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**DOOMADGEE ABORIGINAL SHIRE COUNCIL**  
**MINUTES – ORDINARY MEETING OF COUNCIL**  
MONDAY, 8<sup>TH</sup> AUGUST 2016

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Minutes of the July Ordinary Meeting of the Doomadgee Aboriginal Shire Council held in the Boardroom, 275 Sharpe Street, Doomadgee on Monday 8<sup>th</sup> August 2016.

**PRESENT**

Cr E Walden	Mayor (10:19 to 10:31) and (11:06 to 11:07)
Cr J Ned	Deputy Mayor
Cr S Foster	Councillor
Cr D Jupiter	Councillor

Council Officers:

A Seiler	Acting Chief Executive Officer
G Jeffries	Manager Infrastructure and Projects

Observers:

R Burton	Advisor, Department of Infrastructure, Local Government and Planning
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**APOLOGIES & LEAVE OF ABSENCE**

R Richardson	Chief Executive Officer
A David	Chief Financial Officer
G Richardson	Manager Community Services
R Kelly	Acting Manager Corporate Services

**MEETING RE-SCHEDULING**

*21<sup>st</sup> July 2016*

The July Ordinary Meeting originally scheduled for Thursday 21<sup>st</sup> July 2016 was postponed due to unavailability of the Mayor due to family bereavement and out of respect members present.

In accordance with Section 261(2)(c) of the *Local Government Regulations 2012* the Acting Chief Executive Officer rescheduled the meeting to 11am Tuesday 26<sup>th</sup> July 2016

*26<sup>th</sup> July 2016*

At 11:00 the Acting Chief Executive Officer waited for fifteen minutes without any Councillors attending. Following acknowledgement of potential availability by a majority of Elected Members on Friday 29<sup>th</sup> July 2016, in accordance with Section 261(2)(c) of the *Local Government Regulations 2012*, the Acting Chief Executive Officer rescheduled the meeting to 11:00am Tuesday 2<sup>nd</sup> August 2016

*2<sup>nd</sup> August 2016*

Due to non-attendance by Councillors, after fifteen minutes the Acting Chief Executive Officer adjourned the meeting at 11:15am for a further 15 minutes

Cr Foster attended the boardroom at 11:20, vacated and returned at 11:43.

Cr Foster, as the only Councillor in attendance and in accordance with Section 261(2)(b) of the *Local Government Regulations 2012* requested the Acting Chief Executive Officer reschedule the meeting to 09:00am Wednesday 3<sup>rd</sup> August 2016.

All parties vacated the boardroom at 11:47

*3<sup>rd</sup> August 2016*

The Mayor had advised by email to Acting Chief Executive Officer on evening of 2 August 2016 that he was declaring Sorry Business all day 3<sup>rd</sup> August 2016 due to a burial of a family member. Acting Chief Executive Officer rescheduled the meeting to 09:00am Friday 5<sup>th</sup> August 2016 in accordance with Section 261(2)(c) of the *Local Government Regulations 2012*.

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*5<sup>th</sup> August 2016*

Cr Ned was the only Councillor in attendance at 9am and at 09:15, in accordance with Section 261(2)(b) of the *Local Government Regulations 2012* requested the Acting Chief Executive Officer adjourn the meeting to 10:30.

Cr Ned was the only Councillor in attendance at 10:30 however left the boardroom at 10:36

At 10:46, fifteen minutes after the commencement time the Acting Chief Executive Officer adjourned the meeting for a further 15 minutes to 11:01

Cr Ned returned to the boardroom at 10:56 and at 11:01, as the only Councillor in attendance, in accordance with Section 261(2)(b) of the *Local Government Regulations 2012* requested the Acting Chief Executive Officer reschedule the meeting to 09:00am Monday 8<sup>th</sup> August 2016.

*8<sup>th</sup> August 2016*

Due to non-attendance by Councillors, after fifteen minutes the Acting Chief Executive Officer adjourned the meeting at 9:15 for fifteen minutes to 09:30

Cr Ned attended the boardroom at 09:24

Cr Ned, as the only Councillor in attendance and in accordance with Section 261(2)(b) of the *Local Government Regulations 2012* adjourned the meeting at 09:30 for a period of fifteen minutes to 09:45

Cr Foster attended the boardroom at 09:53

Cr Ned, in accordance with Section 261(2)(b) of the *Local Government Regulations 2012* adjourned the meeting at 09:45 for a period of fifteen minutes to 10:00

Cr Jupiter attended the boardroom at 09:57

Having achieved quorum, the Deputy Mayor officially opened the meeting at 10:00

**CONFIRMATION OF PREVIOUS MINUTES**

***73-08/16***

***Moved Cr Jupiter Seconded Cr Ned that the Minutes of the previous Meeting of Council held on Thursday 16<sup>th</sup> June 2016, be confirmed as a true and correct record of that meeting.***

**CARRIED (3/0)**

**DISCLOSURE OF MATERIAL PERSONAL INTEREST AND CONFLICT OF INTEREST**

Nil

**PRESENTATION AND/OR ELECTED MEMBERS REPORTS**

Nil

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**CHIEF EXECUTIVE OFFICER’S REPORT**

Prior to consideration of item 7.1, the Acting Chief Executive Officer sought permission from the Chairperson to provide Department of Infrastructure, Local Government and Planning Advisor, Mr Ray Burton with the opportunity to present directly to Council on the matter, together with the terms of his engagement by the Department of Infrastructure, Local Government and Planning.

**7.1 Department of Infrastructure, Local Government and Planning – Appointment of Advisor**

<b>LOCATION/ADDRESS:</b>	Not applicable
<b>APPLICANT:</b>	Mr Frankie Carroll, Director-General DILGP
<b>FILE NUMBER:</b>	
<b>AUTHOR:</b>	Acting Chief Executive Officer
<b>CONTRIBUTOR(S):</b>	Not applicable
<b>RESPONSIBLE OFFICER:</b>	Mayor
<b>DISCLOSURE OF INTEREST:</b>	Nil
<b>DATE OF REPORT:</b>	15 <sup>th</sup> July 2016

**PURPOSE**

Acknowledgement of the appointment of Mr Ray Burton as advisor to the Doomadgee Aboriginal Shire Council by the Department of Infrastructure, Local Government and Planning

**BACKGROUND**

The Acting Chief Executive Officer received the following correspondence on the evening of Wednesday 13 July 2016 that was hand-delivered to the Mayor Thursday 14 July 2016, with a copy provided to all other Councillors:

*Dear Councillor Walden,*

*I am writing to advise you that I have made the decision, pursuant to section 117 of the Local Government Act 2009 (the Act), to appoint Mr Ray Burton as advisor to the Doomadgee Aboriginal Shire Council (the council).*

*The advisor will commence as specified in the gazette notice published on 15 July 2016 for a period to 7 October 2016. The Department of Infrastructure, Local Government and Planning (the department) will meet the costs of the advisor.*

*I have not made this decision lightly but have done so in part due to concerns regarding the decision-making processes of the council and its ability to adhere to and implement good governance practices. I also believe that the department can best assist the council meet the requirements of the Act and the need of its community by engaging an experienced local government professional to work with the council.*

*The Terms of Reference for the appointment are enclosed for your information. The advisor will help the council to build its capacity to perform its responsibilities properly and to comply with the Local Government Acts (as stipulated under section 117 of the Act). In particular, the advisor will ensure that the councillors, chief executive officer and other key senior staff have a clear understanding of their roles and responsibilities and that the council has in place, and strictly adheres to transparent and ethical decision-making processes in accordance with the provisions of the relevant local government legislation.*

*The advisor will focus on the following key outcome areas:*

- 1. The separation of powers, ensuring an understanding of the different roles and responsibilities of the elected councillors and council staff.*

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2. *Lawful decision making processes and the necessity of being presented with all relevant information in order to make considered and informed decisions that take into account the council's policy framework, statutory requirements, risks, consequences, costs and sustainability.*
3. *Proper processes for the procurement of goods and services and the proper processes for the expenditure of funds.*
4. *Holding of properly constituted meetings, ensuring councillors understand the legislative requirements of meetings including:*
  - *notice of meetings*
  - *development of agendas*
  - *establishment of meeting locations*
  - *conduct of meetings*
  - *recording of decisions/taking of minutes*
  - *confirmation of minutes*
5. *Assist the councillors in achieving good governance and promote its importance in maintaining and enhancing community confidence and trust. Good governance includes planning (strategic, operational and financial); accountable and effective systems and processes; timely, responsive and accurate reporting; transparent, inclusive, sustainable, informed and considered decision-making; and ethical conduct.*
6. *All related systems, policies and procedures are to be reviewed and where necessary updated, in consultation with the council.*
7. *Attend all meetings of the council held during the period of appointment.*

*The advisor will provide weekly reports jointly to the department and to the council during the period of his appointment.*

*Please note that under section 117(4) of the Act that the local government must cooperate fully with the appointed advisor.*

*If you require further information, I encourage you to contact Mr Jim Evans, Manager, Local Government and Regional Services in the department on 4758 3425.*

**COMMENT**

Representatives from the Department of Local Government, including:

Ms Jo Stephenson, Director, Northern Region  
Mr Jim Evans, Manager, Northern Region  
Mr Peter Whiting, Senior Advisor, Northern Region

Together with Mr Ray Burton as advisor will be present at the July Ordinary Meeting, will take the opportunity to clearly explain, in-person, the process relating to the appointment of an advisor, and will remain present for the duration of the remainder of the meeting.

