



Appendices

Special Council Meeting
Budget 2026-2027 Adoption

Appendix | 1

3.2 - 2026-2027 Operational Plan

Wujal Wujal Aboriginal Shire Council

2026-2027 Operational Plan



Mural on the wall of the Community Hall

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Background

The Operational Plan provides the framework to support the organisation to operationalise the goals of the Corporate Plan by setting out the specific activities, timelines and measures, which helps to maintain focus and provide transparency as the Council progresses the delivery of the Operational Plan objectives.

It serves as a crucial roadmap for our targets and goals over a twelve-month period. It's not just a document; it's a powerful tool that guides our staff in determining their performance milestones, budgetary needs, and it forms part of the basis for their monthly reports to Council.

In this Operational Plan we continue to focus on rebuilding and recovering following the devastation Tropical Cyclone Jasper in December 2023 caused to council infrastructure and assets, while at the same time beginning once again to focus on ways to enhance council's income through enterprise activities.

Executive Summary

As required by section 175 of the *Local Government Regulation 2012*, Wujal Wujal Aboriginal Shire Council's 2026-2027 Operational Plan aligns with the foundational areas of focus outlined in our 2022-2027 Corporate Plan.

Each of the objectives in this Operational Plan has clearly defined key performance indicators, to enable measurement of council's performance against its key objectives.

Once adopted, the Annual Operational Plan undergoes quarterly reviews, which are conducted alongside the quarterly budget review. Progress against the delivery of the objectives is reported throughout the year to Council and the community through the quarterly performance reports and at the end of the financial year through the Annual Report.

Alignment with our Strategic Planning Framework

According to the regulation, the operational plan must align with the annual budget and clearly specify how Council will advance its five-year corporate plan and address operational risks. Our Annual Operational Plan is prepared in strict accordance with these guidelines.

The Operational Plan is a key component of the Council's strategic planning framework and should be considered in conjunction with other planning documents, including the long-term financial forecast, annual budget, and corporate reporting.

How the reporting year is divided:

Quarter 1: July – August – September

Quarter 2: October – November – December

Quarter 3: January – February – March

Quarter 4: April – May – June

Foundations

Council's activities can be broadly grouped into five foundational areas.

1. Governance and Community Leadership

Objective: To provide leadership, direction, representation and service to the community.

2. Corporate Services

Objective: To manage Council's resources in a way that achieves maximum community benefit while maintaining financial sustainability.

3. Works and Building Services

Objective: To develop and maintain infrastructure, council assets and provide essential and environmental services that meet community's needs.

4. Community Services

Objective: To promote and develop a range of services that cater for the diverse needs of the community.

5. Enterprise

Objective: To support the development of business enterprises within community that contribute to community wellbeing and a more productive lifestyle and local economy.



Children learning how to make damper
at the Fishing Competition, July 2026

1. Governance, Community Safety and Family Services

To provide leadership, direction, representation and service to the community.

1.1 Leadership, Representation and Consultation

Deliverable	Success measures	Department
Community is informed with relevant, accurate information in a timely manner.	1.1.1 Council hosts bi-monthly community-wide meetings where information is shared and feedback is sought. These meetings are supported and attended by other agencies operating in the community who present on topics of interest and relevance to community.	Executive Support Services
Community consultation informs council's strategic planning.	1.1.2 Community is consulted on matters of cultural or community significance. The outcomes of consultation are taken into consideration in Council's the decision-making processes.	
Provide responsible and balanced representation of all sectors of community.	1.1.3 Council is represented at: • Torres Cape Indigenous Council Alliance (TCICA) • Far North Queensland Regional Organisation of Councils (FNQROC) • Local Government Association of Queensland (LGAQ) • Mayoral Police Summit	Executive Support Services

1.2 Planning

Deliverable	Success measures	Department
Provide strategic direction through the development of Corporate, Operational Plans and other relevant plans.	1.2.1 The 2026-2027 Operational Plan is developed. It reflects the strategic direction of council as outlined in its Corporate Plan. Completion Qt4.	Executive Support Services
	1.2.2 Report on progress against the Operational Plan. Quarterly.	
	1.2.3 Council develops the 2027-2032 Corporate Plan. Completion Qt4.	

1.3 Networking and Strategic Alliances

Deliverable	Success measures	Department
Build strategic cooperative alliances with neighbouring Shires, relevant peak bodies and other organisations that align with our mission, values and objectives.	1.3.1 Council has informed discussion with key stakeholders on a regular basis at both strategic and operational levels. Ongoing.	Executive Leadership Team. Executive Support Services.

1.4 Communication

Deliverable	Success measures	Department
Community is informed with informative and accurate information.	1.4.1 Council website is current and accurate. Ongoing.	Executive Support Services
	1.4.2 Council maintains a current and relevant social media presence which provides our key stakeholders with the relevant news and updates. Ongoing.	
	1.4.3 Corporate documents available on the council website are current and relevant. Ongoing.	
	1.4.4 Creation and distribution of the Wujal Kaban. Quarterly.	Community Services.

1.5 Informed decision making at Council Meetings

Deliverable	Success measures	Department
Provide leadership through planned, transparent, effective and accountable decision making.	1.5.1 Informative concise management reports provided at every council meeting. Monthly.	Executive Support Services
	1.5.2 Council decisions are recorded as resolutions in the meeting minutes. Resolution register is maintained and current. Ongoing.	
Ensure prompt and timely action on council decisions and public enquiries.	1.5.3 Agenda and minutes from council meetings are available publicly on the Council website. Ongoing.	
	1.5.4 Decisions of cultural or general significance to the community are shared with the community through social media platforms or the council website news section. Ongoing.	



Wujal Wujal

1.6 Workplace Health and Safety, Law, Order and Community Safety

Deliverable	Success measures	Department
Provide direction through a system of local laws, clearly stated goals, policies and procedures.	1.6.1 Local Laws are reviewed to ensure they remain current and relevant. Completion Qt4.	Works and Building Services. Executive Support Services
	1.6.2 Council internally manages non-compliance with Local Law. Completion Qt1.	
	1.6.3 Council is registered with SPER for recovery of enforcement penalty fees. Completion Qt1.	
	1.6.4 Participate in and contribute to the Community Safety Committee and Community Safety Plans. Ongoing.	Community Services.
	1.6.5 Support the community justice programs provided to the community by other agencies. Ongoing.	
Promote accident-free workplaces through appropriate training and adherence to state work practices.	1.6.6 A Workplace, Health and Safety (WHS) Framework and Plan is developed and incorporated into standard operating procedures for all departments. Completion Qt3.	Executive Support Services
	1.6.7 A Workplace, Health and Safety Register is developed, implemented and maintained. Completion Qt4.	
	1.6.8 Reporting to Council on the status of Workplace, Health and Safety issues that have arisen during the reporting period. Monthly.	
	1.6.9 Workplace, Health and Safety meetings take place, supported by attendance of all people managers. Quarterly.	
	1.6.10 All employees are provided with Workplace, Health and Safety training. Ongoing.	

1.7 Quality of Service

Deliverable	Success measures	Department
All staff are aware of, and apply, the best practice standards of professionalism and courtesy outlined in our Customer Service Charter.	1.7.1 All new staff are provided with our Customer Service Charter in their induction pack. Ongoing.	All managers
	1.7.2 The Customer Service Charter is current and relevant. Completion Qt2.	Executive Support Services

Deliverable	Success measures	Department
Manage and monitor any complaints in a professional and timely manner that adheres to the requirements of legislative compliance.	1.7.3 Review and update the Complaints Management policy and processes. Completion Qt2.	Executive Support Services
	1.7.4 All staff are informed of how the complaints management process works and understand how to lodge a complaint and the process that follows. Completion Qt2.	
	1.7.5 Consumer complaints are dealt with in a profession and courteous manner according to the Complaints Management Policy and Processes. Ongoing.	

