



# Council Meeting Minutes

19 July 2017

10.30am – 2.06pm

Cairns Board Room and Kowanyama Board Room (via  
Videoconference)

## **Present**

Mayor Michael Yam (Chair)

Deputy Mayor Territa Dick

Cr Colin Lawrence

Cr Wendy Wust

Cr John Fry

Chief Executive Officer, Fabian Williams

Deputy Chief Executive Officer, Director Community Services Cameron Unwin

Manager Finance, Helen Taylor

Executive Assistant, Deborah Robinson (Minute Taker) (videoconference)

## **Apologies**

Katherine Wiggins, Corporate Governance

### **1) Welcome and Apologies**

The Mayor welcomed Councillors to the meeting.

There were no apologies noted.

### **2) Updates to Councillor Register of Interest or Related Parties**

No updates were provided.

### 3) **Minutes from Previous Council Meeting**

The CEO presented the June Council meeting minutes, noting key actions.

#### **RESOLUTION**

##### **Minutes for June Council Meeting**

That the minutes of the June 2017 Council meeting be adopted as true and accurate.

**Moved Cr Wust Seconded Cr Lawrence**

**MOTION CARRIED**

### 4) **10.45am – 11.30am Departmental Updates**

#### a) Office of the CEO

The CEO presented his June Departmental report. The CEO provided an update as follows:

##### Internal Audit - Fraud

The CEO stated that our Internal Auditors have now completed the cash handling review. The review has identified practical ways to safeguard employee and council safety when handling cash. The report will be provided to the next Audit and Risk committee. The internal auditors are now working on the fraud management component of the project and are currently arranging interviews with the Executive Team to investigate further how Council manages the risk of fraud.

##### Ministerial Meetings

Council met with State Government ministers the week of the 10th July to progress key council and community needs, particularly around mental health and justice services. The meetings were very successful and Council is now working with Government to progress the actions. A summary was provided as follows:

- Monday 10 July - The Hon Mark Ryan, Minister for Police, Fire and Emergency Services and Minister for Corrective Services, The Hon Mark Furner, Minister for Local Government and Minister for Aboriginal and Torres Strait Islander Partnerships.

##### **Agreements / Actions:**

- The Minister's will look at funding a Men's Shed Coordinator position and refurbishment of the building (or new building)

- Consider re-establishing local sites as potential rehabilitation and integration centres for offenders (Baas Yard)
  - “Integrated Domestic Violence Response Unit” - further information required
  - Council to provide a response to the Productivity Commission review of services in the Cape
  - “Jail to jobs” – Kowanyama could be a trial site – further information needed on this program
- Tuesday 11 July, The Hon Cameron Dick, Minister for Health

**Agreements / Actions:**

- It was noted that a Well-Being Centre (community hub) was proposed by Council two years ago. The Department of Prime Minister and Cabinet (DPMC) has more details on this. The Minister will be contacting DPMC to gain an update on how to progress this project considering the current urgent need to establish a community space for the provision of health and well-being, arts and business services.
- There was a discussion on what could be done now whilst longer term solutions are developed. It was agreed that Indigenous Mental Health First Aid for community members and staff would be beneficial as well as Healing on Country Programs and a Men’s Shed. Further discussions around funding are required.
- Council requested that a “Health and Well Being Services Coordinator” position be funded to coordinate and drive realignment between all services in the community
- The health CEO stated that he recognised the need for longer-term consistency in mental health staff and the need for more community members to be employed at the Clinic.

Mr Williams stated that the Premier has since announced that she will be visiting Kowanyama in September and the Health Minister has announced that they are looking at investing in Indigenous Mental Health First Aid courses for staff and community, plus the establishment of a well-being centre.

Topsy Creek

Council is currently working with Black and More, and Preston Law, to resolve some queries that have been received from the PBC (through their legal representatives - Marrawah Law). Their queries relate to:

- Negotiating an Indigenous Land Use Agreement (ILUA)
- Indigenous employment in the project
- Cultural Heritage procedures
- Surrendering an Aboriginal Freehold and part of a lease for the road development

Marrawah Law advised that there would be costs to progress negotiations. Council does not have the funds for this and so Transport and Main Roads were

approached to see if project funding could be expended on these costs – TMR agreed and so a meeting with the PBC and Marrawah Law has been set up. The meeting has been scheduled for 2nd August in Kowanyama (all day) in the Council Office board room.

