



AGENDA

Ordinary Council Meeting

21 November 2019

COMMENCING AT 9.00AM



Wujal Wujal Aboriginal Shire Council





Meeting Notice

Notice is hereby given that the next Ordinary meeting of Council will be held in the Wujal Wujal Aboriginal Shire Council Chambers, 1 Hartwig Street, Wujal Wujal

On

19 December 2019

Commencing at 9am

**WUJAL WUJAL ABORIGINAL SHIRE COUNCIL AGENDA
ORDINARY COUNCIL MEETING**

21 November 2019

Table of Contents

1.	WELCOME/MEETING OPENING.....	3
2.	ATTENDANCE/APOLOGIES.....	3
3.	CONDOLENCES/CONGRATULATIONS.....	3
4.	COUNCILLOR OBLIGATIONS	3
5.	CONFIRMATION OF PREVIOUS MINUTES.....	4
6.	REPORTS.....	46
6.1	Mayors Update	47
6.2	Chief Executive Officer Report Error! Bookmark not defined.	
6.3	Director Finance & Corporate Services Report (DF&CS)	58
6.4	Director Works and Building Services Report.....	59
7.	CLOSED SESSION	91
8.	GENERAL BUSINESS.....	92
9.	NEXT MEETING	92
10.	MEETING CLOSE.....	92

1. WELCOME/MEETING OPENING

Mayor welcomes everyone and opens the meeting.

2. ATTENDANCE/APOLOGIES

Members Present:	Cr Desmond Tayley, Mayor (Chair) Cr Robert Bloomfield, Deputy Mayor Cr Regan Kulka Cr Bradley Creek Cr Vanessa Tayley
Apologies:	
Officers/Staff:	Stephen Wilton – Chief Executive Officer Harish Nair – Director Finance and Corporate Services Victor Mills – Director Works and Building Services (DWBS) Wendy Rowlands (Minute Taker)
Observers:	
Presenters/Visitors:	

3. CONDOLENCES/CONGRATULATIONS

4. COUNCILLOR OBLIGATIONS

- 4.1. Declaration of Material Personal Interest (MPI) on any item of business
- 4.2. Declaration of Conflict of Interest on any item of business
- 4.3. Registers of Interest

5. CONFIRMATION OF PREVIOUS MINUTES

5.1 Confirmation of Previous Minutes of meeting held 24 October September 2019



Council Ordinary Meeting

24 October 2019

Minutes

of the

**Council Ordinary Meeting held at the Wujal Wujal
Aboriginal Shire Council Chambers**

AGENDA

1. WELCOME/MEETING OPENING.....	3
2. ATTENDANCE/APOLOGIES.....	3
3. CONDOLENCES/CONGRATULATIONS	3
4. COUNCILLOR OBLIGATIONS.....	4
5. CONFIRMATION OF PREVIOUS MINUTES.....	4
5.1 BUSINESS ARISING FROM PREVIOUS MINUTES	5
6. REPORTS	
6.1 MAYORS UPDATE:	5
6.2 CHIEF EXECUTIVE OFFICER REPORT:	9
6.3 DIRECTOR FINANCE & CORPORATE SERVICES REPORT (DF&CS)	13
6.4 DIRECTOR WORKS AND BUILDING SERVICES REPORT	17
7. CLOSED SESSION.....	39
8. GENERAL BUSINESS	41
9. NEXT MEETING	42
10. MEETING CLOSE.....	42

1. WELCOME/MEETING OPENING

Mayor Tayley declared the meeting open at 9.09am.

2. ATTENDANCE/APOLOGIES

Members Present:	Cr Desmond Tayley, Mayor (Chair) Cr Robert Bloomfield, Deputy Mayor Cr Regan Kulka Cr Bradley Creek Cr Vanessa Tayley
Apologies:	
Officers/Staff:	Stephen Wilton – Chief Executive Officer Harish Nair – Director Finance and Corporate Services Victor Mills – Director Works and Building Services (DW&BS) Vanessa Kennedy - Executive Assistant (EA)
Observers:	
Presenters/Visitors:	Guest Speakers: 2pm – 20 minutes - Cooktown Expo 2020 Festival presentation Cook Shire Council representatives Merryn Hughes – Cooktown Expo 2020 Festival Director, Douglas Jene - Operations Coordinator, Sha-lane Gibson 2020 Indigenous Projects Officer 2.20pm – 10 minutes - Regional Arts Program Overview Cook Shire Council representative Waratah Nicholls - Regional Arts Officer.

3. CONDOLENCES/CONGRATULATIONS

Condolences

Late Farren Yeatman Snr – Yarrabah

Congratulations

Mayor Desmond Tayley on the presentation of a Long Service Award at the 123rd LGAQ conference in Cairns – 19 years service to the State of Queensland and to Wujal Wujal Community.

4. COUNCILLOR OBLIGATIONS

Mayor Tayley invited those present to use this opportunity to make public any Material Personal Interests and/or Conflicts of Interest (real or perceived) in respect of items in the Agenda.

Councillors should use this opportunity to disclose and/or comment on other Councillors and/or staff interests in accordance with the Act and Regulations

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

Nil

4.2 Declaration of Conflict of Interest on any item of business

Pursuant to Section 173 (2) of the Local Government Act 2009 {0} declarations of conflict of interest were made during this meeting.

Details of declarations are as follows:

Name of Councillor – details of declaration:

Details of declarations are as follows:

Name of Councillor – details of declaration:

4.3 Registers of Interest

Nil

Mayor Tayley welcomed the new CEO Stephen Wilton to his first Council meeting, and also welcomed DF&CS Harish Nair.

Mayor Tayley and CEO Stephen Wilton welcomed Cr Vanessa Tayley to her first Council meeting.

5. CONFIRMATION OF PREVIOUS MINUTES

The minutes of the Council Ordinary meeting 26 September 2019 were considered.

Resolution:	That Council confirms that the Council Ordinary meeting minutes of 26 September 2019 as circulated are a true and correct record of that meeting.	
Moved:	Cr Reagan Kulka	CARRIED 5/5
Seconded:	Cr Robert Bloomfield	
Decision No:	0124102019	

5.1 Business Arising from Previous Minutes

In report.

General Business

DW&BS tabled a design for the Eco-Lodge and Contractors quarters to Council.

CEO stated that the Tourism Information Centre is part of the Wangetti track and also the Art Centre.

Southern Cross Workwear to visit WWASC to do fitout – date to be organised, logo mentioned.

6. REPORTS

6.1 Mayors Update:

PAST MEETINGS/CONFERENCES ATTENDED AUG/SEP 2019

CAIRNS

14/16 October 2019	LGAQ Annual 2019 Conference
16 October 2019	TCICA Meeting with Cr Paul Bell, and Qld Local Government Grants Commission
17 October 2019	Reef Guardian Steering Committee meeting

FUTURE MEETINGS/CONFERENCES

WUJAL WUJAL

19/21 November 2019	Ministerial Champion's visit
19 November 2019	QRA Board visit with Major General (retr'd) R G Wilson AO

NOTED

6.1.1 Good to Great Schools Education Forum Update

Mayor Tayley, Cr Creek and Marie Shipton have been invited to attend a Negotiation Table for 8 – 10 people to give feedback from the Education Planning Forum also invited are any strong and passionate parents from the community.

NOTED

6.1.2 Camping on Country Men's Health Camp 8-11 October 2019

NOTED

6.1.3 LDMG – TCICA Local Government Disaster Resilience and Recovery Forum, 9 – 10 October 2019

DW&BS gave a report on this later in his report.

NOTED

6.1.4 LGAQ 123 Annual Conference and AGM in Cairns 14 – 16 October 2019 – voting papers

Mayor Tayley was presented with an award for his 19yrs service to Local Government.

CEO Stephen Wilton congratulated Mayor Tayley on his award for 19yrs of service.

6.1.5 Tropical Tourism North Queensland (TTNQ) Membership

Update on outcome of AGM voting in new Directors.

NOTED

6.1.6 Proposed Wujal Wujal Showcase to Parliament

Showcase at Parliament House on Tuesday 26 November 2019.

Theme is Past, Present and Future. This is a great opportunity for Wujal Wujal to show how far it has come and the resilience of the community with recent disaster events. This should help towards more funding/grants to enhance infrastructure, resources and supply better facilities to the community of Wujal Wujal.

Brief report outlining the major points to be highlighted in this presentation.

NOTED

6.1.7 National Indigenous Empowerment Summit 3-5 September 2019

DW&BS to give a full verbal report on this in his report.

NOTED

6.1.8 Update on Microgrid proposal

NOTED

6.1.9 Local Government Remuneration Commission annual remuneration review and category review process

to determine the remuneration to be paid to mayors, deputy mayors and councillors from 1 July 2020, in accordance with the requirements of sections 241–244 of the Local Government Regulation 2012.

The Commission is inviting submissions from mayors, councillors and chief executive officers, in relation to remuneration for councillors and categories of local governments to inform the Commission's deliberations.

The closing date for receipt of submissions is Monday 28 October 2019.

NOTED

6.1.10 Media Release – JOINT STATEMENT Deputy Premier, Treasurer and Minister for Aboriginal and Torres Strait Islander Partnerships The Honourable Jackie Trad Minister for Health and Minister for Ambulance Services The Honourable Steven Miles.

Queensland's first ever Chief Aboriginal and Torres Strait Islander Health Officer has been welcomed to her historic role.

Resolution:	That Council sends a letter of congratulations to Haylene Grogan congratulating her on her new role as Chief Health Officer.	
Moved:	Cr Desmond Tayley	CARRIED 5/5
Seconded:	Cr Vanessa Tayley	
Decision No:	0224102019	

6.1.11 Yalanji Wungkabadi Bama Tex X performance

To be held at JCU 7-9 November 2019 with a global audience has been supported by the Council with \$3600 contributed to financially support this event.

NOTED

6.1.12 Reef Guardian Council Steering Committee meeting

Mayor to give verbal report on this meeting held 17 October 2019.

NOTED

6.1.13 Correspondence

- 6.1.13.1** Letter received from The Hon. Cameron Dick MP, Minister for State Development, Manufacturing, Infrastructure and Planning (DSDMIP) amendments to the Planning Regulation 2017 currently being processed

which supports the QLD Government commitment to improve the transparency and efficiency of local government infrastructure planning and charging processes.

NOTED

- 6.1.13.2** Letter received from CEO Mark Olsen of Tourism Tropical North Queensland (TTNQ) to request a meeting to discuss the future of the visitor economy and how TTNQ can work with the Council to ensure the community, the environment and the economy can continue to benefit for a thriving visitor economy.

NOTED

- 6.1.13.3** Letter from Queensland Reconstruction Authority (QRA) concerning board visit in November.

NOTED

- 6.1.13.4** Discussion paper QDMTF received from QFES Jane Zsombok – Executive Manager. This Discussion Paper has been developed to provide context to the refresh and support stakeholders in their review of the QDMTF. It provides an overview of the current state of disaster management training, outlines supporting discussion on the areas of focus for the refresh and guides stakeholders in the completion of the QDMTF Refresh Consultation Response Form (Response Form).

NOTED

- 6.1.13.5** Invitation extended to Mayor Tayley from the Mayor of the City of Townville Cr Jenny Hill and the Australian Broadcasting Corporation Chair Ita Buttrose, AC, OBE to attend a Civic Reception to meet the ABC Board on 29 October 2019 6-8pm.

NOTED

- 6.1.13.6** Email received from Apunipima Cape York Health Council Kiarah Cuthbert journal article '*Engaging with Aboriginal Shire Councils in remote Cape York communities to address smoke-free environments*' has been published in the Australian Journal of Primary Health.

NOTED

- 6.1.13.7** Invite to the 2020 Australian of the Year Awards, from The Hon. Anastacia Plaaszczuk MP to Mayor Tayley in Brisbane for 11 November 2019.

NOTED

- 6.1.13.8** Defence Force to visit here Thursday 7 November 2019 to engage community members and speak to interested students and job seekers about Defence Career opportunities.

NOTED

Resolution:	That Council receives and adopts the Mayor's report for the month of October 2019..	
Moved:	Cr Desmond Tayley	CARRIED 5/5
Seconded:	Cr Reagan Kulka	
Decision No:	0324102019	

6.2 Chief Executive Officer Report:

Past Meetings/Conferences Attended Aug/Sept 2019

WUJAL WUJAL

- 1 October 2019 ANU Research Project – Nina Nichols
3 October 2019 QUT – Research paper and Language Project

CAIRNS

- 14 October 2019 FNQROC Breakfast meeting with Commissioners, AGM and Board meeting
14/16 October 2019 LGAQ 123 Annual Conference - Cairns
16 October 2019 TCICA Meeting with Cr Paul Bell, and Qld Local Government Grants Commission

Future Meetings/Conferences Oct/Nov 2019

WUJAL WUJAL

- 19 November 2019 QRA Board visit with Major General (retr'd) R G Wilson AO
19/21 November 2019 Ministerial Champions Visit

CAIRNS

- 6-7 November 2019 TCICA meeting

NOTED

6.2.1 DHPW Sport and Recreation

On Wednesday 2 October 2019 The CEO met with officers from the Department of Housing and Public Works Sport and Recreation division (Sport & Rec) to discuss the new delivery of Sport and Recreation programs in communities following the end of the PCYC contract on 30 June 2020.

From 01 July 2020 Sport & Rec will manage programs directly by employing Sport & Rec Activation Officers to increase participation levels. There will be a particular focus on getting more women and girls participating.

Councillor Vanessa Tayley left the chamber at 9.51am and returned to the meeting at 9.53am.

Resolution:	That Council advise the Department of Housing and Public Works Sport and Recreation division that Council is supportive of the concept of Sport & Rec programs that are run by local people employed by the Department who are fully supported by the Department provided that there is also program funding to ensure there are activities available to enhance community participation.	
Moved:	Cr Vanessa Tayley	CARRIED 5/5
Seconded:	Cr Robert Bloomfield	
Decision No:	0424102019	

6.2.2 Asphalt Pump Track - Get Playing Places and Spaces Program

On Wednesday 2 October 2019 The CEO met with officers from the Department of Housing and Public Works Sport and Recreation division (Sport & Rec). A project that has been approved for funding, an asphalt pump track, under round 7 of the Get Playing Places and Spaces program was discussed.

The project is for Council to construct a asphalt pump track for the youth of Wujal Wujal to support active recreation. The total project cost is \$190,555 which includes S&R funding of \$138,835 and contribution by Council of \$51,720. (in-kind in conjunction with MyPathway and Council plant hire).

The project timeframe is to commence on 31 January 2019 and to be complete by 30 June 2020. To date the project has not commenced.

Sport & Rec have advised that there is no process available to grant an extension of time on this program and there are concerns that Council

will not deliver the project in accordance with the deed of funding. With this concern in mind Sport & Rec are offering to deliver the project on Councils behalf.

If Sport & Rec deliver the project Council would still be required to contribute the \$51,720. In this scenario the contribution would likely be a cash contribution in part as Sport & Rec would not be able to utilise MyPathway for Labour or utilise Council plant.

