



# **ORDINARY MEETING MINUTES**

**Thursday, 12 December 2024**

**CCEC Chambers, 49 Stockyard Street, Cunnamulla**

## 1 OPENING OF MEETING

The Ordinary Council Meeting was declared open at 8:15am.

## 2 ACKNOWLEDGEMENT OF TRADITIONAL OWNERS

Council would like to respectfully acknowledge the Traditional Owners of the land on which this meeting is taking place and Elders both past and present. We also recognise those whose ongoing effort to protect and promote Aboriginal and Torres Strait Islander Cultures will leave a lasting legacy for future Elders and leaders.

## 3 ATTENDANCES AND APOLOGIES

Mayor	Suzette Beresford	Chairperson
Deputy Mayor	Rick Brain	
Councillor	Joann Woodcroft	Via Teams Meeting
Councillor	Tomas King	
Councillor	Corissa Jackson	

### APOLOGIES

Nil.

### MEMBERS OF THE EXECUTIVE LEADERSHIP TEAM

Interim CEO	Neil Polglase
Director of Community Support & Engagement	Tony Koch
Director of Corporate Services, Governance and Risk	Sarmad Habib Via Teams

## 4 MOTION OF SYMPATHY

### Council Resolution (RES.M24/339)

Moved: Cr King  
Seconded: Cr Jackson

*That Council move a motion of sympathy for Mr Michael Forrest.*

**Carried unanimously.**

## 5 MAYORAL MOTION

### NOTICE OF MOTION

#### Council Resolution (RES.M24/340)

**Moved:** Cr Beresford

**Seconded:** Cr Jackson

*That Council rescind the resolution Res.M24/302 adopted by Council at its Ordinary Council meeting held on Tuesday, 19<sup>th</sup> November 2024.*

**Carried unanimously.**

## 6 CONFIRMATION OF MINUTES

#### Council Resolution (RES.M24/341)

**Moved:** Cr Jackson

**Seconded:** Cr Brain

*That Council adopt the minutes of the Ordinary Meeting of Council held Tuesday, 19<sup>th</sup> November 2024 as a true and correct record of that Meeting.*

**Carried unanimously.**

## 7 BUSINESS ARISING FROM PREVIOUS MINUTES

Nil.

## 8 DECLARATION OF INTEREST

Nil.

## 9 MAYOR

### 9.1 Mayor's Report

Council Meeting: 12 December 2024

Department: Office of the Mayor

Author: Suzette Beresford, Mayor

Attachment: Nil.

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#### **Purpose**

The purpose of this report is to provide Council with an update on the meetings and events that Mayor Beresford has attended in November 2024.

#### Council Resolution (RES.M24/342)

**Moved:** Cr Brain

**Seconded:** Cr Woodcroft

*That Council receive and note the Mayor's Report.*

**Carried unanimously.**

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## 10 OFFICER REPORTS

### 10.1 Chief Executive Officer

#### 10.1.1 Grant Applications Report

Council Meeting: 12 December 2024

Department: Office of the Chief Executive Officer

Author: Grants Officer

Attachments: Grants Applications submitted

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#### **Purpose**

The purpose of this report is to provide Council with an update on grant applications as at the end of November 2024.

#### **Council Resolution (RES.M24/343)**

**Moved:** Cr Jackson

**Seconded:** Cr Brain

*That Council receive and note the Grant Applications Report*

**Carried unanimously.**

#### 10.1.2 2025-2026 Stock Route Capital Works and Maintenance Grant Program

Council Meeting: 12 December 2024

Department: Office of the Chief Executive Officer

Author: Grants Officer

Attachment: 1. Letter from Director of Land Support Operations, Department of Natural Resources and Mines, Manufacturing and Regional and Rural Development.

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#### **Purpose**

The Department of Natural Resources and Mines, Manufacturing and Regional and Rural Development (the department) administers a capital works and maintenance program to support the upgrade and maintenance of travelling stock facilities associated with the stock route network.

