

WWASC

Annual Report 2012-2013



Wujal Wujal
Aboriginal
Shire Council

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Wujal Wujal Aboriginal Shire Council's Annual Report 2012-2013

This Annual Report offers the public insight into the primary activities undertaken by, and the financial position of Wujal Wujal Aboriginal Shire Council throughout 2012/2013.

The report discloses, as legislated by the Local Government Regulation 2012, the Audited Financial Statements for the 2012/2013 Financial Year. This disclosure, coupled with the provision of a Community Financial Report, demonstrates the Council's commitment to open and accountable governance and provides a medium by which the Shire's constituents may generate an understanding of the Shire's financial position and performance during the period in question.

Further to the above, the Annual Report communicates, to the public at large, the highlights and major achievements of the Council as of 30th June 2013.

A message from the CEO



I have the pleasure to report on the operations of the Council for the 2012/13 Financial Year.

I would firstly like to recognize the work done by the former Chief Executive Officer, Mr Kevin Wormald from July 2012 to January 2013, when I was appointed to the position.

An important focus for the Council in 2012/13 was the completion of new housing at Yalanji Close and the identification of new housing land sites. A total of 26 new houses will be constructed under this program and it is hoped that in the coming years, Council will be the principal contractor for all new housing construction.

This annual report sets out our achievements and our responsibilities as a local government authority. It also provides financial summaries of for the financial year. As you may be aware, the Council is continually striving to improve revenue to assist in the provision of services to the community, repair our assets and buildings and also maintain our infrastructure.

As the next financial year progresses, the Council will be adopting a new Corporate Plan (2013-2018) and reviewing enterprise initiatives. I would like to express my thanks to all employees for their efforts during the year. It is only the efforts of all employees, that Council is in a position to deliver core local government services to the community which we serve.

I commend this report to you and trust that you will find it informative and useful.

Alan Neilan

About Wujal Wujal Shire

The present community of Wujal Wujal has existed on the site for many hundreds of years and is set around highly sacred waterfalls.

Wuja Wujal is an Aboriginal Shire, originally known as Bloomfield, later known as Bloomfield River Mission. It was founded in 1886 by Lutheran Missionaries; however, due to difficulties of isolation, the area was abandoned. It was reopened in 1957 and administered by the Hopevale Mission Board, a branch of the Lutheran Church of Australia. In 1979, it became known as Wujal Wujal, and in the following year the Aboriginal Council was formed. It became a DOGIT Community Council on 29 October 1987 (“Wujal Wujal Day”) following the passing of the Queensland Community Services (Aborigines) Act 1984. Then in 2004 following the abolition of the Community Services (Aborigines) Act 1984, it became known as the Wujal Wujal Aboriginal Shire Council.

Wujal Wujal is located in the Bloomfield valley inside the World Heritage Area some 170 kilometres to the north of Cairns and 70 kilometres south of Cooktown. It is 64 Hectares in size and consists of a tropical climate with both wet and dry seasons

The Shire lies on the banks of the Bloomfield River with high mountain terrain surrounding it. Wujal Wujal has a population of approximately 480 people with the main clan group languages being Kuku Yalanji, Kuku Nyungul and Jalunji.



Report from the Mayor



I have the privilege of presenting my second annual report to the community. This will cover the achievements of our shire over the 12 month period ended 30 June 2013. I have the pleasure to work with Deputy Mayor Allister Gibson, Cr. Natasha Duncan, Cr. Talita Nandy and Cr. Vincent Tayley, who have contributed to the policy and decisions that are making Wujal Wujal a better place every year.

Council's main focus has been on the new bridge at the Bloomfield Crossing, more apprenticeships and housing.

We have one young man training as a mechanic and a couple of ladies training as Art Centre Managers under the Skill360 scheme.

We received confirmation early this year that the Bloomfield Bridge is going ahead and the tendering process had already started however, due to the realignment of the new bridge, further soil testing was to be identified by the Department of Main Roads. The design seems pretty straightforward including a pedestrian walkway, is high enough for flood waters to stream under and if in a severe flooding may still be crossable. I believe once the first pylon is driven into the ground the people of this and nearby communities will see the promise come to fruition.

In regards to the Housing situation there has been quite a busy process to the development of houses being built at the new subdivision (now called Yalanji Close) with connections to town services late last year.

Funding was made available by the Local Government Grants and Subsidy Programs for the amenities block to be erected on the south side of the Bloomfield River at the football sports oval. This project when finalised will be a great attribute to the community when holding football matches or any other activities.

I speak on behalf of Council and myself the privilege in working a long side Mr. Alan Neilan, who was appointed early this year as Chief Executive Officer for the Wujal Wujal Aboriginal Shire Council. I'd like to also thank my fellow councillors, staff and residents for their support and loyalty over the past year. A special thank you to Mr. Kevin Wormald our former Chief Executive Officer to a job well done during his time with us.

I look forward with anticipation to another successful year in 2013/2014.

Elected Representatives

Wujal Wujal Aboriginal Shire Council has an elected body of five Councillors, with specific powers, responsibilities and duties set out in the Local Government Act 2009 (the Act). Elections for the Mayor and Councillors are undertaken every four years, with the last election held on 28 April 2012. The next election is scheduled for the last Saturday in March 2016.

Councillor Profiles

Mayor

Councillor Clifford Harrigan

Elected May 2012

Mayor Clifford Harrigan commenced his term of office on 2 May 2012. Mayor Clifford's portfolio is Governance & Finance, although he has the opportunity of chairing all internal Council reference committees. He is a member of the Far North Qld Regional Organisation of Councils (FNQROC), Far North Qld Regional Transport Group (FNQRTG), Internal Audit Committee, a member on the Board of the Remote Job and Communities Program (RJCP), Chairs the Technical Working Group meetings, Chairs the Bama Wujal Wujal Warra Advisory Committee, Chairs the Wujal Wujal Community Safety Committee and the Wujal Wujal Arts and Cultural Centre Policy Advisory Committee.

