



Appendix | 1

Minutes of the previous Ordinary Council Meeting



Wujal Wujal Aboriginal Shire Council

Ordinary Council | Meeting Minutes

Date: Tuesday 18 June 2024
Time: 9.00am
Venue: Council Administration and MS Teams

1. Opening of Meeting

1.1 Welcome | Opening of Meeting

The Mayor formally opened the meeting at 9.09am and acknowledged the traditional owners, past, present and emerging.

2. Attendance, Leave of Absence and Apologies

2.1 Attendance

Councillors:

Councillor Alister Gibson, Mayor
 Councillor Claudia Doughboy, Deputy Mayor
 Councillor Nikita Tayley
 Councillor Lucas Creek

WWASC Staff Representatives

Chief Executive Officer, Kiley Hanslow
 Operations Manager, Works and Building Services, Perry Gould
 Corporate and Commercial Services Manager, Micah Nkiwane
 Community Services Manager, Kesa Strieby
 Acting Executive Assistant, Tania Edwards (Microsoft Teams)

2.2 Leave of Absence | Apologies

Councillor Robert Bloomfield joined the meeting 9.12am.

2.3 Visitors | Presenters

The schedule for these presentations is as follows:

Time	Topic	Agency
2.00pm-2.30pm	Housing in Wujal Wujal	Department of Housing: Danielle Hunting; Project Co-Ordinator; Tyshaya Martens; Team Leader; Michelle Torrens, Senior Project Manager
2.30pm-3.00pm	Apprenticeships and Traineeships	Australian Training Works Group
3.00pm-3.30pm	Lockhart Business Development Hub	Lockhart Economic and Business Services Manager, Lockhart Council

3. Condolences | Congratulations

- Councillor Nikita Tayley for the loss of her grandfather
- Condolences to the Jack, Snyder, Bowen, Fagan and Richardson families for their recent loss
- Condolences to the Yoren and Cobas families for their recent loss
- Congratulations to Keely Flinders and Dale Sykes for the birth of their daughter Tahlei

Attendance: Councillor Bloomfield joined the meeting at 9.12am

- Congratulations to the Wujal Wujal Corroboree dancers for their performance at the Healing Day Ceremony.

4. Mayoral Motion

None

5. Confirmation of minutes of the Previous Meeting

5.1 Minutes of the Ordinary Council Meeting | 28 May 2024

Councillors considered the previous minutes.

Resolution: acceptance of the minutes meeting held Tuesday 28 May 2024

Resolution:	That the minutes of the Ordinary Council Meeting held on Tuesday 28 May 2024 accepted as a true and correct record of that meeting.	
Moved:	Councillor Nikita Tayley	Carried 5/5
Seconded:	Councillor Bloomfield	
Resolution No	20240618-01	

6. Declarations of Interest in the matters on the Agenda

- Declaration of Prescribed Conflict of Interest of any Item of Business
- Declaration of Declarable Conflict of Interest of any Item of Business
- Councillors to review existing Registers of Interest and Related Parties Disclosures

Mayor Alister Gibson declared formally that he operates a sole trader lawn mowing business in Wujal Wujal for noting, although there is no perceived potential conflict for the items on this agenda.

Declaration of interest Item 8.2: Chief Executive Officer Kiley Hanslow whose husband works for the Justice Group whose Peppercorn Lease agreements will be discussed in this item.

7. Business Arising or Outstanding Matters from Previous Meeting

Councillors considered the matters as summarised by the Chief Executive Officer.

- The TCHHS had plans to install the temporary fencing at the old clinic; however, this was delayed. Discussion regarding the damage to the former Health Clinic buildings by young children and the need for activities for these children.
- Community Services Manager will restart the afternoon activities for the children through the Deadly Active Sports and Recreation Program.
- Discussed the 100 laptops that have been donated to the community for the children's use.
- Discussed the young teenage children that are not attending school at present, have reached out to the Justice Group who facilitate the Youth Program to bring this to their attention.

- Discussion regarding the potential to charge out the use of the Council 12-seater bus to families who need to travel regionally to attend funerals.
- Items to add to the meeting with the Justice Group meeting:
 - Cultural Protocols
 - Welcome to Country
 - Information on Community Meetings
 - All visitors to sign in to the Cultural Connections Office
 - Smoking Ceremonies
- Discussion regarding Department of Housing promotion of home ownership.
- Discussion regarding skip bins in community to collect hard waste for Wujal Wujal residents versus having a waste dump area.

8. Items for Consideration and Decision

8.1 Bana Yirriji Art & Cultural Centre: structural report

Report to:	Mayor and Councillors
Subject:	De-escalating conflict Training
Reporting Officer:	Chief Executive Officer
Status:	Decision

Summary:

The Arts Centre has suffered extensive damage during the major flood event in December 2023. The external and internal in-fill walls, mechanical fitout and ceiling and soffit lining have suffered substantial damage that requires likely approximate 75% renewal. Roof sheeting, flashing and guttering as well as railings likely require rectification works as well.

Council Recommendation for consideration:

Council approve the demolition and removal of material of the flood damaged Bana Yirriji Art & Cultural Centre. These works would be funded under Queensland Reconstruction Authority (QRA) Clean Up Package. Works would commence after 30 June 2024, demolition and removal of materials to be provided by existing local Civil Contractors.

Resolution: Council approves the demolition and removal of material of the flood damaged Bana Yirriji Art & Cultural Centre.

Resolution:	That Council approve the demolition and removal of material of the flood damaged Bana Yirriji Art & Cultural Centre These works would be funded under Queensland Reconstruction Authority (QRA) Clean Up Package Works would commence after 30 June 2024, demolition and removal of materials to be provided by existing local Civil Contractors.	
Moved:	Deputy Mayor Doughboy	Carried 5/5
Seconded:	Councillor Tayley	
Resolution No	20240618-02	

8.2 Review of Peppercorn Leases

Report to: Mayor, Councillors and Chief Executive Officer
Subject: Peppercorn Leases
Reporting Officer: Manager Corporate and Commercial
Status: Decision

Under the Peppercorn Leases, lessors are responsible for the maintenance of the buildings they lease from Council, in return for a flat fee of \$1 per year; however, for many of the leased facilities, maintenance has not taken place and many of the buildings have deteriorated significantly with a potential substantial cost to Council in the future.

It is proposed Council will review the Peppercorn leases, inspect the facilities and increase the lease rates.

It is proposed that in accordance with the conditions of the current leases, lessors will be asked to rectify the maintenance issues to the building prior to increasing price of the leases to market value.

Resolution: Peppercorn Leases

Resolution:	That Council: 1. Council Building Services undertake inspections of the above listed properties to identify any required works to ensure compliance with the lease agreements. 2. Engage Lessees to undertake the rectification maintenance as per the requirements of their lease agreements. 3. Approach Preston Law with a view to cancelling the Peppercorn Leases that are currently in place and draw up market-value lease agreements. 4. Considers alternate options for the utilisation of these facilities for other community organisations.	
Moved:	Councillor Creek	Carried
Seconded:	Mayor Gibson	
Resolution No	20240618-03	

Attendance: meeting adjourned at 10.21am

Attendance: Meeting reconvened at 10.40am

8.3 Procurement Policy

Report to: Mayor and Councillors
Subject: Procurement Policy
Reporting Officer: Chief Executive Officer
Status: Decision

Council considered the Procurement Policy as presented.

This policy includes:

- increased information within the definitions section;
- more detail on what the options were within each price range;
- further tightened financial delegations; and
- updated related policy information
- ability to approach local businesses first, with the exception of procurement of value over \$200,000.

Resolution: Procurement Policy

Resolution:	That Council adopt the Procurement Policy as presented.	
Moved:	Deputy Mayor Doughboy	Carried 5/5
Seconded:	Councillor Bloomfield	
Resolution No	20240618-04	

9. Reports: Elected Members and Council Officers

9.1 Mayor's Monthly Portfolio Report

Report to:	Councillors and Chief Executive Officer
Subject:	Monthly Portfolio Report: Finance, Governance and all other portfolios
Reporting Officer:	Councillor Alister Gibson, Mayor
Status:	Noting

Mayor Alister Gibson reported on his portfolio: Governance, Finance and all other Portfolios.
Councillors considered the report as presented.

Resolution: That Council note Mayor Alister Gibson's portfolio report as presented.

Resolution:	That Council note Mayor Alister Gibson's portfolio report as presented.	
Moved:	Councillor Tayley	Carried 5/5
Seconded:	Councillor Creek	
Resolution No	20240618-05	

9.2 Deputy Mayor Claudia Doughboy: Economic Development and Tourism

Report to:	Mayor, Councillors and Chief Executive Officer
Subject:	Monthly Portfolio Report: Economic Development and Tourism
Reporting Officer:	Councillor Claudia Doughboy, Deputy Mayor
Status:	Noting

Deputy Mayor Claudia Doughboy reported on her portfolio: Economic, Development and Tourism.
Councillors considered the report as presented.

Resolution: That Council note Deputy Mayor Claudia Doughboy's portfolio report as presented.

Resolution:	That Council note Deputy Mayor's portfolio report for the period as presented.	
Moved:	Mayor Gibson	Carried 5/5
Seconded:	Councillor Bloomfield	
Resolution No	20240618-06	

9.3 Councillor Robert Bloomfield: Community Sports and Lifestyle

Report to:	Mayor, Councillors and Chief Executive Officer
Subject:	Monthly Portfolio Report: Community Sports and Lifestyle
Reporting Officer:	Councillor Robert Bloomfield
Status:	Noting

Councillor Robert Bloomfield reported on his portfolio: Community, Sports and Lifestyle.
Discussion regarding potential to approach the Blue Card team to understand options for our community members who may have infringements affecting ability to work.

Resolution: That Council note Councillor Robert Bloomfield's portfolio report as presented.

Resolution:	That Council note Councillor Robert Bloomfield's portfolio report as presented.	
Moved:	Councillor Tayley	Carried
Seconded:	Deputy Mayor Doughboy	
Resolution No	20240618-07	

9.4 Councillor Nikita Tayley: Environment and Culture

Report to:	Mayor, Councillors and Chief Executive Officer
Subject:	Monthly Portfolio Report: Environment and Culture
Reporting Officer:	Councillor Nikita Tayley
Status:	Noting

Councillor Nikita Tayley reported on her portfolio: Environment and Culture.
Councillors considered the report as presented.

Resolution: That Council note Councillor Nikita Tayley's portfolio report as presented.

Resolution:	That Council note Councillor Nikita Tayley's portfolio report as presented.	
Moved:	Councillor Bloomfield	Carried 5/5
Seconded:	Mayor Gibson	
Resolution No	20240618-08	

9.5 Councillor Lucas Creek: Law and Order

Report to:	Mayor, Councillors and Chief Executive Officer
Subject:	Monthly Portfolio Report: Law and Order
Reporting Officer:	Councillor Lucas Creek
Status:	Noting

Councillor Lucas Creek reported on his portfolio: Law and Order.
Councillors considered the report as presented.

- Discussed the conversations he has had regarding alternate power sources for Community.
- Mentioned reaching out to the School Transitions representative.
- Has reached out to Boxing Trainer/Personal Trainer who is culturally sensitive, regarding the potential to provide sessions for our community children during the school holidays.

Resolution: That Council note Councillor Lucas Creek's portfolio report presented.

Resolution:	That Council note Councillor Lucas Creek's portfolio report as presented.	
Moved:	Councillor Tayley	Carried 5/5
Seconded:	Mayor Gibson	
Resolution No	20240618-09	

9.6 Chief Executive Officer Report

Report to: Mayor and Councillors
Subject: Chief Executive Officer's Report
Reporting Officer: Chief Executive Officer Kiley Hanslow
Status: Noting

Local Resilience Recovery Group (LRRG): Resilience Recovery Plan (subgroup to the LDMG).

Attendance: Louise Robertson joined the meeting at 12.09pm to speak to the LRG and their draft resilience recovery plan

- Council to review, from there it will go to the Local Disaster Management Group and the local stakeholders to identify who will lead on various activities.
- Terms of Reference: proposal to establish a Local Recovery Group as a subgroup of the Local Disaster Management Group.

Attendance: Councillor Creek left the meeting at 12.05pm

- Discussion regarding option to stand up the sub-group rather than the full Local Disaster Management Group (LDMG).
- Group would oversee the activities and report on these to the LDMG.

Attendance: Councillor Creek rejoined the meeting at 12.11pm

- Formalising this group and progress oversight enables reporting to community on progress.
- Reporting mechanism to the LDMG and to Community.
- This spreads the load of responsibility in the event of a disaster.
- Discussion regarding the need of increased commitment to State Emergency Services (SES) Group in Wujal Wujal.

Attendance: Louise Robertson left the meeting at 12.43pm

- Notification of change of Principal of Bloomfield State School and thanks to outgoing Principal for her efforts with the Wujal children during the disaster response and recovery period.

Resolution: Acceptance of the Chief Executive Officer's Monthly Report for May 2024

Resolution:	That Council receive the Chief Executive Officer's Monthly Report for the month May 2024 as presented.	
Moved:	Councillor Bloomfield	Carried 5/5
Seconded:	Deputy Mayor Doughboy	
Resolution No	20240618-11	

Attendance: meeting adjourned at 1.07pm

Attendance: meeting reconvened at 1.50pm

9.7 Finance Report

Report to:	Mayor, Councillors and Chief Executive Officer
Subject:	Monthly Portfolio Report: Corporate and Commercial Finance Report
Reporting Officer:	Manager Corporate and Commercial, Micah Nkiwane
Status:	Noting

Council considered the financial reports as presented.

Attendance: Councillor Bloomfield joined the meeting at 1.52pm

- Audit is ongoing and is progressing well.
- Planning for next year is underway to inform the budget.
- Flooding disaster has had significant impact on Council's financial performance.

Resolution: Acceptance of the Financial, Corporate and Commercial Report for the month May 2024

Resolution:	That Council accept the Financial, Corporate and Commercial Report for May 2024 as presented.	
Moved:	Mayor Gibson	Carried 5/5
Seconded:	Councillor Creek.	
Resolution No	20240618-12	

10. Presentations to Council

Attendance: Raechel Oleszek, Janna MacMillan, and Chantal Cora (by phone) joined the meeting at 2.39pm.

10.1 Housing

Presentation to:	Mayor, Councillors and Chief Executive Officer
Subject:	Housing Tenancy and Local Housing Plan
Presenter:	Department of Housing, Engagement and Partnership Team, First Nations Housing and Homelessness Principal Project Officer Raechel Oleszek
Status:	Discussion
Time on agenda:	2.00pm-2.30pm

Purpose: The Local Housing Plan was presented to Council. Updates are required to make the plan more current. Housing team explained the various slides in the presentation

Attendance: Chantal Cora (Dept of Housing) joined the meeting by phone at 2.50pm

Attendance: Councillor Bloomfield left the meeting at 2.54pm

Attendance: Deputy Mayor Doughboy left the meeting at 2.58pm

- Discussion regarding the need for accurate census data to inform funding decisions by State and Federal agencies.

Attendance: Councillor Bloomfield and Deputy Mayor Doughboy rejoined the meeting at 3.11pm

- Discussion regarding changing wording from Home Ownership to Homes on Country as our community members cannot afford home ownership but would like to live 'on Country'.
- Opportunity for the Wujal Wujal community to trail blaze new ideas.
- Discussion regarding smart new builds on Country as an alternate.
- Discussion regarding high costs of maintaining older homes and insurance would be a large financial burden to home-owners.
- A full day Local Housing Plan workshop will be held to allow for more in depth discussions and planning.

Late Item

10.1.2 Request to use 6 Heorlein Street, then the Women's Centre as a temporary Art Centre

Presentation to:	Mayor, Councillors and Chief Executive Officer
Subject:	Request to use Women's Centre as a temporary Arts Centre
Presenter:	Chief Executive Officer
Status:	Decision

The Wujal Wujal Community has been without an Arts Centre since the devastation of Tropical Cyclone Jasper and will be for the foreseeable future. The community's artists are without a space to create and promote their art. Council would like to propose 6 Heorlein Street be used as an Art Centre to enable this important and healing art work to commence again in Wujal.

Attendance: Deputy Mayor Doughboy left the meeting at 3.25pm

Council proposes the following options:

1. Request the Department of Housing to **pause the lease** on 6 Heorlein Street, Wujal Wujal to use as an Art Centre for **12 months**.
2. Request the Department of Housing to **pause the lease** of 6 Heorlein Street, Wujal Wujal for **six months** to use as a temporary Art Centre, then move to the Women's Centre once it is repaired.
3. **Wait until the Women's Centre** is repaired in September 2024 and then use part of that space as a temporary Art Centre. A lease is not in place with the Justice Group.

