



**MINUTES OF YARRABAH ABORIGINAL SHIRE COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE YARRABAH ABORIGINAL SHIRE COUNCIL CHAMBERS
ON WEDNESDAY, 19 FEBRUARY 2020 AT 9:00AM**

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

IN ATTENDANCE: Leon Yeatman (CEO), Avril Yeatman (Director Policy and Governance)
Jemma Lichtenfeld (Director Corporate Services)

1 WELCOME

Mayor Andrews declared the meeting open at 9:47am.

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

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

2 APOLOGIES

Nil

3 CONFIRMATION OF PREVIOUS MINUTES

RESOLUTION 01. 19/02/2020 That the minutes of the Ordinary Council Meeting held on 22 January 2020 and the Special Council Meeting held on 30 January 2020 be adopted.

Moved: Cr Nadine Cannon

Seconded: Cr Colin Cedric

CARRIED

4 BUSINESS ARISING FROM PREVIOUS MINUTES

Council acknowledge the presentation of minutes presented.

Flood/Tide Sensors and Dashboard – Request for Contractor/Consultant to meet with Council.

Cr. Cannon, noted preferred suppliers list.

Mayor – noted QIT, start date. To be confirmed.

Community Service Standard 2020 Water and Sewerage Services – CEO advised that this is now available on the website.

Cr. Sands, Jilara Oval – Lighting. Start date to be confirmed.

Mayor noted, Surepact and Cascade platforms integration. CEO advised Surepact are looking into this.

Mayor, noted that once Council's adopted all Policies that implementation is the responsibility of the CEO and Directors. CEO supports.

Cr. Sands noted special meeting minutes – venue to be corrected from Yarrabah Aboriginal Shire Council Chambers to Double Tree, Abbott Street Cairns.

Mayor, noted –typo, Investment Policy to be corrected to Investigation Policy.

5 DISCLOSURE OF INTEREST – COUNCIL / REGISTER UPDATES

The Mayor reminded the councillors of the need to declare their conflicts of interest as required for items in the meeting.

6 MATTERS FOR DISCUSSION

6.1 CEO'S MONTHLY OPERATIONAL REPORT.

CEO presented his report using exceptions reporting. Noted the report covers the operational matters for the previous month.

Management focus remains on workplace health and safety, business efficiency, operation performance – operational plan updated in cascade, compliance, project reporting and preparation for 2020 LG elections – assisting councillors, ECQ and others who are seeking information regarding pre-election processes.

Continued focus on technical projects - performance monitoring (programs / project plans), with emphasis on service delivery and cost saving.

Action Item: CEO to remind managers about their responsibility to implement Council's Policies and directions (rental tenancy debt) . CEO to follow up process for Housing Allocation. Focus on process for the decision and how Council is at arm's length. CEO to review the recruitment process with the view of identifying business efficiency and personality profiling. CEO to also look at contracts and maintain a calendar of key dates – performance review. CEO to review parking arrangements in line with previous council decision – due consideration for covered parking area for staff in second parking bay.

At 10:51 am, Cr Michael Sands left the meeting.

At 10:52 am, Cr Michael Sands returned to the meeting.

RESOLUTION 02. 19/02/2020

That council resolve tabled as read the monthly report submitted by the CEO.

Moved: Cr Nadine Cannon

Seconded: Cr Colin Cedric

CARRIED

At 12:28pm Director Corporate Services entered meeting to present the Financial Reports Council.

6.2 FINANCE REPORT - JANUARY 2020

As per Local Government Regulation 2012, Chapter 5 Financial planning and accountability s204 a local government must prepare a financial report and present it at the monthly Council meeting.

The following departments profit & loss statements require monitoring and have been included for Council's attention:

- Parks & Gardens; Pool; Works Office; Contract works; SES; Arts Precinct; IVAIS; Arts BIA; Boilermakers; Upgrades (Contract Works); Planned Maintenance; FAGS and SGFA Waste.

Action Item

Council instruct the CEO to lead the implementation of recommendation from the Audit Committee relating to budget deficit and associated administration (rental debtors etc..). Request a collaborative approach between departments to ensure most effective and efficient options are identified and applied. Item is identified as urgent.

