



Council Ordinary Meeting

19 March 2020

Minutes

of the

**Council Ordinary Meeting held at the Wujal Wujal
Aboriginal Shire Council Chambers**

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1. WELCOME/MEETING OPENING

Mayor Tayley declared the meeting open at 9.30am.

2. ATTENDANCE/APOLOGIES

Members Present:	Cr Desmond Tayley, Mayor (Chair) Cr Robert Bloomfield, Deputy Mayor Cr Regan Kulka Cr Bradley Creek Cr Vanessa Tayley
Apologies:	Vanessa Kennedy (Executive Assistant)
Officers/Staff:	Stephen Wilton – Chief Executive Officer (Minute taker) Harish Nair – Director Finance and Corporate Services (DF&CS) Victor Mills – Director Works and Building Services (DW&BS)
Observers:	Deric Flewell-Smith
Presenters/Visitors:	

3. CONDOLENCES/CONGRATULATIONS

Condolences

Boyd Family – Palm Island
Port Family - Coen
Oldbar Family
Spider Family
QBuild on sad loss

NOTED

Congratulations

Victor and Kylie Mills new baby girl
Stephen Wilton and Family first grandchild
Councillor nominations elected unopposed
Rodriana Yoren – new baby

NOTED

4. COUNCILLOR OBLIGATIONS

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

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

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

Nil

4.2 Declaration of Conflict of Interest on any item of business

Pursuant to Section 173 (2) of the Local Government Act 2009 {0} declarations of conflict of interest were made during this meeting.

Name of Councillor:

Details of declarations are as follows:

4.3 Registers of Interest

Nil

Cr Bradley Creek joined the meeting at 9.32am.

CEO Stephen Wilton left the meeting at 9.33am and came back at 9.35am after attending call from Qantas.

5. CONFIRMATION OF PREVIOUS MINUTES

The minutes of the Council Ordinary meeting 20 February 2020 were considered.

Resolution:	That Council confirms that the Council Ordinary meeting minutes of 20 February 2020 as circulated are a true and correct record of that meeting.	
Moved:	Cr Vanessa Tayley	CARRIED 5/5
Seconded:	Cr Robert Bloomfield	
Decision No:	0119032020	

5.1 Business Arising from Previous Minutes

Nil

NOTED

6. REPORTS

6.1 Mayor's Update

MEETINGS ATTENDED FEB/MAR:

WUJAL WUJAL

25 Feb 2020 Red Earth

COOKTOWN

28 Feb 2020 IBA Start-up Workshop Information

CAIRNS

10 Mar 2020 Cape York GTGS Education Governance Forum
Mayor's Update – COVID 19 QLD State Disaster Coordination
DDMG meeting

11 Mar 2020 Brand Platform Lunch – TTNQ – CPAC

12 Mar 2020 Local Thriving Communities JCC
CIAF

NOTED

6.1 Mayor's Update

6.1.1 LDMG and DDMG update

Mayor to give a verbal report.

NOTED

6.1.2 Local Thriving Communities update

NOTED

6.1.3 Housing update

NOTED

6.1.4 Cape York Education Forum

Mayor to give a verbal report.

NOTED

6.1.5 Tourism update

Mayor to give a verbal report.

NOTED

6.1.6 Vanilla Bean project update

Mayor to give a verbal report.

NOTED

6.1.7 Correspondence

- 6.1.7.1 Minister for Communities and Minister for Disability Services and Seniors – The Honourable Coralee O'Rourke. Million-dollar boost for state's thriving neighbourhood centres.

NOTED

Resolution:	That Council receives and adopts the Mayor's report for the month of March 2020.		
Moved:	Mayor Desmond Tayley	CARRIED 5/5	
Seconded:	Cr Regan Kulka		
Decision No:	0219032020		

6.2 Chief Executive Officer Report

Items arising from previous meetings

CEO Report Action Log

Date:	Action	Status	Comment
CEO REPORT			
6.1.2	JIME Ministerial Champions Office. CEO to follow up with Director-General Jamie Merrick	In Progress	
0422082019	Allocation of the areas shown in pink on the plan tabled by the CEO (old football/dump site) for use of the Vanilla Bean Enterprise as a social benefit activity and staff develop a draft lease with (Coppertree Farms/ Department of Innovation and Tourism) in conjunction with Councils lawyers for a four-year term	In Progress	Proposers been advised & requested to provide information to go in the lease.
6.2.5 Capital Projects Register	Business Case for Disaster Resilience Centre Community Cabinet Townsville.	In Progress	Business Case to be developed
6.2.6 Cooktown Expo 2020 proposed Secondment Program with Wujal Wujal Aboriginal Shire Council (WWASC)	The CEO to meet with Cook Shire and Hopevale Shire to discuss the Cooktown Expo 2020 project to express support and determine the financial and staffing requirements and report back to Council	In Progress	Cook Shire advised WWASC supports the Expo but cannot provide an officer for 9 months
SOCIAL MEDIA			

6.2.11.4	I/DCEO's report mention of Social media expansion projects. Interim Deputy CEO and EA to prepare a business case for Social Media Facebook account for Council consideration and approval	In Progress	Draft protocols to be developed and brought back to Council
GENERAL BUSINESS			
IKC Report 1422082019	That Council repurposes the First Five Funding authorises IKC Manager Kylie Mills to purchase the 3D printer using grant money supplied instead of Campfire Furniture	In Progress	Extension of time requested to spend funds requested
PROJECTS			
Good to Great Schools Education Forum 17-19 September 2019	CEO to organise a meeting with Hopevale CEO and run a Community Forum/Information session with their support		
	Letter to be sent to the Principal in support		
Inspector-General Emergency Management response to Alastair Dawson for direct participation in programs by 30/09/2019	EA to respond to request for direct participation to IGEM urgently	Completed	Letter sent to Alastair Dawson IGEM
CEO REPORT			
Vanilla Bean Plantation Project	CEO to ensure that proposed sites for future housing allotments and for the Vanilla Bean Plantation Project formally surveyed, registered and zoned to meet these proposed uses and ensures staff bring forward the draft plan of survey for consideration by Council before registration	In Progress	Matter raised at TWG for DATSIP Assistance in gaining necessary approvals, WTMA and Planning and to arrange survey
Ministerial Champion – Proposed Showcase of Wujal Wujal Community at State Parliament	CEO to report to the Council meeting in October on progress with the preparation for this Showcase.		Verbal Report by CEO & Exec Assistant
Facebook page	New CEO will consider this initiative and report back to Council at a future date	In Progress	
Organisational Chart	CEO to consider and refine the Organisational chart and bring back to Council for adoption.	In Progress	Organisational Chart under review by CEO. November meeting

