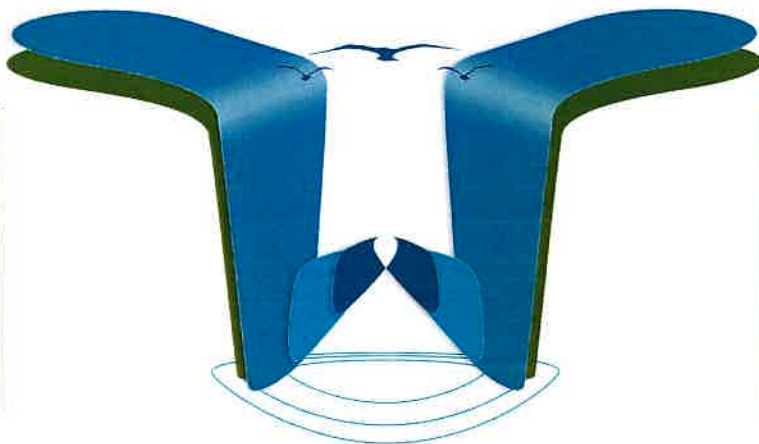




AGENDA

Ordinary Council Meeting
Thursday 17th February 2022
COMMENCING AT 9:00AM



WUJAL WUJAL
Aboriginal Shire Council

Wujal Wujal
Aboriginal Shire Council



WWASC COUNCILLORS

Councillor Bradley Creek, Mayor
Councillor Vincent Tayley, Deputy Mayor
Councillor Robert Bloomfield
Councillor Regan Kulka
Councillor Vanessa Tayley

WWASC holds their Council Meetings
On the third Thursday of the Month
Beginning at 9:00am
The attendance of all councillors is requested.



ORDER OF BUSINESS

- 1 [WELCOME / MEETING OPENED](#)
- 2 [ATTENDANCE / APOLOGIES](#)
[VISITORS/PRESENTERS](#)
Queensland Health TORCH program presentation at 10.00am
- 3 [CONDOLENCES / CONGRATULATIONS](#)
- 4 [COUNCILLOR OBLIGATIONS / DECLARATION OF INTERESTS](#)
- 5 [CONFIRMATION OF PREVIOUS MINUTES](#)
- 6 [REPORTS](#)
[6.1 Mayors Report](#)
[6.2 CEO's Report](#)
[6.3 Financial Controllers Report – Mid Year Budget Review 11.00am](#)
[6.4 DF & CS Report](#)
[6.5 DW & BS Report](#)
- 7 [CLOSED SESSION](#) -Nil
- 8 [GENERAL BUSINESS / LATE ITEMS](#)



1. WELCOME/MEETING OPEN

Mayor welcomes everyone and opens the meeting.

2. ATTENDANCE/APOLOGIES

VISITORS/PRESENTERS

VISITORS	
PRESENTERS	Queensland Health TORCH Presentation Margarite Taylor and Emma Pascoe

3. CONDOLENCES/CONGRATULATIONS

4. COUNCILLOR OBLIGATIONS/DECLARATION OF INTERESTS

Declaration of Material Personal Interest (MPI) on any item of business

Declaration of Conflict of Interest on any item of business

Registers of Interest

5. CONFIRMATION OF MINUTES

Confirmation of Previous Minutes of meeting held January 20th 2022 as circulated.

Business Arising from Previous Minutes report given at the meeting.



6. REPORTS

6.1 Mayors Report

24//22. meeting with BRSS principal

31/1/22. Catch up with BDO

3/2/22. FNQROC Board meeting

4/2/22. Brief to Mayors CEO by chief Executive TCHHS current Covid 19 situation

8/2/22. Meeting with CSC HVASC WWASC Cook Chambers

10/2/22. Teams meeting with QMF



6.2 Chief Executive Officer's Report

1. REPORTS

WUJAL WUJAL ABORIGINAL SHIRE COUNCIL

ORDINARY COUNCIL MEETING

Thursday 17 February 2022



6.2 Chief Executive Officer Report

- 6.2.1 COVID-19 Status Report
- 6.2.2 Regional Aged Care Working Group
- 6.2.3 Adoption of Wujal Wujal Aboriginal Shire Council Corporate Plan 2022-2027
- 6.2.4 2021/22 Mid Year Budget Review – Financial Controller