RESOLUTION 03. 19/02/2020

That Council resolve to accept the January 2020 monthly financial reports.

1. Finance Report January 2020
2. Grants Report January 2020
3. P&L monitoring report - January 2020

Moved: Cr Colin Cedric

Seconded: Cr Nadine Cannon

CARRIED

6.3 EXTENSION OF PREFERRED SUPPLIERS REGISTER - TERM OF CONTRACT.

The 2017/2019 tender for plant hire and materials expires 27/02/2020. The 2017/2019 tender for trades and services expires 27/03/2020. These tenders have the option to extend for a further 12 months term with council's approval as per extract below.

RESOLUTION 04. 19/02/2020

That Council resolve to extend the term of the "Plant Hire and Materials and Trade and Services 2017-2019 Preferred Supplier Lists until 30 June 2020 when evaluation of the new tenders will be complete.

Moved: Cr Nadine Cannon

Seconded: Cr Michael Sands

CARRIED

At 12:49pm, Director Corporate Service left the meeting.

At 11:10 am, Cr Nadine Cannon left the meeting.

At 11:32 am, Cr Nadine Cannon returned to the meeting.

Action Item:

CEO with Councillor brief to request meeting schedule. Directors to commit meeting time.

6.4 DIRECTOR HUMAN RESOURCE, RISK AND REGULATIONS.

Report to Council the status/activities of Human Resources areas for the month of January/February 2020. Focusing on HR policy review and update on staff.

RESOLUTION 05. 19/02/2020

That Council resolve tabled as read the monthly report submitted by Director Human Resource, Risk and Regulations.

Moved: Cr Michael Sands

Seconded: Cr Ian Patterson

CARRIED

6.5 DIRECTOR COMMUNITY SERVICES MONTHLY REPORT.

Report to Council the status/activities of all the following program areas under Community Services for the month of January/February 2020.

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

Action Item:

CEO to communicate expectation for Executive Management Team to participate in community events. CEO to remind all employees, contractors and third party program participants (volunteers

and job placement participants) about Council Code of Conduct and Policies (testing sobriety, WPHS etc.) for all activities and programmed works.

Risk assessment required for the museum board walk, missing planks.

Signage for flora and fauna, 2017/2018 funding – note the Rangers have responsibility for program activities and response actions. Correspondence to be sent to GPBC regarding project and to request a status report. Query proposed plans for next phase and whether further assistance is required from council.

Housing newsletter – reminder noise abatement.

Collaboration with Police on noise in community – blitz with AMP and correspondence from Council on tenant responsibility for keeping the peace.

RESOLUTION 06. 19/02/2020

That Council resolve tabled as read the monthly report submitted by Director Community Services.

Moved: Cr Colin Cedric

Seconded: Cr Ian Patterson

CARRIED

6.6 A/DIRECTOR WORKS AND INFRASTRUCTURE MONTHLY REPORT.

Report to council the status/activities of all the following program areas under Works and Infrastructure Program areas for the month of January/February 2020.

Action Item:

CEO to enquire through the TWG for roads and infrastructure investment plan. Council keen to explore options to improve strategic focus for infrastructure investment.

RESOLUTION 07. 19/02/2020

That Council resolve tabled as read the monthly report submitted by the A/Director Works and Infrastructure.

Moved: Cr Ian Patterson

Seconded: Cr Colin Cedric

CARRIED

6.7 DIRECTOR POLICIES & GOVERNANCE MONTHLY OPEARATIONAL REPORT.

Report to Council the status/activities of all the following program areas under Governance for the month of January/February 2020.

Action Item:

D-Policies & Governance to follow-up on funding application for International women's day. Proposal for project to collaborate between the maritime museum Cook's visit and NAIDOC/CIAF – Fashion Parade.

RESOLUTION 08. 19/02/2020

That Council resolve to accept report presented by Director Policies and Governance, tabled as read.

