



Wujal Wujal Aboriginal Shire Council

Ordinary Council | Meeting Agenda

Date: Tuesday 17 August 2024

Time: 9.00am

Venue: Council Administration and MS Teams



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1. Opening of Meeting

1.1 Welcome | Opening of Meeting

1.2 Acknowledgement of Traditional Owners

2. Attendance, Leave of Absence and Apologies

2.1 Attendance

Councillors:

Councillor Alister Gibson, Mayor
Councillor Claudia Doughboy, Deputy Mayor
Councillor Robert Bloomfield
Councillor Nikita Tayley
Councillor Lucas Creek

WWASC Staff Representatives

Chief Executive Officer, Kiley Hanslow
Operations Manager, Works and Building Services, Perry Gould
Corporate and Commercial Services Manager, Micah Nkiwane
Community Services Manager, Kesa Strieby
Executive Assistant, Bronwyn Barry

2.2 Leave of Absence | Apologies

2.3 Visitors | Presenters

The schedule for these presentations is as follows:

Time	Topic	Agency/Presenter
11:00 – 11:30	Discuss the NIAA funding to the Wujal Justice group	Damien Blunden / NIAA
11:30am – 12 noon	CYP - OHub	Stacee Ketchell / Cape York Partnership
1:00 – 2:00pm	First Nations Coastal Hazard Study	Marika Sedan -Alluvium Billy Howitt – Alluvium Adam Brook - Alluvium Emma Schofield – LGAQ Liz Drumm - LGAQ

3. Condolences | Congratulations

4. Mayoral Motion

Mayoral minutes/motion are used to introduce urgent/non routine matters only.



5. Confirmation of minutes of the Previous Meeting

5.1 Minutes of the Ordinary Council Meeting | 13 August 2024

Refer to [Appendix 1](#) (Page 2 of the Appendices) to review the minutes of the meeting held 13 August 2024.

Resolution: Acceptance of the minutes meeting held Tuesday 13 August 2024

Resolution:	That the minutes of the Ordinary Council Meeting held on Tuesday 13 August 2024 be accepted as a true and correct record of that meeting.	
Moved:		Lost/Carried
Seconded:		
Resolution No	20240917-01	

6. Declarations of Interest in the matters on the Agenda

- Declaration of Prescribed Conflict of Interest of any Item of Business
- Declaration of Declarable Conflict of Interest of any Item of Business
- Councillors to review existing Registers of Interest and Related Parties Disclosures

7. Business Arising or Outstanding Matters from Previous Meeting

- Mobile Red Kidney Bus (mobile dialysis) – contacted Lauren from Big Red Kidney Bus and requested she provide a presentation to Council at our 29 October 2024 Ordinary Council meeting.
- Radio Tower – the old radio tower will need to be dismantled as it is not to standard. A new tower will be erected. Black Star (Gerry) will attend soon to set up the temporary radio office in the Depot.
- Road repair - Concerns continue to be raised regarding the unsafe condition of the Cook Shire Council Road between Wujal Wujal and Ayton. This included concerns from community members, as well as from health clinic staff. I had approached Cook Shire Council who have a lot of competing priorities with road works and issues with contractor availability.
I escalated the requirement for the repairs to the road between Wujal Wujal and Ayton up to the District Disaster Management Group (DDMG). The response received from Cook Shire indicated:
 - A crew is mobilising next week to commence from the Wujal end on 16.09.2024.
 - Cook Shire are in the process of acquiring profiling services for restoration of asphalt roads. They have 3 quotes but that may need some renegotiation with QRA.
 - Cook Shire have been working with WTMA and TOs regarding some other works.
 - The three creek crossings should be completed by Christmas, at worst case two creek crossings.



8. Items for Consideration and Decision

8.1 Extension of Disaster / Emergency Procurement Period

Report to:	Mayor, Councillors and Chief Executive Officer
Subject:	Disaster / Emergency Procurement Period until 30 June 2025
Reporting Officer:	Chief Executive Officer
Status:	Decision

Purpose

Full compliance with the Wujal Wujal Aboriginal Shire Council Procurement Policy and procedure may not support Council needs during a critical, emergency event or recovery period. As such, Section 235 of the Local Government Regulations 2012 provides exceptions where an emergency procurement policy and procedural settings aim to accommodate emergency and disaster-related Council procurement.

Background

On 16 January 2024 Council resolved that in recognition of the Tropical Cyclone Jasper disaster event, Council would apply the Disaster / Emergency Procurement and Policy and Procedure as adopted on 16 January 2024 in relation to responding to emergency and urgent Cyclone Jasper recovery requirements through to 30 April 2024. On 23 April 2024, this was then further extended to 30 June 2024.

This decision determined that where Council needs to spend money that has not been authorised in its budget in responding to emergency and disaster recovery requirements, this expenditure will be funded first and foremost through various disaster recovery funding mechanisms such as Disaster Recovery Funding Arrangements (DRFA), Council insurance policies, other specific disaster funding relief packages as announced by the Prime Minister as well as other funding arrangements still to be determined.

In recognition that full compliance with the existing Wujal Wujal Aboriginal Shire Council (WWASC) Procurement Policy and Procedure may not support Council needs during a critical period or emergency incident or event, the Disaster / Emergency Procurement Policy and Procedural provides an approved process for emergency and urgent disaster response and recovery procurement.

Request to Extend the date through to 30 June 2025

With disaster recovery works well underway in this new financial year; to avoid delays with disaster recovery works and recovery of community assets, Council could agree for the disaster / emergency procurement period to be extended to 30 June 2025.

Proposed Resolution:

That Council approve the extension of the Disaster / Emergency Procurement Period from 30 June 2024 through to 30 June 2025.

Resolution: Extension of Emergency/Disaster Procurement Period

Resolution:	That Council approve the extension of the Disaster / Emergency Procurement Period from 30 June 2024 through to 30 June 2025.	
Moved:		Lost/Carried
Seconded:		
Resolution No	20240917-02	



.2 Sorry Business

Report to: Mayor, Councillors and Chief Executive Officer
Subject: Sorry Business Timeframes
Reporting Officer: Chief Executive Officer
Status: Decision

Purpose

To decide on length of time that visitors should not enter community during Sorry Business.

Background

Sorry Business is a difficult time for families who have just lost a loved family member and are trying to organise family gatherings, travel and their loved-one’s funeral.

Council must balance this respect for families involved in Sorry Business, with the need to run a community, which includes visits by service providers to provide required services to community.

To ensure a consistent approach to Sorry Business in Wujal Wujal, it is proposed that Council discuss the:

- timeframes around restrictions to service provider visits – discussion on timeframe for restrictions
- working hours for immediate family members
- shut down times after a passing in community
- shut down times on a funeral day
- work on essential services (water and sewerage).
- Work underway on housing maintenance during a passing

This will give Council, community and service providers clarity around timeframes and restrictions when Sorry Business is occurring. These timeframes and restrictions could be included in the Wujal Wujal Cultural Protocols.

Proposed Resolution:

Council note their discussion on the timeframes and restrictions during Sorry Business and propose to implement a ____ week restriction to service providers’ visits after a passing in community.

Resolution: Council note their discussion on the timeframes and restrictions during Sorry Business and propose to implement a ____ week restriction to service providers’ visits after a passing in community.

Resolution:

Resolution:		
Moved:		Lost/Carried
Seconded:		
Resolution No	20240917-03	



8.3 Equitable Access Policy

8.3.1 Equitable Access Policy

refer to [Appendix 2](#) (Page 16 of Appendices) to review Equitable Access Policy

Report to:	Mayor, Councillors and Chief Executive Officer
Subject:	Equitable Access Policy
Reporting Officer:	Chief Executive Officer
Status:	Decision

Purpose

To outline Wujal Wujal Aboriginal Shire Council’s responsibilities for the provision of sporting and recreation facilities that meet the needs of the community, balances community needs and applies the principles of equitable use. The Policy provides a management framework for Wujal Wujal Aboriginal Shire Council to ensure equitable access to community facilities for all members of the community, especially those experiencing or who have experienced disadvantage. Its purpose is to ensure all voices, concerns, and experiences are an integral to the design, implementation, monitoring of policies and programs.