1.8 Disaster Preparation and Response

Deliverable	Success measures	Department
Prepare for natural disasters, engaging community in the disaster readiness exercises to ensure everyone living in Wujal Wujal is aware of what to do and the role they can play to help themselves, their family and their community when a significant event occurs.	1.8.1 Review the disaster response plans, updating them as required to ensure they are current and relevant. Completion Qt2.	Executive Support Services
	1.8.2 Community safety awareness campaigns are implemented prior to potential weather events. Completion Qt2.	
	1.8.3 Scenario-based training and Higher Places exercises for staff and community are conducted as required in preparation for potential events. Completion Qt2.	
	1.8.4 The Higher Places Zones are Inspected and restocked as necessary. Zone leaders are aware of their responsibilities. Completion Qt2.	
	1.8.5 Community elders and cultural leaders are invited to participate in disaster planning and response. Completion Qt2.	
	1.8.6 The Local Disaster Management Group (LDMG) meets as required in preparation for and in response to disaster events. As required.	Works and Building Services.
	1.8.7 Culturally sensitive areas and landmarks that may be impacted by future cyclone/flooding events are repaired following damage from any events. As required.	
	1.8.8 Maintenance of roadside vegetation to reduce potential for damage to electrical network infrastructure during severe weather events and to reduce potential of damage from fires. As required.	
A current and relevant Business Continuity and Recovery Management Plan is in place, and all staff are aware of their role in the event the plan is enacted in a severe weather event.	1.8.9 The Emergency Ready Packs for the Executive Leadership Team are reviewed and updated. Completion Qt2.	Executive Support Services



Young local competitors at the Fishing Competition July 2026

2. Corporate Services

Objective: To manage council's resources in a way that achieves maximum community benefit while maintaining financial sustainability.

2.1 Financial Management

Deliverable	Success measures	Department
Control income and expenditure in accordance with council policies and legislation. Ensure expenditure achieves maximum benefit for the community members.	2.1.1 Budget vs expenditure and variance reports provided to Chief Executive Officer and Managers. Monthly.	Finance. Executive Support Services
	2.1.2 Review and update the format and contents of the monthly financial reports to facilitate council understanding of finances. Completion Qt2.	
	2.1.3 Councillors have undertaken financial literacy training provided by Queensland Treasury Corporation (QTC). Completion Qt2.	
Investigate and implement a new financial management system.	2.1.4 Cost Recovery Fees, and the Fees and Charges Schedule are reviewed and updated annually. Completion Qt4.	
	2.1.5 Formal mid-term budget review is undertaken. Completion Qt2	
	2.1.6 Investigate cost/benefits and options to implement a new financial management system. Completion Qt3. Secure funding and begin implementation as appropriate.	

2.2 Funding and Grants

Deliverable	Success measures	Department
Securing, managing and monitoring funding that provides the best value for Council and community.	2.2.1 Grants are assessed and determined if they will provide value for council and community on a cost/benefit basis. Suitable grants are applied for. Ongoing.	Finance. All Managers.
	2.2.2 Grant funding acquittals and reports are submitted in a timely manner. Ongoing.	
	2.2.3 The grants register is maintained, tracking progress and milestone accomplishment of all grants. Ongoing.	
	2.2.4 Monthly reporting on operational and financial milestones for performance criteria of approved grant agreements. Ongoing.	

2.3 Financial reporting to meet internal and external audit obligations

Deliverable	Success measures	Department
Compliance with internal audit obligations.	2.3.1 An internal audit plan is developed and implemented, conducting target specific audits on specific business areas. Completion Qt1.	Finance. Executive Support Services.
Prepare annual financial statements and annual reports in accordance with legislative requirements.	2.3.2 2024-2025 Annual Financial Statements presented to the auditor. Completion Qt2.	
	2.3.3 2025-2026 Annual Financial Statements presented to the auditor. Completion Qt2.	
	2.3.4 Community Finance Report is prepared. Completion Qt2.	
	2.3.5 Annual Report is developed, verified by our external auditors, adopted and published within one month of the confirmation of the Financial Statements. Completion Qt3.	

2.4 Corporate Governance

Deliverable	Success measures	Department
Provide an effective corporate governance system that meets the statutory requirements and obligations while modelling best practice.	2.4.1 All policies are maintained in a current and relevant status. Ongoing.	Executive Support Services.
	2.4.2 The policy register is current. Ongoing.	
	2.4.3 Policies are reviewed on their due dates, updated as required and submitted to council for adoption as is appropriate for each policy. Ongoing.	
	2.4.4 Statutory and Strategic policies are published publicly on the council website. Ongoing.	

2.5 Records and Information Management

Deliverable	Success measures	Department
The provision of an effective records and information management system and the promotion of its use throughout council.	2.5.1 Monitor and manage access, security settings, and system performance to ensure compliant and reliable access to the MAGIQ records management system. Ongoing.	Executive Support Services.
	2.5.2 Maintain and monitor the MAGIQ filing architecture to ensure it aligns with approved retention and disposal schedules. Ongoing.	
	2.5.3 Progress the migration of all records to the MAGIQ records management system from non-compliant file management systems. Ongoing.	
	2.5.4 Ensure all staff are aware of the importance of records and information management and the legislative requirements and best practice and know how to use the MAGIQ records management system. Ongoing.	

2.6 Maintain an efficient, committed and appropriately skilled workforce

Deliverable	Success measures	Department
Retain and recruit the best possible staff, utilising local human resources whenever available.	2.6.1 All vacancies are advertised locally through council website. Ongoing.	Executive Support Services
	2.6.2 Recruitment to fill vacant positions focused on local employment where appropriate. Ongoing.	
Provide ongoing training to staff in their relevant field of work.	2.6.3 Suitable courses/training options are provided for staff as required to meet either legislative requirements of the needs of council or staff to enable them to undertake their roles. Ongoing.	

2.7 Information Technology

Deliverable	Success measures	Department
Monitor and review the Information Technology systems used by council ensuring council is keep abreast of improvement and technology advancements.	2.7.1 Council's technology tools are current, efficient and fit for purpose. Ongoing.	Executive Support Services
	2.7.2 Cyber security training for all staff is implemented. Completion Qt1.	
	2.7.3 Develop an Information Technology Plan. Completion Qt4.	



Upgrading the community meeting area under the mango trees

3. Building and Works Services

To develop and maintain infrastructure, council assets, parks and reserves, and provide essential and environmental services that meet community's needs.

3.1 Roads and Drainage

Deliverable	Success measures	Department
Maintenance and development of council's infrastructure assets through regular repairs and maintenance.	3.1.1 Installation of storm water drainage: Kotzur Street through to Douglas Street. Completion Qt4.	Works and Building Services.
	3.1.2 Maintenance of drainage systems and road surfaces to minimise water ingress into road surfaces. As required.	
	3.1.3 Repaving of bitumen in front of Council Works Depot, Waterfalls Carpark, and the Bloomfield Bridge approach. Completion Qt1.	
	3.1.4 Upgrade of the road to the sewerage treatment plant. Completion due Qt2.	
	3.1.5 Undertake an audit of street signage. Completion Qt2.	
	3.1.6 Rectification of street signage. Completion Qt3.	

3.2 Council's Built Assets

Deliverable	Success measures	Department
Maintenance and development of councils building assets including housing, through construction, major renovations, repairs and maintenance.	3.2.1 Finalise design of the new council administration building (subject to ILUA funding). Completion Qt2.	Works and Building Services.
	3.2.2 Initiate construction of the new council administration building. Full completion in 2027-2028.	
	3.2.3 Initiate construction of the new women's gymnasium. Completion Qt4.	
	3.2.4 Finalise design of the new Art Centre (subject to ILUA funding). Completion Qt1.	
	3.2.5 Initiate construction of the new Art Centre. Completion 2027-2028.	
	3.2.6 Construct new of car park and driveway at cemetery (subject to ILUA funding). Completion Qt2.	
	3.2.7 Finalise the design of a Place of Refuge and secure funding. Completion Qt2.	
	3.2.8 Initiate construction of a Place of Refuge (subject to funding). Full completion in 2027-2028.	

3.3 Land use planning and management

Deliverable	Success measures	Department
Land use planning and management of all development and rezoning applications.	3.3.1 Completion of the redevelopment or community meeting area under the mango trees in the town centre. Completion Qt1.	Works and Building Services.
	3.3.2 Detailed subdivision design for the Social Housing Development at Lots 1 and 2 on SP 338357 Douglas Street (subject to ILUA funding and development approvals). Completion Qt2.	
	3.3.3 Land decontamination of Lots 1 and 2 on SP 338357 Douglas Street. Completion Qt4.	
	3.3.4 Investigation into options for Cemetery redevelopment and expansion. Completion Qt4.	

