



Wujal Wujal Aboriginal Shire Council

Ordinary Council | Meeting Agenda

Date: Tuesday 15 April 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:

Time	Topic	Agency/Presenter
1:00 – 1:30pm	Planning for the 2026 Census - Wujal Wujal	Robyn Learmouth and Melinda Mansell - Australian Bureau of Statistics
1:40 – 2:00pm	North Qld Creative Recovery Group	Waratah Nicholls - Cook Shire Council North Queensland Creative Recovery Group
TBC 2:00 – 2:30pm	Day Care Compliance	Jane Harpley, C&K

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 | 18 March 2025

Refer to [Appendix 1 \(Page 2 of the Appendices\)](#) to review the minutes of the meeting held 18 March 2025.

Resolution: Acceptance of the minutes meeting held Tuesday 18 March 2025

Resolution:	That the minutes of the Ordinary Council Meeting held on Tuesday 18 March 2025 be accepted as a true and correct record of that meeting.	
Moved:		Lost/Carried
Seconded:		
Resolution No	20250415-	

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 Quarter three review of Council’s performance against the 2024-2025 Operational Plan

Report to:	Mayor, Councillors and Chief Executive Officer
Subject:	Quarter Three review of Council’s performance against the 2024-2025 Operational Plan
Reporting Officer:	Chief Executive Officer
Status:	Decision

Refer to Appendix 2 (page 27 of the Appendices) for the 2024-2025 Operational Plan

Purpose

Council is required by legislation to review its performance against its Operational Plan on a quarterly basis.

The report provided here is this assessment of our performance for the period January 2025 to and including March 2025.

Highlights

- Development of a facilities hire agreement.
- Development of a Right to Information process and the addition of this information to Council’s website.
- Comprehensive review of Council’s local laws was undertaken, these were adopted by Council in their March meeting.
- Development and adoption of several statutory policies has ensured Council is now fully compliant in this area for the first time in its history.
- Complaints Management process has been developed and is in place, another first for Council.
- Development and Adoption of a Customer Service Charter is another first for Council.
- With the appointment of the Finance Manager, the finance team will commence cross-training to enable skills development of finance team.

Proposed Resolution

That council accept the Quarter Three review of Council’s performance against the 2024-2025 Operational Plan as presented.

Resolution: Operational Plan

Resolution:	Council accepts the Quarter Three review of Council’s performance against the 2024-2025 Operational Plan as presented.	
Moved:		Lost/Carried
Seconded:		
Resolution No	20250415-	



8.2 Delegations Policy and Delegations Register

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

Refer to Appendix 3 (page 69 of the Appendices) for the Delegations policy.

Purpose

Council has not had a formally adopted Delegations Policy in place. A draft policy was found on file, but no record of it being formally adopted by Council could be found.

A comprehensive review of that draft showed that the wording was hard to understand and insufficient, a new policy has therefore been developed based on excellent examples in place at other councils.

- The newly developed policy being presented to you today incorporates all the required legal obligations that it should in language that is easy to understand and clearly structured.
- The Delegations Policy establish the framework for making, recording and exercising delegations made pursuant to sections 257, 258 and 259 of the Local Government Act 2009.
- The policy clearly outlines the key principals, restrictions and responsibilities of Council and delegates.
- Delegations by the Chief Executive Officer to Employees is regulated by the Local Government Act 2009:

S 257 of the Local Government Act 2009 allows Council to delegate its powers to the Mayor, the Chief Executive Officer, the Chair of a Standing Committee, to Standing Committees or to another Local Government for the purposes of a joint government activity. However, Council cannot delegate a power that an Act states must be exercised by Council resolution.

Further, s 259 of the Local Government Act 2009 allows the Chief Executive Officer to sub-delegate their powers to an appropriately qualified employee. The expression "employee" includes a person who contracts to provide services to Council.

259 Delegation of chief executive officer powers

- (1) A chief executive officer may delegate the chief executive officer's powers to an appropriately qualified employee or contractor of the local government.
- (2) However, the chief executive officer must not delegate the following powers—
 - (a) a power delegated by the local government, if the local government has directed the chief executive officer not to further delegate the power;
 - (b) a power to keep a register of interests.

260 Local government delegations register

- (1) The chief executive officer must establish a register of delegations that contains the particulars prescribed under a regulation.
- (2) The chief executive officer must record all delegations by the local government, mayor or the chief executive officer in the register of delegations.
- (3) The public may inspect the register of delegations.

It is to be noted that the delegation of the Council's powers does not involve Council surrendering those powers.

The Council continues to retain all powers that are the subject of the delegation.

A delegation involves a "sharing" of power so that both Council and the delegate can exercise the same power.

Sub-delegation to Council officers provides for the effective and efficient delivery of services to the community.

Councils can delegate many of their decisions so that they can focus on strategic issues or when needed because councillors have conflicts of interest and cannot participate in decision-making.



Delegations Register

The chief executive officer must by law establish a register of delegations that records all delegations made by the Local Government, Mayor and the Chief Executive Officer.

The delegations register must be available for inspection by the public and must contain the following information:

- The name or title of the person, or the name of the committee, to whom powers are delegated.
- A description of the powers delegated, including the provisions under a local government related law permitting or requiring the exercise of the powers.
- If the delegation is by the local government, a summary of the resolution by which the power was delegated including the date, any conditions and the reference numbers for the resolutions (if applicable).

Wujal Wujal Aboriginal Shire Council's delegation's registers had not been reviewed and updated since 2018.

A comprehensive review has now been undertaken and two new registers of delegations have been developed based on the most up to date legislation, and in the case of the Delegations from CEO to Employees on the most recent Procurement Policy.

These two registers are attached to this report for consideration as they must be formally reviewed and adopted by Council.

Register of Legislative Delegations from Council to CEO

The Register of Legislative Delegations from Council to CEO lists the matters in which the right to act or exercise a discretion has been so delegated by resolution of the Council.

- It identifies the powers delegated, including the statutory provisions permitting or requiring the exercise of the powers.
- All powers are delegated subject to the conditions summarised in the column titled 'Conditions to which the delegation is subject'.

