



# **Wujal Wujal Aboriginal Shire Council**

## **Ordinary Council | Meeting Agenda**

Date: Tuesday 20 May 2025

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
- A/Operations Manager, Works and Building Services, Jason Williams
- Finance Manager, Arminda David
- Financial Accountant, Khushwant Kumar
- Community Services Manager, Kesa Strieby
- Executive Assistant, Bronwyn Barry (secretariat)

2.2 Leave of Absence | Apologies

2.3 Visitors | Presenters

The schedule for these presentations is as follows: NIL

Time	Topic	Agency/Presenter
	Small Business – Many Rivers	Paterick

## **3. Condolences | Congratulations**

- Condolences to the Yeatman Family and Baird families in Yarrabah
- Condolences to the Wiobo and Wallace families in Hopevale
- Congratulations to Tamina for baby girl Maxine
- Congratulations to PJ Nandy for baby girl Starr
- Congratulations to Lester Rosendale for baby boy

## **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 | 15 April 2025**

Refer to [Appendix 1 \(Page 2 of the Appendices\)](#) to review the minutes of the meeting held 15 April 2025.

Resolution: Acceptance of the minutes meeting held Tuesday 15 April 2025

<b>Resolution:</b>	That the minutes of the Ordinary Council Meeting held on Tuesday 15 April 2025 be accepted as a true and correct record of that meeting.	
Moved:		Lost/Carried
Seconded:		
Resolution No	20250520-	

## **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 Draft Three-Year Strategic Internal Audit Plan

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<b>Report to:</b>	Mayor, Councillors and Chief Executive Officer
<b>Subject:</b>	Draft Three-Year Strategic Internal Audit Plan
<b>Reporting Officer:</b>	Chief Executive Officer
<b>Status:</b>	Decision

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Refer to Appendix 2 (page 26 of the Appendices) for the revised draft Three-Year Strategic Internal Audit

#### Purpose

Pacifica Chartered Accountants have been engaged to provide Wujal Wujal Aboriginal Shire Council with Internal Audit Services. As part of this engagement, Pacifica has prepared a revised draft Three-Year Strategic Internal Audit Plan. The purpose of this plan is to outline the strategic direction and priorities of the internal audit function over the next three years, ensuring alignment with the Council's objectives, risk profile, and regulatory obligations. This plan is intended to support continuous improvement, enhance governance and accountability, and provide assurance over the effectiveness of the Council's internal controls and risk management processes.

#### Resolution: Financial Statements

<b>Resolution:</b>	Council adopts the revised draft Three-Year Strategic Internal Audit as presented.	
Moved:		Lost/Carried
Seconded:		
Resolution No	20250520 -	



## 8.2 Records Management Policy

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<b>Report to:</b>	CEO, Mayor and Councillors
<b>Subject:</b>	Records Management Policy
<b>Reporting Officer:</b>	Chief Executive Officer
<b>Status:</b>	Decision

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Refer to Appendix 3 (page 35 of the Appendices) for the Record Management policy.

### Purpose

Council is required by legislation to have a Records Information Management Policy in place. The primary legislation covering the management of records is the Queensland Public Records Act 2023, however there are numerous other relevant legislations that apply, these are also listed in the policy.

### Overview

Records Management is everyone's responsibility.

The purpose of this policy is to:

- To ensure council records are actively managed and preserved to support ongoing business activities and customer services, meeting accountability requirements and community expectations.
- To enable increased discoverability and accessibility of records and information.
- To ensure compliance with legislative, administrative and business requirements.
- To ensure sound Records and Information Management practices and procedures are fully integrated into all aspects of council business.
- To ensure all council employees, contractors and councillors are aware of their recordkeeping responsibilities.
- Provide a framework for the governance of recordkeeping within council ensuring information and records are managed in accordance with relevant legislation, policies and guidelines, including the Queensland Public Records Act 2023.
- Set the standards and outline best practice for recordkeeping within Wujal Wujal Aboriginal Shire Council, enabling public records and the corporate memory to be maintained in accordance with the Queensland Public Records Act 2002.
- Provide guidance and direction on the creation and management of information and data ensuring practices meet business needs, accountability and stakeholder expectations.

### Useful Guides

The Queensland Government has created several very useful guides to help councillors, CEO's and all staff understand records management, we attach three of these guides with this report for your information.

1. Guide: Council records guidelines for Mayors, Councillors and CEO's (**attachment 3.2**)
2. Guide: Recordkeeping examples for Mayors and Councillors (**attachment 3.3**)
3. Guide: Public Information in Councillors Private Emails (**attachment 3.4**)



**Proposed Resolution**

That Council adopt the Records (Information) Management Policy as presented.

**Resolution: Record Management Policy**

<b>Resolution:</b>	Council adopts the Record Management Policy as presented.	
Moved:		Lost/Carried
Seconded:		
Resolution No	20250520-	



### 8.3 Information Privacy Policy

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**Report to:** Mayor, Councillors and Chief Executive Officer  
**Subject:** Information Privacy Policy  
**Reporting Officer:** Chief Executive Officer  
**Status:** Information

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Refer to Appendix 4 (page 71 of the Appendices) Information Privacy Policy

#### Purpose

This Policy sets out Council's legislative obligations and establishes a framework for the responsible collection and handling of personal information by Wujal Wujal Aboriginal Shire Council.

This Policy applies to councillors, employees, volunteers, contractors, consultants and other agents of Council. The policy applies to all personal information collected, used and stored by council in every aspect of its operations and performance.

#### Core Statements in the Policy

Personal information of residents, employees and others is collected for the purpose of ensuring that business is conducted efficiently and effectively and to meet statutory obligations.

Personal information is only collected when it is directly relevant and necessary.

The protection of personal information which can identify an individual is a matter of great significance to council.

#### This policy outlines why that information is collected and how it is protected.

This policy is referenced in several other council policies such as our CCTV Policy, our Complaints Management Policy and our Records (Information) Management Policies.

#### Proposed Resolution:

The Council adopt the Information Privacy Policy as presented.

#### Resolution: Publication Scheme

<b>Resolution:</b>	Council adopts the Information Privacy Policy as presented	
Moved:		Lost/Carried
Seconded:		
Resolution No	20250520-	



## 8.4 Grants to Community Organisations Policy

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**Report to:** CEO, Mayor and Councillors  
**Subject:** Grants to Community Organisations Policy  
**Reporting Officer:** Chief Executive Officer  
**Status:** Decision

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**Refer to Appendix 5 (page 78 of the Appendices) FORM - Grants to Community Organisations application form**

### Purpose

The Grants to Community Organisations Policy is a statutory policy required by all councils.

