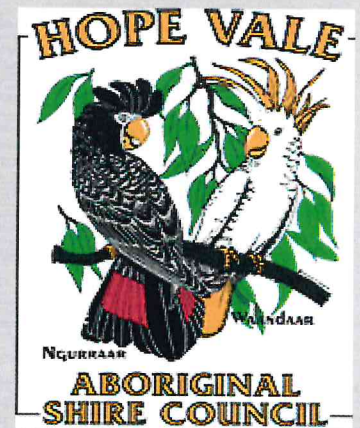


# Minutes

## General Meeting

Wednesday July 28, 2021

Cairns Office Board Room



## **1 DECLARATION OF OPENING**

The Mayor declared the meeting open at 9.45 am.

Mayor Woibo acknowledged the traditional owners of the land on which the meeting is being held and elders, past present and future.

The Mayor acknowledged those members of the Hope Vale region who have recently passed away as well as other members of the region who have suffered illness or injury by observing a minute's silence.

Cr Keithean Bowen led the meeting with a prayer.

## **2 MEMBERS PRESENT:**

Cr Jason Woibo -Mayor

Cr Bruce Woibo -Deputy Mayor

Cr Barry Bowen

Cr Keithean Bowen

Cr Allison Michael

### **Officers Present:**

Director of Finance – Shannon Gibbs

### **Observers Present:**

Ross Higgins – Hope Vale Audit Committee Chairperson

### **Apologies:**

Chief Executive Officer – Mark Kelleher (on leave)

## **3 OBLIGATIONS OF COUNCILLORS**

### **3.1 DECLARATION OF PRESCRIBED CONFLICT OF INTEREST ON ANY ITEM OF BUSINESS**

Pursuant to Sections 150EG-150EM of the Local Government Act 2009, no declarations of prescribed conflicts of interest were made relating this meeting.

### **3.2 DECLARABLE CONFLICT OF INTEREST ON ANY ITEM OF BUSINESS**

Pursuant to Sections 150EN-150ET of the Local Government Act 2009, no declarable conflict of interests were made relating this meeting.

### **3.3 REGISTERS OF INTEREST**

Councillors were reminded of their obligation to keep their Registers of Interests and Related Parties Disclosures updated.

#### **4 Confirmation of Minutes of General Meeting held on Wednesday 16 June 2021.**

Moved by Cr Keithean Bowen

Seconded by Cr Barry Bowen

Resolution 01/28072012

That the Minutes of the General Meeting held on Wednesday 16 May 2021, be accepted as a true and correct record.

**CARRIED**

#### **5 Business arising from Minutes of General Meeting held on Wednesday 19 May 2021.**

1. Cr Keithean Bowen requested an up-date on matters raised in item 6.5 relating to:
  - Any further information on the Disaster grant funding program sponsored by RACQ and whether an application has been submitted.
  - Further progress on the Master Plan for the Sports Precinct to be reviewed by Council
2. Council raised concerns in relation to the preparation and content of the minutes. The Chair of the Audit Committee was asked to provide recommendations to Council by way of a written report on how the minutes can be improved.

### **6 REPORTS**

#### **Appointment of Acting Chief Executive Officer**

Mayor raised an urgent matter in relation to the leave of Chief Executive Officer, Mark Kelleher until the end of July 2021 and the need to appoint an Acting Chief Executive Officer during his absence. The Mayor asked Ms Gibbs to leave the meeting.

Shannon Gibbs left the meeting at 10.50 am

It was recommended by the Mayor that Finance Director Ms Shannon Gibbs be appointed to the position.

Moved by Cr Allison Michael

Seconded by Cr Barry Bowen

Resolution 02/28072021

That in accordance with Section 195 of the Local Government Act 2009, Council resolves to approve the appointment of Ms Shannon Gibbs as the Acting Chief Executive Officer during the absence of Chief Executive Officer Mark Kelleher on leave.



**This appointment is to take effect as from 14 July until Mr Kelleher's return to work.**

**CARRIED**

Shannon Gibbs returned to the meeting at 11.00 am

The Meeting adjourned for a break at 11.05 am and reconvened at 11.15 am

## **6.1 CEO Report**

Nil

## **6.2 Finance and Corporate Services Director's Report**

The Finance Director's Report dated 25 July 2021 was considered by Council.

