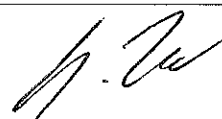


**Minutes of the Ordinary Meeting of the Diamantina Shire Council**  
**held in the Boardroom of the Administration Centre, Bedourie**  
**on Monday, May 15 2017 commencing at 9.00am.**

## **1 CONTENTS**

---

2	ATTENDANCE.....	2
3	APOLOGIES .....	2
4	CONFIRMATION OF MINUTES .....	2
5	DECLARATIONS OF INTEREST .....	2
6	INFORMATION REPORTS .....	2
6.1	I (i) Newsbrief Reports.....	2
6.2	I (ii) Financial Reports.....	3
7	ACTION REPORTS.....	3
7.1	A (i) Organisational Structure.....	3
7.2	A (ii) Policy for Adoption – Human Resources .....	4
7.3	A (iii) Debtor Write-offs.....	4
7.4	A (iv) Fees and Charges 2017-18 .....	5
7.5	A (v) 2016-17 Operational Plan Quarterly Review .....	5
7.6	A (vi) Windorah Sports Camp Donation .....	5
7.7	A (vii) Policies for Adoption - Revenue, Debt and Investment Policies.....	6
7.8	A (viii) Long-term Financial Sustainability Parliamentary Enquiry .....	6
7.9	A (ix) Policy for Adoption - Expense Reimbursement – Councillors Policy .....	6
7.10	A (x) Official Opening of Birdsville Lodge .....	7
7.11	A (xi) LRRS Road Review .....	7
7.12	A (xii) Columbariums .....	7
7.13	A (xiv) Flood Monitoring Camera Tender.....	8
7.14	A (xv) Trade Services Tender .....	8
7.15	A(xvi) LATE ITEM - Big Red Road .....	8
7.16	A (xiii) DTMR Transport Stakeholders Forum.....	9
8	MEMBERS BUSINESS .....	9
8.1	Cr Cooms .....	9
8.2	Cr Cramer .....	9
8.3	Cr Maunsell.....	9
8.4	Cr Morton .....	10
8.5	Cr Rayment.....	10



## 2 ATTENDANCE

---

Councillors: Cr Geoff Morton (Mayor), Cr Steve Cramer (Deputy Mayor), Cr Doug Cooms, Cr Bev Maunsell, Cr Don Rayment

Staff: Chief Executive Officer, Leon Love.  
Executive Assistant, Amanda Schnitzerling

### **Attendance:**

9:00am Trevor Stewart, Infrastructure Manager, entered the meeting

## 3 APOLOGIES

---

Nil

## 4 CONFIRMATION OF MINUTES

---

a) Ordinary Meeting – April 24, 2017

**Minute No. 2017.05.15-OM-1**

**Moved by Cr Rayment and Seconded by Cr Cramer**

**‘That the minutes of the Ordinary Meeting of Diamantina Shire Council held on April 24, 2017 be confirmed.’**

**Carried 5/0.**

## 5 DECLARATIONS OF INTEREST

---

Nil

## 6 INFORMATION REPORTS

---

### **6.1 I (I) NEWSBRIEF REPORTS**

#### **Executive Summary**

The Newsbrief contains information reports from the Executive, the Corporate and Community Department and the Infrastructure Department to keep Council informed of operations.

#### **Recommendation**

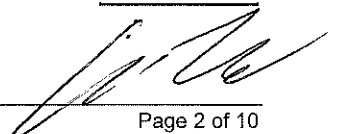
**‘That Council receive the Newsbrief Reports.’**

**Minute No. 2017.05.15-OM-2**

**Moved by Cr Cooms and Seconded by Cr Rayment**

**‘That the recommendation be adopted.’**

**Carried 5/0.**



## 6.2 I (ii) FINANCIAL REPORTS

### Executive Summary

Monthly Financial reports including Income Statement, Statement of Financial Position, Statement of Cashflows, Statement of Changes in Equity are provided to Councillors for their information,

### Recommendation

**'That Council receive all Financial Reports.'**

**Minute No. 2017.05.15-OM-3**

**Moved by Cr Cramer and Seconded by Cr Rayment**

**'That the recommendation be adopted.'**

**Carried 5/0.**

## 7 ACTION REPORTS

---

**Minute No. 2017.05.15-OM-4**

**Moved Cr Rayment and Seconded by Cr Cramer**

**'That in relation to agenda item A(i) Organisational Structure and A(ii) Policy for Adoption – Human Resources pursuant to section 275 of the *Local Government Regulation 2012* the meeting be closed to the public so that the councillors or members can discuss industrial matters affecting employees**

**Carried 5/0.**

### Attendance:

9:10am Amanda Schnitzerling, Executive Assistant left the meeting  
10:30am Trevor Stewart, Infrastructure Manager left the meeting

**Minute No. 2017.05.15-OM-5**

**Moved Cr Cramer and Seconded by Cr Rayment**

**'That the meeting be opened to the public.'**

**Carried 5/0.**

### Attendance:

11:00am Council adjourned the Meeting for morning tea.  
11:24am Council resumed the Meeting.

