

Wujal Wujal Aboriginal Shire Council

Ordinary Council | Meeting Agenda

Date: Tuesday 23 April 2024
Time: 9.00am
Venue: Library Resource Room and MS Teams
Hartwig Street, Wujal Wujal

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1. Opening of Meeting

1.1 Welcome | Opening of Meeting

Declaration of opening of meeting by

Acknowledgement of Traditional Owners

'I would like to acknowledge the Kuku Yalanji people who are the Traditional Custodians of the Land on which we meet today. I would also like to pay respect to their Elders both past, present and emerging and extend that respect to other Indigenous Australians who may be listening or watching our meeting this morning'.

2. Attendance, Leave of Absence and Apologies

2.1 Attendance

Councillors

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

WWASC Staff Representatives

Kiley Hanslow	Chief Executive Officer	In Person
Perry Gould	Manager Works and Building Services	In Person
Khushwat (Khush) Kumar	Financial Accountant	MS Teams
Molin Orange	Executive Assistant	In Person

2.2 Leave of Absence | Apologies

2.3 Visitors | Presenters

3. Condolences | Congratulations

4. Mayoral Motion



5 Confirmation of minutes of the Previous Meeting

5.1 Minutes of the Ordinary Council Meeting on 12 March 2024 and of the Council Inauguration (Swearing In) Meeting on 9 April 2024

Resolution: It is recommended that Council accepts the minutes of the Ordinary Council Meeting on 12 March 2024 and the Council Inauguration Meeting on 9 April 2024 as a true and correct records.

Resolution:	That the minutes of the Ordinary Council Meeting on 12 March 2024 and of the Council Inauguration Meeting on 9 April 2024 accepted as a true and correct record of those meeting.	
Moved:		Lost/Carried
Seconded:		
Resolution No		

6. Declarations of Interest in the matters on the Agenda

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

7. Business Arising or Outstanding Matters from Previous Meeting

8. Items for Consideration and Decision

8.1 Governance - Extension of Emergency/Disaster Procurement Policy

Report to:	CEO, Mayor and Councillors
Subject:	Extension of the Emergency/Disaster Procurement period until 30 June 2024
Reporting Officer:	Chief Executive Officer
Status:	Decision

In recognition of Cyclone Jasper affecting Wujal Wujal Aboriginal Shire Council, Council will apply for the emergency procurement period to be extended from to 30 April 2024 to 30 June 2024.

Resolution: It is recommended that Council agrees to apply for an extension of the Emergency Procurement Policy from to 30 April 2024 to 30 June 2024.

Resolution:	That Council agrees to apply for an extension of the Emergency Procurement Policy from to 30 April 2024 to 30 June 2024	
Moved:		Lost/Carried
Seconded:		
Resolution No		

8.2 Governance - Acceptable Requests Guidelines Policy

Report to:	CEO, Mayor and Councillors
Subject:	Adoption of the Acceptable Requests Guidelines Policy
Reporting Officer:	Chief Executive Officer
Status:	Decision

The Local Government Act requires Councils to prepare and adopt policies to govern their activities. The 'Acceptable Requests Guidelines Policy' is a model policy and has been drafted for Council to consider.

PURPOSE OF POLICY

To provide the framework, in accordance with Sections 170A and 170AA of the Local Government Act 2009, about the way in which a Councillor may:

- (1) Ask an employee for advice to help the councillor carry out his or her responsibilities under the Local Government Act 2009;
- (2) Ask the Chief Executive Officer to provide information or documents that the local government has access to relating to the local government.

Resolution: It is recommended that Council adopt the Acceptable Requests Guidelines Policy as presented.

Resolution:	That Council adopt the 'Acceptable Requests Guidelines Policy' as presented at this meeting	
Moved:		Lost/Carried
Seconded:		
Resolution No		

8.3 Vehicle Operation Procedure

Report to:	CEO, Mayor and Councillors
Subject:	Vehicle Operation Procedure
Reporting Officer:	Chief Executive Officer
Status:	Decision

This procedure gives effect to the Wujal Wujal Aboriginal Shire Council Vehicle Use Policy dated 19 April 2024. The procedure defines the operation of Council's vehicle allocation and use to meet operational and business requirements. It provides clarity and consistency associated with the provision of vehicles for business use and defines the relevant approvals and conditions relating to private and commuter use.



SCOPE

This procedure applies to all authorised users of any vehicle under Council's control/ownership for which individual usage is granted.

Resolution: It is recommended that Council Note the Vehicle Operation Procedure as presented.

Resolution:	That Council Note the Vehicle Operation Procedure as presented at this meeting	
Moved:		Lost/Carried
Seconded:		
Resolution No		

8.4 Letter of Support for Noah Creek Crossing - Douglas Shire Council

Report to:	CEO, Mayor and Councillors
Subject:	Consideration of the request for a letter of support for an alternative Noah Creek Crossing
Reporting Officer:	Chief Executive Officer
Status:	Decision

Council to consider the request for a letter of support for an alternative Noah Creek Crossing. Douglas Shire Council are progressing plans to build a new bridge at Noah Creek. It will be on the same alignment with the current bridge.

Douglas Shire needs to build a case to present to the State Government that the temporary bypass needs to be far more substantial than the current rock crossing. A letter of support from Wujal Wujal Aboriginal Shire Council would support this.

Resolution: It is recommended that Council agrees to provide a letter of support to Douglas Shire Council for an alternative Noah Creek Crossing.

Resolution:	That Council agrees to provide a letter of support for an alternative Noah Creek Crossing.	
Moved:		Lost/Carried
Seconded:		
Resolution No		



8.5 Queensland Police Service First Nations Mayors Summit on 22 and 23 May 2024

Report to:	CEO, Mayor and Councillors
Subject:	Mayor and CEO to attend 2024 Queensland Police Service First Nations Mayors Summit on 22 and 23 May 2024
Reporting Officer:	Chief Executive Officer
Status:	Decision

Mayor Alister Gibson and CEO Kiley Hanslow have received an invitation to attend the Queensland Police Service First Nations Mayors Summit on 22 and 23 May 2024 at the Pullman Cairns International. It is recommended Councillor Lucas Creek also attend this summit as Cr Creek has responsibility for the Law and Order portfolio for Council.

Resolution: It is recommended that Council note the Queensland Police Service First Nations Mayors Summit on 22 and 23 May 2024 and approve the attendance of Cr Lucas Creek, in addition to the Mayor and CEO.

Resolution:	That Council accept the invitation for Mayor Alister Gibson and CEO Kiley Hanslow to attend the Queensland Police Service First Nations Mayors Summit on 22 and 23 May 2024 in Cairns and approve the attendance of Councillor Lucas Creek at the summit.	
Moved:		Lost/Carried
Seconded:		
Resolution No		

8.6 Reef Guardian Council Rescue Plan Review Workshop on 8 May 2024

Report to:	CEO, Mayor and Councillors
Subject:	Councillor Nikita Tayley to attend the Reef Guardian Council Rescue Plan Review Workshop on 8 May 2024
Reporting Officer:	Chief Executive Officer
Status:	Decision

Wujal Wujal Aboriginal Shire Council is a Reef Guardian Council and has committed to working to preserve the health of the reef, through its partnerships with the Great Barrier Reef Marine Park Authority, Reef Guardian Schools and other stakeholders. Council has recently received funding of \$920,000 over a three-year period to provide a cemetery car parking area which will minimise overland flow and sediment run off into the Bloomfield River and out to the reef.

