



**MINUTES OF YARRABAH ABORIGINAL SHIRE COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE YARRABAH ABORIGINAL SHIRE COUNCIL CHAMBERS
ON WEDNESDAY, 23 OCTOBER 2019 AT 9:00AM**

PRESENT: Cr Ross Andrews (Mayor), Cr Nadine Cannon, Cr Colin Cedric, Cr Ian Patterson

IN ATTENDANCE: Leon Yeatman CEO, Shanara Andrews, Avril Yeatman, Jemma Lichtenfeld, Richard Wright, Preston Andrews.

1 WELCOME

09:01 am - Mayor Andrews declared the meeting open.

The Councillors and Staff Members present were welcomed to the meeting.

Councillors and staff present at the meeting observed a minute silence to respect those who recently passed away.

2 APOLOGIES

Cr Michael Sands (Deputy Mayor),

3 CONFIRMATION OF PREVIOUS MINUTES

RESOLUTION 01: 23/10/2019

That the minutes of the Ordinary Council Meeting held on 25 September 2019 be adopted.

Moved: Cr Ross Andrews

Seconded: Cr Colin Cedric

CARRIED

4 BUSINESS ARISING FROM PREVIOUS MINUTE

Query generated from community regarding process for hire of the hall. Current process and arrangements for sorry business is causing confusion and request for clarification. the confusion was acknowledged – demonstration of where to find the information found more than one listing in the current pricing schedule. there was more than one reference for the hall on different pages. a second reference notes this facility is 'free of charge' during sorry business. a condition is listed against when in use for this purpose - due to past experience, a bond is applicable (which possibly adds confusion) which is fully refunded when the premises is returned to a clean and tidy state. Scope exists to further improve the management arrangements for the facility.

Shop 2 – lease arrangement. Query: when will tenants move in? Tenant has been notified and we expect they will move into the property shortly. Process is being managed by the Director Corporate Services.

Human Resource Manager's report – comments registered about recruitment strategy, succession planning to cater for aging workforce and youths post school. Councillors note gaps regarding youth engagement – non work related activity. Discussions about performance of recent programs and lingering issue about underutilisation of facilities. Request for action planning to boost youth engagement.

Instruction for Manager to review of current youth policy scope to target program and activities for Youth in community, improve the level of collaboration and planning and direct initiatives supporting youth engagement:

council reminded about the release in November of current cohort who are completing year 12 matriculation. Comments registered about proactive initiatives in other communities (Lockhart) and aspiration for council consider adopting similar arrangements for school leavers in Yarrabah. Idea centres on 'youth employment initiative for school leavers' – holiday work for a period of 7 weeks after school.

Corporate Services Managers report – Committee members commented about information tabled during committee meeting about the 2018/19 audit opinion. Details pertaining to this matter was not comprehensive in the finance committee meeting and action is afoot to supply information via the committee chairperson. The issue pertains to a possible change to the auditor opinion - probable cause relates to rental arrears. Matter to be confirmed.

5 DISCLOSURE OF INTEREST – COUNCIL / REGISTER UPDATES

The Mayor reminded the Councillors of the duty to declare any conflicts pertaining to personal or material interest for items associated with this meeting.

09:51am - The meeting was adjourned, Mayor and Councillors attending the soft Opening of the Youth Hub on Workshop Street.

11:35am - Meeting reconvened. Acknowledged Cr Michael Sands (Deputy Mayor) entered meeting.

6 MATTERS FOR DISCUSSION

6.1 CEO'S MONTHLY REPORT

CEO provided Council with an exceptions report of activities for the month.

Cr Sands commented on the positivity in Council's workforce. Note scope exists to further enhance the organisation culture and leverage of the values, mission and goals. CEO conveyed that attention is being provided by management to the areas of teamwork and moral. Focus on projects has improved with the sharing of information and inclusion of appropriate officers in meetings and conversations.

RESOLUTION 02: 23/10/2019

That Council resolve to endorse the CEO's report as tabled as read.

Moved: Cr Colin Cedric

Seconded: Cr Ian Patterson

CARRIED

6.2 1. YASC MONTHLY FINANCIAL REPORT 2. QAO FINANCIAL REPORT FOR 2018-2019

Director of Corporate Services invite to the meeting to provide a report on the Finance and Audit activities of the Council.

RESOLUTION 03: 23/10/2019

That Council resolve to the following:

- accept the Director of Corporate Services Report, and
- endorse the Queensland Audit Office 2018-2019 Audit Financial Statements.

Moved: Cr Colin Cedric

Seconded: Cr Nadine Cannon

CARRIED

6.3 TENDER EXTENSION REQUEST

Director Corporate Services provided Council with information relating to the current tender process. Note provisions exist to extend a number of existing tender arrangements for an additional period of 12 months. New tender process has commenced for service procurement arrangements for services which have expired.

