



# **Wujal Wujal Aboriginal Shire Council**

## **Ordinary Council | Meeting Agenda**

Date: Tuesday 19 November 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  
Financial Accountant, Khushwant Kumar  
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:

<b>Time</b>	<b>Topic</b>	<b>Agency/Presenter</b>
1:30 – 2:00pm	Wujal Wujal Environmental Management Plan	David Hancock
2:00pm – 2:30pm	NIAA	Damien Blunden and Regional Manager Richard Aspinall
2:00 – 3:00pm	Update on Recovery from Tropical Cyclone Jasper disaster event – 12 months on	Sam Davis, Cairns Post
3:00pm – 4:00pm	Meeting with Jabalbina to discuss ILUA	Josh Patterson – Jabalbina Rangers

## **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 | 29 October 2024

Refer to [Appendix 1](#) (Page 2 of the Appendices) to review the minutes of the meeting held 29 October 2024.

Resolution: Acceptance of the minutes meeting held Tuesday 29 October 2024

Resolution:	That the minutes of the Ordinary Council Meeting held on Tuesday 29 October 2024 be accepted as a true and correct record of that meeting.	
Moved:		Lost/Carried
Seconded:		
Resolution No	20241119-01	

## 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



## 8. Items for Consideration and Decision

### 8.1 Gifts and Benefits Policy

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<b>Report to:</b>	Mayor, Councillors and Chief Executive Officer
<b>Subject:</b>	Gifts and Benefits Policy
<b>Reporting Officer:</b>	Chief Executive Officer
<b>Status:</b>	Decision

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#### Purpose

To adopt the proposed Gifts and Benefits Policy.

#### Background

The purpose of this policy is to:

- Provide Councillors and employees instruction on appropriate ways to deal with offers of gifts and/or benefits in connection with their duties whilst representing Council.
- Provide Councillor's and employees with principles and processes when gifts or benefits are accepted.
- Support Council's commitment to open and transparent governance.
- Minimise risks of Councillors' and employee's exposure to an actual or perceived Conflict of Interest or damage to reputation.

#### Supporting Documentation

The proposed Gifts and Benefits Policy is attached as [Appendix 2](#). (page 20 of the Appendices)

#### Proposed Resolution:

That Council adopt the Gifts and Benefits Policy as presented.

Resolution: Council adopt the Gifts and Benefits Policy

<b>Resolution:</b>	Council adopts the Gifts and Benefits Policy	
Moved:		Lost/Carried
Seconded:		
Resolution No	20241119 - 02	



## 8.2 Council Bus Use Policy

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<b>Report to:</b>	Mayor, Councillors and Chief Executive Officer
<b>Subject:</b>	Council Bus Use Policy
<b>Reporting Officer:</b>	Chief Executive Officer
<b>Status:</b>	Decision

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### Purpose

To adopt the proposed Council Bus Use Policy.

### Background

The purpose of this policy is to create a structured and transparent framework that governs the use of the Council Bus, ensuring it is operated safely and efficiently for the benefit of the community. This includes providing clear guidelines for booking, fees, maintenance, and user responsibilities. The outcome of this will be a positive experience for all stakeholders involved.

### Supporting Documentation

The proposed Council Bus Use Policy is attached as Appendix 3. (page 26) of the Appendices)

### Proposed Resolution:

That Council adopt the Council Bus Use Policy as presented.

Resolution: Council adopt the Council Bus Use Policy

<b>Resolution:</b>	Council adopts the Council Bus Use Policy	
Moved:		Lost/Carried
Seconded:		
Resolution No	20241119 - 03	



### 8.3 Local Disaster Management Plan

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**Report to:** Mayor, Councillors and Chief Executive Officer  
**Subject:** Local Disaster Management Plan  
**Reporting Officer:** Chief Executive Officer  
**Status:** Decision

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#### Purpose

To adopt the proposed Local Disaster Management Plan.