#### Health Lease

A productive meeting was held with Apunipima on 13 June. Council discussed that it was supportive of additional health services but that it was vital for Council accommodation revenue to be maintained to ensure no loss of Council services which could impact job provision in the community.

It was agreed that an option may be to include a clause for the continued use of council accommodation services within the health lease.

#### Action Item Progress

There have been 17 Action Items from Council meetings (since we started to capture the Action Items). 4 Actions Items have been completed and 13 are still in progress, as attached at Attachment 2.

### **5) Operational Plan Review**

#### **RESOLUTION**

That Council endorse the Agenda Report Operational Plan Review Q3-Q4 2016-2017 as presented

**Moved Cr Fry Seconded Cr Wust**

**MOTION CARRIED**

#### **Action Item**

**Corporate Governance to provide monthly progress report on Operational Plan and send to Councillors and Executive Management Team.**

**Council Adjourned for Break 12.20pm – 12.38pm**

### **6) Closed Business Agenda Reports 12.38pm**

#### **RESOLUTION**

**Move in to Closed Business 12.38pm**

That in accordance with s275 of the Local Government Regulation 2012 it is resolved for the meeting to go into closed session to discuss:

- a. The local government's budget

- b. Other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage

**Moved Mayor Yam Seconded Cr Lawrence**

**MOTION CARRIED**

**RESOLUTION**

**Move out of Closed Business 1.45pm**

**Moved Mayor Yam Seconded Cr Lawrence**

**MOTION CARRIED**

**RESOLUTION**

**Closed Business Agenda Report, 2017-2018 Budget**

That pursuant to Division 3 of the Local Government Regulation 2012 (Qld) Council adopts the annual budget for the 2017-2018 financial year, as presented, including the following:

- Statement of Financial Position
- Statement of Cashflow
- Statement of Income and Expenditure
- Statement of Changes in Equity
- Long Term financial forecast
- Financial Sustainability Ratios
- Capital Budget
- 2017-2018 Fees and Charges
- 2017-2018 General Rate Equivalents
- Debt Policy
- Investment Policy
- Revenue Statement
- Revenue Policy
- Procurement Policy

**Moved Cr Lawrence Seconded Cr Wust**

**MOTION CARRIED**

It was noted that the full budget would be publically available on the Council website:  
<http://www.kowanyama.qld.gov.au/our-council/publications>

## **Agenda Reports**

### **Human Resources**

Mr Williams provided an update on Human resources. The following was stated:

- Current staff numbers: 132
- Current advertised vacancies:
  - Aged Care Services
  - Women's and Children's Services Coordinator
- Current workers compensation claims: 1
- HR Policies for Approval:
  - Councillor Remuneration
  - KASC Performance Management
  - Unsatisfactory Performance and Misconduct Policy

### **Agenda Report Councillor Remuneration**

Mr Williams stated that every year the Remuneration and Discipline Tribunal decide the maximum remuneration payable to councillors, mayors or deputy mayors in each category of local government (section 244, Local Government Regulation 2012).

A decision has now been provided by the Tribunal for remuneration from 1 July 2017. Council must now decide whether the decision for the amendments will apply to Kowanyama Aboriginal Shire Council.

### **RESOLUTION - Councillor Remuneration**

That the Council endorse the new Councillor Remuneration

Moved Cr Fry Seconded Deputy Mayor Dick

**MOTION CARRIED**

### **RESOLUTION - Performance Management Policy and Unsatisfactory Performance and Misconduct Policy**

That the Council endorse the Performance Management Policy and Unsatisfactory Performance and Misconduct Policy as presented

Moved Cr Lawrence Seconded Cr Fry

**MOTION CARRIED**

### **General Business**

Deputy Mayor Dick would like incentives provided to employees to take more ownership of work including Employee of the Month.

Deputy Mayor Dick would like to develop a wish list of items which the Grants and Business Development Manager can apply for grants for.

USB sticks to be provided to Councillors to save Council Meeting Minutes and Reports to.

### **Action Item**

Deputy Chief Executive Officer & Director Community Services Cameron Unwin to review car abandonment laws.

**Council Meeting Closed at 2.06pm**