

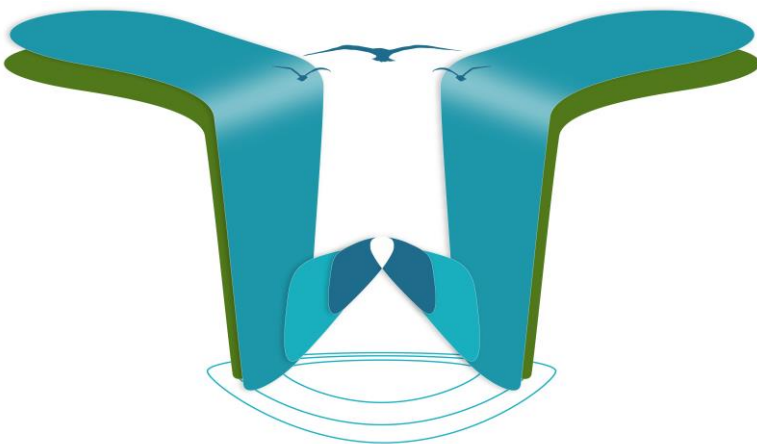
# MINUTES

Ordinary Council Meeting

Thursday 17 November 2022

(Held Over to Tuesday 22 November 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 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 DF & CS Report
  - 6.4 DW & BS Report
- 7 CLOSED SESSION -Nil
- 8 GENERAL BUSINESS / LATE ITEMS
- 9 Brett de Chastel – Governance Advisor: Presentation



## 1. WELCOME/MEETING OPEN

The meeting was opened at 9am on 17 November 2022.

Due to the absence of a quorum, the meeting was rescheduled to 9am on 22 November 2022.

Mayor Bradley Creek declared the meeting open and welcomed everyone at 9:21am on 22 November 2022.

## 2. ATTENDANCE/APOLOGIES

### Attendance

<b>ATTENDEES</b>	Mayor Bradley Creek Deputy Mayor Vincent Tayley Councilor Vanessa Tayley Councilor Reagan Kulka Councillor Robert Bloomfield (9:28am) Chief Executive Officer Kiley Hanslow Director Works and Building Services Victor Mills Finance Manager Lynette Simbil Minute Taker Melody Hunter Presenter Brett De Chastel
<b>APOLOGIES</b>	Nil

### VISITORS/PRESENTERS

<b>VISITORS</b>	NIL
<b>PRESENTERS</b>	Brett De Chastel

## 3. CONDOLENCES/CONGRATULATIONS

Congratulations on completion of Year 12 to Aiden Carson and Alice and Cleon Doughboy

Timina Bassani and partner on the birth of baby boy Clarence Bassini

Bloomfield children from kindy to primary school and those completing primary school and going to high school.

## 4. COUNCILLOR OBLIGATIONS/DECLARATION OF INTERESTS

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

Declaration of Conflict of Interest on any item of business - Nil

Registers of Interest – Nil



## 5. CONFIRMATION OF PREVIOUS MINUTES

Confirmation of Minutes of Ordinary meeting held 20th October 2022 as circulated.

Moved: Councillor Vanessa Tayley

Seconded: Dep Mayor

Carried: 4/4

9:28 am Councillor Kulka entered the meeting.

Business Arising from Previous Minutes - **report given at the meeting.**

### Response from the CEO regarding staff issues and level of satisfaction.

Not many responses received. Would like to extend the survey for longer.

Responses received indicate:

1. Respect and support from supervisors goes a long way to motivate staff and improve staff satisfaction levels.
2. Staff often feel unsupported and want to be treated better by their supervisors.
3. Staff want to see cultural awareness sessions in the workplace.
4. Staff have low levels of job satisfaction.
5. Staff want to see more local people in local jobs.
6. Staff would like to be shown more appreciation of their efforts.
7. Staff feel incentives, like staff barbeques and recognition, increase staff satisfaction.
8. If they were CEO for the day, staff would work as a team, help to build staff up, don't point fingers when things go wrong – take shared accountability for issues.

## 6. REPORTS

### 6.1 Mayors Report

DATE	MEETING
31 October 2022	Meeting to discuss leases of Council buildings With CEO and Manger Corporate and Commercial Services
1 November 2022	Meeting with O-HUB CYP With CEO and Director Works and Building Services
7 November 2022	Meeting with Tim Poole and Housing team With CEO Councillors agreed there was a need to better capture census data to get more funding into WWASC. Councillors noted there were transitional houses on Herloin and Keim and felt there was a need to revert these back to community houses.
8 November 2022	Meeting with CHDE Digital with CEO and Wendy to increase reception and upgrade signal for Wujal Wujal and the surrounding area.
10 November 2022	LDMG Meeting (postponed)
15 November 2022	TCICA AGM – Yarrabah – attended with CEO - would like a future TCICA meeting to be held in Wujal Wujal
16 November 2022	Climate Economic Pathways Conference – discussed the use of solar power to decrease electricity costs.



Council Resolution on Mayor's Report:

Moved: Mayor Creek

Seconded: Councillor Bloomfield

Carried: 5/5

## 6.2 Chief Executive Officer Report

DATE	MEETING
25 October 2022	General project meeting with WWASC and TrueWater re Sewerage Plant – Environmental Authority amendment (not required), flow rate, sludge management. Drafted a letter to TrueWater regarding the contract and contractual requirements still to be achieved.
25 October 2022	Introduction to Disaster Management with Mary Lockton and Alison Lamb LGAQ, including LGA Regulations (Commentary webpage on LGAQ site is a great resource), disaster management, acronyms in Local Government, Local Disaster Management Group (LDMG), Local Disaster Coordination Centres (LDCC), option to provide bulk training to Council and staff, QRA Efficiencies Program funding for training, areas stood up in an event. Ergon need to ensure generators are placed out of flood areas.
25 October 2022	Meeting with Vanessa Brindell, Rick and Michael from Housing – re: Plug-In Project – four plug-ins due by 25 November 2022. Flagged projected overspend of \$509K.
26 October 2022	Whole of staff meeting at the Community Hall
26 October 2022	Meeting with Mayor Bradley: Aged Care location – BoR funding Lights on Rugby Oval – Government Champions Lights on the bridge – Government Champions
27 October 2022	Teleconference with Darlene Irvine – FNQROC – Introduction to FNQROC – Key staff, regional plan currently being reviewed
28 October 2022	Wujal Wujal Foundation Day Community Event
31 October 2022	LGAQ Overview – Simon Booth, Jim Boden, Brett Johnson and Mary Lockton – discussion on Peak Services, policies, delegation registers, Local Govt model policies and Local Buy.
31 October 2022	LDMG Overview – Nadine Oosen and Peter Rinaudo, Vic and myself Stage of activation and activation of LDMG Council's role in event management Generators and locations Stores including storage of food prior to an event LDC for events Housing for displaced or vulnerable people Roadworks (roadworks underway and road closures) Communication to the community Outstations and camps – support and communications with them Requests to other Councils – Memorandum of Understanding Presence and role of Queensland Police Service
31 October 2022	Meeting to discuss leases of Council buildings – RTC building, Mens' Centre, Youth Centre, Baja Baja Site, Pama Futures, My Pathway office, Apunipima men's health shed, duplex near the Kindy, CDCC, Telstra leases, Library, Café, Residential leases, shop lease, Queensland Health leases, Dept Housing leases, QPS lease, Church lease.



