

# AGENDA – SPECIAL COUNCIL MEETING

## 03 JUNE 2024 – 9:00 AM

### COUNCIL CHAMBERS



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## 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  
Jackie Coleman – Executive Support Officer

#### **School Students**

Nil

### 1.2 APOLOGIES

Nil

### 1.3 LEAVE OF ABSENCE

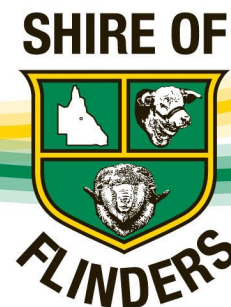
### 1.4 CONFIRMATION OF MINUTES

Not required

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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.

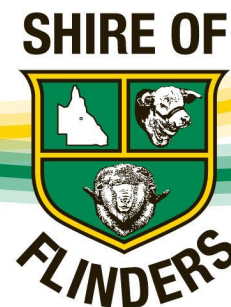
When dealing with a Declarable Conflict of Interest, Councillors must abide by the following procedures:

- 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**

Nil

#### **1.8 RECOGNITIONS**

Nil

#### **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.



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## 2. REPORTS

### 2.01 ACTING CHIEF EXECUTIVE OFFICER

#### 2.01.01 LEASE & INTERIM ACCESS OVER LOT 129 ON SP119557 TO POWERLINK FOR HUGHENDEN CONTRACTOR CAMP

**Purpose of Report** – This report addresses the legalities, terms and conditions pertaining to the Trustee lease of Lot 129 on SP 119557 to the Queensland Electricity Transmission Corporation Limited ACN 078 849 233 (Powerlink) and their request to access the site in advance of the formal lease being signed and registered.

**Background** – Council is the Trustee Lot 129 on SP119557, being a Reserve for Local Government purposes.

Queensland Electricity Transmission Corporation Limited ACN 078 849 233 (**Powerlink**), a government owned corporation (**GOC**), wishes to lease the Land from Council for the purposes of constructing a contractor camp for the accommodation of workers employed for the purposes of the Copperstring and Copperstring 2032 projects taking place across the state of Queensland.

Council has commenced negotiations with on an “in principle” basis with Powerlink with respect to the lease of the Land. These in principle discussions have centred on a 6 year lease to Powerlink of the whole of the Land, for Powerlink to construct a contractor camp consistently with approvals given by the Queensland Government Coordinator-General’s office.

**Local Government Regulations on the Leasing of Land** – For the purposes of the Local Government Regulation 2012 (**LGR**), the disposal of Council’s interest in the Land by the granting of a lease constitutes a “disposal of a valuable non-current asset”. Therefore, the grant of a lease is a “valuable non-current asset contract”.

Pursuant to section 227 of the LGR, Council cannot enter a valuable non-current asset contract (a lease) unless it first:

1. Invites written tenders for the contract in a manner prescribed by the LGR; or
2. Offers the non-current asset for sale by auction.

Under section 236(1)(b)(i) of the LGR an exception to the above requirement exists in circumstances where Council intends to dispose of the valuable non-current asset to a government agency. A GOC is a “government agency” for the purposes of this section.

This exception may only be applied where before the disposal, Council has decided by resolution, that the exception may apply to Council on the disposal of the valuable non-current asset other than by tender or auction (section 236(2) LGR). Council must also dispose of the asset for market value. Council is obtaining a market valuation to inform its negotiations regarding rental.

It is proposed to apply this exception to the proposed lease to Powerlink.

**Interim arrangements** – Powerlink anticipate they will not be in a position to settle on all the terms of the Lease until towards the end of the calendar year.

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The Lease specifies all the civil works external to the site as well as any other infrastructure and services Council may require as a consequence of the increase in population. These are yet to be finalised and may take some time.

However, to meet their construction deadlines Powerlink require access to the site as soon as the Works Directive is issued by the Coordinator General. This is anticipated on or about the 20th of June 2024.

The Department of Resources have no objection to Powerlink having early access and to commence construction works provided they: -

- obtain the written consent of Flinders Shire Council (The Trustee)
- Protects Aboriginal Cultural Heritage
- Take out Public Liability Insurances and indemnities for \$20M.

