



ORDINARY MEETING

Thursday 15th October, 2020

Council Board Room

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Item 1 - Declaration of Opening

On establishing there is a quorum, the Chair will declare the meeting open.

Item 2 - Condolences

A Minutes Silence will be held for departed Community Members: Mr B Booth, Ms A Aplin and Mrs G Kennedy.

Item 3 - Record of Attendance and Leave of Absence

Elected Members

Mayor Jason Ned
Cr. Antoinette Diamond
Cr. Elijah Douglas
Cr. Myron Johnny
Cr. Athol Walden

Staff

Garry Jeffries – Chief Executive Officer
Richard McKeown - Acting Director Engineering
Marilou McKay – Finance Manager (call in if required)
Cheryl Portch – Community Development Co-ordinator (to present her report)
Pam Danaher – PA to CEO/Minute Taker

Absentees

Edwina Marks – Acting Director of Corporate Services

Item 4 - Obligations of Councillors

4.1 MATERIAL PERSONAL INTEREST

Pursuant to Section 175C of the Local Government Act 2009, a Councillor who has a material personal interest in an issue to be considered at a meeting of the local government, or any of its committees must –

- (a) inform the meeting of the Councillor's material personal interest in the matter, and
- (b) leave the meeting room (including any area set aside for the public), and stay out of the meeting room while the matter is being discussed and voted on.

4.2 CONFLICT OF INTEREST / PERCEIVED CONFLICT OF INTEREST

Pursuant to Section 175E of the Local Government Act 2009, a Councillor who has a real or perceived conflict of interest in a matter to be considered at a meeting of the local government, or any of its committees, must inform the meeting about the Councillor's personal interest the matter.

The other Councillors must then decide:

- (a) whether the Councillor has a real conflict of interest or perceived conflict of interest in the matter and
- (b) if they decide the Councillor has a real conflict of interest or perceived conflict of interest in the matter -
 - (i) whether the Councillor must leave the meeting room (including any area set aside for the public), and stay out of the meeting room while the matter is being discussed and voted on; or
 - (ii) that the Councillor may participate in the meeting in relation to the matter, including by voting on the matter.

4.3 COUNCILLORS TO REVIEW EXISTING REGISTER OF INTERESTS AND RELATED PARTY DISCLOSURE

Item 5 – Confirmation of Minutes

5.1 CONFIRMATION OF THE MINUTES FOR THE ORDINARY MEETING HELD ON THURSDAY 17th SEPTEMBER, 2020

Recommendation: That the Minutes of the Ordinary Meeting held on Thursday 17th September, 2020 be confirmed as a true and correct record.

Moved:
Seconded:

Item 6 – Business Arising from Minutes Previous Meeting

6.1 BUSINESS ARISING FROM MINUTES OF THE ORDINARY MEETING HELD ON THURSDAY 17th SEPTEMBER, 2020

ITEM 7 - Visitors and Presentations

7.1 MANDY WELFARE, PROGRAM MANAGER, YOUTH EMPOWERED TOWARDS INDEPENDENCE and BINDI DIAMOND, her Colleague.

It is a non-government Alcohol and Other Drug (AOD) treatment service for young people 10-25 years. It addresses Volatile Substance Use (VSU or commonly referred to as sniffing or chroming). It is funded by National Indigenous Australian Agency (NIAA).

Item 8 – Reports

- 8.1 CHIEF EXECUTIVE OFFICER’S REPORT**
- 8.2 ACTING DIRECTOR CORPORATE SERVICES REPORT**
- 8.3 ACTING DIRECTOR OF ENGINEERING REPORT**
- 8.4 COMMUNITY DEVELOPMENT CO-ORDINATORS REPORT**

8.1 CHIEF EXECUTIVE OFFICER’S REPORT

REPORT AUTHOR(S) Garry Jeffries, Chief Executive Officer
REPORT APPROVED BY -
DEPARTMENT Office of the Chief Executive Officer

8.1.1 DOOMADGEE ABORIGINAL SHIRE COUNCIL STATE GOVERNMENT FINANCIAL AID (SGFA) and INDIGENOUS ECONOMIC DEVELOPMENT GRANT (IEDG)

Council has received notification from the Minister for Local Government, Minister for Racing and Minister for Multicultural Affairs, Stirling Hinchliffe MP, advising that he has increased the total SGFA funding for Indigenous Councils to \$36.296 million.