Moved: Cr Ross Andrews

Seconded: Cr Nadine Cannon

CARRIED

6.8 [REDACTED] - CONFIRMATION OF ABORIGINALITY/COMMUNITY AFFLICTION FORM.**RESOLUTION 09. 19/02/2020**

That Council resolve to accept and confirm [REDACTED] as a member of the Yarrabah Aboriginal Shire – as a person of Aboriginal and Cultural connections in Yarrabah.

Moved: Cr Ross Andrews

Seconded: Cr Nadine Cannon

CARRIED

6.9 [REDACTED] - - CONFIRMATION OF ABORIGINALITY/COMMUNITY AFFLICTION FORM.**RESOLUTION 10. 19/02/2020**

That Council resolve to accept and confirm [REDACTED] as a member of the Yarrabah Aboriginal Shire - as a person of Aboriginal and Cultural connections in Yarrabah.

Moved: Cr Ross Andrews

Seconded: Cr Nadine Cannon

CARRIED

6.10 [REDACTED] - CONFIRMATION OF ABORIGINALITY/COMMUNITY AFFILIATION FORM.

RESOLUTION 11. 19/02/2020

That Council resolve to accept and confirm [REDACTED] as a member of the Yarrabah Aboriginal Shire – as a person of Aboriginal and Cultural connections in Yarrabah.

Moved: Cr Ross Andrews

Seconded: Cr Nadine Cannon

CARRIED

6.11 [REDACTED] - CONFIRMATION OF ABORIGINAL/COMMUNITY AFFILIATION FORM.

RESOLUTION 12. 19/02/2020

That Council resolve to resolve to accept and confirm [REDACTED] as a member of the Yarrabah Aboriginal Shire – as a person of Aboriginal and Cultural connections in Yarrabah.

Moved: Cr Ross Andrews

Seconded: Cr Nadine Cannon

CARRIED

6.12 [REDACTED] - CONFIRMATION OF ABORIGINALITY/COMMUNITY AFFILIATION FORM.

RESOLUTION 13. 19/02/2020

That Council resolve to resolve to accept and confirm [REDACTED] as a member of the Yarrabah Aboriginal Shire – as a person of Aboriginal and Cultural connections in Yarrabah.

Moved: Cr Ross Andrews

Seconded: Cr Nadine Cannon

CARRIED

6.13 [REDACTED] - CONFIRMATION OF ABORIGINALITY/COMMUNITY AFFILIATION FORM.

RESOLUTION 14. 19/02/2020

That Council resolve to resolve to accept and confirm [REDACTED] as a member of the Yarrabah Aboriginal Shire – as a person of Aboriginal and Cultural connections in Yarrabah.

Moved: Cr Ross Andrews

Seconded: Cr Nadine Cannon

CARRIED

6.14 [REDACTED] - CONFIRMATION OF ABORIGINALITY/COMMUNITY AFFILIATION FORM.

RESOLUTION 15. 19/02/2020

That Council resolve to accept and confirm [REDACTED] as a member of the Yarrabah Aboriginal Shire – as a person of Aboriginal and Cultural connections in Yarrabah.

Moved: Cr Ross Andrews

Seconded: Cr Nadine Cannon

CARRIED

6.15 [REDACTED] - CONFIRMATION OF ABORIGINALITY/COMMUNITY AFFILIATION FORM.

RESOLUTION 16. 19/02/2020

That Council resolve to accept and confirm [REDACTED] as a member of the Yarrabah Aboriginal Shire – as a person of Aboriginal and Cultural connections in Yarrabah.

Moved: Cr Ross Andrews

Seconded: Cr Nadine Cannon

CARRIED

6.16 [REDACTED] COA FORM

RESOLUTION 17. 19/02/2020

That Council resolve to accept and confirm [REDACTED] as a person of Aboriginal decent.

Moved: Cr Ross Andrews

Seconded: Cr Nadine Cannon

CARRIED

6.17 [REDACTED] - CONFIRMATION OF IDENTITY - VERIFICATION.
STOLEN WAGES SETTLEMENT DISTRIBUTION SCHEME.**RESOLUTION 18. 19/02/2020**

That Council resolve to accept [REDACTED] confirming her identity – Grant Thornton verification for Aboriginal and Torres Strait Islander people that are registered claimants under the stolen wages settlement distribution scheme.