1 November 2022	Meeting with O-HUB CYP – Lease of Charlie’s Centre to O-Hub and Pama Futures. Sean O’Gorman and Audrey Deemal attended and inspected Charlie’s Centre and seemed very happy with the location.
2 November 2022	Initial Wujal Wujal Rodeo meeting – need a planning committee to discuss: Insurance Sponsorships Time Schedule Quotes Fundraising
3 November 2022	Teleconference with Roxanne Browne – Troy Cassar-Daley’s Manager – re: community concert with Troy Cassar-Daley on 4 June 2023 for the cost of \$5,000. (Resolution required). Need to look at security – talk to Peter in Hopevale. Need to source additional sponsorships – maybe also funding from Sport and Recreation and Community Safety grants.
3 November 2022	Meeting with Kerry-Lee X Bird re: DSDSATSIP work in Wujal Wujal
3 November 2022	Meeting with Vanessa Ramsey and Laurelle Goulding – Sport and Rec – re: WW sport and recreation program and funding – need to achieve goals. There is support available.
3 November 2022	SES meeting with Eleanor Rosam – SES Local Coordinator (QFES) re starting up Wujal Wujal SES – sign ups, equipment, SES boat, other equipment and sandbagging manual bagger have not been returned after they were borrowed for southern floods, SES training, shed clean up
4 November 2022	Microsoft Teams meeting with Australia Post – re: WW local post office. Discuss with Council. More in Corporate and Commercial Manager Report (resolution required).
4 November 2022	Interview with Sarah Martin – Cape York Weekly – CEO Introduction
7 November 2022	Meeting with Chris Patterson – Dabu Jajikal
7 November 2022	Meeting with Tim Poole and Housing team – discuss WW Local Housing Plan
8 November 2022	Phone call with Tanika Parker – Trauma Nurse from Hopevale who is empowering grass root communities. Would like to talk at our next WW Community meeting on Health Equity Reform funding (\$100M), increase in health issues in community. Tanika is organising a press conference to raise concerns on health in community. She will be talking at community meetings and would like to organise politicians to come up to Wujal Wujal.
8 November 2022	Meeting with My Pathways re: casual labour pool – My Pathways has provided resumes for review. Also discussed the Work Trial – 13-week work trial for local people. 4 participants in Depot, 4 in Parks and Landcare and one in Admin. Resumes provided for review.
8 November 2022	Meeting with CHDE Digital – connectivity in Wujal Wujal, digital signs on roads, cameras near crossings to show when rivers are up (powered by solar panels) CHDE Digital can provide funding for cameras at crossings that become flooded, such as Worbida Creek and Emmogen Creek (so can LGAQ).
8 November 2022	Teleconference with Alison Lamb – LGAQ – more on local disaster management – resources provided. LDC role, delegations of roles when members are away, Local Disaster Control Centres and set ups, help with disaster event claims (base claim wording around community safety), role of QFES Emergency Mgt Coordinator, communications through radio, etc.
9 November 2022	Christmas Celebration Planning Committee meeting – 7 December 2022 between 4:30pm and 9pm. Delegations of tasks to people. Jo Gowans is coordinator.



9 November 2022	<p><b><u>Receipt of subdivision and new road plan SP338357.</u></b></p> <p>Council have approved two new subdivisions for residential purposes. The survey was completed and lodged with the Department of Natural Resources and Mines to register the newly created Lots.</p> <p>The subdivisions also create new roads that need to be dedicated as road reserve. In order for this to occur Council as Trustee for the DOGIT need to resolve to surrender that part of the DOGIT that will become the Road Reserve.</p> <p>The Council applied to the Minister responsible for administering the Land Act 1994 for the surrender of part of the DOGIT in terms of section 55 of the Land Act 1994 for the purpose of dedicating those surrendered areas on SP338357 (4572m<sup>2</sup>) as road in terms of section 94 of the Land Act 1994.”</p> <p>Survey Plans and draft forms were received from Remote Indigenous Land and Infrastructure Program Office on 9 November 2022.</p> <p><b>Recommendation</b></p> <p>That the Council as Trustee -</p> <ol style="list-style-type: none"> <li>a) accept sub-division and new road plan SP338357;</li> <li>b) applies to the Minister responsible for administering the Land Act 1994 for the surrender of part of the DOGIT in terms of Section 55 of the Land Act 1994 for the purpose of dedicating those surrendered areas on SP338357 (4572m<sup>2</sup>) as road in terms of section 94 of the Land Act 1994.</li> <li>c) Accept any land administration actions incidental to, and necessary, to facilitate lodgement and registration of the plan.</li> </ol>
9 November 2022	Meeting with Rachel Brophy, CEO Douglas Shire – Myself, Victor Mills and Joanne Gowans – discuss solar lights on bridge, extension of Wujal Wujal boundary, Douglas Shire Council are in favour of this. Past issues with extending boundary due to AMP. Discussed road works.
10 November 2022	Meeting – CHSP and Health Care Centre – put in place regular monthly meetings to increase two-way communication and integrated care model for clients. Requested GPMP for all clients.
10 November 2022	LDMG Meeting (postponed)
10 November 2022	Meeting with DES – Carrie Goldsmith, Victor Mills, Laurie Raleigh and Michael Leslie – re: sewerage plant, Environmental Authority and sludge management.
11 November 2022	Review and update of Wujal Wujal Aboriginal Shire Council Business Continuity Plan (resolution required)
15 November 2022	TCICA AGM – Yarrabah
16 November 2022	Meeting with Celia Innerarity – Apunipima, CHSP Aged Care Centre and Health Care Centre re Wujal Wujal Nutrition.
22 November 2022	Proposed Community Meeting (resolution required to call this community meeting). Housing is able to attend to discuss tenancies, allocations and Housing Management Plan)





24 and 25 November 2022

Government Champions visiting Wujal Wujal Community. Discussion with Council required on any points to raise with Hon. Minister Leeanne Enoch and Director-General Jamie Merrick. Current points of discussion are:

	<b>Agenda items</b>
1	Mayor / WWASC Priorities
2	<p>QTC Loan (Lobby to Deputy Premier).</p> <p>WWASC has come out from the financial controllers and have improved financial management and reporting. There is a light at the end of the tunnel; however, that light is still a long way away, which will affect WWASC operations and support to the community for many years.</p> <p>Can the current loan be wiped, or significantly reduced? This will allow more funds currently used to pay the loan to be spent locally to service to build the local community.</p>
3	<p>Housing Programs, Plug ins etc (Budget) – inc excessive prices, considerations and logistics for remote project. Discussion also on Special Tax Ruling to claim GST portion back</p>
4	<p>Boundary Extension (small steps):</p> <ol style="list-style-type: none"> <li>1. Lobbied in 2012; however, not approved due to AMP – can freehold properties be granted exemption from AMP</li> <li>2. Can the Qld State Government underwrite any works and costs for the bridge? WWASC cannot afford the maintenance and upkeep on the bridge – costs are expected to increase with the age of the bridge</li> </ol>
5	Future Housing Funding (NAPHARI) etc – overcrowding at critical level in community
6	Business Support for Community Locals – support in place to support local business economic development, including ongoing support
7	Currently no flood boat and minimal other SES equipment to support SES operations and disaster event management in Wujal Wujal – this flood boat and other equipment (sandbagging machine, jaws of life, etc.) was repurposed to other southern flood events. There is a SES vehicle, but little else.
8	Roadside barriers in dangerous areas where deaths have occurred in Cook and Douglas Shires. This is a critical requirement that will prevent further deaths. GPS points can be provided.
9	Solar lights throughout community to increase community safety in Wujal Wujal, especially critical on the bridge.
10	Funding required to fix the roads (GPS points below) and especially for concreting the steep hills areas on the road between Wujal Wujal and Emmogen Creek.



		<p>The potential road lengths for improvement are below - (GPS start and finish points of the proposed road lengths are listed to assist)</p> <p><b><u>Bitumen Areas.</u></b></p> <ol style="list-style-type: none"> <li>1. South 15.94803 East 145.33156 to South 15.95030 East 145.33357</li> <li>2. South 15.95030 East 145.33357 to South 15.95152 East 145.33397</li> <li>3. South 15.95113 East 145.33903 to South 15.9525 East 145.34451</li> </ol> <p><b><u>Concrete Areas</u></b></p> <ol style="list-style-type: none"> <li>1. South 15.96197 East 145.35978 to South 15.96144 East 145.36219</li> <li>2. South 15. 96654 East 145.37473 to South 15.96520 East 145.37691</li> <li>3. South 15. 96274 East 145.38956 to South 15.96479 East 145.38988</li> </ol> <p>Note that all of the GPS points are measured from North to South.</p>
11		<p>Support with community events to uplift and reinvigorate Wujal Wujal after past few years (COVID19, financial controllers, increased Sorry Business, etc.). Council would like to bring some positivity back into Wujal Wujal; however, need help through sponsorship for these events as Council cannot afford these:</p> <ol style="list-style-type: none"> <li>1. Christmas celebration (7 December 2022) Support required includes;             <ol style="list-style-type: none"> <li>a. Christmas solar lights for four main big trees in Wujal Wujal</li> <li>b. Christmas solar lights for on the bridge</li> <li>c. Christmas stockings and presents for the children (157 children – ages 0 to 16);</li> </ol> </li> <li>2. Troy Cassar-Daley community concert (4 June 2023); and</li> <li>3. Rodeo (September 2023).</li> </ol>
12		<p>RECS engineers estimate for completing all works on Wujal Wujal Aboriginal Shire Council’s infrastructure to become compliant is approximately \$3.5M. There is \$800K Works for Queensland funding that can be used towards this. The gap will still be estimated approximately \$2.7M. Lobbying for funding for works on Council infrastructure to make this compliant.</p>
13		<p>Critical need for a back-up generator for the Wujal Wujal Kindergarten for disaster events.</p>
14		<p>Need air conditioning in critical key areas – e.g. in the aged care units and centre, the Wujal Wujal Kindergarten (which is also the disaster area evacuation centre) and in the Indigenous Knowledge Centre (used by Elders and young children).</p> <p>Also need air conditioning and upgrade to the animal management area – visiting vet carries out surgical procedures in small hot room. Not optimal, sweating whilst operating, no ventilation. Also need roof over animal holding area for protection from the elements (sun/rain, etc.)</p>



	15	Qld State Government services – funding for Council delivering services on behalf of Qld State Government. Wujal Wujal is a remote community and Council members often take on the responsibilities on behalf of QFES, that QFES would undertake in more urban areas, e.g. Council firefighting –. What options are available for reimbursement of Council staff who undertake those responsibilities in Wujal Wujal to provide that service to the community where others cannot?
	16	Need for better nutrition in Wujal Wujal – shop does not provide healthy food choices/fruit/vegetables, etc. What can be put in place? Can healthy food choices be subsidised and how? E.g. health food subsidised, unhealthy choices not subsidised. Subsidising health choices proactively builds up community health and reduces health issues in community.
	17	Funding for dialysis facility and two dialysis chairs in Wujal Wujal, as well as staff to manage and assist with these. Community members must travel hours each way for regular dialysis. Number of community members on dialysis is increasing. Funding would include water treatment, plumbing and chairs and facility including fit out.
	18	<p>Health equity in community – what does good culturally-appropriate health care look like?</p> <ol style="list-style-type: none"> <li>1. Community members want health services to come to them – e.g. Health Care staff to go into community to talk with people</li> <li>2. Community members may not be properly assessed and as a result, sent home with Panadol for major issues</li> <li>3. Community needs a permanent doctor in community Currently, community members need to leave community to give birth.</li> </ol>
		Lights for football oval (also used for other community events, gatherings, etc.) –the same as the tilt-down lights in Yarrabah - this would be optimal for Wujal Wujal, as these lights are robust, and the tilt-down facility would decrease future maintenance costs.

**6.2.1 COUNCIL RESOLUTIONS REQUIRED**

That Council agree to hold the Wujal Wujal community meeting on 6 December 2022.  
 Moved: Councillor Kulka  
 Seconded: Councillor Vanessa Tayley  
 Carried 5/5

Formal resolution to hold the Troy Cassar-Daley concert on 4 June 2023 at the cost of \$5000 to Council.  
 Moved: Councillor Kulka  
 Seconded: Deputy Mayor Vincent Tayley  
 Carried: 5/5

That Council agree to hold the Wujal Wujal Christmas Celebration on 7 December 2022.  
 Moved: Mayor Creek  
 Seconded: Councillor Kulka  
 Carried: 5/5



That Council endorse the updates to the Wujal Wujal Business Continuity Plan  
 Moved: Mayor Creek  
 Seconded: Councillor Kulka  
 Carried: 5/5

That the Council as Trustee -

- a) accept sub-division and new road plan SP338357;
- b) applies to the Minister responsible for administering the Land Act 1994 for the surrender of part of the DOGIT in terms of Section 55 of the Land Act 1994 for the purpose of dedicating those surrendered areas on SP338357 (4572m<sup>2</sup>) as road in terms of section 94 of the Land Act 1994.
- c) Accept any land administration actions incidental to, and necessary, to facilitate lodgement and registration of the plan.