The funding allocated to Doomadgee Aboriginal Shire Council for 2020-21 is:
SGFA \$ 2,046,099; and
IEDG \$ 80,000.

For Council’s information.

8.1.2 2019-20 QUEENSLAND RESILIENCE AND RISK REDUCTION FUND (QRRRF)

Council has received notification from the Queensland Reconstruction Authority advising that they assessed Council’s application for funding and Council was successful in sourcing funding for the Construction of Three Concrete Floodways on Old Doomadgee Road.

Council’s contribution to that funding will be an amount of \$10,000.00.

For Council’s information.

8.1.3 INDIGENOUS COUNCILS CRITICAL INFRASTRUCTURE PROGRAM (ICCIP)

Council has received notification from the Department of Local Government, Racing and Multicultural Affairs, Warwick Agnew, advising that Council has approved funding under the ICCIP in an amount of \$6,700,000.00.

Updated Program Guidelines were included for governance and processes. The funding period has been extended to 30th June 2022 giving Councils an additional 12 months to deliver projects under the ICCIP.

For Council’s information.

8.1.4 SUBDIVISION PLAN APPROVAL AT NEW SUBDIVISION ROAD, DOOMADGEE

As Council is aware the construction of six community houses funded by the State Government is currently in the planning and procurement stages.

To progress the Development Application, the Subdivision Plan for the allotments to site these houses has to be registered with the Department of Natural Resources Mines & Energy (DNRME). A copy of this Plan will be tabled for discussion and consideration.

Accordingly, it is recommended that Council endorse the following recommendation.

- Recommendation:** That Council approve:
- (a) Lodgement and registration of plan of subdivision SP311931 with Department of Natural Resources, Mines and Energy (DNRME), facilitated by the Program Office within DATSIP;
 - (b) Consent to the surrender of the Doomadgee DOGIT by way of Section 55 of the *Land Act 1994* for the purpose of opening the area as road at stations 8-9-10-11-12-8;
 - (c) Consent to all associated land administration actions necessary to facilitate registration of the Plan; and
 - (d) Confirm the requisite Development Approvals have been obtained for the lodgement and registration of SP311931.

Moved:
Seconded:

- Recommendation:** That Council receive and take note of the Chief Executive Officers report for October 2020.

Moved:
Seconded:

8.2 ACTING DIRECTOR CORPORATE SERVICES REPORT

REPORT AUTHOR(S) Edwina Marks, Acting Director of Corporate Services
REPORT APPROVED BY Garry Jeffries
DEPARTMENT Corporate Services

8.2.1 FINANCIAL STATEMENTS PROVIDED BY FINANCE MANAGER – MARILOU MCKAY

This monthly report illustrates the financial performance and position of Doomadgee Shire Council compared to its adopted Budget for the 2020-21 financial year as at the end of September 2020.

Recommendation: That the Financial Statements attached to the Director Corporate Services Report for October 2020 be received and noted.

Moved:
Seconded:

8.2.2 FIRST QUARTER REVIEW OF OPERATIONAL PLAN PROGRESS REPORT

In accordance with section 174 (3) of the Local Government Regulation 2012, a written assessment of Council's progress towards implementing the Annual Operational Plan for the quarter July to September is presented to Council.

This report reviews the Council Budget for the first quarter to 30th September 2020. This is also supported by the Operational Plan Status Report for September 2020. See attachment.

Recommendation: That Council accepts the First Quarter Review of the 2020.21 Operational Plan presented in the Corporate Services Report for October 2020.

Moved:
Seconded:

8.2.3 ANNUAL REPORT 2019-2020

Council is required to adopt its Annual Report within a month after the Auditor General gives his report about Council's Financial Statements to the Council and subsequently must publish the Report on Council's website within 2 weeks of adoption. Council's Draft Report is attached for Councillor comment prior to the inclusion of the final Audited Figures which should be available by 28th October 2020.

