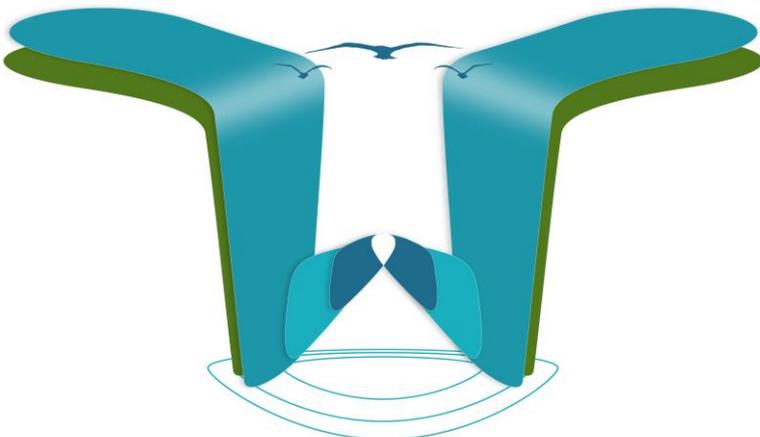


AGENDA

Ordinary Council Meeting

Thursday 19th May 2022

COMMENCING AT 9:00AM



WUJAL WUJAL
Aboriginal Shire Council

Wujal Wujal
Aboriginal Shire Council



WWASC COUNCILLORS

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

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



ORDER OF BUSINESS

- 1 [WELCOME / MEETING OPENED](#)
- 2 [ATTENDANCE / APOLOGIES](#)
[VISITORS/PRESENTERS](#)
- 3 [CONDOLENCES / CONGRATULATIONS](#)
- 4 [COUNCILLOR OBLIGATIONS / DECLARATION OF INTERESTS](#)
- 5 [CONFIRMATION OF PREVIOUS MINUTES](#)
- 6 [REPORTS](#)
[6.1 Mayors Report](#)
[6.2 CEO's Report](#)
[6.3 Financial Controllers Report](#)
[6.4 DF & CS Report](#)
[6.5 DW & BS Report](#)
- 7 [CLOSED SESSION](#) -
- 8 [GENERAL BUSINESS / LATE ITEMS](#)



1. WELCOME/MEETING OPEN

Mayor welcomes everyone and opens the meeting.

2. ATTENDANCE/APOLOGIES

VISITORS/PRESENTERS

VISITORS	
PRESENTERS	

3. CONDOLENCES/CONGRATULATIONS

4. COUNCILLOR OBLIGATIONS/DECLARATION OF INTERESTS

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

Declaration of Conflict of Interest on any item of business

Registers of Interest

5. CONFIRMATION OF MINUTES

Confirmation of Previous Minutes of meeting held 20 May 2021 as circulated.

Business Arising from Previous Minutes report given at the meeting.

6. REPORTS



6.1 Mayors Report

DATE	MEETING/ACTIVITY	LOCATION	DETAILS

6.2 Chief Executive Officer’s Report

1. REPORTS

WUJAL WUJAL ABORIGINAL SHIRE COUNCIL

ORDINARY COUNCIL MEETING

Thursday 19 May 2022



6.2 Chief Executive Officer Report

- 6.2.1 COVID-19 Status Report
- 6.2.2 Indigenous Leaders Forum**
- 6.2.3 Establish Local Thriving Communities Advisory Committee
- 6.2.4 Pama Futures Presentation - **the Voice to Parliament**
- 6.2.5 Accommodation Business Model
- 6.2.6 TCICA



6.2 Chief Executive Officer Report

6.2.1 COVID-19 Status Report

Wujal Wujal community continues to record positive cases. On Friday 13 May 2022 there were 5,931 total cases across the TCHHS with 121 active cases. There have been 133 cases in Wujal Wujal with 1 case active.

The rules around close contact have again changed. Provided they test negative and have no symptoms close contacts can now move freely without isolation. They must wear a mask whilst away from home and can not visit vulnerable locations such as hospitals and aged care facilities are able to leave isolation on day 7.

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

Council continues to monitor the situation and receive updates through the Wujal Wujal Health Clinic and the District Disaster Coordination Centre. The teleconference with the team from Torres and Cape Hospital Health have now moved from fortnightly to three weekly as the response level has dropped down from 4 to 3 as cases continue to drop across the region.

