

CONFIRMED MINUTES OF THE ORDINARY MEETING
OF THE RICHMOND SHIRE COUNCIL HELD IN THE BOARD ROOM, RICHMOND
ON MONDAY 24 JULY 2023



RICHMOND SHIRE COUNCIL

CONFIRMED MINUTES

CONFIRMED MINUTES OF THE ORDINARY MEETING
OF THE RICHMOND SHIRE COUNCIL HELD IN THE BOARD ROOM, RICHMOND
ON MONDAY 24 JULY 2023

CONTENTS

	Commencement of Meeting
	Signing of Attendance Book
	Reading of Official Prayer
	Leave of Absence
	Confirmation of Minutes
	Declarations of Interest
	Business arising from previous Meeting
Item 1	Reports for Consideration – Works
Item 2	Reports for Consideration – Office of the Chief Executive Officer
Item 3	Reports for Consideration – Corporate Services
Item 4	Reports for Consideration – Community Services
Item 5	Reports for Consideration – Tourism and Marketing
	Late Reports
	Confidential Reports
Item 6	General Business
Item 7	Close of Meeting

CONFIRMED MINUTES OF THE ORDINARY MEETING
OF THE RICHMOND SHIRE COUNCIL HELD IN THE BOARD ROOM, RICHMOND
ON MONDAY 24 JULY 2023

PRESENT

Present when Mayor Wharton declared the meeting open at 10:34am were:

COUNCILLORS:

Cr Wharton, Cr Kuhl, Cr Fox, Cr Kennedy, Cr Buick

Cr Johnston via videoconference

STAFF:

Chief Executive Officer – Peter Bennett, Director of Community Services and Development – Angela Henry, Director of Corporate Services – Peta Mitchell, Director of Works – Syed Qadir and Minutes Secretary Tiana Grant.

PRAYER

Cr Wharton read the prayer

APOLOGIES

Nil

CONFIRMATION OF MINUTES

RESOLUTION 20230724.1

It was moved Cr Kuhl seconded Cr Fox and carried that the Minutes of the General Meeting of the Richmond Shire Council held in the Board Room, Richmond on Tuesday 20 June 2023 be adopted as presented.

DECLARATIONS OF INTEREST

Mayor Cr Wharton called for Declarations of Interest in matters listed on the Agenda:

Item 2.1 Request for Conversion to Freehold Lot 34 B157119 (A601)

I, Councillor Kennedy inform the meeting that I have declared an interest in relation to item 2.1 Request for Conversion to Freehold Lot 34 B157119 (A601), as a result that I am employed by the owners of the land in discussion.

Due to the nature of the item, I will leave the meeting when this item is discussed.

Item 2.2 Horse Paddock Policy

I, Councillor Wharton inform the meeting that I have declared an interest in relation to item 2.2 Horse Paddock Policy, as a result that I hire a horse paddock.

Due to the nature of the item, I will leave the meeting when this item is discussed.

BUSINESS ARISING

Nil

1. REPORTS FOR CONSIDERATION – WORKS

1.1 NEMA Funding – Coalbrook Road

EXECUTIVE SUMMARY

Richmond Shire Council applied for NEMA funding in 2019 to do 2 culverts on the Coalbrook Road, the pricing was not submitted correctly (\$301,620.00) for 2 culverts, but NEMA approved the project. It has been discussed with our regional QRA representative and discussed the options of spending it somewhere else.

OFFICER'S RECOMMENDATION

That Council: accept option two (2) to do multiple concrete pads on various flood ways on Coalbrook Road.

Council discussed the width of the concrete pads and noted they must be at least 8m wide.

RESOLUTION 20230724.2

It was moved Cr Kennedy seconded Cr Buick and carried that Council accept option two (2) to do multiple concrete pads on various flood ways on the Coalbrook Road.

REFERENCE DOCUMENT

- Nil

2. REPORTS FOR CONSIDERATION – OFFICE OF THE CHIEF EXECUTIVE OFFICER

2.1 Request for Conversion to Freehold Lot 34 B157119 (A601)

Attendance

Cr Kennedy declared an interest and left the room at 10:37am.

EXECUTIVE SUMMARY

An application for Conversion to Freehold on Lot 34 B157119 (A601) has been received. The proposed use of the land is grazing.

OFFICER'S RECOMMENDATION

That Council: accept the request for Conversion to Freehold on Lot 34 B157119 for grazing purposes.

RESOLUTION 20230724.3

It was moved Cr Kuhl seconded Cr Fox and carried that Council accept the request for Conversion to Freehold on Lot 34 B157119 for grazing purposes.

