



BUSINESS PAPER

Ordinary Council Meeting

29 June 2023

**Notice is hereby given that an Ordinary Meeting of Council of the
Yarrabah Aboriginal Shire Council
will be held in the Yarrabah Aboriginal Shire Council Chambers on:
Thursday 29 June 2023 at 9.00am**

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- 1 WELCOME**
- 2 WELCOME TO COUNTRY**
- 3 APOLOGIES**
- 4 CONFIRMATION OF PREVIOUS MINUTES**

Ordinary Council Meeting - 17 May 2023

**MINUTES OF YARRABAH ABORIGINAL SHIRE COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE YARRABAH ABORIGINAL SHIRE COUNCIL CHAMBERS
ON WEDNESDAY, 17 MAY 2023 AT 9:30AM**

PRESENT: Cr Kenneth Jackson, Cr Brian Underwood, Cr Hezron Murgha,

IN ATTENDANCE: Richard Wright (CEO), Leona Worrell (EA- Minute Taker)

1 WELCOME

CEO confirmed for the minutes that in the absence of Mayor Andrews and Deputy Mayor Willett, attending Councillors had discussed and agreed that Cr Jackson chair this meeting.

Cr Jackson declared the meeting open at 9.30 am.

The councillors and staff members present were welcomed to the meeting.

One minutes silence was observed to respect those who have passed away.

Councillor Murgha opened with a word of Prayer.

ACKNOWLEDGEMENT OF COUNTRY

Cr Jackson acknowledged the traditional custodians the Gunggandji People whose country this meeting is being held today, acknowledgement to their elders, past present and emerging.

Acknowledgment also offered to the other Trustees of this land the Northern & Southern PBCs, the Stolen Generations and for our historical descendants whose elders past present and emerging also call Yarrabah home and support progress in the Shire.

2 APOLOGIES

2.1

Cr Jackson advised Council that due to family illness, Mayor Andrews would not be attending today. Deputy Mayor Willett was also unavailable for health reasons. The CEO confirmed receiving advice accordingly.

RESOLUTION 2.1:17/05/2023

That the apologies received from Mayor Andrews and Deputy Mayor be accepted and leave of absence granted.

Moved: Cr Brian Underwood

Seconded: Cr Hezron Murgha

CARRIED 3/3

2.2

The CEO advised Council that a quorum existed to conduct Council business. Alternatively, Section 261 (1) of The Local Government Regulations 2012 provided that the majority of councillors present at a meeting may adjourn the meeting to a later hour of the same day or to a later day.

Council may wish to adjourn the meeting to another date to allow attendance of the Mayor and Deputy Mayor to ensure full consideration of the matters to be discussed.

MOTION

Council discussed options presented by the CEO and determined that the meeting would be adjourned to 9.00am on Tuesday 23rd May 2023. Cr Jackson called for a resolution with regards to this action.

RESOLUTION 2.2:17/05/2023

That the Yarrabah Aboriginal Shire Council Ordinary Council Meeting held at the Yarrabah Aboriginal Shire Council Chambers on Wednesday, 17 May 2023 At 9.30am is adjourned to 9.30am on Tuesday 23rd May 2023.

Moved: Cr Brian Underwood

Seconded: Cr Hezron Murgha

CARRIED 3/3

Meeting adjourned at 9.35am.

MEETING RECONVENED ON TUESDAY 23 MAY 2023

PRESENT: Cr Ross Andrews (Mayor), Cr Brian Underwood, Cr Lucrecia Willett, Cr Kenneth Jackson, Cr Hezron Murgha,

IN ATTENDANCE: Richard Wright (CEO), Mike Mair (Director – Corporate Services), Preston Andrews (Director – Building Services), Sam Bann (Director – Infrastructure), Terry Farrelly (Director –People & Communities) Leona Worrell (EA - Minute Taker)

3 MEETING OPEN

Mayor Andrews declared the meeting open at 10.47am.

The Mayor welcomed councillors and staff members present to the meeting.

One minute silence was observed to respect those who have passed away.

4 ACKNOWLEDGEMENT OF COUNTRY

The Mayor acknowledges the traditional custodians the Gunggandji People whose country this meeting is being held today, acknowledgement to their elders, past present and emerging.

Acknowledgment also offered to the other Trustees of this land the Northern & Southern PBCs, the Stolen Generations and for our historical descendants whose elders past present and emerging also call Yarrabah home and support progress in the Shire.

5 APOLOGIES

Nil

6 CONFIRMATION OF PREVIOUS MINUTES**RESOLUTION 6:17/05/2023**

That the minutes of the Ordinary Council Meeting held on 26 April 2023 be adopted.

Moved: Cr Kenneth Jackson

Seconded: Cr Brian Underwood

5/5

7 BUSINESS ARISING FROM PREVIOUS MINUTES

The Mayor reminded Councillors about no discrimination, Councillor Code of Conduct, Councillor Standing Orders and respect separation of powers in regards to council meetings.

8 DISCLOSURE OF INTEREST – COUNCIL / REGISTER UPDATES

The Mayor reminded the Councillors of the requirement to declare their conflicts of interest to the CEO prior to the meeting and called on all councillors to re-declare then now.

No declarations made

11am Meeting adjourned

Reconvened 11.45am

9 MATTERS FOR DISCUSSION**9.1 CEO OPERATIONAL REPORT****PURPOSE OF THE REPORT**

Monthly Council meeting report on the operational and strategic performance of council business for months of April 2023 / May 2023.

The CEO read to the report.

RESOLUTION 9.1:17/05/2023

That Council accept the CEO Operational Report for the period to 20 April 2023.

Moved: Cr Hezron Murgha

Seconded: Cr Kenneth Jackson

5/5

Meeting adjourned 12.05pm

Meeting reconvened 12.35pm

9.2 YASC MONTHLY FINANCIAL REPORT**PURPOSE OF THE REPORT**

Provide council with monthly financial report. This report covers the financial period 30 April 2023.

Director Corporate Services read to the Report.

RESOLUTION 9.2:17/05/2023

That Council accept the 30 April 2023 Finance Reports as tabled.

1. Operating results
2. Current Debtors:
 - Trade Debtors & Creditors,
 - Housing Debtors
3. Capital works
4. Balance sheet
5. Cash position
6. Status of Commercial leases
7. Areas of Interest Report
8. Grants Report

Moved: Cr Brian Underwood

Seconded: Cr Hezron Murgha

5/5

Cr Jackson left the meeting 1.15pm

At 1.16pm, the Director People and Communities entered meeting

At 1.16pm, CEO left the meeting

At 1.22pm, CEO returned to the meeting

9.3 PEOPLE & COMMUNITIES - OPERATIONAL REPORT

PURPOSE OF THE REPORT

To provide Council an update on operational activities undertake within the Department of People and Communities for the period 5 April 2023 to 5 May 2023.

Director People and Communities read to the report.

RESOLUTION 9.3:17/05/2023

That Council accept the Director of People and Communities Operational Report, tabled as read.

Moved: Cr Brian Underwood

Seconded: Cr Lucrecia Willett

4/4

At 2.17 Director Building services entered the meeting

9.4 BUILDING SERVICES - OPERATIONAL REPORT

PURPOSE OF THE REPORT

To report to Council the status/activities of Building Services areas for the month of April 26th up to May 17th 2023

Director Building Services read to the report.

RESOLUTION 9.4:17/05/2023

That Council accept the report of the Director – Building Services, tabled as read.

Moved: Cr Brian Underwood

Seconded: Cr Lucrecia Willett

4/4

At 2.45pm Director Building Services left the meeting

Adjourn meeting 2.45pm

Meeting reconvened 2.58pm

Mayor not in attendance

9.5 INFRASTRUCTURE - OPERATIONAL REPORT**PURPOSE OF THE REPORT**

To report to Council the status/activities of Infrastructure Department areas for the month April up to 08 May 2023.

Director Infrastructure read to the report.

RESOLUTION 9.5:17/05/2023

That Council accept the report of the Director – Infrastructure, tabled as read.

Moved: Cr Hezron Murgha

Seconded: Cr Brian Underwood

3/3**9.6 ADOPTION OF THE COMMUNITY SAFETY PLAN**

Differed due to cultural sensitivity and to be presented at next Ordinary Council Meeting.

PURPOSE OF THE REPORT

To consider and adopt the:

- Community Safety Plan Volume 2 (Yoofella Way – Your Way 2022)
- Community Safety Plan Volume 1 (Moofella Way - Alcohol Management Strategy 2021)

RECOMMENDATION

That Council resolve to:

Deferred

- a. Adopt the Community Safety Plan Volume 2 (Yoofella Way – Your Way 2022) and the Community Safety Plan Volume 1 (Moofella Way - Alcohol Management Strategy 2021)
- b. Review the Community Safety Plans (Vol 1 and Vol 2) and identify:
 - i. additional priority actions and service enhancement actions
 - ii. additional actions that respond to new or emerging community priorities
 - iii. allocate timeframes and the budget to the existing and additional actions.

9.7 CONFIRMATION OF ABORIGINALITY / COMMUNITY AFFILIATION APPLICANT FORM:

[REDACTED]

PURPOSE OF THE REPORT

Present information to council from community resident seeking Confirmation of Aboriginality endorsement consideration. Applicant – [REDACTED]

RESOLUTION 9.7:17/05/2023

That Council resolve, in relation to the application for confirmation of Aboriginality/Community Affiliation as submitted by [REDACTED]

That Council resolve to endorse the recommendation provided by the CEO to accept the application for confirmation of Aboriginality community affiliation as submitted by the following person:

- [REDACTED]

It is further recommended that this action is moved and seconded by the signing Councillors.

Moved: Cr Lucrecia Willett

Seconded: Cr Hezron Murgha

3/3

9.8 CONFIRMATION OF ABORIGINALITY / COMMUNITY AFFILIATION APPLICANT FORM:

[REDACTED]

PURPOSE OF THE REPORT

Present information to council from community resident seeking Confirmation of Aboriginality endorsement consideration. Applicant – [REDACTED].

RESOLUTION 01.8:17/05/2023

That Council resolve to endorse the recommendation provided by the CEO to accept the application for confirmation of Aboriginality community affiliation as submitted by the following person:

- [REDACTED]

It is further recommended that this action is moved and seconded by the signing Councillors.

Moved: Cr Lucrecia Willett

Seconded: Cr Brian Underwood

3/3

9.9 AMENDMENT TO REEF GUARDIAN COUNCIL ACTION PLAN**PURPOSE OF THE REPORT**

To recommend to Council an amendment to the Yarrabah Aboriginal Shire –Reef Guardian Council Action Plan

RESOLUTION 9.9:17/05/2023

That Council resolve to endorse the Yarrabah Aboriginal Shire Council –Reef Guardian Council Action Plan, as amended and presented by the CEO.

Moved: Cr Brian Underwood

Seconded: Cr Hezron Murgha

3/3

9.10 DEVELOPMENT APPLICATION FOR MATERIAL CHANGE OF USE – COMMUNITY CARE CENTRE AND RECONFIGURING A LOT – LEASE GREATER THAN 10 YEARS. GINDAJA TREATMENT AND HEALING IND. CORPORATION OVER PART OF LOT 18 SP284220

PURPOSE OF THE REPORT

Report prepared by Planz Town Planning

To seek Council resolution in relation to a Development Application For Material Change Of Use – Community Care Centre and Reconfiguring A Lot – Lease Greater Than 10 Years. Gindaja Treatment and Healing Indigenous Corporation over Part of Lot 18 SP284220.

RESOLUTION 9.10:17/05/2023

That Council resolve to approve the application for a Development Permit Material Change of Use – Community Care Centre and Reconfiguring a Lot over part of Lot 18 SP284220 at Muka Street with an interim 10 + 10 + 10 lease option to allow the transition of the lease and gifting and transfer of the demountable building to the Yarrabah Justice entity once fully established, funded and operational, subject to the following conditions:

APPROVED PLANS

The term ‘approved drawing(s) and / or document(s)’ or other similar expressions means:

Drawing or Document	Reference	Date
Lease A SP339694 in Lot SP284220	RPS Lease Plan	10/11/2022
LWBC Modules Yarrabah 12m x 9m x 2.4m	Ausco	29/06/2020

ASSESSMENT MANAGER CONDITIONS

#	Assessment Manager Conditions	Timing
1.	Timing of Effect The conditions of the development permit must be complied with to the satisfaction of Council’s delegated officer. Reason: The development must comply with all planning scheme requirements and definitions as approved and conditioned by this development permit.	Prior to the commencement of the use except where specified otherwise in these conditions of approval
2.	General Development must be carried out substantially in accordance with the approved plans and the facts and circumstances of the use as submitted with the application, subject to any alterations: a. Found necessary by Council’s delegated officer at the time of examination of the engineering plans or during construction of the development because of particular engineering	During the operation and life of the development

requirements; and

- b. To ensure compliance with the following conditions of approval.

Reason: The development must comply with all planning scheme requirements and definitions as approved and conditioned by this development permit.

3. Noise Nuisance

During the operation and life of the development

Refrigeration equipment, pumps, compressors and mechanical ventilation systems must be located, designed, installed and maintained to achieve a maximum noise level of 3dB(A) above background levels as measured from noise sensitive locations and a maximum noise level of 8dB(A) above background levels as measured from commercial locations.

Screening is required to be installed and maintained to all air conditioning, lift motor rooms, plant and service facilities located at the top of, or on the external face of buildings. The screening structures must be constructed from materials that are consistent with materials used elsewhere on the facade of the building. There are to be no individual external unscreened air conditioning units attached to the exterior building facades.

Reason: To ensure the development does not have a detrimental effect on the amenity of the surrounding land in accordance with relevant code/s and policy direction.

4. Infrastructure

During the operation and life of the development

The applicant / developer is responsible for the cost of necessary alterations to existing public utility mains, services or installations required by works in relation to the proposed development or any works required by condition(s) of this approval.

All works must be designed, constructed and carried out in accordance with FNQROC Development Manual requirements (as amended) and to the satisfaction of Council's Chief Executive Officer.

Reason: To ensure the development does not have a detrimental effect on the amenity of the surrounding land in accordance with relevant code/s and policy direction.

5. Access

Technical details are to be submitted to council prior to issue of a Building Approval and maintained for the life of the development

The applicant/developer must:

- a. Engage a suitably qualified engineer to confirm the access driveways are suitably located providing safe and efficient access to the site, and provide written confirmation to the satisfaction of Council's Chief Executive Officer; and
- b. Construct commercial access crossovers in the locations shown on the approved plans, except where modified by item a. above. The crossovers must be constructed (from the edge of the road pavement to the property boundary of the subject lot) in

- accordance with the FNQROC Development Manual, to the satisfaction of Council's delegated officer; and
- c. Ensure that any redundant vehicle crossovers are removed and the ground surface made good.

Reason: To provide development with access in accordance with council standards.

6. Parking/Internal Driveways

Prior to the commencement of the use

The applicant/developer must provide a minimum of 16 on-site parking spaces, including 1 PWD space and 1 emergency vehicle bay.

All spaces must be sealed, line-marked and appropriately drained and designed in accordance with Australian Standard AS2890:1 Off Street Parking – Car Parking and Australian Standard AS2890.6-2009 Off-street parking for people with disabilities as applicable.

All car parking facilities must be maintained to a safe operating standard at all times thereafter.

Reason: To provide development with parking in accordance with council standards.

7. Stormwater Drainage

Prior to the commencement of works and during the operation and life of the development

The applicant/developer must:

- a. Take all necessary steps to ensure a non-worsening effect on surrounding land as a consequence of the development; and
- b. Ensure development is undertaken in accordance with the approved Stormwater Management Plan SKC01 and supporting material, prepared by STP Consultants in particular:
 - i. Stormwater management must meet or exceed the standards of design and construction set out in the Queensland Urban Drainage Manual (QUDM) and the FNQROC Development Manual to the satisfaction of Council's Chief Executive Officer; and
 - ii. Erosion and Sediment Control Plan must that meet or exceed the Soil Erosion and Sedimentation Control Guidelines (Institute of Engineers Australia) to the satisfaction of Chief Executive Officer.

Reasons: To convey stormwater legally and in an environmentally responsible manner and to manage and minimise the risk of causing environmental harm to receiving waters, damage to council infrastructure, and unnecessary financial burdens to council and the community in accordance with relevant code/s and policy direction.

8. Landscaping

Prior to the commencement of the use and maintained during the operation and life of the

The landscaping of the site must be carried out generally accordance with the landscaping shown on the Proposed Site Plan (SD02 rev 7), and irrigated, mulched and maintained to the satisfaction of Council's Chief Executive Officer.