The register of Legislative Delegations from Council to CEO is attached as **Appendix 4 -page ??**

Resolutions

Three succinct resolutions are required to accompany this report:

1. Adopt the Delegations Policy.
2. Adopt and Exercise the Legislative Delegations from Council to CEO as presented.



Proposed Resolutions (2):

1. The council adopt the Delegations Policy as presented (Appendix 3 - page 69)

Resolution: [Delegations Policy](#)

Resolution:	Council adopts the Delegations Policy as presented.	
Moved:		Lost/Carried
Seconded:		
Resolution No	20250415-	

2. The council adopt and exercise the Delegations as listed in the Register of Legislative Delegations Council to CEO Registers as presented (Appendix 4 - page 76)

That Council in accordance with s 257 of the Local Government Act 2009, resolves to delegate the exercise of powers contained within the “Register of Legislative Delegations - Council to Chief Executive Officer.

These powers must only be exercised subject to:

- a. Limitations contained in the Delegations Register as listed; and
- b. the general conditions and limitations as detailed in the register.

Resolution: [Register of Legislative Delegations Council to CEO](#)

Resolution:	Council adopts the Registers of Legislative Delegations from Council to CEO	
Moved:		Lost/Carried
Seconded:		
Resolution No	20250415-	



8.3 Publication Scheme

Report to:	Mayor, Councillors and Chief Executive Officer
Subject:	Publication Scheme
Reporting Officer:	Chief Executive Officer
Status:	Information

Refer to Appendix 5 (page 328 of the Appendices) Publication Scheme

Purpose

Under the Right to Information (RTI) Act (s21) Councils are required to have in place a Publication Scheme which sets out

- the classes of information that the agency has available; and
- the terms on which it will make the information available, including any charges.

An agency publishing a publication scheme must ensure that the publication scheme complies with any guidelines about publication schemes published by the Minister on the Minister's website.

Wujal Wujal Aboriginal Shire Council has not previously had a formal Publication Scheme in place, although it has made much of the information required in the scheme available on its public website.

The Publication Scheme included with this report complies with the legislation and is submitted to Council for consideration and endorsement.

Once endorsed a new section will be created on the Council's public website to host this information, this is also required by law. A draft layout of the new section of the website is also included with this report.

What is a publication scheme?

A publication scheme sets out the kinds of information that an agency should make routinely available. The information should be easy for any person to find and use. As routinely published information is available as part of an agency's normal business, the information should be simple to access through the agency website or be easily and quickly sent out by an officer of the agency.

Seven classes of information are to be published.

The classes of information are as follows:

1. **About us** (Who we are and what we do): Agency information, location and contacts, constitutional and legal governance.
2. **Our services** (The services we offer): A description of the services offered by the agency, including advice and guidance, booklets and leaflets, transactions and media releases.
3. **Our finances** (What we spend and how we spend it): Financial information relating to projected and actual income and expenditure, tendering, procurement and contracts.
4. **Our priorities** (What our priorities are and how we are doing): Strategy and performance information, plans assessments, inspections and reviews.
5. **Our decisions** (How we make decisions): Policy proposals and decisions. Decision making processes, internal criteria and procedures, consultations.
6. **Our policies** (Our policies and procedures): Current written protocols for delivering our functions and responsibilities.
7. **Our lists** (Lists and registers): Information held in registers required by legislation and other lists and registers relating to the functions of the agency.



Key criteria for inclusion in a publication scheme

Information included in the publication scheme must be:

- **Significant:** for example, key initiative and policy documents
- **Appropriate:** having regard to existing legislation, privacy principles and security issues
- **Accurate:** all efforts should be made to ensure that information included is accurate, in terms of what has already been published, or what may be published on the particular topic.

Proposed Resolution

That Council adopt the Publication Scheme as presented.

Resolution: Publication Scheme

Resolution:	Council adopts the Publication Scheme as presented	
Moved:		Lost/Carried
Seconded:		
Resolution No	20250415-	



8.4 Cultural Heritage Risk Assessment for Priority 1-3 Works

Report to: CEO, Mayor and Councillors
Subject: Cultural Heritage Risk Assessment for Priority 1-3 Works
Reporting Officer: Chief Executive Officer
Status: Decision

Refer to Appendix 6 (page 334 of the Appendices) Cultural Heritage Risk Assessment Report

Refer to Appendix 6 .2 Attachment A (page 338 of the Appendices) 'New Finds Procedure'

Refer to Appendix 6 .2.1 Attachment A (page 393 of the Appendices) FORM - Cultural Heritage - Reporting 'new finds' dated April 2025 Magiq 37337

Refer to Appendix 6 .3 Attachment B (page 395 of the Appendices) DR43948 Deed of Grant In Trust DOGIT Minister Sign off

Purpose

John Dockrill from the Archaeology Survey Team Pty Ltd, was engaged to undertake the Cultural Heritage Risk Assessment project. This project has been undertaken to assess and prioritise key areas planned for critical infrastructure for Wujal Wujal and ensure cultural heritage is identified and mapped providing clarity for Council planning of current and future development projects.

Summary

The assessment was structured into three priority levels based on the urgency and significance of the infrastructure for the Wujal Wujal community. Priority One works, deemed the most critical, were assessed first, ensuring the protection of cultural heritage in areas with immediate infrastructure needs. Priority Three works, which involve less urgent and largely undisturbed lands within the Shire, were scheduled for later assessment.

The attached report reflects the level of consultation and assessment conducted between December 24, 2024, and March 15, 2025. All Priority One, Priority Two, and selected Priority Three infrastructure projects have been assessed, with only the non-developed areas of Wujal Wujal Shire, including the lands along the Zig Zag to Meg Crossing above Wujal, remaining for future evaluation.

Proposed Resolution:

That Council accept the Cultural Heritage Risk Assessment for Priority 1-3 Works as presented.

Resolution: Cultural Heritage Risk Assessment for Priority 1-3 Works

Resolution:	Council accepts the Cultural Heritage Risk Assessment for Priority 1-3 Works as presented.	
Moved:		Lost/Carried
Seconded:		
Resolution No	20250415-	



8.5 NIAA Funding for Baja Baja Youth Centre and Men’s Centre Works

Report to: CEO, Mayor and Councillors
Subject: NIAA Funding for Baja Baja Youth Centre
Reporting Officer: Chief Executive Officer
Status: Decision

Purpose:

To consider a request from the National Indigenous Australians Agency (NIAA) for Council to provide matched funding in support of local community programs.