The Local Government Association of Queensland has commenced a review of the Reef Councils' Rescue Plan – Cleaner Water for the Reef (the Plan), which will be a key advocacy document in their work to secure outcomes for member councils.

The review of the Plan ensures that it continues to be a contemporary document for the protection of the Great Barrier Reef (Reef) and contributes towards the delivery of the Reef 2050 Long-Term Sustainability Plan 2021-25 and the Reef 2050 Water Quality Improvement Plan.



It is important that LGAQ that Council's input and feedback to ensure the Plan is relevant and can underpin their advocacy in the state election year in 2024, followed by a federal election year in 2025.

The three initiatives identified in the Plan are the:

1. Cleaner Wastewater – improving the outflows from our communities' sewage treatment plants into the Reef.
2. Cleaner Stormwater – improving local fish and marine habitats.
3. Cleaner Road Runoff – reducing sediment and erosion from unsealed roads that service our communities along the Reef.

The Plan, was endorsed by 21 of the 32 Reef councils, including Wujal Wujal Aboriginal Shire Council, and has delivered more than \$2.6 million in State Government funding to Reef councils to deliver initiative activities that support the delivery of the Reef 2050 Long-Term Sustainability Plan 2021-25 and the Reef 2050 Water Quality Improvement Plan.

Council have received an invitation to attend the Reef Guardian Council Rescue Plan Review Workshop on 8 May 2024. The Reef Guardian Council program has kindly offered to support one Reef Guardian Council member per Council to attend the regional workshop by providing up to \$2,000 to each Reef Guardian Council to assist with staff travel and accommodation costs.

It is recommended Councillor Nikita Tayley, who has responsibility for the Environment and Culture portfolio for Council, attend this workshop on behalf of Council.

[Resolution: It is recommended that Council note the Reef Guardian Council Rescue Plan Review Workshop on 8 May 2024 and approve the attendance of Cr Nikita Tayley.](#)

Resolution:	That Council note the Reef Guardian Council Rescue Plan Review Workshop and approve Councillor Nikita Tayley to attend this workshop on behalf of Council.	
Moved:		Lost/Carried
Seconded:		
Resolution No		

8.7 Minor Infrastructure Facility Works - Wujal Wujal Sports Oval Lighting

Report to:	CEO, Mayor and Councillors
Subject:	Minor Infrastructure Facilities Fund Grant for Wujal Wujal Sports Oval Lighting
Reporting Officer:	Chief Executive Officer
Status:	Decision

Council submitted a grant application for the Minor Infrastructure Facilities Fund (MIFF) grant, for lighting on the Wujal Wujal sports oval. Council has recently been notified we were successful in our grant application and will receive \$396,000 for the supply and installation of these lights. This is an exciting achievement and will enable sporting events such as rugby training and games, and community events to take place on the oval at night when the heat of the day has dissipated.



Precision Lighting and Electrical Service Pty Ltd provided a quotation for these lights. Precision Lighting and Electrical Service Pty Ltd work with supplier Smartlux Pty Ltd for the delivery of sports lighting projects.

Local Government Regulations 2012, Section 234 – Exception for LGA arrangement, states:

- (1) A local government may enter into a contract for goods and services without first inviting written quotes or tenders if the contract is entered into under an LGA arrangement.
- (2) An LGA arrangement is an arrangement that— (a) has been entered into by (i) LGAQ Ltd.

Precision Lighting and Electrical Services Pty Ltd and Smartux Pty Ltd are both Local Buy Suppliers, which meets the requirements of direct selection without going to tender.

Local Government Regulations 2012, Section 235 - Other exceptions, states:

A local government may enter into a medium-sized contractual arrangement or large-sized contractual arrangement without first inviting written quotes or tenders if—

- (a) the local government resolves it is satisfied that there is only 1 supplier who is reasonably available.

Precision Lighting and Electrical Service Pty Ltd was the only contractor who could meet Council's requirements for base-hinge point poles which will reduce the need for specialised equipment for maintenance of the sports lights.

Resolution: It is recommended that Council accepts the engagement of supplier Precision Lighting Electrical Service Pty Ltd for the supply and installation of the lighting for the Wujal Wujal sports oval.

Resolution:	That Council accepts the engagement of supplier Precision Lighting Electrical Service Pty Ltd for the supply and installation of the lighting for the Wujal Wujal sports oval.	
Moved:		Lost/Carried
Seconded:		
Resolution No		

8.8 Bank Authorised Signatories-Notice of Authority

Report to:	CEO, Mayor and Councillors
Subject:	Bank Authorised Signatories- Add Perry Gould, Operations Manager
Reporting Officer:	Chief Executive Officer
Status:	Decision

Council's Operations Manager Perry Gould had previously commenced the process to be a signatory on the Westpac Bank account; however, Westpac had requested the Operations Manager attend Cairns to sign the forms required to become a signatory.

With the Tropical Cyclone Jasper disaster event, the process to add the Operations Manager was delayed and now needs to be recommended.



Resolution: That Council authorises the addition of Operations Manager, Perry Gould, as a signatory for Council’s Westpac Bank account.

Resolution:	That Council authorises the addition of Perry Gould, Operations Manager as a signatory for Council’s Westpac Bank account.	
Moved:		Lost/Carried
Seconded:		
Resolution No		

9. Presentations to Council

Potential LGAQ Welcome Presentation to Elected Members.

10. Reports

10.1 Mayor’s Report

The Mayor represented the interests of the Wujal Wujal Aboriginal Shire Council at the following meetings in March 2024.

Date	Meeting and Commentary
18 March 2024	Action Planning and Coordination meeting – Cyclone Recovery
25 March 2024	Action Planning and Coordination meeting – Cyclone Recovery

Resolution: It is recommended that Council note the meetings attended by the Mayor on behalf of Council in March 2024.