Mayor Clifford Harrigan is a Traditional Owner of Wujal Wujal.

His personal interests are fishing, gardening, reading and spending quality time with his wife and three (3) daughters.



Deputy Mayor

Councillor Allister Gibson

Elected March 2008 – Re-elected May 2012

Deputy Mayor Allister Gibson grew up in the community of Wujal Wujal. He has completed his apprenticeship in Carpentry. Cr. Gibson is employed by PCYC and chairs the Yindili Sports & Recreation Committee held on the first Tuesday of each month.



Cr. Gibson's portfolio is Economic Development, Environment and Community Lifestyle. He deals with the RJCP-Community Action Plan (Identifying new projects in the community), participates in the Cape Tribulation Track Stakeholder Group, Liases with Jalbalbina and attends the FNQROC Pest Management meetings. Under the Community Lifestyle portfolio he deals with Health, Streetscape, Education, Community Employment Programs, Sport and Recreation meetings and the Kindergarten – Reference Group meetings.

Cr. Gibson's interest is working with young people with attitude, beliefs, issues and needs that are important to creating a healthy lifestyle. He enjoys spending quality time with his wife and daughter.

Councillor**Natasha Duncan**

Elected May 2012

Cr. Duncan was born in Cairns and raised in Wujal Wujal and is a Traditional Owner of this country.

Cr. Duncan's portfolio is Community Lifestyle and Law and Order. Her Community Lifestyle portfolio involves Health, Education, Community Employment Programs, Streetscape, Sport and Recreation and the Kindergarten – Reference Group meeting whilst under the Law and Order portfolio she deals with Queensland Police Service Liaison, the Justice Group and Consumer Advocacy.

Cr. Duncan's hobbies are fishing, camping and spending quality time with her husband, son and two (2) daughters.

**Councillor****Talita Nandy**

Elected March 2008 – Re-elected 2012

Cr. Nandy was born in Atherton and has lived in Wujal Wujal for 14 years. She is married with two (2) children and enjoys singing, dancing, sewing, reading, camping and socializing.

Cr. Nandy's portfolio is Infrastructure, Environment and Economic Development. The Infrastructure portfolio involves in Housing, Water Treatment, Roads/Transport, Telecommunications, and attending Technical Working Group and FNQ RTG meetings whilst her other portfolio involves identifying new projects with RJCP – Community Action Plans, Cape Tribulation Track Stakeholder Group, Liaison with Jabalbina and attend FNQROC Pest Management programs.

**Councillor****Vincent Tayley**

Elected May 2012

Cr. Tayley was born in Cairns and raised in Wujal Wujal and is a Traditional Owner of this country and Dawnvale.

Cr. Tayley's portfolio is Infrastructure and Law and Order. The Infrastructure portfolio involves in Housing, Water Treatment, Roads/Transport, Telecommunications, and attending Technical Working Group and FNQ RTG meetings whilst his Law and Order portfolio deals with Queensland Police Service Liaison, the Justice Group and Consumer Advocacy.



He works for the Royal Flying Doctor Services as a Program Officer in Wujal Wujal. His job involves developing programs and activities to bridge the gap between parents and children which supports and coincides as a member for the Yindili Sports & Recreation Committee. His interests are fishing, rugby and spending quality time with his wife and two (2) daughters.

Councillor Remuneration

Remuneration of Councillors is fixed by the Local Government Remuneration Tribunal. All the Aboriginal Shire Councils, including Wujal Wujal, are classified in the Special Category as determined by the Tribunal.

The Tribunal is an independent body that makes a determination about mayor, deputy mayor and councillor remuneration by 1 December annually.

The members of the Local Government Remuneration Tribunal are appointed by the Governor in Council. The Local Government Remuneration Tribunal comprises three members, one of which is the chairperson.

Annual Remuneration Applicable from 1 January 2013

MAYOR	65 % of the Member of the Legislative Assembly	\$91,376 pa
DEPUTY MAYOR	37.5% of the Member of the Legislative Assembly	\$52,717 pa
COUNCILLOR	32.5% of the Member of the Legislative Assembly	\$45,688 pa

Specific breakdowns of payments to councillors and meeting attendance are as follows
 (“payment“ includes the remuneration amount paid, expenses reimbursed and
 Council superannuation contributions made)

Councillor	No. of Meetings Attended	No. of Meetings held	Payment
<i>1 July 2012 - 30 June 2013 including Special Meetings held</i>			
C Harrigan	17	17	\$ 100,386
A Gibson	15	17	\$ 58,940
N Duncan	8	17	\$ 49,378
T Nandy	15	17	\$ 51,719
V Tayley	16	17	\$ 50,861

Registers Open for Inspection

The Wujal Wujal Aboriginal Shire Council keeps the following registers that are open to inspection according to the Local Government Regulation 2012 .

