



MINUTES

Ordinary Council Meeting

Tuesday, 16 March 2021

**MINUTES OF MAPOON ABORIGINAL SHIRE COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE COUNCIL CHAMBERS, MAPOON
ON TUESDAY, 16 MARCH 2021 AT 9.00AM**

PRESENT: Mayor Aileen Addo (Chair), Cr Dawn Braun (Deputy Mayor) Cr Margaret Mara, Cr Daphne de Jersey, Cr Cameron Hudson

IN ATTENDANCE: Naseem Chetty (Chief Executive Officer) and (Minute Taker)

1 OPEN MEETING

The Meeting was opened at 9.10am

2 APOLOGIES

Nil

No Conflict of Interest

3 CONFIRMATION OF MINUTES

3.1 MINUTES OF THE COUNCIL HELD ON 19 JANUARY 2021

RESOLUTION C033/21

Moved: Cr Mara

Seconded: Cr Braun

1. That the Resolution 14/21 be Rescinded and that the Minutes of the Council held on 19 January 2021 with Resolution Numbers allocated be received and the recommendations therein be adopted.

CARRIED 5/0

3.2 MINUTES OF THE COUNCIL HELD ON 16 FEBRUARY 2021

RESOLUTION C034/21

Moved: Cr Mara

Seconded: Cr Braun

1. That the Minutes of the Council held on 16 February 2021 be received and the recommendations therein be adopted.

CARRIED 5/0

4 MATTERS ARISING FROM THE MINUTES

There was discussion in relation to appointment of the Deputy Mayor for this Council term.

RESOLUTION C035/21

Moved: Cr Dawn Braun

Seconded: Cr Margaret Mara

1. That Council rescind the Resolution C056/20
2. That Council agree to appoint the Deputy Mayor for Mapoon Aboriginal Shire Council on the following annual basis:
 - Councillor Hudson as the Deputy Mayor for the term 21 April 2021 to 20 April 2022
 - Councillor Mara as the Deputy Mayor for the term 21 April 2022 to 20 April 2023
 - Councillor de Jersey as the Deputy Mayor for the term 21 April 2023 – 20 April 2024.

CARRIED 5/0 AT 9.30AM

5 CONFIDENTIAL REPORTS

Nil

6 MAYOR AND COUNCILLOR REPORTS

Mayors Report**Meetings Attended:**

- Council Meeting held on 16th Feb 2021
- Trustee Meeting held on 17th Feb 2021
- Meeting with Rick Healey and Vanessa Brindell from the Department of Communities, Housing and Digital Economy held on 17th Feb 2021 – for discussion in relation to reports, Building specifications etc.
- **Re the April Council Meeting:** It was proposed that the April 2021 Council Meeting be held in Cairns in view of the following meetings:
 - Indigenous Leaders Forum – to be held on 27th 28th April 2021
 - Police Summit – to be held on 29th April 2021

RESOLUTION C036/21

Moved: Cr Margaret Mara

Seconded: Cr Cameron Hudson

That council resolve to change the April 2021 Council Meeting date from April 20th to April 30th

CARRIED 5/0 AT 9.48 AM

Mayor Addo's Meetings Attended (Continued)

- Meeting with Mapoon Director of Nursing held on 18th Feb 2021 discussion in relation to QLD Health callout policy and Mayors and Community concerns. Mayor will be organising a meeting with QLD Health and Police to discuss safety concerns and discussion around Queensland Ambulance Services.
- Meeting with Board Members of Mokwiri Aboriginal Corporation held on 18th Feb 2021 in relation to the use of funds from the disposal of the bus.

MOTION**RESOLUTION C037/21**

Moved: Cr Dawn Braun

Seconded: Cr Margaret Mara

That The CEO write a letter to Mokwiri Aboriginal Corporation advising them of the process regarding the Warrior Bus.

CARRIED 5/0 AT 10.04AM

Mayor Addo's Meetings Attended (Continued)

- Meeting with Cape York Partnership in relation to Job guarantee, which is similar to new start, Community support. Discussion CDEP Program. 10 traineeships with Kuku'Nathi Services. There was a query in relation to Top Up Payment – transition from traineeship to apprenticeship. More trainees in health, education and Men's Support Program.
- Meeting with Old Mapoon Aboriginal Corporation – in relation to gravel extraction data
- Mapoon Community Meeting – held on 8th March 2021. The Mayor advised that the meeting went really well and various community members provided positive feedback in relation to the meeting.
- Meeting with My Pathways – NDIS – explanation program and viability of the program, effect on Councils HACC program. Issues around consistency of family support and Council HACC program will not be funded to deliver support services. Discussion around NDIS, carers. CEO explained potential issues affect council and NDIS individual payments. Palliative care – explanation of requirement – training and support, family and obligations. Community member with no support – Mapoon Advisory Board to lobby for support for mental health clients support. Council has appoint a Women's Program – Pauline Smith. Apunipima support to Men's and Women's Program. CEO explained process, hour of work and objectives..
- Mapoon Aboriginal Shire Council Corporate Plan Meeting held on 9th March 2021

