



**MINUTES OF YARRABAH ABORIGINAL SHIRE COUNCIL  
ORDINARY COUNCIL MEETING  
HELD AT THE YARRABAH ABORIGINAL SHIRE COUNCIL CHAMBERS  
ON WEDNESDAY, 25 NOVEMBER 2020 AT 10:00AM**

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

**IN ATTENDANCE:** Leon Yeatman (CEO), Shanara Andrews (PA to Mayor & CEO)

**1 MEETING OPEN**

Mayor Andrews declared the meeting open at 10:00 am.

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

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

**2 WELCOME TO COUNTRY**

**3 APOLOGIES**

Cr David Baird and Cr Brian Underwood, due to fire training commitments.

**4 CONFIRMATION OF PREVIOUS MINUTES**

**RESOLUTION 01:25/11/2020**

That the minutes of the Ordinary Council Meeting held on 28 October 2020 and the Special Council Meeting held on 13 November 2020 be adopted.

Moved: Cr Ross Andrews

Seconded: Cr Lucrecia Willett

**CARRIED**

**5 BUSINESS ARISING FROM PREVIOUS MINUTES**

Mayor acknowledge the NAIDOC activity held on 8<sup>th</sup> November. Big thanks extended to attendees and staff who assisted in preparation efforts. The disruption with COVID-19 meant this year the

alternative options were considered, and COVID safety underpinned the planning and delivery of the event. The congregation at St Alban's Church were also thanked for their support for the event.

Cr Jackson – Queensland Police interested in doing an education program for boat licensing. Officers aware of the number of vessels in community and need for training opportunities for new users who are operating on the water. An boat licensing program is being planned for Yarrabah– CEO recommended engagement with Director of Community Services to help plan the activity and to coordinate use of council facilities for practical component of training/ test. Suggestion also noted for inclusion of GPBC Ranger program - currently have a vessel and Safety Kits.

Events planning – Mayor noted the relaxation of restrictions with COVID Planning. CEO instructed to ensure Directors and Management within council start to adapt their thinking and factor the progress into activity / event planning. Mayor also strongly reminded everyone about the simple messages – wash hands, use of sanitizers, social distancing and wearing of masks as effective strategies to keeping out mob safe. We need to remain vigilant and continue to promote the key messages and practice safe activities. The level of community involvement and staff engagement / participation must not drop off. Councillors encouraged staff to apply a positive outlook to community engagement activities – play a part and promote fun.

At 10.13am Cr David Baird and Cr Brian Underwood entered the room

Mayor inquired about the status of works at the Pool. The combination of following factors creeks drying up and intense summer heat – means we should be open for business. CEO advised repairs are currently underway but the facility is closed.

Councillors queried the status of QMF – CEO advised the councillors of the number of reports supplied on this project. The key issue is the funding short fall of \$250,000, which is require. Mayor advised that we have been issuing letters and will continue to explore funding opportunities – all avenues need to be explored.

Youth Justice , Community Outstation, Adults engagement in Youth Crime. Note this issue continues to be a feature in community. Shared stories from other communities show similar issues – locations where this is less of an issue, demonstrate a strong community approach and alternative programs to engage all youth (not just offenders).

Councillors requested a monthly Meeting with the OIC at Yarrabah Police. Note meetings held during the month with inspector level representatives. Localised activities seek to promote engagement, maintain open communication and promote cooperation on policing matters in community.

## **6 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.

**7 MATTERS FOR DISCUSSION****7.1 CEO OPERATIONAL REPORT**

YASC Chief Executive Officer, Leon Yeatman, provided council with his report for the Month of November. The report highlighted the key activities for the month and did not contain any recommendation for council consideration or endorsement.

CEO noted intent to overhaul council reports to support the decision making framework. Moves to demonstrate strategic aspiration of council, was captured in existing reporting format – enhanced by inclusion by managers of their assessment of performance against Operational Plan (Cascade program). Additional areas for improvement include – identifying new projects, policy review agenda, community aspirations and other strategic areas for council.

Future reports to support council advancement toward implementation of YASC strategic plans.

**RESOLUTION 02:25/11/2020**

The Council resolve to accept the Report tabled for November 2020 by YASC Chief Executive Officer, Mr Leon Yeatman.

Moved: Cr Brian Underwood

Seconded: Cr Kenneth Jackson

**CARRIED**

Cr Baird requested council consider what level of support is provided for the Community Service Order Placement Program. CEO advised that this program was operating in council in the past. Supervision was an issue, which is a key concern. The current program does offer Supervision options, but the lack of activities for youth engagement means the boredom and personal worth aspects remain deficient. Mayor noted the Animal Management program could benefit from extra help. CEO to liaise with Animal Management Officer and other appropriate locations, to consider viability of program.