Resolution:	That Council note the meetings attended by the Mayor on behalf of Council in March 2024.	
Moved:		Lost/Carried
Seconded:		
Resolution No		

10.2 Chief Executive Officer's Report

10.2.1 Chief Executive Officer's Meetings

The Chief Executive Officer represented the interests of the Wujal Wujal Aboriginal Shire Council at the following meetings in March 2024:

Date	Meeting and Commentary
Tuesday 12 March	<p>Council Ordinary Meeting</p> <p>Council arranged for presentations to Council on the following recovery related matters:</p> <ul style="list-style-type: none"> • Social Housing • Primary Health Clinic • Civil infrastructure • Council Assets • ATSI Public Health • Funding and Finances • Shop • Community Projects progress (with Gungarde and My Pathway) • Queensland Ambulance Services • Queensland Police Services • China Camp Road • Naming of the Wujal Store <p>Presenters from the relevant agencies provided high level overview of the status and progress on the various matters.</p> <p>These presentations were similar in format and content to the information provided at the weekly Action Planning Coordination meetings to which all Councillors are invited to attend, however there was an opportunity for in depth 'Q & A' in these tailored presentations and council benefited from this opportunity.</p> <p>Also discussed was the completion of the Plug Ins and Housing Subdivision Project by the Department of Housing.</p> <p>Meeting with QRA to discuss REPA vs Emergency Works</p> <p>Discussion with ERSCON regarding the importance of Cook Shire Council doing fortification works under Emergency Works instead of Ayton to Wujal Wujal road works under REPA.</p>
Wednesday 13 March	<ul style="list-style-type: none"> • Bloomfield Bridge Height Sensor Case Study discussion • Essential Services (Water, Wastewater and Waste) meeting with Carrie Goldsmith • Wujal Wujal Store repair and progression meeting
Thursday 14 March	<ul style="list-style-type: none"> • LDMG Meeting with Cook Shire (Council has a Disaster Management MoU with Cook Shire Council and Hope Vale Aboriginal Shire Council)
Friday 15 March	<ul style="list-style-type: none"> • Meeting with Cook Shire CEO and Hope Vale Aboriginal Shire CEO to plan a coordinated approach to Councillor training to reduce costs for Council • Weekly LG and BDO disaster management support project meeting
Monday 18 March	<ul style="list-style-type: none"> • WWASC Disaster Procurement Meeting

	<ul style="list-style-type: none"> • Bloomfield Road Landslip Contingency Meeting with Cook Shire Council <hr/> <ul style="list-style-type: none"> • Wujal Wujal Action, Planning and Coordination Meeting: Status updates and coordination of the following recovery related matters: <p><u>QBuild</u></p> <ul style="list-style-type: none"> • Internal Pest Control – progressing • Mowing of yards continuing • Sorry business is scheduled for Saturday 6 April: No work to be undertaken on the day <p>55 Non-Damaged Houses</p> <ul style="list-style-type: none"> • Initial assessment completed (fridges/freezers removed and Electrical Checks have been Undertaken) • 53 mould assessments have been done and Builders Cleans have been completed and the houses have been returned to Dept. of Housing • Working closely with the local HSC staff on the progressive hand-back <p>10 Minor/Moderate</p> <ul style="list-style-type: none"> • Works completed on nine houses which have also now been handed back to Dept of Housing <p>26 Significantly Damaged Houses</p> <ul style="list-style-type: none"> • Progressing well, five have been handed back to Department of Housing • Current activities: re-sheeting, joinery, flooring, painting, services re-connect, yard clean up • Work is continuing in the Shop with plastering now completed <p><u>Dept of Housing</u></p> <ul style="list-style-type: none"> • Spoken with 74 families/tenants regarding their return home. • 58 referrals made to CYP and GIVIT to secure whitegoods and furniture. • 26 families have no barriers regarding returning to Wujal Wujal <p><u>Water</u></p> <ul style="list-style-type: none"> • Instrumentation replacement: quotes are being received. Increased instrumentation will reduce need for manual operators. • Critical limits have been determined following the servicing of the equipment. • Certification specs have been received and can be used to determine performance of the system. <p><u>Waste (DESI)</u></p> <ul style="list-style-type: none"> • Negotiations with Cook Shire Council for a new waste staging area at Ayton has been confirmed. • Powerlines across the lot are very high but will be flagged by ERGON • Will begin transferring waste staging to the new area, this will enable removal of waste from the disaster even if the roads between Wujal Wujal and Ayton close. • Transfer will begin as soon as the site is profiled and bunded. • This area is not available for public use and will be locked when not in use. <p><u>Bloomfield State Primary School</u></p> <ul style="list-style-type: none"> • Ready to go, waiting for students to return to Community. • Investigating options for a small bus (under 5 tonne) to transport Children to and from School/Wujal Wujal. • Potential to borrow a bus from Hope Vale Aboriginal Shire Council, Ros will approach them directly.
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	<ul style="list-style-type: none"> • Primary Health Clinic – Construction underway on temporary health clinic • Civil Works - continuing • Council Assets – works underway to repair Council depot • ATSI Public Health – internal and external pest control progressing • Funding and Finances – seeking grant applications and working with QRA to determine funding sources for disaster recovery requirements • Shop – Qbuild renovations continuing and ahead of schedule • Community Projects progress (with Gungarde and My Pathway) • Queensland Ambulance Services – no emergencies • Queensland Police Services – works continuing on station
Tuesday 19 March	<ul style="list-style-type: none"> • Travelled to Cairns. Moved WWASC Admin team and equipment from Apunipima Office in Bungalow, Cairns to My Pathway temporary office in Cairns City to help staff get to and from work more easily.
	<ul style="list-style-type: none"> • Cook Joint Venture Partnership meeting
	<ul style="list-style-type: none"> • Council Administration Building Meeting
Wednesday 20 March	<ul style="list-style-type: none"> • Meeting with Department of Housing – update and signing of leases to increase lease return amounts
	<ul style="list-style-type: none"> • Grants meeting – investigate current grants to aid recovery
	<ul style="list-style-type: none"> • Wujal Wujal Store Restoration and progression meeting <p>Update on the store repairs to date, scope of works, and project timelines presented by Rick Parmenter</p> <p>Update on CEQ discussions:</p> <ul style="list-style-type: none"> • Staff Accommodation • Handover date
	<ul style="list-style-type: none"> • WWASC BDO disaster recovery procurement meeting
Thursday 21 March	<p>Australian Warning Systems (AWS) debrief after TC Jasper event – QFES AWS</p> <ul style="list-style-type: none"> • Review process focused on the use of AWS warnings during recent events • debrief with the intent to seek feedback on key elements of AWS storm, flood, and cyclone warnings
	<ul style="list-style-type: none"> • Wujal Wujal Kindy and Aged Care meeting with Kate Hams – Community Recovery
Friday 22 March	<ul style="list-style-type: none"> • Weekly LG and BDO disaster management support project meeting
Monday 25 March	<ul style="list-style-type: none"> • WWASC Weekly Procurement meeting with BDO
	<ul style="list-style-type: none"> • Wujal Wujal mid/long term water improvement meeting with Faisal Mir DSDILGP
	<ul style="list-style-type: none"> • Wujal Wujal Action, Planning and Coordination Meeting: <p>Status updates and coordination of the following recovery related matters:</p> <ul style="list-style-type: none"> • Social Housing <p>QBuild</p> <p>68 houses completed and handed back to Housing, these being;</p> <ul style="list-style-type: none"> • 53 out of the 55 non-damaged houses • Nine of the 10 minor / moderate houses • Six of the 26 significant houses

Store

- Vinyl completed
- Works to the disabled toilet continuing
- Painting to commence this week
- Retaining wall works delayed due to weather
- Works target for completion 15 April 24

Civil - Nick Lennon – (ERSCON)