Summary

The National Indigenous Australians Agency (NIAA) has approached Council to ask Council to price match the NIAA funding of \$30,000, with the expenditure of \$30,000 Council funds, including \$15,000 expenditure for works in the kitchen at the Men's Centre and \$15,000 for fencing works at the Baja Baja Youth Centre. Whilst the works component is operational, this request also represents a strategic collaboration with Council, NIAA and the Justice Group for the benefit of the community.

Resolution:

That Council:

1. Acknowledges the approach from the National Indigenous Australians Agency (NIAA) regarding funding support for community programs.
2. Approves the allocation of \$30,000 from Council funds to match the NIAA funding contribution of \$30,000.
3. Endorses the expenditure of Council’s \$30,000 contribution to be distributed as follows:
 - o \$15,000 towards initiatives at the Men's Centre.
 - o \$15,000 towards initiatives at the Baja Baja Youth Centre.
4. Authorises the Chief Executive Officer (or delegate) to finalise any necessary funding agreements or documentation with the NIAA to enable the expenditure of funds.

Proposed Resolution:

That Council endorse the NIAA funding for the Baja Baja Centre and the Men’s Centre works as presented.

Resolution: NIAA Funding for Baja Baja Centre and the Men’s Centre

Resolution:	That Council endorse the NIAA funding for the Baja Baja Centre and Men’s Centre as presented.	
Moved:		Lost/Carried
Seconded:		
Resolution No	20250415-	



8.6 Approval of an Acting Chief Executive Officer

Report to:	CEO, Mayor and Councillors
Subject:	Approval of an Acting Chief Executive Officer
Reporting Officer:	Chief Executive Officer
Status:	Decision

Summary

Chief Executive Officer Kiley Hanslow has requested approval to take leave: Monday 2 June 2025 returning Friday 4 July 2025.

- In accordance with the Local Government Act 2009 s195, the Council is required to approve the full delegation of the Chief Executive Officer Kiley Hanslow’s duties and responsibilities to an Acting Chief Executive Officer.
- Council proposes Mr John Kelly fill the role of Acting Chief Executive Officer for the full duration of Chief Executive Officer Kiley Hanslow’s leave. John Kelly has acted as Chief Executive Officer for Council on a number of occasions in the past.

Proposed Resolution:

That Council endorse full delegation of the Chief Executive Officer Kiley Hanslow’s duties and responsibilities to Acting Chief Executive Officer John Kelly for the period 30 May 2025 to and including Friday 4 July 2025.

Resolution: Delegation from CEO to Acting CEO

Resolution:	That in accordance with the Local Government Act 2009 s195, the Council approves the full delegation of the Chief Executive Officer Kiley Hanslow’s duties and responsibilities to Acting Chief Executive Officer John Kelly for the period 30 May 2025 to and including Friday 4 July 2025.	
Moved:		Lost/Carried
Seconded:		
Resolution No	20250415-	



8.7 Removal and Addition of Access to the ATO Portal Relationship Manager and Portal

Report to:	Mayor, Councillors and Chief Executive Officer
Subject:	Removal and Addition of Access to the ATO Portal
Reporting Officer:	Chief Executive Officer
Status:	Decision

Purpose

Council must remove Micah Nkiwane’s access to the ATO Portal and add Chief Executive Office Kiley Hanslow, Finance Manager Arminda David and Operations Accountant Renelle Shipton.

Background

Micah Nkiwane resigned from Council on 13 November 2024. To ensure security and currency of Council’s financial systems, Council is required to pass a resolution to remove Micah Nkiwane from Council’s ATO Portal.

Additional Chief Executive Office Kiley Hanslow, Finance Manager Arminda David and Operations Accountant Renelle Shipton will require access to ATO Relationship Manager and Portal.

Resolution: ATO Relationship Manager and Portal Access

Resolution:	Council adopts the removal of Micah Nkiwane’s access to the Council ATO Relationship Manager and Portal; and Council adopts the addition to the Council ATO Relationship Manager and Portal for Chief Executive Office Kiley Hanslow, Finance Manager Arminda David and Operations Accountant Renelle Shipton.	
Moved:		Lost/Carried
Seconded:		
Resolution No	20250415-	



9. Reports: Elected Members and Council Officers

9.1 Mayor's Monthly Portfolio Report

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

Mayor Alister Gibson represented the interests of the Wujal Wujal Aboriginal Shire Council since the last Ordinary Council meeting 18 March 2025 and reported on his portfolio: Governance, Finance and all other portfolios.

Meetings attended:

Dates	Meeting
Tuesday 18 March	Ordinary Council Meeting
Wednesday 19 March	Community Meeting
Monday 24 March	Wujal Wujal Strategic Capital Plan start up discussion – Danielle Sturton, Housing Mayor Alister Gibson, Deputy Mayor Claudia Doughboy, Cr Nikita Tayley, Cr Lucas Creek, CEO Kiley Hanslow
Tuesday 25 March	Catch up with contractor Patrick Nandy Mayor Alister Gibson, CEO Kiley Hanslow
Wednesday 26 March	CEO Review with Brett de Chastel Mayor and Councillors
Wednesday 2 April	Torres and Cape Hospital and Health Service (TCHHS) Board and WWASC Meeting – in person Mayor Alister Gibson, CEO Kiley Hanslow TCHHS/HIQ Wujal Wujal Primary Health Care Redevelopment Discussions Mayor Alister Gibson, CEO Kiley Hanslow
Thursday 3 April	FNQ RRTG Meeting and FNQ Board Meeting Mayor Alister Gibson, CEO Kiley Hanslow
Monday 7 April	LGAQ – Accord and Monthly catch up
Tuesday 8 April	Councillor Training and information on Councillor Responsibilities – Mel Ison, Department of Local Government, Water and Volunteers Mayor and Councillors
Wednesday 9 April	Councillor Training and information on Finance and Assets - Department of Local Government, Water and Volunteers Mayor and Councillors CEO and Councillors mid-month catch up Mayor, Councillors and CEO Kiley Hanslow
Thursday 10 April	LGAQ Governance Workshop - Wujal Wujal Aboriginal Shire Council - Cooktown



	Mayor and Councillors
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Portfolio Research Items

Date	Outcome
	Nothing to report during this period.