#### Background

The purpose of this policy is to ensure the local community is ready to respond to disasters by identifying risks, planning for potential scenarios, and establishing procedures for action.

#### Supporting Documentation

The proposed Local Disaster Management Plan is attached as **Appendix 4\_** (page 49 of the Appendices)

#### Proposed Resolution:

That Council adopt the Local Disaster Management Plan as presented.

Resolution: Council adopt the Local Disaster Management Plan as presented

<b>Resolution:</b>	Council adopts the Gifts and Benefits Policy	
Moved:		Lost/Carried
Seconded:		
Resolution No	20241119 - 04	





## 8.4 2025 Ordinary Council Meeting Dates

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<b>Report to:</b>	CEO, Mayor and Councillors
<b>Subject:</b>	Wujal Wujal Aboriginal Shire Council - Ordinary Council Meeting dates for 2024
<b>Reporting Officer:</b>	Chief Executive Officer
<b>Status:</b>	Decision

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Wujal Wujal Aboriginal Shire Council propose the following meeting dates for the 2025 Ordinary Council Meetings to be held.

Council meets on the third Tuesday of every month in Council Chambers, with some instances varied to account for conflicting commitments.

Date	Time		Place
21 January 2025	9:00am	Ordinary Council Meeting	Council Temporary Admin Office
18 February 2025	9:00am	Ordinary Council Meeting	Council Temporary Admin Office
18 March 2025	9:00am	Ordinary Council Meeting	Council Temporary Admin Office
25 March 2025	9:00am	Special Council Meeting	Council Temporary Admin Office
15 April 2025	9:00am	Ordinary Council Meeting	Council Temporary Admin Office
20 May 2025	9:00am	Ordinary Council Meeting	Council Temporary Admin Office
17 June 2025	9:00am	Ordinary Council Meeting	Council Temporary Admin Office
15 July 2025	9:00am	Ordinary Council Meeting	Council Temporary Admin Office
22 July 2025	9:00am	Special Council Meeting	Council Temporary Admin Office
19 August 2025	9:00am	Ordinary Council Meeting	Council Temporary Admin Office
16 September 2025	9:00am	Ordinary Council Meeting	Council Temporary Admin Office
21 October 2025	9:00am	Ordinary Council Meeting	Council Temporary Admin Office
18 November 2025	9:00am	Ordinary Council Meeting	Council Temporary Admin Office
16 December 2025	9:00am	Ordinary Council Meeting	Council Temporary Admin Office



Resolution: That Council accept the proposed 2025 Meeting dates for the Wujal Wujal Aboriginal Shire Ordinary Council Meetings.

<b>Resolution:</b>	That Council accept the proposed 2025 Meeting dates for the Wujal Wujal Aboriginal Shire Council Meetings.	
Moved:		Lost/Carried
Seconded:		
Resolution No	20241119-05	



## 9. Reports: Elected Members and Council Officers

### 9.1 Mayor’s Monthly Portfolio Report

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

Mayor Alister Gibson represented the interests of the Wujal Wujal Aboriginal Shire Council since the last Ordinary Council meeting on 29 October 2024 and reported on his portfolio: Governance, Finance and all other portfolios.

#### Meetings attended:

Dates	Meeting
Tuesday 29 October	Ordinary Council Meeting
Thursday 31 October	Higher Places Exercise – WWASC community disaster preparedness Attended by Mayor, Councillors’ and CEO
Tuesday – Thursday 5- 7 November	TCICA Meeting – Cairns Attended by Mayor and Deputy Mayor
Friday 8 November	Leadership and Governance Meeting – TCICA
Wednesday 13 November	Wujal Wujal Community Safety Committee Meeting Attended by Mayor, Councillors’ and CEO
Thursday 14 November	Growing Respect DVF Mayoral Taskforce Workshop – Cooktown Attended by Mayor and CEO
Monday 18 November	LDMG Meeting Attended by Mayor, Deputy Mayor, CEO and Operations Manager

#### Portfolio Research Items

Date	Outcome
Nothing to report during this period.	