#### **Council Resolution (RES.M24/344)**

**Moved:** Cr Brain

**Seconded:** Cr King

*That a report on required Stock Route Capital Works and Maintenance be prepared and included in the January's Councillors Workshop Agenda for consideration.*

**Carried unanimously.**

### 10.1.3 Cunnamulla Hot Springs Trustee Lease Summer Operating Hours

Council Meeting: 12 December 2024

Department: Office of the Chief Executive Officer

Author: Interim CEO

Attachments: 1. Cunnamulla Hot Springs Letter, attendance, pictures  
2. Flying Minute approvals

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#### Purpose

The purpose of this report is to notify Council of the request for reduced trading hours for Summer by the Cunnamulla Hot Springs Property Pty Ltd ATF Cunnamulla Hot Springs Property Trust, (ABN 40 841 790 566) (CHS) Lot 5 on CP 844036 Title 49021934 (the Operator).

#### **Council Resolution (RES.M24/345)**

**Moved:** Cr Jackson

**Seconded:** Cr Brain

*That Council:*

1. *note the Summer Closure Proposal by the Operator; and*
2. *seek a Notice to Rescind resolution M24/302 and replace it with: "That Council approve the summer closure of the Cunnamulla Hot Springs from 22<sup>nd</sup> December and re-open beginning of March; and*
3. *a caretaker is to be employed by the Lessee over the closedown period; and*
4. *procedures in relation to the pools during closedown is to be obtained in writing from the original pool engineers; and*
5. *in future years the Lessee will have the option to close the Cunnamulla Hot springs between December and February, subject to appropriate notification being given to the Council and a caretaker being employed during that time.*

**Carried unanimously.**

### 10.1.4 Action Items Registers Report

Council Meeting: 12 December 2024

Department: Office of the Chief Executive Officer

Author: Interim CEO

Attachments: 1. Action Item Register  
2. Action Item Register - Cunnamulla  
3. Action Item Register - Eulo  
4. Action Item Register - Noorama  
5. Action Item Register - Wyandra  
6. Action Item Register - Yowah

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#### Purpose

The purpose of this report is to provide Council with an update on items that were raised in previous Council Meetings and during the Noorama, Yowah, Eulo, Wyandra and Cunnamulla Site Visits requesting information, action or follow up.

**Council Resolution (RES.M24/346)****Moved:** Cr King**Seconded:** Cr Jackson*That Council receive and note the Action Items Register Reports.***Carried unanimously.***The meeting adjourned for morning tea at 9:35am and resumed at 9:50am.***10.1.5 Office of the Chief Executive Officer's Report**

Council Meeting: 12 December 2024

Department: Office of the Chief Executive Officer

Author: Interim CEO

Attachments: NIL.

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**Purpose**

The purpose of this report is to provide Council with an update on Human Resources, Workplace Health and Safety for the month of November 2024.

**Council Resolution (RES.M24/347)****Moved:** Cr King**Seconded:** Cr Brain*That Council receive and note the Office of Chief Executive Officer's Report.***Carried unanimously.****10.2 Director of Infrastructure****10.2.1 Infrastructure Operations Report**

Council Meeting: 12 December 2024

Department: Infrastructure

Author: Director of Infrastructure

Attachments: Nil.

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**Purpose**

The purpose of this report is to provide Council with an update on the works undertaken in the Infrastructure Department for the month of November 2024.

**Council Resolution (RES.M24/348)****Moved:** Cr King**Seconded:** Cr Jackson*That Council receive and note the Infrastructure Operations Report.***Carried unanimously.**

**10.2.2 Major Projects Report**

Council Meeting: 12 December 2024

Department: Infrastructure

Author: Project Manager

Attachment: Nil.

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**Purpose**

The purpose of this report is to provide Council with an update on Major Projects for the month of November 2024.

**Council Resolution (RES.M24/349)**

**Moved:** Cr King

**Seconded:** Cr Jackson

*That Council receive and note the Major Projects report.*

**Carried unanimously.**

**10.2.3 Reconstruction of Essential Public Assets Report**

Council Meeting: 12 December 2024

Department: Infrastructure

Author: Project Manager

Attachments: 1. January 2022 Event 1 DRFA Delivery Report – November 2024  
2. September 2022 Event 2 DRFA Delivery Report – November 2024

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**Purpose**

The purpose of this report is to provide Council with an update on Reconstruction of Essential Public Assets (REPA) flood repair works for the month of November 2024.