Our policy was last reviewed in 2023 and has now been reviewed and is submitted here for your consideration.

Very few updates were required, and they are listed here for your reference:

- The inclusion of the email address for our Grants Officer.
- The addition of links to the relevant government legislation
- Updated the list of relevant policies, documents and forms.

### Overview

The purpose of this policy is to establish a framework for the consistent and transparent administration of Community Grants, Fee Reduction, In-kind Assistance, Donations and Sponsorships, to support initiatives which address community, economic, social and environmental outcomes.

This Community Grants and Support Policy provides guidelines and criteria for eligible grant applicants and guide the administration of Council's Community Grants Programs to ensure:

- The grants assist Council to achieve its strategic goals and identified key initiatives.
- The grants align with the intent of the *Local Government Act 2009* and the *Local Government Regulation 2012*, which state that (community) grants will be used for a purpose that is in the public interest.

### What this policy does not cover

This policy does not apply to requests for sponsorship for individuals who are not associated with a non-for-profit community organisation. Any such request is managed by Sponsorship for Individuals or Teams (Sporting Representations).

### Relevant Policies

There are several related policies that have also been reviewed at this time in order to support this policy, these include the:

- Sponsorship for Individuals or Teams (Sporting Representations) Policy.
- The Conflict of Interest for Employees Policy.
- The Code of Conduct for Employees Policy.
- The Information Privacy Policy.



### Proposed Resolution

That Council adopt the Grants to Community Organisations Policy as presented.

Resolution: Grants to Community Organisations Policy.

Resolution:	Council accepts the Grants to Community Organisations Policy as presented.	
Moved:		Lost/Carried
Seconded:		
Resolution No	20250415-	



## 8.5 Sponsorship for Individuals and Teams (Sporting Representations) Policy

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<b>Report to:</b>	CEO, Mayor and Councillors
<b>Subject:</b>	Sponsorship for Individual and Teams (Sporting Representations)
<b>Reporting Officer:</b>	Chief Executive Officer
<b>Status:</b>	Decision

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Refer to **Appendix 6** (page 85 of the Appendices) FORM - Sponsorship for Individual and Teams (Sporting Representations)

### **Purpose:**

Review of the previous policy adopted by council in 2013 revealed that significant sections of the policy were no longer relevant, and that the policy was missing significant important elements.

A significant overhaul of the policy was therefore required.

The following information was added to the policy:

- Sponsorship Value.
- Eligibility Criteria.
- Commitment to Transparency.
- Conflict of Interest.
- How funds are paid to successful applicant.
- Links to relevant legislation.

### **Overview**

Council recognises the value to the community of sport, culture and academic endeavour in which individuals and teams who are role models for the youth of the community.

Council recognises the cost burden that competition brings and the supportive role that local government can play in assisting achievers in their various fields in sport, culture and academic endeavour at the higher level.

To assist with this cost burden Council may extend financial support through sponsorship to local individuals and teams that represent Wujal Wujal at District, State, National or International events.

This sponsorship support is intended to help offset the costs of staging events, travel and accommodation for competitors visiting interstate and overseas.

### **Sponsorship Value**

The following values are the maximum available, the amount to be allocated will be determined by the Chief Executive Officer.

- For sponsorship requests within Australia a maximum of \$1000 is available during any given financial year, and a maximum of \$250.00 can be granted in any single application.
- For international sponsorship requests a maximum of \$1000 is available during any given financial year, and a maximum of \$500.00 can be granted in any single application.
- Applicants may apply for funding only once during the applicable financial year (being the date of application for funding)



**Relevant Policies**

There are several related policies that have also been reviewed at this time to support this policy, these include the:

- Grants to Community Organisations Policy.
- Caretaker Period Policy.
- The Conflict of Interest for Employees Policy (Administrative).
- The Code of Conduct for Employees Policy (Administrative).
- The Information Privacy Policy.

**Proposed Resolution**

That Council adopt the Sponsorship for Individuals and Teams Policy as presented.

Resolution: Sponsorship for Individuals and Teams (Sporting Representations)

Resolution:	That Council adopt the Sponsorship for Individuals and Teams (Sporting Representations) Policy as presented.	
Moved:		Lost/Carried
Seconded:		
Resolution No	20250520-	



## 8.6 Caretaker Period Policy

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**Report to:** CEO, Mayor and Councillors  
**Subject:** Caretaker Period Policy  
**Reporting Officer:** Chief Executive Officer  
**Status:** Decision

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Refer to **Appendix 7** (page 91 of the Appendices) for Caretaker Period Policy

### Purpose:

Council has not previously had a Caretaker Period Policy in place. It became apparent while reviewing the Grants to Community Organisations Policy that a Caretaker Period Policy is required and would help reduce potential risk for Council.

### Overview

This Policy will assist to ensure that Council conducts its business throughout the Caretaker Period in a responsible, transparent and legally compliant manner. Certain restrictions shall apply to Council, Councillors and Council employees in the period leading up to an election.

This Policy applies to all Wujal Wujal Aboriginal Shire Council Councillors, candidates and Employees.

### Relevant Policies

This policy will support the Grants to Community Organisations Policy which is also being considered by Council in this meeting.

### Proposed Resolution

That Council adopt the Caretaker Period Policy as presented.

Resolution: Caretaker Period Policy

Resolution:	That Council adopt the Caretaker Period Policy as presented.	
Moved:		Lost/Carried
Seconded:		
Resolution No	20250520-	



## 8.7 Business Continuity and Recovery Management Policy

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<b>Report to:</b>	Mayor, Councillors and Chief Executive Officer
<b>Subject:</b>	Business Continuity and Recovery Management Policy
<b>Reporting Officer:</b>	Chief Executive Officer
<b>Status:</b>	Decision

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Refer to **Appendix 8** (page 101 of the Appendices) for Business Continuity and Recovery Management Policy.

### Purpose

Council recognises that a significant threat exists to its ability to continue normal business operations following a major disruption as was shown by the damage caused by Tropical Cyclone Jasper. Council also has a high level of dependency upon its people, systems and processes and this creates risks, which need to be managed.

Council has not previously had a Policy that outlined its objectives for Business Continuity and so this policy has been developed to provide an overview of Council's proposed approach to business continuity and recovery management.

The policy provides definitions of core elements of business continuity and outlines areas of responsibility and details where the responsibility sits.