Recommendation: A Draft Report is presented in the Corporate Services Report for October 2020 for Council's information and comment prior to the expected publication after endorsement of the Audited Statements by the Queensland Audit Office and Council's Audit Committee.

Moved:
Seconded:

8.2.4 POST OFFICE PROGRESS REPORT FINANCIAL YEAR 2020

In 2019.20 Australia Post updated their LPO Payment Scheme. As a direct result of the Payment Scheme Changes, Licencees have received additional payments and a closer alignment with parcel volumes and its correlation between payments and work effort.

Australia Post have developed an LPO Dashboard for the last financial year and payments are detailed for letters, parcels, delivery and financial and agency services. A copy of this dashboard is attached.

Recommendation: For Council's information.

Moved:
Seconded:

8.2.5 COUNCILLOR REIMBURSEMENT POLICY AMENDMENT

Council adopted its Expenses and Reimbursement Policy in May 2020.

Following consultation with the Department of Local Government, Racing and Multicultural Affairs this amendment is presented providing clarity around reimbursement of mobile phone and communication device expenses to a maximum of \$50.00 per week.

Recommendation: That Council adopt the amended Councillor Expenses Reimbursement Policy No 9 as presented in the Corporate Services Report for October 2020.

Moved:
Seconded:

8.2.6 AUDIT 2020

External Auditors have commenced their 2020 Audit and visit on 28 September 2020. The next key reporting deadlines are as follows: -

- | | |
|--|------------------|
| • QOAO clearance (closing report) | 21 October 2020 |
| • Audit committee clearance | 26 October 2020 |
| • Management signs financial statements | 26 October 2020 |
| • QAO signs financial statements | 29 October 2020 |
| • Audit review of Annual Report | 12 November 2020 |
| • Final management report | 12 November 2020 |
| • Report to parliament - Local Government Audits | February 2021 |

Recommendation: For Council's information

Moved:
Seconded:

8.2.7 REVIEW OF COUNCIL POLICIES

Some of Council's Policies have been impacted by the Electoral and Other Legislation (Accountability Integrity and Other Matters) Amendment Act 2020 that comes into effect on 12th October, 2020.

Attached are draft copies of the following Amended Policies which are now submitted to Council for consideration which reflect and comply with the State Legislation and ensure that Council Legislation references are correct. These amended Policies are in accordance with the Model Policies produced by the Department of Local Government, Racing and Multicultural Affairs.

Recommendation: That Council adopt the following Policies as attached to the Acting Director Corporate Services report for October 2020:

- Councillor Code of Conduct Policy;
- Council Meeting Procedures Policy;
- Standing Orders Policy; and
- Investigation Policy.

Moved: Cr.
Seconded: Cr.

Recommendation: That Council receive and take note of the Acting Director of Corporate Services Report for October 2020.

Moved:
Seconded:

8.3 ACTING DIRECTOR OF ENGINEERING REPORT

REPORT AUTHOR: Richard McKeown, Acting Director of Engineering
REPORT APPROVED BY: Garry Jeffries, Chief Executive Officer
DEPARTMENT: Infrastructure and Building Works

PURPOSE: Presentation of the Monthly Activity report to Council.

8.3.1 WORKS FOR QUEENSLAND (W4Q) 2019-2021

- a. The works at the new depot site continues with the stores shed frame complete and the roof and wall cladding is ongoing.
- b. The fit out within the new workshop is well underway. It is anticipated that the new works depot will be operational by November as Council is only waiting on electrical completion.
- c. The materials for the new concrete carparking at the airport have arrived and construction started on 10th October 2020.

8.3.2 INDIGENOUS COUNCILS CRITICAL INFRASTRUCTURE PROGRAM (ICCIP)

Water Treatment Plant

The chlorine dosing upgrade has been completed and the other chemical dosing equipment upgrade will be undertaken at the end of the week starting 12th October 2020 by AUSTEK.

Sewerage Pumping Stations

Council is working to upgrade sewer pump stations and it is expected that works will commence on site in early October. Two sewerage pumps near the Police Station have now been replaced.

