

**Minutes of the Ordinary Meeting of Council
held at the Doomadgee Aboriginal Shire Council Boardroom
on 15th June 2017**

1. OPENING BUSINESS

Cr Edric Walden declared the meeting open at 9:25am

A Minute's Silence was held in respect for those members of the community that have passed away in the last month.

1.1 PRESENT

Elected Members

Mayor Edric Walden
Cr Scharrayne Foster
Cr Dean Jupiter

Staff

Lothar Siebert – Chief Executive Officer
Garry Jeffries – Director of Engineering
Richard Kelly – Director of Corporate Services
Juanita Holden – Governance and Grants Officer

Appointments

Students and Staff	Doomadgee State School
Cheryl Taylor-White	Capacity and Capability Officer – Remote Youth Justice

1.2 APOLOGIES WITH OR WITHOUT

Cr Jason Ned - Noted

1.3 CONFIRMATION OF MINUTES

Minutes of the Ordinary Meeting of Council held 18th May 2017 are submitted to Council for confirmation that those minutes are a true and correct record of the meeting.

Resolution No 1-06/17

Moved Cr Edric Walden

Seconded Cr Dean Jupiter

That the minutes of the Ordinary Meeting of Council held 18th May 2017 be adopted with amendments and be taken as read and signed as correct. **Carried**

1.4 BUSINESS ARISING FROM PREVIOUS MEETINGS

Attendance:

Delwyn O'Keefe entered the meeting at 9:35am

Attendance:

Delwyn O'Keefe left the meeting at 9:38am and returned at 9:38am

Attendance:

Juanita Holden left the meeting at 9:39am and returned at 9:39am

**Minutes of the Ordinary Meeting of Council
held at the Doomadgee Aboriginal Shire Council Boardroom
on 15th June 2017**

Resolution No 2-06/17

Moved **Cr Edric Walden**

Seconded **Cr Dean Jupiter**

That Council approve of the use of the Doomadgee Rodeo Grounds by Alex Doomadgee (Waanyi Native Title Aboriginal Corporation) for the 2017 Doomadgee Rodeo with changes to be implemented with a formatted structured agreement for the 2018 Doomadgee Rodeo. **Carried**

Resolution No 3-06/17

Moved **Cr Edric Walden**

Seconded **Cr Dean Jupiter**

That Council resolve that the Doomadgee Rodeo Grounds will remain in control of the Doomadgee Community. **Carried**

Attendance:

Delwyn O'Keefe left the meeting at 9:44am and returned at 9:45am

1.4 DISCLOSURE OF MATERIAL PERSONAL INTEREST AND CONFLICT OF INTEREST

Noted

Attendance:

Dean Jupiter left the meeting at 9:46am and returned at 9:47am

Attendance:

Delwyn O'Keefe left the meeting at 9:47am

1.5 DEPUTATIONS

It should be noted that deputations are a public process and as such the identity of persons making a deputation to Council will be on the public record.

Attendance:

Doomadgee State School Students and Staff Representatives entered the meeting at 9:48am

Attendance:

Richard Kelly left the meeting at 9:48am and returned at 9:50am

Attendance:

Leonie Florence entered the meeting at 9:51am

Attendance:

Richard Kelly left the meeting at 9:51am and returned at 9:53am

Attendance:

Delwyn O'Keefe returned to the meeting at 9:54am

Attendance:

Doomadgee State School Students and Staff Representatives left the meeting at 10:00am

Leonie Florence left the meeting at 10:00am

**Minutes of the Ordinary Meeting of Council
held at the Doomadgee Aboriginal Shire Council Boardroom
on 15th June 2017**

Resolution No 4-06/17 Moved Cr Edric Walden Seconded Cr Dean Jupiter That Council implement Wheelie Bin Holders for all residential houses in the Doomadgee Community.
Carried

Attendance:
Cheryl Taylor-White, Capacity and Capability Officer Remote Youth Justice, entered the meeting at 10:01am

Attendance:
Richard Kelly left the meeting at 10:01am

Attendance:
Delwyn O'Keefe left the meeting at 10:11am and returned at 10:22am

Attendance:
Cr Tony Chong entered the meeting at 10:24am

Attendance:
Cr Dean Jupiter left the meeting at 10:30am and returned at 10:32am

Attendance:
Cheryl Taylor-White, Capacity and Capability Officer Remote Youth Justice, left the meeting at 10:32am

Noted – Council notes the report presented by Cheryl Taylor White

Meeting Adjourned for Moring Tea at 10:35am and re commenced the meeting at 10:44am.
Garry Jeffries, Richard Kelly, Leonie Florence and Delwyn O'Keefe were not in attendance.