DISCLAIMER: The information contained in the following reports is for general guidance on Council matters of interest only. Given the changing nature of laws, rules and regulations, and the inherent hazards of electronic communication, there may be delays, omissions or inaccuracies in information contained in these reports. While the Chief Executive Officer (CEO) makes every attempt to ensure that the information contained in these reports is accurate and reliable the CEO is not responsible for any errors or omissions, or for the results obtained from the use of this information. All information in these reports is provided "as is", with no guarantee of completeness, accuracy, timeliness. In no event will Wujal Wujal Aboriginal Shire Council, its related partnerships or corporations, or the partners, agents or employees thereof be liable to you or anyone else for any decision made or action taken in reliance on the information in these reports or for any consequential, special or similar damages, even if advised of the possibility of such damages.

6. REPORTS

6.2 Chief Executive Officer Report

6.2.1 COVID-19 Status Report

Wujal Wujal community continues to record positive cases. On Tuesday 15 February 2022 there were 12 active cases in community with 37 close contacts. Nearly all are in isolation at home however one close contact to a previous positive case was transported to Cooktown due to underlying health issues and treatment requirements. That person has since tested positive and may be transferred to Cairns.

Social and welfare support is being provided to the community by Apunapima Health through the Wujal Wujal Justice Group. This support could be essential groceries, telephone Credits, power cards etc.

Where there is a vulnerable person whether as a positive case or as a close contact there is a need to provide a separate location for isolation. The flat behind MyPathways has been utilised twice for this purpose and we have set up three of the new contractor units as additional isolation units if required

Council continues to monitor the situation and receive updates through the Wujal Wujal Health Clinic and the District Disaster Coordination Centre.

The community messaging has been promoted through the local radio and Council's FaceBook page. The messaging remains the same – Social Distancing of 1.5 meters – Maintain hand hygiene – Wear a mask indoors and where required – Get Vaccinated.

WWASC's Government Champion Mr Jamie Merrick has provided a supply of small hand sanitizer and sanitary wipes, these are being made available to anyone who requires them. He has also provided larger containers so that the small personal bottles can be refilled when required

Vaccination clinics are continuing and vaccines can be given at the Wujal Wujal clinic by appointment. Childrens (5-11yrs) have commenced. These clinics are held on

RECOMMENDATION

That Council note the COVID-19 status report for February 2022

6.2.2 Regional Aged Care Working Group

Council would be aware that earlier this Financial Year Council made an application for funds to construct an Aged Care Residential facility. This application was not successful. However in the aftermath when an in depth analysis of costs was carried out it became obvious that it would not be viable to operate a facility with approximately \$1m annual losses the likely outcome.

Discussions were had with Cook Shire, Hopevale Aboriginal Shire and DSDATIP regarding aged care and consequently a 4 party working group has been formed to look for a regional solution for aged care services. Mr John O'Halloran is representing Council on the working group.

The Mayor and CEO attended a briefing in Cooktown on 8 February 2022. A copy of the presentation is tabled for Councils information.



Public consultation will be carried out in each community during the remainder of February to gauge the scope of needs in aged care across the region

RECOMMENDATION

That Council note the Regional Aged Care Working Group briefing

6.2.3 Wujal Wujal Aboriginal Shire Council Corporate Plan 2022-2027

Council has developed the draft 2022-2027 Corporate Plan . The draft plan was developed following community consultation during the months of November and December 2021 and a review of Council's minutes over the previous 12 months to gather an understanding of the community needs and priorities.

The strategies and priorities that have been included in the corporate plan that were not specifically identified in the previous plan include:

- Aged Care Facility
- Womens Centre
- Financial Sustainability
- Organisational Risk Management
- Childrens Playground
- Accommodation Business

The Draft Corporate Plan was placed on public display in January 2022. No further submissions have been received it is therefore recommended that the Wujal Wujal Aboriginal Shire Council Corporate Plan 2022-2027 be adopted

RECOMMENDATION

That Council adopt the Wujal Wujal Aboriginal Shire Council Corporate Plan 2022-2027

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6.3 Financial Controllers Report