Resolution:	That Council advise the Department of Housing and Public Works Sport and Recreation division that Council will deliver the asphalt pump track, under round 7 of the Get Playing Places and Spaces program in accordance with the Deed of Funding. Also, advise the new location to the Department when identified.	
Moved:	Cr Bradley Creek	CARRIED 5/5
Seconded:	Cr Reagan Kulka	
Decision No:	0524102019	

CEO Stephen Wilton declared that he knows Mr Tony Holmes.

6.2.3 Offer to purchase obsolete material

Mr Tony Holmes of Cooktown has contacted Council and asked if he could purchase the old cattle ramp that is stored in the old Council yard in Douglas Street. He has offered to pay \$500 for the ramp.

The ramp is obsolete and has been stored awaiting the next visit by the scrap metal contractor (FNQROC contract). The ramp is not on Councils asset register therefore has no book value.

Resolution:	That Council advises Mr Tony Holmes that it ACCEPTS the offer of \$500 for the old cattle ramp stored in the Douglas Street yard.	
Moved:	Cr Reagan Kulka	CARRIED 5/5
Seconded:	Cr Robert Bloomfield	
Decision No:	0624102019	

6.2.4 Christmas New Year Leave Arrangements WWASC Staff

Historically the leave arrangements for staff over the Christmas period has required staff to apply for annual leave to cover the three working days that occur during the annual shut down. If staff did not have leave credits available then the three days were taken as leave without pay.

The new Local Government Industry Award 2017 makes the following provisions for the annual shut down;

19.4 Annual close down

(a) Where an employer closes down its operations or a section or sections thereof for the purposes of allowing annual leave to all or the bulk of the employees in the section or sections concerned, the following provisions shall apply:

(i) by the giving of not less than 90 days' notice the employer may direct all employees in the section or sections concerned to take leave for the duration of the closedown and allow those who are not then qualified for sufficient annual leave to cover the period of the close down to take paid leave on a proportionate basis and to take such accumulated time off/rostered days off as may be available to the employee to apply towards the close down period.

(ii) all time during which an employee is stood down without pay for the purpose of clause 19.4(a)(i) shall count as service in the next 12 monthly qualifying period.

(b) Notwithstanding clause 19.4(a), where there is agreement between the employer and the majority of employees concerned, the employer may close down its operations or a section or sections thereof on one additional occasion in any 12 month period for the purpose of allowing additional annual leave for a period agreed with its employees.

It is also recommended that the Council operations only close for the period between Christmas and New Year closing at 5.00pm on Tuesday 24 December 2019 and re-open as normal on Thursday 2 January 2020.

Resolution:	That Council operations close for the period between Christmas and New Year closing at 5.00pm on Tuesday 24 December 2019 and re-open as normal on Thursday 2 January 2020. FURTHER That Council authorise the granting of an additional three days special leave on 27th, 30th and 31st December 2019 to WWASC staff to cover the annual close down period over the Christmas New Year period.	
Moved:	Cr Desmond Tayley	CARRIED 5/5
Seconded:	Cr Bradley Creek	
Decision No:	0724102019	

6.2.5 List of Projects and Programs (Tabled)

Resolution:	That Council receives and adopts the Chief Executive Officers report for the month of October 2019.	
Moved:	Cr Desmond Tayley	CARRIED 5/5
Seconded:	Cr Reagan Kulka	
Decision No:	0824102019	

Observer Deric Flewell-Smith joined the meeting at 10.21am.

6.3 Director Finance & Corporate Services Report (DF&CS)

6.3.1. Cash Position

Total bank balance as at 20 October 2019- \$2,800,654.89.

Summary of the deposits and large payments made between 1 October to 20 October 2019:

<u>Deposits</u>	<u>Amount</u>
Post Office Commission	723.33
Building Asset Services (BAS)	43,350.46
Fuel Sales	5,577.18
Indigenous Economic Development Grant (IEDG)	80,000.00
State Government Financial Aid (SGFA)	1,235,151.00
Community & Home Support (CHSP)	53,087.46
	<u>1,417,889.43</u>
 <u>Payments</u>	
Wages	156,654.38
Creditors	558,712.30
	<u>715,366.68</u>

Action on cashflow reporting:

- Cashflow now updated by Finance Manager, saving huge consultants fees
- Team has revisited assumptions and updated all known grants since October 2019
- Meeting with John O'Halloran and Debbie Fixter (DLGRMA)- updated cashflow will be provided to the Dept. fourth week of every month

NOTED

6.3.2. 2018/2019 Financial Statements

- Meeting with QAO Director and Senior Manager - working towards auditable trial balance by the 2 December 2019
- Re-established contact with Australis- Council's asset valuer. Assessment of their work to date including onsite inspection of assets
- Liaison with Tim Cronin to be onsite in the coming weeks - to update asset register and work with Director Works and Building Services and Finance
- Reply awaiting on letter to Minister Hinchliffe re: 2018/2019 Financial Statements

NOTED

6.3.3 Overdue Reporting

- **Actioned**

- NJCP Community Care Performance Report for 1 January 2019 to 30 June 2019
- ACRRIG Financial Declaration for the period ended 30 June 2019
- Agedcare Quality- unspent Financial Statement for Harry Dick as there a new provider for Mr Dick
- Kindergarten – Performance Report for period 1 January 2019 to 30 June 2019

- **Work in progress**

- RIBS– Interim Performance Report for period 1 January 2019 to 30 June 2019 & Annual Expenditure Acquittal Report for period 1 July 2018 to 30 June 2019.

NOTED

6.3.4 Debtors & Creditors Balance

- **Debtors**

- Full review undertaken- total Debtors- \$1.85m (\$608k aged more than 90 days)
- Identifying possible write off's - initial assessment: \$36k approx.
- Invoicing up to date: including Red Earth invoicing going back to December 2018 and MyPathway invoicing July - September 2019.

- **Creditors**

- Full review undertaken- up to date and no creditor aged more than 45 days
- Embrace Learning (Trevor Gormley) invoices yet to be paid as in dispute

NOTED

6.3.5 Review of Datacom and WageLoch Agreements

- **Datacom (Datascape Financials)**

- Re-established contact with Datacom
- Brand new product currently not in use by any Local Govt. in QLD
- Agreement entered in October 2018 with initial term of 12 months

- Planned to Go-live 1 July 2019, put on hold by former CEO on 26 June 2019
- QAO & Financial Consultants raised concerns on the Go-live plan due to fit for purpose and lack of project management plan
- Total \$110,747.87 paid to Datacom from October 2018 to July 2019
- Ongoing \$2,750 monthly service fees commitment (August 2019 invoice unpaid) as software environment and configurations still available
- Termination of agreement require 30 days written notice to Datacom

NOTED

• **WageLoch (Rostering, Time & Attendance)**

- Re-established contact with WageLoch
- Product currently not in use by any Local Govt. in Australia
- Agreement entered in December 2018 with initial term of 12 months
- Planned to Go-live 1 July 2019 along with Datacom, last known contact from Council through Trevor Gormley on 21 May 2019
- QAO or Financial Consultants were unaware of Council's WageLoch agreement until DFCS raised in September 2019
- \$12,727 paid to WageLoch in December 2018 for software and various scanners
- Ongoing software licence fee once fully implemented along with a 2% increase pa
- Termination of agreement require 30 days written notice to WageLoch

NOTED

Resolution:	That Council authorises the CEO to terminate the agreement with Datacom giving written notice immediately.	
	FURTHER	
	That Council also authorises the CEO to terminate the agreement with WageLoch giving written notice immediately.	
Moved:	Cr Desmond Tayley	CARRIED 5/5
Seconded:	Cr Robert Bloomfield	
Decision No:	0924102019	

6.3.6. Review of ICT Managed Services & Support Arrangement

- Initial 3-year agreement with Fourier Technologies expired on 13 October 2019
- Option to extend for two further 12-month periods
- Monthly Service and Support Fees is \$4,125 based on 25 users
- Service and support arrangement will continue on a month to month basis
- Fourier proposed visit next week to meet CEO/ DFCS and to review physical state of everything onsite and a plan for the future

NOTED

6.3.7. Licenced Post Office Agreements

- All agreements came in for signing with incorrect details
- Queries from CEO review of the agreements raised with Auspost Administration

NOTED

6.3.8. Records Management Software Agreement

- DFCS contacted Magiq for a copy of the final agreement and deliverables
- Go-live as on 18 July 2019 per July Implementation Report
- Total \$52,633.90 paid to Magiq to date

NOTED

6.3.9. ATO BAS/IAS Lodgements

- All overdue June 2019 BAS and May, July & August IAS lodgements now completed. Approximately \$56,000 refund will be received in October 2019
- As ATO & ABR records now updated, DFCS will be lodging ATO Administrator Auskey application in the coming weeks bringing more control over future lodgements

NOTED

6.3.10. Current Finance Projects

- Finalisation of Bank Reconciliation statements for July-September 2019
- Formal agreement with Mypathway- no rental fees revision since September 2013
- Formal agreement with Justice Group- no rental fees revision since November 2014
- Removal of inconsistencies in staff contracts- classification/rates/entitlements

- Processing of staff backpays
- Costing for future Red Earth charges

NOTED

6.3.11. Meetings/Liaison

- LGM Assets- Aileen McNeil
- LG Workcare Scheme- Dean Campbell
- Creche & Kindergarten Association- Will Jones & Kathleen Bunny
- Justice Group- Joan Beacroft & Debbie Corbett
- Mypathway- Scot Slow & Josie Flores
- DLGRMA- Michael Meehan & Owen Hitchings
- DHPW- Naomi Moke
- Peak Services- Patricia Paolini
- Fourier Technologies- Brett Manktelow
- Datacom- Paul Coates
- WageLoch- Julie Larkin
- Magiq- Rae Millership & Tony Tiftis
- Australia Post- Stefanie Banks
- ANZ Bank- Debbie McLoughlin

NOTED

Resolution:	That Council receives and adopts the Finance Director's for the month of October 2019.		
Moved:	Cr Reagan Kulka	CARRIED 5/5	
Seconded:	Cr Vanessa Tayley		
Decision No:	1024102019		

6.4 Director Works and Building Services Report

Action items from previous Council meetings:

Date:	Action	Status	Comment
Council Meeting held 22 August 2019			
CEO REPORT			
6.2.5 Capital Projects Register	A tap, pressure hose, ramp to tie boats up and lights could be included at the Boat Ramp in the plans. Include in development plans.	In Progress	Awaiting budget to commence, approx. 75k.

DW&BS REPORT			
6.5.3 Animal Management	That Council reviews vet and pound fees surrounding Animal Management procedures and practices. Council puts a process in place for unpaid impoundment fines and then advises these at a community meeting information session	Ongoing	Awaiting Community meeting to do PR on Local Laws
6.5.4 Civil Construction	Prepare an estimate of cost to convert the AFL field to a Rugby field. Report back to Council.	In Progress	100k to manufacture goal posts and convert AFL to Rugby League.
GENERAL BUSINESS			
General Business	Operators lifting heavy loads. DW&BS to address this.	Completed	Discuss with staff about WH&S Act, & how DW&BS can assist.
Council Meeting held 26 September 2019			
MAYORS REPORT			
6.1.12	National Indigenous Empowerment Summit 3-5 September 2019		Verbal report will be provided.
CEO REPORT			
6.2.15 Res: 1926092019	Driveways on Wujal Wujal Southside		Provided paperwork to DHPW which I sent in January 2019.
DB&WS REPORT			
6.4.5	Art Centre Report Hanging System		Trevor Gormley removed them for the Visitors centre, ordering new items.
6.4.8 Res: 2526092019	Kindy Report – remedy of non-compliant items		Works commenced 16/10/19.
Res: 2626092019	Kindy Report – Director access to budget		Discussions with Harish to have this happen.
Res: 2726092019	Kindy Report – Staffing levels		Currently have three staff which is suitable for the funding.
6.4.11 Res: 2826092019	Animal/Environmental Management – organisation of monthly community meeting		Ongoing

GENERAL BUSINESS			
	Gum tree removal – Little Douglas Street		Sourcing quotes, pending on budget.
	Cars parking in the roundabout – dangerous		Removal of ANZAC, only viable solution, then markings can be done to standard.
	Demolition at accommodation block. Were tenders called for to take material away.		As per my report, demolition Contractor has the site and is responsible for disposal.
	Joining of two projects raised: Proposed Safari tents/accommodation (Eco-Lodge) and Contractors accommodation		As per report we can fit in (6) tents extra facilities will have to be constructed.
	Funding for Rodeo ground/portable yards down on the corner across the river past the football field.		Application to DSC for approval.

NOTED

Report to: CEO, Mayor and Councillors
Subject: Works and Building and Community Care Services Information Report
Date: October 2019
Prepared by: Director of Works and Building Services
Status: Information

Executive Summary

This report outlines the works undertaken during the month of **SEPTEMBER** including Disaster Management, Civil, Building, Water, Sewer, Animal Management, Environmental Health and Art Centre, HACC, IKC and Kindy.

6.4.1 BUILDING

REPORT DATE		PROJECT NAME	PREPARED BY
15/10/2019		Building	Patrick Nandy

Smoke Alarm Project: Smoke Alarm Project:

16 work orders still to be completed by Emperor Electrical. Inspector found defects on his works and Clancy had to return to rectify the issues that was raised.

BAS PORTAL

TASK	WORK ORDERS IN PORTAL	INVOICED OUT	AMOUNT
Work Orders	122	230	\$17,709.37
Smoke Alarm Project	82		\$93,225.00

BUDGET OVERVIEW

BUDGET/WORKS ORDER	TOTAL BUDGET	% DONE	ADDRESS
B11942 OT Dismod	\$36,250.00	5%	119A Hartwig St
U93255 Dismod/Tiling	\$11,970.00	10%	18 Keim St
U93190 Dismod/Tiling	\$28,728.00	100%	48 Louis St
U96152 Retaining Wall	\$26,000.00	100%	9 West St
B09866 Laundry Upgrade	\$7,400.00	75%	33 Hartwig St
B10020 Roof Upgrade	\$49,600.00	98%	44 Douglas St
B09929 Various Works upgrade	\$40,660.00	5%	22 Hartwig St
B10698 internal/external paintworks	\$52,927.50	50%	44 Douglas St 91 Louis St

B01516 Smoke Alarm Project	\$87,227.80	97%	Various Houses
B13875 Kitchen Upgrade	\$8,590.00	5%	41 Hartwig St
B13873 Kitchen Upgrade	\$14,674.00	5%	15 Keim St
B13872 Cupboard Upgrade	\$1232.00	5%	72 Douglas St
B13872 Cupboard Upgrade	\$1820.00	5%	71 Douglas St

Notes: where the 5% is filled in... this means that materials are on order.

CONSTRUCTION OF CONTRACTORS QUARTERS:

- Demolition Complete, demolition was awarded to Up North Building, other quotes received was from Iva Construct, RFQ was also sent to McPhee construction.
- Once contract is awarded to a contractor for demolition, the site becomes theirs and everything on the site is theirs for however they wish to dispose of.
- Engaging an Architect to design new (8) single self-contained units with slab on ground, Besser block construction with communal laundromat and BBQ area.
- Eco Tourism can be included with (6) tents minimal, if this is considered then we will require to construct a communal facility such as Kitchen and ablution facilities.