2. REPORTS

2.01 CHIEF EXECUTIVE OFFICER

Agenda Reference:	2.01.01
Title:	Letter from Doomadgee State School Student Representative Council
Author:	Lothar Siebert, Chief Executive Officer

Summary

Council has received a letter from the Doomadgee State School Student Representative in regards to the problems that are faced by students of the ongoing presence of dogs at the school.

Recommendation:
For Council discussion.

Noted

Agenda Reference:	2.01.02
Title:	Queensland Great Artesian Basin Advisory Council
Author:	Lothar Siebert, Chief Executive Officer

Summary

The Queensland Great Artesian Basin Advisory Council (the Council) convened in Brisbane on the 11th and 12th may 2017. The Council continues to provide advice to the minister for Natural Resources and Mines and Minister for State Development, the Hon Dr Anthony Lynham, of the view of the industry, communities and

**Minutes of the Ordinary Meeting of Council
held at the Doomadgee Aboriginal Shire Council Boardroom
on 15th June 2017**

other stakeholders concerning the management of the groundwater resources of the Great Artesian basin (GAB) in Queensland.

Recommendation:
For Council Information

Noted

Attendance:
Garry Jeffries, Richard Kelly, Leonie Florence and Delwyn O'Keefe entered the meeting at 10:46am

Agenda Reference: **2.01.03**
Title: National Disability Insurance Agency - NDIA
Author: **Lothar Siebert, Chief Executive Officer**

Summary

The National Disability Insurance Agency is seeking office accommodation in Doomadgee.

In Doomadgee, the NDIA employs a Local Area Coordinator. Their main role is to:

-) Assist people with disability, their families and carers to build and pursue their goals for a good life, exercise choice and control and engage with the Scheme; and
-) Ensure that people with disability can be supported outside the Scheme by working with communities and mainstream services to build awareness and to become inclusive of the range of needs and aspirations of people with disability.

They will deliver this service to your local community by conducting home visits, over the phone and face to face appointments. These appointments can be conducted in alternative premises if this is not something available in Council's premises.

Recommendation:
That Council enter into a lease agreement with National Disability Insurance Agency and furthermore authorise the Chief Executive Officer to negotiate the terms and conditions.

Resolution No 5-06/17

Moved Cr Edric Walden

Seconded Cr Tony Chong

That Council acknowledge that the only office space available is the FRC Building and that Council authorise the Chief Executive Officer and the Director of Corporate Services to negotiate terms and conditions.

Carried

Resolution No 6-06/17

Moved Cr Dean Jupiter

Seconded Cr Edric Walden

That Council write to CEQ in regards to establishing the Doomadgee Post Office at the Doomadgee Retail Store.

Carried

Agenda Reference: **2.01.04**
Title: Nursery Block
Author: **Lothar Siebert, Chief Executive Officer**

Summary

My Pathway is requesting the option of extending the current Nursery to the boundary of the block it is situated on. There is scope to expand the current nursery that My pathway manages still keeping it within the survey boundaries of the allotment where it is situated.

**Minutes of the Ordinary Meeting of Council
held at the Doomadgee Aboriginal Shire Council Boardroom
on 15th June 2017**

Recommendation:

That Council authorise the Chief Executive Officer and the Director of Engineering to negotiate the extension of the nursery block with My Pathway

Noted

Agenda Reference: **2.01.05**
Title: Robbie Katter MP – Budget Priorities
Author: **Lothar Siebert, Chief Executive Officer**

Summary

Over the past months Robbie Katter has been pushing for a greater share of budget spending to be allocated to Regional Queensland because he believes there are many opportunities in this region that have been overlooked. A greater proportion of budget spending will enable the many projects with significant economic benefits to be delivered. This will not only benefit this region but the entire State. It is vitally important, as the budget approaches, that Robbie Katter can illustrate to the Government the key projects and initiative that Doomadgee Aboriginal Shire Council is pursuing. This will ensure that projects which deliver the greatest benefit will be prioritised.

Following on from the recent conversation, Robbie Katter has requested a list of priority projects and initiatives which require funding through the upcoming 2018/2018 State Budget. Whilst we have discussed your priorities previously, it would be good to have budget requests in writing so that Robbie can ensure the strongest possible representations can be made to the Government.

Recommendation:

That Council acknowledge the actions of the Chief Executive Officer in advising Robbie Katter that the Doomadgee Aboriginal Shire Council High Budget Initiatives are, Local Independent GP for the Doomadgee Community, Funding for Roads, Funding for Bridges, Funding for new Town Hall, Children Detention Centre in Doomadgee, Dry Out Centre, Sports and Social Club.

