

Glen Innes Severn Ordinary Council Meeting
24 AUGUST 2023

Minutes



GLEN INNES SEVERN COUNCIL

ORDINARY MEETING OF COUNCIL

MINUTES

From the meeting held at the Glen Innes Severn Learning Centre,
William Gardner Conference Room, Grey Street, Glen Innes on:
Thursday, 24 August 2023 at 9.00am

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MINUTES

COMMUNITY CONSULTATION

No community members addressed Council.

PRESENT: Cr Rob Banham (Mayor), Cr Tim Alt, Cr Lara Gresham, Cr Jack Parry, Cr Andrew Parsons and Cr Carol Sparks.

IN ATTENDANCE: Mr Bernard Smith (General Manager), Mr Keith Appleby (Director of Infrastructure Services), Mrs Gayleen Burley (Director of Place and Growth), Mrs Anna Watt (Director of Corporate and Community Services) and Mrs Debbie Duffell (Executive Assistant (Mayor and General Manager)).

OPENED: 9.00am.

The Mayor read the following statement regarding video and audio recording of the Council Meeting:

"This Council Meeting is being streamed live, recorded and published in accordance with Council's Live Streaming of Council Meetings Policy. No other persons are permitted to record the Meeting, unless specifically authorised by Council to do so.

To those present in the gallery today, by attending a public meeting of the Council you are consenting to your image, voice and comments being recorded and published.

Anyone who is invited to speak during the meeting will be recorded and their voice, image and comments will form part of the live stream and recording.

All speakers are requested to ensure their comments are relevant to the issue at hand and to refrain from making personal comments or criticisms.

The Chair and/or the General Manager have the discretion and authority at any time to direct the termination or interruption of live streaming. Such direction will only be given in exceptional circumstances where deemed relevant. Circumstances may include instances where the content of debate is considered misleading, defamatory or potentially inappropriate to be published.

Attendees are advised that they may be subject to legal action if their actions result in inappropriate and/or unacceptable behaviour and/or comments.

Thank you."

The Mayor read the following statement of ethical obligations:

"Councillors are reminded that they remain bound by the Oath/Affirmation of Office made at the start of the Council term to undertake their civic duties in the best interests of the people of the Glen Innes Severn Local Government Area and to faithfully and impartially carry out the functions, powers, authorities and discretions vested in them under the *Local Government Act 1993* or any other Act, to the best of their skill and judgement.

Councillors are also reminded of the requirement for disclosure of conflicts of interest in relation to items listed for consideration on the Agenda or which are considered at this meeting in accordance with the Code of Conduct and Code of Meeting Practice.”

1 ACKNOWLEDGEMENT OF COUNTRY

The Mayor read the following “Acknowledgement to Country”:

“I acknowledge the Ngorabul people as the traditional custodians of this land and pay my respect to the Elders past, present and emerging. I also extend that respect to Aboriginal and Torres Strait Islander people here today.”

2 OPENING WITH PRAYER

David Robinson opened the Meeting with a prayer.

3 APOLOGIES AND APPLICATIONS FOR A LEAVE OF ABSENCE BY COUNCILLORS

Moved Cr T Alt

Seconded Cr C Sparks

1.08/23 RESOLUTION

That the apologies received from Cr T Arandale be received and that a leave of absence be granted.

CARRIED

A division was called for, voting on which was as follows:

For

Against

Cr R Banham

Nil

Cr T Alt

Cr L Gresham

Cr J Parry

Cr A Parsons

Cr C Sparks

The division was declared CARRIED by 6 votes to 0.

4 MINUTES OF PREVIOUS ORDINARY MEETING - 27 JULY 2023 TO BE CONFIRMED

Moved Cr L Gresham Seconded Cr T Alt

2.08/23 RESOLUTION

That the Minutes of the Ordinary Meeting of the Council held on 27 July 2023, copies of which were circulated, be taken as read and confirmed as a correct record of the proceedings of the Meeting.

CARRIED

A division was called for, voting on which was as follows:

For	Against
Cr R Banham	Nil
Cr T Alt	
Cr L Gresham	
Cr J Parry	
Cr A Parsons	
Cr C Sparks	

The division was declared CARRIED by 6 votes to 0.

5 DISCLOSURES OF CONFLICT OF INTERESTS

There were no disclosures of Conflicts of Interests / Pecuniary and Non-Pecuniary Interests.

