



Wujal Wujal Aboriginal Shire Council

Ordinary Council | Meeting Agenda

Date: Tuesday 18 June 2024
Time: 9.00am
Venue: Council Administration and MS Teams



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APPENDICES

- 1 Minutes of Ordinary Council meeting 28 May 2024
- 2 Art Centre Engineering Report
- 3 Procurement Policy
- 4 Grants and Funding Report
- 5 Financial Management Report
- 6. Information to support presentation by ATW



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
Manager, Corporate and Commercial Services, Micah Nkiwane
Disaster Recovery Officer, Tania Edwards –Microsoft Teams

2.2 Leave of Absence | Apologies

2.3 Visitors | Presenters

The schedule for these presentations is as follows:

Time	Topic	Agency
2.00pm-2.30pm	Housing in Wujal Wujal	Department of Housing
2.30pm-3.00pm	Apprenticeships and Traineeships	Australian Training Works Group
3.00pm-3.30pm	Lockhart Business Development Hub	Lockhart Economic and Business Services Manager, Lockhart Council

3. Condolences | Congratulations

4. Mayoral Motion

Mayoral minutes should not be used to introduce, without notice, matters that are routine, not urgent, or need research or a lot of consideration by the councillors before coming to a decision. These types of matters would be better placed on the agenda, with the usual period of notice being given to the councillors.



5. Confirmation of minutes of the Previous Meeting

5.1 Minutes of the Ordinary Council Meeting | 28 May 2024

Refer to [Appendix 1](#) to review the minutes of the meeting held 28 May 2024.

Resolution: acceptance of the minutes meeting held Tuesday 28 May 2024

Resolution:	That the minutes of the Ordinary Council Meeting held on Tuesday 28 May 2024 accepted as a true and correct record of that meeting.	
Moved:		Lost/Carried
Seconded:		
Resolution No		

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

- Requested civil contractor ERSCON to develop a design for the roundabout near the shop to increase public safety and a design for safe placement of crossings to meet statutory requirements.
- Followed up with TCHHS regarding installation of temporary fencing around old clinic
- Go Fund Me donation of \$20,000 used to install the hydraulic wheelchair lift into the new community bus. Bus will be collected around 30 June 2024.
- Put up a WWASC Facebook post on upcoming market on 06 July 2024 (first Saturday in each month) from 4pm – 7pm.
- Reminded Lucille from Justice Group and Events Manager Jesse Farber that Mayor must preside over all ceremonies in Wujal Wujal.
- Put back in place the Housing Delivery Meetings for Council – first one was held on 11 June 2024.
- Invited Housing to the community meeting on Wednesday 19 June 2024.
- Requested Gungarde emptied the skip bins. Only three could be provided; however, Gungarde were happy to move these to different locations around community.



8. Items for Consideration and Decision

8.1 Bana Yirriji Art & Cultural Centre: structural report

Report to:	Mayor, Councillors and Chief Executive Officer
Subject:	De-escalating conflict Training
Reporting Officer:	Chief Executive Officer
Status:	Decision

ERSCON Consulting Engineers carried out an inspection of the Bana Yirriji Art & Cultural Centre on 22 February 2024. That report has been provided to Councillors along with this agenda as [Appendix 2](#)

Limitations: This report relied on visual inspection. The inspection was not an in-depth inspection but rather an inspection that provides an overview of the damage incurred and possible rectification works required.

Summary:

The Arts Centre has suffered extensive damage during the major flood event in December 2023. The external and internal in-fill walls, mechanical fitout and ceiling and soffit lining have suffered substantial damage that requires likely approximate 75% renewal. Roof sheeting, flashing and guttering as well as railings likely require rectification works as well.

The rectification works required to bring the building back to it's as-originally-built state could likely exceed 75% of the original-built costs considering the explosion in building costs in recent years and remote location.

8.2. It is possible that a flood event of some intensity could re-occur, and it is advisable that a building of that scale should be built on a site that is not prone to being flooded.

Council Recommendation for consideration:

Council agrees to the demolition and removal of material of the flood damaged Bana Yirriji Art & Cultural Centre These works would be funded under Queensland Reconstruction Authority (QRA) Clean Up Package Works would commence after 30 June 2024, demolition and removal of materials to be performed under existing local Civil Contractors.

Resolution: Council agrees to the demolition and removal of material of the flood damaged Bana Yirriji Art & Cultural Centre.

Resolution:	That Council agrees to the demolition and removal of material of the flood damaged Bana Yirriji Art & Cultural Centre These works would be funded under Queensland Reconstruction Authority (QRA) Clean Up Package Works would commence after 30 June 2024, demolition and removal of materials to be performed under existing local Civil Contractors.	
Moved:		Lost/Carried
Seconded:		
Resolution No		



8.2 Review of Peppercorn Leases

Report to:	Mayor, Councillors and Chief Executive Officer
Subject:	Peppercorn Leases
Reporting Officer:	Manager Corporate and Commercial
Status:	Decision

Council considers the timing appropriate to review these leases and charge market related rental within the context of cost recovery and standard business practice.

Council proposes to engage Lessees within the context of cancelling Peppercorn leases and draw up market related lease agreements through our legal Counsel-Preston Law.

The main issue to be addressed will be that these are binding legal agreements and there may be reluctance by Lessees to break them.

Description	Address	Tenant Details	Lease Start Date	Lease Expiry Date:	Renewal Options	Annual Rent
Lot 88 on SP 263792 Car port on block opposite Church	Hartwig St Wujal	Lutheran Church of Australia	1/08/2015	31/07/2114	99 years	\$1.00
Lot 108 on SP263792 Men's Shed	Douglas Street, Wujal	Wujal Wujal Justice Group Indigenous Corp	1/07/2022	30/06/2028	6 years	\$1.10
Lot 21 on SP 263792 Baja Baja Youth Centre	Hartwig St Wujal	Wujal Wujal Justice Group Indigenous Corp	1/07/2022	30/06/2028	6 years	\$1.10
Women's Centre	139 Heorlein Street	No lease in place				

Proposal for consideration: That Council engage Lessees with a view to cancelling Peppercorn Leases currently in place and draw up market-value lease agreements through our legal Counsel-Preston Law.