This policy will also go a long way toward improving Council's compliance with the provision of local government services including:

- Essential services
- Council's legislative requirements around disaster management
- Risk management
- Work health and safety legislation and duty of care
- Industrial relations legislation
- Recordkeeping and reporting
- Legal and contractual adherence
- Audit and accountability.

The absence of a current and relevant business continuity and recovery plan during the Tropical Cyclone Jasper response and recovery periods led to qualified audit findings for Council.

### Overview

This Policy provides a framework to mitigate the potential consequences of a major disruption by putting in place an effective **Business Continuity and Recovery Management Program** to ensure that Council can continue to deliver a level of service to stakeholders in the event of a disruption.

### Application

This policy applies to all staff and operations of Wujal Wujal Aboriginal Shire Council because the management of disruption-related risks should be considered in day-to-day business activities, all projects and supplier arrangements.

### Conclusion

The adoption of this policy is a strong step towards improving the maturity of our systems in general and in particular, our risk management systems.



### Proposed Resolution

That Council adopt the Business Continuity and Recovery Management Policy as presented.

#### Resolution: Business Continuity and Recovery Management Policy

<b>Resolution:</b>	That Council adopt the Business Continuity and Recovery Management Policy as presented.	
Moved:		Lost/Carried
Seconded:		
Resolution No	20250520-	



## 8.8 Council Southside amenities block refurbishment works

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<b>Report to:</b>	Mayor, Councillors and Chief Executive Officer
<b>Subject:</b>	Council Southside amenities block refurbishment works
<b>Reporting Officer:</b>	Chief Executive Officer
<b>Status:</b>	Decision

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Refer to **Appendix 9 (page 110)** of the Appendices) Tender document for Sports Ground Amenities

### Purpose

This report is presented to Council to seek a resolution for the approval of expenditure exceeding the delegation limit of CEO of \$200,00.00 as per Councils Procurement Policy.

### Background

Request for Quotation was submitted through Vendor Panel 6 March 2025, Reference Number VP448565 for Wujal Wujal South Side Amenities Block- Flood Refit Project.

Six preferred suppliers were requested to submit pricing for Councils refurbishment works project; one response was received from local supplier Iva Construction PTY LTD for the sum of \$324,500.00 inclusive of GST.

### Supporting Documentation

Vendor Panel Request for Quotation Document Reference Number VP448565 Wujal Wujal Southside Amenities Block-Flood Refit Project identifies request to suppliers and response on Page 8.

### Proposed Resolution:

That Council endorse the expenditure of a single transaction exceeding the \$200,000.00 delegation of CEO to the value of \$324,500.00 to engage building contractor Iva Construct PTY LTD for Wujal Wujal South Side Amenities Block-Flood Refit Project.

Resolution: [Tender document and approval for Sports Ground Amenities](#)

<b>Resolution:</b>	That Council endorse expenditure of a single transaction exceeding the \$200,000.00 delegation of the CEO.	
Moved:		Lost/Carried
Seconded:		
Resolution No	20250520-	



## 8.9 Microgrid Project

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<b>Report to:</b>	Mayor, Councillors and Chief Executive Officer
<b>Subject:</b>	Microgrid Project
<b>Reporting Officer:</b>	Chief Executive Officer
<b>Status:</b>	Decision

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Refer to **Appendix 10 (page 117)** of the Appendices)

**Attachment 10.1** - Proposed Solar Farm Location

**Attachment 10.2** - Wujal Wujal Solar Farm Flood Layer

### Purpose

The microgrid will deliver increased resilience for the community, particularly during extreme weather events such as Cyclone Jasper. It will enable the continued supply of power to sections of the community that maintain poles and wires connectivity, allowing impacted families to relocate to powered homes during these events. In addition, the microgrid will ensure the ongoing operation of critical services including the Telstra tower, Health Centre, and water and sewerage systems, significantly mitigating the impacts of such extreme events.

### Background

Jabalbina Yalanji Aboriginal Corporation and Volt Advisory are undertaking the microgrid project to provide more reliable power to the Wujal Wujal community.

It is proposed the microgrids will be built on Council’s quarry site on Cape Tribulation Road, as agreed from the previous Councillors in 2023. The project will span 30 years and Jabalbina and Volt Advisory have confirmed all maintenance, risk management, materials, equipment, replacements, insurance and works on the site will be the responsibility of Jabalbina Yalanji Aboriginal Corporation.

If Council agrees to lease the site to Jabalbina Yalanji Aboriginal Corporation, Council’s lawyers would ensure the lease would minimise the risk to Council.

Jabalbina Yalanji Aboriginal Corporation and Volt Advisory have requested approval to mow and tidy the quarry site for initial inspections to take place prior to construction of the microgrid.

### Proposed Resolution:

That Council endorse the clearing and tidy of Council’s quarry site and the lease of the site to Jabalbina Yalanji Aboriginal Corporation for the microgrid project.

### Resolution: Microgrid

<b>Resolution:</b>	Council endorses the clearing and tidy of Council’s quarry site and the lease of the site to Jabalbina Yalanji Aboriginal Corporation for the microgrid project.	
Moved:		Lost/Carried
Seconded:		
Resolution No	20250520-	



## 8.10 FNQROC Greenhouse Gas Emissions Project

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**Report to:** Mayor, Councillors and Chief Executive Officer  
**Subject:** FNQROC Greenhouse Gas Emissions Project  
**Reporting Officer:** Chief Executive Officer  
**Status:** Decision

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Refer to **Appendix 11 (page 120)** of the Appendices)

**Attachment 11.1** - Emissions Reduction Action Plan

**Attachment 11.2** - Greenhouse Gas Inventory Report

### Purpose

FNQROC received to support the Aboriginal Shire Council's participation in the Regional Greenhouse Gas Inventory Project.

Wujal Wujal's Greenhouse Gas (GHG) Inventory and the FNQROC Aboriginal Shire Council GHG Emissions Reduction reports demonstrate Council's commitment to being part of a GHG emissions reduction initiative showing Council is committed, responsible, and forward-thinking, and a leader in sustainable development and climate action at the local level.

### Proposed Resolution:

That Council note Wujal Wujal's Greenhouse Gas (GHG) Inventory and the FNQROC Aboriginal Shire Council GHG Emissions Reduction reports.

