

# CONFIRMED MINUTES

---

CORPORATE, GOVERNANCE AND FINANCIAL SERVICES STANDING  
COMMITTEE MEETING OF  
**ISAAC REGIONAL COUNCIL**

HELD ON  
**TUESDAY, 12 APRIL 2022**  
**COMMENCING AT 1.00PM**

**ISAAC REGIONAL COUNCIL**  
**CONFIRMED MINUTES OF THE**  
**CORPORATE, GOVERNANCE AND FINANCIAL SERVICES**  
**STANDING COMMITTEE MEETING**  
**HELD IN COUNCIL CHAMBERS, MORANBAH**  
**ON TUESDAY 12 APRIL 2022**

<b>Table of Contents</b>	<b>Page</b>
1. Opening	3
2. Apologies	4
3. Declaration of Conflicts of Interest	4
4. Confirmation of Minutes	4
5. Officer Reports	5
6. Information Bulletin Reports	8
7. General Business	8
8. Conclusion	9

**ISAAC REGIONAL COUNCIL**  
**CONFIRMED MINUTES OF THE**  
**CORPORATE, GOVERNANCE AND FINANCIAL SERVICES**  
**STANDING COMMITTEE MEETING**  
**HELD IN COUNCIL CHAMBERS, MORANBAH**  
**ON TUESDAY 12 APRIL 2022 COMMENCING AT 1:00PM**

**ATTENDANCE**

Cr Jane Pickels, Division Seven (Chair)  
Cr Sandy Moffat, Division Two (*via videoconference*)  
Cr Carolyn Moriarty, Division Six  
Cr Viv Coleman, Division Eight

**OFFICERS PRESENT**

Mr Darren Fettell, Acting Chief Executive Officers  
Ms Liza Perrett, Acting Director Corporate, Governance and Financial Services  
Mrs Susan Martin, Acting Manager Financial Services  
Mr Bilal Akhtar, Strategic Asset Manage (*via videoconference*)  
Mrs Alexis Coutts, Manager Safety and Resilience  
Mr Beau Jackson, Manager Brand, Media and Communications  
Mr John Squire, Manager Contracts and Procurement (*via videoconference*)  
Ms Jodie Jenings, Acting Manager People and Performance (*via videoconference*)  
Mrs Tricia Hughes, Coordinator Executive Support  
Ms Dannette Barfield, Executive Assistant Corporate, Governance and Financial Services

**1. OPENING**

The Chair declared the meeting open at 1.00pm and acknowledged the traditional custodians of the land on which we meet today and paid her respects to their Elders past, present and emerging.

**Resolution No.:** CGFS0726

**Moved:** Cr Coleman

**Seconded:** Cr Moriarty

**That the Corporate, Governance and Financial Services Standing Committee accepts Cr Sandy Moffat, Mr John Squire, Mr Bilal Akhtar and Mrs Jodie Jenings participation in the meeting by video conference.**

**Carried**

## 2. APOLOGIES

The Committee received an apology from Mayor Anne Baker.

**Resolution No.: CGFS0727**

**Moved: Cr Moffat**

**Seconded: Cr Moriarty**

**That the Corporate, Governance and Financial Services Standing Committee accepts the apology received from Mayor Anne Baker.**

**Carried**

## 3. DECLARATION OF CONFLICTS OF INTEREST

No conflicts of interest declared this meeting.

**NOTE:**

*Council acknowledges that Chapter 5B Councillors' Conflicts of Interest of the Local Government Act 2009 does not apply to a Councillor if the matter to be resolved relates to a corporation or association that arises solely because of a nomination or appointment of the councillor by the local government to be a member of the board of the corporation or association.*

## 4. CONFIRMATION OF MINUTES

Corporate, Governance and Financial Services Standing Committee Meeting of Isaac Regional Council held via video conference commencing at 1.00pm on Tuesday 15 March 2022.

**Resolution No.: CGFS0728**

**Moved: Cr Moriarty**

**Seconded: Cr Coleman**

**That the minutes from the Corporate, Governance and Financial Services Standing Committee meeting held via video conference commencing at 1.00pm on Tuesday 15 March 2022 are confirmed.**

**Carried**

## 5. OFFICERS REPORTS

### ATTENDANCE

Mr Beau Jackson left the meeting room at 1.11pm and returned at 1.18pm.

### 5.1 Isaac Regional Council Monthly Financial Report - as at 31 March 2022

#### EXECUTIVE SUMMARY

In accordance with the *Local Government Regulation 2012* (s204) a monthly financial report is required to be presented to Council stating the progress made in relation to the budget for the period of the financial year as near as practicable to the end of month before the meeting is held.