Resolution: Peppercorn Leases

Resolution:	That Council engage Lessees with a view to cancelling Peppercorn Leases currently in place and draw up market related lease agreements through our legal Counsel-Preston Law.	
Moved:		Lost/Carried
Seconded:		
Resolution No		



8.3 Procurement Policy

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

The Procurement Policy is required by legislation to be reviewed and adopted annually. Council has undertaken a comprehensive review of its policy and presents this updated version for formal adoption. Please refer to **Appendix 3**.

Resolution: Procurement Policy

Resolution:	That Council adopt the Procurement Policy as presented.	
Moved:		Lost/Carried
Seconded:		
Resolution No		



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 28 May 2024 and reports on his portfolio: Governance, Finance and all other portfolios.

Meetings attended:

Date	Meeting and Commentary	Outcome
Monday 28 May	Council Meeting	Formal Council meeting with valuable presentations from several organisations.
Wednesday and Thursday 5-6 June	FNQROC	First formal meeting with FNQROC as Wujal Wujal Mayor. Met Mayors and CEO's from neighbouring Councils. Discussed Wujal Wujal's journey of recovery in informal one-to-one conversations. The larger councils were proactive in lobbying on matters of interest to them which included Rooding and Fire plans.
Friday 7 June	Healing Day	Good turn out from the Community, plus representatives from neighbouring shires such as Cook, Douglas, Hope Vale and Yarrabah. Several government agencies and associations were also represented.

Portfolio Research Items

Date	Outcome
Nothing to report for this period	

Stakeholder conversations

Date	Points Discussed
07.06.2024	LGAQ Angus Sutherland - Discussed possible boundary extension, and management of the bridge.

Community member conversations

Points Discussed
Nothing to report for this period.

9.1.2 Correspondence

None to note for this period.

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

Resolution:	That Council note Mayor Alister Gibson's portfolio report as presented.	
Moved:		Lost/Carried
Seconded:		



Resolution No		
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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 28 May 2024 and reports on her portfolio: Economic Development and Tourism

Meetings attended:

Monday 28 May	Council Meeting	Formal Council meeting.
Wednesday and Thursday 5-6 June	FNQROC	First formal meeting with FNQROC as Wujal Wujal Deputy Mayor. Enjoyed a lot of one-to-one conversations including with LGAQ Tourism and Economic Development Manager. Lots of value from the tour to small business such as Paronella Park, the Barramundi Farm and a little farm shop named The Pocket, which are all creating income for their communities.
Friday 7 June	Healing Day	Ministers and Government agencies well-represented at this relaxed and positive day of sharing and healing.

Portfolio Research Items

Research Item	Outcome
Nothing to report during this period.	

Stakeholder conversations:

Points Discussed
Interesting conversations with several councils regarding their approach to economic development.

Community member conversations

Points Discussed
Nothing to report during this period.

Other Comments:

Nothing to report for this period.

Resolution: That Council note Deputy Mayor Claudia Doughboy's portfolio report for the month of April as presented.

Resolution:	That Council note Deputy Mayor's portfolio report for the period noted as presented.
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Moved:		Lost/Carried
Seconded:		
Resolution No		

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 28 May 2024 and reports on his portfolio: Community, Sports and Lifestyle.

Meetings attended:

28 May	Council Ordinary meeting
7 June	Healing Meeting

Portfolio Research Items:

Research Item	Outcome
Nothing to note.	

Stakeholder conversations:

Points Discussed	Outcome
Nothing to note.	

Community member conversations:

Points Discussed
Speaking to Community members about the Sport and Recreation Officer vacancy: promoting the importance of this role and encouraging applications.

Other Comments:

Would like to see more young people stepping up to fill the roles that are available in community. Discussing how to help them step into these roles if they have an issue obtaining a Blue Card (Working with Children Clearance).

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

Resolution:	That Council note Councillor Robert Bloomfield’s portfolio report as presented.	
Moved:		Lost/Carried
Seconded:		
Resolution No		



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 28 May 2024 and reports on her portfolio: Environment and Culture.

Meetings attended:

Date	Meeting and Comments
28 May 2024	Council Ordinary Meeting
4.6.2024	Healing Day – final planning
7.6.2024	Healing Day

Portfolio Research Items:

Research Item	Outcome
Nothing to report.	

Stakeholder conversations:

Points Discussed	N
Justice Group	Organising the smoking ceremony for the Healing Day.

Community member conversations:

Points Discussed
Community commenting favourably about the how beautiful town is looking forward to the Healing Day and the future back home.

Other Comments:

No further comments

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

Resolution:	That Council note Councillor Nikita Tayley’s portfolio report as presented.	
Moved:		Lost/Carried
Seconded:		
Resolution No		



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 23 April 2024 and reports on his portfolio: Law and Order.

Meetings attended:

Date	Meeting and Comments
28 May 2024	Council Ordinary Meeting
7 June 2024	Healing Meeting

Portfolio Research Items:

Research Item	Outcome
Nothing to note	

Stakeholder conversations:

Points Discussed	Outcome
Nothing to note.	

Community member conversations:

Points Discussed
Spoke with an organisation regarding a Toyota vehicles and parts provision, and the potential for a gift of a vehicle to Council. Spoke with an organisation regarding potential for solar power on homes, this linked in with a conversation with David Hancock of Qld Health who mentioned that the Government may have a plan to install solar power in Indigenous communities.

Other Comments:

Nothing to note for this period.