Stakeholder conversations

Date	Points Discussed
	<p>Mapoon Paanja Festival Invite</p> <p>Discussion with Chris Clements from QLD Parks and Wildlife on large crocodile in Bloomfield River. Trap will be put back in again if crocodile becomes an issue in Wujal Wujal again. Jabalbina Rangers to monitor the crocodile movements and if it is an issue. Encourage community members to report any crocodile issues via QLD Parks and Wildlife’s online reporting system.</p>

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.

Resolution:	Council noted Mayor Alister Gibson’s portfolio report as presented.	
Moved:		Lost/Carried
Seconded:		
Resolution No	20250415-	



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 18 March 2025 and reports on her portfolio: Economic Development, Tourism and Health.

Meetings attended:

Dates	Meeting
Tuesday 18 March	Ordinary Council Meeting
Wednesday 19 March	Community Meeting
Monday 24 March	Wujal Wujal Strategic Capital Plan start up discussion – Danielle Sturton, Housing Mayor Alister Gibson, Deputy Mayor Claudia Doughboy, Cr Nikita Tayley, Cr Lucas Creek, CEO Kiley Hanslow
Wednesday 26 March	CEO Review with Brett de Chastel Mayor and Councillors
Tuesday 8 April	Councillor Training and information on Councillor Responsibilities – Mel Ison, Department of Local Government, Water and Volunteers Mayor and Councillors
Wednesday 9 April	Councillor Training and information on Finance and Assets - Mel Ison, Department of Local Government, Water and Volunteers Mayor and Councillors CEO and Councillors mid-month catch up Mayor, Councillors and CEO Kiley Hanslow
Thursday 10 April	LGQA Governance Workshop - Wujal Wujal Aboriginal Shire Council - Cooktown Mayor and Councillors

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:

None for this report.



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

Resolution:	Council noted Deputy Mayor Claudia Doughboy's portfolio report as presented.	
Moved:		Lost/Carried
Seconded:		
Resolution No	20250415-	



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 18 March 2025 and reports on his portfolio: Community, Sports and Lifestyle.

Meetings attended:

Dates	Meeting
Tuesday 18 March	Ordinary Council Meeting
Wednesday 26 March	CEO Review with Brett de Chastel Mayor and Councillors
Tuesday 8 April	Councillor Training and information on Councillor Responsibilities – Mel Ison, Department of Local Government, Water and Volunteers Mayor and Councillors
Wednesday 9 April	Councillor Training and information on Finance and Assets - Department of Local Government, Water and Volunteers Mayor and Councillors CEO and Councillors mid-month catch up Mayor, Councillors and CEO Kiley Hanslow
Thursday 10 April	LGAQ Governance Workshop - Wujal Wujal Aboriginal Shire Council - Cooktown Mayor and Councillors

Portfolio Research Items:

Research Item	Outcome

Stakeholder conversations:

Points Discussed
<p>Have been approached by a group from Yarrabah wanting to hold a music function in the community hall.</p> <p>Discussion with Chris Clements from QLD Parks and Wildlife on large crocodile in Bloomfield River. Trap will be put back in again if crocodile becomes an issue in Wujal Wujal again. Jabalbina Rangers to monitor the crocodile movements and if it is an issue. Encourage community members to report any crocodile issues via QLD Parks and Wildlife’s online reporting system.</p>



Community member conversations:

Points Discussed
Nothing to report during this period.

Other Comments:

None to note for this period.

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

Resolution:	Council noted Councillor Robert Bloomfield’s portfolio report as presented.	
Moved:		Lost/Carried
Seconded:		
Resolution No	20250415-	



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 18 March 2025 and reports on her portfolio: Environment and Culture.

Meetings attended:

Dates	Meeting
Tuesday 18 March	Ordinary Council Meeting
Wednesday 19 March	Council Meeting
Monday 24 March	Wujal Wujal Strategic Capital Plan start up discussion – Danielle Sturton, Housing Mayor Alister Gibson, Deputy Mayor Claudia Doughboy, Cr Nikita Tayley, Cr Lucas Creek, CEO Kiley Hanslow
Wednesday 26 March	CEO Review with Brett de Chastel Mayor and Councillors
Tuesday 8 April	Councillor Training and information on Councillor Responsibilities – Mel Ison, Department of Local Government, Water and Volunteers Mayor and Councillors
Wednesday 9 April	Councillor Training and information on Finance and Assets - Department of Local Government, Water and Volunteers Mayor and Councillors CEO and Councillors mid-month catch up Mayor, Councillors and CEO Kiley Hanslow
Thursday 10 April	LGAQ Governance Workshop - Wujal Wujal Aboriginal Shire Council - Cooktown Mayor and Councillors

Portfolio Research Items:

Research Item	Outcome
Nothing to report during this period.	

Stakeholder conversations:

Points Discussed
Discussion with Chris Clements from QLD Parks and Wildlife on large crocodile in Bloomfield River. Trap will be put back in again if crocodile becomes an issue in Wujal Wujal again. Jabalbina Rangers to monitor the crocodile movements and if it is an issue. Encourage community members to report any crocodile issues via QLD Parks and Wildlife's online reporting system.



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.

Resolution:	Council noted Councillor Nikita Tayley’s portfolio report as presented.	
Moved:		Lost/Carried
Seconded:		
Resolution No	20250415-	



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 18 March 2025 and reports on his portfolio: Law and Order.

Meetings attended:

Dates	Meeting
Tuesday 18 March	Ordinary Council Meeting
Wednesday 19 March	Community Meeting
Monday 24 March	Wujal Wujal Strategic Capital Plan start up discussion – Danielle Sturton, Housing Mayor Alister Gibson, Deputy Mayor Claudia Doughboy, Cr Nikita Tayley, Cr Lucas Creek, CEO Kiley Hanslow
Tuesday 25 March	Cape Melville Directors’ Meeting
Wednesday 26 March	CEO Review with Brett de Chastel Mayor and Councillors
Tuesday 8 April	Councillor Training and information on Councillor Responsibilities – Mel Ison, Department of Local Government, Water and Volunteers Mayor and Councillors
Wednesday 9 April	Councillor Training and information on Finance and Assets - Department of Local Government, Water and Volunteers Mayor and Councillors CEO and Councillors mid-month catch up Mayor, Councillors and CEO Kiley Hanslow
Thursday 10 April	LGAQ Governance Workshop - Wujal Wujal Aboriginal Shire Council - Cooktown Mayor and Councillors

Portfolio Research Items:

Research Item	Outcome
Nothing to report during this period.	