Resolution No 7-06/17

Moved Cr Edric Walden

Seconded Cr Scharrayne Foster

That Council acknowledge the actions of the Chief Executive Officer in advising Robbie Katter that the Doomadgee Aboriginal Shire Council High Budget Initiatives are, Local Independent GP for the Doomadgee Community, Funding for Roads, Funding for Bridges, Funding for new Town Hall, Children Detention Centre in Doomadgee, Dry Out Centre, Sports and Social Club. **Carried**

Agenda Reference: **2.01.06**
Title: Queensland Country Women's
Author: **Lothar Siebert, Chief Executive Officer**

Summary

Gregory Branch of the QCWA in collaboration with local service providers, recently held a Mother's Day afternoon Tea, Domestic and Family Violence Awareness & Support Event. They had 110 ladies attend the event and had a significant amount of positive feedback. One completion of acquitting the grant, the CWA have approximately \$1000 remaining. They have proposed an event, such as a BBQ to be held at the Men's Shed in collaboration with local service providers, guest speakers and hopefully a NRL celebrity to sign merchandise. Initial discussions have revealed a date in late July that may be the most suitable however this has not been confirmed as yet.

CWA is seeking Council's support for this event and the support and attendance of the Mayor and Councillors. They would also welcome any monetary contribution that Council feels they could make to ensure the success of this event.

Minutes of the Ordinary Meeting of Council
held at the Doomadgee Aboriginal Shire Council Boardroom
on 15th June 2017

Recommendation:

That Council support the Queensland Country Women's Association Event and furthermore the Mayor and Councillors will attend.

Noted – Mayor and Councillors will attend

2.02 DIRECTOR OF ENGINEERING

Agenda Reference:	2.02.01
Title:	Monthly Report to Council – May 2017
Author:	Garry Jeffries – Director of Engineering

Purpose

Presentation of the Monthly Activity report to Council.

NDRRA Works:

A claim for flood damage to Doomadgee Roads and Assets is currently being prepared and the Director of Engineering has a meeting scheduled with the Queensland Reconstruction Authority in Brisbane on 5 July 2017 to commence the evaluation process.

Roads to Recovery and TIDS Works:

Woollogarang West Road:

The preliminary design of two floodway's is almost complete and it is hoped the drawings will be available to table at the meeting.

Once the next round on TIDS funding is open, work will re-commence on another 2.5km of bitumen sealing of this road.

New Houses Building Project:

Other than a couple of minor cosmetic changes the final construction drawings have been accepted and negotiations are underway with Building Staff to commence construct.

Council has also received a letter of acceptance for its tender for a further seven houses and the construction of these dwellings will flow on from the first five houses.

Workshop:

Operations are continuing as per normal.

Mainly routine servicing and minor repairs have been required in the last month.

There have been no major repairs required this month.

Road Gang:

The roads crew has primarily been involved with the preparation of the new workshop site as well as some road maintenance around town.

General Gang:

Operations are continuing as per normal.

The open space crew and the general gang have been working together on keeping the community clean.

A number of new mowers and brush cutters have been delivered to assist the crews with these duties.

Airport:

Airport operations are continuing as per normal.

**Minutes of the Ordinary Meeting of Council
held at the Doomadgee Aboriginal Shire Council Boardroom
on 15th June 2017**

Airport inspections are carried out each day, airport lighting and electrical inspections are carried out monthly as per legislative requirements.

The New Airport Terminal has now been in operation for almost two months and an official opening needs to be planned.

Water and Sewerage:

Operations are continuing as per normal.

The SCADA upgrade works is now complete and a few mechanical “bugs” that became evident with some of the older equipment have now been resolved.

Representatives for the Depart of Energy & Water Supply attended Doomadgee to inspect and report on the operation of the Water Treatment Plant. A copy of their report will be tabled for discussion.

Attendance:

Juanita Holden left the meeting at 11:32am and returned at 11:34am

Rodeo Ground Upgrade & Cultural Centre

MMG and Aussie Wide Constructions are working as planned at the Rodeo Grounds and Council staff have been providing some assistance as required.

Attendance:

Lothar Siebert left the meeting at 11:35am and returned at 11:37am

New Regional Waste Facility

The preliminary design is well underway and a draft report has been presented for the closure of the existing facilities. The will be tabled for Council’s information.

Workshop Redevelopment

Preparation of the site for the New Workshop is well under way; with stockpiling and placement of sand and gravel for the hardstand over the site continuing.

The final preparation and certification of the construction drawings is being done by AECOM and it is expected to have these ready to start construction within two weeks.