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

Resolution:	That Council note Councillor Lucas Creek's portfolio report as presented.	
Moved:		Lost/Carried
Seconded:		
Resolution No		



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

9.6.1 Meeting attendance

The Chief Executive Officer represented the interests of the Wujal Wujal Aboriginal Shire Council at the following meetings since the last report through to 10.6.2024

Date	Meeting and Commentary
Tuesday 21 May and Wednesday 22 May	LGAQ Civic Leaders meetings -presented on leadership and disaster management
Friday 24 May	First NAIDOC Event Planning Meeting
Monday 27 May	Meeting with State Libraries Queensland on IKC Digital Strategy Meeting with Chris Coutts on Deadly Active Sport and Nicole Malone on Health and Wellbeing Queensland funding for Wujal Wujal
Tuesday 28 May	Council Ordinary Meeting Tropical Cyclone Jasper Recovery Planning Workshop with QRA Louise Robertson
Wednesday 29 May	Cyclone Recovery Consultation: Facilitated by Louise Robertson of Queensland Reconstruction Authority (QRA).
Thursday 30 May	Wujal Wujal Joint Operational Meeting (JOM) facilitated by Simon Gallagher of Essential Public Works (EPW) on housing maintenance and upgrade program planning for 2024-25
	Council Building Design Session with Ricardo Sandoval Lillo of DSDSATIP:
	Cool Burns: Meeting with Rural Fire Services to plan Cool Cultural Burns site inspection dates 04-05 July 2024 and burns dates around 24-25 July 2024
Friday 31 May	Meeting with Graphic Designer to discuss beautification of Wujal through art and photograph innovation on signage, bin surrounds, household wheelie bins, etc.
Monday 3 June	Local Thriving Communities meeting with DSDSATSIPCA to discuss LTC program moving forward and reestablishment of Local Decision-Making Board
	Meeting with QRA – Discuss Emergency Works completion date of 30.06.2024 and ongoing disaster recovery requirements.
Tuesday 4 June	Wujal Community Assistance Project: RACQ – Update after RACQ site visit and upcoming community visit in September 2024.
Tuesday 4 June	Technology Planning with Scott Quail, First Nations Digital Strategy, and Fourier
Wednesday 5 June	Reef Guardian Council Executive Meeting – discussion of Reef Guardian Council program 2024-28. Discussion on Reef Guardian Council grants and requirement to progress works as soon as possible to meet grant milestone requirements.
Thursday 6 June	FNQROC Board Meeting
Friday 7 June	Meeting with GIVIT regarding donation process and appreciation



	Meeting with Angus from LGAQ regarding advocacy on boundary extension and the State taking on ownership of the Bloomfield River bridge. Healing Day with all community and stakeholders.
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9.6.2 Report

Employment

Council is pleased to welcome two new members.

Community Services Manager

Kesa Strieby has joined us in the role of Community Services Manager and is part of the leadership team. This new role reports to the Chief Executive Officer and provides high-quality leadership to a range of Community Services functions. This includes delivering Council events management, Art Centre, Sport and Recreation, Aged Care, Kindergarten, Local Thriving Communities, Indigenous Knowledge Centre, Centrelink, Cultural Advisors and Remote Indigenous Broadcasting Services (Radio) programs. This position has a total of nine (9) direct reports. Amongst other duties this role will be responsible for the following key areas:

Events – Council and Community •

- Provide leadership, guidance, and support to staff to ensure the successful development and delivery of Council’s events program.
- Provide leadership, guidance, and support to staff in assisting community organisations to deliver community events.

Community Services Leadership

- Provide leadership, direction, guidance, and support to the Kindergarten Centre to ensure the facility “meets” or “exceeds” the requirements of the National Quality Framework.
- Provide leadership, direction, guidance and support all areas of the community services functions and personnel.

Grants

- Research, apply for and source grants to support community services functions and programs.
- Provide guidance and support to community services staff to assist them in achieving their grants funding reporting and milestone reporting requirements.

Grants report is attached as [Appendix 4](#).

Human Resources Manager

Council is also pleased to welcome Vicki Thiel to the role of Human Resources Manager. This role reports to the Chief Executive Officer. Vicki’s key responsibilities include the following:

- Ensure human resources management plans, systems, procedures and programs are developed and implemented. Manage recruitment and onboarding for Council vacancies.
- Provide advice and support to the CEO, Executive Leadership Team (ELT) and Council staff.
- Promote teamwork and develop and maintain positive work relations and appropriate organisation culture.
- Provide Council with a strategic staffing overview, recommendations, and method of implementation.
- Provide HR governance in reporting, policies, procedures, templates and compliance.



The filling of these two critical roles will reduce my current workload as from when I commenced with Council until now, the workload and duties of these roles has sat with me as Chief Executive Officer. I look forward to being able to undertake the more strategic key functions of my own role as Chief Executive Officer.

Current Vacancies

Despite filling these two senior roles, we have six other roles currently vacant, all roles being important to the effective functioning of council and we are very keen to employ local Bama in these roles if possible:

- Art Centre Coordinator
- Aged Care Cook
- Community Support Worker
- Sport and Recreation Officers x 2
- Centrelink Officer
- Finance Administration Officer

All positions are advertised on our Council Website.

Local Recovery and Resilience Group

Council and community are now in the process of recovery from the Tropical Cyclone Jasper disaster and flooding event. To aid in the recovery process, and to improve resilience into the future, our Council team are working with Louise Roberston from QRA on development of the Local Recovery Plan and Local Recovery Terms of Reference.

Louise Roberston will provide a brief overview of both to Council.

It is recommended that Council review and accept the Local Recovery Plan and Terms of Reference.

Resolution: Review and Accept the Local Recovery Plan and Terms of Reference

Resolution:	That Council review and accept the Local Recovery Plan and Terms of Reference	
Moved:		Lost/Carried
Seconded:		
Resolution No		

Quarterly Community Meeting

Council and community are now back home and it is time to recommence the quarterly Community Meetings. The first of these has been scheduled for tomorrow, Wednesday 19 June 2024. It is requested all Councillors attend the community meeting to provide connection and discussion with community on any queries and items they may wish to raise.

Motions for the LGAQ Annual Conference

The opportunity to submit Motions for advocacy and submission through LGAQ to the state is open until Monday 29 July 2024.

Motions should include:



- State taking on ownership of the Bloomfield River bridge to allow boundary extension.
- Boundary extension over the south side

If motions are agreed to, LGAQ will advocate for these to be completed.

