



Wujal Wujal Aboriginal Shire Council

Minutes Ordinary Council Meeting

Date: Monday 28 August 2023

Time: 9.00am

Venue: Council Chambers, 1 Hartwig Street, Wujal Wujal

1. Opening of Meeting

1.1 Welcome | Opening of Meeting

Declaration of opening of meeting by Mayor Bradley Creek.

Meeting opened 9.54am

1.2 Acknowledgement of Traditional Owners

2. Attendance, Leave of Absence and Apologies

2.1 Attendance

Councillors:

Councillor Bradley Creek, Mayor

Councillor Regan Kulka, Deputy Mayor

Councillor Robert Bloomfield

Councillor Vanessa Tayley (attending virtually)

WWASC Staff Representatives

Chief Executive Officer, Kiley Hanslow (attending virtually)

Manger of Works and Building Services, Perry Gould

Manger of Finance. Micah Nkiwane

Executive Assistant, Tania Edwards

2.2 Leave of Absence | Apologies

Councillor Vincent Tayley

2.3 Visitors | Presenters

No presentation

3. Condolences | Congratulations

- Henderson family for recent passing in Hope Vale
- Parkinson Family, Palm Island

Congratulations

- Children's rugby on the weekend
- Girls in Toowoomba for winning their game
- Stirling and his partner Melody for the birth of their baby boy. Mother and baby all well
- Jabalbina for the opening of their new office
- Kade Wallace for graduating from Queensland University of Technology

4. Mayoral Motion

This is business which the Mayor wishes to have considered at that meeting without notice.

5. Confirmation of minutes of the Previous Meeting

Minutes of the Special Council Meeting | 28 February 2023

Minutes of the Special Mid-Year Budget Meeting held 28 February 2023 as tabled here

Resolution:	That the minutes of the Special Council Meeting held on 28 February 2023 accepted as a true and correct record of that meeting.	
Moved:	Cr Tayley	Carried 4/4
Seconded:	Cr Bloomfield	
Resolution No	20230828-01	

Minutes of the Special Council Meeting | 22 March 2023

Minutes of the Special Council Meeting held 22 March as tabled here.

Resolution:	That the minutes of the Special Council Meeting held on Wed 22 March be accepted as a true and correct record of that meeting.	
Moved:	Cr Creek	Carried 4/4
Seconded:	Cr Kulka	
Resolution No	20230828-02	

Minutes of the Ordinary Council Meeting held 11 July 2023

Minutes of the Ordinary Council Meeting held 11 July 2023 as tabled here.

Resolution:	That the minutes of the Ordinary Council Meeting held on Tuesday 13 June be accepted as a true and correct record of that meeting.	
Moved:	Cr Kulka	Carried 4/4
Seconded:	Cr Bloomfield	
Resolution No	20230828-03	

Minutes of the Special Council Meeting | Budget Adoption held 27 July 2023

Minutes of the Special Budget Adoption Council Meeting held 27 July 2023 as tabled here.

Resolution:	That the minutes of the Ordinary Council Meeting held on 27 July 2023 be accepted as a true and correct record of that meeting.	
Moved:	Cr Creek	Carried 3/3
Seconded:	Cr Kulka	
Resolution No	20230828-04	

Minutes of the Ordinary Council Meeting | 15 August 2023

Resolution:	That the minutes of the Ordinary Council Meeting held on Tuesday 15 August 2023 be accepted as a true and correct record of that meeting.	
Moved:	Cr Creek	Carried 4/4/
Seconded:	Cr Bloomfield	
Resolution No	20230828-05	

6. Declarations of Interest in the matters on the Agenda

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

None declared

7. Business Arising or Outstanding Matters from Previous Meeting

None noted

8. Items for Consideration and Decision

8.1 Primary access route for the Wujal Wujal Community – safety of access

Report to:	CEO, Mayor and Councillors
Subject:	Primary access route for the Wujal Wujal Community
Reporting Officer:	Chief Executive Officer
Status:	Decision

It recommended that Council consider identifying the Bloomfield Track as the primary access route for the Wujal Wujal Community.