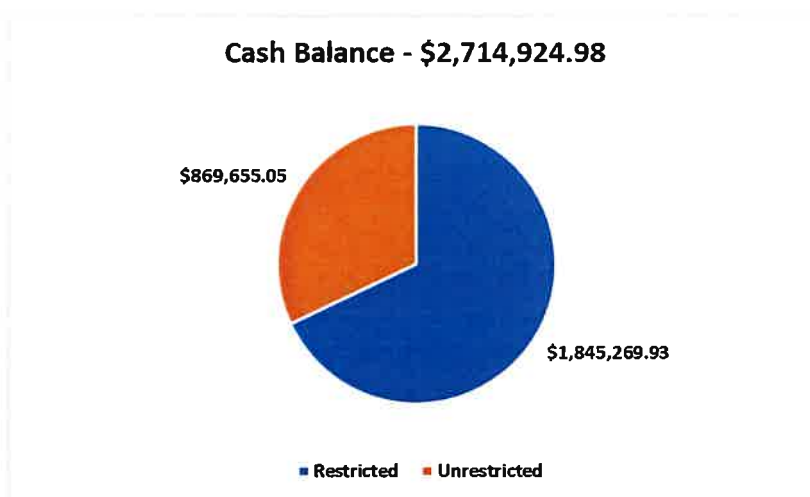
Verbal update by Tom Hogbin or Tali Mackay

6.4 Department of Finance & Corporate Services Report (DF&CS)

6.4.1 Finance Manager

For Month Ended 31 January 2022

- Total Bank Balance as at 31 January 2022 is \$2,714,924.98 comprising of:



- Grant funds and large deposits received during the month are listed as follows:

Grant Funding Received During the Month:

Funds Received From	Reason for Grant	Grant Type	Amount
Department of Health	Home Care Package Subsidy	Operating	\$ 13,487.96
Department of Health	ATSI Public Health Grant	Operating	\$ 49,128.20
Department of Health	Indigenous Employment Initiative Program- Activity 4-ENHCUQN- IEI funds for period 1 January 2022 to 30 June 2022-IEI Program	Operating	\$ 55,818.13

Other Deposits Received During the Month: NIL

3. Credit Card Reconciliation is completed and up to date as at 31 January 2022.
4. Taxation & Compliance Matters
 - Estimated GST payable at 31 January 2022 is \$ 139,680.59.
 - IAS for the month of January 2022 by 21 February 2022
 - No other matters outstanding

6.4.2 Accounts Receivable

REPORTING PERIOD	JANUARY 2022
DEPARTMENT	Accounts Receivables
REPORTING OFFICER	Melita Baird

INVOICING

- 71 Invoices were raised totalling **\$38,552.02** for the period of 1st January to 31st January 2022.
- 72 Work Orders for Responsive Maintenance totalling \$38,552.02
- 0 Purchase Order for Planned Maintenance totalling \$ nil

QBUILD INVOICING COMPARISON

MONTH	2022	2021	VARIANCE
JANUARY	\$38,552.02	\$123,339.78	\$84,787.76

AGED DEBTORS REPORT AS AT 1ST JANUARY 2022

90 Days Aged	\$65,020.90
60 Days Aged	\$2,324.22
30 Days Aged	\$0.00
Current	\$38,773.21
Total Debtors	\$106,118.33

6.4.3 Accounts Payable **Officer Report**

Reporting Period	January 2022
Department	Accounts Payable
Reporting Officer	Vivien Donahue

Open Purchase Orders

- As at 31 January 2022, open purchase orders to the value of \$1,221,559.98 which is a true reflection of what Council owes its suppliers/contractors. Open purchase order report is now reviewed on a weekly basis

Summary of creditors run for the month

Payment date	Total payment	Comment
13/01/2022	\$152,117.55	Largest payments to Briody Plumbing - \$13,651.33, Gun Plasterers - \$10,033.10, Lowes Petroleum - \$31,219.11, SICO - \$26,565.00 & Capital Roofing - \$31,141.00
20/01/2022	\$45,708.53	Largest payments to Telstra (Council monthly bill for the month of December 2021) - \$10,033.94 & Lowes Petroleum - \$23,461.77
27/01/2022	\$39,553.67	Largest payment to Original Building Solutions - \$14,080.00

6.4.4 Payroll

Nil Received

6.4.5 Information Management

Records Management

Continued and ongoing filing and document management in MAGIQ, Council's common drive "H", SharePoint, Outlook, Practical and all other Council data bases to ensure Council meets their obligations and statutory requirements under the Public Records Act 2002 and advise all staff of their obligations in relation to the creation and maintenance of records within the Council in a manner that is compliant with the standards set out by Queensland State Archives.

