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DOOMADGEE ABORIGINAL SHIRE COUNCIL
MINUTES – ORDINARY MEETING OF COUNCIL
WEDNESDAY, 26th AUGUST 2015

Minutes of the Ordinary Meeting of the Doomadgee Aboriginal Shire Council held in the Boardroom, 275 Sharpe Street on Wednesday 26th August 2015.

PRESENT

Cr F O'Keefe	Mayor
Cr T Douglas	Deputy Mayor
Cr E Cairns	Councillor
Cr J Ned	Councillor
Cr V Ned	Councillor

Council Officers:

A Seiler	Deputy Chief Executive Officer
G Jeffries	Infrastructure and Projects Manager (13:14 onward)

APOLOGIES & LEAVE OF ABSENCE

R Richardson	Chief Executive Officer
A David	Manager Finance
G Richardson	Community Services Manager

The Mayor officially opened the meeting at 10:49.

CONFIRMATION OF PREVIOUS MINUTES

Moved Cr F O'Keefe Seconded Cr V Ned that the Minutes of the previous Meeting of Council held on Thursday 16th July 2015, be confirmed as a true and correct record of that meeting.

CARRIED (5/0)

DISCLOSURE OF MATERIAL PERSONAL INTEREST AND CONFLICT OF INTEREST

Nil

ELECTED MEMBERS REPORTS

Nil

CHIEF EXECUTIVE OFFICER'S REPORT

7.1 Notice of Motion – Local Government Association of Queensland (LGAQ) Annual Conference

LOCATION/ADDRESS:	Brisbane QLD
APPLICANT:	Not Applicable
FILE NUMBER:	
AUTHOR:	Rod Richardson, Chief Executive Officer
CONTRIBUTOR(S):	Not applicable
RESPONSIBLE OFFICER:	Chief Executive Officer
DISCLOSURE OF INTEREST:	Not applicable
DATE OF REPORT:	14 August 2015

SUMMARY

Consideration by Council of any Notice of Motion to the LGAQ Annual Conference 2015

BACKGROUND

Council has been requested to submit any Notice of Motion to the Local Government Association of Queensland by Friday 28 August 2015

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COMMENT

Council has an opportunity to debate and consider any matter it may consider appropriate for presentation as a Notice of Motion to the LGAQ in regard a topic, issue or matter considered to effect or impact all Local Governments or a significant number (ie. Regionally).

Normal practice in other states of Australia is for notices of motion from individual Council's to be presented to Regional Zones, and the zone (on behalf of the Local Government) submits a motion to either the Annual Conference or the Board at its regular meetings.

CONSULTATION

Nil

LEGISLATIVE ENVIRONMENT

Local Government Act 2009

STRATEGIC ASSOCIATION / ALIGNMENT TO CORPORATE PLAN

Not applicable

RISK ASSESSMENT

Not applicable

FINANCIAL IMPACT

Not applicable

ASSET MANAGEMENT AND SUSTAINABILITY IMPACT

Not applicable

POLICY ASSOCIATION

Not applicable

CULTURAL CONSIDERATIONS

Not applicable

RECOMMENDATION

That Council consider any Notice of Motion, and if considered, prepared directly and resolved accordingly.

Moved Cr F O'Keefe Seconded Cr T Douglas that Council acknowledge the LGAQ Annual meeting and decline to submit any notice of motion.

CARRIED (5/0)

7.2 Land Holding Act entitlements and Home Ownership Scheme

LOCATION/ADDRESS:	Doomadgee QLD
APPLICANT:	Department of Housing and Public Works
FILE NUMBER:	
AUTHOR:	Rod Richardson, Chief Executive Officer
CONTRIBUTOR(S):	Not applicable
RESPONSIBLE OFFICER:	Chief Executive Officer
DISCLOSURE OF INTEREST:	Not applicable
DATE OF REPORT:	19 August 2015

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SUMMARY

Consideration of correspondence received from the Department of Housing and Public Works on the issue of LHA lease entitlements and Home Ownership

BACKGROUND

Six communities have been identified, being Badu Island, Lockhart River, Doomadgee, Kowanyama, Pormpuraaw and the Torres Strait Islands,

The *Aboriginal and Torres Strait Islander Land Holding Act 2013* provides that the housing chief executive can set the valuation methodology for category 3 LHA entitlements, and the DG has approved sale at a peppercorn rate (\$1).

COMMENT

Mr Tim Poole, Senior Project Officer, Remote Indigenous Service Delivery with the Department of Housing and Works has prepared a follow-up email to the CEO (refer attached) indicating a formal response from Council to the correspondence dated 16 February 2015 had not been received.

In reading the correspondence, it provides a general outline on the proposal and the email from Mr Poole date 14 August 2015 provides an update on progress to date, however neither stipulate what Council is required to respond to.

Mr Poole provided Council with an overview at a Technical Working Group (TWG) meeting held in Doomadgee, Wednesday 19 August 2015 and it is now understood the LHA entitlements arrangement relate to what would informally be referred to as 'Katter Leases'.

It is acknowledged that the transition of these properties into Freehold ownership is one step toward community normalisation.

Once freehold, these properties would be subject to Land Rates in addition to sanitation, sewerage and water charges otherwise charged to the Department of Housing currently.

It is important to acknowledge this point, as freehold ownership transfers the responsibility for maintenance and ongoing cost, from the Queensland Government to individual property owners.

