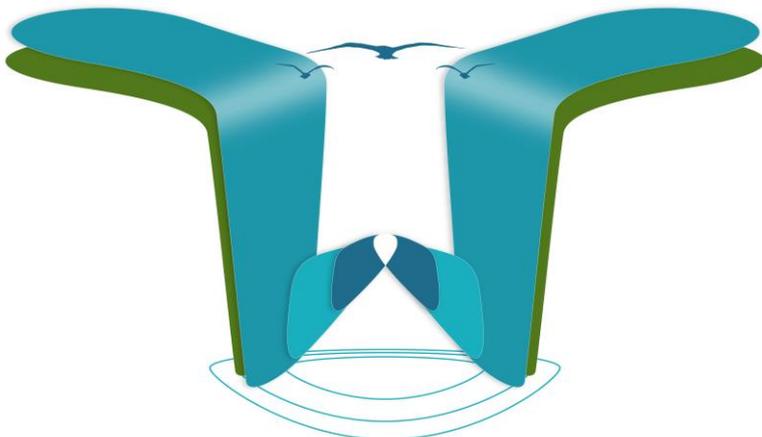


AGENDA

Ordinary Council Meeting
Wednesday 20 October 2021
COMMENCING AT 9:00AM



WUJAL WUJAL
Aboriginal Shire Council

Wujal Wujal
Aboriginal Shire Council



WWASC COUNCILLORS

Councillor Bradley Creek, Mayor
Councillor Vincent Tayley, Deputy Mayor
Councillor Robert Bloomfield
Councillor Regan Kulka
Councillor Vanessa Tayley

WWASC holds their Council Meetings
On the third Wednesday of the Month
Beginning at 9:00am
The attendance of all councillors is requested.



ORDER OF BUSINESS

- 1 [WELCOME / MEETING OPENED](#)
- 2 [ATTENDANCE / APOLOGIES](#)
[VISITORS/PRESENTERS](#)
- 3 [CONDOLENCES / CONGRATULATIONS](#)
- 4 [COUNCILLOR OBLIGATIONS / DECLARATION OF INTERESTS](#)
- 5 [CONFIRMATION OF PREVIOUS MINUTES](#)
- 6 [REPORTS](#)
[6.1 Mayors Report](#)
[6.2 CEO's Report](#)
[6.3 Financial Controllers Report](#)
[6.4 DF & CS Report](#)
[6.5 DW & BS Report](#)
- 7 [CLOSED SESSION](#) -Nil
- 8 [GENERAL BUSINESS / LATE ITEMS](#)



1. WELCOME/MEETING OPEN

Mayor welcomes everyone and opens the meeting.

2. ATTENDANCE/APOLOGIES

VISITORS/PRESENTERS

VISITORS	
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 20 May 2021 as circulated.

Business Arising from Previous Minutes report given at the meeting.

6. REPORTS



	Wujal Wujal identified as being eligible for Phase 1 funding of \$50,000		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	On Hold	



	Griffith University and other participating stakeholders		
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 and find out the contact to make this happen.	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
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	Completed



		WWASC website	
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 Day 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 Public Works (DHPW) to remove the house located at 21A and 21B Hartwig Street Wujal Wujal from the social housing register and request the	CEO to advise DHPW	Complete



	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
Council Meeting 15 October 2020			
CEO Report Res No 0315102020	Advise TCICA Council is supportive of TCICA working with the Cape York Institute to advocate for the Job Guarantee Policy to be implemented	CEO	Complete
Council Meeting 17 December 2020			
	Offer Café Lease to Mr Towney at reduced rent and electricity waiver for 12 months	CEO	Complete
Council Meeting 22 January 2021			
CEO Report Res No 0321012021	Council advise Life without Barriers that council is unable to assist as there is no accommodation available.	CEO	



CEO Report Res No 0421012021	Council advise Mr Towning that it is agreed to include the gas charges in the 12month moratorium/waiver and commencement of the lease to coincide with the opening of the café.	CEO	Complete, Lease now being prepared Mr Towning pulled out of the lease due to not being able to obtain residential accommodation
CEO Report Res No 0421012021	That Council advises Ms Fullagar that the Café lease is not available due to the acceptance of an earlier expression of interest.	CEO	Complete
CEO Report Res No 0521012021	Council advise Volt Advisory that it is supportive of the application to the Regional and Remote Communities Reliability Fund and provide a letter outlining that support	CEO	Complete
Council Meeting 15 April 2021			
CEO Report Res No 0515042021	Wujal Wujal Aboriginal Shire Council agrees, to enter into Chreche and Kindergarten Association Affiliate Member Service Agreement dated 1 January 2021 to 31 December 2021.	CEO	Complete



6.2.1 Corporate Plan 2022-2027 Proposed Schedule

Council has a Corporate Plan that runs out of currency at the end of December 2021. A rough Draft has been prepared for the new Corporate Plan and is tabled for Councillors reference.