Mayor requested following meetings to be held before the end of 2020:

1. LDMG
  - a. Update on disaster management in QLD
  - b. Member service preparation
  - c. Training
2. TWG Meeting
  - a. Status of projects
  - b. Future body of work
  - c. Engagement with stakeholders about urgency of current Works (e.g. BAS, Work Orders, job card etc.)
3. YLF Agenda
  - a. Elders meeting
  - b. Other priorities leading into 2021
4. Community Events

- a. Christmas
- b. New Year's eve fireworks
- c. Australia / Survival Day 2021

At 11:20 am, Cr Brian Underwood left the meeting.

At 11:21 am, Cr Brian Underwood returned to the meeting

Meeting Adjourned for lunch at 12.01pm

Justice Group Colin Phillips joined the meeting at 12.40pm

At 12:51 pm, Cr Lucrecia Willett left the meeting.

At 12:52 pm, Cr Lucrecia Willett returned to the meeting.

Meeting Reconvened at 1.01 pm

Councillors appointment with Magistrate Jacqueline Payne and Mr Colin Phillips from Yarrabah Community Justice Group commenced at 1.14pm.

Meeting was part of opportunity to perform introductions between Magistrate, Yarrabah Community Justice Group and Councillors.

Key points of the meeting:

- Youth Crime – what can be done via the courts;
- Domestic and Family violence in Yarrabah;
- Relationship between community and police;
- Collaboration approach as part of agency response options;
- Community lead initiatives – critical areas for success.

Magistrate Payne and Mr Colin Phillip left the room at 1.59pm

At 2:00 pm, Cr Brian Underwood left the meeting.

At 2:00 pm, Cr Kenneth Jackson left the meeting.

At 2:01 pm, Cr Brian Underwood returned to the meeting.

At 2:00 pm, Cr Ross Andrews left the meeting.

At 2:02 pm, Cr Kenneth Jackson returned to the meeting.

At 2:04 pm, Cr Ross Andrews returned to the meeting.

At 2.04pm Jemma Entered the Meeting

**7.2 YASC MONTHLY FINANCIAL REPORT**

YASC Officer, Corporate Service Director Jemma Lichtenfeld, provided council with the monthly financial reports.

The reports were recommended for council consideration and endorsement.

**RESOLUTION 03:25/11/2020**

That Council resolve to endorse the recommendation supplied by Director of Corporate Services, Mrs Jemma Lichtenfeld to endorse the Finance Report and Grants Report as tabled for November 2020 (reflecting YASC financial performance for October 2020).

Moved: Cr David Baird

Seconded: Cr Kenneth Jackson

**CARRIED**

Cr Lucrecia Willett identified that she had a debt and advised that she abstained from voting on these matters. Mayor thanked the councillor for using the process and demonstrating confidence in matters put before councillors.

**7.3 DEBT WRITE OFF - PART 1**

YASC Officer, Corporate Service Director Jemma Lichtenfeld, provided council with the current list of debtors who required to be written off – deceased persons, doubtful debts and parties who had not made payments over the past 6-7 years.

The parties listed in part 1 of the process did not pose a conflict for Crs David Baird and Brian Underwood.

**RESOLUTION 04:25/11/2020**

That Council resolve to endorse the recommendation supplied by Director of Corporate Services, Mrs Jemma Lichtenfeld to write off the debt as per attached list to the value of \$686,717.06

Moved: Cr David Baird

Seconded: Cr Brian Underwood

*Note: Cr Lucrecia Willett was present for the motion but abstained from voting*

**CARRIED**

At 2.30pm Corporate Services Director Mrs Jemma Lichtenfeld left the Meeting.

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**7.4 DEBT WRITE OFF - PART 2**

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YASC Officer, Corporate Service Director Jemma Lichtenfeld, provided council with the current list of debtors who required to be written off – deceased persons, doubtful debts and parties who had not made payments over the past 6-7 years.

The parties listed in part 2 of the process did not pose a conflict for Crs Ross Andrews and Kenneth Jackson.

**RESOLUTION 05:25/11/2020**

That Council resolve to endorse the recommendation supplied by Director of Corporate Services, Mrs Jemma Lichtenfeld, to write off the debt as per attached list to the value of \$9,249.22

Moved: Cr Ross Andrews

Seconded: Cr Kenneth Jackson

*Note: Cr Lucrecia Willett was present for the motion but abstained from voting*

**CARRIED**

**11:00am Australian Defence Force ARMY meeting with Council to discuss 2021 Exercise Talisman Sabre**

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**7.5 AUSTRALIAN DEFENCE FORCE**

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Mike Bowman, Paul Turkington and Adrian Brooks from the Australian Defence Force ARMY attended the meeting to present discussed with council the aspiration to include Yarrabah into the 2021, Exercise Talisman Sabre.