The community messaging has been promoted through the local radio and Council's FaceBook page. The messaging remains the same – Social Distancing of 1.5 meters – Maintain hand hygiene – Wear a mask indoors even though it is no longer mandated and where required – Get Vaccinated.

RECOMMENDATION

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

6.2.2 Indigenous Leaders Forum

On Wednesday and Thursday 27 & 28 April 2022 the Mayor and I attended the LGAQ hosted Indigenous Leaders Forum in Cairns. The CEO will give a verbal update

RECOMMENDATION

That Council note the report on the Indigenous Leaders Forum held 27 and 28 April 2022

6.2.3 Establish Local Thriving Communities Advisory Committee

In 2016/2017 the Queensland Productivity Commission (QPC) undertook an Inquiry into service delivery in remote and discrete Aboriginal and Torres Strait Islander communities. The Inquiry was in response to concerns expressed by Indigenous leaders that the level of investment in all services (Federal, State and non-government) was not delivering higher outcomes for members of their communities. The QPC was asked to consider investment in remote and discrete Indigenous communities and what works well, and why, with a view to improving outcomes for Aboriginal and Torres Strait Islander people.

In June 2018, the Queensland Government made a long-term commitment to work with the 19 remote and discrete Aboriginal and Torres Strait Islander communities, their leaders and Mayors and other stakeholders to



implement the intent of the reform agenda proposed by the QPC. The Queensland Government has advised that it is committed to working with the state's 19 remote and discrete Aboriginal and Torres Strait Islander communities to establish greater decision-making authority in service delivery and economic development through the Local Thriving Communities (LTC) reform. Each Council is able to determine how best the community can connect with LTC. Communities have Local Decision-Making input as to which services are provided to communities and input into how the service will be delivered. Most communities have established an LTC Committee.

At the same time that the LTC has been under discussion, the federal government programs have also been subject to a local decision making initiative through Pama Futures. The Pama Futures local decision making process has progressed to a point where a local decision making group has been formed consisting of Mayor Bradley Creek, Councillor Vanessa Tayley, Patrick Nandy Jnr and Ethel Winkle.

It is recommended that the Pama Futures Local decision making group also for a committee to deal with LTC local decisions for State Government funded programs and that this group be formally appointed as an advisory committee of Council pursuant to Section 264 of the Local Government Act 2009. The Committee shall provide advice to Council to guide its decisions relating to the implementation of the Queensland Government's Thriving Local Communities Initiative State government funding and programs in the community and providing advice to Council to guide decisions in relation to Pama Futures and Federal government funding and programs in the community.

A terms of reference has been developed to guide the role and actions of the committee

RECOMMENDATION

That Council Appoint the following advisory committee pursuant to Section 264 of the Local Government Regulation 2012 Wujal Wujal Local Thriving Communities and Pama Futures Advisory Committee
Further Council appointment of the following community members as members of the Wujal Wujal Local Thriving Communities and Pama Futures Advisory Committee;

Mayor Bradley Creek
Cr Vanessa Tayley
Patrick Nandy Jnr
Ethel Winkle

6.2.4 Pama Futures Presentation - the Voice to Parliament

Kerry Hull from Pama Futures and NIAA representatives will brief Council on the Voice to Parliament developments and its links with the Pama Futures empowerment work underway. The Australian Government's NIAA representative will help explain the current national landscape and the local link up.

For discussion

6.2.5 Accommodation Business Model - Discussion

John O'Halloran from the Department of Local Government has been assisting Council with the development of a business model that will ensure that the new contractors accommodation, Eco Tents and south side camping operate effectively as a revenue generating business unit.

6.2.6 Torres and Cape Indigenous Council Alliance



On Tuesday and Wednesday 10&11 May the Mayor and CEO attended the TCICA meeting held in Cooktown.

The meeting had updates from the following projects;

- Regional Resilience Coordinator
 - Remote Area Board
 - Sly Grog Working Group
 - Financial Sustainability Working Group
 - TORCH Health System Reform
 - Remote Community Food Security Action Plan
 - Freight Equalisation
 - Remote Indigenous Housing
 - LGAQ Update
- The KAP candidate for Leichardt Mr Rod Jenson also addressed the meeting
 - An overview of the \$4.4m Cape Resilience Project was given by Alex Ung. Wujal Wujal is part of this project and the outcome will be a fully compliant and comprehensive asset management system
 - TCICA also endorsed a previous decision in relation to the Bertiehaugh Road and maintaining access from Mapoon/Weipa to the Northern Peninsula Area
 - Michael Coots gave a demonstration/overview of a geo spatial data mapping tool that is available through DSDATSIP
 - The DSDATSIP NDIS Development team gave an update on the business opportunities that may be available in indigenous communities for people to become personal care providers yard maintenance etc
 - Representatives from Glencore gave an over view of the Aurukun Bauxite project.