#### Stakeholder conversations

Date	Points Discussed
Nothing to report during this period.	

#### Community member conversations

Points Discussed
Nothing to report during this period.

#### 9.1.2 Correspondence

None to note for this period.

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

<b>Resolution:</b>	Council noted Mayor Alister Gibson’s portfolio report as presented.	
Moved:		Lost/Carried
Seconded:		
Resolution No	20241119-06	



## 9.2 Deputy Mayor Claudia Doughboy: Economic Development and Tourism

<b>Report to:</b>	Mayor, Councillors and Chief Executive Officer
<b>Subject:</b>	Monthly Portfolio Report: Economic Development and Tourism
<b>Reporting Officer:</b>	Councillor Claudia Doughboy, Deputy Mayor
<b>Status:</b>	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 29 October 2024 and reports on her portfolio: Economic Development and Tourism.

### Meetings attended:

Dates	Meeting
Tuesday 29 October	Ordinary Council Meeting
Thursday 31 October	Higher Places Exercise – WWASC community disaster preparedness Attended by Mayor, Councillors’ and CEO
Tuesday – Thursday 5-7 November	TCICA Meeting – Cairns Attended by Mayor and Deputy Mayor
Wednesday 13 November	Wujal Wujal Community Safety Committee Meeting Attended by Mayor, Councillors’ and CEO
Thursday 14 November	Growing Respect DVF Mayoral Taskforce Workshop – Cooktown Attended by Mayor and Deputy Mayor

### Portfolio Research Items

Research Item	Outcome
	CEO has a list of schools and students and we need to contact each school for school-based traineeships (we need to start on this process) and I have been researching on how to start small businesses. I am yet to contact Many Rivers to further the process, to present at a community meeting in the future.

### Stakeholder conversations:

Points Discussed
Community Evacuation exercise Higher Ground with Community Recovery

### Community member conversations

Points Discussed
Complaints process – I have been telling individuals to submit a written complaint if they have one. Shade extension on the waterpark BBQ area. There is an all-household rubbish pile at [Dec] Bobby Ball shack down at Degarra someone has been dumping rubbish there.

### Other Comments:

None for this report.

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

<b>Resolution:</b>	Council noted Deputy Mayor Claudia Doughboy’s portfolio report as presented.	
Moved:		Lost/Carried
Seconded:		
Resolution No	20241119-07	



### 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 29 October 2024 and reports on his portfolio: Community, Sports and Lifestyle.

**Meetings attended:**

Dates	Meeting
Tuesday 29 October	Ordinary Council Meeting
Thursday 31 October	Higher Places Exercise – WWASC community disaster preparedness Attended by Mayor, Councillors’ and CEO
Wednesday 13 November	Cape York Land Council Meeting

**Portfolio Research Items:**

Research Item	Outcome
Nothing to report during this period.	

**Stakeholder conversations:**

Points Discussed
Community hearse car – Queensland Health

**Community member conversations:**

Points Discussed
Need a hearse car for community as it is too expensive to get a hearse from Cooktown. Cr Robert can train someone to do this job.

**Other Comments:**

None to note for this period.

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

<b>Resolution:</b>	Council noted Councillor Robert Bloomfield’s portfolio report as presented.	
Moved:		Lost/Carried
Seconded:		
Resolution No	20241119-08	



## 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 29 October 2024 and reports on her portfolio: Environment and Culture.

### Meetings attended:

Dates	Meeting
Tuesday 29 October	Ordinary Council Meeting
Thursday 31 October	Higher Places Exercise – WWASC community disaster preparedness Attended by Mayor, Councillors’ and CEO
Wednesday 13 November	Wujal Wujal Community Safety Committee Meeting Attended by Mayor, Councillors’ and CEO
Thursday 14 November	Reef Guardian Council Lunchtime Learning - Reducing light pollution and its impacts on wildlife

### Portfolio Research Items:

Research Item	Outcome
Nothing to report during this period.	