Building Our Regions Funding Projects.

The assessment of the detailed applications is nearing completion and it is expected that the outcome should be known with two weeks. The four projects that are the subject of these applications are: -

-) Nicholson River Weir Outlook BBQ Shelters;
-) Water Park;
-) Airport Carpark; and
-) Footpaths & Cycleways.

Attendance:

Delwyn O’Keefe left the meeting at 12:01pm

Attendance:

Cr Scharrayne Foster left the meeting at 12:01pm and returned at 12:04pm

Resolution No 8-06/17

Moved Cr Dean Jupiter

Seconded Cr Scharrayne Foster

That Council authorise the engagement of Christopher Contracting Services for Council works as required.

Carried

Minutes of the Ordinary Meeting of Council
held at the Doomadgee Aboriginal Shire Council Boardroom
on 15th June 2017

Resolution No 9-06/17
Moved Cr Dean Jupiter
Seconded Cr Edric Walden
That Council approves a Peppercorn (MOU) lease with My Pathway (approved in principle) to establish an aquaponics farm.
Carried

Recommendation:
That the report from the Director of Engineering be noted and received.

Noted

Meeting Adjourned for Lunch at 12:07pm and re commenced the meeting at 1:00pm
Delwyn O'Keefe were not in attendance.

2.03 DIRECTOR OF CORPORATE SERVICES

Agenda Reference:	2.03.01
Title:	Monthly Report to Council
Author:	Richard Kelly – Director of Corporate Services

Internal Audit

A timetable is attached, scheduling our program through until 30 June 2017.

Information Technology

A detailed status report from Data Central (our IT Consultants) is provided as an attachment to this report.

Tenders have now closed for our ongoing support contract which expires on 30 June. There were four interested parties who requested tender specifications. As only one conforming tender response has been received (from our existing provider, Data Central Pty Ltd and is attached), **it is recommended that DASC renew their contract for an additional three years, with a further two-year option.**

Insurance

Insurance claims currently pending include:

-) Server failure in Cairns Office (awaiting final costs and report from Assessor)
-) Damage caused by vandalism to Council mobile equipment in Workshop yard (awaiting status report on repairs and final cost).
-) Airport vandalism – awaiting final costs to be submitted.

We are currently receiving / reviewing renewal advices from our Brokers for the 2017/18 Financial Year.

Leases / Licence Agreements

-) A review of all Council Managed Leases and Licences is continuing, with the assistance of our Finance our Legal teams.
-) The Memorandum of Understanding (MOU) for the Doomadgee Men's Shed is still deferred, pending further advice. A separate lease is being negotiated for Office 2 at 15 Sharpe Street.
-) Warrgoobulginda Aboriginal Corporation, represented by Eleanor Logan, have been requested to attend this meeting, to discuss leasing and service charges arrangements regarding the Women's Shelter and Day Care Centre. I have received financial statements relating to their operation, and attach for your perusal. Current out standings on service charges amount to approximately 70k. There is no lease in place at present.
-) Australia Post have been approached about transferring their Agency agreement to a third party, and discussions are currently underway with CEQ Enterprises (the operators of the Doomadgee Retail Store) to facilitate this. Australia Post have no major issues with this proposal, and are prepared to negotiate with CEQ in due course.

**Minutes of the Ordinary Meeting of Council
held at the Doomadgee Aboriginal Shire Council Boardroom
on 15th June 2017**

-) Centrelink have provided an offer to renew our Agency Agreement in Doomadgee, which is currently being reviewed to ensure it not only meets the needs of our Community, but also is cost effective for DASC.

Annual Report

The Annual Report will be made available as soon as possible after the completion of the Audited Financial Statements (AFS). At the time of writing, the Financials are still with the QAO.

Bellette Branding have been engaged to assist with the design and layout of this year's Annual Report, which is now complete (minus the AFS at this stage), and is provided for your perusal.

Finance

-) The Monthly Financial Report is attached for Council consideration.
-) External Audit is still to be completed – awaiting QAO advice.
-) Len Boyling (an experienced Accountant and Synergy user) is assisting the Finance team in addressing the backlog of work that is required to be undertaken to bring everything up to date after the events of 2016, as well as laying a platform for the future and providing much needed software training in the process. It is intended to also bring Len to Doomadgee as part of this overall training and system development program before he leaves.
-) I am reviewing all staff positions in Cairns, with a view to improving performance and outcomes in this area. Len Boyling will be Acting Finance Manager until 30 June 2017. A recruitment process is underway to select a suitable replacement, with a start date on or before 30 June 2017.
-) The 2017-18 budget preparation is now underway, with a workshop held in Cairns during the week ending Friday 5 May, involving the Deputy Mayor and senior staff, assisting the finance team. Follow up workshops will be held over the next few weeks.
-) A Schedule of Fees and Charges for the 2017/18 financial year is yet to approved by Council, and will form part of the budget process. This will be given priority so that we can issue rate notices as soon as possible.
-) A write off of Bad Debts is provided for Council approval (Closed Session)
-) A Workplace Health and Safety submission from ABW Compliance Consultants is also attached for Council's consideration. The aim is to provide Council staff with assistance in the development, implementation and the on-going management of WH&S systems and processes.