New Regional Waste Facility

AECOM are having ongoing discussions with the Department of Environment & Science (DES) and once the requirements of DES are finalised it is intended to commence construction.

8.3.3 REMOTE AIRSTRIP UPGRADE PROGRAM (RAUP)

The quotes for the new runway lighting and weather station have been received and the orders will be placed shortly.

8.3.4 6 x COMMUNITY HOUSES (DPW)

This tender has gone to market and closes on 13th October 2020. The importing and compaction of fill to level the housing blocks is continuing. The majority of the materials for the housing are now ordered or already on site.

8.3.5 3 x NEW STAFF HOUSES (LGGSP)

Roof framing and sheeting are now completed, with the window installation and bathroom tiling now proceeding.

8.3.6 NEW SUBDIVISION

The Town Planning component for the new subdivision at Marradgee Road and the opposite side of Foster Street is ongoing.

8.3.7 WORKS CREWS

General Crew

Have started erecting the fence around the workshop area and have completed 100m of fencing. Regrading of the workshop yard is also happening before the rest of the fencing can be completed. Workers have also resumed the clean up around the town in general as well as their normal duties.

Town Beautification Crew

Also, on top of the normal town maintenance this crew are assisting the General Crew with the whole of Community clean up.

Road Crew

The Woollogarang West Road has now had the final clean up and 200mm Spalding Rock for the downstream side of the new causeway is now being delivered for placement.

Airport Crew

The airport is operating normally and still experiencing large numbers of birds working on and around the runway.

Water & Sewerage Crew

Operations continue with some issues with sewer main blockages and pumps tripping out. Two new employees are doing well and the Water Filtration area is being well maintained.

Mechanical Workshop

Mainly routine maintenance with a couple of larger repairs requiring contract assistance.

Rubbish Crew

Are working as normal with some challenges with truck driver attendance.

Recommendation: That Council receive and take note of the Acting Director of Engineering Report for October 2020.

Moved:
Seconded:

8.4 COMMUNITY DEVELOPMENT CO-ORDINATORS REPORT

REPORT AUTHOR(S) Cheryl Portch, Community Development Co-ordinator
REPORT APPROVED BY Garry Jeffries
DEPARTMENT Economic and Community Development

8.4.1 MEETINGS AND TRAINING ATTENDED

- NAIDOC Community meeting with Cr. Elijah Douglas.
- PCYC meeting with Council and PCYC representatives.
- Meeting with NIAA re facilitating Youth Hub mini program in the interim until the Youth Hub is fully operational again.

For Council's information.

8.4.2 COVID 19

- Doomadgee in line with Queensland Stage 4 Restrictions as at 2/10/20.
- Meeting with QFES & NWHHS to review Tier 3 Outbreak Plan on 29/9/20 – NWHHS to update after review and forward for final comment.
- Unless an Outbreak occurs in Mt Isa, Townsville or Cairns Doomadgee will remain under Stage 4 Restrictions.
- Community Services Manager attending fortnightly DDMG meetings and Exercise Schedules.

For Council's information.

8.4.3 GRANTS AND FUNDING INFORMATION

- Application for NAIDOC funding (\$8,700) to facilitate a three-day community event has been submitted. Waiting on confirmation of approval.
- Letter of request for sponsorship from ADBT for NAIDOC Week.
- Working on applying for community funding from New Century Resources. Applications close 31st October 2020.
- Working on applying for grant from Cancer Council Queensland for a shade structure.

For Council's information.

8.4.4 YOUTH HUB

- Nil report for Youth Hub.
- Youth Day was held at the Youth Club on Thursday 1st October 2020 for youths aged between 15 – 25 years.
- Activity Planning Workshop with NIAA is scheduled to be for 7th October 2020.
- Youth Hub got broken into at 3.00 am on Wednesday 16th September, 2020. The matter was reported to the Police.
- Cleaning of Youth Hub residence is completed. Unit will need to be refurbished.
- Youth Hub will operate a mini program over the next few weeks until Council has the capacity to operate fully. Opening hours will be 4.00 to 9.00 pm every weeknight.

For Council's information.