**Council Resolution (RES.M24/350)**

**Moved:** Cr King

**Seconded:** Cr Woodcroft

*That Council receive and note the Reconstruction of Essential Public Assets Report.*

**Carried unanimously.**

*Councillors and CEO travelled to the Cunnamulla airport at 11:01am to attend the RAAF's exercise Christmas Hop 2024. The meeting resumed at 12:03pm.*

### 10.3 Director Community Support & Engagement

#### 10.3.1 Community Services Report

Council Meeting: 12 December 2024

Department: Community Support & Engagement

Author: Community Team Leader

Attachment: Nil.

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##### **Purpose**

The purpose of this report is to provide Council with an update on the activities undertaken by the Community Services Team for the month of November 2024.

##### **Council Resolution (RES.M24/351)**

**Moved:** Cr Woodcroft

**Seconded:** Cr Jackson

*That Council receive and note the Community Services Report.*

**Carried unanimously.**

#### 10.3.2 Community Grants Expenditure Report

Council Meeting: 12 December 2024

Department: Community Support & Engagement

Author: Community Team Leader

Attachment: 1. Community Grants Expenditure Report

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##### **Purpose**

The purpose of this report is to provide Council with a report on Community Grants Expenditure to 30<sup>th</sup> November 2024.

##### **Council Resolution (RES.M24/352)**

**Moved:** Cr Brain

**Seconded:** Cr Woodcroft

*That Council receive and note the Community Grants Expenditure Report.*

**Carried unanimously.**



**10.3.3 Rural Lands and Compliance Report**

Council Meeting: 12 December 2024

Department: Community Support & Engagement

Author: Rural Lands Compliance Supervisor (RLCS)

Attachment: Nil

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**Purpose**

The purpose of this report is to provide Council with an update on the activities undertaken by the Rural Lands & Compliance Unit for the month of November 2024.

**Council Resolution (RES.M24/353)**

**Moved:** Cr King

**Seconded:** Cr Jackson

*That Council receive and note the Rural Lands and Compliance Report.*

**Carried unanimously.**

**10.3.4 Local Laws Report**

Council Meeting: 12 December 2024

Department: Community Support & Engagement

Author: Local Laws Officer and Rural Lands Compliance Supervisor

Attachment: Nil

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**Purpose**

The purpose of this report is to provide Council with an update on the activities undertaken by the Local Laws Department for the month of November 2024.

**Council Resolution (RES.M24/354)**

**Moved:** Cr King

**Seconded:** Cr Brain

*That Council receive and note the Local Laws Report.*

**Carried unanimously.**

**10.3.5 Tourism Report**

Council Meeting: 12 December 2024

Department: Community Support & Engagement

Author: Tourism Team Leader

Attachment: Nil

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**Purpose**

The purpose of this report is to provide Council with an update on the progress of the Tourism Program for November 2024.

**Council Resolution (RES.M24/355)**

**Moved:** Cr King

**Seconded:** Cr Jackson

*That Council receive and note the Tourism Report.*

**Carried unanimously.**

**10.3.6 Library Services Report**

Council Meeting: 12 December 2024

Department: Community Support & Engagement

Author: Director Community Support and Engagement

Attachment: Nil.

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**Purpose**

The purpose of this report is to provide Council with an update on the activities relating to Library Services within the Shire for the month of November 2024.

**Council Resolution (RES.M24/356)**

**Moved:** Cr King

**Seconded:** Cr Woodcroft

*That Council receive and note the Library Services Report.*

**Carried unanimously.**

*The meeting adjourned for lunch at 1:05pm and resumed at 1:47pm.*

**10.3.7 RADF Committee Meeting Minutes 03/12/2024**

Council Meeting: 12 December 2024

Department: Community Support &amp; Engagement

Author: Community Services Team Leader

Attachment: 1. RADF Committee Meeting Minutes

**Purpose**

The purpose of this report is to provide Council with information regarding the RADF Committee meeting held on 3<sup>rd</sup> December 2024. In particular, the report outlines approved applications for 2024/2025 RADF Funding.