6 MAYORAL MINUTE

There was no Mayoral Minute.

7 REPORTS TO COUNCIL

7.1 Resolution Tracking Report

REPORT FROM: GENERAL MANAGER'S OFFICE
Author: Debbie Duffell - Executive Assistant (Mayor and General Manager)

Moved Cr A Parsons Seconded Cr J Parry

3.08/23 RESOLUTION

That the information contained within this report be received and noted.

CARRIED

A division was called for, voting on which was as follows:

For	Against
Cr R Banham	Nil
Cr T Alt	
Cr L Gresham	
Cr J Parry	
Cr A Parsons	
Cr C Sparks	

The division was declared CARRIED by 6 votes to 0.

7.2 Change of Date for the September 2023 Ordinary Council Meeting

REPORT FROM: GENERAL MANAGER'S OFFICE
Author: Debbie Duffell - Executive Assistant (Mayor and General Manager)

Moved Cr T Alt Seconded Cr J Parry

4.08/23 RESOLUTION

That Council brings forward the date of the September 2023 Ordinary Council Meeting from Thursday, 28 September 2023 to Thursday, 21 September 2023, and further that the Election of the Mayor and the Deputy Mayor be incorporated into this meeting.

CARRIED

A division was called for, voting on which was as follows:

For	Against
Cr R Banham	Nil
Cr T Alt	
Cr L Gresham	
Cr J Parry	
Cr A Parsons	
Cr C Sparks	

The division was declared CARRIED by 6 votes to 0.

7.3 Determination of Number of Councillors for the 2024-2028 Term of Office

REPORT FROM: CORPORATE AND COMMUNITY SERVICES
Author: Dennis McIntyre - Manager of Governance, Risk and Corporate Planning

Moved Cr T Alt Seconded Cr C Sparks

5.08/23 RESOLUTION

That Council, in accordance with subsection 224(2) of the *Local Government Act 1993*, determines the number of Councillors for the 2024-2028 term of office to be seven, one of whom is the Mayor.

CARRIED

A division was called for, voting on which was as follows:

For	Against
Cr R Banham	Nil
Cr T Alt	
Cr L Gresham	
Cr J Parry	
Cr A Parsons	
Cr C Sparks	

The division was declared CARRIED by 6 votes to 0.

7.4 Review of the Operational Plan Actions measured against the principal activities in the delivery program for the period 1 April 2023 until 30 June 2023

REPORT FROM: CORPORATE AND COMMUNITY SERVICES
Author: Dennis McIntyre - Manager of Governance, Risk and Corporate Planning

Moved Cr A Parsons Seconded Cr L Gresham

6.08/23 RESOLUTION

That Council notes the information contained in this report.

CARRIED

A division was called for, voting on which was as follows:

For	Against
Cr R Banham	Nil
Cr T Alt	
Cr L Gresham	
Cr J Parry	
Cr A Parsons	
Cr C Sparks	

The division was declared CARRIED by 6 votes to 0.

7.5 Rescindment of the Secondary Employment Policy

REPORT FROM: CORPORATE AND COMMUNITY SERVICES
Author: Dennis McIntyre - Manager of Governance, Risk and Corporate Planning

Moved Cr L Gresham Seconded Cr J Parry

7.08/23 RESOLUTION

That Council rescinds the Secondary Employment Policy.

CARRIED

A division was called for, voting on which was as follows:

For	Against
Cr R Banham	Nil
Cr T Alt	
Cr L Gresham	
Cr J Parry	
Cr A Parsons	
Cr C Sparks	

The division was declared CARRIED by 6 votes to 0.

7.6 Revised Codes of Conduct and Procedures

REPORT FROM: CORPORATE AND COMMUNITY SERVICES
Author: Dennis McIntyre - Manager of Governance, Risk and Corporate Planning

Moved Cr A Parsons Seconded Cr L Gresham

8.08/23 RESOLUTION

THAT Council adopts the:

- Code of Conduct for Council Staff;
- Code of Conduct for Councillors;
- Code of Conduct for Council Committee Members, Delegates and Advisers; and
- Procedures for the Administration of the Code of Conduct.

