



**MINUTES OF YARRABAH ABORIGINAL SHIRE COUNCIL  
ORDINARY COUNCIL MEETING  
HELD AT THE YARRABAH ABORIGINAL SHIRE COUNCIL CHAMBERS  
ON WEDNESDAY, 20 MAY 2020 AT 9:00AM**

**PRESENT:** Cr Ross Andrews (Mayor), Cr David Baird, Cr Brian Underwood, Cr Lucrecia Willett, Cr Kenneth Jackson

**IN ATTENDANCE:** Leon Yeatman (CEO), Avril Yeatman (Director Policy and Governance), Jemma Lichtenfeld (Director Corporate Service), Vicki Jones (Director Community Services), Richard Wright (Director Human Resources, Risk and Regulations).

**1 WELCOME**

Mayor Andrews declared the meeting open at 10:02 am.

Mayor Andrews, welcomed councillors and staff members to the meeting. Cr. Willett, did welcome to county and acknowledged traditional owners. Cr. Baird, opened meeting in prayer.

One minute silence was observed to respect those who have passed away.

**2 APOLOGIES**

Nil

**3 CONFIRMATION OF PREVIOUS MINUTES**

**RESOLUTION 01:20/05/2020**

That the minutes of the Ordinary Council Meeting held on 18<sup>th</sup> March 2020, Special Meeting 27<sup>th</sup> March and Council Meeting held on 21 April 2020 be adopted.

Moved: Cr Ross Andrews

Seconded: Cr Brian Underwood

**CARRIED**

**4 BUSINESS ARISING FROM PREVIOUS MINUTES**

Nil.

At: 10:58am, meeting adjourned.

At: 11:12am, meeting reconvened.

**5 DISCLOSURE OF INTEREST – COUNCIL / REGISTER UPDATES**

Director Policies and Governance, reminded councillors of the need to declare their conflicts of interest as required for items in the meeting.

**6 MATTERS FOR DISCUSSION****6.1 CEO MONTHLY OPERATIONAL REPORT.**

*CEO presented his report using exceptions reporting. Acknowledging the report focuses on Local Disaster Management Group activities due to COVID-19. In particular issues relating to preparedness and continued plans for contingency to address ongoing issues related to the pandemic and the impacts it is having on the community. CEO acknowledged Mayor Andrews, members of the LDMG and Subgroups for their continued support.*

*Strategic and operational plans continues to be monitored in Cascade & Surepac. Focus on technical projects – performance monitoring (programs/projects) emphasising service delivery for community.*

*Noted that a meeting with DATSIP Technical Working Group (TWG) to be scheduled.*

**RESOLUTION 02:20/05/2020**

That Council resolve to accept CEO monthly operational report for the previous month, tabled as read.

Moved: Cr David Baird

Seconded: Cr Brian Underwood

**CARRIED**

At: 11:47am Jemma Lichtenfeld entered meeting room.

**6.2 YASC MONTHLY FINANCIAL OPERATIONAL REPORT.**

*Director Corporate Services presented report, noting the report covers the Financial for the previous month.*

*Mayor and Council acknowledged the deficit contained in the financial report. The advice and detail provided is endorsed. Instructions for management to apply due attention to maintaining a high standard for financial management (to ensure financial sustainability). Management encouraged to adopt appropriate strategies to reflect financial discipline and promote better productivity outcome.*

**RESOLUTION 03:20/05/2020**

That Council resolve to accept April 2020 monthly financial reports, which includes:

1. Operating results;
2. Grant Balance;
3. General Ledger Report.

Moved: Cr Lucretia Willett  
Seconded: Cr Kenneth Jackson

**CARRIED**

At 11:58 am, Cr Lucretia Willett left the meeting.

At 12:01 pm, Cr Lucretia Willett returned to the meeting.

