

**MINUTES OF THE GENERAL MEETING
OF THE BARCALDINE REGIONAL COUNCIL
HELD IN THE ARAMAC COUNCIL CHAMBERS, 35 GORDON STREET, ARAMAC
ON WEDNESDAY 21 AUGUST 2024
COMMENCING AT 8:30AM**

ATTENDENCE

Councillor R Chandler (Mayor) [in the Chair], Councillor M Rogers (Deputy Mayor);
Councillors T Gleeson, K Williams, V Howard, L Penna and R O'Brien.

OFFICERS

J Lawrence (District Manager – Barcaldine), D Young (Minute Secretary), A Coulton (Acting District Manager – Aramac and Muttaborra), K Coomber (District Manager – Alpha and Jericho)[via TEAMS], A Shaw (Finance Manager)[Finance Reports only], D Bradford (Acting Chief Executive Officer), D Balderson (Senior Works Project Officer) [2-3pm only] and A Bintley (Manager People and Culture)[Human Resource Reports only].

Councillor O'Brien led council in prayer.

CONDOLENCES

Mrs Martina Hoch formerly of Alpha, Mr Anthony Hannay of Aramac and Mr Jason Richardson formerly of Barcaldine.

LEAVE OF ABSENCE

L Busby (Director of Works)

ACKNOWLEDGEMENT OF TRADITIONAL OWNERS

CONFLICTS OF INTEREST

Prescribed Conflicts of Interest

Councillor Rogers under items 3.2.4, 3.2.5 and 3.2.7 – Councillors Rogers informed the meeting she has a Declarable Conflict of Interest in the Request for Assistance (RA202425) – Barcaldine Arts Council, Request for Assistance – Muttaborra Sculpture Committee and Request for Assistance – Alpha Tourism Reports, as she is involved materially with these initiatives. Councillor Rogers will leave the meeting for the discussion and vote on these items.

Declarable Conflicts of Interest

Councillor O'Brien under item 3.3.2 – Councillor O'Brien informed the meeting he has an ongoing Declarable Conflict of Interest in the Community Care Services Report as a close associate, being his wife, works for the service. Councillor O'Brien will remain in the meeting for the discussion and vote on this item.

Councillor Chandler under item 3.1.1 – Councillor Chandler informed the meeting he has a Declarable Conflict of Interest in the Offer to Purchase Vacant Land – John Miller Industrial Estate Report, as a close associate, being his nephew, is the prospective buyer. Councillor Chandler will leave the meeting for the discussion and vote on this item.

DEPUTATION

Western Qld Primary Health Network

BUSINESS

1. CONFIRMATION OF MINUTES

Resolution: **Moved Cr Williams** **Seconded Cr Rogers**
2024/08/251 **That the minutes of the General Meeting of Barcaldine Regional Council held on 17 July 2024 be received and confirmed with the following amendment: Resolution 2024/07/231, dot point two to be amended to Friday 3 October.**

Carried
7/0

Resolution: **Moved Cr Howard** **Seconded Cr Gleeson**
2024/08/252 **That the minutes of the Special Meeting of Barcaldine Regional Council held on 23 July 2024 be received and confirmed.**

Carried
7/0

Resolution: **Moved Cr O'Brien** **Seconded Cr Gleeson**
2024/08/253 **That the minutes of the Special Meeting of Barcaldine Regional Council held on 5 August 2024 be received and confirmed.**

Carried
7/0

2. PETITIONS

Nil

3.1 CONFIDENTIAL REPORTS

Councillor Chandler declared a conflict of interest in the following report and left the meeting at 9.13am, Councillor Rogers assumed the Chair.

Resolution: **Moved Cr O'Brien** **Seconded Cr Penna**
2024/08/254 **That Council closes the meeting to the public in accordance with Section 254J(3)(g) of the Local Government Regulation 2012, regarding negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interest of the local government.**

Carried
6/0

The meeting was closed at 9.15am and moved into open session at 9.39am.

Resolution: **Moved Cr Gleeson** **Seconded Cr O'Brien**
2024/08/255 **That Council reopens the meeting.**

Carried
6/0

3.1.1 Offer to Purchase Vacant Land – John Miller Industrial Estate

Summary: This report is presented to Council for consideration to sell four parcels of vacant land in the John Miller Industrial Estate Barcaldine, for a combined purchase price of \$160,000.00 (excluding GST).

Resolution: **Moved Cr Penna** **Seconded Cr O'Brien**
2024/08/256 **That Council endorse the Acting Chief Executive Officer to negotiate a reasonable sale price for the four parcels of land listed.**

Carried

6/0

Councillor Chandler returned to the meeting at 9.43am.

