



Burdekin Shire Council

MINUTES

ORDINARY COUNCIL MEETING

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

on 25 May 2021

COMMENCING AT 9:00AM



Burdekin Shire Council

TUESDAY 25 MAY 2021

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ATTENDANCE

Councillors L.A. McLaughlin (Mayor), S.P. Perry (Deputy Mayor), K.D. Boccalatte, M.J. Detenon, J.A.G. Furnell and M. Musumeci

Mr. T. Brennan - Chief Executive Officer
Mr. N. O'Connor – Director Corporate and Community Services
Mr. N. Wellwood – Director of Infrastructure, Planning and Environmental Services
Mr. D. Mulcahy – Manager Environmental and Health Services (Part)
Mr. G. Stockdale – Design Office Coordinator (Part)
Ms. H. Johnstone – Financial Accountant (Part)
Ms. T. Heuir – Graduate Technical Officer (Part)
Mrs. S. Szollos – Customer Service Officer (Part)

Minutes Clerk – Ms. G. Biffanti

Apologies: Councillor Bonanno – Approved Leave of Absence

1 PRAYER

The meeting prayer was delivered by Pastor Gavin Henderson of the Presbyterian Church.

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 - 11 May 2021

Recommendation

That the minutes of the Ordinary Council Meeting held on 11 May 2021 be received as a true and correct record.

Resolution

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

CARRIED

3.2 Burdekin Shire Youth Council Meeting Minutes - 19 April 2021

Summary of recommendations and actions for consideration and adoption:

Item 3 – Sponsorship of the 2021 Burdekin Festival of Arts

That Council notes the Burdekin Shire Youth Council's sponsorship of the 2021 Burdekin Festival of Arts for the amount of \$50.00.

Item 4 – Youth Council Charter 2021-2025

That Council acknowledges the acceptance of the Draft Burdekin Shire Youth Council Charter 2021-2025 by the Burdekin Shire Youth Council and that the Charter be adopted by Council.

Item 5 – Youth Council Public Speaking Workshops

That Council notes the participation of the Youth Council Members in a public speaking workshop to be held on Monday 10 and 17 May 2021.

Recommendation

That:

1. the minutes of the Burdekin Shire Youth Council Meeting held on 19 April 2021 be noted, and;
2. the recommendations as detailed in the minutes and summarised in Items 3 to 5 be adopted.

Resolution

Moved Councillor Furnell, seconded Councillor Boccalatte that the recommendation be adopted.

CARRIED

3.3 Local Disaster Management Group Meeting Minutes - 23 April 2021

Recommendation

That the minutes of the Local Disaster Management Group Meeting held on 23 April 2021 be received as a true and correct record.

Resolution

Moved Councillor Detenon, seconded Councillor Boccalatte that the recommendation be adopted noting the following amendment:

Item 4. Business Arising out of Minutes:

Mr. Brett Whitbread from Department of Main Roads and Transport noted an item raised from the Local Disaster Management Group Meeting on 19 March 2021 regarding the consultation of the temporary closure of Shirbourne Road as part of construction works the Haughton River Floodplain Upgrade Project.

Mr. Whitbread would like it noted that actions were taken by the Department of Main Roads and Transport to contact and liaise with the QAS, QFES, and QPS of the temporary closure of Shirbourne Road. As part of their updated procedure the SES will be added to their contact list.

CARRIED

3.4 Audit Committee Meeting Minutes - 5 May 2021

Summary of recommendations and actions for consideration and adoption:

Item 4 – Amended Audit Committee Schedule and Agenda Items

That the Committee endorse the amended 2021 Audit Committee Meeting Dates and Agenda Items.

Item 5.1 – Position Papers

That the Committee note the AASB 1059 Service Concession Arrangement: Grantors position paper.

Item 5.2 – Shell Financial Statements

That the Committee endorse the 2021 Shell Annual Financial Statements.

Item 5.3 – Ordinary Citizens Transaction Review

That the Committee note the Related Party Disclosure – Ordinary Citizens Transactions paper.