8.4.5 RADIO

- Breakfast Show - 7.30 am - 9.30am (Sai)
- Afternoon power drive - 12.30 pm - 2.30pm (Sai)
- Local radio broadcasting was put on hold for two weeks due to Sorry Business.
- There has been three live radio interview this month with My Pathways, Doomadgee Hospital and PCYC Mt Isa.
- This month consultation has occurred with all service provides. Regular updates and notices are provided every Monday. Meeting with Doomadgee State School (DSS) regarding school attendances, commencing beginning Term 4 with Sai running a School Attendance Program airing 7.30 am to 9.00 am daily.

For Council's information.

8.4.6 ENVIRONMENT

Animal Management

- Caring for dead and sick animals - 2 horses and 6 dogs.
- Animal Management in Rural and Remote Indigenous Communities (AMRRIC) staff in Community the week of 6th – 10/10/20 to commence Animal Census. This is part of a Strategic Plan.

Town Beautification:

- Cleaning the Community streets.
- Repairs to oval and PCYC grounds for the Youth Hub mini program includes fences, rubbish clean up, spraying Chinese Apple and Goat Trees, ground maintenance and watering.

For Council's information.

8.4.7 OTHER

- Monthly Service Providers meeting is scheduled for Wednesday October 7th. Council will facilitate this meeting. Councillor's will be attending.
- PCYC – Facilities Access Agreement signed.
- PCYC Community Sport & Rec Coordinator role has not been filled
- PCYC ran an activity program from 14th September to 2nd October, 2020. The program operated from 4.00 pm to 6.00 pm every weekday. Sai Matainavora, Shane Booth and Cheryl Portch have been donating their time, cooking the BBQ for the kids and helping with activities.
- Yurika Solar are seeking ideas for a project to thank the community for their recent installation
- Acting Community Services Manager return to community 6th October, 2020.
- Community Safety Plan (CSP) to commence week 6th October – significant community consultation will be required to be undertaken. The AMP will be reviewed. The CSP must be completed prior to any requests for changes to carriage limits for community. Surveys within community shall commence over the coming next 2 weeks. An extension to complete the CSP 31st March 2021 for completion has been forwarded to DATSIP.
- Doomadgee Community Christmas Party 2020 – require Council consideration and consent to hold the event. Date, venue, committee and budget to be nominated.

Recommendation: That Council receive and take note of the Community Development Co-ordinators Report for October 2020.

Moved:
Seconded:

LUNCH BREAK -

pm

ITEM 9 - CORRESPONDENCE

- 9.1** Signed letter from Elders and Community Members regarding Young People Sniffing in the Community wanting to attend the next Council Meeting.

Recommendation: That Council will contact the Elders via Edric Walden regarding attendance at the November Council Meeting and arranging a meeting with Mandy Welfare and Bindi Diamond from Youth Empowered Towards Independence which is an Alcohol and Other Drug (AOD) treatment service which addresses Volatile Substance Use (VSU or commonly referred to as sniffing or chroming). It is funded by National Indigenous Australian Agency (NIAA).

Moved:
Seconded:

- 9.2** Letter from Clare O'Connor Director General, Department of Communities, Disabilities Services and Seniors regarding the development of a local action plan. She has enclosed the Snapshot 2020 of Doomadgee. The strategy will be shared with Doomadgee Aboriginal Shire Council as soon as it is finalised.

- 9.3** Email from LGAQ CEO Greg Hallam AM regarding the Mutual Access Agreement signed on 10th September, 2020 on behalf of LGAG. Mr Hallam requests Council's notification of opting into the agreement

Recommendation: That Council agree to opt into the Mutual Access Agreement referred to in the attached email from Greg Hallam and return the interactive form as requested in the email.

Moved:
Seconded:

ITEM 10 - GENERAL BUSINESS

10.1

ITEM 11 - LATE ITEMS

Any matters of Late Items will be provided with the Minutes of the Council Meeting.

ITEM 12 - CONFIDENTIAL SESSION

That Council close the meeting to the public at under section 275 Local Government Regulations 2012.

