



PUBLIC

AGENDA

Ordinary Council Meeting

24 October 2019

COMMENCING AT 9.00AM



Wujal Wujal Aboriginal Shire Council



Meeting Notice

Notice is hereby given that the next Ordinary meeting of Council will be held in the Wujal Wujal Aboriginal Shire Council Chambers, 1 Hartwig Street, Wujal Wujal

On

21 November 2019

Commencing at 9am

**WUJAL WUJAL ABORIGINAL SHIRE COUNCIL AGENDA
ORDINARY COUNCIL MEETING**

24 OCTOBER 2019

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1. WELCOME/MEETING OPENING

Mayor welcomes everyone and opens the meeting.

2. ATTENDANCE/APOLOGIES

Members Present:	Cr Desmond Tayley, Mayor (Chair) Cr Robert Bloomfield, Deputy Mayor Cr Regan Kulka Cr Bradley Creek Cr Vanessa Tayley
Apologies:	
Officers/Staff:	Stephen Wilton – Chief Executive Officer Harish Nair – Director Finance and Corporate Services Victor Mills – Director Works and Building Services (DWBS) Vanessa Kennedy - Executive Assistant (EA)
Observers:	
Presenters/Visitors:	Guest Speakers: 2pm – 20 minutes - Cooktown Expo 2020 Festival presentation Cook Shire Council representatives Merryn Hughes – Cooktown Expo 2020 Festival Director, Douglas Jene - Operations Coordinator, Sha-lane Gibson 2020 Indigenous Projects Officer 2.20pm – 10 minutes - Regional Arts Program Overview Cook Shire Council representative Waratah Nicholls - Regional Arts Officer.

3. CONDOLENCES/CONGRATULATIONS

Late Farren Yeatman Snr - Yarrabah

4. COUNCILLOR OBLIGATIONS

- 4.1. Declaration of Material Personal Interest (MPI) on any item of business
- 4.2. Declaration of Conflict of Interest on any item of business
- 4.3. Registers of Interest

5. CONFIRMATION OF PREVIOUS MINUTES

5.1 Confirmation of Previous Minutes of meeting held 26 September 2019



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1. WELCOME/MEETING OPENING

Mayor Tayley declared the meeting open at 9.27am.

2. ATTENDANCE/APOLOGIES

Members Present:	Cr Desmond Tayley, Mayor (Chair) Cr Robert Bloomfield, Deputy Mayor Cr Reagan Kulka (via teleconference) Cr Bradley Creek
Apologies:	Victor Mills - Director Works and Building Services (DWBS) - absent on leave
Officers/Staff:	John Kelly – Interim Chief Executive Officer Harish Nair – Director Finance & Corporate Services Vanessa Kennedy – Executive Assistant (EA) Geoffrey Rosendale – Works and Services Coordinator at 2.40pm Patrick Nandy – Coordinator Building Services at 2.40pm John Drobec – Orion Consulting by teleconference at 2.59pm Peter West – Orion Consulting at 3.13pm Vanessa Marie Tayley at 3.52pm
Observers:	Deric Flewell-Smith – Community Member
Presenters/Visitors:	Qld Audit Office Representatives at 1.45pm: Poopalasingam Brahman – Assistant Auditor-General Karen Johnson - Assistant Auditor-General Sri Narasimhan - Director QAO

Cr Desmond Tayley welcomes Harish Nair – Director Finance & Corporate Services to the meeting.

3. CONDOLENCES/CONGRATULATIONS

Condolences

Well wishes to Kathleen Walker and Peter Wallace and the Council wishes them a quick recovery.

To the Jacko and Rosendale families.

Ludwick family from Yarrabah.

Congratulations

Jessica Creek and partner William welcomed a baby girl.

4. COUNCILLOR OBLIGATIONS

Mayor Tayley invited those present to use this opportunity to make public any Material Personal Interests and/or Conflicts of Interest (real or perceived) in respect of items in the Agenda.

Councillors should use this opportunity to disclose and/or comment on other Councillors and/or staff interests in accordance with the Act and Regulations

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

Nil

4.2 Declaration of Conflict of Interest on any item of business

Pursuant to Section 173 (2) of the Local Government Act 2009 {6} declarations of conflict of interest were made during this meeting.

Details of declarations are as follows:

6.2.6 Vanilla Bean Plantation Project Cr Tayley declined to vote due to having worked closely with the department on this project.

Name of Councillor – details of declaration: Cr Desmond Tayley

Details of declarations are as follows:

7.1.1 Allocations for Cultural Recommendation 2019 all unable to vote due to personal conflicts of interest with all cultural recommendations asked the CEO to make the decision.

Name of Councillor – details of declaration: Cr Desmond Tayley, Cr Robert Bloomfield, Cr Reagan Kulka, Cr Bradley Creek and Cr Vanessa Tayley.

4.3 Registers of Interest

Nil

5. CONFIRMATION OF PREVIOUS MINUTES

The minutes of the Council Ordinary meeting 22 August 2019 were considered.

Resolution:	That Council confirms that the Council Ordinary meeting minutes of 22 August 2019 as circulated are a true and correct record of that meeting.	
Moved:	Cr Bradley Creek	CARRIED 4/4
Seconded:	Cr Robert Bloomfield	
Decision No:	0126092019	

Resolution:	That Council confirms that the Special Council Meeting minutes of 09 September 2019 as circulated are a true and correct record of that meeting.	
Moved:	Cr Robert Bloomfield	CARRIED 4/4
Seconded:	Cr Desmond Tayley	
Decision No:	0226092019	

5.1 Business Arising from Previous Minutes

Nil

6. REPORTS

6.1 Mayors Update:

6.1.1 Update on CEO Appointment

The new CEO Mr Stephen Wilton will commence on Monday 30 September 2019.

NOTED

6.1.2 Government Ministerial Champion: The Hon. Leeanne Enoch MP Visit 27 – 29 August 2019

6.1.3 NAIDOC Celebrations 28 August 2019

6.1.4 Opening of Charlie's Tourism Centre 28 August 2019

Cr Desmond Tayley thanked everyone who helped organise these three events and spoke about how good it was to have the Community come together and particular special to have the Hon Minister in Community for three days..

NOTED

6.1.5 Meeting with Deputy Premier Jackie Trad – Tracks to Treaty

The Mayor advised that Council and the Community are invited to make a submission to the Deputy Premier on what should be included in a Treaty and in what for it should take. Refer to web site for submission process.

NOTED

6.1.6 Good to Great Schools Education Forum 17-19 September 2019

The Mayor and Cr Bradley Creek reported on their attendance at this successful forum.

NOTED

ACTION: CEO to organise a meeting with Hopevale CEO and run a Community Forum/Information session with their support.
--

ACTION: Letter to be sent to the Principal in support.

6.1.7 Camping on Country Men's Health Camp Oct 8-11

NOTED

6.1.8 LDMG – TCICA Local Government Disaster Resilience and Recovery Forum

Resolution:	That Council approves Mayor Desmond Tayley and Director Works and Building Services Victor Mills to attend the <i>Indigenous Local Government Disaster Resilience and Recovery Forum</i> on 9-10 October 2019 to represent the Council and present a power point presentation on Council's recovery from the Jan/Feb 2019 weather events at Wujal Wujal.	
Moved:	Cr Reagan Kulka	CARRIED 4/4
Seconded:	Cr Robert Bloomfield	
Decision No:	0326092019	

6.1.9 LGAQ 123 Annual Conference and AGM in Cairns 14 – 16 October – voting papers

Resolution:	That Council authorises Mayor Desmond Tayley and CEO Stephen Wilton to attend and vote as delegates to the LGAQ 123 rd Annual Conference and AGM in Cairns on 14-16 October 2019.	
Moved:	Cr Robert Bloomfield	CARRIED 4/4
Seconded:	Cr Bradley Creek	
Decision No:	0426092019	

ACTION: EA to complete form and return to LGAQ by 02 October 2019.

6.1.10 Tropical Tourism North Queensland (TTNQ) Membership

Mayor spoke on the benefits of WWASC having this membership as a Partner of Tourism, and the nomination of him submitted to become a Zone Board Director for the benefit of the WWASC through tourism development.

NOTED

6.1.11 Proposed Wujal Wujal Showcase to Parliament

The Showcase at Parliament House will take place on Tuesday 26 November 2019. The Mayor outlined the major points to be highlighted in this presentation.

NOTED

6.1.12 National Indigenous Empowerment Summit 3-5 September 2019

Councillor Kulka gave a verbal report to the Mayor and Councillors and DW&BS will give a verbal report at the next meeting.

NOTED

ATTENDANCE: *Councillor Reagan Kulka left the meeting at 10.19am.*

6.1.13 Army Band visit

Photos were included in the meeting agenda

NOTED

6.1.14 Correspondence

6.1.14.1 Letter received from The Hon. Cameron Dick MP, Minister for State Development, Manufacturing, Infrastructure and Planning (DSDMIP) on 12 September 2019.

NOTED

6.1.14.2 Letter received from The Hon. Stirling Hinchliffe MP – Minister for Local Government, Racing and Multicultural Affairs on 12 September 2019.

NOTED

6.1.14.3 Letter received from The Hon. Leanne Enoch MP - Minister for Environment and the Great Barrier Reef, Science and the Arts on 02 September 2019.

NOTED

6.1.14.4 Letter from Inspector-General Emergency Management (IGEM) received on 8 August 2019 from Alastair Dawson asking for direct participation in two programs response required by 30 September 2019 and future interest in two further programs.

ACTION: EA to respond to request for direct participation to IGEM urgently.

- 6.1.14.5** Letter from The Hon. Kate Jones MP – Minister for Innovation and Tourism Industry Development and Minister for the Commonwealth Games on 18 September 2019. Invitation to DestinationQ Mayoral Lunch, addressing Local governments as driving tourism across the state.

Resolution:	That Council approves Mayor Desmond Tayley to attend DestinationQ Forum and Mayoral Lunch on 06-08 November 2019 to represent the Council in driving tourism here in Wujal Wujal.	
Moved:	Cr Bradley Creek	CARRIED 3/3
Seconded:	Cr Robert Bloomfield	
Decision No:	0526092019	

Resolution:	That Council receives and notes the Mayor's report to the Council on 26 September 2019.	
Moved:	Cr Bradley Creek	CARRIED 3/3
Seconded:	Cr Reagan Kulka	
Decision No:	0626092019	

6.2 Chief Executive Officer Report

Actions from previous meetings

The CEO actions arising from previous meetings will be updated for each meeting.

ATTENDANCE: Cr Desmond Tayley left the meeting at 10.32am and returned to the Chamber at 10.34am.

DF&CS left the meeting at 10.49am and returned to the Chamber at 10.51am.

6.2.1 Commencement Date for New Chief Executive Officer

Resolution:	That Council notes and agrees to the revised commencement date of 30 September 2019 for the appointment of Mr Stephen Wilton as the Chief Executive Officer of Wujal Wujal Aboriginal Shire Council, and That CEO Mr Stephen Wilton be authorised to exercise all delegated authorities on behalf of Council including signing and authorising transactions on all of Council's bank accounts held at Westpac Banking Corporation and the ANZ Bank and removal of any signing authorities for past employees.	
Moved:	Cr Desmond Tayley	3/3 CARRIED
Seconded:	Cr Robert Bloomfield	
Decision No:	0726092019	

6.2.2 New Senior Staff Appointments

Council notes the commencement of Director Finance & Corporate Services Mr Harish Nair and Manager of Finance Ms Lynette Simbil and Council welcomes them to WWASC.

NOTED

6.2.3 Annual Audit by Queensland Audit Office

Resolution:	That Council note and confirm the actions of the I/CEO in applying for an extension of time to 28 February 2020 for the completion of the 2018/19 audit, adoption of financial statements and adoption and publishing of the annual report.	
Moved:	Cr Desmond Tayley	3/3 CARRIED
Seconded:	Cr Bradley Creek	
Decision No:	0826092019	

6.2.4 Visit by the Auditor General

Resolution:	That Council note that representatives of the Qld Auditor-General visited with the Mayor, Councillors and senior staff later in the meeting.	
Moved:	Cr Bradley Creek	3/3 CARRIED
Seconded:	Cr Robert Bloomfield	
Decision No:	0926092019	

ADJOURNMENT AND ATTENDANCE

Meeting adjourned at 11.02am for morning tea and reconvened at 11.27am.

Visitor Deric Flewell-Smith excused himself from the meeting at 11.30am.

Cr Reagan Kulka rejoined the meeting at 11.30am via teleconference.

6.2.5 Appointment of New Replacement Councillor

The I/CEO advised that on 18 September 2019 written approval was received advising that the Minister for Local Government the Hon Stirling Hinchliffe MP has provided Councillor Desmond Tayley, the Mayor and Councillors Robert Bloomfield, Bradley Creek and Reagan Kulka with written notice that approval is granted to participate in the meeting of 26 September 2019 and specifically

in the decision-making regarding the appointment of a replacement Councillor, despite their personal interests in the matter.

As previously reported by the I/CEO, two nominations have been received at the close of nominations on Monday 5 August 2019, being:

- Clive Deric FLEWELL-SMITH, 73 Douglas Street Wujal Wujal
- Vanessa Marie TAYLEY, 4 Heroin Street Wujal Wujal

Resolution:	That in accordance with section 166(5)(a) of the Local Government Act 2009, Council formally appoints: <i>Vanessa Marie Tayley</i> to fill the vacancy of Councillor of the Wujal Wujal Aboriginal Shire Council until the next Local Government election to be held in March 2020.	
Moved:	Cr Robert Bloomfield	CARRIED 4/4
Seconded:	Cr Reagan Kulka	
Decision No:	1026092019	

ATTENDANCE: *Deric Flewell-Smith rejoined the meeting at 11.39am.*

The ICEO advised Mr Deric Flewell-Smith of the Council's decision to appoint Vanessa Tayley to fill the vacancy.

The Mayor and Councillors acknowledged Deric's commitment to attending meetings as an observer.

ATTENDANCE: *At this time I/CEO John Kelly left the meeting at 11.40am to ring Cr Vanessa Tayley and to attend to an important funeral matter and returned at 11.55am.*

Councillor Bloomfield left the meeting at 12.30pm and returned at 12.34pm.

DECLARATION OF INTEREST:

Cr Desmond Tayley declared an interest and left the meeting at 12.33pm due to him having worked closely with the department on this project.

6.2.6 Vanilla Bean Plantation Project

Resolution:	<ul style="list-style-type: none">a. That Council note the proposers of the Vanilla Bean Plantation Project have been advised in writing of Councils approval in principle to the allocation of the land for the project,b. They have been invited to make representations on matters for incorporation in the draft lease,c. The CEO be directed to have the proposed sites for future housing allotments and for the Vanilla Bean Plantation Project formally surveyed, registered and zoned to meet these proposed uses, andd. Staff bring forward the draft plan of survey for consideration by Council before registration.	
Moved:	Cr Reagan Kulka	CARRIED 3/3
Seconded:	Cr Robert Bloomfield	
Decision No:	1126092019	

ATTENDANCE: Cr Desmond Tayley returned to the meeting at 12.36pm.

6.2.7 Application for Community Banking Agency

Resolution:	That Council note the agreement with Australia Post for Council to become a Community Banking Agent out of the Wujal Wujal Post Office has been executed and the service will change over seamlessly from CBA to Australia Post on Friday 4 October 2019.	
Moved:	Cr Desmond Tayley	CARRIED 4/4
Seconded:	Cr Bradley Creek	
Decision No:	1226092019	

6.2.8 Provision of Sport and Recreation Services to Community

Resolution:	<p>a. That Council endorse the PCYC/Justice Group proposal by the Department of Sport and recreation for the delivery of services to the Wujal Wujal Community for the period 1 October 2019 to 30 June 2020 subject adequate KPI's and milestones being put in place by the Department to ensure adequate delivery of service is achieved, and</p> <p>b. Council requests the Department to engage in prior consultation before the adoption of a service delivery model for sport and recreation from 1 July 2020</p>	
Moved:	Cr Bradley Creek	CARRIED 4/4
Seconded:	Cr Robert Bloomfield	
Decision No:	1326092019	

6.2.9 Ministerial Champion – Proposed Showcase of Wujal Wujal Community at State Parliament

Resolution:	<p>That Council accept the invitation from The Hon. Leeanne Enoch MP, Ministerial Champion for Wujal Wujal to prepare and present a Showcase of Wujal Wujal Community achievements at Queensland State Parliament House on Tuesday 26 November 2019 and the CEO report to the October meeting of Council on progress with preparation for the Showcase, noting that the Minister's office has advised that a budget is available to fund this.</p>	
Moved:	Cr Desmond Tayley	4/4 CARRIED
Seconded:	Cr Robert Bloomfield	
Decision No:	146092019	

6.2.10 Housing Office New Premises in Wujal Wujal

Resolution:	<p>That Council note negotiations are continuing with the Department of Housing and Public Works regarding whether the Housing Office will transfer to the new premises as planned and as is or remain in the current building with some minor upgrades to be undertaken by Council.</p>	
Moved:	Cr Desmond Tayley	4/4 CARRIED
Seconded:	Cr Reagan Kulka	
Decision No:	1526092019	

6.2.11 Embrace Learning

A separate confidential report will be presented addressing issues associated with this Company for consideration in Committee.