Council's Legal advisor has prepared a Deed of Access and Indemnity containing similar appropriate protections for Council to facilitate these interim arrangements.

It is proposed that Powerlink will pay Council an occupation fee for its use of the Land on this basis, and this will be recovered in any Lease that is ultimately granted.

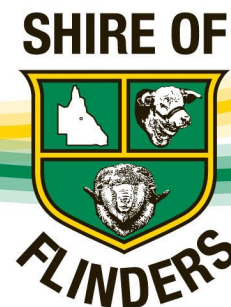
**Officer's Recommendation** – That Council resolves:

- a) that the exception under section 236(1)(b)(i) of the Local Government Regulation 2012 (LG Reg) applies to the grant of a lease or other arrangement disposing of an interest in Lot 129 on SP 119557 (the Land) to Queensland Electricity Transmission Corporation Limited ACN 078 849 233, being a government agency (the Proposed Lessee);
- b) to apply the exception referred to in paragraph (a) of this resolution to the proposed Lease with the Proposed Lessee, and any interim arrangement with the Proposed Lessee to use the Land, including the proposed Deed of Access and Indemnity;
- c) to delegate to the Chief Executive Officer the power to negotiate and execute a Deed of Access and Indemnity with the Proposed Lessee to deal with short-term interim use arrangements at the Land, until such time as a Lease is finalised.

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#### 2.01.02 HIPCO – WATER FOR ECONOMIC GROWTH

**1.0 Purpose of Report** – This report reviews the status of the various schemes in Flinders Shire to harvest unallocated water for greater community and economic advantage and how Council can respond to both the Gulf Water Plan Review and the Regional Water Supply Assessment.

**2.0 Status Existing Water catchment and Irrigation and other beneficial use schemes** – The Hughenden Irrigation Project Detailed Business Case (DBC) details the opportunity to build an instream storage system of 161,000 ML on Saego Station, 45km north-west of Hughenden, to support an irrigation area scheme servicing 11,000 ha with 4,800 ha being actively irrigated for high value horticulture crops and fodder crops for the local grazing industry.

Whilst initially receiving a funding commitment from the Federal Government of \$180 M the Scheme has stalled given the State Government has cancelled the water tender which was the only mechanisms for HIPCo's to secure an adequate Water allocation from the State Government. An adequate water allocation was the precondition set by the Federal Government to allow the project to proceed to the preconstruction phase. The Queensland State Premier has also advised HIPCo the project will be funded while the Regional Water Assessment and Gulf Plan Review is underway. This funding recognises the high quality and detailed work carried out by HIPCo and allows the knowledge to be used to best advantage in the upcoming studies.

The Flinders Shire Water Bank Scheme is based on an offstream storage Dam of 7000 megalitres adjacent to the Flinders River but upstream of the HIPCo project. Whilst a water allocation has been secured and detailed design well advanced, the scheme has to date failed to attract the required matching funding from the Federal Government. Federal Government's reluctance to fund the project may be based on the assessed narrow community benefit.

Estimated to cost \$59.18M in 2022, the Project funding partners were: -

- State Government \$25.6M
- Federal Government \$25.6M
- Flinders Shire Council \$7.98M
- An update of the costs and benefits would need to be completed given any shortfall in funding will likely be borne by Flinders Shire Council

**3.0 Current State Government Water Reviews** – The State Government through the Department of Regional Development, Manufacturing and Water is currently conducting 2 Reviews: -

#### 3.1 Gulf Water Plan Review.

The Gulf water plan area covers 317,048 km<sup>2</sup> in far North-West Queensland and includes the catchment areas of the Flinders River, Gilbert River, Leichhardt River, Morning Inlet, Nicholson River, Norman River, Staaten River and Settlement Creek.

The Gulf water plan sets the rules for allocation and use of:

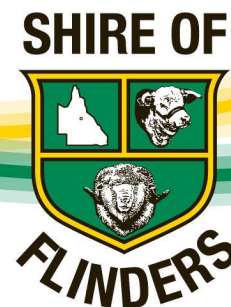
- water in watercourses (rivers, streams, creeks etc), lakes and springs
- overland flow water
- groundwater.