CARRIED

A division was called for, voting on which was as follows:

For	Against
Cr R Banham	Nil
Cr T Alt	
Cr L Gresham	
Cr J Parry	
Cr A Parsons	
Cr C Sparks	

The division was declared CARRIED by 6 votes to 0.

7.7 Revised Payment of Expenses and Provision of Facilities to the Mayor and Councillors Policy

REPORT FROM: CORPORATE AND COMMUNITY SERVICES

Author: Dennis McIntyre - Manager of Governance, Risk and Corporate Planning

Moved Cr J Parry

Seconded Cr L Gresham

9.08/23 RESOLUTION

THAT Council:

1. Approves the public exhibition of the revised Payment of Expenses and Provision of Facilities to the Mayor and Councillors Policy for 28 days from Thursday, 31 August 2023, until Wednesday, 27 September 2023.
2. Displays the revised Payment of Expenses and Provision of Facilities to the Mayor and Councillors Policy on Council's website and for viewing at the following locations:
 - Council's Town Hall Office;
 - Council's Church Street Office; and
 - The Post Offices at Deepwater, Emmaville and Glencoe.
3. In the absence of any significant submissions being received during the public exhibition period, adopts the revised Payment of Expenses and Provision of Facilities to the Mayor and Councillors Policy.
4. Requests a further report to be prepared should significant submissions be received.
5. On adoption of the revised policy, allocates a Capital budget of \$75,000 for the purchase of the Mayoral vehicle.

CARRIED

A division was called for, voting on which was as follows:

For

Against

Cr R Banham
Cr T Alt
Cr L Gresham
Cr J Parry
Cr A Parsons

Cr C Sparks

The division was declared CARRIED by 5 votes to 1.

7.8 Revised Privacy Management Plan and Rescindment of Privacy Management Policy

REPORT FROM: CORPORATE AND COMMUNITY SERVICES

Author: Dennis McIntyre - Manager of Governance, Risk and Corporate Planning

Moved Cr L Gresham Seconded Cr T Alt

10.08/23 RESOLUTION

THAT Council:

1. Adopts the revised Privacy Management Plan; and
2. Rescinds the Privacy Policy.

CARRIED

A division was called for, voting on which was as follows:

For

Cr R Banham
Cr T Alt
Cr L Gresham
Cr J Parry
Cr A Parsons
Cr C Sparks

Against

Nil

The division was declared CARRIED by 6 votes to 0.

7.9 Revised Statement of Business Ethics

REPORT FROM: CORPORATE AND COMMUNITY SERVICES

Author: Dennis McIntyre - Manager of Governance, Risk and Corporate Planning

Moved Cr L Gresham Seconded Cr A Parsons

11.08/23 RESOLUTION

That Council adopts the revised Statement of Business Ethics.

CARRIED

A division was called for, voting on which was as follows:

For	Against
Cr R Banham	Nil
Cr T Alt	
Cr L Gresham	
Cr J Parry	
Cr A Parsons	
Cr C Sparks	

The division was declared CARRIED by 6 votes to 0.

7.10 Open Spaces Committee - Endorsement of Additional Member

REPORT FROM: CORPORATE AND COMMUNITY SERVICES
Author: Simone Murray - Governance Administration Officer

Moved Cr T Alt Seconded Cr C Sparks

12.08/23 RESOLUTION

THAT Council:

1. Endorses the following additional GLENRAC representative to the Open Spaces Committee:
 - Christine Davis.
2. Accepts and notes the resignation of current GLENRAC representative Dr Mahri Koch and thanks her for her service to the Open Spaces Committee.

CARRIED

A division was called for, voting on which was as follows:

For	Against
Cr R Banham	Nil
Cr T Alt	
Cr L Gresham	
Cr J Parry	
Cr A Parsons	
Cr C Sparks	

The division was declared CARRIED by 6 votes to 0.

7.11 Capital Works Program Progress Report as at 31 July 2023

REPORT FROM: CORPORATE AND COMMUNITY SERVICES
Author: Fiona O'Brien - Management Accountant

Moved Cr A Parsons Seconded Cr T Alt

13.08/23 RESOLUTION

That Council notes the information contained in this report.

CARRIED

A division was called for, voting on which was as follows:

For	Against
Cr R Banham	Nil
Cr T Alt	
Cr L Gresham	
Cr J Parry	
Cr A Parsons	
Cr C Sparks	

The division was declared CARRIED by 6 votes to 0.