Moved: Deputy Mayor Vincent Tayley  
 Seconded: Councillor Vanessa Tayley  
 Carried: 5/5

### 6.3 Department of Finance & Corporate Services Report (DF&CS)

#### Corporate and Commercial Manager Report

For Month Ended 31 October 2022

Monthly Financial Report as at 31 October 2022

**CASH POSITION**

Progress this month

**Cash & Cash Forecast**

<b>Money on hand &amp; owing to council</b>	
Cash available to pay creditors and wages	1,444,840.65
Quarantined monies	1,734,190.59
<b>Bank balance</b>	<b>3,179,031.24</b>
<b>Total debtors &amp; receivables</b>	<b>228,494.74</b>
<b>Long Term Loan</b>	<b>3,538,119.79</b>
<b>Creditors</b>	<b>57,387.19</b>
<b>Total monies owed</b>	<b>3,595,506.98</b>

**Long Term Loan Balance**

During the month Council has made its monthly repayment of \$35,207



### Monthly Financial Report as at 31 October 2022

#### OPERATING POSITION

##### Council income vs Council expenses



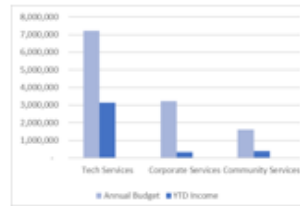
##### Progress this month

Income and Expenses within Budget

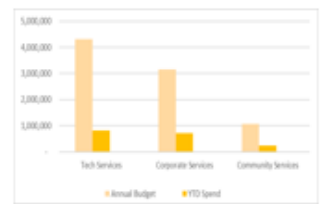


##### Income & Expenses by Area

###### Actual income vs Budget income



###### Actual expenses vs Budget expenses



##### Income & Expenses by Type

###### Revenue by Category



- Fees & Charges
- Sales Revenue - Building Construction
- Sales Revenue - Enterprise
- Grants, Subsidies, Contributions & Donations

###### Expenses by Category



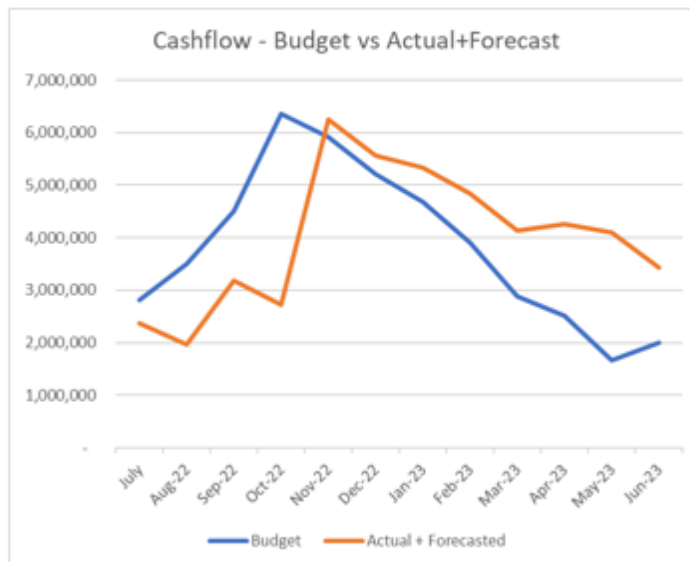
- Employee Benefits
- Materials & Services
- Finance Costs
- Depreciation
- Capital expenses



### Monthly Financial Report as at 31<sup>st</sup> October 2022

#### CASHFLOW

##### Cashflow - Budget vs Actual+Forecast



Later peak of inflow as result of delayed SGFA (+\$1.3m grant) and acquittals from BoR and W4Q (+\$0.4m)

Better cash position at the end of the year as the result of the FAG grant (+0.6m), assuming all is put in cash reserves, and savings in operations



Monthly Financial Report as at 31 October 2022  
PROJECT PROGRESS

Community Buildings					Road Infrastructure				
Funding	Capital Projects	Due to complete	Budget utilisation % (Spend to date / Total Budget)	Project on track On time & budget	Funding	Capital Projects	Due to complete	Budget utilisation % (Spend to date / Total Budget)	Project on track On time & budget
HPW Pflagen	HPW Pflagen Projects	31-Dec-22	58%	Not Started	LRC	Guest Accom Carpark LRC Program funding	30-Nov-22	0%	Not Started
W4Q 2022-24	Council buildings	TBA	0%	Not Started	GRA	Slip Chime Camp	TBA	0%	Not Started
W4Q 2022-24	Solar Art Centre	TBA	0%	Not Started	LCR 2022 - Phase 3	Roadside Verges	TBA	0%	Not Started
W4Q 2022-24	Solar Sports Centre	TBA	0%	Not Started	GRA	Stormwater Drainage	TBA	0%	Not Started
HPW	New House + Subdivision	TBA	0%	Not Started	DES	Litter Signage		0%	Not Started

Infrastructure Other					Water & Sewerage				
Funding	Capital Projects	Due to complete	Budget utilisation % (Spend to date / Total Budget)	Project on track On time & budget	Funding	Capital Projects	Due to complete	Budget utilisation % (Spend to date / Total Budget)	Project on track On time & budget
IV Legacy Funds	Southern Stage Project	Completed	68%	Not Started	ICCIP	WTP & WWTP Scaza Upgrade	31-Aug-22	100%	Not Started
W4Q 2022-24	Separate Electricity Meters	TBA	0%	Not Started	ICCIP	Wastewater treatment plant upgrade and irrigation upgrade	31-Aug-22	134%	Not Started
W4Q 2022-24	Automation Service Station (Stage 1)	TBA	0%	Not Started	ICCIP	Storm water drain	31-Aug-22	62%	Not Started
AP Consult	Waste Initiative	TBA	0%	Not Started					



Monthly Financial Report as at 31 October 2022  
PROJECTS – YEAR 2

Community Buildings	Road Infrastructure
<p>Capital Projects</p> <p>Security for Community Splash Park Playground and Shade Sail Solar Panels Boundary around Cemetary</p>	<p>Capital Projects</p> <p>Carpark at RTC Beautification of Town Centre (Carparking)</p>
Infrastructure Other	Water & Sewerage
<p>Capital Projects</p> <p>Automation Service Station (Stage 2 &amp; 3) Lights for Oval</p>	<p>Capital Projects</p>



