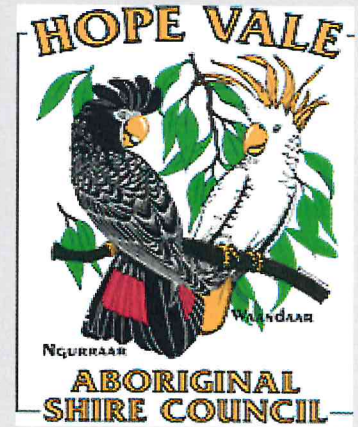


# Minutes



General Meeting

Monday 3 April 2023

Council Offices, Hope Vale

f

## 1 DECLARATION OF OPENING

The Mayor Woibo declared the meeting open at 10.15 am.

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

The Mayor also acknowledged those members of the Hope Vale region who have recently passed away as well as other members of the region who have recently suffered illness or injury.

## 2 Members Present:

Cr Jason Woibo – Mayor

Cr Barry Bowen

Cr Allison Michael

Cr Keithean Bowen

It was agreed that apologies be received from Deputy Mayor Bruce Woibo

## Officers Present:

Chief Executive Officer - Steve Linnane

Social Services Director – Deborah Burke (Item 6.3)

Operations Manager - Gene Brookes (Item 6.4)

Public Health Officer - Gary Bowen (Part of Item 6.4)

## 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 Prescribed Conflict of Interest were made relating to 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 Conflicts of Interest were made relating to 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 15 March 2023**

Moved by Cr Keithean Bowen

Seconded by Mayor Jason Woibo

**Resolution**

That the Minutes of the General Meeting held on Wednesday 15 March 2023, be accepted as a true and correct record.

**CARRIED**

#### **5 Business arising from Minutes of General Meeting held on Wednesday 15 March 2023**

Moved by Cr Keithean Bowen

Seconded by Allison Michael

**Resolution**

That the Chief Executive Officer arrange for rectification works to undertaken on the Hope Vale Service Station, as a matter of urgency

**CARRIED**

The Meeting was adjourned from 10.40am to 10.50am.

### **6 OFFICER'S REPORTS**

#### **6.1 Chief Executive Officer's Report**

The Chief Executive Officers Report dated 27 March 2023, was considered by Council.

Moved by Cr Allison Michael

Seconded by Mayor Jason Woibo

**Resolution**

That Council

(a) receive the Chief Executive Officer's Report dated 27 March 2023, and

(b) note the meetings attended by the Chief Executive Officer

**CARRIED**

At this stage, Item 6.4 was dealt with.



### 6.1.1 2022/2023 Operational Plan – Third 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 to the Chief Executive Officer's report provides an assessment on Council's progress towards implementing the annual Operational Plan for the third quarter ending 31 March 2023.

Moved by Cr Barry Bowen

Seconded by Cr Allison Michael

#### Resolution

That Council receive and note the assessment on Council's progress towards implementing the annual Operational Plan for the third quarter ending 31 March 2023.

**CARRIED**

### 6.1.2 Interim Hope Vale Local Thriving Communities Advisory Committee Report

The Interim Hope Vale Local Thriving Communities Advisory Committee met on Tuesday 21 March 2023. The Report on the meeting was attached for Council's consideration (Attachment B to the Chief Executive Officer's Report).

Moved by Mayor Jason Woibo

Seconded by Cr Allison Michael

#### Resolution

That Council receive, note and endorse the Interim Hope Vale Local Thriving Communities Advisory Committee Report on the meeting held on 21 March 2023.

**CARRIED**

### 6.1.3 Hope Vale Events Coordination Advisory Committee Proposal

At its meeting held on 15 February 2023, Council resolved that it "support "in principle" the formation of a Hope Vale Events Co-ordination Advisory Committee and a further report be submitted in relation to the proposal"

At its meeting held on 15 March 2023 Council considered a draft Terms of Reference for a proposed Hope Vale Events Coordination Advisory Committee. The draft Terms of Reference are based on the Interim Hope Vale Local Thriving Communities Advisory Committee Terms of Reference.

At that meeting, Council resolved to defer consideration of a Hope Vale Events Coordination Advisory Committee proposal to its next meeting.

**Moved by Cr Barry Bowen****Seconded by Mayor Jason Woibo****Resolution****That Council**

- (a) endorse the formation of a Hope Vale Events Coordination Advisory Committee,**
- (b) endorse the Terms of Reference for the Hope Vale Events Coordination Advisory Committee, as attached to the Chief Executive Officer's Report,**
- (c) appoint the following membership to the Hope Vale Events Coordination Advisory Committee –**
  - **Hope Vale Aboriginal Shire (HVASC) Councillor**
  - **Hope Vale Local Thriving Community Advisory Committee Representative**
  - **A My Pathways Representative**
  - **A Justice Group Representative**
  - **A Hopevale Foundation Representative**
  - **A Hope Vale Congress Representative**
  - **A Hope Vale School Representative**
  - **A Hope Vale Police Representative**
  - **An Apunipima Representative**
  - **A Hope Vale Primary Health Care Centre Representative**
- (d) appoint Councillor Keithan Bowen to the Hope Vale Events Coordination Advisory Committee**

**CARRIED****6.1.4 Hope Vale Aboriginal Shire Council Governance Framework**

Governance is an important concept and impacts on Council as a whole and on all sectors of the community. The practice of good governance is increasingly seen as critical for ensuring that:

- the organisation meets legal and ethical compliance
- decisions are made in the interests of stakeholders
- the organisation behaves as a good corporate citizen should.