**CONSULTATION**

Nil

**LEGISLATIVE ENVIRONMENT**

*Local Government Act 2009*

*Local Government Regulation 2012*

**STRATEGIC ASSOCIATION /  
ALIGNMENT TO CORPORATE PLAN**

Not applicable

**RISK ASSESSMENT**

Not applicable

**FINANCIAL IMPACT**

Negligible – provision of office accommodation has been directly arranged, and deferred disposal of a motor vehicle to be used during the engagement period will be facilitated by Council will have a marginal impact on the trade/disposal value

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<b>ASSET MANAGEMENT &amp; SUSTAINABILITY IMPACT</b>	Not applicable
<b>POLICY ASSOCIATION</b>	Not applicable
<b>CULTURAL CONSIDERATIONS</b>	Not applicable

**RECOMMENDATION**

That Council acknowledge the correspondence received from the Director-General, Department of Infrastructure, Local Government and Planning regarding the appointment of Mr Ray Burton as Advisor to Council and support the Acting Chief Executive Officer in providing complete cooperation to the Department during the engagement period.

**74-08/16**

***Moved Cr Ned Secoded Cr Foster that Council acknowledge the correspondence received from the Director-General, Department of Infrastructure, Local Government and Planning regarding the appointment of Mr Ray Burton as Advisor to Council and support the Acting Chief Executive Officer in providing complete cooperation to the Department during the engagement period.***

**CARRIED (3/0)**

**7.2 Doomadgee Non-Government Organisation (NGO) – Final Establishment**

<b>LOCATION/ADDRESS:</b>	Not applicable
<b>APPLICANT:</b>	Not applicable
<b>FILE NUMBER:</b>	
<b>AUTHOR:</b>	Acting Chief Executive Officer
<b>CONTRIBUTOR(S):</b>	John Bottoms, BELAW
<b>RESPONSIBLE OFFICER:</b>	Mayor
<b>DISCLOSURE OF INTEREST:</b>	Nil
<b>DATE OF REPORT:</b>	15 <sup>th</sup> July 2016

**PURPOSE**

Consideration of a final overview of the originally proposed Doomadgee Development Foundation, following opportunity for Council to participate in a workshop immediately following the June Ordinary Meeting of Council (Friday 17<sup>th</sup> June 2016)

**BACKGROUND**

Council has for a considerable time considered the establishment of a Non-Government Organisation (NGO) with the Doomadgee Development Foundation having been registered.

**COMMENT**

The following background information has been provided by Mr John Bottoms, Principal BELAW:

***Item - Confirmation of the establishment and sponsorship by Council of a non-government organisation to be entitled: The Doomadgee Tribal Foundation***

- 1. A report to be presented by Bottoms English Lawyers to Council in relation to the establishment of the organisation.*

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2. *That this Council ratifies and approves the establishment of a non-government organisation in the form of a public company limited by guarantee – originally incorporated on 20 November 2015 as the Doomadgee Development Foundation Limited ABN 50 609 414 404, pursuant to a grant made to Council in support of this activity by the Department of Prime Minister and Cabinet.*
3. *That the following resolutions be put at the first AGM of the organisation:*
  - a. *To change the name of the organisation to The Doomadgee Tribal Foundation (or such other name as Council may decide);*
  - b. *To adopt the constitution of the organisation, a copy of which is annexed hereto and marked "A";*
  - c. *To amend the constitution to allow for the following directors and advisors to be appointed:*
    - i. *The Mayor for the time being of Doomadgee Aboriginal Shire Council;*
    - ii. *A councillor to be nominated by the Doomadgee Aboriginal Shire Council;*
    - iii. *Two persons, both being current members, nominated by resolution of the Waanyi RNTBC and recognised by the Waanyi RNTBC as being a **Waanyi person** (regardless of whether that person is or is not also recognised as being a person of any other indigenous group), one person being a named director and one person being an alternate director;*
    - iv. *Two persons, both being current members, nominated by resolution of the Gangalidda and Garawa RNTBC and recognised by the Gangalidda and Garawa RNTBC as being a **Garawa person** (regardless of whether that person is or is not also recognised as being a person of any other indigenous group), one person being a named director and one person being an alternate director;*
    - v. *Two persons, both being current members, nominated by resolution of the Gangalidda and Garawa RNTBC and recognised by the Gangalidda and Garawa RNTBC as being a **Gangalidda person** (regardless of whether that person is or is not also recognised as being a person of any other indigenous group), one person being a named director and one person being an alternate director;*
    - vi. *At the discretion of the board, the board may select and appoint one person who shall not be a member of the company, but who shall be an external advisory business director with necessary and appropriate professional qualifications in law, accounting or business management, of at least 5 years standing.*
4. *To call the first AGM of the organisation at a convenient time to be held on a date not earlier than 21 days from today.*
5. *To authorise the Chief Executive Officer to arrange for applications for membership of the organisation to be taken around the community, to provide information to community members, and to facilitate community members joining the organisation.*
6. *To authorise the Chief Executive Officer to provide such appropriate and necessary support, as he shall deem necessary for the establishment and operation of the organisation, making use of the grant for that purpose made by the Department of the Prime Minister and Cabinet.*

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CONSULTATION	Nil
LEGISLATIVE ENVIRONMENT	Local Government Act 2009 Local Government Regulation 2012
STRATEGIC ASSOCIATION / ALIGNMENT TO CORPORATE PLAN	Not applicable
RISK ASSESSMENT	Not applicable
FINANCIAL IMPACT	Not applicable
ASSET MANAGEMENT & SUSTAINABILITY IMPACT	Not applicable
POLICY ASSOCIATION	Not applicable
CULTURAL CONSIDERATIONS	Not applicable

**RECOMMENDATION**

That Council ratifies and approves the establishment of a non-government organisation in the form of a public company limited by guarantee – originally incorporated on 20 November 2015 as the Doomadgee Development Foundation Limited ABN 50 609 414 404, pursuant to a grant made to Council in support of this activity by the Department of Prime Minister and Cabinet and call the first AGM of the organisation at a convenient time to be held on a date not earlier than 21 days from today.

**75-08/16**

***Moved Ned Seconded Cr Jupiter that Council ratifies and approves the establishment of a non-government organisation in the form of a public company limited by guarantee – originally incorporated on 20 November 2015 as the Doomadgee Development Foundation Limited ABN 50 609 414 404, pursuant to a grant made to Council in support of this activity by the Department of Prime Minister and Cabinet and call the first AGM of the organisation at a convenient time to be held on a date not earlier than 21 days from today.***

**CARRIED (3/0)**

Cr Walden entered the meeting at 10:19

**RECOMMENDATION**

That Council authorise the Chief Executive Officer to arrange for applications for membership of the organisation to be taken around the community, to provide information to community members, and to facilitate community members joining the organisation

**76-08/16**

***Moved Cr Ned Seconded Cr Jupiter that Council authorise the Acting Chief Executive Officer to arrange for applications for membership of the organisation to be taken around the community, to provide information to community members, and to facilitate community members joining the organisation.***

**CARRIED (3/1)**

Cr Walden requested his vote be recorded against the recommendation

**Reason for alteration to the Recommendation:**

The word 'Acting' was placed in front of Chief Executive Officer to accurately reflect the role as is presently engaged.

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Cr Walden left the meeting at 10:31

**RECOMMENDATION**

That Council authorise the Chief Executive Officer to arrange for applications for membership of the organisation to be taken around the community, to provide information to community members, and to facilitate community members joining the organisation

**77-08/16**

***Moved Cr Ned Seconded Cr Foster that Council authorise the Acting Chief Executive Officer to provide such appropriate and necessary support as he shall deem necessary for the establishment and operation of the organisation, making use of the grant for that purpose made by the Department of the Prime Minister and Cabinet.***

**CARRIED (3/0)**

**Reason for alteration to the Recommendation:**

Post-production of the Agenda, it was identified the third recommendation was inadvertently duplicated as the second, however sought to reference point 6 of the report. Councillors were advised of the anomaly prior to consideration of Item 7.2.

