

CONFIRMED MINUTES

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

HELD ON
WEDNESDAY, 22 MAY 2024
COMMENCING AT 9.00AM

ISAAC REGIONAL COUNCIL
CONFIRMED MINUTES OF THE
CORPORATE, GOVERNANCE AND FINANCIAL SERVICES
STANDING COMMITTEE MEETING
HELD IN COUNCIL CHAMBERS, MORANBAH
ON WEDNESDAY 22 MAY 2024

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ISAAC REGIONAL COUNCIL
CONFIRMED MINUTES OF THE
CORPORATE, GOVERNANCE AND FINANCIAL SERVICES
STANDING COMMITTEE MEETING
HELD IN COUNCIL CHAMBERS, MORANBAH
ON WEDNESDAY 22 MAY 2024

ATTENDANCE	Cr Melissa Westcott, Division Three (<i>Chair</i>) Cr Terry O'Neill, Division One Cr Vern Russell, Division Two Cr Jane Pickels, Division Six
COMMITTEE APOLOGIES	Mayor Kelly Vea Vea
OBSERVERS	Cr Alaina Earl, Division Five Cr Viv Coleman, Division Eight
OFFICERS PRESENT	Mr Darren Fettell, Director Corporate Governance and Financial Services Mr Michael Krulic, Manager Financial Services (<i>by Video Conference</i>) Mr John Squires, Manager Contracts and Procurement Mr John Nyawo, Manager Governance and Corporate Services Mrs Tricia Hughes, Coordinator Executive Support, Office of the Mayor and CEO

1. OPENING

The Chair welcomed all in attendance and declared the meeting open at 9.00am and acknowledged the traditional custodians of the land on which we meet today and paid her respects to their Elders past, present and emerging.

Cr Terry O'Neill was not in attendance at the commencement of the meeting.

2. APOLOGIES AND LEAVE OF ABSENCES

A Leave of Absence has been requested from Mayor Kelly Veve Veve as she is attending the Civic Leaders Summit.

Resolution No.: CGFS0865

Moved: Cr Vern Russell

Seconded: Cr Jane Pickels

That the Corporate, Governance and Financial Services Standing Committee grants a leave of absence for Mayor Kelly Veve Veve.

Carried

3. DECLARATION OF CONFLICTS OF INTEREST

DECLARABLE CONFLICT OF INTEREST

Cr Melissa Westcott declared a declarable conflict of interest for Report 5.6 Updated Procurement Policy as she is a small business owner that does business with Council.

DECLARABLE CONFLICT OF INTEREST

Cr Vern Russell declared a declarable conflict of interest for Report 5.6 Updated Procurement Policy as she is a small business owner that does business with Council.

DECLARABLE CONFLICT OF INTEREST

Cr Alaina Earl declared a declarable conflict of interest for Report 5.6 Updated Procurement Policy as she is an employee of 4RFM who does business with Council.

PRESCRIBED CONFLICT OF INTEREST

Cr Vern Russell declared a prescribed conflict of interest for Report 5.7 Updated Local Preference Policy as she is a small business owner that does business with Council.

PRESCRIBED CONFLICT OF INTEREST

Cr Melissa Westcott declared a prescribed conflict of interest for Report 5.7 Updated Local Preference Policy as she is a small business owner that does business with Council.

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

Cr Terry O'Neill entered the meeting room at 9.03am.

4. CONFIRMATION OF MINUTES

Corporate, Governance and Financial Services Standing Committee Meeting of Isaac Regional Council held at Council Chambers, Moranbah, commencing at 9.00am on Wednesday 21 February 2024.

Resolution No.: CGFS0866

Moved: Cr Jane Pickels

Seconded: Cr Terry O'Neill

That the minutes from the Corporate, Governance and Financial Services Standing Committee meeting held at Council Chambers, Moranbah, commencing at 9.00am on Wednesday 21 February 2024 are confirmed.