6.2.12 Disaster Management Resilience Joint Councils Project

Resolution:	That Council note the funding by the Australian and State Governments of a community development officer position to develop recovery and resilience plans as a joint project by Cook, Wujal Wujal and Douglas Shire Councils and that Executive Assistant Vanessa Kennedy will represent Council on the Joint Council Steering Committee to manage the project.	
Moved:	Cr Reagan Kulka	4/4 CARRIED
Seconded:	Cr Bradley Creek	
Decision No:	1626092019	

6.2.13 Facebook Page

Resolution:	That Council notes the planning for the possible introduction of a Council Facebook page will await consideration and advice from the new CEO and for reporting to a future meeting of Council of appropriate protocols to manage any such site and noting further that the Council has asked that this be managed collaboratively across the whole organisation.	
Moved:	Cr Bradley Creek	4/4 CARRIED
Seconded:	Cr Robert Bloomfield	
Decision No:	1726092019	

6.2.14 Meeting Dates for 2020

Resolution:	That Council adopt and publish on the website the following meeting dates for the period up to the 2020 Local Government Elections: Ordinary Meeting 9.00a.m. Thursday 23 January 2020 Ordinary Meeting 9.00a.m. Thursday 20 February 2020 Ordinary Meeting 9.00a.m. Thursday 19 March 2020.	
Moved:	Cr Desmond Tayley	CARRIED 4/4
Seconded:	Cr Reagan Kulka	
Decision No:	1826092019	

ACTION: Exec Asst to post dates on website.

6.2.15 Driveways on Wujal Wujal Southside

Resolution:	That Council receive the advice from the I/CEO John Kelly of a pending invitation to Council to price the construction of full all-weather accesses to the Southside houses at the cost of the Department of Housing and that staff will seek approval of Douglas Shire to undertake the work within the road reserve and further staff note that it is Council's preference that the work be carried out by day labour.	
Moved:	Cr Desmond Tayley	CARRIED 4/4
Seconded:	Cr Robert Bloomfield	
Decision No:	1926092019	

ACTION: **Note:** All-weather accesses to the Southside houses must be done before the wet season escalate urgently CEO to speak with DW&BS.

6.2.16 Organisational Chart

Resolution:	That Council receive and note the draft organisation chart and refer it to the new CEO for consideration and refinement and referral back to a future meeting of Council for adoption.	
Moved:	Cr Desmond Tayley	CARRIED 4/4
Seconded:	Cr Reagan Kulka	
Decision No:	2026092019	

6.2.17 List of Projects and Programs

Resolution:	That Council requests the CEO to prepare a detailed list of all externally funded projects and programs to each quarterly meeting of Council so that Council can be assured that these projects and programs are adequately managed.	
Moved:	Cr Bradley Creek	CARRIED 4/4
Seconded:	Cr Robert Bloomfield	
Decision No:	2126092019	

6.2.18 Water and Waste Water Essential Service Operators' Report

NOTED

6.2.19 Correspondence
Nil

Cultural Advisors Report

NOTED

Resolution:	That Council receives and notes the Interim Chief Executive Officers report to the Council meeting on 26 September 2019.	
Moved:	Cr Desmond Tayley	4/4
Seconded:	Cr Robert Bloomfield	
Decision No:	2326092019	

ADJOURNMENT: Council adjourned at 1.40pm and reconvened at 1.50p.m.

Vistors: Queensland Audit Office

At 1.50pm Queensland Audit Office representatives:

- Poopalasingam Brahman – Assistant Auditor-General
- Karen Johnson - Assistant Auditor-General and
- Sri Narasimhan - Director QAO

attended the meeting and addressed Council about their wish to support the Council to fulfil their audit obligations and how they will work with the new team to establish procedures and processes that will allow the WWASC to meet audit obligations.

Apologies were given for QAO Auditor-General Mr. Brendan Worrall being unable to attend due to a personal matter.

The Mayor thanked the QAO Officers for their visit and their report and gave the QAO Council's assurance that it will work diligently to ensure it meets the extension deadline for completion of the 2018/19 audit.

ATTENDANCE: At 2.20pm the QAO representatives left the meeting.

6.3 Director Finance & Corporate Services Report

The Director tabled his report and elaborated verbally.

ACTION: CEO to copy in DF&CS in on Financial correspondence. Mayor asked to be kept informed of financial decisions on a regular basis.

Resolution:	That Council receives and notes the Director Finance & Corporate Services report to the Council meeting on 26 September 2019.	
Moved:	Cr Desmond Tayley	CARRIED 4/4
Seconded:	Cr Bradley Creek	
Decision No:	2426092019	

ATTENDANCE and ADJOURNMENT:

Director Finance and Corporate Services left the meeting at 2.22pm and the meeting adjourned at 2.24pm Council reconvened at 2.40p.m.

Works and Services Coordinator Geoffrey Rosendale and Building Services Coordinator Patrick Nandy joined the meeting to present their report to Council.

John Drobec of Orion Consulting joined the meeting via teleconference at 2.59pm.

6.4 Director Works and Building Services Report

Action items from previous Council meetings:

Date:	Action	Status	Comment
CEO REPORT			
6.2.5 Capital Projects Register	A tap, pressure hose, ramp to tie boats up and lights could be included at the Boat Ramp in the plans. Include in development plans.	In Progress	
DW&BS REPORT			
6.5.3 Animal Management	That Council reviews vet and pound fees surrounding Animal Management procedures and practices. Council puts a process in place for unpaid impoundment fines and then advises these at a community meeting information session	Ongoing	
6.5.4 Civil Construction	Prepare an estimate of cost to convert the AFL field to a Rugby field. Report back to Council.	In Progress	
GENERAL BUSINESS			
General Business	Operators lifting heavy loads. DW&BS to address this.	Completed	

6.4.1 Building Report

NOTED

6.4.2 BAS Responsive Maintenance July/August 2019

NOTED

ATTENDANCE: Building Services Coordinator left the meeting at 2.59pm. and Peter West from Orion Consulting joined the meeting at 3.13pm

6.4.3 Capital and Minor Works

Orion Consulting Engineer John Drohic responded to questions from the meeting regarding various projects.

ACTION: CEO to meet with Orion Consulting to review their contract for services, to discuss the level of attendance required at meetings and Community to ensure value for money, effective management of projects and communications with Council.

ACTION: CEO to seek written consent from Douglas Shires for the bridge pipeline crossing, the construction of outside housing driveways within the road reserve and the work at the top end of China Camp road, where these works occurs within Douglas Shire.

NOTED

ATTENDANCE:

Cr Desmond Tayley left the meeting at 3.14pm and returned at 3.23pm.

Councillor Bloomfield left the meeting at 3.40pm and returned at 3.42 pm

John Drohic and Peter West left the meeting at 3.45pm.

DECLARATION OF OFFICE – Cr Vanessa TAYLEY:

Cr Vanessa Tayley, her partner Lucas and their children entered the meeting at 3.52pm.

The Mayor welcomed Cr Vanessa Tayley and congratulated her on the appointment as a Councillor of Wujal Wujal Aboriginal Council and invited her to take the Declaration of Office before the Chief Executive Officer as required by Section 169(2) of the Local Government Act 2009.

FORMAL DECLARATION OF OFFICE

Cr Vanessa made the Declaration before the Chief Executive Officer and witnessed by those present. The CEO formally declared Cr Vanessa Tayley as being able to perform her duties as a Councillor and the meeting congratulated her with acclamation and photos.

ATTENDANCE AND ADJOURNMENT:

Council adjourns for afternoon tea at 4.00pm and reconvened at 4.10pm noting that newly appointed Cr Vanessa Tayley was present and that Works and Services Coordinator had left the meeting.

I/CEO John Kelly left the meeting at 4.10pm to attend to bank authorisations of urgent creditors payment and returned to the meeting at 4.23pm.

6.4.4 Water and Waste Water Report

NOTED

6.4.5 Art Centre Report

ACTION: DW&BS investigates hanging system for the Art Centre before it opens.
--

ACTION: CEO and Director Finance & Corporate Services meets with Art Centre Director to discuss Strategic 4 yr Business Plan.
--

6.4.6 Community Care Coordinator AUGUST Month Report

NOTED

6.4.7 IKC Report

NOTED

6.4.8 Kindy August Report

Resolution:	That the DW&BS investigate and remedy any non-compliant items (as per report item 6.4.8) at the kindy as a matter of urgency and if funding is an issue, make the items safe and report to the next Council meeting on what is required including necessary funding.	
Moved:	Cr Desmond Tayley	CARRIED 5/5
Seconded:	Cr Robert Bloomfield	
Decision No:	2526092019	

Resolution:	That the DWBS look at allowing the Kindy Director to access budget requirements to enable better use of resources and strategic planning to take place and if necessary, report to a future meeting of Council.	
Moved:	Cr Bradley Creek	CARRIED 5/5
Seconded:	Cr Reagan Kulka	
Decision No:	2626092019	

Resolution:	That the DW&BS investigate staffing levels of the Kindegarten to meet compliance in regards to non-contact days.	
Moved:	Cr Desmond Tayley	CARRIED 5/5
Seconded:	Cr Robert Bloomfield	
Decision No:	2726092019	

6.4.9 Centrelink Report

NOTED

Mayor Tayley commended all the good work that Marie Shipton has been doing at Centrelink and as the Cultural Advisor.

6.4.10 Bank, Post Office Report

NOTED

6.4.11 Animal/Environmental Management

Resolution:	That Council approves the Animal/Environmental Management Officer to organise a monthly community meeting and information session to discuss animal issues and report back to Council.	
Moved:	Cr Robert Bloomfield	CARRIED 5/5
Seconded:	Cr Reagan Kulka	
Decision No:	2826092019	

Cr Tayley commended Lester and PJ on their work with Animal/Environmental Management

Resolution:	That Council receive the Director of Works and Building Services report to the Council meeting 26 September 2019.	
Moved:	Cr Desmond Tayley	CARRIED 5/5
Seconded:	Cr Bradley Creek	
Decision No:	2926092019	

ATTENDANCE: Deric Flewell-Smith left the meeting at 4.32pm. The Mayor thanked him for attending the meetings and his nomination for the vacancy on Council.

Resolution:	That pursuant to Section 275(1) (f) and (h) of the <i>Local Government Regulation 2012</i> , that the meeting be closed to the public so that Council can receive and consider matters as follows: (f) Legal proceedings – 1 item (h) Other business for which public discussion would prejudice the interests of others – 2 items	
Moved:	Cr Desmond Tayley	CARRIED 5/5
Seconded:	Cr Robert Bloomfield	
Decision No:	3022082019	

7. RE-OPENING FROM CLOSED SESSION 4.50p.m.

Resolution:	That the meeting come out of closed session and be reopened to the public.	
Moved:	Cr Desmond Tayley	CARRIED 5/5
Seconded:	Cr Bradley Creek	
Decision No:	3122082019	

7.1.1 Allocations for Cultural Recommendation 2019

Resolution:	That as all Councillors declared personal conflict of interest for the Cultural Recommendations 2019 this matter be referred to the CEO for a decision in conjunction with Department of Housing and Public Works allowing for an impartial decision to be made.	
Moved:	Cr Desmond Tayley	CARRIED 5/5
Seconded:	Cr Reagan Kulka	
Decision No:	3222082019	

7.1.2 Embracing Learning

Resolution:	That the verbal report given to the closed session of Council regarding Embrace Learning be received by the Council and the CEO will report further as this matter develops and/or is resolved.	
Moved:	Cr Rober Bloomfield	CARRIED 5/5
Seconded:	Cr Bradley Creek	
Decision No:	3322082019	

7.1.3 Request for Financial Assistance with Funeral Expenses

Resolution:	That the verbal report given to the closed session of Council regarding Funeral expenses and a policy update required be received by the Council and staff will report to a future meeting with an updated policy.	
Moved:	Cr Desmond Tayley	CARRIED 5/5
Seconded:	Cr Robert Bloomfield	
Decision No:	3422082019	

8. GENERAL BUSINESS

Cr Reagan Kulka	<p>Polo Shirts raised again – Purchase Order required. The following to visit Southern Cross for fit out of shirts: Cr Vanessa Tayley, Cr Reagan Kulka, Cr Robert Bloomfield, Cr Bradley Creek</p> <p>Concreting of wharf? Waiting for quote from contractor to be done shortly. I/CEO to ask DB&WS.</p>
Cr Bradley Creek	<p>Gum trees – Removal close to houses – consider on Little Douglas Street</p> <p>Street lights in Little Douglas Street are out – need fixing DB&WS to investigate</p>
Cr Robert Bloomfield	<p>Cook Shire be requested to repair bitumen on the main road to Wujal Wujal – safety risk. CEO advised already requested but will follow up again.</p> <p>Roundabout car still parking in the roundabout and leaving their cars there – raised many times – dangerous DW&BS to consider</p>
Cr Desmond Tayley	<p>Clean-up started at accommodation – has there been tenders called to take material away? People are helping themselves to building materials has this been sanctioned?</p> <p>CEO to follow up.</p>

	<p>Is there a possibility of joining the two projects together on the one site:</p> <ol style="list-style-type: none"> 1. Proposed Safari tents/accommodation (Eco-lodge) and 2. Contractors accommodation. <p>CEO and DW&BS to provide a report for the next meeting and to discuss with Lynn Sawtell DSDMIP.</p> <p>Look at funding for a rodeo ground/portable yards down on the corner across the river past the football field. Site preparation and funding to be investigated in the future.</p> <p>Has the leaking effluent been addressed? CEO to investigate and advise.</p> <p>Tourism Information Centre operation – What is the plan for this and the Art Centre?</p>
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9. NEXT MEETING

The next meeting is to be held at 9.00am on Thursday 24 October 2019.

10. MEETING CLOSE

Mayor thanked I/CEO John Kelly for his time and efforts and also his family for supporting him to be here to help us during this challenging time.

I/CEO John Kelly responded by saying he has enjoyed his time immensely at Council and has been honoured to work for and with the wonderful community of Wujal Wujal.

Mayor Tayley declared the meeting closed at 5.21pm.

5.2 Business Arising from Previous Minutes

Nil

WUJAL WUJAL ABORIGINAL SHIRE COUNCIL

ORDINARY COUNCIL MEETING

Thursday 24 October 2019



6.1 Mayor's Update

- 6.1.1 Good to Great Schools Education Forum Update
- 6.1.2 Camping on Country Men's Health Camp 8-11 Oct 2019
- 6.1.3 LDMG – TCICA Local Government Disaster Resilience and Recovery Forum
- 6.1.4 LGAQ 123 Annual Conference and AGM in Cairns 14 – 16 October 2019
- 6.1.5 Tropical Tourism North Queensland (TTNQ) Membership
- 6.1.6 Wujal Wujal Showcase to Parliament
- 6.1.7 National Indigenous Empowerment Summit 3-5 September 2019
- 6.1.8 Update on Microgrid proposal
- 6.1.9 Local Government Remuneration Commission annual remuneration review and category review process
- 6.1.10 Media Release – Joint Statement
- 6.1.11 Yalanji Wungkabadi Bama TedX performance
- 6.1.12 Reef Guardian Council Steering Committee meeting
- 6.1.13 Correspondence

PAST MEETINGS/CONFERENCES ATTENDED AUG/SEP 2019

CAIRNS

- | | |
|--------------------|---|
| 14/16 October 2019 | LGAQ Annual 2019 Conference |
| 16 October 2019 | TCICA Meeting with Cr Paul Bell, and Qld Local Government Grants Commission |
| 17 October 2019 | Reef Guardian Steering Committee meeting |

FUTURE MEETINGS/CONFERENCES

WUJAL WUJAL

- | | |
|---------------------|---|
| 19/21 November 2019 | Ministerial Champion's visit |
| 19 November 2019 | QRA Board visit with Major General (retr'd) R G Wilson AO |



LGAQ 123 Annual Conference

6.1 Mayors Update

6.1.1 Good to Great Schools Education Forum Update

Mayor Tayley, Cr Creek and Marie Shipton have been invited to attend a Negotiation Table for 8 – 10 pple to give feedback from the Education Planning Forum also invited are any strong and passionate parents from the community.

