



1. PRESENT:

Members Present

Cr Cheyne Wilkie (Mayor)
Cr Stewart Smith (Deputy Mayor)
Cr Laurence Weazel
Cr Phillip Alberts
Cr Archie Williams

In Attendance:

Emil Moul (Chief Executive Officer)
Melaine Wicks (Corporate Services Manager)
Dennis McLeod (Human Resources Manager)
Neville Perkins (Works Manager)
Paula Viti (Community Service Manager)
Leroy Wilson (Workplace Health and Safety)
Leslie Purcell (Executive Assistant)

2. OPENING OF MEETING

The Mayor, Cr Wilkie welcomed all Councillors and guests and declared the meeting open at 10:08am.

WELCOME TO COUNTRY

The Mayor acknowledged the traditional custodians of the land on which this meeting takes place, and paid respect to Elders both past and present.

3. CONDOLENCES

The meeting observed one minutes silence in remembrance of local residents who have recently passed.

4. APOLOGIES AND LEAVE OF ABSENCE

Nil

5. DECLARATIONS OF INTEREST IN MATTERS ON THE AGENDA

Nil

6. CONFIRMATION OF PREVIOUS COUNCIL MEETING MINUTES

6.1 Ordinary Meeting – 26 October 2016

Resolution: 26112016-001

Moved by: Cr Archie Williams

Seconded by: Cr Stewart Smith

That the minutes of the Ordinary Meeting held on 26 October 2016 be received and adopted as a correct record of proceedings there at.

MOTION CARRIED (5/0)



7. BUSINESS ARISING FROM PREVIOUS COUNCIL MEETING

Business Arising	Action	Action Officer
9.11 Letter from Kenny Beckett	Further discussion with Kenny regarding Letter. Letter from Woorabinda Aboriginal Shire Council attention Kenny.	Chief Executive Officer/Works Manager/Executive Assistant
9.5.3 Funeral Assistance Policy	Carry over item table at next Council meeting.	Chief Executive Officer/Executive Assistant
10. Duaringa Country Women's Association Hall	Letter tabled for general discussion by Chief Executive Officer.	Chief Executive Officer

8. OFFICERS REPORTS

Attendance

Chief Executive Officer was present in the meeting at time of tabling Report.

9.1 CHIEF EXECUTIVE OFFICERS REPORT

Resolution: 30112016-002

Moved by: Cr Phillip Alberts

Seconded by: Cr Stewart Smith

THAT the Chief Executive Officers report be received for consideration and that those matters not covered by resolution be noted.

MOTION CARRIED (5/0)

9.1.1 Business Arising from Officers Report

Business Arising	Action	Action Officer
Wadja High School Debt	School Principal will arrange consultation action regarding rental debt owed. School Principal will contact Chief Executive Officer by COB on 02/12/2016 & advise Chief Executive Officer of recommendations.	Chief Executive Officer
Kebab Shop Venture	Place for item for discussion at Council Meeting on 14/12/2016	Chief Executive Officer/Executive Assistant
Woorabinda Retail Store Plastic Bags	Item Closed.	Nil
DILGP Governance Training	Arrange Training for 2017.	Chief Executive Officer/Executive Assistant
Council Staff Attendance	Chief Executive Officer continue to monitor.	Chief Executive Officer
New Woorabinda Aboriginal & Torres Strait Islander Social Corporation for Social & Emotional Well Being	Meeting on 05/12/2016 with Executive Board & Members.	Chief Executive Officer/Executive Assistant
Solar Power Project Discussion	Trail on one new home being built, building period 2017-2018. Chief Executive Officer to contact Andrew, table at Council meeting on 14/12/2016.	Chief Executive Officer



Tavern with Restricted Liquor Licence	Location venue needs furthering negotiating. Executive Officer to liaise with Woorabinda Justice Group.	Chief Executive Officer
Refurbishment of Blackboy Camp	Chief Executive Officer to follow up.	Chief Executive Officer
DILGP 2016-2017 Grants & Subsidies	No action required.	Chief Executive Officer
Building our Regions	Ongoing.	Chief Executive Officer
5.3 Wadji Native Title Claim	Councillors to provide views and table at Council meeting on 14/12/2016.	
5.5 Campbell Leisha Native Title	Correct Letter, further assessment & information needed, Cultural Sensitivity needed throughout the feedback process.	Chief Executive Officer
5.6 Burial Assistance Policy	Underpin to Policy Development	Chief Executive Officer

Chief Executive Officer, Emil Moul remained in the meeting.