Attendance: Chantal Cora (Dept of Housing) left the meeting at 3.22pm

Resolution: Use of 6 Herolein Street Wujal Wujal as a temporary Art Centre

Resolution:	That Council Request the Department of Housing to pause the lease of 6 Heorlein Street, Wujal Wujal for six months to use as a temporary Art Centre, then move to the Women's Centre once it is repaired.	
Moved:	Councillor Bloomfield	Carried 4/4
Seconded:	Councillor Creek	
Resolution No	20240618-13	

Attendance: Deputy Mayor Doughboy rejoined the meeting at 3.30pm

Resolution: Noting presentation by Department of Housing

Resolution:	That Council note the presentation by the Department of Housing	
Moved:	Mayor Gibson	Carried 5/5
Seconded:	Councillor Creek	
Resolution No	20240618-14	

Attendance: Department of Housing representatives Raechel Oleszek and Janna MacMillan, left the meeting at 3.30pm.

Attendance: ATW representatives Danielle Hunting, Tyshaya Martens and Michelle Torrens joined the meeting at 3.32pm

10.2 Australian Training Works (ATW) Group - Apprenticeships and traineeships

Presentation to:	Mayor, Councillors and Chief Executive Officer
Subject:	ATW - Apprenticeships and traineeships
Presenter:	Danielle Hunting, Project Coordinator, Australian Training Works (ATW) Group
Status:	Discussion
Time on agenda:	2:30pm – 3:00pm

- General discussion regarding the ATW training modules and induction.
- Opportunities for local contractors to take on trainees through the program.
- Able to assist those who may be part way through their training but not completed it, this will be determined during the eligibility checklist stage.
- Department of Housing is in support of traineeships.
- Blue Card discussed.
- Training is aligned to suit the needs of the role.
- Supervisors are provided by the host employer.

Attendance: Deputy Mayor Doughboy left the meeting at 3.58pm

- Discussion regarding school leavers and work experience prior to them leaving school.

Attendance: Deputy Mayor Doughboy rejoined the meeting at 4.00pm

- Provides an opportunity for local communities to build capacity.

Attendance: ATW representatives Danielle Hunting, Tyshaya Martens and Michelle Torrens left the meeting at 4.12pm

Resolution: Australian Training Works

Resolution:	That Council notes the Australian Training Works Group presentation	
Moved:	Mayor Gibson	Carried 5/5
Seconded:	Councillor Creek	
Resolution No	20240618-15	

Attendance: Councillors adjourned the meeting at 4.13pm

Attendance: Jermaine Thomas from Lockhart joined the meeting at 4.15pm

Attendance: Councillors reconvened the meeting at 4.26pm

10.3 Ngaachi (One Place) Nyi'ilama Business Hub: Lockhart Council

Presentation to:	Mayor, Councillors and Chief Executive Officer
Subject:	Ngaachi (One Place) Nyi'ilama Business Hub: A Catalyst for Economic Development and Empowerment
Presenter:	Lockhart Council, Business Development and Support Officer Jermaine Thomas
Status:	Discussion
Time on agenda:	3.00pm-3.30pm

- The Hub concept was introduced in Lockhart River initially from a need to provide support for the civil roading contacting business.
- Funded by Qld State Government to deliver an Indigenous Workforce Skills program.
- Discussed the White Card program, digital literacy, and adult educators.
- Spoke about cases where they have sought Blue Card leniency with letters of reference from notable community members.
- Hub operates as a department under the Finance section of Council with funding from grants.

- Conscious of the need to ensure there are no conflicts of interest with Council employees and businesses using the services of the Hub.
- Government Champion Warwick Agnew supports the project.
- Have established a Social Club which is proving popular. Difficult to make a profit but provides a place to meet under the guidance of the Liquor Licensing Department. Limits are determined by Council/Community and approved by Liquor Licensing. Facilitates the safe and controlled drinking of low-level alcohol locally and socially, which is a better alternative than illegal Sly Grog or homebrew.
- Has created seven (7) jobs for local people.
- Regular meetings with Office of Liquor and Gaming, Police, Justice Group and other agencies.
- Carriage limit of zero in Lockhart, similar to Wujal Wujal.
- Canteen guests are breathalysed before entry and must have zero limit to enter.
- No one fights inside as they do not want to be banned.
- Wanting to make a legal option for alcohol versus the dangerous home brew or sly grog.
- All training for the seven (7) roles in the Social Club was provided through the Business Hub.

Attendance: Jermaine Thomas left the meeting at 5.11pm

Resolution: Council notes the presentation on the Nyi'ilama Business Hub model used by Lockhart Council

Resolution:	That Council note the presentation by Lockhart Council's Business Development Manager on the presentation on the Nyi'ilama Business Hub, used by Lockhart Council.	
Moved:	Mayor Gibson	Carried 5/5
Seconded:	Deputy Mayor Doughboy	
Resolution No	20240618-16	

9.8 Operations Report

Report to:	Mayor, Councillors and Chief Executive Officer
Subject:	Monthly Operations Report
Reporting Officer:	Operations Manager, Perry Gould
Status:	Noting/Information

Councillors considered the Operations report as presented.

- Funding for continued clean-up of areas damaged by the Tropical Cyclone Jasper disaster event. Council discussed the difference between 'recovery' versus 'betterment'.
- Council considered the report as presented

Resolution: Acceptance of the Operations Report for the month May 2024

Resolution:	That Council accept the Operations Report for May 2024 as presented.	
Moved:	Councillor Bloomfield	Carried 5/5
Seconded:	Councillor Creek	
Resolution No	20240618-17	

9.9 Aged Care Report

Report to:	Mayor, Councillors and Chief Executive Officer
Subject:	Monthly Aged Care Report
Reporting Officer:	Aged Care Manager, Gina Manai
Status:	Noting

Councillors considered the Aged Care report as presented.

- Remote loading for funding agreements still being sought.
- Reviewing increasing client care requirements.
- Receiving applications for the Community Support Worker role.

Resolution: Acceptance of the Aged Care Report

Resolution:	That Council accept the Aged Care Report for May 2024 as presented.	
Moved:	Mayor Gibson	Carried 5/5
Seconded:	Councillor Tayley	
Resolution No	20240618-18	

9.10 Kindergarten Report

Report to:	Mayor, Councillors and Chief Executive Officer
Subject:	Monthly Kindergarten Report
Reporting Officer:	Kindergarten Manager, Coraleen Shipton
Status:	Noting

Councillors considered the Kindergarten report as presented.

- Still waiting on funding for 3-year-olds in order to employ an additional worker.

Resolution: Acceptance of the Kindergarten Report

Resolution:	That Council accept the Kindergarten Report for May 2024 as presented.	
Moved:	Councillor Tayley	Carried 5/5
Seconded:	Deputy Mayor Doughboy	
Resolution No	20240618-19	

11. General Business

- Completion date for road from Dawnvale to river was queried. This will need to be completed before Cool Burns takes place. Council will seek clarification from Douglas Shire.
- Road into Wujal Wujal which is managed by Cook Shire Council continues to need work.
- China Camp Road assessment has been delayed due to the recent wet weather. 5 tonne road limit remains in place at present and rectification work may not be undertaken until the next dry season.
- Cape York Partnerships have provided information about 'Skill to Learn' workshops taking place in Hope Vale for 18-25 year olds.
- Funding for a Gazebo for the BBQ Area is being sought from Local Resilience Recovery Group (LRRG).
- Council is working with the Department of Housing on the supply and installation of lawn-lockers.
- Council has requested an outdoor living program to be scheduled into the Housing planned maintenance program.
- Funding for the Splash Park repair will be received after 1 July 2024.
- Discussion regarding staff who used their long service leave during the period Council was closed after the flooding. Council Officers explained the support and opportunities that were provided to staff at that time. Staffing is an operational matter and Councillors are unable to be involved in this. Councillors to refer staff on to the Chief Executive Officer.



- Community member Cleon Doughboy was requested to utilise his quad bike to transport Wujal Wujal Elders during the post flooding disaster response period until evacuation of the community occurred. Note: Deputy Mayor declared her 'interest' for this matter. The quad bike suffered as a result of the use during the post flooding event. Council will financially support the repairs to this quad bike upon provision of a quotation from the repair centre to Council.
- Discussion regarding best method to show appreciation for those helped on the night of the disaster and the following days up till the evacuation. All community assisted in the disaster response. Council decision to celebrate everyone's efforts as part of the NAIDOC celebrations.
- Laundromat vandalism discussed; Council will reduce opening hours from 7.30pm-5.00pm to try to stop the vandals.
- Discussion regarding meeting protocols including the requirement to request to be excused from Council meetings for brief periods.

12. Next Ordinary Council Meeting Date

The next Ordinary Council Meeting is set for **Tuesday 16 July 2024**.

13. Meeting Closure

Meeting closed at 6.22pm.



Appendix | 2

Item 8.2 Local Recovery and Resilience Group Terms of Reference



WUJAL WUJAL ABORIGINAL SHIRE COUNCIL LOCAL DISASTER MANAGEMENT GROUP

LOCAL RECOVERY AND RESILIENCE GROUP TERMS OF REFERENCE

ESTABLISHMENT

The Wujal Wujal Aboriginal Shire Council Local Recovery and Resilience Group (LRRG) is established as a sub-group of the Wujal Wujal Aboriginal Shire Council Local Disaster Management Group (LDMG).

ROLE AND RESPONSIBILITIES

Local Recovery and Resilience Group (LRRG)

The LRRG is designed to provide overarching recovery coordination and oversight of functional recovery sub-groups within the Wujal Wujal Aboriginal Shire.

The decision to activate the LRRG is made by the chairperson of the LDMG with guidance from the Local Disaster Coordinator, the LRRG Chairperson and Local Recovery Coordinator (LRC).

The role of the LRRG is to:

- develop a recovery sub-plan
- identify members for the recovery group
- provide a forum for agencies to discuss the effect of the event on agency service provision and plan for a coordinated approach to the recovery process
- provide community engagement opportunities to allow the community to be part of the recovery process
- inform the community of LRRG recovery activities and progress to ensure community expectations are managed
- coordinate LRRG-specific recovery operations at the local level
- develop a local event-specific recovery plan that is available to key stakeholders
- facilitate the coordination and effective implementation of LRRG recovery operations according to the event-specific local recovery plan
- monitor and report the progress of LRRG recovery objectives to the community, relevant groups and QRA.

Secretariat

The Executive Assistant to the Mayor and CEO will function as the Secretariat of the LRRG.

The role of the Secretariat is to:

- coordinate the LRRG meeting schedule in consultation with the Chairperson and Local Recovery Coordinator
- coordinate meeting invitations, document meetings and circulate meeting agendas and minutes to LRRG membership
- maintain and update Terms of Reference
- facilitate the appointment of, and cessation of members and advisors of the LRRG
- maintain a register of members, including contact information
- maintain a process of monitoring and reporting participation and attendance at meetings, and presentations by members, advisors and invited guests.

MEMBERSHIP

Local Recovery and Resilience Group

Role	Description
Chairperson	Councillor Lucas Creek, Wujal Wujal Aboriginal Shire Council
Local Recovery Coordinator	Councillor Robert Bloomfield, Wujal Wujal Aboriginal Shire Council
Local Disaster Coordinator	Kiley Hanslow, Wujal Wujal Aboriginal Shire Council
Cultural Advisor	Uncle Bill Harrigan
Chair, Human and Social Recovery Sub-group	Community Services Manager, Wujal Wujal Aboriginal Shire Council
Chair, Economic Recovery Sub-group	Manager, Corporate and Commercial, Wujal Wujal Aboriginal Shire Council
Chair, Environment Recovery Sub-group	Councillor Nikita Tayley, Wujal Wujal Aboriginal Shire Council
Chair, Infrastructure Recovery Sub-group (Building and Roads and Transport)	Operations Manager, Wujal Wujal Aboriginal Shire Council
Secretariat	Executive Assistant to the Mayor and CEO, Wujal Wujal Aboriginal Shire Council

Local Recovery and Resilience Sub-groups

Organisation
Human and Social
Wujal Wujal Justice Group
Jalbu Jalbumbu Women's Group
Dingkir Men's Group and Men's Shed
Wujal Wujal Primary Health Centre (Queensland Health)
Gungarde Community Centre Aboriginal Corporation
Jabalbina Yalanji Aboriginal Corporation
C&K Wujal Wujal Community Kindergarten
Bloomfield River State School (Department of Education)
Wujal Wujal Community Care (Aged Care)
Bana Yirriji Art Centre and Cultural Centre
Cooktown District Community Centre (CDCC)
Apunipima Cape York Health Council
Cape York Partnership (CYP)
GIVIT
Cook Shire Council
Queensland Reconstruction Authority (QRA)
Queensland Health – Tropical Public Health Cairns
Department of Treaty, Aboriginal and Torres Strait Islander Partnerships, Communities and the Arts (DTATSIPCA)
Department of Housing, Local Government, Planning and Public Works (DHLGPPW)
Queensland Department of Education
Police Liaison Officer (Queensland Police Service (QPS))
State Emergency Service (SES) (QPS)

Organisation
Emergency Management Coordinator (QPS)
Queensland Police Service (QPS)
Queensland Ambulance Service (QAS)
Economic
Community Enterprise Queensland (CEQ)
MyPathway
Cairns Indigenous Art Fair (CIAF)
Local Government Association of Queensland (LGAQ)
Department of Regional Development, Manufacturing and Water (DRDMW)
Department of Employment, Small Business and Training (DESBT)
Remote Indigenous Land and Infrastructure Program Office (RILIPO)
Department of Tourism and Sport (DTS)
Queensland Reconstruction Authority (QRA)
Environment
Council Animal Management Officer
Jabalbina Rangers (Jabalbina Yalanji Aboriginal Corporation)
Animal Management in Rural and Remote Indigenous Communities (AMRRIC)
Wet Tropics Management Authority
Queensland Health – Tropical Public Health Cairns
Queensland Fire Service
Department of Environment, Science and Innovation (DESI)
Department of Regional Development, Manufacturing and Water (DRDMI)
Queensland Reconstruction Authority (QRA)
Infrastructure (Building and Roads and Transport)
QBuild (Department of Housing, Local Government, Planning and Public Works (DHLGPPW))
Department of Housing, Local Government, Planning and Public Works (DHLGPPW)
Queensland Reconstruction Authority (QRA)
Department of Transport and Main Roads
Cook Shire Council
Ergon Energy
Telstra

Observers and special guests

Observers and special guests may attend the LRRG meeting upon approval from either the LRRG Chairperson or the LRC.

SCOPE AND LIMITATIONS

The LRRG facilitates community outcomes by bringing together various organisations and individuals.

The LRRG is unable to make binding decisions on entities as to how to conduct their business and operations, including that of the Wujal Wujal Aboriginal Shire Council.

Wujal Wujal Aboriginal Shire Council will collaborate with relevant LRRG sub-group members to deliver identified activities/projects/programs within reason. When required, LRRG sub-group members may be appointed as the implementation lead for specific activities/projects/programs.

REPORTING

The LRRG reports to the LDMG Chairperson and the Local Disaster Coordinator through the Local Recovery Coordinator.

MEETINGS

The LRRG will meet as required at the discretion of the LRRG Chairperson and Local Recovery Coordinator.

Agendas, meeting minutes and action plans are to be copied to the Chairperson of the LDMG and the Local Disaster Coordinator.

Meeting minutes should be made available within three [3] working days of each meeting.

Presiding at meetings

The Chairperson of the LRRG is to preside at all meetings. Where the Chairperson is not present, the LRC is to preside. In the absence of all the above persons, a member of Wujal Wujal Aboriginal Shire Council is to preside.

Recommendations

Recommendations can be made by the LRRG, however the final review and approval of all recommendations is the responsibility of the LDMG Chairperson and Local Disaster Coordinator in consultation with LRRG Chair and LRC.



Appendix | 3

Item 8.3 Terms of Reference for Kuku Bakal Kaykayanda Advisory Committee

Kuku Bakal Kaykayanda

Giving Voice to Children and Young People - for healing in disaster recovery

Project Advisory Group

TERMS OF REFERENCE 2024-5

1. Introduction

The Creative Recovery Network – Tropical North (CRNTN) has established a Project Advisory Group for the purpose of supporting and creating pathways to grow the Kuku Bakal Kaykayanda - Giving Voice to Children and Young People for healing in disaster recovery Project, (Kuku Bakal Kaykayanda Project) recognising its role in strengthening community health, wellbeing and resilience.

The Advisory Group brings together people with relevant expertise from a range of sectors and disciplines to undertake this work, with support from a dedicated project officer. The Advisory Group will operate under the direction of the CRNTN and will be chaired by the Creative Recovery Network Executive Officer.

The outcomes of the work of the Advisory Group will include:

- Strengthened understanding of, and appreciation for, the role of culture and the arts in disaster management systems
- Support the embedding of culture protocols and ethical engagement in the Kuku Bakal Kaykayanda Project
- Support the planning and implementation of the Kuku Bakal Kaykayanda Project
- Increased recognition of, and sustainability for, culture and the arts in communities

2. Background

The Creative Recovery Network – Tropical North is in partnership with the Jabalbina Yalanji Aboriginal Corporation to support young people in the development of creative recovery programs.