Attendance

Cr Kennedy re-entered the room at 10:38am.

REFERENCE DOCUMENT

- Nil

2. REPORTS FOR CONSIDERATION – OFFICE OF THE CHIEF EXECUTIVE OFFICER

2.2 Horse Paddock Policy

Attendance

Cr Wharton declared an interest and left the room at 10:39am.

Cr Kuhl took the chair.

EXECUTIVE SUMMARY

The Horse Paddock Policy was discussed and adopted at the June 2023 Council Meeting; however changes have been required as there were no written Policies regarding the large horse paddocks adjacent to the Racecourse.

OFFICER'S RECOMMENDATION

That Council: adopt the Horse Paddock Policy as presented.

RESOLUTION 20230724.4

It was moved Cr Buick seconded Cr Fox and carried that Council adopt the Horse Paddock Policy as presented.

Attendance

Cr Kennedy left the room at 10:39am.

REFERENCE DOCUMENT

- Policy

3. REPORTS FOR CONSIDERATION – CORPORATE SERVICES

Item 3.1 Monthly Financial Statements

Attendance

Cr Kennedy re-entered the meeting at 10:41am

Cr Wharton re-entered the meeting at 10:42am

Cr Wharton took back the chair

EXECUTIVE SUMMARY

Councils monthly financial report in relation to the 2022/23 adopted budget is presented for consideration, together with the Statement of Comprehensive Income, Statement of Financial Position and Statement of Cash Flow as at 30 June 2023.

OFFICER'S RECOMMENDATION

That Council: receive the monthly financial report presenting the progress made as at 30 June 2023 in relation to the 2022/23 budget and including the:

- *Statement of Financial Position*
 - *Statement of Comprehensive Income*
 - *Statement of Cash Flows*
-

RESOLUTION 20230724.5

It was moved Cr Fox seconded Cr Kuhl and carried that Council receive the monthly financial report presenting the progress made as at 30 June 2023 in relation to the 2022/23 budget and including the:

- *Statement of Financial Position*
- *Statement of Comprehensive Income*
- *Statement of Cash Flows*

REFERENCE DOCUMENT

- Statement of Financial Position
- Statement of Comprehensive Income
- Statement of Cash Flows

3. REPORTS FOR CONSIDERATION – CORPORATE SERVICES

Item 3.2 Operational Plan 2022/2023 June Quarter

EXECUTIVE SUMMARY

As required by Section 174(3) of the *Local Government Regulation 2012*, a progress report on the implementation of Councils 2022/2023 Operational Plan at the end of the June quarter is tabled for Councils consideration.

OFFICER'S RECOMMENDATION

That Council: *receive and note the Quarter 4 progress report of RSC 2022/2023 Operational Plan for the June 2023 reporting period.*

RESOLUTION 20230724.6

It was moved Cr Kuhl seconded Cr Buick and carried that Council receive and note the Quarter 4 progress report of RSC 2022/2023 Operational Plan for the June 2023 reporting period.

REFERENCE DOCUMENT

- Operational Plan 2022/2023 June Quarter

3. REPORTS FOR CONSIDERATION – CORPORATE SERVICES

Item 3.3 Local Government Remuneration Commission

EXECUTIVE SUMMARY

The Local Government Remuneration Commission annual report for 2021-22 has determined the levels of remuneration for mayors, deputy mayors and councillors of Queensland local governments as required by section 177(c) of the *Local Government Act 2009* and Chapter 8, Division 1 of the *Local Government Regulation 2012*.

Richmond Shire Council is a Category 1 Council.

OFFICER'S RECOMMENDATION

That Council: *adopt the remuneration schedule for the Mayor, Deputy Mayor and Councillors as set in the Local Government Commission Report from 1 July 2023.*

RESOLUTION 20230724.7

It was moved Cr Buick seconded Cr Kuhl and carried that Council adopt the remuneration schedule for the Mayor, Deputy Mayor and Councillors as set in the Local Government Commission Report from 1 July 2023.

REFERENCE DOCUMENT

- Local Government Remuneration Commission Report 2022

Attendance

CEO Peter Bennett left the room at 10:47am.

4. REPORTS FOR CONSIDERATION – COMMUNITY SERVICES

4.1 Bushfire Policy

EXECUTIVE SUMMARY

Council to review and adopt the Bushfire Policy with changes.

OFFICER'S RECOMMENDATION

That Council: adopt the Bushfire Policy as presented.

RESOLUTION 20230724.8

It was moved Cr Kuhl seconded Cr Fox and carried that Council adopt the Bushfire Policy as presented.