Resolution: Acceptance of the Chief Executive Officer’s Monthly Report for May 2024

Resolution:	That Council receive the Chief Executive Officer’s Monthly Report for the month May 2024 as presented.	
Moved:		Lost/Carried
Seconded:		
Resolution No		

9.7 Finance 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

Interim Audit

The interim audit was planned well in advance and has gone very smoothly with a few items remaining to be finalised with Grant Thornton. The exit meeting with our external auditors for the interim audit went very well and items outstanding were emailed to us and we believe we are on course to finalise those matters before the end of the financial year.

Annual Budget

The annual budget process was planned for well in advance and has been carried out by our Contract Financial Accountant. Engagement with key stakeholders is ongoing to ensure ownership of the budgeting process from key departmental managers.

The major challenge is around the capital budget for next year due to the flooding disaster. We are working with Stephanie Little from Peak to ensure all key elements around our current and future funding agreements are included in the budget before finalisation and presentation to Council.

Internal Audit

We are in the process of finalising the internal audit plan with our Pacifica partners for the next financial year.

The key revenue drivers and net result have been impacted by the flood as Council focuses on disaster recovery activities.

The result reflects the impact of capital revenues which have not materialised.

However, the lack of capital revenue and capital project activities means both revenue and expenses are below budget.

The Operating Cash Flow Ratio, a liquidity ratio, is a measure of how well a company can pay off its current liabilities with the cash flow generated from its core business operations.



This financial metric shows how much a company earns from its operating activities, per dollar of current liabilities.

It is measured by dividing cash flow generated from operations by the quantum of current liabilities.

It is the ability of council to pay its current liabilities from cash generated from its operations.

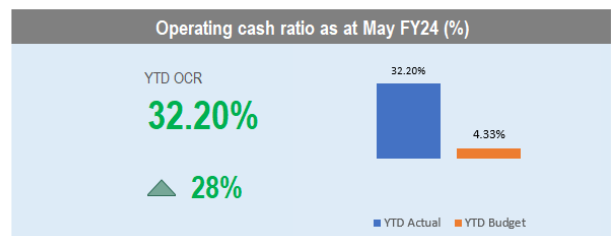
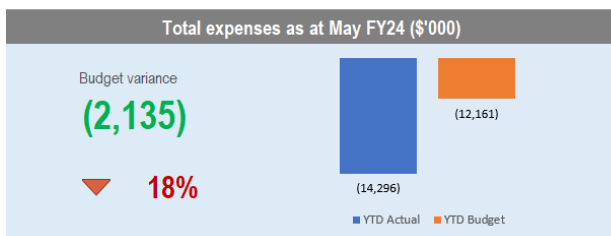
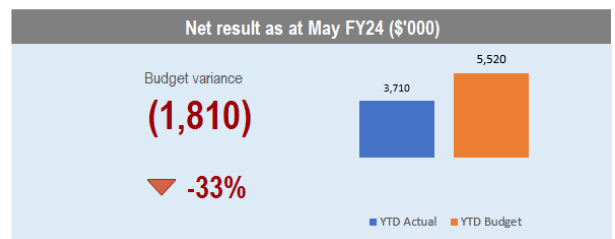
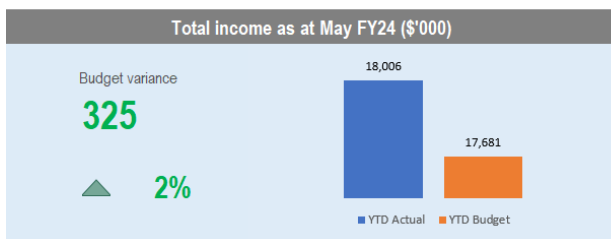
Our year-to-date OCR is 32.20% compared to a budget of 5.73%. The Council has received insurance compensation of \$2 million and this has had a huge impact on the OCR. We have also had revenue recognition of \$6.39 million in respect of invoices incurred for disaster recovery.

There are questions around the revenue recognition of insurance and whether this was recognised correctly. The question is whether or not the \$2 million dollars received has a performance obligation and is therefore tied money. If that is the case, insurance proceeds will be transferred to unearned revenue. This will then adjust the ratio downwards in June 2024.

A higher ratio indicates that the Council generates sufficient cash from its operations to cover its current liabilities, which is a positive sign of liquidity and financial health of the Council. Council's ratio is looking good.