Monthly Financial Report as at 31 October 2022  
The Numbers

Statement of Financial Position	YTD End of Month Reporting - October 2022			Comments
	Actual	Budget	Variance	
<b>Revenue</b>				
<b>Recurrent Revenue</b>				
Fees & Charges	1,031,634	1,094,690	(63,056)	520k less on charges due to hand over of properties (21a&b Hartwig).
Sales Revenue - Building Construction	417,083	187,000	230,083	Invoicing catch up for 2021/22 year completed
Sales Revenue - Enterprise	224,997	134,000	90,997	+54k due to higher Art Sales than expected, +36k from higher fuel sales
Grants, Subsidies, Contributions & Donations	753,632	3,401,853	(2,648,221)	arrive (-\$300k), CHSP being received monthly not upfront (-\$65k)
<b>Total Recurrent Revenue</b>	<b>2,427,347</b>	<b>4,817,543</b>	<b>(2,390,197)</b>	
<b>Capital Revenue</b>				
Capital, Grants, Subsidies, Contributions & Donations	1,539,488	2,814,439	(1,274,951)	W4Q \$500k delayed, Budget had QRA fully received in Aug, should have been just first 10%; QRRF \$305k delayed, Waste initiative \$265k delayed)
<b>Total Capital Revenue</b>	<b>1,539,488</b>	<b>2,814,439</b>	<b>-</b>	<b>1,274,951</b>
Rental income	78,868	67,800	11,068	
Interest received	962	5	957	
Joint Venture	-	558,182	(558,182)	\$300k incorrect timing as received in June; following up with JV for first quarter instalment
Other income	76,065	-	76,065	
<b>Total Revenue</b>	<b>4,122,730</b>	<b>8,257,969</b>	<b>(4,135,239)</b>	
<b>Expenses</b>				
<b>Recurrent Expenses</b>				
Employee Benefits	1,218,398	1,321,964	103,565	Change to hours letters released in September and implemented in October, Budget had expected in July with a larger uptake. Increased absences, offset with state rise (expected 3.5%, result 4.6%)
Materials & Services	1,190,816	1,516,628	325,811	Lower expenses as Grant monies unexpended at this time
Finance Costs	2,640	16,501	13,861	
Depreciation	715,504	641,665	(73,839)	Higher, due to revaluation of land & property at audit
<b>Total Recurrent Expenses</b>	<b>3,127,359</b>	<b>3,496,758</b>	<b>369,399</b>	
Capital expenses	0	854,899	854,899	Had expected W4Q work to have started.
<b>Total Expenses</b>	<b>3,127,359</b>	<b>4,351,657</b>	<b>1,224,298</b>	
<b>Net Operating Surplus/ (Deficit)</b>	<b>995,371</b>	<b>3,906,312</b>	<b>(2,910,861)</b>	

6.3.1 Accounts Receivable

Nil Report

6.3.2 Accounts Payable

Nil Report

6.3.3 Information Management / Records Management

7 Nil Report

**AUSTRALIA POST**

During the month of October, I undertook a recruitment process to get a new employee for the post office. The successful candidate was contacted and advised to attend the office, so we could get the process started to sign them on. Unfortunately, the candidate didn't show up for the first three days, and then contacted me to say that wouldn't be taking up the role.

At the same time, I received yet another demand notice from Australia Post head office. I restated that without any proof of council fault, we would be unable to settle the notice. Australia Post then provided me a copy of the audit report from their work completed soon after the alleged break in. This showed 38 deficiencies in operations out of 40 areas tested!

Australia Post still wanted to have us to sign another 3-year LPO agreement (our previous agreement has expired), as they are under obligation to ensure that they are represented in town and able to service us under their agreement with the Commonwealth.

Based on the inability to recruit suitable candidates that MUST be vigilant in compliance matters under our LPO agreement (and to not breach Federal laws), I feel that we must not sign the new LPO 3-year agreement with Australia Post. Further, given the minimal return for our efforts (\$10k net for the year), I believe that the risks of non-compliance outweigh the benefit.



In discussions with Australia Post, they agree that we are in a difficult position – in order to run a successful Australia Post there must be a suitable manager and one that is sound in relation to compliance.

Australia Post will be obligated to provide a service to our community, so this service will not be disappearing, it simply is unable to be managed by council.

### **Pros of change**

- Can be given to a private business holder who will be invested in ensuring that the LPO agreement is adhered to
- Council will not have the risk associated with overseeing a manager, especially if that manager is in breach of the LPO agreement. This is costly and creates reputational damage to the council and the community
- Council can refocus its efforts from Australia Post, to getting better returns out of alternate existing programs that we oversee (what we receive yearly here, we get in just 15 days elsewhere, if that program is run well)
- Council can charge rent for the new operator if they use the existing Australia Post set up, or can repurpose for a new lessee (potential return of \$16k per year)
- Greater opening hours than present – currently trying to manage with Corporate Services staff helping out for one hour each day. This is not suitable or sustainable in the long term.

### **Cons of change**

- Change may result in one local job being replaced by an external operator. However, as this operator is invested in seeing the business succeed, they may then look to employ more locals.

### **Recommendation**

That Wujal Wujal Aboriginal Shire council advise Australia Post that we will not be signing the LPO Agreement for the next three years. WWASC gives thirty days' notice, as required under the current arrangement, of the cessation of current arrangements.

### **COUNCIL RESOLUTION REQUIRED**

That Council agree not to sign the LPO agreement for the next three years.  
Moved: Mayor Creek  
Seconded: Councillor Bloomfield  
Carried: 5/5

### **PLUG INS**

During the month of October, as part of our fortnightly project meetings, it became apparent that the Plug In project was causing great concern related to the slipping deadlines, the increasing amount for completion at each review, and the minimal funds left of the initial project funds in Council accounts (\$22k at the end of the month).

The Department of Housing has been aware of some of the issues and met with the CEO and Director of Works to discuss. They have asked for a full breakdown of all costs related to the \$500k request for funds that we had submitted previously, to see this project to completion. This review helped the team to understand what hadn't been included in costs and what items needed to be revisited to get better quotes to finalise the project.

At this time, we have no guarantee from the Department that we have secured the \$500k from our Subdivision project. They have every right to decline this, as our contract with them clearly states that overspends are at the expense of council.

Further to this, the final number continues to be uncertain. As further reviews are undertaken, the Works team are hoping to find savings, however as the overspend amount has been increasing over the past six months since I have arrived, this too is uncertain.





It is important for council to know that if we are unsuccessful in our application for the funds, we will have no choice but to find savings in our operations in order to finalise the Plug-In project. This may result in 8 jobs being reduced, or the reserve that we had hoped for from FAGS to be utilised.

If we are successful in our application, we must project manage the Subdivision successfully so as to not simply delay paying for this overspend at a later date. I believe that with the formation of the Project team, which has a variety of specialist skills, we can achieve this however we must be thorough in our planning and procurement processes.