REFERENCE DOCUMENT

- Policy

4. REPORTS FOR CONSIDERATION – COMMUNITY SERVICES

4.2 Clothing Policy

EXECUTIVE SUMMARY

Council to review and adopt the Clothing Policy with changes.

OFFICER'S RECOMMENDATION

That Council: adopt the Clothing Policy as presented.

RESOLUTION 20230724.9

It was moved Cr Buick seconded Cr Kuhl and carried that Council adopt the Clothing Policy as presented.

REFERENCE DOCUMENT

- Policy

4. REPORTS FOR CONSIDERATION – COMMUNITY SERVICES

4.3 Hand Washing Policy

EXECUTIVE SUMMARY

Council to review and adopt the Hand Washing Policy with changes.

OFFICER'S RECOMMENDATION

That Council: adopt the Hand Washing Policy as presented.

RESOLUTION 20230724.10

It was moved Cr Fox seconded Cr Kuhl and carried that Council adopt the Hand Washing Policy as presented.

REFERENCE DOCUMENT

- Policy

4. REPORTS FOR CONSIDERATION – COMMUNITY SERVICES

4.4 Medical Conditions Policy

EXECUTIVE SUMMARY

Council to review and adopt the Medical Conditions Policy with changes.

OFFICER'S RECOMMENDATION

That Council: adopt the Medical Conditions Policy as presented.

RESOLUTION 20230724.11

It was moved Cr Kennedy seconded Cr Fox and carried that Council adopt the Medical Conditions Policy as presented.

REFERENCE DOCUMENT

- Policy

4. REPORTS FOR CONSIDERATION – COMMUNITY SERVICES

4.5 Tobacco Drug and Alcohol Free Policy

EXECUTIVE SUMMARY

Council to review and adopt the Tobacco Drug and Alcohol Free Policy with changes.

OFFICER'S RECOMMENDATION

That Council: adopt the Tobacco Drug and Alcohol Free Policy as presented.

RESOLUTION 20230724.12

It was moved Cr Buick seconded Cr Fox and carried that Council adopt the Tobacco Drug and Alcohol Free Policy as presented.

REFERENCE DOCUMENT

- Policy

4. REPORTS FOR CONSIDERATION – COMMUNITY SERVICES

4.6 Record Keeping and Retention Policy

EXECUTIVE SUMMARY

Council to review and adopt the Record Keeping and Retention Policy with changes.

OFFICER'S RECOMMENDATION

That Council: adopt the Record Keeping and Retention Policy as presented.

RESOLUTION 20230724.13

It was moved Cr Kuhl seconded Cr Buick and carried that Council adopt the Record Keeping and Retention Policy as presented.

REFERENCE DOCUMENT

- Policy

GENERAL BUSINESS

Cr Johnston commended the work of the welcome sign on the Richmond-Croydon Road and requested the welcome sign on the eastern side of town in front of the Service Station be updated. Cr Kennedy suggested a moonrock wall as a statement piece.

DOW Syed Qadir, Cr Kuhl, Cr Johnston and Cr Fox to meet to discuss ideas and bring to a future Council Meeting.

Attendance

CEO Peter Bennett re-entered the room at 10:56am.

Cr Kuhl gave an update on the Director General Mike Kaiser's visit to Richmond last week.

Cr Kuhl gave an update on the Outback Hole-in-One Golf weekend. A very successful weekend, for the visitors and the town. The Richmond Golf Club did a great job of hosting the weekend and there were many compliments from the visitors for our town.

Cr Kennedy asked for an update on the Telstra upgrades to 5G. CEO Peter Bennett advised that the upgrades have now been pushed back to 2025.

Cr Fox advised that the Child Health Nurse will now be contracted until the end of 2023 to visit Richmond once a month for two and a half days.

CEO Peter Bennett and DCS Peta Mitchell gave an update on the road works that Richmond Shire Council were contracted to do by Cloncurry Shire Council. Council made a healthy profit from the job.

CONFIRMED MINUTES OF THE ORDINARY MEETING
OF THE RICHMOND SHIRE COUNCIL HELD IN THE BOARD ROOM, RICHMOND
ON MONDAY 24 JULY 2023

CLOSE OF MEETING

RESOLUTION 20230724.14

It was moved Cr Fox, seconded Cr Kuhl, and carried that the information reports be received and noted.

Meeting closure

RESOLUTION 20230724.15

It was moved Cr Johnston, seconded Cr Kuhl and carried that the meeting close at 11:20am.

Next Ordinary Meeting

15 August 2023

I hereby confirm that this is a true and correct record of the minutes of the Richmond Shire Council Ordinary Meeting Monday 24 July 2023.



Mayor