Background

Wujal Wujal Aboriginal Shire Council aims to identify and eliminate systemic causes of inequality in policy, program development and delivery while fostering community participation through the promotion of respect for all people.

In recent years, there has been a growing recognition of the importance of providing equitable access to facilities that meet the diverse needs of all community members. One particular area of focus is ensuring that women have safe and accessible spaces for physical fitness. To address these needs, Council has applied for the ‘Play Our Way’ grant, to construct a gym with dedicated hours exclusively for women. This policy aims to support the grant application to create an inclusive and supportive environment, promoting health and wellness among women in our community.

Proposed Resolution:

That Council adopt the Equitable Access Policy

Resolution: Council adopt the Equitable Access Policy

Resolution:	Council adopts the Equitable Access Policy	
Moved:		Lost/Carried
Seconded:		
Resolution No	20240917-04	



8.4 Advertising Expenditure Policy

8.4.1 Advertising Expenditure Policy

Refer to [Appendix 3](#) (Page 21 of the Appendices) to review the updated Advertising Expenditure Policy

In today's competitive market, strategic investment in advertising is crucial for driving growth; however, without a clear and structured approach, advertising expenditures can quickly spiral out of control, leading to inefficiencies and wasted resources.

An Advertising Expenditure Policy is essential to ensure that our marketing investments are aligned with our business objectives and deliver maximum impact.

This policy will provide a framework for budgeting, approval, and monitoring of advertising expenses, promoting transparency and accountability.

By establishing guidelines for how and where advertising funds are allocated, we can optimise our advertising efforts, be open and transparent, enhance return on investment, and support sustainable business growth in and for community.

The Advertising Expenditure Policy was originally developed in 2010, then reviewed in 2021. This is the bi-annual review of the policy, which was delayed due to the Tropical Cyclone Jasper flooding disaster event.

Resolution: That Council authorises the updated advertising expenditure policy.

Resolution:	That Council authorise the updated advertising expenditure policy as presented.	
Moved:		Lost/Carried
Seconded:		
Resolution No	20240917-05	



8.5 Place of Refugee and Council Administration building

8.5.1 Place of Refugee and Council Administration building

Refer to [Appendix 4](#) (Page 25 of the Appendices) to review Attachment A - Statement of Accommodation.

Refer to [Appendix 5](#) (Page 28 of the Appendices) to review Attachment B - Site Plan and QS Cost Estimates Admin

Refer to [Appendix 6](#) (Page 35 of the Appendices) to review Attachment C - Site Plan and QS Cost Estimates Place of Refuge

As per Council procurement policy Council approval is required for expenditure above \$200,000. Council intends to progress the building of a Place of Refuge and Council Administration building (kindly refer to the agenda for additional information on this project.

As per Local Government regulations, Council can request quotes to a supplier registered on Local Buy without going to tender. Peddle Thorp Architect Design are suppliers on Local Buy. Council's authorisation is required to obtain quotations from Peddle Thorp Architect Design, pending approval of Stage 1 LGGSP application to progress to Stage 2 detailed application. The estimated cost for professional architecture and project management fees is \$1,600,000.

In a normal circumstances, Council would submit an RFQ to multiple suppliers, however given the below timelines, high priority of the below projects, and Peddle Thorp already involved in the project and are familiar with Wujal Wujal and the community, it would benefit Council and the community to engage Peddle Thorpe as the sole supplier for the detailed design and project management of the below two projects under Local Buy Pre-qualified Supplier List. In addition, this will result in significant time and costs savings for Council.

Resolution: That Council authorise obtaining quotes from Peddle Thorp Architect Design and to nominate them to progress the Place of Refuge and Council Administration Building.

Resolution:	That Council authorise obtaining of quotes from Peddle Thorp Architect Design and to nominate them to progress the Place of Refuge and Council Administration Building.	
Moved:		Lost/Carried
Seconded:		
Resolution No	20240917-06	



9. Reports: Elected Members and Council Officers

9.1 Mayor’s Monthly Portfolio Report

Report to:	Councillors and Chief Executive Officer
Subject:	Monthly Portfolio Report: Finance, Governance and all other portfolios
Reporting Officer:	Councillor Alister Gibson, Mayor
Status:	Noting

Mayor Alister Gibson represented the interests of the Wujal Wujal Aboriginal Shire Council at the following meetings since the last Ordinary Council meeting on 13 August 2024 and reports on his portfolio: Governance, Finance and all other portfolios.

Meetings attended:

Dates	Meeting
Tuesday 13 August	Ordinary Council Meeting
Monday 19 August	Mayor and CEO attended the WWASC Introduction Meeting with Wet Tropic, Meridian Urban, RILIPO, Jabalbina, Department of Housing. The meeting provided an overview of the various initiatives being undertaken in Wujal Wujal and discussion on how we can collaborate to achieve the vision and aspirations of the community members.
Tuesday and Wednesday 20-21 August	Mayor and Cr Creek attended the QPS ‘First Nations Mayors Summit’ in Cairns. QPS First Nations Division plan to meet with council and local police to build on previous Summit successes and identify emerging trends. The Summit agenda was aligned with the eight principles of the QPS Reframing the Relationship Plan. <ul style="list-style-type: none"> • Recognising and honouring Aboriginal and Torres Strait Islander peoples as the first peoples of Queensland. • Engaging in Truth-Telling about the shared history of Australians. • Recognising the importance to Aboriginal and Torres Strait Islander Peoples of the right to self-determination. • Promoting cultural capability and safety at all levels of the public sector. • Working in partnership with Aboriginal Peoples and Torres Strait Islander Peoples to actively promote, include and act in a way that aligns with their perspectives, in particular when making decisions directly affecting them. • Ensuring the workforce and leadership of the entities are reflective of the community they serve. • Promoting a fair and inclusive public sector that supports a sense of dignity and belonging for Aboriginal and Torres Strait Islander Peoples. • Supporting the aims, aspirations and employment needs of Aboriginal and Torres Strait Islander Peoples and the need for greater involvement in the public sector.
Monday 26 August	Ohub Outreach Service meeting Mayor and CEO met with Stacey Ketchell, Manager Cape Operations
Tuesday 27 August	Mayor, Councillors, CEO and Perry Gould attended the WWASC Recovery Training and Recovery Sub-plan review meeting. Louise from QRA and Justin from QPS invited council to participate in Queensland Disaster Management Arrangements Recovery Modules 1 and 2 training.



	<p>The Local Recovery sub-plan is created to help Council with an effective framework to assist with disaster recovery and support to our community, CEO and Mayor were invited to be a part of the review and update of Council’s Recovery Sub-plan.</p>
<p>Wednesday 28 August</p>	<p>Mayor, Councillors, CEO and Perry Gould attended the Wujal Wujal Technical Working Group (TWG) Meeting</p> <p>Update on delivery of Housing Maintenance and Upgrade Programs for social housing.</p> <ul style="list-style-type: none"> • As of 5 August 2024, the department has assisted the return of 82 households to Wujal Wujal and Ayton Social Housing properties. There are currently 8 vacant properties: Three of these properties are in the process of being allocated pending cultural endorsement from the Wujal Wujal Aboriginal Shire Council. Five properties have been identified where the First Nations Housing and Homelessness Recovery Team continue to work closely with the families with their returning/non-returning to the community. One property is currently being utilised as a transitional property. First Nations Housing and Homelessness Recovery Team continues to work closely with the Wujal Wujal Aboriginal Shire Council to reallocate the properties within a timely manner. First Nations Housing and Homelessness recovery team commenced undertaking a Household’s needs support activity the week of 19 August 2024. This activity primarily has household needs and a disaster preparedness focus. This activity is an agreed collaborative action between First Nation Housing and Homelessness and the Wujal Wujal Aboriginal Shire Council. • Our Place: A First Nations Housing and Homelessness Roadmap to 2031 (the roadmap) and Our Place: A First Nations Housing and Homelessness Action Plan 2024-2027 (Our Place Action Plan) set out the Queensland Government’s vision and direction to improve housing outcomes for First Nations peoples living in Queensland over the next eight years, building upon the momentum of the Aboriginal and Torres Strait Islander Housing Action Plan 2019-2023. The department considers extensive works will be required on the Wujal Wujal Local Housing Plan (LHP) in the wake of this event. Amendments to the LHP will be implemented and sent to Council alongside a proposed community engagement strategy. • Program Delivery are delivering a Workforce Pathways Program, which will provide pathways for First Nations Queenslanders to complete training and employment that leads into successful career pathways. Program Delivery are preparing advertising materials for 2 Wujal Wujal traineeships: <ul style="list-style-type: none"> Certificate III in Business Administration placed directly with WWASC. Certificate III in Community Services to be hosted at the aged care facility but subcontracted though WWASC. An EOI was received from WWASC to host positions to undertake a Certificate II in Indigenous Repairs and Maintenance. Program Delivery are working through next steps to progress this initiative. • DESI is committed to supporting Wujal Wujal Aboriginal Shire Council (Council) to achieve positive environmental outcomes relating to the management of waste and wastewater operations. Influences on these

systems from current and future developments has the potential to undermine their optimal environmental performance.