Manager Corporate and Commercial Services Report  
 Moved by Councillor Bloomfield  
 Seconded by Mayor Vincent Tayley  
 Carried 5/5

11:38am Lynette left meeting

## 7.2 Director Works & Building Services

Reporting Period	October 2022
Department	Works & Building Services and Community Services
Reporting Officer	Victor Mills

### Information:

- Capitalisation of the BOR funds and Project – (Eco Tents) so we can acquit and claim \$300k.
- Continuous catch up with the project team to discuss ongoing projects and budgets.
- Plug in meeting with DG, Funding Officer and Housing Engineer from the interim capital funding program, discussions were around the overspend and how we can access the next funding budget to complete all outstanding Plug ins.

Since July 2019, the date of the inception of the Project Management Plan, originally there was approx. 4 x self-contained 2-bedroom units and 6 x 2 bedroom with a toilet and bathroom. WWASC Building Coordinator requested Housing inspector to attend the sites for further inspections. Due to the landscape of the proposed builds it was recognised not to be plug ins, but all separate self-contained units to suit the land layout. Then during construction WWASC was then requested to change of scope due to occupational therapist request for dis -modifications.

Budget Overrun/delays;

Approximately 600k, contributing factors are, change of scope, WWASC confusion with funding GST as the Building Coordinator back then was working and programmed to the 235k per build which equates evenly to 10 builds of the same design and fit out. Then to find out that it was GST ex, which then brought the budget back to 215k per build, then there was COVID which brought about the escalation in building materials 40%, fuel costs for delivery and builders and delays.

This program was a test for the Local builders and other tradesperson in the area which had the opportunity to keep the work local and comply with the COVID requirements with lockdowns etc. DW&BS in discussions with finance and Ceo, the way forward is that Building Coordinator will be back out in the field, Project Manager will run all Major/Minor Capital Works, WW Coordinator will be programming/processing the QBuild requests. If the department of Housing approves of the overspend to be drawn down from the next program, this will leave the site preparation and inground services to be complete.

- WH&S Committee monthly meeting at the Art Centre, these meetings will take place in different locations of Council’s assets so we can have other staff from other areas assisting in potential hazards and risks.



- Urban water stewardship Framework - The main purpose of the framework is to provide a consistent means of evaluating and reporting on the level of practice applied to urban water management-related activities. This is required to provide an evidence basis for the development of targeted support strategies by various levels of government to improve urban water management and reduce pollutant loads exported to the Reef and connected local waterways.
  - erosion and sediment control and stormwater treatment system design during the construction phase
  - stormwater treatment asset maintenance during the post-construction phase
  - sewage treatment plant and sewer network operation and maintenance.
- Joint Venture partnership meeting to introduce newly appointed CEO and introduction to the Board and operational staff.
- Regional Procurement advisory committee meeting with FNQROC – discussions around allocated funds and funds given back to the budget due to Councils can't meet deadline.
- Ongoing meetings with BOM – Northern Qld situational awareness briefing, focused on NQ for the next 7 – 10 days. The intended audience is core and advisory members of northern Qld DDMGs to assist with preparedness, response and recovery relating to natural hazards.
- Meeting with Dale James Manager for True Water contractors in relation to the WWTP Upgrade, the meeting was around what is the hold up, what they have as outstanding items to complete and when the actual completion date. From this meeting WWASC then had a meeting with Carrie Goldsmith and Clayton Abreu from DES to ensure that what was promised to Council in the contract and what is delivered is approved by the regulators.
- Regional Resource Recovery Plan – the introduction to a regional plan in investment Logic Mapping has proven beneficial in other states.
- QICWON (Qld Indigenous Councils Water Operator Network), these meets are organized by DNRM, and is aim at indigenous operators networking, Design and tender post commissioning report, engineers without borders – scope and review input, Water & Sewer maps for local council areas, pay equity & Local government Asset Management Plans & Strategic Asset Management plans.
- Had an all workforce meeting with a BBQ to introduce Ceo and also to have feedback from individual staff of their terms working for Council also what is their key role in Council.
- Have advertised for replacement in AMO/EHO, 2 x P&L officer and 1 trainee if required.
- NOTICE TO ALL ELECTED MEMBERS, UPCOMING MOONSOON EVENTS COULD BE HEADING OUR WAY, MESSAGE IS TO START PREPARATION FOR WHEN IT DOES HAPPEN, WE AS LDMG ARE REQUIRED TO CALL A MEETING IN PREPARATION TO ENSURE ALL OUR STAKEHOLDERS ARE AWARE AND HAVE THEIR AREAS READY TO ASSIST, WE WILL REQUIRE A RESOLUTION FOR A DEPUTY CHAIR TO FILL OUR CURRENT LDMG STRUCTURE.

### COUNCIL RESOLUTION REQUIRED

That Council nominate Deputy Mayor Vincent Tayley to become Deputy Chair of the LDMG.

Moved: Mayor Creek

Seconded: Councillor Kulka

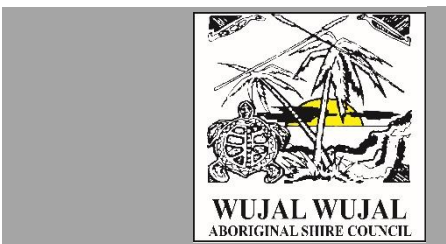
Carried: 5/5



**Works & Building Operational Report**

**7.2.1 Building**

WUJAL WUJAL ABORIGINAL SHIRE COUNCIL  
Works & Building Services



**Project Summary**

REPORT DATE	PROJECT NAME	PREPARED BY
Date: 12/10/2022	Building	Patrick Nandy

**Status Summary QBUILD - (October 2022 report not received)**

**Responsive works:**

- Total number of invoices raised =
- Total value of invoices = \$

**Planned Maintenance works:**

- Total number of invoices raised =
- Total value of invoices = \$

Total invoices raised in the month of October 2022 totalling \$

**Budget Overview – as at 30 September 2022**

BUDGET /PLANNED MAINTENANCE	TOTAL BUDGET	% DONE	ADDRESS
<b>B55885</b> Laundry Upgrade	\$18,630.00	5%	18 Third St
<b>B56487</b> Modification to Bathroom	\$35,640.00	0%	10 Keim St
<b>B58900</b> Verandah Upgrade	\$46,261.00	0%	10-3 Cape Tribulation Rd
<b>B61595</b> Flooring Upgrade	\$32,850.00	0%	10-8 Cape Tribulation Rd
<b>B59617</b> Minor Upgrade	\$84,030.00	0%	7 Heorlein St
Plug-In Projects	\$211,5000.00	60%	Of entire builds

**Risk and issue history**

ISSUE	ASSIGNED TO	DATE



### **Guest Accommodation / Eco village**

Property lawns are maintained by Council workers.