- Recommencing rock into community
- Require 360 tons of stone - Fortification rocks
- Used 20 tons of cold mix - Pothole patching – Cooktown Shire Council contractors continue to work on potholes
- Platypus Creek cleared several times – sand removed
- Mt Louis Station clearing of sand from Platypus Creek provided by ERSCON (Pothole works should be done under Emergency Works) – (QRA to encourage emergency works to keep going)
- Continuing with clearing of mud and silt from the road due to ongoing rain
- 300 tons of rock available – for ongoing works
- A lot of sediment coming down after each rain event – the amount of water coming down is significant
- Quarry was shut down for four days due to rain – had to wait for a dry day to crush rock
- Roads and civil works are still on track for community's return on 15 April 2024
- Causeway down at Depot is full of silt – was cleaned and is on the list to do under Emergency Works
- Douglas Street – road closure to fix landslip – went well – scraped all loose material – photos available – looks very good
- China Camp Road - feedback for Geotech engineer on risk assessment – drill and recommend treatment.
- Surveyor coming out to survey the landslip behind the water treatment plant - reviewed and highlighted – continue to monitor
- Waste Holding area – found a place for this – fencing and shade cloth will be placed around this – will take only the amount that trucks can take out / transfer to Springmount waste facility
- Dilapidation survey and drainage path cleared now – ERGON Energy are putting up flags – to ensure power lines are not clipped

Dept of Housing

- 53 houses returned to housing - conversations with the tenants done – identified families who want to return - every household lost a fridge
- Working on referrals for whitegoods, furniture and items community may need to return home
- Have all white goods – logistic of transport - staged return depends on family complexities

ATSI Public Health

- 46 houses visited – 21 completed, internal, external vermin control
- Team treated CHSP Aged Care and Primary Health clinic
- Trying to secure additional funding \$50,000.00 for animal

	<p>management Pound - for purchase of equipment / surgical tables, animal treatments and two Vet visits per year</p> <ul style="list-style-type: none"> • Recommend Graham Lauridsen - Tropical Vets who currently provides vet services to Hope Vale - Graham has expressed an interest to support Wujal Wujal and will provide quotations <p><u>TCHHS Primary Health Clinic</u></p> <ul style="list-style-type: none"> • Starlink is being installed soon • Delivering clinical equipment • Health flyers are being prepared for those returning to community • Removing tree this week for installation of the generator • Footpath ramp will be installed • Proposed dividing fencing between accommodation units and eco tent facility • Plans to be provided – showing where toilets will be – will utilise existing eco-tent toilets in the meantime • Equipment procured – Clinic will open on 15 April 2024 – would like staff there from 8 April 2024 <p><u>Emergency Management - Justin Smith</u></p> <ul style="list-style-type: none"> • Power has now been restored at Mt Misery communications tower; however, mobile services are yet to recover. Investigations found a faulty output card that requires replacement, pending delivery ETA Post checks are underway to confirm fixed line services have recovered • Escalate to DDMG to boost communications to the area – CEO Kiley Hanslow held conversations with DDMG SGT Owen Kennedy, and Emergency Management Coordinator Justin Smith. Comms on Wheels (COW) being brought into Wujal Wujal to restore communications. • Disaster emergency management training will commence after new Mayor and Councillors are sworn in. <p><u>Bloomfield State Primary School - Ros Woodward</u></p> <ul style="list-style-type: none"> • Spoke with Translink about bus situation – potholes haven't improved – Translink will not run any buses if potholes are not repaired • Ros to speak to Hope Vale Aboriginal Shire Council regarding using their bus • Community Projects progress (with Gungarde and My Pathway) - ongoing
Tuesday 26 March	<ul style="list-style-type: none"> • Meeting with NIAA – discussion on Remote Jobs and Economic Development Program (RJED) opportunities and community projects and funding
Wednesday 27 March	<ul style="list-style-type: none"> • WWASC/BDO disaster recovery procurement meeting
	<ul style="list-style-type: none"> • Elders and Justice Group meeting to discuss Welcome Home Celebration (date to be determined) • Meeting with Chris Coutts to discuss Year 3 Deadly Active Program, Carry Over amounts and sports lighting project
Thursday 28 March	<ul style="list-style-type: none"> • Planning session – items required for new Council Inauguration Meeting. CEO has prepared Incoming Councillors Kit Handbook. Team to review and finalise.



10.2.2 Chief Executive Officer's Disaster Recovery Report

This report addresses disaster recovery efforts and provides updates on progress of critical community services required to enable community return and liveability. These critical items include:

- Roads access into Community
- Drinking water supply
- Sewerage treatment
- Fuel station
- Primary Health Clinic
- Police Station
- The Shop
- Council Administration building, and
- Council depot.

10.2.2.1 Road Access into Community

- The condition of the road between Ayton and Wujal Wujal has deteriorated due to the heavy traffic from contractors and cleanup vehicles. WWASC CEO has met with Cook Shire Council's CEO to request pothole patching is continuous to ensure potholes are repaired so they do not become a danger to community members.
- Council continues to liaise closely with ERSCON Civil and Cook Shire Council on a regular basis
- The China Camp Road has weight limit has been decreased to 5T and one lane access. Council places the utmost value on the safety of community and the residents who may be endangered if the road condition deteriorates even further. ERSCON Civil has engaged a geotechnical engineer and continues to assess the China Camp Road to determine the best process for rectification works.

10.2.2.2 Water Supply Status

- Council and water operator contractors have pinned the microfiltration fins, turbidity has decreased and pressure decay readings are within acceptable limits.
- Sampling has been undertaken and readings have been very positive.
- ATSI Public Health and the Water Supply Regulator have now certified that Council water supply to the community is **POTABLE** again. This is a great achievement for Council and a testament to the hard work, effort, collaboration, and cooperation demonstrated by Council and all stakeholders involved, as the community's water had not been classed as potable since before February 2022.

10.2.2.3 Sewerage Supply Status

- The sewerage system is now operational for homes and buildings in the main township. Pumps were being replaced in the sewerage system for homes on the south side and will be completed by mid-April 2024.

10.2.2.4 Fuel Station

- Council is awaiting the new fuel bowsers and attendance of NQ Petro to repair the fuel station.
- Fuel is available for sale at the Bloomfield Middle Shop until Council's fuel station is repaired.

10.2.2.5 Primary Health Clinic

- The temporary health clinic has been constructed and will open to community in or around 22 April 2024.
- TCHHS staff will stay onsite in the Eco Village rooms.
- TCHHS are preparing a staff car parking and bulk linen laundry area next to the temporary clinic.
- Most equipment has arrived for the TCHHS clinic to be operational.

10.2.2.6 Police Station

- Work on the Police Station has been completed and the QPS IT teams will arrive in the next week to install the information technology required for communications.

10.2.2.7 Shop

- The repairs and renovations on the shop have been completed and far exceeds the quality and condition prior to the disaster.
- Council CEO has met with the key stakeholders regularly.
- CEQ have arrived and have begun to fit out the store with shelving and will install a Wis Wei Café, similar to in Bamaga.
- Council thanks the Queensland government for their funding of the store restoration and QBuild for the great work in renovating the store.
- The Justice Group Elders have provided a name for the store – Wujal Bayan Mayiji
- CEQ are creating the store sign.