Recommendation:

That the receive the Cash Position - Operations Report for May 2017 by income as presented.

Recommendation:

That the receive the Monthly Financial Report for May 2017 as presented.

Resolution No 10-06/17

Moved Cr Tony Chong

Seconded Cr Edric Walden

That Council accept the Cash position – Operations Report and the Monthly Financial Report for May 2017 as presented.

Carried

Recommendation:

That the report for Corporate Services as provided be noted and received.

Noted

Attendance:

Delwyn O'Keefe entered the meeting at 1:16pm and left at 1:17pm

**Minutes of the Ordinary Meeting of Council
held at the Doomadgee Aboriginal Shire Council Boardroom
on 15th June 2017**

3. CLOSED BUSINESS

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

Resolution No 11-06/17

Moved **Cr Tony Chong**

Seconded **Cr Scharrayne Foster**

That in accordance with Section 275 of the Local Government Regulations 2012, the General Meeting was closed to the public at 1:17pm for discussion of the following matters: **Carried**

-) Contracts/Policies
-) Debt Write Off
-) Other Confidential Matters

Attendance:

Richard Kelly left the meeting at 1:30pm and returned at 1:30pm

Len Boyle entered the meeting at 1:30pm

Richard Kelly left the meeting at 1:34pm and returned at 1:34pm

Andrew Cunningham entered the meeting at 1:34pm

Cr Scharrayne Foster left the meeting at 1:37pm and returned at 1:41pm

Cr Scharrayne Foster left the meeting at 1:41pm and returned at 1:42pm

Andrew Cunningham left the meeting at 1:43pm

Lothar Siebert left the meeting at 1:59pm and returned at 2:02pm

Cr Tony Chong left the meeting at 2:22pm and returned at 2:24pm

Resolution No 12-06/17

Moved **Cr Tony Chong**

Seconded **Cr Scharrayne Foster**

That in accordance with Section 275 of the Local Government Regulations 2012, the General Meeting was reopened to the public at 2:35pm for the taking of resolutions. **Carried**

Resolution No 13-06/17

Moved **Cr Edric Walden**

Seconded **Cr Tony Chong**

That Council resolve to give notice to Waarni – PBC to vacate the FRC Building if no current lease is forthcoming. **Carried**

Resolution No 14-06/17

Moved **Cr Edric Walden**

Seconded **Cr Tony Chong**

That Council resolve to give Warrgoobulginda Aboriginal Corporation 30 days to pay account in full, furthermore if account not paid in full then a letter to be written to Warrgoobulginda Aboriginal Corporation to advise that they are to be remove from premises **Carried**

Agenda Reference: **2.05.01**

Title: **Request for Long Term Lease**

Author: **Lothar Siebert – Chief Executive Officer**

Summary

Request for long term lease over the Aged Care Facility Ngooderi House. Since taking over the management of the facility NWRH has undertaken approximately \$120,000 in repairs and maintenance work which comprised of plumbing works, fence repair, installation of solar panels, roof repair work and removal and replacement of resident's air conditioners. NWRH understands rates are required to be paid on the property but we would respectfully request Council consider approving a peppercorn lease to ease the facility operational costs.

**Minutes of the Ordinary Meeting of Council
held at the Doomadgee Aboriginal Shire Council Boardroom
on 15th June 2017**

Recommendation:

For Council discussion.

Noted – Re tabled for July 2017 Meeting

Agenda Reference:

2.05.03

Title:

Pacific – Internal Auditor Quote

Author:

Richard Kelly – Director of Corporate Services

Summary

Pacifica Chartered Accountants have been Doomadgee Aboriginal Shire Council's Internal Auditors. The current contract runs out 30th June 2016.

Recommendation:

That Council renew the contract for an additional 12 months as per quote.

Resolution No 15-06/17

Moved Cr Dean Jupiter

Seconded Cr Scharrayne Foster

That Council adopt the Officer's Recommendation.