**Council Resolution (RES.M24/357)****Moved: Cr Jackson****Seconded: Cr King***That Council:*

1. *receive and note the RADF Advisory Committee Meeting Minutes held on 03<sup>rd</sup> December 2024; and*
2. *approve the recommendation of the RADF Committee for 2024-2025 funding and allocate the following grants:*

<i>Julie Stone Professional Development – Expressive Acrylics</i>	<i>\$ 3,025.00</i>
<i>Wyandra Progress – Mihardwork Glass Art</i>	<i>\$10,175.00</i>
<i>Kirsten Cash – ORLF Lantern Workshops 2025</i>	<i><u>\$ 8,598.00</u></i>
<b><i>TOTAL</i></b>	<b><i><u>\$21,798.00</u></i></b>

**Carried unanimously.****10.4 Director of Corporate, Governance and Risk****10.4.1 Financial Position Update Report**

Council Meeting: 12 December 2024

Department: Finance

Author: Director

Attachments: 1. Monthly Financial Report – November 2024

**Purpose**

The purpose of this report is to provide Council with an update on our current financial position and financial performance year to date.

**Council Resolution (RES.M24/358)****Moved: Cr King****Seconded: Cr Jackson***That Council receive and note the Financial Position Update Report.***Carried unanimously.**

**10.4.2 Capital Budget Update Report**

Council Meeting: 12 December 2024

Department: Corporate, Governance and Risk

Author: Director Corporate, Governance and Risk

Attachments: 1. Capital Budget Update / Grants Expense Update

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**Purpose**

The purpose of this report is to provide Council with an update on our current financial position in relation to overall Capital Projects and Grants.

**Council Resolution (RES.M24/359)**

**Moved:** Cr Brain

**Seconded:** Cr King

*That Council receive and note the Capital Budget Update Report.*

**Carried unanimously.**

## 11 CONFIDENTIAL REPORTS

### **Council Resolution (RES.M24/360)**

**Moved:** Cr King

**Seconded:** Cr Brain

*That Council resolve to move into Closed Session.*

**Carried unanimously.**

### **Council Resolution (RES.M24/361)**

**Moved:** Cr King

**Seconded:** Cr Jackson

*That Council resolve to re-open the meeting to the public.*

**Carried unanimously.**

### **11.1 Confidential [LGR 2012 Sect. 254(j)]: Fourier Managed ICT Services and Support Agreement**

Council Meeting: 12 December 2024

Department: Office of the Chief Executive Officer

Author: Interim CEO

Attachment: Nil

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*Confidentiality: pursuant to the Local Government Regulation 2012, Section 254(j) a local government or committee may resolve that a meeting be closed to the public if its councillors or members consider it necessary to close the meeting to discuss contracts proposed to be made by it.*

#### **Purpose**

The purpose of this report is to provide Council with the updated quote from Fourier Technologies for council's ICT Services together with their Support Agreement. The previous agreement has now been in place for over five years and is due for renewal. Fourier Technologies are a member of the Local Buy Pre-Qualified Suppliers.

### **Council Resolution (RES.M24/362)**

**Moved:** Cr King

**Seconded:** Cr Woodcroft

*That Council, pursuant to Section 254 (j) of the Queensland Local Government Regulation 2012, approve the quotation from Fourier Technologies for the supply of ICT Services together with Support Services for \$465,255.36 for a period of 36 months and an option to extend for a further two 24 months terms under Local Buy ICT contract LB308.*

**Carried unanimously.**

### **11.2 Confidential [LGR 2012, Section 254(j)]: Heads of Agreement with St Vincent de Paul Society**

Council Meeting: 12 December 2024

Department: Office of the Chief Executive Officer

Author: Interim CEO

Attachment: Nil

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*Confidentiality: pursuant to the Local Government Regulation 2012, Section 254(j) a local government or committee may resolve that a meeting be closed to the public if its councillors or members consider it necessary to close the meeting to discuss contracts proposed to be made by it.*

#### **Purpose**

The purpose of this report is to update Council on the significant progress made in housing developments in Cunnamulla, including the signing of a Heads of Agreement with St Vincent de Paul Society Queensland and the involvement of urban planner Ed Blakely.