The project will present a series of creative participation programs developed with children and young people from four regions across the Northern Queensland impacted by Cyclone Jasper, and subsequent weather and flooding events - Mossman, Rossville, Cooktown and Wujal Wujal, Degarra, Ayton (Bloomfield Valley). Children and young people across these impacted regions have experienced continual upheaval, displacement and trauma impacts. Creative skill development will strengthen the voice of young people, creating a space for storytelling processes, connection and building of supportive relationships. This creative platform will help articulate and deepen the shared understanding of youth recovery experiences and build sustainable youth-centred recovery programs.

The project is designed to draw on the existing resources in the communities involved and create opportunities to support individualised and/or community-relevant capacity-building opportunities for youth participants. Arts-based processes and outcomes created through the project will be disseminated in the communities engaged

and beyond, to generate conversation for future thinking engagement and sustainable platforms for youth engagement and leadership.

The development of the project is iterative, the content focus will evolve in response to the expressed interests and needs of the young people, creative participation designed to offer a platform for the voice of young people in the disaster recovery process. Creating a space for storytelling processes and discussions that would help elaborate and deepen the shared understanding of youth recovery experiences.

Advisory Group Operations

Taking a 'hands on' approach the Advisory Group will:

- Use a collaborative approach, and consult broadly with cross-sector stakeholders and disaster management organisations
- Promote innovation and shared learning, acting as knowledge brokers
- Mentoring, professional supervision strategies
- Relationship building across the multiple partners involved
- Advocate on behalf of the project to raise the profile of culture and the arts within disaster management, local government and associated partners
- Share any strategic interests, observations, or knowledge in relation to regional priorities, other funding, resourcing or initiatives that may impact on the program
- Recommend and select external resources to assist if, and as required

2.1. Authorising environment

Not a formal decision-making body, the Advisory Group provides vital expertise, advice, and guidance to the Project to help shape its implementation and development.

2.2. Membership

Membership of the Advisory Group is drawn from key partners within community associated with the health and wellbeing of young people across the three Shires involved. Membership of the Advisory Group is voluntary and at the invitation of the CRNTN group.

Current members:

- Cook Shire Council
- Cook Town District Community Centre
- Creative Recovery Network
- Douglas Shire Council
- Jabalbina Yalanji Aboriginal Corporation
- Regional Arts Service Network – Tropical North
- Wujal Wujal Aboriginal Shire Council
- Wujal Wujal Justice Group

3. Roles and Responsibilities

The responsibilities of the members of the Advisory Group are to support the development of the Kuku Bakal Kaykayanda Project, reports, resources and implementation plans for each stage of its development.

In accordance with the objective of the Advisory Group, a work plan will be developed, which will be monitored and reviewed during meetings of the Advisory Group.

Members of the Advisory Group will be invited to participate actively in the programme of work, by reviewing and commenting on reports and issues at Advisory Group meetings and preparation of agenda items on the work development, outcome, and potential future developments of the project vision.

3.1. Chair

The **Creative Recovery Executive Officer** will Chair the Advisory Group. The role of the Chair is to:

- Facilitate effective collaboration and engagement of Advisory Group members
- Manage all meetings
- Oversee the development of the meeting Agenda

- Ensure all discussion items end with an action or definite outcome
- Reconcile differences in opinion and approach, and resolve any disputes arising where possible
- Review and approve the draft minutes before distribution

3.2. Members

All nominated members are to:

- Contribute expertise related to their specialist area
- Be responsible for representing the views of their organisation/sector/specialist area
- Provide clear, objective, open and honest advice
- Contribute to a collaborative advice on matters brought for consideration
- Participate fully in discussions, respecting each other's views
- Maintain confidentiality of all matters discussed
- Disclose any conflicts of interest or potential conflicts of interest
- Have read and understood the agenda papers before the meeting
- Consider matters out of session

3.3. Secretariat

Creative Recovery Network - Tropical North will provide secretariat support for the Advisory Group. All correspondence with the Secretariat should be emailed to contact@creativerecovery.net.au

The Secretariat will:

- Organise Advisory Group meetings
- Prepare agenda papers and issue notices for meetings, ensure all necessary documents requiring discussion or comment are provided to members
- Take notes of proceedings and prepare action items, as required of each meeting
- Disseminate action items from meetings to members
- Coordinate the preparation of the report to the CRN Management Committee
- Without prejudice to the accountability obligations of the Advisory Group, inform the Creative Recovery Network Management Committee on a regular basis the progress made by the Advisory Group.

3.4. Confidentiality

All nominated members, guests and other invitees are required to maintain confidentiality of the information obtained and discussions held during their involvement on the Advisory Group.

Information will not be released to third parties, unless required or authorised by legislation. Information will only be used for the purpose for which it was obtained.

3.5. Conflict of Interest

Nominated members must act in a manner that avoids any conflict of interest, either perceived or actual, ensuring the independence and integrity of the Advisory Group is maintained. Nominated members are to advise upon joining the Advisory Group whether they do or do not have a conflict of interest. The Advisory Group secretariat will be responsible for recording the conflict of interest.

If a conflict of interest does arise, either perceived or actual, the nominated members must declare the conflict to the Chair of the Advisory Group as soon as possible, and a plan to manage the conflict will be agreed and implemented.

Any actions taken by the Advisory Group to mitigate an actual or perceived conflict of interest are to be captured in the minutes and appropriate form of the Advisory Group meeting, i.e. nominated members asked to remove themselves from those discussions.

4. Meetings

4.1. Frequency

The Advisory Group meetings will be held the first Thursday of each month, unless otherwise determined by the Project Manager.

Ad hoc meetings may be convened as required.

4.2. Location of Meetings

The Advisory Group will generally take place online via zoom platform, or face-to-face if convenient and appropriate.

4.3. Agenda and Papers

A meeting agenda is to be prepared for each Advisory Group meeting by the Secretariat and approved by the Chair. Nominated representatives may submit additional items and inclusion of these on the agenda is at the discretion of the Chair.

4.4. Minutes

The minutes of each Advisory Group meeting will be prepared by the Secretariat. At a minimum, the minutes of the meetings will be an action register, noting especially the milestones as set out in this ToR. The minutes will record matters discussed, and advice provided, and are to be prepared, approved, and circulated directly approved by the Advisory Group Chair.

Full copies of minutes, including attachments, will be provided to all nominated representatives no later than ten (10) working days following each meeting.

5. Reporting

The Chair will provide a report to the Jabalbina Aboriginal Corporation – the holders of the grant contracts for this project - giving details of the Advisory Group's advice and activities aligned to the milestones/objectives and timings in these ToR. The preparation of this report will be undertaken by the Secretariat in collaboration with, and on behalf of, the Chair.

Signed by the Recipient:

Signed on behalf of Creative Recovery Network – Tropical North by:

Signature

Signature

Print Name

**Print Name:
Dr Tony Castles**

Position

**Position:
Regional Arts Manager, Regional Arts Service Network – Tropical North**

Date

Date



Creative Recovery Network Confidentiality, Privacy and Conflict of Interest Deed

This Agreement is made on the _____ day of 20_____

Between	_____ of _____ (Recipient)
and	CREATIVE RECOVERY NETWORK

Definitions and interpretation

“Confidential information” means all information made available to, or accessed by the nominated representative, in connection with their role as a nominated representative of the National Advisory Group for Creative Recovery, whether orally or in writing, or by any other means whatsoever, and includes information that:

- a) is by its nature confidential; or
- b) is designated by Creative Recovery Network or the National Advisory Group for Creative Recovery as confidential;
- c) is a Advisory Group paper; or
- d) the nominated representative knows, or ought to know, is confidential,

but does not include information that is in the nominated representative's possession without restriction in relation to disclosure before the date the information is received or accessed by the nominated representative, or that has been independently developed or acquired by the nominated representative.

"Conflict" means any conflict of interest, any risk of a conflict of interest and any apparent conflict of interest arising through engaging in any activity or obtaining any interest that is likely to conflict with or restrict the nominated representative as a nominated representative on the National Advisory Group for Creative Recovery in performing the work of the National Advisory Group for Creative Recovery fairly and independently.

CONFIDENTIALITY

The nominated representative must:

- (i) keep all confidential information confidential;
- (ii) use the confidential information only for the purpose of fulfilling their duties as a nominated representative;
- (iii) do their best to ensure that any confidential information in their possession or control is protected against loss or unauthorised access, use, modification or disclosure or other misuse; and
- (iv) not disclose the confidential information to any person except:
 - a) with the agency's prior written consent (consent is at the absolute discretion of, and subject to any conditions imposed by, the agency); or
 - b) as required by law.

The nominated representative must:

- (i) not take or retain any material containing any confidential information after the end of the deed or the appointment; and
- (ii) immediately deliver to Creative Recovery Network, at Creative Recovery Network's request, all documents (in any media) in the nominated representative's possession or control containing the confidential information.

PRIVACY

This clause applies to personal information:

- (i) in the National Advisory Group for Creative Recovery documents and other material or information systems; or
- (ii) collected or accessed by the nominated representative in connection with the appointment.

The nominated representative must:

- (i) not access, use, modify or retain personal information except for the purpose that the nominated representative is given access to the personal information;

- (ii) not disclose the personal information without Creative Recovery Network's prior written consent;
- (iii) not transfer any personal information outside of Australia, except with Creative Recovery Network's prior written consent
- (iv) not access, use or disclose personal information other than in the performance of their duties; and
- (v) take any steps to prevent unauthorised use or disclosure of personal information as notified by the agency.

The nominated representative must:

- (i) not take or retain any material containing any personal information after the end of the deed or the appointment; and
- (ii) immediately deliver to Creative Recovery Network's, at Creative Recovery Network's request, all material in the nominated representative's possession or control containing personal information.

CONFLICT OF INTEREST

The nominated representative declares that they do not have any conflict, including that the nominated representative:

- (i) does not hold any office or possess any property;
- (ii) is not engaged in any business or activity; and
- (iii) does not have any obligations,

where a conflict is created, or might appear to be created, in conflict with the nominated representative's obligations, except as follows:

Where a nominated representative on the National Advisory Group for Creative Recovery may concurrently or in any combination be:

- a) an employee of the agency which they represent at the National Advisory Group for Creative Recovery
- b) a volunteer for the agency which they represent at the National Advisory Group for Creative Recovery
- c) a volunteer for an agency which is represented at the National Advisory Group for Creative Recovery
- d) a patron of the agency which they represent at the National Advisory Group for Creative Recovery
- e) a patron of an agency which is represented at the National Advisory Group for Creative Recovery

The nominated representative must:

- (i) disclose any conflict that arises during the relevant period by notice in writing to the Chair of the National Advisory Group for Creative Recovery; and

- (ii) comply with Creative Recovery Network's requirements to manage, mitigate or eliminate any conflict.

If the nominated representative fails to disclose a conflict or comply with the obligation under this clause or other provisions of this deed, Creative Recovery Network's may, without excluding or limiting any other right or remedy, terminate the appointment to the National Advisory Group for Creative Recovery.

This deed is executed as a deed poll for the benefit of Creative Recovery Network's and the nominated representative. The agency or the nominated representative may enforce this deed, despite not being a party to it.

The obligations under this deed will continue after the end of the deed and the appointment.

This deed may only be varied by a deed entered into by Creative Recovery Network's and the nominated representative.

This deed does not exclude the operation of any principle of law or equity concerning confidential information.

Creative Recovery Network's rights or undertakings concerning this deed will not be deemed to be waived except by notice in writing signed by Creative Recovery Network's. Failure or delay by Creative Recovery Network's to enforce any provision of this deed will not waive Creative Recovery Network's rights.



Appendix | 4

Item 8.4 Approval for purchase over \$200,000: Backhoe

CATERPILLAR 432

PREPARED FOR WUJAL WUJAL ABORIGINAL SHIRE COUNCIL



*Image (if present) may include accessories or optional attachments not included in this quotation.

Quote Type	New Sale	Customer No.	2001272
Quote No.	177327-02	Prepared For	PERRY GOULD
Document Date	Jun 10, 2024	Email Address	opsmanager@wujal.qld.gov.au
Prepared By	Courtenay, Paulie	Phone Number	0407553628
		Company Address	WUJAL WUJAL 131 HARTWIG STREET VIA COOKTOWN Queensland 4895

Hastings Deering



177327-02

Jun 10, 2024

WUJAL WUJAL ABORIGINAL SHIRE COUNCIL
WUJUL WUJAL 131 HARTWIG STREET
VIA COOKTOWN
Queensland
4895

Dear Perry,

Thank you for the opportunity to quote on your equipment needs, we trust it will meet your requirements.

We understand that a machine is an investment in the future of your business. When you purchase a Cat machine you not only get reliable performance and productivity, you are partnering with Hastings Deering for the life of your equipment.

At Hastings Deering, we not only provide the best equipment in the world, we also provide expert solutions to keep our customers moving. You can rely on us to go the extra mile to provide uncompromising service, wherever you are.

With the support of more than 3000 employees, across 23 business centres throughout Queensland, Northern Territory, Papua New Guinea, the Solomon Islands and New Caledonia, we are committed to ensuring your needs come first.

Our goal is to ensure that you achieve the highest return on your investment by providing the best product and aftersales service available, seven days a week, 24 hours a day.

Thank you for your interest in Hastings Deering and Caterpillar products for your business. This quotation is valid for 14 days, after which time we reserve the right to re-quote. If there are any questions, please do not hesitate to contact me.

Sincerely,

A handwritten signature in dark ink, appearing to read "Paulie Courtenay".

Paulie Courtenay
Machine Sales Representative
Paulie.Courtenay@hastingsdeering.com.au

www.hastingsdeering.com.au



Hastings Deering (Australia) Limited |
ABN 49 054 094 647

131 228 | hastingsdeering.com.au



EQUIPMENT SPECIFICATIONS

Description	
Caterpillar Model: 432 BACKHOE/INDUSTRIAL LOADERS	
Includes the following specifications	
BOOMS, STICKS, AND LINKAGES	
BACKHOE	- Parallel Lift (PL) Loader
- 4.3 metre (14ft) side shift excavator style backhoe.	- Lift cylinder brace
- Boom and swing transport locks	- Transmission neutralizer switch
- Pattern changer	- Return to Dig
LOADER	- Loader float function
POWERTRAIN	
- Water Separator	- Parking brake
- Dry-type air cleaner with precleaner and filter condition indicator	- Differential lock (rear axle)
- Hydraulically boosted multi-plate wet disc brake with dual pedals & interlock	- All Wheel Drive
- Hand and foot throttle	- Spin-on filters for Fuel
	Engine oil
	Transmission oil
HYDRAULICS	
- Load sensing, variable flow system with 187 L/min (49 gpm) axial piston pump	- Electro-hydraulic slide frame lock release
- 6 micron spin-on hydraulic filter	- Hydraulic oil cooler
- Caterpillar Compact 294 hose	- Flow-Sharing Hydraulic Valves
	- Hydraulic suction strainer
ELECTRICAL	
- 12 volt electrical start	- Key start/stop system
- Horn, front and rear	- 850 CCA maintenance free battery
- Backup alarm	- Battery disconnect switch
- Hazard flashers/turn signals	- External Power Receptacle (12v)
- Halogen head lights (2)	- Self cancelling turn signals
- Halogen rear flood lights (2)	- Diagnostic ports for engine and machine
- Stop and tail lights	Electronic Control Modules
- Audible system fault alarm	
OPERATOR ENVIRONMENT	
- Isolation mounts	- Two exterior rear view mirrors
- Coat hook	- Warning light and audible alarm for engine oil pressure and coolant temp
- Floor mat and Dome Light	- Worklights, 4 front & 4 rear
- Front and rear windshield wipers and washers	- Opening rear side windows
- Heater/defroster	- Internal power socket (12v) alarm for engine oil pressure and coolant temp
- Left and right side doors with locks and opening windows	- Radio ready headliner
- Lockable storage	- Vandal guard
- Tilt steering column	- Sun Visor (perforated)
	- 2 external beacon sockets 12v





- Air suspension fabric seat with 50mm seat belt	- Steering wheel knob
FLUIDS	
- Antifreeze - Extended Life Coolant	-30C (-20F)
OTHER STANDARD EQUIPMENT	
- Standard Storage Box	guard
- Transport tie-down points	- CD-ROM Parts Manual
- Ground line fill fuel tank with 160L (42.3 gal) capacity & 19L (5 gal) diesel exhaust fluid	- Safety Manual
- Rubber impact strips on radiator	- Operations and Maintenance Manual
	- Lockable hood
	- Tire Valve Stem Protection

