



## **MINUTES | Wujal Wujal Aboriginal Shire Council Ordinary Meeting**

Date: Tuesday 16 January 2024

Time: 9.00am

Venue: In person: Indigenous Knowledge Centre, Hartwig Street, Wujal Wujal  
Virtually: MS Teams



## **1. Opening of Meeting**

### **1.1 Welcome | Opening of Meeting**

Declaration of opening of meeting by Mayor Bradley Creek at: 09.23am

### **1.2 Acknowledgement of Traditional Owners**

The Mayor acknowledged the Kuku Yalanji people who are the Traditional Custodians of the Land on which we meet today. He also paid respects to Elders both past, present and emerging

## **2. Attendance, Leave of Absence and Apologies**

### **2.1 Attendance**

#### **Councillors**

Mayor, Councillor Bradley Creek, in Person

Councillor Robert Bloomfield, phone

Councillor Vanessa Tayley, MS Teams

#### **WWASC Staff Representatives**

Chief Executive Officer, Kiley Hanslow, in Person

Manager Works and Building Services, Pery Gould, in Person

Manager Corporate and Commercial Services, Micah Nkiwane, MS Teams

Executive Assistant, Molin Orange, MS Teams

### **2.2 Leave of Absence | Apologies**

#### **Apologies**

Deputy Mayor, Councillor Regan Kulka

Councillor Vincent Tayley

### **2.3 Visitors | Presenters**

Nil

## **3. Condolences | Congratulations**

#### **Condolences**

Rodney and Sharon Denman and the Walker families

To the whole Wujal Wujal Community for the TC Jasper disaster event

#### **Congratulations**

To Mayor Bradley Creek and Mrs Meredith Creek on the safe arrival of their baby girl, Jadarna Creek, born on 21 December 2023

## **4. Mayoral Motion**

Nil

## 5. Confirmation of minutes of the Previous Meeting

Minutes of the Ordinary Council Meeting | 12 December 2023

Resolution: [confirmation of previous minutes](#)

Resolution:	That the minutes of the Ordinary Council Meeting held on Tuesday 12 December 2023 are accepted as a true and correct record of that meeting.	
Moved:	Councillor Vanessa Tayley	Carried 3/3
Seconded:	Councillor Robert Bloomfield	
Resolution No	20240116-01	

## 6. Declarations of Interest in the matters on the Agenda

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

## 7. Business Arising or Outstanding Matters from Previous Meeting

Nil

## 8. Items for Consideration and Decision

### 8.1 Caretaker Period Policy

This Policy applies to all Wujal Wujal Aboriginal Shire Council Councillors, Candidates and Employees of Council preparing for and during the caretaker period.

This Policy ensures that Council conducts its business throughout the Caretaker Period in a responsible, transparent and legally compliant manner.

Certain restrictions apply to Council, Councillors and Council employees in the period leading up to an election.

Resolution: [Caretaker Period Policy](#)

Resolution:	That Council adopts the Caretaker Period Policy 2024	
Moved:	Mayor Bradley Creek	Carried 3/3
Seconded:	Councillor Robert Bloomfield	
Resolution No	20240116-02	

## 8.2 Emergency Procurement and Policy and Procedure

In recognition that full compliance with the existing Wujal Wujal Aboriginal Shire Council (WWASC) Procurement Policy and Procedure may not support Council needs during a critical period or emergency incident or event, the emergency procurement policy and procedural settings aim to accommodate emergency and urgent Council procurement.

**Resolution: Emergency Procurement Policy**

<b>Resolution:</b>	That Council adopt the Emergency Procurement and Policy and Procedure.	
<b>Moved:</b>	Mayor Bradley Creek	Carried 3/3
<b>Seconded:</b>	Councillor Vanessa Tayley	
<b>Resolution No</b>	20240116-03	

## 8.3 Adoption of Emergency Procurement Policy and Procedures Caretaker Mode

In relation to response to Cyclone Jasper weather events, a number of critical procurement decisions will be required during the caretaker period which may exceed the contract limit of \$200,000 or 1% of the local government's net rate and utility charges.

Council must apply to the Minister for approval to enter contracts greater than \$200,000 or 1% of the local government net rate and utilities rate. Applications for this exemption are made in writing and must detail:

- an explanation of why the decision was unforeseeable.
- an explanation of why the decision cannot wait until the end of the caretaker period.
- an explanation of how the decision is in the public interest.
- any other relevant information to assist the Minister in determining whether to approve the application.

**Resolution: Support the application to the Minister for approval to enter contracts greater than \$200,000.**

<b>Resolution:</b>	That Council supports the application to the Minister for approval to enter contracts greater than \$200,000 during the Caretake Period, within the guidelines of the Emergency Procurement Policy and Procedures, effective 16 January 2024.	
<b>Moved:</b>	Mayor Bradley Creek	Carried 3/3
<b>Seconded:</b>	Councillor Vanessa Tayley	
<b>Resolution No</b>	20240116-04	





#### 8.4 Electricity Meters versus Power Card

Ergon Energy Queensland (EEQ) has advised that due to the damage experienced during the flooding that many of the electricity meters must now be replaced before electricity can safely be restored to all premises.

Two options to consider are:

Option 1: Retain existing power card meters.

Option 2: Move to monthly electricity billing.

Discussion:

A monthly billing system could result in financial hardship for many of our Community members.

The most suitable option for the Community was to retain the existing power card meters as the

**Resolution: That Council accept Option one (1) to retain the existing power card meters**

Resolution:	That Council vote to retain the existing power card meter system.	
Moved:	Mayor Bradley Creek	Carried 3/3
Seconded:	Councillor Robert Bloomfield	
Resolution No	20240116-05	

### 9. Presentations to Council

Nil

### 10. Reports

#### 10.1 Chief Executive Officer Report

CEO Kiley Hanslow provided Council with an overview of the cyclone event detailing steps and measures taken prior to the cyclone and the destruction experienced.