NOTED

6.4.2 BAS RESPONSIVE MAINTENANCE – September 2019

WORK ORDERS CURRENT IN PORTAL	58	Including smoke alarm program (90)	
INVOICED OUT RESPONSIVE	269		\$17,709.37
INVOICED OUT PLANNED			\$48,457.22
TOTAL INVOICING			\$66,166.59

NOTED

6.4.3 CAPITAL AND MINOR WORKS

6.4.3.1 Natural Disaster Program (NDP)

Program Summary

Wujal Wujal Aboriginal Shire Council (WWASC) currently active programs under the following funding arrangements; Natural Disaster Relief and Recovery Arrangements (NDRRA), Disaster Recovery Funding Arrangements (DRFA), Natural Disaster Resilience Program (NDRP), Get Ready Queensland (GRQ);

The program is broken down into the following categories;

- 2018 NDRRA March Event Restoration of Essential Public Assets (REPA)
- 2018 DRFA December Event Counter Disaster Operation (CDO)
- 2019 DRFA January – Feb Event Counter Disaster Operation (CDO)
- 2019 DRFA January – Feb Event Restoration of Essential Public Assets (REPA)
- 2019 Category D Flood Recovery Exceptional Assistance,
- 2018 Natural Disaster Resilience Program (NDRP)

The program status report has been attached as **Appendix 1 – Natural Disaster Program P6 Report**. The report details, funding applications and approvals status, program estimates, programmes schedules and cash flow forecasts.

Design

The detailed design report has been prepared by Orion Project Consulting Pty Ltd as Design Managers and Trinity Engineering as the Geotechnical Engineers, it details progress of the Wujal Wujal Aboriginal Shire NDRRA Projects, current as at 11h May 2019, this report pertains only to the landslip remediation works on China Camp Road due to re damage of approved assets in 2019 event.

Design Report

Nothing to report in this period.

Design Phase – Hold Point

As the China Camp Road Land Slip suffered further damage under the 2019 Monsoonal Trough, the approved scope of works is unlikely to remedy the slip, an alternative costing was prepared due to the availability of Category D - Betterment Funding under the Monsoonal Trough event. The proposed design solution would increase the flood immunity of the landslip site and an increase asset life.

Design Issues

No major design issues have been encountered.

The design documentation consists of drawings, specifications and cost estimates. The preliminary concept design for the two major land slips have been provided to QRA who have reviewed the designs as part of their approval process.

Applications and Approvals

NDRRA - No further Development Applications or Government Approvals are required for NDRRA Works as they are all reconstruction works and like-for-like replacement.

DRFA – Restoration of Essential Public Assets – **Status** - In Development. Due to announcement of the availability of Category D funding the restoration of essential public assets submissions will not be submitted until the Commonwealth finalise the assessment criteria for the funding applications.

DRFA – Counter Disaster Operation – **Status** – In Development Orion Project Consulting will prepare the emergent works submission documentation on behalf of WWASC, once the Emergent works period ends due to the likelihood of costs being journaled between CDO and EW.

DRFA – Emergent Works – **Status** – In Development. The emergent works period ends on the 14th of May 2019. Once this date has passed, Orion Project Consulting will prepare the emergent works submission documentation on behalf of WWASC **DRFA** – Betterment Application – **Status** – funding not yet available, List of Submissions (project proposals) has been submitted to QRA for consideration.

Procurement

Design

Nil

Legal

No legal services are currently engaged for the active projects under funding agreements. Should any advice for any matter be required then the same legal firm who provided advice on NDRRA works with Orion Project Consulting (McInnes Wilson Lawyers) will be recommended.

Construction

NDRRA – No construction works are currently scheduled due to re damage under 2019 **DRFA** event. Council is awaiting formal acceptance from the QRA regarding the re damage that occurred in the 2019 event. The formal acceptance of the submission is due by 30 October 2019.

Construction

WWASC.11.18 (2018 NDRRA Works)

The Queensland Reconstruction Authority has completed the infield assessment for the reconstruction of China Camp Rd. The recommended value of \$3,850,779.38 has been submitted for the second review process. This process will take approximately one (1) month. Once there review process is complete, the QRA will notify the CEO of Wujal Wujal Council with a formal letter.

A procurement plan is being established for the landslip works to determine best practices in delivering these works.

Orion Project Consulting has requested that Trinity Engineering provide a fee proposal for the detailed design of China Camp Road.

WWASC.12.18 (2018 NDRP Works)

The Queensland Reconstruction Authority has approved \$700,000.00 for the upgrade works of a place of refuge for the community, this is in addition to the \$1.1m committed by the Department of Prime Minister and Cabinet. There still exists a funding shortfall of 2-3m for a new build of a place of refuge.

Orion Project Consulting are discussing funding options and opportunities prior to any formal applications being made to any funding body.

NOTED

6.4.3.2 Indigenous Council Critical Infrastructure Program (ICCIP)

Program Summary

Wujal Wujal Aboriginal Shire Council (WWASC) currently has one approved project under the ICCIP.

The replacement of the Waste Water Treatment Plant Additional works required is broken down into the following categories:

- ICCIP Replace fencing and construct roof over generator
- ICCIP Wastewater, multiple
- ICCIP Waste RPEQ
- ICCIP SPS replace pumps
- ICCIP Replace membranes elements
- ICCIP Replace emergency generator,
- 2018 Natural Disaster Resilience Program (NDRP)

The program status report has been attached as **Appendix 4 – ICCIP Program Report**. The report details, funding, programmes schedules.

The additional works project have not been yet approved by the Department of Local Government, due to the unconfirmed construction value of the replacement of the plant, the additional projects can not be approved until the tender for the construction of the plant has been awarded. Award of this contract will confirm the remaining funding allocation under the program.

Applications and Approvals

All statutory approval will the responsibility of successful contractor.

Procurement

Design

No further procurement activities are forecast for this reporting period.

Legal

No legal services are currently engaged for the active projects under funding agreements. Should any advice for any matter be required then the same legal firm who provided advice on NDRRA works with Orion Project Consulting (McInnes Wilson Lawyers) will be recommended.

Construction

Two tenders have been submitted to Council.

The tenders are currently being evaluated.

Council and Orion Project Consulting have held a tender clarification meeting with NCP (Contractor) to discuss the tender submission. A clarification meeting was not scheduled with the second tenderer (Factor UTB) due to the tendered price being over the allowable budget.

Orion Consulting have confirmed that the tender submission from NCP is a conforming tender.

Orion Consulting is currently completing the tender report.

Council are awaiting the Operational Works Application approval from Douglas Shire Council prior to finalising the tender report.

Discipline	Pre-Tender	Out to Tender	Tender Closed	Vetted	Contract Awarded	Delivery Agent
Civil Design	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	GANDE N
Civil Contractor	<input type="checkbox"/>	✓	✓	✓		

Construction

ICCIP WWTP Replacement

Following the appointment of the successful contractor, construction is expected to commence in early December with an expected construction period of 10 months.

Waste Water Treatment Plant Compliance Visit – Department of Environment Services (DES) awaiting notice of DES availability. Temporary WWTP Disposal Licence is required during Refurbishment Works at the Plant and a final Disposal Licence to be reviewed for the completion of the works, DES have not advise of a date for their site visit.

NOTED

6.4.3.3 Cape York Regional Package, Torres Cape Indigenous Council Alliance Funding

Program Summary

Wujal Wujal Aboriginal Shire Council (WWASC) currently has two approved project under the CIMA.

- Recycle Centre
- Bloomfield River Services Crossing

The program status report has been attached as **Appendix 5 and 6 – CIMA monthly reports Program Report**. The report details, funding, programmes schedules and cashflow forecasts.

Design

The detailed design report has been undertaken and completed by AECOM. At the request of Council, Orion Project Consulting is now re scoping the works associated with the Recycle Centre to include a vehicle wash down area.

Design Report

The Design Report for both projects has been submitted to Council previously, due to the size of the documents it has not been attached to this report, should Council wish for it to be transmitted again, it will be made available.

Design Issues

No major design issues have been encountered.

Applications and Approvals

All statutory approval will the responsibility of successful contractor. Future funding application should there be a requirement for the pipe size increase due to increases in the size of the community as a result of the realignment of Shire Boundary would be sought under the Local Government Grants and Subsidies Program administered by DLGRMA. Council to complete an operational works application to be submitted to Douglas Shire Council for the works taking place on the Bloomfield Bridge. Douglas Shire Council will respond within two

(2) weeks of receiving the application.

**Procurement
Design**

No further procurement activities are forecast for this reporting period.

Legal

No legal services are currently engaged for the active projects under funding agreements. Should any advice for any matter be required then the same legal firm who provided advice on NDRRA works with Orion Project Consulting (McInnes Wilson Lawyers) will be recommended.

Construction

Recycle Centre Project.

Council has issued TMR a formal extension of time request (EOT) for this project due to the anticipated scope change.

The project is currently being re-scoped to make allowance for a vehicle wash down area.

The additional scope of work will be added to the tender documentation and issued to three tenderers known to Council.

1. NCP
2. Topcon Builders and
3. Factor UTB

Bloomfield River Bridge Service Crossing Project.

The construction contractor will be procured through open market tender at the late July.

Tenders received by two (2) contractor. Tender assessment phase ongoing. Anticipated Award date of Friday 27th September 2019. Construction timeframe is expected to be 12 weeks.

Discipline	Pre-Tender	Out to Tender	Tender Closed	Vetted	Contract Awarded	Delivery Agent
Civil Design	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	AECOM
Civil Contractor	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>			

**Construction
Recycle Station**

Following the appointment of the successful contractor, construction is expected to commence in Early November with an expected construction period of 4 months..

Bloomfield Crossing

Following the appointment of the successful contractor, construction is expected to commence in November with an expected construction period of 3 months.

Financial status

Project Cost Allocation

Original Cost Allocation:	11,730,275.78
Original Cost Allocation:	11,730,275.78
NDRRA 13.18 Cape Tribulation - Bloomfield Road	1,043,918.00
NDRRA 13.18 China-Camp Road	2,178,416.00
NDRRA 13.18 Outstation Access Road	-
NDRRA 13.18 Contingency	1,094,537.60
NDRRA 13.18 Escalation	273,634.40
NDRRA 13.18 Project Management	547,268.80
NDRP 12.18 Place of Refuge	700,000.00
W4Q Staff Accom 109 Louis	42,857.14
W4Q Staff Accom U1LDoug	42,857.14
W4Q Staff Accom U2LDoug	42,857.14
W4Q Staff Accom 145LDoug	42,857.14
W4Q Staff Accom 146LDoug	42,857.14
W4Q Staff Accom 147LDoug	42,857.14
W4Q Staff Accom 148LDoug	42,857.14
W4Q Contractor Accom \$300K	300,000.00
W4Q Depot Office Upgrade \$500K	500,000.00
CYIF Waste Transfer Station	948,815.00
CYIF Boat Ramp	270,000.00
Boat Ramp Design & Tender Docs	50,000.00
Boat Ramp Concrete Works	50,000.00
CYIF Water Main Xing Bridge	258,000.00
Water Supply Bridge Crossover	284,186.00
ICCIP Replace fencing and construct roof over generator	18,000.00

ICCIP Wastewater, multiple	1,275,100.00
ICCIP Waste RPEQ	10,000.00
ICCIP SPS replace pumps(50k); major upgrade of treatment plant	1,550,000.00
ICCIP Replace membranes elements	50,000.00
ICCIP Replace emergency generator	28,400.00

Variation and EOTs

Extension of Time Claims

Requests for extensions of time were submitted for;

- Bloomfield River Bridge Services Crossing - Awaiting approval by Department of Transport and Main Roads.
- Recycle Centre – Awaiting approval by Department of Transport and Main Roads.

Insurance Work – Topcon Builders Southside Toilet Block

- Practical Completion has been achieved.
- Minor defects to be rectified by 30 October 2019.

Art Centre

- Practical completion has been granted by WWASC after the inspection was carried out on 2 October 2019.

NOTED

6.4.4 Water and Waste Water Report – Ian Hocking

Overview

Both plants are operating well with no major issues.

- We have had two houses identified with E.coli No 2 southside and no 13 Ayton, we have treated the tanks and drained then refilled, An inhouse E.coli test 8/10/2019 have come out clear, we will retest 15/10/2019.
- All other water tests have come back clear from Cairns Laboratory

Water Plant

- We have installed a second chlorine dosing unit which was needed to back up the chlorine system, we had a burst in the chlorine feed line which resulted in lower than normal readings, this has been sorted out now and is back to normal this week.

Sewerage Plant

- We have had a low flow problem to the discharge field, this turned out to be a partially open scour valve, this is now sorted and is running normally.
- We are still waiting for a quote to upgrade the solenoid valves on the underground field which will solve all the field problems. We expect this next week.
- We have been cleaning up around the plant weekly and it is looking tidy and clean as it should.
- We have had one broken pipe which caused a small leak, this has now been repaired
- The Sludge tank, we installed a new winch for the waste collection basket. This has been out of action for many months, we are now able to clean this daily.

NOTED

6.4.5 Art Centre Report – Vikki Burrows

New artworks by Carmel Haines, already sold.

Highlights:

- I was away for 2 weeks in September; Junibel Doughboy was acting Manager and did a great job.
- School holidays, a lot of artists away spending time with families, very slow month.

Data:

- 15 new artworks were catalogued into the SAM system in September.
- The sales report for the month of September 2019 is attached.

Barriers & Issues:

- No internet in current work area under the library. I can only hotspot internet via mobile phone. I have been working from home when I need to catalogue any artworks made into the SAM system.
- Waiting to hear from the insurance company to see if the artists can be compensated for any artworks damaged from the flood.
- Need financial reports so the art centre can do a strategic 4 year business plan.

Funding/Agreements/Financials:

- In July the art centre applied for Backing Indigenous Arts Centre Multi-Year Funding 2019 - 2023. We are currently waiting to see if we have been approved for the next 4 year round of funding.
- Waiting on Audit for 2018/19, so we can submit IVIAS report.

Resolutions:

- We are all looking forward to moving back to the art centre. The staff will move back first and set up the offices so we have access to internet and printer. We will then set up the artist's area so the artists can return to their studio space.

NOTED

EA Vanessa Kennedy left the meeting at 12.35pm and returned at 12.45pm.

Mayor Tayley left the chamber at 12.49pm and returned at 12.51pm.

