

UNCONFIRMED MINUTES

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

HELD ON
TUESDAY, 14 JUNE 2022
COMMENCING AT 1.00PM

ISAAC REGIONAL COUNCIL
UNCONFIRMED MINUTES OF THE
CORPORATE, GOVERNANCE AND FINANCIAL SERVICES
STANDING COMMITTEE MEETING
HELD IN COUNCIL CHAMBERS, MORANBAH
ON TUESDAY 14 JUNE 2022

Table of Contents	Page
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	9
7. General Business	10
8. Conclusion	11

ISAAC REGIONAL COUNCIL
UNCONFIRMED MINUTES OF THE
CORPORATE, GOVERNANCE AND FINANCIAL SERVICES
STANDING COMMITTEE MEETING
HELD IN COUNCIL CHAMBERS, MORANBAH
ON TUESDAY 14 JUNE 2022 COMMENCING AT 1:00PM

ATTENDANCE

Cr Jane Pickels, Division Seven (Chair)
Mayor Anne Baker,
Cr Sandy Moffat, Division Two
Cr Carolyn Moriarty, Division Six (*via video conference*)
Cr Viv Coleman, Division Eight

OFFICERS PRESENT

Mr Darren Fettell, Director Corporate, Governance and Financial Services
Mrs Susan Martin, Acting Manager Financial Services
Mr Robert Kane, Chief Information Officer
Mr John Squire, Manager Contracts and Procurement
Mr Bilal Akhtar, Strategic Asset Manager (*via video conference*)
Mr Beau Jackson, Manager Brand, Media and Communications
Mrs Nicole Money, Executive Assistant
Ms Rykiah Woolley, 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.: CGFS0743

Moved: Cr Coleman

Seconded: Cr Moffat

That the Corporate, Governance and Financial Services Standing Committee accepts Cr Carolyn Moriarty's participation in the meeting by video conference.

Carried

2. APOLOGIES

No apologies received this meeting.

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.

ATTENDANCE

Mrs Alexis Coutts, Manager Safety and Resilience entered the meeting room at 1.02pm

4. CONFIRMATION OF MINUTES

Corporate, Governance and Financial Services Standing Committee Meeting of Isaac Regional Council held in Moranbah Council Chambers on Tuesday 11 May 2022.

Resolution No.: CGFS0744

Moved: Cr Moffat

Seconded: Cr Coleman

That the minutes from the Corporate, Governance and Financial Services Standing Committee meeting held in Moranbah Council Chambers on Tuesday 11 May 2022 are confirmed.

Carried

ATTENDANCE

Mayor Anne Baker left the meeting room at 1.09pm

5. OFFICERS REPORTS

5.1 Isaac Regional Council Monthly Financial Report – as at 31 May 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 May 2022 pursuant to, and in accordance with, the Local Government Regulation 2012 (s204).**

Resolution No.: CGFS0745

Moved: Cr Moriarty

Seconded: Cr Moffat

That the Committee recommends that Council:

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

Carried

ATTENDANCE

Mayor Anne Baker returned to the meeting room at 1.16pm

5.2 Health, Safety and Wellbeing Update

EXECUTIVE SUMMARY

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

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

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

Resolution No.: CGFS0746

Moved: Cr Moffat

Seconded: Cr Coleman

That the Committee recommends that Council:

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

Carried

5.3 Updated Policy – Health and Wellbeing

EXECUTIVE SUMMARY

The purpose of this report is to present a consolidated policy and policy statements for approval and to rescind associated old policies.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

1. *Repeals the Employee Wellbeing Policy (CORP-POL-099)*
2. *Repeals the Fitness for Work Policy (CORP-POL-038)*
3. *Repeals the Workers Compensation and Rehabilitation Policy (CORP-POL-044)*
4. *Notes the new Health and Wellbeing Policy (CORP-POL-107)*
5. *Notes that the Health and Wellbeing Policy is considered an operational policy and therefore the adopted by the Executive Leadership Team on 24 January 2022 (CORP-POL-107) will come into effect upon clause 1 resolution.*

Resolution No.: CGFS0747

Moved: Cr Moffat

Seconded: Cr Coleman

That the Committee recommends that Council:

1. Repeals the Employee Wellbeing Policy (CORP-POL-099)
2. Repeals the Fitness for Work Policy (CORP-POL-038)
3. Repeals the Workers Compensation and Rehabilitation Policy (CORP-POL-044)

4. Notes the new Health and Wellbeing Policy (CORP-POL-107)
5. Notes that the Health and Wellbeing Policy is considered an operational policy and therefore the adopted by the Executive Leadership Team on 24 January 2022 (CORP-POL-107) will come into effect upon clause 1 resolution.