CONSULTATION

Nil

LEGISLATIVE ENVIRONMENT

Local Government Act 2009

STRATEGIC ASSOCIATION / ALIGNMENT TO CORPORATE PLAN

Not applicable

RISK ASSESSMENT

Not applicable

FINANCIAL IMPACT

Not applicable

ASSET MANAGEMENT AND SUSTAINABILITY IMPACT

Not applicable

POLICY ASSOCIATION

Not applicable

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CULTURAL CONSIDERATIONS

Not applicable

RECOMMENDATION

That Council acknowledge the correspondence from Department of Housing and Public Works in relation to the 'sale price for social housing subject to lease arrangements under the *Aboriginal and Torres Strait Island Land Holding Act 1985*' and advise the Director General that Council supports the transition of social housing on property subject to a Land Holding Act entitlement to freehold ownership, at the recommended peppercorn rate of \$1 per property.

Moved Cr V Ned Seconded Cr J Ned that Council acknowledge the correspondence from Department of Housing and Public Works in relation to the 'sale price for social housing subject to lease arrangements under the Aboriginal and Torres Strait Island Land Holding Act 1985' and advise the Director General that Council supports the transition of social housing on property subject to a Land Holding Act entitlement to freehold ownership, at the recommended peppercorn rate of \$1 per property.

CARRIED (5/0)

7.3 2016 Special Holiday (Doomadgee Day)

LOCATION/ADDRESS:	Doomadgee QLD
APPLICANT:	Hon. Curtis Pitt MP
FILE NUMBER:	
AUTHOR:	Rod Richardson, Chief Executive Officer
CONTRIBUTOR(S):	Not applicable
RESPONSIBLE OFFICER:	Chief Executive Officer
DISCLOSURE OF INTEREST:	Not applicable
DATE OF REPORT:	14 August 2015

SUMMARY

Council is to consider determination of a 2016 Special Holiday as has been the case in the past.

BACKGROUND

Correspondence has been received from Hon Curtis Pitt MP, Treasurer, Minister for Employment and Industrial Relations, Minister for Aboriginal and Torres Strait Islander Partnerships regarding applications for special holidays.

Holidays of this nature are usually appointed in respect of an annual agricultural, horticultural or industrial show or other event which would be of significance to a particular district.

COMMENT

Annually, Council has appointed Doomadgee Day in recognition of the annual Doomadgee Rodeo event and it is proposed Council again select an appropriate date for this purpose in 2016.

Requests for the appointment of a special holiday for 2016 must be submitted no later than Friday 4 September 2015.

CONSULTATION

Nil

LEGISLATIVE ENVIRONMENT

Local Government Act 2009

STRATEGIC ASSOCIATION / ALIGNMENT TO CORPORATE PLAN

Not applicable

RISK ASSESSMENT

Not applicable

FINANCIAL IMPACT

Not applicable

ASSET MANAGEMENT AND SUSTAINABILITY IMPACT

Not applicable

POLICY ASSOCIATION

Not applicable

CULTURAL CONSIDERATIONS

Not applicable

RECOMMENDATION

That Council make application under the *Holidays Act 1983* for the appointment and recognition of Friday 26 August 2016 as Doomadgee Day 2016.

Moved Cr T Douglas Seconded Cr V Ned that Council make application under the Holidays Act 1983 for the appointment and recognition of Friday 26 August 2016 as Doomadgee Day 2016.

CARRIED (5/0)

7.4 Indigenous Employment Outcomes (IEO's) associated with Contractor Construction

LOCATION/ADDRESS:	Doomadgee QLD
APPLICANT:	Not Applicable
FILE NUMBER:	
AUTHOR:	Rod Richardson, Chief Executive Officer
CONTRIBUTOR(S):	Not applicable
RESPONSIBLE OFFICER:	Chief Executive Officer
DISCLOSURE OF INTEREST:	Not applicable
DATE OF REPORT:	14 August 2015

SUMMARY

Ratification of Indigenous Employment Outcomes (IEO) associated with projects in Doomadgee undertaken by external contractors

BACKGROUND

Council has for some time sought to mandate the employment of local indigenous staff by contractors entering the community to undertake construction works on behalf of third-parties.

Whilst this supports the Queensland Government's approach on Indigenous Employment Outcomes, further needs to be done to ensure local indigenous staff are engaged and disclosed, not simply indigenous employees.

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COMMENT

It is proposed to establish a stipulation, that where contractors are disclosing indigenous staff within their Indigenous Employment Outcomes portfolio, that only staff residentially based in Doomadgee and who recognise themselves as Gangalidda, Garawa or Waanyi peoples are eligible.

CONSULTATION

Nil

LEGISLATIVE ENVIRONMENT

Local Government Act 2009

STRATEGIC ASSOCIATION / ALIGNMENT TO CORPORATE PLAN

Not applicable

RISK ASSESSMENT

Not applicable

FINANCIAL IMPACT

Not applicable

ASSET MANAGEMENT AND SUSTAINABILITY IMPACT

Not applicable

POLICY ASSOCIATION

Not applicable

CULTURAL CONSIDERATIONS

Not applicable

RECOMMENDATION

That Council write to the Department of Aboriginal and Torres Strait Islander Partnerships (DATSIP) confirming only staff residentially based in Doomadgee and who recognise themselves as Gangalidda, Garawa or Waanyi peoples will be eligible to be considered part of their Indigenous Employment Outcome profile.

Moved Cr F O'Keefe Seconded Cr J Ned that Council write to the Department of Aboriginal and Torres Strait Islander Partnerships (DATSIP) confirming only staff residentially based in Doomadgee and who recognise themselves as Gangalidda, Garawa or Waanyi peoples will be eligible to be considered part of their Indigenous Employment Outcome profile.

CARRIED (5/0)

Cr Douglas vacated the Boardroom at 11:18 and returned at 11:22.