Register	Purpose	Access
Delegations Register	To record the powers delegated to the CEO and other officers	Available to any person
General Complaints Register	To record the process dealing with complaints lodged	Available to any person at the local government's public office
Local Law Register	The register must contain, for each local law, the law's name, purpose and general effect	Register available for inspection the local government's public office and displayed on website
Register of cost recovery fees	The register must state the type of cost-recovery fee and the provision of the legislation authorising the action for which the cost-recovery fee has been levied.	Register available to the public
Register of Interest Personal Interest of Councillors	To record Financial and other personal interests of Councillors	Available on the website Available to any person upon written application to the CEO. Relevant Councillors must be informed of the application
Register of Interest Personal Interests of Councillors related persons	To record certain financial and other personal interests of specified persons related Councillors	Available on the website Restricted to Councillors of Wujal Wujal Council and persons permitted by law or their agents
Roads map and register	The road register must identify: <ul style="list-style-type: none"> • the category of every road • the level of every road that has a fixed level • the length of every road • If the road is formed, gravelled pavement sealed pavement, the length and width of the formed gravelled pavement or sealed pavement part 	Map and register available on website and to the public

The price for purchasing a copy of a document is no more than the cost to the local government of making the copy available for purchase. (See Schedule of Fees and Charges)

Council Publications for Disclosure

The Wujal Wujal Aboriginal Shire Council keeps the following Council Publications for Disclosure that are open to inspection according to the Local Government Regulation 2012.

Publication for Disclosure	Purpose	Access
Annual Report	To document the financial position of the performance of the Corporate and Operational Plans for the year, as well other accountabilities both mandatory and discretionary	Available to any person
Budget	To record the proposed expenditures and revenues required to implement Council's strategies and goals for the year	Available to any person
Building Plan	To document building activity within the Shire	Available to any person
Corporate Plan	To document the goals, strategies and performance indicators set by Council for a five year period	Available to any person
Minutes of Council Meetings	To record all resolutions made by the Council Ordinary or Special Meeting	Available to any person on the website also, available at the local government public offices for purchase after meetings
Operational Plan	To document the goals, strategies and performance indicators set by Council for the year	Available to any person
Policies	To record all Policies adopted by Council	Available to any person
Statement of Accounts	To record the actual position of the financial accounts, compared to budget predictions, on a monthly basis	Available to any person

The price for purchasing a copy of a document is no more than the cost to the local government of making the copy available for purchase. (See Schedule of Fees and Charges)



Operational and Corporate Planning

In accordance with the Local Government Regulation 2012 Subordinate Legislation 2012 No. 236 made under the Local Government Act 2009, the Corporate Plan of Wujal Wujal Aboriginal Shire Council sets out the issues relevant to our Local Authority and states the endorsed strategic direction for the coming years. The Corporate Plan is a document designed to outline the major issues facing Wujal Wujal Aboriginal Shire both now and in the future.

Corporate Governance	To provide leadership, direction, representation and service to the community
Corporate Services	To manage Council's resources in a way that achieves maximum community benefit.
Technical Services	To develop and maintain the works in general, road network, drainage, water supply and sewage services in a safe and efficient manner
Building Services	To develop and maintain the Shire's infrastructure and to meet the community's housing needs,
Community Services	To promote and develop a range of services to cater for the diverse needs of the community
Economic Development	To conduct feasibility studies, incubate small business and encourage residents to develop enterprise within the community.

Vision Statement

A happy, educated, united and prosperous community that continues to enjoy the benefits of modernity and tradition simultaneously.

Mission Statement

To serve the community through a coordinated, sustainable and equitable delivery of services which focus on local priorities and contribute to the improvement of the quality of life.

Core Values and Principles

The strategies contained in the Corporate Plan are designed to achieve the aims identified by the Shire. These aims are all concerned, in their various ways, with excellent customer service. A commitment to customer service is one of many defining features of the Wujal Wujal Aboriginal Shire Council Corporate values. Other values define the context within which the aims of the Corporate Plan will be pursued.

Our Values:

- Customer Focus
- Accountable Management
- Respect for Aboriginal Culture and tradition
- Continuous improvement
- Quality
- Outcome driven
- Positive Image
- Value for money
- Environmentally friendly
- Excellence
- Networking

How we work for you

An integrated approach to service provision, manifests itself in five (5) clearly defined, essential activities,

- Technical Services
- Building Services,
- Community Services,
- Corporate Services, and
- Economic Development.

The operational plans for each area, allow for ongoing implementation (undertaken within the framework as laid out in Council's Operational Plan) of the long term goals highlighted as key, in the Corporate Plan of Wujal Wujal Aboriginal Shire Council. The following breakdown of achievement and activity (by division) provides an overview of Council's performance throughout the 2012/2013 Financial Year.

Technical Services

Department Head: Manager Technical Services Jaime Guedes



I have much pleasure in reporting that, once again, we have achieved much within the resources we have available. The year 2012-2013 has been productive and progressive, with the following works and services being provided in our community:-

Roads

The road works under the ATSI/TIDS allocation to Council for the year commenced in late October and works on the following roads have been carried out to the value of \$405,000

- Bloomfield Road North: Reseal has been completed. Guide posts installed.
- Bloomfield Falls Road: Two-coat seal has occurred and guide posts installed.
- Florence Lane: Kerb and channelling, stormwater pipes have been installed. A two-coat seal was laid in December 2012.
- Road works under NDRRA arrangements have been carried out to the value of \$674,000

Revegetation project

Parks and Gardens are continuing to perform the cycle of maintenance of the town's parks and gardens throughout the dry season. With the support of the Federal Department of Health and Ageing, 1200 trees and shrubs have been planted along the creek line that flows between the clinic and the service station. They were planted by CDEP participants with the assistance of the Parks and Gardens crew and the South Cape Catchment Group. This bush foods revegetation program has a double benefit as it will provide traditional foods whilst helping to control erosion in the creek. They are growing well with only minor losses sustained and the Parks and Garden crew will continue to maintain and care for them.

Workshop

All routine maintenance of Council plant, equipment and vehicles has been carried out by the Council Mechanic as per the maintenance schedule.