**7.3 Acceptable Request Guidelines Policy**

<b>LOCATION/ADDRESS:</b>	Not applicable
<b>APPLICANT:</b>	Not applicable
<b>FILE NUMBER:</b>	
<b>AUTHOR:</b>	Acting Chief Executive Officer
<b>CONTRIBUTOR(S):</b>	BELAW
<b>RESPONSIBLE OFFICER:</b>	Mayor
<b>DISCLOSURE OF INTEREST:</b>	Nil
<b>DATE OF REPORT:</b>	15 <sup>th</sup> July 2016

**PURPOSE**

Endorsement of the Acceptable Request Guidelines Policy as presented

**BACKGROUND**

Council is required to have an Acceptable Request Guidelines policy to provide clarity surrounding what is acceptable information acquisition and what is not.

**COMMENT**

To maintain independence, Council has engaged the services of BELAW to develop the acceptable request guidelines to avoid any inference surrounding transparency with regard to release of information and those guidelines being set by the responsible officers providing that information



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<b>CONSULTATION</b>	Nil
<b>LEGISLATIVE ENVIRONMENT</b>	<i>Local Government Act 2009</i> <i>Local Government Regulation 2012</i>
<b>STRATEGIC ASSOCIATION / ALIGNMENT TO CORPORATE PLAN</b>	Not applicable
<b>RISK ASSESSMENT</b>	Not applicable
<b>FINANCIAL IMPACT</b>	Not applicable
<b>ASSET MANAGEMENT &amp; SUSTAINABILITY IMPACT</b>	Not applicable
<b>POLICY ASSOCIATION</b>	Not applicable
<b>CULTURAL CONSIDERATIONS</b>	Not applicable

**RECOMMENDATION**

That Council endorse the Acceptable Request Guidelines Policy as presented.

**78-08/16**

***Moved Cr Jupiter Seconded Cr Ned that Council endorse the Acceptable Request Guidelines Policy as presented.***

**CARRIED (3/0)**

Prior to consideration of Item 7.4, the Acting Chief Executive Officer advised Council the matter was now a mute-point, as the required nomination period had passed following the adjournment of the July Ordinary Meeting of Council beyond the submission date of 28 July 2016.

Accordingly, the item was not considered further and no resolution passed.

**7.4 Nomination for Election of LGAQ President**

<b>LOCATION/ADDRESS:</b>	Not applicable
<b>APPLICANT:</b>	Mr Greg Hallam, Chief Executive Officer LGAQ
<b>FILE NUMBER:</b>	
<b>AUTHOR:</b>	Acting Chief Executive Officer
<b>CONTRIBUTOR(S):</b>	Not applicable
<b>RESPONSIBLE OFFICER:</b>	Mayor
<b>DISCLOSURE OF INTEREST:</b>	Nil
<b>DATE OF REPORT:</b>	15 <sup>th</sup> July 2016

**PURPOSE**

Consideration of determination of a nominee for the position of President, LGAQ

**BACKGROUND**

Correspondence was received from the Local Government Association of Queensland

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**COMMENT**

The Rules of the Association provide for election of President, for a term of four (4) years at the Annual Conference of the Association following the Local Government Quadrennial Elections.

**PRESIDENT**

Member councils have the right to nominate any person who is an elected member of any member council as a candidate for the office of President of the Association, i.e. the nominee does not have to be a member of the Policy Executive to stand for the Office of President

Nomination papers have been provided and need to be signed by the Chief Executive Officer of the nominating Council **and are also** to be signed by the nominee in acceptance of nomination.

Nominations for President are to be lodged with the Chief Executive Officer (LGAQ) no later than 4pm Thursday 28 July 2016.

<b>CONSULTATION</b>	Nil
<b>LEGISLATIVE ENVIRONMENT</b>	<i>Local Government Act 2009</i> <i>Local Government Regulation 2012</i>
<b>STRATEGIC ASSOCIATION / ALIGNMENT TO CORPORATE PLAN</b>	Not applicable
<b>RISK ASSESSMENT</b>	Not applicable
<b>FINANCIAL IMPACT</b>	Not applicable
<b>ASSET MANAGEMENT &amp; SUSTAINABILITY IMPACT</b>	Not applicable
<b>POLICY ASSOCIATION</b>	Not applicable
<b>CULTURAL CONSIDERATIONS</b>	Not applicable

**RECOMMENDATION**

That Council consider nomination for the position of President with the Local Government Association of Queensland and should determination of a nomination be made, provide authorisation to the Acting Chief Executive Officer to secure assurance of that nominee in-writing and forward a completed nomination to the Chief Executive Officer, Local Government Association of Queensland prior to 28 July 2016.

**\*\* Please refer opening statement prior to consideration of Item 7.4  
No recommendation was considered, and no motion was put or carried.**

**7.5 Organisation Structure - 2016/2017**

<b>LOCATION/ADDRESS:</b>	Not applicable
<b>APPLICANT:</b>	Not applicable
<b>FILE NUMBER:</b>	
<b>AUTHOR:</b>	Acting Chief Executive Officer
<b>CONTRIBUTOR(S):</b>	Not applicable
<b>RESPONSIBLE OFFICER:</b>	Mayor
<b>DISCLOSURE OF INTEREST:</b>	Nil
<b>DATE OF REPORT:</b>	19 <sup>th</sup> July 2016

**PURPOSE**

Adoption of the Organisation Structure from 2016 onward or until otherwise amended by Council resolution

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**BACKGROUND**

Council is required to ratify the Organisational Structure prior to adopting the 2016/2017 Budget

**COMMENT**

The proposed structure remains largely unchanged from how it currently sits with the exception of the proposed addition of a Part-Time WH&S Coordinator and full-time WH&S Officer as per the recommendation presented verbally by Andrew Maunder from SafetyLec (Council's engaged WHS Auditor).

There has been a small re-calibration of reporting lines within some of the Business Units to increase efficiencies within the organisation.

<b>CONSULTATION</b>	Nil
<b>LEGISLATIVE ENVIRONMENT</b>	<i>Local Government Act 2009</i> <i>Local Government Regulation 2012</i>
<b>STRATEGIC ASSOCIATION / ALIGNMENT TO CORPORATE PLAN</b>	Not applicable
<b>RISK ASSESSMENT</b>	Not applicable
<b>FINANCIAL IMPACT</b>	New WHS positions have been included in the draft budget
<b>ASSET MANAGEMENT &amp; SUSTAINABILITY IMPACT</b>	Not applicable
<b>POLICY ASSOCIATION</b>	Not applicable
<b>CULTURAL CONSIDERATIONS</b>	Not applicable

**RECOMMENDATION**

That Council ratify the Organisational Structure as presented.

*79-08/16*

*Moved Cr Jupiter Seconded Cr Ned that Council ratify the Organisation Structure as presented.*

**CARRIED (3/0)**

**7.6 LGAQ Annual Conference 2016**

<b>LOCATION/ADDRESS:</b>	Not applicable
<b>APPLICANT:</b>	Not applicable
<b>FILE NUMBER:</b>	
<b>AUTHOR:</b>	Acting Chief Executive Officer
<b>CONTRIBUTOR(S):</b>	Not applicable
<b>RESPONSIBLE OFFICER:</b>	Mayor
<b>DISCLOSURE OF INTEREST:</b>	Nil
<b>DATE OF REPORT:</b>	18 <sup>th</sup> July 2016

**PURPOSE**

Consideration of attendance at the LGAQ Annual Conference – October 2016, Gold Coast

**BACKGROUND**

It is appropriate for a Chief Executive Officer and a delegation of Councillors (including the Mayor) to represent their community at the LGAQ Annual Conference, which coincides with the second Indigenous Leaders Forum to be held in 2016, with both functions occurring on the Gold Coast in October 2016.

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**COMMENT**

Council is requested to consider determination of sending all Councillors or a discrete number of delegates to attend the Local Government Association of Queensland Annual Conference as part of an overall self-development process as a majority newly elected body and to ensure maintenance of awareness of issues affecting local government at a State level.

The recommendation has deliberately been left silent on the number or appointment of attendees with the exception of the Acting CEO and Mayor to provide Council with the opportunity to determine their representation.

**CONSULTATION**

Nil

**LEGISLATIVE ENVIRONMENT**

*Local Government Act 2009*

*Local Government Regulation 2012*

**STRATEGIC ASSOCIATION /  
ALIGNMENT TO CORPORATE PLAN**

Not applicable

**RISK ASSESSMENT**

Not applicable

**FINANCIAL IMPACT**

Attendance at professional development forums is included within the adopted budget

**ASSET MANAGEMENT & SUSTAINABILITY IMPACT**

Not applicable

**POLICY ASSOCIATION**

Not applicable

**CULTURAL CONSIDERATIONS**

Not applicable

**RECOMMENDATION**

That Council authorise the attendance of the Acting Chief Executive Officer and Mayor together with Crs \_\_\_\_\_ to represent Doomadgee Aboriginal Shire Council at the Local Government Association of Queensland Annual Conference to be held on the Gold Coast 18-20 October 2016 with the addition of the Indigenous Leaders forum to be held either side of the Annual conference.