Due consideration of the matter was given by councillors

[Resolution: Wujal Wujal primary access route](#)

Resolution:	That the Council identify the Bloomfield Track as the primary access route for the Wujal Wujal Community.	
Moved:	Cr Kulka	Carried 4/4
Seconded:	Cr Vanessa Tayley	
Resolution No	20230828-06	

8.2 2024 Special Holiday Request

Report to: CEO, Mayor and Councillors
Subject: Special Holiday's 2024
Reporting Officer: Chief Executive Officer
Status: Decision

Wujal Wujal Rodeo:

- proposed to hold this every 2-3 years due to the cost of hosting the Rodeo
- Due consideration of the matter was given by councillors
- Council in favour of holding the Rodeo every second year

Bank holiday on 24.10.2024 Wujal Wujal Foundation Day

Cairns Show Holiday: Friday 19 July 2024

Resolution:	That council support the following dates as special holidays for 2024: 1. Bank holiday on 24.10.2024 Wujal Wujal Foundation Day 2. Cairns Show Holiday: Friday 19 July 2024 3. The Wujal Wujal Rodeo be held every second year, and not be hosted in 2024	
Moved:	Cr Creek	Carried 4/4
Seconded:	Cr Bloomfield	
Resolution No	20230828-07	

8.3 Code of Conduct for Queensland Councillors – repealing/replacing formally approved policy

Report to: CEO, Mayor and Councillors
Subject: Repealing policy, adopting Queensland Standard
Reporting Officer: Chief Executive Officer
Status: Decision

Recommendation

Council recommends the following two steps:

1. Councillors to repeal the previously adopted WWASC Code of Conduct – Councillors
2. Adopt the Code of Conduct for Queensland Councillors

Resolution:	That Council repeal the WWASC Code of Conduct – Councillors adopted by resolution 20230711-11 adopted on 11 July 2023 and Adopt the Code of Conduct for Queensland Councillors	
Moved:	Cr Vanessa Tayley	Carried 4/4
Seconded:	Cr Kulka	
Resolution No	20230828-08	

8.4 Debt Policy

Report to: CEO, Mayor and Councillors
Subject: Debt policy
Reporting Officer: Chief Executive Officer
Status: Decision

- Micah Nkiwane explained the principles of the policy
- Due consideration of the matter was given by councillors

Resolution:	That Council adopt the Debt Policy as presented.	
Moved:	Cr Creek	Carried 4/4
Seconded:	Cr Bloomfield	
Resolution No	20230828-09	

8.5 Revenue Policy

Report to: CEO, Mayor and Councillors
Subject: Revenue Policy
Reporting Officer: Chief Executive Officer
Status: Decision

- Micah Nkiwane explained the principles of the policy
- Due consideration of the matter was given by councillors

Resolution:	That Council adopt the Revenue Policy as presented.	
Moved:	Cr Kulka	Carried 4/4
Seconded:	Cr Vanessa Tayley	
Resolution No	20230828-10	

8.7 Volunteer Policy

Report to: CEO, Mayor and Councillors
Subject: **Volunteer Policy**
Reporting Officer: Chief Executive Kiley Hanslow
Status: Decision

It is recommended that Council adopt the Volunteer Policy as presented.

- Outlines rules and responsibilities
- Due consideration of the matter was given by councillors

Resolution:	That Council adopt the Volunteer Policy as presented.	
Moved:	Cr Creek	Carried 4/4
Seconded:	Cr Kulka	
Resolution No	20230828-11	

8.8.1 Standing Orders – new standards to be adopted

Report to: CEO, Mayor and Councillors
Subject: Standing Orders
Reporting Officer: Chief Executive Kiley Hanslow
Status: Decision

- Due consideration of the matter was given by councillors

Resolution:	That Council adopt the Best Practice Example for Standing Orders as presented.	
Moved:	Cr Vanessa Tayley	Carried 4/4
Seconded:	Cr Bloomfield	
Resolution No	20230828-12	

8.8.2 Model Meeting Procedures– new standards to be adopted

Report to: CEO, Mayor and Councillors
Subject: Model Meeting Procedures
Reporting Officer: Chief Executive Kiley Hanslow
Status: Decision

- Due consideration of the matter was given by councillors

Resolution:	That Council adopt the Model Meeting Procedures as presented.	
Moved:	Cr Creek	Carried 4/4
Seconded:	Cr Kulka	
Resolution No	20230828-13	

8.9 LGAQ Annual Conference - Attendance by Elected Members

Report to: CEO, Mayor and Councillors
Subject: LGAQ Annual Conference – attendance by elected members
Reporting Officer: Chief Executive Kiley Hanslow
Status: Decision

- Work plan to be prepared in advance to maximise the potential provided by this opportunity
- Costs were outlined by the CEO
- Due consideration of the matter was given by councillors

Recommendation: Council nominate which elected member (s) will also attend the conference as the formal delegate.

