



# Burdekin Shire Council

## **MINUTES**

## **ORDINARY COUNCIL MEETING**

**HELD AT COUNCIL ADMINISTRATION BUILDING,  
145 YOUNG STREET, AYR**

**on 27 February 2018**

**COMMENCING AT 9:00AM**



# Burdekin Shire Council

**TUESDAY 27 FEBRUARY 2018**

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# Burdekin Shire Council

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## **ATTENDANCE**

Councillors L.A. McLaughlin (Mayor), A.J. Goddard (Deputy Mayor), E.J. Bawden, J.T. Bonanno, U.E. Liessmann, S.P. Perry and J.F. Woods

Mr. T. Brennan - Chief Executive Officer  
Mr. D. Mulcahy – Manager Governance and Local Laws  
Mrs. K. Olsen - Manager Financial and Administrative Services  
Mr. W. Saldumbide - Manager Operations  
Mr. K. Byers - Manager Technical Services  
Ms. L. Vidmar – Acting Manager Community Development

Minutes Clerk – Ms. K. Flanagan

## **1 PRAYER**

The meeting prayer was delivered by Pastor Anna Saal of the Christian Outreach Centre (IMC).

## **2 DECLARATIONS OF INTEREST**

The Mayor called for declarations of interest.

No declarations of interest were identified.

## **3 MINUTES AND BUSINESS ARISING**

### **3.1 Ordinary Council Meeting Minutes - 6 February 2018**

#### **Recommendation**

That the minutes of the Ordinary Council Meeting held on 06 February 2018 be received and confirmed.

#### **Resolution**

Moved Councillor Woods, seconded Councillor Goddard that the recommendation be adopted.

CARRIED

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### **3.2 Burdekin Cultural Advisory Group Minutes - 27 November 2017**

#### **Recommendation**

That the minutes of the Burdekin Cultural Advisory Group Meeting held on 27 November 2017 be received and adopted.

#### **Resolution**

Moved Councillor Perry, seconded Councillor Bawden that the recommendation be adopted.

CARRIED

### **3.3 RADF Advisory Group Minutes - 6 February 2018**

#### **Recommendation**

That the minutes of the RADF Advisory Group Meeting held on 6 February 2018 be received and adopted.

#### **Resolution**

Moved Councillor Liessmann, seconded Councillor Goddard that the recommendation be adopted.

CARRIED

Moved Councillor Woods, seconded Councillor Liessmann that Council endorses the action taken by Councillor McLaughlin to approve the minutes in order to enable the actioning of *CLAUSE 2 – Consideration of EOIs received for Mural Projects.*

CARRIED

### **3.4 Audit Committee Meeting Minutes - 7 February 2018**

#### **Recommendation**

That the minutes of the Audit Committee Meeting held on 7 February, 2018 be received and confirmed.

#### **Resolution**

Moved Councillor Bawden, seconded Councillor Liessmann that the recommendation be adopted.

CARRIED

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## **4 REPORTS**

### **4.1 Capital Projects Report for Period Ending 31 January 2018**

#### **Recommendation**

That the Capital Projects Report for Period Ending 31 January 2018 be received.

#### **Resolution**

Moved Councillor Liessmann, seconded Councillor Bawden that the recommendation be adopted.

CARRIED

### **4.2 Operational Monthly Report for Period Ending 31 January 2018**

#### **Recommendation**

That the Operational Monthly Report for Period Ending 31 January 2018 be received.

#### **Resolution**

Moved Councillor Woods, seconded Councillor Goddard that the recommendation be adopted.

CARRIED

### **4.3 Council Workshop - January 2018**

#### **Executive Summary**

The first workshop for 2018 was conducted on 30 January 2018 with a range of policy and operational issues discussed.

A brief summary of the issues considered at the workshop is contained in the report.

#### **Recommendation**

That the report on the Council workshop held on 30 January 2018 be received and noted.

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## **Resolution**

Moved Councillor Goddard, seconded Councillor Bawden that the recommendation be adopted.

CARRIED

It was noted that the date stated at the beginning of the workshop summary should read 30 January 2018, not 5 December 2017.

## **5 GOVERNANCE & LOCAL LAWS**

### **5.1 Revised Councillors Remuneration Policy**

#### **Executive Summary**

Councillor Remuneration is set by the Local Government Remuneration and Discipline Tribunal which is established under chapter 6, part 3 of the *Local Government Act 2009*. The Tribunal must decide annually, the maximum remuneration payable to councillors, mayors or deputy mayors in each category of local government. For Category 1 Councils (including Burdekin Shire Council) the remuneration has been set at \$51,958 p.a. for councillors, \$59,952 p.a. for Deputy Mayors and \$103,918 p.a. for Mayors for 2018/2019 financial year. Although the Tribunal sets the amount of councillor remuneration, the Tribunal has indicated that each Category 1 Council is responsible for determining how and when it will pay meeting fees to its councillors. In its 2016 determination, the Tribunal outlined its views in relation to the payment of meeting fees to meetings outside of the 12 mandated monthly meetings. Council were provided with a copy of the 2016 Local Government Remuneration and Discipline Tribunal determination but did not amend the Councillor Remuneration Policy at this time. Council's current Councillor Remuneration Policy was adopted in 2014 and applied to the 2014/2015 financial year. Council has continued to pay Councillors in accordance with the Tribunal's determinations, however have not reviewed and updated the Councillor Remuneration Policy to reflect the changes in the way the remuneration is paid. The Policy has now been reviewed and updated and is recommended for adoption by Council.

