



**MINUTES  
OF THE  
SEPTEMBER ORDINARY MEETING**

**HELD IN THE BOARDROOM  
DOOMADGEE ABORIGINAL SHIRE COUNCIL  
275 Sharpe Street  
Doomadgee Qld 4830**

**On Monday 24<sup>th</sup> September 2018  
10:00am**

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## 1. OPENING

The Acting Mayor welcomed members and opened the meeting at 10:00am and requested one minutes silence in respect to the passing of a member of the community.

## 2. RECORD OF ATTENDANCE

### Elected Members

Acting Mayor Jason Ned  
Cr Dean Jupiter  
Cr Scharrayne Foster  
Cr Veron Ned

### Staff

Juanita Holden – Acting Chief Executive Officer  
Garry Jeffries – Director of Engineering  
Trudy Mellor – Governance Officer

## 3. CONSIDERATION OF APPLICATIONS OF LEAVE OF ABSENCE

*Nil*

## 4. CONFIRMATION OF MINUTUTES OF PREVIOUS METTINGS/S

05.01 General Meeting 16<sup>th</sup> August 2018 and Special Meeting 31<sup>st</sup> August 2018

### Officers Recommendation:

That Council confirms the Minutes, as presented, of the following meetings:

- 1 – Ordinary Meeting of Council held on 14<sup>th</sup> August 2018
- 2 – Special Meeting of Council held on 31<sup>st</sup> August 2018

### Resolution No 1-9/18

Moved Cr Jason Ned  
Seconded Cr Vernon Ned

That the Minutes of the Ordinary Meeting of Council held 14<sup>th</sup> August 2018 be taken as read and signed as correct. **Carried**

### Resolution No 2-9/18

Moved Cr Jason Ned  
Seconded Cr Vernon Ned

That the Minutes of the Special Meeting of Council held 31<sup>st</sup> August 2018 be taken as read and signed as correct. **Carried**

## 6. DECLARATION OF INTERERTS

*Noted*

## 07. CONSIDERATION OF NOTICE(S) OF MOTION AND PETITIONS

7.01 Notices of Motion

None received at time of agenda preparation.

7.02 Petitions

None received at time of agenda preparation

## 6. BUSINESS ARISING FROM PREVIOUS MEETINGS

## 7. PRESENTATIONS AND/OR ELECTED MEMBERS REPORTS

- Acting Mayor – Jason Ned  
Report on discussion with Robbie Katter, and moving forward with support for the community, receipt of a positive report from the Minister.
- Cr Dean Jupiter  
Request for a calendar of motions and how they are being dealt with, including reports from supervisors with feedback and a review of the organisational dealings.
- Cr Veron Ned  
No Comment

Attendance: Garry Jeffries out of meeting 10.52am return to meeting 10.54am  
Aaron Baxter in to meeting at 10.54am  
Juanita Holden out of meeting 10.55am return to meeting 10.58am  
Juanita Holden out of meeting 11.29am returned to meeting 11.29am  
Scharrayne Foster entered meeting 11.33am  
Dean Jupiter out of meeting 11.56am returned to meeting 11.59am

- Aaron Baxter OIC Doomadgee Police Station  
Report on fines, seatbelt use, defective vehicles and Main roads and QPS activity in the community.

Attendance: Aaron Baxter out of meeting at 12:25pm

Council adjourned the meeting for morning tea at 12:20pm and resumed the meeting at 12:35pm

### General Discussion

Rex discussion to continue  
Joint venture with Mypathway discussion  
Forensic Audit, contact to be made this week with Crowe Horwath or another company.  
Garry Jeffries to be provided with an employment letter.

## 8. ACTING CHIEF EXECUTIVE OFFICERS REPORT

**REPORT AUTHOR(S)** Juanita Holden  
**REPORT APPROVED BY** Juanita Holden  
**DEPARTMENT** Office of the CEO

### 8.01 MEETINGS/CONFERENCES/DEPUTATIONS

Following is a record of elected member, A/CEO and senior executive staff engagement with stakeholders and departments, and attendance at meetings, conference and other events, during the reporting month.

Date	Time	Meeting	Venue	Attendees
14/08/2018	1:30pm	Doomadgee Local Disaster Committee Survey	Teleconference	Juanita Holden Jeff Magnus Elliott Dunn
17/08/2018	10:00am	Ministerial and Champion Visit	Doomadgee Aboriginal Shire Council	A/Mayor Jason Ned Cr Dean Jupiter Juanita Holden Christine Watson Greg Minister O'Rourke Barry Broe
17/08/2018	2:00pm	Burke/DASC Shared Services Meeting	Teleconference	Juanita Holden Sharon Simba Chimpaka Fern Paul Toole
17/08/2018		Mark Watt – Mead Perry Group on site to finish Corporate Governance Review	On Site in Doomadgee Various of meetings during the week	Juanita Holden Garry Jeffries Mark Watt
21/08/2018	2:30pm	Helix Legal Discussion on Procurement of Waterpark with AWL	Teleconference	Juanita Holden Garry Jeffries Mark Watt Gerhard Mead
23/08/2018	9:00am to 12:00pm	Mick McIntosh QLD Reconstruction Authority Discussion on Audit, Projects and Future Infrastructure Projects that DASC would like to see happen in next 12 months	Doomadgee	Juanita Holden Garry Jeffries Mick McIntosh
24/08/2018	9:00am	Meeting with Steve Jones (Rex) Discussion on Ground Landing Contract and outstanding Security Issues	Cairns Office	Juanita Holden Steve Jones
24/08/2018	All Day	A/CEO working from the Cairns office with the temporary Accounts Support Officer and Payroll Officer	Cairns Officer	Juanita Holden Iona June Perra
24/08/2018	1:00pm to 3:00pm	Skype Interview Candidates for Executive Support Officer to be based in Cairns	Cairns Officer	Juanita Holden 2 Candidates
27/08/2018	11:00am	Meeting with AON Insurance Discussion on general insurance coverage, Cyber	AON Office Cairns	Juanita Holden Ben Collins