**Moved by Cr Barry Bowen**

**Seconded by Cr Keithean Bowen**

**Resolution 03/28072021**

**That Council note the Finance Director's Report dated 25 July 2021.**

**CARRIED**

The Meeting adjourned for lunch at 12.20pm and reconvened at 12.40pm

## **6.3 Social Services Director's Report**

The Director Social Service's Report to 30 June 2021 was considered by Council.

Councillors asked that a detailed report on the outcomes from monthly Interagency Meetings be presented to the next Council meeting in August.

**Moved Cr Allison Michael**

**Seconded by Cr Bruce Woibo**

**Resolution 04/28072021**

**That Council note the Social Services Director's Report to 30 June 2021.**

**CARRIED**

The Meeting adjourned at 1.20pm and reconvened at 2.00pm to allow councillors to have professional photos taken for corporate documents.

## 6.4 Human Resource Manager's Report

The Human Resource Manager's Report for the month of June 2021 was considered by Council.

Councillors has raised some issues in the past about having a clear understanding of the statistics provided in this report. After discussion on the matter, the Acting Chief Executive Officer agreed to work with the HR Manager to amend the report to include average statistics and actual statistics in a renewed format.

**Moved by Cr Barry Bowen**

**Seconded by Cr Keithean Bowen**

**Resolution 05/28072021**

**That Council note the Human Resource's Manager Report for the month of June 2021.**

**CARRIED**

## 6.5 Operations Manager's Report

The Operations Manager's Report dated 15 July 2021 was considered by Council.

It is noted that the Operations Manager recommended that the Master Plan for the Sporting Precinct be assessed by Council and determine if it is to remain endorsed. Councillors agreed to place this matter on hold and invite the Operations Manager to the next Council meeting to discuss in more detail.

**Moved by Cr Keithean Bowen**

**Seconded by Cr Bruce Woibo**

**Resolution 06/28072021**

**That Council note the Operations Manager's Report dated 15 July 2021.**

**CARRIED**

## 7 VISITORS AND PRESENTATIONS

Nil



## **8 CORRESPONDENCE**

Letter from the Office of Industrial Relations dated 16 June 2021 requesting Council nominate a date for a show holiday in 2022.

**Moved by Mayor Jason Woibo**

**Seconded by Cr Barry Bowen**

**Resolution 07/28072021**

**That Council nominate Friday 15 July 2022 as the Annual Show public holiday for the Hope Vale Shire as this date corresponds with the Cairns Show.**

**CARRIED**

## **9 GENERAL BUSINESS**

The Acting Chief Executive Officer brought to the attention of Councillors that they had to complete the Register of Interests Annual Confirmation form within 30 days after the end of the financial year.

## **10 CONFIDENTIAL SESSION**

The Mayor advised at this stage due to the confidential nature of the following item (Item 10) – pursuant to Section 254J of the Local Government Regulation 2012, the meeting would now have to be closed to the public.

**Moved by Cr Allison Michael**

**Seconded by Cr Barry Bowen**

**Resolution 08/28072021**

**That Council move into closed session at 3.15pm to discuss the 2021/2022 budget and associated reports.**

**CARRIED**

**Moved by Mayor Jason Woibo**

**Seconded by Cr Allison Michael**

**Resolution 09/28072021**

**That Council moved out of closed session at 3.45pm.**

**CARRIED**





## **Annual Budget 2021-2022 and Associated Reports**

### **Item 1: 2021/2022 Operational Plan**

The Operational Plan for 2021/2022 has been finalised and workshopped with Council

**Moved by Cr Keithean Bowen**

**Seconded by Cr Bruce Woibo**

#### **Resolution 10/28072021**

**That Council adopts the Hope Vale Aboriginal Shire Council's Operational Plan for 2021/2022**

**CARRIED**

### **Item 2: Adoption of 2021/2022 Annual Budget**

**Moved by Cr Barry Bowen**

**Seconded by Cr Keithean Bowen**

#### **Resolution 11/28072021**

Pursuant to s104 (5)(a)(iv) of the Local Government Act 2009 and s168,s169, s170, s171, S172 and s193 of the Local Government Regulation 2012, Council's Budget for the 2021/2022 financial year, incorporating:

- i. The statements of financial position;
- ii. The statements of cash flow;
- iii. The statements of income and expenditure;
- iv. The statements of changes in equity;
- v. The long-term financial forecast;
- vi. The revenue statement;
- vii. The revenue policy (adopted by Council resolution on 28 July 2021);
- viii. The relevant measures of financial sustainability; and
- ix. The total value of the change, expressed as a percentage, in the rates and utility charges levied for the financial year compared with the rates and utility charges levied in the previous budget,

as tabled, be adopted.