3.4 Management of council's fleet of vehicles and plant

Deliverable	Success measures	Department
Maintenance of council's fleet of vehicles, ensuring they comply with all road worthy and licensing requirements at all times.	3.4.1 Develop and implement a multiyear Fleet Replacement Plan and Schedule . Completion Q3.	Works and Building Services.
	3.4.1 Council's vehicles are licenced and insured. Ongoing.	

3.5 Parks and public spaces

Deliverable	Success measures	Department
Development and maintenance of council's parks and reserves, so they are kept in suitable condition for maximum utilisation by the community.	3.5.1 Maintenance of public places, ensuring they are mowed, maintained and cleaned. As required.	Works and Building Services.
Beautification of buildings through renewal of wall murals	3.5.2: Repainting the public laundry exterior. Completion Qt2.	
	3.5.3 New murals inside the community hall. Completion Qt2.	
	3.5.4 Completion of touch up of wall mural at the Baja Baja Centre. Completion Qt2.	

3.6 Water and sewerage supply infrastructure and treatment

Deliverable	Success measures	Department
Maintain, monitor and manage potable water treatment and waste treatment systems and infrastructure to meet regulatory compliance.	3.6.1 Annual Review of Drinking Water Quality Management Plan (DWQMP). Completion Qt4.	Works and Building Services.
	3.6.2 Water and waste treatment facilities are monitored and managed to ensure compliance with relevant legislation including reporting on status of water supply issues. Ongoing.	
	3.6.3 Fit for purpose sewerage treatment plant and safety upgrades are installed. Completion Qt4.	
	3.6.4 Upgrading Council's existing water treatment plant. Completion Qt3.	

3.7 Provision of environmental and animal health services

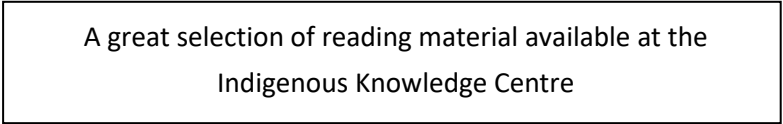
Deliverable	Success measures	Department
Provision of environmental and animal health services that are relevant and compliant with regulations, policies and procedures.	3.7.1 Design a waste transfer station/waste recovery facility. Completion Qt4.	Works and Building Services.
	3.7.2 Routine vector and pest control undertaken. Ongoing.	

3.8 Animal Welfare and Management

Deliverable	Success measures	Department
Provision of environmental and animal health services that are relevant and compliant with regulations, policies and procedures.	3.8.1 A feral and pest control program in place and active. Ongoing.	Works and Building Services.
	3.8.1 Confirm and publish a schedule for regular vet visitations. Ongoing.	
	3.8.3 Domestic animal register is current and actively updated. Completion Qt1.	
	3.8.4 Incentivise desexing of all dogs in community. Ongoing.	
	3.8.5 Census conducted of all dogs in community. Completion Qt2.	

3.9 Land Use Planning

Deliverable	Success measures	Department
Land use planning and management of all development and rezoning applications.	3.9.1 Planning Scheme amendment is completed. Completion Q4.	Executive Support Services
	3.9.2 Progress the proposed WWASC boundary extension. Completion Q4.	



4. Community Services

To promote and develop a range of services that cater for the diverse needs of the community.

4.1 Community Events

Deliverable	Success measures	Department
Facilitate the provision of community events to meet the needs of a cross section of community residents.	4.1.1 Contribute to the planning and preparation for NAIDOC celebrations 2026. Completion Qt1.	Community Services.
	4.1.2 Plan and deliver celebrations for Wujal Foundation Day. Completion Qt2.	
	4.1.3 Contribute to the planning and delivery of Wujal Wujal Arts and Music Festival. Completion Qt2.	
	4.1.4 Plan and deliver the Wujal Wujal Christmas Party 2026. Completion Qt2.	
	4.1.5 Plan and deliver celebrations for ANZAC Day. Completion Qt3.	
	4.1.6 Initiate planning for Rodeo 2027. Underway Qt3-Qt4	

4.2 Sport and Recreation

Deliverable	Success measures	Department
Facilitate the provision of sporting and recreation facilities to meet the needs of a cross section of community residents.	4.2.1 Deliver a 'Women's in Sport' program supported by Play Our Way'' funding. Qt4.	Community Services.
	4.2.2 Delivery of the holistic and life-skills after school and holiday programs for our young people.	
	4.2.3 Open and operate the gymnasium. Completion Qt1.	
	4.2.4 Support the Yindili Rugby League teams to participate in the Southern Cluster Tournament. Completion Qt1 and Qt4.	
	4.2.5 Investigate holding a children's junior rugby league carnival/ workshop. Completion Qt1.	

4.3 Community Care Services

Deliverable	Success measures	Department
Provide quality residential aged and disabled care facilities and services.	4.3.1 Provision of quality care, meals and facilities for residents. Ongoing.	Executive Support Services.
	4.3.2 Diversion therapy activities are investigated and implemented. Completion Qt2.	
	4.3.3 Professional development and training of care staff in medical skill sets. Completion Qt2.	
	4.3.4 Completion of upgrades (relevelling and beautification) of the courtyard to reduce potential trip hazards. Completion Qt1.	
	4.3.5 Finalisation of designs for the upgrade and extension to the Aged Care facilities. Completion Qt1.	
	4.3.6 Initiate construction of the upgrade and extension to the Aged Care facilities. Initiated Qt2, completion 2027-2028.	

4.4 Arts and Culture

Deliverable	Success measures	Department
Research and promote projects that facilitate cultural, artistic expression.	4.4.1 Review and implement the Bana Yirriji Art Centre Training Plan. Completion Qt2.	Executive Support Services.
	4.4.2 Develop and implement a plan for the Art Centre and Artists for the transitional period between use of the Women's Centre (temporary Art Centre) and the completion of the new Art Centre. Completion Qt1.	
	4.4.3 Develop and implement a plan for the Art Centre and Artists as they relocated into the new Art Centre. Completion Qt4.	
	4.4.4 Develop an Arts and Culture Policy. Completion Qt2.	
	4.4.5 Create culturally expressive art opportunities for local artists.	
	4.4.6 Support the sale of artists work to visitors to community and through online platforms.	
	4.4.7 Support artists attendance and representation at Cairns Indigenous Art Fair.	
	4.4.8 Provide opportunities for professional development for the arts coordinator.	
	4.4.9 Support the design and develop a new logo for the Wujal Wujal Aboriginal Shire Council by local artists.	



School holiday program activities underway

4.5 Kindergarten

Deliverable	Success measures	Department
Provide kindergarten facilities that will allow children to experience an early start schooling program, enabling an easier transition to primary school.	4.5.1 Replace the Kindergarten playground equipment and sandpit. Completion Qt3.	Community Services.
	4.5.2. Kindergarten is compliant with all legislative requirements. Ongoing.	
	4.5.3 Curriculum is planned with support from external consultants. Ongoing.	
	4.5.4 Facilitation of Special Early Childhood Activities Programs, offered to kindergarten by the Department of Education. Ongoing.	

4.6 Community Radio Station

Deliverable	Success measures	Department
Provide an effective, informative culturally appropriate community radio program.	4.6.1 Installation of new broadcasting equipment. Completion Qt2.	Community Services.
	4.6.2 Culturally appropriate community radio program operates. Ongoing.	

4.7 Indigenous Knowledge Centre

Deliverable	Success measures	Department
Provide opportunities to improve general knowledge, literacy skills, cultural awareness, and entertainment through the Indigenous Knowledge Centre.	4.7.1 Provision of an educational and entertaining after school homework and school holiday programs that encourage children to utilise the Indigenous Knowledge Centre. Ongoing.	Community Services.
	4.7.2 Encourage and facilitate the use of the Indigenous Knowledge Centre by community groups.	