Councillor Braun's Report

- Council Meeting held on 16th Feb 2021
- Trustee Meeting 17th Feb 2021
- Meeting with Western Cape Communities Co-Existence Agreement Northern Trust Meeting
- Meeting with Charles Budby and Rhonda Parry of Kuku'nathi Services in relation to Land Trust and History of Mapoon
- Meeting with Old Mapoon Aboriginal Corporation
- Mapoon Community Meeting held on 8th March 2021
- Mapoon Aboriginal Shire Council Corporate Plan Meeting held on 9th March 2021
- Events Committee Meeting held on 10th March 2021 in relation to Anzac Day, NAIDOC, fishing competition, Troy Cassar-Daley Concert

Council Hudson's Report

- Ely Trust Meeting – New CEO has been appointed will conduct community visits, items raised community shares – council holding. Discussion around shareholders and community consultation and decision.
- Council Meeting held on 17th Feb 2021
- Mapoon Community Meeting held on 8th March 2021
- Western Cape Communities Co-Existence Agreement IDM Coordinating Committee, Main Trust Meeting and Property Trust Meeting in relation to the Administration Building Opening June 15, 2021. The Board has requested Mayor Addo to do a presentation. Community visitation on the 23rd of March 2021 and dance performance for the opening ceremony.

The CEO provided a briefing on Conflicts Of Interest Legislation.

Councillor de Jersey's Report

- Council Meeting held on 16th Feb 2021
- Trustee Meeting held on 17th Feb 2021
- Mapoon Community Meeting held on 8th March 2021
- Mapoon Aboriginal Shire Council Corporate Plan Meeting held on 9th March 2021
- Old Mapoon Aboriginal Corporation Meeting
- Events Committee Meeting held on 10th March 2021
- Western Cape College Mapoon Campus Badge Ceremony held on 12th March 2021 at the School.

Councillor Mara

- Council Meeting held on 16th Feb 2021
- Trustee Meeting held on 17th Feb 2021
- Mapoon Aboriginal Shire Council Corporate Plan Meeting held on 8th March 2021
- Mapoon Community Meeting held on 8th March 2021
- Event Committee Meeting held on 10th March 2021
- Community Consultation – Mapoon Community Safety Plan Survey
- Western Cape College Mapoon Campus Badge Ceremony held on 12th March 2021 at the School in relation to the ceremony, children’s confidence in delivering speeches, It was stated that Mapoon School lhad the highest attendance in Queensland.

RESOLUTION C038/21

Moved: Cr Dawn Braun

Seconded: Cr Margaret Mara

That Council take note of the Reports of Mayor and Councillors as presented..

CARRIED 5/0 AT 11.24AM

7 OPERATIONAL REPORTS**7.1 CEO MONTHLY OPERATIONAL REPORT****PURPOSE OF REPORT**

To provide council an update of activities of the Chief Executive Officer

RESOLUTION C039/21

Moved: Cr Dawn Braun

Seconded: Cr Margaret Mara

That Council take note and accept this report.

CARRIED 5/0 AT 11.31AM

7.2 MAPOON ABORIGINAL SHIRE COUNCIL CORPORATE PLAN 2021 - 2025**PURPOSE OF REPORT**

To present draft 2021 – 2025 Corporate Plan for Council adoption.

RESOLUTION C040/21

Moved: Cr Dawn Braun

Seconded: Cr Cameron Hudson

That Council adopt the draft Mapoon Aboriginal Shire Council 2021 – 2025 Corporate Plan.

CARRIED 5/0 AT 11.53AM

7.3 MAPOON ABORIGINAL SHIRE COUNCIL ENVIRONMENTAL MANAGEMENT PLAN**PURPOSE OF REPORT**

To present to council draft Mapoon Environmental Plan for adoption.

ACTION ITEM

The CEO stated she would draft an Operational Plan and organize a meeting with Councillors

RESOLUTION C041/21

Moved: Cr Margaret Mara

Seconded: Cr Cameron Hudson

That Council receive and adopt the Draft Mapoon Environmental Management Plan

CARRIED 5/0 AT 11.59AM

Councillor Hudson left meeting – 12.00 midday

Councillor Hudson return to the meeting at 12.02pm

7.4 MAPOON ADVISORY GROUP - TERMS OF REFERENCE**PURPOSE OF REPORT**

To present Council Draft Mapoon Advisory Group Terms of Reference

The CEO presented the Draft Terms of Reference for Mapoon Advisory Board

Mayor requested councillors to encourage community residents interest in community to submit their EOI.