6.4.6 Community Care Coordinator Report – Stephanie Dick

Statistics for the Month			
Admissions	CHSP	2	HCP 1 Disability
Discharges	CHSP	2	HCP 0 Disability
Number of Meals	CHSP	295	HCP 85 Disability
Number of Transport Trips	CHSP	179	HCP 32 Disability
Number of Hours	CHSP	2796	Disability 6
Activities conducted for Month			
Personal Care hours	0	Clinic Visits	41
Assessment hours	34		
Coordination hours	66		
Centre-based care hours	4569		
<ul style="list-style-type: none">• Cooktown Luncheon was a success with total of 16 clients plus 2 carers. please see photos attached.• Renovation at community care is almost complete, furniture for the respite rooms have been ordered.			
Future Activities Planned			
<ul style="list-style-type: none">• Stolen wages group meeting held with John bottom on the 9/10. Staffing organising all paper work with clients and staffing will attend the meeting to assist with further assistance.			
Compliments			
Total Number for Month:			
Complaints			

Total Number for Month:	A family member had approached the Aged Care Quality and Safety Commission (ACQSC) regarding management of clients package. We have provided ACQSC with additional information however, it is anticipated that the family member will not accept this.		
Suggestions for Improvement			
<ul style="list-style-type: none">Ongoing response to the Complaints commission regarding complaint from the family member. Stephanie is working with Lynette Simbal on this. Yet to response accordingly to Complaints officer John Baxter.			
Monitoring Activities Completed for Month			
<ul style="list-style-type: none">Activity schedule almost done- all staffing working on this. More group support to be held at center on completion of renovation.One staff member has resigned from Community Care Advisor on the 12/09 due to personal health issues. Stephanie has been reporting to Victor Mills on the daily and weekly basis.			
External Visitors			
Who	Reason for Visit	Who	Reason for Visit
DoH		DBMAS	
ACAT	Client service approvals	Clinic Visits	AHW/RN for client case conference
RAS	Client service approvals	Other	NDIS for client plan
Client Incidents			
Name of Client	Description of Incident	Result	
Staff Incidents			
Name of Staff Member	Description of Incident	Result	
Client Comments			
A client was admitted into hospital on the 15/9 remains in hospital for respite and pain management. Due to lack of care at home. Clinic staff keeping Stephanie updated.			
A client was admitted into hospital on the 16/9 and discharged on the 20/9 due to infective exacerbation of COPD. Another client was admitted into hospital- due to fluid over load, has been discharged since. He requires daily home checkup due to carer being away. Staffing is assisting when client requests.			
Staff Comments			
Florence, Sonya, Adalene and Jenny undertaking cert 111 in individual support. Organised for upcoming training in food safety and new aged quality standards for October month.			

NOTED

6.4.7 IKC Report – Kylie Mills

Starting Monday 02 September 2019

- IKC Coordinator has been driving the Kindy bus all week to assist the kindy whilst short staffed.
- IKC Coordinator has completed the Pre-Engagement Package for assessment by Centrelink to better assist with the Centrelink running whilst staff are on leave. This will ensure that we meet the legislative requirements for the running of the Centrelink office.
- Members are asking for more DVD's and photos. I am currently working on obtaining more historical photos but will need Council approval to purchase more DVD's.
- Tuesday the lady from Hippy worked from the IKC.
- Wednesday the ladies from the Cape York Land Council worked from the IKC.
- Assisted a member with learning how to use a computer and set up a My Gov account.
- Members looking for family tree information.
- Kindy did not attend the IKC for their weekly visit as the Kindy was closed due to being short staffed.
- Thursday the Cape York Aboriginal Land Council had their One Claim meeting in the IKC from 9-12.
- Friday the Coordinators internet was down, and it appears that someone has accessed the server box and changed some of the ports over. None of the IKC staff have seen anyone near the box so from now on the keys to the server box will be kept by the coordinator.

Weekly Reporting Starting Monday 09 September 2019

- Internet is still down, and Fourier has escalated the request to management.
- Aunty Marie away for two days so IKC Coordinator looking after Centrelink office too.
- Kindy kids came in for the last week of school and did an animal language matching activity and read some books.
- IKC Coordinator has completed Centrelink Agent training and is now all cleared and can work.

Weekly Reporting Starting Monday 16 September 2019

- IKC Coordinator on leave for the week.
- First week of school holidays.

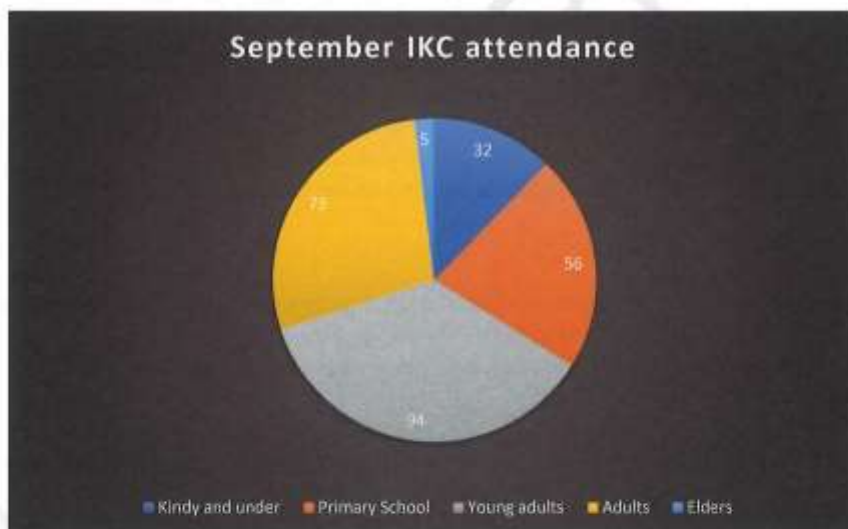
- QUT did demonstration of 3D printer and a lot of children attended. Kids printed off crocodiles, turtles and their names. They also played a treasure hunt game with the language crocodile. All activities were well received.

September Statistics

- Total attendance for August was 260. This is not an accurate figure as the last week of the month there were no statistics kept as the coordinator was on leave. The true number would be higher due to school holiday attendance.
- Seven loans this month all being DVD's.
- Three new members for the month.

Councillor Bradley Creek left the chamber at 1.00pm and returned to the meeting at 1.13pm.

Councillor Robert Bloomfield left the chamber at 1.13pm and returned to the meeting at 1.16pm.



Things that the IKC require to function at the level required in the Service Level agreement with State Libraries Queensland

- Community access computers.
- Internet access for the community.
- Printer/scanner/photocopier. Approval from SLQ has been granted to change the scope of the \$3000 microgrant that was initially intended for a 3D printer to be used to purchase a multifunction printer.

Things that the IKC need

- Computer access/login information and desk space for the Cultural Advisor.
- A phone that can dial out. The current phone is old and hard to hear on and only dials local calls so the Coordinator and staff are using personal mobiles.
- More DVD's, especially indigenous content. The DVD's are very popular with the community and we only have a limited amount and some members have watched most or all of them already.
- Whiteboard and/or easel for meetings.
- Desk drawers for the IKC Coordinators desk.
- Art and craft things for the kids and some education resources.

Use of the First Fives Forever funding grant of \$15,000

The IKC Coordinator would like to propose that the money granted to the IKC for the First Five Program be used to transform the former Centrelink Office within the IKC into a kid's space. We will have a blackboard wall, a wall with the six iPad, drawing/creative space and a chill out space which we can use for the First Five Forever program. The Coordinator will liaise with the Building Officer to arrange a quote for works such as painting and some minor repairs. Also, if a couple of young local artist would be interested in doing a mural on the walls. This all meets with the terms and conditions of the grant. No money would be used for technology or devices as the funding does not cover this.

Micro Grant \$3000

State Libraries has approved the change of scope for the Microgrant funding initially for a 3D printer to a much-needed multifunction printer. Finance are currently looking for the funding and when it was received and quotes for a printer have been sourced.

Councillor Vanessa Tayley left the chamber at 1.04pm and returned to the meeting at 1.06pm.

NOTED

6.4.8 Kindergarten Report – Coraleen Shipton

Playground

Since last year 2018 the Kindergarten play equipment has been removed.

- Swings has been removed and not replaced
- Bike track
- Sandpit relocated with no shade

ACTION:	That Council ask DW&BS to investigate costings for relocation of sandpit and cost of playground equipment for the kindergarten.
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Christmas Party

In the past the Kindergarten hosted an end of year Christmas BBQ/Lunch with children, families and community this is a event that everyone in the Community look forward to. Presents where also handed out to children who was enrolled at the Centre. This event will also be reported against the IAS funding for reaching one of our goals e.g. celebrations.

Resolution:	That council approve an end of term celebration including presents for children pending on funding.	
Moved:	Cr Reagan Kulka	CARRIED 5/5
Seconded:	Cr Desmond Tayley	
Decision No:	1124102019	

Playgroup

Since term 3 playgroup has been running their program out of the Kindy on our Pre-Prep day (Wednesday) which leaves us with nowhere to go after visiting the library for a cultural excursion (30min – 45min most visits). This was a decision made by Trevor. As most of you are aware that Cooktown Community District Centre (CDCC) operated a lot of their programs under the library including playgroup. With the playgroup having mums and younger sibling it has interfered with delivery of a Kindergarten Program.

ACTION:	That Council relocate CDCC (playgroup) to the venue back under the IKC after the Art Centre relocates.
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Transition

Term 4. We have started taking the children to the school as their transition from Kindergarten to School and will continue to do until mid-end November.

DW&BS discussed employee safety at the Kindergarten.

ACTION:	That Council ensures the safety of all employees at the kindergarten. CEO to investigate.
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NOTED

6.4.9 Centre Link – Marie Shipton

Nil report.

NOTED

6.4.10 Bank, Post Office – Neal Ransom

Nil report.

NOTED

6.4.11 Animal/Environmental Management – Patrick Nandy (Jnr)

Summary

8 dogs missing/dead within this month. we have had 1 new registration. No dogs De-SEXED. 8 DOGS IMPOUNDED. TOTAL OF 132 TREATMENTS GIVIN

Risk and issue history.

CONCLUSIONS/RECOMMENDATIONS

This month we went house to house treating dogs for parasites. We've had a lot of deaths and missing dogs, so our registration numbers have gone down. We've been getting a lot of dogs coming from Hopevale with disease and parasites and we are trying our best to stay on top of things.

NOTED

DW&BS provided a verbal report on National Indigenous Empowerment Summit.

NOTED

ACTION: DW&BS asked for funding to be attributed to training, in particular excel, word and spreadsheets. CEO to investigate.

Resolution:	That council reviews and adopts the Director Works and Building Services report for the month of October 2019.	
Moved:	Cr Desmond Tayley	CARRIED 5/5
Seconded:	Cr Bradley Creek	
Decision No:	1224102019	

Council adjourned for lunch at 1.40pm and returned to the chamber at 2.05pm

Guest speakers:

Merryn Hughes – Director Cooktown Expo 2020 Festival, Douglas Jene – Operations Coordinator and Sha-lane Gibson - 2020 Indigenous Projects Officer from Cookshire Council entered the chamber at 2.05pm.

Extensive presentation on the 3 week Cooktown Expo 2020 Festival was presented to Council outlining the theme, itinerary and economic benefits that can be made with a joint collaboration effort leading up to the Festival.

Followed by:

Guest speaker:

Waratah Nicholls – Regional Arts Officer from Cookshire Council.

Gave an overview of the Regional Arts Program outlined the plan for 2020 Festival and how the Arts Program will fit into this with the possibility of Youth Projects in the community for lantern workshops etc. and the real need for youth engagement in art with possible funding through DATSIP.

Also, detailed the possibility of a Cultural Arts Trail with coordinated dates across the whole of Cape York in the future.

Guest speakers left the meeting at 3.09pm.

Council resumed the meeting at 3.14pm.

DF&CS left the meeting at 3.48pm.

Resolution:	That pursuant to Section 275(1) (h) of the <i>Local Government Regulation 2012</i> , that the meeting be closed to the public so that Council can receive and consider matters as follows: (h) Other business for which public discussion would prejudice the interests of others – 2 items	
Moved:	Cr Vanessa Tayley	CARRIED 5/5
Seconded:	Cr Robert Bloomfield	
Decision No:	1324102019	

7. CLOSED SESSION

Two tenders to be decided on:

- Bloomfield Bridge Service Crossing; and
- Construction of the Water Main Sewage Rising Main and Effluent Rising Main across the Bloomfield River.

Orion Consulting representative Peter West joined the meeting at 3.53pm.

Bloomfield Bridge Service Crossing

Two tenders received for the Bloomfield Bridge Crossing.

Recommendation is that Council accept the tender from NCP based on merit weighting/scoring carried out.

Waste Water Treatment plant

Two tenders received. One high tender for full replacement and one low tender for refurbishment.

Recommendation is that Council accept the tender from True Water Australia based on merit weighting/scoring carried out and based on fit for purpose.

Resolution:	That the meeting come out of closed session and be reopened to the public.	
Moved:	Cr Desmond Tayley	CARRIED 4/5
Seconded:	Cr Bradley Creek	
Decision No:	1424102019	

Resolution:	That Council accepts the tender and awards the contract to NCP Contracting for project WWBBC2019 the lump sum of \$435,667.50 excluding GST.	
Moved:	Cr Reagan Kulka	CARRIED 5/5
Seconded:	Cr Robert Bloomfield	
Decision No:	1524102019	

Resolution:	That Council accepts the tender and awards the contract to True Water Australia for the WWWWTP2019 the lump sum of \$975,840 excluding GST.	
Moved:	Cr Desmond Tayley	CARRIED 5/5
Seconded:	Cr Vanessa Tayley	
Decision No:	1624102019	

Councillor Robert Bloomfield left the chamber at 4.38pm and returned to the meeting at 4.40pm.

Orion Consultant Peter West left the meeting at 4.42pm.

8. GENERAL BUSINESS

Cr Reagan Kulka	<ul style="list-style-type: none"> Can we talk about a Splash Park for Wujal Wujal? CEO says expensive to operate and run, huge maintenance. Will not happen unless we can get it fully funded. Community Events Committee is required to make events happen with members that represent the whole community. ACTION: CEO says we can put out Public Notices, website and also share with Inter-Agency meeting etc. Burning mentioned. DW&BS says permits are required for any fires.
Cr Bradley Creek	<ul style="list-style-type: none"> Apinipuma walking track, footpath from crossing over the bridge to be extended. When is this going to happen? Also the one on Cape Tribulation road? Lights behind Art Centre needed. ACTION: CEO to investigate.
Cr Robert Bloomfield	<ul style="list-style-type: none"> Signage for the six awards that Wujal Wujal has received need to be located and erected. Football field is this being worked on? DW&BS is waiting on funding.
Cr Vanessa Tayley	<ul style="list-style-type: none"> Main road out to Cooktown lots of speeding cars, child almost got hit the other day – traffic needs to slow down. ACTION: DW&BS to get onto police to monitor speed limits. Water tap with no cover in Herlions St – DW&BS to look into this.
Cr Desmond Tayley	<ul style="list-style-type: none"> Mayor would like project and timelines list. CEO will capture this for next meeting with deadlines etc. Xmas skeleton crew needs to be circulated. Community Xmas should be discussed. Staff Xmas party to discuss.

Staff recognition awards discussed and supported. Community recognition required.

Resolution:	That Council advise the Department of Housing and Public Works that it wishes to relinquish the lease on 21b Hartwig Street, Wujal Wujal.	
Moved:	Cr Robert Bloomfield	CARRIED 5/5
Seconded:	Cr Vanessa Tayley	
Decision No:	1724102019	

Mayor brought up the need for community good news stories. CEO suggests community newsletter. Good news stories, public notices could be on Facebook.