Attendance

Corporate Services Manager, Melaine Wicks attended the meeting at 11:35am to table Corporate Services Managers Report.

9.2 CORPORATE SERVICES MANAGER REPORT

Resolution: 30112016-003

Moved by: Cr Archie Williams

Seconded by: Cr Stewart Smith

That the Corporate Services Managers Melaine Wicks report be received for consideration and that those matters not covered by resolution be noted.

MOTION CARRIED (4/1) Cr Weazel abstained to vote.

Cr Weazel noted that there was an inconsistency in factual dollar value figures in June 2015-2016.

9.2.1 Business Arising from Officer's Report

Business Arising	Action	Action Officer
Butcher Shop	Melaine to liaise with Lex Thackery regarding costings of meat prices. Apprenticeship for staff member assisting Lex.	Corporate Services Manager
Fees and Charges	Review Council Fees and Charges document.	Corporate Services Manager
Ergon Energy	Meter reading, one payment Invoice for Woorabinda Aboriginal Shire Council. This item will be ongoing work in progress.	Corporate Services Manager
Day Care	Review with Department of Children Services regarding reporting.	Corporate Services Manager
Woorabinda Pastoral Company	Letter to be provided to Dave Hughes regarding payment.	Corporate Services Manager/Chief Executive Officer/Executive Assistant



Corporate Services Manager, Melaine Wicks left the meeting at 12:45pm.

Attendance

Human Resources Manager, Dennis McLeod attended the meeting at 1:30pm.

9.3 HUMAN RESOURCES MANAGERS REPORT

Resolution: 30112016-004

Moved by: Cr Phillip Alberts

Seconded by: Cr Archie Williams

THAT the Human Resources Managers report be received for consideration and that those matters not covered by resolution be noted.

MOTION CARRIED (5/0)

9.3.1 Business Arising from Officer's Report

Business Arising	Action	Action Officer
New revised Contract Template	Completed	Human Resources Manager
January New Council Award	LGAQ providing Training sessions	Human Resources Manager/Chief Executive Officer
Training all Council Staff on Council Policies	Toolbox Education Sessions	Human Resources Officer/Managers
New revised Position Description Template	Ongoing Development	Human Resources Manager/Chief Executive Officer
Casual Staff Contracts	Ongoing consultation regarding Casual contracts with Chief Executive Officer. Contact other Councils regarding award rates and table at next Council meeting on 14/12/2016.	Human Resources Manager/Chief Executive Officer
IR Audit Outcomes	Noted that LGAQ Letter provided by Dennis McLeod was declined to be released to the Woorabinda Aboriginal Shire Council meeting. Dennis left the room to contact LGAQ to seek permission for the release of the document. Permission had been granted by LGAQ to release of the document.	Human Resources Manager/Chief Executive Officer/Mayor
Revised Policy Frameworks	Ongoing development of new revised policies.	Human Resources Manager/Chief Executive Officer

Human Resources Manager, Dennis McLeod left the meeting at 2:30pm.

The meeting adjourned for lunch at 12:45pm, and reconvened at 1:28pm.



Attendance

Works Manager, Neville Perkins attended the meeting at 2:30pm.

9.4 WORKS MANAGERS REPORT

Resolution: 30112016-005

Moved By: Cr Laurence Weazel

Seconded By: Cr Archie Williams

That the Works Manager Neville Perkins report be received for consideration and that those matters not covered by resolution be noted.