Budget Variance Snapshot

Month	May	FY24
BU	All	
Unit	in thousands	



Budget Variance Details

as at May FY24		YTD Actual	YTD Budget	Variance (\$)	Variance (%)	Trend	Comments
Income							
Recurrent revenue							
Rates, levies and charges	\$'000	-	-	-			
Fees and charges	\$'000	1,102	1,018	84	8%	▲	
Sales revenue	\$'000	974	2,058	(1,084)	-53%	▼	
Grants, and subsidies (Operating)	\$'000	11,701	6,372	5,329	84%	▲	Fees and charges represent a monthly allocation of revenue received at the beginning of the year and this 8% ahead of budget. Sales revenue has fallen behind budget principally because of the impact of the flood on revenues from Qbuild. We expect the impact throughout the financial year. Operating grants and subsidies are ahead of budget due to recognition of \$6.3 million QRA grants.
Total recurrent revenue	\$'000	13,777	9,448	4,329	46%	▲	
Capital revenue							
Grants, and subsidies (Capital)	\$'000	24	7,188	(7,164)	-100%	▼	
Capital income	\$'000	(14)	-	(14)			We have not had meaningful capital projects during the financial year and therefore there has not been any revenue recognition for capital projects, hence the negative variance.
Total capital revenue	\$'000	10	7,188	(7,178)	-100%	▼	
Other revenue							
Rental income	\$'000	321	240	81	34%	▲	
Interest received	\$'000	15	39	(24)	-62%	▼	
Other income	\$'000	3,883	766	3,117	407%	▲	Other revenue reflects income from joint venture partners and reflects timing difference. Council received insurance amount of \$2 million for damaged of plants and infrastructure due to flood.
Total other revenue	\$'000	4,219	1,045	3,174	304%	▲	
Total income	\$'000	18,006	17,681	325	2%	▲	Reflects the sum total of the above
Expenses							
Recurrent expenses							
Employee benefits	\$'000	(2,930)	(4,693)	1,763	-38%	▲	
Material and services	\$'000	(9,272)	(5,346)	(3,926)	73%	▼	Employee benefits has a positive variance and is reflective of current staffing levels where budgeted positions have not materialised and/or employee resignations have not been replaced. Materials and services have a Un-favourable variance due to increase in material and service consumption because of Disaster Recovery work completed and invoiced. The net result is negative for Council.
Finance costs	\$'000	(83)	(103)	20	-19%	▲	
Depreciation and amortisation	\$'000	(2,001)	(2,003)	2	0%	▬	
Other expense	\$'000	-	-	-			
Total recurrent expenses	\$'000	(14,286)	(12,145)	(2,141)	18%	▼	
Capital expenses							
Capital expenditure	\$'000	(10)	(16)	6	-36%	▲	No meaningful capital expenses for the period under review
Total capital expenses	\$'000	(10)	(16)	6	-36%	▲	
Total expenses	\$'000	(14,296)	(12,161)	(2,135)	18%	▼	Un-Favourable-reflects the impact of the above
Net result	\$'000	3,710	5,520	(1,810)	-33%	▼	Unfavourable-reflecting the net impact of capital revenue
Other comprehensive income							
Items that will not be reclassified to net result							
Asset revaluation	Workings 1	\$'000	-	-			
Total other comprehensive income	\$'000	-	-	-			
Total comprehensive income	\$'000	3,710	5,520	(1,810)	-33%	▼	
as at May FY24							
		YTD Actual	YTD Budget	Variance (%)	Target	Trend	
Ratios							
Council controlled revenue ratio	%	6.13%	9.70%	-4%	Contextual	▼	
Operating surplus ratio	%	20.62%	-15.74%	36%	Contextual	▲	6 cents in each dollar of revenue is generated by Council operations. The operating surplus ratio measures our ability to cover our operational costs and have revenues available for capital funding or other purposes. The ratio is positive compared to budget.
Operating cash ratio	%	32.20%	4.33%	28%	0%	▲	
as at May FY24							
		YTD Actual	YTD Budget	Variance (%)	Target	Trend	
Cash position							
Total cash at bank	\$	10,695.00	11,694.00	-9%	7,839.00	▼	
Total restricted cash	\$	2,624.00	2,342.00	12%	2,624.00	▲	
Total unrestricted cash	\$	8,071.00	9,352.00	-14%	5,215.00	▼	Cash positions are materially impacted by the flood and nature and timing of disaster operations. The cash position includes the QTC investment.

The restricted cash flow forecast assumes normal Council operations. However, the impact of the flooding disaster means there is uncertainty in key revenue and cost drivers from February 2024 to June 2024. We will continue to review the forecast as we move forward.

The period July 2023 to May 2024 reflects actuals while the remaining period still requires close review. Under current assumptions the net cash movement to June 2024 is positive but this position may quickly change as the full impact of the flooding operation unfolds.

Wujal Wujal Aboriginal Shire Council

Unrestricted Cash Flow Forecast

Cash Inflows		Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24
Recurrent Revenue												
Rates, Levies and Charges	\$'000	-	-	-	-	-	-	-	-	-	-	-
Fees and charges	\$'000	99	88	88	103	92	91	92	91	88	95	91
Sales revenue	\$'000	53	140	140	107	222	29	-	156	70	51	90
Grants, subsidies, contributions and donations - recurrent	\$'000	355	352	352	860	683	397	1,573	882	352	616	5,278
Total Recurrent Revenues	\$'000	507	580	580	1,070	997	517	1,665	1,129	510	762	5,459
Rental and other incomes												
Rental income	\$'000	21	18	18	66	12	13	3	2	-	11	157
Interest received	\$'000	1	2	2	1	1	1	1	2	-	2	2
Other income	\$'000	5	5	5	3	4	38	22	520	12	1,096	2,173
Total Rental and other incomes	\$'000	27	25	25	70	17	52	26	524	12	1,109	2,332
Total Cash Inflows	\$'000	534	605	605	1,140	1,014	569	1,691	1,653	522	1,871	7,791
Cash Outflows												
Recurrent Expenses												
Employee benefits	\$'000	(262)	(236)	(236)	(264)	(327)	(329)	(361)	(43)	(245)	265	(459)
Materials and services	\$'000	(321)	(313)	(313)	(273)	(365)	(184)	(930)	(1,653)	(1,129)	(1,899)	(2,325)
Finance costs	\$'000	(7)	-	-	(7)	(1)	(17)	(7)	(24)	(7)	(6)	(7)
Other expense	\$'000	-	-	-	-	-	-	-	-	-	-	-
Total Recurrent Expenses	\$'000	(590)	(549)	(549)	(544)	(693)	(530)	(1,298)	(1,720)	(1,381)	(1,640)	(2,791)
Total Cash Outflows	\$'000	(590)	(549)	(549)	(544)	(693)	(530)	(1,298)	(1,720)	(1,381)	(1,640)	(2,791)
		590	549	549	544	693	530	1,298	1,720	1,381	1,640	2,791
Other Unrestricted Cash Flow Movements												
Other Unrestricted Cash Flow Movements	\$'000	-	-	-	-	-	-	-	-	-	500	(1,023)



Total Other

Unrestricted Cash

Flow Movements \$'000 - - - - - - - - - - 500 (1,023)