Item 5.4 – Financial Statement Preparation Maturity Model

That the Committee note the financial statement preparation maturity model and benchmarking results.

Item 6.1 – Proposed Annual Infrastructure Valuation Methodology Report

That the Committee note the Internal Valuation Report 2020-2021.

Item 7.1 – Review Investment Policy

That the Committee note the revised Investment Policy.

Item 8.1 – Review External Audit Plan

That the Committee note the 2021 External Audit Plan and progress towards achieving the Waste Levy Best Practice recommendations.

Item 9.1 – Internal Audit Activity Report

That the Committee note the Internal Audit Activity Report.

Item 10.1 – Risk Management Update

That the Committee note the Risk Management Briefing Note.

Item 10.2 – Fraud & Corruption Control Plan

That the Committee endorse the draft Fraud and Corruption Control Plan 2021-2023 subject to consideration of the changes.

Item 10.3 – Conflict of Interest for Workers Policy

That the Committee note the Conflict of Interest for Workers Policy.

Item 10.4.1 – Internal Audit Issues

That the Committee note all management comments and endorse the proposed revised due dates of the Internal Audit Action Items.

Item 10.4.2 – External Audit Issues

That the Committee note the management update of the External Audit Waste Levy Best Practice recommendations.

Recommendation

That:

1. the minutes of the Audit Committee Meeting held on 5 May 2021 be noted, and;
2. the recommendations as detailed in the minutes and summarised in Items 4 to 10.4.2 above be adopted.

Resolution

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

CARRIED

3.5 RADF Advisory Group Meeting Minutes - 6 May 2021

Summary of recommendations and actions for consideration and adoption:

Item 4 – Recommendation

Recommendation

That funds of \$7,000.00 be provided for the project submitted by the Economic Development Section of Burdekin Shire Council to employ Chainsaw Artist, Matt G to carve a cane cutter sculpture from timber as a project would not only provide an attraction for the 2021 Sweet Days Hot Nights Festival but also provide an ongoing and lasting sculpture to be installed in the district and contribute to the Burdekin art trail.

Recommendation

That:

1. the minutes of the RADF Advisory Group Meeting held on 6 May 2021 be noted, and;
2. the recommendations as detailed in the minutes and summarised in Item 4 above be adopted.

Resolution

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

CARRIED

9.16am Ms. Johnstone entered the meeting.

4 EXECUTIVE

4.1 CEO

4.2 ECONOMIC DEVELOPMENT

5 CORPORATE AND COMMUNITY SERVICES

5.1 CLIENT SERVICES

5.1.1 Annual Staff Accrued Annual and Long Service Leave Entitlements

Executive Summary

The purpose of this report is to provide Council with an update on current Annual Leave and Long Service Leave accrued entitlements for staff.

Recommendation

That the Staff Accrued Annual Leave and Long Service Leave Entitlement Reports be received and noted.

Resolution

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

CARRIED

5.2 COMMUNITY DEVELOPMENT

5.2.1 Burdekin Shire Youth Council Charter 2021 - 2025

Executive Summary

Burdekin Shire Council has supported the establishment and operation of the Burdekin Shire Youth Council since inception in 1994. The group consists up to 25 members of youth aged 12-20 years, supported by a coordinator from Council's Community Development Department.

A new Draft Charter for the group has been developed based on a template that has been approved by Council.

Recruitment of Youth Council Members occurs annually in February, with remaining members invited to return each year.

Recommendation

That Council adopts the attached Burdekin Shire Youth Council Charter 2021-2025.

Resolution

Moved Councillor Furnell, seconded Councillor Musumeci that the recommendation be adopted.

CARRIED

5.3 FINANCIAL AND ADMINISTRATIVE SERVICES

5.3.1 Monthly Financial Report for Period Ending 30 April 2021

Recommendation

That the Monthly Financial Report for Period Ending 30 April 2021 be received.

Resolution

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

CARRIED

9.31am Mr. Stockdale entered the meeting.

9.32am Mr. Mulcahy entered the meeting.

