



**ORDINARY MEETING**  
**18 DECEMBER 2024**  
**AGENDA & PREVIOUS**  
**MINUTES**

# Ordinary Meeting

## Wednesday, 18 December 2024

### 9:00am

#### LOCAL GOVERNMENT PRINCIPLES

- (a) transparent and effective processes, and decision-making in the public interest; and
- (b) sustainable development and management of assets and infrastructure, and delivery of effective services; and
- (c) democratic representation, social inclusion and meaningful community engagement; and
- (d) good governance of, and by, local government; and
- (e) ethical and legal behavior of councilors, local government employees and councilor advisors.

#### Agenda


- 1. Opening of Meeting**
- 2. Record of Attendance**
- 3. Apologies**
- 4. Declaration of Interests**
- 5. Condolences**
- 6. Previous Minutes.**
  - 6.1. Ordinary Meeting Minutes 27 November 2024
  - 6.2. Special Meeting Minutes 06 December 2024
- 7. Actions Arising from Previous Minutes**

Nil
- 8. Governance**
  - 8.1. Mayor's Update
  - 8.2. Councillors Portfolio and/or Committee Updates
  - 8.3. Council Ordinary Meeting Dates
- 9. Financial Performance & Accountability**
  - 9.1. November Financial Report
- 10. CLOSED SESSION**
  - 10.1 Commercial Agreement
- 11. Strategic**

Nil
- 12. Report**
  - 12.1. Operational Report – Annual Overview
- 13. General Business**
- 14. Next Meeting**

<b>Opening:</b>	<b>OPENING OF MEETING:</b>												
	<p>The Mayor, Terence Munns declared the meeting open at 09:04 am.</p> <p>The Councillor acknowledged the traditional custodians of the land on which this meeting takes place and paid respect to Elders both past and present.</p> <p>Mayor thanked every Council for their time and contribution to Council</p>												
<b>Item: 2</b>	<b>RECORD OF ATTENDANCE</b>												
	<table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">Cr Terence Munns</td><td style="width: 50%;">Mayor</td></tr> <tr> <td>Cr Anthony Munns</td><td>Deputy Mayor</td></tr> <tr> <td>Cr Howard Booth</td><td></td></tr> <tr> <td>Cr Wagwan Savage</td><td></td></tr> <tr> <td>Cr Stewart Smith</td><td></td></tr> <tr> <td>Kristine Smith</td><td>Chief Executive Officer</td></tr> </table>	Cr Terence Munns	Mayor	Cr Anthony Munns	Deputy Mayor	Cr Howard Booth		Cr Wagwan Savage		Cr Stewart Smith		Kristine Smith	Chief Executive Officer
Cr Terence Munns	Mayor												
Cr Anthony Munns	Deputy Mayor												
Cr Howard Booth													
Cr Wagwan Savage													
Cr Stewart Smith													
Kristine Smith	Chief Executive Officer												
<b>Item: 3</b>	<b>APOLOGIES</b>												
	None												
<b>Item: 4</b>	<b>DECLARATION CONFLICT OF INTERESTS</b>												
	<p>In accordance with the Local Government Act 2009, Chapter 6, Part 2, Division 5A, <i>a Councillor</i> has advised to depart the Council Meeting and take no part in the Agenda Item.</p> <p>None</p>												
<b>Item: 5</b>	<b>CONDOLENCE</b>												
	<ul style="list-style-type: none"> <li>Williams Families, Watertons Families</li> <li>Henrys and Murrays Families</li> </ul>												
<b>Item: 6</b>	<b>CONFIRMATION OF MINUTES</b>												
	<ul style="list-style-type: none"> <li>WASC Ordinary Meeting, 30<sup>th</sup> October 2024</li> <li>WASC Special Meeting, 19<sup>th</sup> November 2024</li> </ul>												
	<p><b>Moved: Cr Booth</b>  <b>Second: Cr Savage</b></p> <p>The Minutes of the Ordinary Meeting of Council held on 30 October 2024 be confirmed.</p> <p><b>Motion Carried: 5/5</b> <span style="float: right;"><b>Resolution: OM1124-01</b></span></p>												
	<p><b>Moved: Cr Munns</b>  <b>Second: Cr Smith</b></p> <p>The Minutes of the Special Meeting of Council held on 19 November be confirmed.</p> <p><b>Motion Carried: 0/5</b> <span style="float: right;"><b>Resolution: OM1124-02</b></span></p>												
<b>Item: 7</b>	<b>BUSINESS AND ACTIONS ARISING FROM THE PREVIOUS MEETINGS</b>												
	<ul style="list-style-type: none"> <li>AIM Lease – CEO confirmed that Surcharges will still remain.</li> </ul>												
<b>Item: 8</b>	<b>Governance</b>												
	<b>8.1 Mayor's Update</b>												