Resolution: Microgrid

<b>Resolution:</b>	Council note Wujal Wujal's Greenhouse Gas (GHG) Inventory and the FNQROC Aboriginal Shire Council GHG Emissions Reduction reports.	
Moved:		Lost/Carried
Seconded:		
Resolution No	20250520-	



## 8.11 QRA Emergent Works Financial Summary

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<b>Report to:</b>	Mayor, Councillors and Chief Executive Officer
<b>Subject:</b>	QRA Emergent Works Financial Summary
<b>Reporting Officer:</b>	Chief Executive Officer
<b>Status:</b>	Decision

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### Purpose

This report provides a financial summary of the approved Queensland Reconstruction Authority (QRA) Emergent Works submissions related to Ex-Tropical Cyclone Jasper. The purpose is to update Council on the financial outcomes associated with the Emergent Works delivered and assessed through the QRA assurance process.

### Background:

Emergent Works funding is provided by QRA to support councils in undertaking immediate, necessary actions to protect lives, property and restore essential public assets following a disaster event.

This differs from other QRA funding such as Reconstruction or Betterment, which are designed for longer-term recovery and resilience-building works undertaken after the initial emergency response phase.

Following the flooding event caused by Ex-Tropical Cyclone Jasper, Council was approved for Emergent Works funding requests to the QRA and the following four categories: Civil Works, Water and Sewer, Buildings, and Payroll. These submissions were approved between August 2024 and February 2025.

This report summarises the approved funding versus actual expenditure, including any minor adjustments identified through QRA's assurance process.

Submission ID	Description	Income (\$)	Expenditure (\$)
WWASC.0034.2324P.EWK	Civil Works (Approved 30/08/2024)	5,762,227.43	5,760,422.98
WWASC.0038.2324P.EWK	Water & Sewer (Approved 17/09/2024)	574,719.00	574,719.00
WWASC.0042.2324P.EWK	Buildings (Approved 08/12/2024)	72,273.19	72,273.19
WWASC.0044.2324P.EWK	Payroll (Approved 06/02/2025)	85,988.02	85,988.02
<b>Total</b>		<b>6,495,207.64</b>	<b>6,493,403.19</b>

QRA Assurance identified an ineligible amount of \$1,804.45, relating to an expenditure item (Sample 21) that was claimed in both FY24 and FY25 under the same job number. All remaining costs were confirmed eligible based on evidence provided by Council.

The Emergent Works submissions have now been finalised through the QRA assurance process, and Council is progressing towards the delivery of Reconstruction of Essential Public Assets (REPA) projects as part of the next phase of disaster recovery.



Resolution: QRA Emergent Works Financial Summary

<b>Resolution:</b>	That Council note the QRA Emergent Works Financial Summary Report.	
Moved:		Lost/Carried
Seconded:		
Resolution No	20250520-	



## 8.12 Cultural Heritage Risk Assessment – Survey All Other Areas

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<b>Report to:</b>	Mayor, Councillors and Chief Executive Officer
<b>Subject:</b>	Cultural Heritage Risk Assessment – Survey All Other Areas
<b>Reporting Officer:</b>	Chief Executive Officer
<b>Status:</b>	Decision

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Refer to **Appendix 12** (page 236 of the Appendices) Cultural Heritage Risk Assessment – Appendix F Survey All Other Areas

**Attachment 12.1** - Appendix F All Other Areas Cultural Heritage Risk Assessment v1.4

**Attachment 12.2** - CHFAR Report Wujal Wujal V1.2 Final

### Purpose

John Dockrill of Archaeology Survey Team Pty Ltd was engaged to undertake the Cultural Heritage Risk Assessment project. The purpose of this project is to assess and prioritise key areas identified for critical infrastructure development within Wujal Wujal. This assessment ensures that cultural heritage values are appropriately identified and mapped, thereby supporting informed Council planning for current and future development initiatives.

All Priority One, Priority Two, and selected Priority Three infrastructure projects have been assessed. The resulting report was formally adopted at the Ordinary Council Meeting held on 15 April 2025. The accompanying document (Appendix F) addresses areas located outside the main community and is now presented for Council approval.

Resolution: Tender document and approval for Sports Ground Amenities

<b>Resolution:</b>	That Council endorse the Cultural Heritage Risk Assessment – Appendix F Survey All Other Areas report as presented.	
Moved:		Lost/Carried
Seconded:		
Resolution No	20250520-	



### 8.13 Community Finance Report

**Report to:** Mayor, Councillors and Chief Executive Officer  
**Subject:** Community Finance Report  
**Reporting Officer:** Chief Executive Officer  
**Status:** Decision

Refer to Appendix 13 (page 314 of the Appendices) for the Financial Statements

#### Purpose

The Community Finance Report is presented to the Council for consideration and adoption.

This report is one of the core components of the Annual Reporting process and will be included in the Annual Report 2023-2024.

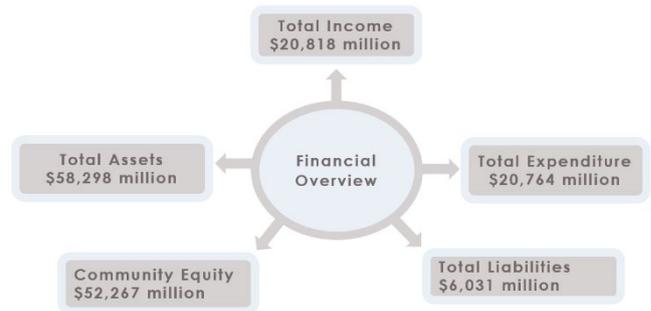
#### Overview

The Community Financial Report is a plain English summary of Council’s Financial Statements for the period 1 July 2023 to 30 June 2024 and provides an overview of Council’s financial management during that period.

#### How the financial information is presented

The report summarises the key performance indicators through graphics such as this one illustrated here.

It also explains in plain English the meaning of the financial terms and results.



#### Proposed Resolution

That Council adopt the **Community Finance Report** as presented.

Resolution: Community Finance Report

<b>Resolution:</b>	That Council adopt the Community Finance Report as presented.	
Moved:		Lost/Carried
Seconded:		
Resolution No	20250520-	



## 8.14 Works for Queensland 2012-2024 Funding

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**Report to:** Mayor, Councillors and Chief Executive Officer  
**Subject:** Works for Queensland 2012-2024 Funding  
**Reporting Officer:** Chief Executive Officer  
**Status:** Decision

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### **Purpose**

Council holds \$1.09M funding for 2021-24 Works for Queensland, which can only be used for construction.