### Attendance:

11:24am Amanda Schnitzerling, Executive Assistant entered the meeting

## 7.1 A (i) ORGANISATIONAL STRUCTURE

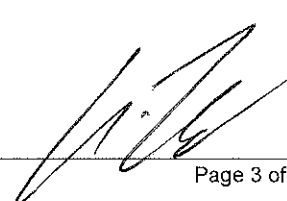
### Executive Summary

Council is required to adopt an organisational structure so that it can achieve its desired outcomes for the community. The structure should enable Council to achieve its corporate and operational plans and provide stability.

### Recommendation

**'That Council adopt the proposed Organisational Structure as presented and make the following positions redundant:-**

- **Construction Foreman**



- Technical Officer
- Works Coordinator
- Assets and Project Services Coordinator.’

Minute No. 2017.05.15-OM-6

Moved by Cr Maunsell and Seconded by Cr Cramer  
 ‘That the recommendation be adopted.’

Carried 5/0.

## 7.2 A (II) POLICY FOR ADOPTION – HUMAN RESOURCES

### Executive Summary

A new version of the Local Government Industry Award – State 2017 came into effect on 28 February 2017. The new version of the award requires some amendments to Council’s Human Resources Policy.

Gifts and farewell morning teas/parties have traditionally been provided by Council to departing staff. The policy aims to provide guidelines for acceptable expenditure and feedback is sought from Councillors.

### Recommendation

‘That Council adopt the Human Resources Policy as presented.’

Minute No. 2017.05.15-OM-7

Moved by Cr Cramer and Seconded by Cr Rayment  
 ‘That the recommendation be adopted.’

Carried 5/0.

## 7.3 A (III) DEBTOR WRITE-OFFS

### Executive Summary

A review of outstanding debts has resulted in some amounts being considered irrecoverable and are presented to Council for action.

### Recommendation

‘That Council write off the following debts as they are considered unrecoverable:

Clayton Cusack	\$15,164.54	Rent of depot shed space 2008-2011
David Monaghan	\$2,540.00	Unpaid Rent Feb-Aug 2012
Don Purser	\$1,498.00	Unpaid Rent from 28.04.14-01.09.14
Liu Sinak	\$3,143.63	Unpaid Rent from 27.05.14-10.11.14
Brain Smith	\$294.00	Rent
John Schrader	\$2,287.69	Unpaid Rent from 30.11.10-21.03.11

Minute No. 2017.05.15-OM-8

Moved by Cr Morton and Seconded by Cr Rayment

'That Council write off the following debts as they are considered unrecoverable:

Don Purser	\$1,498.00	Unpaid Rent from 28.04.14-01.09.14
Liu Sinak	\$3,143.63	Unpaid Rent from 27.05.14-10.11.14
Brian Smith	\$294.00	Rent

and authorise the Chief Executive Officer to use all available means to recover debts owing from Cusack, Monaghan and Schrader as they consider these debts recoverable.'

Carried 5/0.

## 7.4 A (IV) FEES AND CHARGES 2017-18

### Executive Summary

The Fees and Charges schedule is reviewed annually and is presented for adoption.

### Recommendation

'That Council adopt the Fees and Charges Schedule as presented.'

Minute No. 2017.05.15-OM-9

Moved by Cr Rayment and Seconded by Cr Maunsell

'That the recommendation be adopted with the following note to be added against Bronco Branding Yards Day Hire: Excludes Birdsville Social Club area – advise Birdsville Social Club of any applications to hire.'

Carried 5/0.

## 7.5 A (v) 2016-17 OPERATIONAL PLAN QUARTERLY REVIEW

### Executive Summary

The Chief Executive Officer is required to provide a report to Council on the progress of implementing the annual Operational Plan.

### Recommendation

'That Council receive the 3rd Quarter report on the implementation of the 2016-17 Operational Plan.'

Minute No. 2017.05.15-OM-10

Moved by Cr Maunsell and Seconded by Cr Cramer

'That the recommendation be adopted.'

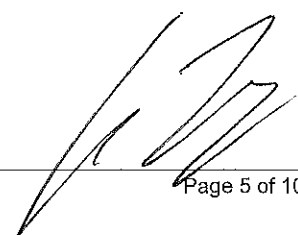
Carried 5/0.