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7.5 Banned use of Flammable Construction materials in Doomadgee

LOCATION/ADDRESS:	Doomadgee QLD
APPLICANT:	Not Applicable
FILE NUMBER:	
AUTHOR:	Rod Richardson, Chief Executive Officer
CONTRIBUTOR(S):	Not applicable
RESPONSIBLE OFFICER:	Chief Executive Officer
DISCLOSURE OF INTEREST:	Not applicable
DATE OF REPORT:	19 August 2015

SUMMARY

Banning the use of flammable recycled construction materials in Doomadgee

BACKGROUND

A recent house-fire at a property in Marradgee Road, Doomadgee disclosed a potential risk, discussed in detail at a recent Technical Working Group (TWG) meeting in Doomadgee held 19 August 2015.

COMMENT

The utilisation of a recycled plastic material to surface external decking to this dwelling, identified a substantial flammability risk.

It was observed by many of the volunteers and professional crew in attendance at this fire, that the recycled material appeared to continually self-ignite following extinguishment with water, despite the number of attempts to retard this fire.

Additionally, the fumes expelled from this product were unpleasant and unknown.

Based on the re-ignition and unknown damage resultant smoke may have caused, it is proposed to ban the use of this product directly.

It is understood there are a number of other dwellings within Doomadgee (>10) where this product may have been or remained utilised and the Department of Housing and Works are requested to investigate and make-good the immediate removal and replacement of this product with an environmentally suitable solution.

CONSULTATION

Nil

LEGISLATIVE ENVIRONMENT

Local Government Act 2009

STRATEGIC ASSOCIATION / ALIGNMENT TO CORPORATE PLAN

Not applicable

RISK ASSESSMENT

Removal of a perceived risk from a product considered not suitable for use in community.

FINANCIAL IMPACT

Not applicable

ASSET MANAGEMENT AND SUSTAINABILITY IMPACT

Not applicable

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POLICY ASSOCIATION

Not applicable

CULTURAL CONSIDERATIONS

Not applicable

RECOMMENDATION

That Council write to the Department of Housing and Works requesting a complete investigation of all dwellings within Doomadgee be undertaken immediately (or as soon as practicable), and where recycled plastic or other similar products have been utilised as a construction material, this product be removed and replaced within a period of not-less than 6 months from the time of identification and the waste product removed from community altogether and not disposed within the Doomadgee Waste Management Facility.

Moved Cr F O’Keefe Seconded Cr V Ned that Council write to the Department of Housing and Works requesting a complete investigation of all dwellings within Doomadgee be undertaken immediately (or as soon as practicable), and where recycled plastic or other similar products have been utilised as a construction material, this product be removed and replaced within a period of not-less than 6 months from the time of identification and the waste product removed from community altogether and not disposed within the Doomadgee Waste Management Facility.

CARRIED (5/0)

7.6 Inclusion of Doomadgee Data in Deadly Ears Framework

LOCATION/ADDRESS:	Doomadgee QLD
APPLICANT:	Matthew Brown, Director – Deadly Ears Program
FILE NUMBER:	
AUTHOR:	Rod Richardson, Chief Executive Officer
CONTRIBUTOR(S):	Not applicable
RESPONSIBLE OFFICER:	Chief Executive Officer
DISCLOSURE OF INTEREST:	Not applicable
DATE OF REPORT:	19 August 2015

SUMMARY

Inclusion of information on the findings of a Conductive Hearing Loss Project ran in Doomadgee in 2012

BACKGROUND

Mr Matthew Brown, Director – Deadly Ears Program as written to the Chief Executive Officer, requesting the following:

Hi Rod,

I’m seeking your approval to include information on the findings from our “Conductive Hearing Loss Project”, which we ran in Doomadgee in 2012, in the new state-wide Framework on preventing and managing middle ear disease and associated hearing loss in Queensland. We are hoping this will be released before the end of the year.

The information I propose to include in the policy document is the same data provided to the Doomadgee Shire Council after the project finished.

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I'd like to include the name of Doomadgee in the policy document. The main reason is the limited data about middle ear disease and hearing loss across Australia, so when you name a location, it makes the information more relevant. Also, the rates of middle ear disease in Doomadgee are comparable to other communities—it is not highlighting a failure but showing that rates are high in many urban, regional and remote communities across Australia. However, of course, if you'd prefer not to name the community, we can refer to the study as being conducted in 'a small remote Aboriginal and Torres Strait Islander community in north west Queensland'.

COMMENT

Mr Brown has requested the following text be included in the Policy Document:

In 2012 the Children's Health Queensland HHS Deadly Ears program, with funding from The Bryan Foundation and Hear and Say, collaborated with the Doomadgee Aboriginal Shire Council to research the prevalence rates of middle ear disease and associated hearing loss in the remote community of Doomadgee.

Of the 138 school children from pre-prep to Year 4 that received an ear and hearing screen—ranging in ages from 4 to 9 years—102 children (73.9%) failed the screen and 60 children (43.5%) had some level of hearing loss ranging from mild (38.4%) to moderate (5.1%). Of those children with hearing loss, the youngest age group in pre-prep had the highest rate of hearing loss (55.6%) and the lowest rate was in the oldest age group in Year 4 (22.7%).

Based on the study, it is estimated between 40 to 50% of Aboriginal and Torres Strait Islander school-aged children in comparable communities could be experiencing fluctuating hearing loss at any one time.

Council is requested to consider whether the above text is considered appropriate for inclusion within the final report to be produced by the Department of Health.