CEO Stephen Wilton volunteered to be Local Disaster Coordinator for Council. Mentioned the need for all people to be aware of their responsibilities in a disaster event. Community awareness required and training supplied. Need to test alert system on website.

9. NEXT MEETING

The next meeting is to be held on 21 November 2019.

10. MEETING CLOSE

Mayor thanked everyone for there efforts and support.

Mayor declared the meeting closed at 5.25pm.

5.2 Business Arising from Previous Minutes

Nil

6. REPORTS

WUJAL WUJAL ABORIGINAL SHIRE COUNCIL

ORDINARY COUNCIL MEETING

Thursday 21 November 2019



6.1 Mayor's Update

- 6.1.1 Wujal Wujal Showcase to Parliament
- 6.1.2 Media Release – 2020 – the Year of the Indigenous Tourism
- 6.1.3 Correspondence

FUTURE MEETINGS/CONFERENCES

WUJAL WUJAL

19 November 2019 QRA Board visit with Major General (retr'd) R G Wilson
AO

BRISBANE

25-27 November 2019 Showcase to State Parliament in Brisbane.

6.1 Mayors Update

6.1.1 Good to Great Schools Education Forum Update

Mayor Tayley to give a verbal update.

6.1.2 Native Food project workshop – World Economic Forum Showcase

Mayor Tayley to give a verbal update.

6.1.3 Media Release – Premier announces 2020 – the Year of the Indigenous Tourism

Premier and Minister of Trade The Honourable Annastacia Palaszczuk and Minister for Innovation and Tourism Industry Development and Minister for Cross River Rail The Honourable Kate Jones.

(see media release pg49-50)

6.1.4 Correspondence

6.1.4.1 To be tabled at meeting.

Minister for Local Government Racing and Multicultural Affairs Hon Stirling Hinchcliff MP

EOT 2018/19 Financial Statements to 31 January 2020

Reef Guardian Council Steering Committee

Minutes of meeting 17 October 2019

Queensland Fire & Emergency Service

Seeking assistance for registered members to complete Blue Card applications

DATSIP

Guidelines for Reconciliation Week Small Grants Program

Minister for State Development, Manufacturing, Infrastructure and Planning Hon Cameron Dick MP

Advice to changes to the Planning Act for development Application Rules prohibiting decisions during the caretaker period in response to the Belcarra Reforms

DLGRMA

Advise to Councillors that the “So You Want To Be A Councillor” training is mandatory for all candidates for the March 2020 Local Government election (including current Councillors)

Minister for Housing Public Works Digital Technology and Sport Hon Mick de Brenni MP

Copies of correspondence from the Minister to the Commonwealth Government (Prime Minister Turnbull, Treasurer Frydenberg, Min Indigenous Affairs Senator Scullion (5) and Min Indigenous Affairs Ken Wyatt MP (2) re indigenous and remote housing.

RECOMMENDATION:

That Council receives and adopts the Mayor’s report for the month of November 2019.

**Mayor
Desmond Tayley
13 November 2019**

6.1.1 Media Release – JOINT STATEMENT pg 1

Premier and Minister of Trade The Honourable Anastacia Palaszczuk
and Minister for Innovation and Tourism Industry Development and
Minister for Cross River Rail The Honourable Kate Jones.

MEDIA RELEASE

JOINT STATEMENT

Premier and Minister for Trade

The Honourable Anastacia Palaszczuk

Minister for Innovation and Tourism Industry Development and

Minister for Cross River Rail

The Honourable Kate Jones



Premier announces 2020 – the Year of Indigenous Tourism

The Premier has tonight announced next year would be dedicated to First Nations experiences in Queensland, in front of a packed audience at the Queensland Tourism Awards on the Sunshine Coast.

Buoyed by the success of this year's record-breaking Year of Outback Tourism campaign, Premier Anastacia Palaszczuk declared 2020 the Year of Indigenous Tourism.

"Aboriginal and Torres Strait Islander peoples have been proudly practicing and preserving their cultures by sharing it with the next generation for tens of thousands of years," the Premier said.

"In recent times, their culture and stories have been an integral part of our tourism industry, attracting people from all around the world to learn and experience more about the world's oldest living cultures.

"During the last financial year almost half a million visitors to Queensland took part in First Nations experiences like visiting an Aboriginal art gallery or festival, visiting an Aboriginal cultural site or community or taking a tour with an Indigenous guide or ranger.

"More tourists than ever before want a cultural experience when they travel and Queensland is perfectly placed to capitalise on that demand.

"That's why we're also committing \$3.4 million over the next two years to create tourism jobs for Indigenous Queenslanders and to position the state as the nation's leader in Indigenous tourism."

Tourism Industry Development Minister Kate Jones said the 2019 Year of Outback Tourism campaign smashed records and she was excited for what's in store in 2020.

Media Release – JOINT STATEMENT pg 2

"It's been a whip-cracking year for outback tourism with more than one million tourists visiting the bush and spending a record \$724 million in the last financial year.

"This was a dedicated campaign to encourage more visitors to the outback and to support our region's doing it tough due to the long-running drought, and it worked.

"The Year of the Outback Tourism has been so successful, we are extending the initiative into 2020 with even more events being delivered to showcase our extraordinary outback destinations and support rural and remote communities."

The Premier said despite it being a challenging year due to natural disasters, it was a record-breaking year for Queensland's tourism industry and she was proud to be able to celebrate with industry at the Queensland Tourism Awards.

Hosted by Queensland Tourism Industry Council, more than 80 awards will be presented across 28 categories including two RACQ People's Choice Awards.

"Queensland's tourism sector is flourishing with a record 28 million tourists visiting the Sunshine State in the year to June 2019 and spending a record \$24.8 billion," the Premier said.

"Tourism means jobs and economic growth and my Government continues to deliver both in spades throughout Queensland and especially in our regions.

"We have increased jobs in tourism by more than 15 per cent since 2015, with 236,000 Queenslanders directly or indirectly employed in the industry.

"That's one job in every 10 which is more than agriculture, forestry, fishing and mining industries combined.

"It has been a challenging year with drought, floods and bushfires affecting regional Queensland and my Government is working with our regions to support our communities in every way.

"We're investing \$180 million in new attractions, events, products and experiences and we have more than \$14 billion in the pipeline including investment in our Great Barrier Reef islands.

"We invest in tourism to create jobs for Queenslanders."

[ENDS]

Media contact:

Zoe Russell – 0439 982 347

WUJAL WUJAL ABORIGINAL SHIRE COUNCIL

ORDINARY COUNCIL MEETING

Thursday 21 November 2019



6.2 Chief Executive Officer Report

- 6.2.1 Funeral Financial Assistance Policy Review
- 6.2.2 Bona Fide Traveller Regulation
- 6.2.3 Ayton Bore Water Supply

Future Meetings/Conferences Nov/Dec 2019

WUJAL WUJAL

- | | |
|------------------|---|
| 19 November 2019 | QRA Board visit with Major General (retr'd) R G Wilson AO |
| 9 December 2019 | Far North Queensland Regional Organisation of Councils (FNQROC) |

BRISBANE

- | | |
|---------------------|---|
| 25-27 November 2019 | Showcase to State Parliament in Brisbane. |
|---------------------|---|

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.

6.2 Chief Executive Officer Report

Items arising from previous meetings

Date:	Action	Status	Comment
CEO REPORT			
6.1.2	JIME Ministerial Champions Office. CEO to follow up with Director-General Jamie Merrick	In Progress	
0422082019	Allocation of the areas shown in pink on the plan tabled by the CEO (old football/dump site) for use of the Vanilla Bean Enterprise as a social benefit activity and staff develop a draft lease with (Coppertree Farms/ Department of Innovation and Tourism) in conjunction with Councils lawyers for a four-year term	In Progress	Proposers been advised & requested to provide information to go in the lease.
6.2.5 Capital Projects Register	Business Case for Disaster Resilience Centre Community Cabinet Townsville.	In Progress	Business Case to be developed
6.2.6 Cooktown Expo 2020 proposed Secondment Program with Wujal Wujal Aboriginal Shire Council (WWASC)	The CEO to meet with Cook Shire and Hopevale Shire to discuss the Cooktown Expo 2020 project to express support and determine the financial and staffing requirements and report back to Council	In Progress	Cook Shire advised WWASC supports the Expo but cannot provide an officer for 9 months
CORRESPONDENCE			
SOCIAL MEDIA			
6.2.11.4	I/DCEO's report mention of Social media expansion projects. Interim Deputy CEO and EA to prepare a business case for Social Media Facebook account for Council consideration and approval	In Progress	Draft protocols to be developed and brought back to Council
GENERAL BUSINESS			
IKC Report 1422082019	That Council repurposes the First Five Funding authorises IKC Manager Kylie Mills to purchase the 3D printer using grant money supplied instead of Campfire Furniture	In Progress	Extension of time requested to spend funds requested
JCU	Invite to the Yalanji Wungkabadi Bama singers to perform and be filmed at TEDxJCU Cairns 2019 at the Cairns Institute, JCU, Smithfield. Also asked if	In Progress	JCU contacted, response awaited

WWASC could be included on the program as an in-kind sponsor. CEO needs more information and will report back by the next Council Meeting. Contact JCU for more information.			
PROJECTS			
Good to Great Schools Education Forum 17-19 September 2019	CEO to organise a meeting with Hopevale CEO and run a Community Forum/Information session with their support Letter to be sent to the Principal in support		
Inspector-General Emergency Management response to Alastair Dawson for direct participation in programs by 30/09/2019	EA to respond to request for direct participation to IGEM urgently	Completed	Letter sent to Alastair Dawson IGEM
Vanilla Bean Plantation Project	CEO to ensure that proposed sites for future housing allotments and for the Vanilla Bean Plantation Project formally surveyed, registered and zoned to meet these proposed uses and ensures staff bring forward the draft plan of survey for consideration by Council before registration	In Progress	Matter raised at TWG for DATSIP Assistance in gaining necessary approvals, WTMA and Planning and to arrange survey
Ministerial Champion – Proposed Showcase of Wujal Wujal Community at State Parliament	CEO to report to the Council meeting in October on progress with the preparation for this Showcase.		Verbal Report by CEO & Exec Assistant
Facebook page	New CEO will consider this initiative and report back to Council at a future date	In Progress	
Organisational Chart	CEO to consider and refine the Organisational chart and bring back to Council for adoption.	In Progress	Organisational Chart under review by CEO. November meeting
	CEO to seek written consent from Douglas Shires for the bridge pipeline crossing, the construction of southside housing driveways within the road reserve and the work at the top end of China Camp	Complete	Operational works permit issued

	road, where these works occurs within Douglas Shire		
Art Centre Report	CEO and Director Finance & Corporate Services meets with Art Centre Director to discuss Strategic 4yr Business Plan	Not yet Commenced	
Embrace Learning	CEO to report further as this matter develops or is resolved.		Verbal report
Requests for Financial Assistance with Funeral Expenses	CEO to ensure a policy update be formulated and reported to a future meeting to be adopted	In Progress	In CEO Report
Funding for Rodeo ground/portable yards down on the corner across the river past the football field.	CEO and DW&BS to investigate possible site preparation and funding at a later date.	Not Started	
Leaking effluent	Has this been addressed? CEO to investigate and advise.	Ongoing	Investigation found that the effluent is an ongoing issue. Tank system with lay flat hose. Replacement of all solinoids is currently occurring
Tourism Information Centre	What is the plan for this and the Art Centre		
Polo Shirts	Councillors to visit Southern Cross for fit out of shirts. Purchase order required.	In progress	Waiting for all Councillors to do their fittings – one purchase order

6.2.1 Funeral Financial Assistance Policy Review

On 21 July 2015 Council adopted the current Funeral Financial Assistance policy to provide support for Wujal Wujal families during times of sorry business.

The policy provides upto three means of support, coffin transport, coffin purchase up to \$1,000 and/or assistance with the costs of a wake up to \$1000.

1. *Provision of a fuelled motor vehicle for family members to collect the coffin or the body from the funeral director or the morgue. This use must be approved by the Chief Executive Officer and must not exceed a period of 24 hours. It is subject to an appropriate vehicle being available.*
2. *Payment of the approved cost of the coffin and coffin arrangement up to a maximum of \$1000 subject to these costs being fully reimbursed by payroll deduction by family members or other definite payment plan.*
3. *Providing credit at the community store for authorised family members to purchase food items up to a maximum of \$1000 for the wake subject to these costs being fully reimbursed by payroll deduction by family members or other definite payment plan.*

The assistance is provided on a reimbursement basis where family members enter into a repayment plan through payroll deductions. This is fair and reasonable however if the family does not have a member employed by WWASC it makes it more difficult to obtain assistance from the Council.

Council's Director of Finance and Corporate Services is making enquiries with Centrelink to see if it is possible to enter into a deduction system to enable Centrelink recipients to also access Council financial assistance during sorry business. This may also be beneficial in recouping other Council debts.

RECOMMENDATION:

That Council Note the current actions in relation to the Funeral Financial Assistance Policy.

6.2.2 Bona Fide Traveller Regulation

On 1 November 2019 the CEO met with Debbie Dixon-Searle from the Office of Liquor & Gaming Regulation (OLGR). She wished to discuss a change to the Alcohol Management Plan Regulation for Wujal Wujal. This had been raised previously by Council with a view to allowing travellers to be able to access the service station, store and post office.

OLGR will more than likely agree to an amendment request by Council but wish to be sure of Councils intent as there will likely only be one opportunity to amend the regulation. The question is does Council wish to possibly include the boat ramp as part of the bona fide traveller route

RECOMMENDATION:

That Council write to the Department of Justice Office of Liquor Gaming Regulation and request an amendment to the current regulation to include the road from Douglas Street along Kotzur Rd and from The Corner of Kotzur Rd and Hartwig street to the Boat Ramp including the Boat Ramp car park and the Council Office car park.

Or

That Council write to the Department of Justice Office of Liquor Gaming Regulation and request an amendment to the current regulation to include the road from Douglas Street along Kotzur Rd and from The Corner of Kotzur Rd and Hartwig street to the Council Office car park.

6.2.3 Ayton Bore Water Supply

Council would be aware of recent adverse water testing with the bore supplying water to the WWASC houses in Ayton returning positive results for E-Coli.

The Department of Housing and Public Works (DHPW) through QBuild has carried out a full service of bore, filtration and UV system and all test have come back clear with no E-Coli reported. The adverse results have apparently only been reported at one of the properties and this may be related to the electric power to the UV system being shut off.

DHPW have been in consultation with Qld Health and there is concerns that this may be an ongoing issue. It has been suggested that if the State had tenure over the lot with the bore they could install a full filtration and disinfection plant onto the bore and to take responsibility for the ongoing maintenance of the bore and water treatment plant.

The State have requested Council's views in relation to the possible leasing of the lot containing the from Council to the State.

RECOMMENDATION:

That Council advise the Department of Housing and Public Works that it would be willing to lease Lot ?? at Ayton for the purpose of water supply to Wujal Wujal residences in Ayton.