		coverage, updating the plant schedule and insurance claim for the storm in March		Nancy Weatherspoon
28/08/2018	1:30pm	Meeting with Department of Environment and Science Doomadgee Landfill sites	Dept of Environment and Science Office Cairns	Juanita Holden Carrie Goldsmith
29/08/2018	9:00am	Meeting with Work Health & Safety Qld Discussion on Improvement Notices and WHS requirements in regard to Landfill Discussion on possible WHS Network Meetings within the Gulf for State Assistance	WHS Office Cairns	Juanita Holden Shannon Farrington Jon Flower
29/08/2018	10:30am	TWG Meeting	Corporate Tower Cairns	Juanita Holden Garry Jeffries
29/08/2018	1:00pm	Meeting with Surpac Demonstration of Project Management Software	Cairns Office	Juanita Holden Garry Jeffries Andrew Cunningham Megan Avard
29/08/2018	All Day	Andrew Cunningham On site at Cairns Office working on Servers	Cairns Office	Juanita Holden Andrew Cunningham
30/08/2018	10:00am	Shared Services Meeting Burke and DASC	Teleconference	Juanita Holden Sharon Simba Chimpaka
31/08/2018	10:00am	Special Meeting of Council	Doomadgee	A/Mayor Jason Ned Cr Dean Jupiter Cr Veron Ned Juanita Holden Garry Jeffries Trudy Mellor
3/9/2018	9:00am	Grant Acquittal Catch-up	Teleconference	Juanita Holden Garry Jeffries Lisa Russell
4/09/2018	9:00am	Department of Agriculture and Water Resources - Ranger Forum 2018	Burketown	Juanita Holden
5/9/2018	10:00am	DLGRMA – Meeting with Rachel Lamb, Jim Evans and Jo Stephenson Discussion on extension for funded projects	Townsville	Garry Jeffries Lisa Russell Juanita Holden (teleconference)
6/9/2018 to 13/09/2018	All Day	Lisa Russell – Mead Perry Corporate Services Assistance	Doomadgee for the week	Juanita Holden Garry Jeffries David Escott Lisa Russell
7/9/2018	10:00am	NWQROC	Monthly Teleconference	Juanita Holden
7/9/2018	11:00am	Shared Services - EHO, WH&S, Animal Management & Building Certification	Teleconference	Juanita Holden Burke Shire Cloncurry Shire Richmond Shire McKinley Shire
10/9/2018	10:00AM	Meeting - Project Updates	Doomadgee	Juanita Holden Garry Jeffries Lisa Russell

11/9/2018 to 14/09/18	All Day	Burke Finance Team (Shared Services) on site for Week	Doomadgee	Juanita Holden Garry Jeffries Simba Shaun Jade Lisa Russell
14/09/2018 to 17/09/2018	All day	Andrew Cunningham on Site Safer Community Fund Program	Doomadgee	Juanita Holden Andrew Cunningham A/Mayor Jason Ned Doomadgee Police
18/09/2018	5:30pm	Qld Sport & Active Recreation Strategy	Mount Isa	Juanita Holden

**Officers Recommendation:**

**That Council receives the content of the Acting Chief Executive Officers report for the month of August 2018.**

**Resolution No 3-9/18**

**Moved Cr Jason Ned**

**Seconded Cr Vernon Ned**

**That Council receive the Acting Chief Executive Officers report as presented.**

**Carried**

**8.02 – 2018-2019 Funding – State Government Financial Aid and Indigenous Economic Development Grant**

**Summary**

Minister for Local Government, Minister for Racing and Minister for Multicultural Affairs has announced the approved 2018-2019 funding for the Doomadgee Aboriginal Shire Council Shire Council, under the state Government Financial (SGFA) and the Indigenous Economic Development Grant (IEDG).

Funding Program	2018-2019 Approved Funding
SGFA	\$1,947,503
IEDG	\$ 80,000

**ISSUES**

These programs demonstrate the Queensland Government's ongoing commitments to Indigenous communities through the delivery of essential services, job creation and community growth.

**STRATEGIC IMPLICATIONS (Legislative, Financial, Risk, Environmental and Social)**

**REFERENCE TO CORPORATE PLAN**

**CONSULTATION**

**ATTACHMENTS**

Information in regards SGFA and IEDG Funding Programs

**Officers Recommendation:**

**For Council Information**

*Noted*

**8.03–Minister for Communities and Minister for Disability Services and Seniors**

Attendance: Vernon Ned out of meeting 12.44pm return to meeting 12.46pm

**PURPOSE**

Minister Coralee O'Rourke has written to thank the Council for taking the time to meet for the Ministerial Champion visit in Doomadgee on Friday 17<sup>th</sup> August. It was lovely to meet and spend time with everyone and hear about the positive work that is happening in the community.

**ISSUES**

It is encouraging to see the progress councillors and council staff have made on many of the issues effecting the community. Minister O'Rourke is committed to following up on the priority areas that were agreed upon.

Minister O'Rourke looks forward to hearing the outcomes from the Youth survey and as committed, Mr Matthew Lupi from this department is available to assist Council where needed.

Minister O'Rourke has thanked the Council for the BBQ lunch and the opportunity to meet with staff and community members. The Minister looks forward to continuing to support Doomadgee through her role as the Ministerial Champion for Doomadgee.

**STRATEGIC IMPLICATIONS (Legislative, Financial, Risk, Environmental and Social)**

**REFERENCE TO CORPORATE PLAN**

Goal 10: Community and Humans Services - To encourage and participate in the continuing development of community services to foster a safe, harmonious community with a strong community spirit.

**CONSULTATION**

**Minister for Communities, Disability Services and Seniors**

**ATTACHMENTS**

- Letter from Minister for Communities, Minister for Disability Services and Seniors

**RECOMMENDATION**

**That Council write to the Minister for Communities and Minister for Disability Services and Seniors, thank them for the visit and address the issues to be followed up as raised by the Minister.**

**Resolution No 4-9/18**

**Moved Cr Dean Jupiter**

**Seconded Cr Vernon Ned**

**That Council write to the Minister for Communities and Minister for Disabilities Services and Seniors and thank them for the visit and address the issues to be followed up as raised by the Minister.**

**Carried**

**8.04–Minister for Local Government – Implementing Stage 1 of Belcarra**

**PURPOSE**

The Local Government Electoral (Implementing Stage 1 of Belcarra) and Other Legislation Amendment Act 2018 was given assent on 21 May 2018 to deliver on the Government's commitment to provide for improved integrity and accountability in Local Government.

**ISSUES**

The Local Government (Councillor Complaints) and Other Legislation Amendment Act 2018 was also given assent to deliver on the Government's commitment to deal with Councillor complaints more effectively and to legislate for a mandatory Code of Conduct for Councillors. The new Councillor Complaints system and Code of Conduct are anticipated to commence in December 2018.



To assist with Councillors to comply with the new Code of Conduct and Councillor Complaints system, the Department of Local Government, Racing and Multicultural Affairs will be making available Councillor training on the Code of Conduct and the above recent legislative amendments. The Code of Conduct training will be an interactive online program available through the Department's website. The legislation training will be a one-day scenario-based training program delivered at Council locations.

The training programs will commence from early September 2018, and officers from the Department have contacted Council to provide details of the Code of Conduct Training and Schedule the legislation training. All will be required to comply with the Code of Conduct and new Councillor Complaints legislative requirements from December 2018, and are encouraged to participate in the training.

This training has been set to be held in Doomadgee on Thursday 4<sup>th</sup> October – 9:00am to 1:00pm with a session following Friday 5<sup>th</sup> October – Councillors Roles and Responsibilities

#### **STRATEGIC IMPLICATIONS (Legislative, Financial, Risk, Environmental and Social)**

The Code of Conduct, Implementing Stage 1 of Belcarra and Councillor Complaints amendments form a significant part of the Governments legislative reform to restore public confidence in Local Government by ensuring Queensland has the most transparent and accountable Councils in Australian.