	CEO to seek written consent from Douglas Shires for the bridge pipeline crossing, the construction of southside housing driveways within the road reserve and the work at the top end of China Camp road, where these works occurs within Douglas Shire	Complete	Operational works permit issued
Art Centre Report	CEO and Director Finance & Corporate Services meets with Art Centre Director to discuss Strategic 4yr Business Plan	Not yet Commenced	
CLOSED SESSION			
Embrace Learning	CEO to report further as this matter develops or is resolved.		Verbal report
Requests for Financial Assistance with Funeral Expenses	CEO to ensure a policy update be formulated and reported to a future meeting to be adopted	In Progress	In CEO Report
GENERAL BUSINESS			
Funding for Rodeo ground/portable yards down on the corner across the river past the football field.	CEO and DW&BS to investigate possible site preparation and funding at a later date.	Not Started	
Leaking effluent	Has this been addressed? CEO to investigate and advise.	Ongoing	Investigation found that the effluent is an ongoing issue. Tank system with lay flat hose. Replacement of all solinoids is currently occurring
Tourism Information Centre	What is the plan for this and the Art Centre		
Polo Shirts	Councillors to visit Southern Cross for fit out of shirts. Purchase order required.	In progress	Waiting for all Councillors to do their fittings – one purchase order
Council Meeting held 24 October 2019			
MAYOR'S REPORT			
Res: 0224102019	That Council sends a letter of congratulations to Haylene Grogan congratulating her on		Complete

	her new role as Chief Health Officer		
CEO'S REPORT			
0424102019	Letter to Department Housing and Public Works advising the DHPW, Sport and Recreation division that Council is supportive of the concept of Sport & Rec programs that are run by local people employed by the Department who are fully supported by the Department provided that there is also program funding to ensure there are activities available to enhance community participation.		Complete
0524102019	Letter to Department Housing and Public Works advising the DHPW, Sport and Recreation division that Council will deliver the asphalt pump track, under round 7 of the Get Playing Places and Spaces program in accordance with the Dead of Funding. Also, advise the new location to the Department when identified		Complete
0624102019	Letter to Tony Holmes advising that it accepts the offer of \$500 for the old cattle ramp stored in the Douglas Street yard.		Complete
0924102019	Letter to both Datacom and WageLoch from the CEO to terminate the agreement with Datacom and WageLoch and written notice is to be given immediately		Complete
DW&BS REPORT			
6.4.8 Kindergarten	Letter to be sent to CDCC to advise that the CDCC (playgroup) can relocate back to the venue back under the IKC after the Art Centre relocates		Verbal advice given
	That Council ensures the safety of all employees at the kindergarten. CEO to investigate.		Pending
	DW&BS asked for funding to be attributed, in particular		??

	excel, word and spreadsheets. CEO to investigate.		
GENERAL BUSINESS			
General Business	Lights behind Art Centre needed. CEO to investigate.		Pending budget
	Letter to be written to DHPW advising the Department of Housing and Public Works that it wishes to relinquish the lease on 21b Hartwig Street, Wujal Wujal.		Complete
Council Meeting held 21 November 2019			
CEO'S REPORT			
0821112019	Letter to Department of Justice Office of Liquor Gaming Regulation to request amendment to the current regulation to include the road from Douglas Street along Kotzur Rd and from The Corner of Kotzur Rd and Hartwig street to the Boat Ramp including the Boat Ramp car park and the Council Office car park		Complete
0921112019	Letter to DHPW advising the Department of Housing and Public Works that it would be willing to lease Lot 2 at Ayton for the purpose of water supply to Wujal Wujal residences in Ayton.		Complete
DW&BS REPORT			
6.4.5 Kindergarten Report	Meeting with Police. That Council look into Bylaws or work with the police about children out late at night.		
CLOSED SESSION			
0521112019	Letter of confirmation accepting Brackenhurst Concrete Batching Plant as a sole supplier to the area for following funded projects; • China Camp Drainage – DRFA • Southside Driveways – Q-Build • Recycle Centre 30 x 12M Shed slab - CYRP • Hard stand at depot - CYRP		Complete

	<ul style="list-style-type: none"> • Wujal Guest Accommodation slab and pathways – W4Q 19/21 • Wujal eco Lodge footings and pathways – BOR • Raised Manholes – WWASC and other works for WWASC as they come available 		
0621112019	Letter from CEO to Assist Me Consulting with counter-offer of \$5,000 with a Deed of Settlement/Release and that a Draft Statement of Claim be provided to Assist Me Consulting for compensation of rectification costs due to non-performance of the contract.		Complete
GENERAL BUSINESS			
	Letter to Minister seeking clarification of Xmas Holidays		Not required
	Douglas Shire MOU required Cape York Regional Package finalise and connect sides. CEO to investigate.		
Council Meeting held 20 December 2019			
MAYOR'S REPORT			
6.1.1	Showcase to Parliament – Council to send letter of thanks to the Minister's office. CEO to follow-up.		
6.1.2 Res: 0220122019	Council agreed to commitment of \$10,000 Dhawarr sponsorship to the Cook Shire Council to support the Cooktown Expo 2020. Letter to be written to Cook Shire Council CEO	Completed	Letter send to Cook Shire Council CEO Linda Cardew on 8 January 2020.
Correspondence 6.1.5.3	Djuki Mala Tour Proposal for community support for this tour in May/June 2020. CEO and DF&CS to investigate and advise.		No Action as yet
CEO'S REPORT			
6.2.4	Council to advise Visionstream Pty Ltd that Council is willing to negotiate a lease on Lot 1 RP717971 for the purpose of a 10-metre Satellite small cell		Letter sent, negotiation on commercial terms commenced

	telecommunications facility. CEO to write letter.		
DW&BS REPORT			
6.4.5 Art Centre Report	Council to approach My Pathway about putting people in to run the Art Centre café in the New Year. CEO to report back at next meeting.		No action as yet
Council Meeting held 23 January 2020			
MAYOR'S REPORT			
6.1.1 Res: 0223012020	CEO to write a letter to Wujal Wujal Dance Group Coordinator Ruby Winkle advising of this funding.	Completed	24 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.		
6.2.2 Res: 0523012020	CEO advise the relevant parties of the Council's decision to Approve a Reconfiguring a Lot, subdivision (2 lots into 9 lots) and Operational Works within the Wujal Wujal Aboriginal Shire Council local government area to create; <ul style="list-style-type: none"> o 9 residential allotments o 2 lots for the provision of an access road o Balance Lot 34 Subject to fair and relevant conditions.		
	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		