Carried

Agenda Reference:

2.05.02

Title:

Tender IT17

Author:

Richard Kelly – Director of Corporate Services

Summary

Tenders were invited for the Provision of Information Technology, Telecommunications, Website Management, Managed Services and Support.

Recommendation:

That Council renew the contract for an additional three years, with a further two-year option.

Resolution No 16-06/17

Moved Cr Edric Walden

Seconded Cr Tony Chong

That Council adopt the Officer's Recommendation.

Carried

Agenda Reference:

2.05.03

Title:

Write Offs – Sundry Debtors

Author:

Richard Kelly – Director of Corporate Services

Summary

A lengthy review has been undertaken of DASC outstanding debts. The report attached outlines a number of debts for write off.

Recommendation:

That Council write off the various bad debts as presented.

Resolution No 17-06/17

Moved Cr Dean Jupiter

Seconded Cr Scharrayne Foster

That Council resolve to write off the outstanding debts of \$202,107.0: Skytrans \$77,363.61, Doomadgee Bakery \$28,244.29, D & R Care \$89,030.00, Other Misc. Debts \$7, 469.10.

Carried

**Minutes of the Ordinary Meeting of Council
held at the Doomadgee Aboriginal Shire Council Boardroom
on 15th June 2017**

Resolution No 18-06/17	
Moved	Cr Edric Walden
Seconded	Cr Tony Chong
That Council resolve to adjust the provision for Doubtful Debts to \$156,000 for 2016/2017, furthermore amount to be amended subject to final calculation at year end audit.	
Carried	

Resolution No 19-06/17	
Moved	Cr Dean Jupiter
Seconded	Cr Tony Chong
That Council resolve to write off Laptop that has been damaged.	
Carried	

Resolution No 20-06/17	
Moved	Cr Dean Jupiter
Seconded	Cr Edric Walden
That Council resolve to write off the overcarry of the Fuel Stocktake from previous financial years of \$15,000 that was carried out at the end of April 2017.	
Carried	

Agenda Reference:	2.05.04
Title:	Sorry Business
Author:	Lothar Siebert

Summary

The Chief Executive Officer wishes to discuss Sorry Business and the current Council Policy.

Noted

Meeting Adjourned for Afternoon Tea at 2:37pm and re commenced the meeting at 2:43pm Garry Jeffries was not in attendance.

2.05 GOVERNANCE AND GRANTS OFFICER

Agenda Reference:	2.05.01
Title:	Monthly Report to Council
Author:	Juanita Holden, Governance and Grants Officer

Attendance: Garry Jeffries entered the meeting at 2:44pm

Summary

Proposed Workshop for Elected Members

As previously discussed, I would like to start regular workshops with the Elected Members on all aspects of Governance, in particular the roles and responsibilities of the Elected Members.

Below is a proposed schedule with topics and dates that will cover the next couple of Months:

Topic	Date	Time
Roles and Responsibilities of Elected Members	Thursday 29 th June 2017	10:00am to 12:00pm
Email and Meeting Requests	Thursday 29 th June 2017	12:00pm to 1:00pm
Council Meetings - Procedures	Thursday 13 th July 2017	10:00am to 11:00pm
Corporate Plan/Operational Plan	Thursday 13 th July 2017	11:00am to 12:00pm
Local Laws – Process	Thursday 27 th July 2017	10:00am to 12:00pm
Policies and Procedures – General Information	Thursday 10 th August 2017	10:00am to 12:00pm

**Minutes of the Ordinary Meeting of Council
held at the Doomadgee Aboriginal Shire Council Boardroom
on 15th June 2017**

As we move through the above sessions, I will have questionnaires for each elected member to complete after each session. This will help you in your roles as Elected Members and I would encourage you to let me know of any topics that you would like discussed at these sessions. It is important that you try and attend each session. I will have booklets for each member ready for each session that we will use as we go through the workshops.

As there are many Policies that are currently being reviewed for adoption, I will present the policies at each Council Meeting for Elected Members to read through and then any questions can be addressed to me before the next meeting prior to adoption. For those Policies that are more in-depth, we will work these in for Workshops.

I will be mindful of your prior commitments and can work around schedules as need to.

Recommendation:

That Council accept the schedule for future Elected Member training as discussed.

Noted – Councillors will be advised of upcoming training sessions

Vehicle Policy

There have been questions raised in regards to Councillors using the Council Vehicles for Personal Use. The vehicle is to be housed at the Workshop at all times unless it has been booked out for Council Business. The appropriate channels would that the Councillor contacts the Chief Executive Officer to obtain authorisation to use the vehicle for Council Business, then the Workshop Manager would be advised.