#### **REFERENCE TO CORPORATE PLAN**

*Goal 2 - Key Governance - Administration and Corporate Service - To provide timely, quality services, to customers through effective and efficient administration of the affairs of Council*

#### **CONSULTATION**

Queensland Government – Minister for Local Government, Department of Local Government

#### **ATTACHMENTS**

- Letter from Minister of Local Government

#### **RECOMMENDATION For Council Information**

*Noted*

#### **8.05–Improvement Notices – Workplace Health and Safety Qld**

#### **PURPOSE**

In June 2018, Council received notice that Workplace Health and Safety Qld had received a complaint in regards to a number of issues relating to policy and procedures of Council. This resulted in a Senior Investigator attending Council to perform an investigation in the allegations. This investigation has now been completed and Council is waiting on a close out report.

#### **ISSUES**

While the Senior Investigator was on site a number of on site issues were raised and rectified.

Further to the general issues, Council has received 3 Improvement Notices:

#### Improvement Notice 1052422 – Vaccine Preventable Diseases

During talks to the workers and supervisors, there was some confusion in who was immunised and who required to be immunised due to the tasks – e.g. Parks and Gardens, Waste Management, Animal Management and Water and Sewerage. Council is required to have formal records of who is immunised, for those workers who do not wish to be immunised, they will have to be located to another workplace or section away from the risk. Council has 3 months to comply (September)

Update: Council has developed and adopted an Immunisation Policy. Discussions have been held with the Doomadgee Hospital in regards to having the officers immunised. At Risk Workers have been identified and a meeting will be held with staff in the upcoming week.

Improvement Notice 1052423 – Confined Spaces

The Water Pump Stations are not signed as a warning to persons “Confined Space”. Whilst there is chance that a pump can fail, there is a chance a person will inadvertently climb inside a well or remove a pump. If Council has no intention of instructing its workers to enter a confirmed space, then Council must provide that workers have been instructed not to enter a confined space. Council has 6 months to comply (December).

Update: Tony Walter abw Consultants (Contracted Work Health and Safety Advisor) has been on site and provided further information on this Improvement Notice.

Examples of Types of Signage



Improvement Notice 1052444 – Occupation Violence

Internal doors to the main office have signs with “Keep Closed “on them but where continually left open. A person had entered the office and made his way to the CEO Office and was verbally loud. It was noted that the door to the Post Office hallway was open a number of times. Council has 3 months to comply (September)

Update: The Internal doors to the Main Office (back and front) and Post Office have now been fitted with Digi Locks. Internal Officers have access to the Main Office and Only Post Office Staff have access to the Post Office. Councillors, Internal Staff, Managers and Supervisors have access to the main office. All workers needing mail, must report to the front office and all visitors must sign in and be announced before being given access to the internal office.

**STRATEGIC IMPLICATIONS (Legislative, Financial, Risk, Environmental and Social)**

Council as a Duty Holder should review procedures of a contractor engaged to undertake the works

**REFERENCE TO CORPORATE PLAN**

*Goal 2 - Key Governance - Administration and Corporate Service - To provide timely, quality services, to customers through effective and efficient administration of the affairs of Council*

*Goal 9: Infrastructure - Development, Maintenance and Replacement - To maintain and upgrade essential infrastructure to maximise the utility of existing assets and provide for their long term improvement and/or replacement*

**CONSULTATION**

Workplace Health and Safety Qld, abw Consultants and Executive Staff

**ATTACHMENTS**

- Improvement Notices

**RECOMMENDATION  
For Council Information**

*Noted*

**8.06 – Queensland Sport and Active Recreation Strategy**

**PURPOSE**

The benefits of remaining active are well known in enhancing quality of life, health, community connection and social inclusion.

## ISSUES

Every Queenslanders should have the opportunity to play sport and be active and to experience the health benefits and sense of community and wellbeing that an active lifestyle can bring.

Research shows that for low income families, the cost of sport can be an insurmountable barrier to participating. It is known that fewer women and girls participate in sport than men and boys. It is also known that Queenslanders living in regional areas, its harder to get into sport and progress.

The Minister for Housing and Public Works, Digital Technology and Sport has initiated a conversation with Queenslanders to help develop Queensland first ever Sport and Active Recreation Strategy 2019-2029 and would like Council assistance in this process.

It is about creating an evidence-based method to concentrate the efforts where it will do the most good.

The Queensland Sport and Active Recreation Strategy aims to encourage all Queenslanders, regardless of age, ability or background to participate in sport and active recreation. There should also be assistance to help older, less active Queenslanders re-engage and participate in sport and active recreation.

Assistance is being asked to provide in the development of the strategy by:

- Asking the community to participate in the survey or attend a community consultation session
- Sharing posts on Social Media
- Promoting the process at major events or through Council publications
- Making a written submission

## STRATEGIC IMPLICATIONS (Legislative, Financial, Risk, Environmental and Social)

Council can move on inequality, improve mental health and wellbeing in our community, support young people to make positive decisions and assist more Queenslanders to get out and active.

## REFERENCE TO CORPORATE PLAN

Goal 10: Community and Human Services - To encourage and participate in the continuing development of community services to foster a safe, harmonious community with a strong community spirit

## CONSULTATION

Minister for Housing and Public Works, Digital Technology and Sport, Council and Community Consultation to be undertaken

## ATTACHMENTS

- Discussion Paper

## RECOMMENDATION

**That Council endorse the participation in the Sport and Active Recreation Strategy 2019-2019 and furthermore start Community Consultation through Community Channels and Social Media.**

## Resolution No 5-9/18

Moved Cr Dean Jupiter

Seconded Cr Scharrayne Foster

**That Council endorse the participation in the Sport and Active Recreation Strategy 2019-2019 and furthermore start Community Consultation through Community Channels and Social Media.**

**Carried**

Attendance: Vernon Ned out of meeting 12.58pm return to meeting 1.04pm

### 8.07 – Land and Native Title Services

#### **PURPOSE**

Following on from meetings held at the Doomadgee Office in June, Robert Dougherty and Barb McInnes will be back in Community to continue the discussions regarding the Aboriginal Land Act 1991 and requirements for DOGIT Lands.

#### **ISSUES**

During this trip it is envisaged that they will have a first conversation with the Gangalida and Garrawa Native title Aboriginal Corporation RNTBC regarding the transfer of lands within the DOGIT over which they hold determined Native Title Rights.

Meeting has been set for Wednesday 10 October 2018. Time to be discussed so that all Councillors are able to attend. The meeting can be held after work hours for those that work.

This is an opportunity to follow up on the initial meeting held in June and have Councillors and Executive Officer attend to discuss any areas of particular interest for all parties to focus on.

#### **STRATEGIC IMPLICATIONS (Legislative, Financial, Risk, Environmental and Social)**

Aboriginal Land Act 1991

Attendance: Garry Jeffries out of meeting 1.04pm return to meeting 1.06pm

#### **REFERENCE TO CORPORATE PLAN**

Nil

#### **CONSULTATION**

Council, Land and Native Title Services, Department of Natural Resources and Mines

#### **ATTACHMENTS**

Nil

#### **RECOMMENDATION For Council Discussion**

*Noted*

### 8.08 – Tyre Stewardship Australia

#### **PURPOSE**

Key Focus of TSA is to work collaboratively with Local Governments to shape solutions to the challenges posed by end of life tyres.