Reason: To ensure the development does not have a detrimental effect on the amenity of the surrounding land in accordance with relevant code/s and policy direction.	development
9. Lighting a. Outdoor lighting must be designed, located and installed to prevent light spillage to cause nuisance to neighbours and must be provided in accordance with Australian Standard 1158.1 – Lighting for Roads and Public Spaces. b. Illumination resulting from direct, reflected or other incidental light emanating from the subject land does not exceed 8 lux when measured at any point 1.5m outside the property boundary of the subject site. The lighting fixtures installed on site must meet appropriate lux levels as documented within Australian Standard 4282 – Control of the Obtrusive Effects of Outdoor Lighting.	Prior to the commencement of the use and maintained during the operation and life of the development
Reason: To ensure that the use does not cause a light nuisance to nearby sensitive receptors, and to ensure that a nuisance is not caused to the use from other nearby light sources in accordance with the Queensland Environmental Protection Act 1994 Section 440.	
10. Water Supply The development must be connected to Council’s water service in accordance with FNQROC Development Manual standards (as amended) to the satisfaction of Council’s Chief Executive Officer. Prior to the water service connection works commencing, a request for a Plumbing Connection is required to be submitted with detailed hydraulic drawings. The connection must be approved by Council prior to the property connection work being undertaken. Reason: To ensure that the premises is appropriately serviced by reticulated water supply infrastructure in accordance with relevant code/s and policy direction.	Prior to the issue of a Building Approval
11. Sewerage Connection The development must connect to Council’s reticulated sewerage system in accordance with FNQROC Development Manual standards (as amended) to the satisfaction of Council’s Chief Executive Officer. Prior to the property connection to the existing sewer main, a request for a Property Connection must be lodged with Council’s Chief Executive Officer. The connection must be approved by Council prior to the property connection work being undertaken. Reason: To ensure that the premises are appropriately serviced by Council infrastructure where located in a service area for a sewerage service in accordance with relevant code/s and policy direction.	Prior to the issue of a Building Approval

12. Minimum Floor Levels	Prior to the issue of a Development Permit for Building Works
Floor levels must achieve immunity from flood hazards by ensuring floor levels for new buildings or structures (other than Class 10 Buildings and Structures) achieve a finished floor level of 12.14m AHD.	
Note: the draft drainage study forming part of the Yarrabah Masterplan 2021 provides guidance on flood depth. The site is mapped with an indicative flood depth of 0.5-1.0 m across the site and identifies a maximum flood level of 11.17 to 12.81. Applying a maximum flood depth of 1m from the lowest level of the site of 10.84 m AHD (south eastern corner), a finished floor level 12.14 m AHD is required (11.84 plus 300mm).	
Reason: To ensure developments are appropriately immune from rising storm tide /flood water in accordance with relevant code/s and policy direction.	
13. Bushfire Management	During the operation and life of the development
The Gindaja Treatment and Healing Centre Business Continuity Plan shall be reviewed and updated as necessary to addresses actions to be undertaken during a bushfire event.	
Reason: To protect development from bushfire hazards in accordance with relevant code/s and policy direction.	
14. Acid Sulphate Soils Management	Prior to the issue of a Development Permit for Building Works
Development does not disturb acid sulfate soils or potential acid sulfate soils. Where disturbance is unavoidable an acid sulfate soils investigation is to be conducted. Should the soils and groundwater investigations reveal the presence of acid sulphate soils or potential acid sulphate soils, an Acid Sulphate Soils Management Plan must be prepared and complied with.	
Reason: To ensure potential adverse impacts on the natural and built environment, including infrastructure and human health as a result of acid sulphate soils are avoided in accordance with relevant code/s and policy direction.	
15. Refuse Facilities	During the operation and life of the development
The waste storage area is to be of sufficient size to house all garbage bins including recycling bins. The waste storage is to be suitably paved, with a hose cock fitted in close proximity to the enclosure and drain to sewer via a legal sewer connection.	
Where the refuse truck must enter the site for waste collection, access roads and driveways must be designed and constructed to accept vehicle loadings of not less that G.V.M 33 tonnes.	
Reason: to ensure protection of matters of public health and amenity in accordance with relevant code/s and policy direction.	

- 16 Electricity Supply
Where Ergon Energy requires the installation of a padmount, transformer or substation to augment their network, details of any electrical padmount or substation positioning must be endorsed by the Chief Executive Officer.

Prior to the issue of a Development Permit for Building Works

Assessment Manager Advice

1. Infrastructure Charges do not apply to this development.
2. Further Permits Required
 - a) Building Works
A Development Permit for Building Works to carry out building works prior to works commencing on site.

Moved: Cr Lucrecia Willett

Seconded: Cr Hezron Murgha

3/3

10 CORRESPONDENCE

10.1 CORRESPONDENCE - FAR NORTH QUEENSLAND REGIONAL PLAN REF: MBN22/959

PURPOSE OF THE REPORT

The Deputy Premier Hon Steven Miles MP is now writing to formally invite Mayor Andrews to be a member of the FNQ Regional Planning Committee (RPC), to help inform the review of the FNQRP and the broader planning program.

RESOLUTION 10.1:17/05/2023

1. Council note the correspondence tabled as read.
2. The Mayor accept the invitation and authorise the CEO to acknowledge same.

Moved: Cr Brian Underwood

Seconded: Cr Hezron Murgha

3/3

11 STRATEGIC PORTFOLIO UPDATE

Councillors to provide updates on Meetings and Trips and other information for the meeting.

Date	Event	Venue	Attendance
Thu 27 Apr	Alison Smith CEO of LGAQ	Yarrabah Council Chambers	Mayor

Thu 27 Apr	Yarrabah Technical Working Group Michael Harding Principal Project Officer Remote Indigenous Land and Infrastructure Program Office Department of Seniors, Disability Services and Aboriginal and Torres Strait Islander Partnerships	Yarrabah Council Chambers	Mayor & CEO
Fri 5 May	Ann Leahy MP -- Member for Warrego - Shadow Minister for Local Government, Disaster Recovery and Volunteers	Yarrabah Council Chambers	Mayor, Councillors & CEO
Mon 8 May	David Crisafulli MP, Leader of the Opposition, Shadow Minister for Tourism and Shadow Minister for Olympics and Paralympics - bringing his show Ministers x 18	Yarrabah Council Chambers	Mayor, Councillors & CEO
Mon 8 May	First Nations Voice Project - map out strategies with Megan Forrest - First Nations Voice Project Manager -LGAQ	Yarrabah Council Chambers	Mayor
Mon 8 May	Queensland State Reception with The Honourable Annastacia Palaszczuk MP Premier of Queensland and Minister for the Olympic and Paralympic Games and The Honourable Cameron Dick MP Treasurer and Minister for Trade and Investment	Cairns Cruise Liner Terminal	Mayor by invitation
Tue 9 May	Traditional ceremony opening of FNQ Regional Sitting of Parliament - First Sitting Day Event	CAIRNS CONVENTION CENTRE	Mayor by invitation
Tue 9 May	FNQ Regional sitting of Parliament Business Luncheon	Pullman Cairns International, Cairns	Mayor, Deputy Mayor & CEO
Tue 9 - Wed 10 May	TCICA Meeting	Cairns	Mayor and CEO
Tue 9 - Thu 11 May	FNQROC: Mayoral delegations to Ministers during Regional sitting of Parliament	Cairns	Mayor
Wed 10 May	Ministerial visit / QBuild ELT: Minister De Brenni and staff attending	Yarrabah Council Chambers	Mayor & CEO
Thu 11 May	3rd Indigenous Local Government Disaster Resilience Forum	Pullman Cairns International, Cairns	Mayor & CEO
Fri 12 May	FNQROC requests the pleasure of Cr Ross Andrews & CEO to join us for a luncheon with the Hon Di Farmer, Minister for Employment and Small Business and Minister for Training and Skills Development	Cairns	Mayor & CEO
Mon 15 May	Gunggandji-Mandingalbay Yidinji Peoples Prescribed Body Corporate Aboriginal Corporation	Yarrabah Council Chambers	Mayor, Councillors & CEO
Thu 18 May	Shirlee Gallo the Regional Director of the Education Department / Terry Cornish (Assistant Regional Director First Nations Strategy and Partnership) and Geoff West (Director of Infrastructure)	Yarrabah Council Chambers	Mayor

Tue 23 May	Yarrabah Clontarf Academy - Regional Super Training with over 100 students	Wungu Beach, YARRABAH	Everyone
Wed 24 May	Cairns & Hinterland Hospital & Health Service - Launch of 2023-2027 Strategic Plan	Shangri-La The Marina, Cairns	Mayor

12 CONFIDENTIAL MATTERS

Nil

13 CLOSE OF MEETING

Date for the next Council Ordinary Meeting is Wednesday 21 June 2023.

The Mayor thanked the councillors and staff for their participation and attendance at the meeting.

Meeting closed at 3.35pm.

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MAYOR

5 BUSINESS ARISING FROM PREVIOUS MINUTES

6 DISCLOSURE OF INTEREST – COUNCIL / REGISTER UPDATES

7 MATTERS FOR DISCUSSION

7.1 CEO OPERATIONAL REPORT

File Number: 01.MFD_OM.20230629

Author: Richard Wright, Chief Executive Officer

PURPOSE OF THE REPORT

Monthly Council meeting report on the operational and strategic performance of council business for months of May 2023 / June 2023.

BACKGROUND

This monthly report covers the period from 18 May 2023 to 27 June 2023.

KEY FOCUS AREAS:

- PIA National Awards - Yarrabah Microgrid 2023 livestreamed on Wednesday 24 May.
- Interagency Meetings –Water issues – Ongoing meetings during this reporting period with Government Departments and other stakeholders in relation to testing of community members and buildings due to elevated levels of lead and copper detected in some facilities. Council should note that water in our reticulation system remains within safe drinking guidelines and is routinely inspected. Cause of issues is under ongoing investigation and initial cause is believed to be caused by stagnant water in pipes in the respective facilities.
- CoastAdapt for Queensland coastal, Webinar - Wednesday 31 May - upgrade of content for CoastAdapt .
- FNQ RRTG Meeting – Thursday 1 June in Cairns.
- FNQROC Board Meeting - Thursday 1 June in Cairns.
- ADDG Local Government Meeting – Friday 2 June in Cairns - Deputy Director-General, Jae Lancaster & Mr Stephen Robbins, Executive Director.
- Department of Tourism, Innovation and Sport – Wednesday 7 June in Yarrabah - Executive Leadership Team discussed opportunities and viewed facilities at Jilara Oval.
- Indigenous Leaders Forum - 8 & 9 June in Cairns.
- QTC, – Thursday 22 June in Yarrabah. CEO Leon Allen and Senior Team discussed ongoing support to Council.

GOVERNANCE:

The budget for the new financial year has provision for a Governance & Grants Officer. Once the budget is confirmed by the Council, recruitment process will commence.

GRANT MANAGEMENTGRANTS APPLIED

- **Federal Governments Regional Connectivity Program - \$ 670,476** – In conjunction with NBN to provide Fixed Wireless Internet to Yarrabah, reducing blackspots and improving download and upload speeds. Reducing reliance on cell phone connections and replacing the ageing ADSL infrastructure.
- **Queensland Arts Showcase Program GROW Round 2 - \$70,000**
Jabu Birriny 2023 showcasing Yarrabah Arts and Culture project will inject new works to showcase at the Jabu Birriny annual exhibition to coincide with the Yarrabah Music and Cultural Festival.

GRANTS APPROVED DURING PERIOD

- **SES 2023-24 Support Grant - \$30,000** - The aim of the Program is to provide financial assistance to Local Governments enabling the SES to respond to disasters and emergencies. Funding for the acquisition or replacement of suitable new and second-hand vehicles.
- **Queensland State Government Microgrid Pilot Fund - \$720,000** – to support stage 1. Of the Yarrabah Microgrid. The microgrid is expected to provide 18 FTF jobs per year, an annual income stream to Council estimated at \$750,000 per year and annual household savings of \$1.7 million per annum across the community.
- **NAIDOC Week Grant – \$1,000** Towards Councils Community Event and Parade During NAIDOC Week - Sunday 2nd to Sunday 9th July 2023.

GRANTS AWAITING OUTCOME

- **Queensland State Government Minor Sporting Infrastructure program - \$288,571.20** for Upgrade of existing infrastructure. Jilara Oval - Sports Facility (Private Access). Jilara Oval - Refurbishment of existing public toilets
- **ILSC Our Country Our Future Program - \$250,000.00** as a co-contribution to the Yarrabah Microgrid Project Stage 1.

GRANTS UNDER CONSIDERATION

- **Federal Governments Reef Guardian Council Funding - \$920,000**
(over 3 yrs – Yr 1 is \$300k / Yr 2 is \$300k and Yr 3 is \$320k) to deliver actions or recommendations that are shovel ready programs and form part of Councils Reef Guardians action plan at time of application. This aligns with Councils Reef Guardian Action plan to upgrade and repair councils' drinking water treatment plant and water systems

including replace the non-functioning SCADA system. The repairs, upgrades and replacement of equipment will reduce the land-based run-of contaminated water to the reef from the damaged water infrastructure, incorrect dosage of chemicals, seepage and leaching from joints/shoulders.

- **Get Ready Queensland Disaster Resilience - \$8,720**

The program provides funding to support local governments to deliver activities that increase understanding of disaster preparedness and improve disaster resilience in their communities.

- **Indigenous Knowledge Centre Establishment and Refurbishment Grant 2022-2023**

Grant funding between **\$10,000** and **\$60,000** is available to assist Indigenous Councils to establish a new Indigenous Knowledge Centre, refurbish or relocate an existing Indigenous Knowledge Centre. IKC Establishment and Refurbishment funding can be used for interior furnishings and non-fixed items such as: Hard and soft furnishings, equipment, signage and air-conditioning.

FORECAST OPPORTUNITIES

- **Transport and Main Roads Track to Treaty program - \$500,000.00**

Mobility Strategy - to design, plan and implement a transport system for Yarrabah including micro mobility and light public transport.

- **Growing our Regions Program – \$300 million - Round 1** will open for expressions of interest on 5 July 2023, with \$300 million available to support capital works projects for community and economic infrastructure across regional and rural areas. This funding fits in with Councils proposed Balamba development which is community focused infrastructure.

- **Gather and Grow for a home gardening pilot study – Grant funding** In conjunction with QLD Government Health and Wellbeing program. The project will provide up to 20 families/homes receiving a minimum of 1 gardening pod to grow fruit and/or vegetables (details may vary on the needs of the families that participate).

The Grants' Team are continuing to research and build a comprehensive current list/status of all projects, grants applied, forecast opportunities, and grant briefs, in collaboration with each YASC Department.

AGENDA ACTIONS

Ordinary Meeting –23 May 2023

Item	Agenda item	Status
9.1	CEO Operational Report	Tabled
9.2	YASC Monthly Financial Report	Tabled

Item	Agenda item	Status
9.3	People and Communities - Operational Report	Tabled
9.4	Building Services - Operational Report	Tabled
9.5	Infrastructure - Operational Report	Tabled
9.6	Adoption of the Community Safety Plan	Deferred
9.7	Confirmation of Aboriginality / Community Affiliation Applicant form: [REDACTED]	Actioned
9.8	Confirmation of Aboriginality / Community Affiliation Applicant form: [REDACTED]	Actioned
9.9	Amendment to Reef Guardian Council Action Plan	Tabled
9.10	Development Application For Material Change Of Use – Community Care Centre And Reconfiguring A Lot – Lease Greater Than 10 Years. Gindaja Treatment And Healing Ind. Corporation Over Part Of Lot 18 Sp284220	Tabled
10.1	Correspondence - Far North Queensland Regional Plan Ref: MBN22/959	Tabled

UPCOMING MATTERS:

- LGAQ Presidential visit, Mayor Mark Jamieson accompanied by CEO Alison Smith – Thursday 29 June 2023.
- TPHS IMT - Yarrabah water – Friday 30 June - 3 times weekly water updates
- Yarrabah Water Multiagency Meeting – Friday 30 June - Water Quality Response – Testing
- National Centre for Indigenous Genomics – Monday 3 July - Azure Hermes, Deputy Director
- Source Global - Monday 3 July - Alex Polson, Director, Market Development is the manufacturer of SOURCE Hydropanel, an advanced water technology that requires no piping, external source of water or power infrastructure and utilises solar technology to provide clean renewable drinking water from ambient air moisture.
- TCICA Meeting – 4 & 5 June.
- First Nations Foundation – Thursday 6 June- Melanie Noble, Community Development and Project Officer discuss community outreach events in 2024.