#### **Recommendation**

That Council adopts the updated Councillor Remuneration Policy as attached to this report.

## **Resolution**

Moved Councillor Perry, seconded Councillor Liessmann that the recommendation be adopted.

CARRIED

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## **5.2 Adoption of Revised Media Policy**

### **Executive Summary**

Council's Media Policy was first adopted in 2015 to set out the standards and expectations for Elected Members and Employees when interacting with the media. As part of Council's ongoing policy review, the Media Policy has been reviewed by the Media and Communications Officer and has been discussed at a Council Workshop on 20 February 2018. The policy has been updated to include specific provisions in relation to employee interactions with the media and to ensure no conflict between this policy and Council's Social Media Policy.

### **Recommendation**

That Council adopts the revised Media Policy as attached to this report.

### **Resolution**

Moved Councillor Bawden, seconded Councillor Perry that the recommendation be adopted.

CARRIED

## **5.3 Appointment of Acting CEO**

### **Executive Summary**

The Chief Executive Officer (CEO) will be taking a short period of annual leave from 13 to 19 March 2018. During the absence of the CEO the Council should appoint an Acting CEO. It is proposed that Mr Dan Mulcahy, Manager Local Laws and Governance, be appointed Acting CEO for this period.

### **Recommendation**

That the Manager Local Laws and Governance, Mr Dan Mulcahy, be appointed Acting CEO from 13 to 19 March 2018 during the absence of the CEO on annual leave.

### **Resolution**

Moved Councillor Liessmann, seconded Councillor Woods that the recommendation be adopted.

CARRIED



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## **6 CLIENT SERVICES**

## **7 FINANCIAL & ADMINISTRATIVE SERVICES**

### **7.1 Related Party Disclosure Policy**

#### **Executive Summary**

Council adopted a Related Party Disclosure Policy in accordance with statutory requirements in 2017. The policy was developed to provide guidance and a framework to mitigate risk of non-compliance with statutory requirements to disclose material related party relationships, transactions and outstanding balances, including commitments, in Council's annual general purpose financial statements. The Policy was first introduced with a 12 month review date and has been reviewed with only minor recommended amendments.

#### **Recommendation**

That Council adopts the revised Related Party Disclosure Policy as attached to this report.

#### **Resolution**

Moved Councillor Perry, seconded Councillor Goddard that the recommendation be adopted.

CARRIED

## **8 OPERATIONS**

## **9 TECHNICAL SERVICES**

### **9.1 Graham Street Lighting**

#### **Executive Summary**

A request was made for the installation of street lighting on Graham Street between Mackenzie Street and Railway Street, Ayr.

Some residents are concerned for their safety if walking along their block due to it being so dark, as there are currently no street lights between Mackenzie Street and Railway Street.

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## **Recommendation**

That Council engages Ergon Energy to install 3 street lights to existing Ergon power poles on Graham Street, between Mackenzie Street and Railway Street, Ayr.

## **Resolution**

Moved Councillor Woods, seconded Councillor Liessmann that the recommendation be adopted.

CARRIED

## **10 PLANNING & DEVELOPMENT**

### **10.1 Preparation, Adoption and Implementation of a New Planning Scheme for the Burdekin Shire Council**

#### **Executive Summary**

Council has previously resolved to prepare a new Planning Scheme under the Sustainable Planning Act 2009. Council has previously resolved to engage consultants to assist with the preparation of a new Planning Scheme under the current legislative requirements and processes.

#### **Recommendation**

That Council resolves to:

1. Discontinue preparation of a Planning Scheme under the Sustainable Planning Act 2009.
2. Commence the preparation of a new Planning Scheme in accordance with the requirements of The Planning Act 2016, to:
  - support Council initiatives for the development of the shire, and
  - appropriately address state interests.
3. Give a notice of the intention to make a new Planning Scheme to the Chief Executive of the Department of State Development, Manufacturing, Infrastructure and Planning in accordance with section 18(2) of the Planning Act 2016.

#### **Resolution**

Moved Councillor Goddard, seconded Councillor Bawden that the recommendation be adopted.