We have a new apprentice in the workshop this year. Lexton Nandy commenced his apprenticeship in diesel fitting earlier this year and we wish him success.

Environmental Health

Water and Sanitation

- Provision of safe drinking water services to community was effected 365days with nil supply stoppages to town connections

Sewerage

- Treatment of town sewerage to ERA licence was effected 365 days with nil breaches to the release requirements

Vector / Pest Control

- Rat baiting stations have been set up around Councils buildings and Community housing to reduce numbers of vermin.

Animal Management

Routine vet visits to Community have occurred throughout the year.

The construction of the animal shelter is complete.

Rat baiting stations have been set up around Councils buildings to reduce numbers of Vermin.

32 horses were removed from the Community this year and relocated to cattle stations.

Routine weed spraying has occurred throughout the year on the edge of the bitumen and roadsides. Final eradication of the African tulip is still underway

Essential Services

Water

Provision of safe drinking water services to community was effected 365days with nil supply stoppages to town connections.

Efforts to reduce O&M costs have been introduced with the introduction of pressure monitoring and recycling of pre filtration bags and the installation of flow regulated fittings to all buildings, theoretically to reduce overall consumption. Southside water reticulation has been connected to raw water so as watering of sports ovals do not contribute to potable water usage.

Sewerage

Treatment of town sewerage to ERA licence was effected 365 days with nil breaches to the release requirements

Efforts to reduce O&M costs have been introduced via best practice operational procedures leading to reduces chemical costs.

Employees

The team has had to learn many new aspects of daily operations. Along with formal training it has allowed better treatment understanding and practices. The team have shown a willingness to learn new technology's and continue to build on their overall knowledge.

Capital Expenditure Works & Routine Maintenance Works

During this year Council spent a total of \$3,397.306 in Parks and public places, routine maintenance of roads and drainage, plant management, water and sewerage system, housing, Council Buildings, environmental health, animal health, improving public amenities, road safety, environmental issues and addressing workplace health & safety requirements

I would like to express appreciation to all our department employees for their dedication and commitment to Council over the last financial year.

Building Services

Department Head: Coordinator Mark Zippel



Social Housing

There was significant investment in social housing. This included:

- New Construction – Three two bedroom houses - \$955,000
- General upgrades/refurbishments - \$408978.00
- Maintenance and Repairs - \$166506.00

Housing Officer

During the 2012-2013 year the role of housing officer was fulfilled by Anthea McGreen.

The role entailed liaising with and supporting the Department of Housing and Public Works Remote Tenancy Team. In addition Anthea provided a local contact point for community members in regard to tenancy issues.

Council Capital Works

Significant capital works were carried out during the 2012-13 year. These include

- The construction of a new builders shed.
- The commencement of the change rooms to the ovals
- A bus shelter installed in Heorlein St
- A disability ramp , pathways and parking area to the front of the library



Proposed Construction 2013-14

The following are the proposed social housing construction works for the current year.

- The construct of 2x 2 Bedroom dwelling on 87 Hartwig st
- Two upgrades/refurbishments (Social Housing)
- Fencing to 8 dwellings
- Refurbishment of Recreation Hall
- Refurbishment of Service Station Retail Outlet

Community Development Services

Department Head: Community Officer Garry Ashworth



It's been another exciting year in community services, where we have received funding from different sources one being that of the Local Government Grants and Subsidy Program to erect an Amenities Block on the south side football ovals which will enhance the quality of life in Wujal Wujal.

Our community agencies have helped to develop economically & socially which has assisted, strengthen & supported individuals & family growth.

Life Promotion Services



Dawn Harrigan continues to perform well in the Life Promotion role which is seeing many individuals and families helped through difficult situations caused by mental health problems and low self-esteem.

Qld Health Department extended this program and until the end of June 2014. The Council is hoping to tender for a continuation of the program.

Community Care Centre



The Aged & Disability Care Centre provides meals and care to our old people and younger people with disabilities. Sharon Anderson and her staff are to be commended for their compassionate commitment to our community.

A major renovation such as a new kitchen has been installed as well as an undercover client drop off - pickup area which has been completed. A new Toyota Commuter Bus with wheel chair capabilities has been purchased.

Bana Yirriji Arts and Cultural Centre



Our Bana Yirriji Centre Manager is Vikki Burrows.

The Cafe at the Arts Centre is run by local bama with some of them trained in cert 111 in hospitality whilst others are still in training. The Centre is open five (5) days a week from 9.00am – 3.30pm Monday to Friday at this point in time but will be extending to weekend trading.

The Waterfall painting commissioned by Department of Energy and Water Supply painted by Wujal Wujal artist Maurice Gibson (right) is an inspiration to other artist that wishes to succeed as a professional artist.



The workshops held at the Bana Yirriji Art Centre for 2012/2013:

- 8 artists completed Cert III in Aboriginal and Torres Strait Islander Cultural Art
- Trip to Gurrigun Art Centre (Cardwell) with the artists - skills development and networking other art centres.
- Trip to Hopevale Art Centre - skills development and networking other art centres.
- Weekly ceramic workshops with Jude Edwards - personal development for the artists.
- CIAF 2012.
- CIAF 2013.
- Ross Franzi - Fine arts workshop to develop the artists' skills in different techniques.
- Aerosol Art with Daniel Wallwork - the artists completed a mural for the Council at Recreation Centre

- Photoshop mentoring with Lainie Joy - a workshop with the aim to produce professional brochures for the art centre.
- Professional skills development with Lynelle Flinders.
- Skills development trip to Cairns for the artists to network art galleries in Cairns.
- Back to country - a trip to Baird's creek with Bobby Ball to collect bark for paintings.