Items to be considered in Closed Session will be listed and marked accordingly. This section of the Agenda is for those items deemed necessary for discussion in a meeting Closed to the Public in accordance with Local Government Regulation 2012 – Section 275 – Chapter 8 Administration – Part 2 Local Government Meetings and Committees –

- (1) A local government or committee may resolve that a meeting be closed to the public if its Councillors or members consider it necessary to close the meeting to discuss –
 - a. The appointment, dismissal or discipline of employees; or
 - b. Industrial matters affecting employees; or
 - c. The Local Government budget; or
 - d. Rating concessions; or
 - e. Contracts proposed to be made by it; or
 - f. Starting or defending legal proceedings involving it; or
 - g. Any action to be taken by the Local government under the Planning Act, including deciding applications made to it under the Act; or
 - h. Other business for which a public discussion would be likely to prejudice the interest of the Local Government or someone else, or enable a person to gain a financial advantage
- (2) A resolution that a meeting be closed must state the nature of the matters to be considered while the meeting is closed.
- (3) A local government or committee must not make a resolution (other than a procedural resolution) in a closed meeting.

Recommendation: That the Council closed the meeting at _____ am under section 275 Local Government Regulations 2012 (1)(a)(d)(e)(f)(h).

Moved:
Seconded:

12.1 CHIEF EXECUTIVE OFFICER’S CONFIDENTIAL REPORT

12.1.1 EXECUTIVE STAFF RECRUITMENT

12.1.2 WAAYNI #2 NATIVE CLAIM

12.1.3 ADVICE FROM THE OFFICE OF THE INDEPENDENT ASSESSOR (OIA)

12.1.4 INTERIM DIRECTOR OF COMMUNITY SERVICES

12.2 DIRECTOR CORPORATE SERVICES CONFIDENTIAL REPORT

12.2.1 LEASE AND LICENCE MANAGEMENT – RENEWAL OF TELSTRA LEASES

12.3 DIRECTOR ENGINEERING SERVICES CONFIDENTIAL REPORT

Nil.

12.4 COMMUNITY DEVELOPMENT CONFIDENTIAL REPORT

Nil.

Recommendation: That the meeting be re-opened to the public at am.

Moved:
Seconded:

ITEM 13 - NEXT MEETING

Thursday 19th November, 2020.

ITEM 14 - MEETING CLOSED

Meeting closed at pm.

ITEM 15 - ATTACHMENTS TO BUSINESS PAPER

15. CHIEF EXECUTIVE OFFICER'S REPORT

8.1.4 SUBDIVISION PLAN APPROVAL AT NEW SUBDIVISION ROAD, DOOMADGEE

15. ACTING DIRECTOR CORPORATE SERVICES REPORT

8.2.1 FINANCIAL STATEMENTS PROVIDED BY FINANCE MANAGER – MARILOU MCKAY

8.2.2 FIRST QUARTER REVIEW OF OPERATIONAL PLAN PROGRESS REPORT

8.2.3 ANNUAL REPORT 2020-2021

8.2.4 POST OFFICE PROGRESS REPORT FINANCIAL YEAR 2020

8.2.5 COUNCILLOR REIMBURSEMENT POLICY AMENDMENT

8.2.7 REVIEW OF COUNCIL POLICIES

15. ACTING DIRECTOR ENGINEERING SERVICES REPORT

Nil.

15. COMMUNITY DEVELOPMENT CO-ORDINATORS REPORT

Nil.

15. CORRESPONDENCE

9.1 DOOMADGEE ELDERS AND COMMUNITY MEMBERS RE SNIFFING IN COMMUNITY

9.2 DEPARTMENT OF COMMUNITIES, DISABILITIES SERVICES AND SENIORS

9.3 LGAQ CEO, GREG HALLAM – RE MUTUAL ACCESS AGREEMENT

15. GENERAL BUSINESS

15. CHIEF EXECUTIVE OFFICER'S CONFIDENTIAL REPORT

12.1.2

12.1.3

15. DIRECTOR CORPORATE SERVICES CONFIDENTIAL REPORT

12.2.1

15. DIRECTOR ENGINEERING SERVICES CONFIDENTIAL REPORT

Nil.

15. COMMUNITY DEVELOPMENT CO-ORDINATORS CONFIDENTIAL REPORT

Nil.