4.5 Culturally sensitive and appropriate advice for community members

Deliverable	Success measures	Department
Provision of a cultural advisor who provides culturally sensitive and appropriate advice to community and visiting agencies, officials and members of the public.	4.5.1 Provision of culturally sensitive and appropriate advice to community and visiting agencies, officials and members of the public.	Community Services.
	4.5.2 Organisation and coordination of the Welcome to Country ceremony for visitors and new members of the community. As required.	
	4.5.3 Development of a cultural induction program for employees. Completion Qt4.	
	4.5.4 Design and install dedicated 'Welcome to Country' facilities and or signage at the beginning of the walkway to the Bloomfield Falls. Completion Qt4.	

Deliverable	Success measures	Department
Support the provision of an efficient and relevant Centrelink agency service.	4.5.5 Provision of CentreLink staff member to provide information and support services to community members. Ongoing.	



The Wujal Wujal Fuel Station

5. Enterprise

To support the development of business enterprises within community that contribute to community wellbeing and a more productive lifestyle and local economy.

5.1 Financial return on Council assets and services

Deliverable	Success measures	Department
Generate revenue through hire of accommodation and meeting room facilities.	5.1.1 Facilitation of venue and meeting room hire for use by community groups and visiting agencies. Ongoing.	Community Services.
	5.1.2 Council accommodation is available for hire by visiting agencies at market rates. Ongoing.	Executive Support Services
	5.1.3 Tourist accommodation options are investigated and developed. Completion Qt4.	Community Services.
	5.1.4 Investigate the potential for short-stay seasonal camping at the Sports Oval. Completion Qt3.	Executive Support Services
Ensure all properties used by other entities are documented with formalised leases or tenancy agreements at current market rates.	5.1.5 Improve rental returns from use of Council facilities through review and recommendations on potential lease charge increases required to match current market values including a cost/benefit analysis for Council consideration and resolution as relevant leases approach their renewal dates. Ongoing.	Finance.
	5.1.6 Monitor and maintain a register of leases and tenancy agreements. Ongoing.	
Generate revenue stream for Council through provision of maintenance services to QBuild for the Social Housing in community.	5.1.7 Council is the primary provider for QBuild maintenance and refurbishment works for Social Housing, generating a regular income for council. Ongoing.	Works and Building Services.
Generate revenue stream for Council through hire of plant machinery and council bus.	5.1.8 Hire of the Council bus is promoted, monitored and managed according to policy and processes. Ongoing.	Community Services.
	5.1.9 Staff and plant machinery is utilised by private civil works projects at market rates. Ongoing.	Works and Building Services.
Generate revenue stream for Council through provision of a fuel station.	5.1.10 Fuel station operates 24/7 and prices are monitored and managed to ensure a balance between best possible return for council on the cost of fuel and services, with the provision of fuel for locals at an affordable price. Ongoing.	

5.2 Support economic development and tourism

Deliverable	Success measures	Department
Provide appropriate support for economic development that benefits the Shire	5.2.1 Tourism: continue to promote and develop locally lead tourism opportunities. Ongoing.	Community Services.
	5.2.2 Joint Venture: Actively participate in the Cook Joint Venture Partnership (WWASC, Gungarde Community Centre Aboriginal Corporation, Hope Vale Foundation, EMG Workforce) to oversee the Remote Area Employment Service for the region. Ongoing.	Executive Support Services
	5.2.3 Support the development of a Business Community Hub. Ongoing.	
	5.2.4 Develop an Indigenous Land Use Agreement (ILUA) with Traditional Owners for identified projects (Administration Centre, Arts & Cultural Centre, Women's Gym, Waterfall Walkway). Completion Qt3.	



The Bloomfield Bridge

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Appendix | 2

3.3 - Investment Policy 2026-2027

Investment Policy

Document Control

Policy Category	Statutory Policy				
Reviewed Adopted	6 December 2012	Resolution Ref	SB17	File Reference	19756
Reviewed Adopted	23 July 2013	Resolution Ref	2241	File Reference	n/a
Reviewed Adopted	15 July 2014	Resolution Ref	2474	File Reference	n/a
Reviewed Adopted	21 July 2015	Resolution Ref	2678	File Reference	10766
Reviewed Adopted	26 July 2016	Resolution Ref	2882	File Reference	10771
Reviewed Adopted	25 July 2019	n/a	n/a	File Reference	29399
Reviewed Adopted	17 June 2021	Resolution Ref	0315072021	File Reference	22271
Reviewed Adopted	29 July 2025	Resolution Ref	20250729-8	File Reference	38407
Reviewed	16.6.2026	Resolution Ref	20260616-08	File Reference	80738
Next review due	2027				

1. Origin / Authority

Wujal Wujal Aboriginal Shire Council

2. Purpose and Scope

To provide Council with an investment policy with the statutory framework for all associated legislation. This policy applies to the investments of all available funds held by Council.

3. Policy Statements

To outline Council with guidelines regarding the investment of surplus funds, with the objective of maximizing earnings within approved risk guidelines, to ensure security of Council funds.

4. Principles

4.1. Authority

Council has been granted authority to exercise Category 1 investment power under Part 6 of the *Statutory Bodies Financial Arrangements Act 1982* and Schedule 2 Section 5 of the *Statutory Bodies Financial Arrangements Regulation 2007*.

All investments are to be made in accordance with:

- Statutory Bodies Financial Arrangements Act 1982
- Statutory Bodies Financial Arrangements Regulation 2007

4.2. Delegation of Authority

Council delegates authority for implementation of the Investment Policy to the Chief Executive Officer in accordance with the *Local Government Act 2009 (Qld)*, Section 257 (1)(b)- Delegation of Local Government powers.

The authority for the day-to-day management of the Council's Investment Portfolio is to be delegated by the Chief Executive Officer to the Finance Manager. It will be subject to regular reviews with the Chief Executive Officer.

4.3. Investment Objectives

Council's overall objective is to invest its funds at the most advantageous rate of interest available to it at the time, for that investment type, and in a way that it considers most appropriate given the circumstances.

In priority, the order of investment activities shall be preservation of capital, liquidity, and return.

4.4. Authorised Investments

This policy entitles the following investments:

- Interest bearing deposits
- QTC Capital Guaranteed Cash Fund, debt offset facility, fixed rate deposit (up to 12 months and QTC Working Capital Facility).

4.5. Investment Guidelines

The following table shows the credit ratings and counterparty limits for Council.

Short Term Rating (Standard & Poor's) or equivalent	Individual Counterparty Limit	Maximum % of Total Investments
A1+	30%	80%
A1	15%	50%
A2 – Financial Institutional Only	10%	30%
A3 – Financial Institutional Only	5%	10%
Unrated	Nil	Nil
QTC Pooled Cash Management Fund	100%	100%

A Financial Institution is defined as an authorised deposit-taking institution within the meaning of the *Banking Act 1959 (Cwlth)*, Section 5.

The Finance Manager may approve limits for unrated securities after being satisfied that adequate analysis has been performed to demonstrate above average credit quality.

It is noted that for the purposes of this investment portfolio, the percentage limits apply effective from the date of purchase as a percentage of the market value of the portfolio.

4.5.1. Maturity

The maturity structure of the portfolio will reflect a maximum term to maturity of one year.

4.5.2. Liquidity Requirements

Given the nature of the funds invested, at least 20 per cent of the portfolio can be called at no cost or will mature within 0-7 days.

4.5.3. Credit Ratings

In the event any of the financial institutions' credit ratings are downgraded or the credit rating is placed on a negative watch, Council will revise its credit limits downwards or divest the investment as soon as practicable.

5. Definitions

Council Wujal Wujal Aboriginal Shire Council

Investments An arrangement/s that are undertaken or acquired for producing income and apply only to the cash investments of Council

6. Relevant Legislation

- [Queensland Local Government Act 2009](#)
- [Queensland Local Government Regulations 2012](#)
- [Banking Act 1959](#)
- [Queensland Statutory Bodies Financial Arrangements Act 1982](#)
- [Statutory Bodies Financial Arrangements Regulation 2007](#)

7. Review

It is the responsibility of the Finance Manager to monitor the adequacy of this policy and recommend appropriate changes. This is to be formally reviewed and adopted every year.

A handwritten signature in black ink, appearing to read 'P O May', is positioned above the printed name of the Chief Executive Officer.