Stakeholder conversations:

Points Discussed
Discussion with Chris Clements from QLD Parks and Wildlife on large crocodile in Bloomfield River. Trap will be put back in again if crocodile becomes an issue in Wujal Wujal again. Jabalbina Rangers to monitor the crocodile movements and if it is an issue. Encourage community members to report any crocodile issues via QLD Parks and Wildlife’s online reporting system.

Community member conversations:

Points Discussed
Nothing to report during this period.



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

Resolution:	Council noted Councillor Lucas Creek's portfolio report as presented.	
Moved:		Lost/Carried
Seconded:		
Resolution No	20250415-	



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 18 March 2025.

Date	Meeting and Comments
Tuesday 18 March	Ordinary Council Meeting
Wednesday 19 March	Community Meeting
	Community Grants – Project Control Group Meeting CEO Kiley Hanslow, Grants Officer Stephanie Little, Community Services Manager Kesa Strieby
Thursday 20 March	Wujal Wujal Scheme Supply Fund – Department State Planning Pathway 2 – larger funding pool - a great opportunity to build in the work done with the State and undertake the missing studies, to enable the council and the community to make informed planning decisions.
	Evaluation of RFQ - POW PM for Design Works - Female Gym Facilities CEO Kiley Hanslow, Grants Officer Stephanie Little, Operations Manager Perry Gould, Building Manager Dan Hall
	Meeting with QRA - Gavin Williams CEO Kiley Hanslow, Operations Manager Perry Gould
	Wujal Wujal Area Fire Management Group Meeting
	Project Concepts - Admin Building, Art Centre, Place of Refuge, Women's Gym CEO Kiley Hanslow, Operations Manager Perry Gould, Community Services Manager Kesa Strieby
Friday 21 March	Douglas Shire LDMG
	FNQ RRTG
Monday 24 March	Wujal Wujal Strategic Capital Plan start up discussion – Danielle Sturton, Housing Mayor Alister Gibson, Deputy Mayor Claudia Doughboy, CEO Kiley Hanslow
Tuesday 25 March	Far North Regional Plan engagement check-in
	Wujal Wujal Aboriginal Shire Council - Scheme Supply Fund - DSDILGP
	LRRG Meeting CEO Kiley Hanslow, Community Services Manager Kesa Strieby, Finance Manager Arminda David, A/Operations Manager Jason Williams
	Patick Nandy Contractor Meeting Mayor Alister Gibson, CEO Kiley Hanslow
	Monthly Management Team Meeting



Thursday 27 March	LGMA CEO Forum
Friday 28 March	Wujal Wujal DETSI Grant Funding #4 CEO Kiley Hanslow, A/Operations Manager Jason Williams, Building Manager Dan Hall, Ops Accountant Renelle Shipton, Financial Accountant Khush Kumar
Tuesday 1 April	Community Health and Aged Care Collaboration CEO Kiley Hanslow, Community Services Manager Kesa Strieby, Vince Connellan (TCHHS)
	Project Control Group Meeting - Wujal Projects CEO Kiley Hanslow, Grants Officer Stephanie Little, A/Operations Manager Jason Williams, Building Manager Dan Hall
	Cook CDP JV Partnership Meeting
	Evaluation of RFQ - POW PM for Design Works - Female Gym Facilities CEO Kiley Hanslow, A/Operations Manager Jason Williams, Building Manager Dan Hall
	Introduction and Coordination - National Mobile Audit - Wujal Wujal (QLD)
Wednesday 2 April	TCHHS Board & Wujal Wujal Aboriginal Shire Council Meeting Mayor Alister Gibson, CEO Kiley Hanslow
	WWASC Internal Audit Planning - CEO and Pacifica Director, Carolyn Eagle
	Community Grants - Project Control Meeting CEO Kiley Hanslow, Grants Officer Stephanie Little, Community Services Manager Kesa Strieby
	TCHHS/HIQ Wujal Wujal Primary Health Care Redevelopment Discussions Mayor Alister Gibson, CEO Kiley Hanslow
Thursday 3 April	FNQ RRTG – Discussed TIDS funding for two roadworks projects for Wujal Wujal. Mayor Alister Gibson, CEO Kiley Hanslow
	FNQROC Board meeting – Reviewed and updated the FNQROC Strategic Plan, including the vision, FNQROC – Ensuring the sustainability of Councils. Mayor Alister Gibson, CEO Kiley Hanslow
	WWASC Support - Fortnightly Update Meeting – DSDILGP – Finance recruitment, financial reporting and budget planning.
Tuesday 8 April	Wujal Wujal catchup – NIAA – requested advocacy for an increase in funding for the delivery of Centrelink services in Wujal Wujal and increased funding and/or budget line realignment for aged care meals and increasing care levels.
	Wujal Wujal Council Administration and Place of Refuge - consultation meeting – building height and planning to mitigate flood risk. Discussed the placement of the Local Disaster Coordination Centre to be in the Place of Refuge (in meeting room) to ensure disaster management services can continue in the event of a flood. CEO Kiley Hanslow, A/Operations Manager Jason Williams



Thursday 10 April	<p>2025 Executive Leaders Update CEO Kiley Hanslow, Executive Assistant Bronwyn Barry</p> <p>Meeting with Local Buy CEO Kiley Hanslow, A/Operations Manager Jason Williams</p>
Friday 11 April	<p>Discuss first draft of the ILUA CEO Kiley Hanslow, A/Operations Manager Jason Williams</p> <p>Wujal Wujal Infrastructure Working Group Meeting CEO Kiley Hanslow, A/Operations Manager Jason Williams</p>
Monday 14 April	<p>CEO and Councillors mid-month catch up Mayor, Councillors and CEO</p>

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 7 (Page 399 of the Appendices)** to view:

- Table – Funding Applications submitted awaiting outcome
- Table – Grants Report - Successful Funding Applications 10 February – 4 March
- Table – All Current Grant Funded Projects in Delivery (as at 04/03/2025)

Road update

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

Disaster preparedness Update

No current weather events.