RECOMMENDATION:

That Council receives and adopts the Chief Executive Officers report for the month of November 2019.

**Chief Executive Officer
Stephen Wilton
13 November 2019**

WUJAL WUJAL ABORIGINAL SHIRE COUNCIL

ORDINARY COUNCIL MEETING

Thursday 21 November 2019



6.3 Director Finance & Corporate Services Report (DF&CS)

To be tabled at the meeting.

RECOMMENDATION:

That Council receives and adopts the Finance Director's report for the month of November 2019.

Director Finance and Corporate Services
Harish Nair
13 November 2019

WUJAL WUJAL ABORIGINAL SHIRE COUNCIL

ORDINARY COUNCIL MEETING

Thursday 21 November 2019



6.4 Director Works and Building Services Report

- 6.4. Executive Summary
- 6.4.1 Building
- 6.4.2 Bas Responsive Maintenance – Sept 2019
- 6.4.3 Orion Consulting
- 6.4.4 Works
- 6.4.5 IKC Report – Kylie Mills
- 6.4.6 Art Centre – Vikki Burrows
- 6.4.7 Waste and Waste Water – Ian Hocking
- 6.4.8 Community Care – Stephanie Dick
- 6.4.9 Kindergarten – Coraleen Shipton
- 6.4.10 Bank/Post Office – Neal Ransom
- 6.4.11 Animal/Environmental Management

Action items from previous Council meetings:

Date:	Action	Status	Comment
Council Meeting held 22 August 2019			
CEO REPORT			
6.2.5 Capital Projects Register	A tap, pressure hose, ramp to tie boats up and lights could be included at the Boat Ramp in the plans. Include in development plans.	In Progress	Awaiting budget to commence, approx. 75k.
DW&BS REPORT			
6.5.3 Animal Management	That Council reviews vet and pound fees surrounding Animal Management procedures and practices. Council puts a process in place for unpaid impoundment fines and then advises these at a community meeting information session	Ongoing	Awaiting Community meeting to do PR on Local Laws
6.5.4 Civil Construction	Prepare an estimate of cost to convert the AFL field to a Rugby field. Report back to Council.	In Progress	100k to manufacture goal posts and convert AFL to Rugby League.
GENERAL BUSINESS			
General Business	Operators lifting heavy loads. DW&BS to address this.	Completed	Discuss with staff about WH&S Act, & how DW&BS can assist.
Council Meeting held 26 September 2019			
MAYORS REPORT			
6.1.12	National Indigenous Empowerment Summit 3-5 September 2019		Verbal report will be provided.
CEO REPORT			
6.2.15 Res: 1926092019	Driveways on Wujal Wujal Southside		Provided paperwork to DHPW which I sent in January 2019.
DB&WS REPORT			
6.4.5	Art Centre Report		Trevor Gormley removed them for the Visitors centre, ordering new items.
6.4.8 Res: 2526092019	Kindy Report – remedy of non-compliant items		Works commenced 16/10/19.

Res: 2626092019	Kindy Report – Director access to budget		Discussions with Harish to have this happen.
Res: 2726092019	Kindy Report – Staffing levels		Currently have three staff which is suitable for the funding.
6.4.11 Res: 2826092019	Animal/Environmental Management – organisation of monthly community meeting		Ongoing
GENERAL BUSINESS			
	Gum tree removal – Little Douglas Street		Sourcing quotes, pending on budget.
	Cars parking in the roundabout – dangerous		Removal of ANZAC, only viable solution, then markings can be done to standard.
	Demolition at accommodation block. Were tenders called for to take material away.		As per my report, demolition Contractor has the site and is responsible for disposal.
	Joining of two projects raised: Proposed Safari tents/accommodation (Eco-Lodge) and Contractors accommodation		As per report we can fit in (6) tents extra facilities will have to be constructed.
	Funding for Rodeo ground/portable yards down on the corner across the river past the football field.		Application to DSC for approval.

Action Items to be given verbally.

Report to: CEO, Mayor and Councillors
Subject: Works and Building and Community Care Services Information Report
Date: October 2019
Prepared by: Director of Works and Building Services
Status: Information

Executive Summary

This report outlines the works undertaken during the month of **OCTOBER** including Disaster Management, Civil, Building, Water, Sewer, Animal Management, Environmental Health and Art Centre, HACC, IKC and Kindy.

6.4.1 BUILDING

Smoke Alarm Project : last lot of Invoice from Clancy (emporer electrical) being invoiced out today by Cortney.

This will then close the smoke alarm project.

Thanks to everyone involve in this project.

6.4.2 Bas Responsive Maintenance – Oct 2019

BAS PORTAL

TASK	WORK ORDERS IN PORTAL	INVOICED OUT	AMOUNT
Work Orders	122	230	\$17,326.48
Smoke Alarm Project	82		\$93,225.00

Budget Overview

BUDGET/WORKS ORDER	TOTAL BUGET	% DONE	ADDRESS
B11942 OT Dismod	\$36,250.00	5%	119A Hartwig St
U93255 Dismod/Tiling	\$11,970.00	10%	18 Keim St
U93190 Dismod/Tiling	\$28,728.00	100%	48 Louis St
U96152 Retaining Wall	\$26,000.00	100%	9 West St
B09866 Laundry Upgrade	\$7,400.00	75%	33 Hartwig St
B10020 Roof Upgrade	\$49,600.00	100%	44 Douglas St
B09929 Various Works upgrade	\$40,660.00	5%	22 Hartwig St
B10698 internal/external paintworks	\$52,927.50	50%	44 Douglas St
B10698 internal/external paintworks	\$27,950.00	100%	91 Louis St
B01516 Smoke Alarm Project	\$87,227.80	100%	Various Houses
B13875 Kitchen Upgrade	\$8,590.00	5%	41 Hartwig St
B13873 Kitchen Upgrade	\$14,674.00	5%	15 Keim St
B13872 Cupboard Upgrade	\$1,232.00	5%	72 Douglas St
B13872 Cupboard Upgrade	\$1,820.00	5%	71 Douglas St

Construction OF CONTRACTORS QUARTERS:

- *george marshall - arcitech to design new 8 single self-contained units.*
- *slab on ground, besser block construction with communal laundromat and bbq area.*
- *soil test will be done next week wednesday 20 Nov*
- *arcitech waiting on soil test report for plans then to be certified.*

Notes: where the 5% is filled in... this means that materials are on order.

WORK ORDERS CURRENT IN PORTAL	58	Including smoke alarm program (90)	
INVOICED OUT RESPONSIVE	269		\$17,326.48
INVOICED OUT PLANNED			\$
TOTAL INVOICING		\$	\$17,326.48

6.4.3 Orion Consulting

Reporting Period	October 2019
Department	Capital Projects
Reporting Officer	Orion Consulting

Natural Disaster Program (NDP)

Wujal Wujal Aboriginal Shire Council (WWASC) currently active programs under the following funding arrangements; Natural Disaster Relief and Recovery Arrangements (NDRRA), Disaster Recovery Funding Arrangements (DRFA), Natural Disaster Resilience Program (NDRP), Get Ready Queensland (GRQ);

The program is broken down into the following categories;

- 2018 NDRRA March Event Restoration of Essential Public Assets (REPA)
- 2018 DRFA December Event Counter Disaster Operation (CDO)

-
- 2019 DRFA January – Feb Event Counter Disaster Operation (CDO)
 - 2019 DRFA January – Feb Event Restoration of Essential Public Assets (REPA)
 - 2019 Category D Flood Recovery Exceptional Assistance,
 - 2018 Natural Disaster Resilience Program (NDRP)

The program status report has been attached as **Appendix 1 – Natural Disaster Program P6 Report**. The report details, funding applications and approvals status, program estimates, programmes schedules and cash flow forecasts.

Design

The detailed design report has been prepared by Orion Project Consulting Pty Ltd as Design Managers and Trinity Engineering as the Geotechnical Engineers, it details progress of the Wujal Wujal Aboriginal Shire NDRRA Projects, current as at 11h May 2019, this report pertains only to the landslip remediation works on China Camp Road due to re damage of approved assets in 2019 event.

Design Report

Nothing to report in this period

Design Phase – Hold Point

As the China Camp Road Land Slip suffered further damage under the 2019 Monsoonal Trough, the approved scope of works is unlikely to remedy the slip, an alternative costing was prepared due to the availability of Category D - Betterment Funding under the Monsoonal Trough event. The proposed design solution would increase the flood immunity of the landslip site and an increase asset life.

Design Issues

No major design issues have been encountered.

The design documentation consists of drawings, specifications and cost estimates. The preliminary concept design for the two major land slips have been provided to QRA who have reviewed the designs as part of their approval process.

Applications and Approvals

NDRRA - No further Development Applications or Government Approvals are required for NDRRA Works as they are all reconstruction works and like-for-like replacement.

DRFA – Restoration of Essential Public Assets – **Status** - In Development. Due to announcement of the availability of Category D funding the restoration of essential public assets submissions will not be submitted until the Commonwealth finalise the assessment criteria for the funding applications.

DRFA – Counter Disaster Operation – **Status** – In Development Orion Project Consulting will prepare the emergent works submission documentation on behalf of WWASC, once the Emergent works period ends due to the likelihood of costs being journaled between CDO and EW.

DRFA – Emergent Works – **Status** – In Development. The emergent works period ends on the

14th of May 2019. Once this date has passed, Orion Project Consulting will prepare the emergent works submission documentation on behalf of WWASC .

DRFA – Betterment Application – **Status** – funding not yet available, List of Submissions (project proposals) has been submitted to QRA for consideration.

Procurement

Design

Nil

Legal

No legal services are currently engaged for the active projects under funding agreements. Should any advice for any matter be required then the same legal firm who provided advice on NDRRA works with Orion Project Consulting (McInnes Wilson Lawyers) will be recommended.

Construction

NDRRA – No construction works are currently scheduled due to re damage under 2019 **DRFA** event. Council is awaiting formal acceptance from the QRA regarding the re damage that occurred in the 2019 event. The formal acceptance of the submission is due by 30 October 2019.

Construction

WWASC.11.18 (2018 NDRRA Works)

The Queensland Reconstruction Authority has completed the infield assessment for the reconstruction of China Camp Rd. The recommended value of \$3,850,779.38 has been approved by the QRA. A formal letter will be issued to Wujal Wujal Aboriginal Shire Council detailing the approval and funding amount.

A procurement plan is being established for the landslip works to determine best practices in delivering these works. Council has suggested that the works can be undertaken by Council staff and machinery. Council to discuss this opportunity with the QRA.

Orion Project Consulting has requested that Trinity Engineering provide a fee proposal for the detailed design of China Camp Road. Council will issue a formal purchase to complete the detailed design once the quote is received and reviewed.

WWASC.12.18 (2018 NDRP Works)

The Queensland Reconstruction Authority has approved \$700,000.00 for the upgrade works of a place of refuge for the community, this is in addition to the \$1.1m committed by the Department of Prime Minister and Cabinet. There still exists a funding shortfall of 2-3m for a new build of a place of refuge.

Orion Project Consulting are discussing funding options and opportunities prior to any formal applications being made to any funding body.

Orion Project Consulting to investigate an alternative scope of work to reduce the costs of the evacuation centre.

Indigenous Council Critical Infrastructure Program (ICCIP)

Wujal Wujal Aboriginal Shire Council (WWASC) currently has one approved project under the ICCIP.

- The replacement of the Waste Water Treatment Plant

Additional works required is broken down into the following categories;

- ICCIP Replace fencing and construct roof over generator
- ICCIP Wastewater, multiple
- ICCIP Waste RPEQ
- ICCIP SPS replace pumps
- ICCIP Replace membranes elements
- ICCIP Replace emergency generator,
- 2018 Natural Disaster Resilience Program (NDRP)

The program status report has been attached as **Appendix 4 – ICCIP Program Report**. The report details, funding, programmes schedules.

The additional works project have not been yet approved by the Department of Local Government, due to the unconfirmed construction value of the replacement of the plant, the additional projects can not be approved until the tender for the construction of the plant has been awarded. Award of this contract will confirm the remaining funding allocation under the program.

Applications and Approvals

All statutory approval will the responsibility of successful contractor.

Procurement

Design

No further procurement activities are forecast for this reporting period.

Legal

No legal services are currently engaged for the active projects under funding agreements. Should any advice for any matter be required then the same legal firm who provided advice on NDRRA works with Orion Project Consulting (McInnes Wilson Lawyers) will be recommended.

Construction

Tender report was submitted at the October 2019 Council meeting detailing the tender process and the recommendation to award the contract.

A Council resolution on the matter was passed and Council requested that the contract be awarded to the recommended tenderer.

Discipline	Pre-Tender	Out to Tender	Tender Closed	Vetted	Contract Awarded	Delivery Agent
Civil Design	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	GANDEN
Civil Contractor	<input type="checkbox"/>				<input type="checkbox"/>	True Water Australia

Construction

ICCIP WWTP– Waste Water Treatment Plant Upgrade Project

Following True Water Australia is the successful contractor engaged to complete the WWTP Upgrade Project for WWASC, construction is expected to commence in early December with an expected construction period of 10 months.

WWASC has received correspondence from the DES detailing that the weekly monitoring of the treated effluent can now be completed quarterly due to all tests confirming.

Cape York Regional Package, Torres Cape Indigenous Council Alliance Funding

Wujal Wujal Aboriginal Shire Council (WWASC) currently has two approved projects under the CIMA.

Recycle Centre

Bloomfield River Services Crossing

The program status report has been attached as **Appendix 5 and 6 – CIMA monthly reports Program Report**. The report details, funding, programmes schedules and cashflow forecasts.

Design

The detailed design report has been undertaken and completed by AECOM.

At the request of Council, Orion Project Consulting is now re scoping the works associated with the Recycle Centre to include a vehicle wash down area.

Design Report

The Design Report for both projects has been submitted to Council previously, due to the size of the documents it has not been attached to this report, should Council wish for it to be transmitted again, it will be made available.

Design Issues

No major design issues have been encountered.

Applications and Approvals

All statutory approval will be the responsibility of successful contractor. Future funding application should there be a requirement for the pipe size increase due to increases in the size of the community as a result of the realignment of Shire Boundary would be sought under the Local Government Grants and Subsidies Program administered by DLGRMA. Council to complete an operational works application to Douglas Shire Council (DSC) for works within DSC boundary.

Douglas Shire Council has approved the Operational Works Application submitted by WWASC. Orion Project Consulting will ensure that the contractor abides by the conditions of this approval.

Procurement

Design

No further procurement activities are forecast for this reporting period.

Legal

No legal services are currently engaged for the active projects under funding agreements. Should any advice for any matter be required then the same legal firm who provided advice on NDRRA works with Orion Project Consulting (McInnes Wilson Lawyers) will be recommended.

Construction

Recycle Centre Project.

Council has issued TMR a formal extension of time request (EOT) for this project due to the anticipated scope change. TMR has responded and granted an extension of time until 31 May 2020.

The project is currently being re-scoped to make allowance for a vehicle wash down area.

The additional scope of work will be added to the tender documentation and issued to three tenderers known to Council.