### Stakeholder conversations:

Points Discussed
Nothing to report during this period.

### Community member conversations:

Points Discussed
Nothing to report during this period.

### Other Comments:

No further comments

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

<b>Resolution:</b>	Council noted Councillor Nikita Tayley’s portfolio report as presented.	
Moved:		Lost/Carried
Seconded:		
Resolution No	20241119-09	



## 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 29 October 2024 and reports on his portfolio: Law and Order.

### Meetings attended:

Dates	Meeting
Tuesday 29 October	Ordinary Council Meeting
Thursday 31 October	Higher Places Exercise – WWASC community disaster preparedness Attended by Mayor, Councillors’ and CEO

### Portfolio Research Items:

Research Item	Outcome
Nothing to report during this period.	

### Stakeholder conversations:

Points Discussed
Nothing to report during this period.

### Community member conversations:

Points Discussed
Nothing to report during this period.

### Other Comments:

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

<b>Resolution:</b>	Council noted Councillor Lucas Creek’s portfolio report as presented.	
Moved:		Lost/Carried
Seconded:		
Resolution No	20241119-10	



## 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 29 October 2024.

Date	Meeting and Comments
Tuesday 29 October	Ordinary Council Meeting
Wednesday 30 October	ESSP Water Tech - DESI WWASC/WSR meeting to discuss DWQMP
Thursday 31 October	MOU for Regional Collaboration on Disaster Management: Cook, Douglas, Hope Vale and Wujal Wujal Sport and Recreation and MIFF Sports Lighting Project – DTIS Attended by CEO and Operations Manager
Friday 1 November	Wujal Wujal Foundation Day
Monday – Wednesday 4 -6 November	Exercise Semper Paratus Tasks Attended by CEO and Manager Operations
Wednesday 6 November	Meeting to discuss Medical Clinic development and location – Ricardo Sandoval
Tuesday 12 November	Cairns DDMG 2024/2025 Cyclone Season meeting #1 Attended by Mayor and CEO
Wednesday 13 November	Cook Shire LDMG Meeting Wujal Wujal Community Safety Committee Meeting Attended by Mayor, Councillors’ and CEO Reef Guardian Council Working Group monthly catch up
Thursday 14 November	Reef Guardian Council Lunchtime Learning - Reducing light pollution and its impacts on wildlife
Monday 18 November	Cook JV Board - LDMG Meeting Attended by Mayor, Deputy Mayor, CEO, Operations Manager Master Plan   Lot 1 SP301682   DESI Regulatory Requirements - DESI





## 9.6.2 Report

### 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.

Refer to **Appendix 5** (Page 97 of the Appendices) to view:

- Table - Funding Applications Submitted Awaiting Outcome
- Table - Successful Funding Application 9 October – 4 November 2024
- Table – Capital Grant Funding Projects in Delivery
- Table – Operational Grant Funding Projects in Delivery

### Road update

Work continues on the Wujal Wujal to Ayton road.

### Follow Ups from Prior Council Meeting

- Request for Quote has been submitted to Peddle Thorpe for Council Admin Building.
- A quote will be sourced for solar speed sign lights at both entry points to community.
- Name badges have been ordered for Councillors
- Yarn Clothing investigated for Councillors’ uniforms for conferences.
- Followed up with Principal Bloomfield Primary State School on the Local Community Education Board and Parents and Families Committee for the new 2025 school year.
- Emailed LGAQ for information on further Councillor training.

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

<b>Resolution:</b>	That Council receive the Chief Executive Officer’s Monthly Report as presented.	
<b>Moved:</b>		Lost/Carried
<b>Seconded:</b>		
<b>Resolution No</b>	20241119-11	



## 9.7 Corporate and Commercial Report

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

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Refer to [Appendix 6](#) (Page 105 of the Appendices) to view Financial Report.

Manager Corporate and Commercial, Micah Nkiwane, resigned from Council, effective 13.11.2024.