3.1.2 Tender for Supply and Installation of the Alpha State School Footpath

Summary:

Council has successfully applied for funding under the Schools Transport Infrastructure Program to provide a concrete footpath on both Milton and Dryden Streets in Alpha. This project will provide access points to accommodate wheelchairs and physically impaired students to ensure safe passage to and from school.

The open public tenders for the construction of the footpaths and the road safety activities was requested through Council's online public tendering system, VendorPanel. There were two submissions submitted for this package of work. This report contains an overview of the evaluation process for these submissions.

Resolution:
2024/08/257

Moved Cr Penna
That Council:

Seconded Cr Williams

- 1. Note the report and tender evaluation.**
- 2. Reject all tender submissions due to the values being over budget.**
- 3. Note project work will be undertaken by Council staff.**

Carried

7/0

Resolution:
2024/08/258

Moved Cr O'Brien

Seconded Cr Penna

That Council closes the meeting to the public in accordance with Section 254J(3)(g) of the Local Government Regulation 2012, regarding negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interest of the local government.

Carried

7/0

The meeting was closed at 9.48am and moved into open session at 10.25am.

**Resolution:
2024/08/259**

**Moved Cr O'Brien
That Council reopens the meeting.**

Seconded Cr Penna

**Carried
7/0**

3.1.3 Organisational Culture Review

Summary:

At the special meeting on 7 July 2024, Council resolved to consider submissions for an Organisational Culture Review. This report provides for Council to consider the submitted quotations to undertake a review and provide recommendations.

The request for quotation was issued on the 31 July 2024 on Council's online public tendering system, VendorPanel and closed on 14 August 2024. Council, in this report will consider the five submissions from suppliers.

**Resolution:
2024/08/260**

**Moved Cr Rogers
That Council:**

Seconded Cr Howard

- 1. Accept the submission from LG Services for the submitted value of \$40,902.00 (ex GST).**
- 2. Amends the operational budget to include this project which will be included as part of the 2024/2025 Budget Review 1.**

**Carried
5/2**

Councillors Gleeson and O'Brien voted against the motion.

Meeting was adjourned at 10.27am and reconvened at 10.50am.

3.2 DECISION REPORTS

3.2.1 Local Government Association of Queensland Annual Conference

Summary:

From the Acting Chief Executive Officer, seeking endorsement for Councillors and the Acting Chief Executive Officer to attend the Local Government Association of Qld (LGAQ) Annual Conference in Brisbane from 21-23 October 2023.

Resolution: 2024/08/261	Moved Cr O'Brien That Council appoints Councillor Chandler and Councillor Rogers as delegates and Acting Chief Executive Officer Daniel Bradford and Councillors Howard and Gleeson as observers, to the 2024 LGAQ Annual Conference in Brisbane.	Seconded Cr Penna
		Carried 7/0

3.2.2 Annual Christmas Closure

Summary: From the Acting Chief Executive Officer, suggesting dates for the annual Christmas closure for 2024.

Resolution: 2024/08/262	Moved Cr Gleeson That Council approves:	Seconded Cr O'Brien
	<ol style="list-style-type: none">1. The closure of Council administration offices and community services from 12.00pm on Friday 20 December 2024 and reopening on Monday 6 January 2025, with only essential staff working between these dates and2. The closure of Council depots from 12.00pm on Thursday 12 December 2024 and reopening on Monday 13 January 2025, with only rostered staff working between these dates.	Carried 7/0

3.2.3 Human Resource Policies Review

Summary: Barcaldine Regional Council Human Resource (HR) team ran a comprehensive review of its policies and procedures as a matter of process. This systematic and regular review of policies ensures they are regularly checked to ensure these key strategic documents inform Councillors, staff and other stakeholders of the position, process and expectations Council has set on a particular matter. The review of Council policies is an important process and has been undertaken in accordance with Council's Policy Review Framework which was adopted by Council in 2023. This policy review focuses on the first group of policies related to Council's Human Resource management practices. These policies have undergone structured updates and changes which are detailed in this report. Beyond the individual updates to the policies, the contents of the policies have

been aligned with current State and Federal legislation. Policies that have been reviewed for council consideration are: HR005 – Code of Conduct HR002 – Equal Employment Opportunity (EEO); Discrimination, Bullying, Harassment and Psychosocial Hazard HR006 – Drug and Alcohol Testing Procedure HR007 – Uniform, Personal Protective Equipment (PPE) and Personal Appearance HR008 – Performance and Misconduct HR009 – Recognition of Service and Gifts HR013 – Study and Training and Development HR015 – Drug and Alcohol HR020 – Health, Safety and Wellbeing.