1. NCP
2. Topcon Builders and
3. Factor UTB

Bloomfield River Bridge Service Crossing Project.

Tenders received by two (2) contractor. Tender assessment phase was completed, and recommendations submitted to WWASC.

The project was discussed in detail at the October Council meeting with a resolution made by Council to award the contract to the successful tenderer. The successful tenderer was NCP contractors.

Orion Project Consulting to finalise the contract document and signing by all parties. NCP (contractor) to submit all insurances, work place health and safety plan and project plan.

Construction timeframe is expected to be 12 weeks.

Discipline	Pre-Tender	Out to Tender	Tender Closed	Vetted	Contract Awarded	Delivery Agent
Civil Design	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	AECOM
Civil Contractor	<input type="checkbox"/>	✓	✓	<input type="checkbox"/>	<input type="checkbox"/>	NCP

Construction

Recycle Centre

Following the appointment of the successful contractor, construction is expected to commence in January 2020 with an expected construction period of 4 months.

Bloomfield Crossing

Following the appointment of the successful contractor, construction is expected to commence in November with an expected construction period of 3 months.

Financial status

Project Cost Allocation

Original Cost Allocation:	\$ 11,730,275.78
NDRRA 13.18 Cape Tribulation - Bloomfield Road	\$ 1,043,918.00
NDRRA 13.18 China-Camp Road	\$ 2,178,416.00
NDRRA 13.18 Outstation Access Road	\$ -
NDRRA 13.18 Contingency	\$ 1,094,537.60
NDRRA 13.18 Escalation	\$ 273,634.40
NDRRA 13.18 Project Management	\$ 547,268.80
NDRP 12.18 Place of Refuge	\$ 700,000.00
W4Q Staff Accom 109 Louis	\$ 42,857.14
W4Q Staff Accom U1LDoug	\$ 42,857.14
W4Q Staff Accom U2LDoug	\$ 42,857.14
W4Q Staff Accom 145LDoug	\$ 42,857.14
W4Q Staff Accom 146LDoug	\$ 42,857.14
W4Q Staff Accom 147LDoug	\$ 42,857.14
W4Q Staff Accom 148LDoug	\$ 42,857.14
W4Q Contractor Accom \$300K	\$ 300,000.00
W4Q Depot Office Upgrade \$500K	\$ 500,000.00
CYIF Waste Transfer Station	\$ 948,815.00
CYIF Boat Ramp	\$ 270,000.00
Boat Ramp Design & Tender Docs	\$ 50,000.00
Boat Ramp Concrete Works	\$ 50,000.00
CYIF Water Main Xing Bridge	\$ 258,000.00
Water Supply Bridge Crossover	\$ 284,186.00
ICCIP Replace fencing and construct roof over generator	\$ 18,000.00
ICCIP Wastewater, multiple	\$ 1,275,100.00
ICCIP Waste RPEQ	\$ 10,000.00

ICCIP SPS replace pumps(50k); major upgrade of treatment plant	\$ 1,550,000.00
ICCIP Replace membranes elements	\$ 50,000.00
ICCIP Replace emergency generator	\$ 28,400.00

Variation and EOTs

Extension of Time Claims

Granted extensions of time for;

- Bloomfield River Bridge Services Crossing - Awaiting approval by Department of Transport and Main Roads.
- Recycle Centre – Awaiting approval by Department of Transport and Main Roads.

6.4.4 Works

Reporting Period	October 2019
Department	Works
Reporting Officer	Geoffrey Rosendale

- Construction crew have been busy with demolition works of the Wujal Guest accommodation.
- Construction crew currently completing site preparation.
- Parks and Landcare continuing with pre-cyclone kerb side pickup.
- P&L checking and attempting weed, litter patrol.
- Workshop have been keeping up with breakdowns, pending on parts availability and logistics.
- Last vehicle to procure is for the Director of Finance.
- Working with QRA for all the flood damage claims.
- Private works have slowed down coming up to Xmas.
- Awaiting Hendrick return to work so training on machineries can continue over the wet.

6.4.5 Kindygarten Report

Reporting Period	October 2019
Department	Kindy
Reporting Officer	Coraleen Shipton

- Kindy works will be complete once budget is determined.
- Discussions with funding body in relation to safety plan.
- Looking at sourcing assistance from external as a fill in if Coraleen wishes to take leave.
- 700k we are looking at doing a full renovation of the whole Kindy services.
- DWBS when at ministers meet in Brisbane will lobby for funds to carry out maintenance works on building.
- Staff issue is still a problem with attendance, all coordinators now have a template to commence warning letters.

Visitors

- Tanya Cali (Early Childhood Officer) Early Childhood Education and Care Department of Education
- Lisa Wright ECDP, Education QLD
- Will Jones & Kath Bunney from Creche and Kindergarten (C&K)

Staffing

- Currently we have one staff doing her traineeship with CAA & the second staff will soon be transferred over starting her CERT 3 in Early childhood as a trainee and studying with C&K college
- There are days the Kindy had to closed due to no staff

Recommendation

That Council consider investigating if additional staff are required at the Kindergarten.

Gambling

- Gambling is a big issue now. At least 3-5 children are dropped off at the gambling place every day. It is now a concern because a lot of the children are **NOT** meeting their milestones. The bus run starts at 2.30pm and most children are still on the streets, at 9pm -10pm waiting on their mums and dad to finish gambling. This then leads onto lack of sleep, children not being feed or sometimes no money to buy food.

Recommendation

That Council to look into Bylaws (if still valid) or work with police.

Activities

- Christmas activity
- Term 4 school readiness with both children and families

6.4.6 Art Centre

Reporting Period	October 2019
Department	Art Centre
Reporting Officer	Vikki Burrows

Highlights:

- The art centre staff attended the IACA, Indigenous Art Centre Alliance, conference this month, held at the Mossman Gorge Centre. We had updates from stakeholders such as Arts Qld, Cairns Indigenous Art Fair workers, Darwin Art Fair Manager. A lot of networking went on with the 13 art centre managers, arts workers and artists from the Cape. The conference went for three days. We were lucky enough to have a tour with Yalanji tour guide, Andrew Gibson. This is good professional development for the art centre staff.

Data:

- 10 new artworks were catalogued into the SAM system in October 19.
- Attached is a sales report for October 2019.
- Attached is the IACA booklet for more information on the conference.

Barriers & Issues:

- Waiting to hear from the insurance company to see if the artists can be compensated for any artworks damaged from the flood.
- We will organise a meeting with the new finance officers so the art centre will know what money we have to spend on materials/workshops and work on a strategic 4-year business plan.

Funding/Agreements/Financials:

- In July the art centre applied for Backing Indigenous Arts Centre Multi-Year Funding 2019 - 2023. We are currently waiting to see if we have been approved for the next 4 year round of funding.

- We have an extension on our IVIAS report 2018/19, so we can submit this when the audit is complete.

Resolutions:

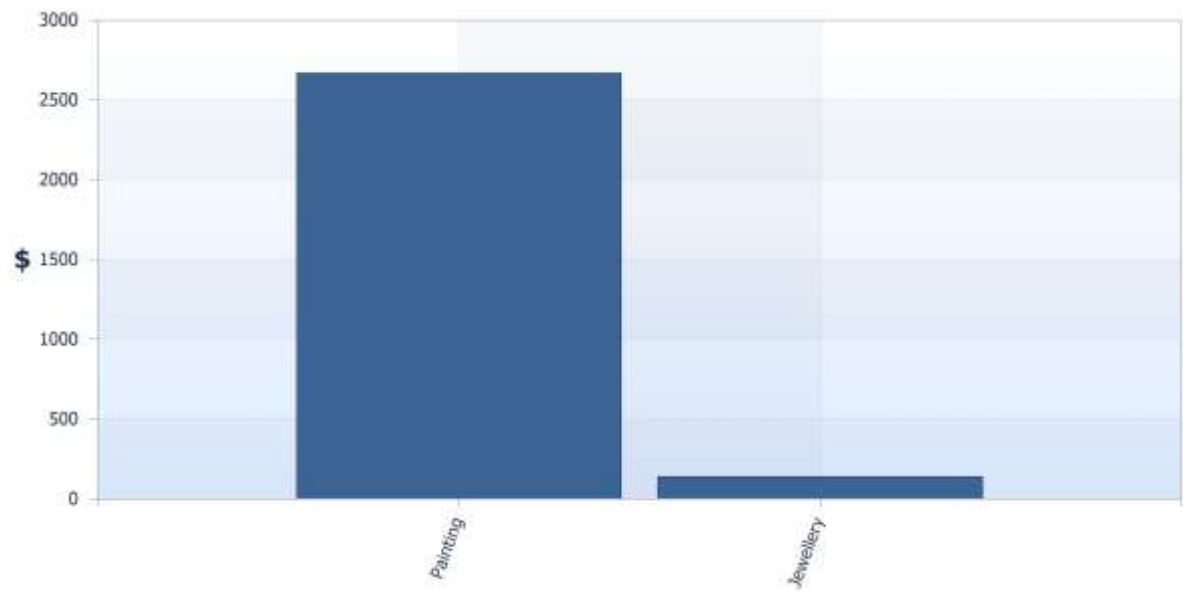
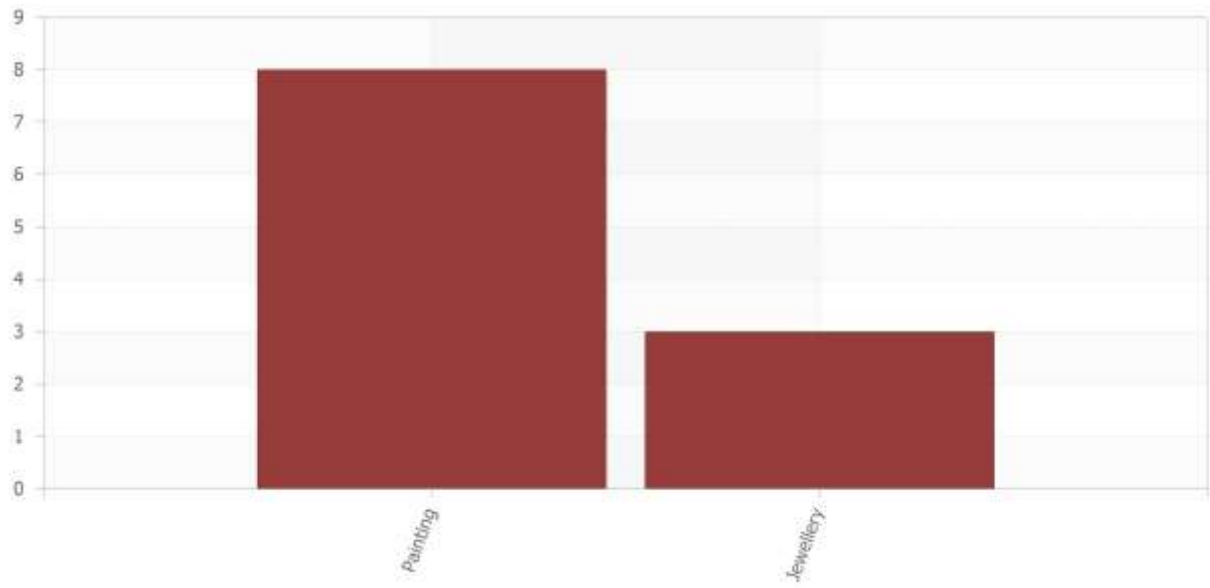
- Late in October, the staff have moved back into the art centre. Unfortunately, the builders left quite a mess and we are still cleaning the outside verandas. With the help from Tech services we have cleaned, moved and sorted furniture and shelving. The storerooms now have the shelving assembled and we have been sorting out the many boxes of materials, office paperwork and gallery equipment.
- The artists will be moving back up in late November.
- We have been liaising with Michael Marzic to help with hanging the gallery system. Michael is Cairns based and has extensive install experience including the Cairns Regional Gallery and Museum and remote work at Yarrabah, Hopevale, Lockhart River, Aurukun and Thursday Island. We have been able to repair some of the old railing but will need to buy some extra materials.



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

Sales from 01/10/2019 to 31/10/2019

Product	Items Sold	Value of Sales
Painting	8	\$2,670.00
Jewellery	3	\$140.00
Total Items Sold:	11	\$2,810.00





6.4.7 Waste and Waste Water

Reporting Period	October 2019
Department	Water and Waste Water
Reporting Officer	Ian Hocking Coordinator

Overview

TASK	PHOTOS	NOTES
<p>Clean up around pump stations</p> <p>Southside</p>		
	<p>The sewer plant is operating well. Our readings from Cairns Laboratory</p> <p>Are good. We have been told to only test 3 monthly instead of weekly which will be a significant saving to Council. The effluent field is working well. We are waiting for Royce from Total Eden to come and assess the solenoids, so we can get the underground working before the wet season. We are getting a lot of debris in the collecting basket behind tech services. People need to be more aware of what is put in the sewerage system. These</p>	

<p>This is the pump out</p> <p>Southside no2 station</p> <p>We are still having problems</p> <p>With rags and clothing going into these pump stations</p>	<p>items can cause expensive pump damage plus a lot of work to clean out.</p> 	
<p>Clean up around water plant</p>		

CONCLUSIONS/RECOMMENDATIONS

Both systems are operating well with few problems

6.4.8 Community Care Report

Reporting Period	October 2019
Department	HACC
Reporting Officer	Stephanie Dick

Statistics for the Month					
Admissions	CHSP	0	HCP	1	Disability
Discharges	CHSP	0	HCP	0	Disability
Number of Meals	CHSP	264	HCP	51	Disability
Number of Transport Trips	CHSP	124	HCP	32	Disability
Number of Hours	CHSP	2796	Disability	6	
Activities conducted for Month					
Personal Care hours	0		Clinic Visits	33	
Assessment hours	32				
Coordination hours	73				
Centre-based care hours	3563				
Future Activities Planned					
<ul style="list-style-type: none">• Early Christmas Party for clients next month on the 21st of December. Will organise purchase from Kmart Smithfield for Christmas decorations. Fire safety training conducted. One staffing was absence, sent email to Victor requiring when next time training will be.•					
Compliments					
Total Number for Month:	nil				
Complaints					
Total Number for Month:	nil				
Suggestions for Improvement					

- Fire evacuation needs updated in alignment with new renovations to centre. Would like to discuss with Victor on this. This is a compliance requirement. Following continuous improvement plan.

Monitoring Activities Completed for Month

External Visitors

Who	Reason for Visit	Who	Reason for Visit
DoH		DBMAS	
ACAT	Client service approvals	Clinic Visits	
RAS	Client service approvals	Other	Visit and referral

Client Incidents

Name of Client	Description of Incident	Result

Staff Incidents

Name of Staff Member	Description of Incident	Result
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Client Comments

Two community care clients are still admitted into Cairns base hospital. Noted in all care plans. Awaiting update.

Staff Comments

All staffing undertaking cert 111 in individual support. Organised for upcoming training in food safety and new aged quality standards for October month. Training in the dementia unit.