Unrestricted Cash
at Beginning of

Month \$'000 3,596 3,540 3,596 3,652 4,248 4,569 4,608 5,001 4,934 4,075 4,806

Cash movement for
Month

\$'000 (56) 56 56 596 321 39 393 (67) (859) 731 3,977

Unrestricted Cash
at End of Month

\$'000 3,540 3,596 3,652 4,248 4,569 4,608 5,001 4,934 4,075 4,806 8,783



Cash Balance Forecast

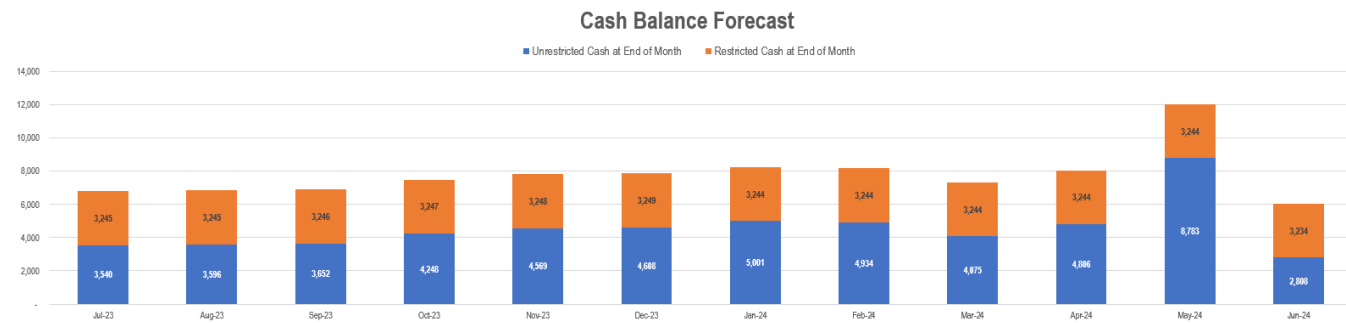
Refer to comments on monthly cash flow.

Unrestricted cash flow assumes normal cash flow from ordinary Council operations, while restricted cash flow is underwritten by cash flows with performance obligations.

The flooding disaster has had a material impact on revenues.

The cash flow assumes no further inflows from Capital revenues. Meaning no further capital revenue will be received before 30 June 2024.

Wujal Wujal Aboriginal Shire Council - Cash Flow Forecast Dashboard
Cash Balance Forecast in \$'000

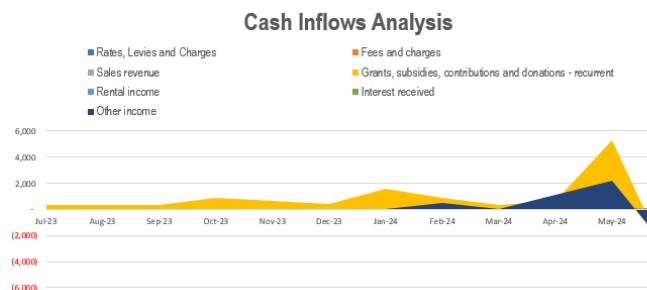
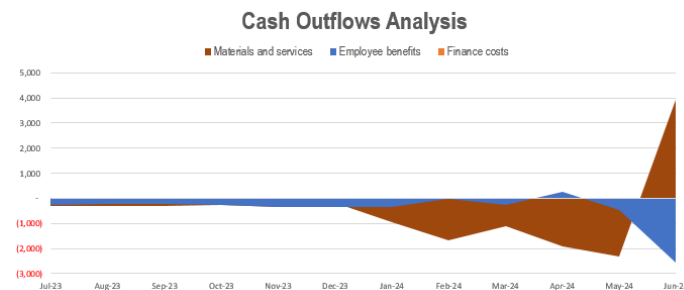
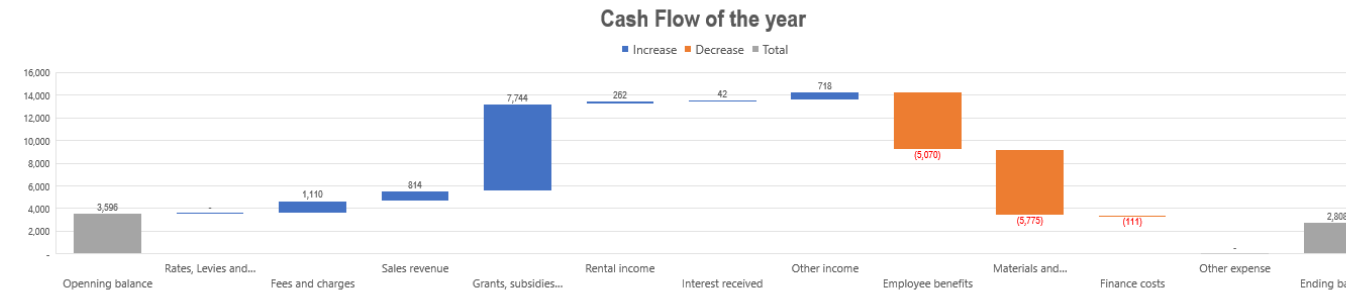


Cash inflows versus outflows: details analysis

This highlights the nature and direction of cash inflows and outflows.

February to June 2024 has a lot of uncertainty and we urge caution in the analysis of cashflows going forward.

Cash Inflows vs Outflows Details Analysis in \$'000





Total Debtors Invoices Raied \$436,117.

The comparison of debtors shows a neutral position in Debtors in the Current period. There is Increase in 0-30 day period as compared to previous month. There is decrease in the 31–60 day and 61-90 day period.

as at		Friday, 31 May 2024				
		Current	0 - 30 days	31 - 60 days	61 - 90 days	Total
Prior Month	Total A/R Ledger	-	55,493	239,670	420,969	716,133
	Total Accruals	-	-	-	-	-
	Grand Total	-	55,493	239,670	420,969	716,133
	Distribution	0.00%	7.75%	33.47%	58.78%	1
	Target	40.00%	34.00%	25.00%	1.00%	
Current Month	Total A/R Ledger	24,000	192,416	-	582,301	798,717
	Total Accruals	-	-	-	-	-
	Grand Total	24,000	192,416	-	582,301	798,717
	Distribution	3.00%	24.09%	0.00%	72.90%	100.00%
	Target	40.00%	34.00%	25.00%	1.00%	
Overall Movement		24,000	136,923	(239,670)	161,332	82,585
		3.00%	16.34%	-33.47%	14.12%	

Investments

We have maintained our investment with QTC which currently stands at \$3,627,635.60 including interest earned of \$10,773.72 and the **current rate of return is 5.08% increase from 4.73% in the previous month.**

Further financial reporting can be found in [Appendix 5: Financial Management Report](#)

Resolution: Acceptance of the Financial, Corporate and Commercial Report for the month May 2024

Resolution:	That Council accept the Financial, Corporate and Commercial Report for May 2024 as presented.	
Moved:		Lost/Carried
Seconded:		
Resolution No		



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 May 2024 including Civil, Building, Water, Sewer, Parks and Gardens, Animal Management, Environmental Health, Accommodation, Sports and Recreation and Disaster Management

9.8.1 Summary

Wujal Wujal Aboriginal Shire Council operations team is still in recovery phase after December 2023 flooding.