### **Community Hall kitchen**

Works at 95% complete,

### **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%

### **Eco Tourism Village**

Boundary fence 95% completed

Disable handrails Defects need to be completed

### **Planned Maintenance**

7 Heorlein St- PO to Iva Construction

### **Plug-ins**

4 Plug-Ins are ready to complete by 20 November 2022.

The Rest will be completed by 30 May 2023.

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## **7.2.2 Water & Waste**

### **Essentials services**

#### **7.2.2.1 Waste:**

- Did a bin audit and need to replace 19 bins but new bins have not arrived yet
- White goods need to be collected from Yalanji Close, Hartwig St and Gloria Walker's house
- Collected two cars from a property after filling out surrender of vehicle
- Dump being cleared for new subdivision

#### **7.2.2.2 Water:**

- Collected sample to send out to Cooktown airport
- Cleaned out bobby balls tank and refilled it with chlorinated water
- Piping on southside needs to be filled in after being fixed
- Micheal Leslie oversees water and sewer with water boys

#### **7.2.2.3 Sewer:**

- Collect sewer samples to send out to Cooktown airport

#### **7.2.2.4 Pest:**

- Gathered chemical products for ordering
- Cannot complete till I get my poison license
- Organized a mosquito trapping program

#### **7.2.2.5 Disease surveillance:**

- Visit clinic about any possible outbreak that could be announced small case of scabies
- Organising a community meeting about any health concerns or other concerns (to be discussed at proposed community meeting on 22 November 2022)



#### 7.2.2.6 Food:

- Inspection on the delivery truck

#### 7.2.2.7 Miscellaneous:

- Filled out checklists
- Updated files
- Patrol for any leaks or waste
- Patrol for any complaints and concerns
- Collect parcels from tucks worth and collect esky from sovereign hotel
- Burnt my hand on the pull start water pump on the 12th

#### 7.2.2.8 Recycle Centre

February Recycling Statistics

### 7.2.3 **Animal Management and Environmental Health**

#### Animal Control

##### 7.2.3.1 Treatments:

- Did the monthly treatments with Helen on 4-5 November 2022
- Put down a puppy who had parvo
- Treated dog's testicles
- Put down a dog who had paralysis
- Treated 2 dogs who were injured due to a dog on heat
- Wormed 2 litter of pups of 9 and 10
- Medicated a dog with injured eye
- Medicated another injured dog in Ayton

##### 7.2.3.2 Complaints/concerns:

- Medical concerns with a dog's testicles
- Concern on a blister on a pup
- Complaint about 2 pups chasing cars belonging to the Bloomfields.

##### 7.2.3.3 Miscellaneous:

- Spoken about best option of medication
- Spoken to owners who has litter of pups and what their plans were
- Updated and uploaded documents of treatments
- Cleaned and sterilized pound
- Cleaned car
- Registered new pup but couldn't give meds due to possible overdose
- Registered new pup and medicated it
- Spoken to owner about the dog on heat causing issues
- Community patrol
- Collected de-sexing forms
- Organised a vet day for November 22<sup>nd</sup>
- Organised a quote on schedule 4 medication from Duncan

##### 7.2.3.4 Comments:

- Unable to control wondering dogs due to missing fences



## 7.2.4 Commonwealth Home Support Programme (CHSP/HACC) – report received late

### 7.2.4.1 Funding and Spend

- Record of Care Services (ROCS) - \$1573.00
- Think Mobility - \$660.00
- Cooktown Food and Ice - \$2789.70
- Alister Gibson - \$1391.50
- All About Mobility - \$2750.00

### 7.2.4.2 Issues with Programs etc

- Nil

### 7.2.4.3 Client/Correspondence

- Ongoing review of care plans and added support services for clients
- Review of archives/filing
- CT received HCP Level 3 – discussions with the client regarding support services have been completed and commenced. Still awaiting home modifications as advised.
- 1x client awaiting allocation for an HCP 2 – Bobby Ball now 1-3 months as at 13/10/22
- HCP 2 reallocated to DH able to back date claim to
- 1x client HCP budget review and upgrade to HCP3 – R.F
- Client Seniors Month – Social inclusion throughout October and an End of Month BBQ

### 7.2.4.4 Reporting

- DEX report submitted for July-September 2022
- Monthly HCP submitted
- Ongoing ROCS support and review of \$ of service delivery

### 7.2.4.5 Staffing

- Review of staff/client service delivery
- 1 x client has requested to come in line with 36.25 hours this submitted to J. Gowans for new CEO – J. Farnell awaiting new contract
- 1 x support worker F. Williams resigned 31/10/22

7.2.5 Arts Centre — report received late

<b>Reporting Period</b>	October 2022
<b>Department</b>	Art Centre
<b>Reporting Officer</b>	Vikki Burrows

**Highlights:**

- The artists and staff had a busy three-week workshop with art consultant Edwina. While Edwina was here she worked with Sonya Creek on her sculpture piece made from found driftwood and painted with white ochre and earth pigments for Cairns Art Gallery on an exhibition called ARTNOW FNQ 2022. This exhibition will be held in November 2022.
- Artists Lila Creek, Anne Nunn, Josie Olbar and Doreen Collins worked on an exhibition that will be held in Sydney at Aboriginal Contemporary Gallery. 13 new artworks were sent down for the show in mid-November. This is the first time the artists have exhibited in a Sydney gallery.
- The staff had a two-day youth mental health training workshop through My Pathway.
- The art centre has now set up QR tags which is linked to the SAM system. All the artworks now have QR tags and when you scan tag, it provides information about the artist, artwork story and information about merchandise products. This QR code setup should assist with sales and make it easier to process sales.

**Data:**

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

**Barriers and Issues:**

- Poor mobile phone coverage, QR tag scans may not work for a lot of visitors as you need the internet to access information.

**Funding/Agreements/Financials:**

- Two IVAIS audited Financial Reports for Indigenous Visual Arts Industry Support Program (IVAIS) were submitted this month. The activity IVAIS00070 has now been assessed and accepted.
- Council finance team finalised overdue reporting for Backing Indigenous Arts acquittals. Council are now waiting to hear back from Arts Qld to see if these reports have been accepted.
- BIA IAC 3-year outcome report was submitted.



Sonya with her completed sculpture, these driftwood pieces were painted in white ochre first, then painted with mixed ochres and pigments.



Sonya worked very hard to get the sculpture ready in time for upcoming November exhibition at Cairns Art Gallery.



Artworks ready for Sydney -Aboriginal Contemporary Gallery.





Josie and Lila working hard to get works ready for the November exhibition.