#### **ISSUES**

The challenges related to the management of end of life tyres in Australia are significant. In 2015-2016 some 56 million passenger units entered the waste stream in Australia. Data suggests that domestic recycling has increased significantly, doubling to 44,000 tonnes or around 10% recovery of the available waste stream. Despite these gains there is still significant room for the improvement given the balance is largely being landfilled, illegally dumped, stockpiled, burned or often exported for fuel recovery in jurisdictions with less stringent regulations governing emissions than what is in Australia.

TSA is a not for profit environment – oriented industry organisation set up to implement the National Tyre product Stewardship Scheme to enhance outcomes associated with the disposal of end tyres in Australia.

At TSW they are aware that local government's cuts across many aspects associated with the tyre life cycle including:

- Consumers of new tyres to service council fleet vehicles

- Managers of end of life tyres through local government landfills, transfer stations, hard waste collections and from illegal dumping
- Potential procurers of tyre-derived products, particularly with respect to applications in road and pavement construction, synthetic sports, playing surfaces as well as in soft fall areas for playgrounds

TSA has made a significant investment in research and development that has led to the creation of new products and applications for tyre derived products. TSO encourage Council to formally register interest in becoming TSA accredited.

### **STRATEGIC IMPLICATIONS (Legislative, Financial, Risk, Environmental and Social)**

#### **REFERENCE TO CORPORATE PLAN**

Goal 7: Environment - Environmental Protection - To conserve and enhance the natural and built environments to achieve ecologically sustainable development.

#### **CONSULTATION**

Council, Land and Native Title Services, Department of Natural Resources and Mines

#### **ATTACHMENTS**

Letter

#### **RECOMMENDATION For Council Information**

*Noted*

#### **8.09 – North West Qld Indigenous Catholic Social Services**

##### **PURPOSE**

Doomadgee Community Justice Group Progress Report to Council

##### **ISSUES**

NWQICSS will work closely with Council to assist Council by ensuring our programs and service delivery align with the *Doomadgee Aboriginal Shire Council Corporate Plan 2014 – 2019*.

NWQICSS is developing an integrated justice model at Doomadgee. The model will incorporate our existing programs, being the Justice Group, Men's Group and now the Domestic and Family Violence Enhancement program.

We hope to provide a regular update to Council on our Program activities at Doomadgee.

We take this opportunity to thank Council for assisting us in advertising the Justice Advocate position at Doomadgee and thank Council for your kind offer of using your conference room.

##### **Community Justice Group (CJG)**

- New staffing structure has been developed;
- Cathy Illin has been appointed Manager at Doomadgee Community Justice Group;
- Debbie Harris has now left the CJG
- Justice Advocate position was advertised and we expect to interview on 20<sup>th</sup> September
- Final Co-Design consultation with Dept. of Justice for Domestic and Family Violence is being held 19-20 September at Doomadgee
- Domestic & Family Violence Stakeholders meeting was held and will be held regularly
- Working closely with Beau Walden – Transitional Officer with North West Remote Health about people returning to community from custody

##### **Men's Group**

- Funding for Men's Group has been extended to 31 December 2018.

- Nathan Logan and George McLean have been employed as Men's Group Advocates
- In process of developing Domestic and Family Violence model to support Men in the community

The development of a new integrated justice model for Doomadgee aligns with the following Council Goals:

- Building a safe cohesive community
- Rebuilding respect in the community
- Increased employment and the provision of appropriate training through the employment of two Trainees
- Ensure Council is an effective advocate for the community by providing Council with a Monthly Justice Report
- Facilitating justice intervention and support programs for both victims and perpetrators
- Information about relevant support services;

#### **WAY FORWARD**

- We hope to employ two local trainees in the future – a Trainee Women's Advocate and a Trainee Justice Advocate

#### **ATTACHMENTS**

- Letter

#### **RECOMMENDATION For Council Information**

*Noted*

#### **8.10 – North West Qld ROC – Launch of Election Campaign**

##### **PURPOSE**

NWQROC has taken out Sponsorship of the Mount Isa and Australia's North West Minerals Province Conference in Brisbane on Thursday 22<sup>nd</sup> and Friday 23<sup>rd</sup> November 2018.

##### **ISSUES**

NWQROC have secured two sessions at the conference:

- Speaking opportunity to profile the NWQROC's federal Election Strategy
- A facilitated panel session with the eight Mayors of the region to profile and promote the opportunities within their communities

Arising out of discussions with members about the Federal Election Campaign it is now proposed that NWQROC actually launch the election campaign in Brisbane, not just profile the strategy. Whether the launch takes place at the conference in the spot allocated to profile the strategy or separately will need to be worked out the conference organisers.

It has also been proposed that following the launch in Brisbane the NWQROC travel to Canberra to handover the strategy in person the government, Opposition and relevant Crossbench members. This would be arranged for Monday 26<sup>th</sup> and Tuesday 27<sup>th</sup> as parliament is sitting that week.

##### **STRATEGIC IMPLICATIONS (Legislative, Financial, Risk, Environmental and Social)**

##### **REFERENCE TO CORPORATE PLAN**

Goal 10: Community and Human Services - To encourage and participate in the continuing development of community services to foster a safe, harmonious community with a strong community spirit.

##### **CONSULTATION**

NWQROC – Burke Shire Council, Carpentaria Shire Council, Cloncurry Shire Council, Doomadgee Aboriginal Shire Council, Flinders Shire Council, McKinlay Shire Council, Mount Isa City Council, Richmond Shire Council

## ATTACHMENTS

Nil

## RECOMMENDATION

**That Council authorise the Acting Mayor and the Acting CEO to attend to Mount Isa and Australia's North West Minerals Province Conference in Brisbane to represent Doomadgee Aboriginal Shire Council as part of the NWQROC and furthermore attend Canberra to handover the strategy.**

*Noted – To discuss with Burke Shire Council further*

## 8.11 – Indigenous Leaders Forums – Waste Strategy for Qld Remote and discrete Aboriginal and Torres Strait Islander Communities Steering Committee

### PURPOSE

Following concerns with ongoing waste management being raised at the recent and previous ILF Forums, the LGAQ as part of its response and in accordance with the direction of the ILF, has been actively pursuing funds to commission a dedicated Waste Strategy for Qld Remote and discrete aboriginal and Torres Strait Islander Communities.

### ISSUES

The purpose of the strategy is to have a blueprint for ongoing waste management in your communities in a structured format to ensure that ongoing waste needs are not forgotten or ignored by successive governments. The Strategy is to complement the current allocated state monies for waste infrastructure and associated initiatives and identify and encourage regional options for dealing with waste matters in communities where a shared response and strategy is appropriate. Importantly, the strategy will also examine how any waste proposals should also look to contribute to the local economy, encourage local employment, support local skills acquisition and facilitate on-going economic development where appropriate. In particular, the strategy will look for long-term sustainable solutions whilst tackling some of the ongoing waste challenges. It will feed into the overall State Waste Management Strategy of the Queensland Government.