7.12 Investment Report July 2023

REPORT FROM: CORPORATE AND COMMUNITY SERVICES
Author: Callum Whitburn - Financial Accountant

Moved Cr A Parsons Seconded Cr J Parry

14.08/23 RESOLUTION

That Council notes the information contained in this report.

CARRIED

A division was called for, voting on which was as follows:

For	Against
Cr R Banham	Nil
Cr T Alt	
Cr L Gresham	
Cr J Parry	
Cr A Parsons	
Cr C Sparks	

The division was declared CARRIED by 6 votes to 0.

7.13 Amended 2023/24 Waste Fees and Charges - Asbestos and Mattress Disposal

REPORT FROM: PLACE AND GROWTH
Author: Gayleen Burley - Director of Place and Growth

Moved Cr J Parry Seconded Cr A Parsons

15.08/23 RESOLUTION

That Council:

1. Endorses for public exhibition for at least 28 days, in accordance with the provisions of Section 610F of the Local Government Act 1993, the revised 2023/24 Fees and Charges associated with the Disposal of Asbestos and Mattresses as follows:
 - \$45 for loads of Asbestos under 250kg;
 - \$220 per tonne for loads of Asbestos over 250kg; and
 - \$45 for all mattress sizes.
2. Displays the proposed fees on Council's website, and that they be made available for viewing at the following locations:
 - Council's Town Hall Office;
 - Council's Church Street Office; and
 - The Village Post Offices at Deepwater, Emmaville and Glencoe.
3. In the absence of any significant submissions being received during the public exhibition period, adopts the revised Fees and Charges associated with the disposal of Asbestos and Mattresses.
4. Requests a further report to be prepared should significant submissions be received.

CARRIED

A division was called for, voting on which was as follows:

For	Against
Cr R Banham	Nil
Cr T Alt	
Cr L Gresham	
Cr J Parry	
Cr A Parsons	
Cr C Sparks	

The division was declared CARRIED by 6 votes to 0.

7.14 Review of Plant and Fleet Policy

REPORT FROM: INFRASTRUCTURE SERVICES
Author: David Hunt - Manager of Asset Services

Moved Cr J Parry Seconded Cr L Gresham

16.08/23 RESOLUTION

That Council adopts the revised Plant and Fleet Policy.

CARRIED

A division was called for, voting on which was as follows:

For	Against
Cr R Banham	Nil
Cr T Alt	
Cr L Gresham	
Cr J Parry	
Cr A Parsons	
Cr C Sparks	

The division was declared CARRIED by 6 votes to 0.

8 NOTICES OF MOTIONS (INCLUDING RESCISSION MOTIONS) / QUESTIONS WITH NOTICE

There were no notices of motions, rescission motions or questions with notice.

9 CORRESPONDENCE, MINUTES, PRESS RELEASES

9.1 Correspondence and Press Releases

REPORT FROM: CORPORATE AND COMMUNITY SERVICES
Author: Jeff Carroll - Records Supervisor

Moved Cr L Gresham Seconded Cr C Sparks

17.08/23 RESOLUTION

That Council notes the information contained in this report.

CARRIED

A division was called for, voting on which was as follows:

For	Against
Cr R Banham	Nil
Cr T Alt	
Cr L Gresham	
Cr J Parry	
Cr A Parsons	
Cr C Sparks	

The division was declared CARRIED by 6 votes to 0.

9.2 Minutes of Council Community Committee Meetings for Information

REPORT FROM: CORPORATE AND COMMUNITY SERVICES
Author: Jeff Carroll - Records Supervisor

Moved Cr J Parry Seconded Cr A Parsons

18.08/23 RESOLUTION

That Council notes the information contained in this report.

CARRIED

A division was called for, voting on which was as follows:

For	Against
Cr R Banham	Nil
Cr T Alt	
Cr L Gresham	
Cr J Parry	
Cr A Parsons	
Cr C Sparks	

The division was declared CARRIED by 6 votes to 0.

9.3 Minutes of Non-Council Community Committees for Information

REPORT FROM: CORPORATE AND COMMUNITY SERVICES
Author: Jeff Carroll - Records Supervisor

Moved Cr L Gresham Seconded Cr A Parsons

19.08/23 RESOLUTION

That Council notes the information contained in this report.