CONSULTATION

Nil

LEGISLATIVE ENVIRONMENT

Local Government Act 2009

STRATEGIC ASSOCIATION / ALIGNMENT TO CORPORATE PLAN

Not applicable

RISK ASSESSMENT

Not applicable

FINANCIAL IMPACT

Not applicable

ASSET MANAGEMENT AND SUSTAINABILITY IMPACT

Not applicable

POLICY ASSOCIATION

Not applicable

CULTURAL CONSIDERATIONS

Not applicable

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RECOMMENDATION

That Council acknowledge the request from Mr Matthew Brown, Director – Deadly Ears Program to incorporate findings of the ‘Conductive Hearing Loss Project’, carried out in Doomadgee in 2012 and thank the Department of Health for conducting this important research and request inclusion of the Doomadgee Community in any further or follow-up studies to be held in the future.

Moved Cr V Ned Seconded Cr J Ned that Council acknowledge the request from Mr Matthew Brown, Director – Deadly Ears Program to incorporate findings of the ‘Conductive Hearing Loss Project’, carried out in Doomadgee in 2012 and thank the Department of Health for conducting this important research and request inclusion of the Doomadgee Community in any further or follow-up studies to be held in the future.

CARRIED (5/0)

Cr Douglas vacated the Boardroom at 11:32 and returned at 11:33.

7.7 Child Protection Week (Doomadgee)

LOCATION/ADDRESS:	Doomadgee QLD
APPLICANT:	Fay Willetts, Principal Project Officer – Mt Isa and Gulf Child Safety Centre, Department of Communities, Child Safety and Disability Services
FILE NUMBER:	
AUTHOR:	Rod Richardson, Chief Executive Officer
CONTRIBUTOR(S):	Not applicable
RESPONSIBLE OFFICER:	Chief Executive Officer
DISCLOSURE OF INTEREST:	Not applicable
DATE OF REPORT:	21 August 2015

SUMMARY

Permission has been requested to undertake promotional work during Child Safety Week in Doomadgee on Wednesday 9 September 2015

BACKGROUND

The Chief Executive Officer received a request from Ms Fay Willetts, Principal Project Officer outlining the following:

Good morning Rod,

Thank you for taking the time to talk this morning. As advised, we are working in collaboration with a number of agencies undertake promotional work during Child Protection Week.

Outcomes from this initiative are:

- *Network with support agencies*
- *Information sharing about programs between services*
- *Encourage community members to become carers*
- *Enhance existing partnerships/relationships/etc*
- *Promote Child Protection Week amongst the community and the message “Child Protection is Everyone’s Business”*

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Below is a **draft** outline of what we have developed so far:

- Initiative to commence at 12.30pm with a barbecue lunch, once all information sessions have been confirmed, time slots will be provided
- Information sessions to commence at 1.30pm
- Sport and Recreation Officers (Paul and Doug) have some great activities they are keen to run – to commence between 3.30pm – 4.00pm
- The Safe House will also be having an Open Day and will be included in the schedule, as long as no children are utilising the service at that time
- Strict policy of no school age children allowed at the PCYC during these school hours – this will align with DPMC's Remote Attendance Strategy that is currently being implemented. Promotional flyer to include wording to this effect.

COMMENT

It is proposed to utilise PCYC as the venue for these presentations, which include a number of agencies locally and from outside of Doomadgee and Ms Willetts has indicated once all presentations and time slots have been confirmed, an outline of the day's activities will be provided to Council and a flyer distributed throughout the community.

CONSULTATION

Nil

LEGISLATIVE ENVIRONMENT

Local Government Act 2009

STRATEGIC ASSOCIATION / ALIGNMENT TO CORPORATE PLAN

Not applicable

RISK ASSESSMENT

Not applicable

FINANCIAL IMPACT

Not applicable

ASSET MANAGEMENT AND SUSTAINABILITY IMPACT

Not applicable

POLICY ASSOCIATION

Not applicable

CULTURAL CONSIDERATIONS

Not applicable

RECOMMENDATION

That Council support the Department of Communities, Child Safety and Disability Services in conducting a one-day series of promotional workshops in Doomadgee on Wednesday 9 September 2015 as part of Child Protection Week.

Moved Cr F O'Keefe Seconded Cr J Ned that Council support the Department of Communities, Child Safety and Disability Services in conducting a one-day series of promotional workshops in Doomadgee on Wednesday 9 September 2015 as part of Child Protection Week.

CARRIED (5/0)

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Cr E Cairns vacated the Boardroom at 11:37 and returned at 11:42

DEPUTY CHIEF EXECUTIVE OFFICER'S REPORT

8.1 Unrecoverable debt (Request for Write Off)

LOCATION/ADDRESS:	DOOMADGEE QLD 4830
APPLICANT:	Not applicable
FILE NUMBER:	
AUTHOR:	Adam Seiler, Deputy Chief Executive Officer
CONTRIBUTOR(S):	Nil
RESPONSIBLE OFFICER:	Chief Executive Officer
DISCLOSURE OF INTEREST:	Not applicable
DATE OF REPORT:	13 August 2015

SUMMARY

Write-off of outstanding debts totalling \$63,639 and adjustment to provision for Doubtful Debt disclosure 30 June 2015

BACKGROUND

A comprehensive review of Council's Outstanding Debt has been undertaken, and recovery action via an external mercantile agent will commence shortly for current outstanding debt > 90 days.

COMMENT

As a result of this review, the following debt has been identified as unrecoverable, together with a brief explanation providing disclosure around each debt for Council's information:

\$29,700 - D & R Logistics

Council currently leases the property at 31 Gunnalunga Drive to D & R Logistics (Aged Care facility) and from observation the lease fee invoiced on 19 December 2013 (\$29,700) may have been duplicated under invoices 15058 and 15059.

Invoice 15058 was paid in full 22 January 2014, however invoice 15059 has remained outstanding.

The lease for 2014/2015 has been paid in full, and it is understood this duplication may have simply been an anomaly or oversight. Unfortunately, this transaction occurred in a prior financial year (pre 1 July 2014), an adjustment/reversal is not possible as the Annual Financial Report has been audited, adopted and published within the 2014 Annual Report.

