That Council authorise the Interim Chief Executive Officer to commence the enforcement process as recommended by Preston Law in their email dated 02/08/2024

CARRIED 7/0

#### **3.01.02 HUGHENDEN MEAT PROCESSING FACILITY**

**Background** – Discussion on Project Approvals and Development Deed. Confidential report not for public dissemination. Report to be discussed at meeting.

**Officer's Recommendation** – For Council discussion.

# MINUTES

## 28 AUGUST 2024 – 9:00 AM

### McNAMARA BOARDROOM



#### Resolution No: 4090

**Moved** Mayor Kate Peddle

**Seconded** Cr Kerry Wells

Council resolves to delegate power to the CEO to:

1. Prepare and issue correspondence to the developer terminating the deed and requesting the execution of transfer documents to transfer the Facility Land back to Council;
2. Take all steps necessary to procure the transfer of the Facility Land back to Council; and
3. Register any required document to protect Council's interest in the Facility Land pending the transfer.

CARRIED 7/0

### 3.01.03 HOLLIMANS PTY LTD

**Background** – Discussion on contract arrangements. Confidential report not for public dissemination. Report to be discussed at meeting.

**Officer's Recommendation** – For Council discussion.

#### Resolution No: 4091

**Moved** Cr Shane McCarthy

**Seconded** Cr Kelly Carter Carried

That Council approve the request from Hollimans Pty Ltd to obtain gravel subject to the following conditions:

- Must only be utilised for a level gravel base on 4, 6 and 8 Seymour Street, Hughenden;
- Gravel must be taken from within the bounds of the Aerodrome Pit as given in Flinders Shire Council's Quarry Management Plan;
- The landholder is responsible for all work involved with the winning and cartage of the gravel from the pit to their property;
- The maximum amount of gravel to be taken is 15,000 tonnes. Any unused gravel to be returned to Council at landholders' expense;
- The landholder must keep a record of weighbridge dockets tallying the total amount of gravel taken and provide to Council upon completion; and
- Statutory declaration to be signed to agree not to on-sell gravel.

CARRIED 7/0

### 3.01.04 FOURTEEN HOLDINGS CORRESPONDENCE

**Background** – Discussion on contract arrangements. Confidential report not for public dissemination. Report to be discussed at meeting.

**Officer's Recommendation** – For Council discussion.

#### Resolution No: 4092

**Moved** Cr Shane McCarthy

**Seconded** Cr Kerry Wells

That the Director of Council confer with the Fourteen Holdings to clarify the work required and that the Chief Executive Officer be authorised to approve undertaking of reasonable works to rectify drainage issues.

CARRIED 7/0



**MINUTES**  
**28 AUGUST 2024 – 9:00 AM**  
**McNAMARA BOARDROOM**



**4. INFORMATION PAPERS**

Director of Corporate and Financial Services

- WHS Report
- Rural Lands Report
- Governance Report

Director of Engineering

- Senior Civil Works Coordinator Report
- Operational Works Coordinator Report
- Fleet Services Report

Director of Community Services and Wellbeing

- Community Care Report
- Community Development Report
- Library Report
- Tourism Report

**Council notes the reports presented.**

**MINUTES**  
**28 AUGUST 2024 – 9:00 AM**  
**McNAMARA BOARDROOM**



The meeting closed at 14:32pm

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**Nicole Flute**  
**Acting Mayor**  
**Flinders Shire Council**

Confirmed Minutes