	CEO to commence Community Consultation to endorse a Community Advisory Committee to be undertaken after elections to support Local Thriving Communities initiative.		
DW&BS REPORT			
0823012020	CEO/DW&BS to send a letter awarding the contract for upgrading of Kindy to AD Fraser Builders who has a current service agreement with WWASC for the upgrade of HACC facility, this funding is from QRA for Resilience (a place of refuge), as per the resolution.		
GENERAL BUSINESS			
	Housing Maintenance reviews needed. CEO to ask DHPW and report back to the Council at the next meeting,		
	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.		
	Councillor training 'So you want to be a councillor'. CEO to follow up and advise councilors		

NOTED

6.2.1 Covid-19 Corona Virus

Council would be aware of the concerns around the current outbreak of the Covid-19 corona virus.

I have attended a number of forums where the virus has been discussed including a teleconference with the State Disaster Management group that was called purely to discuss the current situation.

It is obvious that this is a serious situation. Health authorities have issued a number of alerts and advices regarding the outbreak and it is clear that Council and the community need to follow these advices if the effects of the virus are to be minimised.

The main advice is as follows;

Maintain personal hygiene by regular washing of hands with soap and water or hand sanitiser.

- If you feel unwell with cold or influenza symptoms, stay home do not go to work or school.
- If you have reason to believe you may have come into contact with the virus (close personal contact with someone who has the virus or with someone who has travelled from a high risk location such as China or Italy) and start to feel unwell contact the clinic in advance before attending the doctor so they can take necessary precautions before you arrive.
- If you have the virus or have had possible contact with someone with the virus, self isolate for a period of 14 days or until testing has given you the all clear

The virus is not air bourne and does not survive in the air for very long however it will survive on surfaces for up to 12 hours.

Council is taking precautions for staff by provision of hand sanitiser and face masks for front line employees. We will also implement procedures designed to keep staff at least 1.5 meters away from customers.

We have been advised that over the life of this current health crisis that we should expect up to 20% of staff to be affected. This does not include those who have to self isolate due to coming into contact with somebody who is ill. This may seriously affect Council's ongoing operations.

Whilst we have been advised that over 80% of people infected will only suffer mild flu like symptoms It is concerning that older people and people with pre-existing cronic health conditions are likely to suffer severe symptoms.

The main issues of concern for the Wujal Wujal community are;

- Overcrowded dwellings (making self-isolation difficult)
- High level of older people and people with cronic medical conditions

The best course of actions for Council is to follow the advice from Queensland Health and to encourage the community to follow the hygiene recommendations to help prevent the spread of the virus in our community.

Council will continue to follow the advice of Queensland Health and implement recommendations of the Chief Medical Officer

NOTED

Resolution:	That WWASC Council advise the Queensland Government that it is supportive of the Cape York Local Government having the authority to close roads to restrict travel to at risk communities to protect those communities.	
Moved:	Mayor Desmond Tayley	CARRIED 5/5
Seconded:	Cr Bradley Creek	
Decision No:	0319032020	

6.2.2 Community Events

There are two community events that Council staff are currently organising.

Anzac Day Service

Anzac Day falls on Saturday 25 April 2020, being a Saturday means that the Public Holiday is the Saturday and there is no long weekend.

We are currently in discussion with the defense Force around what support they can provide on the day. We will also Coordinate with the Ayton RSL Sub Branch to ensure that we do not conflict with their activities and services.

NAIDOC Week Activities

NAIDOC week falls in the week commencing 5 July 2020. Wujal Wujal has previously celebrated with a march followed by a community feast. It is intended to do the same this year.

The Executive Assistant is applying for NAIDOC grant funding to help cover the costs of the community feast and other preparations. We will also coordinate with the Bloomfield River School to ensure that the NAIDOC celebration is incorporated into the school calendar.

The NAIDOC March and community feast will take place on Wednesday 8 July 2020.

That Council notes the Chief Executive Officers report on the Anzac Day and NAIDOC celebrations Council also noted that Anzac day events were cancelled in Australia on 18 March 2020

NOTED

ACTION: WWASC to persue funding for Video Conferencing through DATSIP Deputy Premier, Government Champion, Telstra..

DF&CS left the meeting at 9.48am and returned at 10.06am.

Council adjourned for morning tea at 10.06am and returned to the chamber 10.23am.

Cr Bradley Creek and Mayor Desmond Tayley joined the meeting at 10.35am.

Resolution:	That Council receives and adopts the Chief Executive Officers report for the month of March 2020.	
Moved:	Cr VanessaTayley	CARRIED 5/5
Seconded:	Mayor Desmond Tayley	
Decision No:	0419032020	

**Chief Executive Officer
Stephen Wilton
13 March 2020**

Cr Robert Bloomfield left the meeting at 10.56am and returned at 10.59am.

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

6.3.1. Cash Position

Total Bank balance as at 29 February 2020 is \$3,368,951.90

Bank reconciliation is up to date to 29 February 2020

Summary of the deposits and large payments between 7 February to 29 February 2020




<u>Deposits</u>	<u>Amount</u>
Art Centre	-
Fuel Sales	3,312.63
Centrelink Agent fees	2,130.41
Debtors	13,504.54
DLGRMA ILGSP HR & Industrial	10,255.00
DLGRMA ILGSP Records Management	26,553.10
DLGRMA FAG	65,501.75
DOGIT	4,007.40
DOH	20,915.06
DCDSS - HCP	32,506.00
DRFA Emergency Works - North & Far North Qld Moonsoon Trough 25 Jan - 14 Feb 2019	397,566.93
Miscellaneous	-
	576,252.82
<u>Payments</u>	
Wages	213,643.11
Creditors & Direct Bank Payments	207,763.38
	421,406.49

As agreed, Cashflow as at 29 February 2020 was provided to the Dept of Local Govt, Cairns office.