Would like to recommend person whom we work with very closely and is willing to work with us. Would like council to consider another back person in my area. She would like to work casual 3 days per week. Meeting compliance in Aged care sector is difficult. She has a lot of experience and has managed numerous indigenous communities. She is updating her resume. Shall forward onto higher management once received.

6.4.9 Indigenous Knowledge Centre Report

Reporting Period	October 2019
Department	IKC
Reporting Officer	Kylie Mills

Monday 2nd weekly report

- IKC Coordinator has been driving the Kindy bus all week to assist the kindy whilst short staffed.
- IKC Coordinator has completed the Pre-Engagement Package for assessment by Centrelink to better assist with the Centrelink running whilst staff are on leave. This will ensure that we meet the legislative requirements for the running of the Centrelink office.
- Members are asking for more DVD's and photos. I am currently working on obtaining more historical photos but will need Council approval to purchase more DVD's.
- Tuesday the lady from Hippy worked from the IKC.
- Wednesday the ladies from the Cape York Land Council worked from the IKC.
- Assisted a member with learning how to use a computer and set up a My Gov account.
- Members looking for family tree information.
- Kindy did not attend the IKC for their weekly visit as the Kindy was closed due to being short staffed.
- Thursday the Cape York Aboriginal Land Council had their One Claim meeting in the IKC from 9-12.
- Friday the Coordinators internet was down and it appears that someone has accessed the server box and changed some of the ports over. None of the IKC staff have seen anyone near the box so from now on the keys to the server box will be kept by the coordinator.

Monday 9th weekly report

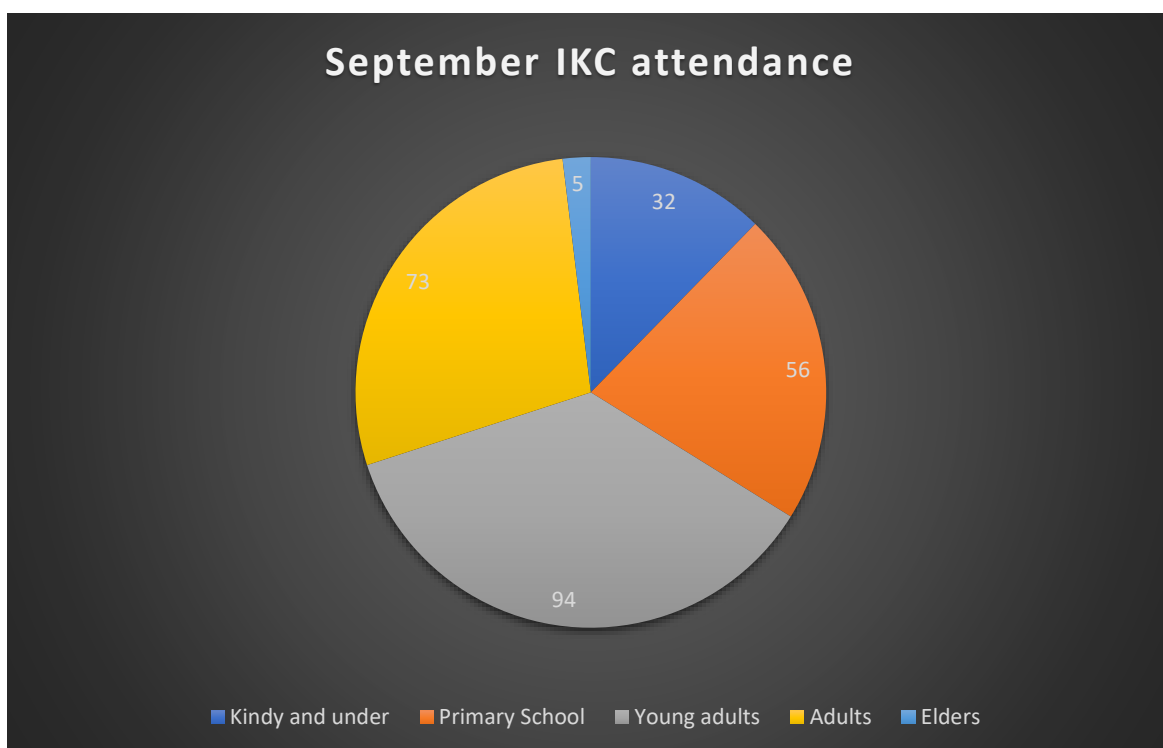
- Internet is still down, and Fourier has escalated the request to management.
- Auntie Marie away for two days so IKC Coordinator looking after Centrelink office too.
- Kindy kids came in for the last week of school and did an animal language matching activity and read some books.
- IKC Coordinator has completed Centrelink Agent training and is now all cleared and can work.

Monday 16th weekly report

- IKC Coordinator on leave for the week.
- First week of school holidays.
- QUT did demonstration of 3D printer and a lot of children attended. Kids printed off crocodiles, turtles and their names. They also played a treasure hunt game with the language crocodile. All activities were well received.

October statistics

- Total attendance for August was 260. This is not an accurate figure as the last week of the month there were no statistics kept as the coordinator was on leave. The true number would be higher due to school holiday attendance.
- Seven loans this month all being DVD's.
- Three new members for the month.



6.4.10 Post Office Report

Reporting Period	October 2019
Department	Post Office
Reporting Officer	Neal Ransom

As from October Fourth, 2019, Wujal Wujal post office went live and is now trading as a fully licenced Post Office. There are still a few items that Aust Post requires fixing, so Community and Council can operate and deliver services to satisfy all requirements

- **Services:**

- Deposit – Withdrawal from most major banks (except ANZ) through EFTPOS.
- Paying bills through new scanner system, e.g., licence renewal, ergon, vehicle registration.
- Money orders, (Express money orders are not available).
- Mobile Phone credit (all major providers).

- **Operation:**

- The cashflow of all the Post Office finance is solely with Aust Post and are still sorting out the float and money ordering system, which is currently ordered by myself a week in advance and delivered from Cairns by post.
- Aust Post has informed me that the Wujal post office requires to be compliant to hold substantial amount of cash; floor supporting the new safe to be capable of weight bearing, pin pad attached to swing door, camera system to be installed.
- Aust Post is supplying a safe from their Cairns based operations and is to be confirmed when delivered to site.
- As Wujal Post Office is a Licenced Post Office we can access the Aust Post retail outlet which can be profitable with selling mobile phones, sim cards, educational product for kids etc. we have full access to their online retail division.

- **Comments:**

- The Commonwealth Bank sent a contractor to remove all their documents and equipment as Wujal Post office is no longer an agency for Commonwealth Bank.

-
- As requirement of Aust Post security, Wujal Post Office no longer file and store any customers account details or passwords and PIN numbers also cannot call on behalf of a customer as an agency.
 - As of the 5/11/19 Community people cannot collect mail on behalf of another community member unless a Aust Post collection authorisation form is completed and will be readily available on the account holder request.

6.4.11 Animal/Environment Management Report

Reporting Period	October 2019
Department	Animal/Environmental Management
Reporting Officer	Helen Bigmore

Summary

This month we did not complete the monthly parasite treatments. We are extending our treatments to every second month to extend the use of our medications. It reduces costs to council to buy parasite medications through online veterinary suppliers, but we will need a credit card to do this. Pet stores in Cairns are not able to set up accounts. To maintain environmental health within the community we need to continue to treat animals for parasites. This needs to be done frequently to break flea, mite and tick life cycles.

Overview

TASK	PHOTOS	NOTES
<p>We had a few cases this month where the animal required emergency Vet treatment.</p> <p>A resident of Wujal Wujal had two hunting dogs jump off the back of his ute and chase a wild boar. Both dogs suffered serious injuries and blood loss.</p> <p>The owner came to the AMW to get assistance. Both animals received first aid treatment at the pound. Pressure bandaging open wounds to stop bleeding and given pain relief.</p>		

The dogs were rushed to the Vet in Cooktown.

One dog died from his injuries.

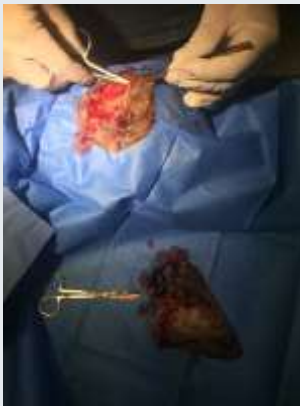
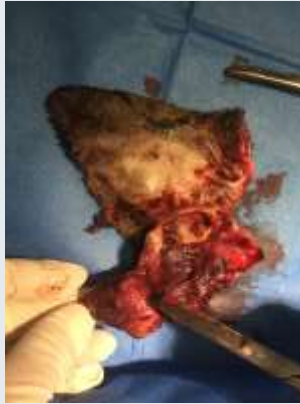
The other dog needed emergency surgery to save its life.

We spoke with the owner and told him the Vet cost for having the surgery. The owner said he would pay whatever the cost to get the animal better.

The dog had his ear removed and needed intense after care.

The owner wasn't very compliant in treating the animal when it was returned, and the Vet bill has not been paid. The owner lost his job and doesn't have any money.

(It is important to recognize that the owner asked for assistance to treat his dogs. These are animals that in the past would have been left untreated. This is a massive shift in animal care, even if the bill remains unpaid.)





We have been informed that the bill cannot be paid for by Council because it is the responsibility of the owners. The owner wanted to continue with the treatments instead of euthanasia.

Council is obligated to use Queensland Health funding for animal welfare purposes. We have in the past paid for these animals to be seen by a Vet. We cannot leave injured animals to walk around the streets where tourists drive through, suffering and in need of treatment. It is unclear what can or cannot be treated and it puts workers in a difficult position.

We currently have no procedure or process in place for Council to pay the Vet fee with QLD Health Funding and for owners to pay back Council in installments, unless they are employees.

There are no procedures in place for fees and charges, including

		<p>impoundments and registrations.</p> <p>The Vet now has an outstanding bill of \$323 that may not be paid.</p>
<p>Animal management officers also got a call to attend a dog that was bleeding heavily. It is unclear what caused the injuries and the owner did not know.</p> <p>It may have been from a dog fight (female dog on heat) or from injuries (taking itself pig hunting.)</p> <p>We applied pressure bandages to stop the bleeding and got treatment from the Cooktown Vet.</p>	 	<p>After returning the dog to the owner, it was found a week later dead in the green waste area. We asked machinery drivers to dig a hole to cover the body.</p> <p>It is uncertain what killed the dog, but it could have been from internal injuries.</p>

A crocodile was spotted numerous times hunting at the Wujal bridge. After reports of at least four dogs disappearing AMW Patrick Nandy got in touch with a wildlife officer at QPWS.

An officer came to shoot the animal after it was reportedly stalking people.



The crocodile was retrieved, and the body buried.

Queensland Health Officers Stacey Bambrick, Chris Blake and John Bird visited Wujal for 2 days.

Training was provided on pest control. The pound was treated for cockroaches and a house treated for ants.

Meetings were held on reporting.

Lucas Creek received training to finish his Environmental Health course.



Patrick and Lester are going to visit each household and offer education to owners regarding avoiding pests in the house.

A survey will be carried out regarding what pests can be identified at each house.

Advice will be given on where pest products can be bought locally. If pest conditions are very bad then households will be treated.

New registrations were carried out for all new puppies in the community. Microchipping was also completed for owners that requested it.



We received a call from an owner to say that their dog was dead underneath their house on Cape Tribulation Road and that they couldn't get the dog out.

The body was starting to smell and blow with maggots.

The gap under the house was small enough for Helen to crawl underneath and the body was dragged out.

Machinery was used to carry the dog and bury it appropriately.

The owner suspects that the animal was killed by a snake. A taipan has been seen numerous times coming from the long grass surrounding the houses.



Getting dead bodies out of people's yards is important for environmental health reasons.

It is a service that should continue to be provided to owners.

It would be beneficial to the residents if the long grass surrounding the properties could be burnt.

Dogs Fees and Charges to be considered for next budget review

Here are Cook Shire Council fees and charges for animal management. I think these are too expensive to incorporate into Wujal Wujal Council fees and charges, but it gives an idea of what areas need to be covered. Until a process is in place for people to pay for fees and charges it is difficult to implement our own. We have included fees that may be more appropriate for us to incorporate.

<u>Registration and Renewal fees:</u>	COOK SHIRE	WUJAL
Must be microchipped.		
<u>Entire dog</u>	\$73.00	\$10.00
<u>Desexed dog</u>	\$24.00	FREE
<u>Regulated Dogs:</u>		
Declared Restricted	\$360.00	\$200.00
Declared Dangerous	\$310.00	\$150.00
Declared Menacing	\$260.00	\$100.00
<u>Permit for more than 2 dogs/ per animal</u>		\$65.00 (plus registration) \$20.00 per dog/ per house With permit
<u>Impounding of animals</u>		
<u>Impounding Registered Dog</u>		
1 st impoundment (per year)	\$0.00	\$0.00
2 nd impoundment (per year)	\$62.00	\$10.00
3 rd impoundment (per year)	\$105.00	\$20.00
<u>Impounding unregistered Dog</u>		
Entire Dog	\$73.00 plus registration	\$40.00 plus registration
Desexed Dog	\$24.00 plus registration	\$20.00
<u>Daily Sustenance Fee per animal/per day</u>	\$12.00 per day	\$5.00 per day
<u>Other animals impounded</u>	\$62.00	\$20.00
<u>Other Charges</u>		
Emergency Vet costs whilst animal in Council care per Vet quotation		per Vet quotation
Tag replacement	\$10.00	\$10.00
Collar	N/A	Free with registration
Replacement collar	N/A	\$10.00
Microchipping	N/A	\$10.00

Medication Fees for owners. These are offered free to registered dog owners under the queensland health funding.

De-sexing operations are offered free to all dogs under the queensland health funding.

VACCINATION NOT AVAILABLE. OWNER MUST TAKE THEIR DOG TO THE VET.

CONCLUSIONS/RECOMMENDATIONS

We have spoken to animal owners and we feel that it is important to have a procedure set up with council so that people can pay in instalments for Vet bills or fees. If this does not happen then we will have sick and injured dogs roaming in the streets. This increases the number of complaints to Council. People are asking for assistance to help treat their animals and we don't want this to stop. Officers are here to offer guidance to people about their animals and provide education. This often means advising them that the dog needs to be seen by a Vet. Vet bills are significantly high for many people to pay and having a payment system available may encourage more people to get their animals seen.

If fees and charges are incorporated and treatments are only given to registered animals, we need to consider that owners may no longer register their animals. This will mean an increase in dogs with fleas, ticks and mange. It could also affect future funding. It would be very sad to see the community go backwards regarding community health standards.

RECOMMENDATION:

That Council reviews and adopts the Director of Works and Building Services report for the month of November 2019.

**Director Works and Building Services
Victor Mills
13 November 2019**

7. CLOSED SESSION

WUJAL WUJAL ABORIGINAL SHIRE COUNCIL

ORDINARY COUNCIL MEETING

Thursday 21 November 2019



7. Closed Session

7.1 Concrete Batching Plant – Preferred Supplier

8. GENERAL BUSINESS

9. NEXT MEETING

The next meeting is to be held on 19 December 2019.

10. MEETING CLOSE