FACTORY FITTED EQUIPMENT

Configuration Description	
432 Backhoe Loader - Eh	Sound Suppression, Eu, 103 Db
Engine, 74.5kw, C4.4 Dita, S3a	Bkt-Mp, 1.03m3, Po, Forks+boce
Loader Bucket Pins	Drive Arrangement, Std Tires
Worklights (8) Led Lamps	Certificate Of Origin, English
Air Conditioner, S3	Sensor, Pressure, Blue
Tires, 12.5 80-18/16.9 28, Mx	Stick, Extendable, 4.9m
Counterweight, 460 Kgs	Linkage, Lift, 4.9m, With Hbcv
Frame, Standard	Lines, Two-Way, 4.9m E-Stick
Ride Control	Fenders, Rear Extensions
Coupling,Qd,Threaded With Caps	Plate, Licence, Lighted/Fog
Guard, Driveshaft	Lights, Rooding, Lh Dip, Led
Fenders, Front 4wd	Cab, Deluxe, Eh
Stabilizer Pads, Street	Pt,Awd/2ws Autoshift,Ltc,Eh
Guard, Rear Light	Seat, Deluxe Fabric, Eh
Power Side Shift	Hyd, Mp, 6fcn/ 8bnk,Lks,Eh
F97 Lifting Certificate	Standard Radio (12v)
Pack, Roll On/Roll Off By Sea	Auto-Up Stabilizers
Rust Preventative Applicator	Lines,Hyd Cplr 4.9m Ext Pilot
Prep Package, En474, Pilot	Product Link, Cellular, Ple643



LOCAL ITEMS

Dealer Fitted Items

Freight To Site In Wujal Wujal	Queensland Conditional Registration
2 X Fixed Led Beacons (10	Risk Assesment
Grey Canvas Seat Cover	Precleaner - Clear Bowl Type - Engine Air Precleaner
Xrs370c Uhf Radio Kit	Window Tint - T35
Battery Isolator - Bms -	Engineering Swl
Bms Starter Isolator Lockou	A2 - Tilt Coupler Hydraulic (BI)
Emergency Stop (E-Stop) - E	Cat - Bucket Hd - 0.07m3 - 305mm Wide (BI)
Emergency Stop (E-Stop) - I	Cat - Bucket Hd - 0.12m3 - 457mm Wide (BI)
1.5kg Fire Extinguisher - Cab	Cat - Bucket Hd - 0.18m3 - 610mm Wide (BI)
4.5kg Fire Extinguisher - E	Cat - Bucket Mud - 0.41m3 - 1200mm (BI)

AFTER SALE SUPPORT

Standard Warranty:	12 Month / Unlimited Hours Caterpillar provides a comprehensive warranty for a period of 12 months from the date of delivery. Full details are provided on Caterpillar Warranty Statement.
Extended Protection Plan:	12 MO/8760 HR POWERTRAIN + HYDRAULICS + TECH, 36 MO/6000 HR POWERTRAIN + HYDRAULICS + TECH

The coverage term for the New Machine EPP starts from the product delivery date and includes the standard machine warranty. Hastings Deering can offer customised coverage plans to suit your preferred length, coverage type & utilisation. Hastings Deering will provide an aftersales condition monitoring service for the duration of the aforementioned Extended Protection Plan Period. This includes machine conditioning monitoring, PM Alerts, connectivity (via VisionLink Daily or my.cat.com as applicable) based on the agreed Hastings Deering's HDAdvantage Terms and Conditions and Caterpillar's Data Governance Statement, Caterpillar's Global Privacy Statement and any applicable privacy notices which describe how information and data may be collected, shared and used, is available at <https://www.caterpillar.com/en/legal-notice/data-governance-statement.html>.

PRICING SUMMARY

SELL PRICE	\$256,051.78
GST (10%)	\$25,605.18
INVOICE TOTAL	\$281,656.96

BUNDLES "Not included in the above pricing"

Please Select	Bundle 1:	Ref No.	Sell (Ex GST)
	Total Bundle 1:		\$0.00




DEPOSIT

Hastings Deering may require a deposit to be paid by you (**Deposit**). The decision to require a Deposit is at the sole discretion of Hastings Deering. The Deposit (if any) will be a maximum of 10% of the total invoice value per machine.

If a Deposit is payable, Hastings Deering will issue an invoice.

Any order placed by you pursuant to this quote will not be deemed accepted by Hastings Deering (and no contract will form) until such time as the Deposit is paid in full and in cleared funds. The Deposit is not refundable other than as expressly permitted under the Sales Terms, the quote terms, or where required by law.

The balance of the Price must be received in full and in cleared funds the day prior to the date that the Supplier notifies the Customer that the Goods and/or Services will be ready for collection, delivery or supply (as applicable).

VALIDITY & PRICING

Validity of this quotation is fourteen (14) days from the quotation date.

ESTIMATED DELIVERY

To be confirmed at date of order acceptance by Hasting Deering.

AVAILABILITY

Should Dealer inventory not be available at the time of the purchase order receipt, factory availability will apply.

This delivery commitment reflects ex-factory lead times applicable at the time of tendering. Ex-factory lead times do vary from time to time, and Hastings Deering reserves the right to revalidate and vary the delivery schedule at the time of order placement should there be a change in the lead time.

FINANCE

For more information regarding financing your machine please contact Cat Finance on:

Phone: 03 9953 9024

Phone: 03 9953 9029

Email: CFALQLD@cat.com



Hastings Deering (Australia) Limited
ABN 49 054 094 647

131 228 | hastingsdeering.com.au



QUOTE ACCEPTANCE

Hastings Deering would like to thank you for the opportunity to quote on your requirements. If you wish to purchase the quoted Goods, please sign this document, and return it to Hastings Deering, or make a payment to us in accordance with this quote. Your signature on this quote, or any payment made by you in accordance with this quote (including the payment of any Deposit) constitutes acceptance by you to purchase the Goods in accordance with Hastings Deering's Sales Terms (**Sales Terms**) Capitalised terms in this document have the meaning as set out in the Sales Terms.

By signing this quote or making a payment in accordance with this quote (including the payment of any Deposit), you are accepting Hastings Deering's quote (as summarised on previous page) and a binding contract is created between the Customer and Hastings Deering for the sale and purchase of the Goods incorporating the Sales Terms.

By signing this document, or making any payment in accordance with this quote, you warrant that you have full authority to sign this document on behalf of the Customer and to bind the Customer to the Sales Terms.

Hastings Deering's Sales Terms will apply to the supply of Goods by Hastings Deering to the Customer, despite any conflicting terms proposed by the Customer, unless expressly waived in writing by Hastings Deering.

The Customer has no right to cancel or suspend the Order, except as expressly permitted under Hastings Deering's Sales Terms. If the Customer attempts to cancel or suspend the Order in breach of the contract, Hastings Deering reserves its rights to recover any loss suffered as a result of the breach.

Estimated Delivery time is from the receipt of an authorised purchase order, subject to prior sales and/or attachment availability. Hastings Deering cannot guarantee a delivery date due to external factors that are reasonably beyond our control such as (but not limited to) shipping, attachment availability and/or a force majeure event. Any date for delivery specified below (whether or not specified as "estimated") is an estimated date and is subject to the Sales Terms. If no estimated delivery date is specified below, Hastings Deering will notify you of the estimated delivery date once it receives delivery information from the manufacturer or supplier of the Goods.

Cat 432 as per quote supplied: # 177327-02

Quote Date: Jun 10, 2024 Quote valid for 14 days from date of quote.

Delivery Address: Delivered to site in Wujal Wujal Estimated Delivery: To be confirmed

PRICING INFORMATION

	Ex GST	GST	Incl GST
SELL PRICE	\$256,051.78	\$25,605.18	\$281,656.96
SUBTOTAL	\$256,051.78	\$25,605.18	\$281,656.96
GST (10%)	\$25,605.18	\$0.00	\$0.00
INVOICE TOTAL			\$281,656.96



INVOICING INSTRUCTIONS

Select	Company to invoice machine to	
	Invoice to Company as nominated on this quote's cover letter	
OR		
	Business Entity:	
	Australian Business Number:	
	Invoice Address:	
	Customer Number: <i>(HDAL to complete)</i>	



TERMS AND CONDITIONS

This Quote is subject to the applicable Hastings Deering's Terms which are made available at www.hastingsdeering.com.au/legal/terms.

For clarity, the below Terms & Conditions will be relevant to the following types of transactions:

[HDAL Terms and Conditions Equipment and Engineering Sales](#) For machine/equipment & engineering sales
[HDAdvantage Terms and Conditions](#)

If a separate contract exists or will be negotiated upon award of this tender, the terms of that contract will apply. To the extent of any inconsistency between these Terms and the terms of the Purchase Order, the Terms prevail. Any contractual terms and conditions sought to be imposed by the Customer by incorporation on the Purchase Order will be void and of no effect.

QUOTE APPROVAL

Note:

- If you do not agree with the Hastings Deering Sales Terms applicable to this quote, you should not place an Order for the equipment and/or related services the subject of this quote.
- **This offer is not binding on Hastings Deering (Australia) Limited until accepted in writing on behalf of Hastings Deering by the Manager or a duly authorised Officer, and any Deposit (if required by Hastings Deering) is paid in full and in cleared funds.**

WUJAL WUJAL ABORIGINAL SHIRE COUNCIL	
CUSTOMER NAME	ds_CustomerContact
CUSTOMER SIGNATURE	CustomerSign
DATE SIGNED	ds-dt1

ACCEPTED BY HASTINGS DEERING (AUSTRALIA) LTD	
AUTHORISED NAME	ds_DealerAuthorizedName
AUTHORISED SIGNATURE	ResSign
DATE SIGNED	ds-dt2





Appendix | 5

Item 8.5 Event Specific Local Recovery and Resilience Plan

Wujal Wujal Aboriginal Shire Council

Wujal Wujal Ngulkurrmanka (Healing),
Binalmalmal (Learning) and Kabanka (Rising)

TC Jasper, Associated Rainfall and Flooding 3-28 December 2023

Endorsed by: Wujal Wujal Aboriginal Shire Council on xxx2024



Mayor
Alister Gibson



CEO
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Recovery story of the Yalanji, Jalunji and Ngungkul people

Wujal Wujal Aboriginal Shire Council Overview and Vision

The Wujal Wujal Aboriginal Shire is a local government area in Far North Queensland and is managed as a Deed of Grant in Trust under the Local Government (Community Government Areas) Act 2004.

The community of Wujal Wujal is located in the Cape York region with the surrounding environment and cultural tourism attracting many people to the region. It has an area of 19.94 square kilometres of land.

It is located approximately 30 kilometres (19 mi) north of Cape Tribulation and 60 kilometres (37 mi) south of Cooktown. Access to the community is through a sealed road from Cooktown, or by the Bloomfield Track, an unsealed road from Cape Tribulation which is only suitable for four-wheel drive vehicles. This is due to the gradient of the terrain and the many streams and rivers that make up the Daintree drainage basin which cross the path at very regular intervals. During high water flow the road from Cape Tribulation is impassable.

The rare Bloomfield River Cod (*Kuyu wujalwujalensis*) is found only above Bloomfield River Falls below the Dawnvale Station homestead and is named after this community.

The name 'Wujal Wujal' or 'many falls' is derived from the local language. There are several Indigenous languages spoken within this community and three traditional Clans.

Wujal Wujal is an active, safe, progressive and healthy community with increased participation in sports and improved economic opportunities. Our community is culturally rich, and appreciate and value the traditional Eastern Kuku Yalanji knowledge, language, skills and connection to the natural landscape and resources.

The scenic landscapes, rainforest and the Bloomfield River are the traditional grounds of Eastern Kuku Yalanji people. The lands and rivers are protected, valued and managed sustainably. Land is limited and community development is determined by a collaborative partnership between all stakeholders, representing the community and providing a transparent decision-making process.

Event story

Tropical Cyclone (TC) Jasper formed near the Solomon Islands on 5 December 2023 and crossed the Queensland coast as a category 2 system in the vicinity of Wujal Wujal at around 8 pm AEST on the evening of 13 December 2023. Tropical Cyclone Jasper and the subsequent rainfall and flooding across Far North Queensland led to an extraordinary flooding event causing very significant and record-breaking flooding resulting in the isolation and evacuation of the community by emergency services personnel. This event has had a significant impact on the community.

During the cyclone it was quiet and overcast. Then, commencing on 14 December 2023 we had thirty hours of non-stop rain. During the night of Sunday, 17 December 2023, flood levels rose quickly and houses, the health centre, police station, church, council administration and depot and other buildings went under water. The community had to move to higher ground and some people were on the roof of the health centre and some other houses. We could not sleep because we could hear rocks and trees falling and smashing into buildings including the Arts Centre. We were scared because we could not hear the waterfall or see any birds or butterflies. We were worried when our young ones swam in the floodwaters to get from house to house because we did not know where the crocodiles were in the water. We ran out of food and water and did not know what was happening because we lost power and communications. It took three days to evacuate the community by helicopter. When the last helicopter left, those in the helicopter cried silent tears as they flew over their ancestors in the cemetery and the dogs left behind were on their hind legs howling. We missed out on family celebrations including Christmas, New Year and birthdays because of the evacuation.

After the flood the community had between 1-1.5 metres of mud through it. We have struggled to comprehend the devastation and impact on our houses and the buildings. All our belongings are gone.

Our community's strength

The pristine nature of our community is important - the air is fresh; the water is pure and there is access to the sea and rainforests. We are connected to nature. Our community is strong and is resilient. We will 'fight on' with all challenges coming our way, including climate change. Our people are the soul of our community, with all three of our clan groups connected, and we live together in harmony. We protect and accept each other and always know where people are, especially when they visit homelands. There is strong leadership in our community, and we yarn with our children to encourage them. Wujal Wujal is the best place.

Key stakeholders

Wujal Wujal Aboriginal Shire Council; Community Elders; Traditional Owners; Community Members in Wujal Wujal Aboriginal Shire, Cook Shire Council; Douglas Shire Council; Wujal Wujal Justice Group; Wujal Wujal Community Care; Gungahlin Community Centre Aboriginal Corporation; Cooktown District Community Centre (CDCC); Cape York Partnership (CYP); C&K Wujal Wujal Community Kindergarten; Bloomfield State School; Jabalbina Yalanji Aboriginal Corporation; RNTBC; Jabalbina Rangers; Dabu Jajikal Aboriginal Corporation; GIVIT Animal Management in Rural and Remote Indigenous Communities (AMRRIC); ERSCO Consulting Engineers; Department of Treaty, Aboriginal and Torres Strait Islander Partnerships, Communities and the Arts (DTATSIPCA); Department of Environment, Science and Innovation (DESI); Department of Housing, Local Government, Planning and Public Works (DHLGPPW); QBuild; Queensland Health; Queensland Police Service (QPS); QPSEmergency Management; Queensland Ambulance Service (QAS); Department of Regional Development, Manufacturing and Water; Local Government Association of Queensland (LGAQ); Queensland Reconstruction Authority (QRA); The Yellow Company; Ergon Energy; Telstra

Wujal Wujal Aboriginal Shire Council

Wujal Wujal Ngulkurrmanka (Healing), Binalmalmal (Learning) and Kabanka (Rising)

TC Jasper, Associated Rainfall and Flooding 13-28 December 2023



Damage locations and impacts

Bama (family)- (Human and Social)

- Psychosocial wellbeing of community members affected due to:
 - loss of Bama (family) after the disaster
 - Bayan (houses) being inundated with floodwaters
 - Bama being displaced/evacuated from their homes and community
 - personal belongings destroyed by flood waters (clothes, family photos, furniture, white goods and cars)
- Loss of social connection due to:
 - displaced/evacuated Bama and friends being relocated to various locations across FNQ including Cooktown, Cairns, Mossman and Tablelands
 - displaced/evacuated children having to attend kindergartens and/or schools in various locations outside community including Cooktown and Cairns
 - loss of spirituality and cultural identity
 - loss of the BanaYirriji Art Centre and meeting spaces (men's shed and women's area).
 - impacted sacred sites
 - loss of community recreational areas and infrastructure including sports ground, bike park, splash park and recreation centre
- Increased anxiety due to:
 - not being able to return to Bayan and Bubu (land) due to damage/destruction of essential infrastructure, access/road closures, a disaster declaration for their area, or their property being inundated with water and uninhabitable.
 - photos and personal belongings potentially ending up in culturally inappropriate locations due to being washed away in floodwaters
 - having to leave pets behind in community
 - limited access to essential food and water supplies as store was not stocked and community was isolated
 - loss of communication with Bama because of no power or telecommunications

Economic

- Loss of income/profit to:
 - BanaYirriji Art Centre and café due to destruction of building because of landslips and flooding
 - local artists due to loss of paintings held in the Bana Yirriji Art Centre that are normally for sale to tourists.
 - local shop due to floodwater through the building
 - tents next the Eco Lodge due to community being isolated
- Increased financial burden on:
 - members of the community due to:
 - not being able to attend work because of displacement/evacuation and/or isolation from floodwaters
 - having to replace food lost because of floodwater damage and loss of power.
 - having to replace personal belongings because of floodwater damage.
 - the Bana Yirriji Art Centre due to having to replace lost art supplies
 - Council due to damage and/or loss of public infrastructure, vehicles, plant and equipment, backup generators and IT equipment
 - Wujal Wujal Justice Group due to damage to, and/or loss of plant and equipment, vehicles, camping gear, camper trailer, keys to the bus and IT equipment.
- Loss of power tools, fridge and accessories from the Men's Shed.
- Loss and damage to plants in the market garden.