Carried

5. OFFICERS REPORTS

5.1

Isaac Regional Council Monthly Financial Report as at 30 April 2024

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 the month before the meeting is held.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

1. *Receive the financial statements for the period ended 30 April 2024 pursuant to, and in accordance with, the Local Government Regulation 2012 (s204).*

Resolution No.: CGFS0867

Moved: Cr Jane Pickels

Seconded: Cr Terry O'Neill

That the Committee recommends that Council:

1. *Receive the financial statements for the period ended 30 April 2024 pursuant to, and in accordance with, the Local Government Regulation 2012 (s204).*

Carried

5.2 Revenue Policy 2024/2025

EXECUTIVE SUMMARY

Pursuant to Section 193 of *Local Government Regulation 2012*, a Local Government must review its revenue policy annually and in sufficient time to allow an annual budget that is consistent with the revenue policy to be adopted for the next financial year.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

1. *Adopts the 2024/2025 Revenue Policy in accordance with s193 of the Local Government Regulation 2012.*

Resolution No.: CGFS0868

Moved: Cr Terry O'Neill

Seconded: Cr Vern Russell

That the Committee recommends that Council:

1. Adopts the 2024/2025 Revenue Policy in accordance with s193 of the *Local Government Regulation 2012*.

Carried

5.3 Fees and Charges 2024/2025

EXECUTIVE SUMMARY

Pursuant to section 97 of the *Local Government Act 2009*, Council may impose a charge for a service, facility or activity that is supplied or undertaken by Council or someone on behalf of Council or, under a local law or a resolution, fix a cost-recovery fee.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

1. *Adopts the Fees and Charges for 2024/2025.*

Resolution No.: CGFS0869

Moved: Cr Terry O'Neill

Seconded: Cr Jane Pickels

That the Committee recommends that Council:

1. Adopts the Fees and Charges for 2024/2025.

Carried

5.4 Safety and Resilience Update

EXECUTIVE SUMMARY

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

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

- Notes the Safety and Resilience Report provided on the current status of the Health, Safety and Wellbeing Management System.***

Resolution No.: CGFS0870

Moved: Cr Vern Russell

Seconded: Cr Terry O'Neill

That the Committee recommends that Council:

- Notes the Safety and Resilience Report provided on the current status of the Health, Safety and Wellbeing Management System.**

Carried

5.5 Councillor Remuneration 2024-2025: Local Government Remuneration Commission Annual Report 2023

EXECUTIVE SUMMARY

In accordance with the requirements of the *Local Government Regulation 2012 (s247)*, Council is to consider the Local Government Remuneration Commission Annual Report 2023, released on 1 December 2023, and seek Council's adoption of the remuneration for the Mayor and Councillors for Isaac Regional Council to apply from 1 July 2024.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

- In accordance with the requirements of the Local Government Regulation 2012 (s247) and the remuneration determinations of the Queensland Government's Local Government Remuneration Commission Annual Report 2023, resolves to accept the Commission's position and that the following remuneration amount apply with effect from 1 July 2024:***

	2024/ 2025
Mayor	\$146,593
Deputy Mayor	\$91,620
Councillor	\$77,876

- Commit to continue its advocacy for a review of the current methodology and remuneration categories for Mayor, Deputy Mayor and Councillor remuneration and respond to invitations and provide submissions as they arise.***

Resolution No.: CGFS0871

Moved: Cr Jane Pickels

Seconded: Cr Terry O'Neill

That the Committee recommends that Council:

- In accordance with the requirements of the *Local Government Regulation 2012 (s247)* and the remuneration determinations of the Queensland Government's Local Government Remuneration Commission Annual Report 2023, resolves to accept the Commission's position and that the following remuneration amount apply with effect from 1 July 2024:**

	2024/ 2025
Mayor	\$146,593
Deputy Mayor	\$91,620
Councillor	\$77,876

- Commits to continue its advocacy for a review of the current methodology and remuneration categories for Mayor, Deputy Mayor and Councillor remuneration and respond to invitations and provide submissions as they arise.**

Carried

DECLARABLE CONFLICT OF INTEREST

Cr Melissa Westcott declared a declarable conflict of interest for Report 5.6 Updated Procurement Policy as she is a small business owner that does business with Council.

DECLARABLE CONFLICT OF INTEREST

Cr Vern Russell declared a declarable conflict of interest for Report 5.6 Updated Procurement Policy as she is a small business owner that does business with Council.

DECLARABLE CONFLICT OF INTEREST

Cr Alaina Earl declared a declarable conflict of interest for Report 5.6 Updated Procurement Policy as she works for 4RFM who does business with Council.