5.4 GOVERNANCE

9.36am Ms. Heuir and Mrs. Szollos entered the meeting.

9.39am Ms. Johnstone left the meeting.

6 INFRASTRUCTURE, PLANNING AND ENVIRONMENTAL SERVICES

6.1 ENVIRONMENTAL AND HEALTH SERVICES

6.1.1 Community and Environmental Management (Amendment) Local Law (No. 1) 2021 and Community and Environmental Management (Amendment) Subordinate Local Law (No. 1) 2021

Executive Summary

Council has commenced the local law making process to propose amendments to *Local Law No. 3 (Community and Environmental Management) 2012* and *Subordinate Local Law No. 3 (Community and Environmental Management) 2012*. The proposed amendments include provisions to specify pigeon droppings on footpaths as a community and safety hazard and prescribe actions to remedy

such hazard; and include provisions to regulate the maintenance of buildings in designated areas so as to prevent public injury or harm.

This report outlines how to proceed with the local law making process previously adopted by Council and resolve to proceed with the making of, and actually make *Community and Environmental Management (Amendment) Local Law No. 1 2021* and *Community and Environmental Management (Amendment) Subordinate Local Law (No. 1) 2021*.

Recommendation

1. That Council resolves to implement each recommendation of the public interest test report (attached) about *Community and Environmental Management (Amendment) Local Law (No. 1) 2021* and *Community and Environmental Management (Amendment) Subordinate Local Law (No. 1) 2021*;
2. That Council resolves:
 - (a) to proceed with the making of, and make, each of *Community and Environmental Management (Amendment) Local Law (No. 1) 2021* and *Community and Environmental Management (Amendment) Subordinate Local Law (No. 1) 2021* as advertised; and
 - (b) pursuant to section 32 of the *Local Government Act 2009*, to adopt a consolidated version of each of *Local Law No. 3 (Community and Environmental Management) 2012* and *Subordinate Local Law No. 3 (Community and Environmental Management) 2012* in the form attached to this report to Council.

Resolution

Moved Councillor Musumeci, seconded Councillor Boccalatte that the recommendation be adopted.

CARRIED

6.2 OPERATIONS

6.3 PLANNING AND DEVELOPMENT

6.4 TECHNICAL SERVICES

6.4.1 Road Closure Application - Peake Street, Ayr

Executive Summary

Request for Council's view on the temporary closure of a road reserve at the end of Peake Street, Ayr which is classified as "pathway".

Recommendation

That Council resolves to offer no objection to the temporary closure of the "pathway" at the end of Peake Street, Ayr between the properties of Fallon and Giddy.

Resolution

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

CARRIED

6.4.2 Road Name Change - Becker Road to Hawkins Road, Brandon

Executive Summary

Request for Council to rename a section of rural road in Brandon.

The request was originally brought to Council's attention in 2018, however was not fully resolved.

Recommendation

That Council names the road adjoining the northern boundary of Lot 2 RP730431 as 'Hawkins Road' and erects a road sign on the existing signpost on the T-intersection of the road.

Resolution

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

CARRIED

7 NOTICE OF MOTION

9.58am Mr. Stockdale and Mr. Mulcahy left the meeting.

9.59am Ms. Heuir and Mrs. Szollos left the meeting.

8 RECEIPT OF PETITIONS

9 CORRESPONDENCE FOR INFORMATION

9.1 Request Council Feedback - Draft Terms of Reference for Environmental Impact Statement - Big Rocks Weir Project - Office of Coordinator-General

Resolution

Moved Councillor Perry, seconded Councillor Boccalatte that Council provide feedback on the draft Terms of Reference for the Environmental Impact Statement for the construction of a 10,000 megalitre weir at Big Rocks, Charters Towers.

CARRIED

10 GENERAL BUSINESS

11 CLOSED BUSINESS ITEMS

12 DELEGATIONS

There being no further business the meeting closed at 10.19am.

These minutes were confirmed by Council at the Ordinary Council Meeting held on 8 June 2021.

MAYOR
