



Croydon Shire Council

Confirmed Minutes

Ordinary Meeting 20 June 2024

Croydon Shire Council



Agenda of Ordinary Meeting to be held at the Croydon Shire Council Chambers on 20 June 2024 following the Department of Local Government LG Leaders Program commencing at 8:00am.

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The meeting commenced at 10:40am.

1. Attendance

Cr TJ Pickering (Chair)

Cr J Evans

Cr W Bing Chew

Cr AL Pickering

Jacqui Cresswell – Chief Executive Officer

Julie Nunns – Records and Administration Officer

2. Attendance by audio link or audio-visual link

Nil.

3. Apologies

Moved Cr TJ Pickering
Seconded W Bing Chew

That the apology of Cr L Pickering be accepted and leave of absence granted.

All in favour Yes
Resolution No. 01-06/2024

4. Confirmation of Minutes

Moved Cr W Bing Chew
Seconded Cr J Evans

That the minutes of the Ordinary Meeting held 16 May 2024 be confirmed with the amendment to 6.3.2 with R.P.Q being amended to Roads People Quality.

All in favour Yes
Resolution No. 02-06/2024

5. Business arising from Minutes of previous meeting.

Action Item

That the Chief Executive Officer continues to investigate council vehicles being taken home at night and it is recommended that supervisors do not come into town as they are needed on job sites, other officers who need to come into town (timesheets/dockets etc) to come during daylight hours as caution needs to be taken regarding plant and wildlife on roads at night.

6. Officers Reports

6.1 Chief Executive Officer Reports

6.1.1 Council Update

Moved Cr TJ Pickering
Seconded Cr W Bing Chew

That the Council update for May 2024 be confirmed including the verbal report provided that the bank public holiday stays as Melbourne Cup Day which will be on 4 November 2025 and that Lots 67 and 22 are to be retained by Croydon Shire Council for future staff housing and to be omitted from the 3rd land release.

All in favour Yes
Resolution No. 03-06/2024

Signage Strategy

Moved Cr TJ Pickering
Seconded Cr AL Pickering

That Council caps it's co-contribution to 15% - \$12,000

All in favour Yes
Resolution No. 04-06/2024

Staff Housing

Moved Cr AL Pickering
Seconded Cr TJ Pickering

That Council approves the allocation of the Works for Queensland allocation – 2024-27 towards staff housing but keep the \$2M in budget.

All in favour Yes
Resolution No. 05-06/2024

6.1.2 Regional Precincts and Partnerships Program (rPPP) – Financial Delegation / Sole Supplier

Moved Cr TJ Pickering
Seconded Cr J Evans

That Council approve that the Chief Executive Officer have financial delegation to enter into contracts with and pay invoices as and when due to, the core project team consultants on the Regional Precincts and Partnerships Program (rPPP)- funded under the Croydon Precinct Growth Plan, to the values noted.

All in favour Yes
Resolution No. 06-06/2024

Declaration of Prescribed Conflict of Interest

Cr TJ Pickering declared a prescribed conflict of interest in item 6.1.2 (as defined by *Local Government Act 2009*, section 150EI) and stands to gain a benefit or suffer a loss depending on the outcome of Council's consideration of this matter.

All councillors agreed that Cr TJ Pickering could stay for the report as he gains no benefit to the outcome of Council's decision.

Hardy Town Planning and Consulting Pty Ltd – Sole Supplier

Moved Cr AL Pickering
Seconded Cr J Evans

That Council approve Hardy Town Planning and Consulting Pty Ltd being exempt from tender/ quotes for Town Planning works under section 235(a) and/or (b) of the *Local Government Regulation 2012* (Qld) as there is:

- (a) only 1 supplier who is reasonably available; and/or
- (b) because of the specialised or confidential nature of the services that are sought, it would be impractical or disadvantageous for the local government to invite quotes or tenders.

All in favour Yes
Resolution No. 07-06/2024

6.1.3 Application for Local Law Permit – Agistment – M and J Kelly

Cr J Evans

“I declare that I have a prescribed conflict of interest in this matter (as defined by *Local Government Act 2009* as follows: -

- (i) I and my spouse R Evans stand to gain a benefit or suffer a loss because we also agist in this area.

I will be dealing with this declared material personal interest by leaving the meeting while this matter is discussed and voted on”.