#### OFFICER'S RECOMMENDATION

*That the Committee recommends that Council:*

- 1. Receives the financial statements for the period ended 31 March 2022 pursuant to, and in accordance with, the Local Government Regulation 2012 (s204).*

**Resolution No.:** CGFS0729

**Moved:** Cr Moriarty **Seconded:** Cr Moffat

**That the Committee recommends that Council:**

- 1. Receives the financial statements for the period ended 31 March 2022 pursuant to, and in accordance with, the Local Government Regulation 2012 (s204).**

**Carried**

### 5.2 Safety and Resilience Update

#### EXECUTIVE SUMMARY

This report is provided as an update to Council on the current status of Work Health and Safety Management System (WHSMS).

## OFFICER'S RECOMMENDATION

*That the Committee recommends that Council:*

- Notes the Safety and Resilience report and attachments listed.*

Resolution No.: CGFS0730

Moved: Cr Coleman

Seconded: Cr Moffat

*That the Committee recommends that Council:*

- Notes the Safety and Resilience Report provided on the current status of Work Health and Safety Management System (WHSMS).**

Carried

## 5.3 Audit and Risk Committee Meeting Minutes - 22 February 2022

### EXECUTIVE SUMMARY

The purpose of this report is to present to Council the minutes of the Audit and Risk Committee Meeting commencing on Tuesday 22 February 2022.

### OFFICER'S RECOMMENDATION

*That the Committee recommends that Council:*

- Receives and note the Minutes of the Audit and Risk Committee Meeting held on 22 February 2022.*
- Adopts the recommendations of the Audit and Risk Committee meeting held on 22 February 2022, specifically:*
- Encourage Council to prioritise a review of the Enterprise Risk Management Framework, Strategic Risks and risk appetite.*
- Adopts the Audit and Risk Committee Policy (CORP-POL-21), Audit and Risk Committee Charter (CORP-MISC-070) and Internal Audit Policy (CORP-POL-022) as attached.*

**Resolution No.:** CGFS0731

**Moved:** Cr Moriarty

**Seconded:** Cr Moffat

**That the Committee recommends that Council:**

1. Receives and note the Minutes of the Audit and Risk Committee Meeting held on 22 February 2022.
2. Adopts the recommendations of the Audit and Risk Committee meeting held on 22 February 2022, specifically:
  - a. Encourage Council to prioritise a review of the Enterprise Risk Management Framework, Strategic Risks and risk appetite.
3. Adopts the Audit and Risk Committee Policy (CORP-POL-21), Audit and Risk Committee Charter (CORP-MISC-070) and Internal Audit Policy (CORP-POL-022).

**Carried**

## ATTENDANCE

Mr Darren Fettell and Mrs Alexis Coutts left the meeting room at 1.32pm.

## 5.4 Learning and Development Policy

### EXECUTIVE SUMMARY

The purpose of this report is to consider the adoption of the updated Learning and Development Policy.

### OFFICER'S RECOMMENDATION

*That the Committee recommends that Council:*

1. *Adopts the updated "Learning and Development" Policy (CORP-POL-064).*

**Resolution No.:** CGFS0732

**Moved:** Cr Moriarty

**Seconded:** Cr Coleman

**That the Committee recommends that Council:**

1. Adopts the updated "Learning and Development" Policy (CORP-POL-064).

**Carried**

## 6. INFORMATION BULLETIN REPORTS

### ATTENDANCE

Mr Darren Fettell and Mrs Alexis Coutts returned to the meeting room at 1.39pm.  
Mrs Alexis Coutts left the meeting room at 1.42pm and returned at 1.50pm.  
Mr Beau Jackson left the meeting room at 2.02pm.

### 6.1

### Corporate, Governance and Financial Services Information Bulletin – April 2022

#### EXECUTIVE SUMMARY

The Corporate, Governance and Financial Services Information Bulletin for April 2022 is provided for Committee review.

#### OFFICER'S RECOMMENDATION

*That the Committee:*

- Notes the Corporate, Governance and Financial Services Information Bulletin for April 2022.**

**Resolution No.: CGFS0733**

**Moved: Cr Moffat**

**Seconded: Cr Coleman**

**That the Committee:**

- Notes the Corporate, Governance and Financial Services Information Bulletin for April 2022.**

**Carried**

### ATTENDANCE

Mr Beau Jackson entered the meeting room at 2.12pm.

## 7. GENERAL BUSINESS

No general business this meeting.

## 8. CONCLUSION



# MEETING MINUTES



---

There being no further business, the Chair declared the meeting closed at 2.13pm.

These minutes were confirmed by the Committee at the Corporate, Governance and Financial Services Committee Meeting held in Moranbah on Tuesday 10 May 2022.

.....  
Chair

..... / ..... / .....  
DATE