Although this was intended for the Administration and Business Development Hub, due to the estimated ILUA timeframe date of end December 2025, it is unlikely Council will be able to utilise the \$1.09M funding for 2021-24 Works for Queensland within the funding timeframes.

The Department of Local Government has requested Council identify other projects the \$1.09M funding for 2021-24 Works for Queensland can be utilised for in Wujal Wujal.

Some options include:

1. Footpaths, including a footpath down Heorlein Street and possibly up along Hartwig Street.
2. CCTV around Council's facilities.

### **Proposed resolution**

Council agrees to utilise the \$1.09M funding for 2021-24 Works for Queensland for the following options:

1. Footpaths, including a footpath down Heorlein Street and possibly up along Hartwig Street
2. CCTV around Council's facilities

### Resolution: Works for Queensland 2012-2024 Funding

<b>Resolution:</b>	Council agrees to utilise the \$1.09M funding for 2021-24 Works for Queensland for	
Moved:		Lost/Carried
Seconded:		
Resolution No	20250520-	



## 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 15 April 2025 and reported on his portfolio: Governance, Finance and all other portfolios.

#### Meetings attended:

Dates	Meeting
Tuesday 15 April	Ordinary Council Meeting
Wednesday 16 April	Wujal Wujal Interagency Meeting with DSDSATSIP
Tuesday 22 April	SES Meeting and sign up LDMG Mayor Alister Gibson, CEO Kiley Hanslow (LDC), Jason Williams A/Operations Manager
Sunday – Thursday 27 April – 1 May	Indigenous Leaders Forum (ILF) – Sunshine Coast / Cherbourg Mayor Alister Gibson, Deputy Mayor Claudia Doughboy, Cr Robert Bloomfield Report to Council on ILF
Wednesday 7 May	Discuss New Projects – Administration Business Hub and Refuge Centre Mayor, Councillors, CEO and Operations Manager Perry Gould, Project Manager Jason Williams
Thursday 8 May	Local Government Red Tape Reduction Taskforce – Play Back Webinar
Tuesday 13 May	Wujal Wujal Domestic Violence March
Wednesday 14 May	Wujal Wujal Community Safety Committee
Thursday 15 May	Pre Council meeting agenda catch up Mayor Alister Gibson, Deputy Mayor Claudia Doughboy, Cr Lucas Creek, Cr Robert Bloomfield
Monday 19 May	Wujal Wujal Local Housing Plan with Tim Poole Mayor, Councillors, CEO Kiley Hanslow

#### 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	20250520-	



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

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

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 15 April 2025 and reports on her portfolio: Economic Development, Tourism and Health.

### Meetings attended:

Dates	Meeting
Tuesday 15 April	Ordinary Council Meeting
Wednesday 16 April	Wujal Wujal Interagency Meeting
Wednesday 23 April	NAIDOC Meeting
Sunday – Thursday 27 April – 1 May	Indigenous Leaders Forum (ILF) – Sunshine Coast / Cherbourg Mayor Alister Gibson, Deputy Mayor Claudia Doughboy, Cr Robert Bloomfield Report to Council on ILF
Tuesday 13 May	Wujal Wujal Domestic Violence March
Wednesday 14 May	Wujal Wujal Community Safety Committee
Monday 19 May	Wujal Wujal Local Housing Plan with Tim Poole Mayor, Councillors, CEO Kiley Hanslow

### Portfolio Research Items

Research Item	Outcome
Nothing to report during this period.	

### Stakeholder conversations:

Points Discussed
I have been talking to Holy Spirit College and Francis Walker regarding Red Earth and Roy from Cape York Motor Bike Tours.

### Community member conversations

Points Discussed
Nothing to report during this period.



**Other Comments:**

None for this report.

Resolution: That Council note Deputy Mayor Claudia Doughboy'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	20250520-	



### 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 15 April 2025 and reports on his portfolio: Community, Sports and Lifestyle.

**Meetings attended:**

Dates	Meeting
Tuesday 15 April	Ordinary Council Meeting
Sunday – Thursday 27 April – 1 May	Indigenous Leaders Forum (ILF) – Sunshine Coast / Cherbourg Mayor Alister Gibson, Deputy Mayor Claudia Doughboy, Cr Robert Bloomfield Report to Council on ILF
Wednesday 7 May	Discuss New Projects – Administration Business Hub and Refuge Centre Mayor, Councillors, CEO and Operations Manager Perry Gould, Project Manager Jason Williams
Thursday 15 May	Pre Council meeting agenda catch up Mayor Alister Gibson, Deputy Mayor Claudia Doughboy, Cr Lucas Creek, Cr Robert Bloomfield
Monday 19 May	Wujal Wujal Local Housing Plan with Tim Poole Mayor, Councillors, CEO Kiley Hanslow

**Portfolio Research Items:**

Research Item	Outcome
Nothing to report during this period.	

**Stakeholder conversations:**

Points Discussed
Cr Bloomfield will approach Hopevale and Cooktown Shire Councils to ask if they will help pay for the jerseys, for Christmas Cup combine 3 Councils together for one team called the 3 Rivers team.



**Community member conversations:**

Points Discussed
Community members want to know what is happening with the church and would like to see a 24/7 Pastor.

**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	20250520-	



## 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 15 April 2025 and reports on her portfolio: Environment and Culture.

### Meetings attended:

Dates	Meeting
Tuesday 15 April	Ordinary Council Meeting
Wednesday 16 April	Wujal Wujal Interagency Meeting
Thursday 17 April	Young Councillor Cohort Meeting
Monday 19 May	Wujal Wujal Local Housing Plan with Tim Poole Mayor, Councillors, CEO Kiley Hanslow

### Portfolio Research Items:

Research Item	Outcome
Nothing to report during this period.	