6.1.2 Camping on Country Men's Health Camp 8-11 October 2019

Mayor to give a verbal report.

6.1.3 LDMG – TCICA Local Government Disaster Resilience and Recovery Forum, 9 – 10 October 2019

DW&BS to give a report on this later in his report.

6.1.4 LGAQ 123 Annual Conference and AGM in Cairns 14 – 16 October 2019 – voting papers

Mayor Tayley was presented with an award for his 19yrs service to Local Government.



Mayor to give verbal report to Council.



Indigenous Leaders Forum - LGAQ

6.1.5 Tropical Tourism North Queensland (TTNQ) Membership

Update on outcome of AGM voting in new Directors.

6.1.6 Proposed Wujal Wujal Showcase to Parliament

Showcase at Parliament House on Tuesday 26 November 2019.

Theme is Past, Present and Future. This is a great opportunity for Wujal Wujal to show how far it has come and the resilience of the community with recent disaster events. This should help towards more funding/grants to enhance infrastructure, resources and supply better facilities to the community of Wujal Wujal.

Brief report outlining the major points to be highlighted in this presentation.

6.1.7 National Indigenous Empowerment Summit 3-5 September 2019

DW&BS to give a full verbal report on this in his report.

6.1.8 Update on Microgrid proposal

Mayor to give a verbal report.

6.1.9 Local Government Remuneration Commission annual remuneration review and category review process

to determine the remuneration to be paid to mayors, deputy mayors and councillors from 1 July 2020, in accordance with the requirements of sections 241–244 of the Local Government Regulation 2012.

The Commission is inviting submissions from mayors, councillors and chief executive officers, in relation to remuneration for councillors and categories of local governments to inform the Commission's deliberations.

Submissions can be emailed to LGRC enquiries@dlgrma.qld.gov.au or mailed to:

Local Government Remuneration Commission
PO Box 15009
CITY EAST QLD 4002

The closing date for receipt of submissions is Monday 28 October 2019.

6.1.10 Media Release – JOINT STATEMENT Deputy Premier, Treasurer and Minister for Aboriginal and Torres Strait Islander Partnerships The Honourable Jackie Trad Minister for Health and Minister for Ambulance Services The Honourable Steven Miles

Queensland's first ever Chief Aboriginal and Torres Strait Islander Health Officer has been welcomed to her historic role **(see media release pg 33-34)**

RECOMMENDATION:

That Council sends a letter of congratulations to Haylene Grogan congratulating her on her new role as Chief Health Officer.

6.1.11 Yalanji Wungkabadi Bama Tex X performance

To be held at JCU 7-9 November 2019 with a global audience has been supported by the Council with \$3600 contributed to financially support this event.

6.1.12 Reef Guardian Council Steering Committee meeting

Mayor to give verbal report on this meeting held 17 October 2019.

6.1.13 Correspondence

6.1.13.1 Letter received from The Hon. Cameron Dick MP, Minister for State Development, Manufacturing, Infrastructure and Planning (DSDMIP) amendments to the Planning Regulation 2017 currently being processed which supports the QLD Government commitment to improve the transparency and efficiency of local government infrastructure planning and charging processes (**see pg 35**).

6.1.13.2 Letter received from CEO Mark Olsen of Tourism Tropical North Queensland (TTNQ) to request a meeting to discuss the future of the visitor economy and how TTNQ can work with the Council to ensure the community, the environment and the economy can continue to benefit for a thriving visitor economy (**see pg 36**).

6.1.13.3 Letter from Queensland Reconstruction Authority (QRA) concerning board visit in November (**see pg 37**).

6.1.13.4 Discussion paper QDMTF received from QFES Jane Zsombok – Executive Manager. This Discussion Paper has been developed to provide context to the refresh and support stakeholders in their review of the QDMTF. It provides an overview of the current state of disaster management training, outlines supporting discussion on the areas of focus for the refresh and guides stakeholders in the completion of the QDMTF Refresh Consultation Response Form (Response Form) (**see pgs 38-53**).

6.1.13.5 Invitation extended to Mayor Tayley from the Mayor of the City of Townsville Cr Jenny Hill and the Australian Broadcasting Corporation Chair Ita Buttrose, AC, OBE to attend a Civic Reception to meet the ABC Board on 29 October 2019 6-8pm (**see pg 55**).

-
- 6.1.13.6** Email received from Apunipima Cape York Health Council Kiarah Cuthbert journal article '*Engaging with Aboriginal Shire Councils in remote Cape York communities to address smoke-free environments*' has been published in the Australian Journal of Primary Health. **(Tabled)**
- 6.1.13.7** Invite to the 2020 Australian of the Year Awards, from The Hon. Annastacia Plaaszczuk MP to Mayor Tayley in Brisbane for 11 November 2019. **(see pg 56)**
- 6.1.13.8** Defence Force to visit here Thursday 7 November 2019 to engage community members and speak to interested students and job seekers about Defence Career opportunities – **(see flyer pg 57)**

RECOMMENDATION:

That Council receives and adopts the Mayor's report for the month of October 2019.

**Mayor
Desmond Tayley
16 October 2019**

6.1.10 Media Release – JOINT STATEMENT

Deputy Premier, Treasurer and Minister for Aboriginal and Torres Strait Islander Partnerships The Honourable Jackie Trad Minister for Health and Minister for Ambulance Services The Honourable Steven Miles.



Haylene hits the ground running in historic health role

Queensland's first ever Chief Aboriginal and Torres Strait Islander Health Officer has been welcomed to her historic role with a traditional smoking ceremony this morning.

Starting today, Haylene Grogan will lead the newly created Aboriginal and Torres Strait Islander Health Division, which will drive efforts to improve health equity and outcomes for First Nation Queenslanders.

Deputy Premier, Treasurer and Minister for Aboriginal and Torres Strait Islander Partnerships Jackie Trad today welcomed Ms Grogan to the role.

"This is an historic occasion because Queensland has never before had a Chief Aboriginal and Torres Strait Islander Health Officer," Ms Trad said.

"This role will lead the development and delivery of Queensland Health's Aboriginal and Torres Strait Islander policies and programs – making real changes to close the health gap.

"I congratulate Haylene on her appointment. She is an accomplished leader and a passionate advocate with a wealth of experience in the health sector."

Minister for Health and Ambulance Services Steven Miles said the role would also be a champion for Queensland's Aboriginal and Torres Strait Islander health workforce.

"The new Chief Aboriginal and Torres Strait Islander Health Officer will hit the ground running, embarking on a state-wide tour to get a firm grasp of the issues facing First Nation Queenslanders," Mr Miles said.

"I look forward to working with her and the new health division to improve health equity and outcomes for First Nation Queenslanders."

The Queensland Government greeted Ms Grogan with a traditional Welcome to Country, a smoking ceremony and performance by the Mabuyag Dance Group.

A proud Kuku Yalanji and Tagalaka woman, Ms Grogan began her health career with the community-controlled Wuchopperen Health Service in Cairns in 1982.

She has since held senior positions in the federal and state governments, including in Queensland Health, in roles encompassing service delivery, policy development, program implementation and project management.

"To say I'm honoured to become Queensland's first Chief Aboriginal and Torres Strait Islander Health Officer is an understatement," Ms Grogan said.

"This is a wonderful opportunity and privilege for me to apply my skills and experience to make a positive impact on Queensland's Aboriginal and Torres Strait Islander health sector with the Queensland Aboriginal and Torres Strait Islander community and the broader health sector in Queensland.

"My first priority, in the initial months, will be to visit communities across the state to speak with local residents, health staff and other key stakeholders to understand the most urgent issues facing Aboriginal and Torres Strait people.

"Although I already have a strong knowledge of Aboriginal and Torres Strait Islander health issues, I want to make sure I hear from the people who rely on our services and my colleagues on the frontline who deliver health care."

Ms Grogan has held senior roles in representative bodies including the: National Aboriginal and Torres Strait Islander Health Officials; National Aboriginal and Torres Strait Islander Health Equality Council; Public Service Commissioner's Indigenous Reference Group; and Queensland Health Training Advisory Council to the Minister.

She also comes with experience across the public sector in Aboriginal policy reforms relating to economic prosperity, procurement, planning, land, cultural heritage, and languages.

Media Contact

Deputy Premier's Office	Geoff Breusch	0417 272 875
Minister Miles' Office	Amy Hunter	0423 651 484

6.1.13.1 Letter received from The Hon. Cameron Dick MP, Minister for State Development, Manufacturing, Infrastructure and Planning (DSDMIP) amendments to the Planning Regulation 2017



The Hon. Cameron Dick MP
Minister for State Development, Manufacturing,
Infrastructure and Planning

Our ref: MBN19/1498

1 William Street
Brisbane QLD 4000
PO Box 15009 City East
Queensland 4002 Australia
Telephone +61 7 3719 7200
Email statedevelopment@ministerial.qld.gov.au
www.dsdmip.qld.gov.au

27 September 2019

Councillor Desmond Tayley
Mayor
Wujal Wujal Aboriginal Shire Council
Wujal Wujal Community
VIA COOKTOWN QLD 4895

Email: mayor@wujalwujalcouncil.qld.gov.au

Dear Councillor Tayley

I am writing in relation to amendments to the Planning Regulation 2017 (Planning Regulation) currently being progressed to support the election commitment made by the Queensland Government to improve the transparency and efficiency of local government infrastructure planning and charging processes.

Noting that your council has not prepared a Local Government Infrastructure Plan (LGIP), there will be no actions required as a result of these amendments. However, should your council decide to prepare and adopt an LGIP in the future, the requirements of the amendment will apply.

A letter will be sent to your chief executive officer, under separate cover, advising in more detail about the Planning Regulation amendments.

If you have any questions about my advice to you, please contact my office on (07) 3719 7200 or email statedevelopment@ministerial.qld.gov.au.

Yours sincerely

A handwritten signature in black ink, appearing to read "Cameron Dick".

CAMERON DICK MP
Minister for State Development, Manufacturing,
Infrastructure and Planning

6.1.13.2 Letter received from CEO Mark Olsen of Tourism Tropical North Queensland (TTNQ)



26 September 2019

Cr Desmond Tayley
Mayor
Wujal Wujal Aboriginal Shire Council
c/- Mayor.Tayley@wujal.qld.gov.au

Dear Mayor Tayley

Visitors make a significant contribution to the economy of our region and support employment, infrastructure and community pride. As the Regional Tourism Organisation (RTO), Tourism Tropical North Queensland (TTNQ) is responsible for driving the value and long-term benefits of the visitor economy to our communities in partnership with industry and the community, through the support of Local Government.

As the incoming CEO of TTNQ, starting this week, I recognise that the support of our community is vital to the future success of the visitor economy. The visitor economy is more than just those coming on holidays, it also includes our visiting friends and relatives, international students, working holiday makers and those coming to the region for business events.

I am writing to you to ask for a time that we can discuss the future of the visitor economy and how TTNQ can work with your Council to ensure the community, the environment and the economy can continue to benefit from a thriving visitor economy.

If you could please identify who else from your Council should join our initial meeting that would be greatly appreciated. Judy Lloyd from my office will set up our first discussion.

Given the size of the region and the importance of having the opportunity to speak to you as I start in the role, I will start with a phone call and I look forward to being able to visit your region and meet with you face to face.

I look forward to working with your Council and your community to shape the visitor economy.

Best regards

Mark Olsen
Chief Executive Officer

cc: Eileen Deemal-Hall, CEO

PO Box 865 | Level 2, 51 Esplanade, Cairns QLD 4870 | t: +61 07 4031 7676 | e: info@trnq.org.au
tropicalnorthqueensland.org.au - DESTINATION | tourism.tropicalnorthqueensland.org.au - CORPORATE
@tropicalnorthqueensland | tropicalnorthqueensland | @cairnsGBR

6.1.13.3 Letter from Queensland Reconstruction Authority (QRA) concerning board visit in November

Queensland Reconstruction Authority

For reply please quote: QldRA/RGW – QRAOUT/19/6803

01 OCT 2019

Councillor Desmond Tayley
Mayor
Wujal Wujal Aboriginal Shire Council
1 Hartwig Street
WUJAL WUJAL QLD 4895

Dear Mayor Tayley,


As I am sure you are aware, the Queensland Reconstruction Authority (QRA) works with partners, particularly local government, to coordinate post-disaster reconstruction and build disaster resilience across Queensland. To properly meet this responsibility, it is important that the Board of the QRA regularly visits communities across the state, not only to monitor the progress of post-disaster reconstruction and recovery but also to talk with people about the processes and any related issues. To that end, the Board proposes to combine the November meeting with a visit to Far North Queensland and I formally seek your agreement for Board members and QRA staff to visit Wujal Wujal Aboriginal Shire Council on Tuesday 19 November 2019. The aim of the visit is to meet with you, plus members of your council and staff as available, for discussions on your Natural Disaster Relief and Recovery Arrangements (NDRRA) and Disaster Recovery Funding Arrangements (DRFA) programs as well as any other issues or concerns that you may have with disaster recovery or resilience matters.

Subject to your agreement and confirmation, QRA will make the necessary arrangements and cover all costs associated with the visit. In conjunction with your staff we will also develop a mutually suitable visit program based on flying from Brisbane to Cairns on the morning of Monday 18 November and driving to Mossman. Following discussions with Douglas Shire Council on Monday afternoon we propose to meet with you on Tuesday and the Cairns Regional Council on Wednesday before returning to Brisbane that evening.

Should you or your staff have any questions or queries regarding this matter, please do not hesitate to contact Jade Christensen, the QRA liaison officer on 0467 717 679, or me on (07) 3008 7210 or 0467 802 130.


I look forward to meeting with you in person in November.

Yours sincerely


R G Wilson AO
Major General (Ret'd)
Chair, Queensland Reconstruction Authority

Level 11, 400 George Street Brisbane
PO Box 15428 City East
Queensland 4002 Australia
Telephone +61 7 3008 7200
Facsimile +61 7 3008 7299
www.qldreconstruction.org.au



6.1.13.4 Discussion paper QDMTF received from QFES Jane Zsombok – Executive Manager



Queensland Disaster Management Training Framework Refresh

Discussion Paper

Disaster management stakeholders are invited to provide feedback.



Document Version Control

Prepared by:	Executive Manager Emergency Management Training Command School of Fire and Emergency Services Training Queensland Fire and Emergency Services
Version:	Final
Date:	September 2019

Introduction

Disaster management training has been identified as an essential means through which agencies and individuals can develop and maintain their disaster management capabilities and capacity. Training is important in ensuring that all agencies can seamlessly integrate their arrangements and contribute to effective and coordinated disaster operations.

The Queensland Disaster Management Training Framework (QDMTF) has been designed to meet the requirements of s.16A(c) of the *Disaster Management Act 2003* (the Act) to ensure that those with a role in disaster operations are appropriately trained.

The QDMTF was implemented in 2011, significantly reviewed in 2015 and is now progressing through a refresh process in consultation with disaster management stakeholders as the next phase of continuous improvement. The current QDMTF version 5.1 is attached at Annexure One.

To ensure the QDMTF continues to support the intent of s.16A(c) of the Act, remains relevant, contemporary and meets the requirements of the disaster management sector, Queensland Fire and Emergency Services (QFES) is seeking feedback from stakeholders to inform the QDMTF refresh.

The consultation strategy for the refresh process aims to provide an opportunity for all interested disaster management stakeholders at local, district and State levels to contribute a submission.

This Discussion Paper has been developed to provide context to the refresh and support stakeholders in their review of the QDMTF. It provides an overview of the current state of disaster management training, outlines supporting discussion on the areas of focus for the refresh and guides stakeholders in the completion of the QDMTF Refresh Consultation Response Form (Response Form).