RESOLUTION 04: 23/10/2019

Recommendation provided by the Director of Corporate Services.

That Council resolve to extend the term of the Professional Services Preferred Supplier list until January 2019, when completion of the new tender will be completed.

Moved: Cr Michael Sands

Seconded: Cr Ross Andrews

CARRIED

6.4 WUGU NYAMBIL - FINANCIAL REPORT FOR JULY – SEPTEMBER

Director Corporate Services supplied a report to Council on the financial performance of Wugu Nyambil.

RESOLUTION 05: 23/10/2019

That Council resolve to accept the Wugu Nyambil September 2019 financial reports.

Moved: Cr Colin Cedric

Seconded: Cr Nadine Cannon

CARRIED

1:03 pm - Cr Michael Sands left the meeting, due to COI.

6.5 MUTKIN DEVELOPMENT APPLICATION

CEO advised the Council this item relates to the associated development approvals required by Council. The application has been assessed and is assessed as compliant. Assessment process was carried out by Planning Consulting Firm, Planz.

RESOLUTION 06: 23/10/2019

That Council resolve to accept the recommendation provided by Planning consulting firm Planz for Council to proceed with the associated administrative action for executing the Landowner's Consent. Council recognised this actions will ensure the application for Material Change of Use at 87 Back Beach Road, Yarrabah, described as Lot 703 on SP265165 is made in accordance with Section 51(2) of the Planning Act (2016).

Moved: Cr Colin Cedric

Seconded: Cr Ian Patterson

CARRIED

01:08pm - Meeting adjourned for lunch.

02:10pm - Meeting reconvened.

02:35pm - Cr Michael Sands returned to the meeting.

6.6 CAPITAL WORKS PROPOSAL - HOUSING \$2.35M

CEO provided commentary on the processes required to progressing land use and planning for new houses in Yarrabah. Consideration required by Council to factor in the operational deficiencies of Trustees to perform the associated administrative actions – This matter was raised by GMYOP PBC (Trustee) EO Ms Helen Tait and Chairman Dwayne Mundraby during recent YLF forum in Brisbane. Scope exists under the capital works proposal to quarantine funding for associated negotiation process.

Conversations at the TWG meeting held in September supported the proposal and Council was required to give due consideration to an amount. Advice sort on the matter confirmed an upper limit of approximately \$50k which is considered sufficient to ensure affected parties are adequately represented and associated costs covered. Council acknowledge the financial position of the GPBC and supports the proposed action to quarantine funding for the process to help facilitate the appropriate administrative procedure.

Council acknowledge the COI of the three Councillors and the CEO – persons affected have Traditional Owner affiliation via the PBC and Native Title determination. The matter involved relates to the business strategy to secure housing and infrastructure, investment for Yarrabah.

Council also acknowledge that the proposed development area is the preferred site for housing and infrastructure development to cater for current and future community needs.

RESOLUTION 07: 23/10/2019

That Council resolve the following in regard to Capital Work Proposal for \$2.35M Housing Fund:

1. That \$100,000.00 of funding be quarantined to facilitate Consultation activities with Gunggandji PBC Aboriginal Corporation. Costs will include expert facilitation, legal and other associated fees;
2. The allocated \$2.35M *2019 Interim Capital Works Program* funding will assist Yarrabah Aboriginal Shire Council to:
 - Extend stages 6A and 7 Djenghi estate with the development of five additional lots; upgrading existing infrastructure (rising main water pump). (*refer to Resolution 02:30/01/2019, item 2 from Council meeting held on 30 January 2019*)
 - Progress the development of new subdivision development at ‘Balamba’ Lot 150 on SP284220 with the potential development yield of a minimum of 15-20 lots for construction of additional new residential dwellings; and
 - fund the facilitation of consultation for future land development
3. Approve the development of a new sub division at “Balamba” Lot 150 on SP284220 with a preference to developing a minimum of 15-20 lots for construction of additional new residential dwellings. The funding to provide for infrastructure development to support “Balamba” sub division.

Moved: Cr Michael Sands

Seconded: Cr Ross Andrews

CARRIED

6.7 DIRECTOR OF COMMUNITY SERVICES REPORT OF THE MONTH OF OCTOBER / SEPTEMBER 2019

Council acknowledge receipt of both reports. Council notes a possible trend of programs not being comprehensively planned and appropriate strategies to cover gaps or risks, e.g. Library closure over school holidays etc..

Council expects appropriate collaboration with stakeholder partners on operational matters/opportunities. Information supplied to Council notes scenarios were program underspend occurs and the opportunity should be mapped to ensure we are ready take full advantage – have programs and activity plans at the ready, to meet community service demand.

