

CONFIRMED MINUTES

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

HELD ON
TUESDAY, 10 MAY 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 10 MAY 2022

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ISAAC REGIONAL COUNCIL
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HELD IN COUNCIL CHAMBERS, MORANBAH
ON TUESDAY 10 MAY 2022 COMMENCING AT 1:00PM

ATTENDANCE

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

OFFICERS PRESENT

Mr Darren Fettell, Acting Chief Executive Officers
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*)
Mrs Nicole Money, Executive Assistant

1. OPENING

The Chair declared the meeting open at 1.01pm 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.: CGFS0734

Moved: Mayor Baker

Seconded: Cr Moffat

That the Corporate, Governance and Financial Services Standing Committee accepts Cr Sandy Moffat, Cr Carolyn Moriarty and Cr Viv Coleman'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.

4. CONFIRMATION OF MINUTES

Corporate, Governance and Financial Services Standing Committee Meeting of Isaac Regional Council held in Moranbah Council Chambers on Tuesday 12 April 2022.

Resolution No.: CGFS0735

Moved: Cr Coleman

Seconded: Cr Moffat

That the minutes from the Corporate, Governance and Financial Services Standing Committee meeting held in Moranbah Council Chambers on Tuesday 12 April 2022 are confirmed.

Carried

ATTENDANCE

Ms Liza Perrett, Manager Governance and Corporate Services entered the meeting room at 1.19pm

5. OFFICERS REPORTS

5.1 Isaac Regional Council Monthly Financial Report - as at 30 April 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 30 April 2022 pursuant to, and in accordance with, the Local Government Regulation 2012 (s204).*

Resolution No.: CGFS0736

Moved: Cr Moriarty

Seconded: Cr Coleman

That the Committee recommends that Council:

1. Receives the financial statements for the period ended 30 April 2022 pursuant to, and in accordance with, the Local Government Regulation 2012 (s204).

Carried

ATTENDANCE

Mrs Alexis Coutts, Manager Safety and Resilience entered the meeting room at 1.27pm

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).

MEETING MINUTES

1004439	15/12/2020	Items not returned to Moranbah library	PECS - Library Services	\$67.90
1004508	13/04/2021	Items not returned to Middlemount library	PECS - Library Services	\$33.12
1000850	28/07/2020	Items not returned to Moranbah library	PECS - Library Services	\$213.86
1002735	28/06/2021	Items not returned to Clermont library	PECS - Library Services	\$154.89
1003965	30/01/2020	Items not returned to Moranbah library	PECS - Library Services	\$72.79
1004351	25/08/2021	Items not returned to Clermont library	PECS - Library Services	\$57.99
1004520	27/04/2021	Items not returned to Moranbah library	PECS - Library Services	\$174.98
1004540	17/05/2021	Items not returned to Moranbah library	PECS - Library Services	\$33.27
1004557	31/05/2021	Items not returned to Clermont library	PECS - Library Services	\$104.23
1004562	8/06/2021	Items not returned to Moranbah library	PECS - Library Services	\$336.27
1004564	8/06/2021	Items not returned to Dysart library	PECS - Library Services	\$127.39
	TOTAL			\$2,187.53

Resolution No.: CGFS0738

Moved: Cr Moriarty

Seconded: Cr Moffat

That the Committee recommends that Council:

1. Receives the Accounts Receivable Bad Debts – Write Off Report and endorse the write off of \$2,187.53 in bad debts as detailed below:

Debtor ID	Date of Invoice	Description	Department	Amount
1004377	15/09/2020	Replacement of damaged water meter Prop # 100657. Property sold – previous owner has moved overseas	W&WW – Water Services	\$673.20
1004567	09/06/2021	Water usage 17-06-20 to 16-12-20 Tenant vacated, and Housing Officer has been unable to contact. Amount too insignificant to pursue.	E&I – Tenancy and Leasing	\$20.40
1004416	5/11/2020	Items not returned to Clermont library	PECS - Library Services	\$117.24