Bubu (Environment)

- Loss of:
 - bush medicine trees (Melaleuca Paperbark)
 - bush tucker
 - native animals, flowers and fish (Bloomfield River Cod (Kuyu wujalwujalensis))
 - swimming holes
 - camping areas
 - gardens and fruit trees.
- Changes to Bubu including:
 - landslips have re-arranged and flattened the landscape.
 - large amounts of mud and silt deposited throughout the community.

Damage locations and impacts

Bubu (Environment) (cont.)

- erosion of the riverbank and mountain ranges
- change in the course and shape of the river
- sand portion of the beach has been washed away.
- Public health and biosecurity risks including:
 - increase in the number of snakes, flies, rats and mosquitoes and other vectors of disease.
 - impacts from sewerage inundation
 - impacts from contaminated soil, air or water, including, but not limited to: Melioidosis and/or Leptospirosis.
 - flooding has spread weeds and seeds such as guinea grass, nut grass and snake weed.
- Generation of additional waste and landfill due to flood damaged items
- Generation of biowaste due to mud and debris
- Multiple landslips
- Loss of power
- Loss of telecommunications

Bayan (Infrastructure)

Building

- Homes inundated by flood waters- lowest house received 20 metres of water through it.
- Loss of:
 - women's centre
 - art centre
 - flood warning infrastructure at Bloomfield bridge
 - three septic tanks in spray/irrigation field washed away
 - council records demountable building
 - service station pumps
 - Wujal Wujal Emergency Management Network
- Water supply and sewerage treatment plants out of commission due to inundation of floodwaters and silt in switchboards and pumps
- Floodwater and/or silt damage to:
 - Black Star radio station
 - IKC/LDCC
 - Jabalbina office
 - council administration building and duplex
 - council depot office, workshop and training room
 - Charlie's Tourism Centre

Bayan (Infrastructure) (cont.)

Building

- Apunipima Cape York Health office
- kindergarten shed
- shop
- laundry
- Jabalbina offices
- MyPathways offices
- Bloomfield State School
- SES demountable building
- SES shed
- Lutheran Church; stained glass windows doors and toilets;
- Qld Health medical clinic
- police station
- recreation hall
- splash Park
- sports fields including fencing and ablution block
- pump track
- emergency siren
- solar streetlights

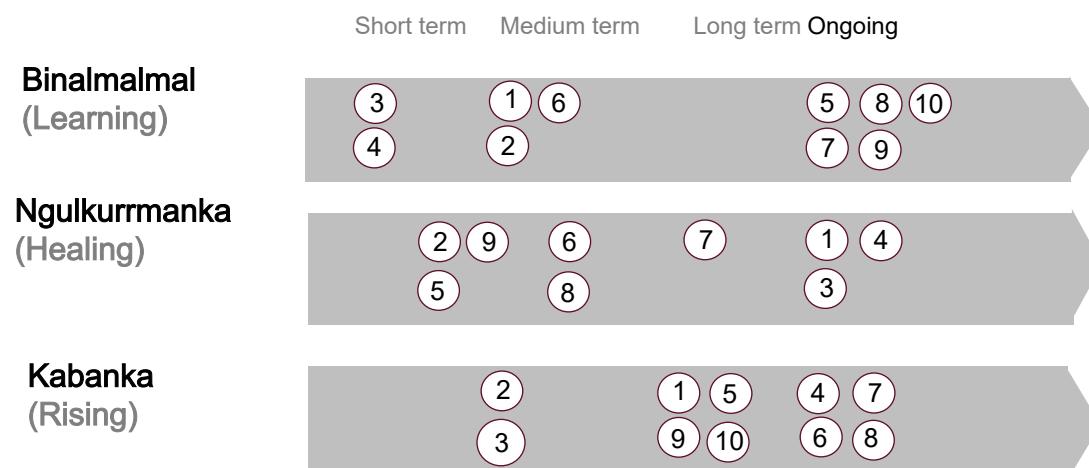
Roads and Transport

- Key community roads severely damaged
- Damage to integral drainage network
- Billy Goat (Olufson) Creek cut off
- Undermining near Bloomfield bridge.
- Four causeways impacted by rock, mud and debris.
- Road signage washed away.
- Walking access to Bloomfield Falls destroyed along with cultural area.
- Some footpaths damaged/covered in silt
- Road up to China Camp undermined
- ZigZag access road to outstation damaged



Recovery story artwork (to be inserted once complete)

Recovery timelines



Keeping strong (Recovery objectives)

Binalmalmal (Learning)

1. Bureau of Metrology modelling improved to provide enhanced key data for community (medium term).
2. Flood infrastructure – flood mapping completed; river monitoring gauges/cameras repaired/replaced (medium term).
3. Explore food security options through store (short term).
4. Set up a Local Recovery and Resilience Group (ongoing).
5. Complete a review of the recovery sub-plan (ongoing).
6. Complete a review of the Town Plan (medium).
7. Complete a review of the Local Disaster Management Plan and relevant sub-plans (ongoing).
8. Enhance disaster preparedness, management and recovery arrangements with neighbour shires (ongoing).
9. Develop a communication plan to share messages and information with community before, during and after disasters (ongoing).
10. Provide disaster preparedness education to kids and community in language (ongoing).

Ngulkurrmanka (Healing)

1. Dispose of personal belongings and clothes using cultural appropriate methods (ongoing).
2. Ensure community has access to meeting spaces (men's shed and women's area) and sacred sites (short-medium term).
3. Ensure community has access to immediate and ongoing support services during the response and recovery program (ongoing).
4. Ensure community is aware of and has access to immediate and ongoing psychosocial and financial support services during the response and recovery program (ongoing).
5. Provide access to housing support services for the community during the response and recovery program. (short-medium).
6. Facilitate activities, events and gatherings to support healing, encourage social connectedness and build community capability and capacity to lead their own recovery and preparedness for future events. (medium term).
7. Rebuild the Bana Yirriji Art Centre (long term).
8. Create a formal record/plan of family member locations in the cemetery (medium term).
9. Restore the road network to its pre-disaster condition or better while minimising the disruption to community and the travelling public (short-medium term).

Kabanka (Rising)

1. Installation of Micro grids – solar to hydro (long term).
2. Increase resilience in sewerage infrastructure (medium term).
3. Increase resilience in water treatment and supply infrastructure (medium term).
4. Ensure all future housing is raised and/or moved out of flood zone (ongoing).
5. Build a community Place of Refuge (safe house) centre (long term).
6. Investigate opportunities for tourism (ongoing).
7. Investigate opportunities for employment (ongoing).
8. Rebuild the SES volunteer program (ongoing).
9. Reinstate Black Star Radio Station (long term).
10. Rebuild waterfall boardwalk and cultural area (long term).

Wujal Wujal Aboriginal Shire Council

Wujal Wujal Ngulkurrmanka (Healing),
Binalmalmal (Learning) and Kabanka (Rising)

TC Jasper, Associated Rainfall and Flooding 3-28 December 2023



Our community in pictures (to be inserted once complete)

Our community in pictures

Measures of success

Measures of success

Binalmalmal (Learning)

- Bureau of Metrology modelling has been improved and enhanced key data is being shared with Council and community.
- Flood mapping studies have been completed with a consideration of return intervals that may be experienced in the future to align with Climate Change Adaptation
- Flood mapping studies identify key trigger point to align with an evacuation strategy.
- River monitoring gauges/cameras have been repaired and/or replaced and are fully operational.
- Increased flood monitoring capabilities across the Bloomfield catchment are identified and infrastructure projects implemented to assist with building further flood resilience for WujalWujal Aboriginal Shire and adjoining Local Government Areas.
- Food security is enhanced.
- Local Recovery and Resilience Group has been established and is meeting regularly.
- Recovery SubPlan has been reviewed updated as required and implemented.
- Town Plan has been reviewed and updated as required and implemented.
- Local Disaster Management Plan and Subplans have been reviewed and updated as required and implemented.
- Disaster preparedness, disaster management and recovery arrangements with surrounding Shires have been formalised.
- Communication plan has been developed and implemented.
- Disaster preparedness education has been developed in language and delivered to kids and community.

Ngulkurrmanka (Healing)

- Personal belongings and clothes are being disposed of using culturally appropriate methods.
- Community is accessing meeting spaces and sacred sites.
- Community has accessed support services as required.
- Community has accessed psychosocial and financial support services as required.

Ngulkurrmanka (Healing)(cont.)

- Those community members who want to, have returned home to community.
- Alternate accommodation has been sourced for those community members who want to live outside community.
- Food security is enhanced.
- Community is participating in preparedness and recovery activities.
- Bana Yirriji Art Centre has been rebuilt in a flood resilient location and is operational.
- A formal record/plan has been created to identify the locations of family members in the cemetery.
- Road network has been restored.
- Community facilities are operational
- Access is available to outstations.
- WujalWujal Emergency Management Network has been replaced and is fully operational.
- Formal record/plan of family member locations in the cemetery has been completed.

Kabanka (Rising)

- Funding for Microgrids has been secured; installation completed; fully operational.
- SES utilised in disaster events.
- Raised platforms for sewerage and water treatment facilities.
- Tourism numbers increased.
- Community members have secured ongoing employment.
- Art Centre has been rebuilt and is fully operational.
- Place of Refuge (Safe House) has been constructed and is fully operational
- Black Star Radio Station has been repaired and is broadcasting to community.
- Waterfall boardwalk installed and cultural area have been completed and are open to the community and visitors.



Appendix | 6

Item 9.1 Australian Local Government Association summary report on Listening Sessions



LISTENING REPORT

2024 National General Assembly

- ✓ Roads & Transport
- ✓ Disaster Resilience & Recovery
- ✓ Energy Transition
- ✓ Housing & Community Infrastructure

LISTENING SESSIONS OVERVIEW

Over 500 representatives from councils nationwide attended four concurrent listening sessions to share their stories and their community experiences in responding to the policy challenges in four critical areas:

- i) Roads & Transport
- ii) Disaster Resilience & Recovery
- iii) Energy Transition
- iv) Housing & Community Infrastructure.

Many of the representatives present were from councils in rural, regional and remote communities across Australia.

Panels of departmental and non-government policy experts attended as invited guests. Their role was to listen to the voice of local government, the concerns and feedback of participants, and to comment as required on federal government and other initiatives that might assist in challenges being faced in local communities.

The listening sessions were independently facilitated by Melbourne Leadership Group, who compiled this listening report. The comments in this report incorporate both verbal feedback provided by participants, and also written comments in the interactive audience engagement tool, Slido. This report captures the discussion in thematic categories rather than as a chronology.

As the sessions were not designed as problem-solving workshops, the report does not contain recommendations or the endorsed views of participating organisations; rather it is intended to convey to policy-makers the flavour of the conversations and the opinions and feelings of elected officials, their staff, and community members in local government areas.

It is important to note that:

- This report is a summary of the views of attending stakeholders at each listening session.
- The discussions and views raised in these sessions reflect the personal views of the attendees and do not reflect the position of the Australian Local Government Association.
- The discussion primarily reflects the lived experience of attendees and should be viewed as an insight into how each issue is viewed within councils and local communities.
- Any factual inaccuracies are a reflection of the discussion and have not been fact-checked as part of compiling this report.

If there was to be one unifying theme across all four sessions, it would be the importance of coordination and collaboration across all three tiers of government to achieving meaningful outcomes in these critical policy areas.

Melbourne Leadership Group

2 July 2024

ROADS & TRANSPORT

Survey results and responses

The pre-conference survey results from 36 participants highlighted road construction and maintenance as the major priority for council resources and budgets with regards to roads and transport.

The second priority was road safety, including the Black Spot and National Road Safety Action Programs, followed by active travel and transport, public transport and finally regional transport, heavy vehicles access and urban freight. In relation to road safety, respondents ranked infrastructure planning and investment as the highest priority, with medium priority for vulnerable road users, regional road safety and risky road use.

The invited guests on the listening panel, comprising both departmental and non-government policy experts, responded that the survey results reinforced what they were hearing, particularly around road construction and maintenance being the highest priority. They reported that construction costs and the challenges with road maintenance funding are of interest and the Government has been considering these issues. There had also been commentary from rural areas around resilience, roads and also operational supply chains.

With regard to road safety, invited guests highlighted the strong interest and investment in vulnerable road users and the need for both short and long-term solutions. Trends in road trauma are projecting higher injury rates compared to those of several decades ago, and local government is seeing this as a priority.

KEY THEMES

Road construction and maintenance

Rural roads, particularly those with increasing heavy vehicle road use, are an increasing burden for councils. Repeated flood events create ongoing pressures on road maintenance and the standard of road construction needs to ensure longer lifecycles. Currently the standard of road construction and maintenance is compromised by the funding received. Innovations and new technologies are not readily available or understood by local authorities.

Participants observed that, with the increase in heavy vehicle masses, sizes and volume, the current infrastructure is increasingly inadequate. Regional areas face

specific issues with road suitability for heavy vehicles, bridge replacements, and heavy transport using local roads instead of state routes. Safety concerns were expressed in relation to heavier and longer trucks. Suggestions were made about the need to improve rail freight accessibility to relieve the pressure of heavy vehicles on roads.

Councils in peri-urban high growth areas are increasingly challenged by road construction demands, to relieve congestion and safely manage the mix of cars, freight and public transport. Better planning for freight routes and bypasses for cities and urban areas is required.

Impacts of the transition to renewable energy

The group observed that new emerging industries and the rapid pace of change towards renewable energy is placing increasing heavy vehicle pressure on regional and rural networks, for the construction of renewable energy infrastructure and the movement of the mineral resources needed.

Concerns were also expressed about the implementation and cost implications of electric vehicle infrastructure in regional areas.

Funding and budget constraints

Councils highlighted a significant lack of funding and the impact of budget constraints affecting infrastructure maintenance and upgrades. Competitive grant programs do not seem to address the issue and increased longer term funding is needed.

The unit cost of road construction used by departments for funding was not considered to have kept pace with increases in construction costs, nor the need to upgrade road construction techniques to withstand heavy vehicle access and extreme weather impacts. The speedier processing of funding allocations would ensure more timely distribution following disasters.

Local knowledge of road use is high in regional and rural areas and greater engagement and recognition of this knowledge would assist in better decision making. Councils can provide more information on which stretches of road are degraded or unsafe.

Participants expressed the need for better coordination between levels of government for planning and budgeting for road and transport programs and initiatives.

Sharing of knowledge, data and information

Participants expressed appreciation for the sharing of knowledge, data and information. Ongoing investigations into innovations in road construction are welcomed, but not readily shared or accessible to councils.

Mass transition solutions are considered valuable. Examples of success in various cities were shared. Case studies highlighting heavy transport regulation and approaches between states are also helpful. High productivity vehicle operators can provide useful insights in the design of bypasses and truck facilities.

Ideas for the future

Coordinated and integrated planning and budgeting between all levels of government, based on current data and evidence, would improve the effectiveness of road and transport policies, programs and decision making on priorities.

Improved engagement, end to end thinking and working together is seen to be very beneficial to align approaches. Collaborative approaches to collecting data, setting priorities and assessing the value of investments are needed.

New funding models and frameworks are needed to address overall financial demands, unit cost increases and the changing nature of and patterns of road use and to ensure funding is well targeted to local needs. This includes understanding and aligning planning and budgeting cycles to funding recipients' needs.

Participants observed that opportunities exist for implementing innovations in new technology for road construction and maintenance with longer lasting products. The research work of publicly funded entities could be more fully shared.

Utilising mining waste rock for road pavements could provide significant cost savings and would support the general shift to a circular economy.

New supply chains in regard to mining methods and renewable energy infrastructure and resources could be better understood and monitored, to build longer term approaches for transport infrastructure needs.

Participants learned that the Commonwealth Government is working with states and territories to come up with a strategic prioritised plan.

New modes of public transport such as trackless trams and trains are being trialled and offer more options for growing cities and regions.

Better and more frequent engagement and transparency between local government and federal departments would assist with improving understanding of specific and diverse community needs and demands. Options and local solutions can be explored with case studies and examples of what has been trialled and is delivering benefits.

It was suggested that regional and rural local government road maintenance crews could be deployed for pothole repairs on state and national roads. This would provide a more immediate response and also a revenue stream back to councils.

Finally, federal department staff were encouraged to visit regional and rural councils to understand local needs first hand.