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A team from DRDMW is coming to Hughenden in the week commencing 10 June 2024 to engage with Council and HIPCo on the upcoming process. Everyone interested in water management in the Gulf is welcome to provide a written submission by 17 July 2024.

#### 3.2 Regional Water Supply Assessment

The Regional Water Assessment (RWA) program builds on previous water investigations in each region to better understand local water needs now and in the future. It identifies opportunities for economic growth through investment in water.

DRDMW will work with local stakeholders to identify all potential ways to meet future water needs. Our team will analyse the options available to meet those needs. This could include new or improved dams, weirs or other structures. Non infrastructure options might include releasing some unallocated water or changing water management arrangements. In some cases, this may be across local government and catchment boundaries.

Once complete, the assessments set out future actions for implementation over time, aimed at maximising water supply or water security in the region.

The Gulf Regional Water Assessment is running in parallel to the Gulf Water Plan Review. Council is represented on a Stakeholders Advisory Group by the Mayor with the first meeting scheduled for 9th July and on a Working Group by Jeff Reid Chair of HIPCo.

#### 4.0 **How Council engages in the Departments Water Reviews** – None of the current Hughenden Storage and Irrigation schemes are likely to progress until the completion of these Reviews.

Equally to ensure Hughenden's interests in this vital commodity are protected and advanced Council needs to be an active and informed participant.

In this regard HIPCo have now written to Council offering to support Council, initially in their advocacy to the two Reviews.

The Chair of HIPCo, Jeff Reid has written to Council as follows: -

Jeff Reid, HIPCo Chair  
PO Box 201  
Hughenden  
Queensland, 4821  
2 May 2024

Kate Peddle, Mayor  
Flinders Shire Council  
PO Box 274  
Hughenden QLD 4821  
mayor@flinders.qld.gov.au

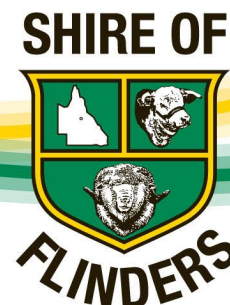
Dear Kate

As you are aware, HIPCo made a presentation to Council on Monday 29 April 2024 . This presentation was delivered by the HIPCo CEO and our Owner's Engineer

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(Engeny) and was premised around the status of the HIPCo project in the context of the recent announcements from the Queensland State Government regarding the Gulf Water Plan review and the commencement of the Regional Water Supply Assessment. We had intended to write to the CEO given there was a perception of lingering conflict with you and Shane McCarthy, having only recently resigned and transferred shares from the HIPCo Board. However, as the CEO has now resigned, it's more appropriate to direct this letter to yourself.

It's appropriate to note the presentation also covered a brief history and objectives of the project, its current status, a Myth Busters session, HIPCo's path forward and some options and ideas to work with Council in the future. We felt it appropriate to write to Council after the meeting, once again reiterating our offer(s) to help council with their water-based endeavours to provide a prosperous future for the community.

Conflict and myths were a big part of the discussion with the Councillors and it was pointed out again that HIPCo was established as a company limited by shares, however this arrangement was established to receive grant money and to co-ordinate studies and to interact with the various stakeholders. As you are already aware, no shareholders will benefit in any direct or indirect way from the work, apart from fee for service payments as part of director's duties.

HIPCo as a company will disappear at the appropriate time and no shareholder will own part of the final enterprise. HIPCo has reiterated this many times, but there is a persistent myth the work is somehow benefitting a small number of shareholders. This is incorrect as the work of the Board and management was and is firmly focussed on the benefits to the community.

In that light, we believe matters of actual or perceived conflict can be easily handled by appropriate measures. As you are also aware, HIPCo has many times offered to work collaboratively with Council and even sought legal advice and presented a range of options on the most appropriate mechanisms for the cooperation, however all the suggested mechanisms were rejected by Council's CEO. HIPCo would like to reopen these discussions and once again explore the options for working together. We pointed out in the presentation, that while there may have been a potential conflict during the water tender, there is now no conflict with either the existing Off-stream Storage (OSS) project or Stage 2 work that the Flinders CEO alluded to, given the water is different and each project has their own funding and approvals process.