Discussion

Follow Ups

Street Lighting – CEO emailed Energy GYP on 24/03/2025 in relation to street lighting in the following areas:

- Keim Street
- Women’s Centre bottom of Heorlein Street
- Between Aged Care Centre and Florence Lane Alleyway
- Streetlight flickers on and off outside 145 Little Douglas
- Streetlight not working across the road from 156 Little Douglas Street.

Response 24/03/2025- Energy GYP will follow up with the Area Manager, who will be able to ensure relevant crew members get across this at their earliest convenience.

Solar Lighting – CEO emailed a Works Order to Building Services on 24/03/2025 requesting the installation of a solar light in the alleyway between Lot 33 and Lot 119 Hartwig Street through to Florence Lane, which borders the Aged Care Centre.



Maintenance of the transition house at 6 Heorlein Street – CEO emailed Housing 24/03/2024 requesting regular maintenance on this property – mowing, edging etc. Housing Manager (Kim) confirmed a service request would be raised for the yard maintenance.

Policies - Councillors requested a printed copy of the policies passed by Council as a reference guide – copies have been printed, bound and distributed to each Councillor.

List of Traditional Owners across the three clans in Wujal Wujal – CEO drafted a letter to Jabalbina Yalanji Aboriginal Corporation to request their assistance with compiling a list of Traditional Owners across the three clans in Wujal Wujal. This draft was emailed to all Councillors on 24/3/2025 for their comment/approval.

Dabu Jajikal - Kesa has contacted Dabu Jajikal, who are happy to participate in community events and planning. Email was forwarded onto Councillors 24/3/2025.

Meeting with Cook Shire Council – email has been sent requesting a meeting mid-late May 2025, waiting on response.

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

Resolution:	That Council receive the Chief Executive Officer’s Monthly Report as presented.	
Moved:		Lost/Carried
Seconded:		
Resolution No	20250415-	



9.7 Corporate and Commercial Report

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

Refer to **Appendix 8** (Page 405 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

Resolution:	That Council accept the Financial Corporate and Commercial Report as presented.	
Moved:		Lost/Carried
Seconded:		
Resolution No	20250415-	



9.8 Operations Report

Report to:	Mayor, Councillors and Chief Executive Officer
Subject:	Monthly Operations Report
Reporting Officer:	A/Operations Manager, Jason Williams
Status:	Noting/Information

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

9.8.1 Civil Construction

The final speed monitoring system has now been installed on the southern approach. Preliminary designs have been developed for proposed roundabout at the intersection of Douglas and Kotzur Streets.

23-24 Tropical Cyclone Jasper:

Wujal Wujal Aboriginal Shire Council was activated for Disaster Recovery Funding Arrangements (DRFA) assistance measures on 13 December 2023 in response to impacts from Tropical Cyclone Jasper. Council completed all Counter Disaster Operations (CDO) and Emergency Works by 30 June 2024 and have acquitted all submissions made to QRA. The Restoration of Essential Public Assets (REPA) is ongoing with 27 individual submissions made to the QRA all at varying levels of completion. All REPA works must be completed by 30 June 2026.

Council has lodged three betterment projects under QRA's competitive Category D Betterment Fund (Kotzur Street Stormwater Drainage Upgrade, Bloomfield Falls Road Pavement Upgrade and Sewerage Treatment Plant Pavement Upgrade).

24-25 North and Far North Tropical Low: Wujal Wujal Aboriginal Shire Council was activated for DRFA assistance measures on 10 February 2025 in response to impacts from the North and Far North Tropical Low. Emergency Works have commenced in community with the primary focus on pothole patching and stormwater drain clearing.

BACKGROUND:

23-24 Tropical Cyclone Jasper

- Four Emergency Works submissions have been lodged by Council and acquitted by QRA for a total value of \$6,493,403.19. Works within these submissions primarily focused on critical work to restore Council's road, water, sewer and building networks.
- Three CDO submissions have been lodged by Council and acquitted by QRA for a total value of \$1,246,509.50. Works within these submissions primarily focused on barge resupply operations, health and other immediately needed measures throughout community.
- 24 REPA Submissions have been lodged by Council to QRA
 - o Six of these submissions have been lodged for acquittal (Removal of effluent irrigation field, reinstatement of flood monitor and alarm, refit of Apunipima Office, Refit of MyPathway Unit, Refit of Louis St Duplex and refit of Woman's Centre),
 - o 14 are in varying stages of construction and preconstruction,
 - o Four are awaiting final approval from QRA.

- Works on the sealed town streets is ongoing with Boral commencing asphalt seal works on 31 March 2025 (see below image of Bloomfield River Bridge Asphalt works).



24-25 North and Far North Tropical Low

- Significant pavement damage and sediment runoff has occurred due to the rainfall from the 2025 event.
- Construction crews are primarily focusing on:
 - Pothole patching
 - Clearing overland drains
 - Removing silt and debris from Council's road network.
- Progress of the drain clearing can be seen in the below sketch and images:
- Emergency works must be completed prior to the mid-May deadline.

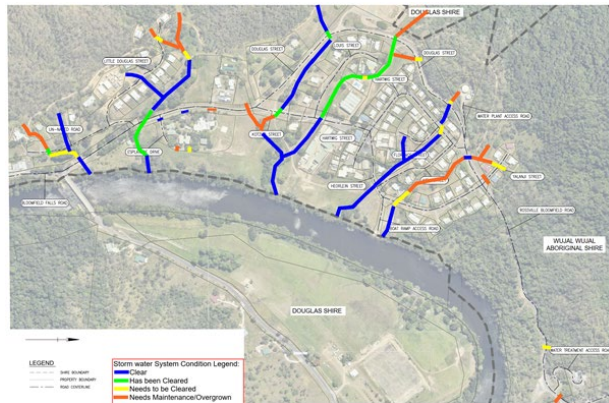
Pre-Clearing Imagery



Post-Clearing Imagery



Drain Clearing Progress Sketch



9.8.2 Staff Movements

Nil

9.8.3 Disaster Management, SES, Rural Fire

- Works have commenced for concrete slab bases and roofing for new generators and for higher places buildings in preparation for Disaster Management.