It is recommended invoice 15059 be written off, totalling \$29,700 as an identified duplication.

\$16,500 – Isa Skills

Isa Skills (Job Futures) entered into an agreement to lease the following properties located within the Doomadgee townsite:

- 4 Gunnalunja Drive
- 260 Potter Street
- 261 Potter Street
- 262 Potter Street
- 263 Potter Street

The original lease, representing the period 1 January 2013 to 30 June 2013 was for \$33,000 and on 18 February 2013, Council received payment of \$16,500, representing 50% of the debt owed. Unfortunately this company was liquidated and it is understood this payment may have represented a 'settlement to creditors'.

It is recommended the remaining debt of \$16,500 be written off as a bad debt.

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\$15,939 – Lloyd Fogarty (deceased)

Lloyd Fogarty occupied the property located at 282 Friday Street, where a Caravan and Annex previously operated a small business.

Water, sewerage and rubbish charges for 2012/2013 (\$9,698) and 2013/2014 (\$9,941) were levied, and payments were received on a spasmodic basis until January 2013 with a final payment made 13 September 2013, leaving a total outstanding balance of \$15,939.

It is understood Mr Fogarty passed away, providing no opportunity for Council to recover this outstanding debt other than through application to his estate. Unfortunately, given the length of time that has passed, the cost of embarking on a recovery initiative could outstrip the value of the debt and if no formal advice was provided to the estate at the time of his passing, it is questionable whether the debt would be recoverable.

It is recommended the remaining debt of \$15,939 be written off.

\$1,500 – Ringrose Transport

During the 2014 wet-season, the Doomadgee community received freight via aircraft and part of Council's operations involve the unloading of this freight to the gate at the Airport for distribution or collection.

Council was requested directly to distribute this freight to a number of locations within Doomadgee on behalf of Ringrose Transport and a negotiated flat-fee of \$1,500 was offered to Council for this service.

Two staff and one heavy vehicle were engaged all-day for this purpose and in good-faith, proceeded to deliver these articles to a number of business premises within community on behalf of the proponent.

This debt, dated 07/04/2014 under invoice 15323 has remained outstanding, and recently Council received correspondence disputing the invoice, including reference to a Member of Parliament advising 'not to pay the debt'.

The Chief Executive Officer and author were advised again on Friday 21 August 2015 by Ringrose Transport that they continued to dispute the debt and would not be paying same. Based on the fact Council acted in good faith, and undertook the delivery of these articles as requested and the proponent is declining to come-good on their obligation, Council should have regard prior to undertaking future obligations of a similar nature with any provider and seek payment, prior to commencement.

It is recommended this debt of \$1,500 be written off.

In consultation with our External Auditor, this write-off will be transacted on 30 June 2015 to ensure the Balance Sheet disclosure within the Annual Financial Report is accurate, as opposed to carrying an asset which is deemed unrecoverable and accounting for this debt as a provision.

The balance of debt considered questionable will be reviewed again prior to presentation of the Annual Financial Report to the Audit Committee.

CONSULTATION

Sasha Wilson, Manager Grant Thornton Australia (Cairns)

LEGISLATIVE ENVIRONMENT

Local Government Act 2009

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STRATEGIC ASSOCIATION / ALIGNMENT TO CORPORATE PLAN

Not applicable

RISK ASSESSMENT

Disclosure of unrecoverable debt is misleading for anyone observing the financial statements of Council and this write-off rectifies this exposure

FINANCIAL IMPACT

A write-down of \$62,139 in Councils unrestricted assets (receivables)

ASSET MANAGEMENT AND SUSTAINABILITY IMPACT

Not applicable

POLICY ASSOCIATION

Not applicable

CULTURAL CONSIDERATIONS

Not applicable

RECOMMENDATION

That Council write off the following outstanding debt, with this write-off to be reflected within the 2014/15 financial year:

Debtor Code	Debtor name	Amount
DRCOMM	D and R Logistics	\$29,700
JOBFUTU	Isa Skills	\$16,500
LLOYDFOG	Lloyd Fogarty	\$15,939
RINGROSE	Ringrose Transport	\$1,500

Moved Cr F O'Keefe Seconded Cr T Douglas that Council write off the following outstanding debt, with this write-off to be reflected within the 2014/15 financial year:

<i>Debtor Code</i>	<i>Debtor name</i>	<i>Amount</i>
<i>DRCOMM</i>	<i>D and R Logistics</i>	<i>\$29,700</i>
<i>JOBFUTU</i>	<i>Isa Skills</i>	<i>\$16,500</i>
<i>LLOYDFOG</i>	<i>Lloyd Fogarty</i>	<i>\$15,939</i>
<i>RINGROSE</i>	<i>Ringrose Transport</i>	<i>\$1,500</i>

CARRIED (5/0)

8.2 New Policy - Procurement of certain work-related items

LOCATION/ADDRESS: DOOMADGEE QLD 4830

APPLICANT: Not applicable

FILE NUMBER:

AUTHOR: Adam Seiler, Deputy Chief Executive Officer

CONTRIBUTOR(S): Nil

RESPONSIBLE OFFICER: Chief Executive Officer

DISCLOSURE OF INTEREST: Not applicable

DATE OF REPORT: 14 August 2015

SUMMARY

Consideration and adoption of the following new policy:

- Procurement of certain work-related items

BACKGROUND

This Policy has been introduced in an effort to provide access to eligible employees the opportunity to procure certain FBT exempt work-related items.

COMMENT

The author has seen this policy work successfully in other areas and provides employees the opportunity to procure items for use in their everyday activities, Council may not either provide or seek to remove themselves from the risk ownership.