However, in saying this, HIPCo is not conversant with the latest details of the OSS project, or the associated meat works, feedlot and grape expansion business cases, if these exist.

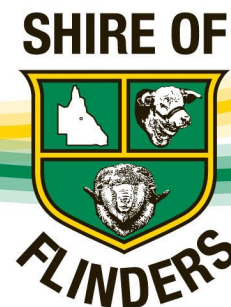
Therefore, to add the most value, we can now make an offer on behalf of the HIPCo Board to undertake a review of the various business cases and addendums to assist Council in delivering the project. To reiterate, this offer is at no cost to the ratepayers. This offer is made in good faith and should be seen as presenting great value to the Council, given the depth of experience and range of skills in the HIPCo team.

During the presentation we also talked about the upcoming State Government processes, namely the Regional Water Supply Assessment and the Gulf Water Plan review. These studies, how they are conducted and their outcomes, are crucial to the viability of HIPCo and to Council's chances of securing enough water to make a material economic change to the region. We advised Council that HIPCo has been promised funding for the next three years to ensure the learning and focus on sustainable irrigated agriculture remains. The HIPCo Board is of the opinion that while these State Government processes are running, Council's and HIPCo's interests are best achieved by some form of agreed governance mechanism that

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clearly and unambiguously points to a united position. It could be argued that HIPCo to date has done the work on behalf of council for the larger project, as our objectives are perfectly aligned. HIPCo sees a number of avenues for making this happen.

Given you no longer have an appointed CEO, this may not be the ideal time to be progressing these discussions. However, the State Government processes will follow their own timelines and HIPCo/Council need to be prepared to participate, or we will both be left behind as other entities present their cases to utilise the water.

To summarise HIPCo does not believe there are any conflict issues remaining that cannot be handled by appropriate mechanisms. HIPCo stands ready to assist Council in their current OSS project by reviewing and assessing the strengths and weakness of the business cases.

We also stand ready to discuss means to ensure the opportunities provided by the State Government reviews are not lost to the community, as our considerable experience and expertise can be utilised for the Council's benefit.

Many thanks again for the opportunity to speak to the Councillors this week and we look forward to hearing from you in the near future.

Yours sincerely

Jeff Reid HIPCo Chair 0427 411 878

**5.0 The way Forward** – On Tuesday 21st May the Interim CEO together with The Mayor and Cr McCarthy met with Jim Pruss CEO of HIPCo to further discuss their offer of assistance.

The following further points emerged from those discussions.

- 5.1 Given past experiences, any new major infrastructure /irrigation scheme that may emerge from the Departments latest two Reviews is likely to be 10 years before being operational.
- 5.2 FSC's Water bank scheme could have a significantly shorter timeframe, given its existing approvals and water allocations and notwithstanding its relative size and benefit, should continue to be supported if it remains viable and without fundamental flaws and Council understands its liabilities and is clear in its position with respect to risk.
- 5.3 HIPCo have undertaken significant research regarding the potential options to harvest part of the remaining unallocated water in the system.
- 5.4 HIPCo's offer is :-
  - 5.4.01 To review the OSS project, and the associated meat works, feedlot and grape expansion business cases to assist Council in delivering the projects.
  - 5.4.02 To share with Council the details of their research and the draft of their proposed submission to the two concurrent water reviews.

**6.0** Council's legal advice is that there is no valid reason to prevent Council from accepting HIPCo's offer of assistance. The offer is at no cost and can be accepted by a resolution of Council. As the offer is not subject to any contract arrangements, the provisions of the Local Government Regulations on Contracts and Tendering are not relevant.

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- 7.0 This initial offer of assistance helps meet the immediate timeframes around the Gulf Water Reviews given Council does not have an agreed position on projects to take advantage of the available water and cannot easily or cost effectively replicate the skills and experience of the HIPCo team. Any future forms of cooperation between HIPCo and Council can be the subject of further discussion.
- 8.0 To further assist Council in its understanding of all elements relating to future Water schemes, the Mayor has suggested that GHD should be invited to present to Council in regard to their progress on Council's Water Bank Stage1.