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:

- x PO raised for replacement Solar Hot Water Units at 5 Heorlein Street and 13 Douglas Street.
- RFQ live for vinyl upgrade at 12 Heorlein Street.



- WWASC Staff to start redundant satellite dish survey.
- Vacant houses finished at 155, 157 Little Douglas Street, 87B, 119B Hartwig Street.

Responsive Maintenance:

- 88 Completed work orders have been invoiced to QBuild in March resulting in \$136,367.43 revenue for the month.

Council Properties:

- Minor repairs and upgrades underway at Jabalbina office.
- Tree lopping completed at various Council locations.
- Alleyway at top of Hartwig Street in Council's focus as a priority, with footpath and rock wall to be constructed.
- Solar Street light has been purchased as per CEO request for alleyway to the side of aged care.
- Bridge toilet block power now reconnected after Art Centre demolition.
- Shade sail quotes requested for new IKC location.
- South Side Sports field external plumbing works RFQ closed.

- **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 clean.
- Daily checks and maintenance at splash-park.
- Foot valves at splash park reservoir cleaned, one foot valve needs to be replaced.
- 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 25 March 2025.
- Daily community patrol for leaks/damages/maintenance on pumps and valves undertaken.
- Sewerage Treatment Plant – weed spray pump station, fence lines and plant.
- Vehicle maintenance (clean, wash car).
- Site base management plan in the process of being compiled with Department of Environment Tourism Science and Innovation (DETSI) for Councils Sewerage Treatment Plant.
- Clean in Place filtration (CIP) clean completed.
- Manual operations to control Sewer Treatment Plant levels.
- Upgrades of the infrastructure at the Water Treatment Plant at 90%.
- De-sludge Sewer Treatment Plant.
- Restocked on chlorine, in process for chlorine 1000L IBC delivered from Coogee to Wujal.
- Cleared blockage post holding tank at Sewer Plant (holding tank no longer overflowing onto the environment).
- Removed IBC from Sewer Plant (suspending the usage for bio waste disposal) does not fit with compliances.

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. CEO requested a dog audit drive, dog registration drive and dog desexing drive.

Wujal Wujal - 45 dogs

(Staff houses – 9 dogs)

17 - de-sexed dogs

- Male – 5
- Female – 12

28 – entire dogs

- Female – 8
- Male – 20

- 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.
- Restock medications.
- Maintenance of pound.
- Animal Management Cert 4 course obtained.
- Community Meeting – addressed subordinate law on two dogs per house

Two dogs – free Registration and Medication any excess dogs will need to be paid for

Complaints

NIL

Comments:

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

9.8.9 Environmental Health

- Pest management buggy – multipurpose.
- Delivered wheelie bin to 7 Heorlein Street.
- Bulk-waste pick up posters for every Tuesday.
- Curb side pickup report- 8,1763 tonnes.
- Reported safety hazard on giant fans in sport hall.

Concerns:

Nil



Comments:

Employment needed (environmental Health Officer left around 25 March 2025. Positions advertised in community.

Coordinator will need to gradually performs roles till 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.

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

Resolution:	That Council receive the Works and Building Services Monthly Report for March 2025 as presented.	
Moved:		Lost/Carried
Seconded:		
Resolution No	20250415-	



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 March 2025.

Date / Month	Activities	Services Participation
3 March	Meeting Community Hall	Justice My Pathways Apunipima, Qld Community Members After School Programs- Footy / Basketball / Slip and Slide
4 March	Meeting Training Room Community Hall	North QLD Creative Recovery Magistrate Court Hearing After School Fun Activities
5 March	Meeting Women's Centre Community Hall	Grants Reports TAFE QLD Small Business Initiatives International Women's Day- Successfully delivered After School Programs
6 March	Meeting Community Hall	DATSIP- Community Safety Grant Wallaby Creek Festival date – 26-28 September Booked Ambulance for the RODEO Booked QPS for the RODEO NAIDOC and RODEO Updates Deadly Active Programs Update /CEO & CSM After School Fun Activities Bloomfield River State school
7 March	Executive Meeting	Updates on Community Services Sports Equipment Centrelink Stats Update
10 March	Meeting Community Hall	QRAM Funding CYLC Set Up – C/Hall Cape York Land Council meeting After School Programs
11 March	Meeting	Aged Care Coordinator Kindergarten
12 March	Meeting	NRL Cairns – Rugby Tournament /Wujal School Holiday programs meeting – Justice / Cook Shire/Community
13 March	Meeting	NAIDOC/ RODEO Artists / Art Centre



17 March	Wujal Centrelink Statistics	Centrelink -Australia Support Services Events and Sports Community Meeting Arts QLD Cashflow reporting IACA Conference
18 March	Ordinary Council Meeting Training Room	Presenting Department of Community services North Qld Creative Recovery Apunipima Health Services
19 March	Meeting - Indigenous Knowledge Centre Community Hall	Country University Info session Community Meeting Guest Speakers – Water Initiatives / Snakes Bites Safety Process
20 March	Meeting Community Hall	Women Multi-purpose Centre IKC Rodeo / NAIDOC Planning Projects Concepts / Art Centre Place After School Programs
24 March	Meeting Community Hall	Catch Up Aged Care Centre Coordinator School Holiday Programs Stakeholders / Service Providers Beauty and Hair Salon Training
25 March	Meeting Training Room Community Hall	Independent patient Rights Advisors (PRA Cairns) LRRG / North Qld Creative Qld Corrective Services Beauty and Hair Salon Training
26 March	Meetings Training Room Women’s Centre	Artists Morning Tea RADF Updates Art Centre /IACA Conference Kindergarten Teachers Catch Up Beauty and Hair Salon Training Justice Group Women’s Yarning sessions
27 March	Meeting	Catch Up – Radio Presenter, Follow Up Equipment IACA Conference / Book Three Wujal Participants Centrelink
31 March	Meeting	Bana Yirriji Art Centre Website – review / updates Black Star Radio Afternoon Tea Catch up Aged Care Staff Centrelink Staff Catch Up – Stats Update Develop Events Projects Strategies Planning – School Holliday Programs NAIDOC 9 July 2025 RODEO – Proposed Date 13 September 2025 1 Day Rugby Carnival – Proposed date – 28 June 2025 After School Programs – 3:00pm-6:00pm Fresh Fruits provided



Cultural Advisor

Cultural Advisor is preparing for ANZAC Day on the 25 April 2025 at 8:30am at the Muster at the front of Aged Care Community Centre. Please see ANZAC program and flyer (**refer to Appendix 9 page 417**)

Cultural Advisor had been busy meeting and greeting all visitors to our community and participated at the Cape York Land Council Meetings and other service providers meetings. Office Hours 7:30am – 4:00pm Monday – Thursday.