Attendance

Cr J Evans left the meeting at 11:27am.

Moved Cr W Bing Chew
Seconded Cr AL Pickering

That Council exercise discretion to vary the maximum number of stock to be agisted under the local law and approves the issue of a permit to Mike and Janeane Kelly under Local Law 9 (Part 3) for 40 head of cattle on part of the town reserve bounded by the Gulf Development Road, Alehvale Station and Croydon Aerodrome for the period 1 July 2024 to 30 June 2025.

All in favour Yes
Resolution No. 08-06/2024

Attendance

Cr J Evans returned to the meeting at 11:29am.

6.1.4 Councillor Conference and Meeting Schedule 2024

Noted.

Adjournment

The meeting was adjourned for a break at 11.31am.

The meeting resumed at 11.40am.

Attendance

Dharmendra Naidu, Finance Manager, entered the room at 11:39am.

James Gauvin, Auditor, entered the room at 11:39am.

6.1.5 2024-2025 Financial Budget and Operational Plan

1. Operational Plan 2024/25

Moved Cr J Evans
Seconded Cr W Bing Chew

In accordance with the requirements of the *Local Government Regulation 2012*, Council adopt the Operational Plan 2024/25 as presented.

All in favour Yes
Resolution No. 09-06/2024

2. Revenue Policy 2024/25

Moved Cr TJ Pickering
Seconded Cr J Evans

That pursuant to Section 193(3) of the *Local Government Regulation 2012*, Council adopt the Revenue Policy 2024/25 for inclusion in the 2024/25 Budget.

All in favour Yes
Resolution No. 10-06/2024

3. Revenue Statement 2024/25

Moved Cr J Evans
Seconded Cr AL Pickering

That pursuant to section 104(5) of the *Local Government Act 2009* and section 172 of the *Local Government Regulation 2012*, Council adopt the Revenue Statement 2024/25.

All in favour Yes
Resolution No. 11-06/2024

4. 2024/25 Budget

Moved Cr TJ Pickering
Seconded Cr W Bing Chew

That pursuant to section 104 of the *Local Government Act 2009* and sections 169 and 170 of the *Local Government Regulation 2012*, Council adopt the Budget for the financial year 2024/25 incorporating:

- i. The statement of financial position;
- ii. The statement of cash flows;
- iii. The statement of income and expenditure;
- iv. The statement of changes in equity;
- v. The long-term financial forecast;
- vi. The relevant measures of financial sustainability.

All in favour Yes
Resolution No. 12-06/2024

5. Differential General Rates

Moved Cr J Evans
Seconded Cr AL Pickering

That pursuant to section 81 of the *Local Government Regulation 2012*, the categories in to which rateable land is categorised, the description of those categories and pursuant to sections 81 (4) and 81 (5) of the *Local Government Regulation 2012*, the method by which land is to be identified and included in its appropriate category is as follows:

Category	Description
Urban	Urban land is all land within the Township zone as defined in the Croydon Shire Planning Scheme
Rural	Rural land is all land within the Council boundaries not included in another category
Mining	Mining land is all land within the Shire used for or approved for mining or mining related activities, or classified as a mining lease. This only applies to land outside the Township zone.

All in favour Yes
Resolution No. 13-06/2024

Moved Cr TJ Pickering
Seconded Cr AL Pickering

That pursuant to section 81 of the *Local Government Regulation 2012*, the categories in to which rateable land is categorised, the description of those categories and pursuant to sections 81 (4) and 81 (5) of the *Local Government Regulation 2012*, the method by which land is to be identified and included in its appropriate category is as follows:

Category	Description
Urban	Urban land is all land within the Township zone as defined in the Croydon Shire Planning Scheme
Rural	Rural land is all land within the Council boundaries not included in another category
Mining	Mining land is all land within the Shire used for or approved for mining or mining related activities, or classified as a mining lease. This only applies to land outside the Township zone.

All in favour Yes
Resolution No. 14-06-2024

6. 2024/25 Utility Charges - Waste Management and Water

Moved Cr TJ Pickering
Seconded Cr J Evans

That:

- (a) pursuant to section 94 of the *Local Government Act 2009* and section 99 of the *Local Government Regulation 2012*, Council make and levy waste management utility charges, for the supply of waste management services by the Council, as follows:

Type	Basis of Charge	Charge
Cleansing Service	Per unit	\$365.30

- (b) the application of the above levied cleansing utility charges be in accordance with the further detail provided in section 6.2 of Council's adopted Revenue Statement 2024/25.