#### **Council Resolution (RES.M24/363)**

**Moved:** Cr King

**Seconded:** Cr Brain

*That Council acknowledge the signing of the Non-Binding Heads of Agreement with St Vincent de Paul Society Queensland on 3rd December 2024 regarding the planning of housing developments in Cunnamulla.*

**Carried unanimously.**

### **11.3 Confidential [LGR 2012, Section 254(h)]: The Great Outback Treasure Hunt**

Council Meeting: 12 December 2024

Department: Office of the Chief Executive Officer

Author: Economic Development Officer

Attachment: Nil

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*Confidentiality: pursuant to Section 254(h) of the Local Government Regulation (LGR) 2012, Council may resolve that a meeting is necessary to be closed to the public for councillors and members to discuss business for which public discussion would likely prejudice the interests of local government or someone else, or enable a person to gain a financial advantage.*

#### **Purpose**

The purpose of this report is to provide Council with an update on The Great Outback Treasure Hunt (GOTH) and present an estimated operating budget for the event scheduled for April 2025.

#### **Council Resolution (RES.M24/364)**

**Moved:** Cr King

**Seconded:** Cr Woodcroft

*That Council endorse the progress of The Great Outback Treasure Hunt and budget to guide the event planning and execution.*

**Carried unanimously.**

## 12 LATE REPORTS

### 12.1 Community Grant Application: Yowah Opal Festival 2025

Council Meeting: 12 December 2024

Department: Office of the Chief Executive Officer

Author: Community Services Team Leader

Attachment: 1.Community Grant Application form

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#### **Purpose**

The purpose of this report is to provide Council with a request from YOMSCI for donation of \$5000.00, waiver of fees and to provide in-kind support for the Yowah Opal Festival 2025.

#### **Council Resolution (RES.M24/365)**

**Moved:** Cr Woodcroft

**Seconded:** Cr King

*That Council:*

- 1. receive and note the Community Grant Application from YOMSCI dated 20<sup>th</sup> November 2024 regarding the Yowah Opal Festival 2025 to be held from 18<sup>th</sup> July 2025 to 25<sup>th</sup> July 2025; and*
- 2. agree to a donation of \$5,000.00 and the waiver of fees and the in-kind support as requested below:*

*Waiver of Fees:*

- Cold room*
- Generator*
- 4 x Portaloos*
- 8 Blue Bins*

*In-kind Support:*

- Street Sweeper one week prior to festival*
- Assist Yowah Orderly with Preparation of town*
- Assist with brochures and flyers*

**Carried unanimously.**

**12.2 Community Grant Application: St Catherine's Sacred Heart 110 Year Reunion**

Council Meeting: 12 December 2024

Department: Office of the Chief Executive Officer

Author: Community Services Team Leader

Attachment: 1.Community Grant Application form

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**Purpose**

The purpose of this report is to provide Council with a request from St Catherine's Sacred Heart Reunion Committee for waiver of fees and to provide in-kind support for their 110 Year Reunion.

**Council Resolution (RES.M24/366)**

**Moved:** Cr Brain

**Seconded:** Cr King

*That Council lay this matter on the table until the following Council Meeting.*

**Carried unanimously.**

**12.3 Community Grant Application: Ballads and Bush Yarns**

Council Meeting: 12 December 2024

Department: Office of the Chief Executive Officer

Author: Community Services Team Leader

Attachment: 1. Community Grant Application form

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**Purpose**

The purpose of this report is to provide Council with a request from Robert Russell, Charlotte Plains for waiver of fees and in-kind support for the Ballads and Bush Yarns event.