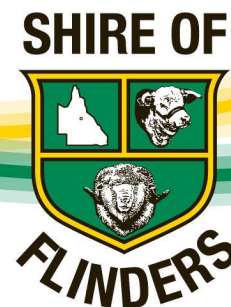
## Officer's Recommendation –

- 1) That the report by the Interim CEO regarding the current develop proposals and Reviews effecting water allocations and beneficial use in the Flinders region be received and that Council accept the offer by HIPCo as detailed in their letter of 2nd May 2024 to:-
  - Review the OSS project, and the associated meat works, feedlot and grape expansion business cases to assist Council in delivering the projects.
  - To brief the Council on the details of their research and the draft of their proposed submission to the two concurrent water reviews.
- 2) That Council's Consultants GHD be requested to brief Council on the details of the Water Bank Scheme 1 and current status of the project.
- 3) That the Interim CEO be requested to report to a future Council meeting in regard to possible mechanisms to facilitate ongoing cooperation between HIPCo and Council.



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## 2.01.03 CORPORATE DECISION MAKING FRAMEWORK

### 1.0 Introduction – This Report reviews Council's Decision Making Framework.

Specifically it seeks to introduce a structure that: -

- Enhances Council's transparency processes pursuant to Section 4 (2) (a) of the L G Act 2009- Transparent and effective processes and decision making in the public interest
- Limits the occasions when the community is excluded from the process to only those prescribed by the Local Govt Regulations 2012 ( Section 254)
- Ensures the Community have the opportunity to view the Agendas and information reports which Council relies upon to make their decisions
- Establishing structures that facilitates greater engagement with the community

The recommendations contained in this report have been developed in consultation with the Mayor.

### 2.0 Key Elements of the decision making Structure – The report focuses on the following key structures that impact on how Council reaches its decisions: -

- Monthly Ordinary Council meeting
- Special Council Meetings
- Monthly Briefing Sessions
- Workshops

Council's appointment of delegates at the post-election meeting to various external organisations remains unchanged as does the appointments of the Audit Committee and Plant Committee.

### 3.0 Ordinary Council Meeting – Apart from convening Special Meetings of the Council, the monthly Ordinary Council meeting is the only forum where Council can legally make decisions.

To better comply with the principals of the Local Government Act 2009, the agenda for Ordinary meeting should include at least the following:-

- Reports by the Mayor and Councillors on their activities for the month
- Items for determination as presented by the CEO and Directors
- Recommendations from Advisory Committees established pursuant to Section 264 of the LG Regulations 2012 (referred to later in this report)
- Monthly Information reports on the services and functions of each Directorate.

### 4.0 Monthly Briefing Sessions – Briefing sessions whilst not prescribed under the LG Act are nevertheless an important component of Council's decision making framework.

Monthly Briefing Sessions should include:-

- Provide Councillors with progress on Council's major projects.
- Discussions on key Issues and projects where staff seek to canvas ideas and opinions before finalising policy or reports.
- Briefings by organisations and groups external to Council

Briefing Sessions have no formal decision-making authority.

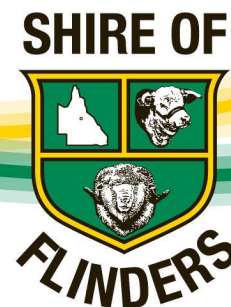
Items 3.0 and 4.0 merely reflect a re-organisation between the functions and responsibilities between Ordinary Meetings and Briefing Sessions.



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The information in the revised Ordinary Meeting agenda will now appear on the web for public consumption.

Debate on issues before the Council will now be at the “open” Ordinary meeting.

#### **5.0 Workshops** – The April 24th Council meeting provided for the establishment of 12 Workshops.

- Major Projects
- Community Services and Wellbeing
  - Sub group –Health Services and Aged Care Advisory Group
- Rural Roads
  - Group 1
  - Group 2
  - Group 3
  - Group 4
- Rural Lands
- Economic Development & Business Advisory Users Group
- Hughenden Township and small towns
- Flinders Shire Youth Advisory Group
- First nation User Group

Whilst the Councillor membership was decided no guidelines were established on how these workshops would operate.

The Mayor advised that the objectives for these workshops was for them to act as a conduit for improved community engagement, with the members of each Workshop actively engaging with the community on the Workshops principal function and reporting back to the Council.