CARRIED

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## **11 COMMUNITY DEVELOPMENT**

## **12 ECONOMIC DEVELOPMENT**

## **13 NOTICES OF MOTION**

### **13.1 Planning for Sport and Recreation Precinct**

#### **Recommendation**

That Council commences to prepare a master plan of the ANZAC Park – PCYC precinct to determine the ability to provide a multi-purpose sport and recreation precinct in this area and Council Officers investigate any funding opportunities to undertake this planning work.

#### **Resolution**

Moved Councillor Perry, seconded Councillor Goddard that the recommendation be adopted.

FOR – Councillors Woods, Bonanno, Goddard, Perry and McLaughlin

AGAINST – Councillors Liessmann and Bawden

5/2

CARRIED

9:58am – Ms. Laura Vidmar – Acting Manager Community Development entered the meeting.

## **14 CORRESPONDENCE FOR INFORMATION**

### **14.1 Invitation to Nominate - Queensland Climate Resilient Councils Program - Local Government Community of Practice**

#### **Resolution**

Moved Councillor Woods, seconded Councillor Goddard that Mr Shane Great be nominated as the Burdekin Shire Council representative for the Local Government Community of Practice (LGCoP), under the Queensland Climate Resilient Councils Program, with Councillor Liessmann as an alternate representative if Mr Great is unavailable.

CARRIED

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## **15 GENERAL BUSINESS**

### **15.1 Approved Leave of Absence - Councillor Goddard**

#### **Resolution**

Moved Councillor Woods, seconded Councillor Liessmann that Council approves leave of absence to Councillor Goddard for the period of Wednesday 28 February 2018 to Saturday 10 March 2018.

CARRIED

*10:34am – Morning Tea*

*10:55am – Meeting Resumed*

### **15.2 Attendance - Tourism Futures Forum 2018 - 23 March 2018**

#### **Resolution**

Moved Councillor Bonanno, seconded Councillor Liessmann that Council approves the attendance of Councillors Woods, Bonanno, Perry and McLaughlin at the Tourism Futures Forum on 23 March 2018, including use of the Burdekin Shire Council bus, with any expenses to attend the event met by Council.

CARRIED

### **15.3 Correspondence - Federal Minister of Communications - Impact of NBN Failures**

#### **Resolution**

Moved Councillor Woods, seconded Councillor Liessmann that Council forwards a letter to the Federal Minister for Communications, with copies to Senator Ian Macdonald and Mr George Christensen MP, highlighting the impacts associated with NBN failures to internet and telephone services resulting from a recent weather event and the further potential impacts this may impose on business, safety and operations in the case of a major weather event occurring.

CARRIED

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## **16 CLOSED MEETING ITEMS**

### **Council Meeting closed to Public under Section 275 of Local Government Regulation 2012**

#### **Resolution**

Moved Councillor Goddard, seconded Councillor Bawden that the Council meeting be closed to the public under the following sections of the Local Government Regulation 2012:

- 275(1)(a) the appointment, dismissal or discipline of employees;
- 275(1)(c) the Council's budget;
- 275(1)(h) other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.

For the purpose of discussing:

1. Office Air Conditioning.
2. Repairs at the Mt. Inkerman Lookout.
3. Appointment of new Directors.

CARRIED

### **Council Meeting opened to Public**

#### **Resolution**

Moved Councillor Bawden, seconded Councillor Woods that the Council meeting be opened to the public.

CARRIED

### **16.1 Replacement of Air Conditioning Systems at Council Chambers and Administration Offices and Burdekin Library, Ayr**

#### **Executive Summary**

Council has budgeted for the replacements of the air conditioning systems at the Council Chambers and Administration Offices in 2017/18 and the Burdekin Library, Ayr in 2018/19.

The status and condition of the existing systems have been inspected and reviewed by consulting engineers who have provided recommendations in relation to their replacement and other comments in regards to constraints and implementation issues.

This report summarises the comments of the consulting engineers and provides a recommendation to move the projects forward.

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## **Recommendation**

That Council:

- A. Adopts the recommendations of Ashburner Francis, Consulting Engineers in relation to the proposed replacement air conditioning systems for the Council Chambers/Administration/Engineering Offices and the Burdekin Library, Ayr.
- B. Agrees to engage Ashburner Francis, Consulting Engineers under Local Buy Contract BUS262-0317 to work with Council to achieve the objective of replacing the air conditioning systems at the Council Chambers and Administration Offices and Burdekin Library, Ayr. Such engagement to include:
  - a. Tender preparation, calling and evaluation of tenders received.
  - b. Project management of successful tender until the end of the defect liability period including determination of appropriate work scheduling and staging.

## **Resolution**

Moved Councillor Woods, seconded Councillor Bawden that the recommendation be adopted.

CARRIED

## **17 DELEGATIONS**

There being no further business the meeting closed at 12:40pm.

**These minutes were confirmed by Council at the Ordinary Council Meeting held on 13 March 2018.**

**MAYOR**