Indigenous Knowledge Centre (IKC)



Binal Mungka Bayen means Knowing Things House

Internet facilities are available in the Indigenous Knowledge Centre at a small fee. The people have found this service to be a great attribute for their on- line access. After school programs are available if children need extra attention and these programs are supervised by qualified staff. Movie nights have also been popular.

A new disability ramp has been installed including a dedicated carpark and the streetscape program commenced.

Kindergarten



Director of the Wujal Wujal Kindergarten is Coraleen Shipton.

A few upgrades around the Kindergarten have been completed for safety reasons such as fencing, new office and office equipment including facelift for the amenities room. There are three (3) staff members who have been studying their Certificate 111 in children's services through TAFE in Cairns. Coraleen has been attending Deakin University doing her Bachelor of Education in Early Childhood and has stated she will be completing her Masters Certificate in the near future. The Kindergarten is open from

Monday to Friday catering children from the ages of 4 and on Thursday to Friday combines with 3 year olds.

Radio Indigenous Broadcasting Services



Radio Indigenous Broadcasting supports the operation in Wujal Wujal.

Community announcements are a part of sharing information and calendars of events that are crucial to community awareness. Story telling from elders are broadcasted locally and archived at the State Library of Queensland

The team consists of Nelson Conboy, Noelana Flinders and Travis Gibson who set programs on a weekly base and reports to the Community Development Officer.

State Emergency Services

State Government and Local Government maintain an important partnership in assisting SES volunteers to provide a valuable emergency service to our community. A new generator funded by the Disaster Resilience Program has been installed for emergency power which covers the Council administration, SES, the RTC Building and local store.



Even though there were no serious emergencies to attend to, I would like to thank our volunteers for their valuable contributions in the past year. Wujal Wujal is indeed fortunate to have you on board.

Justice Services

Justice Coordinator

The Justice Group have been operating since 2003 when the Alcohol Management Plan was introduced into the community. Joan Beacroft has been the coordinator for the group for more than five years now and we have honed our skills to be able to communicate effectively with the whole of the community without bias or prejudice.

The Justice Group help the community with all aspects of the justice system.

We support offenders in court and follow up on the needs of victims. We offer the magistrate detailed family backgrounds on the offender and advice on how best the offender may be rehabilitated. Every two months we hold a murri style court in Wujal Wujal where the justice group can speak directly to the offender reminding them of their responsibilities and the effect of their actions on the rest of their family.

We arrange counselling for offenders with alcohol and anger management issues, follow up for victims of domestic violence (and their children) through counselling and victim assistance. We supervise offenders on community service and meet regularly with Probation and Parole to ensure that offenders are fulfilling their obligations.

We work closely with State Penalties Enforcement, Dept of Corrections, Births Deaths and Marriages, police, magistrates, legal services, Life Promotion, Cooktown District Community Centre, prisons, child safety, Wujal Wujal Safety Committee and the Cooktown courthouse.

Membership is made up from the three clan groups; we have three very active members and a number of members that we seek advice from.

Our door is always open for advice, counselling and mediation. We would welcome more community members to join the group as a full member or part time.



Corporate Services

Department Head: Corporate Services Manager



I am happy to report that the Council's financial position remains healthy, despite the overall trend of a significant decrease in revenue compared to the prior year.

The largest change was in capital income – in the 2012 year, over \$5 million in assets were donated to the Shire by the Queensland Government. Another decrease was in sales revenue; we did not have the large, once-off projects that were completed last year. Grants and Subsidies were once again the bulk of our income.

In December 2012, the Council entered into 40-year lease agreements with the Queensland Government over some of the public housing assets in the community. This means that instead

of receiving rental income for some properties, the Council received a lease payment plus statutory charges for water, sewerage and waste.

There are now no loans or borrowings to be repaid. Operating expenditure has also decreased.

A number of fixed-term grant projects, along with staff employed specifically for these, finished on 30 June 2013.

The Audited Financial Statements are now complete and are included with this report. For the first time, our current and long-term sustainability ratios and statements are also included.

I would like to thank our committed and dedicated workers who are involved the administration of funds for the benefit of the community.

Economic Development Services

Council seek to improve the economic well-being and quality of life for the community by creating and/or retaining jobs and supporting new developments that assist the functioning of our economy and society. Already, plans for a public Laundromat, establishing camping grounds with cabins as a source of revenue and upgrading the Petrol Station to better service the region is in progress. These initiatives can play a critical role in the community increasing small business opportunities. The Council will continue to support artists in the sale of their work under a commission agreement at the Bana Yirriji Centre.



Performance Assessment

Tenders

Council is required to provide details of all resolutions made during the 2012/2013 Financial Year regarding the calling of tenders.