The Corporate Plan outlines the goals and aspirations of the Council and Community for the next 5 years. Whilst some areas will continue to be included with little change as aspirations remain the same it is important to capture any new areas that the community may wish to be achieved and also capture any changes that affect the existing goals and aspirations.

It is proposed to circulate the draft document requesting input from community and stakeholders. This will be supported by two public consultations to allow for all feedback to be received. Once the feedback has been incorporated a Draft Corporate Plan will be tabled at the December Council meeting. If Council are satisfied with the draft Corporate Plan it will be advertised for a period of 4 weeks and then adopted by Council at the January 2022 Council meeting.

RECOMMENDATION:

That Council endorse the proposed schedule and consultation process for the development and adoption of the Wujal Wujal Aboriginal Shire Council Corporate Plan 2022-2027 with public meetings to be held ;
Date?????
Date?????

6.2.2 Audit 2020/21 Financial Statements

As Council are aware the audit of the 2020/21 Financial Statements was due to be conducted during October 2021. With the sudden departure of the Interim Director of Corporate and Financial Services the visit by the auditors was postponed.

An application for an extension of time to 28 February 2022 by the Minister for Local Government was applied for and granted.

Following discussions with the Queensland Audit office, Crowe Financial Consultants and the Finance Manager I can confirm that the audit visit has been rescheduled for Monday 1st November to Friday 12 November 2021. This means that the audit should be completed and signed off before Christmas.

RECOMMENDATION

Information only

6.2.3 Draft Financial Reporting Template

Council has been working with the Department of Local Government and the Financial Controllers to put in place a format for monthly financial reports that is informative and easy to understand to ensure that Council and other stakeholders have a good



understanding of Council's financial position and the status of capital works projects currently inder way.

Tabled is a draft copy of the new format that has been developed for Council to review. Any changes that Council identify can be adapted into the new template.

RECOMMENDATION

That Council approve the revised format for Financial Reports for monthly Council Financial Reports

6.2.4 Chief Executive Officer Annual Leave

The Chief executive Officer will be clearing annual leave from Wednesday 3 November to Wednesday 10 November 2021. Council needs to delegate an Acting Chief Executive Officer for the period of the absence.

RECOMMENDATION

That Council delegate Mr Victor Mills Director Works and Building Services to act as Chief Executive Officer for the period 3 November 2021 to 10 November 2021 whilst the Chief Executive Officer clears annual leave.

6.2.5 2022 Special and Show Holidays

Council has received correspondence from the Office of Industrial Relations requesting nominations of Special and show holiday dates for 2021.

In previous years Council has nominated Foundation Day in October as a Special Holiday and the Cairns Show Day in July as a Show Holiday.

The Foundation day holiday has previously been held on either the last Monday or the last Friday of October. It is recommended that 2021 be commemorated on the last Friday of October due to the reduced cost to the organisation.

Council may also wish to nominate the Friday of the 2021 rodeo weekend a special holiday in September.

Other communities nominate special holidays to coincide with significant events in their communities. Examples include; Sporting Carnivals, fishing competition events, 4 Councils have Mabo Day and another 4 Councils have NAIDOC day, 2 Council have National Sorry Day, 7 Councils have race meeting days (Melbourne Cup). There are also various religiously significant days nominated as special holidays.

Previously the cost to Council for public holidays was approximately \$7,900 for a Friday holiday and \$14,800 for a Monday holiday. With the change to Councils operations the cost of a public holiday is significantly reduced (for Council not other organisations). The cost of a Friday public holiday is approximately \$1810 and Monday public Holidays \$9,700. These costs increase if Council staff are employed to work at a community event held on the special holiday.