With no formal guidelines, specific function or reporting requirements, the working Groups will lack the capacity and authority to adequately perform their function and may expose members to risks of breaching the Acceptable Requests Guidelines.

To better support the objectives of the working groups and to avoid the conflicts and risks, an alternative structure based on the establishment of 4 Advisory Committees under the LG Act is recommended.

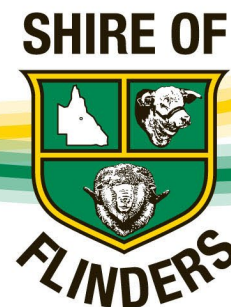
#### **6.0 Advisory Committees generally under the Act/Regulations** – The Local Government Regulations 2012 prescribe how Advisory Committees shall operate.

- Similar provisions apply to Advisory Committees as to Ordinary Meetings
  - Public advice of meetings
  - Agendas on the web.
  - Meetings open to the public
  - Minutes or reports and recommendations to Council
  - Quorum fixed
  - Members of the public may be appointed
  - Staff support

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**7.0 Recommended Advisory Committees** – The suggestion is that the 12 Working Groups established at the Ordinary Meeting of 24th April be restructured into 4 Advisory Committees, these being:-

- **Community Services and Wellbeing Advisory Committee**
  - Including Health and Aged Care Services, Youth , and 1st Nation
  - **Membership-** Cr Niki Flute, Cr Kerry Wells, Cr. Clancy Middleton, Mayor Kate Peddle (ex.officio)
- **Economic Development and Business Advisory Committee**
  - Including Tourism, Local business and events
  - **Membership-** Cr Niki Flute, Cr Kelly Carter, Cr Kerry Wells, Mayor Kate Peddle (ex officio)
- **Rural Advisory Committee**
  - Including Roads and Rural Lands.
  - **Membership-** Cr Peter Fornasier, Cr Shane McCarthy, Cr Clancy Middleton, Mayor Kate Peddle (ex officio)
- **Hughenden and Small Towns Advisory Committee**
  - **Membership-** Cr Kelly Carter, Cr Shane McCarthy, Cr Peter Fornasier, Mayor Kate Peddle (ex officio)

#### **8.0 Advisory Committee Operating Guidelines –**

##### **8.1 Purpose**

The principal objectives of the Advisory Committees is to develop greater trust between Council and its community by :-

- improving the level of Council's engagement with the community on the issues and functions of the Advisory Committees.
- Council gaining a greater understanding of the issues and aspirations of the community
- the Community gaining greater insight into the plans and operations of the Council

To achieve these objectives each Advisory Committee must device appropriate mechanisms to meet and engage with interested members of the Community.

##### **8.2 Appointment of Chairperson**

The Council may appoint a Chairperson and Deputy Chairperson. In the absence of any appointment the Committee may appoint the chairperson

##### **8.3 Compliance with Local Government Regulations 2012**

The Advisory Committees shall comply with the Regulations including:-

- Notice of meetings
- Publication of Agendas
- Open meetings
- Quorum-where even number of members-half (2)

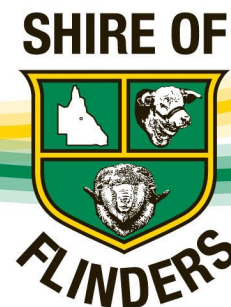
##### **8.4 Frequency of Meetings**

Each Committee shall determine when and where it meets but as a minimum must meet atleast once every 3 months.

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#### 8.5 Reporting to Council

As prescribed by the Regulations, each Committee must provide a written report to Council following each meeting. The report should describe the issues considered at the meeting and contain any recommendations for actioning by Council

#### 8.6 Administrative Support

The CEO shall ensure each Committee has appropriate administrative and technical support to undertake their function.