10.2.2.8 Queensland Ambulance Service (QAS)

- QAS continued to maintain a presence in Community with one officer being rotated through every 10 days, until mid-April 2024.

10.2.2.9 Funding update on Community Recovery

- Work is continuing to identify potential funding sources for projects across the community
- The CEO has been advocating for funding to replace Council facilities, assets and equipment that was destroyed in the Tropical Cyclone Jasper disaster event.
- GIVIT are sourcing coin-operated washers and dryers for the laundry
- Awaiting the outcome of the funding application to the Qld Resilience and Risk Reduction Fund (QRRRF) for automatic signage and warning boards on trailers, solar bollard lighting for footpaths in community and at the bridge.
- Council's temporary Disaster Recovery Project Manager has met with the CEO, QRA and NEMA on DRFA eligibility for council-owned buildings and facilities. Category C and Category D funding packages should be released soon to repair and replace damaged community facilities.
- Prepared a funding application for Disaster Ready Fund for the Art Centre (closed 20 March 2024), supporting the TCICA submission to the Disaster Ready Fund for a Place of Refuge in Wujal Wujal.



10.2.2.10 Return to Community

- Liaison with stakeholders and government agencies to carry out the Premier’s 60 Day Plan commitment to return Wujal Wujal community member’s home.

10.2.2.11 Flood Camera and Flood Alerts

- QTEC Pty Ltd will be in Wujal Wujal in April 2024 to replace the flood camera and flood alert system. This work is covered under QRA’s REPA funding.
- QTEC will adjust the flood level sensors and frequency of activations. They will also develop a SMS warning system for river level rises. The completion date for this project is mid-May 2024.

10.2.2.12 Council Buildings

- The Council Depot has had the flood-damaged wall and ceiling sheeting removed and has had new electrical cabling installed and is being re-sheeted. The Council Depot is expected to be completed and back in operation by mid-May 2024.
- The Local Disaster Recovery Centre is still operating out of the IKC building. The Charlie’s Centre will be fitted out to operate as the new Indigenous Knowledge Centre until Council has an Administration Centre to operate from.

Resolution: It is recommended Council accept the Chief Executive Officer’s Monthly Report for March 2024

Resolution:	That Council accept the Chief Executive Officer’s Monthly Report for the month March 2024.	
Moved:		Lost/Carried
Seconded:		
Resolution No		

10.3 Corporate and Commercial Services Department Report

10.3.1 Financial Dashboard

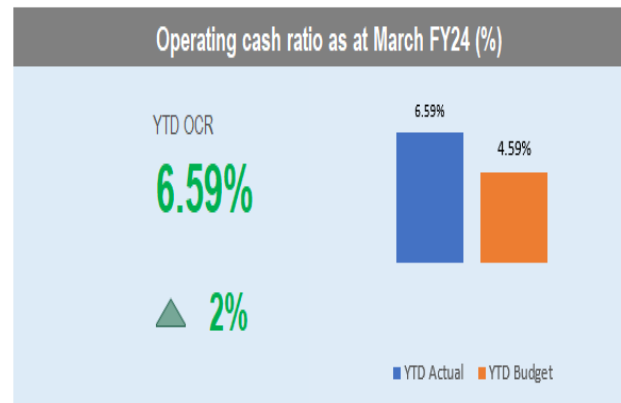
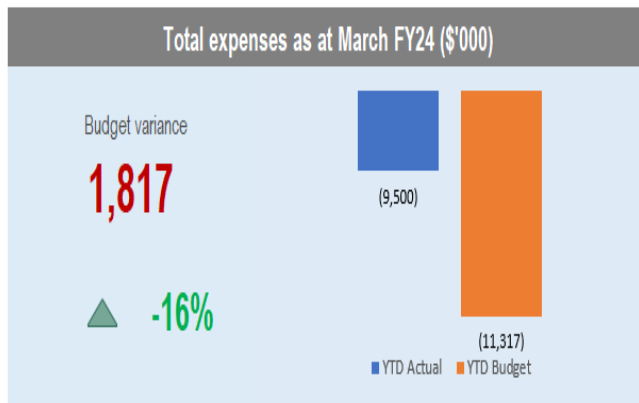
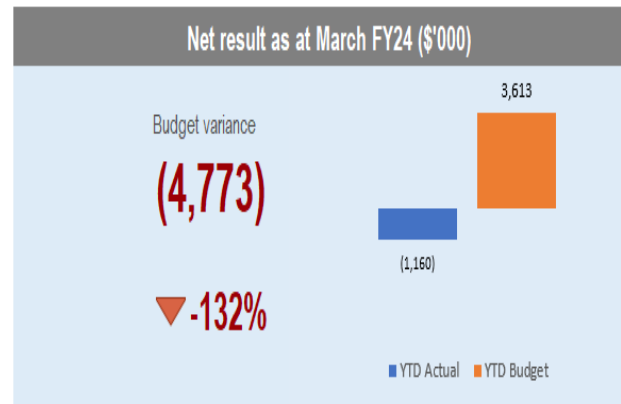
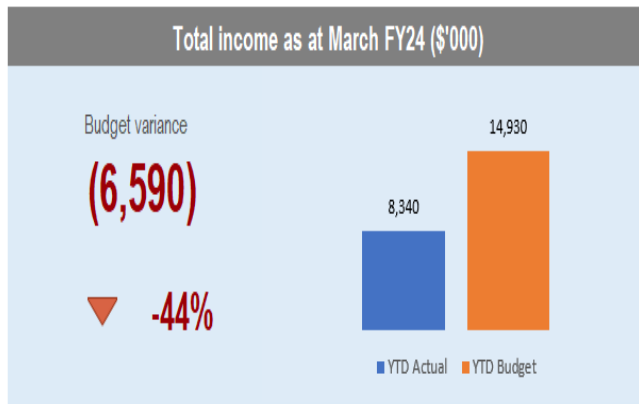
10.3.2 Corporate and Commercial Services Monthly Report

Report to:	CEO, Mayor and Councillors
Subject:	Corporate and Commercial Services Monthly Report March 2024
Reporting Period:	March 2024
Reporting Officer:	Financial Accountant Khushwant (Khush) Kumar
Status:	Information



Budget Variance Snapshot

Month	March	FY24
BU	All	
Unit	in thousands	



Comments

The key revenue drivers and net result have been impacted by the flood as Council focuses on disaster recovery activities. The result reflects the impact of capital revenues which have not materialised. However the lack of capital revenue and associated activities has had a flow on effect on expenses which are below budget. The Operating Cash Flow Ratio, a liquidity ratio, is a measure of how well a company can pay off its current liabilities with the cash flow generated from its core business operations. This financial metric shows how much a company earns from its operating activities, per dollar of current liabilities. It is measured by dividing cash flow generated from operations by the quantum of current liabilities. Simply put it is the ability of Council to pay its current liabilities from cash generated from its operations. Our year to date OCR is 6.59% compared to a budget of 4.59%.