The Response Form provides a standard format for the submission of feedback on the QDMTF refresh by disaster management stakeholders. The Response Form is provided as a separate document for ease of completion and submission.

Current State

QFES has a legislative responsibility to ensure those with a role in disaster operations are appropriately trained. Disaster management training is also identified in the Standard for Disaster Management in Queensland; the State Disaster Management Plan and the Queensland Prevention, Preparedness, Response and Recovery Disaster Management Guidelines.

To support these requirements and outcomes, the QDMTF outlines the courses and inductions relevant to key disaster management stakeholders to build capability in functions and activities applicable to the Queensland context to ensure the effective performance of their role.

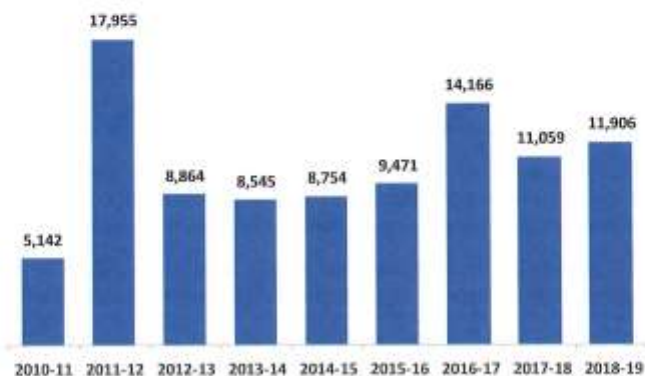
QDMTF programs including all aspects of development, continuous improvement and delivery are compliant with disaster management training regulations, policy and procedure, developed in accordance with the Vocational Education and Training (VET) Quality Framework. This level of compliance is designed to provide stakeholders with a level of assurance in the governance and quality standards applied to QDMTF programs and delivery.

QFES aims to ensure the continuous improvement of the QDMTF and associated curriculum through a commitment to consultation with stakeholders and the evaluation of training content and delivery.

QDMTF curriculum is developed and reviewed to align to Queensland and National disaster management doctrine and is informed through research, lessons identified through reviews and inquiry findings, stakeholder consultation, and participant feedback through evaluations and surveys.

Training Delivery Statistics

The following graphic outlines total units of QDMTF training delivered by financial year since the implementation of the QDMTF in 2011. The initial spike in 2011-12 can be attributed to the implementation of the QDMTF, the enhanced availability of training, combined with the significant disaster events immediately prior to that period which provided an increased focus on disaster management and the associated training requirements.



The following statistics provide a further breakdown of the 2018-19 data:

Total units of training delivered	11,906
Total number of training participants	4,439
Average training units completed by participant	2.7
Percentage of total training delivered to local government	45%

Satisfaction and Capability Enhancement Measures

The annual independently administered survey of QDMTF participants aims to assess the level of satisfaction with the QDMTF and measure levels of capability enhancement resulting from training completion. The annual survey has occurred since 2016 and has evidenced high levels of satisfaction and capability enhancement. Key statistics from the survey completed in early 2019 evidence the following results:

Overall satisfaction with QDMTF training <i>88% of respondents indicated either Satisfied or Very Satisfied.</i>	88%
Relevance of learning content <i>93% of respondents rated learning content as either Quite Relevant or Very Relevant.</i>	93%
Capability enhancement from training <i>88% of respondents indicated training had improved with capability to perform their disaster management role.</i>	88%

Refresh Intent and Scope

The refresh process is being undertaken with the intent to ensure that the QDMTF continues to support the requirements of s.16A(c) of the Act; is fit for purpose and remains scalable and adaptable to meet the needs of stakeholders, agencies and locations.

The QDMTF refresh has been planned across three main phases:

- | | |
|-------------------------|---|
| Phase One Consultation: | Release Discussion Paper to stakeholders and call for submissions.
Outcome: analysis of feedback to develop draft refreshed QDMTF. |
| Phase Two Consultation: | Release draft refreshed QDMTF to stakeholders for final feedback.
Outcome: analysis of feedback to develop final version. |
| Phase Three Approval: | Submit refreshed QDMTF for approval of the Commissioner, QFES.
Outcome: release approved refreshed QDMTF. |

In considering the scope of the QDMTF refresh, it is important to outline the approach being undertaken in relation to the Operational Leadership and Crisis Management Masterclass series, alignment of the QDMTF with the Standard for Disaster Management in Queensland and a new course on lessons management.

Masterclass Series

In 2018, QFES launched the Operational Leadership and Crisis Management Masterclass Series, as a component of the training provided under the QDMTF. Across 2018 and 2019, QFES has developed and delivered three Masterclass offerings: Meteorology for Disaster Managers; High Consequence Decision Making; and Leadership in Disaster, Crisis and Adversity.

The Masterclass series is designed as a professional development activity and builds on knowledge and understanding developed through participation in other QDMTF courses. The future intent with the Masterclass series is to continue to provide professional development opportunities through external providers in a range of topics within the theme of Operational Leadership and Crisis Management.

The Operational Leadership and Crisis Management Masterclass Series remains a component of the QDMTF. However, due to the delivery methodology for this program is not included within the learning pathways of stakeholders as each individual Masterclass is designed with a specific stakeholder target audience identified as relevant to the Masterclass topic. Therefore, the Masterclass series not been included in the learning pathways section of the Response Form.

Alignment with the Standard for Disaster Management in Queensland

It is proposed that the refreshed version of the QDMTF will continue to demonstrate an alignment with the Standard for Disaster Management in Queensland. The process of refreshing this alignment will be undertaken through consultation between the QFES Emergency Management Training Command and the Office of the Inspector-General Emergency Management (IGEM).

Lessons Management

A course on Lessons Management has been identified as a training requirement by the disaster management sector. Module 1 Introduction to Lessons Management will be added to the QDMTF during this refresh process.

Module 1 Introduction to Lessons Management is currently under development and aims to provide participants with knowledge relating to the theory and doctrine of lessons management, including contextualised knowledge of Queensland's Disaster Management Lessons Management Framework, currently under development by IGEN.

Participants undertaking the Lessons Management training program are expected to attain theoretical knowledge of:

- key doctrine and definitions relating to lessons management
- the purpose, principles and elements of Queensland's Disaster Management Lessons Management Framework
- the lessons management Lifecycle
- the Observations, Insights, Lessons Identified, Lessons Learned (OILL) approach.

The Lessons Management course has been reflected in the learning pathways section of the Response Form, enabling stakeholder feedback on the proposed learning pathways to be designated for this course.

Refresh Areas of Focus

There are four key focus areas of the QDMTF being addressed through the refresh process and the Response Form has been designed to specifically seek feedback on: stakeholders; courses and modules; coding of learning pathways; and learning pathways by stakeholder.

In addition to these key areas of focus, there is opportunity for further comments and feedback relating to the QDMTF within the Response Form.

Further discussion on each of these focus areas is outlined to guide and inform stakeholder consideration.

Stakeholders

The positions outlined on the QDMTF are based on the key stakeholders of the Queensland disaster management arrangements, established under the Act, the State Disaster Management Plan or disaster management guidelines.

It is acknowledged that there are stakeholders beyond those listed in the QDMTF and whilst training is made available to all stakeholders with a role in the Queensland arrangements, their specific pathway is not outlined on the QDMTF.

With an understanding that the stakeholders outlined on the QDMTF are key roles identified in legislation or doctrine, opportunity is provided within the Response Form to consider if there is a requirement for amendment to the stakeholders listed.

Courses and modules

The courses and modules listed on the QDMTF include the functions and activities that underpin disaster management and disaster operations in the Queensland context. These programs have been identified and included specifically to meet the knowledge and understanding requirements to support effective performance of stakeholder roles.

An introduction to lessons management course has been identified as a new requirement and will be included in the QDMTF as a component of the refresh.

With an understanding of the requirement to ensure courses and modules provide the knowledge and understanding to support effective performance of disaster management roles, opportunity is provided within the Response Form to consider if there is a requirement to amend the courses and modules listed on the QDMTF.

Coding of learning pathways

The designated courses, modules and inductions for each stakeholder learning pathway on the QDMTF are coded as either Mandatory (M) or Needs Based (NB).

Mandatory Mandatory coding denotes a course, module or induction that has been deemed an essential requirement for the effective performance of the functions and responsibilities for each identified stakeholder position.

Needs Based Needs Based coding denotes those courses or modules that are recommended for completion dependent on the specific requirements of each stakeholder position, including, but not limited to, role requirements, location requirements and associated risks.

Stakeholders are also encouraged to undertake further elective courses or modules in addition to those specifically outlined in their pathway.

A training needs analysis for each stakeholder position should be undertaken by the relevant disaster management group or agency to determine which of the identified courses or modules noted as Needs Based is specifically required. The identified training for each stakeholder position should then be documented in the applicable disaster management plan.

With an understanding of the legislative requirement to ensure relevant training is provided to key stakeholders and to ensure learning pathway coding enables scalable and adaptable application, opportunity is provided within the Response Form to consider if there is a requirement to amend the learning pathway coding utilised on the QDMTF.

Learning pathways by stakeholder

The learning pathways for key stakeholders on the QDMTF have been specifically designed to identify the knowledge and understanding required to support the effective performance of the functions and responsibilities of stakeholder roles. The functions and responsibilities of key stakeholder roles are outlined within the Act or associated disaster management doctrine and it is important if proposing an amendment to a learning pathway that these specific functions and responsibilities are considered.

To support stakeholder consideration of the courses and modules required within the learning pathways of stakeholders, it is important to understand the methodology of course modularisation applied to the QDMTF.

Module One	Theory	Knowledge
Module Two	Practice	Knowledge and Understanding
Module Three	Manage	
Module Four	Practice (focussed)	

The detailed learning objectives for each course and module on the QDMTF are available to reference on pages 17-31 of the [Disaster Management Training Handbook](#).

With an understanding of the requirement to ensure that the learning pathways continue to support key stakeholder roles in the effective performance of their functions and responsibilities, opportunity is provided within the Response Form to consider if there is a requirement for amendment to the learning pathways at local, district and/or State levels.

Submitting a Response

Submissions are welcomed from all stakeholders with a disaster management role in Queensland.

To provide a submission please complete the relevant sections of the QDMTF Refresh Consultation Response Form, provided with this Discussion Paper as a separate document.

Submissions can address any or all the components in the Response form. It is not necessary to provide a response to every component, only those areas that the stakeholder or stakeholder group strongly recommend be amended through the refresh process.

Where amendment is proposed, it is important that comments are provided to explain and provide reasoning to support the requirement for amendment.

The Response Form also includes opportunity for additional comments and feedback.

Submissions from disaster management stakeholders via the Response Form are to be completed and emailed to QDMTF.Refresh@qfes.qld.gov.au by no later than **COB 31 October 2019**.

Further Information

For further information on local disaster management training matters contact your QFES Emergency Management Coordinator.

For all enquiries, submissions and feedback on the QDMTF refresh please contact the Emergency Management Training Command via QDMTF.Refresh@qfes.qld.gov.au.

Queensland Disaster Management Training Framework Refresh Consultation Response Form

Please use this Response Form to provide a submission on the refresh of the Queensland Disaster Management Training Framework (QDMTF). When completing this Response Form please ensure that you refer to the QDMTF Refresh Discussion Paper, which has been developed to support stakeholders in the provision of feedback.

Submissions can address any or all of the components in the Response Form. It is not necessary to provide a response to every component, only those that the stakeholder or stakeholder group strongly recommend be amended through the refresh process.

Where amendment is proposed, it is important that comments are provided to explain and provide reasoning to support the requirement for amendment.

Stakeholder Details

The feedback outlined in this Response Form is provided as:

- ☐ Individual response
- ☐ Collective group, agency or cohort of stakeholders

Please provide the details and contact information of the individual submitting this feedback or a key point of contact if being provided as a collective response.

Individual/Key Point of Contact

Name			
Agency Role			
Agency			
Disaster Management Role			
Phone		Email	

Collective Group Details

Please provide detail on the collective group, agency or cohort of stakeholders to indicate the nature of the stakeholder collective, for example, Smithville Local Disaster Management Group:

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[illegible][Refresh Consultation Response Form](#)

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Feedback Component: Stakeholders

Please provide comment if there is a requirement for amendment to the stakeholders listed on the QDMTF. This may include a proposal to remove or add.

Please note that the stakeholders listed on the QDMTF are those key positions identified in the *Disaster Management Act 2003* or other supporting doctrine.

Please outline any proposed amendment, including detail on the reasoning to support the proposal:

Feedback Component: Courses and Modules

Please provide comment if there is a requirement for amendment to the courses and modules listed on the QDMTF. This may include a proposal to remove, add or change. If the proposal is to add a course or module, please indicate the stakeholder roles which require this knowledge or understanding.

Please note that the courses and modules listed on the QDMTF are those disaster management functions and activities identified as required areas of knowledge or understanding to support the effective performance of the disaster management stakeholder roles.

Please outline any proposed amendment, including detail on the reasoning to support the proposal:

Feedback Component: Learning Pathway Coding

Please provide comment if there is a requirement for amendment to the mandatory and needs based learning pathway coding utilised on the QDMTF.

Please note the legislative requirement to ensure appropriate training and that the learning pathway coding enables scalable and adaptable application.

Please outline any proposed amendment, including detail on the reasoning to support the proposal:

Feedback Component: Learning Pathways

Please provide feedback on the learning pathways for stakeholders at local, district and/or State levels.

Please note the requirement to ensure that the learning pathways continue to support key stakeholder roles in the effective performance of their functions and responsibilities.

When providing feedback on the learning pathways, stakeholders are not required to amend all fields in the learning pathways, only those elements of the pathway where amendments are strongly recommended.

Alternatively, respondents may prefer to provide more broad general feedback on the learning pathways within the sections provided.

There are two points of note with the QDMTF tables provided within this section:

Lessons Management: Module 1 Introduction to Lessons Management is a new course which is currently under development and will be included into the QDMTF through this refresh process. The Lessons Management module has been reflected in the QDMTF tables provided within this section and specifically highlighted. The inclusion of this course within the refresh is designed to enable broad stakeholder feedback on the proposed learning pathways to be designated for this course.

Operational Leadership and Crisis Management: The Operational Leadership and Crisis Management Masterclass Series remains a component of the QDMTF. However, due to the delivery methodology for this program it is not included within the learning pathways of stakeholders and has therefore not been included in the QDMTF tables within this section.

Instructions

Where an amendment is proposed to a learning pathway, enter one of the following codes into the amendment column.

M Mandatory

NB Needs Based

Remove from pathway

A Applicable sub-module (Disaster Coordination Centre Module 2* only)

Please enter coding only for those elements of the pathway recommended for amendment. Stakeholders may include a proposed learning pathway for the new Introduction to Lessons Management course.

LOCAL – Learning Pathways

Instructions Where an amendment is proposed to a learning pathway, enter one of the following codes into the amendment column.

M Mandatory
NB Needs Based

Remove from pathway
A Applicable sub-module (Disaster Coordination Centre Module 2* only)

Please enter coding only for those elements of the pathway recommended for amendment. Stakeholders may include a proposed learning pathway for the new Introduction to Lessons Management course.