Moved: Cr Ross Andrews

Seconded: Cr Nadine Cannon

CARRIED

6.18 [REDACTED] GRANT THORNTON COI STOLEN WAGES SETTLEMENT

RESOLUTION 19. 19/02/2020

That Council resolve to accept [REDACTED] confirming his identity – Grant Thornton verification for Aboriginal and Torres Strait Islander people that are registered claimants under the stolen wages settlement distribution scheme.

Moved: Cr Ross Andrews

Seconded: Cr Nadine Cannon

CARRIED

6.19 [REDACTED] GRANT THORNTON COI STOLEN WAGES SETTLEMENT**RESOLUTION 20. 19/02/2020**

That Council resolve to accept [REDACTED] confirming his identity – Grant Thornton verification for Aboriginal and Torres Strait Islander people that are registered claimants under the stolen wages settlement distribution scheme.

Moved: Cr Ross Andrews

Seconded: Cr Nadine Cannon

CARRIED

6.20 [REDACTED] GRANT THORNTON COI STOLEN WAGES SETTLEMENT**RESOLUTION 21. 19/02/2020**

That Council resolve to accept [REDACTED] confirming her identity – Grant Thornton verification for Aboriginal and Torres Strait Islander people that are registered claimants under the stolen wages settlement distribution scheme.

Moved: Cr Ross Andrews

Seconded: Cr Nadine Cannon

CARRIED

6.21 [REDACTED] GRANT THORNTON COI STOLEN WAGES SETTLEMENT**RESOLUTION 22. 19/02/2020**

That Council resolve to accept [REDACTED], confirming her identity – Grant Thornton verification for Aboriginal and Torres Strait Islander people that are registered claimants under the stolen wages settlement distribution scheme.

Moved: Cr Ross Andrews

Seconded: Cr Nadine Cannon

CARRIED

6.22 [REDACTED] GRANT THORNTON COI STOLEN WAGES SETTLEMENT**RESOLUTION 23. 19/02/2020**

That Council resolve to accept [REDACTED] confirming her identity – Grant Thornton verification for Aboriginal and Torres Strait Islander people that are registered claimants under the stolen wages settlement distribution scheme.

Moved: Cr Ross Andrews

Seconded: Cr Nadine Cannon

CARRIED

7. CONFIDENTIAL MATTERS

At 12.54pm, CEO Leon Yeatman and Director – Policy & Governance Avril Yeatman left the meeting. Director – Human Resources Risk & Regulations Richard Wright entered the meeting.

7.1 PROBATIONARY REVIEW OF CHIEF EXECUTIVE OFFICER**RESOLUTION: 24. 19/02/2020**

That Council considers the confidential report(s) in a meeting closed to the public in accordance with Clause 275 of the Local Government Regulations 2012 and Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with the appointment, dismissal or discipline of employees..

Moved: Cr Ross Andrews

Seconded: Cr Nadine Cannon

CARRIED

12:56pm, Meeting Closed to Public.

1.06pm, Councillor Cedric left the meeting

1.20pm, Councillor Cedric returned to the meeting

7.2 MEETING MOVED FROM CLOSED SESSION TO OPEN**RESOLUTION: 25. 19/02/2020**

That Council moves out of closed meeting into open meeting.

Moved: Cr Ross Andrews

Seconded: Cr Ian Patterson

CARRIED

7.3 CEO PROBATIONARY PERFORMANCE REVIEW**RESOLUTION 26. 19/02/2020**

That Council resolve that the CEO has passed the Probationary Performance Review and confirm the appointment of Leon Yeatman to the position of Chief Executive Officer for the term of his contract, being up to and including 4 August 2022.

Moved: Cr Ross Andrews

Seconded: Cr Nadine Cannon

CARRIED

At 1.25pm, CEO Leon Yeatman and Director – Policy & Governance Avril Yeatman returned to the meeting. Director – Human Resources Risk & Regulations Richard Wright left the meeting.

8 CORRESPONDENCE


Nil

9 CLOSE OF MEETING

Date for the next Council Ordinary Meeting is Wednesday 18 March 2020.

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

Meeting closed at 1:52pm.



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MAYOR