**Council Resolution (RES.M24/367)**

**Moved:** Cr Jackson

**Seconded:** Cr Brain

*That Council:*

1. *receive and note the Community Grant Application from Robert Russell, Charlotte Plains dated 22<sup>nd</sup> October 2024 regarding the Ballads and Bush Yarns event to be held from 26<sup>th</sup> April 2025 to 29<sup>th</sup> April 2025; and*
2. *agree to waiver of fees as requested below:*

*Waiver of Fees:*

- *Mobile Stage*
- *Generator*
- *Cold room*
- *2 x Portaloos*

**Carried unanimously.**



**12.4 Community Grant Application: Stars of Charlotte Plains – Country Music Festival**

Council Meeting: 12 December 2024

Department: Office of the Chief Executive Officer

Author: Community Services Team Leader

Attachment: 1. Community Grant Application form

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**Purpose**

The purpose of this report is to provide Council with a request from Robert Russell, Charlotte Plains for waiver of fees and in-kind support for the Stars of Charlotte Plains – Country Music Festival event.

**Council Resolution (RES.M24/368)**

**Moved:** Cr King

**Seconded:** Cr Brain

*That Council:*

1. *receive and note the Community Grant Application from Robert Russell, Charlotte Plains dated 9th October 2024 regarding the Stars of Charlotte Plains – Country Music Festival event to be held from 26<sup>th</sup> June 2025 to 29<sup>th</sup> June 2025; and*
2. *agree to waiver of fees as requested below:*

*Waiver of Fees:*

- *Mobile Stage*
- *Generator*
- *2 x Portaloos; and*

3. *advise Robert Russell the cold room and 2x Portaloos are not available for hire.*

**Carried unanimously.**

**12.5 Environmental Health and Building Update Report**

Council Meeting: 12 December 2024

Department: Corporate, Governance and Risk

Author: Governance & Administration Team Leader

Attachments: Nil

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**Purpose**

The purpose of this report is to provide Council with an update on Environmental Health and Building activities for the month of November 2024.

**Council Resolution (RES.M24/369)**

**Moved:** Cr Woodcroft

**Seconded:** Cr Jackson

*That Council receive and note the Environmental Health and Building Update Report.*

**Carried unanimously.**

## 12.6 Customer Service Report

Council Meeting: 12 December 2024

Department: Corporate, Governance and Risk

Author: Governance & Administration Team Leader

Attachments: Nil

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### Purpose

The purpose of this report is to provide Council with an update on the progress of complaints or requests for private works logged in Council's Customer Request system.

### Council Resolution (RES.M24/370)

Moved: Cr King

Seconded: Cr Brain

*That Council receive and note the Customer Service Report.*

**Carried unanimously.**

## 12.7 EOI for Television Transmission Yowah, Eulo and Wyandra

Council Meeting: 12 December 2024

Department: Corporate, Governance and Risk

Author: Team leader Governance and Administration

Attachment: Nil

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### Purpose

The purpose of this report is to provide Council with a sample communication letter for on an alternative solution for the situation with the television transmission in the townships of Yowah, Eulo and Wyandra.

### Council Resolution (RES.M24/371)

Moved: Cr King

Seconded: Cr Jackson

*That Council:*

- 1. receive and note the results of the EOI sent out to households of Eulo, Yowah and Wyandra to seek Expression of Interest for the proposed alternative TV transmission; and*
- 2. agree to subsidise the entire cost of supplying and installing one VAST Decoder and Satellite dish for each household.*

**Carried unanimously.**

## 12.8 Human Resources Report

Council Meeting: 12 December 2024

Department: Office of the Chief Executive Officer

Author: Human Resources Manager

Attachment: Nil

### Purpose

The purpose of this report is to provide Council with an update on advertised positions, employees changes and positions to be advertised.

### Council Resolution (RES.M24/372)

Moved: Cr Woodcroft

Seconded: Cr Brain

*That Council receive and note the Human Resources Report.*

**Carried unanimously.**

## 13 GENERAL BUSINESS

## 14 CLOSURE OF MEETING

The Ordinary Meeting was declared closed at 5:01pm.

### MINUTES CERTIFICATE

This is to confirm that the minutes constitute a true and correct record of the proceedings at the meeting.



Suzette Beresford

Mayor

Date: 12/12/2024



Neil Polglase

Interim Chief Executive Officer