NOTED

6.3.2. 2019/2020 External Audit

- Discussions with Amy Briggs, Audit Manager, Queensland Audit office
- QAO proposed milestones for 30 June 2020 audit (as below) & advised Payroll will be a higher risk area for 2020 audit and will again be an area of focus. Council will be formally replying to the QAO in the coming days on the proposed milestones

	Pre-Planning	
	Planning	Apr / May 2020
	External audit plan	15 May 2020
	Planning and Interim	
	Planning and Interim testing visit	5-15 May 2020
	Interim management report	25 May 2020
	Draft proforma financial statements *	30 Apr 2020
	Feedback on proforma financial statements	15 May 2020
	Accounting papers on known accounting issues*	
	- Accuracy of employee pay rates within the employee masterfile and calculation of under/over payments	30 Apr 2020
	Feedback on accounting papers	
	- Accuracy of employee pay rates within the employee masterfile and calculation of under/over payments	15 May 2020
	Final	
	Year end visit	14 - 25 Sep 2020
	Asset valuations completed*	15 Jun 2020
	Asset valuations reviewed by audit	31 Aug 2020
	Final workpapers available (including inventory stock take reports at 30 June 2020) *	4 Sep 2020
	Complete draft financial statements to audit*	4 Sep 2020
	QAO clearance (closing report)	7 Oct 2020
	Management signs financial statements	9 Oct 2020
	QAO signs financial statements	13 Oct 2020
	Audit review of Annual Report	4 Nov 2020
	Final management report	27 Oct 2020
	Report to parliament on Local Government audits	February 2021

Note: Council deadline

Audit deadline

*measurable milestones

- Changes to Accounting Standards which will affect Council and substantially increase the disclosures requirements for the year ended 30 June 2020-
Refer Attachment 1 & 2 (Tabled)

○ **NOTED**

6.3.3. Comprehensive Valuation of Assets

Non-current physical assets measured at fair value are revalued so that the carrying amount of each class of asset does not materially differ from its fair value at the reporting date. This is achieved by engaging independent, professionally qualified valuers to determine the fair value for each class of property, plant and equipment assets at least once every 5 years. This process involves the valuer physically sighting a representative sample of Council assets across all asset classes and

making their own assessments of the condition of the assets at the date of inspection.

- A rolling comprehensive valuation of asset classes were discussed with QAO and it was agreed Council's Water & Sewerage assets are to be valued as at 30 June 2020
- Last comprehensive valuation of Water & Sewerage assets was as at 30 June 2015
- Below professional valuers were contacted with quotes due by Friday 13 March 2020
 - Australis Asset Advisory Group
 - AssetVal
 - APV Valuers & Asset Management
 - Jones Lang LaSalle

NOTED

6.3.4. Payroll

In preparation for processing State Wage Case 2019 salary increase, Finance team compared all employee payrates & set up in Practical master file to available employee letter of offer/contracts and the initial results are:

- Four employees overpaid to a total of approx. \$39,200
- Two employees underpaid to a total of approx. \$2,900

In the case of four of the above employees Finance team investigated further to identify what happened, the advice Council received from CIVICA was that, due to a system glitch in August 2019 classifications were changed resulting in these employees moving onto higher pay rates. In the case of one employee, Practical set up were incorrect and employee's weekly hours were set as 38 instead of standard 36.25 hours resulting in an underpayment.

In the case of one employee, eligible casual loading was never paid resulting in an underpayment.

Council have already discussed the overpayments and repayment plan with all four employees. Employees will be repaying the overpayments over a period of three years through wage deduction.

Council have alerted the affected employees on the underpayment and will be processing the payment on 16 March.

QAO also has been advised of the over/underpayment issues.

NOTED

6.3.5. Aged Debtors

- Council's aged debtors balance as at 29 February was \$596,901.89
- Of the above \$4,791.72 is current Councillor debts
- Aged debtors include approx. \$262,000 QBuild debt & is recoverable
- 15 debtors amounting to \$40,436 appear doubtful and is possible write off
- Finance team actively chased all debtors since October 2019 and the aged debtor balance came down from approx. \$2.2m

NOTED

6.3.6. Acquittals/ Periodic Reporting

Actioned

- IVAIS Reporting for 2018/19 Financial Year
- IVAIS Mid-Year Reporting for six months to December 2019
- Statement of Compliance for Working with Vulnerable People - Radio & Kindy
- ROPE Reporting for Quarter ended September 2019 and December 2019
- TMR Acquittals & Ascons- Boat Ramp Upgrade, Water Treatment Plant Membrane Replacement, Bloomfield Bridge Watermain Crossing & China Camp Road
- QLD Health Community Services Funding- Annual Financial Report for the year ending 30 June 2019 & Financial Report for July to December 2019

Work in progress

- W4Q 17-19 0040- Works for Queensland- team to work with the variation documents DLGRMA supplied
- ILGSP 16-18 0047- Innovation and Sustainability- lack of records and lack of appropriate job costing- team finding it really hard to proceed- to liaison with Dept
- ILGSP 16-18 0048- Training and Professional Development- lack of records and lack of appropriate job costing- team finding it really hard to proceed- to be liaison with Dept
- ILGSP 16-18 0046 Business Diversification- Service Station- CEO writing to the Minister requesting change of scope as per Dept advice

NOTED

6.3.7. Human Resources/Training

- Contracts Administration Officer- Keziah Bin Sali appointed in the role
- Admin Trainee (Finance & Corporate Services)- Kanisha Nandy appointed in the role
- Admin Trainee (Works & Building Services)- Mariah Johnson appointed in the role
- Three employees now transitioned into permanent employment after staying on casual contract for an extended period
- Two employees now offered employment through Mypathway
- Renelle Shipton now enrolled with TAFE to study Cert IV Accounting & Bookkeeping
- Melita Baird, Lynette Simbil & Wendy Rowlands attended CIVICA web training
- Keziah Bin Sali & Wendy Rowlands attended QRA MARS portal training in Cairns