### Stakeholder conversations:

Points Discussed

### 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	20250520-	



## 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 15 April 2025 and reports on his portfolio: Law and Order.

### Meetings attended:

Dates	Meeting
Tuesday 15 April	Ordinary Council Meeting
Wednesday 7 May	WWASC Administration Business Hub and Place of Refuge Meeting
Tuesday 13 May	Wujal Wujal Domestic Violence March
Wednesday 14 May	Community Safety Meeting
Thursday 15 May	CEO and Councillors – Pre Council meeting agenda catch up Mayor Alister Gibson, Deputy Mayor Claudia Doughboy, Cr Lucas Creek, Cr Robert Bloomfield
Monday 19 May	Wujal Wujal Local Housing Plan with Tim Poole Mayor, Councillors, CEO Kiley Hanslow

### 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.

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	20250520-	



## 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 15 April 2025.

Date	Meeting and Comments
Tuesday 15 April	Ordinary Council Meeting
Wednesday 16 April	Meeting with QRA – Gavin Williams
	Wujal Wujal Interagency Meeting with DSDSATSIP
Thursday 17 April	WWASC audit progress discussion
Tuesday 22 April	SES Meeting and sign up
	LDMG Meeting Mayor Alister Gibson, CEO Kiley Hanslow (LDC), Jason Williams A/Operations Manager
Wednesday 23 April	Wujal Wujal Council Administration and Place of Refuge - consultation meeting 2 with Peddle Thorp CEO Kiley Hanslow, Operations Manager Perry Gould, Grants Officer Stehanie Little, Finance Manager Arminda David
Tuesday 29 April	Wujal Wujal Council Administration and Place of Refuge - consultation meeting 3 with Peddle Thorp CEO Kiley Hanslow, Operations Manager Perry Gould, Grants Officer Stehanie Little, Finance Manager Arminda David
Thursday 1 May	Wujal Wujal Council Administration and Place of Refuge - with Peddle Thorp CEO Kiley Hanslow, Operations Manager Perry Gould, Grants Officer Stehanie Little, Finance Manager Arminda David
	WWASC Support - Fortnightly Update Meeting with DSDILGP CEO Kiley Hanslow; Finance Manager Arminda David
Tuesday 6 May	Convene Agenda   Cook CDP JV Partnership Meeting
	Wujal Wujal/DETSI Disaster recovery funding agreement CEO Kiley Hanslow, Operations Manager Perry Gould, Dan Hall Building Services Manager, Operations Accountant Renelle Shipton, Financial Accountant Khush Kumar
Wednesday 7 May	Discuss New Projects – Administration Business Hub and Refuge Centre Mayor, Councillors, CEO Kiley Hanslow, Operations Manager Perry Gould and Project Manager Jason Williams
Thursday 8 May	ELT Professional Development



Friday 9 May	Wujal Wujal Aboriginal Shire Council - Budget Discussion with Fourier
	FNQ Water Alliance  Wujal Wujal Infrastructure CEO Kiley Hanslow, Operations Manager Perry Gould; Projects Manager Jason Williams
Monday 19 May	Wujal Wujal Aboriginal Shire Council - DWQMP Amendment Application – Information Notice for the Decision CEO Kiley Hanslow, Operations Manager Perry; Environmental Health Officer Zenarra Ashworth
	Wujal Wujal Local Housing Plan with Tim Poole Mayor, Councillors, CEO Kiley Hanslow
	Wujal Wujal Council Administration and Place of Refuge - consultation meeting CEO Kiley Hanslow, Operations Manager Perry Gould; Grants Officer Stephanie Little, Finance Manager Arminda David; Project Manager Jason Williams

### 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 14 (Page 323)** of the Appendices) to view:

- Table – Funding Applications submitted awaiting outcome
- Table – Grants Report - Successful Funding Applications 4 April – 8 May 2025
- Table –Funded Applications In-progress

#### Road update

Work continues on the Wujal Wujal to Ayton road, expect delays when travelling.

#### Disaster preparedness Update

No current weather events.

#### Discussion

Consultation week 14-17 July 2025

#### Follow Ups

**Mapoon Paanja Festival 2025** – Executive Assistant Bronwyn Barry has RSVP'd for Councillors and CEO to attend and booked accommodation in Weipa.



**Cemetery** – Operations have all-rounders to maintain the cemetery, not practicable to allocate a sole groundsman.

**ATV Buggy** – The ATV buggy is speed limited to a maximum of 35 KMH, safety helmets are not required as this buggy has a certified ROPS frame and seat belts are exempt as it has special registration code LO3 restricted to a designated area zone Wujal Wujal. Operations team have been reminded to adhere to the 30km/h speed limit zones for the safety of the community. No special licence is required.

**Aggressive dogs** – Requested Council’s Essential Services Coordinator to undertake a dog audit, remind community members to keep dogs in yards with gates shut. Still waiting on police check from new Animal Management Officer.

**Harrigan’s Landing** – road works to close to big rock – followed up with Cook Shire Council and requested they contact Jabalbina for a Cultural Monitor to be on site with the road works there.

**Food Training link** – Executive Assistant Bronwyn Barry sent link to Cr Nikita Tayley

**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>	20250520-	



## 9.7 Corporate and Commercial Report

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**Report to:** Mayor, Councillors and Chief Executive Officer  
**Subject:** Monthly Portfolio Report: Corporate and Commercial Finance Report  
**Reporting Officer:** Finance Accountant Khush Kumar  
**Status:** Noting

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Refer to [Appendix 15](#) (Page 328 of the Appendices) to view Financial Report.

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	20250520-	



## 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>	Operations Manager, Perry Gould
<b>Status:</b>	Noting/Information

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This report outlines the works undertaken during the month of April 2025 including Civil, Building, Water Supply, Sewer Services, Parks and Gardens, Animal Management, Environmental Health, Disaster Management.

### 9.8.1 Civil Construction

Boral have completed stage one in road repair works and will be mobilising back into community late May for completion of works.

### 9.8.3 Disaster Management, SES, Rural Fire

- Works now 90 percent complete for new generator enclosures for the supply of backup power supplying higher places buildings in preparation for Disaster Management with electrical connection on to be completed.

### 9.8.4 Fire Extinguisher Testing

Trinity Fire Services has installed and tested fire extinguishers.

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

Submissions submitted for completion of stormwater drainage system from Kotzur Street to Douglas Street.

### 9.8.6 Building

#### Planned Maintenance:

- Solar Hot Water Units at 5 Heorlein Street and 13 Douglas Street complete.
- Fencing upgrade at 46 Kotzur Street complete.
- Roof upgrades at 31 and 36 Hartwig Street complete
- Bathroom upgrade at 119D underway.
- Vacant at 119B complete.
- 3 x various roof reports completed for submission.

#### Responsive Maintenance:

- 67 completed work orders have been invoiced to QBuild in April resulting in \$182,752.45 revenue for the month.
- QBuild has approved upgrading fluoro lights with no diffusers to LED batten as we come across them.

#### Council Properties:

- Seating installed under mango trees in town Square.
- Sink installed on veranda at Women's Centre.
- Sink installed at back of garage.
- Women's Centre and Kindergarten now on Master Key system.