- In addition to DESI's contribution to the Water and Wastewater Mutual Aid Coordination Cell throughout the response and recovery phase following exTC Jasper, DESI has also assisted Council through the provision of:
 - Expertise and technical input into waste management, staging and disposal services including the barging of wastes from community. Issuing of a Waste Levy Exemption certificate which is in effect until 10 March 2025 and providing \$1M in funding to support the procurement of two 2 tonne trucks and replacement residential and public bins.

DESI will continue to work with Council to reestablish a permanent Waste Transfer Station. Whilst works to reinstate the wastewater facility have progressed, further work is required to determine if it is performing in accordance with the intended design of the system.

Community Meeting and BBQ

- Housing are door-knocking to check who is back in community and checking for overcrowding so they can update their data. There is some frustration in community over the housing wait times.
- The Vet will be in community on 23 September 2024.
- Blue Card is a big problem for community helping with school activities.
- ABF presented a cheque for \$10,140.45 raised from donations .
- Cape York Water Partnership are writing a report and have sent out a survey asking community what they would like to see in the report regarding the effects of Cyclone Jasper. They have received \$43M into the environment project from Tully to Hope Vale.
- RILIPO are consulting with community regarding the Place of Refuge look/layout.
- The service station works commenced on 9 September 2024 and will be completed by 13 September 2024.
- Road works Wujal to Middle shop in September and Middle shop to Ayton in December 2024.
- Evacuation plan was handed out to community asking for input to help build out the maps. QPS, QRA and Communities are working together to organise a community evacuation practice on 1 October 2024, around 4:00pm.
- It has been suggested that once the evacuation zoning maps are finalised, they are laminated for each household.
- The LRRG invitations have been sent out.

LDMG Meeting held with LDMG stakeholders

DESI - Environmental Services Support Program - Catch up with DESI

Discussion on all things environmental at Wujal Wujal. Good opportunity for DESI to listen to Council's views and aspirations for Community as we move into the future.



Monday 2 September	Mayor attended the LGAQ Accord and Monthly Catch-Up meeting
Tuesday 10 September	<p>Mayor attended the Leadership and Governance Project Working Group Meeting 1</p> <p>The advancing Regional Leadership and Governance project aims to build an evidence base for reforms that support First Nations leadership and self-determination.</p> <p>This Regional Working Group (RWG) will be working with James Cook University researchers to analysis the current governance system within remote and discrete Indigenous communities and First Nation lands to identify ways to support community / First Nation leadership and development.</p> <p>A Discussion Paper detailing this study and options to strengthen community leadership and development outcomes will be produced. These options will be further developed and tested working with local communities / First Nations through place-based case studies in a proposed Phase 2 of the project for which a project plan will be developed for consideration by NIAA.</p>

Portfolio Research Items

Date	Outcome
Nothing to note	

Stakeholder conversations

Date	Points Discussed
Nothing to note	

Community member conversations

Points Discussed
Nothing to note

9.1.2 Correspondence

None to note for this period.

Resolution: That Council note Mayor Alister Gibson’s portfolio report as presented.

Resolution:	Council noted Mayor Alister Gibson’s portfolio report as presented.	
Moved:		Lost/Carried
Seconded:		
Resolution No	20240917-07	



9.2 Deputy Mayor Claudia Doughboy: Economic Development and Tourism

Report to: Mayor, Councillors and Chief Executive Officer
Subject: Monthly Portfolio Report: Economic Development and Tourism
Reporting Officer: Councillor Claudia Doughboy, Deputy Mayor
Status: Noting

The Deputy Mayor Claudia Doughboy represented the interests of the Wujal Wujal Aboriginal Shire Council at the following meetings since the last Ordinary Council meeting on 13 August 2024 and reports on her portfolio: Economic Development and Tourism.

Meetings attended:

Date	Meeting and Comments
Tuesday 1 August	Ordinary Council Meeting
Wednesday 14 August	Wujal Wujal Housing Delivery Meeting Meeting attended by Mayor, Councillors and CEO
Tuesday 27 August	Wujal Wujal Aboriginal Shire Council Recovery Training and Recovery Sub-plan review with QRA and QPS Attended by Mayor, Councillors, CEO and Operations Manager Perry Gould
Wednesday 28 August	Wujal Wujal TWG Meeting 28-08-24 Report Attended by Mayor, Councillors, CEO and Perry Gould
	Community Meeting then BBQ lunch
	Wujal Wujal LDMG Meeting Attended by Mayor, Deputy Mayor Cr Claudia Doughboy, Cr Nikita Tayley, Cr Lucas Creek, CEO and Operations Manager Perry Gould
Tuesday 10 September	Wujal Wujal Community Safety Meeting Attended by Mayor, Councillors and CEO

Portfolio Research Items

Research Item	Outcome
Nothing to report during this period.	

Stakeholder conversations:

Points Discussed

Community member conversations

Points Discussed
<ul style="list-style-type: none"> Parents/grandparents would like the existing bike track to be fixed to allow children to utilise. From the public meeting it was requested that BRSS and all parents/carers/grandparents have a meeting. A resident has seen Housing about a wasp nest in her roof. Still nothing has been done for removal.



Other Comments:

None for this report.

Resolution: That Council note Councillor Claudia Doughboy, Deputy Mayor's portfolio report as presented.

Resolution:	Council noted Deputy Mayor's portfolio report as presented.	
Moved:		Lost/Carried
Seconded:		
Resolution No	20240917-08	



9.3 Councillor Robert Bloomfield: Community Sports and Lifestyle

Report to: Mayor, Councillors and Chief Executive Officer
Subject: Monthly Portfolio Report: Community, Sports and Lifestyle
Reporting Officer: Councillor Robert Bloomfield
Status: Noting

Councillor Robert Bloomfield represented the interests of the Wujal Wujal Aboriginal Shire Council at the following meetings since the last Ordinary Council meeting on 13 August 2024 and reports on his portfolio: Community, Sports and Lifestyle.

Meetings attended:

Date	Meeting and Comments
Tuesday 13 August	Ordinary Council Meeting
Wednesday 14 August	Wujal Wujal Delivery Meeting Meeting attended by Mayor, Councillors and CEO
Tuesday 27 August	Mayor, Councillors, CEO and Operations Manager Perry Gould attended this Wujal Wujal Aboriginal Shire Council Recovery Training and Recovery Sub-plan review with QRA and QPS.
Wednesday 28 August	Mayor, Councillors, CEO and Operations Manager Perry Gould attended the Wujal Wujal TWG Meeting 28-08-24 Report
Monday 2 September	Kuku Bakal Kaykayanda Advisory Group Meeting
Tuesday 10 September	Wujal Wujal Community Safety Meeting Attended by Mayor, Councillors and CEO

Portfolio Research Items:

Research Item	Outcome
Nothing to report.	

Stakeholder conversations:

Points Discussed

Community member conversations:

Points Discussed
None to report.

Other Comments:

None to note for this period.

Resolution: That Council note Councillor Robert Bloomfield’s portfolio report as presented.