#### 7.2.6 Indigenous Knowledge Centre *October 2022 IKC Report*

- Assisting a lot of community members with Superannuation queries, form completion, liaising with other organisations due to communication issues, creating invoices, memorial plaques, computer assistance, phone assistance, banking help, ABN applications, ICan, NIL's loan applications etc.
- Library has been booked out steadily this month by Jabalbina and My Pathways running community information and training sessions.
- Assisting families finding family history information.
- The digital sign has, again this month, been very well utilised by community members and organisations. Lots of positive feedback regarding the sign and content.
- People are utilising the IKC more with the weather warming up and engaging in the services such as computer use and training, library catalogue, TV and streaming services, internet connection, children and young people's early literacy and education activities.
- Created and sent out the Wujal Kaban.
- Will begin pre-planning for school holidays and arrange times for different age groups to come in and make Christmas decorations. Children under 12 will require an adult or guardian to be able to attend the sessions.

##### 7.2.6.1 Projects

First 5 Forever Mum's and Bub's

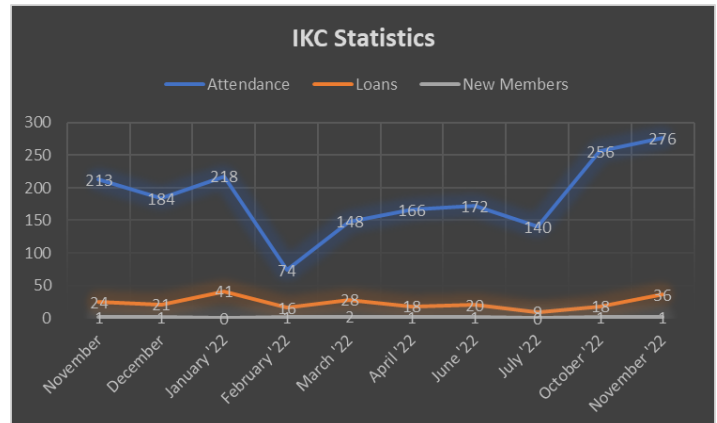
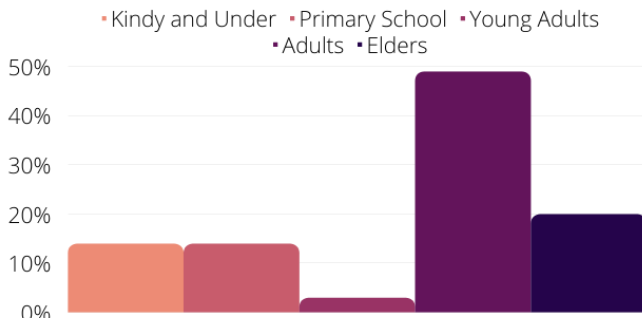
- Acquittal in progress and will be fully acquitted and project closed as far as funding is concerned. Will run the course in the new year in partnership with other organisations.



### 7.2.6.2 Statistics

#### IKC

- 276 attendances in October
- 36 Loans
- 1 New member



### 7.2.6.3 IKC Issues

- Children under the age of 12 years old must be supervised by their parent in the Indigenous Knowledge Centre. There are still children under the age of 12 years old coming into the IKC without their parents.

### 7.2.7 Kindergarten

#### 7.2.7.1 Enrolments

- 9 children have enrolled. These are currently 4 years-4.5years of age.
- 10 children who are currently 3 years of age.

#### 7.2.7.2 Program/funding

- Great start to Kindergarten, this is a pilot program that supports the successful transition of children to an approved Kindergarten Program
- Transition – Preparing for Prep. The pre-prep children started their transition to school every Tuesday.

#### 7.2.7.3 Staffing

- 2 staff members on full time
- 1 staff member on a casual employment (and is keen to work more) hours

#### 7.2.7.4 Training

- All 3 staff attended a first Aid course in Cairns – In an Education and Care setting

#### 7.2.7.5 Maintenance

- Children’s outside toilets have been leaking for quite some time.
- Fencing needs to be repaired.
- The Kindergarten yard has been very well maintained by Mr. Angus.

**Moved by councillor Kulka**

**Seconded by councillor Bloomfield**



## 7 CLOSED SESSION - Nil

## 8 GENERAL BUSINESS/ LATE ITEMS

### Late Business – tabled by the Chief Executive Officer

#### 1. Adoption of Annual Report

The 2021/22 WWASC Annual Report was tabled for review and acceptance by Councillors.

#### Resolution

That Council agree to adopt the Wujal Wujal Aboriginal Shire Council Annual Report for 2021/22.

Moved: Mayor Creek

Seconded: Councillor Kulka

Carried: 5/5

#### 2. Councillors stepping up to cover areas of their portfolios, including attendance at meetings, conferences and community engagement.

#### Resolution

That Council agree to cover meetings, conferences and community engagement in their Portfolio areas.

Moved: Deputy Mayor Vincent Tayley

Seconded: Councillor Bloomfield

Carried: 5/5

#### 3. Adoption of Wujal Wujal Aboriginal Shire Council Organisational Structure.

The proposed structure was tabled. Council discussed the organisational structure options and the implications of choosing one option over the other.

#### Resolution

That Council agree to adopt the three-branch organisational structure option (Option 1) for WWASC

Moved: Mayor Creek

Seconded: Councillor Vanessa Tayley

Carried: 5/5

#### 4. Uniform Policy – Distribute Councillor uniforms and Uniform Policies – signing of policies.

Distributed to:

Deputy Mayor Vincent Tayley

Councillor Vanessa Tayley

Councillor Reagan (Bobby) Kulka

Councillor Robert Bloomfield



## 9 Brett de Chastel Governance Advisor – Boundary Issue Session

Wujal Wujal Aboriginal Shire Council applied to change the boundary in July 2011; however, this application was refused due to the Alcohol Management Plan (AMP).

Option 1 – Determine whether the Boundary Commission would exclude Lot 12 from Wujal Wujal Aboriginal Shire.

Option 2 – Determine whether the Boundary Commission would exclude Lot 12 from the AMP. Another option is to request the Boundary Commission exclude all freehold lots in the area from the AMP.

Governance Advisor Brett De Chastel confirmed he has contacts in State Government and would follow this up.

The cost of repairs and maintenance on the bridge would also affect the boundary extension, as WWASC would not be able to afford these repairs and maintenance. Ask Government Champions if State Government would underwrite and take responsibility for/ownership of the bridge and all related costs.

Director Works and Building Services Victor Mills raised the required works on the roads in the proposed boundary extension area and stated that if the Wujal Wujal Aboriginal Shire boundary was extended, this would result in increased ATSI TIDS funding allocation (up to \$400K per annum for the road only).

There is a bit of work to be done on this, including discussions with the Government Champions to address the issues of the bridge and AMP and discussion with Kerrie Lee Bird and Debbie Dixon from the Liquor Commission regarding the AMP.

If the bridge is underwritten by the State Government and the freehold lots are excluded from the AMP, the boundary changes could go ahead and would allow more houses to be built, which would decrease the instances of overcrowding in Wujal Wujal.

**Mayor Creek declared the meeting closed at 1:56pm.**