9.8.2 Staff Movements

Interviews were undertaken for three Operations Allrounders. Successful candidates Shannon Friday, Munna Hastie and Leonard Yoren to commence June 2024.

9.8.3 Disaster Management, SES Rural, Fire

- Funding to the value of \$204,477.19 has been approved for SES office replacement and \$89,439.32 for the purchase of new SES vehicle.
- Fire break clearing commenced.
- Fire truck to be assessed and repaired after flooding to have operational for upcoming fire season.
- Operations Manager Perry to apply for fire permit for July 2024 "Cool Burns".

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

Rock base and edging has now been completed under emergency works, engineers to design and submit to QRA for funding opportunities.

9.8.6 Building

Update on Council assets flood recovery works:

- Charlies Centre complete – handed back.
- Apunipima – Completed – handed Back.
- EA unit next to My Pathways – handover next week Friday 14 June
- My Pathways – handover next week Friday 14 June.
- Staff Duplex – 109 Louis St – handover Thursday 20 June.
- Tech Services Depot – dog pound, toilet, service station Internal etc – handover Friday 28 June.
- Laundry now operational with minor works to complete.
- Splash Park fencing completed.
- Sports Hall roller door and timber doors (make secure) – complete 20 June.
- Kindergarten shade sails, being washed at Council depot by WWASC staff to be rehung by Iva Construct next week or early the following.
- Garden Centre Shed – lockable, functional, power restored – waiting on window glass.



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 8 weeks from receipt of purchase order.
- Fencing at Works and Building Services Depot and Water Intake – invitation to offer extended to Iva Construct 4-week completion time frame stipulation from receipt of purchase order.
- South Side amenities block – Invitation to offer extended to Iva Construct 10-week completion time frame stipulation from receipt of purchase order (extensive works).
- Radio Station – quote received – progression paused as building may be demolished.

Planned Maintenance:

- Lawn Lockers packages 1 and 2 due for completion by 30 June 2024.
- Lawn Lockers packages 3, 4, 5, 6, 7, and 8 granted an extension into the new financial year.
- 10/3 Cape Tribulation Rd, Bathroom Upgrade – Completed
- 93 Hartwig St, General Upgrade – Completed.
- 24 Florence St, Floor Upgrade – to be requoted, Original Builder does not have capacity.

Responsive Maintenance:

- Pest treatment performed on all social housing.
- Gutter program picked up again and progressing well.
- Aged report numbers being reduced.
- 160 new work orders this year to date.
- 180 in portal at varying stages.

Gutter Program:

- Briody Plumbing engaged to perform gutter assessment and cleaning estimation for annual budgeting.
- Council's 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.
- Trees at the ANZAC memorial/roundabout: further to discussions and informal approval from Elected Members at previous council meetings, Council will seek approval from the Community at the next Community Meeting to remove the Palm Trees sited on the round-about.

9.8.7 Essentials Services

Potable Water Supply

- Wujal Wujal Aboriginal Shire Councils potable water supply was taken off" Boil Water Alert" for the first time since February 2022.
- Testing of potable water supply and WWTP continues to ensure compliance.
- The water test results are stable at present.
- Aquatec Maxcon will be present in Wujal Wujal 11 June 2024 for replacement of some equipment and commissioning of water treatment plant and sewerage treatment plant.

Sewer

- WWTP is noncompliant.



- Disposal area on southside now cleared of vegetation, Briody Plumbing have submitted report for assessment by DESI for funding and to seek funding for rectification works.

Training

Environmental Health Worker Zenarra Ashworth and Animal Management Worker Nikki Gong attended Environmental Health conference in Cairns 13-17 May 2024.

9.8.8 Environmental Health/Animal Management

Essential services

- Service provider Trility water handover complete, WWASC staff now operating water treatment plant
- 25 dogs returned to Wujal Wujal:
 - 3 dogs in staff housing: 7 entire females, 4 desexed females, 4 desexed males and 10 entire males
- 2x cats in staff housing
- 18 dogs in Wujal housing – Ayton:
 - Entire females, 5 desexed females, 9 entire males, 2 desexed males
 - 9 pups under desexing age
 - 5 cats

Miscellaneous

- Basic first aid – 5 dogs treated
- Attended National Aboriginal Torres Strait Islander Environmental Health Conference
- Organised training for euthanasia and microchipping

Environmental health

- Collected surrendered vehicle forms – remove vehicles off streets and public areas
- Organised pest treatment day for next month for two community houses
- Organised tropical vet visit with animal management

9.8.9 Parks and Gardens

Two new Zero Turn Kabota mowers now operational while rectification works continue for the third new mower after flooding.

Resolution: Acceptance of the Operation Report for the month May 2024

Resolution:	That Council accept the Operations Report for May 2024 as presented.	
Moved:		Lost/Carried
Seconded:		
Resolution No		



9.9 Aged Care Report

Report to:	Mayor, Councillors and Chief Executive Officer
Subject:	Monthly Aged Care Report
Reporting Officer:	Aged Care Manager, Gina Manai
Status:	Noting

9.9.1 Funding and Spend

Spend	Value
All About Mobility	
CareLynx	
Cooktown Car Hire	
Cooktown Food and Ice	
Far Nth Office Choice	
Fourier	
Meals on Wheels MOWs	
Record of Care Services ROCS	
Universal Care Training Online	
Total	

9.9.2 Issues with Programs etc

- Post flood event – no internet access

9.9.3 Client/Correspondence – Post Flood Event

- Continued monthly Care Plan reviews
- Continued CHSP annual reviews
- Additional new clients have requested support through the Commonwealth Home Support Program (CHSP) meals, transport, individual and group supports
- Allied health interventions ongoing with continued reviews of clients when required
- Referrals to MAC (myagedcare) for review of additional services
- All client care plans nearing completion of About Me's
- 12 monthly care plan review of QCSS & CHSP going well, mostly nearing completion with ?2 clients away due to ongoing medical care needs, admissions Cairns Base
- Continence nurse visited over 2 days – clients reviewed nil changes



9.9.4 Reporting

We have continued to capture data and report accordingly post weather event, I am happy with this, as we have continued to support all community members when required

- IEI acquitted
- CHSP submitted
- Review of HCP acquittals and adjusting HCP in line with hospital and social leaves
- P2i & OMS reports submitted Q2 and Q3

9.9.5 Staffing

- 1x p/t staff member resigned 6/2/24
- Staffing remains an issue with additional clients now on board, advertisements placed for Cook and S/W's. Have received 3 x applications in process.