7.5 ASSET MANAGEMENT PLANS

PURPOSE OF REPORT

To present to Council the three new Asset Management Plans:

- Mapoon ASM Plan Part D Parks Revision
- Mapoon ASM Part G Waste Revision
- Mapoon ASM Plan Part H Communications Revision

The CEO presented the Council Asset Management Plan and asked for council advise and direction. Different aspects of Management of Asset. Mayor Addo requested for time for councillor to read it and that the report be tabled only. Councillors to read and provide advice.

Meeting break for lunch 12.13pm

Meeting recommenced 12.43pm

During discussions on the item, Council's Executive Manager of Infrastructure & Works was invited to join the meeting and presented the design for proposed Council Chamber/Office extension.

RESOLUTION C042/21

Moved: Cr Cameron Hudson

Seconded: Cr Dawn Braun

That Council:

- (a) Directs the CEO to further develop detailed design for the extension of the Council chambers and extra offices.
- (b) Upon approval by council than a detailed budget is to be presented to council for approval, and
- (c) That the Asset Management Plans be referred to a future meeting

CARRIED 5/0 AT 1.20PM

7.6 EXECUTIVE MANAGER INFRASTRUCTURE REPORT**PURPOSE OF REPORT**

To present to Council a report of the program performance and operational actions for the previous month. This report contains listed activities and points for decisions in the Council meeting.

RESOLUTION C043/21

Moved: Cr Margaret Mara

Seconded: Cr Daphne de Jersey

That Council receive and take note of the Works Manager's Report as tabled and presented.

CARRIED 5/0 AT 2.14PM

7.7 FLEET & WORKSHOP REPORT**PURPOSE OF REPORT**

To advise Council of the performance and operational actions of the Workshop and Fleet for the previous month.

RESOLUTION C044/21

Moved: Cr Cameron Hudson

Seconded: Cr Dawn Braun

That Council receive and take note of the Workshop Manager's Report as tabled and read.

CARRIED 5/0 AT 2.21PM

7.8 EXECUTIVE FINANCE MANAGER'S REPORT

Present to the Council a report outlining program performance and operational actions for the previous month. This report contains listed activities and points for decisions in Council meeting.

The Executive Finance Manager joined the meeting.

DISCUSSION

Finance

Finance department and Store are preparing for an onsite visit by the Internal Auditor last week of March.

Profit & Loss

As at 28th February 2021 the Council made an operating surplus of \$1.048M.

Revenue

As at 28th February 2021 the Council received revenue totalling \$13,691M, this is below budget of \$18,568M. This is due to timing of funds expected to be received in February.

General Expenses & Cost of Goods Sold

As at 28th February 2021 Council total expenditure was \$12,643M. 35% below the budget of \$19,386M. This is due to a timing difference on completing projects due to the wet weather.

Store

The store has made a Net Profit of \$66k for the month of February, this includes a provision of the estimated insurance claim of \$55k for the freezer breakdowns. The operating loss for the year to 28th February 2021 is \$78k. The internal auditor will be here for the March stocktake.

Untied Funds

The Council currently holds \$3.985M in untied funds.

RESOLUTION C045/21

Moved: Cr Margaret Mara

Seconded: Cr Daphne de Jersey

That Council endorses the Financial Reports for the financial period February 2021.

CARRIED 5/0 AT 2.33PM

Meeting break at 2.33pm

Meeting recommenced at 2.41pm

7.9 EXECUTIVE MANAGER ENVIRONMENTAL SERVICES, LAND AND SEA & PARKS & GARDENS**PURPOSE OF REPORT**

To present to the council a report of Program Performance and Operational Actions for the previous month. This report contains listed points for decisions in the Council Meeting

The Acting Executive Manager of Environmental Services, Land & Sea Rangers and Parks and Gardens was invited to join the meeting.

RESOLUTION C046/21

Moved: Cr Margaret Mara

Seconded: Cr Daphne de Jersey

That the Report of the Acting Executive of Environmental Services, Land & Sea Rangers & Parks & Gardens be accepted as tabled and read.

CARRIED 5/0

7.10 HR, MEDIA AND PAYROLL REPORT**PURPOSE OF REPORT**

To advise Council on the operations of the HR/Payroll Department

The CEO presented the Report

RESOLUTION C047/21

Moved: Cr Dawn Braun

Seconded: Cr Margaret Mara

That Council accept the HR Manager's Report as tabled and read.