- Indigenous Council Sustainability Project - Yarrabah Consultation – Thursday 6 July 2023.
Conducted by DSDILGP with Pw C Indigenous Consulting (PIC)
- Indigenous LG CEO Forum – Friday 7 July
- YLF Workshop -10 & 11 July
- Elected Member Update Training – Tuesday 11 July
- Yarrabah Technical Working Group – Friday 14 July

ATTACHMENTS

Nil

RECOMMENDATION

That Council accept the CEO Operational Report for the period to 27 June 2023.

7.2 YASC MONTHLY FINANCIAL REPORT

File Number: 02.MFD_OM.20230629

Author: Mike Mair, Director - Corporate Services

PURPOSE OF THE REPORT

Provide council with monthly financial report. This report covers the financial period 31 May 2023.

BACKGROUND

This report is created with the following in mind:

Local Government Regulations, s204 - Financial

(1) The local government must prepare a financial report.

(2) The chief executive officer must present the financial report—

(a) if the local government meets less frequently than monthly—at each meeting of the local government; or

(b) otherwise—at a meeting of the local government once a month.

(3) The financial report must state the progress that has been made in relation to the local government's budget for the period of the financial year up to a day as near as practicable to the end of the month before the meeting is held.

CEO delegates the reporting responsibility to the Corporate Services Director – Mike Mair.

COMMENT

The information provided in this report reflects the financial accounts and statements for the month end.

The content of the reports to include information on the following:

Overview of

1. Operating results
2. Current Debtors
 - Trade Debtors & Trade Creditors,
 - Housing Debtors
3. Capital works
4. Balance sheet
5. Cash position
6. Commercial leases
7. Areas of Interest Report
8. Grants Report

POLICY/FUNDING CONSIDERATIONS

Local Government Regulations, s204 - Financial

RISK

Compliance.

CONSULTATION

Executive Leadership Team

Finance Manager

ATTACHMENTS

1. Finance Report May 2023
2. Areas of Interest Report May 2023
3. Grants Report May 2023

RECOMMENDATION

That Council accept the 31 May 2023 Finance Reports as tabled.

1. Operating results
2. Current Debtors:
 - Trade Debtors & Creditors,
 - Housing Debtors
3. Capital works
4. Balance sheet
5. Cash position
6. Status of Commercial leases
7. Areas of Interest Report
8. Grants Report

**CORPORATE SERVICES REPORT
TO THE YARRABAH ABORIGINAL SHIRE COUNCIL
For the Period Ended 31 May 2023**

FINANCIAL SERVICES

I. Overview of Operating Results at 31 May 2023

	ACTUAL YTD	BUDGET YTD 22/23	VARIANCE	VARIANCE	BUDGET FY 22/23
	\$	\$	\$	%	\$
Recurrent Income					
Fees & charges	108,687	1,053,872	-945,184	-90%	1,149,678
Other incomes	690,726	492,047	198,679	40%	536,778
Rental income	2,762,816	2,726,230	36,586	1%	2,974,069
Interest received	110,621	18,333	92,288	503%	20,000
Sales & recoverable works	3,919,952	2,686,377	1,233,575	46%	2,930,593
Grants & Subsidies	6,051,644	5,902,435	149,209	3%	6,439,020
	13,644,446	12,879,293	765,153	6%	14,050,138
Recurrent Expenditure					
Employees costs	5,662,784	5,724,497	-61,713	-1%	6,244,906
Materials and services	7,462,864	7,065,781	397,083	6%	7,708,125
Finance costs	7,038	292,930	-285,892	-98%	319,560
Donations Paid	800	-	800		
Depreciation	5,277,278	4,842,282	434,996	9%	5,282,489
	18,410,765	17,925,490	485,275	2.71%	19,555,080
Less: Capitalised Expenses					
	18,410,765	17,925,490	485,275	-2.71%	19,555,080
Net Operating Profit	-4,766,318	-5,046,197	279,878	-6%	-5,504,942

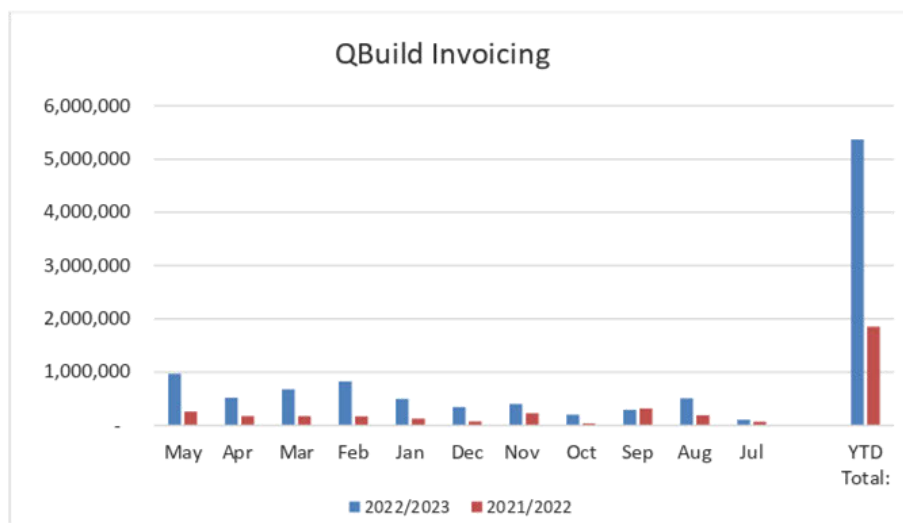
Council's Operating result is a loss of \$4.766M to the end of May 2023, which is under budget by \$280K.

Recurrent income is \$765K over budget.

Recurrent expenditure is \$485K under budget. Employee costs continually to track relatively on budget, materials and services costs exceeded budget by 397K whilst finance costs are below budget due to the provision for doubtful debts calculation that is not done until the end of the financial year.

Depreciation was over budget by \$435K as a result of a large revaluation of asset values at end of financial year 2021-22.

QBuild Revenues have increased by \$3.513M on that of last year. This is largely attributable to the Healthy Housing program work commencing October 2021:



QBuild R&M's YTD profit is \$2k. Last month's YTD loss was \$ 108K. This is the third month of continued monthly profitability indicating corrective actions taken are working. However, Council still needs to maintain a heavy focus on this Directorate as profit margins are not where they should be.

Actions taken or to be taken:

1. Pricing by Building Services has now been reallocated to three Works Dept resources instead of through one only. This is to increase both the speed and accuracy of the process.
2. Director Building Services has identified 3 R&M staff who are being actively encouraged to either set up their own contractor business or get employment with existing contractors currently working in community. The current status of this action can be covered by the Director Building Services.

Liquidity Highlights

II. Current Trade Debtors, Housing Debtors & Trade Creditors

	90 Days	60 Days	30 Days	Current	Total
Total Debtor Type	-	-	-	-	-
Debtors Sundry	234,910	31,841	210,062	197,376	674,189
Blockholders Service Fees	379,169	-	-	51	379,118
Commercial Service Fees	181,580	17,311	-	658	199,550
Grants	479	-	-	33,000	32,522
Ex - Rent (pre 2013)	961,781	-	348	333	962,461
Trustee Leases	24,914	-	-	-	24,914
Commercial Leases	60,372	-	339	7,271	67,982
Daycare Debtors	97,905	2,434	2,259	4,553	107,151
Housing Current Rent	2,620,241	4,041	960	2,782	2,628,024
TOTAL DEBTORS	4,561,351	1,812	28,488	685,235	5,010,867
TOTAL CREDITORS	18,190	74,922	117,001	717,996	928,108

Of the \$5.011M owing to Council, only \$1.627M is estimated as collectable with \$3.384 million included in our provision for doubtful debts. A full recalculation of doubtful debts provision will be completed at end of the financial year.

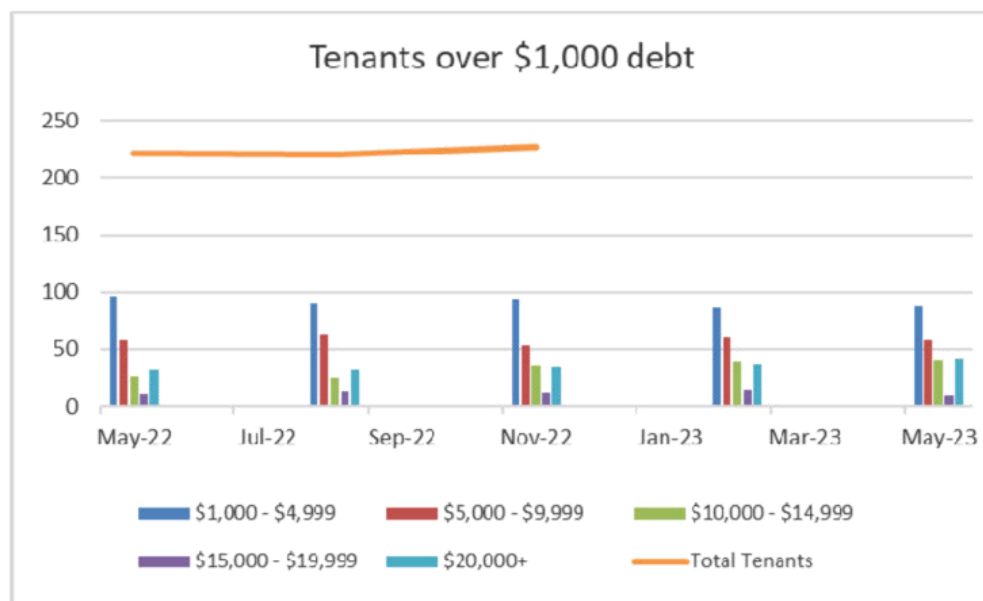
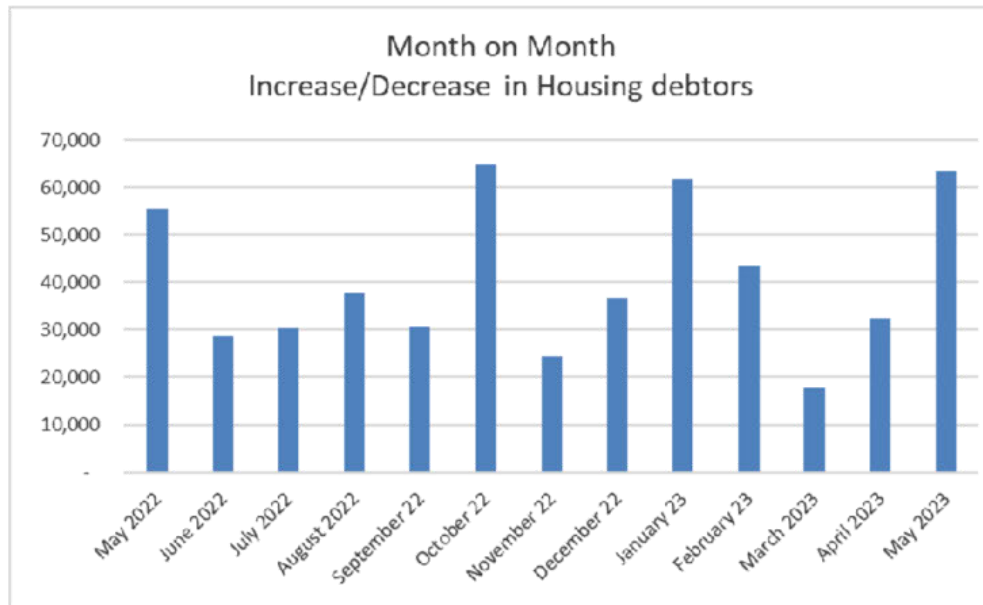
Snapshot: SOCIAL HOUSING DEBT LEVEL (CURRENT)

Over the past 12 months, the rental arrears to Council for social housing has increased by 22% from \$2,156,415 to \$2,628,023. A review of debtors has highlighted the following:

61% of current tenants are in arrears and 87 total tenants owe over \$1,000 which is 1 more tenant than the previous quarter. May's housing debt increased by \$63,458 on that of the previous month.

The 41 debtors owing over \$20k increased by \$18K on that of last month from \$1.268M to \$1.286M.

For the month of May 2023, 130 discussions have been conducted with tenants who are in arrears and 71 Form 11 breach notices issued. 241 form 11 Breach notices have been issued year to date.



Monthly movement to housing debt	
Month	Actual increase/(decrease)
May 2022	55,595
June 2022	28,594
July 2022	30,408
August 2022	37,678
September 22	30,490
October 22	64,674
November 22	24,317
December 22	36,835
January 23	61,714
February 23	43,492
March 2023	17,811
April 2023	32,537
May 2023	63,458

	# Tenants	# Tenants	# Tenants	# Tenants	# Tenants
Amount Owing to Council	May-22	Aug-22	Nov-22	Feb-23	May-23
\$1,000 - \$4,999	96	89	94	86	87
\$5,000 - \$9,999	58	62	53	60	58
\$10,000 - \$14,999	26	25	35	39	40
\$15,000 - \$19,999	10	12	11	14	9
\$20,000+	32	32	34	36	41
Total Tenants	222	220	227	235	235
Percent of tenants in arrears	57%	57%	59%	61%	61%

III. Capital Works

The following is an overview of Capital Works for specific large projects. The capital project reviews are for the total project from start to completion. This means the below totals may encompass more than one financial year.

Capital Expenditure 31/05/2023	Total Grant Budget	Monies Received to Date	Expenses to Date	Variation v Budget	Brief Description
Interim Remote Capital Program	2,139,036	1,283,423	1,235,345	903,691	5 lots 6A Djenghi Estate
Works For Qld - Covid	2,380,000	2,380,000	2,638,904	- 258,904	Council Chambers, Malcolm Park Redevelopment, Community Hall, Jilira Oval Sports Facility upgrade, Sawmill Road Pathway, Community Shelters
Works for Qld 4 - 21/24	3,280,000	1,640,000	713,461	2,566,539	Fibre Optic installation, Housing driveways, Security fencing, Council buildings upgrade and refurbishment, Yarrabah beautification
Roads to recovery	42,409	31,337	11,150	31,259	Construction or maintenance of roads
Sewerage Pump Stations (ICCIP)	1,210,455	1,222,865	408,878	801,577	Replace gantrys, pump upgrades and maintenance, SCADA, assessment of future expansion, new switchboard pump 3
Water Mains Upgrade (ICCIP)	1,260,720	916,753	1,208,701	52,019	Replace water main Back Beach Road, SCADA, Fit bore 2 & 7 pumps, water treatment upgrade.
Community Message Sign (NIAA)	44,765	49,242	46,491	- 1,726	Disaster information, events in and around the community and special events out of the community.
Qbuild Housing demolition and construction	3,498,000	-	331,688	3,166,312	14 Smith St, 4 Dabah Close, 19 Smith St, 32 Workshop Rd, 7 Beach St, 64 Gribble St
Qbuild Housing construction	2,093,892	2,341,403	2,155,170	- 61,277	Lots 601, 611 Millie, 701, 702, 715 Gurrnga St Houses construction
Forward Capital Program	5,927,444	1,778,233	39,871	5,887,573	16 Lots Djenghi, 10 houses Gurrnga St
Water Treatment Plant Upgrade (LGGSP)	1,253,159	375,948	18,269	1,234,890	Water Treatment Plant upgrade
Buddabadoo Road drainage upgrades (QRA)	566,475	-	6,832	559,643	Buddabadoo Road drainage upgrades
	\$23,696,355	\$12,019,202	\$8,814,760		
Estimated Capital Deficit		0			

IV. Balance Sheet

Yarrabah Aboriginal Shire Council		
Statement of Financial Position		
At 31 May 2023		
	Council	
	At 31 May 2023	At 30 June 2022
	\$	\$
Current assets		
Cash and cash equivalents	9,884,846	8,594,157
Trade and other receivables	2,954,893	2,666,312
Inventories	236,544	159,548
Total current assets	13,076,283	11,420,018
Non-current assets		
Property, plant and equipment	151,325,086	145,520,339
Total non-current assets	151,325,086	145,520,339
Total assets	164,401,370	156,940,356
Current liabilities		
Trade and other payables	6,033,476	5,735,068
Provisions	575,271	575,271
Total current liabilities	6,608,747	6,310,339
Non-current liabilities		
Provisions	1,620,203	1,765,897
Total non-current liabilities	1,620,203	1,765,897
Total liabilities	8,228,950	8,076,236
Net community assets	156,172,419	148,864,120
Community equity		
Asset revaluation surplus	95,873,414	95,873,414
Retained surplus/(deficiency)	60,299,005	52,990,706
Total community equity	156,172,419	148,864,120