Resolutions were also passed to endorse the Regional Drought Resilience Plan and to not proceed with the Grant Guru program.

6.3 Financial Controllers Report

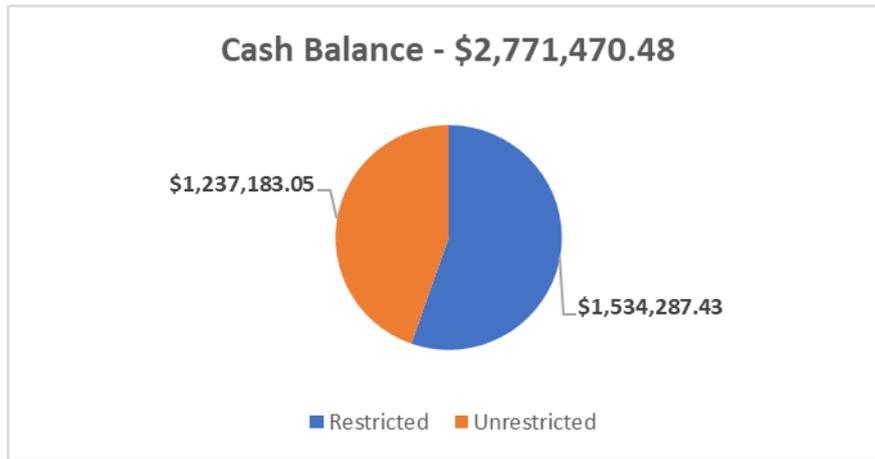
6.4 Department of Finance & Corporate Services Report (DF&CS)

Finance Manager

Finance Manager Report

For Month Ended 30 April 2022

1. Total Bank Balance as at 30 April 2022 is \$2,771,470.48 comprising of:



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

Grant Funding Cash Received During the Month:

Funds Received From	Reason for Grant	Grant Type	Amount
Community Broadcasting Foundation	Specialist Radio Programming Round 2 – 2021-2022	Operating	\$ 10,494.00
Creche & Kindy	QKFS Kindy Funding	Operating	\$ 34,035.65
Department of Health	ATSI Public Health Grant	Operating	\$ 49,128.20
Department of Health	Home Care Package Subsidy	Operating	\$ 16,788.90
Department of State Development, Infrastructure, Local Government & planning	Financial Assistance Grant – 2022-2023 IRG & GPG	Operating	\$ 461,938.00
Queensland Reconstruction Authority	WWASC.0002.18191.QDRF GRANT CLOSEOUT ASSESS PAYMENT	Capital	\$ 24,200.00

Other Deposits Received During the Month: NIL

3. Credit Card Reconciliation is completed and up to date as at 30 April 2022.

4. Taxation & Compliance Matters

- Estimated GST payable at 30 April 2022 is \$ 197,579.72.
- IAS for the month of April 2022 will be lodged by the 21st of May 2022
- No other matters outstanding

6.4.1 Interim Audit for financial year ending 30 June 2022 to begin on week beginning 2 May 2022 for a period of two weeks.

6.4.2 Accounts Receivable



6.4.3 Accounts Payable

Payroll

Payroll Officer Report

Reporting Period	April 2022
Department	Payroll
Reporting Officer	Renelle Shipton

Total number of employees as at 30 th April 2022	49
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Summary of Payrun for the month



Staff movement for the month

Appointments	2
Resignations/terminations	0

Other Payroll Matters

- No other payroll matters for this month

6.4.4 Information Management

Ordinary Council Meeting Report

Reporting Period	April 2022
Department	Finance – Information Management Officer
Reporting Officer	Wendy Rowlands