## 7.6 A (VI) WINDORAH SPORTS CAMP DONATION

### Executive Summary

The annual Windorah Sports Camp will be held in Windorah from 19th to the 23rd July 2017. As in previous years they are appealing for Council support to fund this event. They request that the Council consider matching the Barcoo Shire Council's annual donation of \$250 per attending school within our Shire.

### Recommendation



**'That Council donate \$500 to support the 2017 Windorah Sports Camp.'**

**Minute No. 2017.05.15-OM-11**

**Moved by Cr Rayment and Seconded by Cr Cramer**

**'That the recommendation be adopted.'**

**Carried 5/0.**

## **7.7 A (VII) POLICIES FOR ADOPTION - REVENUE, DEBT AND INVESTMENT POLICIES**

### **Executive Summary**

Council is required to adopt the Revenue Policy, Debt Policy and Investment Policy prior to the adoption of the Annual Budget. The 2017-2018 policies are presented for Council's consideration.

### **Recommendation**

**'That Council adopt the Revenue, Debt and Investment Policies as presented.'**

**Minute No. 2017.05.15-OM-12**

**Moved by Cr Rayment and Seconded by Cr Cramer**

**'That the recommendation be adopted.'**

**Carried 5/0.**

## **7.8 A (VIII) LONG-TERM FINANCIAL SUSTAINABILITY PARLIAMENTARY ENQUIRY**

### **Executive Summary**

Following the tabling of the Queensland Audit Office report's 2 and 13 for 2016-17, the Infrastructure, Planning and Natural Resources Committee has resolved under section 94 of the Parliament of Queensland Act 2001 to conduct an inquiry into the long-term financial sustainability of local governments. The Committee seeks input from Diamantina Shire Council for this inquiry.

### **Recommendation**

**'That Council consider whether they wish to make a submission to the Infrastructure, Planning and Natural Resources Committee regarding the long-term financial sustainability of local governments by 4:00pm on Friday 26 May 2017.'**

**Minute No. 2017.05.15-OM-13**

**Moved by Cr Cramer and Seconded by Cr Cooms**

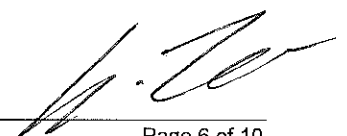
**'That Council authorise the CEO to submit a response to the Infrastructure, Planning and Natural Resources Committee regarding the long-term financial sustainability of local governments based on Council circumstances.'**

**Carried 5/0.**

## **7.9 A (IX) POLICY FOR ADOPTION - EXPENSE REIMBURSEMENT – COUNCILLORS POLICY**

### **Executive Summary**

The Expense Reimbursement – Councillors Policy has been reviewed and is presented for adoption.



Recommendation

**'That Council adopt the Expense Reimbursement – Councillors Policy as presented.'**

**Minute No. 2017.05.15-OM-14**

**Moved by Cr Cramer and Seconded by Cr Rayment**

**'That the recommendation be adopted.'**

**Carried 5/0.**

## **7.10 A (X) OFFICIAL OPENING OF BIRDSVILLE LODGE**

Executive Summary

An official opening of the Birdsville Lodge needs to be arranged.

Recommendation

**'That Council consider an appropriate date to hold the official opening of the Birdsville Lodge, determine the list of VIPs to invite, and allocate a budget.'**

**Minute No. 2017.05.15-OM-15**

**Moved by Cr Rayment and Seconded by Cr Maunsell**

**'That Council authorise the Chief Executive Officer make appropriate arrangement to officially open the Birdsville Lodge after the Bedourie Races in September, taking into consideration federal and state parliamentary sitting dates.'**

**Carried 5/0.**

**Attendance:**

12:30pm Trevor Stewart, Infrastructure Manager, Stuart Bourne, Engineer, entered the meeting

## **7.11 A (XI) LRRS ROAD REVIEW**

Executive Summary

The purpose of this report is to review the status of Council's Local Roads of Regional Significance (LRRS) at the request of the Outback Regional Roads and Transport Group (ORRTG) from the meeting held 4th May 2017.

Recommendation

**'That Council authorize the Chief Executive Officer to communicate with the ORRTG regarding comments on the current list of LRRS.'**

**Minute No. 2017.05.15-OM-16**

**Moved by Cr Cooms and Seconded by Cr Rayment**

**'That the recommendation be adopted.'**

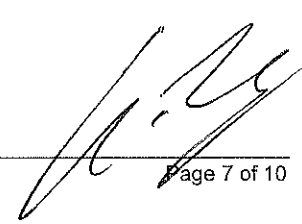
**Carried 5/0.**

## **7.12 A (XII) COLUMBARIUMS**

Executive Summary

Seeking council approval for purchase of columbarium walls and minor upgrades to cemeteries in Birdsville and Bedourie.