	<ul style="list-style-type: none"> <li>• BBRTG Meeting at Emerald to discuss the grant for the improvement of Roads with TMR.</li> </ul>
	<b>8.2 Council Portfolio or Committee Updates</b> <ul style="list-style-type: none"> <li>• There has been no Property Leasing Panel since October</li> <li>• CQ Regional Jobs Committee next meeting 13 December 2024</li> <li>• Junior League for 2025 – Bus and transport. Mayor can decide to refer wavering of the fees to Council.</li> </ul>
	<b>Moved: Cr Savage</b> <b>Seconded: Cr Munns</b>  That Council accepts the update from Mayor and Councillors Update <b>Carried: 5/5</b> <span style="float: right;"><b>Resolution: OM1124-03</b></span>
	<b>8.3 New Policy – Councillors Portfolio</b> <ul style="list-style-type: none"> <li>• <b>CEO provided and overview of the operational interface for the Portfolio System.</b></li> </ul>
	<b>Moved: Cr Munns</b> <b>Seconded: Cr Booth</b>  That Council approves the Councillors Portfolio Policy.  <b>Carried: 5/5</b> <span style="float: right;"><b>Resolution: OM1124-04</b></span>
<b>Item: 9</b>	<b>9.1 Monthly Financial Report</b> <ul style="list-style-type: none"> <li>• A/Finance Manager provided an overview of the financial report for October 2024</li> <li>• Question was raised to the disposal of assets. A/Finance Manager highlighted the legislation requirements and how the process could be an emphasised the importance of Council deciding on the way that assets are disposed.</li> </ul>
	<b>Moved: Cr Smith</b> <b>Seconded: Cr Munns</b>  That Councils receive and accept the Financial Report for October 2024 <b>Carried: 5/5</b> <span style="float: right;"><b>Resolution: OM1124-05</b></span>
	<b>9.2: Christmas Closure</b> <ul style="list-style-type: none"> <li>• CEO provided an overview of the Christmas Closure</li> </ul>
	<b>Moved: Cr Savage</b> <b>Seconded: Cr Smith</b>  <ol style="list-style-type: none"> <li>1. That Councils apply they discretionary authority to approve a workforce wage benefit from the 24<sup>th</sup> to 31 December rates of pay that recognise the workforce that will be working and not working during the christmas closure</li> <li>2. To approve an additional two (2) days benefit payment to ensure staff are not penalised financially due to the changes to the payroll cycle.</li> </ol> <b>Carried: 5/5</b> <span style="float: right;"><b>Resolution: OM1124-06</b></span>

	<p style="text-align: right;"><b>ORDINARY MEETING</b> <b>27 November</b> <b>2024</b></p>
<p><b>Mayor's Statement</b></p>	<p>In accordance with the provisions of section 254J(3) (e) of the Local Government Regulation 2012, a local government may resolve to close a meeting to the public to discuss confidential items, such that its Councillors or members consider it necessary to close the meeting.</p> <p>Resolution that the meeting be closed;</p> <p><b>Closed at: 00:00am</b></p>
<p><b>Item: 10</b></p>	<p><b>CLOSED SESSION:</b></p> <p><b>Nil</b></p>
	<p><b>LUNCH BREAK – 12:00pm – Reconvened at 12:40pm</b></p>
<p><b>Item 11</b></p>	<p><b>STRATEGIC</b></p> <p><b>11.1 Woorabinda Leadership Group Membership</b></p> <p>Cr Booth – Voting for the Woorabinda Leadership Group to support Couincillors with the portfolio. Advocating to support to improve the services of the community. Communication with Government Department and community. Identify risks and opportunities on which services for themself and for the community. Support individual aspiration for leadership development. Accountability for Government for informed decision making.</p> <p>Cr Savage: - Voting for the Woorabinda Leadership Group to help with decision making and help with the professional development working with Government Department and portfolio Horticultural and Environment. Wider spectrum of inform to help woorabinda community and question government agencies to guide into the future.</p> <p>Cr Munns – Voting against the Woorabinda Leadership Group due to Council being voted by the people for the people. As a new Councillor to learn how to deal with community issues. Not ruling out the WLG into the future with a different structure. The membership to have more youth represented.</p> <p>Cr Smith – Voting against the Woorabinda Leadership Group due to the membership need to have longer term residents with more grassroots knowledge with different aged group. Not ruling out the WLG into the future with a different structure.</p> <p>Mayor Munns – Voting Against the Woorabinda Leadership Group as is voted in for Council is the voice of the community. As a new Councillor to learn how to deal with community issues. Not ruling out the WLG into the future with a different structure.</p>
	<p><b>Moved: Mayor Munns</b> <b>Seconded: Cr Smith</b></p> <p>That Councils has decided to cease the Woorabinda Leadership Group Advisory Committee to Council.</p> <p><b>Carried: 3/2</b> <span style="float: right;"><b>Resolution: OM1124-07</b></span></p>
<p><b>Item: 12</b></p>	<p><b>12.1 Operational Report – September 2024</b></p>
	<p><b>Moved: Cr Munns</b> <b>Seconded: Cr Savage</b></p>