Resolution:	Council noted Councillor Robert Bloomfield’s portfolio report as presented.	
Moved:		Lost/Carried
Seconded:		
Resolution No	20240917-09	



9.4 Councillor Nikita Tayley: Environment and Culture

Report to: Mayor, Councillors and Chief Executive Officer
Subject: Monthly Portfolio Report: Environment and Culture
Reporting Officer: Councillor Nikita Tayley
Status: Noting

Councillor Nikita Tayley represented the interests of the Wujal Wujal Aboriginal Shire Council at the following meetings since the last Ordinary Council meeting on 13 August 2024 and reports on her portfolio: Environment and Culture.

Meetings attended:

Date	Meeting and Comments
Tuesday 13 August	Ordinary Council Meeting
Wednesday 14 August	Wujal Wujal Delivery Meeting Attended by Mayor, Councillors and CEO
Monday 19 August	Young Councillor Cohort - Meeting 1
Wednesday 21 August	Optional Information Session - Reef Councils' Rescue Plan 2024-2030 LGAQ has progressed a review of the Reef Councils' Rescue Plan over the past 6 months. The review responds to the 2023 LGAQ Annual Conference Resolution #79 - Implementation of the Reef 2050 Long Term Sustainability Plan (Reef 2050 Plan) and ensures that the plan remains a contemporary advocacy document for our members. The LGAQ has now concluded the review and have provided a draft Reef Councils' Rescue Plan 2024-2030 for feedback.
Tuesday 27 August	Wujal Wujal Aboriginal Shire Council Recovery Training and Recovery Sub-plan review with QRA and QPS. Attended by Mayor, Councillors, CEO and Operations Manager Perry Gould
Wednesday 28 August	Wujal Wujal TWG Meeting 28-08-24 Report Attended by Mayor, Councillors, CEO and Perry Gould
	Community Meeting then BBQ lunch
	Wujal Wujal LDMG Meeting Attended by Mayor, Deputy Mayor Cr Claudia Doughboy, Cr Nikita Tayley, Cr Lucas Creek, CEO and Operations Manager Perry Gould
Tuesday 2 September	Wujal Wujal Community Safety Meeting Attended by Mayor, Councillors and CEO

Portfolio Research Items:

Research Item	Outcome
Nil for this month	

Stakeholder conversations:

Points Discussed



Community member conversations:

Points Discussed
Community have requested that a speed hump be placed behind the Baja Baja Youth Centre, and on the Cape Tribulation Road somewhere near the last house due to children in the area.

Other Comments:

No further comments

Resolution: That Council note Councillor Nikita Tayley’s portfolio report as presented.

Resolution:	Council noted Councillor Nikita Tayley’s portfolio report as presented.	
Moved:		Lost/Carried
Seconded:		
Resolution No	20240917-10	



9.5 Councillor Lucas Creek: Law and Order

Report to: Mayor, Councillors and Chief Executive Officer
Subject: Monthly Portfolio Report: Law and Order
Reporting Officer: Councillor Lucas Creek
Status: Noting

Councillor Creek represented the interests of the Wujal Wujal Aboriginal Shire Council at the following meetings since the last Ordinary Council meeting on 13 August 2024 and reports on his portfolio: Law and Order.

Meetings attended:

Date	Meeting and Comments
Tuesday 13 August	Ordinary Council Meeting
Wednesday 14 August	Wujal Wujal Delivery Meeting Meeting attended by Mayor, Councillors and CEO
Thursday 15 August	Catch up meeting regarding Local Recovery and Resilience Group with Louise Robertson (QRA)
Tuesday and Wednesday 20-21 August	QPS 'First Nations Mayors Summit' in Cairns. Mayor and Cr Creek attended
Tuesday 27 August	Wujal Wujal Aboriginal Shire Council Recovery Training and Recovery Sub-plan review with QRA and QPS. Attended by Mayor, Councillors, CEO and Operations Manager Perry Gould
Wednesday 28 August	Wujal Wujal TWG Meeting 28-08-24 Report Attended by Mayor, Councillors, CEO and Operations Manager Perry Gould
	Community Meeting then BBQ lunch
	Wujal Wujal LDMG Meeting Attended by Mayor, Deputy Mayor Cr Claudia Doughboy, Cr Nikita Tayley, Cr Lucas Creek, CEO and Operations Manager Perry Gould
	QRA Meeting to review TC Jasper ESLRRP Recovery Objectives and establish an implementation plan. Attended by Cr Creek
Tuesday 10 August	Wujal Wujal Community Safety Meeting Attended by Mayor, Councillors and CEO

Portfolio Research Items:

Research Item	Outcome
None to report	

Stakeholder conversations:

Points Discussed
None to report



Community member conversations:

Points Discussed
Some community members felt that the community meeting on 28 August 2024 wasn't really a community meeting but more of an information session, they felt that they were not given an opportunity to talk freely on their issues or concerns.

Other Comments:

Councillor Lucas declared his interest that he has entered into employment through EMG Workforce and My Pathway, as a Mentor for community members who are undertaking the Skilling Queenslanders for Work Certificate I in Construction. This project will run for approximately six months.

Resolution: That Council note Councillor Lucas Creek's portfolio report presented.

Resolution:	Council noted Councillor Lucas Creek's portfolio report as presented.	
Moved:		Lost/Carried
Seconded:		
Resolution No	20240917-11	



9.6 Chief Executive Officer Report

Report to: Mayor and Councillors
Subject: Chief Executive Officer’s Report
Reporting Officer: Chief Executive Officer Kiley Hanslow
Status: Noting

The Chief Executive Officer represented the interests of the Wujal Wujal Aboriginal Shire Council at the following meetings since the last council meeting on 13 August 2024.

Date	Meeting and Comments
Wed 14 Aug	RACQ Community Assistance; met with project coordinators and My Pathway to continue the planning for the delivery of the Community Assistance Project in Community
	Wujal Wujal Housing Delivery Team – meeting to request updates on requests to access the register, housing utilisation, new planned builds, Plug In Project and housing priorities for community. Also discussed a Housing Call-Centre to create jobs for Wujal Wujal community.
	Queensland Reconstruction Authority visit: <ul style="list-style-type: none"> Discussed financial position and funding submission status with GW from QRA Discussed Local Resilience and Recovery Group and funding for community emergency bags with LR from QRA
Thurs 15 Aug	WWASC Team Spirit Day: <ul style="list-style-type: none"> Team building afternoon was held at the eco tent facility. It was a fun event, with games, a BBQ and bringing staff together, as well as discussions on the important need for teamwork, policies and procedures and the responsibilities of different positions and staff.
Mon 19 Aug	Wujal Wujal Capability Statement with Petrina Villaflor <ul style="list-style-type: none"> Reviewed and updated the Wujal Capability Statement and provided the cultural protocols document
	Participated in the IGEM Review with Justin Smith from QPS. Discussed the disaster management plan, sub-plans and the new Australian Warning System warnings and notification requirements.
Wed 21 Aug	Queensland Roundtable on Indigenous Disaster Resilience <ul style="list-style-type: none"> Discussed emergencies and disaster recovery process management
Mon 26 Aug	Welcome to new Executive Assistant Bronwyn Barry <ul style="list-style-type: none"> Bronwyn has come to community with 24 years’ experience working in State and Local Government, her and her husband Matthew have just completed a 2-year trip around Australia before joining us here in Wujal Wujal.
Wed 28 Aug	Attended by Operations Manager Perry Gould Technical Working Group Meeting (TWG) Community Meeting and BBQ Lunch <ul style="list-style-type: none"> Housing are door knocking to check who is back in community and checking for overcrowding so they can update their data. There is some frustration in community over the housing wait times. The Vet will be in community on 23 September 2024. Blue card is a big problem for community helping with school activities.

- ABF presented a cheque for \$10,140.45 from donations they raised. The funds will be used towards a generator for the Wet Season.
- Cape York Water Partnership are writing a report and have sent out a survey asking community what they would like to see in the report regarding the effects of Cyclone Jasper. They have received \$43M into the environment project from Tully to Hope Vale.
- RILIPO are consulting with community regarding the Place of Refuge design.
- The service station works commenced on 9 September and will be completed before the end of September 2024.
- Road works Wujal to Middle shop commencing 16 September 2024. Middle shop to Ayton in December 2024.
- Evacuation plan was handed out to community asking for input to help build out the maps. Council, QPS, QRA and Department of Communities are working together to organise a community evacuation practice on 1 October 2024 around 4:00pm.
- It has been suggested that once the evacuation zoning maps are finalised, they are laminated for each household to put in their evacuation packs.
- The LRRG invitations have been sent out.