Carried

ATTENDANCE

Mr Beau Jackson left the meeting at 1.38pm

5.4 Updated Conduct of Council Meetings Policy

EXECUTIVE SUMMARY

The purpose of this report is to consider the updated Conduct of Council Meetings Policy and associated documents.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

1. **Adopts the updated 'Conduct of Council Meetings Policy' (STAT-POL-043) and 'Procedure - Standing Orders and Meeting Procedures' (STAT-PRO-025)**

Resolution No.: CGFS0748

Moved: Cr Moriarty

Seconded: Cr Moffat

That the Committee recommends that Council:

1. **Adopts the updated 'Conduct of Council Meetings Policy' (STAT-POL-043) and 'Procedure - Standing Orders and Meeting Procedures' (STAT-PRO-025)**

Carried

NOTE: Updated attachment tabled at the Corporate, Governance and Financial Services Standing Committee Meeting.

ATTENDANCE

Mayor Anne Baker left the meeting room at 1.45pm

5.5 Exception Based Contractual Arrangements - Local Government Regulations (2012)

EXECUTIVE SUMMARY

The purpose of this report is to seek endorsement for the continued use of the NEC SV9500 phone system purchased from NEC, under the exception provisions for entering into medium or large sized contractual arrangements within s235 (a) of the Local Government Regulations 2012.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

- 1. Resolves it is satisfied that there is only 1 supplier who is reasonably available for any future licence renewals.*
- 2. Retrospectively endorses the accumulated expenditure of annual maintenance renewals as an exception to enter into a medium or large sized contractual arrangement as per s235 of the Local Government Regulations (2012);*

Resolution No.: CGFS0749

Moved: Cr Moffat

Seconded: Cr Moriarty

That the Committee recommends that Council:

- 1. Resolves it is satisfied that there is only 1 supplier who is reasonably available for any future licence renewals to support the NEC SV9500 phone system for a period of three years.**
- 2. Retrospectively endorses the accumulated expenditure of annual maintenance renewals for the NEC SV9500 phone system as an exception to enter into a medium or large sized contractual arrangement as per s235 of the Local Government Regulations (2012).**

Carried

ATTENDANCE

Mr Beau Jackson returned to the meeting room at 1.50pm

5.6 Audit and Risk Committee Meeting Minutes - 17 May 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, 17 May 2022.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

1. *Receives and note the Minutes of the Audit and Risk Committee Meeting held on 17 May 2022.*
2. *Adopts the recommendations of the Audit and Risk Committee meeting held on 17 May 2022, specifically:*
 - a. *That Council consider Councillor representation on the Audit and Risk Committee as per the tenure terms within the Audit and Risk Committee Charter;*
 - b. *That Council consider the current model for Internal Audit and recommend reinstating the single provider model to manage the internal audit program more effectively.*

Resolution No.: CGFS0750

Moved: Cr Coleman

Seconded: Cr Moffat

That the Committee recommends that Council:

1. **Receives and note the Minutes of the Audit and Risk Committee Meeting held on 17 May 2022.**
2. **Adopts the recommendations of the Audit and Risk Committee meeting held on 17 May 2022, specifically:**
 - a. **That Council consider Councillor representation on the Audit and Risk Committee as per the tenure terms within the Audit and Risk Committee Charter;**
 - b. **That Council consider the current model for Internal Audit and recommend reinstating the single provider model to manage the internal audit program more effectively.**

Carried

6. INFORMATION BULLETIN REPORTS

6.1 Corporate, Governance and Financial Services Information Bulletin – June 2022

EXECUTIVE SUMMARY

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

OFFICER'S RECOMMENDATION

That the Committee:

1. *Notes the Corporate, Governance and Financial Services Information Bulletin for June 2022.*

Resolution No.: CGFS0751

Moved: Cr Moriarty

Seconded: Cr Moffat

That the Committee:

1. **Notes the Corporate, Governance and Financial Services Information Bulletin for June 2022.**

Carried

7. GENERAL BUSINESS

7.1 Properties on McDonalds Flat Road

Cr Viv Coleman raised concerns over the condition of the houses on McDonalds Flat Road and liability to Council should someone be injured due to the extremely poor condition of the houses once Council takes ownership.

Director Corporate, Governance and Financial Services advised the Committee that they are aware of the disrepair, and they are making good progress noting that there are also funds in the budget to cover the costs. He also advised the Committee that Council's insurance agency is contacted on transfer of ownership.

Cr Coleman enquired as to whether temporary fencing could be erected in the meantime to mitigate risk of injury.

ACTION: DIRECTOR CORPORATE, GOVERNANCE AND FINANCIAL SERVICES

MEETING MINUTES



8. CONCLUSION

There being no further business, the Chair declared the meeting closed at 2.30pm.

These minutes will be confirmed by the Committee at the Corporate, Governance and Financial Services Committee Meeting scheduled to be held in Moranbah on Tuesday 12 July 2022.

.....
Chair

..... / /
DATE