- (c) pursuant to section 94 of the *Local Government Act 2009* and section 99 of the *Local Government Regulation 2012*, Council make and levy water utility charges, for the supply of water services by the Council, as follows:

Type	Basis of Charge	Charge
Access Charge	per unit	\$230.15
Excess Consumption Charge	per kl	\$1.07

- (d) the application of the above levied water utility charges be in accordance with the further detail provided in section 6.2 of Council's adopted Revenue Statement 2024/25.

- (e) pursuant to section 99(3) of the *Local Government Regulation 2012*, Council's water year for consumption charges will commence on 1 July 2024 and end on 30 June 2025.

- (f) pursuant to section 102(2) of the *Local Government Regulation 2012*, a water meter is taken to have been read during the period that starts 2 weeks before, and ends 2 weeks after, the day on which the meter is actually read.

All in favour Yes
Resolution No. 15-06/2024

7. Levy and Payment

Moved Cr TJ Pickering
Seconded Cr W Bing Chew

That:

- (a) pursuant to section 107 of the *Local Government Regulation 2012*, Council will issue rate notices for all general rates, waste utility charges, water access and other charges (other than water consumption charges) half yearly. The first notice will be for the half year ended 31 December and the second notice for the half year ended 30 June.
- i. The anticipated dates of issue are listed below for each notice period for:
- Issue date for first half rate notice September 2024
 - Issue date for second half rate notice March 2025
- (b) That pursuant to section 107 of the *Local Government Regulation 2012*, water consumption charges will be levied half yearly based on a water consumption rating period beginning 1 July and ending 30 June. The anticipated dates of issue for each notice period are:
- i. January – which will cover water consumption measured for the previous half year from 1 July and ending 31 December.
- ii. July – which will cover water consumption measured for the previous half year beginning 1 January and ending 30 June.
- (c) Supplementary Rates Notices will be issued as required as a result of changes to the property such as property development, land valuation increase or decrease and change in ownership.
- (d) pursuant to section 118 of the *Local Government Regulation 2012*, Council adopts the due date by which rates or charges must be paid as the date that is 31 days after the issue of the rate notice.

All in favour Yes
Resolution No. 16-06/2024

8. Discount on General Rates

Moved Cr AL Pickering
Seconded Cr J Evans

That pursuant to section 130 of the *Local Government Regulation 2012*, and the conditions stated in section 6.7 of Council's adopted Revenue Statement 2023/24 a discount of 2.5% will apply for all property differential general rates as an incentive for early payment for the 2024/25 financial year.

All in favour Yes
Resolution No. 17-06/2024

9. Interest on Overdue Rates and Charges

Moved Cr TJ Pickering
Seconded Cr J Evans

That pursuant to section 133 of the *Local Government Regulation 2012*, the rate of interest to be applied to all overdue rates and utility charges after the due date for payment will be 8% per annum calculated and compounded on daily balances for the year ended 30 June 2025.

All in favour Yes
Resolution No. 18-06/2024

10. Debt Policy 2024/25

Moved Cr TJ Pickering
Seconded Cr W Bing Chew

That pursuant to Section 192 of the *Local Government Regulation 2012*, Council adopt the Debt Policy 2024/25.

All in favour Yes
Resolution No. 19-06/2024

11. Investment Policy 2024/25

Moved Cr J Evans
Seconded Cr TJ Pickering

That pursuant to Section 191 of the *Local Government Regulation 2012*, Council adopt the Investment Policy 2024/25.

All in favour Yes
Resolution No. 20-06/2024

12. Fees and Charges 2024/25

Moved Cr TJ Pickering
Seconded Cr J Evans

In accordance with the requirements of the *Local Government Act 2009*, Council adopt the Fees and Charges Schedule for the 2024/25 financial year.

All in favour Yes
Resolution No. 21-06/2024

13. Procurement Policy 2024/25

Moved Cr J Evans
Seconded Cr TJ Pickering

In accordance with the requirements of the *Local Government Act 2009*, Council adopt the Procurement Policy for the 2024/25 financial year.