Preparation:

- Council's Operations staff undertook extensive preparations prior to the TC Jasper
- All plant, machinery and materials were moved and stored well above the previous highest flood levels of 2019.
- All Council's backup generators were assessed and serviced prior to the TC Jasper event.
- The Council depot was cleaned, and all equipment was stored above the previous 2019 highest flood levels.
- Ergon placed their large generators, sufficient to power the community, above the previous 2019 highest flood levels.
- Unfortunately, the rainfall caused flood and overland water flow above any previous recorded levels.



## Loss of infrastructure as a result of the event:

There has been a substantial loss of infrastructure:

- Council Chambers
- Mayor's Office
- Administration building
- Records demountable storage unit
- Executive Assistant's Unit
- SES Shed, SES demountable
- My Pathway building
- Charlie's OHub Centre
- Apunipima Clinic
- Works Yard Depot
- Art Centre
- Café
- Jabalbina Ranger's Office

## Damage Assessment

- Insurance assessors were in Wujal Wujal on Saturday 30 December 2023 to assess the extent of the damage. Council has \$2M insurance coverage, which will not be sufficient.

## Operation of Council

- The loss of infrastructure listed has caused disruption of regular services and administrative functions.
- Temporary office accommodation in Cairns has been sourced as an interim solution only, to ensure continuity of essential services while the affected infrastructure is being restored.
- Queensland Reconstruction Authority (QRA) is available to cover disaster works and restoration of essential services. Strict eligibility criteria and an application process is required to access this QRA disaster management funding.
- Council continues to monitor weather forecasts and stay updated with relevant advisories to inform decisions and around access and recovery.
- Council continues to hold Extraordinary LDMG meetings to manage the disaster response.

## Resolution: Chief Executive Officer' Monthly Report.

<b>Resolution:</b>	That Council receive the Chief Executive Officer' Monthly Report for the month December 2023 as presented.	
<b>Moved:</b>	Councillor Vanessa Tayley	Carried 3/3
<b>Seconded:</b>	Councillor Robert Bloomfield	
<b>Resolution No</b>	20240116-06	

## 10.2 Corporate and Corporate Services Division Report (C&CS)

- The external audit has been finalised with an unqualified audit opinion. The audit report together with the financial statements were presented to Council.
- Revenue – a significant increase in grant revenue.
- Growth in assets, but not in liabilities
- Chief Executive Officer complimented Manager Corporate and Commercial Services, Micah Nkiwane and his team on working with her to achieve the significant financial recovery for Council.
- The annual financial statements show a great result and speak volumes on how a disciplined financial approach has improved Council.
- Significant damage to council assets, may transform Council's cash flow.
- Disaster response must be managed carefully with the utmost discipline to avoid Council going backwards financially.



- BAS invoicing was operating on an excellent template of teamwork and was sadly interrupted by the TC Jasper disaster. Council expects this area of operation will continue to be negatively impacted for the foreseeable future.

#### Resolution: Annual Financial Statements

<b>Resolution:</b>	That Council adopt the Annual Financial Statements year ended 30 June 2023 as presented.	
<b>Moved:</b>	Councillor Vanessa Tayley	Carried 3/3
<b>Seconded:</b>	Councillor Robert Bloomfield	
<b>Resolution No</b>	20240116-07	

#### 10.3 Auditors Report

Corporate and Commercial Manager Micah Nkiwane outlined the key points from the Auditors Report.

#### Resolution: Auditors Report

<b>Resolution:</b>	That Council adopt the Auditors Report as presented.	
<b>Moved:</b>	Mayor Bradley Creek	Carried 3/3
<b>Seconded:</b>	Councillor Vanessa Tayley	
<b>Resolution No</b>	20240116-08	

#### 10.4 Annual Report

- A formal extension for the Council Annual Report will be tabled with the Minister.
- The Annual Report will be tabled at next Ordinary Council Meeting.

#### Resolution: Manager Corporate and Commercial's Monthly Report

<b>Resolution:</b>	That Council receive the Manager Corporate and Commercial's Monthly Report for the month December 2023 as presented.	
<b>Moved:</b>	Councillor Vanessa Tayley	Carried 3/3
<b>Seconded:</b>	Councillor Robert Bloomfield	
<b>Resolution No</b>	20240116-09	

#### 11. Chief Executive's Annual Performance Review | Closed Session

Attendance: Brett de Chastel entered the meeting via Teams link at 10.15am

Attendance: The executive team left the meeting at 10.37am

The Chief Executives Annual Performance Review which was to be discussed in a closed session was deferred to a Special Meeting to be held Tuesday 22 January at 9am due to the absence of Deputy Mayor, Councillor Regan Kulka and Councillor Vincent Tayley at this meeting.

Attendance: Brett de Chastel left the meeting at 10:45am

Attendance: CEO Kiley Hanslow, Perry Gould and Micah Nkiwane returned to the meeting at 10:46am





---

## 12. General Business

Road access to Wujal Wujal

- Road is in a bad state, although it is open, there are significant delays.

Flood damaged houses

- Department of Housing are working with QBuild to assess the damage to all the houses.
- The Housing Department's communication has been good, they have been contacting people regularly and providing updates.

## 13. Next Ordinary Council Meeting Date

The next Ordinary Council Meeting is set for Tuesday 20 February 2024

## 14. Meeting Closure

Meeting Closed at 11:36am

Approval of minutes

  
\_\_\_\_\_  
Mayor

20/2/24  
Date