The spreadsheet below indicates the number of Fourier, Brilliant, Magiq and Telstra incident tickets created for the month of December 2022

FOURIER	TELSTRA	MAGIQ	BRILLIANT
JANUARY	JANUARY	JANUARY	JANUARY
132	4	8	10

There were no major incidents in January 2022 however the Fourier Technician will be on site to install and migrate the new servers.



6.5 Department of Works & Building Services Report (DW & BS)

6.5.1 Director of Works and Building Services

Staffing

Water Operator Advertised on website

Parks & Gardens Supervisor – to be advertised

6.5.2 Capital Works

Splash Park Update- Crocodile installed last month. Still no budget against Splash Park Maintenance job cost code. Outstanding invoices to suppliers yet to be paid.

ATSI Housing – Requesting an update on demolition request of 16 Keim, 28 Keim and 81 Keim. Seeking information as to the type of construction which is to replace the existing. (Duplex, Townhouses or Standard Dwelling)

Early Warning System - 90% complete. Waiting for Prospect to get back to us

ICCIP Generator Sheds - Work has now been completed.

Upgrade SCADA work commenced 17.1.2022.

PO issued for Cyclone clean-up commencing for the old dump site. Materials will be sorted into appropriate piles of waste and recyclables which can then be processed through our recycle centre.

6.5.3 Building

Community Hall

95% Complete

Kitchen install,

Guest Accommodation

Procurement to purchase furniture

BBQ Plate to be wired up

Eco Tourism Village

Most furniture has been delivered for tents, only backorders to come.

1 unit to be wired up

BBQ Hot Plate to be wired up

Planned Maintenance

41 Hartwig - bathroom upgrade completed

87b Hartwig – concrete pathway completed



Plug-ins

Current 4 builds – 38 39,25, 29 Hartwig

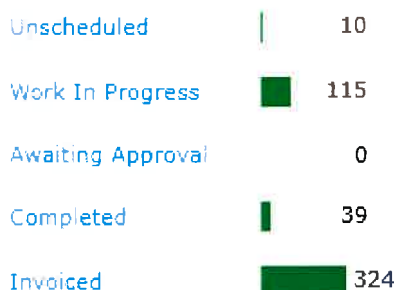
Roofs on - ready for lockup stage

Windows have arrived and are being installed by contractor this week.

Electrician to follow prior to finalised lockup.

Finalising procurement stage for remaining plug-ins to commence builds shortly with materials already arriving at depo for works to be undertaken.

BAS Works



Field Workers	
Carpentry	56
Electrical	37
Painting	-
Pest Control	-
Plumbing	19
Yard Work	3

BAS Responsive works are ongoing in the community. Community members reminded to call in housing maintenance requests on the blue phone.

Covid cases active again in local community with houses in isolation and staff unable to be at work which therefore has an impact on the works being undertaken.

Contracts admin and accounts payable working closely together to close off BAS jobs and invoice completed works. Nearly 100 jobs completed in system, closed off and invoiced since mid-January. This is a high priority and staff are working together to process these.

6.5.4 Water & Waste

Current 'Boil Water Alert' issued for the community. Waterboard team are working to solve this.

6.5.5 Recycle Centre

Wujal Wujal Recycle Centre is open on Tuesdays and Thursdays.