RECOMMENDATION:

That Council notify the Office of Industrial Relations that the nominated dates for 2022 Special and Show Holidays areas follows;

Friday 15 July 2022	Cairns Show Day	Show Holiday
Friday 16 September 2022	Wujal Wujal Rodeo	Special Holiday
Friday 28 October 2022	Wujal Wujal Foundation Day	Special Holiday

6.2.6 Related Party Disclosures 2020/2021

In accordance with the Local Government Act 2009, Local Government Regulation 2012 and Australian Accounting Standards AASB 124 Related Party Disclosures, AASB 10 Consolidated Financial Statements, AASB 11 Joint Arrangements, AASB 128 Investments in Associates and Joint Ventures Council’s Key Management Personnel are required to make disclosure of their Related Parties.

Council’s Key Management Personnel (KMP) are the Mayor, Deputy Mayor, Councillors, Chief Executive Officer, Director of Works and Building Services, and Director of Finance and Corporate Services.

Related Parties are;

- A person who is the spouse/partner or child
 - An entity controlled by the KMP or their spouse/partner or children
 - Any person who has significant influence over the reporting entity (Council)
- Once disclosures are made by the KMP Council will report on the material related entity transactions in the Financial Statements

RECOMMENDATION:

That Council’s Key management personnel make the required Related Entity Disclosures to enable the completion of the Related Entity Transactions to be reported within the 2020-2021 Financial Statements

LATE ITEM

6.2.7 JV Interim Dividend expenditure

The Interim dividend for the 2020/21 Financial year has been determined by the MyPathway Joint Venture. The interim dividend is \$511,072.



A council decision on how this revenue will be treated is required. The budgeted revenue from the Joint Venture is \$300,000. Therefore there is an excess of \$211,072 over the budgeted revenue. It should be noted that the final dividend is still to be received.

There are a number of expenditures that have not been included in the original budget that could be funded by this revenue.

Replacement Servers – Both of the servers that are critical to Council operations are on their last legs. A recent overheating event highlighted that these servers have reached the end of their life and could fail without notice causing a catastrophic blow to all of our operations. The cost of replacement is \$66,000.

The Contractors accommodation and the eco tents have reached completion and now need to be fitted out to allow them to be commissioned and operational. The cost of fully furnishing and fitting out the eco village is \$43,400 and it is expected that the contractors quarters would be slightly higher given the motel style of accommodation. It is recommended that \$100,000 be allocated for these fit outs.

Council has agreed to reduced terms for the first year of the café lease to enable the business to be re-established. The financial controller has indicated that the costs of Council subsidising the utility charges should be funded in Council’s budget therefore it is recommended to allocate \$25,000 to the Café Operating expenses.

The Rodeo planned for September 2021 has been postponed for twelve months. It is recommended to create a reserve to be carried over to the 2022/2023 financial year of \$20,000 to ensure that there is funding available to enable the planning and pre-event expenditure to be funded.

RECOMMENDATION:	
That Council’s allocate the MyPathway Joint Venture interim dividend of \$511,072 as follows;	
Replacement of Councils servers	\$ 66,000
Accommodation units fit out	\$100,000
Café Operating Expenses	\$ 25,000
Rodeo Reserve	\$ 20,000
General Revenue	\$300,072

6.2 Financial Controllers Report

6.3 Department of Finance & Corporate Services Report (DF&CS)

6.3.1 Finance Manager

Cash Flow Report is up to date to 30 September 2021. Total Bank Balance as at 30 September 2021 is \$2,392,617.03 with grant funds and large deposits received during the month as follows:

Grant Funding Received During the Month:



Funds Received From	Reason for Grant	Grant Type	Amount
C&K Childcare & Kindergarten Association	1 st Instalment, Semester 2, 2021 – Quarter 3	Operating	\$ 33,374.88
Department of Health	Home Care Subsidy Funding	Operating	\$ 14,499.63
Department of Seniors, Disability	QCCS Funding 2021-2022	Operating	\$ 16,640.00
Department of Housing	Second Milestone Payment – Plugins	Capital	\$ 1,411,765.00

Other Deposits Received During the Month:

Funds Received From	Reason for Grant	Amount
Queensland Treasury Corporation	Working Capital Draw Down Facility	\$ 639,817.00
Queensland Police	Service Charges 2021-2022	\$ 38,610.00

Bad Debts Write Off Request

The below two debtors and debtor balances are included in this month's report with a request to have these old debts written off.