Budget Variance Details

as at March FY24		YTD Actual	YTD Budget	Variance (\$)	Variance (%)	Trend	Comments
Income							
Recurrent revenue							
Rates, levies and charges	\$'000	-	-	-			
Fees and charges	\$'000	916	832	84	10%	▲	
Sales revenue	\$'000	833	1,685	(852)	-51%	▼	
Grants, and subsidies (Operating)	\$'000	5,806	5,501	305	6%	▲	
Total recurrent revenue	\$'000	7,555	8,018	(463)	-6%	▼	Fees and charges represent a monthly allocation of revenue received at the beginning of the year and this 6% ahead of budget. Sales revenue has fallen behind budget principally because of the impact of the flood on revenues from Qbuild. We expect the impact throughout the financial year. Operating grants and subsidies are ahead of budget.
Capital revenue							
Grants, and subsidies (Capital)	\$'000	21	6,192	(6,171)	-100%	▼	
Capital income	\$'000	(14)	-	(14)		▼	
Total capital revenue	\$'000	7	6,192	(6,185)	-100%	▼	We have not had meaningful capital projects during the financial year and therefore there has not been any revenue recognition for capital projects, hence the negative variance.
Other revenue							
Rental income	\$'000	153	196	(43)	-22%	▼	
Interest received	\$'000	11	32	(21)	-66%	▼	
Other income	\$'000	614	492	122	25%	▲	
Total other revenue	\$'000	778	720	58	8%	▲	Other revenue reflects income from joint venture partners and insurance and reflects timing difference
Total income	\$'000	8,340	14,930	(6,590)	-44%	▼	Reflects the sum total of the above
Expenses							
Recurrent expenses							
Employee benefits	\$'000	(2,303)	(3,910)	1,607	-41%	▲	
Material and services	\$'000	(5,481)	(4,427)	(1,054)	24%	▼	
Finance costs	\$'000	(70)	(75)	5	-7%	▼	
Depreciation and amortisation	\$'000	(1,641)	(1,639)	(2)	0%	▬	
Other expense	\$'000	-	-	-		▬	
Total recurrent expenses	\$'000	(9,495)	(10,051)	556	-6%	▲	Employee benefits has a positive variance and is reflective of current staffing levels where budgeted positions have not materialised and/or employee resignations have not been replaced. Materials and services have a Un-favourable variance due to increase in material and service consumption. The net result is positive for Council.
Capital expenses							
Capital expenditure	\$'000	(6)	(1,266)	1,260	-100%	▲	
Total capital expenses	\$'000	(6)	(1,266)	1,260	-100%	▲	No meaningful capital expenses for the period under review
Total expenses	\$'000	(9,500)	(11,317)	1,817	-16%	▲	Favourable-reflects the impact of the above
Net result	\$'000	(1,160)	3,613	(4,773)	-132%	▼	Unfavourable-reflecting the net impact of capital revenue
Other comprehensive income							
Items that will not be reclassified to net result							
Asset revaluation	\$'000	-	-	-			
Total other comprehensive income	\$'000	-	-	-			
Total comprehensive income	\$'000	(1,160)	3,613	(4,773)	-132%	▼	
as at March FY24							
		YTD Actual	YTD Budget	Variance (%)	Target	Trend	
Ratios							
Council controlled revenue ratio	%	11.00%	9.52%	1%	Contextual	▲	
Operating surplus ratio	%	-13.94%	-15.03%	1%	Contextual	▲	
Operating cash ratio	%	6.59%	4.59%	2%	0%	▲	11 cents in each dollar of revenue is generated by Council operations. The operating surplus ratio measures our ability to cover our operational costs and have revenues available for capital funding or other purposes. The ratio is positive compared to budget.
as at March FY24							
		YTD Actual	YTD Budget	Variance (%)	Target	Trend	
Cash position							
Total cash at bank	\$	7,105.70	7,839.00	-9%	7,839.00	▼	
Total restricted cash	\$	2,308.21	2,624.00	-12%	2,624.00	▼	
Total unrestricted cash	\$	4,797.49	5,215.00	-8%	5,215.00	▼	Cash positions are materially impacted by the flood and nature and timing of disaster operations. The cash position includes the QTC investment.



Wujal Wujal Aboriginal Shire Council

Unrestricted Cash Flow Forecast

		Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24
Cash Inflows													
Recurrent Revenue													
Rates, Levies and Charges	\$'000	-	-	-	-	-	-	-	-	-	-	-	-
Fees and charges	\$'000	99	88	88	103	92	91	92	91	88	93	92	93
Sales revenue	\$'000	53	140	140	107	222	29	-	156	70	(34)	(34)	(35)
Grants, subsidies, contributions and donations - recurrent	\$'000	355	352	352	860	683	397	1,573	882	352	646	646	646
Total Recurrent Revenues	\$'000	507	580	580	1,070	997	517	1,665	1,129	510	705	704	704
Rental and other incomes													
Rental income	\$'000	21	18	18	66	12	13	3	2	-	36	37	36
Interest received	\$'000	1	2	2	1	1	1	1	7	7	7	7	11
Other income	\$'000	5	5	5	3	4	38	22	520	12	35	34	35
Total Rental and other incomes	\$'000	27	25	25	70	17	52	26	529	19	78	78	82
Total Cash Inflows	\$'000	534	605	605	1,140	1,014	569	1,691	1,658	529	783	782	786
Cash Outflows													
Recurrent Expenses													
Employee benefits	\$'000	(262)	(236)	(236)	(264)	(327)	(329)	(361)	(43)	(245)	(922)	(922)	(923)
Materials and services	\$'000	(321)	(313)	(313)	(273)	(365)	(184)	(930)	(1,653)	(1,129)	(98)	(98)	(98)
Finance costs	\$'000	(7)	-	-	(7)	(1)	(17)	(7)	(24)	(7)	(14)	(13)	(14)
Other expense	\$'000	-	-	-	-	-	-	-	-	-	-	-	-
Total Recurrent Expenses	\$'000	(590)	(549)	(549)	(544)	(693)	(530)	(1,298)	(1,720)	(1,381)	(1,034)	(1,033)	(1,034)
Total Cash Outflows	\$'000	(590)	(549)	(549)	(544)	(693)	(530)	(1,298)	(1,720)	(1,381)	(1,034)	(1,033)	(1,034)
Other Unrestricted Cash Flow Movements													
Other Unrestricted Cash Flow Movements	\$'000	-	-	-	-	-	-	-	-	-	-	-	-
Total Other Unrestricted Cash Flow Movements	\$'000	-	-	-	-	-	-	-	-	-	-	-	-
Unrestricted Cash at Beginning of Month	\$'000	3,596	3,540	3,596	3,652	4,248	4,569	4,608	5,001	4,939	4,087	3,836	3,585
Cash movement for Month	\$'000	(56)	56	56	596	321	39	393	(62)	(852)	(251)	(251)	(249)
Unrestricted Cash at End of Month	\$'000	3,540	3,596	3,652	4,248	4,569	4,608	5,001	4,939	4,087	3,836	3,585	3,337