NOTED

Resolution:	That Council receives and adopts the Director Finance and Corporate Services report for the month of March 2020.	
Moved:	Cr Regan Kulka	CARRIED 5/5
Seconded:	Cr Robert Bloomfield	
Decision No:	0519032020	

6.4 Director Works and Building Services Report

Action items from previous Council meetings:

Date:	Action	Status	Comment
Council Meeting held 22 August 2019			
CEO REPORT			
6.2.5 Capital Projects Register	A tap, pressure hose, ramp to tie boats up and lights could be included at the Boat Ramp in the plans. Include in development plans.	In Progress	Awaiting budget to commence, approx. 75k.
DW&BS REPORT			
6.5.3 Animal Management	That Council reviews vet and pound fees surrounding Animal Management procedures and practices. Council puts a process in place for unpaid impoundment fines and then advises these at a community meeting information session	Complete	Complete, community consultation is ongoing, due to changes in Animal management.
6.5.4 Civil Construction	Prepare an estimate of cost to convert the AFL field to a Rugby field. Report back to Council.	Complete	Complete, 100k to manufacture goal posts and convert AFL to Rugby League, hopefully can get this done under QRA funds.
Council Meeting held 26 September 2019			
MAYORS REPORT			
6.1.12	National Indigenous Empowerment Summit 3-5 September 2019	Complete	Complete
CEO REPORT			
6.2.15 Res: 1926092019	Driveways on Wujal Wujal Southside	PCI, EOFY	Checking other concrete suppliers, target to complete is EOFY.
DB&WS REPORT			
6.4.8 Res: 2526092019	Kindy Report – remedy of non-compliant items	Complete	Complete
Res: 2626092019	Kindy Report – Director access to budget	Complete from DWBS	Hopefully finance has given access.
Res: 2726092019	Kindy Report – Staffing levels	Complete	Complete
6.4.11 Res: 2826092019	Animal/Environmental Management – organisation of monthly community meeting	Ongoing consultation	
GENERAL BUSINESS			
	Gum tree removal – Little Douglas Street	Awaiting tree lopper	Sourcing quotes, pending on budget.

	Cars parking in the roundabout – dangerous	Ongoing	Removal of ANZAC, only viable solution, then markings can be done to standard.
	Joining of two projects raised: Proposed Safari tents/accommodation (Eco-Lodge) and Contractors accommodation	Ongoing	As per report we can fit in (6) tents extra facilities will have to be constructed.
	Funding for Rodeo ground/portable yards down on the corner across the river past the football field.	Ongoing	Application to DSC for approval.
Council Meeting held 24 October 2019			
DW&BS REPORT			
6.4.8 Kindergarten	DW&BS to investigate costings for the relocation of sandpit and cost of playground equipment at the kindy. Costs/quotes to be obtained.	Will be included in the refurbishment.	
Council Meeting held 21 November 2019			
GENERAL BUSINESS			
Xmas Break Animal Management	That DB&WS and Vet Nurse look at affordable fees for registered Wujal Wujal dogs. DW&BS to investigate	Ongoing	
Council Meeting held 23 January 2020			
DW&BS REPORT			
HACC Report	DW&BS to look at HACC air conditioners and freezer and report back at next Council meeting	Temporary fix until I get my Budget.	
GENERAL BUSINESS			
General Business	Wall on the back road. Need a privacy barrier either plants or fence. DW&BS to give an update at next meeting.	Sourcing funding	
	Crocodile Awareness – Community meeting to be held. DW&BS to advise when this meeting is to be rescheduled at next Council meeting.	Animal Management has commenced consultation with community members.	
	Lights and wash down basin at boat ramp. DW&BS to give an update at the next council meeting.	Sourcing quotes.	

NOTED

Report to: CEO, Mayor and Councillors
Subject: Works, Building, Economic Development & Community Care Services
Date: February 2020
Prepared by: Director of Works and Building Services
Status: Information

Executive Summary

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

Reporting Period	February 2020		
Department	Building		
Reporting Officer	Patrick Nandy		
TASK	WORK ORDERS IN PORTAL	INVOICED OUT	AMOUNT
Work Orders			\$84,473.78
Completed Orders			
Planned Work Orders			\$132,935.50

Budget Overview

BUDGET/WORKS ORDER	TOTAL BUDGET	% DONE	ADDRESS
B11942 OT Dismod	\$36,250.00	5%	119A Hartwig St
U93255 Dismod/Tiling	\$11,970.00	10%	18 Keim St
B09929 Various Works upgrade	\$40,660.00	5%	22 Hartwig St
B10698 internal/external paintworks	\$52,927.50	50%	44 Douglas St
B19671 Bathroom Modification	\$33,460.00	10%	29 Hartwig St
B15451 Upgrade works	\$54,043.00	85%	45 Heorlein St
B13872 Cupboard Upgrade	\$1232.00	5%	72 Douglas St
B13872 Cupboard Upgrade	\$1820.00	5%	73 Douglas St
B15454 OT modification	\$62,020.00	90%	2 Yalanji Close
B19666 SHW replacement	\$11,385.00	40%	72 Douglas St
Kindy Upgrade	\$770,000.00		Kindy Upgrade

NOTED

Construction OF CONTRACTORS QUARTERS:



Lot 115 little douglas street ready for contruction.