The Department of Environment and Science (DES) have been very supportive of the concept and advised that monies have now been allocated towards this project. The federal government has similarly expressed an interest in contributing to the project. It is envisaged that the strategy will be prepared by an independent external expert in waste management.

Discussion with DES has resulted in agreement on the formation of a Steering Group to oversee the project. While the general objectives of the project have been identified, the Steering group will be responsible for finalising the penultimate Terms of reference for the project, will have a say in choosing the contractor and be central to monitoring the progress of the project.

Expressions of interest from mayor's (or Councillor) or Chief Executive Officers to be part of this Steering Committee.

### STRATEGIC IMPLICATIONS (Legislative, Financial, Risk, Environmental and Social)

Department of Environment and Science has been onsite in Doomadgee to check on the current landfills. There is an urgent need to amend the environmental authority for the current landfills in Doomadgee.

*Environmental Protection Act 1994*

### REFERENCE TO CORPORATE PLAN

Goal 8: Environment - Waste Management - Effective Waste Management Collection and Disposal Service.

### CONSULTATION

LGAQ and The Department of Environment and Science

### ATTACHMENTS

Nil

**RECOMMENDATION**

**That Council express interest in being part of the Steering Committee.**

*Noted*

**9. DIRECTOR OF ENGINEERING MONTHLY REPORT**

**REPORT AUTHOR(S)**                    **Garry Jeffries**  
**REPORT APPROVED BY**            **Juanita Holden**  
**DEPARTMENT**                        **Engineering**

**PURPOSE**

Presentation of the Monthly Activity report to Council.

**ISSUES**

**NDRRA Works:**

K & G Booth have completed works from the Doomadgee end of Old Doomadgee Road through to Chookies Creek and are now proceeding toward the northern DOGIT Boundary.

Roads to Recovery and TIDS Works:

Woologarang West Road:

The concrete floodway is now complete and Council Crew are matching the road approached to the concrete and the road will be re-opened.

New Houses Building Project:

This project is now complete.

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.

General Gang:

Operations are continuing as per normal.

The General Gang have been working on keeping the community clean as well as assisting with maintenance at the airport and sewage effluent lagoons.

Airport:

The airport has re-opened and is currently operating as normal.

Attendance: Juanita Holden out of meeting 1.37pm return to meeting 1.38pm

Water and Sewerage:

Water operations have been continuing as normal and we are currently waiting on two new pumps to replace worn pumps in the river intake pump stations. To help with the load on these pumps a notice was issued to the Community to reduce the water usage where possible.

AECOM Consulting Engineers are in the process of finalising tender documents and it is expected that the calling of tenders will be completed by late September.

Rodeo Ground Amenities Buildings



In line with Council's decision last month the ablution block is well underway and is expected to be complete in time for the Rodeo which is scheduled for 21-23 September 2018.

#### New Regional Waste Facility

This project is part of AECOM's brief, with the scoping of the work and construction documents being prepared and calling of tenders will be done in conjunction with those for the water and waste water projects.

#### Workshop Redevelopment

Some further works has been undertaken on this project and the internal fit out will get underway once the Rodeo Ablution is completed.

Attendance: Dean Jupiter out of meeting 1.55pm return to meeting 1.58pm

#### Government Employee Housing Project

Christopher Contracting will re-commence work on this site in the week beginning 17 September 2018 to complete the concrete roadways.

#### Staff Housing

Drafting and design of this project will be complete for this project within the next two weeks and then Engineering certification will be finalised.

It is intended to have this project ready to go to tender by the end of September.

#### Ergon Solar Farm

Ergon has made a request for a "Minor Change" to an existing Development Approval for the Solar Farm in Doomadgee. The supporting documentation for this request will be tabled for Council's consideration and discussion.

Attendance: Scharrayne Foster out of meeting 2.01pm return to meeting 2.08pm

### **STRATEGIC IMPLICATIONS (Legislative, Financial, Risk, Environmental and Social)**

- Local Government Act 2009
- Local Government Regulations 2012

### **REFERENCE TO CORPORATE PLAN**

Goal 8: Environment - Waste Management - Effective Waste Management Collection and Disposal Service

Goal 9: Infrastructure - Development, Maintenance and Replacement - To maintain and upgrade essential infrastructure to maximise the utility of existing assets and provide for their long-term improvement and/or replacement

Goal 12: Planning and Development - To develop and implement planning controls that ensure and encourage balanced and sustainable development and to promote the Shire as a desirable place to live, work, invest and to visit

### **CONSULTATION**

Regular updates have been provided to the Department of Local Government, Racing and Multicultural Affairs.

### **ATTACHMENTS**

Nil

#### **Resolution No 6-9/18**

**Moved** Cr Jason Ned

**Seconded** Cr Dean Jupiter

**That Council resolve to sell the trailers in Brisbane and furthermore Council cease to establish a Freight Service for the Community.** **Carried**

**Resolution No 7-9/18**

**Moved** Cr Vernon Ned

**Seconded** Cr Dean Jupiter

**That Council endorse the provision of security services between 6pm -6am and that the council authorise the A/CEO and the Director of Engineering to engage security services during the school holidays.**

**Carried**

**RECOMMENDATION**

**That the Monthly Report from the Director of Engineering be received.**

*Noted*

Attendance: Trudy Mellor out of meeting 2.28pm return to meeting 2.31pm

**10. DIRECTOR OF CORPORATE SERVICES**

**10.01 – Financial Report**

**REPORT AUTHOR(S)** Simba Chimpaka  
**REPORT APPROVED BY** Juanita Holden  
**DEPARTMENT** Corporate Services

**PURPOSE**

Presentation of the Monthly Activity report to Council.

Please see attached finance report for the month of August for Council meeting. Please note have not included a balance sheet or cash flow statement as we are still cleaning up the relevant accounts.

The income statement (Revenue and Expense) data is now reliable to a large extent as we have cleaned up the income and expense accounts for July and August. Moving forward I should be able to prepare and finalise the monthly report in a timely fashion as the accounts for 18-19 are progressively under control.

The reports show a comparison for actual results vs the budget that was prepared by Mead Perry and subsequently adopted by Council. I have deliberately avoided presenting a report on performance by function/program as the data is misleading given costs (mainly wages) were not being apportioned by job cost codes to the relevant programs. The adoption of the new job cost codes and the new timesheet template should allow us to accurately report results by program/function e.g. Governance, Engineering, Community Services etc.

**1. FINANCIAL SUMMARY (SNAPSHOT)**

This monthly report illustrates the financial performance and position of Doomadgee Shire Council compared to its adopted budget for the 2018-19 financial year.