**Resolution:
2024/08/263**

Moved Cr Chandler

Seconded Cr Rogers

That Council workshop the below policies and bring them back to a future meeting to adopt the following policies:

- a) HR005 – Code of Conduct.**
- b) HR002 – Equal Employment Opportunity; Discrimination, Bullying, Harassment and Psychosocial Hazard.**
- c) HR006 – Drug and Alcohol Testing Procedure.**
- d) HR007 – Uniform, Personal Protective Equipment and Personal Appearance.**
- e) HR008 – Performance and Misconduct.**
- f) HR009 – Recognition of Service and Gifts.**
- g) HR013 – Study and Training and Development.**
- h) HR015 – Drug and Alcohol.**
- i) HR020 – Health, Safety and Wellbeing.**

**Carried
7/0**

Councillor Rogers declared an interest in the following two reports and left the meeting at 11am.

3.2.4 Request for Assistance (RA202425) – Barcaldine Arts Council

Summary:

This report is presented to Council for consideration to provide assistance to Barcaldine Arts Council Incorporated for cash donation of \$3,000.00 for their annual art exhibition – assessment score = 75.

**Resolution:
2024/08/264**

Moved Cr Penna

Seconded Cr Howard

That Council approves request for assistance to Barcaldine Arts Council Incorporated of cash donation to the value of \$3,000.00 for annual art exhibition.

Carried
6/0

3.2.5 Request for Assistance – Muttaborra Sculpture Committee

Summary: Council has received correspondence from the Muttaborra Sculpture Committee seeking assistance with providing cement slabs on the walking trail around the township of Muttaborra - requires consideration from Council.

Resolution: **Moved Cr Gleeson** **Seconded Cr Howard**
2024/08/265 **That Council approves the request to further support the Muttaborra Sculpture Committee by way of providing in-kind support only (excluding materials) to construct concrete slabs for the Sculpture Trail .**

Carried
7/0

Councillor Rogers returned to the meeting at 11.19am.

3.2.6 Asset Disposal – 36 Bruford Street, Muttaborra

Summary: Council has received a recommendation to dispose of the dwelling located on 36 Bruford Street, Muttaborra due to the large expense that would be incurred if Council was to restore the dwelling to habitable - requires consideration from Council.

Resolution: **Moved Cr O'Brien** **Seconded Cr Williams**
2024/08/266 **That Council agrees to dispose of the dwelling located on 36 Bruford Street, Muttaborra by public tender.**

Carried
7/0

Councillor Rogers declared an interest in the following report and left the meeting at 11.22am.

3.2.7 Request for Assistance – Alpha Tourism

Summary: This report is presented to Council for consideration to be given to financial support of \$1,000 to assist Alpha Tourism extend the Historical Pastoral Display at Settlers Park.

Resolution: **Moved Cr Howard** **Seconded Cr Williams**
2024/08/267 **That Council agrees to donate \$1,000 and provide \$500 in-kind support to install the new 'Ringer on a Horse with Two Working Dogs at Foot' at the current site of the Historical Pastoral Display.**

Carried
6/0

Councillor Rogers returned to the meeting at 11.24am.

3.2.8 Offer of Assistance – Alpha Show Society

Summary: This report is presented to Council for consideration to be given to accepting the offer from the Alpha Show Society for financial support of \$20,000 to assist with the upgrading of the Alpha Dip Yards.

Resolution: **Moved Cr Howard** **Seconded Cr Gleeson**
2024/08/268 **That Council:**
1. Accepts the generous offer of \$20,000 from the Alpha Show Society to assist with the upgrade of the Alpha Dip Yards at the Showground.
2. Approve the project to be brought forward into 2024/2025 Capital Budget now that funding has become available.

Carried
7/0

3.2.9 Adjustment to Differential Rates Category – Rural Land

Summary: Council adopted its 2024/2025 budget in June 2024. As part of this meeting Council adopted a system of differential rates. Officers have identified an error in the rate set for the Rural Land Category. This report is for Council to consider this correction.