**79-08/16**

***Moved Cr Ned Seconded Cr Foster that Council authorise the attendance of the Acting Chief Executive Officer and Mayor to represent Doomadgee Aboriginal Shire Council at the Local Government Association of Queensland Annual Conference to be held on the Gold Coast 18-20 October 2016 with the addition of the Indigenous Leaders forum to be held either side of the Annual conference; and,***

***Council request the Acting Chief Executive Officer to make the necessary arrangements to defer the October Ordinary Meeting of Council from the 20<sup>th</sup> October to 11am Tuesday 25<sup>th</sup> October 2016.***

**CARRIED (3/0)**

**Reason for alteration to the Recommendation:**

Council believed attendance by the Acting Chief Executive Officer and Mayor was sufficient representation for Doomadgee Aboriginal Shire Council at the LGAQ Annual Conference. Further, as the LGAQ Annual Conference occurs at the same time as the October Ordinary meeting, it was resolved to defer that meeting to the following week.

**The Acting Chief Executive Officer, Mr Adam Seiler, declared a direct financial interest in Item 7.7, and vacated the boardroom at 10:41**

**7.7 Confidential Item – Deputy CEO Salary Package (Amendment)**

<b>LOCATION/ADDRESS:</b>	Not applicable
<b>APPLICANT:</b>	Not applicable
<b>FILE NUMBER:</b>	
<b>AUTHOR:</b>	Acting Chief Executive Officer
<b>CONTRIBUTOR(S):</b>	Not applicable
<b>RESPONSIBLE OFFICER:</b>	Mayor
<b>DISCLOSURE OF INTEREST:</b>	Acting Chief Executive Officer – Direct Financial Interest relating to substantive role
<b>DATE OF REPORT:</b>	18 <sup>th</sup> April 2016

**PURPOSE**

Adjustment of the Deputy Chief Executive Officer’s Salary Package (Motor Vehicle Allowance)

**BACKGROUND**

The Chief Executive Officer wrote to the Acting Chief Executive Officer on Monday 18<sup>th</sup> April 2016, advising he was prepared to hand-back his Council motor vehicle for the duration of his absence on sick-leave and annual-leave, in return for transition of the non-cash component (\$25,000 per annum) being transitioned to cash.

The Acting Chief Executive Officer has been utilising this motor vehicle, with the Deputy CEO vehicle (Toyota Landcruiser) being retained within the fleet for re-deployment on a temporary basis if required.

The Acting Chief Executive Officer in his capacity as Deputy Chief Executive Officer is seeking a contract amendment to the same level to maintain parity.

**COMMENT**

A contract-variation is not uncommon, and clause 15 Variation of Contract permits:

*“Any variation to this Contract shall be by agreement and in writing and signed by the parties”.*

Accordingly, Council has the opportunity to consider this request on its merits.

The surrender of this motor vehicle will enable the Deputy Chief Executive Officer’s vehicle (and the Chief Executive Officer’s vehicle for that matter) to be transitioned to the vehicle pool until utilisation is identified.

It is unknown if the Chief Executive Officer upon return will seek to have this amendment reversed and make utilisation of the vehicle, and this will be subject to direct negotiation with Council by that officer.

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<b>CONSULTATION</b>	Nil
<b>LEGISLATIVE ENVIRONMENT</b>	<i>Local Government Act 2009</i> <i>Local Government Regulation 2012</i>
<b>STRATEGIC ASSOCIATION / ALIGNMENT TO CORPORATE PLAN</b>	Not applicable
<b>RISK ASSESSMENT</b>	Not applicable
<b>FINANCIAL IMPACT</b>	Council already incorporates cash-costs, including depreciation and FBT for the provision of this employment contract benefit and conversion to cash (\$25,000) transfer the liability and responsibility to the officer
<b>ASSET MANAGEMENT &amp; SUSTAINABILITY IMPACT</b>	Not applicable
<b>POLICY ASSOCIATION</b>	Not applicable
<b>CULTURAL CONSIDERATIONS</b>	Not applicable

**RECOMMENDATION**

That Council acknowledge the request from the Acting Chief Executive Officer and confirm a variation of contract for the position of Deputy Chief Executive Officer be authorised and the value disclosed regarding provision and private use of a motor vehicle able to be converted to a vehicle allowance of the same value (cash), with this change to come into effect a time to be determined by the Deputy Chief Executive Officer, however prior to 31 December 2016.

**80-08/16**

*Moved Cr Ned Seconded Cr Jupiter that Council acknowledge the request from the Acting Chief Executive Officer and confirm a variation of contract for the position of Deputy Chief Executive Officer be authorised and the value disclosed regarding provision and private use of a motor vehicle able to be converted to a vehicle allowance of the same value (cash), with this change to come into effect a time to be determined by the Deputy Chief Executive Officer, however prior to 31 December 2016.*

**CARRIED (3/0)**

The Acting Chief Executive Officer returned to the boardroom at 10:50

**7.8 Councillor Concept Forums / Elected Member Workshops**

<b>LOCATION/ADDRESS:</b>	Not applicable
<b>APPLICANT:</b>	Not applicable
<b>FILE NUMBER:</b>	
<b>AUTHOR:</b>	Acting Chief Executive Officer
<b>CONTRIBUTOR(S):</b>	Not applicable
<b>RESPONSIBLE OFFICER:</b>	Mayor
<b>DISCLOSURE OF INTEREST:</b>	Nil
<b>DATE OF REPORT:</b>	18 <sup>th</sup> July 2016

**PURPOSE**

Determination of regular meetings with Elected Members to enable non-decision making presentations or development of concepts to serve as informing strategies for inclusion in the next Ordinary Meeting Agenda for formal ratification

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**BACKGROUND**

Council has extended some concern regarding the frequency of regular meetings, and whilst the concept of fortnightly meetings was proposed, this would be unorthodox for an organisation of this size.

**COMMENT**

The Acting Chief Executive Officer suggested the opportunity to conduct a regular Concept Forum at 10am on the first Thursday of each month, to coincide with Council's Ordinary Meetings, which are held on the third Thursday of each month.

These forums, subject to be held on a regular basis, would provide opportunity for organisations wanting to address Council as a collective, however not necessarily requiring a formal decision or resolution to be carried.

Additionally, these workshops would provide Council the opportunity to speak candidly amongst each other and with key executive staff, and provide same with the opportunity to keep Council informed on current activities within the organisation and the community at a holistic level.

<b>CONSULTATION</b>	Nil
<b>LEGISLATIVE ENVIRONMENT</b>	<i>Local Government Act 2009</i> <i>Local Government Regulation 2012</i>
<b>STRATEGIC ASSOCIATION / ALIGNMENT TO CORPORATE PLAN</b>	Not applicable
<b>RISK ASSESSMENT</b>	Not applicable
<b>FINANCIAL IMPACT</b>	Not applicable
<b>ASSET MANAGEMENT &amp; SUSTAINABILITY IMPACT</b>	Not applicable
<b>POLICY ASSOCIATION</b>	Not applicable
<b>CULTURAL CONSIDERATIONS</b>	Not applicable

\*\* Council needs to be cognisant this is not a facility to be able to make decisions, as there is no formality recognised

**RECOMMENDATION**

That Council schedule 10am on the first Thursday of each month as the DASC Concept Forum and Elected Member Workshop day and trial same until 1<sup>st</sup> December 2016 at which time Council can consider this and the Ordinary Meeting Schedule for 2017 at the December Ordinary Meeting of Council.

**81-08/16**

***Moved Cr Foster Seconded Cr Ned that Council schedule 10am on the first Thursday of each month as the DASC Concept Forum and Elected Member Workshop day and trial same until 1<sup>st</sup> December 2016 at which time Council can consider this and the Ordinary Meeting Schedule for 2017 at the December Ordinary Meeting of Council.***

**CARRIED (3/0)**

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Cr Jupiter declared a perceived conflict of interest in his capacity as School Attendance Officer at the Doomadgee State School. All members present understood the declaration of interest and believed there was no direct interest relative to Cr Jupiter and Item 7.9. Cr Jupiter remained in the boardroom.