	<p>To accept the Operational Report for October 2024 be received and that those matter not covered by resolution be noted.</p> <p><b>Carried: 5/5</b> <span style="float: right;"><b>Resolution: OM1124-08</b></span></p>
<b>Item 13:</b>	<p><b>General Business</b></p> <p>13.1 Bus – Christmas Shopping Bus. Council operations to ensure there is a bus shopping day (2 weeks once a week)</p> <p>13.2 Community Christmas – Working Group to be established by Community Services</p> <p>13.2 Justice Forum to be held on Friday, 29<sup>th</sup> November. Social Justice Commissioner, Katie Kiss will be visiting Woorabinda</p>
	Meeting Closed at 02:31 pm
<b>Minutes Confirmation</b>	<p>These Minutes are confirmed as a true and correct record of proceedings of the Ordinary Meeting of Council held on 27 November 2024.</p> <div style="display: flex; justify-content: space-between; margin-top: 20px;"> <div style="width: 45%;"> <p>_____</p> <p><b>Cr Terence Munns (Mayor)</b></p> </div> <div style="width: 45%;"> <p>_____</p> <p><b>Date</b></p> </div> </div>

**Previous Minutes**

**Council Special Meeting**

**6<sup>th</sup> December 2024**



**SPECIAL MEETING**  
**06 December 2024**

<b>Opening:</b>	<b>OPENING OF MEETING:</b>
	<p>The Mayor, Terence Munns declared the meeting open at 03:17pm.</p> <p>The Councillor acknowledged the traditional custodians of the land on which this meeting takes place and paid respect to Elders both past and present.</p>
<b>Item 2</b>	<b>RECORD OF ATTENDANCE</b>
	<p>Cr Terence Munns Mayor Cr Anthony Munns Deputy Mayor Cr Howard Booth Cr Stewart Smith</p> <p>Kristine Smith, Chief Executive Officer James Guivan, A/Finance Manager</p>
<b>Item 3</b>	<b>APOLOGIES</b>
	<p>Cr Wagwan Savage</p>
<b>Item 4</b>	<b>DECLARATION OF INTERESTS</b>
	<p>In accordance with the <i>Local Government Act 2009</i>, Chapter 6, Part 2, Division 5A, a Councillor has advised to depart the Council Meeting and take no part in the Agenda Item.</p> <p>None</p>



Item 6	<p><b>Closed Session –</b></p> <p><b>Commercial Matter</b></p> <p><b>Financial Matter – Statutory Body Financial Arrangement Act requirements</b></p> <p><b>Financial Matter – Food Security</b></p>
	<p>In accordance with the provisions of section 254J(3) (e) of the Local Government Regulation 2012, a local government may resolve to close a meeting to the public to discuss confidential items, such that its Councillors or members consider it necessary to close the meeting.</p> <p>Resolution that the meeting be closed;</p> <p><b>Closed at: 3:17pm</b></p> <p><b>Reopened at: 3:47am</b></p>
	<p><b>Moved: Cr Munns</b></p> <p><b>Seconded: Cr Booth</b></p> <p>Council to resolve to:</p> <p>Authorise the CEO, in consultation with the Mayor, to negotiate and finalise the Commercial Lease of the Woorabinda Store commercial space in the best interest of Council and the Woorabinda community.</p> <p><b>Carried: 4/4</b> <b>Resolution: SM1224-01</b></p>
	<p><b>Moved: Cr Smith</b></p> <p><b>Seconded: Cr Munns</b></p> <p>That Council delegate to the CEO, in consultation with the Mayor the authority to negotiate and sign an agreement with the administrator of Serca Supermarkets Pty Ltd, Worrells, for the purchase of stock and other equipment from the Woorabinda Foodworks. The purchase will be funded from the surplus and other operating savings.</p> <p><b>Carried: 4/4</b> <b>Resolution: SM1224-02</b></p>
	<p><b>Moved: Cr Booth</b></p> <p><b>Seconded: Cr Smith</b></p> <p>That Council delegate to the CEO the authority, in consultation with the Mayor to negotiate and sign an agreement with the administrator of Serca Supermarkets Pty Ltd, Worrells, to maintain the current service level at the Woorabinda Foodworks and authorise reasonable expenditure to be incurred to achieve that outcome. The expenditure will be funded from the surplus and other operating savings.</p> <p><b>Carried: 4/4</b> <b>Resolution: SM1224-03</b></p>

	<p><b>Moved: Cr Munns</b></p> <p><b>Seconded: Cr Booth</b></p> <p>That Council authorise expenditure, in consultation with the Mayor to be incurred from the surplus and other operating savings to fund the food security plan setup and operating activities.</p> <p><b>Carried: 4/4</b> <b>Resolution: SM1224-04</b></p>
	<p><b>Moved: Mayor Munns</b></p> <p><b>Seconded: Cr Booth</b></p> <p>That Council make an application in consultation with the Mayor, to the Minister for Local Government for approval to provide either loan funding or a bank guarantee on behalf of the successful lessee of the Woorabinda Foodworks to allow them to commence operations in January 2025 or before.</p> <p><b>Carried: 4/4</b> <b>Resolution: SM1224-05</b></p>
	Meeting Closed at 03.55 pm

<b>Minutes Certificate</b>	<p>These minutes are confirmed as a true and correct record of proceedings of the Special Meeting of Council held on 06 December 2024.</p> <p>_____</p> <p><b>Cr Terance Munns (Mayor)</b> <b>Date</b> _____</p>
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