For example, an employee may utilise their own mobile telephone for work purposes, however Council does not provide mobile telephones to all staff. This policy will enable the employee to upgrade their handset to better meet the needs of their role.

CONSULTATION

Not applicable

LEGISLATIVE ENVIRONMENT

Local Government Act 2009

STRATEGIC ASSOCIATION / ALIGNMENT TO CORPORATE PLAN

Not applicable

RISK ASSESSMENT

This policy removes the risk of ownership of items outside the scope of direct provision and the two procurement channels ensure financial risk is removed

FINANCIAL IMPACT

Nil

ASSET MANAGEMENT AND SUSTAINABILITY IMPACT

Not applicable

POLICY ASSOCIATION

Not applicable

CULTURAL CONSIDERATIONS

Not applicable

RECOMMENDATION

That Council adopt the 'Procurement of certain work-related items' policy, as presented.

Moved Cr F O'Keefe Seconded Cr T Douglas that Council adopt the 'Procurement of certain work-related items' policy, as presented.

CARRIED (5/0)

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8.3 IT Software Package deployment

LOCATION/ADDRESS:	Doomadgee QLD
APPLICANT:	Not applicable
FILE NUMBER:	
AUTHOR:	Adam Seiler, Chief Executive Officer
CONTRIBUTOR(S):	Not applicable
RESPONSIBLE OFFICER:	Chief Executive Officer
DISCLOSURE OF INTEREST:	Not applicable
DATE OF REPORT:	21 August 2015

SUMMARY

Provision of an update on the progress of the IT Software Package deployment to improve Doomadgee Aboriginal Shire Council's responsiveness and efficiency

BACKGROUND

Following commencement to the role of Acting Corporate Services Manager in May 2015, the author was advised preliminary work had been undertaken by the Manager Finance and Chief Executive Officer on the deployment of a new Local Government Accounting software package, with a number of alternate vendors reviewed for consideration.

COMMENT

The author has, in his professional capacity, overseen the deployment of new accounting packages in two previous Local Governments, both of which incorporated the commissioning of new IT Infrastructure and invoked deployment of IT Vision SynergySoft (a national product).

Council has a budget allocation of \$145,000 for software and \$45,000 for hardware, and investigations have realised the software deployment is below budget.

In recognising the need to remain vigilant and efficient, the Deputy CEO will be re-commissioning existing server infrastructure to deploy the IT Vision product in Cairns and replacing the existing Doomadgee Server (used for IT Vision) with a new server unit, which will run multiple 'virtual servers', creating enormous efficiencies and hardware latency improvements.

Further, the deployment of a new accounting package will incorporate more robust reporting arrangements and rectify recent anomalies identified with data extraction for audit purposes.

Furthermore, it should be acknowledge the existing PCS software Council utilised, has been out of support for quite some time due to the product not maintaining ongoing support.

CONSULTATION

Nil

LEGISLATIVE ENVIRONMENT

Local Government Act 2009

STRATEGIC ASSOCIATION / ALIGNMENT TO CORPORATE PLAN

Not applicable

RISK ASSESSMENT

Not applicable

FINANCIAL IMPACT

Allocations have been incorporated within the 2015/2016 budget

ASSET MANAGEMENT AND SUSTAINABILITY IMPACT

Not applicable

POLICY ASSOCIATION

Not applicable

CULTURAL CONSIDERATIONS

Not applicable

RECOMMENDATION

That Council acknowledge the assessment work undertaken by staff in rationalising the current IT Hardware and Software arrangements and sanction the deployment of an appropriate solution in accordance with the budget operating and capital allocations included within the 2015/2016 adopted budget.

Moved Cr F O’Keefe Seconded Cr J Ned that Council acknowledge the assessment work undertaken by staff in rationalising the current IT Hardware and Software arrangements and sanction the deployment of an appropriate solution in accordance with the budget operating and capital allocations included within the 2015/2016 adopted budget.

CARRIED (5/0)

MANAGER FINANCE’S REPORT

9.1 Monthly Report (Chief Financial Officer) – July 2015

LOCATION/ADDRESS:	Not applicable
APPLICANT:	Not applicable
FILE NUMBER:	5103
AUTHOR:	Arminda David, Chief Financial Officer
CONTRIBUTOR(S):	Not applicable
RESPONSIBLE OFFICER:	Deputy Chief Executive Officer
DISCLOSURE OF INTEREST:	Not applicable
DATE OF REPORT:	07 July 2015

SUMMARY

Presentation of the Monthly Financial Report to Council.

BACKGROUND

The following financial reports for 30 June 2015 provided:-

The following financial reports for 31 July 2015 provided:-

1. Financial Report
2. Cash position
3. Job summary with comparative and movement report
4. Worksheets – detail analysis with graph report
5. FAGS grant
6. SGFA grant
7. Guest house
8. Revenue and expenditure detail with original and amended budget
9. Revenue and expenditure summary with original and amended budget

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10. Balance sheet
11. Financial reporting – Statement of comprehensive income, Balance Sheet, Cash Flow, and Capital Expenditure
12. Debtors and Creditors Aged Trial Balance
13. QTC statement – Capital Guaranteed cash fund
14. QTC statement – Sports and art precinct

COMMENT

Commentary is contained within the attached report

CONSULTATION

Not applicable

LEGISLATIVE ENVIRONMENT

Local Government Act 2009

STRATEGIC ASSOCIATION / ALIGNMENT TO CORPORATE PLAN

Not applicable

RISK ASSESSMENT

Not applicable

FINANCIAL IMPACT

Not applicable

ASSET MANAGEMENT AND SUSTAINABILITY IMPACT

Not applicable

POLICY ASSOCIATION

Not applicable

CULTURAL CONSIDERATIONS

Not applicable

RECOMMENDATION

That the Monthly Financial Reports for the month ended 31 July 2015, as presented, be received.