Wujal Wujal Local Disaster Management Group meeting:

- Evacuation map was handed out at the Community meeting, community input will go through Cr Creek and be passed onto QPS so they can compile and have an end product with the maps to put together an evacuation strategy.
- Emergency packs will be available for homes with UHF radios and important information to be able to coordinate safely and effectively to get to higher ground.
- There is still some uncertainty around the next Wet Season and potential issues. Royal Flying Doctor Service is continuing to provide support to community.
- Before and after evacuation exercise there will be a conversation with community about potential triggers, cultural healing in partnership with Council, Justice Group and elders.
- QPS is reviewing Council's LDMP and sub plans, recognising there was a gap with the risk assessment process they are currenting updating it creating a hybrid model that is more fit for purpose for community. It will be reviewed by the CEO and Mayor before presenting to the LDMG.
- The Bloomfield track is in reasonably good condition, a bit slippery with light rain. There are road works going on so there are roughly half hour delays in several sections. Douglas Shire has done a significant amount of work on the area, but it is possible that if we get an early onset of rain the track could be closed. The track is passable with caution at the moment.
- Use of Mulligan Highway to Wujal instead of Bloomfield Road, CEO has asked Cook Shire for an update. If Olufson (Billy Goat) Creek floods community won't be able to get out. The Cook Shire is working with QRA to get approvals to fix the road. The only submission that has been approved so far is for signage.
- Zig Zag through to China Camp is assessable but has a 5-tonne load limit.
- Football field and community garden – completed.



	<ul style="list-style-type: none"> • There are 4 levels of activation in an emergency/disaster event: <ul style="list-style-type: none"> ○ Alert – high level of vigilance – watching closely ○ Lean Forward –ready, positioned to go to Stand Up. Start securing community, and adhoc reporting. ○ Stand up – fully operational – regular meetings and SITREPS. ○ Stand down –threat has passed - recovery • DESI want to help with providing planning, sewage and water • ATSI Public Health Unit can provide public health advice, including with public health messaging, food safety, drinking water, mould, mosquitos, pest control, and more. • Australian Red Cross -Preparedness and Get Ready Workshop – Visit planned to Bloomfield Primary School and Wujal Wujal on 10 September 2024. Pillowcase Talks project aimed at 10-year-olds set up at Bloomfield school. Emergency REDI workshop in the afternoon at Wujal Wujal community hall. • Telstra advised they will follow up on when Mt Misery will be repaired. The backhaul needs to be upgraded to ensure appropriate and reliable connectivity for Wujal Wujal and to make the tower more resilient to weather events. • China Camp Road, Zig Zag track – can be accessed but have a 5-ton load limit. • SES Wujal Wujal recruitment course was held on Thursday and Friday (29-30 August 2024). • Councillors have nearly completed QDMA recovery modules 1 and 2. • Christmas closure 20 December 2024 – returning 6 January 2025. Any communications over the Christmas period need to go to the CEO and Mayor. • LDMG will hold monthly meetings during the wet season 1 November – 30 April, and bi-monthly meetings during the dry season 1 May – 31 October. Additional meetings will be held as required during periods of activation. • It was suggested that a workshop be held with B.O.M Hydrologists to understand the water flow a little better and the influence of the tide.
Thur 29 Aug	<p>RACQ Foundation – Wujal end of week function discussion</p> <ul style="list-style-type: none"> • Discussed RACQ upcoming event on Friday 13 September 2024, to thank community for partnering with RACQ on the Community Assistance Project. • The theme is preparing for natural disasters.
Tues 3 Sept	<p>NIAA Review for First Nations communities’ recovery following Tropical Cyclone Jasper</p> <ul style="list-style-type: none"> • Access to roads in a disaster • Creating a local plan for the region in a disaster (e.g. Bloomfield Valley Plan) • Strengthen resilience for future events • Preparation, Preparedness, Response and Recovery (PPRR) • Know you stakeholders and what they can contribute – build your networks • Engage and reach out for help early and often • Work on relationships between Local Government Areas (LGAs) • Disaster Responses MoU (e.g. MoU between Wujal, Hope Vale and Cook Shire) • Use the Queensland Disaster Management Arrangements (QDMA) • Invite NIAA into the LDMG as an advisor (not a core member) • There is a need to improve communications – Starlink provides good connectivity



Wed 4 Sept	Meeting with John Prosser (JP) from Disaster Relief Australia (DRA) – updated JP on the disaster recovery works. DRA provided booklet on the DRA disaster response titled “Operation Baird”, after Norman Baird. Contacted Clayton Baird to let him know.
Thurs 5 Sept	Meeting to Discuss Bloomfield Valley Flood Study - QRA CEO, Douglas, Cook and Wujal Wujal CEOs
Tues 10 Sept	<p>Wujal Wujal Community Safety Meeting. Points discussed included:</p> <ul style="list-style-type: none"> • Children’s school attendance levels and parental responsibilities • Community Services events and school holiday programs • Arts workshop and mural painting coming soon • Justice Group Elders support for painting of the Wujal Wujal Church • Review of the AMP and community survey to be developed • Strategies to minimise harm if a carriage limit is introduced • Community liquor permits and carriage limits • Reviews of the changes to the AMP if the changes are not working well • When Blue Cards are needed (not required when working in Aged Care)
Wed 11 Sept	<p>Meeting with David Kempton, LNP Candidate. Points raised included:</p> <ul style="list-style-type: none"> • Request for advocacy on communications improvements • Request for advocacy on boundary extension • Request for advocacy on more housing • Request for advocacy on the State taking on ownership of the bridge • Request for advocacy on dialysis chairs in Wujal Wujal • Request for advocacy for a new Aged Care Centre in Wujal Wujal • Request for advocacy on funding for a new Arts Centre and Café • Reminder that when members are elected, they should not forget their commitments, advocate for community priorities, and ensure visits were not just around election times.

9.6.2 Report

RACQ Community Assistance Project with Wujal Construction Trainees

Some great work has been done in the Community Assistance Project, which commenced on 9 September 2024 and runs until 20 September 2024. The RACQ team are working with our own Wujal Construction trainees, employed for a period of six months through the Skilling Queenslanders for Work (SQW) funding, to earn their Certificate in Construction. The team are learning some great skills, supported by supervisors Councillor Lucas Creek, who is a mentor for the project, and Wayne and Brad Gould.

The teams started on the Wujal nursery and done a wonderful job cleaning, fixing and erecting garden beds, freshening up the nursery and then sourced plants and soil to replant the garden beds, to grow foods for Wujal Wujal community.

The teams then moved on to the community gardens, erecting the new greenhouse and tidying up the gardens in the area.

The teams also worked at the Rural Transaction Centre (RTC), repainting the building, sanding back the areas, replacing the worn stairs and making the whole building look fresh and new again.

We are so grateful for the work the teams are doing in the community.

Thank you to all the RACQ teams, as well as Cr Lucas, Wayne and our Wujal Construction Trainees!



Grants

Council continues to seek funding for its regular functions, and also recovery funding to rebuild and repair the damage from the Tropical Cyclone Jasper disaster event.

Council was informed we were successful in our funding application for a Council bus and emergency kitchen trailer, which will be used to transport community in emergencies and also community events.

Follow Ups from Prior Council Meeting

Fundraising – 10c Container at Wujal Store

Council suggested the Bloomfield River State Primary School may benefit from fundraising by placing a wire cage bin for the 10c cans and bottles outside the Wujal Store. There are a great many cans and bottles thrown into bins, headed towards landfill that could be cashed in for community benefit, especially for our children. Council suggested the funds raised by the school through these cans/bottles could be used towards the school Christmas function and children’s presents, or Try for 5 awards, etc.

Principal Melissa Shepherd responded on 7 September 2024, thanking Council for their kindness; however, confirmed the Bloomfield River State Primary School has a very healthy budget and suggested the Wujal Kindergarten or another area (perhaps the Aged Care Centre) could instead benefit from the fundraising.