Resolution:	Council nominate Mayor Bradley and CEO Kiley Hanslow to attend the LGAQ Annual Conference 2023 to represent Wujal Wujal Aboriginal Shire Council.	
Moved:	Cr Kulka	Carried 4/4
Seconded:	Cr Bloomfield	
Resolution No	20230828-14	

9. Presentation to Council

No presentation, however Council did discuss the benefits and risks of supporting a Wujal Wujal – Cooktown bus service

- If there is a bus service to Cooktown there is a risk that community families will no longer be funded to attend boarding schools
- Discussion regarding private bus service already in operation

10. Reports

10.1 Mayor's Report July 2023

The Mayor represented the interests of the Wujal Wujal Aboriginal Shire Council at the following meetings between 4 July 2023 and 4 August 2023:

- Mayor Creek outlined the outcomes of the meetings he attended
- Due consideration of the report was given by councillors

Resolution: Acceptance of the Mayors Report as presented.

Resolution:	That Council receive the Mayors Report as presented.	
Moved:	Cr Creek	Carried 4/4
Seconded:	Cr Kulka	
Resolution No	20230828-15	

10.2 Chief Executive Officer Report

10.2.1 Meetings

- CEO Kiley Hanslow outlined key points from each of the meetings
- Due consideration of the report was given by councillors

Attendance: Cr Tayley left the meeting 11.20am

Attendance: Cr Tayley rejoined the meeting 11.25am

Resolution: Christmas closure dates

Resolution:	That Council approve the proposed Christmas closure and new year opening dates as follows: Council closes Friday 22 December, reopening Tuesday 2 January.	
Moved:	Cr Creek	Carried 4/4
Seconded:	Cr Bloomfield	
Resolution No	20230828-16	

Resolution: Acceptance of the Chief Executive Officer's Monthly Report for the month July 2023

Resolution:	That Council receive the Chief Executive Officer' Monthly Report for the month July 2023.	
Moved:	Cr Kulka	Carried 4/4
Seconded:	Cr Vanessa Tayley	
Resolution No	20230828-17	

10.3 Corporate and Corporate Services Monthly Report

10.3.1 Financial Dashboard

- Micah Nkiwane Manager Corporate and Commercial outlined key points from the finance reports
- Due consideration of the report was given by councillors

10.3.2 Corporate and Commercial Services Monthly Report

Report to:	CEO, Mayor and Councillors
Subject:	Corporate and Commercial Monthly Report July 2023
Reporting Officer:	Manager Corporate and Commercial, Micah Nkiwane
Status:	Information

- Due consideration of the report was given by councillors

Resolution:	That Council receive the Corporate and Commercial Services Monthly Report for the month July 2023	
Moved:	Cr Creek	Carried 4/4
Seconded:	Cr Bloomfield	
Resolution No	20230828-18	

[Council meeting adjourned 12.00pm](#)

[Council meeting restarted 1.05pm.](#)

10.4 Works and Building Services Monthly Report - July 2023

Report to:	CEO, Mayor and Councillors
Subject:	Operations Information Report
Reporting Period:	July 2023
Reporting Officer:	Manager Operations, Perry Gould
Status:	Information

- Perry Gould Manager Works and Infrastructure outlined key points from his report
- No one available to run the bar: 21 business days' notice to lodge liquor licence
- Due consideration of the report was given by councillors

Resolution:	That the Council accept the Works and Building Services Report for month July 2023 as presented.	
Moved:	Cr Kulka	Carried 4/4
Seconded:	Cr Bloomfield	
Resolution No	20230828-19	

10.5 Aged Care Services Monthly Report - June 2023

Report to: CEO, Mayor and Councillors
Subject: Aged Care Services
Reporting Period: July 2023
Reporting Officer: Gina Manai
Status: Information

- Potential fund savings by using Cooktown Food and Ice
- Need for wifi access point
- Due consideration of the report was given by councillors

Resolution:	That Council receive the Aged Care Services Monthly Report for the month July 2023.	
Moved:	Cr Vanessa Tayley	Carried 4/4
Seconded:	Cr Bloomfield	
Resolution No	20230828-20	