V. Cash Position

	\$	\$
CBA - General Fund	562,665	
CBA - Housing Fund	1,850,279	
CBA - Remote Capital	951,989	
CBA - Forward Capital	143,360	
QTC - Leases	322,972	
QTC - Investment	4,097,075	
QTC - Forward Capital	1,956,056	
Cash Floats	<u>450</u>	
Total Cash		9,884,846
Trade Debtors	5,010,867	
Provision Doubtful Debts	<u>(3,384,426)</u>	1,626,441
Less: Trade Creditors		(928,108)
Less: Tied Grant Funds		(6,467,628)
Less: Current Commitments		(2,581,290)
Cash Position at EOM		<u>1,534,260</u>

VI. Commercial Leases

Status of Council Commercial Leases	No.
Total Council leasable properties	21
No. of current leases outstanding	3
<i>Being made up of those:</i>	
- Expression of interest released	3
- awaiting signature of tenant	0
- Expression of interest to be done	0

VII. Other

Mike Mair
Director Corporate Services



300. Program GL Report with IE Code Detail

3:22 PM
Tuesday, 6 June, 2023

YARRABAH ABORIGINAL SHIRE COUNCIL

For Period Ending: 31/05/2023

Year: 22/23 92%

	Current Budget	YTD Actual	Order Value	Total Actual	Variance \$	Variance %
Sub Programme: 306 SGFA - Parks & Gardens						
Operating Expenditure						
13062000 Parks & Gardens - Employee Costs						
201 Salaries & Wages	144,324.60	126,200.54	0.00	126,200.54	(18,124.06)	87%
203 Sick Leave	0.00	13,795.90	0.00	13,795.90	13,795.90	(100%)
205 Long Service Leave	0.00	2,006.59	0.00	2,006.59	2,006.59	(100%)
206 Annual Leave	0.00	15,643.26	0.00	15,643.26	15,643.26	(100%)
208 Superannuation	18,040.58	13,747.45	0.00	13,747.45	(4,293.13)	76%
211 Workwear	945.00	1,301.05	0.00	1,301.05	356.05	138%
212 Workcover	2,435.48	1,968.24	0.00	1,968.24	(467.24)	81%
Total: 13062000	165,745.66	174,665.93	0.00	174,665.93	8,919.37	(105%)
13062100 Parks & Gardens - Materials & Services						
315 Hire of equipment	0.00	2,790.00	1,800.00	4,590.00	4,590.00	(100%)
321 Materials & operating	6,000.00	17,323.75	6,234.36	23,558.11	17,558.11	393%
323 Motor Vehicle - Fuel & oil	5,000.00	8,851.40	0.00	8,851.40	3,851.40	177%
326 Motor Vehicle - Registration	1,000.00	368.50	0.00	368.50	(631.50)	37%
327 Motor Vehicle - R&M	10,000.00	800.00	0.00	800.00	(9,200.00)	8%
333 R&M - Equipment	8,000.00	713.26	0.00	713.26	(7,286.74)	9%
345 Minor Equipment	6,000.00	1,355.72	0.00	1,355.72	(4,644.28)	23%
346 Motor Vehicles - expenses	0.00	12,214.01	0.00	12,214.01	12,214.01	(100%)
Total: 13062100	36,000.00	44,416.64	8,034.36	52,451.00	16,451.00	(146%)
Total Act Type: OPERATING EXPENDITURE	201,745.66	219,082.57	8,034.36	227,116.93	25,370.37	133%
Net Profit(Loss): SGFA - Parks & Gardens	(201,745.66)	(219,082.57)	(8,034.36)	(227,116.93)	25,370.37	113%
Sub Programme: 307 Pool						
Operating Income						
13071000 Pool - Income						
114 Pool Income	5,000.00	2,161.35	0.00	2,161.35	2,838.65	43%
Total: 13071000	5,000.00	2,161.35	0.00	2,161.35	2,838.65	43%
Total Act Type: OPERATING INCOME	5,000.00	2,161.35	0.00	2,161.35	2,838.65	43%
Operating Expenditure						
13072000 Pool - Employee Costs						
201 Salaries & Wages	14,000.00	29,762.87	0.00	29,762.87	15,762.87	213%
208 Superannuation	1,750.00	2,952.20	0.00	2,952.20	1,202.20	169%
211 Workwear	315.00	0.00	0.00	0.00	(315.00)	0%
212 Workcover	236.25	873.04	0.00	873.04	636.79	370%
Total: 13072000	16,301.25	33,588.11	0.00	33,588.11	17,286.86	(206%)
13072100 Pool - Materials & Services						
304 Cleaning	4,074.00	66.80	0.00	66.80	(4,007.20)	2%
310 Electricity & gas	9,102.00	8,824.29	0.00	8,824.29	(277.71)	97%
315 Hire of equipment	0.00	1,145.45	0.00	1,145.45	1,145.45	(100%)
318 Insurance - Other	29,364.00	29,496.70	0.00	29,496.70	132.70	100%
321 Materials & operating	39,000.00	26,797.29	3,338.39	30,135.68	(8,864.32)	77%
323 Motor Vehicle - Fuel & oil	500.00	48.31	0.00	48.31	(451.69)	10%
332 R&M - Buildings	5,000.00	11,472.70	0.00	11,472.70	6,472.70	229%
333 R&M - Equipment	2,500.00	2,024.82	393.00	2,417.82	(82.18)	97%
339 Telephone & internet	2,500.00	990.29	0.00	990.29	(1,509.71)	40%
345 Minor Equipment	2,325.00	0.00	0.00	0.00	(2,325.00)	0%
Total: 13072100	94,365.00	80,866.65	3,731.39	84,598.04	(9,766.96)	(90%)
Total Act Type: OPERATING EXPENDITURE	110,666.25	114,454.76	3,731.39	118,186.15	7,519.90	107%
Net Profit(Loss): Pool	(105,666.25)	(112,293.41)	(3,731.39)	(116,024.80)	10,358.55	104%

Sub Programme: 501 Upgrades (Contract Works)

Capital Income

1501 1000	Upgrades (Contract Works) - Income						
153	Services - Housing Maintenance	0.00	1,036.20	0.00	1,036.20	(1,036.20)	(100%)
154	Services - Contract Works	1,000,000.00	1,485,373.09	0.00	1,485,373.09	(485,373.09)	149%
201	Salaries & Wages	0.00	(302.01)	0.00	(302.01)	302.01	(100%)
332	R&M - Buildings	0.00	(1,660.00)	0.00	(1,660.00)	1,660.00	(100%)
	Total: 1501 1000	1,000,000.00	1,484,447.28	0.00	1,484,447.28	(484,447.28)	148%
	Total Act Type: CAPITAL INCOME	1,000,000.00	1,484,447.28	0.00	1,484,447.28	(484,447.28)	148%

Capital Expenditure

1501 9020	Upgrades (Contract Works) - Capital Houses						
201	Salaries & Wages	0.00	42,779.81	0.00	42,779.81	42,779.81	(100%)
208	Superannuation	0.00	8,296.58	0.00	8,296.58	8,296.58	(100%)
212	Workcover	0.00	4,927.12	0.00	4,927.12	4,927.12	(100%)
321	Materials & operating	0.00	6,480.68	0.00	6,480.68	6,480.68	(100%)
334	R&M - Houses	0.00	23,924.76	85,980.00	109,904.76	109,904.76	(100%)
338	Subscriptions	11,666.67	0.00	0.00	0.00	(11,666.67)	0%
860	Capital Purchases	0.00	1,229,588.35	1,036,781.68	2,266,370.03	2,266,370.03	(100%)
988	Stock Overheads	0.00	965.69	0.00	965.69	965.69	(100%)
999	Plant Recovery	0.00	5,811.83	0.00	5,811.83	5,811.83	(100%)
	Total: 1501 9020	11,666.67	1,322,774.82	1,122,761.68	2,445,536.50	2,433,869.83	(209.62%)
1501 9040	Upgrades (Contract Works) - Capital Houses WIP						
860	Capital Purchases	988,333.33	0.00	0.00	0.00	(988,333.33)	0%
	Total: 1501 9040	988,333.33	0.00	0.00	0.00	(988,333.33)	0%
	Total Act Type: CAPITAL EXPENDITURE	1,000,000.00	1,322,774.82	1,122,761.68	2,445,536.50	1,445,536.50	245%
	Net Profit/(Loss): Upgrades (Contract Works)	0.00	161,672.46	(1,122,761.68)	(961,089.22)	961,089.22	196%

Sub Programme: 502 Planned Maintenance

Operating Income

1502 1000	Planned Maintenance - Income						
153	Services - Housing Maintenance	1,700,000.00	3,584,388.58	0.00	3,584,388.58	(1,884,388.58)	211%
154	Services - Contract Works	0.00	50,947.72	0.00	50,947.72	(50,947.72)	(100%)
201	Salaries & Wages	0.00	(130.23)	0.00	(130.23)	130.23	(100%)
334	R&M - Houses	0.00	(3,486.40)	0.00	(3,486.40)	3,486.40	(100%)
	Total: 1502 1000	1,700,000.00	3,631,719.67	0.00	3,631,719.67	(1,931,719.67)	214%
	Total Act Type: OPERATING INCOME	1,700,000.00	3,631,719.67	0.00	3,631,719.67	(1,931,719.67)	214%

Operating Expenditure

1502 2000	Planned Maintenance - Employee Costs						
201	Salaries & Wages	218,659.54	491,249.72	0.00	491,249.72	252,590.18	206%
208	Superannuation	29,832.44	48,459.94	0.00	48,459.94	18,627.50	162%
211	Workwear	2,520.00	3,331.95	0.00	3,331.95	811.95	132%
212	Workcover	4,027.38	4,000.54	0.00	4,000.54	(26.84)	99%
321	Materials & operating	0.00	106.24	0.00	106.24	106.24	(100%)
334	R&M - Houses	0.00	7,437.13	0.00	7,437.13	7,437.13	(100%)
988	Stock Overheads	0.00	21.25	0.00	21.25	21.25	(100%)
	Total: 1502 2000	275,039.36	554,606.77	0.00	554,606.77	279,567.41	(202%)
1502 2100	Planned Maintenance - Materials & Services						
201	Salaries & Wages	0.00	3,421.27	0.00	3,421.27	3,421.27	(100%)
306	Computer expenses	1,200.00	0.00	0.00	0.00	(1,200.00)	0%
310	Electricity & gas	2,000.00	1,209.32	0.00	1,209.32	(790.68)	60%
315	Hire of equipment	2,000.00	9,000.00	0.00	9,000.00	7,000.00	450%
321	Materials & operating	58,000.00	144,688.84	16,839.11	161,527.95	103,527.95	278%
332	R&M - Buildings	0.00	20,086.07	7,181.13	27,267.20	27,267.20	(100%)
334	R&M - Houses	1,423,357.98	2,810,988.95	142,705.83	2,953,694.78	1,530,336.80	208%
335	R&M - Infrastructure	0.00	0.00	6,458.40	6,458.40	6,458.40	(100%)
338	Subscriptions	0.00	4,332.00	0.00	4,332.00	4,332.00	(100%)
344	Travel - other	0.00	305.00	0.00	305.00	305.00	(100%)
345	Minor Equipment	4,000.00	0.00	0.00	0.00	(4,000.00)	0%
346	Motor Vehicles - expenses	24,500.00	0.00	0.00	0.00	(24,500.00)	0%
860	Capital Purchases	0.00	38,747.73	13,698.11	52,445.84	52,445.84	(100%)
988	Stock Overheads	0.00	25,917.23	0.00	25,917.23	25,917.23	(100%)
999	Plant Recovery	0.00	16,549.73	0.00	16,549.73	16,549.73	(100%)
	Total: 1502 2100	1,515,057.98	3,075,246.14	186,882.58	3,262,128.72	1,747,070.74	(215%)
	Total Act Type: OPERATING EXPENDITURE	1,790,097.34	3,629,852.91	186,882.58	3,816,735.49	2,026,638.15	213%
	Net Profit/(Loss): Planned Maintenance	(90,097.34)	1,866.76	(186,882.58)	(85,015.82)	94,918.48	213%

Sub Programme: 601 FAGS

Operating Income

1601 1000	Roadgang FAGS - Income						
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127	Workover Claim Proceeds	0.00	1,872.75	0.00	1,872.75	(1,872.75)	(100%)
Total: 16011000		0.00	1,872.75	0.00	1,872.75	(1,872.75)	(100%)
16011700	Roadgang FAGS - Grant Income						
171	General Purpose Grants	31,771.00	5,618.25	0.00	5,618.25	26,152.75	18%
Total: 16011700		31,771.00	5,618.25	0.00	5,618.25	26,152.75	18%
Total Act Type: OPERATING INCOME		31,771.00	7,491.00	0.00	7,491.00	24,280.00	24%
Operating Expenditure							
16012000	Roadgang FAGS - Employee Costs						
127	Workover Claim Proceeds	0.00	(356.93)	0.00	(356.93)	(356.93)	(100%)
201	Salaries & Wages	100,286.55	119,173.98	0.00	119,173.98	18,887.43	119%
203	Sick Leave	0.00	6,519.27	0.00	6,519.27	6,519.27	(100%)
205	Long Service Leave	0.00	3,664.91	0.00	3,664.91	3,664.91	(100%)
206	Annual Leave	0.00	12,633.54	0.00	12,633.54	12,633.54	(100%)
208	Superannuation	12,535.82	19,706.28	0.00	19,706.28	7,170.46	157%
211	Workover	1,575.00	1,599.54	0.00	1,599.54	24.54	102%
212	Workover	1,692.34	1,797.82	0.00	1,797.82	105.48	106%
Total: 16012000		116,089.71	164,738.41	0.00	164,738.41	48,648.70	(142%)
16012100	Roadgang FAGS - Materials & Services						
308	Contractors fees	22,000.00	0.00	0.00	0.00	(22,000.00)	0%
315	Hire of equipment	10,000.00	0.00	3,830.00	3,830.00	(6,170.00)	38%
321	Materials & operating	10,000.00	15,481.79	4,145.96	19,627.75	9,627.75	196%
323	Motor Vehicle - Fuel & oil	6,000.00	14,844.21	0.00	14,844.21	8,844.21	247%
324	Motor Vehicle - Insurance	700.00	0.00	0.00	0.00	(700.00)	0%
326	Motor Vehicle - Registration	700.00	329.99	0.00	329.99	(370.01)	47%
327	Motor Vehicle - R&M	4,000.00	0.00	0.00	0.00	(4,000.00)	0%
332	R&M - Buildings	0.00	0.00	454.55	454.55	454.55	(100%)
333	R&M - Equipment	5,000.00	374.49	0.00	374.49	(4,625.51)	7%
335	R&M - Infrastructure	10,000.00	4,227.17	0.00	4,227.17	(5,772.83)	42%
339	Telephone & internet	0.00	495.54	0.00	495.54	495.54	(100%)
345	Minor Equipment	3,000.00	0.00	0.00	0.00	(3,000.00)	0%
346	Motor Vehicles - expenses	0.00	19,864.24	0.00	19,864.24	19,864.24	(100%)
Total: 16012100		71,400.00	55,617.43	8,430.51	64,047.94	(7,352.06)	(90%)
Total Act Type: OPERATING EXPENDITURE		187,489.71	220,355.84	8,430.51	228,786.35	41,296.64	122%
Net Profit (Loss): FAGS		(155,718.71)	(212,864.84)	(8,430.51)	(221,295.35)	65,576.64	108%
Sub Programme: 819 Container Exchange							
Operating Income							
18091700	Container Exchange - Grant Income						
172	State Government Grants - Operating	0.00	74,884.00	0.00	74,884.00	(74,884.00)	(100%)
Total: 18091700		0.00	74,884.00	0.00	74,884.00	(74,884.00)	(100%)
Total Act Type: OPERATING INCOME		0.00	74,884.00	0.00	74,884.00	(74,884.00)	(100%)
Operating Expenditure							
18092000	Container Exchange - Employee costs						
201	Salaries & Wages	0.00	2,271.15	0.00	2,271.15	2,271.15	(100%)
Total: 18092000		0.00	2,271.15	0.00	2,271.15	2,271.15	(100%)
18092100	Container Exchange - Materials and Services						
321	Materials & operating	0.00	51,441.88	18,816.61	70,258.49	70,258.49	(100%)
Total: 18092100		0.00	51,441.88	18,816.61	70,258.49	70,258.49	(100%)
Total Act Type: OPERATING EXPENDITURE		0.00	53,713.03	18,816.61	72,529.64	72,529.64	(100%)
Net Profit (Loss): Container Exchange		0.00	21,170.97	(18,816.61)	2,354.36	(2,354.36)	(100%)