All in favour Yes
Resolution No. 22-06/2024

Attendance

Dharmendra Naidu, Finance Manager, left the meeting at 1:03pm.

James Gauvin, Auditor, left the meeting at 1:03pm.

Adjournment

The meeting adjourned for lunch at 1:03pm.

The meeting resumed at 1:49pm.

6.2 Tourism and Marketing Manager Report

6.2.1 Tourism and Marketing Report

Moved Cr J Evans
Seconded C AL Pickering

That the Tourism and Marketing Report for May 2024 be received.

All in favour Yes
Resolution No. 23-06/2024

6.3 Works Manager Report

6.3.1 Works Report

Moved Cr TJ Pickering
Seconded Cr W Bing Chew

That the Works Report for May 2024 be received and that The Chief Executive Officer is to discuss the 12 kms of road on Richmond Road with the Works Manager.

All in favour Yes
Resolution No. 24-06/2024

6.4 Community Service Reports

6.4.1 Community Services Reports

Moved Cr W Bing Chew
Seconded Cr J Evans

That the Community Services Report for May 2024 be received.

All in favour Yes
Resolution No. 25-06/2024

6.4.2 Croydon Childcare Centre

Moved Cr TJ Pickering
Seconded Cr J Evans

That the Croydon Childcare Report for May 2024 be received.

All in favour Yes
Resolution No. 26-06/2024

6.4.2 Community Grants Policy

Moved Cr AL Pickering
Seconded Cr J Evans

That the Community Grants Policy for May 2024 be received.

All in favour Yes
Resolution No. 27-06/2024

Attendance

Dharmendra Naidu, Finance Manager, entered the meeting at 2:23pm

6.5 Finance Manager Reports

6.5.1 Croydon Caravan Park

Moved Cr AL Pickering
Seconded Cr TJ Pickering

That the Caravan Park Report for May 2024 be received.

All in favour Yes
Resolution No. 28-06/2024

6.5.2 Finance Report

Moved Cr TJ Pickering
Seconded Cr J Evans

That the Finance Report for May 2024 be received.

All in favour Yes
Resolution No. 29-06/2024

Attendance

Dharmendra Naidu left the meeting at 2:26pm

Stephen Frost, Business Manager, entered the meeting at 2:27pm.

6.6 Business Services Manager Reports

6.6.1 Business Services Report

Moved Cr TJ Pickering
Seconded Cr W Bing Chew

That the Business Services Managers Report for May 2024 be received.

All in favour Yes
Resolution No. 30-06/2024

6.6.2 Updated Policy – Corporate Credit Card Policy

Moved Cr TJ Pickering
Seconded Cr W Bing Chew

That Council adopt the corporate Credit Card Policy, as presented and finalise all tracked changes.

All in favour Yes
Resolution No. 31-06/2024

6.6.3 Entertainment and Hospitality Policy

Moved Cr TJ Pickering
Seconded Cr J Evans

That Council adopt the Entertainment and Hospitality Policy, as presented and finalise all tracked changes.

All in favour Yes
Resolution No. 32-06/2024

Attendance

Stephen Frost, Business Manager, left the meeting at 2:38pm

7 Matters of which notice has been given.

Nil.

8 Business which the Mayor wishes to have considered at the meeting without notice.

Cr TJ Pickering spoke about landholders' concerns about road damage and the process it takes to repair roads.

Action Item

That PDM and the Works Manager explain, both via email to stations and article in Bush Tele how the process works with Department of Transport and Main Roads (TMR) and Queensland Reconstruction Authority (QRA) so all can have a better understanding.

Cr TJ Pickering spoke about Kick FM still being off air.

Action Item

The Chief Executive Officer to investigate further and possibly find an alternative.

Cr TJ Pickering discussed how impressive the Men's Mental Health Fishing Trip was and recommended that this should be an annual event.

Action Item

The Chief Executive Officer to discuss with the Community Services Manager.

Cr TJ Pickering discussed writing a letter to the Minister for local authority to enforce local fire bans.

Action Item

The Chief Executive Officer to meet with the Mayor on Friday 21 June 2024 at 9:30am to produce a flying minute.

9 Meeting Close

The meeting closed at 3:13pm.

Cr TJ Pickering

Mayor