Mr Peter O'May

Chief Executive Officer

Wujal Wujal Aboriginal Shire Council

Appendix | 3

3.4 - Debt Policy



WUJAL WUJAL ABORIGINAL SHIRE COUNCIL

Debt Policy

Document Control

Document Type	Statutory Policy				
Reviewed Adopted	21 September 2010	Resolution Ref	CR/1164	File Reference	
Reviewed Adopted	6 December 2012	Resolution Ref	SB18	File Reference	19744
Reviewed Adopted	23 July 2013	Resolution Ref	2242	File Reference	10679
Reviewed Adopted	15 July 2014	Resolution Ref	2475	File Reference	Lost
Reviewed Adopted	21 July 2015	Resolution Ref	2678	File Reference	10699
Reviewed Adopted	26 July 2016	Resolution Ref	2881	File Reference	10702
Reviewed Adopted	2018	Resolution Ref	Not noted	File Reference	1264
Reviewed Adopted	2019	Resolution Ref	Not noted	File Reference	22270
Reviewed Adopted	2020	Resolution Ref	Not noted	File Reference	Lost
Reviewed Adopted	21 July 2022	Resolution Ref	BO121072022	File Reference	29987
Reviewed Adopted	28 August 2023	Resolution Ref	20230828-14	File Reference	30051
Reviewed Adopted	28 August 2024	Resolution Ref	20240729-02	File Reference	35405
Reviewed Adopted	29 July 2025	Resolution Ref	20250729-7	File Reference	38504
Reviewed Adopted	July 2026	Resolution Ref		File Reference	81910
Next review	June 2026				

1. Origin / Authority

Wujal Wujal Aboriginal Shire Council

2. Purpose and Scope

The purpose of this policy is to ensure the sound management of Council's existing and future debt. This policy applies to all borrowings by Council.

3. Policy Statement

The intent of this policy is to detail the principles upon which Council bases its decisions when considering the type of expenditure to be funded by borrowing for the financial years 2026/27 to 2036/37, the total current and projected borrowings and the ranges of periods over which they will be repaid.

4. Principles

Future debt should not be used to finance recurrent or operating budget activities.

Long-term debt is only to be used for income producing assets or those assets that can be matched with a revenue stream. Consequently, repayments for the borrowings will be funded from the revenue streams generated by the asset acquisition in question. Consideration must also be given to the long-term financial forecast before planning new borrowings.

Capital projects are only to be undertaken after a thorough process of evaluation (including whole of life costing and risk assessment), prioritisation and review.

When Council finances capital projects through borrowings, it will generally pay back the loans in a term not exceeding 20 years. However, in certain circumstances, particularly for assets with long useful lives, borrowings may be for a more extended period, whereby repayments match the income stream of the asset in question. Existing loans will be paid back within the fixed term provided for in the loan agreement.

Council will continue to ensure repayment schedules are well within Council's operating capability so as to ensure the Community is not burdened with unnecessary risk.

4.1. Projected Future Borrowings Predictions:

Council's long-term financial plan does not identify any further borrowings for the next ten years.

4.2. Level of Existing Debt:

Council had a working capital facility (WCF) with the Queensland Treasury Corporation (QTC), which was subsequently converted to a 10-year loan borrowing at 31 January 2022. Council intends to repay that loan over the next 10 years. As at 30 June 2026, Council's outstanding loan balance is estimated to be \$1.9M.

Definitions

Council	Wujal Wujal Aboriginal Shire Council
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5. Related Documents and References

- Section 192 of the [Local Government Regulation 2012 \(QLD\)](#)
- [Local Government Act 2009 \(QLD\)](#)
- [Statutory Bodies Financial Arrangements Act 1982](#)

6. Relevant Legislation

- [Local Government Act 2009](#)
- [Local Government Regulations 2012](#)

7. Review

This policy will be reviewed when any of the following occur:

1. The related legislation or governing documents are amended or replaced; or
2. Other circumstances as determined by resolution of Council or the CEO; or

This policy was authorised by Council as the Wujal Wujal Aboriginal Shire Council as part of the 2026/27 budget adoption and shall hereby supersede any previous policies of the same intent (whether written or not).

Peter O'May

Chief Executive Officer

Wujal Wujal Aboriginal Shire Council

Appendix | 4

3.5 - Revenue Policy 2026-2027

Revenue Policy

Document Control

Document Type	Statutory Policy				
Reviewed Adopted	6.12.2012	Resolution Ref	SB19	File Reference	19762
Reviewed Adopted	23.7.2013	Resolution Ref	2243	File Reference	
Reviewed Adopted	15.7.2014	Resolution Ref	2476	File Reference	
Reviewed Adopted	21.7.2015	Resolution Ref	2679	File Reference	
Reviewed Adopted	26.07.2016	Resolution Ref	2883	File Reference	
Reviewed Adopted	27.7.2019	Resolution Ref		File Reference	20524
Reviewed Adopted	31.7.2020	Resolution Ref		File Reference	20470
Reviewed Adopted	17.06.2021	Resolution Ref	1417062021	File Reference	
Reviewed Adopted	21.07.2022	Resolution Ref	B0221072022	File Reference	30052
Reviewed Adopted	28.08.2023	Resolution Ref	20230828.10	File Reference	30053
Reviewed Adopted	29.07.2024	Resolution Ref	20240729-02	File Reference	35404
Reviewed Adopted	29.07.2025	Resolution Ref	20250729-1	File Reference	35404
Reviewed	16.6.2026	Resolution Ref	20260616-07	File Reference	80737
Next review due	2027				

1. Origin / Authority

Wujal Wujal Aboriginal Shire Council and the *Local Government Act 2009* and the *Local Government Regulation 2012*.

2. Purpose and Scope

To adopt and implement an equitable system for the levying and collection of rates and charges by the Council.

This policy encompasses principles applied by the Council for:

- the making of charges;
- the levying of charges;
- the recovery of overdue charges;
- granting concessions for charges; and
- cost recovery fees and charges.

As Council is unable to levy rates on properties in the Wujal Wujal Local Government Authority, all references to “rates and charges” in this policy shall mean the provision of utility charges only.

3. Policy Statements

3.1. Principles Used in Making Charges

In the setting of charges exceptions to the user pays principle include general services to the community as a whole, when it is in the community interest to do so.

Council will also have regard to the principles of:

- transparency in the setting of charges;
- having in place a rating system that is simple and inexpensive to administer;
- equity, taking into account the different levels of capacity to pay within the local community; and
- flexibility to account for changes in the local community.

In pursuing the abovementioned principles Council may avail itself of the following:

- utility charges;
- special charges; and
- separate charges.

3.2. Principles used in Levying Charges

To ensure there is a clear understanding of what the Council’s and each resident’s responsibility is to the rating and charging system, the following principles will be applied:

- the levying system will be simple and inexpensive to administer;
- timing for levying of charges must consider the financial cycle of the local economy; and
- allow for a flexible payment arrangements for residents with a lower capacity to pay.

3.3. Principles used in the Recovery of Charges and Commercial Charges

In exercising recovery powers for fees and charges, and to reduce the overall burden on residents, Council will:

- ensure residents have access to clear and concise information on their obligations;
- ensure processes used to recover outstanding charges are clear, simple to administer and cost effective;
- ensure the capacity of residents is considered when determining arrangements for payment;
- ensure there is equity in arrangements for residents with similar circumstances; and
- ensure they respond to local economic issues with flexible processes and charges.

Charges for Commercial Services will be set so as to fully recover the full cost of providing the service and, if provided by a Business of Council, may include a component for return on Council's investment.

3.4. Concession for Charges

The purposes for granting concessions are to relieve economic hardship and provide rebates to eligible pensioners and not-for-profit community, recreation and sporting groups.

In addition, Council may grant concessions on a case-by-case basis if it is satisfied that any one or more of the other criteria in section 120(1) of the *Queensland Local Government Regulation 2012* have been met.

In considering the application of concessions, Council will:

- ensure equity by taking into consideration the differing capacity to pay within the local community;
- ensure the same treatment for residents with similar circumstances;
- ensure transparency by clearly setting out the requirements necessary to receive concessions; and
- ensure flexibility to respond to local economic issues with flexible processes and charges.

3.5. Physical and Social Infrastructure Costs for New Development:

Mechanisms for the planning and funding of infrastructure for urban growth are contained within the *Queensland Planning Act 2016*.

