



# **GENERAL COUNCIL MINUTES**

**21 June 2016**

1      **OPENING OF MEETING**      **1.10pm**

2      **ATTENDANCES AND APOLOGIES**

Councillors:

Mayor

Councillors

Cr Lindsay Godfrey

Cr Neil Hatchman

Cr Don Dunsdon

Cr Rick Brain

Cr Joann Woodcroft

Officers:

Chief Executive Officer

Manager of Corporate Services

Chris Cowley

Patricia Jordan

Minutes Secretary

Teresa King

Apologies:

NIL

3      **MOTION OF SYMPATHY**

**Res.M16/56**

*That a motion of sympathy be passed for Mrs Betty Urquhart, Miss Karen Collins (Anderson), Mr Douglas Buchholz, Mr William Peskett, Mrs Elizabeth Geppart and Mrs Vida Suhan.*

*Moved Cr Hatchman*

*Seconded Cr Dunsdon*

**CARRIED**

4      **CONFIRMATION OF MINUTES**

**Res.M16/57**

*That Council adopt the minutes of the General Meeting of Council held on Tuesday 17 May 2016 as a true and correct record of that meeting of Council.*

*Moved Cr Woodcroft*

*Seconded Cr Hatchman*

**CARRIED**

5      **DECLARATION OF INTEREST BEING**

- **Material Personal Interest Or**
- **Conflict Of Interest – Neil Hatchman and Jo Woodcroft re Tenders 9.2**

6      **OFFICER REPORTS**

### 6.1.2 Correspondence

Email received from Out the Back Australia requesting the following support for the 2017 Cully Fest. The request is to be confirmed by close of business Monday 20 June 2016.

- Letter of support from Paroo Shire Council for Cully Fest 2017
- A commitment to support the event financially as well as in kind in 2017. We are looking to attract \$5000 cash sponsorships plus in kind to achieve a bigger line up of entertainers and a larger reach with marketing and PR.

#### **Res.M16/58**

*That Council invite Pieta Mills to present the details of Cully Fest 2017 prior to a decision being made by on support.*

*Moved Cr Brain*

*Seconded Cr Dunsdon*

*CARRIED*

### 6.1.3 REVIEW OF POLICIES REPORT

Council Meeting: 21 June 2016

Department: Governance

Author: Chris Cowley

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#### **Purpose**

To present to Council for consideration various policies following a review.

#### **Discussion**

A review of Council's Policies has been undertaken and the following policies have been identified as Administrative Policies requiring CEO Directive. Council is requested that these policies are transferred from a Governance Policy to an Administrative Policy requiring only Direction by the CEO.

The Policies are presented in a new uniform format being:

GP-009 Satellite Phone Policy

GP-061 Vehicle Policy

HR-008 Return to Work

HR-011 Attendance & Absenteeism Policy

HR-012 Leave without Pay Policy

HR-014 Timesheet Policy

#### **Res.M16/59**

*That Council adopt that the following policies as administrative policies requiring a CEO Directive only.*

*GP-009 Satellite Phone Policy*

*GP-061 Vehicle Policy*

*HR-008 Return to Work*

*HR-011 Attendance & Absenteeism Policy*

*HR-012 Leave without Pay Policy*

*HR-014 Timesheet Policy*

*Moved Cr Hatchman*

*Seconded Cr Brain*

*CARRIED*

### 6.3.1 FINANCIAL POSITION UPDATE REPORT

Council Meeting: 21 June 2016

Department: Finance and Administration

Author: Patricia Jordan

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#### Purpose of Report

To provide Council with an update on our current financial position and the process agreed to review the 2015/16 Budget.

#### **Res.M16/60**

1. That Council receive and note the May, 2016 Financial Report.
2. That Council write off the Sundry Debtor Account - MCKEM to the value of \$6,104.85

Moved Cr Woodcroft

Seconded Cr Brain

CARRIED

#### 7 PETITIONS

#### 8 NOTICES OF MOTION

#### 9 CLOSED SESSION

#### **Res.M16/61**

That Council moves **into** a closed session at 1.47pm in accordance Local Government Regulations Chapter 8, Part 2, Section 275 1 (b),(e),(h) to discuss Industrial matters and contracts.

Moved Cr Hatchman

Seconded Cr Brain

CARRIED

### 9.1 Application for Permit to Occupy - Confidential

Council Meeting: 21 June 2016

Department: Governance

Author: Chris Cowley

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#### Purpose of Report

Application for Permit to Occupy

– Richard Schmidt, Harriman Park, Cunnamulla QLD 4490

### 9.2 Tender Report for Financial Years 2016/2017 & 2017/2018 - Confidential

Council Meeting: 21 June 2016

Department: Governance

Author: Chris Cowley

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#### Purpose of Report

This report has been referred to a closed meeting as per Local Government Regulations Chapter 8, Part 2, Section 275 1 (e).

Description:

Attached is a breakdown of Tenders received for the supplies during the Financial Years 2016/2017 and 2017/2018 being of:

- Cement
- Sewerage and Water Fittings

- Diesel, Unleaded, Avgas
- Oils & Greases

- Tyres, Fittings and Repairs
- Batteries

**Res.M16/66** That council in accordance with Local Government Chapter 6, awards the following Tenders for Financial Years 2016/2017 and 2017/2018 to:

**Tyres, Fittings and Repairs**

Dux Tyres & Suspension be awarded the tender for the supply & delivery of tyres, fittings and repairs.

Moved Cr Brain

Seconded Cr Hatchman

CARRIED

**Batteries**

Dux Tyres and Suspension be awarded the tender for the supply & delivery of batteries.

Moved Cr Hatchman

Seconded Cr Dunsdon

CARRIED

3.17pm Cr Woodcroft returned

**Res.M16/67**

That Council moves **into** a closed session at 3.17pm in accordance Local Government Regulations Chapter 8, Part 2, Section 275 1 (b),(e),(h) to discuss Industrial matters and contracts.

Moved Cr Brain

Seconded Cr Dunsdon

CARRIED

**9.3 Organisational Structure Report - CONFIDENTIAL**

Council Meeting: 21 June 2016

Department: Governance

Author: John Page

**Purpose**

To present to Council an Organisational Structure for consideration and adoption.

**Res.M16/68**

That Council moves **out** of closed session at 3.37pm in accordance Local Government Regulations Chapter 8, Part 2, Section 275 1 (b),(e),(h) to discuss Industrial matters and contracts.

Moved Cr Woodcroft

Seconded Cr Dunsdon

CARRIED

**Res.M16/69**

That Council consider and adopt the Organisational Structure as presented.

Moved Cr Hatchman

Seconded Cr Dunsdon

CARRIED

**10 CLOSURE OF MEETING 3.38pm**

**MINUTES CERTIFICATE**

Confirmation

.....  
Lindsay Godfrey  
Mayor

.....  
Chris Cowley  
Chief Executive Officer