Council Financial Accountant to present the financial report to Council.

Resolution: Acceptance of the Corporate and Commercial Report

<b>Resolution:</b>	That Council accept the Financial Corporate and Commercial Report as presented.	
Moved:		Lost/Carried
Seconded:		
Resolution No	20241119-12	



## 9.8 Operations Report

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<b>Report to:</b>	Mayor, Councillors and Chief Executive Officer
<b>Subject:</b>	Monthly Operations Report
<b>Reporting Officer:</b>	Acting Operations Manager, Dan Hall
<b>Status:</b>	Noting/Information

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

### 9.8.1 Council Nursery

My Pathway have expressed interest in maintaining the grounds of the nursery providing they can utilise the area for storage of shipping container and plant and equipment. Council would like to see the nursery utilised for production of food for community.

### 9.8.2 Staff Movements

Geoffrey Rosendale to return to Council employment December 2024 after 10 months of civil works with local contractors.

### 9.8.3 Disaster Management, SES, Rural Fire

Backup generators to be installed for Council essential services buildings in preparation for wet season to be installed November 2024.

### 9.8.4 Fire Extinguisher Testing

Trinity Fire Services has visited Wujal Wujal to conduct assessment of fire extinguisher location/replacement along with evacuation plans of Council buildings.

### 9.8.5 Stormwater Drain - Kotzur Street to Douglas Street

Awaiting funding. May be in the 2025/26 financial year.

### 9.8.6 Building

Update on Council assets flood recovery works:

#### Planned Maintenance:

- New Patio Extension at 18 Third Street, approved by QBuild.
- Eight properties identified for outside living area extensions.

#### Responsive Maintenance:

77 Completed work orders invoiced for October producing revenue to the value of \$93,000.00.

#### Council Properties:

- Staff duplex at 109 Louis Street, renovations complete, tenanted for the first time in six years.
- Pest treatments performed on council staff houses.
- Air conditioning cleans at IKC and Community Care Buildings.
- Shop manager has officially moved into the Council unit at the My Pathways building.



### **Pending works:**

- Glazier engaged to install translucent glass to RTC women's bathroom.
- Re- wire and fans in the Community Hall.
- South side amenities block – Invitation to offer extended to Iva Construct 10-week completion time frame stipulation from receipt of purchase order (extensive works) awaiting funding

### **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.

### **Responsive Maintenance:**

- Pest treatment performed on all social housing.
- Aged maintenance report numbers being reduced.

### **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.

## **9.8.7 Essentials Services**

### **Potable water supply and wastewater**

Ganden Engineering have been engaged by Council to update the Drinking Water Quality Management Plan for 2024 along with Annual Reports, these reports are a requirement of the Water Regulator.

Ganden Engineering will also be designing Councils Water Treatment Plant upgrades.

- Daily testing – chlorine, turbidity and pH (target range of sanitation 0.5 – 1) results 1-1.6, dropped chlorine levels gradually down from 600 to 500 – due to chlorine flush through line to clear air bubbles.
- Daily checks – Sewer Treatment Plant all pumps functioning.
- Daily cleaning of Johnson screen at sewer plant.
- Monthly water sample – 22,10,24.
- Community patrol for leaks/damages/maintenance on pumps and valves.
- Tidy up Water Treatment Plant.
- Weed spraying at sewer plant and Southside pump stations.
- CIP cleaning.
- Replaced transfer pumps at sewer plant – 3 larger flow rate pumps installed pumps.
- Pipe at sewer plant outlet fixed.
- Chlorine pick-up from Cooktown.
- Vehicle maintenance.
- Technical issues recorded at splash-park – Emperor Electrical resolved the issue.
- Turbidity metre tool failed – delivered to Cairns for maintenance.

### **Comments:**

Feed pressure of raw intake is low – water truck refill possibly causing pressure to drop which shuts the plant down.

Organised with Briody Plumbing to install sample point at river intake.

Will order Palintest equipment as back-up/spare.