- New locks and keys supplied to Jabalbina to Master system.
- Steps at staff houses recoated with decking treatment.
- Streetlight installed in aged care alleyway.
- Security screens for Laundromat, purchase order raised (including removing glass in door for screens only / ventilation).
- Bollards installed in between church and My pathways.
- Bradley supplying quote for Hartwig laneway prep for footpath.
- Picture rails being installed at women's centre.
- Four new A/C's installed at Aged Care.
- Quotes received for shed extension at Aged Care.
- Quote received for shade sails at Charlie Centre.
- PO raised for duplex roller blinds.
- PO raised for duplex TV cabinets and Tallboy draws for nurse's quarters.
- New sensors installed at bridge.
- Kindergarten A/C upgrade complete.
- Sports Hall new motorised roller doors installed.

- **9.8.7 Essentials Services**

#### **Water and Waste**

- Daily testing – chlorine, turbidity, and pH (target range of sanitation 0.5 – 1) results, chlorine flush through line to clear air bubbles, dosing pumps set to 400 due to heat gassing off.
- Daily checks – sewerage treatment plant all pumps operational, filters and outlet screen cleaned.
- Daily checks and maintenance at splash-park.
- De-gassing of chlorine.
- Chlorine tops up.
- One foot valve needs to be replaced at splash park.
- Daily cleaning of Johnson screen at sewer plant.
- Monthly water sample taken and sent to Cairns NADA Approved laboratory for testing as per Councils Drinking Water Quality Management Plan (DWQMP) on 15-4-25.
- Daily community patrol for leaks/damages/maintenance on pumps and valves undertaken.
- Sewerage Treatment Plant – replaced blower belt and capped off overflow (studying the capacity of Kubota flow).
- Vehicle maintenance (clean, wash car, service, maintenance).
- Site base management plan in the process of being compiled with Department of Environment Tourism Science and Innovation (DETSI) for Councils Sewerage Treatment Plant.
- Weed spray southside pumps station and river intake.
- Sewer treatment plant procedures.
- Clean in Place filtration (CIP) clean completed x2.
- Manual operations to control Sewer Treatment Plant levels.
- Upgrades of the infrastructure at the Water Treatment Plant at 90 percent.
- De-sludge Sewer Treatment Plant.
- Replacement of sludge pump.
- Restocked on chlorine, ordered chlorine 1000L IBC delivered from Coogee to Wujal.
- Discussed with Operations Manager Perry Gould about altering the driveway and cultivating with ridges – enables trucks to ascend and prevent potholes.



- CCTV – Briody plumbing.

### **Comments:**

Councils' sewerage network has encountered stormwater infiltration over the month resulting in sewerage ponds being inundated with stormwater water. Sewerage ponds have overflowed due to existing pumps unable to pump increased volumes of stormwater. Contract plumbers engaged to perform scope of works and pricing for rectification of underground sewer network.

Excessive heat gassing off chlorine levels at potable water treatment plant – requires higher dosage for sanitation target range, de-gasser in scopes of the new Water Treatment Plant.

### **9.8.8 Animal Management**

Animal Management staff to undertake community household visits to determine present numbers as this has risen over previous months.

#### **Wujal Wujal - 44 dogs**

(Staff houses – 9 dogs)

#### 17 - de-sexed dogs

- Male – 5
- Female – 12

#### 27 – entire dogs

- Female – 8
- Male – 19

- Cats – 2 (1 – female, 1 – Male)

#### **Ayton - 17 Dogs**

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

#### **Miscellaneous**

- Community patrol daily.
- Three dogs impounded, 2x pound fee paid.
- Rehoming of one dog.
- One dog passed away.
- Maintenance of. pound.
- Animal management processes.
- Distributing of dog food – restock on fresh dog food.
- Discussions on roof installation for pound (using QTH funding 20,000 allocated).
- Dog attack – no details on attacker, verbally spoken to owner about effective control and penalties.

#### **Complaints**

Dogs chasing after cars



**Comments:**

Animal Management and Environmental Health Employment needed – Animal Management and Environmental Health will proceed at a slower rate.

Queensland Health coming up to support council in animal senses postponed due to staffing levels in Cairns.

**9.8.9 Environmental Health**

- Pest management ATV buggy waiting on electrical attachment for spray unit.
- Bulk-waste pick up posters for every Tuesday.
- Abandoned vehicles surveyed.

**Concerns:**

Nil

**Comments:**

Employment needed (Environmental Health Officer left around 25 March 2025).

Coordinator will need to gradually performs roles until roles are filled.

**9.8.10 Parks and Gardens**

- Two Zero Turn Mowers now returned after extensive mechanical works undertaken, the plant will be monitored over the coming months.
- New 4WD Kubota All-Terrain Vehicle (ATV) and spray unit has been delivered.
- New Isuzu Tipper truck ordered and due for delivery in May.
- All council vehicles have been serviced.

All council vehicles have been serviced.

Resolution: That Council receives the Works and Building Services Monthly Report as presented.

<b>Resolution:</b>	That Council receive the Works and Building Services Monthly Report for April 2025 as presented.	
Moved:		<b>Lost/Carried</b>
Seconded:		
Resolution No	20250520-	



## 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

This report outlines the works undertaken during the month of April 2025.

April was a remarkable month for the Community Services Department, marked by vibrant community events such as Easter and school holidays. Key highlights the school holiday program was successful initiatives that brought children/youths together, fostered connections, and strengthened community values.

April 2025 activities schedules

April	Community Services Activities	Outcome
1 April 2025	Kindergarten Easter Egg Hunt / School Break Up  Meeting with Vince Connellan (PHCC), Gina Manai (Aged Care Coordinator), CEO Kiley Hanslow - building relationship with Health Centre and focussing on improving Aged Care Services	Fun & Colourful, Teamwork and celebrating Easter holidays  Productive – MAC Assessment process, Dementia referrals and diagnosis for Seniors
2 April 2025	School Holiday Planning  QRAM Radio Program Grants Approved	Collaboration – Cook Shire Boomer Basket Coaches  Provided new laptop for Presenter/ recording new phone
3 April 2025	NAIDOC Meeting           RODEO Meeting	Successful – stakeholders, services attended meeting, tasks delegated to volunteers – Justice Group, My Pathways, Apunipima Contacted Jabalbina CEO for participation, waiting on response  In progress – affiliated with ABCRA are supporting the Wujal Rodeo 2025. Formed Committee from Community, confirmed date now 4 October 2025