CARRIED

A division was called for, voting on which was as follows:

For	Against
Cr R Banham	Nil
Cr T Alt	
Cr L Gresham	
Cr J Parry	
Cr A Parsons	
Cr C Sparks	

The division was declared CARRIED by 6 votes to 0.

10 REPORTS FROM DELEGATES

10.1 Reports from Delegates

REPORT FROM: GENERAL MANAGER'S OFFICE
Author: Debbie Duffell - Executive Assistant (Mayor and General Manager)

Moved Cr L Gresham Seconded Cr C Sparks

20.08/23 RESOLUTION

That Council notes the information contained in this report.

CARRIED

A division was called for, voting on which was as follows:

For	Against
Cr R Banham	Nil
Cr T Alt	
Cr L Gresham	
Cr J Parry	
Cr A Parsons	
Cr C Sparks	

The division was declared CARRIED by 6 votes to 0.

11 MATTERS OF AN URGENT NATURE

There were no matters of an urgent nature.

12 CONFIDENTIAL MATTERS

Moved Cr L Gresham Seconded Cr C Sparks

21.08/23 RESOLUTION

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 10A(2) of the *Local Government Act 1993*:

Item	Report	Reason
12.1	Purchase of Property - 146 Church Street Glen Innes	(d) (ii) commercial information of a confidential nature that would, if disclosed confer a commercial advantage on a competitor of the Council.

CARRIED

A division was called for, voting on which was as follows:

For	Against
Cr R Banham	Nil
Cr T Alt	
Cr L Gresham	
Cr J Parry	
Cr A Parsons	
Cr C Sparks	

The division was declared CARRIED by 6 votes to 0.

The live streaming of the Meeting was paused at 9.34.am

All members of the public left the meeting room at 9.34am.

12.1 Purchase of Property - 146 Church Street Glen Innes

REPORT FROM: INFRASTRUCTURE SERVICES

Author: Kimberley Wilkins - Executive Assistant (Director of Infrastructure Services)

Moved Cr T Alt

Seconded Cr C Sparks

22.08/23 RESOLUTION

THAT Council:

1. Authorises for the Common Seal of the Glen Innes Severn Council to be affixed to the Contract for the sale and purchase of land, located at 146 Church Street, Glen Innes.
2. Authorises for the Mayor and the General Manager to execute all documents relating to the purchase of land located at 146 Church Street Glen Innes.
3. Authorises the expenditure of \$250,000 for the purchase of land located at 146 Church Street Glen Innes at a purchase price of \$225,000, plus all associated and necessary disbursements, fees and duties to be taken from Internally Restricted Funds for Co-location of Council Administrative Staff.
4. Hereby gives notice of the proposal to classify the land known as 146 Church Street Glen Innes as Operational land of Council and calls for submissions from the public to be received prior to 4.00pm on Friday 29 September 2023.
5. Classifies the land as Operational Land on the date 60 days after the date of settlement, in the event that Council does not resolve to classify the land as community land prior to that date.

CARRIED

A division was called for, voting on which was as follows:

For	Against
Cr R Banham Cr T Alt Cr L Gresham Cr J Parry Cr A Parsons Cr C Sparks	Nil

The division was declared CARRIED by 6 votes to 0.

Moved Cr T Alt

Seconded Cr L Gresham

23.08/23 RESOLUTION

That Council moves out of Closed Council into Open Council.

CARRIED

A division was called for, voting on which was as follows:

For	Against
Cr R Banham	Nil
Cr T Alt	
Cr L Gresham	
Cr J Parry	
Cr A Parsons	
Cr C Sparks	

The division was declared CARRIED by 6 votes to 0.

The live streaming of the meeting resumed at 9.43am.

The General Manager read out the Confidential Closed Resolution relating to Item 12.1 as listed above.

Moved Cr A Parsons

Seconded Cr J Parry

24.08/23 RESOLUTION

That the confidential Closed Council Resolutions be recommended for adoption to the Ordinary Meeting of the Whole of Council.

CARRIED

A division was called for, voting on which was as follows:

For	Against
Cr R Banham	Nil
Cr T Alt	
Cr L Gresham	
Cr J Parry	
Cr A Parsons	
Cr C Sparks	

The division was declared CARRIED by 6 votes to 0.

The Meeting closed at 9.45am.