



## MINUTES

Ordinary Council Meeting  
Thursday 16 February 2023  
COMMENCING AT 9:00AM  
Council Chambers  
1 Hartwig Street, Wujal Wujal

**Wujal Wujal  
Aboriginal Shire Council**



## 1. WELCOME/MEETING OPEN

The Mayor declared the meeting open at 9:27am.

## 2. ATTENDANCE/APOLOGIES

### Members Present:

Cr Bradley Creek – Mayor

Cr Vincent Tayley – Deputy Mayor

Cr Robert Bloomfield (via teleconference)

Cr Vanessa Tayley

Cr Reagan Kulka

### Officers Present:

Chief Executive Officer Kiley Hanslow

Manager Corporate and Commercial Joanne Gowans

Director Works and Building Services Victor Mills

### Apologies:

Nil

## VISITORS/PRESENTERS

Presenters – Stephen Robbins and Local Government Team – Financial management and governance, budget and the loan

## 3. CONDOLENCES/CONGRATULATIONS

### Condolences

The Marchen Family of Ravenshoe (passing of Sharon Marchen)

### Congratulations

Victor Mills for his hard work in Wujal Wujal

Victor Mills' son, Karl Adams, on taking on the Project Officer role Northern Pride in Cairns



## 4. COUNCILLOR OBLIGATIONS/DECLARATION OF INTERESTS

### 4.1 Declaration of Prescribed Conflict of Interest on any Item of Business

Pursuant to Sections 150EG-150EM of the Local Government Act 2009, no prescribed conflicts of interest were made relating to this meeting.

### 4.2 Declarable Conflict of Interest on any Item of Business

Pursuant to Sections 150EN-150ET of the Local Government Act 2009, no declarable conflicts of interest were made relating to this meeting.

### 4.3 Registers of Interest

Pursuant to Sections 201A-201C, no updates to Registers of Interest were made relating to this meeting.

## 5. CONFIRMATION OF MINUTES

Confirmation of Minutes of Ordinary meeting held 19 January 2023 as circulated.

<b>Moved by Councillor Vanessa Tayley</b>	<b>Seconded by Cr Reagan Kulka</b>
<b>Resolution</b>	
That the minutes of the Ordinary Council Meeting held on Thursday 19 January 2023 be accepted as a true and correct record.	
<b>CARRIED 5/5</b>	

### Business Arising from Previous Minutes

CEO Kiley Hanslow provided Council the background on Community Enterprises Queensland (CEQ).

## 6. REPORTS

### 6.1 Mayor's Report

Mayor Bradley discussed his Mayor's Report. Mayor Bradley informed the Council that himself, Councillor Kulka and CEO Kiley Hanslow met with Regional Youth Justice on 23 January 2023. The meeting went well. Support and work trial opportunity provided for the young person. Council discuss the need for the Justice Group to put counselling into place for parents to help them better support their children.

Mayor Bradley discussed his meeting with Pama Futures on 24 January 2023. Council noted the meeting was mainly attended by older people and agreed more attendance was needed at important meetings and recommended meeting attendance be encouraged in Council workforce. Recruit for Living Thriving Communities (LTC) Officer to draw the community together for community events. Kerry-Lee Bird (DSDSATSIP) can provide support and training for this Officer.



Mayor Bradley discussed the Housing delivery meeting on 9 February 2023. The community brings many housing issues to Council. Council does not have responsibility for Housing issues, these are the responsibility of the Dept of Housing. Council suggested the community need more magnets from Housing to provide Housing contact details. Need a presence for housing in Wujal Wujal, but funding is an issue. Dept of Housing will not put a full-time Housing Officer in place in Wujal Wujal.

Talk to Housing regarding fire safety in houses – fire extinguishers and fire blankets. Canter Truck being repaired and restored for Council’s fire management use. Will remain the property of Council.

BOR funding Round 7 will come up soon – could be used to fund the development of an Aged Care Centre in Wujal Wujal.

Would like to have a Wellbeing Hub to have a full-time doctor and less waiting time for Bama to be seen by health clinic staff.

Next Housing delivery meeting – would like to see all Councillors at this meeting. Advise Councillors earlier for important meetings. Invite Councillors to important events. Give them a reminder a couple of days prior.

Wujal Wujal Safety Committee Meeting on 13 February 2023 – Mayor and CEO attended – Message to community to ring 131 444, as Police only work 8 hours per day. Need to raise this at the Police Summit. The AMP is resulting in many people getting criminal records, which results in local Bama not being able to get certain jobs in community (impacts Blue Card) and jobs outside of community. Need to reconsider the AMP and the impact this has on Bama.

Wujal Wujal Interagency Meeting – discussion on capturing all agencies delivering services to Wujal Wujal, to ensure agencies work together to provide a stronger result to the community and to avoid agencies working in silos and duplicating services.