Unsafe condition of the road between Wujal Wujal and Ayton

Concerns continue to be raised regarding the unsafe condition of the Cook Shire Council Road between Wujal Wujal and Ayton. This included concerns from community members, as well as from health clinic staff. I had approached Cook Shire Council who have a lot of competing priorities with road works and issues with contractor availability.

I escalated the requirement for the repairs to the road between Wujal Wujal and Ayton up to the District Disaster Management Group (DDMG). The response received from Cook Shire indicated:

- A crew is mobilising next week to commence from the Wujal end on 16.09.2024.
- Cook Shire are in the process of acquiring profiling services for restoration of asphalt roads. They have 3 quotes but that may need some renegotiation with QRA.
- Cook Shire have been working with WTMA and TOs regarding some other works.
- The three creek crossings should be completed by Christmas, at worst case two creek crossings.

Resolution: Acceptance of the Chief Executive Officer’s Monthly Report

Resolution:	That Council receive the Chief Executive Officer’s Monthly Report as presented.	
Moved:		Lost/Carried
Seconded:		
Resolution No	20240917-12	



9.7 Corporate and Commercial Report

Report to:	Mayor, Councillors and Chief Executive Officer
Subject:	Monthly Portfolio Report: Corporate and Commercial Finance Report
Reporting Officer:	Manager Corporate and Commercial, Micah Nkiwane
Status:	Noting

Final Audit

External Auditors were in Wujal for the final audit last week. While most audit issues were dealt with, there are still outstanding issues on the audit dashboard which still need to be dealt with. However, this process is dependent on the finalisation of year-end processing and asset valuations. The main challenge remaining is the annual assessment of asset damage from the flooding disaster as per the Accounting Standards. We expect the Art Centre and the Administration building will be written off formally through Asset Disposal forms.

Financial statements and end of year processes

As stated above transaction processing for year-end is a continuing process. Once we are reasonably certain all transactions have been processed, we will finalise balance sheet reconciliations for the year and accelerate the availability of information on the audit dashboard. Because of the impact of the disaster and disaster recovery processes, there are material asset recognition and derecognition processes to be dealt with, both internally and externally. Asset valuation provider, Australis, are still driving the process of asset damage evaluation and annual valuation of assets. Uploading the budget into Practical to facilitate monthly reporting, remains an uncompleted task as this must be done manually. We are also in the process of updating departmental financial reporting templates to reflect the changes in organisational structure. We are updating our cashflow model based on the template provided by the Department of Local Government. We now expect that financial statements will be finalised by the end of October 2024. We will be applying for a statutory extension as the flooding disaster has had an impact on the timing of the finalisation of the financial statements and audit.

Annual Budget

The annual budget was finalised and approved by Council on 29 July 2024, and we are in the process of uploading the budget into Practical.

Review of Peppercorn leases

Our review of Peppercorn lease has revealed that rates and charges due to Council have not been invoiced and paid to Council for a number of years. Rectifying this anomaly is a continuing process and we have started the process of issuing out invoices to concerned parties.

Internal Audit

Internal audit in the next financial year is designed to strengthen our corporate governance matters at all levels. The internal audit plan for the year has been finalised by our partners. The timing of the start of this process will be finalised soon.

Because we are finalising end of year financial statements, we are not in a position to present the monthly report which faithfully represents transactions for August 2024. We will however, present the quarterly report to September 2024.



Investments

We have maintained our investment with QTC which currently stands at \$4,674,702.93 including interest earned of \$20,113.26 and the **current rate of return is 5.19% down from 5.28% in the previous month.**

The following is a snapshot of debtors' balances.

USER: MICAH - WUJAL WUJAL ABORIGINAL COUNCIL		AGED DEBTORS REPORT				version: DR2021.3.25.1
Report Conditions; with Current Balances						
Financial Year Ending 2025						
ACCOUNT	DEBTOR NAME	90 DAYS	60 DAYS	30 DAYS	CURRENT	TOTAL
BASDHPW	QBUILD	183,693.78		224,278.96		407,972.74
CEQ	COMMUNITY ENTREPRISE QUEENSLAND				6,805.80	6,805.80
DATSIP	DATSIP PROGRAM OFFICE CAIRNS		237.60	300.00		537.60
DEPTEPW	DEPARTMENT OF ENERGY AND PUBLIC WOR	7,230.39				7,230.39
DEPTHPW	DEPARTMENT OF HOUSING		917,844.83			917,844.83
DOH	DEPT OF HEALTH	9,900.00				9,900.00
ERSCON	ERSCON	350.00				350.00
HARRIGW	William Harrigan	-240.00	240.00	-240.00		-240.00
HRS	HRS	6,600.00		5,115.00		11,715.00
ICAN	ICAN			900.00		900.00
JABALBIN	JABALBINA YALANJI ABORIGINAL CORPORAT	10,731.84				10,731.84
KESAS	KESA STRIEBY			240.00		240.00
KHANSL	KILEY HANSLOW	-120.00	180.00	240.00		300.00
LUT001	Lutheran Church		67,767.24			67,767.24
MICAH123	MICAH NKWANE	-140.00		240.00		100.00
MTLS	MOUNT LOUIS STATION		14,113.51			14,113.51
MYPATH	MY PATHWAY (RJCP)	5,535.82	3,850.00	300.00	2,200.00	11,885.82
PERGOUL	PERRY GOULD	960.00	360.00	240.00		1,560.00
PRESLAW	Preston Law	500.00				500.00
PREZ	PREZ CONSTRUCTIONS	-67.71				-67.71
QLDPOLIC	Queensland State Police	194,148.11	44,103.76			238,251.87
SGSAHLER	SG & S AHLERS	68,211.27				68,211.27
STAN	STANDEN CONTRACTING	5,853.03				5,853.03
TCHHS	TORRES & CAPE HOSPITAL & HEALTH SERVI		65,268.00			65,268.00
TMR	Department Transport and Main Roads			600.00		600.00
WUJALJUS	WUJAL WUJAL JUSTICE GROUP	6,949.64		300.00		7,249.64
WUJSTORE	WUJAL GENERAL STORE	9,862.50				9,862.50
WWPHCC	Wujal Wujal Primary Health Care Centre	19,552.61	73,285.06			92,837.67
TOTALS:		529,511.28	187,250.00	232,513.96	9,005.80	1,958,281.04

Notable debtors are QBuild, Queensland State Police and Department of Housing. We will focus on collection efforts going forward.



The following is a snapshot of creditors' balances.

USER: MICAH - WUJAL WUJAL ABORIGINAL COUNCIL		AGED CREDITOR'S REPORT				
Report Conditions: Excluding Nil Balances						
Financial Year Ending 2025						
ACCOUNT	CREDITOR NAME	90 DAYS	60 DAYS	30 DAYS	CURRENT	TOTAL
CAA	COMMUNITY APPRENTICESHIPS AUSTRALIA	0.00	0.00	0.00	1,304.16	1,304.16
CAIRHW	CAIRNS HARDWARE	0.00	0.00	0.00	2,125.47	2,125.47
CAPEYKTY	CAPE YORK TYRES	0.00	0.00	0.00	3,861.00	3,861.00
DSC	DOUGLAS SHIRE COUNCIL	117.07	0.00	0.00	0.00	117.07
EMPEEL	EMPEROR ELECTRICAL	0.00	0.00	0.00	7,082.61	7,082.61
FOURTEC	Fourier Technologies	0.00	0.00	0.00	9,738.48	9,738.48
IVANOFFP	PETER IVANOFF	0.00	0.00	0.00	3,850.00	3,850.00
MOSSPO	MOSSMAN PORT DOUGLAS TREE LOPPING	0.00	0.00	0.00	21,620.50	21,620.50
PROCPUMP	PROCESS PUMPS (AUSTRALIA) PTY LTD	0.00	0.00	0.00	1,815.00	1,815.00
QMAC	GR8 NORTHERN AG	0.00	0.00	0.00	14,700.00	14,700.00
TELEC	TELSTRA	0.00	0.00	13,365.00	0.00	13,365.00
TOTALS:		117.07	0.00	13,365.00	66,097.22	79,579.29

Resolution: Acceptance of the Corporate and Commercial Report

Resolution:	That Council accept the Financial Corporate and Commercial Report as presented.	
Moved:		Lost/Carried
Seconded:		
Resolution No	20240917-13	



9.8 Operations Report

Report to:	Mayor, Councillors and Chief Executive Officer
Subject:	Monthly Operations Report
Reporting Officer:	Operations Manager, Perry Gould
Status:	Noting/Information

This report outlines the works undertaken during the month of August 2024 including Civil, Building, Water Supply, Sewer Services, Parks and Gardens, Animal Management, Environmental Health, Disaster Management.