**7.9 Youth Hub / Doomadgee State School – Specialised Schooling model**

<b>LOCATION/ADDRESS:</b>	Not applicable
<b>APPLICANT:</b>	Not applicable
<b>FILE NUMBER:</b>	
<b>AUTHOR:</b>	Acting Chief Executive Officer
<b>CONTRIBUTOR(S):</b>	Not applicable
<b>RESPONSIBLE OFFICER:</b>	Mayor
<b>DISCLOSURE OF INTEREST:</b>	Nil
<b>DATE OF REPORT:</b>	18 <sup>th</sup> July 2016

**PURPOSE**

Support in-principle for a joint model driven by the Doomadgee State School and the Department of Prime Minister and Cabinet to utilise the Doomadgee Youth Hub under a specialised schooling model

**BACKGROUND**

Councillors were provided a high-level overview of a model whereby a particular cohort of students could be educated in an environment external to the mainstream classroom in an effort to facilitate a return to that environment when the students are comfortable in doing so.

**COMMENT**

Whilst a formal Expression of Interest and proposal is yet to be received, Council has the opportunity to support this concept in principal and accept the utilisation of the Doomadgee Youth Hub by the Doomadgee State School during school-days between the hours on 9am and 2:30pm.

Normal operating hours of the Youth Hub at 2pm to 10pm so overlap would be extremely minimal and if necessary, opening hours deferred to 2:30pm.

**CONSULTATION**

Doomadgee State School  
Department of Prime Minister and Cabinet

**LEGISLATIVE ENVIRONMENT**

*Local Government Act 2009*  
*Local Government Regulation 2012*

**STRATEGIC ASSOCIATION /  
ALIGNMENT TO CORPORATE PLAN**

Not applicable

**RISK ASSESSMENT**

Not applicable

**FINANCIAL IMPACT**

Not applicable

**ASSET MANAGEMENT & SUSTAINABILITY IMPACT**

Not applicable

**POLICY ASSOCIATION**

Not applicable

**CULTURAL CONSIDERATIONS**

Not applicable

**RECOMMENDATION**

That Council support, in-principle the concept of utilisation of the Doomadgee Youth Hub by the Doomadgee State School and authorise the Acting Chief Executive Officer to negotiate an appropriate agreement between Doomadgee Aboriginal Shire Council, Doomadgee State School (Department of Education) and Department of Prime Minister and Cabinet.



**82-08/16**

***Moved Cr Foster Seconded Cr Ned that Council support, in-principle the concept of utilisation of the Doomadgee Youth Hub by the Doomadgee State School and authorise the Acting Chief Executive Officer to negotiate an appropriate agreement between Doomadgee Aboriginal Shire Council, Doomadgee State School (Department of Education) and Department of Prime Minister and Cabinet.***

**CARRIED (3/0)**

Prior to consideration of Item 7.10, Council acknowledged item 7.10 was included in the agenda at the request of Cr Chong and required Cr Chong to provide a presentation to Council.

Due to the absence of Cr Chong from the meeting, the item was deferred to the August 2016 Ordinary Meeting.

**7.10 Brisbane Information Gathering proposal**

<b>LOCATION/ADDRESS:</b>	Not applicable
<b>APPLICANT:</b>	Cr Tony Chong
<b>FILE NUMBER:</b>	
<b>AUTHOR:</b>	Acting Chief Executive Officer
<b>CONTRIBUTOR(S):</b>	Not applicable
<b>RESPONSIBLE OFFICER:</b>	Mayor
<b>DISCLOSURE OF INTEREST:</b>	Nil
<b>DATE OF REPORT:</b>	14 <sup>th</sup> July 2016

**PURPOSE**

Ratification of an information-gathering proposal in Brisbane at a time to be determined

**BACKGROUND**

Cr Chong at a recent informal workshop of elected members proposed a delegation including the Acting Chief Executive Officer and full Council to travel to Brisbane to facilitate a number of meetings with key organisations believed to be able to provide benefit to Council.

**COMMENT**

Key projects identified by Cr Chong for consideration and determination of meeting groups or individuals are as follows:

- Men's Group/Men's Shed
- Ladies Group
- Grant Consultant
- Dolphin Leagues Club – Murri Carnival in October annually
- Community Sports Club/Safe drinking area

It is important to understand, that prior to any delegation of this type being established, a scope of work surrounding the desired outcome for each of these activities needs to be identified and meetings scheduled in an economically compact timeframe to reduce travel and accommodation costs.

It is proposed to provide Cr Chong with the opportunity to elaborate on his proposal at the meeting to enable Council to make an informed decision prior to committing expenditure to sending a delegation to Brisbane.

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<b>CONSULTATION</b>	Nil
<b>LEGISLATIVE ENVIRONMENT</b>	<i>Local Government Act 2009</i> <i>Local Government Regulation 2012</i>
<b>STRATEGIC ASSOCIATION / ALIGNMENT TO CORPORATE PLAN</b>	Not applicable
<b>RISK ASSESSMENT</b>	Not applicable
<b>FINANCIAL IMPACT</b>	Determination of costs will need to be considered as part of this proposal
<b>ASSET MANAGEMENT &amp; SUSTAINABILITY IMPACT</b>	Not applicable
<b>POLICY ASSOCIATION</b>	Not applicable
<b>CULTURAL CONSIDERATIONS</b>	Not applicable

**RECOMMENDATION**

That Council consider the presentation from Cr Chong regarding the concepts disclosed and consider deployment of a delegation including the Acting Chief Executive Officer and all Councillors to travel to Brisbane at a time to be determined, following identification of key parties and determination of availability within a structured timeframe.

**\*\* Please refer opening statement prior to consideration of Item 7.10  
No recommendation was considered and no motion was put or carried and item deferred to  
August 2016 OMC**

Due to the confidential nature of Item 7.11, the Acting Chief Executive Officer requested the Manager Infrastructure and Projects to vacate the meeting. It is noted there were no members of the general-public in attendance, which did not require them to vacate.

The Manager Infrastructure and Projects left the meeting at 10:56

**7.11 Confidential Item – Correspondence from Chief Executive Officer**

<b>LOCATION/ADDRESS:</b>	Not applicable
<b>APPLICANT:</b>	Peter Bosel Lawyers on behalf of Rod Richardson
<b>FILE NUMBER:</b>	
<b>AUTHOR:</b>	Acting Chief Executive Officer
<b>CONTRIBUTOR(S):</b>	Not applicable
<b>RESPONSIBLE OFFICER:</b>	Mayor
<b>DISCLOSURE OF INTEREST:</b>	Nil
<b>DATE OF REPORT:</b>	19 <sup>th</sup> July 2016

**PURPOSE**

Acquisition of legal advice in regard correspondence received from Peter Bosel Lawyers on behalf of Rod Richardson to Mayor Edric Walden

**BACKGROUND**

Correspondence was received 14<sup>th</sup> June 2016 and directed to the Mayor and addressed to all Councillors with a copy provided to the Acting Chief Executive Officer (copy provided under separate cover)

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**COMMENT**

Cr Ned requested the Acting Chief Executive Officer raise this matter at the next Ordinary Meeting and this request is duly obliged.

The Acting Chief Executive Officer will recommend Council authorise the engagement of Council's Industrial Relations Advocate, Local Government Association of Queensland, to review the correspondence and liaise with Peter Bosel Lawyers directly on Council's behalf and prepare a report for consideration by Council either at a Special Meeting to be scheduled or at the August 2016 Ordinary Meeting.

<b>CONSULTATION</b>	Nil
<b>LEGISLATIVE ENVIRONMENT</b>	<i>Local Government Act 2009</i> <i>Local Government Regulation 2012</i>
<b>STRATEGIC ASSOCIATION / ALIGNMENT TO CORPORATE PLAN</b>	Not applicable
<b>RISK ASSESSMENT</b>	Not applicable
<b>FINANCIAL IMPACT</b>	Legal costs are incorporated within the budget
<b>ASSET MANAGEMENT &amp; SUSTAINABILITY IMPACT</b>	Not applicable
<b>POLICY ASSOCIATION</b>	Not applicable
<b>CULTURAL CONSIDERATIONS</b>	Not applicable

**RECOMMENDATION**

That Council authorise the Acting Chief Executive Officer engage representatives within the Local Government Association of Queensland to review correspondence received from Peter Bosel Lawyers addressed to Mayor Walden and provide a report directly back to Council for consideration at a Special Meeting or the August 2016 Ordinary Meeting.

**83-08/16**

***Moved Cr Ned Seconded Cr Jupiter that Council authorise the Acting Chief Executive Officer engage representatives within the Local Government Association of Queensland to review correspondence received from Peter Bosel Lawyers addressed to Mayor Walden and provide a report directly back to Council for consideration at a Special Meeting or the August 2016 Ordinary Meeting.***

**CARRIED (3/0)**

The Acting Chief Executive Officer left the meeting at 10:59 and returned immediately at 10:59

The Manager Infrastructure and Projects returned to the meeting at 10:59

**CHIEF FINANCIAL OFFICER'S REPORT**

**9.1 Monthly Report (Chief Financial Officer) – June 2016**

<b>LOCATION/ADDRESS:</b>	Not applicable
<b>APPLICANT:</b>	Not applicable
<b>FILE NUMBER:</b>	5103
<b>AUTHOR:</b>	Chief Financial Officer
<b>CONTRIBUTOR(S):</b>	Not applicable
<b>RESPONSIBLE OFFICER:</b>	Acting Chief Executive Officer
<b>DISCLOSURE OF INTEREST:</b>	Not applicable
<b>DATE OF REPORT:</b>	18 <sup>th</sup> July 2016

**PURPOSE**

Presentation of the Monthly Financial Report to Council.