Recommendation



**'That Council accept the quotation from JH Wagner & Sons Toowoomba for the supply of two granite columbarium walls for the Bedourie and Birdsville Cemeteries at a price of \$29,689 and approve in principle the layout plan for the upgrade to both cemeteries and include \$40,000 in the 2017-2018 budget to fund the work.'**

**Minute No. 2017.05.15-OM-17**

**Moved by Cr Cramer and Seconded by Cr Maunsell**

**'That the recommendation be adopted.'**

**Carried 5/0.**

### **7.13 A (XIV) FLOOD MONITORING CAMERA TENDER**

#### **Executive Summary**

This report provides a tender recommendation for the design, supply & installation of flood monitoring cameras.

#### **Recommendation**

**'That Council accept the tender from Harrington System Electronics for the design, supply & installation of flood monitoring cameras.'**

**Minute No. 2017.05.15-OM-18**

**Moved by Cr Cramer and Seconded by Cr Cooms**

**'That Council accept the tender from Harrington System Electronics for the design, supply & installation of flood monitoring cameras and authorise the Chief Executive Officer to liaise with Boulia Shire Council regarding the installation of a 4<sup>th</sup> camera at the Georgina River Channels at Marion Downs.'**

**Carried 5/0.**

### **7.14 A (XV) TRADE SERVICES TENDER**

#### **Executive Summary**

This report provides an assessment & ranking for the trade services tender.

#### **Recommendation**

**That Council approve the assessment of the Council's Approved Contractors List 2017-2018 Trade Services, with an optional 12 month extension (rates may be reviewed before the optional 12 month inspection).**

**Minute No. 2017.05.15-OM-19**

**Moved by Cr Cramer and Seconded by Cr Maunsell**

**'That the recommendation be adopted.'**

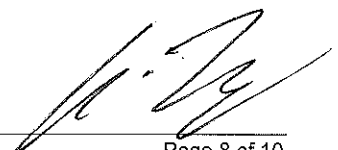
**Carried 5/0.**

### **7.15A(XVI) LATE ITEM - BIG RED ROAD**

Council has been informed that its application under the Transport and Tourism Connections Fund for \$250000 has been successful, allowing an additional 1km of pave and seal to be constructed on the Big Red Road.

**Minute No. 2017.05.15-OM-19**

**Moved by Cr Morton and Seconded by Cr Cramer**





**'That Council extend the scope of works for the pave and seal of the Big Red Road by 1km from Chainage 17.9 to 18.9 at a cost of \$250,000 funded by the Transport and Tourism Connections Fund.'**

**Attendance:**

1:12pm Trevor Stewart, Infrastructure Manager, Stuart Bourne, Engineer, left the meeting

**Attendance:**

1:12pm Council adjourned the Meeting for lunch.  
2:07pm Council resumed the Meeting.

## **7.16 A (XIII) DTMR TRANSPORT STAKEHOLDERS FORUM**

### **Executive Summary**

The Queensland Department of Main Roads will be holding a consultative stakeholder forum in Birdsville on Monday 5<sup>th</sup> June 2017.

### **Recommendation**

**'That Council nominate the Mayor, CEO, and any interested Councillors to attend the Queensland Department of Transport and Main Roads Transport Stakeholders Forum in Birdsville on Monday 5<sup>th</sup> June 2017 and determine any agenda items to be provided for discussion.'**

Minute No. 2017.05.15-OM-20

Moved by Cr Rayment and Seconded by Cr Cooms

**'That Council nominate the Mayor, CEO, Cr Cooms, Cr Maunsell and Cr Rayment to attend the Queensland Department of Transport and Main Roads Transport Stakeholders Forum in Birdsville on Monday 5<sup>th</sup> June 2017.'**

**Carried 5/0.**

## **8 MEMBERS BUSINESS**

---

### **8.1 CR COOMS**

Cr Cooms enquired about the payment of contractors on Friday 12<sup>th</sup> June. The CEO explained that contractors are not employees but creditors. Whilst Council is extremely generous in usually paying contractors each fortnight (usually less than 2 days after supplying an invoice) there is no obligation on Council to do so. On this occasion, the CEO was not available to authorise the creditor payment batch until after the cut off time for bank transfers for the day.

### **8.2 CR CRAMER**

Nil

### **8.3 CR MAUNSELL**

Nil

#### **8.4 CR MORTON**

Nil

#### **8.5 CR RAYMENT**

Nil

There being no further business the Meeting closed at 2:50pm.

Minutes confirmed this 26<sup>th</sup> day of June, 2017.

  
\_\_\_\_\_  
Cr Geoff Morton  
**MAYOR**