Resolution: **Moved Cr O'Brien** **Seconded Cr Penna**

2024/08/269

That Council:

1. In accordance with section 170(3) of the Local Government Regulation 2012, amends the differential rate in the dollar for differential Category 8 – Rural to be 0.2671cents and
2. Confirms that in accordance with section 94 of the *Local Government Act 2009* and sections 80 and 81 of the Local Government Regulation 2012, Council adopt a system of differential rating and make and levy a differential general rate on all parcels of rateable land included in each category as follows:

Category	Description	Rate in the \$ (cents)
1	Alpha Township	1.5632
2	Aramac Township	1.5632
3	Barcaldine Township	1.5632
4	Jericho Township	1.5632
5	Muttaburra Township	1.5632
6	Rural Residential	1.3659
8	Rural	0.2671
11	Public Accommodation A	1.5632
12	Public Accommodation B	1.5632
13	Public Accommodation C	1.5632
14	Public Accommodation D	1.5632
15	Public Accommodation E	1.5632
16	Public Accommodation F	1.5632
21	Multi-Residential A	1.5632
22	Multi-Residential B	1.5632
23	Multi-Residential C	1.5632
24	Multi-Residential D	1.5632
25	Multi-Residential E	1.5632
26	Multi-Residential F	1.5632
31	Electricity Substation	2.3150
35	Multi-Industrial A	2.3150
36	Multi-Industrial B	2.3150
37	Multi-Industrial C	2.3150
41	Power Station A	2.3150
42	Power Station B	2.3426
43	Power Station C	3.0448
44	Power Station D	3.9587
45	Power Station E	5.0931
46	Power Station F	6.6883
51	Coal Mining A	3.0448
52	Coal Mining B	5.0931

53	Coal Mining C	6.6883
54	Coal Mining D	7.5239
61	Intensive Accommodation A	1.8035
62	Intensive Accommodation B	2.3426
63	Intensive Accommodation C	3.0448
64	Intensive Accommodation D	3.9587
65	Intensive Accommodation E	4.3997
66	Intensive Accommodation F	5.0931
71	Extractive Industry A	1.8035
72	Extractive Industry B	1.8035
73	Extractive Industry C	1.8035
74	Gas Extraction	1.8035
81	Non-Profit Organization	0.0000
91	Tourist Facility	1.5632

Carried
7/0

3.2.10 Revised Policy – F027 Related Party Disclosure

Summary: *Barcaldine Regional Council has commenced a review of its policies and procedures as a matter of process. This systematic and regular review of policies ensures they are regularly checked to ensure these key strategic documents that inform Councillors, staff and other stakeholders of the position, process and expectations Council has set on a particular matter. The review of Council policies is an important process and has been undertaken in accordance with Council’s Policy Review Framework which was adopted by Council earlier this year. The Related Party Disclosure Policy has been revised to reflect minor changes to legislation and is presented for Council’s consideration.*

Resolution: **Moved Cr Penna** **Seconded Cr O’Brien**
2024/08/270 **That Council workshop the F027 – Related Party Disclosure Policy as presented in the attachment of this report and table for endorsement at a future meeting.**

Carried
7/0

3.3 FINANCE

3.3.1 Financial Performance Report

Summary: Section 204 of the Local Government Regulation 2012 requires the Chief Executive Officer to prepare a finance report to present at each monthly meeting of the local government. The financial report must state the progress that has been made in relation to the local government's budget for the period of the financial year up to a day as near as practicable to the end of the month before the meeting is held.

The purpose of the report is to promote sound financial management and accountability by presenting the Council's budget performance as of 31 July 2024.

**Resolution:
2024/08/271**

**Moved Cr Penna
That Council receive the report.**

Seconded Cr O'Brien

**Carried
7/0**

3.3.2 Community Care Services Report

Summary: This report provides an update on the Community Care Services financial progress. The financial performance of the business unit broken up into the care packages provided by Council.

**Resolution:
2024/08/272**

**Moved Cr Gleeson
That Council receive the report.**

Seconded Cr Rogers

**Carried
7/0**

3.3.3 Project Progress Report

Summary: Council has adopted a Capital Works Program for 2023/2024 financial year at its budget meeting in June 2023. At the meeting Council also adopted a list of special operating projects for this financial year. This report is a progress summary of each project to the end of June 2024.

Resolution:

Moved Cr Chandler

Seconded Cr O'Brien

2024/08/273

That the report be deferred.

