

**MINUTES OF YARRABAH ABORIGINAL SHIRE COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE YARRABAH ABORIGINAL SHIRE COUNCIL CHAMBERS
ON THURSDAY, 29 JUNE 2023 AT 9.00AM**

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

IN ATTENDANCE: Richard Wright (CEO), Mike Mair (Director – Corporate Services), Preston Andrews (Director – Building Services), Sam Bann (Director – Infrastructure), Leona Worrell (Minute Taker)

1 MEETING OPEN

Mayor Ross Andrews declared the meeting open at 9.30am.

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

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

Councillor Hezron Murgha opened with a word of Prayer.

2 ACKNOWLEDGEMENT OF COUNTRY

The Mayor acknowledged the traditional custodians the Gunggandji People whose country this meeting is being held today, acknowledgement to their elders, past present and emerging.

Acknowledgment also offered to the other Trustees of this land the Northern & Southern 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 01:29/06/2023

That the minutes of the Ordinary Council Meeting held on 17 May 2023 be adopted.

Moved: Cr Brian Underwood

Seconded: Cr Kenneth Jackson

CARRIED 5/5

5 BUSINESS ARISING FROM PREVIOUS MINUTES

NIL

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 May 2023 / June 2023.

The CEO read to the report.

RESOLUTION 02:29/06/2023

That Council accept the CEO Operational Report for the period to 27 June 2023.

Moved: Cr Kenneth Jackson

Seconded: Cr Brian Underwood

CARRIED 5/5

Meeting Adjourned at 10.17am

Meeting reconvened at 1.17pm

Director Corporate Services entered at 1.18pm

7.2 YASC MONTHLY FINANCIAL REPORT

PURPOSE OF THE REPORT

Provide council with monthly financial report. This report covers the financial period 31 May 2023.

Page 30, second last paragraph – Recurrent expenditure is \$485K over budget.

Director Corporate Services read to the Report.

RESOLUTION 03:29/06/2023

That Council accept the 31 May 2023 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 Report
8. Grants Report

Moved: Cr Hezron Murgha

Seconded: Cr Kenneth Jackson

CARRIED 5/5

Director Corporate Services left the meeting at 2.36pm

7.3 PEOPLE & COMMUNITIES - OPERATIONAL REPORT

PURPOSE OF THE REPORT

To provide Council an update on operational activities undertaken within the Department of People and Communities for the period 5 May 2023 to 8 June 2023.

The CEO read to the report.

RESOLUTION 04:29/06/2023

That Council accept the Director of People and Communities Operational Report, tabled as read.

Moved: Cr Kenneth Jackson

Seconded: Cr Lucrecia Willett

CARRIED 5/5

Director Building Services entered the meeting at 3.13pm

7.4 BUILDING SERVICES - OPERATIONAL REPORT

PURPOSE OF THE REPORT

To report to Council the status/activities of Building Services areas for the month of May 17th up to June 29th 2023.

Director Building Services read to the report.

RESOLUTION 05:29/06/2023

That Council accept the report of the Director – Building Services, tabled as read.

Moved: Cr Kenneth Jackson

Seconded: Cr Brian Underwood

CARRIED 5/5

Director Building Services left the meeting at 3.28pm

Director Infrastructure entered the meeting at 3.30pm

7.5 INFRASTRUCTURE - OPERATIONAL REPORT

PURPOSE OF THE REPORT

To report to Council the status/activities of Infrastructure Department areas for the month May up to 08 June 2023.

Director Infrastructure read to the report.

RESOLUTION 06:29/06/2023

That Council accept the report of the Director – Infrastructure, tabled as read.

Moved: Cr Brian Underwood

Seconded: Cr Hezron Murgha

CARRIED 5/5

Director Infrastructure left the meeting at 3.44pm

7.6 ISR INSURANCE TENDER 2023 - 2025**PURPOSE OF THE REPORT**

To provide an update and recommendation to Council for Industrial Special Risks coverage 2023-2025.

1. Councillors accept that the CEO and the Directors have completed the appropriate due diligence process for the tenders.
2. Based on their recommendation the Councillors resolve to award the tender.

Director Corporate Services read to the report.

RESOLUTION 07:29/06/2023

1. That Council resolve to award tender YASC 2023-001 to International Insurance Brokers for the sum of \$ 958,640.93 excluding GST for 2023-2024 Industrial Special Risks coverage.