Resolution No.: CGFS0872

Moved: Cr Jane Pickels

Seconded: Cr Terry O'Neill

That the Committee:

- 1. Approves Cr Melissa Westcott and Cr Vern Russell remaining in the meeting room for the discussion and vote for Report 5.6 Updated Procurement Policy as section 150 EF lists as exempt ordinary business matters and they will have no additional benefit than any other businesses dealing with Council for procurement related matters.**
- 2. Approves Cr Earl remaining in the meeting room for the discussion for Report 5.6 Updated Procurement Policy as she will have no additional benefit than any other businesses dealing with Council for procurement related matters.**

Carried

5.6 Updated Procurement Policy

EXECUTIVE SUMMARY

This report seeks Council's consideration to review and adopt the updated Procurement Policy CORP-POL-122.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

- 1. Adopts the revised Procurement Policy (CORP-POL-122).***

Resolution No.: CGFS0873

Moved: Cr Jane Pickels

Seconded: Cr Terry O'Neill

That the Committee recommends that Council:

- Adopts the revised Procurement Policy (CORP-POL-122).**

Carried

PREScribed CONFLICT OF INTEREST

Cr Vern Russell declared a prescribed conflict of interest for Report 5.7 Updated Local Preference Policy as she is a small business owner that does business with Council. Cr Vern Russell left the meeting room at 9.46am and did not participate in the discussions or vote for Report 5.7.

PREScribed CONFLICT OF INTEREST

Cr Melissa Westcott declared a prescribed conflict of interest for Report 5.7 Updated Local Preference Policy as she is a small business owner that does business with Council. Cr Melissa Westcott left the meeting room at 9.46am and did not participate in the discussions or vote for Report 5.7.

Cr Jane Pickels assumed the role of Committee Chair in the absence of Cr Melissa Westcott.

Due to the Committee being inquorate Report 5.7 will be deferred to Council for consideration at the May Ordinary Meeting.

5.7 Updated Local Preference Policy

EXECUTIVE SUMMARY

This report seeks Council's consideration to review and adopt the updated Local Preference Policy CORP-POL-086.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

- Adopts the revised Local Preference Policy (CORP-POL-086).**

Resolution No.: CGFS0874

Moved: Cr **Seconded:** Cr

That the Committee recommends that Council:

- 1. Adopts the revised Local Preference Policy (CORP-POL-086).**

Carried/Lost

ATTENDANCE

Cr Melissa Westcott and Cr Vern Russell returned to the meeting room at 9.57am.

Cr Melissa Westcott assumed the position of Chair on her return to the meeting room.

5.8 Cybersecurity Recovery Update And Close-Out

EXECUTIVE SUMMARY

One year on from the cyber-attack of March 2023, a status review has been conducted of:

- recommendations made by both Dell and Palo Alto as a result of their investigations into the incident.
- long-tail recovery items identified through internal organisation engagement in September 2023.

The results of the review are presented here as an update for Council and as a way of closing off reporting on the incident. It should be noted that cybersecurity continues to be monitored and progressed through ongoing business-as-usual operations and the Digital Strategy project.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

- 1. *Receives and notes the report as an update and close-out of the cyber security incident March 2023, whilst noting ongoing actions as business-as-usual operations.***

Resolution No.: CGFS0875

Moved: Cr Terry O'Neill

Seconded: Cr Jane Pickels

That the Committee recommends that Council:

- 1. Receives and notes the report as an update on the Cyber Security Incident March 2023, whilst noting the ongoing actions as business-as-usual operations.**

Carried

6. INFORMATION BULLETIN REPORTS

6.1

Corporate, Governance and Financial Services Information Bulletin – May 2024

EXECUTIVE SUMMARY

The Corporate, Governance and Financial Services Information Bulletin for May 2024 is provided for Council review.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

- 1. Notes the Corporate, Governance and Financial Services Information Bulletin for May 2024.**

Resolution No.: CGFS0876

Moved: Cr Vern Russell

Seconded: Cr Jane Pickels

That the Committee recommends that Council:

- 1. Notes the Corporate, Governance and Financial Services Information Bulletin for May 2024.**

Carried

MEETING MINUTES

7. GENERAL BUSINESS

No general business this meeting.

8. CONCLUSION

There being no further business, the Chair declared the meeting closed at 10.10am.

These minutes will be confirmed by the Committee at the Corporate, Governance and Financial Services Standing Committee Meeting to be held on 19 June 2024 in Moranbah.

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Chair

..... / /
DATE