January Recycling Statistics



Date	Mixed Glass	Aluminium	Pet Clear	Pet Colour	Hdpe	Liquid Paper	Steel	Total units	Payment
Saturday, 1 January 2022	-	-	-	-	-	-	-	-	\$ -
Sunday, 2 January 2022	-	-	-	-	-	-	-	-	\$ -
Monday, 3 January 2022	-	-	-	-	-	-	-	-	\$ -
Tuesday, 4 January 2022	-	-	-	-	-	-	-	-	\$ -
Wednesday, 5 January 2022	-	-	-	-	-	-	-	-	\$ -
Thursday, 6 January 2022	-	-	-	-	-	-	-	-	\$ -
Friday, 7 January 2022	-	-	-	-	-	-	-	-	\$ -
Saturday, 8 January 2022	-	-	-	-	-	-	-	-	\$ -
Sunday, 9 January 2022	-	-	-	-	-	-	-	-	\$ -
Monday, 10 January 2022	-	-	-	-	-	-	-	-	\$ -
Tuesday, 11 January 2022	285	3,686	1,166	17	39	49	-	5,242	\$ 524.20
Wednesday, 12 January 2022	-	-	-	-	-	-	-	-	\$ -
Thursday, 13 January 2022	434	1,362	220	7	10	9	-	2,042	\$ 204.20
Friday, 14 January 2022	-	-	-	-	-	-	-	-	\$ -
Saturday, 15 January 2022	-	-	-	-	-	-	-	-	\$ -
Sunday, 16 January 2022	-	-	-	-	-	-	-	-	\$ -
Monday, 17 January 2022	-	-	-	-	-	-	-	-	\$ -
Tuesday, 18 January 2022	-	570	-	-	-	-	-	570	\$ 57.00
Wednesday, 19 January 2022	-	-	-	-	-	-	-	-	\$ -
Thursday, 20 January 2022	1	743	86	1	4	27	-	862	\$ 86.20
Friday, 21 January 2022	-	-	-	-	-	-	-	-	\$ -
Saturday, 22 January 2022	-	-	-	-	-	-	-	-	\$ -
Sunday, 23 January 2022	-	-	-	-	-	-	-	-	\$ -
Monday, 24 January 2022	-	-	-	-	-	-	-	-	\$ -
Tuesday, 25 January 2022	356	142	45	2	53	6	-	604	\$ 60.40
Wednesday, 26 January 2022	-	-	-	-	-	-	-	-	\$ -
Thursday, 27 January 2022	371	1,542	387	36	89	100	-	2,525	\$ 252.50
Friday, 28 January 2022	-	-	-	-	-	-	-	-	\$ -
Saturday, 29 January 2022	-	-	-	-	-	-	-	-	\$ -
Sunday, 30 January 2022	-	-	-	-	-	-	-	-	\$ -
Monday, 31 January 2022	-	-	-	-	-	-	-	-	\$ -
Total	1,447	8,045	1,904	63	195	191	-	11,845	\$ 1,184.50

Roadside Litter Signage Collaboration between DES and Local Governments

Council requirements:

- Nominate 5 appropriate locations for sign installations
- Ensure all relevant approvals and permits for signage installation are in place
- Clean up existing illegally dumped materials from the site
- Install signage in accordance with agreement
- Provide ‘after’ photos of installed sign to the department.

We have nominated the following sites for the signage –

- 1.
- 2.
- 3.
- 4.
- 5.

6.5.6 Animal Management & Environmental Health

Pest Control

No job cards within this period. Jim from Cooktown Pest has been completing job cards

Spillages

There have been no spillages or ponding from sewerage pits. EHO monitor these areas on a day-to-day basis to ensure it doesn’t affect the environment and becomes a health risk to the public



Wheelie Bins

Broken bins have been replaced with new bins due to cracks and missing lids. These houses are:

- 16 Bins Replaced
- Hartwig St - 94 30 37 36 25
- Heorlein St – 6 7 9
- Keim St – 10 16
- Louis St – 51
- Cape Tribulation Rd – Lot 10/3 Lot 10/4 Lot 10/8
- Kindy and Church

A notice was been handed to residents on 31st of January stating that the bins will be replaced after all garbage is emptied on the 1st of February (bin day). Residents were asked to leave the bin out so we could collect and replace as required.

Carcasses

A pig has been removed and disposed from louis street. Notices will be posted about disposing their hunt.

Dogs

All dogs are free from parasites and looking healthy.

Water

We have been on **"Boil Water Alert"** for nearly a month and still reviewing the weekly results to make sure it is within the Water Drinking Guidelines. There are bubbles in the chlorine pipe which might be the problem but we cannot fix. TPHU (Tropical Public Health Unit) is aware and still in contact with Laurie (Project Manager).

Abandon Cars

Abandon Car assessment was completed within this month. We approached the owners and signed/ approved to be removed. Educated the owners about pests such as rat breeding in abandon cars.