COURSES	Local Disaster Coordinator		LDMG Chair /Deputy		LDMG Member & Advisor		Local Recovery Coordinator		Local Recovery Grp Member		LDCC Staff		LDCC Liaison Officer	
	Current	Amendment	Current	Amendment	Current	Amendment	Current	Amendment	Current	Amendment	Current	Amendment	Current	Amendment
Queensland Disaster Management Arrangements	M		M		M		M		M		M		M	
Emergency Risk Management (ERM)														
Mod 1 – Introduction to ERM	M		NB		NB		NB		NB					
Business Continuity Planning (BCP)														
Mod 1 – Introduction to BCP	M		NB		NB		M		NB					
Disaster Management Planning (DMP)														
Mod 1 – Introduction to DMP	M		NB		NB		M							
Exercise Management														
Mod 1 – Introduction to Exercise Management	M		NB		NB		NB		NB		NB		NB	
Lessons Management														
Mod 1 – Introduction to Lessons Management														
Warning and Alert Systems														
Mod 1 – Introduction to Warning & Alert Systems	M		NB		NB		NB				M			
Mod 2 – Working with Warning & Alert Systems	NB										NB			
Community Engagement														
Mod 1 – Introduction to Community Engagement	M		NB		NB		M		NB					
Cyclone Shelter Management (CSM)														
Mod 1 – Introduction to CSM	NB		NB		NB						NB			
Mod 2 – Working in a Cyclone Shelter	NB													
Mod 3 – Managing a Cyclone Shelter	NB													
Disaster Coordination Centre (DCC)														
Mod 1 – Introduction to DCC	M		NB				M				M		M	
Mod 2 – DCC Functions*	NB										M/A		NB	
Mod 3 – Establishment & Management of a DCC	NB										NB		NB	
Mod 4 – Briefing & Debriefing	NB						NB				NB		NB	
Evacuation														
Mod 1 – Introduction to Evacuation	M		NB		M						NB		NB	
Mod 2 – Evacuation Planning	NB													
Evacuation Centre Management (ECM)														
Mod 1 – Introduction to ECM	M		NB		NB		NB				NB			
Mod 2 – Working in an Evacuation Centre	NB						NB							
Mod 3 – Managing an Evacuation Centre	NB						NB							
Disaster Relief and Recovery Funding Arrangements (DRRFA)														
Mod 1 – Introduction to DRRFA	M		M		NB		M				NB		M	
Mod 2 – Working with DRRFA	NB						NB				NB			
Recovery														
Mod 1 – Introduction to Recovery	M		NB		M		M		M				NB	
Mod 2 – Working in Recovery	NB						M		M					
Resupply														
Mod 1 – Introduction to Resupply	M		NB		NB		NB				NB		NB	
Mod 2 – Working in Resupply Operations	NB										NB		NB	
Inductions – Role/Member	M		M		M		M							

Please provide detail on the reasoning to support any proposed amendments outlined in the learning pathway and/or any general feedback.

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DISTRICT – Learning Pathways

Instructions Where an amendment is proposed to a learning pathway, enter one of the following codes into the amendment column.

M Mandatory

Remove from pathway

NB Needs Based

A Applicable sub-module (Disaster Coordination Centre Module 2* only)

Please enter coding only for those elements of the pathway recommended for amendment. Stakeholders may include a proposed learning pathway for the new introduction to Lessons Management course.

COURSES	District Disaster Coordinator/ Deputy		DDMG Executive Officer		DDMG Member & Advisor		DDCC Staff		DDCC Liaison Officer	
	Current	Amendment	Current	Amendment	Current	Amendment	Current	Amendment	Current	Amendment
Queensland Disaster Management Arrangements	M		M		M		M		M	
Emergency Risk Management (ERM)										
Mod 1 – Introduction to ERM	NB		M							
Business Continuity Planning (BCP)										
Mod 1 – Introduction to BCP	NB		M							
Disaster Management Planning (DMP)										
Mod 1 – Introduction to DMP	NB		M		NB					
Exercise Management										
Mod 1 – Introduction to Exercise Management	NB		M		NB		NB		NB	
Lessons Management										
Mod 1 – Introduction to Lessons Management										
Warning and Alert Systems										
Mod 1 – Introduction to Warning & Alert Systems	M		M							
Mod 2 – Working with Warning & Alert Systems	NB		M							
Community Engagement										
Mod 1 – Introduction to Community Engagement	NB		M							
Cyclone Shelter Management (CSM)										
Mod 1 – Introduction to CSM	NB		M				NB			
Mod 2 – Working in a Cyclone Shelter	NB		NB							
Mod 3 – Managing a Cyclone Shelter	NB		NB							
Disaster Coordination Centre (DCC)										
Mod 1 – Introduction to DCC	NB		M				M		M	
Mod 2 – DCC Functions*	NB		M				M/A		NB	
Mod 3 – Establishment & Management of a DCC	NB		M				NB			
Mod 4 – Briefing & Debriefing	NB		M				NB		NB	
Evacuation										
Mod 1 – Introduction to Evacuation	M		M		NB		NB			
Mod 2 – Evacuation Planning	M		M		NB					
Evacuation Centre Management (ECM)										
Mod 1 – Introduction to ECM	NB		M							
Mod 2 – Working in an Evacuation Centre	NB		NB							
Mod 3 – Managing an Evacuation Centre	NB		NB							
Disaster Relief and Recovery Funding Arrangements (DRRFA)										
Mod 1 – Introduction to DRRFA	NB		M		NB		NB		M	
Mod 2 – Working with DRRFA	NB		M				NB			
Recovery										
Mod 1 – Introduction to Recovery	M		M		NB				NB	
Mod 2 – Working in Recovery	NB		M		NB					
Resupply										
Mod 1 – Introduction to Resupply	NB		M				NB			
Mod 2 – Working in Resupply Operations	NB		M							
Inductions – Role/Member	M		M		M					

Please provide detail on the reasoning to support any proposed amendments outlined in the learning pathway and/or any general feedback.

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STATE – Learning Pathways

Instructions Where an amendment is proposed to a learning pathway, enter one of the following codes into the amendment column.

M Mandatory
NB Needs Based

Remove from pathway
A Applicable sub-module (Disaster Coordination Centre Module 2* only)

Please enter coding only for those elements of the pathway recommended for amendment. Stakeholders may include a proposed learning pathway for the new Introduction to Lessons Management course.

COURSES	State Disaster Coordinator		QDMC Chair/ Deputy Chair		QDMC Member		State Recovery Coordinator		Functional Recovery Group(s) Member		SOCC Staff		SOCC Agency Reps		SDCG Member		Office of the IGEM	
	Current	Amendment	Current	Amendment	Current	Amendment	Current	Amendment	Current	Amendment	Current	Amendment	Current	Amendment	Current	Amendment	Current	Amendment
Queensland Disaster Management Arrangements	M		M		M		M		M		M		M		M		M	
Emergency Risk Management (ERM)																		
Mod 1 – Introduction to ERM	NB						NB		NB								NB	
Business Continuity Planning (BCP)																		
Mod 1 – Introduction to BCP	NB						NB		NB								NB	
Disaster Management Planning (DMP)																		
Mod 1 – Introduction to DMP	NB														NB		NB	
Exercise Management																		
Mod 1 – Introduction to Exercise Mgmt	NB						NB		NB		NB		NB		NB		NB	
Lessons Management																		
Mod 1 – Introduction to Lessons Mgmt																		
Warning and Alert Systems (WAS)																		
Mod 1 – Introduction to WAS	NB																NB	
Mod 2 – Working with WAS																	NB	
Community Engagement (CE)																		
Mod 1 – Introduction to CE	NB						M		NB								NB	
Cyclone Shelter Management (CSM)																		
Mod 1 – Introduction to CSM	NB						M										NB	
Mod 2 – Working in a Cyclone Shelter																	NB	
Mod 3 – Managing a Cyclone Shelter																	NB	
Disaster Coordination Centre (DCC)																		
Mod 1 – Introduction to DCC	NB														NB		NB	
Mod 2 – DCC Functions*																	NB	
Mod 3 – Establishment & Mgmt of a DCC																	NB	
Mod 4 – Briefing & Debriefing	NB																NB	
Evacuation																		
Mod 1 – Introduction to Evacuation	NB						M										NB	
Mod 2 – Evacuation Planning																	NB	
Evacuation Centre Management (ECM)																		
Mod 1 – Introduction to ECM	NB																NB	
Mod 2 – Working in an Evacuation Centre																	NB	
Mod 3 – Managing an Evacuation Centre																	NB	
Disaster Relief and Recovery Funding Arrangements (DRRFA)																		
Mod 1 – Introduction to DRRFA	NB						M										NB	
Mod 2 – Working with DRRFA																	NB	
Recovery																		
Mod 1 – Introduction to Recovery	NB						M		NB								NB	
Mod 2 – Working in Recovery									NB								NB	
Resupply																		
Mod 1 – Introduction to Resupply	NB						M										NB	
Mod 2 – Working in Resupply Operations																	NB	
Inductions – Role/Member	M		M		M		M								M			

Please provide detail on the reasoning to support any proposed amendments outlined in the learning pathway and/or any general feedback.

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Additional Feedback and General Comments

Please provide any further comments or general feedback.



Thank you for providing your feedback.

Please submit this Response Form by emailing it to the Emergency Management Training Command via QDMTF.Refresh@qfes.qld.gov.au by **31 October 2019**.

6.1.13.5 Invitation extended to Mayor Tayley from the Mayor of the City of Townville
Cr Jenny Hill and the Australian Broadcasting Corporation Chair Ita
Buttrose, AC, OBE



OFFICE OF THE MAYOR

The Mayor of the City of Townsville

Councillor Jenny Hill

and

Australian Broadcasting Corporation Chair

Ita Buttrose, AC, OBE

Request the pleasure of the company of

Cr Desmond Tayley

To a Civic Reception to

meet the ABC Board

to be held on

Tuesday 29 October 2019

6:00pm to 8:00pm

at the

Mayoral Forecourt

103 Walker Street

Townsville City


Dress: Smart Casual

Phone: 4727 9755

This is a personal invitation and is non-transferable.
Please note any dietary requirements on RSVP.

RSVP by Tuesday 22 October 2019

6.1.13.7 Invite to the 2020 Australian of the Year Awards, from The Hon. Anastacia Plaaszczuk MP to Mayor Tayley



The **National Australia Day Council** and
The Honourable Anastacia Palaszczuk MP
Premier of Queensland and Minister for Trade,
on behalf of the Queensland Government, invites

Councillor Desmond Tayley

to attend the presentation of the

2020 Australian of the Year Awards for Queensland

Monday 11 November 2019
6:00pm for a 6.30pm awards ceremony

Light refreshments will follow the awards ceremony.

Boulevard Room
Brisbane Convention & Exhibition Centre
Grey Street, South Brisbane

Dress | Business attire
RSVP online to Eventbrite page by Friday 1 November 2019
ACCESS CODE | **2020guest**


Attending


Unable to attend

Should you be unable to attend the ceremony or have any enquires please contact
Events and Engagement, Department of the Premier and Cabinet by
email AustraliaDay@premiers.qld.gov.au or phone 07 3003 9200.


The venue is accessible via public transport. Visit translink.com.au for more information. Paid
parking is available. Please visit the Brisbane Convention & Exhibition Centre [website](#) for further
information.


NADC National Australia Day Council


 **Queensland Government**


 **woolworths**
The fresh food people

 **Australian Government**
Department of Home Affairs


 **Australian Government**
Department of Health

 **ABC**

 **The Sydney Morning Herald**
THE SUNDAY AGE

 **The Canberra Times**
THE HERALD


 **QANTAS**


 **IHG**
InterContinental Hotels Group

 **AUSTRALIA POST**


 **Australian Government**
Department of Social Services

 **Australian National University**

 **national museum australia**

 **MinterEllison**

6.1.13.8 Defence Force to visit here Thursday 7 November 2019 Information session



DEFENCE CAREERS INFORMATION SESSION

Adventure? Career progression? A good salary? Explore the benefits that mean the most to you at the ADF careers information session.

The Navy, Army and Air Force offer a rich and rewarding blend of career and lifestyle opportunities, plus fulfilling, well-paid work, job security and numerous benefits. You'll make life-long friendships and have a chance to see the world. With over 250 roles available in the Australian Defence Force, we'll help you find one that matches your skills, interests and education.

Find out more at the upcoming information session:

Date: Thursday, 7th November 2019
Time: 2:00pm - 3:00pm
Where: Wujal Wujal Aboriginal Shire Council, 1 Hartwig Street, Wujal Wujal QLD 4895

CALL 13 19 01 OR VISIT DEFENCEJOBS.GOV.AU

NAVY ARMY AIR FORCE

WUJAL WUJAL ABORIGINAL SHIRE COUNCIL

ORDINARY COUNCIL MEETING

Thursday 24 October 2019



6.2 Chief Executive Officer Report

- 6.2.1 DHPW Sport and Recreation
- 6.2.2 Asphalt Pump Track - Get Playing Places and Spaces Program
- 6.2.3 Offer to purchase obsolete material
- 6.2.4 Christmas New Year Leave Arrangements NPARC Staff
- 6.2.5 List of Projects and Programs **(Tabled)**

DISCLAIMER: The information contained in the following reports is for general guidance on Council matters of interest only. Given the changing nature of laws, rules and regulations, and the inherent hazards of electronic communication, there may be delays, omissions or inaccuracies in information contained in these reports. While the Chief Executive Officer (CEO) makes every attempt to ensure that the information contained in these reports is accurate and reliable the CEO is not responsible for any errors or omissions, or for the results obtained from the use of this information. All information in these reports is provided "as is", with no guarantee of completeness, accuracy, timeliness. In no event will Wujal Wujal Aboriginal Shire Council, its related partnerships or corporations, or the partners, agents or employees thereof be liable to you or anyone else for any decision made or action taken in reliance on the information in these reports or for any consequential, special or similar damages, even if advised of the possibility of such damages.

Past Meetings/Conferences Attended Aug/Sept 2019

WUJAL WUJAL

1 October 2019	ANU Research Project – Nina Nichols
3 October 2019	QUT – Research paper and Language Project

CAIRNS

14 October 2019	FNQROC Breakfast meeting with Commissioners, AGM and Board meeting
14/16 October 2019	LGAQ 123 Annual Conference - Cairns
16 October 2019	TCICA Meeting with Cr Paul Bell, and Qld Local Government Grants Commission

Future Meetings/Conferences Oct/Nov 2019

WUJAL WUJAL

19 November 2019	QRA Board visit with Major General (retr'd) R G Wilson AO
19/21 November 2019	Ministerial Champions Visit

CAIRNS

6-7 November 2019	TCICA meeting
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6.2 Chief Executive Officer Report

Items arising from previous meetings

Date:	Action	Status	Comment
Council Meeting held 22 August 2019			
CEO REPORT			
6.1.2	JIME Ministerial Champions Office. CEO to follow up with Director-General Jamie Merrick	In Progress	
0422082019	Allocation of the areas shown in pink on the plan tabled by the CEO (old football/dump site) for use of the Vanilla Bean Enterprise as a social benefit activity and staff develop a draft lease with (Coppertree Farms/ Department of Innovation and Tourism) in conjunction with Councils lawyers for a four-year term	In Progress	Proposers been advised & requested to provide information to go in the lease.
6.2.5 Capital Projects Register	Business Case for Disaster Resilience Centre Community Cabinet Townsville.	In Progress	Business Case to be developed
6.2.6 Cooktown Expo 2020 proposed Secondment Program with Wujal Wujal Aboriginal Shire Council (WWASC)	The CEO to meet with Cook Shire and Hopevale Shire to discuss the Cooktown Expo 2020 project to express support and determine the financial and staffing requirements and report back to Council	In Progress	Cook Shire advised WWASC supports the Expo but cannot provide an officer for 9 months
CORRESPONDENCE			
General Business – Elected Member Training	Email received from LAGQ - Peak Services for Councillor Training for Elected Members to be updated and recorded. CEO to follow up with Mayor and Councillors	In Progress	
6.2.11.3	Council received an ICSRP Proposed Delivery Changes Letter from Paul Phillips, Indigenous Programs Manager – North Queensland outlining ICSRP delivery changes. Council CEO write a letter to the Minister of Department of Housing, Sport and Recreation Services to talk about Council directly supplying the program until June 2020	In Progress	I/CEO report to Sept O.M. covers this matter
SOCIAL MEDIA			