DEBTOR NAME	90 DAYS	60 DAYS	30 DAYS	CURRENT	TOTAL	Comment
EILEEN DEEMAL-HALL	310.72				310.72	Council has tried to recoup monies owing from Debtor and Debtor has advised that she does not believe this amount is owing by her. Debt is over 2 years old and as such a request for write off.
EMBRACE LEARNING AUSTRALIA PTY LTD	19,080.00				19,080.00	Council has done an out of court settlement with the debtor in September 2021 and as such these monies will not be recouped by the debtor and as such a request for write off.
TOTALS:	19,390.72	-	-	-	19,390.72	

1. Credit Card Reconciliation is completed and up to date as at 30 September 2021.

2. Taxation & Compliance Matters

Estimated GST payable at 30 September 2021 is \$10,150.

IAS for the month of September 2021 by 21 October 2021

No other matters outstanding

6.3.2 Accounts Receivable

Invoicing

Invoices were raised totaling \$ nil for the period of 1st September to 30st September 2021.

Work Orders for Responsive Maintenance totaling \$ nil

Purchase Order for Planned Maintenance totaling \$ nil



QBuild invoicing comparison

MONTH	2021	2020	VARIANCE
SEPTEMBER	\$nil	\$295,819.37	\$295,819.37

AGED DEBTORS REPORT AS AT 1ST SEPTEMBER 2021

90 Days Aged	\$53,103.84
60 Days Aged	\$1,338.79
30 Days Aged	\$3,032.42
Current	\$958,389.30
Total Debtors	\$1,015,864.35

6.3.3 Accounts Payable

Open Purchase Orders

- As at 30 September 2021, open purchase orders to the value of \$2,479,254.57 which is a true reflection of what Council owes its suppliers/contractors. Open purchase order report is now reviewed on a weekly basis
- Please find attached Aged Creditors Report as at 30 September 2021

Summary of creditors run for the month

Payment date	Total payment	Comment
02/09/2021	\$118,149.80	Largest Payments to – Cairns Hardware - \$49,841.71, Emperor Electrical - \$14,288.78, Peak Services - \$11,918.33 and Up North Building - \$23,870.00
16/09/2021	\$198,635.01	Largest Payments to – Department of Employment - \$15,901.60, NCP Contracting - \$18,810.00, Fourier Technologies - \$16,079.38, GCAC Enterprises - \$19,791.42, LGM QLD - \$34,374.58 and Nambal Resources - \$13,849.58
23/09/2021	\$129,287.53	Largest Payments to – Peak Services - \$11,507.35, RECS Consulting \$46,274.80, Truewater - \$33,200.20 and Up North Building - \$14,300.00
30/09/2021	\$158,735.73	Largest Payments to – Briody Plumbing - \$18,526.48, Freestyle Concrete - \$11,990.00, P.D NQ Building - \$11,305.34, RECS Consulting - \$30,000.00, Truewater - \$36,371.50 and Up North Building - \$19,850.00

6.3.4 Payroll

Nil



6.3.5 Information Management

Records Management

Continued and ongoing filing and document management in MAGIQ, Council’s common drive “H”, SharePoint, Outlook, Practical and all other Council data bases to ensure Council meets their obligations and statutory requirements under the Public Records Act 2002 and advise all staff of their obligations in relation to the creation and maintenance of records within the Council in a manner that is compliant with the standards set out by Queensland State Archives.

IT Management

I attended a Zoom conference with the LGAQ about Cyber Security in Qld Local Government. The LGAQ will complete a Cybersecurity Maturity Assessment for our Council to guide us in determining how we can protect ourselves from this threat.

The spreadsheet below indicates the number of Fourier, Brilliant, Magiq and Telstra incident tickets created for the month of September 2021

Major Incidents

1. There was a major incident on the 20/09/2021 when Microsoft did an update which resulted in most of our staff not being able to print for almost a week. Workarounds were put in to place so that most critical functions were able to be completed with minimal delays i.e. payroll and creditors.
2. Although this falls outside of the reporting period due to the critical risk for Council I have included it in my September report. On Thursday 7th October we had an unplanned power outage at around 4:20pm. This resulted in the servers spontaneously shutting down along with the aircon in the server room. Over the weekend the weather was very hot, and the server shut down due to overheating. The server is being monitored by Fourier but is not working to capacity and may fail sooner rather than later. Fourier have moved most of our operations to the back-up server however this presents a critical risk and Council is exposed to possible data and operations loss should it fail.

Recommendation: ***That Council take steps to immediately replace at least one server.***
Quote attached below.