Address	Rego No.	Colour	Make	Model
16 Broadway Street Ayton	XLY	Green	Holden	
16 Broadway Street Ayton	No Number Plate	Green/Grey	Mitsubishi	Pajero
16 Broadway Street Ayton	666 YWM	White	Holden	
44 Douglas Street	346 YCE	Grey	Mitsubishi	Magna
44 Douglas Street	409 YHF	Grey	Holden	Astra
44 Douglas Street	925 XPV	Red	Mitsubishi	Magna
90 Heirliion Street	No Number Plate	Blue	Daihatsu	Sirion

Food Safety Inspections

Food safety inspections were carried out this month at the following premises

Art Centre Café – Wild Honey Mayi Wunba		
Food	Pest	Maintenance
All food is within its due date	NIL Activity	<ul style="list-style-type: none"> Salad Bar has a water leak and needs to be fixed

Wujal Wujal Store		
Food	Pest	Maintenance
All food is within its due date	NIL Activity	<ul style="list-style-type: none"> Drain (roof) has grass and weeds growing causing water to travel in seating area and becomes slippery Gate need fixing to stop dogs from entering

6.5.7 Art Centre

Highlights:

- The art centre welcomed a new staff member, Cassie Roatz, who started on 4th of January. The Manager is now training the new staff member to do council & funding reports.

Data:

- Sales report for the month of January 2022, attached.

Barriers & Issues:

- For the art centre to incorporate, Council needs to come to an agreement regarding rental costs for the gallery and studio building. A letter was sent in November, waiting on a reply.
- Coast road was closed for maintenance during January, the wet season has started and COVID has come to the cape, so tourism has slowed down.
- The art centre is waiting on purchase order approvals for the art centre to engage the services of a book keeper and a business consultant, to see if it is viable for the art centre to incorporate. We need these PO's in place before July to follow the strategic plan, which was adopted by council last year. This needs to be addressed during our quiet time before tourist season as we are already busy planning this year's exhibitions and preparing stock for the gallery.

Funding/Agreements/Financials:

- The art centre manager is waiting for the financial audits, so reports can be submitted.
- Bana Yirriji Art Centre applied for a grant through IVAIS. If this funding is received, it will help support the art centre when incorporated. The Council will be notified the outcome around March 2022.
- The manager had a meeting for the November 2021 budget with the CEO and BDO.