**BACKGROUND**

1. Financial Report
2. Cash position
3. Job summary with comparative and movement report
4. Graph report with analysis – current assets and liabilities and ratios
5. Operating results
6. FAG grant
7. SGFA grant
8. Social housing
9. Gross Wages
10. Guest house
11. Statement of Capital Works
12. Statement of Financial Position
13. Statement of Cash Flows
14. Statement of Equity
15. Debtors and Creditors Aged Trial Balance
16. QTC statement – Capital Guaranteed cash fund
17. QTC statement – Sports and art precinct
18. Budget Statement (Draft) 2016-2017
19. Long Term Financial Sustainability Statement (Draft) 2017-2026

**COMMENT**

Commentary is contained within the attached report

<b>CONSULTATION</b>	Not applicable
<b>LEGISLATIVE ENVIRONMENT</b>	<i>Local Government Act 2009</i>
<b>STRATEGIC ASSOCIATION / ALIGNMENT TO CORPORATE PLAN</b>	Not applicable
<b>RISK ASSESSMENT</b>	Not applicable
<b>FINANCIAL IMPACT</b>	Not applicable
<b>ASSET MANAGEMENT &amp; SUSTAINABILITY IMPACT</b>	Not applicable
<b>POLICY ASSOCIATION</b>	Not applicable
<b>CULTURAL CONSIDERATIONS</b>	Not applicable

**RECOMMENDATION**

That the Monthly Financial Reports for the month ended 30 June 2016, as presented, be received.

**84-08/16**

***Moved Cr Ned Seconded Cr Foster that the Monthly Financial Reports for the month ended 30 June 2016, as presented, be received.***

**CARRIED (3/0)**

Cr Jupiter left the meeting at 11:03 and the meeting became inquorate.

Cr Walden and Cr Chong entered the boardroom at 11:03 and vacated the boardroom at 11:04

Cr Jupiter entered the meeting at 11:05 and the meeting resumed following achievement of quorum.

Cr Walden entered the meeting at 11:06 and vacated at 11:07

#### **MANAGER INFRASTRUCTURE AND PROJECTS REPORT**

##### **11.1 Update on External Architect/Project Management support**

<b>LOCATION/ADDRESS:</b>	Not applicable
<b>APPLICANT:</b>	Geoff Barker, PM+D Architects
<b>FILE NUMBER:</b>	
<b>AUTHOR:</b>	Manager Infrastructure and Projects
<b>CONTRIBUTOR(S):</b>	Geoff Barker, PM+D Architects
<b>RESPONSIBLE OFFICER:</b>	Acting Chief Executive Officer
<b>DISCLOSURE OF INTEREST:</b>	Not applicable
<b>DATE OF REPORT:</b>	19 <sup>th</sup> July 2016

#### **PURPOSE**

Acknowledgement of a change of scope surrounding the provision of external professional Architectural services to Council

#### **BACKGROUND**

Geoff Barker has been Council's external Project manager since 2014. From the beginning, his firm PM+D Architects provided external project management services including detailed architectural and design support to Council. Since that time, Geoff has supported the Council's objective to provide employment and training opportunities for local people on ALL projects.

To this end, he has lobbied Government and others to support a self-build approach where Council engages a "Partner Contractor" to work with local trades and works. Geoff also assisted Council in securing the support of MMG who provided the training resources for all the trainees and Apprentices.

Geoff's role has changed over recent months and now he sees a need to reduce his involvement on projects. This includes a recommendation for Council to employ a Junior Engineer to work with Garry Jeffries on the Council's Infrastructure leaving Garry to focus on Project Management and New Building Projects.

**COMMENT**

The current status of projects on which Geoff has been working is summarised below:

- 1) Youth Hub – Complete
- 2) Men’s Shed – minor items outstanding still to be finished by Local Trades/workers
  - a) Door Lock and Latch to canteen as well as Slide-bolt replaced
  - b) Floor finish – same as Houses
  - c) 3xWindows to be replaced including security Screens
  - d) Connect sink to Water and sewerage
  - e) Electrical - Repair 4xdamaged Lights and move Double GPO away from Sink
- 3) First group of 6 Houses – Complete
- 4) Second group of 5 Houses – Defects lists provided and work done?
- 5) Next Houses – Draft submission proposal sent to Housing/BAS – No answer as yet
- 6) Airport Terminal – Underway. Checked site and Steel fabrication - Ongoing

Geoff Barker’s role to be changed to an advisory role not requiring visits to site unless critical stage reached or issues to be resolved [and can sign off before any progress payments are made if required]. New work, and necessary inspections, to be actioned by Garry Jeffries as DASC Project Manager in consultation with Council.

New contract position to be created to work on Essential Infrastructure services to enable Garry Jeffries to work as Council’s Project Manager on Tenders, Building Projects and Maintenance etc.

<b>CONSULTATION</b>	Staff
<b>LEGISLATIVE ENVIRONMENT</b>	<i>Local Government Act 2009</i>
<b>STRATEGIC ASSOCIATION /</b>	Goal 1 to 9 – Community to build own projects
<b>ALIGNMENT TO CORPORATE PLAN</b>	
<b>RISK ASSESSMENT</b>	Not applicable
<b>FINANCIAL IMPACT</b>	Net benefit to Council
<b>ASSET MANAGEMENT &amp; SUSTAINABILITY IMPACT</b>	The quality of work has an impact on future management and Repairs and Maintenance
<b>POLICY ASSOCIATION</b>	Not applicable
<b>CULTURAL CONSIDERATIONS</b>	Not applicable

**RECOMMENDATION**

That Council thank PM+D Architects for their considerable commitment to the Doomadgee community and acknowledge the recommendations contained within the body of the report, and request the Acting Chief Executive Officer have regard when considering future structural reviews of the organisation in response to meeting service demands within the corporate structure achieved to this point via external support provided by this firm.

**85-08/16**

***Moved Cr Ned Seconded Cr Foster that Council thank PM+D Architects for their considerable commitment to the Doomadgee community and acknowledge the recommendations contained within the body of the report, and request the Acting Chief Executive Officer have regard when considering future structural reviews of the organisation in response to meeting service demands within the corporate structure achieved to this point via external support provided by this firm.***

**CARRIED (3/0)**

**11.2 Monthly Report (Infrastructure and Projects Manager) – June 2016**

<b>LOCATION/ADDRESS:</b>	Not applicable
<b>APPLICANT:</b>	Not applicable
<b>FILE NUMBER:</b>	
<b>AUTHOR:</b>	Manager Infrastructure and Projects
<b>CONTRIBUTOR(S):</b>	Not applicable
<b>RESPONSIBLE OFFICER:</b>	Acting Chief Executive Officer
<b>DISCLOSURE OF INTEREST:</b>	Not applicable
<b>DATE OF REPORT:</b>	19 <sup>th</sup> July 2016

**PURPOSE**

Presentation of the Monthly Activity report to Council.

**BACKGROUND**

Not applicable

**COMMENT**

**TIDS Works:**

**Woollogarang West Road:**

Work is progressing well on this project. The Road Crew have almost completed the subgrade upgrade and gravel sheeting of the 2.5km in preparation for bitumen sealing.

Negotiations are underway to utilise the same bitumen sealing Contractor that Burke Shire will be engaging for work they are doing in the region. This is a concept that has worked well in the past; it takes advantage of economies of scale and provides a saving on establishment costs.

**Youth Hub:**

The Music/Media room is now complete and operational. The installation is reported to be “state of the art” and one local identity has already recorded his own composition that is being played on local radio.

In the very late stages of the financial year additional funding was identified that was able to be utilised to construct a Single Bedroom Unit for staff accommodation at the Youth Hub.

A local Builder has been engaged to work with Council & MMG Apprentices to undertake this work. The project is moving along well with the foundations and floor already constructed at the time of writing and it is expected this project will be nearing completion within the next three weeks.

**New Houses Building Project:**

There has been no further advice on any more housing at the time of writing.

**Workshop:**

Operations are continuing as per normal.

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

The Bobcat Telehandler is operational again and work has commenced on some “rust” repairs to one of the water tanks for Council’s second Water Truck.

**Road Gang:**

The road gang are progressing well on the TIDS project as discussed above.

**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, there are continuing issues with grasshoppers and birds and the crews are endeavouring to keep the grass down to minimise any risk to aircraft.