DISASTER RESILIENCE & RECOVERY

Survey results and responses

Prior to the session, a survey collected data on the current issues councils were facing in disaster resilience and recovery. The responses of 34 people highlighted similar issues to those discussed during the session. These included the critical importance of betterment compared to like-for-like replacement of infrastructure, better access to funding and quicker timeframes, the level of administrative burden, and the need for improved mental health and wellbeing support and better communication.

The listening panel noted that the current response to natural disasters is based on historical methods that have been used for some time. Due to the increased frequency of disasters, the downtime for recovery is shrinking and the resilience of communities to deal with these events is weakening.

There is recognition that there needs to be a paradigm shift in our mitigation strategies before disaster events, and how communities can become more resilient to withstand adversity both during and after an event.

The panel emphasised the importance of resilience and innovation becoming mainstream in disaster planning and response. Funding arrangements that are a product of a decade ago urgently require updating to address the present challenges that communities are now facing.

KEY THEMES

Infrastructure replacement and improvement

A dominant theme in participant discussions was building for betterment and its role in disaster mitigation. It was noted by the listening panel that mitigation and betterment needs to be incorporated as a preferred approach in future.

One council raised an example of rebuilding infrastructure back to a like-for-like state. The local community believed this infrastructure would not survive future disaster events and that front-line workers would face blame and criticism from their community about the insufficient strength and resilience of that infrastructure.

In 2022-23, one council had severe floods as a result of dams being at capacity. Participants commented that smaller councils do not have the capacity to respond to this scale and frequency of disaster events, and their ability to plan for and fund betterment is quite limited.

The limited resources that remote councils have access to was noted. Some remote councils relied on contract workers to do repair and recovery work. Many of the required tasks are put on hold when there is no workforce available. The workforce population in some areas is transient, which is also creates the linked challenge of mobilising grassroots efforts to respond to disaster events.

Another participant noted that a future mitigation strategy should be conceived at a national level. The current model is perceived to result in communities being pitted against one another, which undermines a collaborative approach to mitigation.

Communication infrastructure was highlighted as an area for improvement, particularly in some coastal, rural and remote areas, which can get cut off from the urgent information needed to respond to disasters.

Funding

One of the biggest issues that was repeatedly raised by participants was the need for building for betterment. Mitigation works were seen as critical in helping communities build resilience due to the increased frequency of disasters they were responding to. There was a consistent message that building for betterment was heavily reliant on being able to access funding quickly, in order to meet immediate needs.

Some participants felt that consistency was not applied in the recognition of disasters. There were observations that having the 'right type of fire or flood' was needed in order to access appropriate funding. Receiving some types of disaster or emergency funding was only possible when disasters were recognised retrospectively after a second, well-publicised disaster hit months later.

The listening panel noted that the current funding model was an outdated product and that models needed to evolve. The panel mentioned that there was access to betterment funding and that there are ways of getting this to councils. There is a need to understand the weak points in the system and to better network.

Participants felt that financial relief for both businesses and individuals needed to be streamlined. An example raised was that farms and other businesses needed to spend government support funding first, then apply for reimbursement. This places

huge strains on the cashflow of some businesses. The conditions attached to funding needs to consider these consequences.

Several individuals raised issues around the access to Centrelink payments needed during disaster events. The administration required to set up a Centrelink profile with the agency was onerous for many, and it meant individuals did not apply or didn't receive funding in time when they needed it most.

Coastal adaptation

Another need that was identified by multiple councils across multiple states was the need for a National Coastal Adaptation Plan.

Some councils expressed urgency, as many townships in some councils were islands and forecast to be permanently inundated by rising sea levels. It was also expressed that listening to residents with lived experiences was key to informing this plan, and truth-telling was important in this area.

Mental health and wellbeing

It was recognised by the listening panel that this group had collective lived experience of trauma in times of disaster.

Due to the increased regularity of disasters, community members are being impacted more frequently by something that used to be a once in a lifetime event. The resilience of communities to bounce back from these events is heavily reliant on the mental health support both during and after these events. There was consistent sentiment that council staff and community members are exhausted and there is a need for increased mental health and wellbeing support.

The strain on councils and individual staff members was also recognised, as many of these people were also experiencing personal impacts of these events themselves.

The ongoing need for funding for mental health and wellbeing support was key to resilience and recovery efforts and needs to be a high priority when considering funding allocations.

First responders and volunteers

A key issue that was raised multiple times by the group was the mental health and wellbeing for first responders and volunteers. This support needed to be ongoing and not just during a disaster and its immediate aftermath.

It was observed that over past few years, more than 60,000 volunteers and staff have left the emergency services system, resulting in a significant generational gap in the volunteer cohort. There is an urgent need to find a way to get people to respond to these disasters.

Administrative load

Many of the participants mentioned that the administrative load on councils is onerous, especially for small councils. There are not the resources or capabilities available to meet the administrative requirements currently demanded.

One council shared the example of the process to repair and restore roads, which required the measurement of every pothole in order to get funding. Grant funding of \$6m was awarded, however, \$1m of this was spent on administrative costs alone. A more streamlined approach to reporting repairs and to reducing this administrative load is needed.

Insurance

Insurance was widely recognised a challenge for most communities affected by disaster, especially those in rural and regional areas. Due to the increase in natural disasters globally, and supply chain issues, the price of insurance is increasing worldwide.

There was consistent sentiment that insurance prices needed to be equitable for families. Another issue affecting insurances prices for remote families was that some remote communities don't have their own postcodes, and consequently these residents use the postcode of the nearest township, which had higher risk profiles and therefore higher premiums.

Structural mitigation was raised as a potential strategy for lowering insurance costs. Working with local brokers, who know the local area well, would be preferable to dealing with global companies.

It was acknowledged by both the participants and the panel that the insurance issue is complex, and that the current approach needed to be 'flipped on its head.'

Communication and collaboration

Whilst the pre-event survey did not highlight broad public awareness campaigns as a high priority, it was noted this was still an important factor to the resilience effort.

It was identified that more work needed to be done to work with indigenous communities to share local knowledge of the area, as well as helping those in remote areas to be more prepared for disasters. More isolated communities may have increased vulnerabilities during a disaster.

Some councils observed that communication channels within their communities were good, however, during a disaster these channels needed to be reliable and online to be effective. Some coastal councils said that due to infrastructure issues, communication efforts were difficult as these channels were sometimes down.

The panel shared information about new handbook guides to assist in the communication efforts during disasters.

Natural environment and wildlife

It was observed that due to changes in climate, extreme weather events, and population growth, some bushland areas are no longer safe to live in. The vulnerability profiles of natural environments need to be considered when housing and other community infrastructure is situated.

The care and management of affected wildlife post bushfires and floods was raised as an issue that needed more awareness and support. Much wildlife suffers severe injuries that will eventually prove fatal, and efforts are needed to support injured wildlife humanely in these events.

Things working well

Some councils acknowledged the positive outcomes that had come out of the disasters that they had been through, including the ability to adapt to the new challenges the world now faces.

Examples included having sub-committee groups in local townships as the go-to people on the ground in disaster-prone areas to provide information and communication during a disaster. Another example shared was a council appointing a Disaster Director who was solely focussed on the recovery effort and was not distracted by the day to day, business as usual work of council.

Many participants reinforced the need for a collective and collaborative effort between all levels of government and communities, and acknowledged that every council is unique and that therefore, there can be no one size fits all approach.

ENERGY TRANSITION

Survey results and responses

Responses were received from 24 people to the pre-conference survey.

Participants were asked to choose the priorities for their council area in the energy transition and net zero space. Pathways to transition to net zero for both council operations and the community was the highest priority identified.

Responses were spread for community engagement and retrofitting of existing buildings, ensuring the planning system is capable and effective of supporting the net zero transition, and supporting new technologies and innovation. The response to the fair transition of replacing fossil fuels industries, and building new renewable and transition lines, was slightly more polarised, with some respondents rating this as a high priority and others rating it the lowest.

The majority of respondents indicated an intention to make a submission for round 2 funding for the Community Energy Upgrades Fund Program.

KEY THEMES

The broader group discussion revolved around the transition to renewable energy and its impact on local communities. Key themes included the need for equitable access to renewable infrastructure, especially in rural areas; the importance of tailored, place-based approaches rather than one-size-fits-all solutions; the urgency of developing clear transition pathways; balancing energy efficiency with renewable energy production; concerns about the economic impact on local communities, particularly job losses in fossil fuel industries; the need for better storage solutions and grid planning; the importance of community benefits and social license; challenges in funding and infrastructure development for local councils; and the potential for local manufacturing and economic opportunities in the renewable sector.

In imagining future policies and possibilities for Australia's energy transition, the discussion explored setting aside ideological differences to prioritise national interests, increasing renewable energy usage, and depoliticising the energy sector to build public trust and understanding.

Participants observed a disconnect between younger generations and cost-of-living concerns, particularly regarding regulating reducing emissions and impact. There

was support for better-funded energy programs, investment in energy storage solutions for worst-case scenarios, and the development of a comprehensive national grid masterplan.

There was a strong emphasis on collaboration between different levels of government, knowledge sharing, and the need for a comprehensive national energy transition plan that considers environmental, economic, and social sustainability.

To enable governments, communities and councils, the dialogue highlighted coordinated efforts across different levels of government and stakeholders, and emphasising collaboration, transparency, and community engagement will be important to successfully navigating the energy transition towards a sustainable future.

What's working well

Notable insights that arose during the dialogue included several innovative energy initiatives with remarkable success and no direct financial investment.

The establishment of a virtual battery system was discussed; one that allows residents' batteries to be used by the community when homeowners are away.

Through a white-labelled bulk fuel program, residents can purchase solar panels and batteries at competitive prices with no upfront costs, repaying through energy savings. This program is evolving into a virtual power plant for energy sharing.

Participants report that these initiatives have been highly successful and positive, requiring only their time and effort to coordinate. The community also offers bulk-buy electric chargers for homes.

The group considered the potential impact of a focus on reducing their own power consumption first and transitioning to renewable sources internally.

The role of local government

A recurring theme throughout the conversation was the crucial role local councils play in leading the transition to renewable energy, requiring a bespoke approach for different communities as challenges vary across regions. Critical aspects raised included comprehensive planning, lobbying for federal support, addressing cost shifts, the importance of building social license through community engagement and the challenges when social license is expended through factors outside of the council's control, such as energy transmission lines.

Several individuals highlighted the need to understand and target major emission sources, adopt end-to-end approaches, and prioritise local procurement.

Challenges involve coordinating infrastructure for diverse needs, embedding circular economy principles, and improving inter-governmental coordination.

It was noted that the focus has shifted towards planning in recent months, emphasising energy efficiency, knowledge sharing, and collaboration among local government areas.

The conversation touched upon the key to success being a collaborative approach to navigating change, leveraging Australia's resources, and ensuring genuine community engagement to address concerns and build social acceptance for renewable energy initiatives.

Participants also observed that regional councils sometimes struggle to recruit enough staff to complete important strategic transition documentation such as climate plans and risk assessments. This is an important area worthy of funding.

Finally, participants expressed frustration that some councils are not able to charge fair council rates to renewable electricity generators and that millions of dollars in rates were therefore being pushed to communities. Some felt that without councils being able to levy rates on crown land, there was no benefit to local government from the presence of wind turbines.

The role of federal government

Participants questioned whether federal government departments were working together on the intersection of various policies that impact energy transition. They queried how the federal government might better support investment by local governments in the human capacity to participate in the transition.

More direct suggestions included a household battery program being funded by the federal government to take advantage of abundant rooftop solar power, and the development of a federal government policy on the end of life treatment of renewable components such as wind turbine blades and solar panels.

Participants were particularly keen to avoid the issue of cost shifting on to local government.

Community context and impacts

Various perspectives were offered highlighting the complex challenges and opportunities surrounding Australia's energy transition. There was a strong emphasis on the need for targeted, place-based approaches that respond to local community needs, particularly in regional areas.

While renewable energy development faces obstacles, including land use conflicts and transmission infrastructure impacts on farmland, there was recognition of the potential for domestic manufacturing to fill employment gaps left by fossil fuel industries.

The conversation acknowledged the urgency of addressing climate change, with Australia potentially facing severe consequences if action is delayed. However, concerns were raised about job losses and the economic impacts in communities reliant on traditional power sources.

Participants called for energy market regulators to act more quickly reliably to approve or disallow generation and storage projects, and for a greater investment in Australian-made technologies and manufacturing capabilities, particularly in areas like battery production and software development, to capitalise on the economic opportunities presented by the energy transition.

Other participants observed 'consultation fatigue' that flowed from multiple renewable energy providers trying to 'woo' regional communities. Some felt that the developers of solar and wind farms were disinclined to exhibit goodwill to communities and were more focused on profits.

One participant felt that the community impact of renewable energy developments was one cost to balance in the face of broader cost of living challenges. Another participant thought that an appropriate offset to the community impact was the granting of free electricity to communities around large scale projects.

Energy itself

During the discussion, the multifaceted challenges and opportunities in the energy transition were discussed. Highlighting the importance of energy storage and the need to focus on reducing consumption overall, participants felt that energy efficiency and storage is as crucial as the energy source itself.

The group observed that renewable energy, while promising, faces challenges with predictability and storage, leading some to question if net zero can be achieved

without nuclear power. Concerns were also raised about the sustainability of battery production, wind turbine blades and solar panel lifecycles. Some participants felt that wind and solar energy is as only as good as the weakest battery.

The discussion touched on the complexities of centralised versus distributed infrastructure, the oversupply of solar energy during midday, and the need for universal electric vehicle charging standards.

Attendees shared potential solutions for exploration such as bulk purchasing for communities, local energy generation and consumption, and finding ways to utilise excess midday energy.

A recurring theme throughout the conversation was that the energy transition is not just about achieving net zero, but also about ensuring the prosperity, safety, and security of Australians in a global context.

Community benefits

Participants shared that the transition to renewable energy presents significant opportunities, but there's a pressing need to ensure its benefits reach everyday households, communities, and regions directly impacted by the change.

Attendees addressed the substantial potential for community benefit, however they flagged concerns about the current renewable rollout and the distribution of advantages. Issues discussed include the lack of financial returns to local government areas, despite increased infrastructure demands, particularly in areas targeted for large-scale projects like offshore wind farms.

There was a call for more transparent and effective benefit-sharing mechanisms, including free or discounted power for residents. The transition is seen as an environmental issue, and crucial for economic and social sustainability. However, others in the group shared that the current approach isn't sufficiently supporting widespread manufacturing growth or providing adequate structures for community benefit.

The impact on land use was acknowledged, where in some cases valuable agricultural land may be sought for renewable energy production which could be located elsewhere. The desire to protect land for its highest and best use was emphasised. Councils were keen for land use policies and community benefit funding models to be upheld, and for state government policy to assist in ensuring that development proponents abide by council guidelines.

Participants observed that improving access to benefits for constituents and securing social license through tangible community benefits are considered fundamental to the success of this transition.

One participant observed that the clear benefit to communities from the transition to cleaner energy is a planet that is habitable for humans.

Changing the narrative

Another area of challenge explored during the discussion was the importance of having a clear vision for the future of energy and community development overall, as well as an underpinning narrative. The opportunity to change the narrative and language around the transition and renewable energy could be impactful.

A participant suggested that we should not be constrained by current limitations, but instead focus on defining the ideal future state we want to achieve. The conversation highlighted the need to shift the perspective from simply reaching net-zero emissions to considering the broader economic and social implications of energy transition.

The group stressed the importance of empowering communities to determine their own goals and the kind of life they want to build. The discussion also touched upon looking to other countries leading in this area, suggesting that there are valuable lessons to be learned from their experiences.

The conversation identified the need to broaden the dialogue beyond technical energy solutions to encompass a more holistic view of community development, quality of life and complexity.

HOUSING & COMMUNITY INFRASTRUCTURE

Survey results and responses

The pre-event survey was completed by 45 people and showed that the provision of public and social housing was the highest concern among respondents, with nearly half of the respondents selected this as the most important issue.

This was followed by the capacity of the council workforce, the provision of financing through private, individual and institutional investment, and the capacity of the local construction industry.

Around 30% of councils would be making a submission on behalf of the council to the Housing Support Program. When asked about the Thriving Suburbs Initiative, 53% of participants responded that they will make an application when it opens.

Survey respondents also commented on the responsiveness of federal funding models to local needs, the coordination of multiple tiers of government, taxation arrangements, new housing models, market intervention, and the differing needs of rural and remote areas.

The listening panel noted that the survey results reflected a wide range of issues that are integral to the daily policy work of departments, highlighting the extensive reach of various departments to address housing policy.

The differing challenges across regional, rural and remote areas showcase the diverse range of challenges which face policy makers. Despite these differences, there are common threads, such as the importance of aged care and the goal of keeping people in their homes as long as they desire.

The panel also discussed sustainability concerns, considering climate and disaster resilience in housing planning, and the need for active transport connections to reduce car dependence.