Cr Lucrecia Willett sought clarification of the location for this exercise, citing community concerns over most of the land in Yarrabah. Advice given that the location cited is Wungu Beach for beach landing component of the exercise and then a period within the township. The interest of other land owners required consideration, with potential for parties to be concerned. Key interest is from the GPBC, who are the land owner for the area identified. Meeting was planned for 26/1/20 with elders to discuss.

Mayor and councillors viewed the activity as positive and welcomed the opportunity to include Yarrabah into the proposed exercise program.

**RESOLUTION 06:25/11/2020**

That Council resolve to endorse the request from the Australian Defence Force – ARMY to include Yarrabah as part of their 2021 Exercise Talisman Sabre.

This is a welcome opportunity for Yarrabah to participate in valuable military exercise. Exposure has the potential for local members to participate in the training and support the defence force improve national response strategies.

Council acknowledges the inclusion of international forces in the exercise.

Other Trustees of the DOGIT acknowledged and separate engagement process recognised.

Moved: Cr Lucrecia Willett

Seconded: Cr David Baird

**CARRIED**

**7.6 CONFIRMATION OF ABORIGINALITY / COMMUNITY AFFILIATION FORM.  
APPLICANT: [REDACTED]**

Council Officer Director of Governance Mrs Avril Yeatman supplied council or a brief on the application received by community resident [REDACTED], [REDACTED] [REDACTED] Information provided to council of their consideration for endorsement at this meeting.

**RESOLUTION 07:25/11/2020**

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.

- [REDACTED]

CEO authorised to apply the council Common Seal.

Moved: Cr Lucrecia Willett

Seconded: Cr Kenneth Jackson

**CARRIED**

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**7.7 DIRECTOR COMMUNITY SERVICES REPORT**

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Monthly report for November submitted by Council Officer, Director Corporate Services Mrs Vicki Jones.

Note there were no resolutions for the meeting and Officer recommended the report be tabled for reading.

Councillors commented about customer services standard and queried strategies within council to support process enhancement and personnel training. CEO advised this process is well mapped and staff are afforded training to maximise experience for customer.

Councillors also queried plans for festive season – particularly preparation for Christmas break up on 18<sup>th</sup> December and New Year's eve. CEO advised plan are well underway for staff activity and New Year's eve will be celebrated with Fireworks – last years fireworks was set up in front of Yarrabah Store.

**RESOLUTION 08:25/11/2020**

That Council resolve to endorse the Report tabled for November 2020 as supplied by the Director for Community Services. Sub-reports also acknowledged and tabled as read.

Moved: Cr David Baird

Seconded: Cr Brian Underwood

**CARRIED**

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**7.8 DIRECTOR HUMAN RESOURCE, RISK AND REGULATIONS MONTHLY OPERATIONAL REPORT.**

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Monthly report for November submitted by Council Officer, Director Human Resources, Risk and Regulations Mr Richard Wright.

Note there were no resolutions for the meeting and Officer recommended the report be tabled for reading.

Councillors commented on the methodology used to determine sites for new CCTV infrastructure. CEO will review the program information and confirm the method used to determine the location of the CCTV. Councillors note the decisions lack local knowledge.

**RESOLUTION 09:25/11/2020**

That Council resolve to adopt the Report tabled for November 2020, submitted by the Director for Human Resources, Risk & Regulations. Report tabled as read.

Moved: Cr Lucrecia Willett

Seconded: Cr Brian Underwood

**CARRIED**

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

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Monthly report for November submitted by Council Officer, Director for Policy and Governance Mrs Avril Yeatman.

Note there were no resolutions for the meeting and Officer recommended the report be tabled for reading.

**RESOLUTION 10:25/11/2020**

That Council resolve to adopt the Report tabled for November 2020, submitted by the Director for Policies and Governance. Report tabled as read.

Moved: Cr Lucrecia Willett

Seconded: Cr Kenneth Jackson

**CARRIED**

**7.10 DIRECTOR WORKS AND INFRASTRUCTURE**

Monthly report for November submitted by Council Officer, Director Works and Infrastructure Regulations Mr Preston Andrews.

Note there were no resolutions for the meeting and Officer recommended the report be tabled for reading.

Councillors noted the following for Officer attention:

- Response time on repair on facility – a number of facilities still have outstanding works at key enter points. Urgent action required to minimise further damage to property
- Works for Queensland work – Score Board at the Football field. Note this new infrastructure is a high risk for damage. A cover is required to ensure the new item is not damaged by stones or projectiles.

**RESOLUTION 11:25/11/2020**

That Council resolve to adopt the Report tabled for November 2020, submitted by Director for Works and Infrastructure. Report tabled as read.

Moved: Cr David Baird

Seconded: Cr Brian Underwood

**CARRIED**

**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 16<sup>th</sup> December 2020.

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

Meeting closed at 3:10 PM.

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**MAYOR**