	Type of Tender	Meeting Date:	Resolution No:	Tender date:
1	<p>Motor Vehicles for Sale by tender</p> <p>The three (3) motor vehicles that were replaced earlier this year have been advertised for sale by tender on our notice boards. Tenders close on Monday 2 July 2012.</p> <p>Tenders for Sale of Vehicles</p> <p>On 2 July 2012 sealed tenders for the sale of three surplus vehicles closed, following a period of one month advertising on local notice boards. An undisclosed reserve price was obtained from a reputable assessor who furnished confidential valuations known only to the CEO and a member of Council's audit team.</p>	<p>17 June 2012</p> <p>17 July 2012</p>	<p>1852</p> <p>1897</p> <p>That the highest tenderer in each case be accepted and that, if the conditions of the tender are not satisfied in every respect, the Chief Executive Officer be authorized to offer the appropriate vehicle to the next highest tenderer.</p>	<p>2 July 2012</p>
2	<p>Vehicle Purchase</p> <p>That the Council note compliant tenders from the 12/13 Vehicle Tender process were Pacific Toyota and SkiFleet.</p> <p>That Council approve the purchase of the Commuter bus from Pacific Toyota as per the tender price of \$59337 to be funded from the 12/13 Budget (DOHA Grant Funds); That Council approve the purchase of (2) Workmate wagons from Pacific Toyota as per the tender price of \$55290.01 to be funded from the 13/14 Budget; That the CEO seek quotations from Pacific Toyota and SkiFleet Toyota for the supply of a Hilux dual cab diesel utility (galvanized trayback) and be authorized to purchase (1) vehicle from the lowest quotation and that this cost be funded from the 13/14 Budget.</p> <p>That the replacement HACC/CAPS vehicle be considered in the 14/15 Budget, given low KM use on the current vehicle.</p> <p>That in addition to offers for trade in vehicles, a public disposal offer process be commenced and close on 14th June; consideration of highest offer from tender process and public disposal offer process be then considered by Council.</p>	<p>25 Sept 2012</p>	<p>1968</p>	<p>17 May 2013</p>
3	<p>Vehicle Disposal – EOI</p> <p>That in addition to offers for trade in vehicles, a public disposal offer process be commenced and close on 14th June; consideration of highest offer from tender process and public disposal offer process be then considered by Council.</p> <p>WWASC carried a resolution relating to the disposal of vehicles at the Ordinary Council Meeting on May 28st, 2013. The vehicles to be disposed of relate to new replacement vehicles in 13/14 Financial Year</p>	<p>28 May 2013</p> <p>18 June 2013</p>	<p>2011</p> <p>2238</p> <p>That Council accept the trade-in offers from Pacific Toyota, Cairns, in accordance with their tender documents dated 14th May, 2013.</p>	<p>14 June 2013</p> <p>14 May 2013</p>

Remuneration and Reimbursement of Expenses of Councillors

A copy of the resolution regarding the remuneration of councillors is appended to this report.

Council adopted a resolution regarding reimbursement of expenses for councillors effective from 1 January 2013. A copy of the policy is appended to this report.

Equal Employment Opportunity

Wujal Wujal Aboriginal Shire Council has adopted an Equal Employment Opportunity Policy

Valuation of Non-Current Physical Assets

Council resolved on 21 September 2010 that the following amounts would apply as minimum amounts for the undermentioned to be recorded as physical assets, and below these figures, the asset is to be regarded as an expense:-

a.	Land	\$ 1
b.	Plant and Equipment	\$ 5,000
c.	Any other asset	\$10,000

Administrative Action Complaints

The council has a commitment to dealing fairly with administrative action complaints. Council has a complaints management process. All complaints are recorded in a data base. There were 6 administrative action complaints in the year 2012/2013 and all were resolved using the complaints management process.

There were no unresolved complaints.

Remuneration of Senior Contract Employees

The senior contract employees of the council have total annual remuneration packages that were fixed in the financial year 2012/2013. There were two (2) senior contract employees with a total remuneration package in the range of \$100,000 - \$140,000

Community Financial Report

The Community Financial Report offers an easily understood overview as to how Wujal Wujal Aboriginal Shire Council performed during the last Financial Year.

Statement of Financial Position

The Statement of Financial Position (Balance Sheet) shows what the Council owns (assets) and what the Council owes (liabilities), both current and non-current. The difference between Council assets and liabilities is the total value that the community holds in the Council (equity).

The following five year summary illustrates how the net worth of the Council has increased over the years.

Assets	2009/10 \$'000	2010/11 \$'000	2011/12 \$'000	2012/13 \$'000
Current assets	2,835	3,921	6,385	5,866
Property, plant & equipment	37,601	37,226	43,212	44,004
Total assets	40,436	41,147	49,597	49,870
Liabilities				
Current liabilities	790	497	745	588
Non-current liabilities	205	120	159	37
Total liabilities	995	617	904	625
Net assets represented by:	39,441	40,530	48,693	49,245
Equity	28,090	28,572	35,105	33,719
Retained surpluses				
Asset revaluation reserve	10,076	10,076	11,026	12,906
Other reserves	1,275	1,882	2,563	2,620
Total equity	39,441	40,530	48,694	49,245

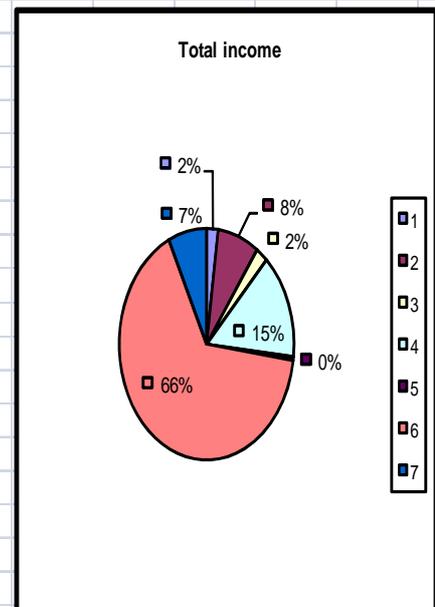
STATEMENT OF COMPREHENSIVE INCOME

Statement of Comprehensive Income for the year ending 30 June 2013

Total Income

Council received revenue of \$7.17 during the year, primarily from grants and subsidies.