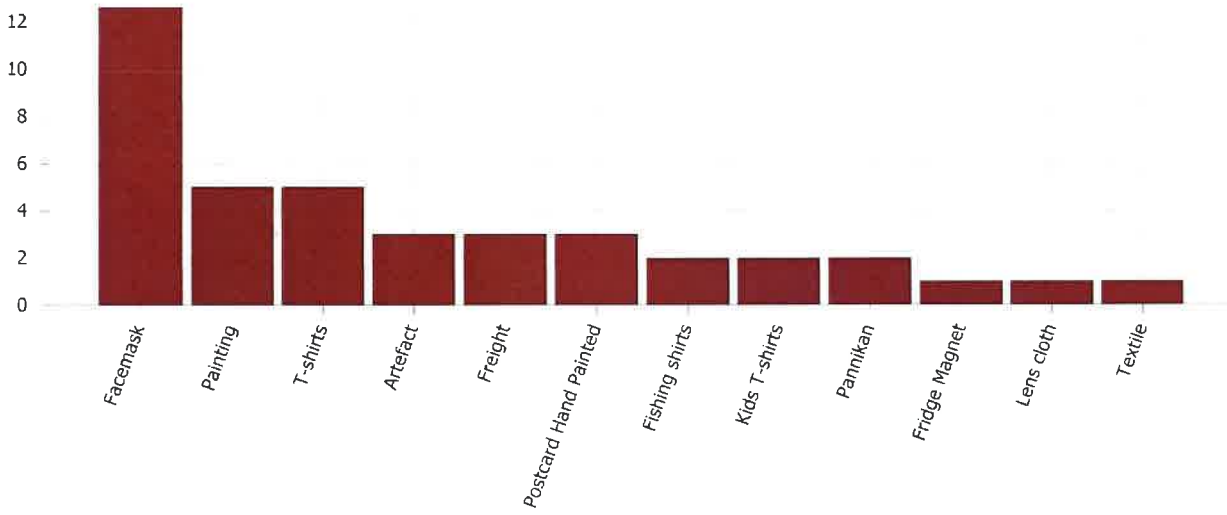
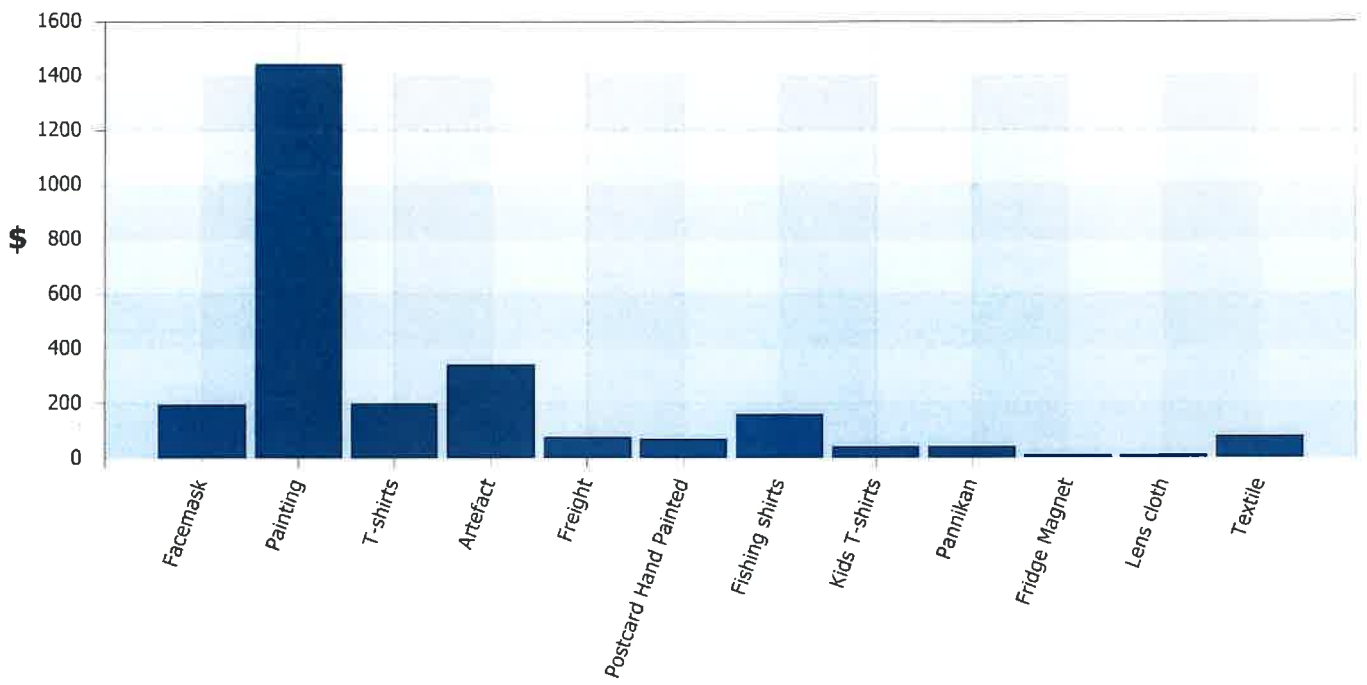


January 2022	Cost
Checked on Practical	\$0

Sales by Category (volume and value): Bana Yirriji Art Centre

Sales from 01/01/2022 to 31/01/2022

Product	Items Sold	Value of Sales
Facemask	13	\$195.00
Painting	5	\$1,445.00
T-shirts	5	\$200.00
Artefact	3	\$340.00
Freight	3	\$75.00
Postcard Hand Painted	3	\$70.00
Fishing shirts	2	\$160.00
Kids T-shirts	2	\$40.00
Pannikan	2	\$40.00
Fridge Magnet	1	\$10.00
Lens cloth	1	\$10.00
Textile	1	\$80.00
Total Items Sold:	41	\$2,665.00



6.5.8 HACC

NIL RECEIVED

6.5.9 Indigenous Knowledge Centre

January 2022

- State Libraries collection exchange of 169 books has arrived for swap over. Once school holidays has ended the exchange process will be completed.
- Assisting clients with computer training, resume assistance, superannuation claims, online banking etc. There is still a lot of community members coming in asking for assistance with Centrelink, have been referring them to the Centrelink office.
- School holiday activities included pom-pom cockatoo's, clay moulding, cardboard roll people, watching movies but most kids just wanted to watch YouTube. Have turned the internet off to limit data usage as we only get 150gb a month.