500. SPECIFIC PURPOSE GRANT BALANCES BY PROJECT

YARRABAH ABORIGINAL SHIRE COUNCIL

3:23 PM
Tuesday, 6 June, 2023

as at 31 May 2023

	Opening Balance	Receipts Grants	Receipts Other	Disbursements	Closing Balance
Department of Local Government Racing and Multicultural Affairs					
FAGS	904,930.00	1,207,049.25	2,229.68	(220,712.77)	1,893,496.16
IEDG Grant	0	160,000.00	0	(161,184.18)	(1,184.18)
Works for Qld COVID	(276,507.88)	238,000.00	0	(782,260.77)	(820,768.65)
Revenue Replacement Grant	0	49,500.00	0	(49,500.00)	0
SGFA	0	2,868,983.00	500.00	(2,276,676.84)	592,806.16
Works For Queensland	(356,061.28)	275,000.00	0	(20,294.30)	(101,355.58)
Advancing the Planning Act	2,682.50	0	0	0	2,682.50
Sewerage Pumps Stations Upgrade ICCIP	807,745.19	0	0	(44,875.75)	762,869.44
Water Mains Upgrade ICCIP	(282,050.36)	70,000.00	0	(24,769.27)	(236,819.63)
Bukki Road Upgrade Stage 2 (LGGSP)	(19,826.66)	0	0	0	(19,826.66)
Waste ICCIP	(177,102.38)	0	0	(182,238.18)	(359,340.56)
Works for Qld 4	1,513,010.43	0	0	(453,726.27)	1,059,284.16
Total: Department of Local Government Racing and Multicultural Affairs	2,116,819.56	4,629,450.36	2,729.68	(4,216,238.33)	2,771,843.16
Queensland Health					
ATSI Health Grant	0	187,711.00	0	(166,495.47)	21,215.53
Total: Queensland Health	0	187,711.00	0	(166,495.47)	21,215.53
Department of Communities Housing and Digital Economy: Arts Qld					
YCMF 2021 - Local Musicians/Facilitator (FNCF)	5,592.00	0	0	(2,310.00)	3,282.00
Forward Remote Capital Program	0	1,778,232.73	0	(39,870.79)	1,738,361.94
Total: Department of Communities Housing and Digital Economy: Arts Qld	5,592.00	1,778,232.73	0	(42,180.79)	1,741,643.94
Department of Environment and Science: Arts Qld					

Fashion & Wearable Art	240.45	0	0	0	240.45
Arts BIA	0	50,000.00	0	(5,734.36)	44,265.64
QMF 2021 (Open Air)	54,000.00	0	0	0	54,000.00
Conatiner Exchange	0	74,884.00	0	(53,713.03)	21,170.97
Total: Department of Environment and Science: Arts Qld	54,240.45	124,884.00	0	(59,447.39)	119,677.06
Dept of Infrastructure Transport Regional Development & Communications					
Arts IVAIS Relief & Recovery	24,978.24	0	0	(24,978.24)	0
LRCI 2020 Traffic Calming Devices	0	4,525.00	0	(420.00)	4,105.00
LRCI 21-22	(45,164.85)	6,772.55	0	0	(38,392.30)
LRCI 22-23	0	67,875.00	0	(420.01)	67,454.99
LGGSP - Foreshore Development Plan	0	75,000.00	0	(105.00)	74,895.00
LGGSP - Water Treatment Plant upgrade	0	375,947.70	0	(18,269.01)	357,678.69
Total: Dept of Infrastructure Transport Regional Development & Communica	(20,186.61)	530,120.25	0	(44,192.26)	465,741.38
Dept of the Premier and Cabinet					
YCMF 2021 Premier \$220K	100,000.00	0	0	0	100,000.00
Total: Dept of the Premier and Cabinet	100,000.00	0	0	0	100,000.00
Department of Communities Disability Services and Seniors					
Floodtide Sensors	0	0	0	(388.82)	(388.82)
SES Building Upgrade	0	0	0	(65,802.73)	(65,802.73)
NAIDOC \$500	0	0	0	0	0
Total: Department of Communities Disability Services and Seniors	0	0	0	(66,191.55)	(66,191.55)
Australia Council for the Arts					
Arts Adapt to Digital Era	1,852.92	0	0	0	1,852.92
Yarrabah Fashion Style 2023	21,400.00	0	0	(20,896.43)	503.57
Total: Australia Council for the Arts	23,252.92	0	0	(20,896.43)	2,356.49
National Australia Day Council					
National Australia Day Council	0	24,000.00	0	(22,756.59)	1,243.41

Total: National Australia Day Council	0	24,000.00	0	(22,756.59)	1,243.41
Department of Social Services					
Daycare Centre Grant	223,380.30	537,385.00	245,016.08	(864,045.66)	141,735.72
Total: Department of Social Services	223,380.30	537,385.00	245,016.08	(864,045.66)	141,735.72
Department of Science Information Technology & Innovation					
QGAP Grant	0	32,180.00	0	0	32,180.00
Total: Department of Science Information Technology & Innovation	0	32,180.00	0	0	32,180.00
Department of Communications and the Arts					
IV AIS	13,007.46	190,000.00	0	(245,773.60)	(42,766.14)
Total: Department of Communications and the Arts	13,007.46	190,000.00	0	(245,773.60)	(42,766.14)
Dept of Housing & Public Works					
Interim Remote Capital Program	676,111.38	0	0	(34,359.89)	641,751.49
Total: Dept of Housing & Public Works	676,111.38	0	0	(34,359.89)	641,751.49
Department of Prime Minister and Cabinet					
CDP Like Activities	377,983.35	0	0	0	377,983.35
Community Message Sign (NIAA)	44,765.00	4,476.50	0	(46,491.07)	2,750.43
Total: Department of Prime Minister and Cabinet	422,748.35	4,476.50	0	(46,491.07)	380,733.78
National Indigenous Australians Agency					
Market Garden Feasibility Study	27,129.52	0	0	0	27,129.52
YCMF 2021 (NIAA)	100,000.00	0	0	0	100,000.00
NAIDOC	0	0	0	(5,822.16)	(5,822.16)
Total: National Indigenous Australians Agency	127,129.52	0	0	(5,822.16)	121,307.36
Queensland Fire and Emergency Services					
SES	(5,043.47)	13,550.60	0	(12,177.77)	(3,670.64)
Total: Queensland Fire and Emergency Services	(5,043.47)	13,550.60	0	(12,177.77)	(3,670.64)

Department of Innovation and Tourism Industry Development					
Deadly Active Sports & Rec Program	0	83,192.00	0	(5,600.00)	77,592.00
Active Community Infrastructure	0	0	0	(11,486.74)	(11,486.74)
Total: Department of Innovation and Tourism Industry Development	0	83,192.00	0	(17,086.74)	66,105.26
Department of Education					
Vacation Care Grant	16,915.92	6,460.60	0	(16,491.85)	6,884.67
Total: Department of Education	16,915.92	6,460.60	0	(16,491.85)	6,884.67
Department of Employment Small Business and Training					
Work First Start	(48,425.92)	20,703.91	0	(42,577.26)	(70,299.27)
Total: Department of Employment Small Business and Training	(48,425.92)	20,703.91	0	(42,577.26)	(70,299.27)
State Library of Queensland					
IKC	7,153.37	53,362.00	0	(47,616.19)	12,899.18
Total: State Library of Queensland	7,153.37	53,362.00	0	(47,616.19)	12,899.18
Office of Liquor and Gaming Regulation					
Total: Office of Liquor and Gaming Regulation	0	0	0	0	0
Queensland Reconstruction Authority					
Get Ready Qld	7,606.95	7,848.00	0	(4,751.82)	10,703.13
NQNDMP Flood Study	0	66,000.00	0	(4,800.00)	61,200.00
NDRP	0.09	0	0	0	0.09
QDRF	4,689.61	0	0	0	4,689.61
REPA 2021	781,885.02	58,447.34	8,194.01	(609,708.52)	238,817.85
QRRRF 2020	17,347.88	0	0	(25,066.82)	(7,718.94)
REPA 2023	0	0	0	(43,825.34)	(43,825.34)
Total: Queensland Reconstruction Authority	811,529.55	132,295.34	8,194.01	(688,152.50)	263,866.40
LGAQ					
Coastal Hazard Adaption	(101,015.82)	135,133.68	0	(83,773.26)	(49,655.40)

	Total: LGAQ	(101,015.82)	135,133.68	0	(83,773.26)	(49,655.40)
Department of Transport and Main Roads						
TIDS		(58.95)	(9,706.29)	0	(2,167.45)	(11,932.69)
Cycle Paths Stage 1		20,164.92	0	0	0	20,164.92
Cycle Paths Stage 2		(34,567.50)	0	0	0	(34,567.50)
Total: Department of Transport and Main Roads		(14,461.53)	(9,706.29)	0	(2,167.45)	(26,335.27)
Department of State Development						
RTC Extension Design (MIPP2)		0	0	0	0	0
Total: Department of State Development		0	0	0	0	0
Department of Aboriginal and Torres Strait Islander Partnerships						
DFV Social Reinvestment		0	140,000.00	0	(18,181.82)	121,818.18
Service Enhancement		0	35,000.00	0	0	35,000.00
Yarrabah Leaders Forum		0	200,000.00	0	0	200,000.00
Social Reinvestment Project		31,500.17	0	0	0	31,500.17
Community Safety Plan		6,692.10	50,000.00	0	685.00	57,377.10
Total: Department of Aboriginal and Torres Strait Islander Partnerships		38,192.27	425,000.00	0	(17,496.82)	445,695.45
FNQROC						
Transport Network Plan		(52,783.00)	52,783.00	0	0	0
Total: FNQROC		(52,783.00)	52,783.00	0	0	0
Untied						
Untied		0	0	11,173,955.72	(12,226,820.56)	(1,052,864.84)
Total: Untied		0	0	11,173,955.72	(12,226,820.56)	(1,052,864.84)
Grand Total		4,394,156.70	8,951,214.68	11,429,895.49	(18,989,251.59)	5,786,015.28
Negative Grants						-1,875,968.53
Tied Grants						6,467,628.22

7.3 PEOPLE & COMMUNITIES - OPERATIONAL REPORT

File Number: 03.MFD_OM.20230629

Author: Terry Farrelly, Director People & Communities

PURPOSE OF THE REPORT

To provide Council an update on operational activities undertake within the Department of People and Communities for the period 5 May 2023 to 8 June 2023.

OPERATIONAL UPDATE

This report covers activities for the period 5 May 2023 to 6 June 2023. This report provides Council information on activities and progress of projects for the Department in-line with Council functions, community services, funding agreements and project timelines.

HOUSING

Total Number of stock	Year to Date Occupied	Current Vacant	Total Stock
	382	1 – Awaiting upgrade	383
Revenue - Year	Total rent charged for housing stock 01.07.22 – 31.05.23	Year to Date Rent payments collected 01.07.22 to 31.05.23	Year to Date rent arrears collected
	\$2,481,742.28	\$1,890,902.07	\$193,969.00
Revenue – Month	Monthly Rent Charged for housing stock	Monthly Rent Payments collected	Monthly Rental Arrears collected
	\$258,322.87	\$173,007.78	\$15,927.58
Arrears	Total Rent Arrears As at 31.03.2023	Total Rent Arrears (previous years) as at 31.03.2022	Change from year on year
	Tenants - 240 Amount - \$2,195,442.67	Tenants - 208 Amount - \$1,687,820.60	Increase in rental arrears of \$507,622.07 since May 2022 ↑ Tenants 15.3 % increase ↑ Amount 30.07% increase
Property Inspections	Year to date	Monthly inspections Completed	Monthly Inspections Scheduled
	123 Inspections	24	21

Engagement activities	Number of discussions with tenants regarding arrears/enquiries Month to Date	Number of discussions with tenants regarding arrears/enquiries Year to Date	Waitlist Applicants
	137	819	329 Applicants
Arrears Management (Form11)	First Notice Form11's Rental Arrears issued Month to Date	Total Form 11's Rental Arrears issued Year to Date	Monthly Rental statements
	27	241	383
Arrears Management (Form11)	Second Notice 11's issued Month to Date	Third Notice 11's issued Month to date	Number of notice to leave (form12)
	32	12	Allowing appropriate response timeframes before Notice to Leaves are sent – As per Housing policy

- Since the implementation of Housing Policy in January 2023 of housing allocations and collection of rent arrears Housing staff, Manager and Director receiving multiple abuse and treats from community members, serious matters have been referred to local Police. Developed zero tolerance policy to address community member's behaviour when interacting with all Council staff to be adopted by Council at a future meeting.
- Housing Services continuing to concentrate on Arrears Notices.
- Two new four bedroom homes will be available in June 2023, Allocations panel will be meeting in mid June to determine allocations.

DAY CARE

Number of Children	Current enrolment 0-15 months	Current enrolment 15months-5years
42 Placements Total	6	31
Year to date	Enrolment 0-15 months	Enrolment 15months-5years
	8	32
Outside School Hours Care	Enrolments	Hours per Month
	4	60
Arrears	Month to Date	Year to Date

	\$3 294.02	\$63 393.34
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Overview of May

- May Daycare celebrated a few events within the centre such as Mother's day with an afternoon tea for the special ladies in our lives and the giving of gifts.
- Payment plans are steady, with families making weekly/fortnightly contributions 1 updated and enrolment cancelled due to broken arrangement.
- Only 1 family (new) is to be linked with CCS

Online Staff Training

- In safe hands 2 staff completing

Submission for Minor Infrastructure funding areas in progress which includes;

- Erect roof in Carpark and walkway to centre
- Privacy screening Nursery yard
- External painting
- Purchase of Additional Shed/container
- Nursery Yard to be landscaped and additional playground/water area installed
- Centre flooring upgrade

YARRABAH KNOWLEDGE CENTRE

Number of patrons	Month to Date	Year to Date
Library	291	940
First 5 Forever	20	120

- Coordinator resigned currently recruiting for replacement via an internal Expression of Interest.
- Refurbishment Grant with Queensland State Libraries to improve library space and purchase equipment, nearing completion.

TRANSPORT

Number of Children	Registered	Month to Date transports	Year to Date transports
	59	1,794	11,628

Issues

- Council only contracted to provide transport for 22 students and travel of 33.6KM's per day as per the approved route. Council currently is providing an average of servicing 89

patrons and 200KM's per day, indicating a loss of \$100,000 per annum with the additional resources required to operate the school bus.

- Director and Community Services Officer met with Department of Transport and Main Roads (Translink) on the current funding arrangements, to discuss options to increase funding. Council implementing bus survey to all service users and will present to Department as a request for additional funding.

YARRABAH ARTS AND CULTURAL PRECINCT

Number of patrons	Month to Date	Year to Date
	37	720
Sales	Month to Date	Year to Date
	\$5,877	\$91,636

- Queensland Governor General, the Honourable Dr Jeanette Young AC PSM has invited the Yarrabah Arts & Cultural Precinct (YACP) to be part of their NAIDOC Fashion Week parade 'Ochre to Organza' to be held at Government House in Brisbane on 5 July.
- YACP have engaged with TAFE Qld and Wugu to run a Cert III in Visual Arts in Yarrabah at YACP. The course will run for 3 days a week over 20 weeks. Anticipating commencing on 12 June.
- The Cyrstalbrook Bailey's exhibition called 'For Our Elders' has been organised and locked in for the Friday, 9 June 6pm launch.
- YACP participated at the St Margaret's Mother's Day stall in Cairns on Saturday, 13 May. YACP has been opened every Saturday, no sales to date. We promoted on Bumma Bipperra and Social Media creating events. Publishing in the Tropic Now and Cairns Post in June to promote opening hours.
- Concrete Pathways and under cover pathways have commenced work at the Precinct.
- Completed our project with Gurriny Yealamucka. The project was to provide young mothers with shawls. We printed 250 shawls with Philomena Yeatman's textile design, refer to attached image. Gurriny paid \$3900 to the artist for this project.
- Completed our project with the Department of Environment and Science (DES). The project was supporting the establishment of a container refund point in Yarrabah, as part of the proposal to establish the container refund point DES wanted to provide some bags for the Yarrabah residents to store and transport their containers. We printed 15 meters of the YACP artist textile on material for this project which the bags will be made from (boomerang bags).
- YACP have been engaged by Pod Cairns and Gindaja to submit artwork for their re-development. Our artwork will be used as material for furniture, outdoor screen and tiles. All artwork was due on 30 May and we submitted on 22 May 2023. Each project is \$1,500 for the artwork selected, \$4,500 in total.