This crew has also been engaged with the Contractor on the Airport Terminal Project to assist with fence relocation and construction.

**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.

The fabrication of the main structural steel for the new Terminal Building is now complete and the Contractor has moved to site to commence the foundation works.

**Water and Sewerage:**

Operations are continuing as per normal.

The fabrication and assembly of the SCADA hardware is now almost complete and Austek will be onsite in the next few weeks to install and commission the equipment.

Christopher Contracting have completed all of pipe laying for the water main upgrade; with the only work remaining being the “cut ins” to the existing pipework and final clean-up.

The Christopher crews should be commended for their professional approach and execution of this work, which they have completed with a minimum of disruption to the Community water supply.

Additionally, they have employed five local persons for the works and four cultural monitors and on top of all this they have made a significant monetary donation to the Community.

**Other Matters:**

1. Rodeo Ground Accommodation – The power is now connected to this site and work will commence on this project in the near future.
2. New Regional Waste Facility – A concept plan for this project was presented at the June meeting and endorsed in principle. Once it is resolved to provide funding in the current Budget detailed planning and design will commence.

<b>CONSULTATION</b>	Not applicable
<b>LEGISLATIVE ENVIRONMENT</b>	<i>Local Government Act 2009</i>
<b>STRATEGIC ASSOCIATION / ALIGNMENT TO CORPORATE PLAN</b>	Not applicable
<b>RISK ASSESSMENT</b>	Not applicable
<b>FINANCIAL IMPACT</b>	Not applicable
<b>ASSET MANAGEMENT &amp; SUSTAINABILITY IMPACT</b>	Not applicable
<b>POLICY ASSOCIATION</b>	Not applicable
<b>CULTURAL CONSIDERATIONS</b>	Not applicable



**RECOMMENDATION**

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

**86-08/16**

***Moved Cr Ned Seconded Cr Foster that the Monthly Activity Report (Infrastructure and Projects) as presented, be received.***

**CARRIED (3/0)**

**GENERAL BUSINESS (AGENDA DISCLOSED)**

Nil

**GENERAL BUSINESS (NEW BUSINESS)**

**13.1 Sand Extraction from the Nicholson River (EPA Sand Issue)**

The Manager Infrastructure and Projects sought to explain to Council and document an issue raised by Cr Chong in regard the sand-extraction activities from the Nicholson River. In summary, the explanation provided by the officer is as follows:

- *Around mid-March, whilst on a building inspection of the new housing project I received a phone call from a person identifying herself as an EPA representative making enquiries about sand extraction from the Nicholson River near Doomadgee. I was further asked what Quarry and/or Concrete Batching Operators were in the region? I responded, advising there were only three and that to my knowledge all three sourced their materials from either Gregory or Cloncurry. I understood this ended the conversation and I recall she said that if she needed any further information she would be back in touch;*
- *On returning to the office, I reported the phone call to Rod Richardson (CEO) and it was decided that we would halt stockpiling sand for the upcoming Water Reticulation Upgrade Project until we were certain we were not infringing on any EPA requirements;*
- *After approximately two weeks, we had not had any feedback from the EPA, so I made contact with them and the advice I received was that no further investigation had been recorded and that Council could resume their normal operations;*
- *On 4 April 2016, we resumed stockpiling sand for the water project.*

### **13.2 Contractor Plant Hire**

The Manager Infrastructure and Projects sought to explain to Council and document an issue raised by the Mayor and Cr Chong in regard the use of external contractors for plant-hire activities, in particular on reconstruction works on the Woollogarang West Road. In summary, the explanation provided by the officer is as follows:

- *For the recent TIDS project on Woollogarang West Road, Council engaged a Triple Side Tipping Road-Train for the purpose of hauling road base gravel to this site and a Water Truck to assist with the mixing, spreading and compacting of this gravel on the site;*
- *This decision was made based on project timing, economics and efficiency;*
- *Some of the funding for this project had to be acquitted by the end of the 2016 Financial Year; hence, time was of the essence. Hauling of gravel is more economical per cubic meter in large road trains than in smaller body trucks. Given that the Council Road Crew were all fully engaged on the mixing, spreading and compacting of the pavement the overall job efficiency was maximised using the road-train;*
- *Water is the key to any earthworks and pavement construction; if you do not have enough water to keep up with the production crew, then operators would be stood-down waiting on water. Again, as all Council Crew were fully utilised, a hired Water Truck was engaged to compliment the Council resources to maintain overall efficiency.*

### **13.3 Firebreaks on DOGIT Lot 6 (Infrastructure Risk Mitigation)**

Prior to consideration of this item of General Business, Cr Ned, Cr Foster and Cr Jupiter all declared a real conflict of interest being tenants of the subject property, however as the matter related to the common-community and no one member received any benefit over and above any other member of the community, the interest was accepted and all members remained in the boardroom.

Council raised the recent issue of wildfire within the DOGIT and on-country immediately surrounding the Doomadgee Aboriginal Shire Local Government Area, and alerted concern to the issue of Firebreak maintenance on the DOGIT, which is understood, had been completed in the past on a spasmodic basis.

In an effort to provide complete transparency, probity and in mitigating risk to protect Infrastructure located on the DOGIT (albeit owned by individuals, families and Traditional Owners) Council sought to formalise the following resource allocation:

- Annual maintenance of Firebreaks on all existing Permitter Fencing on subject properties located through the DOGIT (Lot 6 on SP 270333); and
- Annual maintenance of Firebreaks around all existing Infrastructure located on the DOGIT.

It is acknowledge that individual 'property holdings' are differing in size, and to maintain equity, the above approach was made as opposed to a per-diem basis. It was further acknowledged however that any works outside of the scope of this definition would be subject to Council's normal Private Works arrangements and charged on a per-hour basis at the rate adopted by Council annually within its Fees and Charges.

**87-08/16**

***Moved Cr Jupiter Seconded Cr Ned that Council undertake on an annual basis, maintenance of Firebreaks on all existing Permitter Fencing on subject properties located throughout the DOGIT on Lot 6 (SP 270333) and further undertake firebreak maintenance immediately surrounding existing Infrastructure located on the DOGIT within subject-property boundaries.***

**CARRIED (3/0)**

#### **13.4 Doomadgee Rodeo – Annual Contribution**

Application has been made by the Waanyi Registered Native Title Body Corporate regarding Council's contribution toward the 2016 Doomadgee Rodeo, as Waanyi PBC are undertaking, on-behalf of the community and Doomadgee Rodeo Committee, the management and coordination of this years' event.

The Acting Chief Executive Officer advised a current allocation of \$40,000 has been proposed for inclusion in the 2016/2017 Budget, which Council has not yet adopted.

**88-08/16**

***Moved Cr Ned Seconded Cr Foster that Council resolve to include an allocation of \$40,000 toward the 2016 Doomadgee Rodeo with this amount to be incorporated into the 2016/2017 Adopted Budget.***

**CARRIED (3/0)**

Cr Foster left the meeting at 11:39 and the meeting became inquorate.

Cr Foster entered the meeting at 11:49 and the meeting resumed following achievement of quorum.

#### **13.5 Ministerial Champion Visit**

The Acting Chief Executive Officer advised Council of advice he had received regarding the appointment to Doomadgee of a Ministerial Champion, which is an extension to the existing Government Champion project, which is disclosed as follows:

*Dear Adam*

*I understand that Ron Weatherall, Deputy Director-General has recently spoken to you about the Ministerial Champion program. Each Minister in the Palaszczuk Government Cabinet has now been assigned unique responsibility for a discrete Aboriginal and Torres Strait Islander community in Queensland to improve communications with Government and drive better outcomes. The Ministerial Champion program builds on the existing initiative of individual Government agency CEO's being appointed for each community, which in the case of Doomadgee is Barry Broe, the Coordinator-General.*

*As Ron outlined, the Minister assigned to Doomadgee is Minister Coralie O'Rourke - Minister for Disability Services, Seniors and the Minister assisting the Premier in North Queensland.*

*Barry and the Minister are keen to arrange a joint visit to the community as soon as possible to meet with the Council and other stakeholders and would appreciate if you could advise of some possible dates over the next two months that may suit the Council.*

*Dates that are unavailable due to Parliamentary Sitting commitments are – 16/17/18 and 30/31 August, and 1 and 13/14/15 September. Additionally the Minister has Cabinet commitments each Monday.*

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*Whilst an itinerary will need to be finalised, I thought that we could again try and schedule an official launch/naming of the government hub (including a lunch). I am sure that the Minister would be interested in a tour of the town with the Mayor or Council representative and any other suggestions from Council would be welcomed.*

*Look forward to hearing from you after you have had a chance to discuss this with the Mayor and Councillors.*

*I have also attached a copy of the media release issued by the Treasurer when the announcement was made.*