MOTION CARRIED (5/0)

9.4.1 Business Arising from Officer's Report

Business Arising	Action	Action Officer
Nil	Nil	Nil

Works Manager, Neville Perkins left the meeting at pm.

Attendance

Community Services Manager, Paula Viti Report was tabled by Chief Executive Officer Emil Moul at pm.

9.5 COMMUNITY SERVICES MANAGER REPORT

Resolution: 30112016-006

Moved By: Cr Laurence Weazel

Seconded By: Cr Stewart Smith

That the Community Services Manager Paula Viti report be received for consideration and that those matters not covered by resolution be noted.

MOTION CARRIED (5/0)

9.5.1 Business Arising from Officer's Report

Business Arising	Action	Action Officer
Radio Mast	Advised being fixed 30/11/2016.	Community Services Manager
Funding Veterinary from Moura	Confirm budget funding and freeze payment to the Veterinary.	Community Services Manager/Corporate Services Manager

Chief Executive Officer concluded Paula Viti's report at 2:09pm.



Attendance

Work Place Health & Safety Officer Leroy Wilson attended and entered the room at 3:27pm.

9.6 WORKPALCE HEALTH & SAFETY OFFICER REPORT

Resolution: 30112016-007

Moved By: Cr Archie Williams

Seconded By: Cr Laurence Weazel

That the Work Place Health & Safety Officer report be received for consideration and that those matters not covered by resolution be noted.

MOTION CARRIED (5/0).

9.6.1 Business Arising from Officer's Report

Business Arising	Action	Action Officer
Radio Tower	Priority for Tower to be secured.	Work Place Health & Safety Officer/Works Manager/Chief Executive Officer
Work Place Health & Safety Meetings	Request six staff members be part of a new Committee each month to discuss Work Place Health & Safety Aspects. Representatives from various Council Work Departments will be invited to attend.	Work Place Health & Safety Officer/Chief Executive Officer
Workshop	Attend daily meetings at work shop.	Work Place Health & Safety Officer
Induction Session	In January 2017, induction sessions for all Council Staff.	Work Place Health & Safety Officer
Road Signature	Blackboy Road Speed Signs, remove Gravel Road Sign currently on display.	Work Place Health & Safety Officer
Fire Drill	Plan December 2017	Work Place Health & Safety Officer

Attendance

Grants Officer Dennis Ware is currently away of Leave. Report was not submitted to Emil Moul, Chief Executive Officer.

9.7 GRANTS OFFICER REPORT

Resolution: 30112016-007

Moved By: Cr

Seconded By: Cr

That the Grants Officer report be received for consideration and that those matters not covered by resolution be noted.

MOTION CARRIED (5/0).

Business Arising	Action	Action Officer
Nil	Nil	Nil



9.8. Woorabinda Pastoral Company Minutes

Resolution: 30112016-0010

Moved by: Cr

Seconded: Cr

That the Pastoral Minutes of November 2016 be received for consideration and that those matters not covered by resolution be noted.

MOTION CARRIED (5/0)

9.9 . CORRESPONDENCE FOR DECISION

10 . GENERAL BUSINESS

5.1 2016 End of Year Arrangements

5.2 Public Holiday 2017 (Friday 16 June 2017)

5.3 Wadja Native Title Claim

5.4 Ghungalu Native Title Claim

5.5 Campbell Leisha Title

5.6 Burial Assistance Program

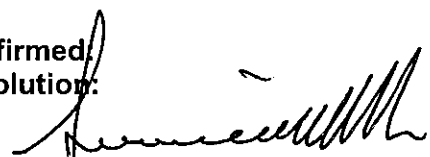
5.7 Wadja Wadja High School

5.8 Council Meeting Times 8:30am

5.9 Woorabinda Retail Store Meeting Wadja Wadja High School

10. CLOSURE OF MEETING

There being no further business the meeting closed at 4:20pm.

Confirmed
Resolution:


Cr Cheyne Wilkie (Mayor)
30/11/2016