- We are preparing to deliver works for the CIAF Art Fair (high end exhibition) and Fashion performance, all works to be delivered by mid-June. We are also getting all our stock ready for the CIAF markets.
- Philomena Yeatman has been engaged to provide a weaving workshop at the Lowitja Institute – National Indigenous Wellbeing Conference at the Cairns Convention Centre on 14-15 June.
- Shepparton Art and Museum (SAM) have acquired 2 x ceramic works of Philomena Yeatman totalling in \$3,300 in sales, promoting opportunity to showcase Philomena Yeatman's artistic profile.
- Michelle Yeatman was selected to showcase her work at the 2023 SALON des Refusés in Darwin, August 2023. Michelle Yeatman will also feature in the upcoming Australian Ceramic magazine called 'The Australian Ceramic Journal'.

Grants

- Applications submitted for UMI Arts 'Freshwater Saltwater' exhibition. Wayne Connolly x 2 paintings were successful and will be showcased July-August 2023.
- Applications submitted to the National Indigenous Art Fair in Sydney. Wayne Connolly x 1 painting and Valmai Pollard etching x 1 were successful and will be showcased in Sydney, July 2023.
- YACP finalist in the Wangaratta Contemporary Textile Award. The textile was delivered to the Wangaratta Art Gallery, we are now waiting for the announcement of the winners on 10 June for the \$40,000 art prize. The textile work selected was a collaboration with: Philomena Yeatman, Edna Ambrym. Michelle Yeatman, Wayne Connolly, Valmai Pollard, Andrew Garrett and Kylie Hydanek.
- A meeting was held with the new First Nations Curator for the Cairns Regional Council. YACP has been asked to do an exhibition in Feb-May 2024. We are currently working on the logistics/agreement for this.
- We are currently finishing the Fashion designs for the Darwin Aboriginal Art Fair in August 2023 as part of their Country to Couture Fashion Parade.
- We are still waiting on the announcement of the National Indigenous Fashion Awards (NIFA). 3 x submissions were made in the NIFA: Community Project category and 2 x in the Textile category for Edna Ambrym and Philomena Yeatman (Philomena Yeatman won this category last year).



COMMUNITY EVENTS & PROGRAMS

- Community Services Officer currently working on planning towards the Yarrabah Aboriginal Shire Council upcoming events and in-house promotions of weekly awareness's and day of celebrations.
 - Reconciliation week (promoting in house)
 - Foundation Day
 - NAIDOC day
 - Bishop Malcolm Park Opening
 - DOGIT Day
 - Christmas Carols
 - New Year Celebration

Foundation Day event was planned however due to number of Sorry Business event postponed for a later date.

The June Community Newsletter completed in collaboration with Gindaja.

Yarrabah Music and Cultural Festival

Event Producer's report on progress of the Festival;

- Festival's website soft launch
- QMF have produced draft promotion of event (draft below), Council has provided feedback on promotion collateral and will continue to work with QMF on showcasing the event and more specifically Yarrabah.
- QMF scheduling visit to Yarrabah in upcoming weeks to meet with Council, Event Producer and stakeholders to continue coordination of the event.

- Event producer continuing discussions with Wugu Nyambil regarding security and volunteers for the festival as part of the capacity building component.



Venue Bookings for the Month total:	
Community Hall Booking	7 bookings for Community Hall
RTC Rooms	Booked daily
HR Meeting room	10 bookings
HR Training Room	5 Bookings

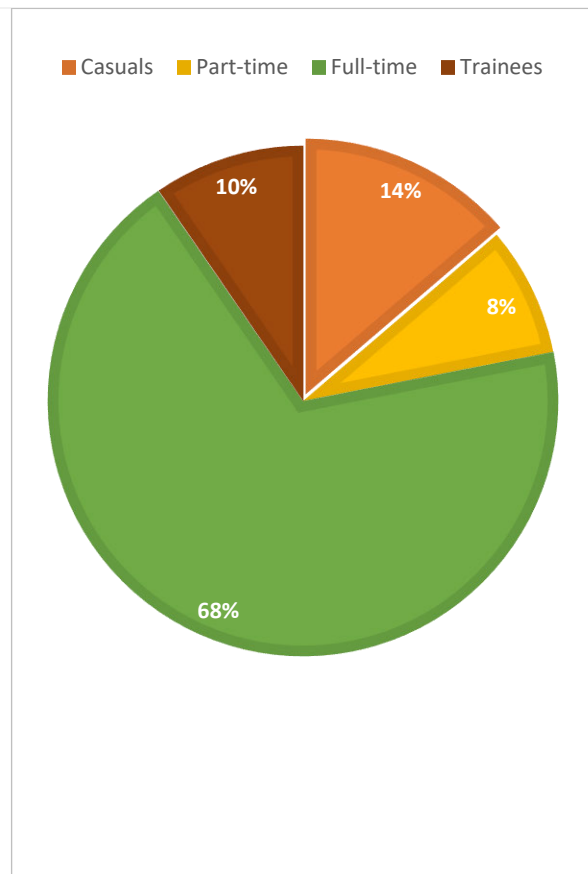
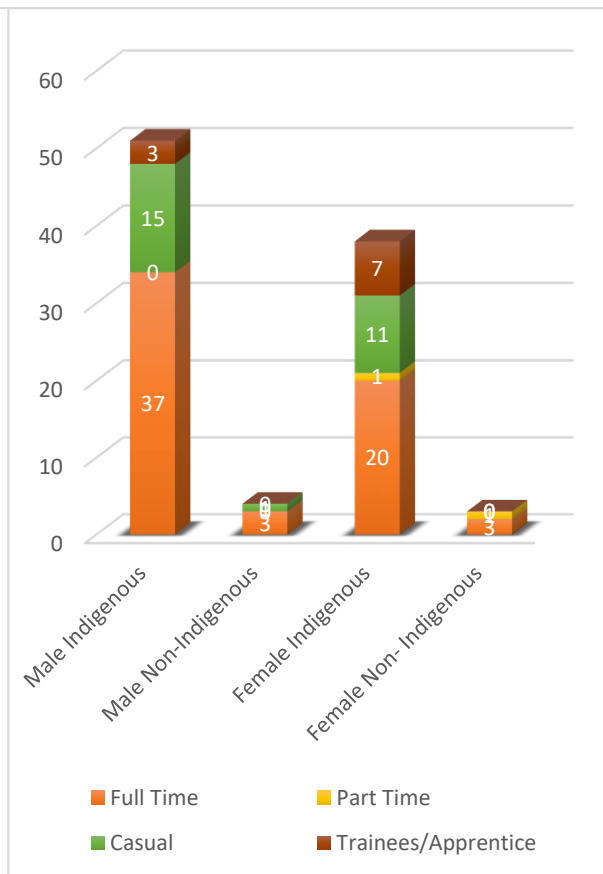
HUMAN RESOURCES

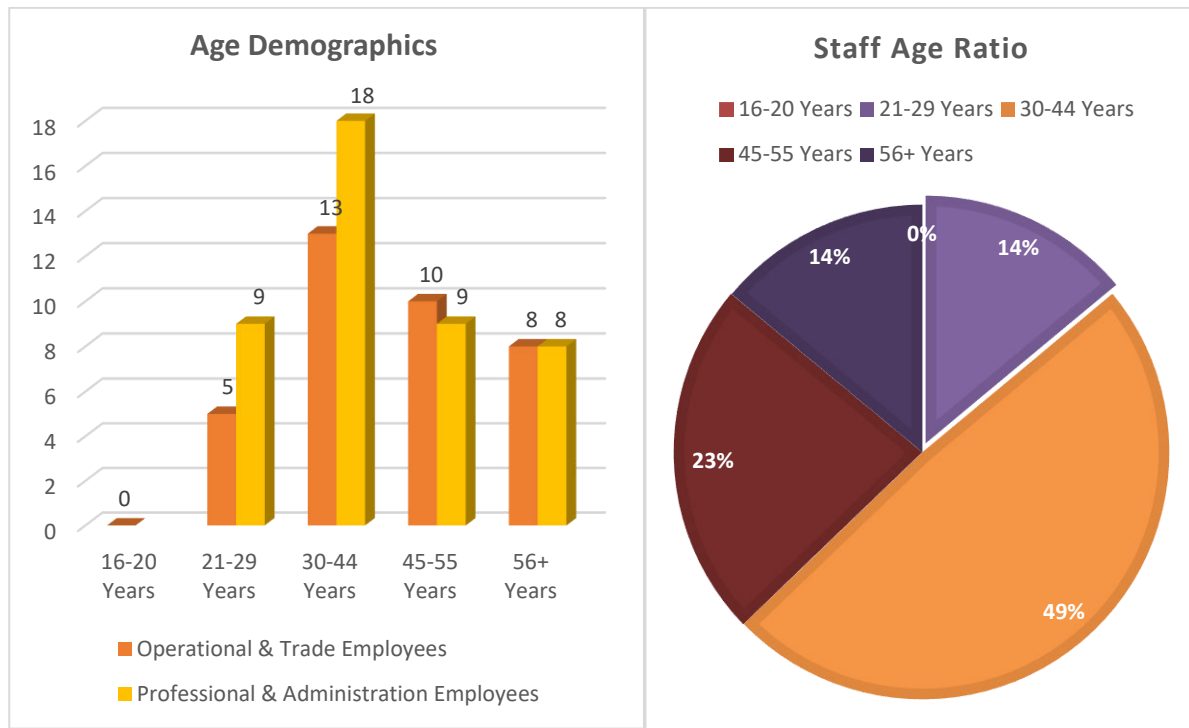
STAFFING:

Our current employment Ratios are as follows:-

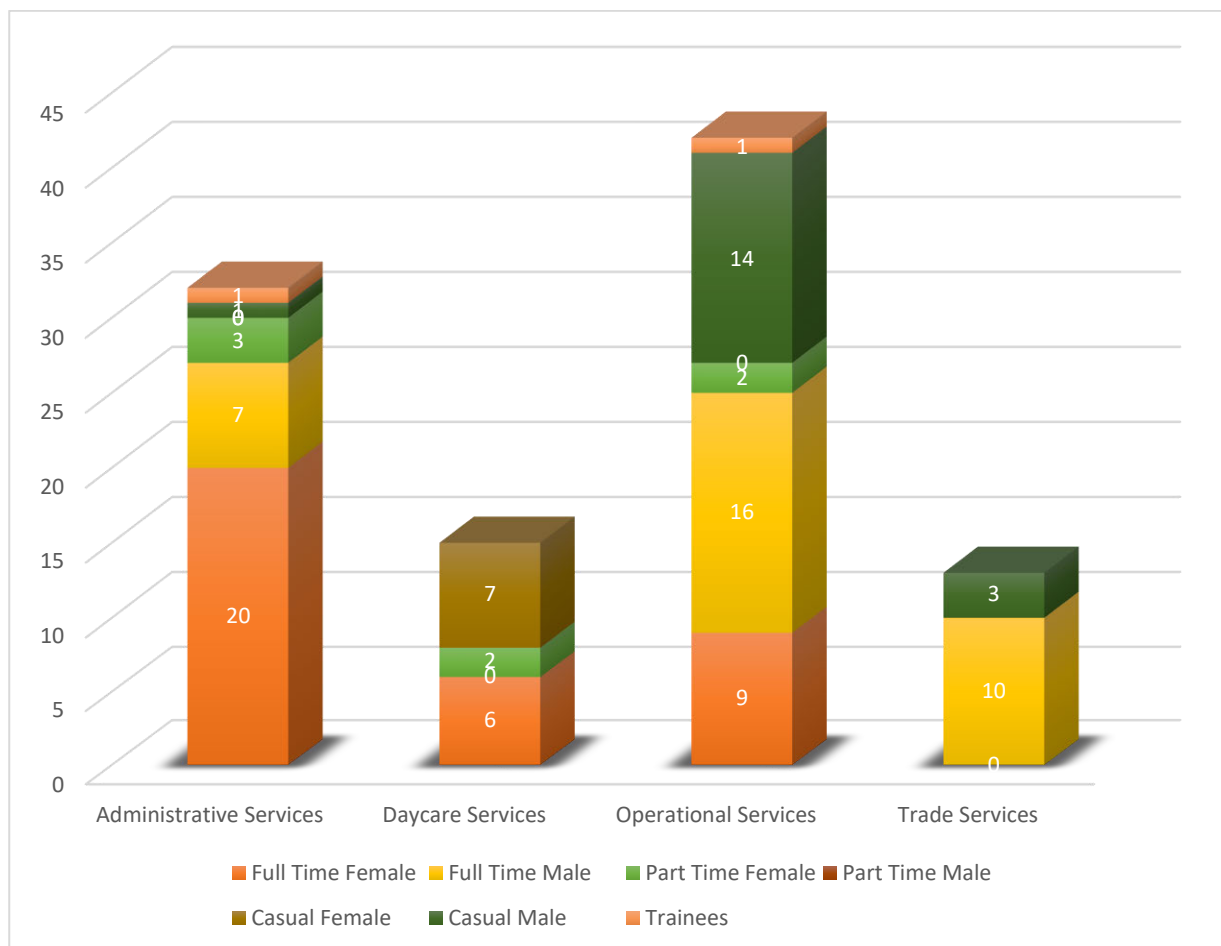
COUNCIL EMPLOYEES	MALE INDIGENOUS	MALE NON-INDIGENOUS	FEMALE INDIGENOUS	FEMALE NON-INDIGENOUS	TOTAL
Full Time	34	3	20	2	59

Part Time	0	0	1	1	2
Casual	14	1	10	0	25
Trainees/Apprentice – Wugu Participants	3	0	7	0	10
TOTAL	51	04	38	03	96

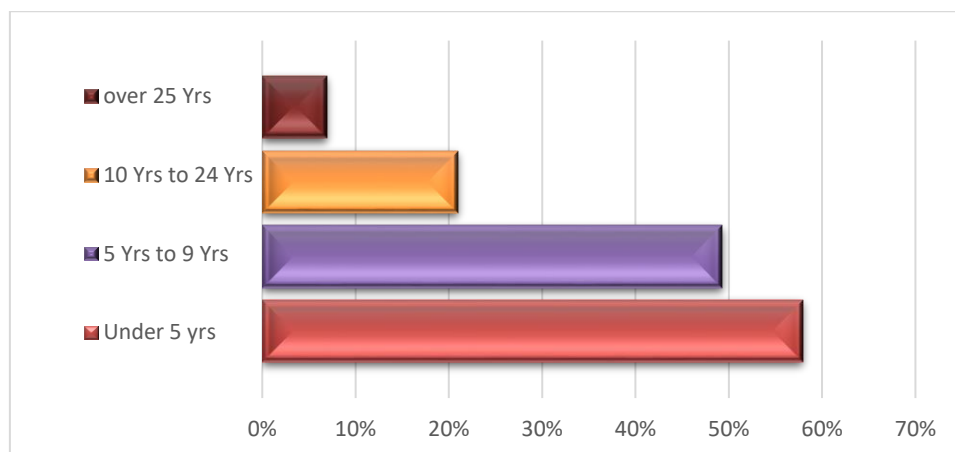




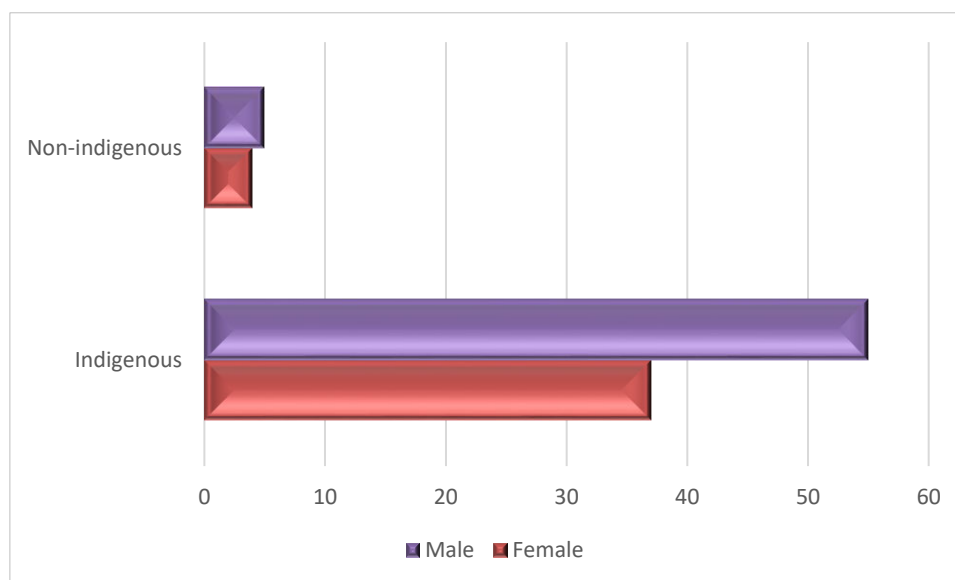
Staffing By Areas



Employees Years Of Service



Graph for indigenous / non indigenous employees



RESIGNATIONS / TERMINATIONS / TRANSFERS

1 X Casual Artist resigned

1 x Day Care Assistant Director resigned, Lead Educator promoted call in casuals to be engaged to backfill

1 x Full Time IKC Coordinator – Resigned

1 X Housing Manager – Resigned

1 x Full Time Officer – Transferred internally - currently relieving for 3 months

RECRUITING:

Human Resources Officer Human Resource Officer Position was advertised internally on the 21 March 23, via Wugu and in community and externally advertised from 20 April 2023. Selection Panel have finalised recommendation to CEO for appointment.