9.9.6 Other

- Council to register as unregistered provider for NDIS this will enable all staff to apply for their mandatory Yellow Cards.
- Installation of smoke alarm – Emperor Electrics
- Urgently require Fire Extinguishers and Emergency lighting to be installed in appropriate places as were prematurely set off post event
- Fair Share supporting with pre-cooked meals post event
- All dis mods have been completed pre and post event

Resolution: Acceptance of the Aged Care Report

Resolution:	That Council accept the Aged Care Report for May 2024 as presented.	
Moved:		Lost/Carried
Seconded:		
Resolution No		



9.10 Kindergarten Report

Report to:	Mayor, Councillors and Chief Executive Officer
Subject:	Monthly Kindergarten Report
Reporting Officer:	Kindergarten Manager, Coraleen Shipton
Status:	Noting

This report summarises the following:

- Funding
- Assessment and Rating/Compliance
- Training/Professional Development/Conferences
- Visitors since 2024

8.6.1 Funding - Queensland Kindergarten Funding Scheme (QKFS) uplift funding is for professional development. Still waiting on three (3) year old funding.

Focus is the following:

- I. Standby Shade Sails
- II. Stone plaque to be moved to the entrance of the Kindy gate of the building, to be displayed visually. Plaque has been removed for restoration. Consider to whether the stone needs to be moved as the plaque could go on the wall at the entrance of the kindy or somewhere. However, we believe the plaque went with the flood as it was not returned.
- III. Flags – Aboriginal, Torres Strait, Qld and Australian.
- IV. Sandpit cover
- V. Furniture / resource
- VI. Barbeque Setting – Community Kindy events/ partnership and family connections.

8.6.2 Assessment and rating - Nil

- Nil

8.6.3 Training/ Professional Development/conferences

- Ongoing Mandatory Training: Affiliate Compliance Bundle which includes Child Protection, WH&S including Fire Safety, Sexual Harassment in the Workplace, Child Protection Mandatory and Compliance Reporting training, Workplace Bullying.
- First Aid / CPR – Kindy Staff completed first aid CPR on 2 February 2024.

8.6.4 Visitors

May 2024

- CDCC - 14.5.2024
- CDCC - 27.5.2024



Resolution: Acceptance of the Kindergarten Report

Resolution:	That Council accept the Kindergarten Report for May 2024 as presented.	
Moved:		Lost/Carried
Seconded:		
Resolution No		

10. Presentations to Council

10.1 Housing

Presentation to:	Mayor, Councillors and Chief Executive Officer
Subject:	Housing Tenancy and Local Housing Plan – Raechel Oleszek
Presenter:	Department of Housing, Engagement and Partnership Team, First Nations Housing and Homelessness Principal Project Officer Raechel Oleszek
Status:	Discussion
Time on agenda:	2.00pm-2.30pm

Purpose: The Local Housing Plan was presented to Council. Updates are required to make the plan more current.

Resolution: Council notes the Draft Local Housing Plan for Wujal Wujal as presented.

Resolution:	That Council notes the Draft Local Housing Plan for Wujal Wujal as presented.	
Moved:		Lost/Carried
Seconded:		
Resolution No		



10.2 ATW - Apprenticeships and traineeships

Presentation to:	Mayor, Councillors and Chief Executive Officer
Subject:	ATW - Apprenticeships and traineeships
Presenter:	Danielle Hunting, Project Coordinator, Australian Training Works Group
Status:	Discussion
Time on agenda:	2:30pm – 3:00pm

Purpose:

Offer Wujal Wujal Aboriginal Shire Council the opportunity to host two traineeships to Wujal community members to build capacity and skills in community. These traineeships could be in Council or through our local contractors to provide trade skills to locals. The trainees would be the employees of Australian Training Works Group.

Further information is provided as [Appendix 6.1, 6.2 and 6.3](#)

Resolution: Council notes the Australian Training Works presentation

Resolution:	That Council notes the Australian Training Works presentation	
Moved:		Lost/Carried
Seconded:		
Resolution No		

10.3 Ngaachi (One Place) Nyi'ilama Business Hub: Lockhart Council

Presentation to:	Mayor, Councillors and Chief Executive Officer
Subject:	Ngaachi (One Place) Nyi'ilama Business Hub: A Catalyst for Economic Development and Empowerment
Presenter:	Lockhart Council, Business Development and Support Officer Jermain Thomas,
Status:	Discussion
Time on agenda:	3.00pm-3.30pm

Lockhart's Ngaachi Nyi'ilama Business Hub provides comprehensive support to local businesses, including basic bookkeeping, networking opportunities, complimentary access to Starlink internet, administrative assistance, and access to computers, printing, and scanning facilities.

They also conduct face-to-face workshops, such as the White Card training course, where Cape York Employment sponsored their jobseekers, and the business hub provided Adult Educator in mentoring their training.

Jermaine Thomas will provide Council with a summary of how they operate this hub, the resourcing requirements to support its operation and the sort of funding required.

Resolution: Council notes the presentation on the Nyi'ilama Business Hub model used by Lockhart Council

Resolution:	That Council note the presentation by Lockhart Council's Business Development Manager on the presentation on the Nyi'ilama Business Hub mode, used by Lockhart Council.	
Moved:		Lost/Carried
Seconded:		
Resolution No		



11. General Business

12. Next Ordinary Council Meeting Date

The next Ordinary Council Meeting is set for Tuesday 16 July 2024.

13. Meeting Closure