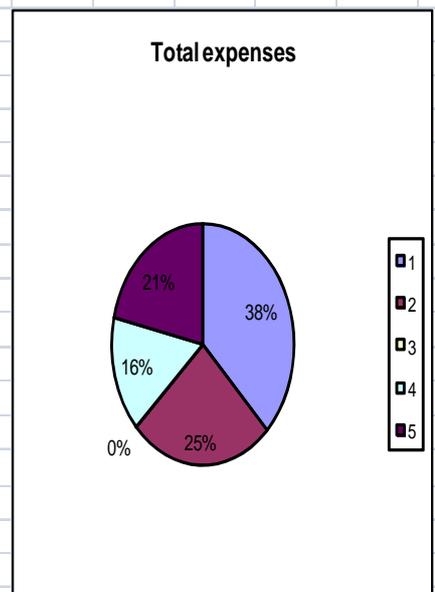
1 Fees and Charges	152,191	2%
2 Rental income	549,699	8%
3 Interest received	160,490	2%
4 Sales revenue	1,055,580	15%
5 Other recurrent inc	36,516	1%
6 Grants, subsidies etc	4,708,218	66%
7 Capital grants & income	511,373	7%
Total income	7,174,066	100%



Total Expenses

A total of \$8.5m was used to pay the on-going operating expenses of delivering essential services and the numerous other non local government programs auspiced by Council.

1 Employee benefits	3,194,249	38%
2 Materials and services	2,164,011	25%
3 Finance costs	2,176	0%
4 Depreciation	1,322,126	16%
5 Capital expenses	1,820,530	21%
Total expenses	8,503,091	100%



Net result -1,329,025

Increase in revaluation surplus 1,880,351

Total Comprehensive Income for year 551,326

2012/2013 Audited Financial Statements

Wujal Wujal Aboriginal Shire Council

Annual Financial Statements

For the year ended 30 June 2013

Wujal Wujal Aboriginal Shire Council
 Current-year Financial Sustainability Statement
 For the year ended 30 June 2013

Measures of Financial Sustainability

Council's performance at 30 June 2013 against key financial ratios and targets:

	How the measure is calculated	Actual - Council	Target
Operating surplus ratio	Net result (excluding capital items) divided by total operating revenue (excluding capital items)	-0.3%	Between 0% and 10%
Asset sustainability ratio	Capital expenditure on the replacement of assets (renewals) divided by depreciation expense.	169%	greater than 90%
Net financial liabilities ratio	Total liabilities less current assets divided by total operating revenue (excluding capital items)	-79%	not greater than 60%

Note 1 - Basis of Preparation

The current year financial sustainability statement is a special purpose statement prepared in accordance with the requirements of the *Local Government Regulation 2012* and the *Financial Management (Sustainability) Guideline 2013*. The amounts used to calculate the three reported measures are prepared on an accrual basis and are drawn from the Council's audited general purpose financial statements for the year ended 30 June 2013.

Certificate of Accuracy
 For the year ended 30 June 2013

This current-year financial sustainability statement has been prepared pursuant to Section 178 of the *Local Government Regulation 2012* (the regulation).

In accordance with Section 212(5) of the Regulation we certify that this current-year financial sustainability statement has been accurately calculated.

Mayor
 Name *Chris Fomas* *Hayden*
 Date: *25/10/13*

Chief Executive Officer
 Name *Mark Neri*
 Date: *25/10/13*

Independent Auditors Report

Appendix
one

Expenses Reimbursement Policy & Resolution

Expenses Reimbursement Policy

WUJAL WUJAL ABORIGINAL SHIRE COUNCIL

POLICY STATEMENT

SUBJECT:	Expenses Reimbursement for Councillors
AUTHORITY:	Council of the Whole.
PURPOSE	The purpose of the policy is to ensure that councillors can receive reimbursement reasonable expenses and be provided with necessary facilities in performance of their role.
STATEMENT OF PRINCIPLES	<p>The policy complies with the following principles:</p> <ul style="list-style-type: none"> • Reasonable expenses reimbursement to councillors • Public accountability and transparency • Public perceptions and community expectations • No private benefit to be derived • Equity and participation
PAYMENT OF EXPENSES	<p>Expenses will be paid to a councillor through administrative processes approved by the Chief Executive Officer subject to:</p> <ul style="list-style-type: none"> • the limits outlined in this policy and • council endorsement by resolution.
EXPENSE CATEGORIES PROFESSIONAL DEVELOPMENT	<p>Council will reimburse expenses incurred for:</p> <ul style="list-style-type: none"> • mandatory professional development and • discretionary professional development deemed essential for the councillor's role.
TRAVEL AS REQUIRED REPRESENT COUNCIL	<p>A councillor may be reimburse local and in some cases interstate and overseas travel expenses (e.g. flights, car, accommodation, meals and associated registration fees) deemed necessary to achieve the business of council where:</p> <ul style="list-style-type: none"> • a councillor is an official representative of council and • the activity/event and travel have been endorsed by resolution of council. <p>Councillors are to travel via the most direct route, using the most economical and efficient mode of transport.</p> <p>Council will pay for reasonable expenses incurred for overnight accommodation when a councillor is required to stay outside the local government's region.</p> <p>NOTE: Any fines incurred while travelling in council-owned vehicles or privately owned vehicles when attending to council business, will be the responsibility of the councillor incurring the fine.</p>

Travel bookings

All councillors travel approved by council will be booked and paid for by council.

Economy class is to be used where possible although council may approve business class in certain circumstances.

Airline tickets are not transferable and can only be procured for the councillors travel on council business. They cannot be used to offset other unapproved expenses. (e.g. cost of partner or spouse accompanying the councillor.)

Travel transfer costs

Any travel transfer expenses associated with councillors travelling for council approved business will be reimbursed.

Example: Trains, taxis, buses and ferry fares

Cab charge vouchers may also be used if approved by council where councillors are required to undertake duties relating to the business of council.