Moved Cr F O'Keefe Seconded Cr J Ned that the Monthly Financial Reports for the month ended 31 July 2015, as presented, be received.

CARRIED (5/0)

CORPORATE SERVICES MANAGER'S REPORT

10.1 Nil

The meeting was adjourned for lunch at 12:02 and resumed at 13:14.

The Manager Infrastructure and Projects joined the meeting at 13:14.

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Council's Housing Project Supervisor, Mr Shane Robinson was requested to join the meeting at 13:14 to discuss issues surrounding attendance by apprentice staff on the Social Housing Project.

Discussion ensued on this subject, including presentation of an attendance matrix by the Manager Infrastructure and Projects, with Council providing direction to staff to establish an urgent meeting with the apprentices staff, MMG Mining as the 'Apprentice sponsor' and Doomadgee Aboriginal Shire Council staff and elected members.

The Manager Infrastructure and Projects has confirmed a meeting has been scheduled Tuesday 1 September 2015 in Doomadgee.

Cr V Ned vacated the Boardroom at 13:22 and returned at 13:24.

Cr T Douglas vacated the Boardroom at 13:28 and returned at 13:34.

Cr E Cairns vacated the Boardroom at 13:42.

Council thanked Mr Robinson for his attendance, and he vacated the Boardroom at 13:44.

Cr E Cairns returned to the Boardroom at 13:48

INFRASTRUCTURE AND PROJECTS MANAGER'S REPORT

11.1 Monthly Report (Infrastructure and Projects Manager) – July 2015

LOCATION/ADDRESS:	Not applicable
APPLICANT:	Not applicable
FILE NUMBER:	
AUTHOR:	Garry Jeffries, Infrastructure and Projects Manager
CONTRIBUTOR(S):	Not applicable
RESPONSIBLE OFFICER:	Deputy Chief Executive Officer
DISCLOSURE OF INTEREST:	Not applicable
DATE OF REPORT:	17 July 2015

SUMMARY

Presentation of the Monthly Activity report to Council.

BACKGROUND

Not applicable

COMMENT

NDRRA Works:

All of the Flood Damage work was completed by 30 June 2015.

QRA representatives have visited both the Doomadgee and Cairns offices over the last few weeks to assess Council's claim for the "close out" acquittal for this work.

TIDS Works:

Woologarang West Road:

The roadworks crew have prepared the pavement for another 2.5 km of this road to be bitumen sealed. Burke Shire Council will be undertaking some bitumen sealing works in the next month or so and it is intended to include this work under the Burke Shire Contract.

Youth Hub:

Concept drawings for a media room are currently being prepared for approval and costing.

New Houses Building Project:

This project is proceeding very well and there are currently:-

- 6 Houses with slabs complete;
- 6 Houses with Block walls to roof level complete;
- Plumbing & Electrical “rough in” to 6 houses complete;
- Roof Truss fabrication is well underway with approx. half of the trusses completed;
- Concrete footpaths and driveways have been completed to 3 houses; and
- Painting will commence in the near future.

Final design is being completed for the next five houses, which will include one duplex unit. Fencing of the lots for these houses has commenced.

Workshop:

Operations are continuing as per normal.

The Concrete Batcher will be taken to Mt Isa to have its final warranty check by Mack Trucks as there seems to be a small issue with the ECU.

The rubbish truck has been transported to Hino in Cairns to resolve the issue with its ECU and we are awaiting the outcome of this. We are hiring the Burke Shire Truck to provide a rubbish collection service on Tuesdays and Thursdays.

All other plant has only required minor repairs and routine servicing.

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.

The airport maintenance is being done on a continual basis as required.

These crews have almost completed the fencing around Top Park and installation of the Guard Rail to the shop car park has been completed. Only the signs and speed bumps are outstanding for this project.

Airport:

Airport operations are continuing as per normal.

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

CASA will be visiting at the end of August, so attention is being given to making sure all facets of the airport will meet with their approval.

Expressions of Interest for the Terminal Upgrade project have been assessed and tenders will be called in the near future.

Water and Sewerage:

Operations are continuing as per normal.

The plant operating fine on a semi-automated basis and negotiations are being held with suppliers in respect of the SCADA upgrade.

Other Matters:

1. The Rodeo grounds Accommodation. We are currently waiting for feedback from Myuma regarding the possible supply of buildings for this project.
2. Robert Baker; builder from Burketown has almost completed works on the MMG Building, The Justice Building and other miscellaneous building works

CONSULTATION

Not applicable

LEGISLATIVE ENVIRONMENT

Local Government Act 2009

STRATEGIC ASSOCIATION / ALIGNMENT TO CORPORATE PLAN

Not applicable

RISK ASSESSMENT

Not applicable

FINANCIAL IMPACT

Not applicable

ASSET MANAGEMENT AND SUSTAINABILITY IMPACT

Not applicable

POLICY ASSOCIATION

Not applicable

CULTURAL CONSIDERATIONS

Not applicable

RECOMMENDATION

That the Monthly Activity Report (Infrastructure and Projects), as presented, be received.

Moved Cr F O'Keefe Seconded Cr J Ned that the Monthly Activity Report (Infrastructure and Projects), as presented, be received.

CARRIED (5/0)

COMMUNITY SERVICE MANAGER'S REPORT

12.1 Monthly Report (Community Services Manager) – July 2015

LOCATION/ADDRESS:	Not applicable
APPLICANT:	Not applicable
FILE NUMBER:	
AUTHOR:	Gail Richardson, Community Services Manager
CONTRIBUTOR(S):	Not applicable
RESPONSIBLE OFFICER:	Deputy Chief Executive Officer
DISCLOSURE OF INTEREST:	Not applicable
DATE OF REPORT:	12 July 2015

SUMMARY

Presentation of the Monthly Activity report to Council.