Discussion on Japanese Encephalitis Virus (JEV) vaccinations – these will be available at the Health Clinic soon. Council to encourage community members to get vaccinated for JEV and Diphtheria. CEO to provide medical journal to Councillors.

Wujal Wujal Local Disaster Management Group Meeting on 15 February 2023 – Mayor, CEO and Director Works and Building Services – discussed road conditions.

Activated LDMG to Alert Stage – CEO called DDMG and QRA this morning. We are expecting another 24 hours of rain, Council may raise this to the next level. May need to contact Owen Kennedy DDMG to action generators (Ergon), fuel, food supplies. Manager Corporate and Commercial to post weather and flood information on WWASC Facebook page.

Ed Lukin – Smithfield Branch Senior Sergeant – a good support for LDMG disaster events. Civil Services Coordinator, Geoffrey Rosendale, has long-term experience in disaster management in Wujal Wujal and will assist with disaster management responses.

**Moved by Mayor Bradley Creek**

**Seconded by Cr Vanessa Tayley**

**Resolution**

**That Council:**

- 1. Receive the Mayor’s report**
- 2. Note the meetings attended by the Mayor**

**CARRIED 5/5**

Meeting adjourned for short break at 11:17am

Meeting reconvened at 11:38am



## 6.2 Chief Executive Officer Report

Chief Executive Officer Kiley Hanslow discussed the CEO report.

CEO discussed the meeting with TCICA on 20 January 2023 and the increase in value TCICA provides to WWASC as part of its membership. Pip Schoor from TCICA can assist the CEO more this year.

CEO discussed the meeting with Stephen Robbins, Department of Local Government, on 20 January 2023, to discuss financial management, the loan and the ICCIP projects. Stephen Robbins and his team will be a guest presenter at 2pm today via Teams but will also come up to Wujal Wujal later in March to discuss: finances, projects and governance. This trip would involve reps from their regional team, financial performance team and engineering team.

CEO discussed the meeting with Prince Consulting regarding Regional Waste Management Program Review Meeting with Prince Consulting – identified a site at the depot where a MERF waste transfer site could be located. Need to get funding for this. Need to lobby for a adequate transfer station.

CEO working on writing the Gambling and Community Benefit Fund community bus application grant application.

CEO Kiley Hanslow confirmed she had submitted a grant application for the 2023 NAIDOC Week celebrations for Wujal Wujal. CEO told Council an agreement was signed off with Peak Services to assist with grants writing to free up some of the CEO's time around grants writing.

CEO discussed the meeting with the Department of Sport and Recreation regarding the Deadly Active Program and Minor Infrastructure Program. The CEO will work with Peak Services to submit a grant for the sports lighting on the Wujal Wujal Sports Oval through the Minor Infrastructure Program grant funding. Grant applications close 2 March 2023.

CEO discussed the NAIDOC Planning Committee meeting on 6 February 2023. CEO will invite Dawn Harrigan from Jabalbina Ranges and Councillor Vincent to join the NAIDOC committee. The final day will be at the Sports Oval or the community hall.

CEO discussed the WWASC WHS Committee meeting on 7 February 2023 – Council advised that workers doing roadside works and spraying need to wear appropriate PPE.

CEO confirmed the following had been actioned from the previous Ordinary Council meeting:

- Patrick Nandy, Building Services Coordinator, following up with contractor to reinstall the gate back on the fence at 10 Keim Street.
- Contacted the CEO of Cook Shire council and discussed the overgrown guinea grass bordering the road to Ayton causing obstructing visibility in areas. The CEO of Cook Shire has programmed the slashing into their schedule and this has started to happen now.
- Put calls out for SES membership to Jabalbina Rangers, Dabu Jajikal Aboriginal Corporation and Wujal Justice Group. New SES volunteers from Wujal Justice Group (2) and potentially from Dabu Jajikal Aboriginal Corporation.
- Organised with Vic Director Works and Building Services to gurney the paths around the Art Centre/Café area. Pathway around health centre.
- Followed up with Kapani Warriors Program to confirm WWASC will support the Kapani Warriors Program in Wujal Wujal if Kapani can source full funding for the program.

CEO Kiley Hanslow discussed the Guest Accommodation and Eco Tent Facility and the requirement for a name. Council suggested the CEO approach the Justice Group to request the Elders provide some potential names, then create a community survey and put it up on Facebook and discuss at the community meeting to decide on a name for the facility.

CEO tabled the events planned for 2023 so far.



CEO Kiley Hanslow tabled the Operational Plan. Council, CEO, Manager Corporate and Commercial, and Director Works and Building Services reviewed the updates to the Operational Plan.