Council instruct CEO to review the operational plan and ensure there is sufficient community engagement about service need – and for managers their best foot forward and secure program and funding opportunities.

Councillors instruct the Director of Community Services to include information about debt collection policy and proposed actions for the next meeting. This matter is linked to the Housing Rental Debt discussed in the Financial Report.

RESOLUTION 08: 23/10/2019

That Council resolve to endorse the Director of Community Services reports for the following program areas:

- Housing
- Day Care
- Arts and Cultural Precinct Centre
- Yarrabah Knowledge Centre

as tabled as read.

Moved: Cr Nadine Cannon

Seconded: Cr Colin Cedric

CARRIED

03:09pm - DHRRR entered room.

6.8 DIRECTOR OF HUMAN RESOURCES, RISK & REGULATIONS - MONTHLY REPORT

Acknowledge no workplace injury for the month of September.

Council queried additional staff to assist with YKC. Council support programs hosting CDP participants and for this to be actively reflected in Council's operational planning.

Council queried aging workforce policy for the purpose of succession planning and capacity building. Action required by Director of HR to engage other stakeholders in community and to support the creation of a business case which can be tabled as a negotiation item.

RESOLUTION 09: 23/10/2019

That Council resolve to endorse the Director of Human Resources, Risk and Regulations report for October.2019.

Moved: Cr Colin Cedric

Seconded: Cr Nadine Cannon

CARRIED

3:20pm - DHRRR left room.

3:23pm - meeting was adjourned.

3:35pm - meeting reconvened. Acknowledged Acting Director of Works & Infrastructure entered meeting.

6.9 DIRECTOR OF WORKS AND INFRASTRUCTURE - MONTHLY REPORT

Council acknowledge the challenges currently faced in the works department on the issue of waste and waste management. a report is presently underway by CPC to assess the waste practice in community – final report due shortly.

Program requires attention in the following areas: waste compactor (mechanical safety) and backhoe.

Council support recommendation to explore feasibility to procurement assets needed for waste management. Councillors recognise the waste management arrangements in other indigenous Council areas (Cherbourg) and supports a work information tour to be organised soon.

Queried mechanical workshop functionality against our machinery assets. Councillors instructed CEO to review current arrangements and to supply a report at next Council's meeting. Report to contain current staffing, work demand, workflow, safety and options for Council's consideration.

Council queried staffing arrangement for hygiene. Councillors instructed DWI to include reference in the next monthly report.

Council request a photo opportunity with road gang on the newly sealed roads in community.

RESOLUTION 10: 23/10/2019

That Council resolve to endorse the report as submitted by the Acting Director Works and Infrastructure. Support provided for further exploration into the feasibility for procuring the following machinery:

- Waste Compactor
- Backhoe

Moved: Cr Colin Cedric

Seconded: Cr Michael Sands

CARRIED

6.10 DIRECTOR OF POLICIES & GOVERNANCE - MONTHLY REPORT

DGO invited to discuss points in her report. Note there are a number of policy areas which are due in December – preparation actions will be started and extend into November. Process expectation is to review current policy register, workshop edited policies and a meeting with Council.

Acknowledge the workload and distractions limiting capacity to focus on the grant management and writing process. recommendation in report seeking to create a new role to manage the funding application, reporting and engagement on program opportunities for Council. Council recognise the importance of the funding role and benefits to the organisation. Current financial position affects staffing consideration – recommended economic strategy promotes stimulus via “spending money to make money”. Attention operationally, for this time of the year, requires focus on project reporting – situation in hand, with reports and financial information being coordinated and submitted to acquit grants.

Opportunities available under current and future funding initiatives.

Councils instructed CEO (through Managers) to comprehensively list gap issues and formulate a schedule of costs – information to be used incorporated into lobbying initiatives for Council.

- Queensland Women's funding 2020 – \$3000.
- Tidal dashboard and sensor project - \$277,899.

RESOLUTION 11: 23/10/2019

That Council resolve to endorse the report as submitted by the Director of Policies and Governance

Moved: Cr Michael Sands

Seconded: Cr Colin Cedric

CARRIED

7 CORRESPONDENCE

Nil

8 CONFIDENTIAL MATTERS

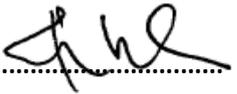
Nil

9 CLOSE OF MEETING

Date for the next Council Ordinary Meeting is **Wednesday 20th November 2019**. Please note, the date of next Council meeting has been brought forward, due to the Mayor and CEO attending a meeting in Canberra.

The Mayor thanked the Councillors and Staff for their participation and attendance at the meeting.

4:25pm - Meeting closed.



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Mayor