At the Ordinary Meeting of Council 20th February 2017, Council discussed the following:

One of the Landcruiser Wagons will be made available for use by the Councillors, other than the Mayor whom has a dedicated vehicle. The vehicle will be a “pool” vehicle that will be stored at the Workshop and allocated for use for Council Business only and monitored by a booking system. The terms and conditions for the use of this vehicle will be included in the revised Vehicle Use Policy.

It was resolved – Resolution 13-02/17

Moved Cr Walden, Seconded Cr Ned that the review of the Council Vehicle Usage Policy includes the Councillor vehicle as discussed here.

Councillors need to consider what the Community Perception would be if Councillors where to be allowed to use the Councillors vehicle for private use. There would need to be strict guidelines for what the vehicle could be used for and what the associated fees if applicable would be. Council would need to consider how to approach the possibility that members of the community may ask Councillors to assist with transportation for personal use. This could be a very costly implication to council for the ongoing running costs of the vehicle and insurance of the vehicle would be another issue.

Recommendation:

That council consider all implications of Councillors using vehicle for private use as discussed and furthermore stand by the current Vehicle Usage Policy as updated in February 2017 and have a Councillor vehicle available for Council Business only.

Noted

Legislation and Compliance

Compliance with legislation can be challenging and often a complex area for Councils to navigate. State and Federal legislation and regulation changes frequently, and the consequences for councils not keeping across these changes are often serious. Governance within DASC is moving forward and is starting to clearly identify all relevant compliance demands and action required to achieve compliance. The following have been either updated or implemented:

Minutes of the Ordinary Meeting of Council
held at the Doomadgee Aboriginal Shire Council Boardroom
on 15th June 2017

-) Local Law Register – s31 LGA09 – Available for Public and on the Web Site
-) Record of Material Personal Interest (Councillor) - Available for Public and on the Web Site
-) Record of Conflict of Interest (Councillor) - Available for Public and on the Web Site
-) Record of Conflict of Interest & Material Personal Interest – Executive Staff
-) Council Minutes – All up to date

Councillor Register of Interest

The local government must ensure a copy of the Register of Interest of Councillors is available for inspection by the public at the office and on the Council Website. Currently only 2 Councillors have completed these interests and they have been uploaded onto the Council Website. Please see Delwyn in regards to completing these registers ASAP. It is up to Councillors to ensure that these registers are completed and up to date at all times.

Superannuation

Councillor remuneration (ATO refers to local governing bodies remuneration) is not treated for taxation purposes as ordinary wages etc. paid to an employee (PAYG), or even as payments to contractors etc. for services rendered. It is the responsibility for each elected local governing body member to declare in their tax return all remuneration received for performing the role, along with income from all other sources that they have, and to manage the taxation outcomes for all their taxable income.

It is common practice for elected members to voluntarily request that some part of their remuneration be paid to the ATO, referring to their Tax File Reference number – but this is voluntary, and is not PAYG in the true sense – it is a disciplined way of managing their cash - setting aside a reasonable part of the remuneration to be sure that any tax payable can be covered when it is due.

Because of the different ATO taxation treatment of local governing body members remuneration, the “benefits” of salary sacrifice arrangements (usually lower tax costs) are basically non-existent – there is no taxation benefit to a councillor asking the council to split the way it pays the remuneration so as to pay a percentage or fixed amount of their remuneration towards their costs of running a car, renting a property, financing a laptop or phone etc. The councillor remains responsible (tax-wise) for the whole of the remuneration.

There is a provision in the Local Government Act 2009 (S226(4)) that allows a councillor to request the council pay a percentage or fixed amount of their remuneration to a superannuation fund, but effectively that is simply splitting the way that the remuneration is paid – some to the councillor, some to the super fund.

Disposal of Vehicles

Before any asset is disposed, it is necessary to determine that it is appropriate for disposal. Once determining the estimate or carrying value of the asset, council must consider the following common criteria for determining whether assets may be suitable for disposal:

-) No longer required
-) Unserviceable or beyond economic repair
-) Technologically obsolete
-) Operationally inefficient
-) Surplus to current or immediately foreseeable needs
-) Part of an asset replacement program
-) Contains any environmentally sensitive or hazardous material

In deciding and recommending an asset for disposal, council should consider the needs of other departments, sections or units. This could take the form of a notice communicating surplus assets.

When disposing of an asset, the relevant value is that of the carrying value in Council’s Non-Current Asset Register. If a carrying value is not available for the asset, an estimation of value of the asset should be made having regard to:

-) The potential to sell the asset
-) The perceived value of the asset to a buyer
-) Its age and condition
-) Usefulness for future needs.