1004439	15/12/2020	Items not returned to Moranbah library	PECS - Library Services	\$67.90
1004508	13/04/2021	Items not returned to Middlemount library	PECS - Library Services	\$33.12
1000850	28/07/2020	Items not returned to Moranbah library	PECS - Library Services	\$213.86
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1004562	8/06/2021	Items not returned to Moranbah library	PECS - Library Services	\$336.27
1004564	8/06/2021	Items not returned to Dysart library	PECS - Library Services	\$127.39
	TOTAL			\$2,187.53

Carried

5.4 Rates Bad Debts - Write Off Report

EXECUTIVE SUMMARY

Council currently has a small number of rates debts that are deemed unrecoverable. Consequently, it is proposed that Council write off \$6,179.12 in Rates Receivables as bad debts.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

1. ***Receives the Rates Bad Debts – Write Off Report and endorse the write off of \$6,179.12 in bad debts as detailed below:***

MEETING MINUTES

Property ID	Amount	Comments
200590	\$1,786.18	Rate arrears only – IRC lease cancelled 27/08/2020 – community group lessee not requested to pay rate arrears on cancellation of lease.
200521	\$4,392.94	Rate arrears only – small mining lease cancelled 20/12/2021 after 4 year renewal delay.
	\$6,179.12	

Resolution No.: CGFS0739

Moved: Cr Moriarty

Seconded: Cr Coleman

That the Committee recommends that Council:

1. Receives the Rates Bad Debts – Write Off Report and endorse the write off of \$6,179.12 in bad debts as detailed below:

Property ID	Amount	Comments
200590	\$1,786.18	Rate arrears only – IRC lease cancelled 27/08/2020 – community group lessee not requested to pay rate arrears on cancellation of lease.
200521	\$4,392.94	Rate arrears only – small mining lease cancelled 20/12/2021 after 4 year renewal delay.
	\$6,179.12	

Carried

5.5

Policy - COVID-19 Risk for Managing Community Facilities

EXECUTIVE SUMMARY

The purpose of this report is to consider the repealing of the COVID-19 Risk for Managing Community Facilities Policy.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

1. **Repeals the COVID-19 Risk for Managing Community Facilities Policy (CORP-POL-081)**

Resolution No.: CGFS0740

Moved: Cr Coleman

Seconded: Cr Moriarty

That the Committee recommends that Council:

- 1. Repeals the COVID-19 Risk for Managing Community Facilities Policy (CORP-POL-081)**

Carried

5.6 Passwords Policy Update

EXECUTIVE SUMMARY

The purpose of this report is to consider the updated Passwords Policy.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

- 1. Repeal the Passwords Policy (ICT-011)*
- 2. Adopts the updated Passwords Policy (CORP-POL-039)*

Resolution No.: CGFS0741

Moved: Cr Moriarty

Seconded: Cr Moffat

That the Committee recommends that Council:

- 1. Repeal the Passwords Policy (ICT-011)**
- 2. Adopts the updated Passwords Policy (CORP-POL-039)**

Carried

6. INFORMATION BULLETIN REPORTS

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

EXECUTIVE SUMMARY

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

OFFICER'S RECOMMENDATION

That the Committee:

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

Resolution No.: CGFS0742

Moved: Cr Moffat

Seconded: Cr Coleman

That the Committee:

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

Carried

7. GENERAL BUSINESS

7.1 Acknowledgement

On behalf of the Committee the Chair acknowledged the work being carried out by the Corporate, Governance and Financial Services Directorate under difficult circumstances noting the impact of the current reduced resources however Officers are still achieving goals.

8. CONCLUSION

There being no further business, the Chair declared the meeting closed at 2.20pm.

These minutes were confirmed by the Committee at the Corporate, Governance and Financial Services Committee Meeting held in Moranbah on Tuesday 14 June 2022.

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Chair

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DATE