Records Management

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

IT Management

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

FOURIER	TELSTRA	MAGIQ	BRILLIANT
APRIL	APRIL	APRIL	APRIL
61	10	4	0

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

- Truewater (Contractor for the STP upgrade), Recs, & Project Manager had a meeting with Contractor to establish how would we attempt to meet DES request on the volume of grey water and the area required for the release, from this meeting there will be a EOT request and a VO submitted to cater for expanding population and demand.
- Continuous consultations/meetings with BDO in relation to our budget, how we are tracking and if we're maintaining the governance requirements of procurement etc.
- Meeting with the department Stephen Robbins, Deanne Stewart, BDO, Mayor & CEO in regard to how WWASC Lobby to the state government about the QTC loan.
- Meeting with IKC stakeholders based on the new funding methodologies and what it means for the IKC.
- Met with Prince consultants on what is the best way forward for our Council/Community to manage our waste in a wet tropics area and how it can be cost effective to be compliant.
- Ongoing meeting with the department (John O Halloran) on the business plan in relation to if WWASC manage and operate the 2 accommodation sites including the camping facilities over at the Southside, due to the draft business plan (tabled) with the significant cost and I know the elective members and myself would like to see the economic development in the council, due to the costs it would be viable to go out to contract until we can see more positives in the Council budgets.
- **Recommendation:** Council agrees to tender the 2 newly built units and tents site to external contractor until we can meet all costs in relation to managing these facilities, also temporarily closing down the camping area, as it costs Council more to maintain than what \$\$\$ we are receiving for campers.
- All Council supervisors met at the admin veranda for discussions and update on where we're at and welcoming Brett DeChastel who will be the WWASC Governance advisor appointed by the state department.
- Working with John O Halloran to update and implement the Council's Risk management/Risk Register and the new induction booklet.
- **Recommendation:** to move pay run to Friday, due to staff are now taking Thursday off.
- Working to finalise and capitalise on the early warning signal, which everyone in Wujal and neighbouring shire is fully aware of, well they should because it kept the CEO and myself up all weekend.



- Attended 2 courses held by LGAQ for Grants writing, basically the topics were based on the who, what, when, why, and how to be successful with submissions.
- Line managers and other staff members are concerned that they have to utilise their own private phone and not getting reimbursed for their expenses, and this is why at times they do not answer calls or return them, also due to the risks with our IT where staff do access their emails and work related documents on their private phones.
- Staffing – Welcome Geoffrey Rosendale back as Civil Works Coordinator, Welcome new P&G Supervisor – Phil Carlton and P&G officer Sam Baxter.
We have had Trenton Denman, Dwayne Denmand & Dwayne Matheson resign from P & G.

6.5.1 Capital Works

- W4Q Guest Accom - EOT Variation approved to spend unspent funds.
- BoR Eco Village – EOT Variation approved to spend unspent funds.
- ICCIP – Milestone 3 documents finalised and sent off for completed projects.
- SCADA at 65%.

6.5.2 Civil Works

WWASC has been given a PO from Douglas Shire to complete 26km maintenance grade on the China Camp Road. If WWASC can deliver this job in the approved timeframe, within budget and meeting required scope we have the potential to receive further PO's from Douglas.

6.5.3 Building

BUDGET/Works order	total buget	% done	address
B36317 OT modification	\$18,400.00	5%	3 Yalanji Close
B51322 Driveways	\$18,620.00	100%	Little Douglas St
B48762 Bathroom/Kitchen	\$45,100.00	10%	42 Hartwig St
B38872 Bathroom Upgrade	\$34,200.00	50%	23 Florence Lane
B38873 Internal Pre-paint	\$11,389.00	50%	23 Florence Lane
Plug-In Projects	\$235,0000.00	40%	Of entire builds

Guest Accommodation

Furniture ordered for both Accommodations, awaiting final delivery.

Plants, flowers are in final purchasing stages.

Property Buildings are at 100% complete

Fully furnished are at 50%

Property lawns are maintained by Council workers.

Community Hall

Works at 95% complete, now waiting on SS splash back for the cooking area.

Guest Accommodation

Furniture ordered for both Accommodations, awaiting delivery.



Plants, flowers are also ordered awaiting delivery.

Property Buildings are at 100% complete

Fully furnished are at 50%

Plug-ins

7x at Roof complete stage waiting now for frame inspection

Windows for the next 6 houses will start fabrication on the 25th May 2022.

6.5.4 Water & Waste

We have had David & Ben from the Tropic Public Health Unit up for a week doing ongoing training, sampling, and monitoring.

ICCIP –Storm Water Drain work commenced and came to a halt with flood weather event. Works to recommence soon.