6.2.11.4	I/DCEO's report mention of Social media expansion projects. Interim Deputy CEO and EA to prepare a business case for Social Media Facebook account for Council consideration and approval	In Progress	Draft protocols to be developed and brought back to Council
GENERAL BUSINESS			
IKC Report 1422082019	That Council repurposes the First Five Funding authorises IKC Manager Kylie Mills to purchase the 3D printer using grant money supplied instead of Campfire Furniture	In Progress	Extension of time requested to spend funds requested
JCU	Invite to the Yalanji Wungkabadi Bama singers to perform and be filmed at TEDxJCUCairns 2019 at the Cairns Institute, JCU, Smithfield. Also asked if WWASC could be included on the program as an in-kind sponsor. CEO needs more information and will report back by the next Council Meeting. Contact JCU for more information.	Completed	JCU contacted, response awaited. Response received Council contributed \$3,600 towards costs for this trip.
Council Meeting held 26 September 2019			
MAYOR REPORT			
Good to Great Schools Education Forum 17-19 September 2019	CEO to organise a meeting with Hopevale CEO and run a Community Forum/Information session with their support		
	Letter to be sent to the Principal in support		
Inspector-General Emergency Management response to Alastair Dawson for direct participation in programs by 30/09/2019	EA to respond to request for direct participation to IGEM urgently	Completed	Letter sent to Alastair Dawson IGEM
CEO REPORT			
Vanilla Bean Plantation Project	CEO to ensure that proposed sites for future housing allotments and for the Vanilla Bean Plantation Project formally surveyed, registered and zoned to meet these proposed uses and ensures	In Progress	Matter raised at TWG for DATSIP Assistance in gaining necessary approvals, WTMA and Planning and to arrange survey

	staff bring forward the draft plan of survey for consideration by Council before registration		
Ministerial Champion – Proposed Showcase of Wujal Wujal Community at State Parliament	CEO to report to the Council meeting in October on progress with the preparation for this Showcase.		Verbal Report by CEO & Exec Assistant
Facebook page	New CEO will consider this initiative and report back to Council at a future date	In Progress	
Organisational Chart	CEO to consider and refine the Organisational chart and bring back to Council for adoption.	In Progress	Organisational Chart under review by CEO. November meeting
List of Projects and Programs	CEO to prepare a detailed list of all externally funded projects and programs to each quarterly meeting of Council so that Council can be assured that these projects and programs are adequately managed	Complete	See attachment
DW&BS REPORT			
Capital and Minor Works	CEO to meet with Orion Consulting to review their contract for services, to discuss the level of attendance required at meetings and Community to ensure value for money, effective management of projects and communications with Council	Complete	Met with Orion on 3/10/19. Clarified expectations of Council
	CEO to seek written consent from Douglas Shires for the bridge pipeline crossing, the construction of southside housing driveways within the road reserve and the work at the top end of China Camp road, where these works occurs within Douglas Shire	In Progress	Operational works permit application lodged by Orion Consulting to Douglas Shire
Art Centre Report	CEO and Director Finance & Corporate Services meets with Art Centre Director to discuss Strategic 4yr Business Plan	Not yet Commenced	

Allocations for Cultural Recommendation 2019	All Councillors declared personal conflict of interest - CEO to make a decision in conjunction with Department of Housing and Public Works allowing for an impartial decision to be made.	Complete	Former CEO also had COI therefore decision passed to Housing Tenancy management
Embrace Learning	CEO to report further as this matter develops or is resolved.		Verbal report
Requests for Financial Assistance with Funeral Expenses	CEO to ensure a policy update be formulated and reported to a future meeting to be adopted	In Progress	
Concreting of Wharf	CEO to ask for update from BW&BS	Complete	
GENERAL BUSINESS			
Wujal Wujal main road	CEO to ask Cook Shire again to fix	Complete	Email 21/10/19
Joining of two projects raised: Proposed Safari tents/accommodation (Eco-Lodge) and Contractors accommodation	CEO and DW&BS to provide a report for the next meeting and to discuss with Lynn Sawtell DSDMIP	In Progress	Verbal Report
Funding for Rodeo ground/portable yards down on the corner across the river past the football field.	CEO and DW&BS to investigate possible site preparation and funding at a later date.	Not Started	
Leaking effluent	Has this been addressed? CEO to investigate and advise.	Ongoing	Investigation found that the effluent is an ongoing issue. Tank system with lay flat hose. Replacement of all solinoids is currently occurring
Tourism Information Centre	What is the plan for this and the Art Centre		
Polo Shirts	Councillors to visit Southern Cross for fit out of shirts. Purchase order required.	In progress	Waiting for all Councillors to do their fittings – one purchase order

6.2.1 DHPW Sport and Recreation

On Wednesday 2 October 2019 The CEO met with officers from the Department of Housing and Public Works Sport and Recreation division (Sport & Rec) to discuss the new delivery of Sport and Recreation programs in communities following the end of the PCYC contract on 30 June 2020.

From 1 July 2020 Sport & Rec will manage programs directly by employing Sport & Rec Activation Officers to increase participation levels. There will be a particular focus on getting more women and girls participating.

The program is still being developed and details are not yet available on how it will roll out. However, local employment of Activation Officers is a part of the initial program planning.

Council has been asked for our views regarding the the outline of the program.

RECOMMENDATION:

That Council advise the Department of Housing and Public Works Sport and Recreation division that Council is supportive of the concept of Sport & Rec programs that are run by local people employed by the Department who are fully supported by the Department provided that there is also program funding to ensure there are activities available to enhance community participation.

6.2.2 Asphalt Pump Track - Get Playing Places and Spaces Program

On Wednesday 2 October 2019 The CEO met with officers from the Department of Housing and Public Works Sport and Recreation division (Sport & Rec). A project that has been approved for funding, an asphalt pump track, under round 7 of the Get Playing Places and Spaces program was discussed.

The project is for Council to construct a asphalt pump track for the youth of Wujal Wujal to support active recreation. The total project cost is \$190,555 which includes S&R funding of \$138,835 and contribution by Council of \$51,720. (in-kind in conjunction with MyPathway and Council plant hire).

The project timeframe is to commence on 31 January 2019 and to be complete by 30 June 2020. To date the project has not commenced.

Sport & Rec have advised that there is no process available to grant an extension of time on this program and there are concerns that Council will not deliver the project in accordance with the deed of funding. With this concern in mind Sport & Rec are offering to deliver the project on Councils behalf.

If Sport & Rec deliver the project Council would still be required to contribute the \$51,720. In this scenario the contribution would likely be a cash contribution in part as Sport & Rec would not be able to utilise MyPathway for Labour or utilise Council plant.

RECOMMENDATION:

That Council advise the Department of Housing and Public Works Sport and Recreation division that Council will deliver the asphalt pump track, under round 7 of the Get Playing Places and Spaces program in accordance with the Deed of Funding.

6.2.3 Offer to purchase obsolete material

Mr Tony Holmes of Cooktown has contacted Council and asked if he could purchase the old cattle ramp that is stored in the old Council yard in Douglas Street. He has offered to pay \$500 for the ramp.

The ramp is obsolete and has been stored awaiting the next visit by the scrap metal contractor (FNQROC contract). The ramp is not on Councils asset register therefore has no book value.

RECOMMENDATION:

Council advises Mr Tony Holmes that it ACCEPTS/DOES NOT ACCEPT the offer of \$500 for the old cattle ramp stored in the Douglas Street yard.

6.2.4 Christmas New Year Leave Arrangements NPARC Staff

Historically the leave arrangements for staff over the Christmas period has required staff to apply for annual leave to cover the three working days that occur during the annual shut down. If staff did not have leave credits available then the three days were taken as leave without pay.

The new Local Government Industry Award 2017 makes the following provisions for the annual shut down;

19.4 Annual close down

(a) Where an employer closes down its operations or a section or sections thereof for the purposes of allowing annual leave to all or the bulk of the employees in the section or sections concerned, the following provisions shall apply:

-
- (i) *by the giving of not less than 90 days' notice the employer may direct all employees in the section or sections concerned to take leave for the duration of the closedown and allow those who are not then qualified for sufficient annual leave to cover the period of the close down to take paid leave on a proportionate basis and to take such accumulated time off/rostered days off as may be available to the employee to apply towards the close down period.*
- (ii) *all time during which an employee is stood down without pay for the purpose of clause 19.4(a)(i) shall count as service in the next 12 monthly qualifying period.*
- (b) Notwithstanding clause 19.4(a), where there is agreement between the employer and the majority of employees concerned, the employer may close down its operations or a section or sections thereof on one additional occasion in any 12 month period for the purpose of allowing additional annual leave for a period agreed with its employees.*

It is also recommended that the Council operations only close for the period between Christmas and New Year closing at 5.00pm on Tuesday 24 December 2019 and re-open as normal on Thursday 2 January 2020.

6.2.5 List of Projects and Programs (Tabled)

RECOMMENDATION:

That Council operations close for the period between Christmas and New Year closing at 5.00pm on Tuesday 24 December 2019 and re-open as normal on Thursday 2 January 2020.

FURTHER That Council authorise the granting of an additional three days special leave on 27th, 30th and 31st December 2019 to WWASC staff to cover the annual close down period over the Christmas New Year period.

RECOMMENDATION:

That Council receives and adopts the Chief Executive Officers report for the month of October 2019.

**Chief Executive Officer
Stephen Wilton
16 October 2019**

WUJAL WUJAL ABORIGINAL SHIRE COUNCIL

ORDINARY COUNCIL MEETING

Thursday 24 October 2019



6.3 Director Finance & Corporate Services Report (DF&CS)

- 6.3.1 Cash Position
- 6.3.2 2018/2019 Financial Statements
- 6.3.3 Overdue Reporting
- 6.3.4 Debtors & Creditors Balance
- 6.3.5 Review of Datacom & WageLoch Agreements
- 6.3.6 Review of ICT Managed Services & Support Arrangement
- 6.3.7 Licenced Post Office Agreements
- 6.3.8 Records Management Software Agreement
- 6.3.9 ATO BAS/IAS Lodgements
- 6.3.10 Current Finance Projects
- 6.3.11 Meetings/Liaison

6.3.1. Cash Position

Total bank balance as at 20 October 2019- \$2,800,654.89.
Summary of the deposits and large payments made between 1 October to 20 October 2019:

<u>Deposits</u>	<u>Amount</u>
Post Office Commission	723.33
Building Asset Services (BAS)	43,350.46
Fuel Sales	5,577.18
Indigenous Economic Development Grant (IEDG)	80,000.00
State Government Financial Aid (SGFA)	1,235,151.00
Community & Home Support (CHSP)	53,087.46
	<u>1,417,889.43</u>
<u>Payments</u>	
Wages	156,654.38
Creditors	558,712.30
	<u>715,366.68</u>

Action on cashflow reporting:

- Cashflow now updated by Finance Manager, saving huge consultants fees
- Team has revisited assumptions and updated all known grants since October 2019
- Meeting with John O'Halloran and Debbie Fixter (DLGRMA)- updated cashflow will be provided to the Dept. fourth week of every month

6.3.2. 2018/2019 Financial Statements

- Meeting with QAO Director and Senior Manager- working towards auditable trial balance by the 2 December 2019
- Re-established contact with Australis- Council's asset valuer. Assessment of their work to date including onsite inspection of assets
- Liaison with Tim Cronin to be onsite in the coming weeks- to update asset register and work with Director Works and Building Services and Finance
- Reply awaiting on letter to Minister Hinchliffe re: 2018/2019 Financial Statements

6.3.3 Overdue Reporting

- **Actioned**

- NJCP Community Care Performance Report for 1 January 2019 to 30 June 2019
- ACRRIG Financial Declaration for the period ended 30 June 2019
- Agedcare Quality- unspent Financial Statement for Harry Dick as there a new provider for Mr Dick
- Kindergarten– Performance Report for period 1 January 2019 to 30 June 2019

- **Work in progress**

- RIBS– Interim Performance Report for period 1 January 2019 to 30 June 2019 & Annual Expenditure Acquittal Report for period 1 July 2018 to 30 June 2019

6.3.4 Debtors & Creditors Balance

- **Debtors**

- Full review undertaken- total Debtors- \$1.85m (\$608k aged more than 90 days)
- Identifying possible write off's- initial assessment: \$36k approx.
- Invoicing up to date: including Red Earth invoicing going back to December 2018 and MyPathway invoicing July- September 2019

- **Creditors**

- Full review undertaken- up to date & no creditor aged more than 45 days
- Embrace Learning (Trevor Gormley) invoices yet to be paid as in dispute

6.3.5 Review of Datacom & WageLoch Agreements

- **Datacom (Datascope Financials)**

- Re-established contact with Datacom
- Brand new product currently not in use by any Local Govt. in QLD
- Agreement entered in October 2018 with initial term of 12 months
- Planned to Go-live 1 July 2019, put on hold by former CEO on 26 June 2019
- QAO & Financial Consultants raised concerns on the Go-live plan due to fit for purpose and lack of project management plan
- Total \$110,747.87 paid to Datacom from October 2018 to July 2019

-
- Ongoing \$2,750 monthly service fees commitment (August 2019 invoice unpaid) as software environment and configurations still available
 - Termination of agreement require 30 days written notice to Datacom
 - **WageLoch (Rostering, Time & Attendance)**
 - Re-established contact with WageLoch
 - Product currently not in use by any Local Govt. in Australia
 - Agreement entered in December 2018 with initial term of 12 months
 - Planned to Go-live 1 July 2019 along with Datacom, last known contact from Council through Trevor Gormley on 21 May 2019
 - QAO or Financial Consultants were unaware of Council's WageLoch agreement until DFCS raised in September 2019
 - \$12,727 paid to WageLoch in December 2018 for software and various scanners
 - Ongoing software licence fee once fully implemented along with a 2% increase pa
 - Termination of agreement require 30 days written notice to WageLoch

6.3.6. Review of ICT Managed Services & Support Arrangement

- Initial 3-year agreement with Fourier Technologies expired on 13 October 2019
- Option to extend for two further 12-month periods
- Monthly Service & Support Fees is \$4,125 based on 25 users
- Service & support arrangement will continue on a month to month basis
- Fourier proposed visit next week to meet CEO/ DFCS & to review physical state of everything onsite and a plan for future

6.3.7. Licenced Post Office Agreements

- All agreements came in for signing with incorrect details
- Queries from CEO review of the agreements raised with Auspost Administration

6.3.8. Records Management Software Agreement

- DFCS contacted Magiq for a copy of the final agreement & deliverables
- Go-live as on 18 July 2019 per July Implementation Report
- Total \$52,633.90 paid to Magiq to date

6.3.9. ATO BAS/IAS Lodgements

- All overdue June 2019 BAS and May, July & August IAS lodgements now completed. Approximately \$56,000 refund will be received in October 2019
- As ATO & ABR records now updated, DFCS will be lodging ATO Administrator Auskey application in the coming weeks bringing more control over future lodgements

6.3.10. Current Finance Projects

- Finalisation of Bank Reconciliation statements for July- September 2019
- Formal agreement with Mypathway- no rental fees revision since September 2013
- Formal agreement with Justice Group- no rental fees revision since November 2014
- Removal of inconsistencies in staff contracts- classification/rates/entitlements
- Processing of staff backpays
- Costing for future Red Earth charges

6.3.11. Meetings/Liaison

- LGM Assets- Aileen McNeil
- LG Workcare Scheme- Dean Campbell
- Creche & Kindergarten Association- Will Jones & Kathleen Bunny
- Justice Group- Joan Beacroft & Debbie Corbett
- Mypathway- Scot Slow & Josie Flores
- DLGRMA- Michael Meehan & Owen Hitchings
- DHPW- Naomi Moke
- Peak Services- Patricia Paolini
- Fourier Technologies- Brett Manktelow
- Datacom- Paul Coates
- WageLoch- Julie Larkin
- Magiq- Rae Millership & Tony Tiftis
- Australia Post- Stefanie Banks
- ANZ Bank- Debbie McLoughlin

RECOMMENDATION:

That Council receives and adopts the Finance Director's report for the month of October 2019.

Director Finance and Corporate Services
Harish Nair
16 October 2019

WUJAL WUJAL ABORIGINAL SHIRE COUNCIL

ORDINARY COUNCIL MEETING

Thursday 24 October 2019



6.4 Director Works and Building Services Report

- 6.4. Executive Summary
- 6.4.1 Building
- 6.4.2 Bas Responsive Maintenance – Sept 2019
- 6.4.3 Capital and Minor Works
- 6.4.4 Waste and Waste Water – Ian Hocking
- 6.4.5 Art Centre – Vikki Burrows
- 6.4.6 Community Care – Stephanie Dick
- 6.4.7 IKC Report – Kylie Mills
- 6.4.8 Kindergarten – Coraleen Shipton
- 6.4.9 Centrelink – Marie Shipton
- 6.4.10 Bank/Post Office – Neal Ransom
- 6.4.11 Animal/Environmental Management – Patrick Nandy

Action items from previous Council meetings:

Date:	Action	Status	Comment
Council Meeting held 22 August 2019			
CEO REPORT			
6.2.5 Capital Projects Register	A tap, pressure hose, ramp to tie boats up and lights could be included at the Boat Ramp in the plans. Include in development plans.	In Progress	Awaiting budget to commence, approx. 75k.
DW&BS REPORT			
6.5.3 Animal Management	That Council reviews vet and pound fees surrounding Animal Management procedures and practices. Council puts a process in place for unpaid impoundment fines and then advises these at a community meeting information session	Ongoing	Awaiting Community meeting to do PR on Local Laws
6.5.4 Civil Construction	Prepare an estimate of cost to convert the AFL field to a Rugby field. Report back to Council.	In Progress	100k to manufacture goal posts and convert AFL to Rugby League.
GENERAL BUSINESS			
General Business	Operators lifting heavy loads. DW&BS to address this.	Completed	Discuss with staff about WH&S Act, & how DW&BS can assist.
Council Meeting held 26 September 2019			
MAYORS REPORT			
6.1.12	National Indigenous Empowerment Summit 3-5 September 2019		Verbal report will be provided.
CEO REPORT			
6.2.15 Res: 1926092019	Driveways on Wujal Wujal Southside		Provided paperwork to DHPW which I sent in January 2019.
DB&WS REPORT			
6.4.5	Art Centre Report		Trevor Gormley removed them for the Visitors centre, ordering new items.
6.4.8 Res: 2526092019	Kindy Report – remedy of non-compliant items		Works commenced 16/10/19.

Res: 2626092019	Kindy Report – Director access to budget		Discussions with Harish to have this happen.
Res: 2726092019	Kindy Report – Staffing levels		Currently have three staff which is suitable for the funding.
6.4.11 Res: 2826092019	Animal/Environmental Management – organisation of monthly community meeting		Ongoing
GENERAL BUSINESS			
	Gum tree removal – Little Douglas Street		Sourcing quotes, pending on budget.
	Cars parking in the roundabout – dangerous		Removal of ANZAC, only viable solution, then markings can be done to standard.
	Demolition at accommodation block. Were tenders called for to take material away.		As per my report, demolition Contractor has the site and is responsible for disposal.
	Joining of two projects raised: Proposed Safari tents/accommodation (Eco- Lodge) and Contractors accommodation		As per report we can fit in (6) tents extra facilities will have to be constructed.
	Funding for Rodeo ground/portable yards down on the corner across the river past the football field.		Application to DSC for approval.

Report to: CEO, Mayor and Councillors
Subject: Works and Building and Community Care Services Information Report
Date: October 2019
Prepared by: Director of Works and Building Services
Status: Information

Executive Summary

This report outlines the works undertaken during the month of **SEPTEMBER** including Disaster Management, Civil, Building, Water, Sewer, Animal Management, Environmental Health and Art Centre, HACC, IKC and Kindy.

6.4.1 BUILDING

REPORT DATE		PROJECT NAME	PREPARED BY
15/10/2019		Building	Patrick Nandy

Smoke Alarm Project: Smoke Alarm Project:

16 work orders still to be completed by Emperor Electrical. Inspector found Defects on his works and Clancy had to return to rectify the issues that was raised.

BAS PORTAL

TASK	WORK ORDERS IN PORTAL	INVOICED OUT	AMOUNT
Work Orders	122	230	\$17,709.37
Smoke Alarm Project	82		\$93,225.00

BUDGET OVERVIEW

BUDGET/WORKS ORDER	TOTAL BUDGET	% DONE	ADDRESS
B11942 OT Dismod	\$36,250.00	5%	119A Hartwig St
U93255 Dismod/Tiling	\$11,970.00	10%	18 Keim St
U93190 Dismod/Tiling	\$28,728.00	100%	48 Louis St
U96152 Retaining Wall	\$26,000.00	100%	9 West St
B09866 Laundry Upgrade	\$7,400.00	75%	33 Hartwig St
B10020 Roof Upgrade	\$49,600.00	98%	44 Douglas St
B09929 Various Works upgrade	\$40,660.00	5%	22 Hartwig St
B10698 internal/external paintworks	\$52,927.50	50%	44 Douglas St 91 Louis St
B01516 Smoke Alarm Project	\$87,227.80	97%	Various Houses
B13875 Kitchen Upgrade	\$8,590.00	5%	41 Hartwig St
B13873 Kitchen Upgrade	\$14,674.00	5%	15 Keim St
B13872 Cupboard Upgrade	\$1232.00	5%	72 Douglas St
B13872 Cupboard Upgrade	\$1820.00	5%	71 Douglas St

Notes: where the 5% is filled in... this means that materials are on order.

CONSTRUCTION OF CONTRACTORS QUARTERS:

- Demolition Complete, demolition was awarded to Up North Building, other quotes received was from Iva Construct, RFQ was also sent to McPhee construction.
- Once contract is awarded to a contractor for demolition, the site becomes theirs and everything on the site is theirs for however they wish to dispose of.
- Engaging an Architect to design new (8) single self-contained units with slab on ground, Besser block construction with communal laundromat and BBQ area.
- Eco Tourism can be included with (6) tents minimal, if this is considered then we will require to construct a communal facility such as Kitchen and ablution facilities.

6.4.2 BAS RESPONSIVE MAINTENANCE – September 2019

WORK ORDERS CURRENT IN PORTAL	58	Including smoke alarm program (90)	
INVOICED OUT RESPONSIVE	269		\$17,709.37
INVOICED OUT PLANNED			\$48,457.22
TOTAL INVOICING		\$	\$66,166.59

6.4.3 CAPITAL AND MINOR WORKS

6.4.3.1 Natural Disaster Program (NDP)

Program Summary

Wujal Wujal Aboriginal Shire Council (WWASC) currently active programs under the following funding arrangements; Natural Disaster Relief and Recovery Arrangements (NDRRA), Disaster Recovery Funding Arrangements (DRFA), Natural Disaster Resilience Program (NDRP), Get Ready Queensland (GRQ);

The program is broken down into the following categories;

- 2018 NDRRA March Event Restoration of Essential Public Assets (REPA)
- 2018 DRFA December Event Counter Disaster Operation (CDO)
- 2019 DRFA January – Feb Event Counter Disaster Operation (CDO)
- 2019 DRFA January – Feb Event Restoration of Essential Public Assets (REPA)
- 2019 Category D Flood Recovery Exceptional Assistance,
- 2018 Natural Disaster Resilience Program (NDRP)

The program status report has been attached as **Appendix 1 – Natural Disaster Program P6 Report**. The report details, funding applications and approvals status, program estimates, programmes schedules and cash flow forecasts.

Design

The detailed design report has been prepared by Orion Project Consulting Pty Ltd as Design Managers and Trinity Engineering as the Geotechnical Engineers, it details progress of the Wujal Wujal Aboriginal Shire NDRRA Projects, current as at 11h May 2019, this report pertains only to the landslip remediation works on China Camp Road due to re damage of approved assets in 2019 event.

Design Report

Nothing to report in this period.

Design Phase – Hold Point

As the China Camp Road Land Slip suffered further damage under the 2019 Monsoonal Trough, the approved scope of works is unlikely to remedy the slip, an alternative costing was prepared due to the availability of Category D - Betterment Funding under the Monsoonal Trough event. The proposed design solution would increase the flood immunity of the landslip site and an increase asset life.

Design Issues

No major design issues have been encountered.

The design documentation consists of drawings, specifications and cost estimates. The preliminary concept design for the two major land slips have been provided to QRA who have reviewed the designs as part of their approval process.

Applications and Approvals

NDRRA - No further Development Applications or Government Approvals are required for NDRRA Works as they are all reconstruction works and like-for-like replacement.

DRFA – Restoration of Essential Public Assets – **Status** - In Development. Due to announcement of the availability of Category D funding the restoration of essential public assets submissions will not be submitted until the Commonwealth finalise the assessment criteria for the funding applications.

DRFA – Counter Disaster Operation – **Status** – In Development Orion Project Consulting will prepare the emergent works submission documentation on behalf of WWASC, once the Emergent works period ends due to the likelihood of costs being journaled between CDO and EW.

DRFA – Emergent Works – **Status** – In Development. The emergent works period ends on the 14th of May 2019. Once this date has passed, Orion Project Consulting will prepare the emergent works submission documentation on behalf of WWASC

DRFA – Betterment Application – **Status** – funding not yet available, List of Submissions (project proposals) has been submitted to QRA for consideration.

Procurement

Design

Nil

Legal

No legal services are currently engaged for the active projects under funding agreements. Should any advice for any matter be required then the same legal firm who provided advice on NDRRA

works with Orion Project Consulting (McInnes Wilson Lawyers) will be recommended.

Construction

NDRRA – No construction works are currently scheduled due to re damage under 2019 **DRFA** event. Council is awaiting formal acceptance from the QRA regarding the re damage that occurred in the 2019 event. The formal acceptance of the submission is due by 30 October 2019.

Construction

WWASC.11.18 (2018 NDRRA Works)

The Queensland Reconstruction Authority has completed the infield assessment for the reconstruction of China Camp Rd. The recommended value of \$3,850,779.38 has been submitted for the second review process. This process will take approximately one (1) month. Once there review process is complete, the QRA will notify the CEO of Wujal Wujal Council with a formal letter.

A procurement plan is being established for the landslip works to determine best practices in delivering these works.

Orion Project Consulting has requested that Trinity Engineering provide a fee proposal for the detailed design of China Camp Road.

WWASC.12.18 (2018 NDRP Works)

The Queensland Reconstruction Authority has approved \$700,000.00 for the upgrade works of a place of refuge for the community, this is in addition to the \$1.1m committed by the Department of Prime Minister and Cabinet. There still exists a funding shortfall of 2-3m for a new build of a place of refuge.

Orion Project Consulting are discussing funding options and opportunities prior to any formal applications being made to any funding body.

6.4.3.2 Indigenous Council Critical Infrastructure Program (ICCIP)

Program Summary

Wujal Wujal Aboriginal Shire Council (WWASC) currently has one approved project under the ICCIP.

The replacement of the Waste Water Treatment Plant Additional works required is broken down into the following categories:

- ICCIP Replace fencing and construct roof over generator
- ICCIP Wastewater, multiple
- ICCIP Waste RPEQ
- ICCIP SPS replace pumps
- ICCIP Replace membranes elements
- ICCIP Replace emergency generator,
- 2018 Natural Disaster Resilience Program (NDRP)

The program status report has been attached as **Appendix 4 – ICCIP Program Report**. The report details, funding, programmes schedules.

The additional works project have not been yet approved by the Department of Local Government, due to the unconfirmed construction value of the replacement of the plant, the additional projects can not be approved until the tender for the construction of the plant has been awarded. Award of this contract will confirm the remaining funding allocation under the program.

Applications and Approvals

All statutory approval will the responsibility of successful contractor.

Procurement Design

No further procurement activities are forecast for this reporting period.

Legal

No legal services are currently engaged for the active projects under funding agreements. Should any advice for any matter be required then the same legal firm who provided advice on NDRRA works with Orion Project Consulting (McInnes Wilson Lawyers) will be recommended.

Construction

Two tenders have been submitted to Council.

The tenders are currently being evaluated.

Council and Orion Project Consulting have held a tender clarification meeting with NCP (Contractor) to discuss the tender submission. A clarification meeting was not scheduled with the second tenderer (Factor UTB) due to the tendered price being over the allowable budget.

Orion Consulting have confirmed that the tender submission from NCP is a conforming tender.

Orion Consulting is currently completing the tender report.

Council are awaiting the Operational Works Application approval from Douglas Shire Council prior to finalising the tender report.

Discipline	Pre-Tender	Out to Tender	Tender Closed	Vetted	Contract Awarded	Delivery Agent
Civil Design	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	GANDEN
Civil Contractor	<input type="checkbox"/>	✓	✓	✓		

Construction

ICCIP WWTP Replacement

Following the appointment of the successful contractor, construction is expected to commence in early December with an expected construction period of 10 months.

Waste Water Treatment Plant Compliance Visit – Department of Environment Services (DES) awaiting notice of DES availability. Temporary WWTP Disposal Licence is required during Refurbishment Works at the Plant and a final Disposal Licence to be reviewed for the completion of the works. DES have not advise of a date for their site visit.

6.4.3.3 Cape York Regional Package, Torres Cape Indigenous Council Alliance Funding

Program Summary

Wujal Wujal Aboriginal Shire Council (WWASC) currently has two approved project under the CIMA.

- Recycle Centre
- Bloomfield River Services Crossing

The program status report has been attached as **Appendix 5 and 6 – CIMA monthly reports Program Report**. The report details, funding, programmes schedules and cashflow forecasts.

Design

The detailed design report has been undertaken and completed by AECOM. At the request of Council, Orion Project Consulting is now re scoping the works associated with the Recycle Centre to include a vehicle wash down area.

Design Report

The Design Report for both projects has been submitted to Council previously, due to the size of the documents it has not been attached to this report, should Council wish for it to be transmitted again, it will be made available.

Design Issues

No major design issues have been encountered.

Applications and Approvals

All statutory approval will be the responsibility of successful contractor. Future funding application should there be a requirement for the pipe size increase due to increases in the size of the community as a result of the realignment of Shire Boundary would be sought under the Local Government Grants and Subsidies Program administered by DLGRMA. Council to complete an operational works application to be submitted to Douglas Shire Council for the works taking place on the Bloomfield Bridge. Douglas Shire Council will respond within two (2) weeks of receiving the application.

Procurement

Design

No further procurement activities are forecast for this reporting period.

Legal

No legal services are currently engaged for the active projects under funding agreements. Should any advice for any matter be required then the same legal firm who provided advice on NDRRA works with Orion Project Consulting (McInnes Wilson Lawyers) will be recommended.

Construction Recycle Centre Project.

Council has issued TMR a formal extension of time request (EOT) for this project due to the anticipated scope change.

The project is currently being re-scoped to make allowance for a vehicle wash down area.

The additional scope of work will be added to the tender documentation and issued to three tenderers known to Council.

1. NCP
2. Topcon Builders and
3. Factor UTB

Bloomfield River Bridge Service Crossing Project.

The construction contractor will be procured through open market tender at the late July.

Tenders received by two (2) contractor. Tender assessment phase ongoing. Anticipated Award date of Friday 27th September 2019. Construction timeframe is expected to be 12 weeks.

Discipline	Pre-Tender	Out to Tender	Tender Closed	Vetted	Contract Awarded	Delivery Agent
Civil Design	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	AECOM
Civil Contractor	<input type="checkbox"/>	✓	✓			

Construction Recycle Station

Following the appointment of the successful contractor, construction is expected to commence in Early November with an expected construction period of 4 months..

Bloomfield Crossing

Following the appointment of the successful contractor, construction is expected to commence in November with an expected construction period of 3 months.

Financial status

Project Cost Allocation

Original Cost Allocation:	\$ 11,730,275.78
Original Cost Allocation:	\$ 11,730,275.78
NDRRA 13.18 Cape Tribulation - Bloomfield Road	\$ 1,043,918.00
NDRRA 13.18 China-Camp Road	\$ 2,178,416.00
NDRRA 13.18 Outstation Access Road	\$ -
NDRRA 13.18 Contingency	\$ 1,094,537.60
NDRRA 13.18 Escalation	\$ 273,634.40
NDRRA 13.18 Project Management	\$ 547,268.80
NDRP 12.18 Place of Refuge	\$ 700,000.00
W4Q Staff Accom 109 Louis	\$ 42,857.14
W4Q Staff Accom U1LDoug	\$ 42,857.14
W4Q Staff Accom U2LDoug	\$ 42,857.14
W4Q Staff Accom 145LDoug	\$ 42,857.14
W4Q Staff Accom 146LDoug	\$ 42,857.14
W4Q Staff Accom 147LDoug	\$ 42,857.14
W4Q Staff Accom 148LDoug	\$ 42,857.14
W4Q Contractor Accom \$300K	\$ 300,000.00
W4Q Depot Office Upgrade \$500K	\$ 500,000.00
CYIF Waste Transfer Station	\$ 948,815.00
CYIF Boat Ramp	\$ 270,000.00
Boat Ramp Design & Tender Docs	\$ 50,000.00
Boat Ramp Concrete Works	\$ 50,000.00
CYIF Water Main Xing Bridge	\$ 258,000.00
Water Supply Bridge Crossover	\$ 284,186.00
ICCIP Replace fencing and construct roof over generator	\$ 18,000.00
ICCIP Wastewater, multiple	\$ 1,275,100.00
ICCIP Waste RPEQ	\$ 10,000.00
ICCIP SPS replace pumps(50k); major upgrade of treatment plant	\$ 1,550,000.00
ICCIP Replace membranes elements	\$ 50,000.00
ICCIP Replace emergency generator	\$ 28,400.00

Variation and EOTs

Extension of Time Claims

Requests for extensions of time were submitted for;

- Bloomfield River Bridge Services Crossing - Awaiting approval by Department of Transport and Main Roads.
- Recycle Centre – Awaiting approval by Department of Transport and Main Roads.