- **2 yalanji close: Decking and ramp completed ready for handrails.**

- **extend front deck area, ramp 1:14, handrails to front deck and rear stairs.new footpath.**



- **kindy house: internal fire walls installed, will be inspected this week.**

- **fire walls between the 2 units.**



- **internal walls installed**



- ***Still awaiting stairs and railings to arrive.***



- ***art centre: generator inplace ready to be wired up by electrician.***

BAS RESPONSIVE MAINTENANCE – March 2020

Unscheduled	4
Work In Progress	111
Awaiting Approval	0
Completed	27
Invoiced	237

Field Workers	
 Carpentry	41
 Electrical	23
 Painting	1
 Pest Control	6
 Plumbing	31
 Yard Work	9

NOTED

Reporting Period	February 2020
Department	Works
Reporting Officer	Geoffrey Rosendale

- Preparing for Southside Driveways
- Batching Plant from NCP will be on site
- Prepare site for W4Q Wujal Accommodation
- Attended LDMG and prep community for weather event
- General clean up with P&L crew
- Kerbside pick up
- Drainage clean up
- Abandon vehicles pick up

NOTED

Reporting Period	February 2020
Department	Kindy
Reporting Officer	Coraleen Shipton

Nil Report

NOTED

Reporting Period	February 2020
Department	Capital Projects
Reporting Officer	Orion Consulting

Natural Disaster Program (NDP)

Program Summary

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

The program is broken down into the following categories;

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

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

Design

Orion Project Consulting Pty Ltd as Design Managers, is currently managing the design process of the WWSTO2019 – Waste Water Treatment Plant Upgrade and WWRC2020 Recycle Centre Project. The WWSTP2019 is a design & construct contract and is currently on track with no issues to resolve.

WWRC2020 Recycle Centre – Concept design is complete. Minor changes have been made due to the changes in the scope of work and earthwork levels.. No issue's to resolve.

Design Issues

Trinity Engineering to provide the cost to complete detailed engineering inspections for China Camp Rd. These inspections will allow Trinity Engineering to RPEQ the As Constructed drawings and documentation. This process is required to ensure that the works undertaken on China Camp Rd are to the current Australian Engineering Standards.

Applications and Approvals

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

DRFA – Betterment Application – **Status** – The submission for the Waterfall Rd Rock Gabbion Extension Project was finalised on 5 December 2019 with the QRA. QRA will advise on any additional information and or approvals upon review of the submissions. Ongoing in 2020.

Construction

WWASC.11.18 (2018 NDRRA Works)

The Queensland Reconstruction Authority has completed the infield assessment for the reconstruction of China Camp Rd. The recommended value of \$3,850,779.38 has been approved by the QRA. A formal letter will be issued to Wujal Wujal Aboriginal Shire Council detailing the approval and funding amount..

A project program has been established for the landslip works to determine best practices in delivering these works. Council has suggested that the works can be undertaken by Council staff and machinery.

Orion Project Consulting has received the detailed design of China Camp Rd from Trinity Engineering.

Council have commenced discussions with the Concreter to commence work on the 17 February 2020. Council has ordered the Gabbions for the project. to p China Camp Road.

WWASC.12.18 (2018 NDRP Works)

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

Temporary facilities have been ordered. Awaiting on geotechnical testing prior to delivery to site as to the condition of the site and impacts on footing details.

Indigenous Council Critical Infrastructure Program (ICCIP)

Program Summary

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

- The replacement of the Waste Water Treatment Plant

Additional works required is broken down into the following categories;

- ICCIP Sewer Network Upgrade
- ICCIP Irrigation Project
- ICCIP Waste RPEQ
- ICCIP SPS replace pumps
- ICCIP Replace membranes elements

The program status report will be updated and attached as **Appendix 4 – ICCIP Program Report**. The report details, funding, programmes schedules.

OPC is currently working with the contractor (True Water Australia) to finalise the scope and costs of the Sewer Network Upgrade to be treated as a change in scope for the WWSTP2019 project.

Applications and Approvals

All statutory approval will the responsibility of successful contractor.

Procurement

Design

No further procurement activities are forecast for this reporting period.

Legal

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

Construction

Tender report was submitted at the October 2019 Council meeting detailing the tender process and the recommendation to award the contract.

A Council resolution on the matter was passed and Council requested that the contract be awarded to the recommended tenderer.

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

Construction

ICCIP WWTP– Waste Water Treatment Plant Upgrade Project

WWASC has received the bank guarantee from the contractor and all project documentation. Contractor has submitted progress claim 1 for payment. Contractor has order the Kubota treatment plant and will update the construction program to reflect the revised dates. the signed Project Management Plan (PMP) has been approved by DLGRMA in January 2019. Design has commenced. Construction is expected to commence in mid February 2020.

Cape York Regional Package, Torres Cape Indigenous Council Alliance Funding (TCICA)

Program Summary

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

- Recycle Centre - Bloomfield River Services Crossing

Applications and Approvals

No current applications or approvals.

Procurement

Design

No further procurement activities are forecast for this reporting period.

Recycle Centre Project.

At the request of Council, Orion Project Consulting has amended the scope of work for the Recycle Centre required to satisfy WWASC.

OPC has completed the schedule of works and tender documentation for this project.

OPC will issue the documentation to NCP to provide a price and works schedule for the project. If successful, WWASC can engaged NCP under the Local Buy contract.

Bloomfield River Bridge Service Crossing Project.

NCP Contractors have completed the works under the WWBSC2019 contract. OPC to finalise the defect rectification. NCP has requested practical completion on February 2020. Structural Engineer has completed the inspections required to sign off on the form 15 and 16 for the project. Project is complete.

Construction

Recycle Centre

Following the appointment of the successful contractor, construction is expected to early March in 2020 with an expected construction period of 3 months. Project to be completed by 30 May 2020.

Financial status - Project Cost Allocation

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

NOTED

Reporting Period	February 2020
Department	Art Centre
Reporting Officer	Vikki Burrows

Highlights:

- I attended the first, of six training sessions in Cert IV Leadership and Management workshop held in the library this month. I am looking forward to the next session in March.
- Had a meeting with DG Jamie Merrick and Alena Tracey Department of Environment and Science in Chambers regarding funding for art centre staff. To fund an experienced studio manager to help run the studio, train the artists, help in the gallery, etc. This position needs to be filled by someone who will help expand our commercial opportunities.
- Alena will be sending an email regarding what grants are available for the arts.

Data:

- No sales for the month of February 2020.
- I received some training for the new MAGIQ document system. This will be a lot better than storing all documents in the H drive.

Barriers & Issues:

- Waiting on the gallery front door and roller door to be fixed, these doors need to be working before we can open the art centre to the public.
- The new door that will be replacing the old roller door can be closed from the inside and will be tinted so the artists can see out and no one can see in. This will solve the issue of visitors entering the room as it can be closed with light still coming in. The staff can monitor the number of visitors entering the artists studio and close the doors when we have workshops on as there can be a lot of interruptions which wastes art consultants time and Council money.