6.5.5 Recycle Centre

AUSWASTE Cooktown and COEX are assisting Wujal Wujal Container Refund Point to get more community members accessing the scheme. Currently open Tuesday & Thursday 8-1PM.

6.5.6 Animal Management & Environmental Health

Treatments:

19TH – 20st Conducted monthly treatments with Helen and PJ

Complaints/Concerns:

Attended to complaints about owners' dog being in and around the café, had an incident concerning a dog biting and chasing people where I have impounded and informed owners that the dog is declared dangerous and issued a written warning letter stating if dog is outside of its enclosure, it will be a immediate surrender to the council. Then had an incident report come in later that month about the dangerous dog outside its enclosure so had the owners surrender the dog over to council.

Medicated injured any injured dogs

Miscellaneous:

Cleaned pound

Posted posters about impounding dogs

Organised a purchase order for chains and runners for menacing/wondering dogs

Collected and injured dog and have the owner sign a euthanasia consent form

Collected dangerous dog and had the owners sign a surrender form

Collected de-sexing consent forms for next de-sexing clinic.

Organised forms and files for easy find and access and to make sure all is up to date

Had an owner ask me to rehome a dog that they have claimed is making them sick. Owner signed a surrender consent form and we have arranged Niki to come and pick it up for rehoming.

Patrol around the community

Animals in community: 69 dogs and 2 cats



6.5.7 Art Centre

Council Meeting Reports

Reporting Period	April 2022
Department	Art Centre
Reporting Officer	Vikki Burrows/Cassie Roatz

Highlights:

- Edwina Circuiti will be acting manager for the art centre, whilst the current manager is on long service leave. Edwina will be here from 26th April – 3rd June and will also be doing fine art workshops with the artists for the new body of work for CIAF Exhibition 2022.
- QRA spent the day filming Elders in the art centre for their stories on resilience. It was good to have the Elders visiting the centre and they enjoyed a fantastic spread of food prepared by the Café.
- Sonya Creek was chosen for an upcoming exhibition ARTNOW 2022 in November. This is a great opportunity and achievement as over 60 people applied for the exhibition at the Cairns Regional Art Gallery.
- There was an IACA Zoom meeting held this month, which was informative, all the staff attended.
- Tourist's have started arriving in the area for the tourist season, so foot traffic to the art centre has increased.
- As we have Edwina here, the art centre staff have been utilizing her knowledge to implement a more streamlined approach to sales by looking at barcoding and QR codes – this will in turn help with stock management and recording sales into the SAM system (Stories Art Money).

Data:

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

Barriers & Issues:

- The shipping container used for storing art materials is moldy, has no air ventilation and is extremely hard to open. Ideally it would be good to replace this container or fit out with air vents and repaint. The staff are worried about the health hazard due to the strong smell of mold coming from the container.
- The garden beds around the art centre building need weeding and cleaning up in preparation for the tourist season. The pathways & ramp around the art centre also need cleaning as they have become slippery with the recent rain. Tourists have started to remark on the gardens and slippery walkways.

Funding/Agreements/Financials:

- WWAS Council received an extra \$50,000 funding per year from IVAIS for support workers at the art centre.
- The Year 3 Backing Indigenous Art report is to be submitted by the 20th of May (an extension has been made by Arts QLD).

6.5.8 HACC

- **Funding and Spend**
 - Lawn Services A. Gibson - \$554.50
 - Think Mobility – HCP \$95.00
- **Issues with Programs etc**
 - Nil
- **Client/Correspondence**
 - Ongoing review of care plans



- Review of archives
- MAC reviews submitted
- Several clients submitted for higher care support – HCP level 2-3
- 1 x client approved for a HCP 2 6-9month wait time, in the interim care support services have increased to 2 per week.
- 1 x client approved and commenced on CHSP meals
- Complaint in re: to local emergency flood warning system
- Discussion with Qld Housing re; respite rooms and their availability during wet season for clients if required
- **Reporting**
 - Food safety audit completed by EHO PN jnr– corrective actions completed and implemented 6/4/22.
- **Staffing**
 - All Community care staff attended Indigenous Palliative Care (Advanced Care planning) education session