**6.3 LONG TERM FINANCIAL FORECAST**

*Information is an honest reflection of the current projection of councils finances.  
Financial forecast is renewed annually.*

**RESOLUTION 04:20/05/2020**

That Council resolve to adopt the Long Term Financial Forecast

Moved: Cr Brian Underwood  
Seconded: Cr Lucretia Willett

**CARRIED**

#### 6.4 AUDIT COMMITTEE MEMBERS

*Under s210 of Local Government Regulation 2012, an audit committee of a local government must:*

*(a) consist of at least 3 and no more than 6 members; and*

*(b) include 1, but no more than 2, councillors and at least 1 member who has significant experience and skills in financial matters.*

*Councillors have nominated Cr. Lucrezia Willett and Cr. Brian Underwood become members of the audit committee.*

*Nominees have accepted.*

#### **RESOLUTION 05:20/05/2020**

That Council resolve to nominate the following Councillors to be appointed as members of the Audit Committee:

Moved: Cr David Baird

Seconded: Cr Kenneth Jackson

**CARRIED**

At 1:26pm, meeting adjourned for lunch.

At 1:26pm, Jemma Lichtenfeld left meeting room.

At 2:18pm, meeting reconvened.

#### 6.5 POLICY REVIEW - RELATED PARTIES DISCLOSURE POLICY.

*Related parties disclosure police was due for review at June 2019.*

*This policy provides guidance on the implementation of AASB 124 related party disclosures by local government in Queensland. Following the march 2020 quadrennial elections, elected arm are required to disclose related parties.*

#### **RESOLUTION 06:20/05/2020**

That Council resolve to adopt the Related Parties Disclosure Policy.

Moved: Cr Kenneth Jackson

Seconded: Cr David Baird

**CARRIED**

**6.6 PROPERTY 64 GRIBBLE STREET - DEMOLITION AND REBUILD.**

*Property located at 64 Gribble Street, following a complete repairs and maintenance assessment, identified that it was beyond repair and requires demolition and rebuild.*

*The property has sustained significant structural damage caused by white ant activity.*

*In May 2018 indicative costs of >\$300k to upgrade the property were provided to The Department of Housing and Public Works. These costs were considered not to be value for money and a second quote was provided in August 2019 of >\$160,000.*

*Due to the high indicative costs to upgrade the property it is recommended that this property should undergo complete demolition and rebuild.*

**RESOLUTION 07:20/05/2020**

That Council resolve to demolish and rebuild the property at 64 Gribble Street.

Moved: Cr Brian Underwood

Seconded: Cr Kenneth Jackson

**CARRIED****6.7 CONFIRMATION OF ABORIGINALITY / COMMUNITY AFFILIATION FORM.  
APPLICANT: C. PEARSON.**

*Application presented to seeks council's support with confirming that Ms. Camille Pearson is a member of the Yarrabah community and or has historical and cultural connections to Yarrabah.*

**RESOLUTION 08:20/05/2020**

That the following documents be executed under the Common Seal of the Council:

Council resolve to accept the application for confirmation of aboriginality / community affiliation as requested by the following persons who Council acknowledge and support as a recognised community member.

Camille Ella-Louise PEARSON.

Moved: Cr Lucrecia Willett

Seconded: Cr David Baird

**CARRIED**

**6.8 CONFIRMATION OF ABORIGINALITY / COMMUNITY AFFILIATION FORM.  
APPLICATION: T. NICHOLLS.**

*Application presented to seeks council's support with confirming that Ms. Taneika Nicholls is a member of the Yarrabah community and or has historical and cultural connections to Yarrabah.*

**RESOLUTION 09:20/05/2020**

That Council resolve to accept the application for confirmation of aboriginality / community affiliation as requested by the following person who Council acknowledge and support as recognised community member.

Applicant: Taneika Sharee NICHOLLS.

That the following documents be executed under the Common Seal of the Council.