Moved: Cr Lucrecia Willett

Seconded: Cr Hezron Murgha

CARRIED 5/5

7.7 AUDIT COMMITTEE CHARTER UPDATE**PURPOSE OF THE REPORT**

Revision of the Audit Committee Charter to include appointment of a proxy.

Director Corporate Services read to the report.

RESOLUTION 08:29/06/2023

Audit Committee members recommend to Council that the following changes are accepted to the Audit Committee Charter:

1. *Paragraph 6 a) Membership: (dot point 8).*

“Members are appointed on the basis of personal qualities and skills and proxies are not permitted if the member is unable to attend meetings”.

Is changed to:

“Members are appointed on the basis of personal qualities and skills. Should members be unable to attend meetings, a proxy may be appointed provided they are of the same level of skill and abilities as the member they are representing.”

Moved: Cr Brian Underwood

Seconded: Cr Hezron Murgha

CARRIED 5/5

7.8 PROCUREMENT MATTER - BALAMBA MASTERPLAN - AWARDING OF CONTRACT**PURPOSE OF THE REPORT**

To provide Council with information to enable the awarding of a tender for the Balamba Masterplan.

3. Councillors accept that the CEO and the Directors have completed the appropriate due diligence process for the tenders.
1. Based on their recommendation the Councillors resolve to award the tender.

The CEO read to the report.

RESOLUTION 09:29/06/2023

That Council resolve to award the contract for the Balamba Master Plan to CA Architects, subject to the Department of Communities, Housing and Digital Economy confirming the variation to the existing Funding Agreement for the Forward Remote Capital Program.

Moved: Cr Brian Underwood

Seconded: Cr Hezron Murgha

CARRIED 5/5

7.9 PROCUREMENT MATTER - AMBRYM STREET MASTERPLAN - AWARDING OF CONTRACT**PURPOSE OF THE REPORT**

To provide Council with information to enable the awarding of a tender for the Ambrym Street Masterplan.

The CEO read to the report.

RESOLUTION 10:29/06/2023

That Council resolve to award the contract for the Ambrym Street Master Plan to CA Architects, subject to the Department of Communities, Housing and Digital Economy confirming the variation to the existing Funding Agreement for the Forward Remote Capital Program.

Moved: Cr Kenneth Jackson

Seconded: Cr Brian Underwood

CARRIED 5/5

The Mayor adjourned the meeting at 4pm

The Mayor reconvened the meeting at 4.13pm

7.10 POLICY REVIEW**PURPOSE OF THE REPORT**

Annual review of statutory and other policies

Councillors note that the appropriate due diligence process for the policies have been met and no changes required Council consideration.

The CEO read to the report.

RESOLUTION 11:29/06/2023

That Council resolve to endorse the recommendation presented by the Chief Executive Officer to adopt all polices as listed in the attached schedule covering the following areas:

- Statutory and Governance;
- Human Resources.
- Daycare

Council authorise the implementation action to be carried out by CEO and Directors.

Moved: Cr Lucrecia Willett

Seconded: Cr Hezron Murgha

CARRIED 5/5

7.11 HOLIDAY ACT FOR 2024 - YASC SPECIAL HOLIDAYS

PURPOSE OF THE REPORT

Secure dates for 2024 Special Holiday in accordance with Holiday Act 1983 – Local Governments Yarrabah Foundation Day – Coming of the Gospel-Cr Willett suggests that this day is actually on the 17 June, the Special Public Holiday sought should be on Monday 17 June 2024.

DOGIT Day falls on 27 October, Councillors discussed that the Special Public Holiday sought should be on Friday 25 October 2024.

The CEO read to the report.

RESOLUTION 12:29/06/2023

That Council resolve to endorse the public holiday dates for 2024, as:-

- Monday 17 June 2024 Yarrabah Foundation Day – Coming of the Gospel
- Friday 12 July 2024 Yarrabah NAIDOC Day
- Friday TBC Aligned with Cairns Show Day once confirmed
- Friday 25 October 2024 Yarrabah DOGIT Day

Authorise the CEO to confirm these dates with the Office of Industrial Relations.

Moved: Cr Kenneth Jackson

Seconded: Cr Hezron Murgha

CARRIED 5/5

8 CORRESPONDENCE

Nil

9 MEETINGS AND TRIPS 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 19 July 2023.

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

Meeting closed at 4.17 pm.



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MAYOR