Indigenous Knowledge Centre – Library

IKC will get shade sails soon to cover the children outdoor playground. IKC space also caters for other meetings and open to any children for homework and study. State Library continue supporting the IKC staff professional development and equipment.

Arts

Artists are preparing for IACA Conference in Cairns on the 29 April to 2 May 2025 and CIAAF in July 2025. We have four artists continuing to produce amazing artwork every day and all on display at the Women’s Multi-purpose Centre. Artists’ works from 8:30am – 3:00pm Monday – Thursday.

Centrelink

The Statistics for March 2025 are average we are encouraging our Bama community to access Centrelink to boost up our monthly stats.

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 continues to work in our community interviewing and presenting live on air the community updates and community events.

Radio Station Presenter is keen to take up professional development soon working closely with Country University in this area.

Events and Sports

We are expanding the after-school programs collaborate with other organisations like Justice Group, Black Star Radio, in Council functions including IKC, Cultural Advisor, Kindergarten, Aged Care Community Centre getting, our Elders participating and interacting with our children. After school hours program from 3:00pm – 6:00pm Monday – Thursday. Fresh fruits are provided for after school sport and recreation programs. Our school holiday programs are ready for the 7 April – 21 April 2025 school holidays (**refer to Appendix 10 page 419**).



Kindergarten

Kindergarten is closed for school holidays 3-21 April 2025.

Aged Care Community Centre

We are creating programs that foster intergenerational connections, such as children visiting Elders or joining in with community events, and this has been the highlight for most of our Elders who look forward to community events. Health and Wellbeing – we are focussing on a physical, emotional and mental health by offering interactive programs, arts and crafts, and social activities. We provided Meals on Wheels for our Seniors, and we change our menus regularly. Recently Community Services provided three laptops to our Seniors that they can use for digital games or creative arts.

Resolution: Council accept the Community Services Report for March2025

Resolution:	Council accepts the Community Services Report as presented.	
Moved:		Lost/Carried
Seconded:		
Resolution No	20250415-	



10. Presentations to Council

10.1 Planning for the 2026 Census

Presentation to:	Mayor, Councillors and Chief Executive Officer
Subject:	Planning for the 2026 Census
Presenters:	Robyn Learmouth and Melinda Mansell, Australian Bureau of Statistics
Status:	Discussion
Time on agenda:	1:00pm – 1:30pm

Australian Bureau of Statistics attendees:

- Robyn Learmouth
- Melinda Mansell

Discussion points:

1. Census 2026:
 - Discussing the upcoming Census and its implications for your community.
 - Understanding the data collection process and how we can work together to its success.
2. Health Data ROI:
 - Exploring the return of data from the previous health survey.
 - Identifying key metrics and outcomes that demonstrate the value of health data.
3. Data Needs:
 - Understanding what specific data, the council would like to see collected.
 - Discussing the types of data that are most used by the council.
 - Identifying any gaps in the current data and how we can address them.
4. Training Needs:
 - Discussing whether there is a need for training on data collection, analysis, or usage.
 - Discussing potential training programs or workshops that could benefit the council.

Addressing these points with Council will help the Australian Bureau of Statistics better understand and meet the data needs of Wujal Wujal.

Through recent external meetings, feedback has been received from previous communities regarding their ideas on how Census 2026 could be more successful for them.

Feedback was around:

- Hire local staff to engage and inform the community about the upcoming Census, build trust, and address privacy concerns. These local staff members would not have access to individual answers or data. (ABS to support local staff)
- Hire local community members to conduct the on-the-ground survey collection, including door knocking, asking questions, and completing the survey, rather than ABS staff. (ABS to support when needed)
- Ensure appropriate resources such as flyers and fact sheets are available to the council and community for early information distribution. (ABS to supply)
- ABS to provide appropriate training and ongoing support to local community members to ensure they are comfortable and confident in their roles. (ABS to provide ongoing support to staff hired)
- ABS staff to work with the council to determine the best ways to achieve the above goals, taking guidance from the council and community on appropriate communication methods.



Resolution: Council note the presentation by Australian Bureau of Statistics.

Resolution:	That Council note the presentation by Australian Bureau of Statistics.	
Moved:		Lost/Carried
Seconded:		
Resolution No	20250415-	



10.2 North Queensland Creative Recovery Group Presentation

Presentation to: Mayor, Councillors and Chief Executive Officer
Subject: North Queensland Creative Recovery Group
Presenters: Waratah Nicholls, Creative Recovery, Cooktown Shire Council
Status: Discussion
Time on agenda: 1:40pm – 2:00pm

Cooktown Shire Council attendees:

- Waratah Nicholls

Refer to Appendix 11 (page 421 of the Appendices) for presentation.

Kuku Balkal Kaykayanda is a creative recovery initiative supporting children and young people in the wake of Cyclone Jasper.

Resolution: Council note the presentation by the Creative Recovery Group.

Resolution:	That Council note the presentation by the Creative Recovery Group	
Moved:		Lost/Carried
Seconded:		
Resolution No	20250415-	



10.3 Day Care Compliance

Presentation to: Mayor, Councillors and Chief Executive Officer
Subject: Day Care Compliance
Presenters: Jane Harpley, C&K
Status: Discussion
Time on agenda: 2:00pm – 2:30pm

QAS attendees:

- Jane Harpley

Jane to present compliance needs for a Day Care.

Resolution: Council note the presentation by Jane Harpley

Resolution:	That Council note the presentation by Jane Harpley	
Moved:		Lost/Carried
Seconded:		
Resolution No	20250415-	



11. General Business

12. Next Ordinary Council Meeting Date

The next Ordinary Council Meeting is set for Tuesday 19 May 2025.

13. Meeting Closure

Meeting closed at