Project Officer – Full Time 3 Year contract advertised externally with a closing date of 02/05/2023. Recruitment still processing.

TRAINING UPDATE

- Skills Register and Training Plan – Ongoing
- Pool Lifeguard (Aquatic Centre) and First Aid training will be taking place on 22 to 23 June 2023, 4 YASC participants.
- Traffic Control Officers training has been put on hold for the next round of the ICB funding.
- ICB Funding is also covering fees for First Aid and CPR training for 20 Council employees.
- 15 YASC Staff – Respiratory Fit Test 15/6/23
- Dealing with Difficult Customers Training conducted by Selectability.

ORGANISATIONAL STRUCTURE

Organisational structure is now complete all positions have been allocated position numbers to ensure correct job costings are used as per Budget and financial reporting. Still reviewing Position Descriptions.

SAFETY

- Liaising with QBuild to ensure legislative compliance.
- Safety committee meeting reformed and discussing safety issues across organisation.
- Coex container project finalising safety documentation. Still on going with the evidence that is required by the Coex Safety team, finalising in June 2023.
- Safety Inductions on going. Wugu participants are starting on the 12/6/23 Safety Induction will be done before they commence work.
- Street Lighting damages around community has been reported to Ergon. Ergon has been over and has fixed some of the reported Street Lights but more needs to be fixed.
- YASC Road works out on Buddabuddo Road still on going with council workers. All safety documentations are all on N Drive for this road works.
- Yarrabah Reservoir Road Betterment Works is starting soon and the works is being done by Northern Civil Earthworks, Safety Documentations completed.
- Two Hazard Inspection been done this month Main Administration Building and the Library.

DRUG & ALCOHOL TESTING

- Random Drug and Alcohol testing of staff and contractors no cases this month.

SECURITY

- Bishop Malcom Park - the security team are constantly chasing children away from the fenced off area Damages to panels, graffiti occurring mainly during the day and on weekends when security are not working.
- Patrols of council facilities and CCTV monitoring has been maintained.
- Waiting on two way radios to arrive to help security in communicating while on patrol around community.

ATTACHMENTS

Nil

RECOMMENDATION

That Council accept the Director of People and Communities Operational Report, tabled as read.

7.4 BUILDING SERVICES - OPERATIONAL REPORT**File Number:** 04.MFD_OM20230629**Author:** Preston Andrews, Director - Building Services**PURPOSE OF THE REPORT**

To report to Council the status/activities of Building Services areas for the month of May 17th up to June 29th 2023

OPERATIONAL UPDATE

This report covers performance up to and including the 29th of June 2023. Items contained below reflect actions and tasks performed to progress the projects in-line with funding agreements and project plans.

Planning and engagement with stakeholders and consultants about programmed / scheduled works.

BUILDING / CONSTRUCTION AREAS - GENERALS**Repairs & Maintenances & Healthy Housing Pilot Program**

The following tables contains the data for workflow activities in the works department for building and construction and field workers:

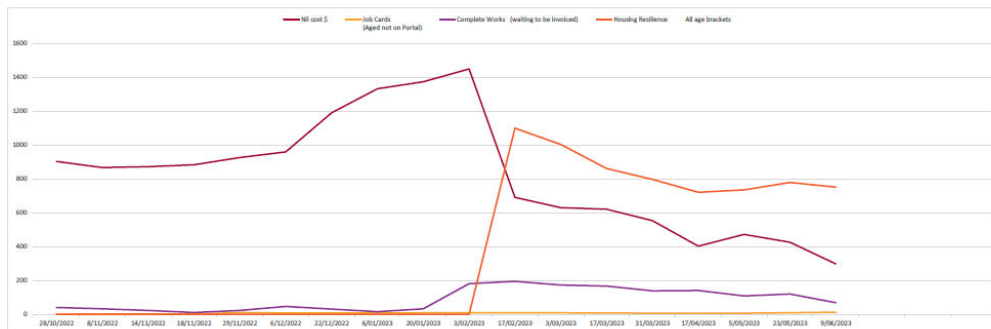
Current Workflow below for QBuild Work Orders.

(Chart current as of 26/06/2023)

Workflow		
Unscheduled		96
Work In Progress	■	1025
Awaiting Approval		1
Completed	■	464
Invoiced	■	5296

Department of Energy and Public Works, QBuild

YARRABAH ABORIGINAL SHIRE COUNCIL - Aged Job Cards > 60 days																			
Date	28/10/2022	6/11/2022	14/11/2022	18/11/2022	25/11/2022	6/12/2022	22/12/2022	6/01/2023	26/01/2023	9/02/2023	17/02/2023	3/03/2023	17/03/2023	31/03/2023	17/04/2023	6/05/2023	23/05/2023	6/06/2023	
Nil cost \$	903	867	872	883	926	959	1190	1332	1373	1449	691	630	621	553	403	472	426	298	
Job Cards (Aged not on Portal)	1	2	2	2	11	8	8	8	9	9	9	9	8	7	7	7	10	13	
Complete Works (waiting to be invoiced)	41	33	23	11	23	47	31	16	33	181	195	173	167	139	141	109	120	69	
Housing Resilience All age brackets	0	0	0	0	0	0	0	0	0	0	1099	1003	861	797	721	735	779	751	



NAHA UPGRADES & MAINTENANCES

<u>PROJECT ID</u>	<u>JOB DESCRIPTION</u>	<u>COMPLETED</u>	<u>ACTIONS</u>
1.	20 SAWMILL RD - REFURBISHMENT	30%	Contract Awarded
2.	11/9 GRIBBLE ST - REFURBISHMENT	10%	WIP
3.	38 SAWMILL RD - REFURBISHMENT	20%	WIP
4.	10 SAWMILL RD - REFURBISHMENT	10%	WIP
5.	67 WORKSHOP RD - REFURBISHMENT	10%	WIP
6.	25 SAWMILL RD - REFURBISHMENT	70%	WIP
7.	9 GRIBBLE ST - REFURBISHMENT	10%	WIP
8.	EXTERNAL CLADDING & ELECTRICAL 16 AMBRYM	10%	WIP
9.	24 WORKSHOP RD - REFURBISHMENT	35%	WIP
10.	49 BACK BEACH RD – KITCHEN UPGRADE	10%	WIP
11.	39 GRIBBLE ST – BATHROOM UPGRADE	35%	WIP
12.	23 SAWMILL RD - REFURBISHMENT	10%	WIP
13.	9/15 WORKSHOP RD - REFURBISHMENT	10%	WIP
14.	24 SAWMILL RD - REFURBISHMENT	35%	Contract Awarded
15.	2/9 GRIBBLE ST - REFURBISHMENT	10%	WIP
16.	20 WORKSHOP RD - DRIVEWAY / PATH	10%	WIP
17.	37 Back Beach Rd, Yarrabah - Carry out Internal Paint.	0%	Contract Awarded
18.	39 Sawmill Rd, Yarrabah - Carry out External Paint.	45%	Contract Awarded

<u>PROJECT ID</u>	<u>JOB DESCRIPTION</u>	<u>COMPLETED</u>	<u>ACTIONS</u>
19.	39 Sawmill Rd, Yarrabah - Carry out External Works.	80%	Contract Awarded
20.	39 Sawmill Rd, Yarrabah - Carry out Internal Paint.	0%	Contract Awarded
21.	39 Sawmill Rd, Yarrabah - Carry out Internal Works.	80%	Contract Awarded

WORK 4 QLD AREA - CAPITAL WORKS

<u>PROJECT ID</u>	<u>JOB DESCRIPTION</u>	<u>COMPLETED</u>	<u>ACTIONS</u>
WFQ COVID	Malcolm Park Redevelopment	10%	Planning Stage - WIP
WFQ 4	Works Department Shed Improvement	30%	Planning Stage - WIP
WFQ 4	Leisure Centre & Community Hall (Lighting, Landscape, Fencing & Patio)	30%	Planning Stage - WIP
WFQ 4	Community Hall – New Covered Area (Beach Front Side)	30%	Planning Stage - WIP
WFQ 4	Arts Precinct – Covered Pathway & Fencing improvements	60%	Planning Stage - WIP
WFQ 4	Jilara Oval – Building Extension / Toilet Upgrades / Patio Area / CCTV	30%	Planning Stage - WIP
WFQ 4	RTC/YKC – Fencing / Undercover Parking / Out-Door Patio Area	30%	Planning Stage - WIP

CAPITALS

<u>PROJECT ID</u>	<u>JOB DESCRIPTION</u>	<u>COMPLETED</u>	<u>ACTIONS</u>
<u>81911</u>	<u>Dienghi 2x New Built</u>	<u>95%</u>	2x New Build YASC to self-perform WIP

81907	<u>4 Demolitions + 5 New House and 1 x 2 Bedroom Extension.</u>	<u>95%</u>	POD'S Update on Flood Data: There have been delays finalising the designs for this package as we've been waiting on flood modelling data from Cardino / Stanec to confirm the FFL. This information was finally received the night of Wednesday 1st of MARCH 2023 7-Beach Rd & 64 Gribble St will be amended to a 2x 3 BDR Duplex's Site. Variation price have been submitted to QBuild following Preparation Estimates Note: Please be advised that the above is DESIGN STAGE CONSTRUCTION STAGE to follow
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ATTACHMENTS

Nil

RECOMMENDATION

That Council accept the report of the Director – Building Services, tabled as read.

7.5 INFRASTRUCTURE - OPERATIONAL REPORT

File Number: 05.MFD_OM.20230629

Author: Sam Bann, Director Infrastructure

PURPOSE OF THE REPORT

To report to Council the status/activities of Infrastructure Department areas for the month May up to 08 June 2023.

OPERATIONAL UPDATE

This report covers performance up to and including the 08 June 2023. Items contained below reflect actions and tasks performed to progress the projects in-line with funding agreements and project plans.

Planning and engagement with stakeholders and consultants about programmed / scheduled works.

NOTE:

YASC has received no Copper Exceedance to date, TPHU and YASC are monitoring water quality 3 times a day including copper sampling throughout our reticulation system. Various YASC facility sampled for metals report to be developed pending results.

INFRASTRUCTURE AREA - GENERALS

<u>TEAMS</u>	<u>JOB DESCRIPTION</u>	<u>ACTIONS</u>
Roads	Routine Maintenance Plan	Road and Road Reserve Maintenance W4Q and Roads currently commenced REPA works out Buddubado
Waste Management	Routine Waste Management Plan Coex container exchange	Continuing to collect general waste dumped outside property Building fit out 100% completed. Traffic management system to be updated Authority to recruit submitted to engage supervisor for the operations Coex team scheduled to return to Yarrabah to plan an opening date in August
Mechanics	Routine Maintenance Plan	General fleet management Staff raising concerns about aged fleets.

		Andrew Garrett Jr Currently supervising a WFD Team to assist with YASC facility maintenance.
Parks & Gardens	Routine Maintenance Plan	Ongoing maintenance throughout community
<u>TEAMS</u>	<u>JOB DESCRIPTION</u>	<u>ACTIONS</u>
Animal Control	Routine preventative Action Plan	Currently collecting and impounding roaming dogs and horse, preplanning community consultation day regarding animal management. <u>Dogs</u> - 12 dogs were collected and impounded - 5 dog owners were supplied with Bravecto flea and tick medication <u>Horses</u> - Horse round up daily, kids cutting fencing on weekends - Ongoing Consultation with contractor regarding removal and rehoming of unwanted horses.
Environmental Health	Routine preventative Action Plan	Assisting animal management team also participating in Healthy Housing program.
ESO	Water Routine Maintenance Plan	Routine maintenance as per DWQMP ESO team on 7 day roster to monitor water quality and supply. YASC has completed temporary upgrades to Reservoir, water treatment plant and bores with new dosing system and software upgrade to our existing telemetry system to monitor via mobile devices On 31st of May 2023, YASC conducted a metal sample throughout our reticulation system for 24 types of metal including lead and copper, results received with one exceedance for Iron which has no health guidelines. Ongoing sewerage pump station maintenance manually pumping and

	Sewerage Routine Maintenance Plan	monitoring. Minor upgrades to pumps and critical spares required.
Aquatic centre	Routine Maintenance Plan,	Operation as per maintenance plan Casual Staff called in for emergency purpose. EOI released for pool attendant Preparing costings etc. for a possible shut down Throughout the winter period

CAPITALS**Road recovery projects**

PROJECT ID	JOB DESCRIPTION	ACTION	COMPLETION
REPA	Reservoir Rd Betterment	Prestart meeting held with contractor, updated program to be issued from contractor with a confirmed commencement date in August.	<u>10%</u>
REPA	Seal Package - Back beach Rd - Connolly close - Partially reservoir road roundabout	• Works completed with exception of Reservoir road betterment	<u>95%</u>
REPA	Unsealed Package	Gravel re-sheeting commenced, with stand down period for sorry business. • Swamp access road • King beach Road • Buddabadoo road • Nursery Road • Wungu Road	20%
REPA	Buddabadoo Betterment	• PO issued to contractor - Works commencing in June, Contractor procuring materials and programming commencement	<u>20%</u>

QDRF	Buddabadoo Bridge	Works to commence in June with procuring materials and construction of bridge decks offsite	<u>25%</u>
REPA	Buddabadoo Landslide	WIP, EOT submitted by contractor due to wet weather, impacting access to site.	<u>80%</u>

CAPITALS**ICCIP – Indigenous Council Critical Infrastructure Program**

<u>PROJECT ID</u>	<u>JOB DESCRIPTION</u>	<u>COMPLETED</u>	<u>ACTIONS</u>
1.05	Water and Sewer combined SCADA upgrade ICCIP 1.05 -	5%	DSDILGP finalising scope of works.
1.13	Bores Security (Fencing)	5%	DSDILGP reviewing project
1.15	Replace reservoir roof	10%	EOT submitted pending approval new project request
2.14	SPS 2 Upgrade (pump replacement)	5%	DSDILGP reviewing project

LGGSP Water treatment plant upgrade - CAPITAL WORKS

<u>PROJECT ID</u>	<u>JOB DESCRIPTION</u>	<u>COMPLETED</u>	<u>ACTIONS</u>
LGGSP	Water treatment plant refurbishment	10%	Tender review/assessment completed, Report prepared for council.

ATTACHMENTS

Nil

RECOMMENDATION

That Council accept the report of the Director – Infrastructure, tabled as read.

7.6 ISR INSURANCE TENDER 2023 - 2025

File Number: 06.MFD_OM.20230629

Author: Mike Mair, Director - Corporate Services

PURPOSE OF THE REPORT

To provide an update and recommendation to Council for Industrial Special Risks coverage 2023-2025.

BACKGROUND

YASC is provided Industrial Special Risk coverage by AON Insurance Brokers up until 30th June 2023.

COMMENT

Tender YASC 2023-001 was posted on Vendorpanel and closed 26th May 2026.

Two parties tendered being AON Insurance Brokers and International Insurance Brokers.

Evaluation was completed with input from a panel of 3 – Richard Wright, CEO, Mike Mair, Director Corporate Services, Terry Farrelly, Director of People and Communities.

RISK

Lack of coverage of major events.

Insurance costs put a serious strain on our untied operational funds.

CONSULTATION

Matter workshopped with Councillors and Senior Management Team on 27th June 2023.