Funding/Agreements/Financials:

- I applied for the IRADF grant in February 2020, Indigenous Regional Arts Development Fund which is for \$25,000. We are just waiting to see if we are successful.

Resolutions:

- The gallery hanging system has arrived and will be installed in March/April 2020.
- During Lynelle Flinders workshop the silk that was painted is now being made into a new collection to be exhibited at the fashion show for CIAF 2020 and Cooktown Expo 2020.
- Red Earth came to see the artists and staff to plan for this year's student visits to the art centre.
- Shona Coyne from NMA, National Museum of Australia came for a visit and bought a journalist and photographer who were doing an article about Cooktown Expo 2020. While they were here they took some photos of the artists and did some interviews with them about the up and coming exhibition which will be held in Canberra at the NMA, Endeavour Voyage 2020 in April.

NOTED

Reporting Period	February 2020
Department	Water and Waste Water
Reporting Officer	Ian Hocking Coordinator

TASK	PHOTOS
<p>We have been having low Chlorine readings at the art centre. This is due to the art centre being the last supply point and not using a great amount of water.</p> <p>We have been flushing daily to try and remedy this. All other reading are well within the Standards.</p> <p>Cairns health were onsite upskilling the crew and Checking procedures.</p> <p>This is very worthwhile for the community.</p> <p>Testing from cairns laboratory Have come back with good Results for the community</p>	
<p>We are still getting a lot of Foreign objects down the Sewerage system.</p> <p>This is an example of what should not go down the sewerage system.</p> <p>Our pumps cannot handle This kind of debris.</p>	
	<p>Lucas Creek, Johnathon Bassini and Ian Hocking Attended a drinking water reporting seminar in cairns 25/2/2020 this was very worthwhile. With a lot of new information and new ideas.</p> <p>Both plants have been running well with very few Problems for the month</p> <p>Both plants have been whipper snipped with the staff Taking pride in their workplace</p>

NOTED

Reporting Period	February 2020
Department	HACC
Reporting Officer	Stephanie Dick

Statistics for the Month						
Admissions	CHSP	1	HCP	0	Disability	0
Discharges	CHSP	1	HCP	0	Disability	0
Number of Meals	CHSP	259	HCP	99	Disability	18
Number of Transport Trips	CHSP	95	HCP	47	Disability	8
Number of Hours	CHSP		Disability	6		
Activities conducted for Month						
Personal Care hours	1		Meals (numbers)	376		
Assessment hours	24		Transport (trips)	150		
Coordination hours	66		Clinic Visits	23		
Centre-based care hours	39					
Future Activities Planned						
Planning is underway for grant funding for senior's week in August. All documentation handed to finance team.						
Compliments						
Total Number for Month: 0	Topic:0					
Complaints						
Total Number for Month: 1	Topic: client complaint to coordinator via telephone. Coordinator has taken on board information and has solved this issue conducting staff meeting. Client is satisfied with outcome.					
Suggestions for Improvement						
Would like Council to open a position for a Male support worker that will pass a police check, have open licence and great work ethic and culturally respectful to elders to join our team. Lacking in social support for Elderly Men. Staffing currently not appropriate to undertake cultural outing (LORE).						
Monitoring Activities Completed for Month						
Clients enjoyed group support at the beach. Have attached photos at bottom of report.						
External Visitors						
Who	Reason for Visit		Who	Reason for Visit		
DoH			DBMAS			
ACAT			Clinic Visits			
RAS	Client assessment for service approvals		Other			

Client Incidents		
Name of Client	Description of Incident	Result
Staff Incidents		
Name of Staff Member	Description of Incident	Result
Client Concerns		
Wujal Wujal primary health clinic has conducted family meeting with client. Results from tests came back. Client is getting continuous support from clinic staff, Community care staffing and family members daily. Client visit centre numerous times a day.		
Staff Concerns		
Numerous absences this month, from staffing. This has been reflected on timesheets and leave forms have been attached. Staffing meeting 8.00am Mondays are conducted, and staffing reminded weekly. No notice or call prior to absence will result in AWOL.		

NOTED

Reporting Period	February 2020
Department	Post Office
Reporting Officer	Neal Ransom

UPDATES

The Wujal post Office now has a second person who can login with their own Post Office account and perform basic duties such as Banking and paying of bills, scanning mail, (incoming and outgoing) with the hand-held scanner. I am currently training a third person as a backup in case the need arises. That person is currently in the process of applying for their work force I.D check. I have also received a new windows 10 computer which is a big help for the duties I need to perform. Thank You Wujal Wujal Council. Normal Letters have risen to \$1.10 for postage around Australia. I have a lot of stamps left to cover postage needs.

SERVICES UPDATE

We are still trying to update our money order system, as we only have one delivery per week. The Express Post mail is not an effective way to mail from Wujal anymore as it takes the same amount of time as ordinary mail does and it is very costly. I now have the new Parcel Post bags, if its 5kg and under, you can pack it until its completely full for the one price, the sizes are: small, medium and large.

ISSUES

The Wujal Community recently had an unexpected power outage which resulted in the Post Office not being able to operate for a few hours. As this service to the community is a vital one, there should be a backup power supply to keep trading. I would like Council to consider connecting the existing backup generators to include the Post Office for any future emergencies.

REPORTS.

Aggregated Turnover for December through to February approximately \$104.00.