Comments

Comments on Unrestricted Cash Flow Forecast

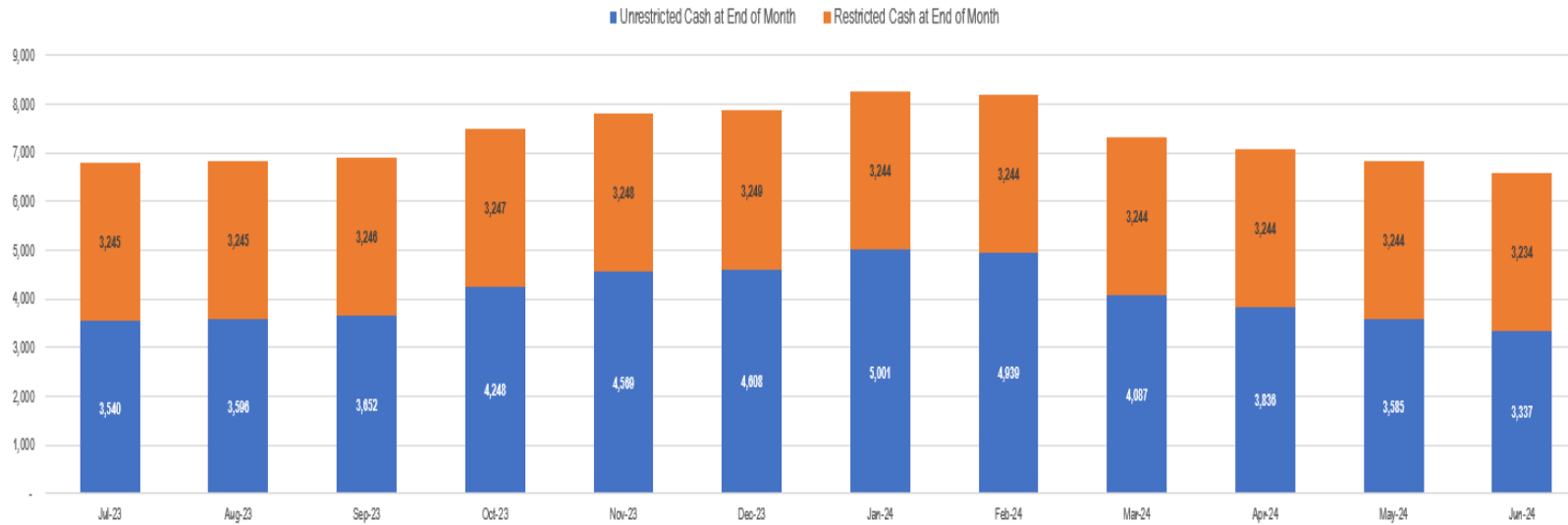
The restricted cash flow forecast assumes normal Council operations. This, however, has to be qualified by the impact of the flooding disaster with the resultant uncertainty in key revenue and cost drivers from February 2024 to June 2024. We will continue to review the forecast within the context of unfolding reality. The period July 2023 to March 2024 reflects actuals while the remaining period still requires critical interrogation to reflect expected reality. Under current assumptions the net cash movement to June 2024 is positive but this position may quickly change as the full impact of the flooding operation unfolds.



Wujal Wujal Aboriginal Shire Council - Cash Flow Forecast Dashboard

Cash Balance Forecast in \$'000

Cash Balance Forecast



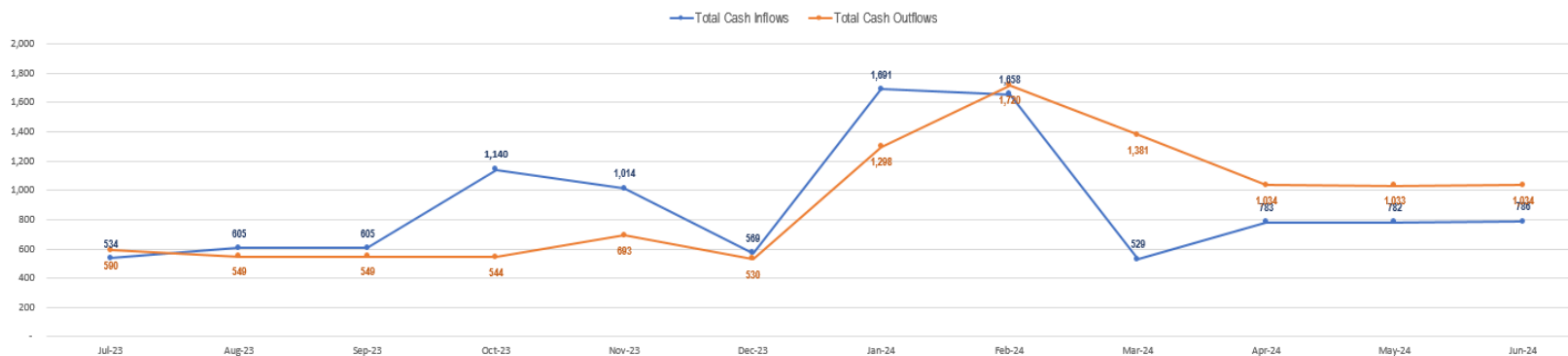
Comments

Comments on Cash Balance Forecast

Refer to comments on monthly cash flow. Unrestricted cash flow assumes normal cash flow from ordinary Council operations, while restricted cash flow is underwritten by cash flows with performance obligations. The flooding disaster has had a material impact on revenues. The cash flow assumes no further inflows from Capital revenues.