CEO Kiley Hanslow discussed the draft HR policies tabled at the Ordinary Council Meeting on 19 January 2023. Council requested further time to review these HR Policies. These HR policies will be raised again at next the Ordinary Council meeting on Tuesday 14 March 2023.

CEO Kiley Hanslow tabled her First 100 Days Report as new CEO. Council reviewed this report and the main priorities the CEO will focus on for WWASC and the Wujal Wujal community.

CEO Kiley Hanslow notified Council that a workplace investigator had been engaged to carry out a workplace investigation to investigate the staffing issues at the WWASC Depot. The workplace investigator will commence the investigation on 27 February 2023.

CEO Kiley Hanslow discussed with Council the My Pathways Paid Work Trial. Council noted and agreed to share the benefits of the paid work trial with the Wujal Wujal community. WWASC has engaged many local Bama through this paid work trial, including:

- Two participants in the Indigenous Knowledge Centre
- Two participants in the CHSP
- Approximately 12 participants in the Depot

CEO Kiley Hanslow informed Council that WWASC was recruiting to two Sport and Recreation Officers, one male and one female (required for child safety), for 16 hours per week per staff member. One application was received from a male applicant and six applications were received from female applicants. The panel will meet soon to shortlist and then interview applicants and contact referees.

Moved by Cr Regan Kulka

Seconded by DM Vincent Tayley

Resolution

That Council accept the monthly report from the Chief Executive Officer.

CARRIED 5/5

### 6.3 Corporate and Corporate Services Division Report (C&CS)

The Manager Corporate and Commercial's report was considered by Council.

The unreserved cash was lower in February 2023. Actual income was lower than budgeted income due to less invoicing of QBuild jobs during this month. An external officer will be engaged for a short period to work through the QBuild aged invoices.

Operating income was higher than operating expenses. Actual expenses were lower than budgeted expenses. The largest expense category was Materials and Services. The cash position at end of financial year is expected to be better than budgeted. The net operating surplus for January 2023 is more than budgeted.

New financial and procurement processes are improving Council's financial position; however, still need to increase revenue for WWASC. Some employees need support and assessment of their duties to help them. Having Building Services Coordinator, Project Manager and Director Works and Building Services together with Manager Corporate and Commercial to work on Plug-In Project every fortnight.

Loan payments being met each month. Staying within the budget boundaries. Need to follow set plan to ensure adequate financial recovery for WWASC. Cashflow has improved – estimated \$3.8M at EOFY. Need to have Works acquittals in on time.

Will go over projects further in Monday's Special Council Budget Meeting. Councillors to identify what the community wants/needs in preparation for Monday's meeting.

Potential lessee attended for inspection for café. Would be used by WWASC, locals, contractors and tourists.



**Moved by Cr Vanessa Tayley**

**Seconded by Cr Regan Kulka**

**Resolution**

**That Council accept the monthly report from the Manager Corporate and Commercial.**

**CARRIED 5/5**

## 6.4 Director Works and Building Services

The Director Works and Building Services report was considered by Council.

Council noted the monthly reports from the Director Works and Building Services and Project Manager.

Director Works and Building Services lobbying for roads and funding – CEO to join the Rural Transport Alliance Group (RTAG) to improve safety on roads and reduce blind spots and advocate for funding.

Engineering Australia will contact the CEO and Mayor in regard to supporting youth in Grade 12 to support them into scholarships for engineering careers. Perhaps there is a linkage with schools straight into the funded scholarships on completion of Grade 12.

Should hear back soon from TMR. New Policy Advisor, John Gillespie, is currently working on the change of primary access for Wujal Wujal to have the Coastal road to Cairns as the primary access. This will raise the funding allocation through ATSI TIDS. \$100K unspent in another Council could be used by WWASC. Paula Power is filling in for Darlene from FNQROC.

Council thanked the Director Works and Building Services for his time working with WWASC over the past eight years and wished him well in his new position in Mapoon.

**Moved by Mayor Bradley Creek**

**Seconded by Cr Regan Kulka**

**Resolution**

**That Council accept the monthly report from the Director Works and Building Services.**

**CARRIED 5/5**

Council discussed the monthly report from the Project Manager.

With all of the rain, water is flowing through the drain very quickly. Councillors to remind community that children should not play in drains, as this can be very dangerous and related in deaths/drownings. To be advertised on WWASC Facebook page and electronic message board.

Drain on the back of Keim Street, from the back of the water tanks to Keim Street – need funding to develop this into a concrete drain.

**Moved by Cr Reagan Kulka**

**Seconded by Cr Vanessa Tayley**

**Resolution:**

**That Council accept the monthly report from the Project Manager.**

**CARRIED 5/5**

Council discussed the monthly report from the Building Services Coordinator.

QBuild invoicing was impacted due to staff training. Engaging external person to get through the backlog of invoices within 5 days (approximately 270 aged invoices).

