

CHIEF EXECUTIVE OFFICER

COUNCIL REPORT

Meeting 3 March 2023



Item 1: Meetings Attended

- CEO attended (via Teleconference) a Northern Queensland Weather briefing presented by BOM on 13 March 2023.
- CEO attended (via Teleconference) a District Disaster Group meeting held on 14 March 2023
- Mayor, Councillors, and CEO attended the Council Meeting in Hope Vale on 15 March 2023.
- CEO attended (via Teleconference) a workshop on the proposed reforms to the Public Records Act 2002. The workshop was organized by the Department of Communities, Housing and Digital Economy
- CEO attended (via Teleconference) a Northern Queensland Weather briefing presented by BOM on 20 March 2023.
- Mayor, Cr Michael and the CEO attended the Interim Local Thriving Communities Advisory Committee held in Hope Vale on 21 March 2023
- CEO met with Jane Harpley and Liz Smith from the Creche and Kindergarten Association in Hope Vale on 21 March 2023 for discussions on the Kindy Uplift Plan
- CEO and Operations Manager met with Peter Bradshaw from Island and Cape in Hope Vale on 23 March 2023
- CEO met with Andrew Drage, Environmental Health Officer, Tropical Public Health Services (Cairns) in Hope Vale on 24 March 2023 for discussions on animal management.
- A number of other meetings were also held by the CEO in relation to various administration, organizational, staffing and tenure issues.

Recommendation:

That Council

- (a) receive the Chief Executive Officer's Report, and
- (b) note the meetings attended by the Chief Executive Officer

Item 2: 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 this report provides an assessment on Council's progress towards implementing the annual Operational Plan for the third quarter ending 31 March 2023.

Recommendation:

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.

Item 3: 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 is attached for Council's consideration (Attachment B).

Recommendation:

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

Item 4: 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 this meeting, Council resolved to defer consideration of a Hope Vale Events Coordination Advisory Committee proposal to its next meeting.

Recommendation:

That Council consider the formation of a Hope Vale Events Coordination Advisory Committee.

Item 5: 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)

Recommendation

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

Item 6: 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 on how Council deliver this important function for the organisation. All Human Resource's policies, documentation, systems, and processes are being reviewed

At its meeting held on 18 January 2023, Council considered the existing organizational structure (Attachment D) and resolved –

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

It is requested that Council reconsider this issue

Recommendation:

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

Item 7 CEO Verbal Briefing



Steve Linnane
Chief Executive Officer
27 March 2023