#### **Officer's Recommendation –**

- 1) That the report by the Interim CEO regarding Council's Corporate decision-making framework be received and Council adopt the revised Agenda content for Council meetings and Briefings as follows: -
  - 1.1) Council meetings Agenda shall include:
    - Reports by the Mayor and Councillors on their activities for the month
    - Items for determination as presented by the CEO and Directors
    - Reports and Recommendations from Advisory Committees established pursuant to Section 264 of the Local Government Regulations 2012
    - Monthly Information reports on the services and functions of each Directorate
  - 1.2) Briefings Agendas shall include: -
    - progress reports on major Council projects.
    - Discussions on key Issues and projects where staff seek to canvas ideas and opinions before finalising policy or reports.
    - Briefings by organisations and groups external to Council
- 2) That the 12 Working Groups established by resolution at the Council Meeting of 24<sup>th</sup> April 2024 be discontinued.
- 3) That Council establish four (4) Advisory Committees including their purpose, membership and Operating Guidelines as detailed in Sections 7.0 and 8.0 of the Corporate Decision Making Frame report presented to the Special meeting.
- 4) That Council appoint the Chairpersons to the four (4) Advisory Committees as follows: -
  - Community Services and Wellbeing Advisory Committee
  - Economic Development and Business Advisory Committee
  - Rural Advisory Committee
  - Hughenden and Small Towns Advisory Committee
- 5) That pursuant to Section 254G (1) of the Local Government Regulations 2012, Council exempt the four (4) Advisory Committees from the requirement to take minutes of their proceedings but requires pursuant to Section 254G (2) (b) that the Advisory Committees provide Council written reports of their deliberations together with any recommendations.

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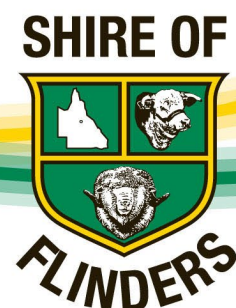
**3. CLOSED BUSINESS**

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

- **Nil to Report**

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## 4. PROPOSED MEETING CALENDAR

DATE	TIME	MEETING VENUE	TOPIC
Monday 15 January 2024	9:00am – 2:00pm	Council Chambers	Briefing
Tuesday 16 January 2024	9:00am – 12:30pm	Council Chambers	Council Meeting
Monday 19 February 2024	9:00am – 2:00pm	Council Chambers	Briefing
Tuesday 20 February 2024	9:00am – 12:20pm	Council Chambers	Council Meeting
Monday 18 March 2024	9:00am – 2:00pm	Council Chambers	Briefing
Tuesday 19 March 2024	9:00am – 12:20pm	Council Chambers	Council Meeting
Wednesday 17 April 2024	9:00am – 2:00pm	Council Chambers	Briefing
Wednesday 24 April 2024	9:00am – 12:30pm	Council Chambers	Council Meeting
Wednesday 15 May 2024	9:00am – 2:00pm	Council Chambers	Briefing
Wednesday 22 May 2024	9:00am – 12:30pm	Council Chambers	Council Meeting
Wednesday 19 June 2024	9:00am – 2:00pm	Council Chambers	Briefing
Wednesday 26 June 2024	9:00am – 12:30pm	Council Chambers	Council Meeting
Wednesday 17 July 2024	9:00am – 2:00pm	Council Chambers	Briefing
Wednesday 24 July 2024	9:00am – 12:30pm	Council Chambers	Council Meeting
Wednesday 21 August 2024	9:00am – 2:00pm	Council Chambers	Briefing
Wednesday 28 August 2024	9:00am – 12:30pm	Council Chambers	Council Meeting
Wednesday 18 September 2024	9:00am – 2:00pm	Council Chambers	Briefing
Wednesday 25 September 2024	9:00am – 12:30pm	Council Chambers	Council Meeting
Wednesday 16 October 2024	9:00am – 2:00pm	Council Chambers	Briefing
Wednesday 23 October 2024	9:00am – 12:30pm	Council Chambers	Council Meeting
Wednesday 20 November 2024	9:00am – 2:00pm	Council Chambers	Briefing
Wednesday 27 November 2024	9:00am – 12:30pm	Council Chambers	Council Meeting
Wednesday 11 December 2024	9:00am – 2:00pm	Council Chambers	Briefing
Wednesday 18 December 2024	9:00am – 12:30pm	Council Chambers	Council Meeting



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The meeting closed at

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**Kate Peddle**  
**Mayor**  
**Flinders Shire Council**