Pursuant to the provisions of this Act, developers are required to pay the costs associated with the following:

- any increase demanded on the available capacity of the existing infrastructure due to any new development;
- any additional infrastructure required due to any new development; and
- where appropriate, a contribution towards social infrastructure changes required to cater for the increase or changes in population caused by new development.

Additionally, social infrastructure costs are to be covered by grants received from the government.

3.6. Reserves:

It is not intended to establish reserves to fund projects unless they have been specifically identified in the Corporate or Operational Plan.

3.7. Delegation:

Authority in respect of this Policy is delegated to the Chief Executive Officer.

Associated Policies and Documents

- Annual Budget
- Investment Policy
- Procurement Policy
- Revenue Statement

4. Relevant Legislation

- [Queensland Local Government Act 2009](#)
- [Queensland Local Government Regulations 2012](#)
- [Queensland Planning Act 2016](#)

5. Review

Council will formally review this policy every year.



Mr Peter O'May
Chief executive Officer
Wujal Wujal Aboriginal Shire Council

Appendix | 5

Revenue Statement 2026-2027



WUJAL WUJAL ABORIGINAL SHIRE COUNCIL

Revenue Statement 2026/2027

Document Control

Document Type	Statutory Policy				
Reviewed Adopted		Resolution Ref		File Reference	
Reviewed Adopted		Resolution Ref		File Reference	
Reviewed Adopted		Resolution Ref		File Reference	
Reviewed Adopted		Resolution Ref		File Reference	
Reviewed Adopted		Resolution Ref		File Reference	
Reviewed Adopted		Resolution Ref		File Reference	
Reviewed Adopted	29.7.2025	Resolution Ref	20250729-2	File Reference	38409
Next review	2026				

1. Origin / Authority

Wujal Wujal Aboriginal Shire Council (WWASC)

2. Introduction

This Revenue Statement has been prepared in accordance with section 104 of the *Local Government Act 2009 (Qld)* and sections 169 and 172 of the *Local Government Regulation 2012 (Qld)*.

This statement outlines and explains the revenue raising measures adopted by the Council in the preparation of its Budget for the 2026/27 financial year.

It is not intended that this Revenue Statement reproduce all related policies and reference documents. Related policies and reference documents will be referred to where appropriate and will take precedence should clarification be required.

3. Legislative Requirements

Section 104 of the *Local Government Act 2009 (Qld)* requires that a local government must comply with the requirements prescribed under a regulation regarding the financial management documents, which include an annual budget and a revenue statement.

Section 169 of the *Local Government Regulation 2012 (Qld)* requires that a local government must prepare a revenue statement each financial year. Section 172(1) of the *Local Government Regulation 2012 (Qld)* requires that a revenue statement must state the following:

- a) If the local government levies differential general rates-
 - i. The rating categories for rateable land in the local government area;
 - ii. and A description of each rating category; and
- b) If the local government levies special rates or charges for a joint government activity-a summary of the terms of the joint government activity; and
- c) If the local government fixes a cost-recovery fee-the criteria used to decide the amount of the cost-recovery fee; and
- d) If the local government conducts a business activity on a commercial basis the criteria used to decide the amount of the charges for the activity's goods and services.

Section 172(2) of the *Local Government Regulation 2012 (Qld)* requires that the revenue statement for a financial year must include the following information for the financial year:

- a) An outline and explanation of the measures that the local government has adopted for raising revenue, including an outline and explanation of-
 - i. The rates and charges to be levied in the financial year; and
 - ii. The concessions for rates and charges to be granted in the financial year.
- b) Whether the local government has made a resolution limiting an increase of rates and charges.

4. Differential General Rates

Section 71 (2) exempts an indigenous local government area to the extent that the provision relies on the valuation of land under the *Land Valuation Act 2010 (QLD)*.

5. Utility Charges

Utility charges are made and levied for the supply of sewerage, water and waste services. Utility charges are levied to all land within a Service Area, irrespective of whether the land is vacant or occupied, and whether or not it is rateable land.

In setting its utility charges for water, sewerage and waste management, Council maintains a user pays policy whereby the full costs of providing such services are paid by the users of those. In accordance with section 94 of

the *Local Government Act 2009 (Qld)* and section 99 of the *Local Government Regulation 2012 (Qld)* Council has resolved to raise and levy the following utility charges:-

5.1 Water Utility Charges

The charges are levied on a per unit basis on an annual basis as determined by Council:

Water Particulars	Unit	Rate \$	GST
Annual water service charge	Per dwelling	5,115.00	N
Connection Charge – Standard 25mm connection (plus meter and fittings)	Per connections	2,895.00	N
Other Connections		As quoted	N

5.2 Sewerage Utility Charges

Properties connected to Council's Sewerage Scheme will be a charge as per each classification for the service of removal of sewage. These charges are not based on the value of land, and they are levied to cover costs associated with providing these services.

The charges are levied on a per unit basis on an annual basis as determined by Council:

Particulars	Unit	Rate \$	GST
Sewerage Connection Charge	Per pedestal	As quoted	N
Wujal Wujal Aboriginal Shire Council and Douglas Shire Council Properties Sewerage Service Fee	1 st pedestal	5,120.00	N
Cook Shire Council Properties (Tayles systems Ayton) Sewerage Service Fee	1 st pedestal	5,120.00	N
Additional Pedestal Charge	For each additional pedestal	3,036.00	N
Sewerage Discharge Fee		As quoted	N

5.3 Waste Management Utility Charges

Waste Management Utility Charges contribute towards the cost of operating a weekly service of collection and disposal of perishable waste only in the local government area.

An additional Waste Management Fee will be levied for the services by the Council to carry waste for dumping at the Cook Shire Council designated dumping zones.

Council will levy waste management utility charges as follows for:-

Particulars	Unit	Rate \$	GST
Annual Garbage Service	Per Bin Per Annum	1,797.00	N
Waste Management Annual Charge			
Residential Properties	Per Annum	363.00	N
Commercial Properties	Per Annum	1,440.00	N

6. Cost Recovery and Other Fees and Charges

Council's adopted fees and charges include a mixture of cost recovery and commercial user-pays fees. The cost-recovery (regulatory) charges are identified as such in Council's fees and charges schedule and have been determined with reference to the relevant legislation and where appropriate recover the cost of performing the function or service. Full details of fees and charges adopted by Council are available in the Council's fees and charges register on council's website.

6.1 Criteria for Fixing of Cost Recovery Fees

Cost-recovery fees are fixed pursuant to section 97 of the *Local Government Act 2009 (Qld)* and must not exceed the cost of providing the service for which the fee has been fixed. Such fees are therefore broadly based on the user pays principle, except where Council, at its discretion, decides to subsidise any fee or charge as a community service obligation. The following factors are considered when fixing cost-recovery fees:

- The nature of the service provided by the Council and in respect of which the fee has been fixed e.g. issuing an approval, consent, license, registration or other authority, giving information kept under a Local Government Act, seizing property or animals under a *Local Government Act 2009 (Qld)*; or performance of a function imposed on the Council under the *Building Act 1975 (QLD)* or the *Plumbing and Drainage Act 2002 (QLD)* or *Plumbing and Drainage Act 2018 (QLD)*.
- The amount of direct costs such as labour, plant and materials involved in the provision of the specific service for which the fee has been fixed e.g. the cost of labour and vehicle hire for annual inspection and licensing of food premises or the cost of stationery or electronic media for distribution of copies of Local Laws, Minutes, Budgets, Annual Financial Statements etc.
- The amount of general Council overheads consumed in the provision of the service for which the fee has been fixed e.g. office accommodation, electricity, IT facilities.
- The hours during which the service is performed e.g. the seizure of animals outside of normal work hours (at night or on weekends).
- Whether the provision of the service involves the supply of an item e.g. a dog registration tag or dangerous dog collar, or the provision of sustenance e.g. feeding of impounded animals.

Fees and Cost-recovery charges will be reviewed annually, having regard to the criteria for fixing cost-recovery charges specified elsewhere herein.

6.2 Commercial Charges

Commercial charges are for the provision of Council services or use of Council facilities e.g. Hire of Public Halls. These charges are subject to the Goods and Services Tax (GST).