9.8.1 Funding

Met with RACQ for supply of trade services to visit Wujal Wujal on 9 September 2024 for a two-week period to undertake a community project. Works to be undertaken include repaint of RTC building external walls, oil and some replacement of veranda decking boards, installation of new hothouse at community gardens, tidy up of community nursery, replacement of church doors and supply of new kitchen benchtops at Sport and Recreation Hall

9.8.2 Staff Movements

- Interviews were undertaken for Council Cleaner position and the successful applicant being Meaghan Dunning with commencement date September 2024
- Essential Services Coordinator position has been filled, Zenarra Ashworth from Council's Environmental Health and Animal Management team has been appointed within the position on a 12-month development opportunity to determine her long term suitability for the role.

9.8.3 Disaster Management, SES, Rural Fire

- Backup generators to be installed for Council essential services buildings in preparation for wet season

9.8.4 Fire Extinguisher Testing

- Awaiting reply from Trinity Fire Services for fire extinguisher assessment/replacement along with evacuation plans of Council buildings

9.8.5 Stormwater Drain - Kotzur Street to Douglas Street

Awaiting funding

9.8.6 Building

Update on Council assets flood recovery works:

Planned Maintenance:

- New solar hot water system installed at 10/2 Cape Tribulation Road and 14 Third Street



Responsive Maintenance:

- New invoicing system implemented
- 114 Completed work orders invoiced at a total value of \$195,000.00

Council Properties:

- Staff Duplex - Complete - Furniture installed
- EA unit - Complete - New security screens installed
- Jabalbina Rangers Office – Complete
- IKC Complete - New windows and security screens installed
- Staff duplex – Complete - 70 Douglas Street - New security screens installed
- Women’s Centre - Flood recovery refit underway, completion approximately end of September 2024
- Service Station - New painting complete - awaiting new pumps (commenced 9 September 2024)

Pending works:

All scope of works and invitation to offer are completed - awaiting either quotation, PO and / or funding confirmation.

- Women’s Centre – Invitation to offer extended to Nandy Building and Construction – time frame stipulated in offer agreement is eight weeks from receipt of purchase order (completion end September 2024)
- Fencing at Tech Services Depot and Water Intake now complete
- South Side amenities block – Invitation to offer extended to Iva Construct - 10-week completion timeframe stipulation from receipt of purchase order (extensive works) awaiting funding

Responsive Maintenance:

- Work orders issued in July – 43
- Work orders in portal – 213
- Work orders in progress – 108
- Work orders completed - 105

Gutter Program:

- Briody Plumbing engaged to perform gutter assessment and cleaning estimation for annual budgeting
- Councils’ buildings gutter cleans to be completed at the same time as a BAS property gutter program to offset travel costs etc

Tree Lopping:

- Continuing in multiple areas within community, purchase orders raised with external contractor for Council property tree lopping (complete)



9.8.7 Essentials Services

Potable water supply and wastewater

- Daily testing – chlorine, turbidity and pH – within target range of sanitation
- Monthly water sample – 20,8,24
- Restock on hypo -02x 200L
- Community patrol for leaks/damages/maintenance on pumps and valves
- IDEXX equipment set up – E.coli sampling
- Finance added onto swims data
- Cleared blockage causing overflowing at sewer treatment plant
- New equipment's ordered
- Flushed end point- bring through chlorine

Comments:

Reported overflow at sewer treatment plant

Sent lab results for Kubota aeration tanks to Aquatec

QTH – Ben and Lachlan assisted essential services 19-23 August 2024

QTH – Zitha and Susana assisted essential services 29 August 2024

Aeration alarm on low – C3

De-sludging needed – unsafe to perform due to rusted platform

9.8.8 Animal Management

Wujal Wujal: 46 dogs

- females entire – 7, de-sexed females – 4
- males entire – 10, de-sexed males – 4
- 3 Dogs in staff housing
- 2 cats in staff housing
- 3 litters of pups

Ayton- 16 Dogs:

- Females entire – 5, de-sexed female – 5
- Male entire – 9, de-sexed male – 2
- Cats – 5

Miscellaneous:

Assisting owner with enclosure for appropriate dog kennel

Cert 4 animal control and regulations 1:00pm every Wednesday

Flea, tick and worming 27-28 August 2024

Organised vet visit for 24 September 2024 – vaccinations for Parvo

Microchipping training with vet



Environmental Health

- QTH- visited Wujal 19-23 August 2024 assisting with water sanitation
- QTH – visited 26-30 August 2024 assisting with animal management
- Confirmed QTH funded equipment checklist
- Purchase orders for 91 Sulo wheelie bins raised
- Discussions with QTH on training for EHO
- DES visited Wujal

Complaints:

NIL

Comment:

Would like to renovate pound for more capacity and comfortability for vet visits.

Concerns:

NIL

9.8.9 Parks and Gardens

Faults on one zero-turn mower now complete, delivery one new AWD ride on mower received 30 August 2024, awaiting rectification works to be completed on Kubota zero turn and installation of airconditioned cab on existing Zero-Turn

Resolution: Works and Building Services Monthly Report

Resolution:	That Council receive the Works and Building Services Monthly Report as presented.	
Moved:		Lost/Carried
Seconded:		
Resolution No	20240917-14	



9.9 Community Services Report

Report to:	Mayor, Councillors and Chief Executive Officer
Subject:	Monthly Community Services Report
Reporting Officer:	Community Services Manager, Kesa Strieby
Status:	Noting

We are delighted with the outstanding performance of all Community Services business units and look forward to continuing to engage the community through all productive and constructive cultural fun activities. All business units within in Community Services are thriving, and we are committed to maintaining this momentum and engaging the community through creative arts, radio livestreams, aged care arts, and yarn, Kindergarten cognitive development, and gross motor skills, as well as after school programs, offering enjoyable activities for children at the Recreation Hall, complete with fruit plates and healthy snacks.

9.9.1 September School holiday programs are as follows:

- 16-18 September 2024 – Fishing Competition (Two age categories: 4-10 years and 11 –17 years) prizes are donated by CEO Kiley Hanslow and EA Bronwyn Barry -fishing gear.
- 19 September 2024 – Baking Competition “Muffins” decorating their own muffins with cake decorations.
- 20 September 2024 – NRL Cairns Footy Clinic
- 23 September 2024 – Wujal Got Talents “Music, Dance & Poetry”
- 24 September 2024 – Norman Jay “Music Workshop”
- 25-26 September 2024 – Basketball Clinic by Cairns Basketball Under 16 Coach.
- 26 September 2024 – End of school holiday - Disco and Healthy Food Sponsored by Apunipima Food and Nutrition Team.

9.9.2 Cultural Advisor

Continuing with the community engagement and meet and greeting visitors to our community. I had a few Welcomes to Country smoking/warming ceremonies this month and sharing history and culture with community and visitors. Office is open from 7:30am to 4:00pm.

9.9.3 Art Centre

Our Artists have been involved in the 7 weeks project with My Pathway and we are on the second week, actively creating arts, painting around the community. We have received our art supplies from QRA support and Queensland Government initiatives. Our Artists are straight into it, building relationships through creative arts painting their stories after the natural disasters as part of their recovery programs.

Nicola Tizzard, who is the Ration Shed Museum Manager, and Uncle Eric from Cherbourg, will be visiting the community on the seven-week workshop that will be held at the Knowledge Trees in Community. Anyone who is also interested in attending these workshops is welcome. Currently, we do not have a dedicated Arts workspace area to work in, we have a small amount of art materials that we are using at this stage.



- Anne Nunn is a Nyungkul (Shiptons Flat) one of the artists that has been creating art a long time, her paintings are the shield, waterlilies and magpie geese.
- Maurice Gibson is a Nyungkul (Shiptons Flat) he likes to paint a lot of turtle, snake and crocodile as well as using water colours.
- Betty Sykes is a Jalunji (Seaside) lady and concentrates on painting, turtles, dugongs and corals.
- Carmel Haines works at the RIBS radio station also in her spare time she likes to do art.