10.6 Bana Yirriji Gallery and Art Centre Monthly Report July 2023

Report to: CEO, Mayor and Councillors
Subject: Bana Yirriji Gallery and Art Centre
Reporting Period: July 2023
Reporting Officer: Manager of Bana Yirriji Art Centre, Vikki Burrows
Status: Information

- Due consideration of the report was given by councillors
- Discussion regarding potential to open on the weekend
- Discussion regarding utilising existing council vehicles for when they need one

Resolution:	That Council receive the Bana Yirriji Gallery and Art Centre Report for the month July 2023.	
Moved:	Cr Creek	Carried 4/4
Seconded:	Cr Kulka	
Resolution No	20230828-21	

10.7 Kindergarten Monthly Report July 2023

Report to: CEO, Mayor, and Councillors
Subject: Kindergarten
Reporting Period: June and July 2023
Reporting Officer: Coraleen Shipton
Status: Information

- Funding – no guarantee at this stage on the duration of funding for casual staff member
- Due consideration of the report was given by councillors

Resolution:	That Council receive the Kindergarten for the month July 2023.	
Moved:	Cr Vanessa Tayley	Carried 4/4
Seconded:	Cr Bloomfield	
Resolution No	20230828-22	

10.8 Indigenous Knowledge Centre

Report to: CEO, Mayor and Councillors
Subject: Indigenous Knowledge Centre
Reporting Officer: Helen Teece
Status: Information

- Due consideration of the report was given by councillors
- Ethel has been doing very well in her paid work experience and we would like to keep he on beyond the trial date

Resolution:	That Council receive the IKC Report for the month July 2023.	
Moved:	Cr Bloomfield	Carried 4/4
Seconded:	Cr Kulka	
Resolution No	20230828-23	

10.9 CIAF Attendance

Report to: CEO, Mayor and Councillors
Subject: Cairns Indigenous Art Festival
Reporting Officer: Carmel Haines
Status: Information

- Due consideration of the report was given by councillors

11. Late Item

That Council authorise the removal of Stephen James Wilton and Harish Kesevan Nair as Authorised Signatories and Verifying Officers for all accounts held by Wujal Wujal Aboriginal Shire Council at Westpac bank effective 25/08/2023.

That Council authorise the appointment of Kiley Anne Hanslow and Micah Ndoda Nkiwane as Authorised Signatories and Verifying Officers for all accounts held by Wujal Wujal Aboriginal Shire Council at Westpac Bank Effective 28/08/2023

Resolution:	That Council authorise the removal of Stephen James Wilton and Harish Kesevan Nair as Authorised Signatories and verifying Officers for all accounts held by Wujal Wujal Aboriginal Shire Council at Westpac bank effective 25/08/2023. That Council authorise the appointment of Kiley Anne Hanslow and Micah Ndoda Nkiwane as authorised Signatories and Verifying Officers for all accounts held by Wujal Wujal Aboriginal Shire Council at Westpac Bank Effective 28/08/2023.	
Moved:	Cr Creek	Carried 4/4
Seconded:	Cr Kulka	
Resolution No	20230828-24	

12. General Business

11.1 Items raised by Councillors

- Ease of turning on fire hose at boat ramp: request for stronger light near the boat ramp
- Requested a health inspection at Bloomfield Middle Shop. Kiley raised health issue with CEO of Cook Shire Council and their officers were going to inspect.
- Laundromat: repair light/ replace with sensor light repaired. Prices being obtained for new machines
- Tree lopping: walk around to be organised to identify what needs to be done
- Knowledge Tree seat replacement discussed. Perry will investigate progress. Uncle Bill to assist in identifying which trees can be used. Potentially trees up Zig Zag Road
- Footpath Douglas Street discussed.
- Footpath for south side. Douglas Shire Council property so will need to be discussed with them
- Boundary Extension raised. Wanting to extend the sealed road to Thompson Creek with pathway for pedestrians as well. Concrete will be needed for some sections. Unable to progress this as it is Douglas Shire Council Land
- Safety edges on culverts missing from between WW and Thompson Creek. Unable to progress this as it is Douglas Shire Council Land.
- Electricians operating out of Hopevale, if we need electricians

13. Next Ordinary Council Meeting Date

The next Ordinary Council Meeting is set for Tuesday 19 September 2023.

14. Meeting Closure

The meeting was closed at 3.08pm

Mayor Bradley Creek _____ Dated _____