CARRIED 5/0 AT 3.17PM

7.11 FORMALIZATION OF DATES FOR COMMUNITY EVENTS IN 2021**PURPOSE OF REPORT**

To request Council confirm the dates for various Community Events for 2020

The Governance Manager entered the meeting and discussed the report.

Mayor Addo stated that the Committee could decide the dates.

7.12 COOKTOWN & CAPE YORK EXPO 2021 - THE RISING TIDE**PURPOSE OF REPORT**

To advise Council of the opportunity for Mapoon to be showcased as a premier Tourism Destination at the Cooktown and Cape York Business Expo 2021 at the Cooktown PCYC Events centre from 14-16 June 2021.

RESOLUTION C048/21

Moved: Cr Cameron Hudson

Seconded: Cr Margaret Mara

That more information be gathered in relation to the Indigenous Expo at Cooktown

CARRIED 5/0 AT 3.34PM

7.13 ACCOMMODATION MANAGER'S REPORT FOR FEBRUARY 2021**PURPOSE OF REPORT**

To present to Council a report outlining Program Performance and Operational Actions of the Accommodation Facilities for the month of February 2021

RESOLUTION C049/21

Moved: Cr Cameron Hudson

Seconded: Cr Daphne de Jersey

That Council receive and take note of the Accommodation Manager's Report for February 2021 as tabled and read.

CARRIED 5/0 AT 3.36PM

7.14 ASSESSMENT OF PLAQUES AT CULLEN POINT AND REFURBISHMENT OF PLAQUES AT MAPOON ANZAC PARK**PURPOSE OF REPORT**

To update Council on the Progress of the replacement of the Plaques Commemorating First Contact at Cullen Point, and the refurbishment of the Plaques at Mapoon's Anzac Memorial Park.

RESOLUTION C050/21

Moved: Cr Margaret Mara

Seconded: Cr Dawn Braun

That Council approve the removal of the Plaques at the Anzac Memorial and at Cullen Point for refurbishment after the Anzac Day Commemoration.

CARRIED 5/0 AT 3.41PM

7.15 STORE MANAGER REPORT**PURPOSE OF REPORT**

Report on the operations of the Community Store.

The report was presented by the Governance Manager

RESOLUTION C051/21

Moved: Cr Margaret Mara

Seconded: Cr Daphne de Jersey

That Council accept the Store Report as tabled and read.

CARRIED 5/0 AT 3.49PM

7.16 COMMUNITY AGED AND DISABILITY SERVICES.**PURPOSE OF REPORT**

To give an update to Council on the progress of the Aged Care and Disability Services.

The Community Service Coordinator joined the meeting and updated Council re meal delivery services.

Refer to Resolution C052/21 in Item 7.18

7.17 COMMUNITY AGED CARE SERVICES- CLIENT RELATED SERVICES MEAL DELIVERY**PURPOSE OF REPORT**

To give an update to Council on the progress of the Aged Care and Disability Services -Client Related Services -Lunch Meal Provision

Refer to resolution C052/21 in Item 7.18

7.18 COMMUNITY SERVICES - PLAYGROUP**PURPOSE OF REPORT**

To give an update to Council on the progress of the Playgroup Program.

RESOLUTION C052/21

Moved: Cr Cameron Hudson

Seconded: Cr Margaret Mara

That the Community Aged & Disability Report, The Community Aged care Services- Client Related meal Delivery Report and the Community Services- Playgroup Reports be tabled as presented and accepted.

CARRIED 5/0 AT 4.25PM

The Community Services Coordinator left the meeting at 4.25pm

8 ANY OTHER BUSINESS

Royleen Wolski entered meeting at 4.26pm and confirmed with Council that the date for the Special Holiday for Mapoon Day was Friday 24 September 2021. The Governance Manager left the meeting 4.26pm.

9 CORRESPONDENCE IN

Nil

10 CORRESPONDENCE OUT**1.1 CORRESPONDENCE OUT TO FNQ HREC COORDINATOR FNQ HUMAN RESEARCH ETHICS COMMITTEE DATED 15 MARCH 2021****PURPOSE OF REPORT**

To advise Council of Correspondence OUT to FNQ HREC Coordinator FNQ Human research Ethics Committee 15 March 2021.pdf

11 NEXT MEETING DATE

Proposed date for next meeting: 30th April 2020

12 CLOSE MEETING

The Meeting closed at 4.34pm.

The minutes of this meeting were confirmed at the Ordinary Council Meeting held on .

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CHAIRPERSON