6.3 Application of Code of Competitive Conduct - Council Business Activities

Where an activity has been nominated as compliant with the code of competitive conduct, the principles of full cost pricing have been applied. These activities include Waste Management, Water, Wastewater, Laboratory and Building Services.

7. Other Revenue

7.1 Developer Contributions/Infrastructure Charges

Contributions paid by developers towards the cost of providing services to their particular development or local area e.g. roadworks; parks and gardens; water supply and sewerage.

The level of new development occurring is quite limited but Council charges for infrastructure are applied as the opportunity arises. Infrastructure standards tend to be basis in order to encourage development to occur.

7.2 Grants and Subsidies

Grants and subsidies paid by other levels of government towards Council's general operational costs e.g. Financial Assistance Grant, or for Specific Capital Projects.

7.3 Interest on Investment

Interest received from the investment of Council funds.

7. Time and Manner of Payments of Charges

All Charges are payable during specified opening hours at each of Council's Offices located at Lot 1 Hartwig Street, Wujal Wujal

7.1 Time within which Charges must be paid

All charges must be paid by the due date shown on the rate and charges notice, which is at least thirty (30) days after the day the rate notice is issued.

7.2 Issue of Rate Notices

In accordance with the provisions of section 107 of the *Local Government Regulation 2012 (Qld)*, Council has determined that charges will be levied in one instalment covering the periods 1 July 2026 to 31 to 30 June 2027.

Supplementary charges notices will be issued monthly as needed when changes affecting property charges are brought to Council's attention. Examples include reconfigurations, additional services, and change of ownership.

If a change results in a supplementary levy notice with a net payable amount of \$50 or less, Council will not issue the notice to the occupier of the property. However, Council will always issue credit adjustments regardless of the amount.

7.3 Interest on Overdue Charges

In accordance with section 133 of the *Local Government Regulation 2012 (Qld)* and for the 12 months ending 30 June 2027:

- Council will charge interest of 8% per annum on overdue charges from the day which is 21 days after the day on which they become overdue; and
- Council will charge interest in accordance with (a) above, where an occupier or chargeable entity has an approved arrangement with Council or Council's Debt Recovery Agent to pay outstanding charges with arrears.

Exceptions to Interest Charges in point (a) and (b) above:

No interest will be charged if an occupier or chargeable entity has an approved arrangement with Council to clear current charges without arrears under Council's Debt Recovery Policy. This exemption applies when payments result in the complete settlement of overdue charges prior to the end of the current rating period (30 June 2027).

7.4 Refunds of Charges Payments

Council will only refund payments of charges if the property has a credit balance. A charges refund processing fee will apply, this fee will be deducted from the credit amount requested. There will be no refunds of payments if the property has a debit balance.

Any Council errors/mistakes in levying charges, will only be back dated for the current financial year with a supplementary rate notice.

7.4.1 Collection of Outstanding Charges

Council requires payment of charges within the specified period, and it is Council's policy to pursue the collection of outstanding charges diligently.

Various options, including legal action, are available for debt recovery, as outlined in Council's Debt Recovery Policy.

7.4.2 Payment in Advance

Council accepts payments in advance. Interest is not payable on any credit balances held.

8. Relevant Legislation

- [Local Government Act 2009](#)
- [Local Government Regulations 2012](#)

9. Review

This policy will be reviewed when any of the following occur:

1. The related legislation or governing documents are amended or replaced; or
2. Other circumstances as determined by resolution of Council or the CEO; or
3. Every year.

This Policy will commence on adoption by Council.
It replaces all other policies (whether written or not).

Peter O'May
Chief Executive Officer
Wujal Wujal Aboriginal Shire Council

Appendix | 6

2026-2027 Fees and Charges

Schedule of Fees & Charges 2026/2027

Document Control

Policy Category	Statutory				
Reviewed Adopted	3.12.2012	Resolution Ref	SB21	File Reference	
Reviewed Adopted	21.11.2013	Resolution Ref	2345	File Reference	7574
Reviewed Adopted	15.4.2014	Resolution Ref	2475	File Reference	7575
Reviewed Adopted	17.3.2015	Resolution Ref	2622	File Reference	7576
Reviewed Adopted	21.7.2015	Resolution Ref	2682	File Reference	12680
Reviewed Adopted	26.7.2016	Resolution Ref	2885	File Reference	
Reviewed Adopted	28.06.2019	Resolution Ref	20190628-07	File Reference	2750
Reviewed Adopted	15.9.2022	Resolution Ref	12-15092022	File Reference	
Reviewed Adopted	27.3.2023	Resolution Ref	20230727-02	File Reference	26699
Reviewed Adopted	29.07.2024	Resolution Ref	20240729-02	File Reference	35569
Reviewed Adopted	18.11.2025	Resolution Ref	20251118-17	File Reference	78818
Reviewed Adopted	09.03.2026	Resolution Ref	20260317-04	File Reference	80113
Reviewed Adopted	19.05.2026	Resolution Ref	20260519-22	File Reference	80674
Reviewed Adopted	July 2026	Resolution Ref		File Reference	81916
Next review due	July 2027				

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Wujal Wujal Aboriginal Shire Council Fees and Charges Schedule

Council, as part of its budgetary process and under the legislation of the Local Government Act, is required to adopt a Schedule of Fees and Charges each year.

Cost Recovery Fees:

Section 97 of *Local Government Act 2009* prescribes the circumstances where a Local Government may set a cost-recovery fee. This section also prescribes that a cost-recovery fee must not be more than the cost to the local government of taking the action for which the fee is charged.

Costs for services are reviewed annually, with the full cost recovery model applied wherever possible.

1. Wet Plant Hire and Civil Labour

Name	Unit	2025/26 Fee (\$)	GST (N/Y)	Legislation
Backhoe Cat 430C	Per hour	220.00	Y	LGA2009 s262(2)
CAT 18t Roller		176.00		
Civil Foreman		132.00		
Civil Labourer		99.00		
Excavator (20 tonne)		220.00		
Forklift Komatsu FD25T-17		110.00		
Grader		275.00		
Loader		220.00		
Magni Telehandler		165.00		
Mini Excavator Cat 304C		176.00		
Prime Mover with Float or Side Tipper		264.00		
Skid Steer Cat 252B3		176.00		
Tractor with offset flail head slasher		166.00		
Tractor with slasher		143.00		
Traffic Control Vehicle & Signage- Min 2 Hours		55.00		
Traffic Management Plan-	Per Plan	440.00	Y	LGA2009 s262(2)
Traffic Controller- Normal Hours- Min 2 Hours	Per hour	66.00		
Traffic Controller- Overtime		99.00		
Truck- Two-ton tipper		99.00		
Truck – 12000ltr Tipper		176.00		

1.1 Other Fees and Charges

Name	Unit	2025/26 Fee (\$)	GST (N/Y)	Legislation
Other Construction Materials	At Cost Plus 50%		Y	LGA2009 s262(2)
Traffic Control – includes Signage, Two (2) Plants and Two (2) Operators	Per hour	305.00	N	
Construction & Demolition Disposal	Per cubic meter	590.00	Y	

1.1 Hire of Council Bus

Name	Unit	2025/26 Fee (\$)	GST (N/Y)	Legislation
Standard Hire Rate - Includes: 150kms, windscreen insurance, tyre damage, mechanical maintenance and hourly charge for designated driver. - The hire fee does not cover malicious damage of any sort, including graffiti or any form of vandalism. Fuel tank must be returned full.	Day	300	N	LGA2009 s262(2)
Sorry Business Hire: Where the standard rate for hire of the bus is waived, as for Sorry Business, the cost of the Council Driver will still apply, including 40% on cost charges, and penalty rates for weekends, public holidays	Per day	0	N	
Council Driver: Applies to Sorry Business hire where a qualified Councillor is not available to drive.	Per day	150	N	
Per kilometre fee	Per Km	0.88	N	
Cleaning fee: Charged if the bus is not returned in a clean and tidy state. Refer to section 6.8 of the Use of Council Bus Policy for more details on cleaning of the Bus on return	Per clean	200	N	
Late fee: Charged if the Bus is not returned on the day of hire. Refer to section 5. Definitions for the definition of 'Drop Off Time' and 'Late Return'.	Day	300	N	

2. Animal Management

Where an application fee is paid for an annual approval or annual licence.