3. Below are the tickets raised for the Month of September

DATE	FOURIER	TELSTRA	MAGIQ
1/09/2021	3		
2/09/2021			
3/09/2021	3	1	
4/09/2021			
5/09/2021			
6/09/2021	6		
7/09/2021	1		
8/09/2021	6		
9/09/2021	4		
10/09/2021	1		
11/09/2021	1		
12/09/2021			



13/09/2021	15		
14/09/2021	4	2	
15/09/2021		2	
16/09/2021	4	1	
17/09/2021	1	1	
18/09/2021			
19/09/2021			
20/09/2021	7	2	
21/09/2021	22		
22/09/2021	8	1	
23/09/2021	14		
24/09/2021			
25/09/2021			
26/09/2021			
27/09/2021	8		
28/09/2021	17	1	3
29/09/2021	7	1	
30/09/2021	6		
	138	12	3

Indicative costs for Budgeting:

2 HP Servers @ \$ 17,821.03 Each = \$35,642.06 ex GST

HPE DL380 Gen10 5218 1P 32G NC 8SFF Svr	2
HPE 800W FS Hot Plug LH Power Sply Kit	2
HPE 2.4TB SAS 12G 10K SFF SC 512e DS HDD	16
HPE iLO Adv Elec Lic 3yr Support	2
HPE 32GB 2Rx4 PC4-2933Y-R Smart Kit	6
HPE 3Y FC NBD DL380 Gen10 SVC	2

Windows Server Licenses & User Cals @ \$ 3881.36 Ex GST

(may not be required, but add for budgeting, as will depend on current Servers and versions)

32 core Windows Server 2019

35 User Cals Windows Server 2019

Synology NAS @ \$4500.00 ex GST

1 Synology Rack Station RS1219+

1 Synology RAM Module - 16 GB (2 x 8 GB)

8 Seagate Iron Wolf 4 TB Hard Drive - 3.5"

1 Synology Mounting Rail Kit for Network Storage System

Remote & On-site Configuration & Migration @ \$15385.00 ex GST

37 hours remote server builds and configurations

48 hours on-site installation for 2 technicians



16 Hours travel for 2 technicians from Cairns

Project Management @ \$3600.00 ex GST

Indicative Expenses @ \$2500.00 ex GST

4 nights by 2 technicians

Car Hire, Petrol & Incidentals

Total for Budgeting \$65,508.42 Ex GST

6.3 Department of Works & Building Services Report (DW & BS)

6.3.1 Capital Works

6.3.2 Building

Community Hall

Materials have arrived on site

Demolition has started

Contractor waiting on PO from council to commence work.

Guest Accommodation

Topsoil has been spread

Started installation of irrigation

Turf laid around buildings

Eco Tourism Village

Boundary fence 90% completed

Ablution block 90% complete

Final deck being installed

BBQ & shelter installed, BBQ to be connected

Turf laid around building

Planned Maintenance

22 Hartwig St 87% completed

Plug-ins

6x at slab base

2x started frame works (38 & 39 Hartwig)

3x Concrete footings done

Will commence work on 25-29 Hartwig st Monday 18th.

6.3.3 Water & Waste

6.3.4 Recycle Centre



6.3.5 Animal Management & Environmental Health

Pump Pits:

Pump pits have been working

Pest:

No job cards have come through within this month and no complaints about roaches, rats, ants. Some people have asked me for rat baits and I informed them that any issue the

Water Plant/Water:

There have been no issues with the drinking water quality. Records are within the guidelines.

Dogs

All dogs have been free of mange and is not a risk to public health

COMMENTS/CONCERNS: NIL

Animal Management

Pound:

Impounded a 7-week pup due to having a hook deep inside its leg. Don't have any sedation medication to pull it out until vets come for treatment

Number of Dogs Registered to Council:

Last Month: 68

This month: 76

COMMENTS/CONCERNS:

Dog number is increasing as you can see from the results. Definitely need an animal management worker to control the dogs with my assistance, we still have a lot of pups that never been reregistered yet.

6.3.6 Art Centre

Highlights:

The art centre staff and artists got the first COVID vaccination and everyone is booked in for their second shot.

This month was another busy one at the art centre with visitors coming through the area. The artists and staff are working on designs for a new range of T-shirts and fishing shirts to be sold in the gallery.

The Café opened this month, this has generated more visitors and locals to visit the Art Centre.

Data:

Sales report for the month of September 2021, attached.