NOTED

Reporting Period	February 2020
Department	IKC
Reporting Officer	Kylie Mills

- From the 3-7th February the IKC was closed to the public due to the Coordinator taking part in the Leadership and Management Training which we held in the IKC. Once the daily sessions were completed the IKC was open again with many kids attending.
 - Started Homework Club after school. If the kids aren't provided with school homework I have printed off exercises they can do. Some parents are coming with their children to help and I am hoping to grow the level of both child and parental attendance.
 - Assisted member with setting up an email and putting it on their phone.
 - Assisted Centrelink client with new claim as it took most of the day to get them signed onto the Mygov website and then to complete the form took over an hour and extended well beyond the designated Centrelink hours so we completed it at the IKC.
 - Started sourcing resources for the Mum's and Bub's Group from the Grant money received.
 - Adult community members using the IKC for word processing.
 - Receiving a Grant of \$3716.50 for Tech Savvy Seniors. Originally applied for \$10k but didn't get the full amount. Will try and source some cheap computers to replace the ones we currently have which are running Windows 7 which is no longer supported and we are unable to do anything with the computers as they were never set up correctly with Fourier and are now severely outdated and don't meet the capabilities to teach people on.
 - Applying for more grants, Deadly Digital Communities – hoping to fund internet connection, Micro Grant for First5Forever and Public Library Strategic Priorities Grant – aiming to get funding for building maintenance such as new air-conditioning, beautification and installation of bathroom facilities.
 - IKC will be closed for the next month due to the Manager having a baby. The manager will work casually completing existing grant projects over this time.
- Nil Report

NOTED

Reporting Period	February 2020
Department	Animal/Environmental Management
Reporting Officer	Helen Bigmore/Patrick Nandy JNR/Lester Shipton

We didn't treat all the animals in the community this month. We will carry out the treatments for parasites during the month of March. We gave out one course of antibiotics throughout February for a collar that had imbedded into a dog's neck. We attended to three dead dogs under houses and at a Council facility. We also met with the Clinic to address the serious scabies outbreak within Wujal.

Overview

TASK	PHOTOS	NOTES
<p>A dead dog was found on the balcony of the RTC building on Monday 17th Feb. We removed the dog with flies and maggots inside and around the dog.</p> <p>The area was cleaned and sanitized.</p> <p>We were informed by local people that there were three dogs involved in killing the dog. "Sox Tayley", "Max Green" and "Isis Winkle".</p> <p>We spoke with the owners and impounded Sox and Isis until an investigation could be carried out by an authorized officer from Cook Shire Council. Unfortunately,</p>	 	<p>This is the 3rd dog that was left over a weekend since late last year. People don't report until that following Monday. Those three dogs may have been saved if a community patrol over weekend was in place. The bodies are usually covered in maggots and toxic gases released when moving them. They also fall to pieces. It is not a pleasant job for Council staff.</p> <p>If possible, we would like Council to consider allowing an officer to have the council animal control vehicle over weekends so that these issues can be dealt with.</p>

we had some hostility from the owners of Max and they refused to let us take the dog. Brook attended from Cooktown to investigate. No witnesses wished to come forward to complain about the incident. The dogs were released back to the owners with the understanding that they would keep the dogs under control.



We also responded to a call about a dog that had died underneath a house, four days earlier. The owners were complaining about the smell and they didn't own a dog. When we went to the house the body was heavily decomposed. We needed to retrieve the body from underneath the house and bury it,



This is another incidence where having a vehicle over the weekend would have prevented the body lying under the house until the point where it was almost impossible to retrieve.

removing the maggots and the smell.

We needed to wear personal protective clothing in order to get the body out without covering ourselves with maggots and body parts.

The body was dragged out and buried in the yard. We identified the dog but were unable to identify the cause of death. There were no witnesses of any dog fights. The owner was contacted.



We also responded to a dog that had been hit by a car the night before. The dog was apparently hit by the Justice Group car and it didn't stop.

The owner contacted the local Vet but the injuries were too severe. The dog died not long after. The next day we retrieved the body from the garden and buried the body.



We have seen a number of dead rats in people's yards that we have disposed of south of the river.

We have also seen an area at the start of the Bloomfield track in the Douglas region where pig carcasses are being dumped in plastic bags.

There are a number of bodies of various ages. People have been advised not to dump carcass from hunting into the river because it encourages crocodiles. Now we are finding the bodies being thrown to the side of the road.



Can Council consider a fenced carcass pit for hunters to use to dispose of the bodies?

Atherton Council contacted Wujal Wujal Council regarding a puppy that was impounded. It belongs to Bobby Ball and must have been picked up on the Bloomfield track.

Atherton Council were extremely cooperative. They dropped all the fines and returned the dog to Mareeba for us to collect.



This shows that our microchip process is working successfully. We have encouraged more owners to pay for microchipping.

Risk and issue history

ISSUE	H & S MEASURES TAKEN
Bodily fluids and maggots from decomposing bodies.	Wearing PPE, overalls, gloves and masks Disposing of the body correctly.

CONCLUSIONS/RECOMMENDATIONS

We recommend shared use of the animal control vehicle at weekends to do a couple of community patrols to make sure that animals have not been hurt or injured and left over the weekend. It could also address, dog bites or packs of dogs on the street. This would mean animal control officers will not have to dispose of bodies that have been left since Friday afternoon until Monday morning.

We also recommend a carcass pit for pig and other hunting carcasses for correct disposal. This would reduce scavenging, sick animals, crocodiles at the bridge and improving environmental health.

NOTED

6.4 Housing

ACTION: Follow up Housing for transitional housing two houses. Aunty Kathleen house needs urgent repairs.

6.4.1 **Overgrown yards** – Notice to housing. Cr Creek mentioned abandoned houses in Little Douglas Street between Mayor Desmond Tayley's house and Cr Bradley Creek's house 1 Yalanji Street. Check to confirm this address. Carer still in house after HACC client passed away – party house.

NOTED

Resolution:	That council reviews and adopts the Director Works and Building Services report for the month of March 2020.	
Moved:	Mayor Tayley	CARRIED 5/5
Seconded:	Cr Robert Bloomfield	
Decision No:	0619032020	

DF&CS Harish Nair left the meeting at 12.10pm and returned at 12.28pm.

7. CLOSED SESSION

Nil

8. GENERAL BUSINESS

Cr Reagan Kulka	Nil
Cr Bradley Creek	Nil
Cr Robert Bloomfield	Nil
Cr Vanessa Tayley	Nil
Cr Desmond Tayley	Housing maintenance urgent, overgrown yards Corona virus – letter to Deputy Premier re: funding for facilities for isolation and manned road closures Follow-up community meeting next week Zig Zag House Jabalbina

9. NEXT MEETING

The statutory meeting for the new Council is to be held on 22 April 2020.
The next Ordinary meeting will be held on Thursday 23 April 2020

10. MEETING CLOSE

Mayor thanked all the councillors for their service over the term of this council.
Mayor declared the meeting closed at 12.55pm.