QTH- visit, training – water sampling for Ayton.



### 9.8.8 Animal Management

Wujal Wujal: Total 45 Dogs

(Staff houses – 8 dogs)

- 18 - de-sexed dogs
- Male – 5
- Female – 13
- Cats – 2 (1 - female, 1 - Male)
- 27 – entire dogs
- Female – 8
- Male – 19

Ayton- 17 Dogs

- 3 - de-sexed (1 - male, 1 - female, 1 - hermaphrodite)
- 14 – entire (8 - males, 6 - female)
- 5 – cats, males

#### Miscellaneous:

- Community patrol.
- Restock medications.
- Maintenance of pound.
- Communication with Agriculture and Fisheries on stronger dog laws.
- Animal management complaints – Heorlein Street.
- Compliance notice made for – Heorlein Street.
- Injured dog – hit by car – medication Noroclav 500.
- Community meeting – flyers.
- Animal Management Officer (AMO) vehicle collected.

#### Environmental Health

New Waste Transfer Station situated at bottom of China Camp Road is now gated and closed to the public, in addition to weekly community waste pickup undertaken by Gungarde.

#### Complaints

Four complaints regarding threatening dogs - Compliance Notice to be issued

#### Comment

Transitioning Gregory Pascoe into Environmental Health and Animal Management on casual rate.  
Organised QTH for training purposes – pest management log - next month.

#### Concerns:

Nil

### 9.8.9 Parks and Gardens

#### Civil

Local contractors are near completion stage of pothole repair phase one, 108 potholes were identified in the first submission to QRA.

New Caterpillar Backhoe, Excavator and Bobcat ordered (funded under DESI).

New Kubota tractor with spray unit ordered (funded under DESI).

Rebuild of Zero Turn Mower complete awaiting delivery.



New gearbox installed on donated tractor and slasher.

Operations Allrounders are making good progress within community, their teamwork and work ethic should be commended. Staff are in the process of spraying culverts and drains within community in preparation for the wet season.

Resolution: Works and Building Services Monthly Report

<b>Resolution:</b>	That Council receive the Works and Building Services Monthly Report for October as presented.	
Moved:		<b>Lost/Carried</b>
Seconded:		
Resolution No	20241119-13	



## 9.9 Community Services Report

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

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This report outlines the works undertaken during the month of October 2024.

This Community Services report highlights the Council's pivotal role in empowering community growth, fostering unity, and enhancing overall well-being.

We are proud of our eight community departments, which are continually learning and advancing in their roles. Our strategic plan includes providing staff with training opportunities in areas of personal interest. This commitment to staff and community development empowers us to overcome the challenges of tomorrow.

We work collaboratively and collectively with everyone to get good results in our monthly events. Our goal is to nurture, support our young generations and create a platform for them to showcase their talents through food, music and sustainability.

### 9.9.1 October Events – highlighting “Togetherness and Unity”

- 8 October 2024 - State Library Meeting
- 9 October 2024 - Get Ready Team arrived in Wujal with Jonathan Thurston
- 10 October 2024 - Senior Week at Aged Care Community Services
- 11 October 2024 - Many Tracks and Peace Lutheran College visit to Wujal, Cultural Advisor Assistance
- 14 October 2024 - Arts Queensland Meeting
- 16 October 2024 - Cowboy Women Rugby Team Youth Engagement
- 24 October 2024 - Community Meeting to address community initiatives and emergency preparedness
- 31 October 2024 - Community Services Department Toolbox Meeting and Emergency Drill

### 9.9.2 Centrelink

Centrelink services are exceptional, with extensive community consultation and engagement. Our staff are dedicated to delivering outstanding service to our community. Office hours are from 9.30am – 12.30pm Monday to Thursday.

Staff completed the Services Australia package and statistics sent to Support Services office in Cairns for their record. It has been a very busy month in the Centrelink office supporting the community, this month we had more than 20 community members utilised the office through My Gov, Advance Payment, Pension Benefits and phone calls.