A perennial issue noted by the panel is the need to increase exposure for Government programs within communities in order to incorporate community ideas and lived experiences.

The panel recognised the importance of increasing social housing, including income-based rents, key worker housing, and affordable housing, with the budget set to expand social and affordable housing over the next five years.

However, the panel also pointed out several roadblocks to delivering the expected number of homes. The actual number being delivered is lower than predicted, with a productivity decline in the industry due to labour shortages and retiring tradespeople. Regulatory issues and increased building costs adds further pressure.

Private investment in housing is declining due to these rising costs and rising interest rates. The panel mentioned that while there is a target of building 40,000 houses, only about 20% might be realised if these issues were not addressed.

Investment in social housing is starting to increase, but it is sometimes viewed as a something governments fund only in better economic times. The panel suggested that 1 in 10 houses should be socially affordable, emphasising the need for long-term commitment to building social and affordable housing and more partnerships.

The federal government was commended for prioritising housing, even at a challenging economic time. It was observed that meeting targets is difficult and noted that the housing crisis is an international issue, not solvable by pressuring local governments alone.

The private sector alone cannot deliver the predicted housing numbers; both private and government sectors must collaborate. Governments will need the right tools and planning capabilities to do this.

KEY THEMES

Cost of housing

The rising cost of housing was a consistent theme throughout the discussion. Participants observed the multifactorial reasons driving the cost increases.

Labour shortages have an impact on housing costs. Due to these shortages, project timelines are often inaccurate, leading to increased expenses. Subcontractors are charging higher rates and taking longer to complete projects, further driving up overall costs. Industrial relations issues and enterprise bargaining outcomes have added to expenses, with some agreements causing a 20% rise in costs and 100 days of paid non-working time.

Additionally, the cost of regulatory compliance has surged, requiring more administrative workers. Meanwhile, the rising material costs due to restricted resource extraction and freight challenges add to construction difficulties and cause overall input costs to rise.

Workforce

The group discussed the significant impact of a tight workforce. Long-term solutions proposed included encouraging more people to enter trades, advocating for skilled migration, and prioritising trades through government funding to support work experience programs.

Participants highlighted a reluctance for builders to take on apprenticeships due to increasing and time-consuming administrative and legislative requirements. The group discussed ways to make these processes more appealing, such as the Apprentice Incentive Review, which simplifies the process. There was a suggestion that the government could consider covering the costs between trades and training companies.

The discussion also highlighted the gender imbalance in trades, emphasising the potential workforce that could be tapped by encouraging more women to enter the construction sector. To make this successful, the provision of childcare and addressing the stigma of hiring women would require action.

The shortage of tradespeople in regional areas potentially underscores the need for federal subsidies to attract apprentices and enhance TAFE programs. Increasing wages for tradespeople, especially carpenters, could be key to encouraging both new entrants and mature workers to join the industry.

Social housing provision

Participants observed that integrating social housing into existing communities presents significant challenges, especially when there is local resistance. Overcoming negative perceptions is crucial to normalising the need for a diverse range of housing options to ensure everyone has access to shelter.

Some best practices for community engagement were shared. Early community involvement in the design process was raised as a way to address this issue. By fostering partnerships between local councils and communities, and involving them in the housing design phase, residents could better understand the planning and thought behind social housing projects. Building relationships and openly discussing social housing could help community members see that social housing residents are a diverse group, and that social housing does not necessarily lead to community challenges, unlike the problems caused by homelessness.

The panel acknowledged the audience's knowledge and expressed a desire to partner with them to showcase the benefits of such partnerships, and the benefits of social housing for local communities.

The importance of collaboration between public and private sectors to facilitate the delivery of social housing was also emphasised. There is an opportunity for the private sector to better understand the constraints faced by the public sector and vice versa. Inclusionary zoning requirements for the private sector to meet would be integrated into land purchase costs, as has occurred in London, if governments applied these policies consistently. Participants also cautioned against the privatisation of public housing over time.

Coordinating across tiers of government

The involvement of local, state and federal government was discussed at length throughout the session. While it was noted that the federal government is involved in housing more than ever, ambitious housing targets will only be met if the effort between levels of government is coordinated and collaborative.

The group discussed how to align state governments to support federal funding for housing projects, without reducing state contributions as federal funding increases.

Participants also highlighted the challenges of the regulatory burden on developers and builders. The risk aversion of decision-makers at local, state, and federal levels sometimes delays crucial decisions, which hinders progress. All levels of government need to expedite decision-making to meet housing targets.

Concerns were raised about how states manage federal funds for social housing, sometimes taking out a portion for themselves, thereby reducing overall funds available for housing. The panel noted that new funding agreements have an outcomes framework to ensure states report spending and progress transparently.

Direct funding to local governments was discussed as an alternative to competitive grants, which often do support innovative approaches. There could be more trust placed in local councils to deliver what is needed for their communities and potentially become their own housing providers.

Engaging local builders and creating circular housing economies could yield significant results, as evidenced by local councils producing multiple houses with limited funding. Joint home-building vehicles and special purpose vehicles were discussed to access larger funding pools and bring in necessary skills.

Taxation

Taxation policies significantly impact housing affordability and availability. Avenues for reform suggested by participants include changing negative gearing laws to discourage viewing homes purely as investments, which could help stabilise the housing market. Tax reforms could also enhance housing mobility, allowing individuals to move into suitable housing at different life stages.

Revising capital gains tax to exempt homeowners who rent out part of their homes to social housing candidates could incentivise more people to offer housing options. The panel observed that the Henry Tax Review recommended that government not consider changes to tax arrangements until the supply of housing was right, as premature change would reduce the number of houses being built and lead to a loss of investment in housing and a loss of jobs in the industry.

Participants mentioned that one issue not discussed enough is the involvement of banks setting the price of the housing. The influence of taxation change, grant funding and the RBA's interest rate decisions greatly affect the market.

Funding

To enhance funding for social housing, suggestions included providing interest-free loans on a per capita basis to local governments, allocating part of the Housing Australia fund directly to local councils, and ensuring that federal funding is directed to local governments rather than state governments.

The effectiveness of competitive grant programs in addressing housing needs was questioned, with a call for leveraging data to understand local requirements better. There is also a need to incentivise institutional investment in affordable housing. Advocating for low fixed-rate long-term bank loans, similar to those in the USA, could provide financial stability for homeowners.

Local councils' readiness to undertake affordable housing projects was noted, but state government requirements for market value payment for unused land often hinder these projects. The potential for the federal government to remove the profit motive from state governments to facilitate such projects was discussed.

The efficiency of government spending on rental housing was questioned, and the need for value-for-money assessments was emphasised.

Housing types and quality

The need to focus not just on the number of houses, but also on improving living standards, was discussed. Integrating health and wellbeing into housing policy and design, such as considering accessibility, adaptation, energy efficiency, and communal spaces, is crucial. NDIS money shouldn't need to be spent on upgrading housing.

It was noted by the panel that national housing and homelessness programs are considering approaches such as these, and a national construction code would take into account the minimum criteria for accessibility and adaptation.

The importance of placemaking was emphasised, highlighting that we cannot lose the connection between great placemaking and housing numbers. It was noted that public housing now includes communal spaces in the design process.

Cohousing projects with intergenerational and varied home sizes, where families and individuals can have private living spaces but share communal areas can facilitate integration, could be encouraged.

Concerns about poorly built single dwellings on small blocks were raised. The role of state governments in applying planning controls and ensuring builders adhere to standards was highlighted. The need for accountability in the building sector to maintain standards and reputation was emphasised. Participants encouraged builders who do not comply with building laws to be held accountable, as non-compliant businesses undercut their competitors and damage the construction sector's reputation.

Additionally, the impact of poorly located housing on the cost of living was noted, with the examples of tolls, lengthy commutes, childcare, and parking discussed. There was a call for the Commonwealth to guide state governments to prevent them from simply handing over land to developers without ensuring quality infrastructure. The panel noted that the Housing Support Program has a focus on well-located housing, and emphasised that planning controls are the responsibility of state governments.

Addressing the housing needs of single-person households in small communities was discussed. The industry could consider building homes that better suit the needs of single people, as most current houses are designed with multiple bedrooms, which may not be suitable for all demographics.

Participants observed that there is a distinction between a housing problem and a homes problem, emphasising the need to better use existing homes and infrastructure. The adaptive re-use of excess office space for housing could reduce carbon impact, and councils should play a role in housing supply due to their local knowledge in this space.

Leasing land for long terms, such as 99 years, could reduce the cost of home ownership. Reviewing and releasing boarded-up housing stock would also help. A consistent approach across all governments to resolve issues related to tiny homes and mobile homes is needed.

Policy and governance

Some participants felt that local government should play a significant role in housing, supported by policies such as inclusionary zoning. State government bureaucracy was seen to hamper federal and local government partnerships, with local councils frequently bearing the brunt of cost-shifting.

Recognising that regional councils have different needs compared to larger urban councils was seen to be essential. The classification of rural and remote communities means some councils, although worthy of funding, are not receiving it.

Giving local councils control over short-term rental accommodations could help to manage housing availability. There seems to be little appetite from the Commonwealth to address this, leaving it a state issue. A direct link between negative gearing and Airbnb was noted as a challenge that needs addressing.

Capacity of local government

Participants felt that local governments, familiar with their communities' needs, should receive direct funding to avoid duplication of efforts, however balancing business-as-usual responsibilities with building partnerships is challenging for local government staff.

Clear communication channels and readily accessible contact details for collaborative partners are essential. Awareness of funding programs that enable local and Commonwealth collaboration in social and community housing is necessary for effective action.

Some participants expressed concern that local government was being encouraged to take a role in housing provision, which is traditionally thought to be a policy responsibility of state and federal government.

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Appendix | 7

Item 9.4 Young Councillor Cohort

2 July 2024

Kiley Hanslow
Chief Executive Officer
Wujal Wujal Aboriginal Shire Council

Email: kiley@wujal.qld.gov.au

Dear Kiley,

RE: Invitation to join Young Councillor Cohort – please respond by 24 July 2024

The Local Government Association of Queensland (LGAQ) has identified the opportunity to support and connect our young councillors across Queensland through the Young Councillor Cohort (YCC). The YCC is designed to bring together elected members under the age of 35.

I would like to share with you that we are reaching out today to invite **Cr Nikita Jack-Tayley** to consider joining.

The YCC will provide an opportunity for young councillors to connect and share their experiences and learnings and ultimately provide support and advice amongst the cohort. The YCC will also discuss how to best engage and attract young people to a career as an elected member. Key needs identified by young councillors include sharing contact details and fostering relationships to build a peer-to-peer councillor network for support, as well as development opportunities such as mentoring partnerships with other councillors across Queensland.

Once the YCC is assembled, the LGAQ will seek their feedback to ensure the program is continuously meeting members needs and is valuable. The program will include online guest speaker sessions and will also feature a YCC dinner at the LGAQ annual conference in October in Brisbane – so please start planning now to be a delegate at the conference! As we move into 2025, we will seek interest from mayors/experienced councillors who might like to mentor the YCC.

The YCC is exclusive to the LGAQ and is all part of your membership – the peer network, the online guest speaker sessions, the annual conference event and future mayor mentoring will not incur any costs to YCC members or their councils.

Please get in touch **by 24 July 2024** if you are interested in joining the cohort or have any further questions. We'd also love to hear your suggestions to ensure the YCC best meets the needs and interests of young councillors. Contact [Kayla Waterhouse](#) with any questions and to get involved with the YCC.

The first YCC meeting will be in August and will be held online to enable all to dial in.

We are looking forward to hearing from you and working together to connect with other young councillors.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Alison Smith', written in a cursive style.

Alison Smith
CHIEF EXECUTIVE OFFICER



Appendix | 8

Item 9.6 Grants Funding Report

Funding Applications Submitted Awaiting Outcome Wujal Wujal Aboriginal Shire Council



Funding Program	Funding Body	Grant Type	Project Name	Project Summary	Project Manager	Department	Grant Application Status	Funding Outcome Due Date	Funding Amount Applied For (GST Excl.)	Co-contribution (cash)	Total Project Cost (GST Excl.)
Active Womens and Girls Program R1	Department of Tourism, Innovation and Sport	Capital	Sport and Recreation Equipment	Purchase various sport and recreational equipment such as treadmills, rowing machine, exercise bike, netball equipment, table tennis table and equipment, weights etc	Kesa	Community	Submitted	Dec - Jun 2024	\$25,000.00	\$0	\$25,000.00
Bike Riding Encouragement Program - Community Grants Innovation Funding	Department of Transport and Main Roads (TMR)	Capital	Wujal Wujal Community Bike Riding Encouragement	The funding will be used to purchase bikes and essential accessories for adults and children, and bike maintenance training programs.	Kesa	Community	Submitted	.October 2024	\$24,873.97	\$0	\$24,873.97
Gambling Community Benefit Fund	Department of Justice and Attorney-General	Capital	Purchase of 4x4 Bus, Lidt/Ramp and Emergency Kitchen Trailor	Purchase of 4x4 Bus, Lidt/Ramp and Emergency Kitchen Trailor	Kesa	Community	Submitted	July 2024	\$100,000.00	\$0	\$100,000.00
Play our Way Program - Stream 2 Participation and Equipment	Department of Health and Aged Care	Capital	Women and Girls' Sport and Recreation Program and Equipment	This project will see the engagement of a Sport and Recreation Co-ordinator to develop, plan and deliver a sustainable program of activities at the newly female-multi-purpose facilities in the remote regional community of Wujal Wujal. Various equipment will be purchased (refer to attached Activity Work Plan) for a new female-only fitness facility.	Kesa	Community	Submitted	July 2024	\$460,071.83	\$0	\$460,071.83
Play our Way Program - Stream 1 Facilities	Department of Health and Aged Care	Capital	Construction of a Female Gym and Multi-purpose Facilities	This project will build and upgrade infrastructure as an extension to the community hall to provide a safe modern gym and fitness facility to increase participation and inclusivity for women and girls in sport and recreational activities.	Perry	Works and Building	Submitted	July 2024	\$1,464,100.00	\$0	\$1,464,100.00
Queensland Resilience and Risk Reduction Fund (QRRRF) 2024	Queensland Reconstruction Authority (QRA)	Capital	New Variable Message Signs (VMS) and Solar Lighting	3 x new Variable Message Signs (VMS) and 30 x Solar Lighting assets for informing community members and providing emergency access in a disaster event.	Perry	Works and Building	Submitted	June 2024	\$188,500.00	\$0	\$188,500.00

Successful Funding Applications June 2024 Wujal Wujal Aboriginal Shire Council



Funding Program	Funding Body	Grant Type	Project Name	Project Summary	Project Manager	Department	Grant Application Status	Approved Funding (GST Excl.)
Indigenous Knowledge Centre Establishment and Refurbishment Grant 2024-26	State Library Queensland (SLQ)	Capital	IKS Equipment	Computers, desks and chairs, meeting table and chairs	Kesa	Community	Approved	\$30,000.00
Regional Arts Fund - Projects Grant	Department of Infrastructure, Transport, Regional Development, Communications & the Art	Capital	Mural and Signs	To engage a professional artist to collaborate with local artists to design and paint a mural on the amenities block opposite the community hall. Design and purchase 3 x signs for Cultural Correction Centre, Mayors Office, Centrelink Office buildings.	Kesa	Community	Approved	\$30,000.00
Building Bush Tourism Fund	Department of Transport and Mainroads	Capital	Wujal Wujal Cultural and Heritage Walking Trail	Construction of footpath along Little Douglas Street including interpretative signage	Perry	Works and Building	Approved	\$200,000.00



Appendix | 9

Item 9.7 Interim Management Report



2024 INTERIM REPORT

Wujal Wujal Aboriginal Shire Council

21 June 2024



Queensland Audit Office
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PO Box 15396, City East Qld 4002

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Web www.qao.qld.gov.au
 Queensland Audit Office (QAO)

Cr Alister Gibson
Mayor
Wujal Wujal Aboriginal Shire Council

Dear Cr Gibson

2024 Interim report

We present our interim report for Wujal Wujal Aboriginal Shire Council for the financial year ending 30 June 2024. This report details the results of our interim work performed to 30 April 2024. Under section 213 of the Local Government Regulation 2012, you must present a copy of this report at your council's next ordinary meeting.

Results of our interim audit

In this phase, we assessed the design and implementation of your internal controls relevant to the financial report, and whether they are operating effectively. We assessed the key controls we intend to rely on in auditing your financial statements. Our audit does not assess all controls that management has implemented across the organisation.

Significant deficiencies:

- 1 raised in the current year

Deficiencies:

- 2 raised in the current year
- 7 unresolved from prior years

The severe flooding event this financial year caused Council to lose a significant volume of financial records. Because of this, there is a lack of evidence available to us to confirm Council's internal controls were operating effectively during the year. Based on this, together with the large number of prior year issues that remain outstanding, we will need to adopt a substantive audit approach this year.