KEY FINANCIAL RESULTS	ANNUAL BUDGET	PRO RATA BUDGET	YTD ACTUAL	YTD VARIANCE	YTD VARIANCE %	STATUS FAVOURABLE UNFAVOURABLE
Total Operating Revenue	15,559,827	2,593,305	1,465,817	- 1,127,487	-43%	✗
Total Operating Expenditure	14,071,406	2,345,234	1,794,088	- 551,146	-24%	✓
<b>Operating Surplus/Deficit</b>	<b>1,488,421</b>	<b>248,070</b>	<b>- 328,271</b>	<b>- 576,341</b>	<b>-232%</b>	<b>✗</b>
Closing Cash & Cash Equivalents	9,432,215		8,560,927	- 871,288		✗

Total operating revenues increased from the previous month however year to date actuals are below pro rata estimates primarily due to timing differences reflective of the infancy of the financial year; similarly the positive variance in operating expenditure is reflective of the infancy of the financial year. Year to date

variances must be read in context of the timing of activities as council activities progress at different intervals.

Cash balances at the end of August declined from \$9.7 million to \$8, 5 million. Annual budget figures reflect that cash balances should increase to \$9.4 million as projects are completed and operating revenues are received.

## 2. KEY PERFORMANCE INDICATORS

Financial Sustainability Ratios and Measures of Sustainability	Status Achieved Not Achieved	ANNUAL BUDGET	YTD ACTUAL	TARGET
Operating Surplus Ratio (%)	X	-16.83%	82%	Between 0% and 10% (over the long term)
Asset Sustainability Ratio (%)		108%		Greater than 90% (over the long term)
Current Ratio		6.7		Greater than '1:1 (over the long term)
Net Financial Liabilities Ratio		-68%		Less than 60% (over the long term)

Key measure of sustainability are useful in providing an overview into councils overall health. Council's ratios will be provided to Council once the books of accounts are fully reconciled.

**Current ratio** –this ratio measures the organisation's ability to offset current liabilities with current assets.

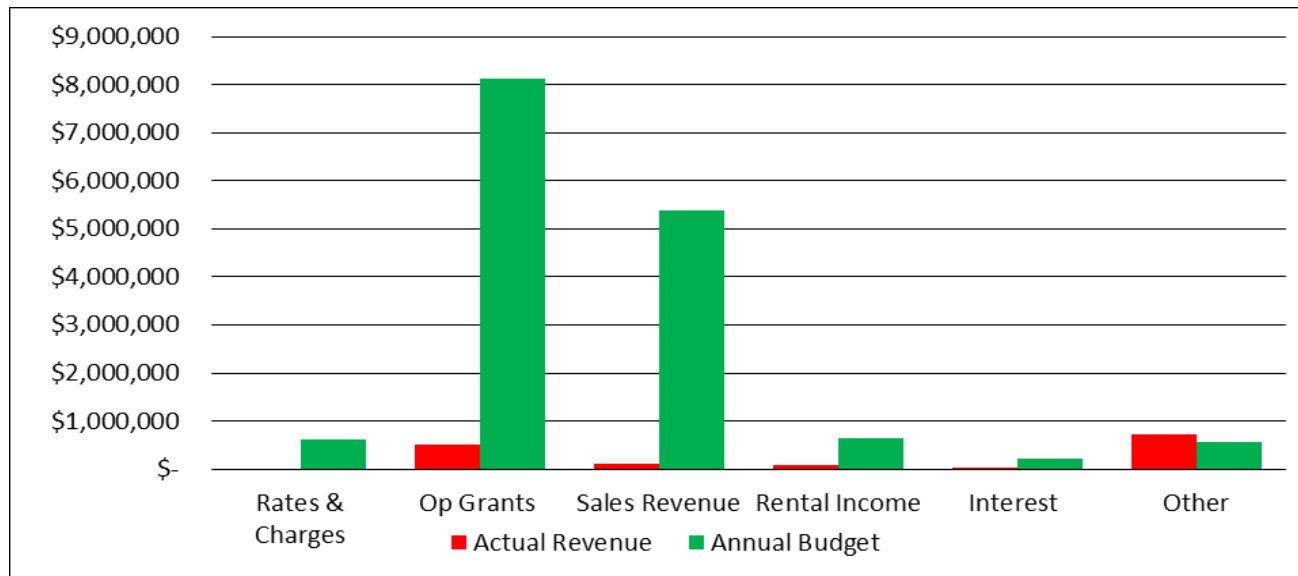
**Net financial liabilities ratio** –this ratio measures the organisation's ability to service financial liabilities through operating revenues.

**Operating surplus ratio** - is an indicator of the extent to which revenues raised cover operational expenses only. This ratio also measures if the organisation is generating sufficient operational surplus to cover capital funding purposes or other purposes.

## 3. STATEMENT OF INCOME AND EXPENDITURE BY TYPE

STATEMENT OF INCOME AND EXPENDITURE				
	Annual Budget	YTD Pro rata Budget	YTD Actual	YTD Variance
<b>Recurrent Revenue</b>				
Rates Levies and Charges	622,829	103,805	-	- 103,805
Grants Subsidies and Contributions	8,117,632	1,352,939	510,390	- 842,549
Rental Income	655,846	109,308	89,879	- 19,429
Fees & Charges	360,122	60,020	46,364	- 13,657
Interest Earnings	216,000	36,000	36,055	55
Other Revenue	203,121	33,854	664,513	630,660
Sales Revenue	5,384,277	897,380	118,616	- 778,763
<b>Total Recurrent Revenue</b>	<b>15,559,827</b>	<b>2,593,305</b>	<b>1,465,817</b>	<b>- 1,127,487</b>
<b>Recurrent Expenses</b>				
Employee benefits	4,022,129	670,355	605,752	- 64,603
Materials and services	6,217,464	1,036,244	620,923	- 415,321
Finance costs	12,371	2,062	267	- 1,795
Depreciation and amortisation	3,492,434	582,072	582,072	-
Other expenses	285,008	47,501	24,302	- 23,200
Reallocation codes	42,000	7,000	- 39,227	- 46,227
<b>TOTAL RECURRENT EXPENSES</b>	<b>14,071,406</b>	<b>2,345,234</b>	<b>1,794,088</b>	<b>- 551,146</b>
<b>NET RESULT</b>	<b>1,488,421</b>	<b>248,070</b>	<b>- 328,271</b>	<b>- 576,341</b>