### 9.9.3 Cultural Advisor

It has been a busy month assisting visitors to our community, attending meetings and working collectively with stakeholders regarding cultural protocols and the history of Wujal. Also planning to support our Indigenous Knowledge Centre telling stories and the history of our community. Currently reviewing cultural protocols procedures. The Cultural Advisor supports all children and youth programs in community.



#### **9.9.4 Indonesian Knowledge Centre - Library**

We have received new books and have planned to install an interactive screen in IKC. We will be receiving laptops soon and this will help the community with digital skills and knowledge. We have implemented Mums and Bub's afternoon sessions at IKC where Mothers can relax while children learn cognitive and gross motor skills. The IKC opens regularly, it's a space for our community to relax and read books and children can come to do their homework. It's always a peaceful and quite space for meditation as well. On 11-15 November 2024, the IKC officer attended media and communication, Canva, and history books training which was funded by the State Library. The IKC Officer developed and created the Wujal Wujal Kaban Newsletter for September - October 2024 edition and this has been sent out to community, stakeholders and support services.

#### **9.9.5 Black Star Radio**

Community Radio FM 100 for Wujal serves as a vital community resource, broadcasting prerecorded information on upcoming events, courtesy of Black Star Cairns dedicated support. Community Services Manager had a meeting with Black Star Management recently and implemented the weekly prerecorded events and other community initiatives for our community. Black Star Cairns is ready to install new equipment for the Wujal Wujal community radio station. Currently the Wujal Wujal community presenter has an office space at the depot.

#### **9.9.6 Arts Centre**

The Art Centre's community-focused initiatives and programs provide essential and therapeutic activities for our community. Community Artists completed the seven-week project initiated by My Pathways and it was very successful. Recently our artists visited the Cooktown Museum and Art Gallery for social connection and cohesion, working collaboratively will promote their artists artwork.

Community Services Manager and Art Centre Acting Coordinator attended the IACA conference addressing copyright, legal and rights of artists, it is important to connect with other artists and management within the region.

#### **9.9.7 Sports and Events**

Community events and sports initiatives are highly beneficial for our community, particularly for children and young people, aiming to expand our programs and enhance social health and wellbeing support. Our recreation hall and training room bookings are busy with stakeholder bookings and supporting our community with their services. Our 2025 events calendar is in progress. We are currently in the process of employing another staff member who will assist with events and sports coordination soon. The Events Officer with external parties is in the process of planning the Community Christmas Party for 4 December 2024 from 2:00pm -8:00pm.

#### **9.9.8 Kindergarten**

The Kindergarten initiative has achieved remarkable success, creating a vibrant and inclusive space where children develop essential gross motor skills and cognitive capacities through a play-orientated approach education. This month the children had their hearing test at the clinic, and we are booked for transition to Bloomfield River State School on Wednesday 20 November 2024.





### 9.9.9 Aged Care Community Centre

The Aged Care Community Center serves as a vital hub for elderly care and carer support services. In October we celebrated Senior Week with morning tea and productive activities.

#### Funding and Spend

Spend	Value
Care Lynx	\$3,621.15
ROCS	\$9,034.88
Cape York Tyres	\$3,804.10
Far North Office Choice	\$1,232.84
Briody Plumbing	\$5,042.53
<b>Total</b>	<b>\$22,735.50</b>

#### Reporting

- October DEX report submitted.
- Ongoing review of HCP acquittals and adjusting HCP in line with hospital and social leaves.

#### Staffing

The Community Support Worker started induction on 14 November 2024 and will start work on Monday 18 November 2024.

#### Client/Correspondence

- Continued monthly Care Plan reviews.
- Annual care plan reviews completed – commence again in January 2025.
- Review of client HCP budgets updated now in line with increase.
- 1x client assessed and approved a L4 HCP.
- Ongoing review of HCP acquittals and adjusting HCP in line with hospital and social leaves.
- Clients have been commenting on the level of support from staff – “greatly appreciated “.