Minutes of the Ordinary Meeting of Council
held at the Doomadgee Aboriginal Shire Council Boardroom
on 15th June 2017

Assets with a Carrying Value of Greater than \$5,000 (Exc GST) - For assets with a carrying value greater than \$5,000 the disposal method is determined on a case by case basis considering:

-) Market forces and impact on return from the sale of the asset
-) The purchase price, lifecycle maintenance costs and remaining useful life to maximise where possible the return on investment of the asset
-) The strategic worth of the asset and its long-term benefit to the community
-) Community need for the asset and alternative resources
-) How the funds received from the disposal of the asset are to be allocated

The accepted means of disposal as per section 227 and section 236 of the Local Government Regulation 2012 may include, but is not limited to:

-) Public Tender
-) Public Auction
-) Can be sold in any way as long as the sale price is more than the highest bid received at a previous tender or auction. Noting in this instance the asset must have been the subject of an earlier tender/action process
-) Trade-in
-) Disposal to another government agency
-) Disposal to a community organisation

Recommendation:

That the report from the Governance and Grants Officer be noted and received.

Noted

Attendance:

Leonie Florence entered the meeting at 3:11pm

2.04 DIRECTOR OF COMMUNITY SERVICES

Agenda Reference:

2.04.01

Title:

Monthly Report to Council

Author:

Leonie Florence, Director of Community Services

Animal Pest & Environmental Control

Ed Butterworth along with the Animal Management team, provided veterinary services for all animals that visited Doomadgee Veterinary Clinic last week. Ed and Caitlin also visited Doomadgee State School promoting health care of pets and how it helps to improve health in the Community as many diseases that animals carry can affect people as well.

Council will receive a detailed report and feedback from his visit.

The next visit will be 4th September 2017.

Night Patrol

Barry Broe, Coordinator General, Department of State Development, has received our letter of request. The Department is considering our proposal and has confirmed that Council will be notified in due course regarding funding.

Youth Hub

The Public Health team conducted 'Quick Checks' at the Youth Hub and were pleased with the response. The pool comp/prizes and BBQ, along with use of the Youth Hub unit, all helped promote the quick and easy test. Feedback from those who participated said that that they felt more comfortable at the venue.

Vicki Chong (Programme Officer) and Tom Atu from Department of the Prime Minister and Cabinet visited last Thursday to discuss the revised project description or Youth Program.

**Minutes of the Ordinary Meeting of Council
held at the Doomadgee Aboriginal Shire Council Boardroom
on 15th June 2017**

The PMC acknowledged that the Youth Hub service model is crucial to achieve youth leadership and engagement and have confirmed funding will be available to continue this service.

Asman Rory has been employed as the Senior Youth Officer at the Youth Hub. Asman is very experienced in the delivery of Youth and Family community programs.

Radio Station

The Minister has approved the funding for the Indigenous Broadcasting and Media grant for the next three years (2017-2020)

Funding Sought	Funding Approved	Capital	Project Start Date	Project End Date	Employment Full Time
\$582	\$220.152	\$50.250	1 July 2017	30 June 2020	\$169.902 GST Exclusive

This funding will be offered through a new Funding Agreement which will reflect the five new Broadcasting priorities and identify performance based outcomes. The department may approach individual organisations seeking their agreement to an early release of funding. These priorities are:

Attendance:

Richard Kelly left the meeting at 3:17pm

- Use of new technology to improve content and audience reach and reduce costs.
- Systematic monitoring and response to community communication needs.
- Contribution to cultural expression and maintenance.
- Contribution to community economic and social development.
- Cooperative engagement on communication of community and government priorities

Community Engagement Officer

David Escott has been engaging within the community to put forward the proposal of a Social Club. This survey is to gauge public opinion about what services can be offered through this Social Club Facility. It is hoped that all data from the survey will be collated for the July Council meeting.

Recommendation:

That the report from the Director of Community Services be noted and received.

Noted

Attendance:

Garry Jeffries, Leonie Florence, Juanita Holden and Delwyn O'Keefe were asked to leave the meeting at 3:43pm

Attendance:

Juanita Holden entered the meeting at 3:51pm

Resolution No 21-06/17

Moved Cr Dean Jupiter

Seconded Cr Tony Chong

That Council authorise the actions of the Chief Executive Office in employing the Director of Corporate Services, Mr Richard Kelly and Director of Community Services, Ms Leonie Florence. **Carried**

**Minutes of the Ordinary Meeting of Council
held at the Doomadgee Aboriginal Shire Council Boardroom
on 15th June 2017**

3. CLOSURE OF MEETING

Meeting Closed at 4:15pm

Mayor Edric Walden

Confirmed