Moved: Cr Brian Underwood

Seconded: Cr Kenneth Jackson

**CARRIED****6.9 DIRECTOR COMMUNITY SERVICE OPERATIONAL MONTHLY REPORT.**

*Report to council the status/activities under the directive of community services.*

**RESOLUTION 10:20/05/2020**

That Council resolve to accept April 2020 monthly operational reports, covering:

- Housing
- Day Care Centre

Moved: Cr Kenneth Jackson

Seconded: Cr Brian Underwood

**CARRIED**

At: 3:43pm, meeting adjourned.

At: 3:56pm, meeting reconvened.

**6.10 DIRECTOR POLICY AND GOVERNANCE OPERATIONAL REPORT.**

*Report to council the status/activities under the directive of policy and governance.  
Action item, DATSIP – meeting to be organised.*

**RESOLUTION 11:20/05/2020**

That Council resolve to accept the report for the covering policy and governance.

Moved: Cr. David Baird

Seconded: Cr. Lucrecia Willett

**CARRIED**

At 4:14pm – Richard Wright entered meeting room.

**6.11 DIRECTOR HUMAN RESOURCES, RISK AND REGULATIONS.  
MONTHLY OPERATIONAL REPORT.**

*Action item: schedule safety circle training day.*

*Mayor and CEO acknowledged D-HR&RR for the work undertaken with the LDMG.*

**RESOLUTION 12:20/05/2020**

That Council resolve to adopt Director HR, Risk and Regulations report, tabled as read.

Moved: Cr Kenneth Jackson

Seconded: Cr Brian Underwood

**CARRIED****6.12 STIPENDIARY PAYMENT FORMER LDMG CHAIRPERSON**

*On 26 March 2020 travel restrictions to remote and discrete indigenous communities came into effect in accordance with the Biosecurity (Human Biosecurity Emergency) (Human Coronavirus with Pandemic Potential) (Emergency Requirements for Remote Communities) Determination 2020 (Cth).*

*Schedule 2 of this Determination placed specific authority on the Chair, Local Disaster Management Groups (LDMG) in Queensland as “decision makers” for their designated areas.*

*At this time Deputy Mayor Sands was the appointed Chair of the Yarrabah LDMG.*

*On Saturday 28 March 2020 local government elections were held in Queensland. The Local Government Act 2009 states that outgoing councillors are paid up to and including day of declaration of results is released by the Electoral Commission Queensland, which was 13 April 2020 for Councillors.*

*Consideration of a stipendiary payment to former Deputy Mayor Michael Sands in the performance of his role as Chair, Yarrabah Local Disaster Management Group due to duties associated with the Biosecurity Directive in relation to COVID-19.*

**RESOLUTION 13:20/05/2020**

Council to resolve to make a stipendiary payment to former Deputy Mayor Michael Sands for the amount of \$1,177.13 (gross) in recognition of his service in the position of Chair, Yarrabah Local Disaster Management Group for the period from 14 to 20 April 2020.

Moved: Cr Lucretia Willett

Seconded: Cr Brian Underwood

**CARRIED**

**6.13 EXTERNAL AUDIT PLAN**

*The purpose of the external audit is to express opinions on the 2020 financial statements and the 2020 current year financial sustainability statement.*

**RESOLUTION 14:20/05/2020**

Council resolve to endorse the 2019/2020 external audit plan to be carried out by BDO and acknowledge the cost \$74,250

Moved: Cr Lucrecia Willett

Seconded: Cr David Baird

**CARRIED****7 CORRESPONDENCE****7.1 NEW COUNCILLORS FINANCE BACKGROUND INFORMATION**

*Information on the funding streams of Council and YASC finance performance over previous years.*

8 Strategic Portfolio Update

Nil.

**9 CONFIDENTIAL MATTERS**

Nil

**10 CLOSE OF MEETING****MEETING CLOSED:**

Date for the next Council Ordinary Meeting is **Wednesday 24 June 2020**.

The Mayor thanked the councillors and staff for their participation and attendance at the meeting.

Meeting closed at 5:14pm.

**MAYOR**