BACKGROUND

Not applicable

COMMENT

Animal Pest & Environmental Control:-

The vet visit for August has been postponed till the 7th of September due to Roobiny being on annual leave.

A considerable amount of weed spaying has taken place over the past few weeks with some good results, this is ongoing.

We seem to have more horses coming into town as food and water are dying up outside of the community.

The bottom horse paddock is well on the way to being completed but it has been noted that 2 sections of the fence, running parallel to the main road where the old fence has been repaired and the wire has been looped into an old section these keep get undone by person unknown.

There is another upcoming Animal Workshop in September that I will sent Leon Moreland and Shane Booth to.

All acquittals in relation to this grant has been finalised.

Youth Hub:

Ben Peter has started work as a Youth Coordinator and is keen to see things happen down there and once we have a suitable Senior Youth Co-Coordinator to assist, more programs should be able to be organized to engage the youth of the community.

A music studio has been approved by PM&C from previous unspent funds relating to the Youth Hub. This building is to be built alongside the Youth Hub and plans are in the planning stage. The studio should be in operation by the end of this year.

Upcoming workshop of Jewelry making will take place for the last 2 weeks of August. The aim of this workshop is to try and bring more females into the Hub with a program they might be interested in.

We have had a break-in at the Hub and 1 play station was stolen which is unfortunate as the Hub is there for all youth.

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The 2 Way Strong was held for a week in the last school holidays, with good results. I am waiting on a formal report and a copy of the CD produced, plus also a jingle was done for Sai to play on the radio with a message about getting kids to school.

Parks:-

Car Park Guard Rail -- has been completed apart from the installation of the signage and then it will be finished.

The acquittal for this grant has been finalized.

We can now apply for more funding under The Safe Queensland Program so I am open to suggestions on what we can do next. We can only apply for amounts up to \$10,000.00 as this is the maximum that can be applied for so I am open to suggestion for the next project.

We still have a lot of play equipment to be installed at Bottom Park.

Radio:-

Still being used by the community for announcements and reminding parents to get their kids to school. Black Star took Sai to the Cairns show to do some community broadcasting along with training on the new equipment that is going to be installed at Doomadgee in coming months. Sai enjoyed the trip and came back with more ideas on promotion things in Doomadgee.

The acquittal for this grant has been finalised.

Swimming Pool:-

Two meeting have taken place at the school concerning the pool it has been decided that the school will take full responsibility to maintain the pool during the school term and will continue to supply the chemicals to keep the water maintained at the levels needed for it to be operational.

Council will maintain the pool and open it for afterschool programs and school holiday programs.

RJCP – MyPathways have been approached to provide any willing participants to assist in life saving and learning to operate the pool.

Art:-

The art grant from Indigenous Remote Art Development Fund who supplied \$15,000.00 last financial year, plus \$8,000.00 carried over from previous years has now been spent on a variety of activities in partnership with the Youth Hub.

The acquittal for this grant has been finalised.

A new grant application was applied for, and \$15,250.00 has be granted for this financial year.

Cemetery:-

I applied for funding under the Qld Government and Gambling Benefit Committee for, funds to supply shade & seating, fence repairs plus signage for the new cemetery, and fence repairs and signage for the old cemetery. We have received notification that \$16,818.19 was granted.

The small funding we receive for the **Get Ready project** and **Graffiti Stop** acquittals have be finalised.

CONSULTATION

Not applicable

LEGISLATIVE ENVIRONMENT

Local Government Act 2009

STRATEGIC ASSOCIATION / ALIGNMENT TO CORPORATE PLAN

Not applicable

RISK ASSESSMENT

Not applicable

FINANCIAL IMPACT

Not applicable

ASSET MANAGEMENT AND SUSTAINABILITY IMPACT

Not applicable

POLICY ASSOCIATION

Not applicable

CULTURAL CONSIDERATIONS

Not applicable

RECOMMENDATION

That the Monthly Activity Report (Community Services), as presented, be received.

Moved Cr F O’Keefe Seconded Cr E Cairns that the Monthly Activity Report (Community Services), as presented, be received.

CARRIED (5/0)

Council discussed the Cemetery component within the Manager Community Services report (specifically grant funding of \$16,818.19) and requested the Chief Executive Officer to immediately arrange for the deployment of these funds to undertake proposed works as scheduled and reported.

CEMETERY CHARGES

The issue of a charge for the provision of plot erection at the Doomadgee Cemetery was raised, and Council indicated their disappointment at the previous imposition of a \$110 per-event charge being imposed.

As there is no fee within the 2015/2016 Fees and Charges schedule, Council has no capacity to charge a fee and would only be capable of recovering recorded costs if it sought to do the same.

Council clearly indicated it did not support the charge of any fee, and disputed this fee was only imposed when a third-party undertaker was engaged and not when family directly requested the erection of a plot via Council and the service was completed locally.

Moved Cr F O’Keefe Seconded Cr J Ned that Council resolve to abolish recovery of costs or imposition of Cemetery Fees and Charges relating to the operations of the Doomadgee Cemetery.

CARRIED (5/0)

CLOSURE

There being no further business to discuss, the Mayor declared the meeting closed at 14:10.

I, Frederick Charles O’Keefe confirm the afore Minutes of the Meeting held on Thursday 26th August 2015 are confirmed as a true and correct record of that meeting on Thursday 17th September 2015.

Cr Fred O’Keefe
MAYOR