Projects

Language Grant

- Miromaa has released the first test of the applications. There are a few changes that need to be made to tidy the app up and it should be ready for public release in the near future. Currently the application is only available on apple products and access can be reached through the iPads in the IKC or personal iOS devices. Public can assess the test app via <https://testflight.apple.com/join/akxqn4mw>
- Acquittal for the project will be completed early February 2022.

First 5 Forever Mum's and Bub's

- Will continue to work on recommencement of the group once school returns and in line with Covid restrictions to keep all the young babies safe.
- Trying to sort out what funding is still available for this project as the information that we submitted in the request for an extension was incorrect, saying that we spent all the funds but IKC Coordinator believes there is still \$13k available. It appears that a previously acquitted project shares the same



cost code which is causing confusion. State Libraries are requesting an acquittal or an extension documentation to be sent to them with an explanation on error so that they can assess the future of the project.

IKC Expenditure

Nil

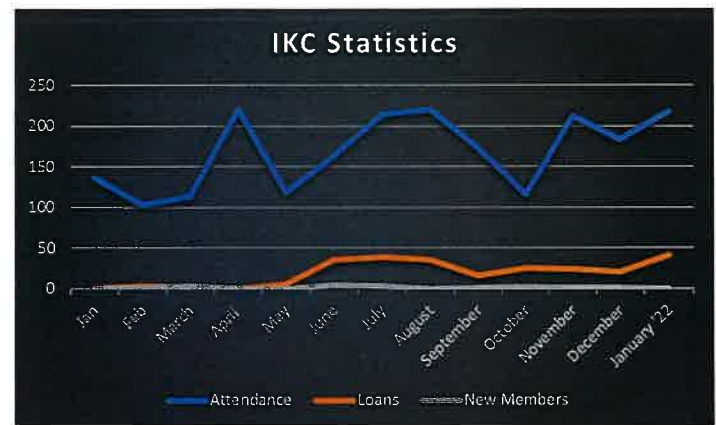
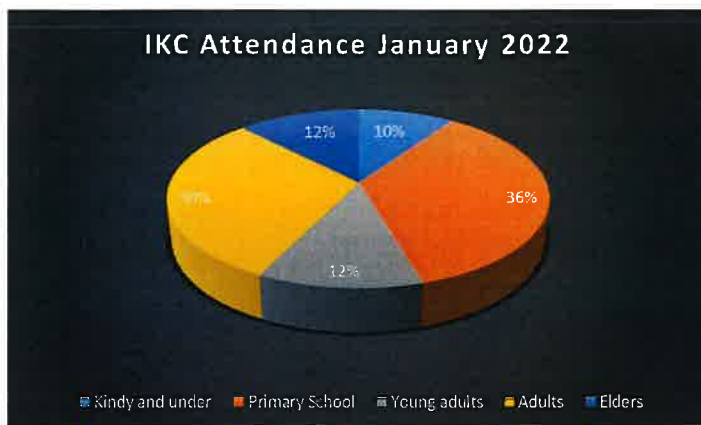
Recommendations/resolution

- Nil

Statistics

IKC

- 218 attendances throughout the month
- 41 Loans for the month
- 0 new members



**6.5.12 Kindergarten
NIL RECIEVED**

7 CLOSED SESSION - Nil

8 GENERAL BUSINESS/ LATE ITEMS

Parks & Landcare : (Recommendation – Council Comments)

Budget preparation/review has highlighted and commenced further discussions around how we manage all resources of the Works and Building Services.

Cost for Parks And Landcare (12mths) operations

- Payroll \$.....
- Vehicle \$.....
- Other \$.....
- Total \$.....



Council to consider options to gain productivity and to assist Council with future financial gain,

- Put out to contract which will be in line with budget (Locals have an option to submit interest)? Saving for Council \$.....
- Re – instate current staff to contract (Six months of the year is sufficient to carry out all tasks within their program).