#### Other

Continued review of systems and processes in line with Aged and Quality standards and supporting staff with ongoing training and education regarding documentation, continuous improvements, incidents and accidents.

There were issues with PRODA, inability to log for 3 days –this has now been resolved.

#### Community Services Upcoming Events

Community Services would like to invite Mayor, Councillors and CEO to attend the Christmas events:

- **Community Services, Team Building and Empowerment Day** – 28 November 10:00am – 2:00pm
- **Kindergarten Christmas Party** – 3 December 12 noon parents and grandparent are welcome to attend
- **Aged Care Community Centre (ACCC) Christmas Party** – 17 December 10:00am at ACCC

Resolution: Council accept the Community Services Report for October 2024

<b>Resolution:</b>	That Council accept the Community Services Report as presented.	
Moved:		Lost/Carried
Seconded:		
Resolution No	20241119-14	



## 10. Presentations to Council

### 10.1 Wujal Wujal Environmental Management Plan

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<b>Presentation to:</b>	Mayor, Councillors and Chief Executive Officer
<b>Subject:</b>	Final Report
<b>Presenters:</b>	David Hancock – Department of Health
<b>Status:</b>	Discussion
<b>Time on agenda:</b>	1:30 – 2:00pm

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**Department of Health attendees:**

- David Hancock

Discussion on the Wujal Wujal Environmental Management Plan, which will include the priorities of:

- Animal management
- Hard rubbish pick up
- Water and sewerage
- Pest Control

Resolution: Council note the presentation by David Hancock.

<b>Resolution:</b>	That Council note the presentation by David Hancock, Department of Health.	
Moved:		Lost/Carried
Seconded:		
Resolution No	20241119-15	



## 10.2 NIAA Update

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<b>Presentation to:</b>	Mayor, Councillors and Chief Executive Officer
<b>Subject:</b>	Update Report
<b>Presenters:</b>	Damian Blunden, Engagement A/Director – North Queensland Region and Richard Aspinall, Regional Manager
<b>Status:</b>	Discussion
<b>Time on agenda:</b>	2:00 – 2:30pm

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Refer to **Appendix 7** (Page 115 of the Appendices) to view NIAA projects and recent outcomes table.

### Attendees:

- Damian Blunden
- Richard Aspinall, Regional Manager

Resolution: Council note the presentation by NIAA.

<b>Resolution:</b>	That Council note the presentation by NIAA	
Moved:		Lost/Carried
Seconded:		
Resolution No	20241119-16	



### 10.3 Jabalbina Update

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<b>Presentation to:</b>	Mayor, Councillors and Chief Executive Officer
<b>Subject:</b>	Update on Indigenous Land Use Agreements and Projects
<b>Presenters:</b>	Josh Patterson – CEO Jabalbina
<b>Status:</b>	Discussion
<b>Time on agenda:</b>	2:30 – 3:00pm

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**Attendees:**

- Josh Patterson

**Purpose:**

- Discuss Indigenous Land Use Agreement and Jabalbina Projects

Resolution: Council note the presentation by Josh Patterson, CEO Jabalbina.

<b>Resolution:</b>	That Council note the presentation by Josh Patterson, CEO Jabalbina.	
Moved:		Lost/Carried
Seconded:		
Resolution No	20241119-16	



## **11. General Business**

Community Commemoration Board – for community support in the aftermath Tropical Cyclone Jasper flooding event December 2023. To have a Commemoration Board made will take 40 working days, because of this it is suggested that the Community Commemoration Board be presented to community at the first Community Meeting in the new year.

Name badges have been ordered for Mayor, Councillors, Chief Executive Officer and Managers.

Councillor and Chief Executive Office shirts for conferences to be reviewed.

## **12. Next Ordinary Council Meeting Date**

The next Ordinary Council Meeting is set for **Tuesday 10 December 2024**.

## **13. Meeting Closure**

Meeting closed at