Regards

**Greg Anderson** | A/Executive Director  
Infrastructure and Coordination | Department of Aboriginal and Torres Strait Islander Partnerships

Council acknowledged the email and resolved the following:

**89-08/16**

***Moved Cr Ned Secoded Cr Foster that Council welcome Minister Coralie O'Rourke – Minister for Disability Services, Seniors and the Minister assisting the Premier in North Queensland as Council's Ministerial Champion and request her visit, coinciding with a visit by Council's Government Champion Mr Barry Broe, to occur post Council's September Ordinary Meeting (15 September 2016) with a date to be determined by the Department of Aboriginal and Torres Strait Islander Partnerships (DATSIP) directly.***

**CARRIED (3/0)**

### **13.6 Child Safety visitations to Doomadgee**

The Acting Chief Executive Officer referred Council to advice previously provided directly by Mr Greg Anderson, Regional Director – DATSIP regarding Child Safety visits to Doomadgee, with this matter raised at the May 2016 Ordinary Meeting. The email is as follows:

*Dear Adam*

*Please pass on our thanks to the Mayor and Councillors for the discussions today.*

*This is just my summary of where I thought we ended up so would appreciate if you can confirm or amend as required – including any feedback from the Councillors.*

#### **Child Safety**

*Mayor Walden commenced the discussions by providing advice around the creation of a Doomadgee Tribal Council Group and the Mayor and Councillor Chong put forward that this should be the key group for future liaison with Government Agencies such as Child Safety. Council acknowledged the need to work closely together to support the delivery of culturally respectful services and ensure that areas for potential conflict are managed as early as possible.*

*In the interim, while this group is being established, the current protocols and arrangements apply –*

- *Child Safety advise DATSIP of visits to the community each week (by Friday) and DATSIP collate this and advise the CEO of Council the dates when officers will be in the community and the names of the officers.*

- *When the Child Safety officers arrive in the community, they report to Council so that the Mayor and CEO are aware that they have arrived. This provides an opportunity for any local advice, especially around cultural sensitivities around aspects such as sorry business that may be impacting particular families, to be passed on and work plans amended as required.*
- *Current Funeral Sorry Business protocols remain in place pending review by Council. Current protocols are that all visiting officers from agencies such as Child Safety do not engage in any work in the community for the “shut down” period (dependent on either an AM or PM Funeral) and ensure that all dealings are conducted in a manner that acknowledges the community grief and respects the cultural practices.*

*Additionally Christine Mann will look at employing a local Child Safety Support Officer when a future vacancy is made available. This will also ensure that local advice is community grounded and current and allows for effective “on the ground liaison” with the Tribal Council Group once this is established.*

*Other aspects that were discussed were around –*

- *Confidentiality – Christine highlighted that the need for information exchange must be tempered with the rights of individuals and families to confidentiality. As well as the implications for all agencies under the Privacy Act I have attached a document that sets out the specific child protection legislative privacy requirements.*
- *The need for visible Council support for a local Child Safety Officer (when appointed) to ensure that they can operate in a safe and positive environment*

#### **Tribal Council Group**

- *Mayor outlined the vision for the Tribal Council and particularly the role as the key point for community and government consultation, liaison and negotiation.*
- *Advised that the formation of the Tribal Council is being worked on now by independent Lawyers and Barristers.*
- *The Lawyers are also looking at appropriate funding for the Group, including grant funding that may be available.*
- *One of the key roles of the Tribal Council will be to support a local point of legal advice and referral – similar to a community legal centre.*
- *Also looking to undertake a role as a community service provider – rather than outside agencies such as Red Cross or Save the Children. Possible services include use of outstations for programs as alternative sentencing options and the delivery of cultural programs within the education system – or as alternative education deliverables.*
- *Unsure of timelines.*
- *May be possible funding options available for some activities through Welfare Reform.*

#### **Government Champion/Government Coordination**

*Discussed the need for Barry Broe, the Government Champion, to visit the Community and suggested that this may be combined with a Roundtable of Senior Government Leaders to spend time with the Council and discuss the Council priorities, and issues in regard to Government liaison and cooperation.*

*As advised, this commitment has already been given to Council by the Deputy Director-General, Allen Cunneen, who has agreed to be the Chair of the local stakeholder and coordinating group for Doomadgee. Council confirmed that the group will include Deputy Director-Generals of other key agencies and meetings will be scheduled to be held regularly in Doomadgee and Cairns.*

*On this basis will look to schedule a stakeholder meeting in July in community and combine this with a Champion visit as well. This is after the Council planning sessions in Cairns from 13-17 June and will give time for Council to work through and develop their priorities.*

***Economic Development***

*One of the agenda items for the June meeting in Cairns is to meet with the solicitors who pulled together the work to date around the Doomadgee Development Foundation. This will enable the Council to make an informed decision around the Foundation as a possible vehicle for economic development for the community.*

***Income Management/FRC***

*Strong concerns expressed over the recent commencement of Income management through the FRC, particularly around infringement of human rights and continuation of Government control over the lives of Aboriginal and Torres Strait Islanders.*

*Adam, one issue I neglected to raise was the impact on the role of the Justice Group when the Tribal Council commences. The Justice group will shortly be commencing recruitment for a new local coordinator, as well as looking to revisit community membership, and the views of the Mayor and other Councillors around this would be appreciated if possible.*

*Please let me know if you have any issues or concerns with this summary and thanks once again for your ongoing cooperation.*

*Regards*

***Greg Anderson*** | Regional Director

The principal area of concern, that has been exacerbated of late, is the issue of Child Safety, and to resolve this Council passed the following resolution:

***90-08/16***

***Moved Cr Ned Seconded Cr Foster that Council acknowledge visits by Child Safety Staff and that the appropriate notification arrangements continue to remain in place, together with adherence to Sorry Business protocols within community. Additional to this, Child Safety staff are requested to be cognisant of avoiding contact or approach the immediate family associated with the grieving process between time of departure and burial, further it be recommended to DATSIP that consideration of appointment of a part-time local Child Safety Liaison Facilitator be considered to ensure cultural respect is maintained by Child Safety Officers.***

**CARRIED (3/0)**

**13.7 NAIDOC CARNIVAL – 19<sup>th</sup> to 21<sup>st</sup> August 2016**

Correspondence was received from Mr Elijah Douglas regarding a proposed NAIDOC Carnival, and is disclosed as follows:

*Dear Council,*

*The purpose of this letter is to get your full support in running a NAIDOC Sports and Culture event on the 19<sup>th</sup> – 21<sup>st</sup> of August. I (Elijah Douglas) have formed a NAIDOC Committee of community members to make this event happen with support from the Doomadgee PCYC, our vision is to have Softball and Rugby League as the two main sports during this weekend.*

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*The NAIDOC Committee wishes to have a full day of events on Friday the 19<sup>th</sup> of August including a NAIDOC march as well as the first rounds of sports, with your approval and support we are asking for a holiday during the Friday so that the community can get involved in our first ever NAIDOC Carnival.*

*NAIDOC is a very important time for Indigenous people it is a time where we can celebrate our culture and share it; this committee is willing to bring NAIDOC back to the community so that we don't lose our connections to culture.*

*We are also asking to use the Rodeo grounds to accommodate outside teams that wish to be a part of the event, we will notify teams to bring camping gear if they are not staying with family in community.*

*If the Council is willing to support please we would like to start organising ASAP, the NAIDOC Committee looks forward to your response and would like to thank you for your time.*

The Acting Chief Executive Officer advised that the gazettal process to achieve community closure for a Special Holiday is lengthy and requires Ministerial Approval.

The Elected members did not support the establishment of an annual Special Holiday for this event, acknowledging Council already has allocated the 26<sup>th</sup> August 2016 as Doomadgee Day (one week later).

Council however did indicate it could support the event in provision of the Rodeo Ground, from the afternoon of Thursday 18<sup>th</sup> August to the morning of Monday 22<sup>nd</sup> August 2016 only, as the area will need to be immediately vacated to make way for preparations for the 2016 Doomadgee Rodeo.

**91-08/16**

***Moved Cr Ned Seconded Cr Jupiter that Council support the NAIDOC Committee's 2016 NAIDOC Carnival and provide use of the Doomadgee Rodeo Ground for the purpose of camping facilities from the afternoon of Thursday 18<sup>th</sup> August 2016 to the morning of Monday 22<sup>nd</sup> August 2016 only.***

**CARRIED (3/0)**

**CLOSURE**

There being no further business to discuss, the Deputy Mayor declared the meeting closed at 12:08.

I, Edric Kingston Walden confirm the afore Minutes of the Meeting held on Monday 8<sup>th</sup> August 2016 were confirmed at the Ordinary Meeting of Council held Thursday 18<sup>th</sup> August 2016.

Cr Edric Walden  
**MAYOR**