Private vehicle usage

Councillors private vehicle usage may be reimbursed by council if the:

- travel has been endorsed by council resolution
- claim for mileage is substantiated with log book details and
- total travel claim does not exceed the cost of the same travel using economy flights plus the cost of taxi transfers.
- evidence of comprehensive insurance cover
- reimbursement at \$0.80c per km

Accommodation

All councillor accommodation for council business will be booked and paid for by council. Council will pay for the most economical deal available. Where possible, the minimum standards for councillors' accommodation should be three or four star rating.

Where particular accommodation is recommended by conference organisers, council will take advantage of the package deal that is the most economical and convenient to the event.

Meals

Council will reimburse costs of meals for a councillor when:

- the councillor incurs the cost personally and
- the meal was not provided:
 - within the registration costs of the approved activity/event
 - during an approved flight.
 - absence from home is at least 12 hours

The following limits apply to the amount council will reimburse for meals:

	Brisbane or other capital cities	all other
+ Breakfast	\$23.65	\$21.15
+ Lunch	\$26.55	\$24.20
+ Dinner	\$45.60	\$41.65

No alcohol will be paid for by council.

- Incidental allowance

\$17.30 per day will be paid by Council to cover any incidental costs incurred by councillors required to travel, and who are away from home overnight, for official council business.

Council may reimburse the Mayor up to \$1,000 per annum for hospitality expenses deemed necessary in the conduct of council business.

Provision of Facilities

All facilities provided to councillors remain the property of council and must be returned to council when a councillor's term expires.

Private use of council owned facilities

Based on the principle that *no private benefit is to be gained* the facilities provided to councillors by Council are to be used only for council business unless prior approval has been granted by resolution of council.

The council resolution authorising private use of council owned facilities will set out the terms under which the councillor will reimburse council for the percentage of private use. This would apply when councillors have private use of council owned motor vehicles and /or mobile telecommunication devices.

Facilities Categories

Administrative tools

Administrative tools may be provided to councillors as required to assist councillors in their role.

Administrative tools include:

- office space and meeting rooms
- computers
- stationery
- access to photocopiers
- printers
- facsimile machines
- publications
- use of council landline telephones and internet access in council offices

Secretarial support may also be provided for the mayor and councillors.

Council may provide a councillor with home office equipment including computer, internet access if necessary.

MAINTENANCE COSTS
COUNCIL OWN
EQUIPMENT

Council will be responsible for the ongoing maintenance and reasonable wear and tear costs of council-owned equipment that is supplied to councillors for official business use

This includes the replacement of any facilities which fall under council's asset replacement program.

NAME BADGE

Council may provide councillors with:

- a name badge

SAFETY EQUIPMENT
FOR COUNCILLORS

- the necessary safety equipment for use on official business, e.g. safety

UNIFORMS	<p>helmet/boots</p> <ul style="list-style-type: none"> • uniforms as decided from time to time <p>Councillors may have access to a council owned vehicles is permitted if prior approval has been granted by resolution of council 0.80c per km. Council will, in its resolution, authorise private use and set out the terms for the councillor to reimburse council for the private use</p>
TELECOMMUNICATION NEEDS – MOBILE DEVICES	<p>Council calls made on private mobile phones of councillors will be reimbursed on production of a receipt to the CEO.</p> <p>The Mayor will be provided with a council mobile phone for business use.</p>
INSURANCE COVER	<p>Council will indemnify or insure councillors in the event of injury sustained while discharging their civic duties</p> <p>Council will pay the excess for injury claims made by a councillor resulting from conducting official council business.</p>
FUEL COSTS	<p>Fuel for a council-owned vehicle used for official council business, will be provide or paid for by council</p>
CAR PARKING AMENITIES	<p>Councils are to provide councillors with:</p> <ul style="list-style-type: none"> • car parking at the local government office premises and / or • attending to official council business

On 16 April 2013 Council passed the following resolution:-

ORD/7 CEO's Report

ORD/7.5 Expenses Reimbursement Policy – Councillors

Summary/ Purpose

COUNCIL RESOLUTION 2174

MOVED: Cr. Gibson

SECONDED: Cr. Nandy

That the Expenses Reimbursement Policy – Councillors be adopted

CARRIED

Appendix
Two

Policy Statement

Remuneration of Councillors

Remuneration of Councillors

The Local Government Operations Regulation 2010 requires that a copy of the resolution regarding the remuneration of councillors be disclosed in the Annual Report.

On 22 January 2013 Council passed the following resolution:-

ORD/5 INWARD

ORD/5.4 Local Government Remuneration and Discipline Tribunal

Summary/purpose

Councillor remuneration levels to apply from 1 January 2013

COUNCIL RESOLUTION 2068

MOVED: Cr. Harrigan

SECONDED: Cr. Nandy

That the annual remuneration payable to Council members as from 1 January 2013, to be paid weekly, be as follows:-

- Council member % rate payable to a Member of the Queensland Legislative Assembly**
 - Mayor (65 %) \$91,376
 - Deputy Mayor (37.5%) \$52,717
 - Councillor (32.5%) \$45,688
- These are the remuneration levels set out in the Special Category set by the Local Government Remuneration Tribunal for the year 2013**

CARRIED

That the annual remuneration payable to Council members as from 1 January 2013 to be paid weekly be as follows:-

- Council Member % of rate payable to a member of Qld Legislative Assembly:-
 - Mayor (65 %) \$ 91,376
 - Deputy Mayor (37.5%) \$ 52,717
 - Councillor (32.5%) \$ 45,688
- That the remuneration level adopted by Council are those in the Special Category set by the Local Government Remuneration Tribunal for the year 2013



Appendix
Three

Policy Statement
Complaints Management Process