**Actual Operating Income vs Budget**

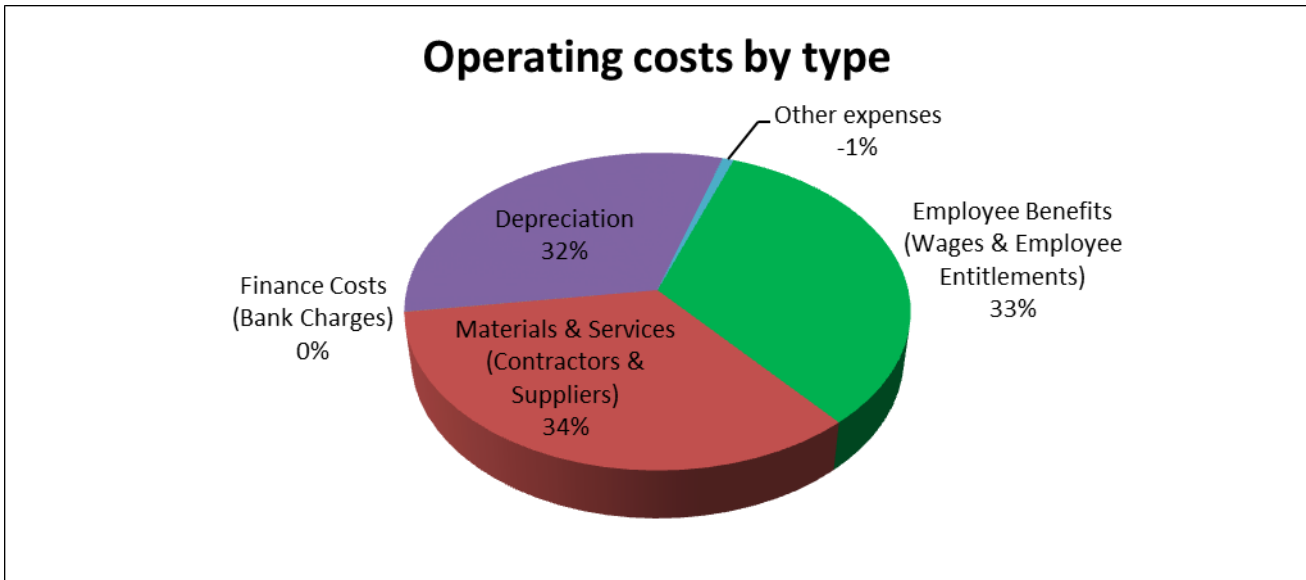
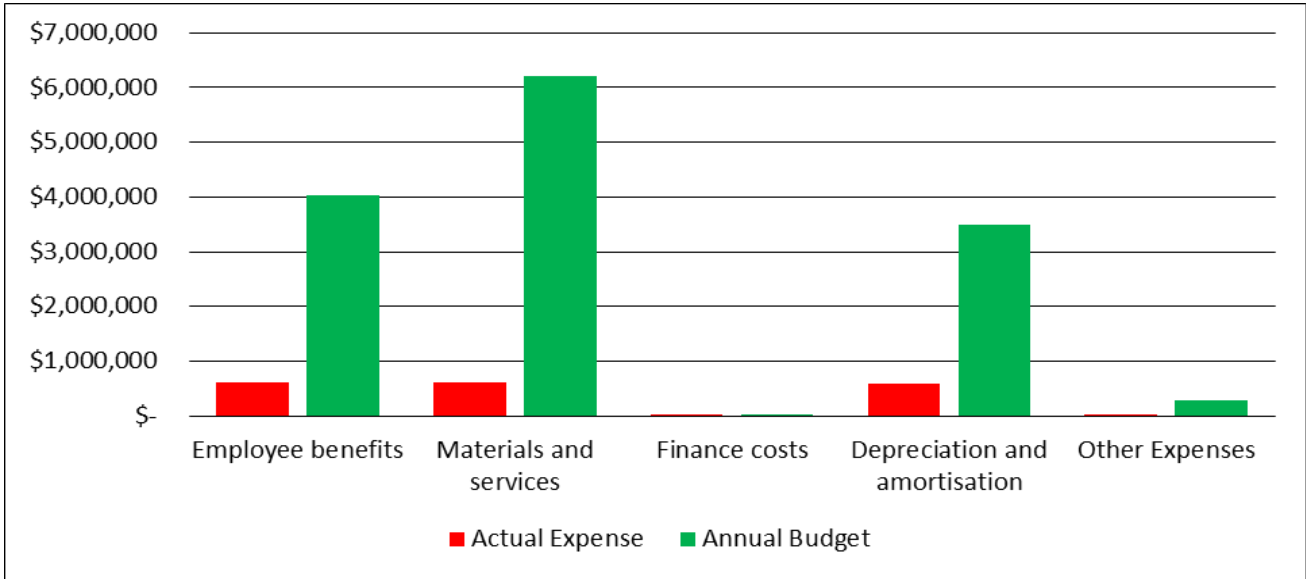


Operating income across all revenue streams is below budget due to timing differences. Rates and charges should be levied to bring actuals in line with budget estimates. All income streams will be monitored progressively through the year.

**4. OPERATING EXPENSES**

<b>OPERATING COSTS BY TYPE</b>				
	<b>Annual</b>	<b>YTD</b>	<b>YTD</b>	<b>YTD</b>
	<b>Budget</b>	<b>Pro rata</b>	<b>Actual</b>	<b>Variance</b>
Employee Benefits ( <i>Wages &amp; Employee Entitlements</i> )	4,022,129	670,355	605,752	- 64,603
Materials & Services ( <i>Contractors &amp; Suppliers</i> )	6,217,464	1,036,244	620,923	- 415,321
Finance Costs ( <i>Bank Charges</i> )	12,371	2,062	267	- 1,795
Depreciation	3,492,434	582,072	582,072	-
Other expenses	327,008	54,501	- 14,926	- 69,427
<b>Total Operating Costs</b>	<b>14,071,406</b>	<b>2,345,234</b>	<b>1,794,088</b>	<b>- 551,146</b>

**Year to date Operating Expenses vs Budget**



Operating expenses are within budget, there are no significant variances to report. Results by type of expenditure reflect the infancy of the financial year.

## 5. MATERIALS AND SERVICES

MATERIALS AND SERVICES ANALYSIS				Expenditure within/over Budget
	Budget	Actual	Variance	
Materials/Workshop Consumables/Other T	352,820	28,038	324,782	✓
Service Contracts	3,142,903	17,017	3,125,886	✓
Telephone & Communications	70,800	15,193	55,607	✓
Consultancy Expenses	295,000	57,301	237,699	✓
Fire Equipment & Service Contacts	7,200	-	7,200	✓
Freight and Postage	37,500	12,705	24,795	✓
Travel and Accommodation	184,300	6,493	177,807	✓
Contractors	27,600	-	27,600	✓
IT Expenses	384,300	7,027	377,273	✓
Administration Supplies and Consumable	51,000	8,403	42,597	✓
Donation and Contribution	6,600	-	6,600	✓
Maintenance - Office Furniture & Equip	4,200	-	4,200	✓
Vehicle Repairs & Maintenance	40,000	2,484	37,516	✓
Cleaning Products	-	-	-	✓
Electricity/Gas	216,000	3,608	212,392	✓
Water Testing	18,000	122	17,878	✓
Registration- P&E	42,000	-	42,000	✓
Maintenance -P&E	176,841	21,368	155,473	✓
Maintenance - Building	130,800	37,900	92,900	✓
Licence & Permits	-	-	-	✓
Subscription and Advertising	20,000	560	19,440	✓
Vending Machine Purchases Guest House	-	-	-	✓
Diesel Pump	-	-	-	✓
Legal Fees	90,000	-	90,000	✓
Insurance Premiums	424,200	393,237	30,963	✓
Property Rental	27,000	4,361	22,639	✓
Staff training	-	-	-	✓
Audit services	399,000	-	399,000	✓
External Labour Hire	21,000	4,945	16,055	✓
Guest house/Airport food purchases	8,400	-	8,400	✓
Private works expenses	-	-	-	✓
Workshop Tools	-	161	161	✓
Donation Rodeo Waanyi Native Title	40,000	-	40,000	✓
<b>Total</b>	<b>6,217,464</b>	<b>620,923</b>	<b>5,596,541</b>	<b>✓</b>