Cash Inflows vs Outflows in \$'000

Cash Inflows vs Outflows



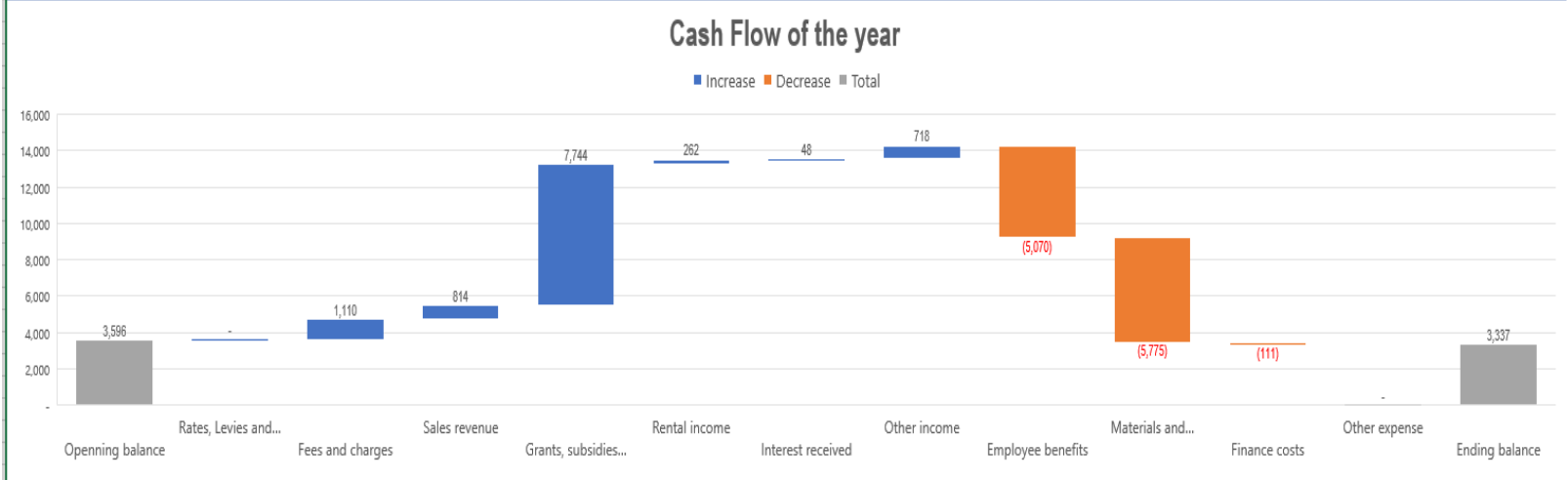
Comments on Cash Inflows vs Outflows

This reflects actuals to March 2024. April 2024 to June 2024 will be an interplay of several factors largely instructed by the quantum, nature and timing of disaster operations revenues and expenses.

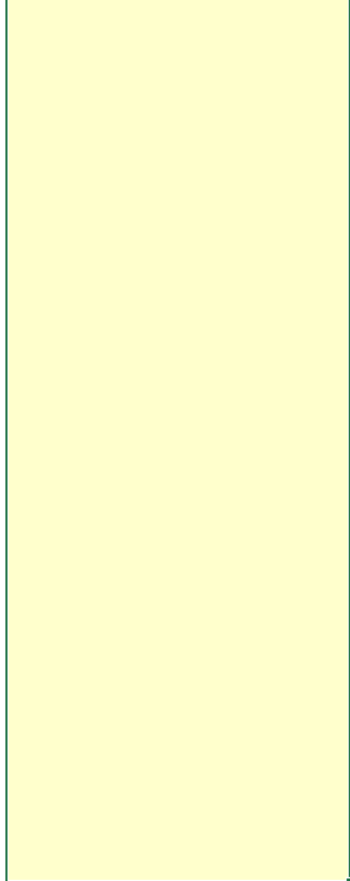
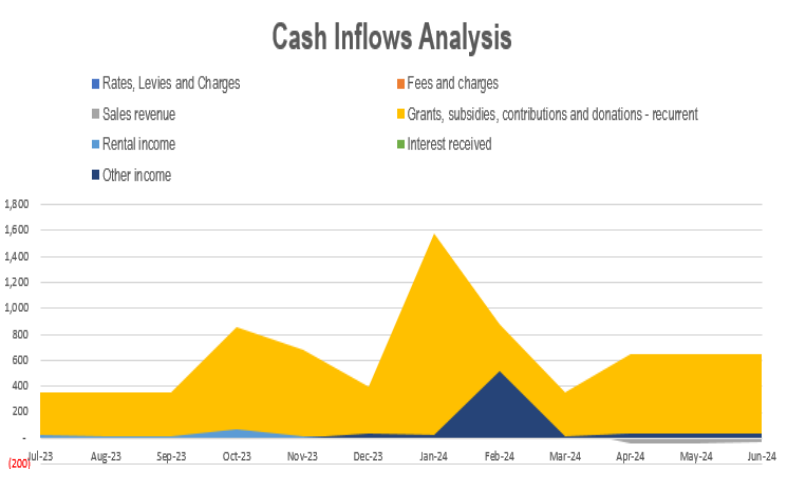
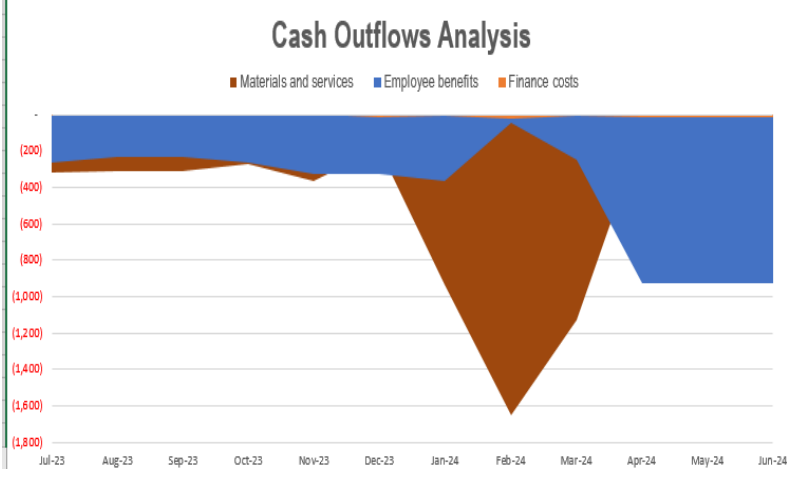


Cash Inflows vs Outflows Details Analysis in \$'000

Comments on Cash Inflows vs Outflows Details Analysis



This highlights the nature and direction of cash inflows and outflows. February to June 2024 has a lot of uncertainty and we urge caution in the analysis of cashflows going forward.





as at **Sunday, 31 March 2024**

		Current	0 - 30 days	31 - 60 days	61 - 90 days	Total	
Prior Month	Total A/R Ledger	-	154,157	19,276	288,382	461,815	1
	Total Accruals	-	-	-	-	-	-
	Grand Total	-	154,157	19,276	288,382	461,815	
	Distribution Target	0.00% <i>40.00%</i>	33.38% <i>34.00%</i>	4.17% <i>25.00%</i>	62.45% <i>1.00%</i>	1	
Current Month	Total A/R Ledger	-	239,910	173,553	288,382	701,845	1
	Total Accruals	-	-	-	-	-	-
	Grand Total	-	239,910	173,553	288,382	701,845	
	Distribution Target	0.00% <i>40.00%</i>	34.18% <i>34.00%</i>	24.73% <i>25.00%</i>	41.09% <i>1.00%</i>	100.00%	
Overall Movement	-	85,753	154,277	-	240,030		
		<i>0.00%</i>	<i>0.80%</i>	<i>20.55%</i>	<i>-21.36%</i>		

The comparison of debtors shows a neutral position in Debtors in the 30-day period. There is increase in the 31–60-day period. There is a decrease in the 61–90-day period.

- **Investments-** We have maintained our investment with QTC which currently stands at \$3,081,186.45 including interest earned of \$11,539.45 and the current rate of return is 5.04% up from 4.96% in the previous month.

Resolution: It is recommended that Council accept the Financial Accountant’s Monthly Report for March 2024

Resolution:	That Council accept the Financial Accountant’s Monthly Report for the month March 2024.	
Moved:		Lost/Carried
Seconded:		
Resolution No		



11. General Business

12. Next Ordinary Council Meeting Date

The next Ordinary Council Meeting is set for Tuesday 21 May 2024.

13. Meeting Close