

**MINUTES OF YARRABAH ABORIGINAL SHIRE COUNCIL  
ORDINARY COUNCIL MEETING  
HELD AT THE YARRABAH ABORIGINAL SHIRE COUNCIL CHAMBERS  
ON WEDNESDAY, 23 NOVEMBER 2022 AT 3.00PM**

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

**IN ATTENDANCE:** Richard Wright (CEO)

**1 MEETING OPEN**

Mayor Andrews declared the meeting open at 3.06pm.

The Mayor welcomed councillors and staff members present to the meeting.

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

Councillor Willett opened with a word of Prayer.

**2 ACKNOWLEDGEMENT TO COUNTRY**

The Mayor acknowledged the traditional custodians from both Gunggandji and Mandingalbay Yidinji nations on whose country the meeting is being held today, their elders, past present and emerging still reside in Yarrabah.

Acknowledgment also offered to the other Trustees of this land (the PBCs), the stolen generations and for our historical descendants whose elders past present and emerging also call Yarrabah home and support progress in the Shire.

**3 APOLOGIES**

Nil

**4 CONFIRMATION OF PREVIOUS MINUTES**

**RESOLUTION 01:23/11/2022**

That the minutes of the Ordinary Council Meeting held on 25 October 2022 and the Special Council Meeting held on 14 November 2022 be adopted.

Moved: Cr Kenneth Jackson

Seconded: Cr Brian Underwood

**CARRIED 4/4**

**5 BUSINESS ARISING FROM PREVIOUS MINUTES**

Actions addressed in CEO report.

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

The Mayor reminded the Councillors of the requirement to declare their conflicts of interest to the CEO prior to the meeting and called on all councillors to re-declare then now.

No declarations made

**7 MATTERS FOR DISCUSSION****7.1 CEO OPERATIONAL REPORT****PURPOSE OF THE REPORT**

**Monthly Council meeting report on the operational and strategic performance of council business for months of October/November 2022.**

CEO advised Council that under provisions of 257(1) of the Local Government Regulations 2012, there was a requirement to have a meeting once a month. This meeting would be limited to the delivery of Finance and departmental reports. There was no urgent business requiring Council consideration and resolution for this meeting. The following would also be included for consideration at the December meeting:- Annual Report, Council Meeting dates for 2023, Organisational restructure of senior management responsibilities. Cr Willett requested that this be workshopped prior to meeting to allow Council to consider options. CEO agreed.

CEO advised that as the Director – Corporate Services was presently at a Finance seminar, the CEO would present all departmental reports.

CEO reminded Councillors of need to prioritise Council business over other roles. Also advised Deputy Mayor that in this role they were also the Deputy Chair of the Yarrabah LDMG. The Mayor had discussed the need with the CEO to have a LDMG meeting in early December, and as the Deputy Chair he would also be required to attend. Training for various membership roles would be organised in the near future.

CEO read to the report.

CEO apologised to Council that the attendance of the Mayor and CEO on 16-17 November for the Climate Economics Pathways Conference in Cairns had not been included in CEO report.

Mayor inquired as to arrangements for pre-cyclone clean-up, including drains. CEO advised that this was in work schedule for departments but would ascertain specific details to inform Council.

Mayor requested CEO follow up with TCICA with regards to their comments about Yarrabah joining.

Cr Willett requested update in relation to Housing Policy. CEO advised that draft had been discussed with A/Director Community Services who was now including additional information as to compliance and weighting processes. Workshop would then be held with Councillors to discuss draft before being presented for resolution.

Mayor requested update on W4Q4 programs. CEO advised that costings were being prepared for identified priority projects and would then come back to Councillors for determination. Mayor instructed CEO to action variation of cattle grids to encompass resurfacing of Jilara Oval.

**RESOLUTION 02:23/11/2022**

That Council accept the CEO Operational Report for the period to 22 November 2022.

Moved: Cr Kenneth Jackson

Seconded: Cr Brian Underwood

**CARRIED 4/4**

## 7.2 YASC MONTHLY FINANCIAL REPORT

### PURPOSE OF THE REPORT

**Provide council with monthly financial report. This report covers the financial period 31 October 2022.**

CEO read to the report.