Nil significant variances to report

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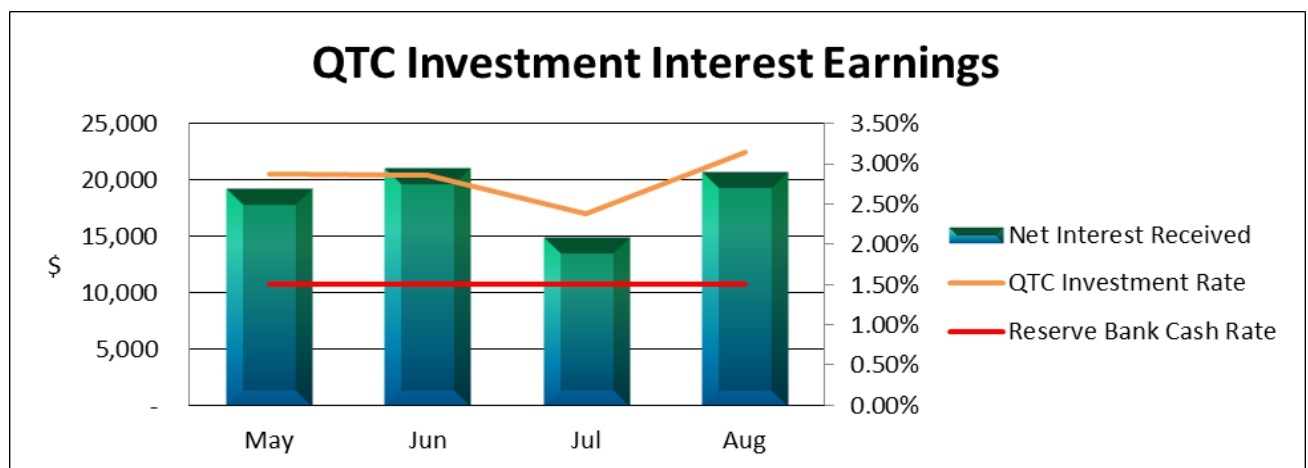
**6. EMPLOYEE BENEFITS**

<b>EMPLOYEE BENEFITS ANALYSIS</b>								
	FTE (Council Employees & Councillors)	Total Staff Wages & Salaries Incl Councillors	Annual Leave Long Service Leave & Entitlements	Sick Leave	Superannuation Incl Councillors	Other Employee Related Costs	Isolation Leave Airfares	Total Employee Benefits
<b>Annual Budget</b>		<b>3,490,089</b>	<b>200,000</b>	<b>78,000</b>	<b>203,040</b>	<b>43,800</b>	<b>7,200</b>	<b>4,022,129</b>
July	86	256,831	23,163	10,968	29,288	4,037	-	324,288
Aug	83	221,135	15,471	8,934	25,212	10,710	-	281,462
Sept								-
Oct								-
Nov								-
Dec								-
Jan								-
<b>Total YTD Benefits Paid</b>		<b>477,967</b>	<b>38,634</b>	<b>19,902</b>	<b>54,500</b>	<b>14,747</b>	<b>-</b>	<b>605,750</b>
<b>Variance</b>		<b>3,012,122</b>	<b>161,366</b>	<b>58,098</b>	<b>148,540</b>	<b>29,053</b>	<b>7,200</b>	<b>3,416,379</b>

Total wages and employee entitlements at the end of August sat at \$605,000. 79% of total wages paid in August relates to productive hours worked. 5 % of wages paid relates to annual leave and 3% of total wages paid relates to sick leave.

**7. CASH HOLDINGS**

Cash & Cash Equivalents	Average Investment Rate	Reserve Bank Interest Rate	YTD Interest Earnings	Cash Balance
DASC General Operating Account			\$ -	\$ 278,229
DASC Lease Account			\$ -	\$ 25,241
QTC Sports Precinct Account	2.89%	1.50%	\$ 409	\$ 93,739
QTC Investments Account	2.89%	1.50%	\$ 35,646	\$ 8,160,015
Cash Float - Workshop			\$ -	\$ 100
Cash Float - Airport Vending Machine			\$ -	\$ 210
Petty Cash - Doomadgee Office			\$ -	\$ 1,000
Petty Cash - Cairns Office			\$ -	\$ 373
<b>Total</b>			<b>\$ 36,055</b>	<b>\$ 8,558,908</b>



**Recommendation:**  
That Council receive the Finance Report as presented.

Noted

## 11. CLOSED SESSION

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

### Resolution No 8-09/18

Moved Cr Vernon Ned

Seconded Cr Jason Ned

**That Council close the meeting to the public at 02.33pm under section 275 Local Government Regulations 2012. Carried**

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
  - e. Contracts proposed to be made by it; or
  - f. Starting or defending legal proceedings involving it; 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

Attendance: Scharrayne Foster declared a Conflict of Interest in item 11.01 and left the meeting for the discussion at 2.35pm

Attendance: Trudy Mellor was asked to leave the meeting for the discussion of the HR Matter at 2:43pm.

Attendance: Scharrayne Foster entered the meeting at 2.43

### Resolution No 9-09/18

Moved Cr Vernon Ned

Seconded Cr Jason Ned

**That Council open the meeting to the public at 3:10pm for the taking of resolutions. Carried**

### 11.01 – Outstanding Debtor

### Resolution No 10-09/18

Moved Cr Jason Ned

Seconded Cr Dean Jupiter

**That the report/attachment be deemed a confidential document and be treated as such, and remain confidential unless Council decide by resolution, pursuant to the provisions of the Local Government Regulation 2012 in Chapter 8 Administration, part 2 Local government meetings and committees, under Sections 275 (1);**

**That Council write off the existing debt of \$116,086.00 on the condition that the Corporation enters into a lease agreement with Council. Carried**



**11.02 – Staff Issues**

**Resolution No 11-09/18**

**Moved** Cr Jason Ned

**Seconded** Cr Dean Jupiter

That the report/attachment be deemed a confidential document and be treated as such, and remain confidential unless Council decide by resolution, pursuant to the provisions of the Local Government Regulation 2012 in Chapter 8 Administration, part 2 Local government meetings and committees, under Sections 275 (1);

That Council resolve to seek a legal opinion on the HR Matter.

**Carried**

**13. PROPOSED MEETING CALENDAR**

Thursday 18 <sup>th</sup> October 2018	10:00am	Doomadgee	Ordinary Meeting
Thursday 15 <sup>th</sup> November 2018	10:00am	Doomadgee	Ordinary Meeting
Thursday 20 <sup>th</sup> December 2018	10:00am	Doomadgee	Ordinary Meeting

**15. CLOSURE OF MEETING**

The Meeting closed 3:15pm

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**Jason Ned**  
**Acting Mayor**  
**Doomadgee Aboriginal Shire Council**