9.9.4 Aged Care Community Centre

Funding and Spend

Spend	Value
CareLynx	3949.01
Cooktown Food and Ice	2684.84
Nandy Building Con Garden Mtce	5763.89
Far Nth Office Choice	2862.30
Universal Care Training	1204.50
Total	16464.54

Client/Correspondence

- Continued monthly Care Plan reviews
- 2 x clients now received approval for HCP's L2 and L3, request was submitted February 2024

Reporting

- July 24 DEX report submitted 25/8/24
- Ongoing review of HCP acquittals and adjusting HCP in line with hospital and social leaves
- July HCP approved and forward to Finance
- August HCP acquittals partially, submitted awaiting approval from client to move to HCP L3

Staffing

- Recruitment continues for Community support worker roles

Client/Correspondence

Nothing to report during this period.

Other

Work in progress, details below: -

- If the Council is a registered NDIS provider, it is mandatory for all the Aged Care staff to have a Yellow Card
- Instalment of Fire Extinguishers, Fire Blankets and Emergency lights
- Aged and Community Care buses currently using the 5-seater bus and hoping to get a 12-seater bus soon
- New wheelie bins for residents and community care centre, 8 residents, 4 community care



- Continued review of systems and processes in line with the Aged and Quality standards and supporting staff with ongoing training and education relating to documentation, continuous improvements, incidents and accidents etc
- We have clients returning to community and surrounding areas wishing to access and or request to commence services with Wujal Wujal Community Care.

9.9.5 Community Radio

Early this month, Carmel and I visited the Hopevale and Cooktown radio station. The purpose of the visit was to build up relationships with the radio station staff in the region. We met the lovely lady at Hopevale who interviewed us and took pictures of us being there.

Black Star Surveyor was in Wujal early this month meeting with us, we had a good discussion about the other options for the radio stations.

Black Star Cairns CEO Candice keeps in touch with Carmel and myself and they are planning to visit Wujal soon. Carmel might have an office soon at the Depot where she can start utilising the space to build up her media and communication skills and hold interviews.

9.9.6 Indigenous Knowledge Centre

Shinane Doughboy resumed work two weeks ago at the IKC sorting out books and developing an inventory list for all the equipment in the library. Library office hours are from 9.00am-2.30pm

Shinane and Helen are working collectively to organising the library will also run some meetings and Mums and Bubs sessions soon.

Centrelink

Recruitment process completed. We have now employed Naomi Friday at the Wujal Wujal Centrelink office. Centrelink office opens at 8:30am closes 3:00pm Monday to Thursday. Naomi started in her new role on Monday 9 September 2024.

9.9.7 Visitors and Meetings Attended

- Community Meeting – Masterplan, Housing Updates, Community Services, Operation
- RACQ Community Assistance Project Meeting with Bridgette Muller
- North QLD Creative Recovery Group
- Growing IKC Projects
- Deadly Active Programs meeting with Chris Coutts
- LRRG meeting
- Interagency Meeting September 2024
- Blue Card Presentation
- Red Cross Preparedness

Upcoming Events

- RACQ – Arts Worksop Nicole & Uncle Eric, Cherbourg, 19 September 2024 – 12:00 noon – 2:00pm
- IACA – Arts Worksop



Professional Development

- SES Training

9.9.8 Kindergarten

Attendance

- Children’s attendance is 100%

Issues

- Slight improvements to parents picking up children on time.
- Constantly chasing parents for lunch is still an issue, have had discussions with parents regarding sending their child/children to Kindergarten without lunch. We are working with parents to take accountability for preparing lunches for their children.

Assessment

Due to Sorry Business, the Kindy monitoring and compliance visit was cancelled until after the school holidays. Quality Areas that the Kindy will be assessed against.

- Quality Area 1 – Education program and practice
- Quality Area 2 – Children’s Health and Safety
- Quality Area 3 - Physical Environment
- Quality Area 4 – Staffing Arrangements
- Quality Area 5 – Relationships with Children
- Quality Area 6 – Collaborative Partnerships
- Quality Area 7 – Governance and leadership

Maintenance and repairs

- Waiting on quote for Softfall under the swings, work request has been given to Building Coordinator.

Training/ Professional Development

- Working with Apunipima on nutrition topics with staff, including nutrition activities and resources, and iron in childhood.
- Planning a workshop for parents to participate in preparing healthy lunch box ideas.

Visitors

- ABF with Kia Bowen
- Torres and Cape Hospital and Health Service

Resolution: Community Services Report

Resolution:	That Council accept the Community Services Report as presented.	
Moved:		Lost/Carried
Seconded:		
Resolution No	20240917-15	



10. Presentations to Council

10.1 NIAA funding / Programs to the Wujal Justice group

Presentation to:	Mayor, Councillors and Chief Executive Officer
Subject:	Final Report
Presenters:	Damien Blunden
Status:	Discussion
Time on agenda:	11.00am – 11.30am

NIAA attendees:

- Damien Blunden

Update on programs and funding the Wujal Justice Group are paid to deliver as service providers to Wujal Wujal.

Resolution: Council note the information on programs and funding to the Wujal Wujal Justice Group service provider are paid to deliver in Wujal Wujal.

Resolution:	That Council note the information on programs and funding the Wujal Wujal Justice Group service provider are paid to deliver in Wujal Wujal.	
Moved:		Lost/Carried
Seconded:		
Resolution No	20240917-16	

10.2 CYP - OHub

Presentation to:	Mayor, Councillors and Chief Executive Officer
Subject:	Final Report
Presenters:	Stacee Ketchell - Cape York Partnership
Status:	Discussion
Time on agenda:	11.30am – 12 noon

CYP – OHub Presenters/Attendees:

- Stacee Ketchell – Cape York Partnership

Stacee Ketchell from Cape York Partnership presented to Council the services OHub delivers and discussed re-commencing OHub services in community.

Resolution: Council note the presentation by Cape York Partnership.

Resolution:	That Council note the presentation by Cape York Partnership.	
Moved:		Lost/Carried
Seconded:		
Resolution No	20240917-17	



10.3 Coastal Hazard Study

10.1.4 Coastal Hazard Final Report

refer to [Appendix 7](#) (Page 42 of Appendices) to view Coastal Hazard Final Report

Presentation to:	Mayor, Councillors and Chief Executive Officer
Subject:	Final Report
Presenters:	Marika Sedan -Alluvium, Billy Howitt – Alluvium, Adam Brook – Alluvium, Emma Schofield – LGAQ, Liz Drumm - LGAQ
Status:	Discussion
Time on agenda:	1.00pm – 2.00pm

Coastal Hazard Study Presenters/Attendees:

- Marika Sedan -Alluvium
- Billy Howitt – Alluvium
- Adam Brook – Alluvium
- Emma Schofield
- LGAQ, Liz Drumm - LGAQ

The QCoast2100 program is a \$20.234m State Government funded program that commenced in June 2016. The program is delivered through the LGAQ, and the initiative came about as a result of many councils’ need for support to achieve coastal hazard adaptations. The program represents an unprecedented opportunity for local governments impacted by coastal hazards to get on the front foot in adaptation planning to implement cost-effective mitigation measures over the medium and long term, plan for development and growth, budget for higher costs, collaborate regionally and seek investment opportunities. The program has supported 37 coastal councils to date, to develop Coastal Hazard Adaptation Strategies (CHAS) and enable implementation of actions recommended in a CHAS to be commenced.

The final report prepared by Alluvium, outlines the key findings and recommendations. This detailed analytical study provides a solid foundation to assist with planning and prioritising the next steps.

Resolution: That Council note the Coastal Hazard Study presented by Alluvium and LGAQ

Resolution:	That Council note the presentation by Alluvium and LGAQ on the Coastal Hazard Study.	
Moved:		Lost/Carried
Seconded:		
Resolution No	20240917-18	

11. General Business

12. Next Ordinary Council Meeting Date

The next Ordinary Council Meeting is set for **Tuesday 29 October 2024**.

13. Meeting Closure