CEO advised that areas of concern remain Housing debt and QBuild. Housing Policy is being updated and draft to be workshopped with Councillors. Processes in place for QBuild are having affect and will be continually monitored.

Cr Willett requested that Centrelink be contacted to see if they can assist with payment schemes for tenants with housing debt. CEO advised that it was understood that some tenants who entered these schemes were then terminating them and there was no recourse available to Council. CEO will have inquiries conducted to confirm.

At 3:48 pm, Cr Lucrecia Willett left the meeting.

At 3:54 pm, Cr Lucrecia Willett returned to the meeting.

### **RESOLUTION 03:23/11/2022**

That Council accept the 31 October 2022 Finance Reports as tabled.

1. Operating results
2. Current Debtors:
  - Trade Debtors & Creditors,
  - Housing Debtors
3. Capital works
4. Balance sheet
5. Cash position
6. Status of Commercial leases
7. Areas of Interest Reports
8. Grants Report

Moved: Cr Kenneth Jackson

Seconded: Cr Brian Underwood

**CARRIED 4/4**

**7.3 INSURANCE TENDER 2022 - 2024****PURPOSE OF THE REPORT**

**Provide an update on the status of Insurance for Yarrabah Aboriginal Shire Council. For Councillors information only.**

CEO read to the report.

Cr Willett inquired as to the need for this to come to Council if approval was within CEO delegation.

CEO advised that information was to provide oversight and was for noting by Council, due to the costs associated with the coverage.

**RESOLUTION 04:23/11/2022**

That Council note the insurance coverage and costs of \$178,225 (ex GST) from AON Insurance Brokers only, as the service has already been approved by the CEO using his delegated authority level of up to \$200k .

Moved: Cr Brian Underwood

Seconded: Cr Kenneth Jackson

**CARRIED 4/4**

**7.4 HUMAN RESOURCES - OPERATIONAL REPORT****PURPOSE OF THE REPORT**

**To report to Council the status/activities of Human Resources areas for the month up to 18 November 2022.**

CEO read to report.

**RESOLUTION 05:23/11/2022**

That Council resolve to accept the report of the Acting Director, Human Resources, Risk & Regulations, tabled as read.

Moved: Cr Lucrecia Willett

Seconded: Cr Kenneth Jackson

**CARRIED 4/4**

**7.5 COMMUNITY SERVICES - OPERATIONAL REPORT****PURPOSE OF THE REPORT**

**An overview of program activities organised and or undertaken within the Department of Community Services for the following period, October / November 2022.**

CEO read to report.

Cr Willett requested clarification with regards to external parties being engaged for vacation care program delivery when this had previously been undertaken internally at the IKC. CEO to discuss with Director so advice can be provided to Council.

**RESOLUTION 06:23/11/2022**

That Council accept the Acting Director of Community Services Operational Report for October to November 2022.

Moved: Cr Kenneth Jackson  
Seconded: Cr Brian Underwood

**CARRIED 4/4**

**7.6 WORKS & INFRASTRUCTURE - OPERATIONAL REPORT**

**To report to Council the status/activities of Works & Infrastructure Department areas for the month up to 23 November 2022.**

CEO read to report.

**RESOLUTION 07:23/11/2022**

That Council resolve to accept the report of the Director – Works & Infrastructure, tabled as read.

Moved: Cr Kenneth Jackson  
Seconded: Cr Brian Underwood

**CARRIED 4/4**

**8 CORRESPONDENCE**

Nil

**9 STRATEGIC PORTFOLIO UPDATE**

Councillors to provide updates on Meetings and Trips and other information for the meeting.

**10 CONFIDENTIAL MATTERS**

Nil

**11 CLOSE OF MEETING**

Date for the next Council Ordinary Meeting is Wednesday 21 December 2022.

The Mayor thanked the councillors and staff for their participation and attendance at the meeting.  
Meeting closed at 5.05 pm.



.....

**MAYOR**