Barriers & Issues:

Ordering materials and gallery items are taking a long time due to the new processes in place and approval can take weeks.

CIAF live exhibition has been cancelled. The artworks will be available on CIAF digital platform in November 2021. This was a disappointment for the staff and artists at Bana Yirriji.

Funding/Agreements/Financials:

The art centre manager has had several meetings with AQ regarding funds and together with WWASC Finance Manager, they are working through acquitting IRADF and Backing Indigenous Arts acquittal reports.

For all Bana Yirriji Art Centre financial questions please discuss with financial controllers.

Sept 21	Cost
Looking at practical, I see no cost this month.	\$0

6.3.7 HACC

Funding and spend:

Cooktown Food and Ice Works- total spend: \$ 4040.05 CHSP, HCP. Dry, Paper and Chemical goods. Have changed ordering from weekly to monthly.

Issues with programs etc.

Medicare amend form-Aged care ID number yet to be given, Medicare did say it takes 20 days. Form was sent by previous Coordinator however, Medicare states they did not receive. Have resent form on the 29/9. (AC004)

Client/s Correspondence:

Issues with theft of monies – x2 clients, have commenced QCAT applications for 2 after discussions with the family members. Family have reported to Police – ongoing. Will advise of outcome.

Reporting:

HCP Medicare claim has yet to be submitted pending Medicare card for Aged Care Coordinator refer to comments under “Issues with programs” section of report Acquittals for QCSS have been submitted and acquittal for CHSP currently underway to be submitted and reported in October 2021 council report.

Discussions over budget with Finance Manager and Aged Care Coordinator has taken place during the month with various discussions in between over the various funding streams and reporting. Fortnightly budget meetings have commenced and to track actuals against budget.

All staff x5 have received their C-19 vaccinations – reported as per mandatory reporting via MyAgedCare.

Have commenced in house auditing for compliance.

Staffing:



Absenteeism – intermittent, in the process of reviewing positions and contracts of staffs in consultation with Supervisor.

Training if any:

Food safety supervisor course delivered by TAFE 13/9-16/9/21 for all care staffing GM, SD, JF, DB, AW

6.3.8 Indigenous Knowledge Centre

Centrelink computer is still not operational and customers requiring the use of the computer are attending the IKC.

Completed the required Department of Human Resources Centrelink Agent training. Created an automated spreadsheet for grant applications and status to use organisation wide to see what grants have been applied for and their status with links to appropriate files.

September school holiday's saw a lot of kids. Activities were focused around NAIDOC craft with some raffia wristband weaving, sand art and colouring.

Working with Cultural Officer to map out cemetery plots. We will work with community elders to work out names of the unmarked plots. Once mapping is complete we will update map and enter into Practical and keep records in the history section of the IKC. Pama Futures utilised the IKC building for two days to conduct community consultation.

Projects

Language Grant

Miromaa now has the data and is working on the application build. This is envisaged to take around five weeks until the first draft is released. We need to come up with a long name for the App and a short name for the app Icon. Open to suggestions.

Miromaa has begun the app build and we have over 100 hundred words with associated pictures and audio.

First 5 Forever Mum's and Bub's

Seeking extension on funding to restart group. Will be held on Thursday mornings to avoid clashing with the Ging Ging Playgroup which is held Tuesdays and Wednesday mornings. First session will be around kids iron levels and ways to incorporate iron into their diets as well as some early literacy and bonding techniques.

IKC Expenditure

No IKC expenditure for the month

Recommendations/resolution

Nil

Statistics

IKC

173 attendances throughout the month (missing the first week of school holiday data)

16 loans for the month

1 new members

6.3.9 Post Office



Parcels that have been ordered by community members has been delayed because of the COVID restrictions in place around the major cities in Australia, there is a 1-2 weeks delay.

The Post Office will be selling mobile phones as soon as I have clearance from AusPost. I contacted the sales team and also the Brightstar company that deals with AusPost to supply mobile phones to Wujal Wujal Post office.

ANZ customers can pay bills through EPOS but cannot withdraw or deposit.

There is a \$200 withdrawal limit in place per customer as there is not enough money to cover all of the community. As Australia Post has limited Wujal Wujals weekly funds.

Passbook holders can withdraw most of their funds.

6.3.10 Centrelink

Nil

6.3.11 Kindergarten

Nil

7 CLOSED SESSION - Nil

8 GENERAL BUSINESS/ LATE ITEMS