Notwithstanding the above, based on our interim audit procedures a number of findings were identified. These findings are detailed further in section 1.

If you have any questions or would like to discuss the audit report, please contact me on 4046 8888 or Edan Clark on 4046 8855.

Yours sincerely



Shona Cram
Engagement Partner

Enc.
cc. Ms Kiley Hanslow, Chief Executive Officer

1. Status of issues

Internal control issues

The following table identifies the number of deficiencies in internal controls and other matters we have identified. Details of the deficiencies we identified during our interim audit are outlined further in this section. Refer to section 2 *Matters previously reported* for the status of previously raised issues.

Year and status	Significant deficiencies	Deficiencies	Other matters*
Current year issues	1	2	1
Prior year issues – unresolved	-	7	4
Total issues	1	9	5

Note: *Queensland Audit Office only tracks resolution of other matters where management has committed to implementing action.

The following section details control deficiencies and other matters identified as at 30 April 2024. It includes a response from management.

Our ratings are as follows. For more information and detail on our rating definitions, please see the webpage here: www.qao.qld.gov.au/information-internal-controls or scan the QR code.



S Significant deficiency

24IR-1 Retention of human resource records

Observation

Council maintained original copies of its human resource records such as employee contracts and tax file number declarations in hard copy form at the main Council Office. While some copies of these had been scanned and saved electronically this wasn't the case for all records with some records lost entirely in the December flooding event.

Implication

Council doesn't currently have signed employee contracts and tax file number declarations for all of its current workforce. Aside from the need to maintain these employee records, the absence of these documents could lead to disputes about the employment terms of employees.

QAO recommendation

Council should perform a stocktake of the human resource records it maintains for each of its employees and identify any gaps and develop a plan to recreate these documents in conjunction with its workforce.

Council should ensure that secure electronic copies of all key human resource records are maintained to safeguard against any future losses of hard copy records.

Management response

The recommendation is accepted and Council is moving towards the digitisation of records.

Responsible officer: Human Resource Manager

Status: Work in progress

Action date: 30 December 2024

D Deficiencies

24IR-2 Portable and attractive asset register

Observation

Council doesn't currently have a formal policy for managing portable and attractive assets, nor does it have a register of portable and attractive assets.

Implication

In the absence of a portable and attractive asset register being maintained, there is a risk of misappropriation of portable and attractive assets.

QAO recommendation

Council should develop a portable and attractive asset register and an associated policy to determine the parameters of what is considered portable and attractive. The register and the assets on it should be individually identifiable to allow for a stocktake of these items to occur on a periodic basis.

Management response

The recommendation is accepted and a comprehensive register will be developed in the next financial year.

Responsible officer: Corporate and Commercial Manager

Status: Work in progress

Action date: 30 November 2024

24IR-3 Timesheet records

Observation

During the year the Council lost some timesheet records entirely due to the December flooding event. However, following the flooding event from the 10 timesheets we reviewed:

- 5 timesheet records weren't able to be provided
- 2 timesheets were signed by a supervisor but not by the employee
- 3 timesheets were signed by the employee but not by the supervisor.

Implication

In the absence of timesheet records that have been prepared by employees and reviewed by their supervisors there is increased risk of both errors in payroll processing and undetected fraudulent reporting of time worked.

QAO recommendation

Council should reiterate its timesheet processes to all employees that timesheets need to be completed and signed by the employee each week, and that these are to be reviewed and signed off as approved by their supervisor each week.

Further, Council should review its document maintenance processes for timesheet records to ensure these are maintained and accessible at all times. This may include implementing new procedures for completing and approving timesheets remotely where Council has employees performing their roles from a different location to where they may have been based prior to the flooding event.

Management response

The recommendation is accepted and plans are underway to implement electronic login and timesheets in the next financial year.

Responsible officer: Corporate and Commercial Manager

Status: Work in progress

Action date: 31 October 2024

Other matters

24IR-4 Council does not have a formal advertising Spending Policy

Observation

Council does not have a formal advertising spending policy.

Implication

Council is not in compliance with section 164 of the *Local Government Regulation 2012* which requires Council to maintain an advertising spending policy.

QAO recommendation

We recommend that the Council adopts and maintains a formal advertising spending policy.

Management response

Recommendation is accepted. There is an advertising policy which is outdated and which will be updated and sent to Council for approval.

Responsible officer: Corporate and Commercial Manager

Status: Work in progress

Action date: 30 November 2024

Financial reporting issues

This table identifies the number of financial reporting issues we raised. No new financial reporting issues have been identified in the year to date. Refer to section 2 *Matters previously reported* for the status of previously raised financial reporting issues.

Year and status	High risk	Medium risk	Low risk
Current year issues	-	-	-
Prior year issues – unresolved	-	2	1
Total	-	2	1

Our risk ratings are as follows. For more information and detail on our rating definitions, please see the webpage here: www.qao.qld.gov.au/information-internal-controls or scan the QR code.



Financial reporting issues

H

High

M

Medium

L

Low

2. Matters previously reported

The following table summarises the status of deficiencies, financial reporting issues, and other matters previously reported to you.

Ref.	Rating	Issue	Status
23CR-1	S	<p>Non-compliance with Local Government Regulation 2012 around loss of local government assets</p> <p>During the year Council incurred a cash loss in relation to an agency arrangement it was operating. Council failed to comply with the Local Government Regulation 2012 regarding cash losses in excess of \$500.</p>	<p>Resolved</p> <p>Management has implemented a loss register which includes guidance on the required steps to take where a loss has been identified. Further, Council has notified the appropriate authorities regarding the loss of local government assets identified in FY23.</p>
23IR-2	D	<p>Weakness of controls in procurement process</p> <p>Our testing of general procurement controls identified a number of weaknesses around compliance with the procurement policy and maintenance of documentation around procurement.</p> <p>Identified control weaknesses include:</p> <ul style="list-style-type: none"> - Failure to obtain a suitable number of written quotations in line with the procurement policy requirements; - Failure to maintain sufficient documentation to support that the required number of quotations were sought for purchases; and - Failure to adequately document the rationale behind each purchase, particularly where sufficient numbers of written quotations were unable to be obtained. 	<p>Work in progress</p> <p>Testing performed in the current year identified the same issues occurring as were identified in the original finding in the prior year.</p> <p>Council has recently adopted a new procurement policy to aid in the rectification of the identified issues.</p> <p>Responsible officer: Manager (Corporate and Commercial)</p> <p>Action date: 31 October 2024</p>
23IR-3	D	<p>Untimely review and update of Council policies</p> <p>Council has not regularly reviewed, and updated where necessary, its policies including, but not limited to, the following:</p> <ul style="list-style-type: none"> - Risk Management Framework, last reviewed in 2018 - Risk Management Policy, last reviewed in 2021 - Procurement Policy, last reviewed in 2020 - Asset Management Plan, last reviewed in 2020 	<p>Work in progress</p> <p>Council is in the process of reviewing and updating its policies and these will be presented at Council meetings for approval. The website will be updated accordingly.</p> <p>Council has recently adopted a new procurement policy.</p> <p>Responsible officer: Manager (Corporate and Commercial)</p> <p>Action date: 31 August 2024</p> <p>We will consider the resolution of this as part of our final visit commencing 2 September 2024.</p>
23CR-2	D	<p>Lack of financial information presented at Council meetings</p>	<p>Work in progress</p> <p>Management is working with the Department to develop templates for monthly financial reporting.</p> <p>Responsible officer: Manager (Corporate and Commercial)</p> <p>Action date: 30 June 2024</p> <p>We will consider the resolution of this as part of our final visit commencing 2 September 2024.</p>

Ref.	Rating	Issue	Status
		<p>Financial reports are prepared by management for Council meetings however we noted inconsistencies in the frequency of financial reports being tabled. There was also inconsistency in the level of information and analysis provided with some meetings being provided reports and tables to articulate the results and some meeting purely being an update on finance related matters.</p> <p>Where financial reports were provided, we noted the analysis to be relatively high level.</p>	
23CR-3	D	<p>Review of property, plant and equipment indexation results</p> <p>Council engaged an external asset valuer during the year to perform an indexation assessment of its property, plant and equipment assets that are held at fair value. The indexation assessment is used to provide a basis for the revaluation of these assets.</p> <p>There was no identifiable review of the results of the indexation assessment nor any internal corroboration of the results in comparison to Council's own experiences of inflation for the year.</p>	<p>Work in progress</p> <p>Council has engaged external valuers (Australis) for a valuation and assessment of impairment at the end of the financial year. The results of this exercise will be reviewed by the senior management team.</p> <p>Responsible officer: Manager (Corporate and Commercial)</p> <p>Action date: 31 August 2024</p> <p>We will consider the resolution of this as part of our final visit commencing 2 September 2024.</p>
23CR-4	D	<p>Maintenance of financial records</p> <p>Council was unable to provide supporting documentation for a number of revenue (10 items totalling approx. \$69k) and expenditure (5 items totalling approx. \$29k) transactions tested during the year.</p> <p>Audit was able to source secondary supporting documentation to ensure sufficient audit evidence had been obtained.</p>	<p>Work in progress</p> <p>Notwithstanding the loss of some records as a result of the flooding of Council's main office, Council has put in place measures to improve the quality of record keeping.</p> <p>Responsible officer: Manager (Corporate and Commercial)</p> <p>Action date: 30 June 2024</p> <p>We will consider the resolution of this as part of our final visit commencing 2 September 2024.</p>
23CR-5	D	<p>Property, plant and equipment capitalisation procedures</p> <p>There are limited procedures around the capitalisation of property, plant and equipment assets. Specifically, there is an absence of a capitalisation form.</p> <p>While there were no asset disposals in the current year we understand there is a similar lack of documentation of asset disposals.</p>	<p>Work in progress</p> <p>Asset capitalisation and asset disposal forms have been developed and approved. They have been fully adopted by Council however, no additions and disposals have been processed for the year to date.</p> <p>Responsible officer: Manager (Corporate and Commercial)</p> <p>Action date: 31 August 2024</p> <p>We will consider the resolution of this as part of our final visit commencing 2 September 2024.</p>
23CR-6	D	<p>GST matters</p> <p>The Council prepares its business activity statements ("BAS") on a quarterly basis to provide to the Australian Tax Office. The BAS's prepared and lodged during the year did not agree to the underlying accounting</p>	<p>Work in progress</p> <p>Invoices are now regularly reviewed for the accuracy of GST. GST returns are now based on balance sheet reconciliations. However, Council has identified that legacy issues will exist and are currently working on resolving these.</p> <p>Responsible officer: Manager (Corporate and Commercial)</p> <p>Action date: 30 June 2024</p>

Ref.	Rating	Issue	Status
		<p>records. Council reconciliations over GST also failed to identify the discrepancy. The discrepancy was identified as part of the audit process and Management subsequently amended its BAS's for the year.</p> <p>A number of instances were also noted where GST was incorrectly recorded in the system. This was primarily where invoices that were GST exclusive were recorded in the system as being GST inclusive and vice versa. An uncorrected audit difference has been recorded to recognise a projection of the impact of these errors.</p>	<p>We will consider the resolution of this as part of our final visit commencing 2 September 2024.</p>
23CR-7	D	<p>Job costing</p> <p>Council was unable to provide suitable supporting documentation for, or explain the purpose of, internal job costings journals created by the finance system. The net impact of these was considered immaterial for the current year.</p>	<p>Resolved pending audit clearance</p> <p>Job cost adjustments are now documented as part of month end close and balance sheet reconciliations.</p> <p>Responsible officer: Manager (Corporate and Commercial)</p> <p>Action date: 30 June 2024</p> <p>We will consider the resolution of this as part of our final visit commencing 2 September 2024.</p>
22CR-1	O	<p>Stocktake count sheet</p> <p>The stocktake was completed with a count sheet having the majority of items with missing item costs or a unique identified and only a brief description. This description also did not match the description in the Practical system. The count sheet was then provided to the Finance Manager who had to manually match the description of the item to Practical.</p>	<p>Work in progress</p> <p>Council has identified that stock count sheets are available from its accounting software however we haven't noted any recent counts having been performed.</p> <p>Responsible officer: Manager (Corporate and Commercial)</p> <p>Action date: 30 June 2024</p> <p>We will consider the resolution of this as part of our final visit commencing 2 September 2024.</p>
23CR-8	O	<p>Councillor allowances</p> <p>Council was unable to provide supporting documentation for a \$4,000 allowance paid to one Councillor during the year.</p>	<p>Work in progress</p> <p>Supporting documentation will be maintained and provided for Councillor allowances. However, the current published Councillor remuneration policy has no mention of allowances or entitlements for Councillors.</p> <p>Council has since confirmed that no payment of additional allowances was made in the prior year.</p> <p>Responsible officer: Manager (Corporate and Commercial)</p> <p>Action date: 31 August 2024</p> <p>We will consider the resolution of this as part of our final visit commencing 2 September 2024.</p>
23CR-9	O	<p>Long term financial forecasts</p>	<p>Work in progress</p> <p>Council is working with the Department which has provided a simplified version of the QTC 10 year forecast. It will be appropriately matched to information provided on the website once completed.</p> <p>Responsible officer: Manager (Corporate and Commercial)</p> <p>Action date: 31 August 2024</p>

Ref.	Rating	Issue	Status
		<p>Council has prepared long term financial forecasts using a model provided by QTC. This model has been used to populate the long-term sustainability ratios reported in Council's financial statements, however the inputs into the model appear inconsistent with recent financial results of the Council, notwithstanding there has been an improvement financial result for the current financial year.</p> <p>Council is also required to publish long-term financial forecasts on its website however we note the current long-term forecast published are incomplete and/or inconsistent with the QTC model based forecasts.</p>	<p>We will consider the resolution of this as part of our final visit commencing 2 September 2024.</p>
23CR-10	O	<p>Lack of assessment for impairment of property, plant and equipment</p> <p>Council policy is that property, plant and equipment assets are assessed for impairment on an annual basis which should be performed in conjunction with the annual valuation process. Management advised that no impairment assessment was performed in the current year.</p>	<p>Work in progress</p> <p>Council has engaged external valuers (Australis) for a valuation and assessment of impairment at the end of the financial year. The results of this exercise will be reviewed by the senior management team.</p> <p>Responsible officer: Manager (Corporate and Commercial)</p> <p>Action date: 31 August 2024</p> <p>We will consider the resolution of this as part of our final visit commencing 2 September 2024.</p>
23CR-11	M	<p>Joint venture accounting</p> <p>Council has an interest in the Cook RJCO Joint Venture and is entitled to a share of the results of the joint venture for the year, as well as recording the investment in the joint venture on its balance sheet. The FY23 financial statements for the joint venture suggest the presence of transaction for the year that differ to typical allocation of the annual result to the parties to the joint venture. The joint venture financial statements included "Legacy fund" payments which have the potential to be an equity transaction as they don't appear to be purely a return of the annual result.</p> <p>An uncorrected misstatement has been raised in the current year to reflect the uncertainty in how to correctly account for the joint venture.</p>	<p>Work in progress</p> <p>Council is working with the Joint Venture partners to clarify issues around legacy fund transfers.</p> <p>Responsible officer: Manager (Corporate and Commercial)</p> <p>Action date: 31 August 2024</p> <p>We will consider the resolution of this as part of our final visit commencing 2 September 2024.</p>
23CR-12	M	<p>On cost rates</p> <p>The Council utilises on costs when recognising leave provisions to reflect the actual expected costs associated with providing leave to employees (superannuation, leave loading etc). Similarly, on costs have been applied to internal payroll job coding journals.</p> <p>No supporting documentation was able to be provided with regards to the oncost</p>	<p>Work in progress</p> <p>Council is working on maintaining and providing supporting documentation for oncost rates. Oncost rates will be reviewed and updated as appropriate.</p> <p>Responsible officer: Manager (Corporate and Commercial)</p> <p>Action date: 31 August 2024</p> <p>We will consider the resolution of this as part of our final visit commencing 2 September 2024.</p>

Ref.	Rating	Issue	Status
		percentages applied and it was noted that the same rate has been used for a number of years.	
23CR-13		<p>Internal cash reserves</p> <p>Council has two internal constrained cash reserves that are part of the year end retained surplus balance in the current and prior financial years. There was no activity in either reserve in the current year.</p>	<p>Resolved pending audit clearance</p> <p>The senior management team will review the reserves and transfer to retained surpluses. Responsible officer: Manager (Corporate and Commercial)</p> <p>Action date: 30 June 2024</p> <p>We will consider the resolution of this as part of our final visit commencing 2 September 2024.</p>



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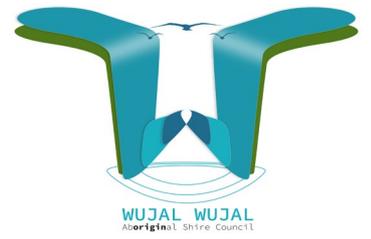
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