Council noted some figures had not been provided in the Coordinator Building Services Report. All figures should be provided.



Council strongly recommended the Plug-In Project be outsourced to contractors to move these jobs along. Some of the works for these remaining Plug-Ins have been locked in to local contractors. A tender is being prepared to outsource the remaining works for the Plug-Ins to have them completed by 30 June 2023.

**Moved by Cr Robert Bloomfield**

**Seconded by DM Vincent Tayley**

**Resolution**

**That Council accept the monthly report from the Coordinator Building Services.**

**CARRIED 5/5**

Council discussed the monthly report from the Essential Services Coordinator.

Council noted the testing and work on the water plant, sewerage plant and the work around mosquito management and animal control.

Council discussed that people are frightened of dogs being around Council buildings and WWASC need to provide a policy about roaming dogs and no dogs around Council buildings.

Council noted the training organised by the Essential Services Coordinator for his staff.

**Moved by Cr Regan Kulka**

**Seconded by DM Vincent Tayley**

**Resolution**

**That Council accept the monthly report from the Coordinator Essential Services.**

**CARRIED 5/5**

Council discussed the monthly report from the Commonwealth Home Support Program Aged Care Coordinator. The CHSP is managing well financially.

**Moved by Cr Vanessa Tayley**

**Seconded by Cr Reagan Kulka**

**Resolution**

**That Council accept the monthly report from the Coordinator Aged Care Services.**

**CARRIED 5/5**

Council discussed the monthly report from the Art Centre Manager.

The Art Centre is running well and is well-managed. January 2023 was a quiet month for the Art Centre. A solution to increase airflow is required for the shipping container to minimise/eliminate the mould.

**Moved by Cr Vanessa Tayley**

**Seconded by Cr Robert Bloomfield**

**Resolution**

**That Council accept the monthly report from the Manager Art Centre.**

**CARRIED 5/5**

Council discussed the monthly report from the Indigenous Knowledge Centre Coordinator.

Council noted the two local community members are working in the Indigenous Knowledge Centre as part of the Paid Work Trial.

**Moved by Mayor Bradley Creek**

**Seconded by Cr Robert Bloomfield**

**Resolution**

**That Council accept the monthly report from the Coordinator Indigenous Knowledge Centre.**

**CARRIED 5/5**





Council discussed the monthly report from the Kindergarten Director.

Council noted the Kindergarten does not currently have 3-year-old Kindy; however, this is expected to change after the visit by Deputy Director-General Tania Porter from Queensland Education.

Moved by Cr Reagan Kulka

Seconded by DM Vincent Tayley

Resolution

That Council accept the monthly report from the Director Kindergarten.

CARRIED 5/5

## 7 CONFIDENTIAL CLOSED SESSION - Nil

## 8 GENERAL BUSINESS/ LATE ITEMS

Cr Vanessa Tayley – slippery driveways near houses – People to log jobs with Housing to have these driveways gurneyed.

Cr Reagan Kulka – Need two new 4XL Council shirts.

Mayor Bradley Creek - check budget for corporate shirts 2 each for each Councillor.

Banking service in the Wujal Wujal community – the post office did not take on the banking service. OHub should provide the banking and financial service to Wujal Wujal when they open in community.

## 9 PRESENTATION –Guest Presenters – Stephen Robbins and Local Government Team

Presentation was on financial sustainability in WWASC.

- The financial issues were historical, over the last eight years, back to 2015.
- Causes of these financial issues were increasing costs, governance issues, procurement process issues, project delivery issues, poor planning and non-essential spending.
- Council's financial position has improved since November 2022 thanks to the newly implemented financial and procurement processes and governance. Council sits in a good position to lead to long-term financial change:
  - Cost reduction exercise with Financial Controllers
  - Better informed information on financial position
  - Better governance
  - The CEO and Manager Corporate and Commercial have made good changes to improve financial management and sustainability to achieve ongoing and long-term financial recovery.
  - Council came back from negative -\$1.4M unrestricted cash, to now sitting at \$2.8M unrestricted cash (used for staffing and providing services to community).
  - Council now has 4.44 months of financial stability.
  - Council need to ensure careful financial management to ensure continued financial stability.
  - Council should be pleased with their financial progress.
  - The budget process is a great opportunity for Council to set its future direction, but Council needs to operate within its means.
  - Council needs to ensure there is no extra expenditure that Council cannot afford or that is outside its budget.
  - Financial process is not a 'set and forget' exercise. Council needs to continually reassess to have the current information it requires to understand and ensure its financial stability and financial performance.

## 10 Next Ordinary Council Meeting Date

The next Ordinary Council Meeting is set for Tuesday 14 March 2023.

## 11 Meeting Closure

There being no further business, the meeting closed at 3:07pm.