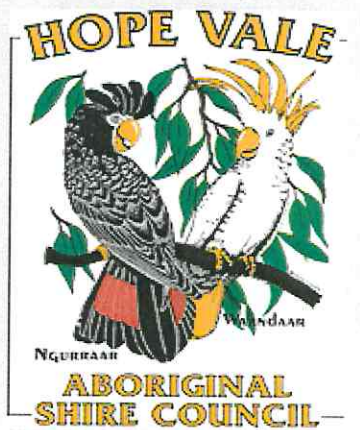


Minutes



General Meeting

Wednesday 16 January 2019

Council Chambers Hope Vale

1 DECLARATION OF OPENING

The Acting Mayor declared the meeting open at 9.30 am.

The Council then acknowledged those three members of the region who have recently passed away as well as other members of the region who have suffered illness or injury.

2 RECORD OF ATTENDANCE AND LEAVE OF ABSENCE

Members Present: Deputy Mayor Cr June Pearson (in the Chair)
Cr Barry Bowen
Cr Selina Bowen
Cr Bruce Gibson

Officers Present: Chief Executive Officer Steve Linnane

Apologies: Greg McLean

3 OBLIGATIONS OF COUNCILLORS

3.1 DECLARATION OF MATERIAL PERSONAL INTEREST ON ANY ITEM OF BUSINESS

Pursuant to Section 175C of the Local Government Act 2009, no declarations of material personal interests were made during this meeting.

3.2 DECLARATION OF CONFLICT OF INTEREST ON ANY ITEM OF BUSINESS

Pursuant to Section 175E of the Local Government Act 2009, Cr Gibson informed the meeting of a personal interest for Item 6.5.

3.3 REGISTERS OF INTEREST

Councillors reviewed their Registers of Interests and Related Parties Disclosures.



4 Confirmation of Minutes of General Meeting held on Wednesday 19 December 2018.

Moved by Cr Barry Bowen

Seconded by Cr Bruce Gibson

Resolution:

That the minutes of the General Meeting held on Wednesday 19 December 2018, be accepted as a true and correct record.

CARRIED

5 Business arising from Minutes of General Meeting held on Wednesday 19 December 2018.

Nil

6 REPORTS

6.1 RECEPTION OF THE CHIEF EXECUTIVE OFFICER'S REPORT

Moved by Cr Bruce Gibson

Seconded by Cr Barry Bowen

Resolution:

That the Chief Executive Officer's Report dated 14 December 2019 be received.

CARRIED

6.2 CHIEF EXECUTIVE OFFICER'S REPORT

6.2.1 Meetings Attended

The CEO advised of meetings that he had attended since the last Council meeting.

It was agreed that Council note the meetings attended by the Chief Executive Officer.

6.2.2 2018/2019 Operational Plan – Second Quarter Report

Council's Annual Operational Plan documents the annual progress in the implementation of the 5-year corporate plan and manages Council's operational risks. Attachment A of the CEO's report provides an assessment on Council's progress towards implementing the annual Operational Plan for the second quarter ending 31 December 2018.

Moved by Cr Barry Bowen**Seconded by Cr Bruce Gibson****Resolution:**

That Council receive and note the assessment on Council's progress towards implementing the annual Operational Plan for the second quarter ending 31 December 2018.

CARRIED**6.2.3 Organization Structure**

Council's HR Manager Ivan Hegamaea has resigned after 11 years of service with Council. His resignation will come into effect 9 February 2019.

The HR Manager's resignation has provided an opportunity to review the Organization Structure to ensure that it supports Council's outcomes outlined in the Corporate Plan.

Accordingly, it is proposed that Council consider absorbing the HR Department into the Finance Department, and broaden the role of the HR Manager to incorporate a number of corporate services, including IT Development, Work Health and Safety, governance reporting and risk management.

The primary role of the position will remain HR management.

Section 196 of the Local Government Act 2009 requires Council to, by resolution, adopt an organizational structure appropriate to the performance of the local government's responsibilities.

Accordingly it is proposed that Council, should it be agreeable to the change, formally adopts a revised organizational structure. (Attachment B to the CEO's report)

It is also proposed to utilise the services of Peak Services (owned by the LGAQ) to assist in the recruitment of the Human Resources and Corporate Services Manager.