Carried

7/0

3.4.1 Regional Council Business

- Councillor O'Brien noted the media release regarding funding received at Longreach Regional Council and queried whether Barcaldine Regional Council had requested any funding during the current political campaigning.
 - Councillor Chandler noted the old crossing at the weir could be repaired should funding become available.
 - Councillor Penna asked for an Information Technology System update – Acting Chief Executive Officer advised there was an in principal agreement being finalised for commencement in early September. Noted the system would assist the finance team in reporting and meeting timelines.
 - Councillors Howard and Rogers attended the Rural and Remote Pilot Program Roundtable on 1 August 2024. Noted this project will offer different training/programs across the region.
 - Councillor Howard had once again been approached regarding the maintenance required at the Muttaborra Hall, noted issues will be addressed using capital works budget.
 - Councillor Rogers had distributed a letter from an Aramac resident regarding water restrictions.
 - Councillor Rogers was in receipt of an email regarding a 'Cultural Agility Course', asking whether they could provide a deputation to Council.
 - Councillor Gleeson asked that residents be provided with information/feedback on road works.
-

3.5.1 Planning and Development Report

Summary: From the Acting Chief Executive Officer, tabling the monthly Planning and Development Report.

Resolution:
2024/08/274

Moved Cr O'Brien
That Council receive the report.

Seconded Cr Rogers

Carried

7/0

3.5.2 Workplace Health and Safety Report

Summary: From the Work Health and Safety Coordinator, presenting a report on Council's Workplace Health and Safety.

Resolution: **Moved Cr Penna** **Seconded Cr Gleeson**
2024/08/275 **That Council receive the report.**

Carried
7/0

Meeting was adjourned at 12.30pm and reconvened at 1.04pm.

3.5.3 Environmental Health Officer Report

Summary: From the Acting Chief Executive Officer, tabling the Environmental Health Officer Report for Councillor Information.

Resolution: **Moved Cr Williams** **Seconded Cr Rogers**
2024/08/276 **That Council receive the report.**

Carried
7/0

3.5.4 Economic Development Report

Summary: From the Acting Chief executive Officer, tabling the monthly Economic Development Report.

Resolution: **Moved Cr O'Brien** **Seconded Cr Howard**
2024/08/277 **That Council receive the report.**

Carried
7/0

3.5.5 Human Resource – Workforce Data and Plan

Summary: Barcaldine Regional Council (BRC) Human Resource (HR) team has two documents to present to Council which reflect employee data in a dashboard template, as well as a document which provides a first draft HR workforce plan. The goal of these documents is to advance the data-driven decision making, more innovative action planning strategy and process for BRC.

The main challenge faced by the HR team has been gaining credible, working data from our current business system.

Resolution: 2024/08/278 **Moved Cr Rogers** **Seconded Cr Gleeson**
That Council receive and note the report.

Carried
7/0

Councillor Howard left the meeting at 1.32pm and returned at 1.35pm.

3.6.1 Mayor’s Information Report

Summary: From the Mayor, tabling his information report to Council.

Resolution: 2024/08/279 **Moved Cr Williams** **Seconded Cr Penna**
That Council receive the report.

Carried
6/0

3.6.2 Acting Chief Executive Officer’s Information Report

Summary: From the Acting Chief Executive Officer, tabling his information Report to Council.

Resolution: 2024/08/280 **Moved Cr Rogers** **Seconded Cr Howard**
That Council receive the report.

Carried
7/0

3.6.3 Alpha/Jericho District Report

Summary: This report provides an update on the Council activities that have occurred over the last month in and around the Alpha and Jericho District.

Resolution: Moved Cr Howard Seconded Cr Gleeson
2024/08/281 That Council receive the report.

Carried
7/0

3.6.4 Aramac/Muttaborra District Report

Summary: This report provides an update on the Council activities that have occurred over the last month in and around the Aramac and Muttaborra District.

Resolution: Moved Cr Penna Seconded Cr Rogers
2024/08/282 That Council receive the report.

Carried
7/0

3.6.5 Barcaldine District Report

Summary: This report provides an update on the Council activities that have occurred over the last month in and around the Barcaldine District.

Resolution: Moved Cr O'Brien Seconded Cr Howard
2024/08/283 That Council receive the report.

Carried
7/0

Councillor Williams left the meeting at 2.15pm and returned at 2.17pm.
Councillor Penna left the meeting at 2.35pm and returned at 2.36pm.

3.6.6 Community Engagement Coordinator

Summary: From the Community Engagement Coordinator, submitting the Information Report.

Resolution: Moved Cr Howard Seconded Cr Gleeson
2024/08/284 That Council receive the report.

Carried
7/0

3.6.7 Director of Works

Summary: From the Director of Works, submitting his Information Report

Resolution: Moved Cr Penna Seconded Cr O'Brien
2024/08/285 That Council receive the report.

Carried
7/0

4. Close of Meeting

As there was no further business, the Mayor declared the meeting closed at 3.04pm.

CONFIRMED AS A TRUE AND CORRECT RECORD

MAYOR _____
DATED:
