



AGENDA

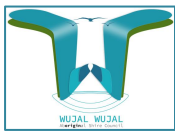
Ordinary Council Meeting

15th OCTOBER 2020

COMMENCING AT 9.00AM



Wujal Wujal Aboriginal Shire Council



Council Members

Mayor, Councillor Bradley Creek

Deputy Mayor, Councillor Vincent Tayley

Councillor Robert Bloomfield

Councillor Regan Kulka

Councillor Vanessa Tayley

Executive Staff

CEO, Steve Wilton

Director Finance & Corporate Services, Harish Nair

Director Works & Building Services, Victor Mills

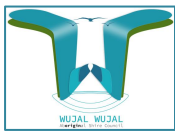
Executive Assistant, Amelia Fagan



WUJAL WUJAL ABORIGINAL SHIRE COUNCIL ORDINARY COUNCIL MEETING AGENDA

Thursday 15th October 2020

- 1 WELCOME/MEETING OPEN
- 2 ATTENDANCE/APOLOGIES
- 3 CONDOLENCES/CONGRATULATIONS
- 4 COUNCILLOR OBLIGATIONS
- 5 CONFIRMATION OF PREVIOUS
MINUTES
- 6 REPORTS
 - 6.1 Mayor's Update
 - 6.2 Chief Executive Officer's Report
 - 6.3 Director Finance & Corporate Services
(DF&CS) Report
 - 6.4 Director Works & Building Services
(DW&BS) Report
- 7 CLOSED SESSION
- 8 GENERAL BUSINESS/LATE ITEMS



1. WELCOME/MEETING OPEN

Mayor welcomes everyone and opens the meeting.

2. ATTENDANCE/APOLOGIES/PRESENTERS

3. CONDOLENCES/CONGRATULATIONS

4. COUNCILLOR OBLIGATIONS/DECLARATION OF INTERESTS

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

Declaration of Conflict of Interest on any item of business

Registers of Interest

5. CONFIRMATION OF MINUTES

Confirmation of Previous Minutes of meeting held 17th September 2020
as circulated.

Business Arising from Previous Minutes
report given at the meeting.



6. REPORTS

6.1 MAYOR'S UPDATE

- 6.1.1 Teleconference FNQROC 18 September
- 6.1.2 DLGRMA Training
- 6.1.3 CDCC Family Fun Day 30 September
- 6.1.4 Meeting with A/AC Gwin QFES
- 6.1.5 Meeting with Tracy Ludwick CYP
- 6.1.6 TCICA AGM & Ordinary Meeting
- 6.1.7 Cape York School and Community Engagement Summit
- 6.1.8 FNQROC Meeting Cairns
- 6.1.9 Correspondence/Media Releases



6.1 MAYOR'S UPDATE

6.1.1 Teleconference FNQROC

Teleconference regarding proposed change to FNQROC Charter and Election of a Chair. – Mayor to give verbal report.

6.1.2 DLGRMA Training

Training on the new Integrity Act Reforms

6.1.3 CDCC Family Fun Day

Mayor to give verbal report

6.1.4 Meeting with A/AC Gwin QFES

Catchup with A/AC Gwin – QFES – Mayor to give verbal report

6.1.5 Meeting with Tracy Ludwick Cape York Partnerships

Mayor to give verbal report

6.1.6 TCICA AGM & Ordinary Meeting

Attended the TCICA AGM followed by an Ordinary Meeting – Mayor to give Verbal Report

6.1.7 Cape York School and Community Engagement Summit

Attended Cape York School and Community Engagement Initiative Summit with Mayors and their Education Representative Principals. Assistant Director-General – Dave Hartley
Regional Director – Stephen Bell Regional Staff
Mayor to give verbal Report

6.1.8 FNQROC Meeting Cairns

Mayor to give verbal report

6.1.9 Correspondence/Media Releases

TCICA Meeting Communiqué

RECOMMENDATION:

That Council receives and endorses the Mayor's report for the month of October 2020



TCICA Meeting Communiqué

The Torres Cape Indigenous Council Alliance (TCICA) Inc held its sixth meeting for 2020 on Wednesday 7 October, which followed on from TCICA's Annual General Meeting earlier in the day.

Mayors, councillors and chief executives from across the Torres Strait and Cape York region met in Cairns to discuss key regional priorities and initiatives, with a focus on the upcoming State election. Regional leaders heard from the Shadow Minister for Local Government Ann Leahy about the LNP's plans if elected, as well as from a number of the candidates for the electorate of Cook. Leaders also heard from Noel Pearson and Cape York Partnerships on their Job Guarantee policy proposal and received an update on some exciting arts programs and projects across the region.

2020 Annual General Meeting

Mayor of Lockhart River Aboriginal Shire Council Wayne Butcher was elected unopposed as TCICA's new Chair, taking the reins from Torres Shire Council Mayor Vonda Malone, who served three terms as Chair. Mayor Butcher was a founder of the earlier Cape Indigenous Mayors Alliance and has since played an integral role in the development of TCICA.

Mayor of Kowanyama Aboriginal Shire Council Robbie Sands was elected to the position of Deputy Chair. Whilst in his first term, Mayor Sands brings a wealth of local government experience to TCICA having previously served as Kowanyama's Deputy Chief Executive Officer. Cook Shire Council Mayor Peter Scott was re-elected as Treasurer for the fourth year running.

Mayors recognised the leadership of outgoing Chair Vonda Malone in steering TCICA to the strong position it is in today. Before vacating the position, Mayor Malone reflected on the past year and the achievements of TCICA during that time. She spoke about the growing awareness of the work of TCICA and the effective partnerships that have been built with State and Federal Government ministers.

TCICA undertook its first coordinated advocacy visit to Canberra in November 2019, where leaders met with a range of senior Government ministers including Ministers Wyatt, Coulton, Fletcher, and Canavan, and key shadow ministers. Unfortunately, COVID meant leaders could not travel to Brisbane during the first half of 2020, however TCICA continued to advocate on important matters including Indigenous housing, health service delivery, support for tourism development, and ongoing operational support for TCICA.

Despite the challenges of COVID-19, TCICA was able to respond to a number of government inquiries throughout the year, including the Inquiry into the Opportunities and Challenges of the Engagement of Traditional Owners in the Economic Development of Northern Australia, and Inquiry into the effectiveness of the Australian Government's Northern Australia agenda. TCICA also lobbied the State Government to help stop proposed changes to local government legislation to do with informal meetings.

Leaders look forward to the next 12 months as TCICA continues to grow in presence and increase its recognition as a respected and credible voice for the Torres Strait, Cape York and Gulf regions.

Cape York Partnerships

TCICA received a presentation from Noel Pearson and Cape York Partnerships' Head of Policy Prue

Gusmerini on their Jobs Guarantee policy proposal, which is intended to bring the dignity of work to every Australian. The Jobs Guarantee concept was founded by economics professor Bill Mitchell and



is a scheme that provides a genuine job for all those who are able to work. The job pays the minimum wage, superannuation contributions and leave entitlements.

Jobs would be provided by State and Commonwealth Governments, local councils, accredited NGOs and social enterprises. Local governments would allocate workers to jobs and manage the scheme. The Job Guarantee is different to CDP because the funding allocation would include on-costs and capital costs which would allow councils to properly design jobs.

Mr Pearson is seeking TCICA's support for the proposal and says there is an opportunity to advocate for a regional Job Guarantee for the Torres Strait, Cape York and Gulf region. He proposes a partnership arrangement with TCICA councils, with a Regional Negotiation Table to be established to negotiate a regional Job Guarantee with Government.

TCICA agreed to consider the proposal, noting that each Council needs to make its own determination about participating in the scheme.

Advocacy and Engagement

Leaders heard from Shadow Minister for Local Government Ann Leahy on the LNP's key policies for the upcoming State election. Policies include a commitment to ensure local governments have fairer access to procurement opportunities, a Queensland Investment Partnership to secure \$1 billion of private sector investments, investments in water infrastructure for long term water security, the establishment of an Economic Recovery Agency led by the Coordinator General, and review of the Belcarra legislation. Ms Leahy noted how successful the Works for Queensland program is and advised there are no plans by the LNP to change it. Further, the LNP will honour Budget commitments of Labor including increases to State Government Financial Aid. Ms Leahy also confirmed her support for the normalisation of Weipa, to improve digital and mobile communications across the region, for the Ministerial and Government Champions program, and for operational support of TCICA going forward.

Leaders also heard from candidates for the State electorate of Cook, including LNP candidate Nipper Brown, North Queensland First candidate Desmond Tayley, Independent candidate Yodie Batzke and KAP candidate Tanika Parker. All candidates support TCICA's priorities and if elected, committed to work with TCICA to progress important issues for the Torres Strait, Cape York and Gulf region.

Arts and Culture

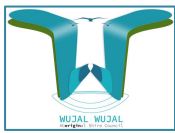
Cape York and Torres Strait regional arts officer Waratah Nicolls presented to TCICA on the Regional Arts Services Network and projects including the Gateway to Cape York Sculpture Park and Sculpting the Tropical Trail. Together these projects are intended to increase local residents' engagement in arts and culture, enhance the visitor experience and encourage more thoughtful and respectful travellers to our region.

The Gateway to Cape York will provide information about the history, culture, people and ecology of the Cape and environmental issues such as littering, toilet etiquette, weed seed hygiene, fire hazards, waste disposal and the importance of respecting landowners' rights. Stage one will be completed this month and stage two, which includes the sculpture park is expected to be complete by October next year. The Park is mapped as a map of Cape York. Pathways will be constructed to represent the roads of the Cape and artworks and signage will be installed at the site of each community and town.

The Sculpting the Tropical Trail project is planned to install public art in some communities reflecting the public art at the Gateway Park.

Next Meeting

TCICA's next meeting is currently scheduled for November.



6.2 Chief Executive Officer Report

6.2.1 COVID-19 Status Report

6.2.2 TCICA Annual General Meeting and Ordinary Board Meeting

6.2.3 WWASC Social Media Report

6.2.4 Councillor Creek Inappropriate Conduct

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 damage



6.2 Chief Executive Officer Report

Items arising from previous meetings

CEO Action Items

Date:	Action	Status	Comment
Council Meeting held 23 January 2020			
CEO'S REPORT			
6.2.1 Res: 0423012020	CEO to write a letter to DNREM outlining Council decision that WWASC supports the partial road closure of Douglas Street with the intention to use the closed portion for future residential development Further; WWASC supports commencement of negotiations with relevant Native Title bodies for an ILUA for the future use of the area of road closed.	Completed Ongoing	Letter to Jabilbina advising them of resolution and requesting consultation towards ILUA
	CEO to commence Community Consultation is required to proceed with Phase 1 funding Alcohol Management Plan – Wujal Wujal identified as being eligible for Phase 1 funding of \$50,000	On Hold	Can now consult via survey house to house to liaise with DATSIP. Funding available for consultations. The funding will go to WWJG who will run the consultation
	CEO to commence Community Consultation to endorse a Community Advisory Committee to be undertaken after elections to support Local Thriving Communities initiative.	On Hold	Former Mayor was on the Community Advisory Board this committee needs to reconvene. 33 new Mayors across the state. Only 5 sitting Mayors returned to ATSI Councils.
GENERAL BUSINESS			
	Housing Maintenance reviews needed. CEO to ask DHPW and report back to the Council at the next meeting.	On Hold	
	No follow up on bitumen roads since the floods. Can we start talking to TMR and QRA about funding for this. SES needs tidying up to make it a bit more accessible. CEO to investigate and follow up and advise at next council meeting.	In progress	Talking to TMR



Council Meeting held 20 February 2020			
Res: 0820022020	That Council approves and adopts the proposed Singapore Ant Management Regime and direct the Chief Executive Officer to seek funding for the implementation of the regime in conjunction with the Department of Housing and Public Works. Moved.	In Progress/ On Hold	Still advocating for funding.
Res: 0920022020	That Council agrees to participate in the Coast to Coast conference in Cairns in July 2020 in collaboration with Griffith University and other participating stakeholders	On Hold	
Council Meeting held 19 March 2020			
	WWASC to pursue funding for Video Conferencing through DATSIP Deputy Premier, Government Champion, Telstra.	In Progress	Should obtain funding for this as COVID-19 requires more teleconference ability.
Council Meeting held 23 April 2020			
6.2.1 Res: 0523042020	That Council accept the offer of \$5,000 p.a with 2% annual increase from Visionstream Pty Ltd on behalf of Telstra to lease an area of approx. 38.5 sq/mtrs on Lot 1 on RP717971. For the purpose of a Satellite small cell telecommunications facility along with an associated equipment shelter. Further, the Mayor and Chief Executive Officer be authorised to execute the lease documentation to facilitate the construction and commissioning of the facility. CEO to inform Visionstream Pty Ltd.	Completed	Copy of the draft lease document provided 7 May. Currently being reviewed
Council Meeting held 21 May 2020			
General Business	Stolen Wages should get lawyer here for community talk. Explanation of wait needs to be captured and the people involved more. CEO advised restrictions are preventing this at present. CEO suggested they make a video and community can then attend the Council to watch this. CEO to discuss with Auntie Marie Shipton	Ongoing	15/05 spoke to information line. They are intending to carry out community engagement when restrictions ease. They will get back to Council re our video suggestion



	and find out the contact to make this happen.		
Council Meeting held 30 June 2020			
CEO Report 6.2.2 Res No. 0330062020	Adoption of Human Rights Policy.	CEO to sign off and ensures this policy is uploaded to the WWASC website	Completed
CEO Report 6.2.3 Res No. 0430062020	Adoption of Complaints Management Policy noting the reference to the Human Rights Policy	CEO to sign off and ensures this policy is uploaded to the WWASC website	Completed
CEO Report 6.2.4 Res No. 0530062020	That Council ACCEPTS the formal offer to purchase the Donga from WWASC formally known as the Hair Dressing Salon located on Third St Ayton for \$3500 by Jack and Tracey Ditchfield as detailed in letter to CEO Stephen Wilton 12 June 2020. As is condition no cost to Council.	CEO to inform Jack and Tracey Ditchfield in writing that the Council accepts their offer.	Advice provided to applicant 30 June 2020
DW&BS Report Conclusions/ recommendations	Animal Management MOU with Brook – agreement with previous CEO. CEO to look into this and come back to the Council.		
General Business	SES training for young people. CEO to talk to SES Trainer and come back to the Council.		
Council Meeting held 16 July 2020			
CEO Report 6.2.2 Res No. 0416072020	That Council notify the Office of Industrial Relations that the nominated dates for 2021 Special and Show Holidays are as follows; Friday 16 July 2021 Cairns Show Holiday Friday 24 Sept 2021 Wujal Wujal Rodeo Day Special Holiday Friday 29 October 2021 Wujal Wujal Foundation Day Special Holiday	CEO to notify Office of Industrial Relations	Complete
6.2.3 Res No. 0516072020	21 Hartwig Street – Social Housing Register That Council advise the Department of Housing and	CEO to advise DHPW	Complete



	Public Works (DHPW) to remove the house located at 21A and 21B Hartwig Street Wujal Wujal from the social housing register and request the social housing 40-year lease for this property be relinquished.		
Guest Speaker	That Council resolves to endorse the Reef Guardian Program and resolves to adopt the MOU for this term of Council. The Council nominates Patrick Nandy Jnr as the representative to attend working group meetings and the Mayor and CEO to attend executive meetings.	CEO to sign MOU	Complete
Closed session Res No. 1216072020	That Council appoint or engage NCP Contracting to undertake, design and construct the Wujal Splash Park AS2124 (Local Buy contract BUS270) to the value of \$871,490 excluding GST outlined in the agreement by NCP Contracting.	CEO to sign contract	Complete
Closed session Res No. 1316072020	That Council engage AquaManage Service Propriety Ltd to monitor and service remote access and review the Scada Network System for a period of 12 months.	CEO to sign	Complete
General Business Res No. 1416072020	That Council enters/signs the contract for the Queensland Container Refund Scheme in the new recycle shed as supplied by Container Exchange (QLD) Limited.	CEO to sign	Complete
General Business	Councillors raised concerns about Shanty's on the beach	CEO to raise this with Cook Shire Council	Ongoing
Council Meeting 17 September 2020			
CEO Report Res No 0417092020	Council adopted Planning Scheme alignment amendments. Advertise Notice and publish in Government Gazette	CEO	Complete



6.2.1 COVID-19 – September - October -STATUS REPORT

The Queensland declared state of emergency has been in place since 22 March 2020. The Wujal Wujal Local Disaster Management Group has remained in “Stand Up” and has not met since the last Council meeting although one decision was made by email correspondence.

There has been a number of changes during the reporting period September- October. These changes have related to the Queensland border bubble being extended to include a number of northern NSW local government areas into the bubble. Residents from the ACT are now also able to enter Queensland without being required to do 14-day hotel isolation.

The restrictions on the number of people gathering together either publicly or in private have also eased in the south east corner. The number of people at gatherings across the state is now 30 people. Some of the restrictions on businesses have also eased with patrons now able to stand when eating and drinking at venues.

If a business is operating under a covid safe plan that allows more people than the plan prevails

On Tuesday 6 October the CEO sat in on a Cairns District Disaster Management Group exercise where two scenarios were explored entailing a dual event (i.e. COVID 19 outbreak at the same time as a tropical cyclone). One scenario was a Cairns outbreak and the other in Lockhart River.

These planning exercises are valuable in that they identify where possible problems may arise and allow for plans to be modified to cover all possible eventualities.

RECOMMENDATION:

That Council note the COVID-19 Status Report for September/October from the Chief Executive Officer.



6.2.2 Torres and Cape Indigenous Council Alliance (TCICA)

On Wednesday 7th October the Mayor and CEO attended the TCICA AGM and ordinary meetings in Cairns.

At the AGM the executive of TCICA was elected for the next 12 months. Cr Wayne Butcher Mayor of Lockhart River Aboriginal Shire Council was elected Chairperson, Cr Robbie Sands Mayor of Kowanyama Aboriginal Shire Council was elected Deputy Chairperson and Cr Peter Scott Mayor of Cook Shire Council was elected as Secretary/Treasurer.

During the TCICA board meeting a number of candidates for the seat of Cook in the upcoming State election addressed the meeting outlining their visions if they are successful on 31 October. The candidates were;

Mr Nipper Brown, LNP Candidate
Mr Desmond Tayley, NQ First Candidate
Ms Yodie Batzke, Independent Candidate
Ms Tanika Parker, Katter Australia Party Candidate

The board was also addressed by Ann Leahey MP Shadow Minister for Local Government outlining the LNP position on local government if the LNP are successful at the 31 October election.

It was noted that they would most likely retain the Works 4 Queensland program (depending on budget) and also continue with the Government Champion Program if the indigenous Councils indicated the program was supported by communities.

Mr Allen Cunneen also ran through the LGAQ update (copy attached)

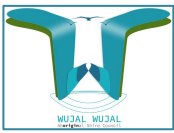
There was an interesting presentation and discussion on a proposed employment program called Jobs Guarantee Policy by Mr Noel Pearson from the Cape York Partnerships. Mr Pearson is looking for TCICA and Cape York institute to enter a partnership to advocate for the adoption and implementation of the program by the Federal Government.

It was agreed that each TCICA member take the proposal back to their Councils for discussion to gauge whether or not TCICA proceeded with the Cape York Institute.

The Power Point presentation will be shown at the meeting and Council's position determined for reference back to the TCICA board.

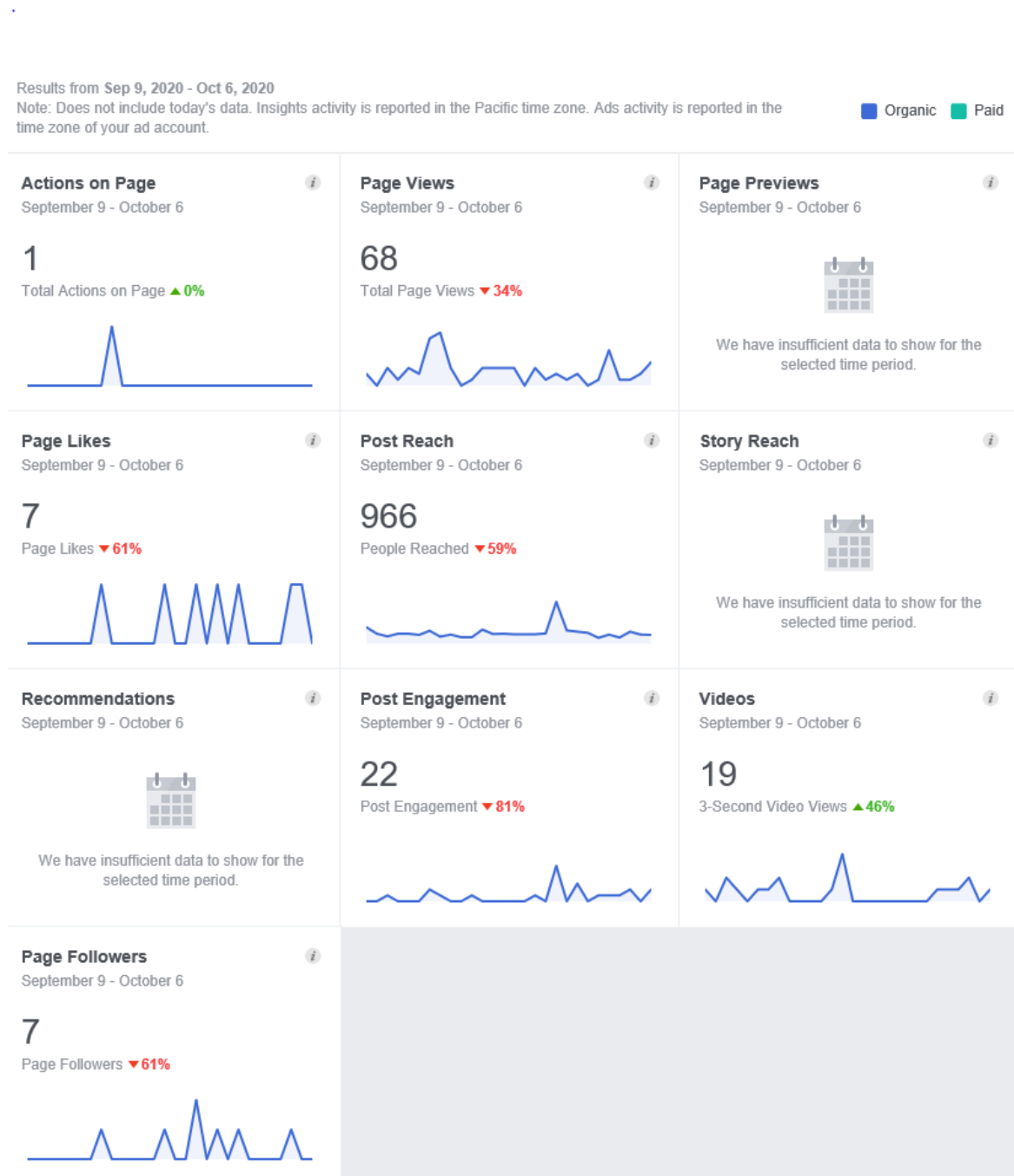
RECOMMENDATION:

That Council advise the TCICA board that WWASC is supportive/not supportive of TCICA working with the Cape York Institute to advocate for the Job Guarantee Policy to be implemented.



6.2.3 WWASC Social Media Report

Facebook activity report for noting by Council



RECOMMENDATION:

That Council notes the report on social media statistics for the month.



6.2.4 Councillor Creek Inappropriate Conduct

During the period between the close of polls on 28 March 2020 and the declaration of the Poll on 10 April 2020 Councillor Creek made a Facebook post that was considered offensive and subsequently reported to the Chief Executive Officer.

Under the Local Government Act 2009 the CEO was obliged to refer the complaint to the Office of the Independent Assessor (OIA). The OIA investigated the matter including providing Cr Creek with an opportunity to respond to the complaint. The OIA have found that Councillor Creek's action was inappropriate conduct and have referred the matter back to Council to deal with noting Cr Creek's admissions and the circumstances leading to the post.

The CEO started preparing the report to Council to recommended that Council note the inappropriate conduct and take no further action given the minor nature of the inappropriate conduct.

The conduct occurred prior to the declaration of the poll when Cr Creek was not the Mayor however, he is now Mayor having taken his declaration of office on 11 April 2020. Council's Investigation Policy requires that complaints about the Mayor referred to Council by the OIA be forwarded to the Local Government Conduct Tribunal to make recommendations to Council on sanctions if any.

As Cr Creek was not the Mayor at the time of the incident the CEO has sought advice from the Local Government Conduct Tribunal on whether the matter requires referral. At the time of writing this report no advice has been received.

The OIA referral and other material has previously been sent by email to Councillors (Copies are also tabled for Councillors reference)

RECOMMENDATION:

That Council notes the report on Cr Creek Inappropriate Conduct Complaint.

Chief Executive Officer
Stephen Wilton
8 October 2020

RECOMMENDATION:

That Council receives and endorses the CEO's report for the month of October 2020.



6.3 DIRECTOR FINANCE & CORPORATE SERVICES REPORT

Ordinary Council Meeting – 15 October 2020

Finance & Corporate Services Report

Harish Nair- Director Finance & Corporate Services (DF&CS)

QAO final audit & Financial Statements for the year ended 30 June 2020

- QAO team was in Wujal Wujal 14-18 September & audit remotely ever since and we are addressing queries when received and DF&CS meeting periodically with QAO
- Changes to Accounting Standards and increased/new Financial Statements disclosures are very challenging and involve lot of hard work
- As previously reported, a major challenge is- years of projects dumped in Work in progress (WIP) is getting cleaned out- lack of supporting information is a real challenge but we are determined to clean up the WIP balance & Financial Statements
- Council's asset register from the previous years are in poor condition, we have capitalised completed projects from WIP and all other assets are taken up, thus 30/06 asset register is in reasonable clean order which will help us in the upcoming 2021 comprehensive revaluation of assets
- If all goes to plan, QAO clearance will be by 14 October, with signing of Financial Statements by Mayor & CEO on 15 October
- From an early assessment, a major issue QAO may raise is Council's restricted cash position (previously reported), details to be in the final management report from QAO

Bank balance & Operating result as at 30 September 2020

- Council's combined bank balance was \$1,099,126.75 (without including the \$705,852 funding received for housing upgrades)
 - As at 30 September 2020 a surplus of \$ 1,732,496.12 was reported-
- Attachment 1** Revenue & Expenditure Report as at 30 September 2020
(Practical extract)



6.3.1 Finance Manager Report

- Report requested but none received for second month- Finance Manager gone on leave

6.3.2 Accounts Payable Officer Report

Reporting Period	September 2020
Reporting Officer	Vivien Donahue

Open Purchase Orders

- As at 30 September 2020, open purchase orders to the value of \$3,462,456.46 which is a true reflection of what Council owes its suppliers/contractors. Open purchase order report is now reviewed on a weekly basis

Summary of creditors run for the month

Payment date	Total payment	Comment
01/09/2020	\$232.90	This payment run included individual amount below threshold \$10,000
03/09/2020	\$38,158.52	Largest payment to RECS Consulting - \$15,353.25
10/09/2020	\$105,820.59	Largest payment to FNQ Pipelines - \$23,369.50 and Modus Australia - \$32,406.00
14/09/2020	\$200,000.00	Payment to FNQ Pipelines
15/09/2020	\$39,315.99	Payment to FNQ Pipelines
17/09/2020	\$193,182.32	Largest payments to Aqua Management - \$14,591.50, Briody Plumbing - \$62,964.00, Eminent Plastering - \$30,822.00, LGAQ - \$45,039.50 and RECS Consulting - \$10,303.69
23/09/2020	\$114,037.22	Payment to RECS Consulting



24/09/2020	\$191,134.77	Largest payments to Nambal - \$13,111.88, QLGW - \$38,987.32, RECS Consulting - \$105,162.75 & Up North Building - \$12,672.00
30/9/2020	\$22,866.80	Payment to FNQ Pipelines

6.3.3 Accounts Receivable Officer Report

Reporting Period	September 2020
Reporting Officer	Melita Baird

Invoicing

66 Invoices were raised totalling \$290,972.79 for the period of 1 to 30 September 2020

- 64 Work Orders for Responsive Maintenance totalling \$45,419.19
- 2 Purchase Order for Planned Maintenance totalling \$245,553.60

QBUILD INVOICING COMPARISON

Month	2020	2019	Variance
September	\$290,972.79	\$132,652.59	\$158,320.20

6.3.4 Payroll Officer Report

Reporting Period	September 2020
Reporting Officer	Renelle Shipton

Total number of employees as at 30 September 2020	60
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Staff movement for the month

Appointments	1
Resignations/terminations	3



Summary of Pay run for the month:

Pay period ending	Total gross payment
01/09/2020	\$74,962.55
08/09/2020	\$77,185.26
11/09/2020- State Wage Increase 2020	\$1,129.51
11/09/2020- Termination	\$227.32
15/09/2020	\$78,568.38
22/09/2020	\$85,630.00
28/09/2020- Termination	\$7,224.25
29/09/2020	\$76,223.45

6.3.5 Information Management Officer Report

Reporting Period	September 2020
Reporting Officer	Wendy Rowlands

Information Management & Training

We have implemented the 20MG bandwidth so hopefully this will increase the quality and speed of our network whilst allowing bigger files to be sent. Continued filing and document management in Magiq and other Council data bases. I have completed another unit in Cert 4 Leadership and Management – “Coordinate Customer Service Strategies”



IT Management

The spreadsheet below indicates the number of Fourier, Telstra and Magiq Information Technology tickets created and resolved for the month of September.

DATE	SERVICE PROVIDER		
	FOURIER	MAGIQ	TELSTRA
1/09/2020	17	2	3
2/09/2020	1		
3/09/2020	3		
4/09/2020	1		
7/09/2020	6	2	2
8/09/2020	13	5	2
9/09/2020	14		2
10/09/2020	9		3
11/09/2020	11		3
14/09/2020	4		2
15/09/2020	2		3
16/09/2020			1
17/09/2020	1		1
18/09/2020	3		
21/09/2020	3		
22/09/2020	8		
23/09/2020	2		
24/09/2020	6		
25/09/2020	8		
28/09/2020	7		
29/09/2020	12		
TOTAL	131	9	22

Director Finance & Corporate Services
Harish Nair
October 2020

RECOMMENDATION:

That Council receives and endorses the DF&CS report for the month of October 2020.



Attachment 1- Revenue & Expenditure Report (Practical extract)

General Ledger"2020.8.27.1		Financial Year Ending 2021	
(Accounts: 0001-0001-0000 to 5885-7000-0000. All report groups. 25% of year elapsed.			
WUJAL WUJAL ABORIGINAL COUNCIL"		Printed (HARISH): 08-10-2020 7:59:13 AM	
	REVENUE	EXPENDITURE	SURPLUS/ (DEFICIENCY)
	30-Sep-20	30-Sep-20	30-Sep-20
CORPORATE SERVICES			
General Administration			
Sundry Income	126,918.08		
Hire Fees-Council Facilities	568.18		
Power Cards Revenue	923.6		
Power Card Expenses		4,284.09	
Admin Operating Expenses		219,212.19	
Maintenance Costs-Eqpt		760	
Legal, Town Planning & Consultancy		4,498.72	
Insurances		113,969.56	
IT Management-Wages		4,180.69	
IT Management-non wages		29,466.58	
Admin Overhead Recoveries		-94,702.41	
Administration Training Costs		1,125.00	
Cultural Engagement Unit Expenditure		45,460.86	
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General Administration	128,409.86	328,255.28	-199,845.42
Finance			
FAGS Grant	147,974.50		
Interest Income from Investments	114.54		
Joint Venture JV Placement Income	5,000.00		
Bank Fees and Charges		718.58	
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Finance	153,089.04	718.58	152,370.46
Community Agencies			
Commission and Sales-Post Office	6,444.99		
Commission-Centre Link	3,970.68		
Centre Link Agency Costs		10,391.43	
Bank Agency-PO Costs		9,081.91	
	-----	-----	-----
Community Agencies	10,415.67	19,473.34	-9,057.67
Employee Costs and Recoveries			
Superannuation Expense		105,646.30	
Annual Leave Expense		90,572.74	
Sick Leave Expense		34,605.97	
Public Holidays		7,594.88	
Long Service Leave Expense		11,898.45	
Floating Plant & Loose Tools		385.45	
Workcover Insurance and Costs		35,138.99	



Recoveries-Superannuation		-72,637.88	
Recoveries-Annual Leave		-72,547.55	
Recoveries-Sick Leave		-24,694.97	
Recoveries-Public Holidays		-24,694.97	
Recoveries-Long Service Leave		-8,042.27	
Recoveries-FP<		-9,303.66	
Recoveries-Workcover		-6,896.12	
Recoveries-WH&S		-9,454.07	
Recoveries-Training		-9,454.07	
	-----	-----	-----
Employee Costs and Recoveries	0	48,117.22	-48,117.22
	-----	-----	-----
CORPORATE SERVICES	291,914.57	396,564.42	-104,649.85
CORPORATE GOVERNANCE			
Executive			
Governance Expenses		117,378.78	
Councillors Remuneration		83,497.57	
Councillors Conference/Wshop Exps		2,562.04	
Other Operating Expenses		5,077.97	
DES Grant 2021 Rodeo	20,000.00		
	-----	-----	-----
Executive	20,000.00	208,516.36	-188,516.36
	-----	-----	-----
CORPORATE GOVERNANCE	20,000.00	208,516.36	-188,516.36
TECHNICAL SERVICES			
2020-21 COVID W4Q	535,000.00		
Counter Disaster Exp-Wages		3,653.04	
Counter Disaster Exps-Non-Wages		4,766.24	
Works External Plant Hire Revenue	545.4		
Works Administration Costs		115,105.69	
Works Overhead Recoveries		-31,946.03	
Works Training/Tickets/Licence Renew		38.4	
	-----	-----	-----
Technical Services Office	535,545.40	91,617.34	443,928.06
Street Maintenance			
Works Street Maintenance Costs		535.71	
	-----	-----	-----
Street Maintenance	0	535.71	-535.71
Parks and Gardens			
P&G Maintenance Costs		140,934.14	
	-----	-----	-----
Parks and Gardens	0	140,934.14	-140,934.14
Recoverable Works			
2017-18 CYRP Projects Claims	933,086.79		
DATSIP Funded Works	-5,000.00		
Works Private Works Costs		381.5	
	-----	-----	-----
Recoverable Works	928,086.79	381.5	927,705.29



Service Station			
Service Station- Fuel Sales	17,568.92		
Service Station Gas Sales	2,212.66		
Cost of Gas Sold		140.9	
Service Station - Wages		8,916.72	
	-----	-----	-----
Service Station	19,781.58	9,057.62	10,723.96
Workshop			
Workshop Operating Expenses		26,884.01	
	-----	-----	-----
Workshop	0	26,884.01	-26,884.01
Plant Operations			
Plant Repairs & Maintenance		53,866.97	
Plant Recoveries		-69,675.24	
Plant Hire Recoveries		-75,407.46	
	-----	-----	-----
Plant Operations	0	-91,215.73	91,215.73
Water Supply			
Water Supply Operating Expenses		83,245.16	
	-----	-----	-----
Water Supply	0	83,245.16	-83,245.16
Sewerage Operating Expenses		54,921.04	
Sewerage Maintenance Costs		2,940.53	
	-----	-----	-----
Sewerage Services	0	57,861.57	-57,861.57
Environment and Waste			
Waste Management Levy	4,382.00		
Rubbish Collection Bins		17,682.48	
DES Small-scale Infrastructure Grant	45,978.06		
Operating Expenses -Env & Waste		1,629.11	
	-----	-----	-----
Environment and Waste	50,360.06	19,311.59	31,048.47
ATSI PUBLIC HEALTH			
ATSI - Public Health Grant 71406	42,989.00		
ATSI - Salaries & Wages		3,275.41	
ATSI - Other project costs		25,654.43	
	-----	-----	-----
ATSI PUBLIC HEALTH	42,989.00	28,929.84	14,059.16
Buildings			
Building Rental Revenue	34,951.27		
Sports Oval Camping Fees	36.81		
Staff housing rental	4,320.00		
Building Operating Expenses-Wages		17,374.22	
Building Operating Expenses-Non-wage		3,208.09	
Buildings Rep & Maint-Wages		84,371.17	
Buildings-Rep & Maint Non-Wages		23,146.93	
Building Services Training Costs		1,271.89	
Laundromat Operating Expenses		1,068.51	



Recoverable W-BAS Responsive Rev	85,290.39		
BAS DPHW Responsive Expenditure		49,966.54	
Creditors on cost Recovery		-143,417.66	
Wages on cost Recovery		-69,867.94	
BAS DPHW Planned Maint. Revenue	123,753.00		
BAS DPHW Planned Maint. Driveways	449,330.56		
BAS DPHW Planned Maint. Expenditure		49,947.70	
Interim Remote Capital Prg Expenses		33,556.02	
	-----	-----	-----
Buildings	697,682.03	50,625.47	647,056.56
	-----	-----	-----
TECHNICAL SERVICES	2,274,444.86	418,168.22	1,856,276.64
	-----	-----	-----
CORPORATE SERVICES	2,586,359.43	1,023,249.00	1,563,110.43
COMMUNITY PROJECTS			
KINDERGARTEN			
KINDERGARTEN - Operating Expenses		55,035.42	
	-----	-----	-----
KINDERGARTEN	0	55,035.42	-55,035.42
	-----	-----	-----
COMMUNITY PROJECTS	0	55,035.42	-55,035.42
LIBRARY			
LIBRARY - Operating Exp		10,078.43	
First 5 Forever Expenditure		11,923.34	
Seniors Week 2016/2017 Expenditure		202.94	
	-----	-----	-----
LIBRARY	0	22,204.71	-22,204.71
Arts Centre - Gallery Revenue	12,454.51		
Arts Centre - Gallery Purchases		11,278.00	
	-----	-----	-----
Cultural - Arts Centre	12,454.51	11,278.00	1,176.51
IRADF Grant 2020-21	25,000.00		
	-----	-----	-----
IRADF	25,000.00	0	25,000.00
Arts Centre-Council Funded Costs		10,091.58	
	-----	-----	-----
ARTS QLD- INDIGENOUS ARTS FAIR	0	10,091.58	-10,091.58
BIA IAC Operating Grant	25,000.00		
BIA Expenses wages		2,361.83	
BIA Expenses non wages		6,736.66	
	-----	-----	-----
Backing Indigenous Arts	25,000.00	9,098.49	15,901.51
Indigenous Visual Arts			
Indigenous Visual Arts Supp Expenses		44,134.63	
Invoice Revenue from DVD sales	0		
	-----	-----	-----
Indigenous Visual Arts	0	44,134.63	-44,134.63
	-----	-----	-----



Economic Development	62,454.51	96,807.41	-34,352.90
CARE FACILITIES			
Home Care Pkg CACPS Revenue	40,892.46		
Home Care Pkgs CACPS Expenses		2,333.49	
Commonwealth Home Packages CHSP	68,655.52		
CHSP Covid19 Aged Care Meals on Wheels	12,408.62		
Disability Related Health Supp NDIS	910		
	-----	-----	-----
Home Care Packages CACPS	122,866.60	2,333.49	120,533.11
HACC - OPERATING			
HACC Op Grant Commonwealth DOHA	135,000.00		
HACC-Operating Exps-wages		46,788.93	
HACC Operating Exps non-wages		20,131.85	
State HACC Younger Persons Exp		2,484.49	
IEI Program Activity 4-ENHCUQN	55,260.00		
IEI Program Activity 4-ENHCUQN		9,743.69	
	-----	-----	-----
HACC - OPERATING	190,260.00	79,148.96	111,111.04
NJCP			
NJCP Operating Expenses		21,316.75	
	-----	-----	-----
NJCP	0	21,316.75	-21,316.75
Patient Travel			
	-----	-----	-----
RIBS			
NJCP Arts, Culture, Radio			
NJCP Radio Arts Culture 4-4XYYQVV	66,430.00		
NJCP Expenses Arts, Culture, Radio		17,983.39	
	-----	-----	-----
NJCP Arts, Culture, Radio	66,430.00	17,983.39	48,446.61
OFTA Indigenous Broadcasting Program			
	-----	-----	-----
RIBS	66,430.00	17,983.39	48,446.61
	-----	-----	-----
CARE FACILITIES	379,556.60	120,782.59	258,774.01
	-----	-----	-----
COMMUNITY SERVICES	442,011.11	272,625.42	169,385.69
	=====	=====	=====
TOTAL REVENUE AND EXPENDITURE	3,028,370.54	1,295,874.42	1,732,496.12



6.4 DIRECTOR WORKS AND BUILDING SERVICES REPORT

Ordinary Council Meeting – 15 October 2020

Works & Building Services Report

Victor Mills- Director Works & Building Services (DW&BS)

Executive Summary

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

6.4.1 Building Officer's Report

Reporting Period	September 2020
Reporting Officer	Patrick Nandy

Kindy house – 90% complete. In a months' time will be ready for tenants or whatever Council wants it for.

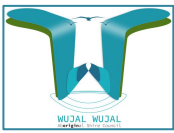
Depot Toilet Disable – will be completed in 4 weeks also.

Contractors Quarters – Windows/Sliding doors will be completed by the end of next late next week to lock up stage. Tiler will start in 2 weeks' time. Progress is happening yahooooo.

Kitchen in Sports Hall – in procurement stage.

Stores Office build – still awaiting quotes from builders.

Workflow		
Unscheduled	<div style="width: 5%;"></div>	8
Work In Progress	<div style="width: 40%;"></div>	124
Awaiting Approval	<div style="width: 2%;"></div>	2
Completed	<div style="width: 5%;"></div>	18
Invoiced	<div style="width: 80%;"></div>	311
Field Workers		
Carpentry		41
Electrical		31
Painting		2
Pest Control		10
Plumbing		30
Yard Work		10



6.4.2 RIBS Officer's Report

Reporting Period	September 2020
Reporting Officer	Carmel Haines

Daily Task:

- Answering Calls
- Checking Emails and correspondence

Spending:

- No spending for this month

Incoming and Outgoing Correspondence:

- Been keeping in touch with Black Star Radio about the technical issues that are at fault at the moment due to no internet connection.

Announcements:

- No announcement for a few weeks due to technical issues with computer.

Recommendations and Resolutions:

- I need a camera to document pictures for each of my reports.
- I need Word document on my computer so that I can write up my reports, interviews etc.

Study:

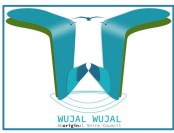
- I am currently waiting on an answer from TAFE about the course and when it commences.

Picture 1: The silver modem is faulty

Picture2: Radio system

Picture3: Computer that is having technical issues and that I work on to go on air.

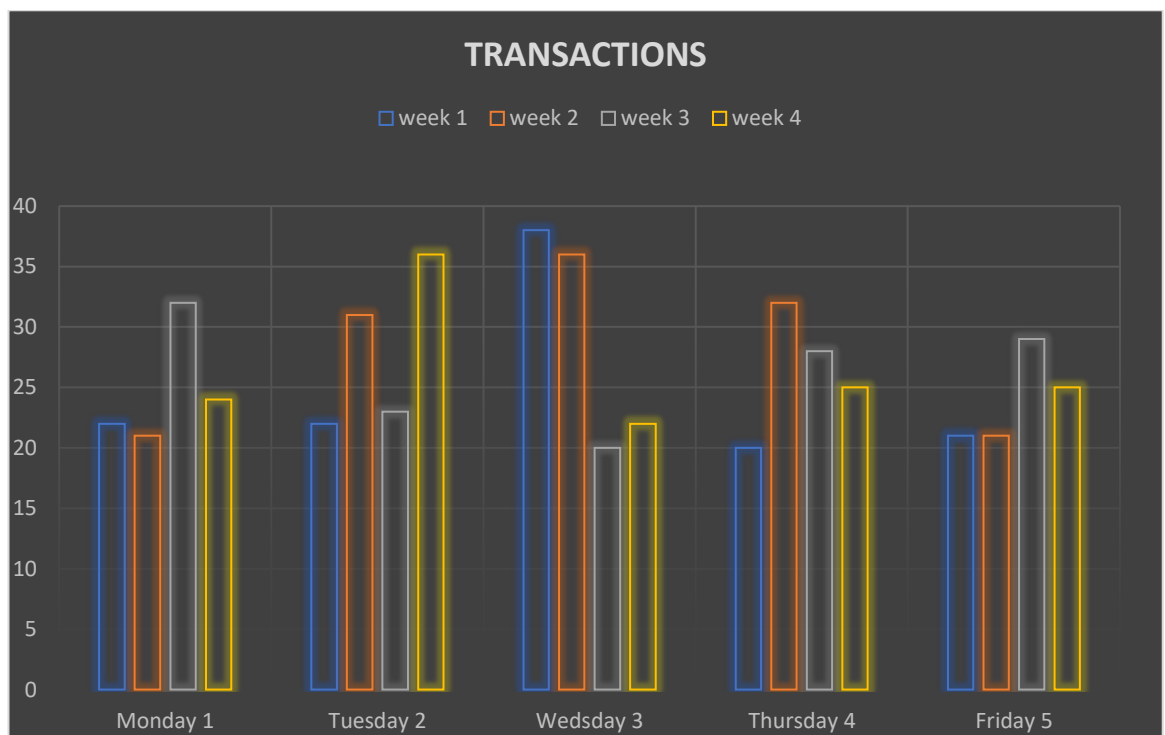




6.4.3 Post Office Report

Reporting Period	September 2020
Reporting Officer	Neal Ransom

- The Post office can now charge to send mail from non Wujal Council departments, e.g. (My Pathways, Police and Qld Health)
- All postage assessment from Sep – 06 Oct = \$145.55
- The number of transactions from 06 Sep to 06 Oct = 564



COVID-19 Measures are still in place with social distancing @ 1.5m, and hand- wash made available at the counter, the general community members have adapted well to the changes.

Mail is still slow with some people receiving their mail 3 months later, due to the pandemic.



6.4.4 Kindergarten Director's Report

Reporting Period	September 2020
Reporting Officer	Coraleen Shipton

Term 4

Children commenced Kindergarten on Tuesday 6th September

Expenditure for September

1. Ayton IGA – Consumables
2. Cooktown Hardware - \$450.00
3. Modern Teaching Aids – \$593.19
4. Kmart Smithfield - \$473.00

Training

We now have both staff currently studying Certificate 3 in Early Childhood and care

Visitors

1. Apunimipa
2. My Pathways
3. Queensland Health – Guidance Officer
4. Child Safety
5. Education Queensland – Head of Special needs

6.4.5 Centrelink Officer's Report

Reporting Period	September 2020
Department	Centrelink
Reporting Officer	Marie Shipton & Michelle Barath

- All equipment functional
- Ongoing with Centrelink requirements of setting recipients on MyGov account
- Centrelink training completed as per requirements
- New employee has commenced training to take over the Centre link role, 15hrs per week
- All Training requirements completed by agents



6.4.6 Operational Works & Services Officers Report

Reporting Period	September 2020
Reporting Officer	Geoffrey Rosendale

Currently Parks and Landcare crew are cleaning, whipper snipping, trimming and kerbside pickup, also attempting all the earth drains around Florence Lane and Heorlein Street.

Southside houses and water tanks have all been cleared of potential fire risks also all fence lines to prepare for the control burn, the hold up with the burn was due to strong wind warnings.

The P&L crew have done a great job in preparation for the family day at the sports oval.

6.4.7 Capital Projects Officers Report

Reporting Period	September 2020
Department	Capital Projects
Reporting Officer	Laurie Raleigh

South Side Football Field upgrade:

- Australian turf management arrived on site to discuss proposal
- Soil samples taken for analysis
- Estimated cost \$220K

ICCIP Recycle Centre:

Shed completed

- Wash pad and remainder of concrete works completed.
- Oil skimmer and final electrics to be done
- Waiting on Ergon to change transformer and connect power

Waterfall Road Rectification work:

- Surveyors marking treatment sections on road
- RFQ have been sent to suppliers for rectification work

Douglas St Road Rectification work:

- Surveyors marking treatment sections on road
- RFQ have been sent to suppliers for rectification work

Splash Park:

- Splash park pad started, pad 90% complete
- Set out work to commence on 8-10-2020



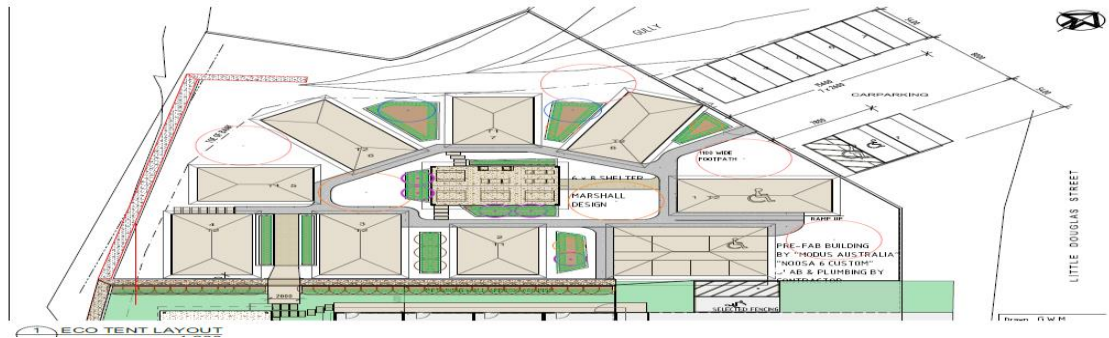
China Camp Geotechnical Rectification

- Soil nail drillers on site estimated completion 10-9
- Gabion basket construction started on the 22-9-2020
- Drain work started 7-9 on concrete section of road
- 3 short term local casuals have started to assist with gabion basket construction



Eco Tent Lodge

- Final design sent to contractors for quotes
- Extension has been granted to the end of April 2021
- Tent platform to be done in house with local trades people
- First delivery of tent structures due 3rd week in October



Waterfall board walk

- Draft Design completed
- Survey completed

Wastewater Network Upgrade

- Stage 1 complete, replace air scour valves and construct new pits around sluice valves.
- Stage 2 clean and camera sewerage lines started 7-9
- Demolition of old unused pits completed
- Raising of sewer manholes 60% complete\
- Sewer drain cleaning and camera report complete

Workshop:

- Relief mechanic has resigned, looking for another mechanic to trial
- Pre-cruitment is in discussion for a temporary mechanic



6.4.8 Art Centre Officers Report

Reporting Period	September 2020
Reporting Officer	Vikki Burrows/Junibel Doughboy

Transactions from: **01/09/2020 To 30/09/2020**

Ref# link to the transaction, NB: Credits throw the balance of the payment group out.

Date	Type	Online Sale	Ref# (link)	Customer	Pmt Type	Sale	GST Inc
16/09/2020	Receipt	No	1806	Douglas	Cash	\$120.00	\$0.00
						\$120.00	\$0.00
28/09/2020	Receipt	No	1818	Avery	Credit Card	\$200.00	\$0.00
30/09/2020	Receipt	No	1817	Habeler	Credit Card	\$500.00	\$0.00
						\$700.00	\$0.00
01/09/2020	Receipt	No	1793	Andrea Campagnolo	EFT	\$210.00	\$0.91
01/09/2020	Receipt	No	1794	Isobel Treleaven	EFT	\$300.00	\$0.00
07/09/2020	Receipt	No	1795	Salam	EFT	\$400.00	\$0.00
07/09/2020	Receipt	No	1796	Miles	EFT	\$140.00	\$0.00
07/09/2020	Receipt	No	1797	cash sale	EFT	\$265.00	\$10.91
08/09/2020	Receipt	No	1798	Thompson	EFT	\$200.00	\$0.00
08/09/2020	Receipt	No	1799	Carolyn Macdonald	EFT	\$270.00	\$1.82
11/09/2020	Receipt	No	1800	Hunt	EFT	\$150.00	\$0.00
11/09/2020	Receipt	No	1801	Anastasi	EFT	\$200.00	\$0.00
11/09/2020	Receipt	No	1802	Buchholz	EFT	\$850.00	\$0.00
11/09/2020	Receipt	No	1803	Korte	EFT	\$200.00	\$0.00
11/09/2020	Receipt	No	1804	cash sale	EFT	\$235.00	\$9.09
16/09/2020	Receipt	No	1805	Cavaye and Coghlan	EFT	\$500.00	\$4.55
16/09/2020	Receipt	No	1807	Brake	EFT	\$160.00	\$0.91
16/09/2020	Receipt	No	1808	cash sale	EFT	\$355.00	\$10.01
18/09/2020	Receipt	No	1809	T & G Insurance Brokers - Devlin	EFT	\$845.00	\$9.09
18/09/2020	Receipt	No	1810	Chetty	EFT	\$650.00	\$0.00
18/09/2020	Receipt	No	1811	Moore-Carter	EFT	\$300.00	\$0.00
18/09/2020	Receipt	No	1812	Watt	EFT	\$150.00	\$0.00
22/09/2020	Receipt	No	1813	Dartnell	EFT	\$1,000.00	\$0.00
23/09/2020	Receipt	No	1814	Stewart - Oliver	EFT	\$250.00	\$0.00
23/09/2020	Receipt	No	1815	cash sale	EFT	\$425.00	\$7.28
28/09/2020	Receipt	No	1816	Barling-Seden	EFT	\$300.00	\$0.00
28/09/2020	Receipt	No	1819	Brown	EFT	\$240.00	\$3.64
						\$8,595.00	\$58.21
						\$9,415.00	\$58.21

6.4.9 Water & Wastewater Officers Report

Reporting Period	September 2020
Reporting Officer	Ian Hocking

Sewerage.

- The Sewer plant is running well. We have had DES approval for the upgrade to the plant and effluent field but are still waiting for written confirmation. True water has indicated they will start in November.
- We are still having problems with debris in the pits causing pump blockages. We are waiting for a p/o from housing to install septic tanks at each southside house which will solve the problems



- The plumbers are working on the sewer pit upgrades. They identified three blockages which was a great result out of 3.5 kilometres of sewer mains.

Water

- The water plant is operating well since it has been reprogrammed. We had remote monitoring through the 4g network installed which means we can now operate the plant from anywhere.
- The water samples have all come back clear of E. coli for the 6th month in a row which shows our verification programme is working well.



Recycle plant

- The recycle plant has been operating for 3 weeks We have processed 19,854 items giving the council \$1191.24 This will grow as the next stages develop.

Splash park



- The ground has been levelled behind the PCYC building and work will begin 8/10/20
- Expected completion is early February




6.4.10 Indigenous Knowledge Centre Officers Report

Reporting Period	September 2020
Reporting Officer	Kylie Mills

- Changes to IKC entry have been modified, any child aged 12 or under must have adult supervision with them. This is to reduce the incidence of bullying and control of the children's activities and avoid damage to IKC property. When Covid restrictions are eased, the IKC will commence normal children's programs with the introduction of the Mum's and Bub's group and First 5 Forever groups. Holiday programs will also recommence with pre-registrations required to control age groups and numbers.
- Completed Department of Human Services updated training to be able to continue to assist with Centrelink when short staffed.
- IKC Manager completed another two training units in Certificate IV Leadership and Management.
- Most enquiries related to technical assistance such as laptop set-up and training and assistance to set up various accounts such as Foxtel, banking etc.
- One Tech Savvy Seniors lesson conducted.

Project update

Project / Funding	Grant amount	Amount spent to date	Update
First 5 Forever – Kids Room	\$15,000	\$16,613.79	<ul style="list-style-type: none"> Extended until 30/11/2020 due to Covid-19. Local artist has completed artwork. Due to the time it took to complete the work the budget has been exceeded. Payment for this will be through payroll not as a PO. Organised all resources and tidied the storeroom. Furniture has arrived at the depot, awaiting delivery to the IKC.
			 

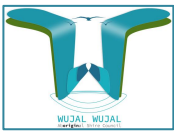
Project / Funding	Grant amount	Amount spent to date	Update
			  
Language Grant	\$15,000	\$5,179.70	<ul style="list-style-type: none"> Extended to 31/03/2021 Spoke with the interim school principal who is keen to work on the project. Will arrange a meeting for next week when he has settled into his new role. Have worked out how to use the new drawing pads and can now show the kids how to use and



Project / Funding	Grant amount	Amount spent to date	Update
			generate multimedia for the app and connected to the public use computer.
Tech Savvy Seniors	\$3,716.50	\$1,616	<ul style="list-style-type: none"> Extended until 31/03/2021 due to Covid-19. Awaiting the arrival of the new computers.
First 5 Forever Mum's and Bub's	\$18,000	\$3,668.86	<ul style="list-style-type: none"> Program on hold due to Covid restrictions, unable to accommodate more than 10 people in the IKC.
Switched On	\$10,000		<ul style="list-style-type: none"> Application submitted 14/08/20 for \$10,00 to fund accredited training for the community on how to use computers and Microsoft Office. Application was for three one day sessions with an accredited trainer (one session focused on year 5 and 6 students to ready them for boarding school).
Total	\$61,716.50		

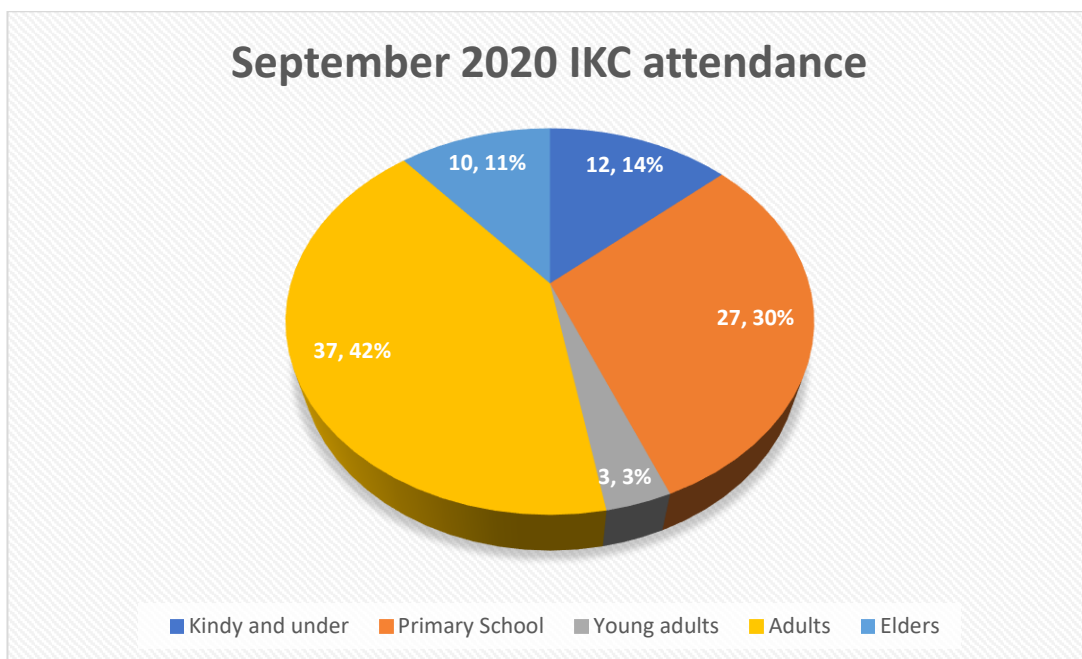
IKC Expenditure

Order number	Supplier	Detail	Cost
40151	Bosstab	iPad stands x 3 (language grant funding)	\$816.70
40152	JB HIFI	2 x all in one computers for public use (Tech Savvy Seniors funding)	\$1,616
Total expenditure for the month			\$3,249.40



Statistics

- Two new members
- 7 x loans – 4 x adult fiction, 3 x adult non-fiction
- 89 attendances for the month





6.4.11 HACC Officers Report

Reporting Period	September 2020
Reporting Officer	Stephanie Dick

1. Tasks completed for the month.

- September HCP Medicare claim submitted on the 6/10/2020
- Assistance with stolen wages claims for clients all finalized clients waiting on final letters to be issued.
- Organising First aid and CPR-Renewals and refreshers for Council employees- number needs to be confirmed to me by COB 09/10/2020
Emails sent to Managers on the 06/10/2020
- Updates on client from Occupational Therapist- Client due back to community 27/08/2020- updates on documentation in progress. Extra support services may need at home.
- Client review's and reassessments done for the month. Referrals made to My Aged Care for HCP due to extra help at home.
- Delivery dates for food delivery Cooktown food and ice works has changed from Wednesday to delivery to Wujal Wujal on Friday morning-Cooktown food and ice works are aware that council finishes work on Friday @ 11.45am

2. On all project progress/stats/completion dates

No Projects

3. Spent for the month, this can be captured through your Requisition book

01/09/2020- Clients Meal Supply \$590.08	Far North Office Choice-stationary \$157.39
08/09/2020- Brilliant technologies \$257.16	15/09/2020- Centre maintenance \$26.20
08/09/2020-Garden maintenance-Alister \$645.00	29/09/2020-clients meal supply \$1,277.72
08/09/2020- Clients Meal Supply \$1,003.12	29/09/2020-clients meal supply \$400.00
Chef link Cairns-Compliance \$313.78	Approximate September Expenditure Total = \$4670.45

6.4.12 Animal & Environmental Officers Report

Reporting Period	September 2020
Reporting Officer	Helen Bigmore/Patrick Nandy JNR

Restacked batteries and make safe ready for transport;

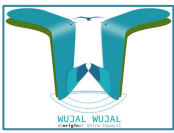


Introduced dogs into community from Hopevale have Leptospirosis, this is very serious and can be passed onto humans, the sick dogs have not improved with anti-biotics and are dying, the pound is maintained hygienically to cease the spread to other animals when impounded.



Dogs have been impounded for wandering and owners are actually collecting their animals, Council also is educating owners of their responsibility of having their dogs contained in their yard.





The water quality has been great with a consistent reading, the water and waste vehicle were cleaned after months of not being clean. We minimized as much bacteria as we could. Work cars should be cleaned once a week, there are cars that haven't been cleaned for months that carry all sorts of bacteria.



Ant program has started, also been working with the electrician for ants behind power boards, switch board etc. Chemical used: Advion Ant Gel, the working ants will consume the gel, they will take it back to the queen for the queen to feed.

Ant numbers will reduce over the days depending on how many nests there are.



Education for dog owners;

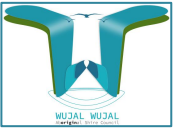
- When picking up dogs, ask for a hand, lift in the right position.
- Dog bites, study the body language of dogs, ask for owner of dog to help if it's too risky.
- Using Chemicals, correct PPE to be worn, gloves, eye protection and breathing apparatus.
- WWASC has 38 dogs registered from 2020 – 2022.
- We have a few female dogs that are not desexed, in process of organising a desex program again.
- Rat stations are being shared throughout the community to eliminate rats.

RECOMMENDATION:

That Council receives and endorses the (DW&BS) report for the month of October 2020.



7. CLOSED SESSION



8. GENERAL BUSINESS / LATE ITEMS