Registration of regulated dogs applies to dogs classified as Dangerous or Menacing.

2.1 Dog Registration

Name	Unit	2025/26 Fee (\$)	GST (N/Y)	Legislation
Entire Dog	Per animal	12.00	Y	Animal Management (Cats & Dogs) Act 2008 S44 & S66
Desexed Dog	Per animal	Free	Y	
Permit for more than 2 dogs per animal per house with permit	Per animal/ Per house	25.00	Y	

2.2 Regulated Dog

Name	Unit	2025/26 Fee (\$)	GST (N/Y)	Legislation
Declared Restricted	Per animal	250.00	N	Animal Management (Cats & Dogs) Act 2008 S44 & S66
Declared Dangerous		180.00	N	
Declared Menacing		130.00	N	

2.3 Impounding of Animals

Name	Unit	2025/26 Fee (\$)	GST (N/Y)	Legislation
Impoundment of Registered Dog				
1 st Impoundment	Per year		N	LGA2009 s97(2)(d)
2 nd Impoundment		14.00	N	
3 rd Impoundment		30.00	N	
Entire Dog (Plus Registration Fee)	Per animal	50.00 + rego fee	N	LGA2009 s97(2)(d)
Desexed Dog		25.00	N	
Daily Sustenance Fee		7.00	N	
Other animals impounded		25.00	N	

2.4 Other Animal Management Charges

Name	Unit	2025/26 Fee (\$)	GST (N/Y)	Legislation
Emergency Vet costs whilst the animal is in Council Care	Per animal	Per Vet Quote	Y	LGA2009 s262(2)
Tag Replacement	Per Tag	12.00	Y	Animal Management (Cats & Dogs) Act 2008 S44 & S66
Regulated Collar	Per Collar	Free with registration	Y	
Replacement Collar	Per Collar	12.00	Y	

Name	Unit	2025/26 Fee (\$)	GST (N/Y)	Legislation
Microchipping	Per animal	12.00	Y	

3. Environmental Health

Name	Unit	2025/26 Fee (\$)	GST (N/Y)	Legislation
Food Business License Fees	Per licence	135.00	Y	LGA2009 s97(2)(a) FA2006 s31 & s52
New Licence Fee	Per licence	490.00	Y	
Renew Licence Fee	Per licence	130.00	Y	

4. Local Laws

Name	Unit	2025/26 Fee (\$)	GST (N/Y)	Legislation
Recovery of abandoned vehicles	Per recovery	133.00	Y	LGA2009 s97(2)(d)

5. Planning Fees

All planning applications are to be accessed per application.

6. Cleaning

Name	Unit	2025/26 Fee (\$)	GST (N/Y)	Legislation
Normal Clean	Per hour	110.00	Y	LGA2009 s262(2)
End of Lease Clean	Per hour	165.00	Y	
Industrial/Building Clean	Per hour	220.00	Y	
Facility Cleaning if left unclean/untidy	Per hour	275.00	Y	

7. Commercial Leasing

Commercial leases are to be based on negotiated lease agreements and market evaluations.

These include:

- Small, Medium and Large office space/s
- Police Lease
- Shop Lease

8. Facility Hire

Applies to an organisation, group, individual and event that:

- Operates for profit with high commerciality or corporate sponsorship; or
- Receives State or Federal funding and is holding an event which is within the scope of their funding.

Full Day Hire is from 7 am to midnight

Half Day Hire is from 7am to midday or from midday to midnight.

Name	Unit	2025/26 Fee (\$)	GST (N/Y)	Legislation
RTC Training Room	Per Day	305.00	Y	LGA2009 s262(2)
	Per Half Day	150.00	Y	
Training Room – My Pathway	Per Day	305.00	Y	
	Per Half Day	150.00	Y	
IKC (Library)	Per Day	303.00	Y	LGA2009 s262(2)
CDCC Playgroup	Per Day	165.00	Y	
Community Hall	Per Day	500.00	Y	
Hire of trestle table	Per item	10.00	Y	
Hire of chairs		5.00		
Hire of stage, sound system, speakers and microphone	Per Day	200.00		
Hire of the Sports Oval		600.00		
Cleaning Fees	Up to 2 hours	220.00	Y	
Additional cleaning fees	Per hour over the initial clean	110.00	Y	
Bond (refundable upon satisfactory cleaning of the hired venue)	Per event	160.00	N	

9. Gymnasium Hire/Entry Fees

Gymnasium Fee Type	2025/26 Fee (\$)	GST (N/Y)	Legislation
Daily	5.00	N	LGA2009 s262(2)
Monthly	25.00		
Annual (Community Members/Council Staff)	100.00		
Annual (Service Providers)	200.00		
Weekly (Service Providers)	20		

10. Accommodation Hire

Name	Unit	2025/26 Fee (\$)	GST (N/Y)	Legislation
Hire of 1 bedroom apartment	Per night	200	Y	LGA2009 s262(2)

11. Funeral/Cemetery Fees

Name	Unit	2025/26 Fee (\$)	GST (N/Y)	Legislation
Excavation of Site (Based on Max. 3 hours – 2 staff and mini-excavator)	Per Site	500.00	Y	LGA2009 s262(2)
Other Fees/Request	Per Quote		Y	

12. Printing/Copying

Name	Unit	2025/26 Fee (\$)	GST (N/Y)	Legislation
Printing/Copying				
A4 – Black & White	Per sheet	0.60	Y	LGA2009 s262(2)
A4 – Colour	Per sheet	1.60	Y	
A3 – Black & White	Per sheet	1.60	Y	
A3 – Colour	Per Sheet	2.60	Y	
Double Sided Copying	Per Sheet	Twice single sheet fee	Y	
A4	Per Sheet	2.00	Y	LGA2009 s262(3)(c)
A3	Per Sheet	3.00	Y	

13. Right to Information (RTI)

Name	Unit	2025/26 Fee (\$)	GST (N/Y)	Legislation
Right to Information Application Fee	Per application	AI (Fee Unit) R 2022 s2	Y	RTIR 2009 s3A RTIR 2009 s4
Access Charge (B&W A4 Photocopies of documents)	Per sheet	AI (Fee Unit) R 2022 s2	Y	RTIR 2009 s3A RTIR 2009 s6
Processing Charge (Searching, retrieving and decision making)	Per 15mins (or part thereof)	AI (Fee Unit) R 2022 s2	Y	RTIR 2009 s3A RTIR 2009 s5

14. Waste

Name	Unit	2025/26 Fee (\$)	GST (N/Y)	Legislation
Replacement Wheelie Bin (240L)	Per bin	225.00	Y	LGA2009 s262(2)

Home Care Pricing Schedule

Wujal Wujal Aged Care supports our Elders to remain living safely and independently in their own homes, connected to family, culture and Country.

We work alongside each person to strengthen independence and enable them to maintain their skills, confidence and wellbeing. Our services are flexible and person-centred, honouring individual strengths, choices and goals.

Grounded in respect, cultural safety and community connection, we focus on Wellness and Reablement, supporting people to live life their way.

Client Contributions

Client contribution requirements are determined through income assessments undertaken by Services Australia, with fees applied in accordance with Australian Government advice and approved Council pricing.

Our team is available to assist clients and families to understand their assessment outcome and what it means for their services.

15. Common Services Provided

Service	Unit	Standard Hours Rate (\$)
Meals	Per Meal	40.00
Domestic Assistance	Per hour	132.00
Social Support- Individual		132.00
Social Support (Group SSG)		44.00
Personal Care		132.00
Mowing / Yard Maintenance		142.00
Transportation (local)	Per client, per trip	38.00
Transportation (group to Cooktown)	Per client, per trip	38.00
Home Support Care Management (where applicable).	Per Client	250.00

Review and Monitoring

This Fees and Charges Schedule will be reviewed when any of the following occur:

1. The related legislation or governing documents are amended or replaced; or
2. Other circumstances as determined by resolution of Council or the CEO; or
3. At the beginning of every financial year.

This Fees and Charges Schedule will commence on adoption by Council. It replaces all other policies (whether written or not).

Peter O'May

Chief Executive Officer

Wujal Wujal Aboriginal Shire Council