		<p>changed due to unexpected disaster down South. Planning underway.</p> <p>Waiting for response from DATSIP regarding Grants for RODEO 2025.</p> <p>Committee meeting every Thursday 10:30am at IKC.</p>
4 April 2025	Checking outstanding Community Services projects outstanding grants IVAS Arts	Finalising acquittal reports.
7-21 April 2025	School Holiday programs	Successfully delivered – Basketball Clinic and Games more than 35 children attended
15 April 2025	Interagency Meeting	Supported by DATSIP
18-24 April 2025	Easter Holidays	
25 April 2025	ANZAC Day	Successful – Wujal Reserve staff participated in the march.
29 April – 2 May 2025	IACA Conference	<p>2025 IACA Conference was constructive and productive two of our Artists and Art Centre Coordinator attended the three days conference.</p> <p>Great feedback from the Artists they met new Artists and building relationships.</p>

**Cultural Advisor**

The Cultural Advisor plays a significant role in our community sharing and guiding the success of the Wujal Community Events in April. The Cultural Advisor is committed and well respected in Wujal community, he has served the Wujal Wujal Aboriginal Shire Council over 25 years and is very knowledgeable in Wujal history and geography.

**Indigenous Knowledge Centre – Library**

This month the library was making a significant impact in our community being involved with creative approaches to develop community engagement – Holy Spirit College Outreach Programs, Rodeo / NAIDOC meetings. Improved services- My Pathways Digital program planning and promoting library resources – new books have arrived. In progress for improved programming – theme events and interactive sessions with the community includes hands on activities like craft workshops, tech demos or cultural showcases. One of the main focusses is to empower reading sessions and often the library officer reads to our children aged 2-3 years old. The library officer also creates our monthly Kaban and events flyers. Library Opens Monday -Thursday 9:30am - 4:00pm



## Arts Centre

The Artists and Art Centre A/Coordinator attended the IACA conference on 29 April to May 2 2025. The Conference highlighted some key points in creative arts.

## Centrelink

The Statistics for April 2025 are average we are encouraging our Bama community to access Centrelink to boost up our monthly stats. Centrelink hours: Monday – Thursday 8:30am – 12:30pm.

Centrelink provides various community support services in our community including:

1. Financial Assistance – payments for individuals, families, job seekers, students, seniors, and people with disabilities.
2. Assistance with culturally appropriate services, Indigenous Youth Mobility Pathways, and community engagement programs.
3. Family and Child Support – we have supported some families to get family benefit funds this month.

## Wujal Black Star Radio Station – FM 107.7

Radio Presenter attended the Podcast Training in Cairns on 14-17 April. The training was useful to upskill her communication and media skills. This training was supported by QRAM and Black Star Cairns office. We have received a new laptop and new phone for our radio presenter. Our radio presenter has done some interviews with our Artists for the upcoming CIAAF event in Cairns in July 2025. We can now listen to our Wujal Radio program on FM 100. 7 Black Star. Radio Station (RTC) building office hours are Monday - Thursday from 8:00am - 4:00pm.

## Events and Sports

Community Services ran the School Holiday Program over Easter; the community hall was open from 12:00 – 6:00pm and there was one day that the hall was open until 8:00pm for the Justice Youth Program which had a live band and open mic session for the community. We now have two staff members working for the afterhours school holiday program from 3:00pm – 6:00pm. We are encouraging community members to join the children during school holiday programs and after school hours. We registered children attending activities at the community hall and provide health snacks every day.

We are planning to invite professionals like Police officers or Ambulance officers to do some safety procedures with the children.

## Kindergarten

- Term 2 started off slow with attendance but is now 100 percent attendance.
- Kindergarten program is delivered on children's interest through play, emotional and physical needs.  
Week 1 - children settled back into their Kindy routines,  
Week 2 – Children are engaging in activities that staff observed during play for example gardening and birds.
- Kindy program must meet the Early Years Learning Framework and the Queensland Kindergarten Learning Guide which are both National Curriculum in Australia.



### Operating hours

- Monday - Wednesday 8:30am – 2:30pm open to children ages 3 – 5 years of age.
- Thursday is additional day for children who are going onto School in 2026 – children turning 4 -5 years of age by 30 June 2025.

### Issues

- Children are being collected late; parents and guardians are not committing to their responsibility e.g.- parents and carers are sending unauthorised people / person to collect children when they are not in the children's enrolment as additional contacts.

### Assessment

Continuing with updating all required documents for National Quality Standard Assessment and Rating.

### Training/ Professional Development

- First Aide are all up to date.
- All compliance training completed both staff.
- Special needs training to support speech / communication still ongoing face to face and online training.

### Visitors

- Early Childhood Development Program – Coordinator.
- Early Childhood Regulatory Authority – Compliance.
- Speech Pathology Qld Health.
- Occupational Therapy – Qld Health.

## **Aged Care Community Centre**

### Client/Correspondence

- Continued monthly Care Plan reviews – all are doing well
- Continued review of HCP budgets
- Ongoing review of HCP acquittals
- HCP for November has been submitted and approved
- Commence audits.

### Reporting

- Ongoing review of HCP acquittals and adjusting HCP in line with hospital and social leave.
- Monthly data input.
- QCSS reporting completed for the Quarter 3 2024-2025 and submitted on the 28 April 2025.



**Other**

- Continued review of systems and processes in line with the Aged and Quality standards and supporting staff with ongoing training and education regarding documentation, continuous improvements, incidents and accidents etc.
- All referrals completed for clients that are not registered on my aged care, now awaiting assessments to be completed by the single assessment teams.

Resolution: Council accept the Community Services Report for April 2025

<b>Resolution:</b>	Council accepts the Community Services Report as presented.	
Moved:		Lost/Carried
Seconded:		
Resolution No	20250520-	



## **11. General Business**

### **Cr Creek**

- Can council purchase an extended arm slasher for landscaping crew to use to make their job easier.
- What value are we getting out of the sub-contractors looking after the roads
- Some community people are being harassed by police when they are not in the AMP area.

### **CEO Kiley Hanslow**

- Councillors to encourage community to contact housing to collect derelict cars ASAP from yards as contract with Simms Metals runs out in July.
- Red Earth Insurance – council insurance does not cover staying overnight at the hall. Red Earth could sign an indemnity form.
- Break in at laundromat – possibly change to tokens to deter children from breaking in.

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

A Special Council Meeting (Budget | Strategic Planning) is set for **Tuesday 27 May 2025**

The next Ordinary Council Meeting is set for **Tuesday 17 June 2025**.

## **13. Meeting Closure**

Meeting closed at