Good governance encompasses authority, accountability, stewardship, leadership, direction and control. The role of leadership is to embed an ethical culture from the top down. It allows Council to evaluate, direct and monitor its activities. Good governance generally focuses on two main requirements:

- performance, whereby the organisation uses its governance arrangements to contribute to its overall performance and the delivery of its goods, services or programs,
- conformance, whereby the organisation uses its governance arrangements to ensure it meets the requirements of the law, regulations, published standards and community expectations of probity, accountability, and openness.

Without good governance processes, Council can have little confidence that the organisation is being run efficiently and is carrying out the Council's objectives, policies, and supporting documents.



Accordingly, Council's existing Governance Framework has been documented and submitted for Council's consideration. (Attachment C to the Chief Executive Officer's report)

**Moved by Mayor Jason Woibo**

**Seconded by Cr Barry Bowen**

**Resolution**

**That Council endorse the Hope Vale Aboriginal Shire Council Governance Framework attached to the Chief Executive Officer's report**

**CARRIED**

### **6.1.5 Hope Vale Aboriginal Shire Council Organisational Structure**

Section 196 (1) of the Local Government Act 2009 states –

- (1) A local government must, by resolution, adopt an organisational structure that is appropriate to the performance of the local government's responsibilities.

Council is aware that an extensive review is being undertaken on the Council's Human Resources role and how Council delivers this important function for the organisation. All Human Resource's policies, documentation, systems, and processes have been reviewed

At its meeting held on 18 January 2023, Council considered the existing organisational structure (Attachment D to the Chief Executive Officer's Report) and resolved –

"That Council defer reconfirming the current Council organizational structure until a future meeting."

**Moved by Mayor Jason Woibo**

**Seconded by Cr Allison Michael**

**Resolution**

**That Council endorse the Organisational Structure attached to the Chief Executive Officers Report**

**CARRIED**

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

The Finance and Corporate Services Director's Report dated 2 April 2023 was considered by Council.





**Moved Cr Barry Bowen****Seconded by Mayor Jason Woibo****Resolution**

**That Council receive and note the Finance and Corporate Services Director's Report dated 3 April 2023.**

**CARRIED**

At this stage, the meeting dealt with Items 6.1.1, 6.1.2, 6.1.3, 6.1.4, and 6.1.5.

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

The Social Services Director's Report dated 28 March 2023 was considered by Council.

**Moved by Cr Barry Bowen****Seconded by Cr Keithan Bowen****Resolution**

**That Council receive and note the Social Services Director's Report dated 28 March 2023.**

**CARRIED**

### **6.4 Operations Manager's Report**

The Operations Manager's Report dated 27 March 2023 was considered by Council.

**Moved by Cr Keithan Bowen****Seconded by Cr Allison Michael****Resolution****That Council**

- (a) receive and note the Operation Manager's Report dated 27 March 2023,**
- (b) the Operations Manager arrange for a community survey on horse and dog management in Hope Vale,**
- (c) approach Hope Vale Foundation seeking their views on a proposal to excise part of their lease area from Council for the purpose of upgrading it to a horse impounding area, and**
- (d) endorse the disposal of the following assets –**
  - 1. Ex-CHSP Ford Ranger (VIN MNAUMFF50BW10142)**
  - 2. Ex-Admin Ford Ranger (VIN MNALSFE909W835302)**
  - 3. Ex-Admin Holden Commodore (VIN 6G1EK5E55CL655092)**

**CARRIED**

At this stage, the meeting dealt with Item 6.3 and 10.1



## **7 VISITORS AND PRESENTATIONS**

Nil

## **8 CORRESPONDENCE**

Nil

## **9 GENERAL BUSINESS**

Nil

## **10 CONFIDENTIAL SESSION**

### **10.1 Aged Care Centre Operations**

Moved by Mayor Jason Woibo

Seconded by Cr Barry Bowen

#### **Resolution**

That the meeting be closed to the public pursuant to sections 254J (3) (f) of the Local Government Regulation 2012 to consider the Confidential Report by the Director Social Services on data in relation to the Aged Care Centre operations.

**CARRIED**

Moved by Mayor Jason Woibo

Seconded by Cr Barry Bowen

#### **Resolution**

That the meeting be re-opened to the public.

**CARRIED**

Moved by Cr Allison Michael

Seconded by Cr Keithean Bowen

#### **Resolution**

That the Confidential Social Services Director's Report dated 30 March 2023 on data in relation to the Aged Care Centre operations be noted.

**CARRIED**

At this stage, the meeting dealt with Item 6.2





## 11 NEXT MEETING

The next Council Meeting will be held in Hope Vale on Wednesday 24 May 2023.

## 12 MEETING CLOSURE

There being no further business, the meeting closed at 2.55 pm.



.....  
Mayor Cr Jason Woibo



.....  
Steve Linnane  
Chief Executive Officer