Insurance Work – Topcon Builders

Southside Toilet Block

- Practical Completion has been achieved.
- Minor defects to be rectified by 30 October 2019.

Art Centre

- Practical completion has been granted by WWASC after the inspection was carried out on 2 October 2019.

6.4.4 Water and Waste Water

Reporting Period	September 2019
Department	Water and Waste Water
Reporting Officer	Ian Hocking Coordinator

Overview

Both plants are operating well with no major issues.

- We have had two houses identified with E.coli No 2 southside and no 13 Ayton, we have treated the tanks and drained then refilled, An inhouse E.coli test 8/10/2019 have come out clear, we will retest 15/10/2019.
- All other water tests have come back clear from Cairns Laboratory

Water Plant

- We have installed a second chlorine dosing unit which was needed to back up the chlorine system, we had a burst in the chlorine feed line which resulted in lower than normal readings, this has been sorted out now and is back to normal this week.

Sewerage Plant

- We have had a low flow problem to the discharge field, this turned out to be a partially open scour valve, this is now sorted and is running normally.
- We are still waiting for a quote to upgrade the solenoid valves on the underground field which will solve all the field problems. We expect this next week.
- We have been cleaning up around the plant weekly and it is looking tidy and clean as it should.
- We have had one broken pipe which caused a small leak, this has now been repaired
- The Sludge tank, we installed a new winch for the waste collection basket. This has been out of action for many months, we are now able to clean this daily.



6.4.5 Art Centre

Reporting Period	September 2019
Department	Art Centre
Reporting Officer	Vikki Burrows



New artworks by Carmel Haines, already sold.

Highlights:

- I was away for 2 weeks in September; Junibel Doughboy was acting Manager and did a great job.
- School holidays, a lot of artists away spending time with families, very slow month.

Data:

- 15 new artworks were catalogued into the SAM system in September.
- The sales report for the month of September 2019 is attached.

Barriers & Issues:

- No internet in current work area under the library. I can only hotspot internet via mobile phone. I have been working from home when I need to catalogue any artworks made into the SAM system.
- Waiting to hear from the insurance company to see if the artists can be compensated for any artworks damaged from the flood.
- Need financial reports so the art centre can do a strategic 4 year business plan.

Funding/Agreements/Financials:

- In July the art centre applied for Backing Indigenous Arts Centre Multi-Year Funding 2019 - 2023. We are currently waiting to see if we have been approved for the next 4 year round of funding.
- Waiting on Audit for 2018/19, so we can submit IVIAS report.

Resolutions:

- We are all looking forward to moving back to the art centre. The staff will move back first and set up the offices so we have access to internet and printer. We will then set up the artist's area so the artists can return to their studio space.

6.4.6 Community Care Coordinator September Month Report

Statistics for the Month			
Admissions	CHSP 2	HCP 1	Disability 0
Discharges	CHSP 2	HCP 0	Disability 2
Number of Meals	CHSP 295	HCP 85	Disability 46
Number of Transport Trips	CHSP 179	HCP 32	Disability 0
Number of Hours	CHSP 2796	Disability 6	
Activities conducted for Month			
Personal Care hours	0	Clinic Visits	41
Assessment hours	34		
Coordination hours	66		
Centre-based care hours	4569		
<ul style="list-style-type: none">• Cooktown Luncheon was a success with total of 16 clients plus 2 carers. please see photos attached.• Renovation at community care is almost complete, furniture for the respite rooms have been ordered.			

Future Activities Planned			
<ul style="list-style-type: none"> Stolen wages group meeting held with John bottom on the 9/10. Staffing organising all paper work with clients and staffing will attend the meeting to assist with further assistance. 			
Compliments			
Total Number for Month:			
Complaints			
Total Number for Month:		Angie Dick had approached the Aged Care Quality and Safety Commission (ACQSC) regarding management of Harry's package. We have provided ACQSC with additional information however, it is anticipated that Angie will not accept this.	
Suggestions for Improvement			
<ul style="list-style-type: none"> Ongoing response to the Complaints commission regarding complaint from Angie Dick. Stephanie is working with Lynette Simbal on this. Yet to response accordingly to Complaints officer John Baxter. 			
Monitoring Activities Completed for Month			
<ul style="list-style-type: none"> Activity schedule almost done- all staffing working on this. More group support to be held at center on completion of renovation. Lee-Anne Given has resigned from Community Care Advisor on the 12/09 due to personal health issues. Stephanie has been reporting to Victor Mills on the daily and weekly basis. 			
External Visitors			
Who	Reason for Visit	Who	Reason for Visit
DoH		DBMAS	
ACAT	Client service approvals	Clinic Visits	AHW/RN for client case conference
RAS	Client service approvals	Other	NDIS for client plan
Client Incidents			
Name of Client		Description of Incident	Result
Staff Incidents			
Name of Staff Member		Description of Incident	Result

Client Comments
<p>Ena Shipton was admitted into hospital on the 15/9 remains in hospital for respite and pain management. Due to lack of care at home. Clinic staff keeping Stephanie updated.</p> <p>Doreen ball was admitted into hospital on the 16/9 and discharged on the 20/9 due to infective exacerbation of COPD. Dennis Salt was admitted into hospital- due to fluid over load, has been discharged since. Dennis requires daily home checkup due to carer being away. Staffing is assisting when client requests.</p>
Staff Comments
<p>Florence, Sonya, Adalene and Jenny undertaking cert 111 in individual support. Organised for upcoming training in food safety and new aged quality standards for October month.</p>



6.4.7 IKC Report

Reporting Period	September 2019
Department	IKC September Report –
Reporting Officer	Kylie Mills

Starting Monday 02 September 2019

- IKC Coordinator has been driving the Kindy bus all week to assist the kindy whilst short staffed.
- IKC Coordinator has completed the Pre-Engagement Package for assessment by Centrelink to better assist with the Centrelink running whilst staff are on leave. This will ensure that we meet the legislative requirements for the running of the Centrelink office.
- Members are asking for more DVD's and photos. I am currently working on obtaining more historical photos but will need Council approval to purchase more DVD's.
- Tuesday the lady from Hippy worked from the IKC.
- Wednesday the ladies from the Cape York Land Council worked from the IKC.
- Assisted a member with learning how to use a computer and set up a My Gov account.
- Members looking for family tree information.
- Kindy did not attend the IKC for their weekly visit as the Kindy was closed due to being short staffed.
- Thursday the Cape York Aboriginal Land Council had their One Claim meeting in the IKC from 9-12.
- Friday the Coordinators internet was down, and it appears that someone has accessed the server box and changed some of the ports over. None of the IKC staff have seen anyone near the box so from now on the keys to the server box will be kept by the coordinator.

Weekly Reporting Starting Monday 09 September 2019

- Internet is still down, and Fourier has escalated the request to management.
- Auntie Marie away for two days so IKC Coordinator looking after Centrelink office too.

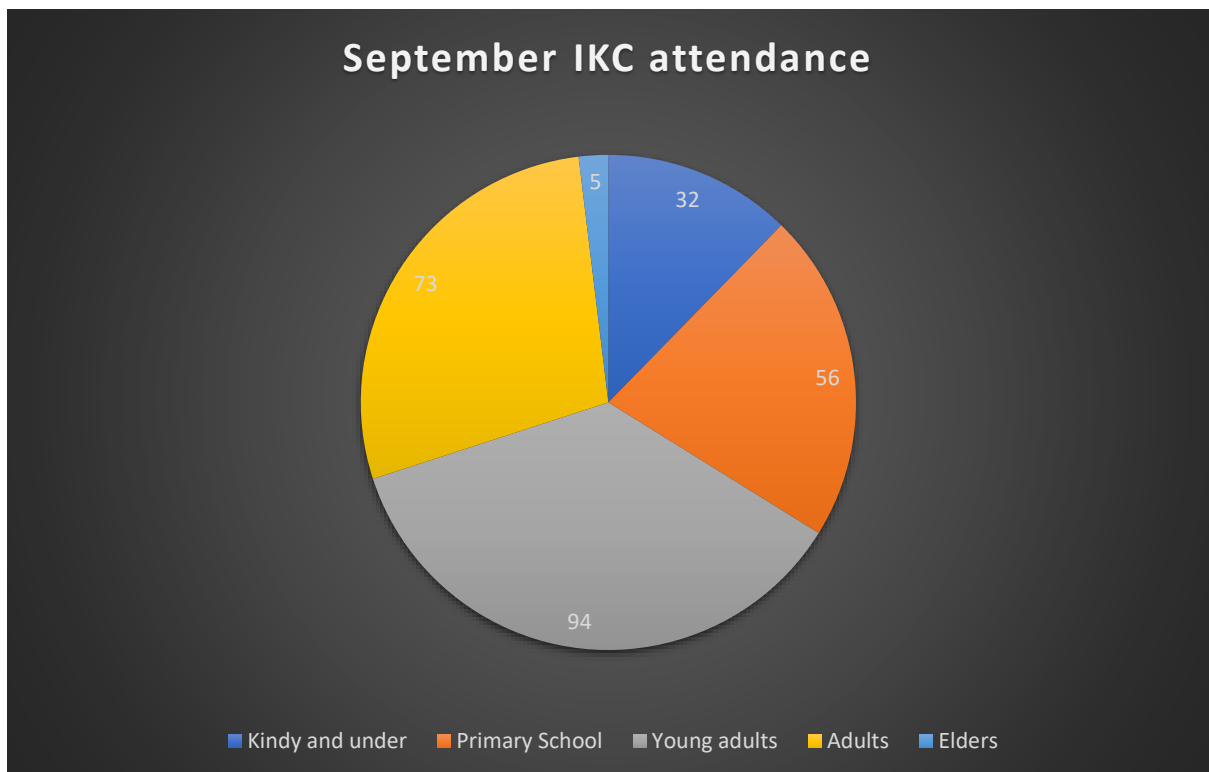
-
- Kindy kids came in for the last week of school and did an animal language matching activity and read some books.
 - IKC Coordinator has completed Centrelink Agent training and is now all cleared and can work.

Weekly Reporting Starting Monday 16 September 2019

- IKC Coordinator on leave for the week.
- First week of school holidays.
- QUT did demonstration of 3D printer and a lot of children attended. Kids printed off crocodiles, turtles and their names. They also played a treasure hunt game with the language crocodile. All activities were well received.

September Statistics

- Total attendance for August was 260. This is not an accurate figure as the last week of the month there were no statistics kept as the coordinator was on leave. The true number would be higher due to school holiday attendance.
- Seven loans this month all being DVD's.
- Three new members for the month.



Recommendations

Things that the IKC require to function at the level required in the Service Level agreement with State Libraries Queensland

- Community access computers.
- Internet access for the community.
- Printer/scanner/photocopier. Approval from SLQ has been granted to change the scope of the \$3000 microgrant that was initially intended for a 3D printer to be used to purchase a multifunction printer.

Things that the IKC need

- Computer access/login information and desk space for the Cultural Advisor.
- A phone that can dial out. The current phone is old and hard to hear on and only dials local calls so the Coordinator and staff are using personal mobiles.
- More DVD's, especially indigenous content. The DVD's are very popular with the community and we only have a limited amount and some members have watched most or all of them already.
- Whiteboard and/or easel for meetings.
- Desk drawers for the IKC Coordinators desk.
- Art and craft things for the kids and some education resources.

Use of the First Fives Forever funding grant of \$15,0000

The IKC Coordinator would like to propose that the money granted to the IKC for the First Five Program be used to transform the former Centrelink Office within the IKC into a kid's space. We will have a blackboard wall, a wall with the six iPad, drawing/creative space and a chill out space which we can use for the First Five Forever program. The Coordinator will liaise with the Building Officer to arrange a quote for works such as painting and some minor repairs. Also, if a couple of young local artist would be interested in doing a mural on the walls. This all meets with the terms and conditions of the grant. No money would be used for technology or devices as the funding does not cover this.

Micro Grant \$3000

State Libraries has approved the change of scope for the Microgrant funding initially for a 3D printer to a much-needed multifunction printer. Finance are currently looking for the funding and when it was received and quotes for a printer have been sourced.

6.4.8 Kindy August Report

Reporting Period	September 2019
Department	Kindergarten Report
Reporting Officer	Coraleen Shipton

Playground

Since last year 2018 the Kindergarten play equipment has been removed.

- Swings has been removed and not replaced
- Bike track
- Sandpit relocated with no shade

RECOMMENDATION

That the council investigate in playground for the kindergarten children.

Christmas Party

In the past the Kindergarten hosted an end of year Christmas BBQ/Lunch with children, families and community this is a event that everyone in the Community look forward to. Presents where also handed out to children who was enrolled at the Centre. This event will also be reported against the IAS funding for reaching one of our goals e.g. celebrations

RECOMMENDATION

That council approve an end of term celebration including presents for children.

Playgroup

Since term 3 playgroup has been running their program out of the Kindy on our Pre-Prep day (Wednesday) which leaves us with nowhere to go after visiting the library for a cultural excursion (30min – 45min most visits). This was a decision made by Trevor. As most of you are aware that Cooktown Community District Centre (CDCC) operated a lot of their programs under the library including

playgroup. With the playgroup having mums and younger sibling it has interfered with delivery of a Kindergarten Program.

RECOMMENDATION

That council relocate CDCC (playgroup) to another venue.

Transition

Term 4. We have started taking the children to the school as their transition from Kindergarten to School and will continue to do until mid-end November.

6.4.9 Centre Link – Marie Shipton

6.4.10 Bank, Post Office – Neal Ransom


6.4.11 Animal/Environmental Management

REPORT DATE	PROJECT NAME	PREPARED BY
3/10/2019	September Animal Treatments	Patrick Nandy (JNR)

Summary

8 dogs missing/dead within this month. we have had 1 new regristration. No dogs De-SEXED. 8 DOGS IMPOUNDED. TOTAL OF 132 TREATMENTS GIVIN

Overview

TASK	PHOTOS	NOTES
Lester was being tested for what sort of medications he should give to a dog of its condition and weight. Medical calculations were provided for each medicine.		He was successful on the test

We had an outbreak of 6 cases with pups having parvo virus. Pound was cleaned a week later and sanitized. Vet/nurse Helen said that she hasn't seen parvo in wujal since she started back in 2015. Pups had been introduced from outside of the Wujal without vaccination.



Pups need to be vaccinated. Need to organize a price for vaccination of puppies with the Cooktown Vet. All puppies introduced from outside of the community should be vaccinated.

Three piglets in a yard in Ayton. Residents told to release the piglets because of threat of disease and parasites. Enclosure was inadequate. They were released after being informed of the penalties and Cook Shire Council wanted to house check.



Pigs need to be registered with Department of Agriculture and Fisheries.

Rehomed a piglet that the locals found (few days old) and now is in good care with a person that already has a piglet.

The locals found a wandering dog in Rossville. We notified the owner and he was returned safe and sound.



The water boys cleaned out the bucket that collects socks, pants, clothes, female toiletries etc. at the depot pit and hasn't been cleaned out for years



Risk and issue history

ISSUE	H & S MEASURES TAKEN	DATE
Sore Lower Back from lifting heavy dogs	Bend Knees and squat	
Needles	Dispose properly	
Dog Bite	Talk to dog in a friendly voice or get the owner to control the dog when giving tablets	
Sunburn	Hat/sunscreen/long sleeve	

CONCLUSIONS/RECOMMENDATIONS

This month we went house to house treating dogs for parasites. We've had a lot of deaths and missing dogs, so our registration numbers have gone down. We've been getting a lot of dogs coming from Hope vale with disease and parasites and we are trying our best to stay on top of things.

Nil Reports from Centrelink and Post Office for last month.

DW&BS will provide verbal report on National Indigenous Empowerment Summit.

RECOMMENDATION:

That Council reviews and adopts the Director of Works and Building Services report for the month of October 2019.

**Director Works and Building Services
Victor Mills
16 October 2019**

7. CLOSED SESSION

WUJAL WUJAL ABORIGINAL SHIRE COUNCIL

ORDINARY COUNCIL MEETING

Thursday 24 October 2019



7. Closed Session

8. GENERAL BUSINESS

9. NEXT MEETING

The next meeting is to be held on 21 November 2019.

10. MEETING CLOSE