



Minutes | Wujal Wujal Aboriginal Shire Council Special Council Meeting | Budget 2023-2024

Date: Thursday 27 July 2023

Time: 11.00am

Venue: Council Chambers, 1 Hartwig Street, Wujal Wujal

Opening of Meeting

1.1 Welcome | Opening of Meeting

Declaration of opening of meeting by Mayor Bradley Creek
Meeting open 11.03am

1.2 Acknowledgement of Traditional Owners

The Mayor acknowledged the Traditional Owners past present and future.

1. Attendance, Leave of Absence and Apologies

2.1 Attendance

Councillors:

Councillor Bradley Creek, Mayor
Councillor Robert Bloomfield
Councillor Regan Kulka

WWASC Staff Representatives

Chief Executive Officer, Kiley Hanslow
Manger of Works and Building Services, Perry Gould
Manger of Finance. Micah Nkiwane
Executive Assistant, Tania Edwards

2.2 Leave of Absence | Apologies

Councillor Vanessa Tayley
Deputy Mayor Vincent Tayley on leave of absence

2. Budget 2023-2024

- Budget Plan is a fluid document and as we continue to examine parameters, elements of the Budget 2023-2024 as presented here may change to reflect those.
- Budget Planning should ideally begin in January of the year, and this Budget was prepared under less than ideal timeframes.
- The approach in this budget is very conservative and prepared with the view that everything is an investment, this perspective drives our consideration of any expenses
- Any expenditure needs to be justified and accurately allocated to ensure our accounts accurately reflect our daily operations
- We achieve better outcomes when we work as a team, we bring this point of view to our collective ownership of the operations
- This budget includes a 5.6% increase in wages for staff, they may be another increase in September, however that information has not yet been formalised and if that happens the budget will need to be amended to reflect that.
- The reinstatement of the Stores Function within the organisation has not yet been taken into consideration in this budget presented to you today.
- Electronic requisition process has been implemented and is still being fully embedded.
- We have included an estimated \$80,000 for the implementation of electronic timesheet processing in this budget. The implementation of this process will alleviate any fraud related to staff claiming for hours they work when they are not actually at work
- GPS tracking of vehicles was raised, but has not been accounted for in this budget

Statement of Comprehensive Income

- We have taken a conservative view on potential grant funding
- Traineeships in Aged Care, Finance and Stores: we have not been able to quantify the costs of these planned items and this information while not included in this budget may be available for the mid-year review.
- Plugins: we will advise the department that we are unable to deliver on completion of these and will ask the department for their assistance/advise when we meet with them next week.
- Peppercorn Leases: there are several peppercorn leases such as \$1/year for Justice Lease. We have to maintain the buildings and the money is therefore out of pocket for us with the current arrangements.
- Centrelink: we are loosing \$3,000 per month on providing this service to the community and we are seeking additional funding to address this.
- Leases which have not been charged rent: investigation has revealed that there are several lessees that have not been charged rent for quite some time. This include: QPS, Telstra and Apunipuma.
- Operating deficit includes a depreciation of \$2m.
- Fuel & Vehicle use monitoring is planned for this coming year.
- Fuel Station monitoring is to change from monthly dip stick reading of the fuel to weekly readings.

Correction to item 1.3 Statement of Comprehensive Income: the table in the budget was incorrect. Correct table was printed and provided to councillors, and updated in the Budget document.

- Cash Flow: organisations don't fail because they are not profitable, they fail due to lack of cash flow.
- Our focus is on finding better efficiencies to continue to improve our cash flow.
- Potential to increase our sales revenue and through improved collaboration between the various teams involved in the generation of invoices.
- Operational Budgets overview: looking for shortfalls and create strategies to manage those.
- Chief Executive Office budget will be split for mid-year budget review to more accurately reflect how the funding is spend, highlighting the funding allocation on community services.
- Full ownership of the budget will be given to the managers, who will work closely with the finance team.

2.1 Adoption of Budget 2023-2024

Resolution: Acceptance of the Budget 2023-2024 as presented

Resolution:	Acceptance of the Budget 2023-2024 as presented.	
Moved:	Cr Creek	Carried 3/3
Seconded:	Cr Kulka	
Resolution No	20230727-01	

2.2 Adoption of Fees and Charges

Councillors are advised of a correction to the Fees and Schedule included in these papers.

Correction on page 23 or 33 of the Budget 2023-2024 to the printing fees.

The fees were inaccurately noted as 21.12 per printed copy for whole documents.

The corrected fees are .50 per page black and white and 1.00 per page colour.

- Legislation requires that the Fees and Charges are reviewed and adopted annually.
- Rates and Charges have been increased to match the increase in the consumer index increase 5.6%.
- Review will be undertaken to ensure all our tenants have been paying all relevant fees and charges.

Resolution: Acceptance of the Fees and Charges as presented

Resolution:	Acceptance of the Fees and Charges as presented	
Moved:	Cr Kulka	Carried 3/3
Seconded:	Cr Bloomfield	
Resolution No	20230727-02	

3. Quarterly Update | Operational Plan 2022-2023

- Reflects our strategy moving forward

Attendance: Cr Bloomfield left the meeting 12.08pm

- Page 9: Councillor Portfolio areas are due for review, and the CEO proposes these be reviewed at a future ordinary council meeting to improve the allocation

Attendance: Cr Bloomfield rejoined the meeting 12.11pm

- Desexing of female dogs, proposal to increase advertising. Investigate possibility to offer voucher as encouragement

Resolution: Acceptance of the Quarterly update to the operational plan as presented

Resolution:	Acceptance of the Quarterly update to the 2022-2023 Operational Plan as presented.	
Moved:	Cr Creek	Carried 3/3
Seconded:	Cr Bloomfield	
Resolution No	20230727-03	

4. Operational Plan 2023-2024

- Outlines our plans for this financial year

Resolution: Acceptance of the Operational plan 2023-2024 as presented

Resolution:	Acceptance of the 2023-2024 Operational Plan as presented.	
Moved:	Cr Kulka	Carried 3/3
Seconded:	Cr Bloomfield	
Resolution No	20230727-04	

5. Meeting Closure

There being no further business, the Mayor declared the meeting closed at 12.28pm

Confirmation of meeting minutes:

Mayor Bradley Creek:  _____ Dated _____