Moved by Cr Barry Bowen**Seconded by Cr Bruce Gibson****Resolution:****That Council**

- (a) express its appreciation to Ivan Hegamaea for his 11 years of service to the Hope Vale community**
- (b) adopt the Organization Structure attached to the CEO's report (Attachment B), and**
- (c) undertake the recruitment of a Human Resources and Corporate Services Manager utilizing the support of Peak Services.**

CARRIED**6.2.4 Cyclone/Flood Event**

Significant rainfall within HVASC over the Christmas/New Year caused heavy saturation and flooding to the area resulting in road closures and the intermittent isolation of Hope Vale. Regular (via teleconference) Special FN District Disaster Management Group meetings were held over December 2018 and January 2019 in relation to these events. Council has lodged a request for activation of the Australian/State funded Disaster Recovery Funding Arrangements (DRFA) for the event.

Moved by Cr Barry Bowen**Seconded by Cr Bruce Gibson****Resolution:****That the CEO's briefing on the Christmas/New Year rain event be noted.****CARRIED****6.3 Finance Director's Report**

The Finance Director's report dated 10 January 2019 was considered by Council.

Moved by Cr Barry Bowen**Seconded by Cr Bruce Gibson****Resolution:****That the Finance Director's report dated 10 January 2019 be received and noted.****CARRIED**

6.4 Human Resource Manager's Report

The Human Resource Manager's Report dated 14 January 2019 was considered by Council.

Moved by Cr Barry Bowen

Seconded by Cr Bruce Gibson

Resolution:

That the Human Resources Manager's report dated 14 January 2019 be received and noted.

CARRIED

6.5 Social Services Director's Report

The Social Services Director's Report dated 14 January 2019 was considered by Council.

Moved by Cr Barry Bowen

Seconded by Cr Bruce Gibson

Resolution:

That

- (a) the Social Services Director's Report dated 14 January 2019 be received and noted,
- (b) Council endorse a contribution of \$5,000 towards the Great Australian Bites and the Australia Day Awards events that will be held on the 26 January 2019,
- (c) a meeting be arranged with Council and the Director of Nursing of the Hope Vale Primary Health Care Centre to discuss community health issues and processes, and
- (d) a meeting also be arranged with Council and Bev Hamerton, CEO of Torres and Cape Hospital and Health Service to discuss community health issues.

CARRIED

In accordance with s175E of the Local Government Act 2009, Cr Bruce Gibson informed the meeting of a perceived conflict of interest in relation to Item 6.5 as he has undertaken contractual mowing works for some of the services from time to time, albeit that the report did not refer to contract mowing issues.

It was unanimously agreed that that Cr Gibson had no perceived conflict of interest.

6.6 Operations Manager's Report

The Operations Manager's Report dated 14 January 2019 was considered by Council.

Moved by Cr Bruce Gibson

Seconded by Cr Barry Bowen

Resolution:

That the Operations Manager's Report dated 14 January 2019 be received and noted.

CARRIED

7 VISITORS AND PRESENTATIONS

7.1 Human Resources Manager

At 10.30am, Council's HR Manager Ivan Hegamaea was admitted for morning tea and thanked for his contribution to the Hope Vale community over the last 11 years and advised of Council's best wishes in his future endeavors.

8 CORRESPONDENCE

Nil

9 GENERAL BUSINESS

9.1 Installation of Air Conditioning on Compassionate Grounds

Moved by Cr Selina Bowen

Seconded by Cr Barry Bowen

Resolution:

That Council approve the installation of a single wall/window mounted air conditioner in the house of a resident in Thuppi Street, Hope Vale who is currently suffering critical health issues subject to the resident agreeing to meet the ongoing maintenance and operations costs.

CARRIED

9.2 Hope Vale Women's Group

Moved by Cr Bruce Gibson

Seconded by Cr Barry Bowen

Resolution:

That Council agrees to provide the Hope Vale Women's Group with access to the Meeting Rooms for two (2) meetings per month.

CARRIED

10 CONFIDENTIAL SESSION

Nil

11 NEXT MEETING

It was noted that the next meeting is planned to be held on Wednesday 20 February 2019

There being no further business, the meeting closed at 12.15pm.



Acting Mayor June Pearson
Meeting Chair



Steve Linnane
Chief Executive Officer