6.5.9 Indigenous Knowledge Centre

April 2022 IKC Report

- Queensland Reconstruction Authority visited to create a film on Wujal’s disaster resilience to be entered in an international disaster resilience award. A cultural protocol meeting was held with all stakeholders regarding filming local filming regulations in-line with local lore. After that they filmed a group of traditional dancers and conducted interviews. Wednesday QRA arranged an elder’s lunch which was well attended and enjoyed. They concluded filming on Thursday afternoon and conducted interviews and got some great footage of the area and locals. Fingers crossed we now win the award for our community’s disaster resilience.
- ATO has sent through forms for Council to set up an ATO Tax Help Centre in community to assist community members in completing their tax returns. The position is voluntary and community members would not have to pay for the service. The IKC Coordinator has previously expressed to the ATO that some financial reimbursement would assist in filling the role should we go ahead as they will be very busy come tax time and training would need to be provided for anyone willing to fill the position. By having a tax help centre would be beneficial to the community but the ATO should assist small indigenous communities by funding a position to help the people.
- Ican will be attending community more regularly in the future and are hoping to come in at least monthly. Organising a community stakeholder meeting with Ican and Wujal organisations to discuss issues facing our community.
- Early findings from the RMIT research and requests from community members the IKC is working with Justice Group to facilitate adult literacy lessons. We have found that many of the adult group have very poor literacy and numeracy skills and would like to improve. State Libraries Queensland do not offer any funding or programs to assist with literacy and numeracy at the present time and Cooktown District and Community Care an no longer providing the service. Contacted the Reading and Writing Hotline who have assisted us with reaching out to service providers to get the ball rolling. TAFE is willing to come to community and provide free courses if travel and accommodation is funded. Will continue to work with Justice Group to get a program that will suit our community members.

Projects

Language Grant



- Miromaa has released the first test of the applications. An updated version is being released with some of the fixes completed. More work is being done for the audio level to make it consistent and easy to hear. Public can assess the test app via <https://testflight.apple.com/join/akxqn4mw>
- Doing the final checks and writing keywords and a couple of key recordings and the app will be going live in May

First 5 Forever Mum’s and Bub’s

- A St Johns First course for parents and caregivers has been organised for 19/5/22. This is an outreach program to get parents to come and attend the group. Information about other sessions will be handed out and in the process of working with the Child Health Nurse at the clinic to get other sessions around mental health, child safety etc as well as early literacy, education and bonding.
- State Libraries has escalated their concerns to their managers around the funding reports not being submitted to them from us. They require figures immediately and so that we can fully expend the funding by the end of financial year otherwise we will have to reimburse State Libraries. No extensions are being granted for the First 5 Forever Program this year due to many libraries having big underspends.

IKC Expenditure

Lexton Nandy
\$1,669.32

RMIT Research Funding for Coresearcher payment from Monday 28/3/22 – Friday 1/04/22

Local Government Managers Australia
\$220

For two participants to attend the LGMA Grant Writing webinar 3/5/22
Training GL

Kylie Mills
\$75.22

Reimbursement for Animoto Video maker for subscription to create required video for the LGMA Excellence Awards and the purchase of water for the dance participants for the QRA filming

Modern Teaching Aids
\$7,571.56

Mum’s and Bub’s Group Funding for storage and resources

Fields Solutions Group
\$1,799.42

Twelve monthly payments of \$149.95 for community wifi in the IKC

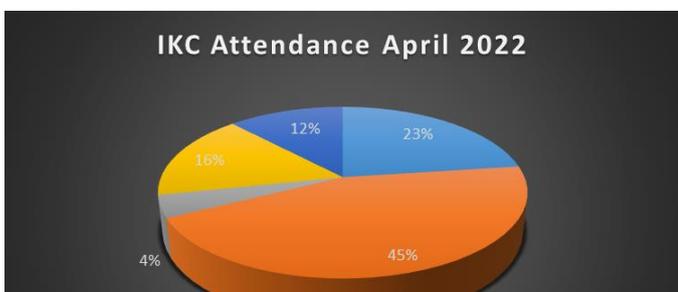
Recommendations/resolution

- Nil

Statistics

IKC

- 166 attendances throughout the month (School holiday’s, Public Holiday’s and worked from home for 2 days)
- 28 Loans for the month
- 2 new members





6.5.10 Post Office

6.5.11 Centrelink

6.5.12 Kindergarten
NIL REPORT RECIEVED

7 CLOSED SESSION –

7.1 Chief Executive Officer Contract

8 GENERAL BUSINESS/ LATE ITEMS