**CARRIED**

## Water Utility Charges

Moved by Cr Allison Michael

Seconded by Mayor Jason Woibo

### Resolution 12/28072021

(a) Pursuant to s94 of the Local Government Act 2009 and s116 of the Local Government Regulation 2012, Council make and levy water utility charges, for the supply of water services by the Council, as follows:

For premises connected to the Hope Vale Water Scheme, a charge for each classification being in accordance with Table 1.

Table 1: Water Charging Schedule

No.	Category	Charge
1	Residential	\$687.81 per dwelling
2	Vacant Land	Nil
3	Industrial	\$687.81 per industrial property plus \$1.51 per kilolitre
4	School and hospital	\$6,878.03

(b) The above levied water utility charges be applied as further detailed in the 2021/2022 Revenue Statement.

CARRIED

## Cleansing Utility Charges

Moved by Cr Barry Bowen

Seconded by Cr Bruce Woibo

### Resolution 13/28072021

(a) Pursuant to s94 of the Local Government Act 2009 and s116 of the Local Government Regulation 2012, Council make and levy cleansing utility charges, for the supply of waste management services by the Council, as follows:

For improved properties, a charge for each classification being in accordance with Table 2.

Table 2: Cleansing Charging Schedule

No.	Category	Charge
1	Improved properties other than schools and hospitals/clinics	\$553.62
2	Schools and hospitals/clinics	\$5,536.08

(b) The above levied cleansing utility charges be applied as further detailed in the 2021/2022 Revenue Statement

CARRIED



## Sewerage Utility Charges

Moved by Cr Barry Bowen

Seconded by Cr Bruce Woibo

Resolution 14/28072021

(a) Pursuant to s94 of the Local Government Act 2009 and s116 of the Local Government Regulation 2012, Council make and levy sewerage utility charges, for the supply of sewerage services by the Council, as follows:

For premises connected to the Hope Vale Sewerage Scheme, a charge for each classification being in accordance with Table 3.

Table 3: Sewerage Charging Schedule

No.	Category	Charge
1	Residential	\$687.81 per dwelling
2	Vacant Land	Nil
3	Industrial	\$687.81 per pedestal
4	School and hospital	\$6,878.03

(b) The above levied sewerage utility charges be applied as further detailed in the 2021/2022 Revenue Statement.

CARRIED

## Interest

Moved by Cr Barry Bowen

Seconded by Cr Bruce Woibo

Resolution 15/28072021

Pursuant to s133 of the Local Government Regulation 2012, compound interest on daily rests at the rate of 8.03% per annum may be charged on all overdue charges.

CARRIED

## Levying and Adjusting Rates and Charges

Moved by Cr Allison Michael

Seconded by Mayor Jason Woibo

Resolution 16/28072021

(a) Pursuant to s107 of the Local Government Regulation 2012, Council's utility charges be levied for the year 1 July 2021 to 30 June 2022 - in July 2021.

**(b) Pursuant to s118 of the Local Government Regulation 2012, that Council's utility charges, be payable within 60 days of the date of the issue of the rate notice.**

**CARRIED**

### **Paying Rates and Charges**

**Moved by Cr Barry Bowen**

**Seconded by Cr Keithean Bowen**

**Resolution 17/28072021**

**Pursuant to s129 of the Local Government Regulation 2012, that council's utility charges may be payable by either weekly, fortnightly, monthly or yearly instalments within the levied financial year.**

**CARRIED**

### **Statement of Estimated Financial Position**

**Moved by Cr Barry Bowen**

**Seconded by Cr Allison Michael**

**Resolution 18/28072021**

**Pursuant to s205 of the Local Government Regulation 2012, the statement of the financial operations and financial position of the Council in respect of the previous financial year ("the Statement of Estimated Financial Position") be received and its contents noted.**

**CARRIED**

### **Item 3: 2021/2022 Schedule of Fees and Charges**

**Moved by Cr Allison Michael**

**Seconded by Mayor Jason Woibo**

**Resolution 19/28072021**

**That Council adopt the schedule of Fees and Charges 2021/2022**


**CARRIED**

## 11 NEXT MEETING

The next Council Meeting will be held on Wednesday 18 August 2021.

## 12 MEETING CLOSURE

There being no further business, the meeting closed at 4.00pm.

  
.....  
**Mayor Cr Jason Woibo**

  
.....  
**Ross Higgins**  
**Acting Chief Executive Officer**