ATTACHMENTS

1. Evaluation Summary Matrix
2. Pricing

RECOMMENDATION

1. That Council resolve to award tender YASC 2023-001 to International Insurance Brokers for the sum of \$ 958,640.93 excluding GST for 2023-2024 Industrial Special Risks coverage.

Individual Evaluation Summary		International		Aon	
Weighting	Criteria	%	Rank	%	Rank
10%	Relevant Experience	8.00%	2	8.50%	1
10%	Skills & Experience	8.50%	1	8.50%	1
10%	Tenderer's Resources	7.75%	2	8.25%	1
10%	Demonstration Understanding & location of Business	4.00%	2	8.00%	1
60%	Price	48.00%	1	30.00%	2
100%	Overall Score	76.25%	1	63.25%	2

CRITERIA E - Price 60%									
Weighting	Criteria	Weighting Method	Actual Award		Estimated		Award		
			Contract	Score	Contract	Score	Contract	Score	Score
60.0%	Provision of competitive insurance premium and coverage	Total cost	\$	9,58,681	\$	1,384,328			
		Limit of liability	\$	10,000,000	\$	100,000,000			
		Named Cyclone events	\$	1,000,000	\$	5,000,000	ACM brokerage fee \$ 30K not drawn out taken into consideration		5
		Other	0% self insurance component required		20% self insurance component required				
60%			9.58681%		13.84328%				30.00%
60%			9.58681%		13.84328%				30.00%

7.7 AUDIT COMMITTEE CHARTER UPDATE

File Number: 07.MFD_OM.20230629

Author: Mike Mair, Director - Corporate Services

PURPOSE OF THE REPORT

Revision of the Audit Committee Charter to include appointment of a proxy.

BACKGROUND

To clearly articulate the committee's role and responsibilities, composition, structure and membership requirements, authority, and processes and procedures.

ATTACHMENTS

Nil

RECOMMENDATION

Audit Committee members recommend to Council that the following changes are accepted to the Audit Committee Charter:

1. *Paragraph 6 a) Membership:* (dot point 8).

"Members are appointed on the basis of personal qualities and skills and proxies are not permitted if the member is unable to attend meetings".

Is changed to:

"Members are appointed on the basis of personal qualities and skills. Should members be unable to attend meetings, a proxy may be appointed provided they are of the same level of skill and abilities as the member they are representing."

7.8 PROCUREMENT MATTER - BALAMBA MASERPLAN - AWARDING OF CONTRACT

File Number: 08.MFD_OM.20230629

Author: Richard Wright, Chief Executive Officer

PURPOSE OF THE REPORT

To provide Council with information to enable the awarding of a tender for the Balamba Masterplan.

BACKGROUND

Council has taken the proactive decision to allocate the Forward Remote Capital Program funding, usually reserved for housing delivery, to the Staged Development of Balamba. The Master Plan is the first step towards delivering serviced land including earthworks, road works and trunk infrastructure (sewer, water and stormwater) for future housing stages.

Providing sufficient housing for residents is a Council priority. Council also wants the housing to meet the needs and expectations of residents including being easy to maintain and designed for the tropical climate of Yarrabah.

Housing is the most pressing need in community, having fundamental effects on all other areas of community life and individual health and wellbeing and long term, intergenerational impacts.

This project is genuine community development.

At the February Ordinary Meeting Council resolved to (resolution 07:23/02/2023):

1. Stop work on the Djenghi subdivision Stages 6A & B and 7A & B as the geotechnical constraints of the hillslope development make the development a poor investment at this time.
2. Request a variation to the existing Funding Agreement for the Forward Remote Capital Program (6.520M) to commit this funding to:
 - a. \$500,000 to Master Plan the Staged Development of Balamba and \$120,000 to Master Plan Ambrym Street;
 - b. Undertake the construction of serviced lots including earthworks, road works and trunk infrastructure (sewer, water and stormwater) to service establish developable lots for future housing stages;
3. Prepare a submission to the Department of Communities, Housing and Digital Economy for how the notional \$5 Million funding will be allocated for residential lot development and trunk infrastructure to achieve social housing outcomes;
4. Call for tenders for a Master Plan for the Balamba subdivision; and
5. Call for tenders for a Master Plan for the Ambrym Street redevelopment.

ADDITIONAL CONSIDERATIONS

The Tender was advertised on Vendor Panel, in accordance with Council's purchasing policy.

Tender Opening Date: Monday 6 April 2023

Tender Closing Date: Monday 22 May 2023

9 tenders were received (alphabetically listed):

1. AECOM – with POD and Gudju Gudju Fourmile
2. Better Cities
3. CA Architects – with the Fulcrum Agency/Blaklash
4. Deicke Richards – with POD and Gudju Gudju Fourmile and Abiculture
5. GHD – with Indij Architecture and Design Pty Ltd (Andrew Lane)
6. others
7. Intergran – with Murawin Consulting
8. SMEC
9. TRACT with Indij Architecture and Design Pty Ltd (Andrew Lane)
10. Wolter Consulting

The tender panel was appointed by the CEO and was chaired by Terry Farrelly, Director Community Services and the panel members were Michael Geoghegan, Works & Infrastructure – Project Manager and Gerhard Visser, Program Manager, Town & Environmental Planning at DSDATSIP.

The evaluation criteria required tenderers to have both strong First Nations experience and a strong Cairns based Consultants so that there is a strong local presence, during design and implementation of the Master Plan. Tenderers were also required to address criteria including:

- Demonstrated experience in design and delivery of critical community infrastructure and housing with First Nations communities.
- Lessons learned from similar projects.
- Experience in co-design - designing solutions, where community members are included as collaborators in the design process, and ideally the co-design process is indigenous led.
- Exceptional value for money. As the tender included the price of the contract (\$480,000) the value for money is demonstrated in the services provided rather than simply a low price.

The evaluation panel shortlisted (alphabetical order):

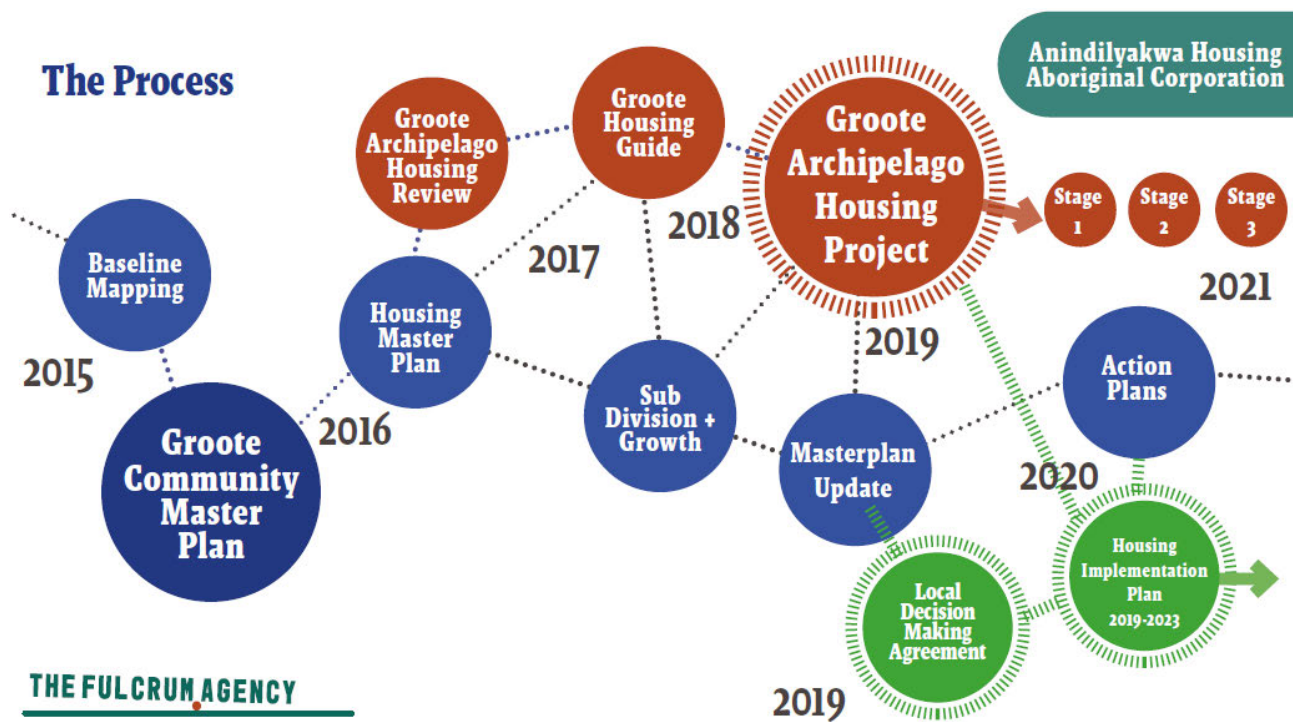
- a. AECOM with People Oriented Design and Gudju Gudju Fourmile
- b. CA Architects with the Fulcrum Agency
- c. Deicke Richards with People Oriented Design, Gudju Gudju Fourmile and Abiculture
- d. SMEC

A summary of the weighed table with combined score is provided below.

Company	Score out of 20			Average Score
	Panel Member 1	Panel Member 2	Panel Member 3	
1. CA Architects	16	16	13	15.00
2. AECOM	15	16	13.5	14.83
3. Deicke Richards	13	13	15	13.67
4. GHD	13	13	14	13.33
5. SMEC	11	10	16.5	12.50
6. Wolter Consulting	12	12	12	12.00
7. Better Cities Group	11	11	13.5	11.83
8. Intergran	11	10	13	11.33
9. Tract Consultants	10	10	12	10.67

The final selection was between AECOM and CA Architects and the scoring for each firm was close. CA Architects with the Fulcrum Agency have been selected as the preferred tenderer. The final decision reflects the experience of:

- **The Fulcrum Agency** in developing housing on Groote Eylandt in response to the lack of housing and the lack of housing that was culturally inappropriate, easy and affordable to maintain and climate appropriate (see attached). Between 2015 and 2021, the Groote Eylandt project progressed from masterplan to implementation and included a housing design guide, subdivision and infrastructure plan, local decision making and a post-development evaluation.



- **CA Architects:** with recent completed projects including Cooktown's Reconciliation Rocks and Waalmbal Birri Heritage & Culture Centre which includes commemorative sculptures, informal amphitheatre and a new building for the Cooktown Re-enactment Committee and museum, sensitively placed into its surroundings.

CA Architects and The Fulcrum Agency have corroboratively worked with the Eastern Kuku Yalanjiwarra to co-design their new community and tourism hub and CA Architects also work with the Alngith people and Napranum community to develop new housing typologies for Napranum.

The experience of AECOM, POD and Gudju Gudju is also acknowledged:

- **AECOM** has undertaken master planning on behalf of DSDATSIP following Communities across Cape York, however the implementation of the master plans is not as strong as the work of the Fulcrum Agency.
- **Gudju Gudju Fourmile** is an elder and ceremonial leader of the Gimuy Walubara Yidinji people. His parents grew up in Yarrabah and his mother's family is Gunggandji and Kuku Yalanji. Gudju Gudju's knowledge of, and connections in, Yarrabah are extensive and he has worked in many roles that blend design and engagement, landscape and housing. Gudju Gudju works closely with Jenny Lynch, an ecologist and advocate. Together they created Abiculture, a land management, engagement and landscape design consulting practice.
- **People Oriented Design (POD):** Gudju Gudju, Jenny Lynch and Shaneen Fantin of POD have been working together since 2011 and have successfully undertaken the design and engagement of a number of projects including the Synapse Community Living Initiative in Manunda Cairns, and the Yidinji Memorial Places at Wrights Creek and Stoney Creek (in documentation).

The recommendation of CA Architects reflects the strength of the successful delivery of not just the Groote Eylandt masterplan, but the implementation of the subdivision including infrastructure, culturally appropriate and climate responsive housing and a process of local decision making. Together this project team has an unrivalled track record in working with Aboriginal communities in the consultation, codesign and delivery of master planned community housing.

Council will note that CA Architects and Blaklash are currently undertaking the Foreshore Project and CA Architects are recommended to be awarded the Ambrym Street project. The Ambrym Street project was offered through an invitation to tender process, and just one tender submission was received. The opportunity to have a consistent presence by a project team potentially brings a range of benefits including:

- the opportunity to undertake more detailed engagement with community members
- an economy of scale in engagement with Councillors, Council staff and the community
- greater value for money as the project engagement, meetings and design discussions can be undertaken in parallel.

RISK

The risk is if works do not proceed, Council could potentially lose funding for this project and will be unable to deliver the developed land and future housing for the community.

ATTACHMENTS

1. The Fulcrum Agency Engagement Plan

RECOMMENDATION

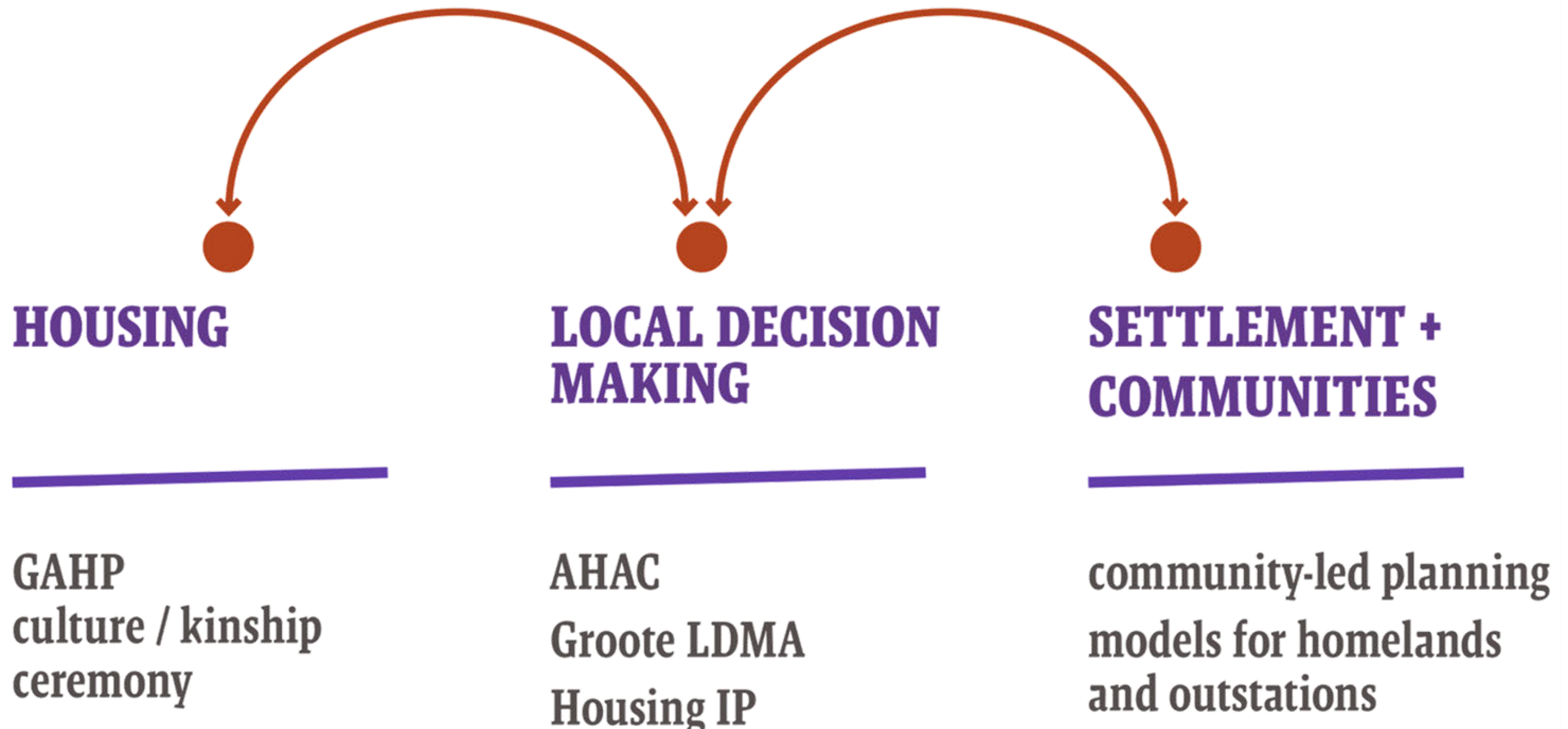
That Council resolve to award the contract for the Balamba Master Plan to CA Architects, subject to the Department of Communities, Housing and Digital Economy confirming the variation to the existing Funding Agreement for the Forward Remote Capital Program.



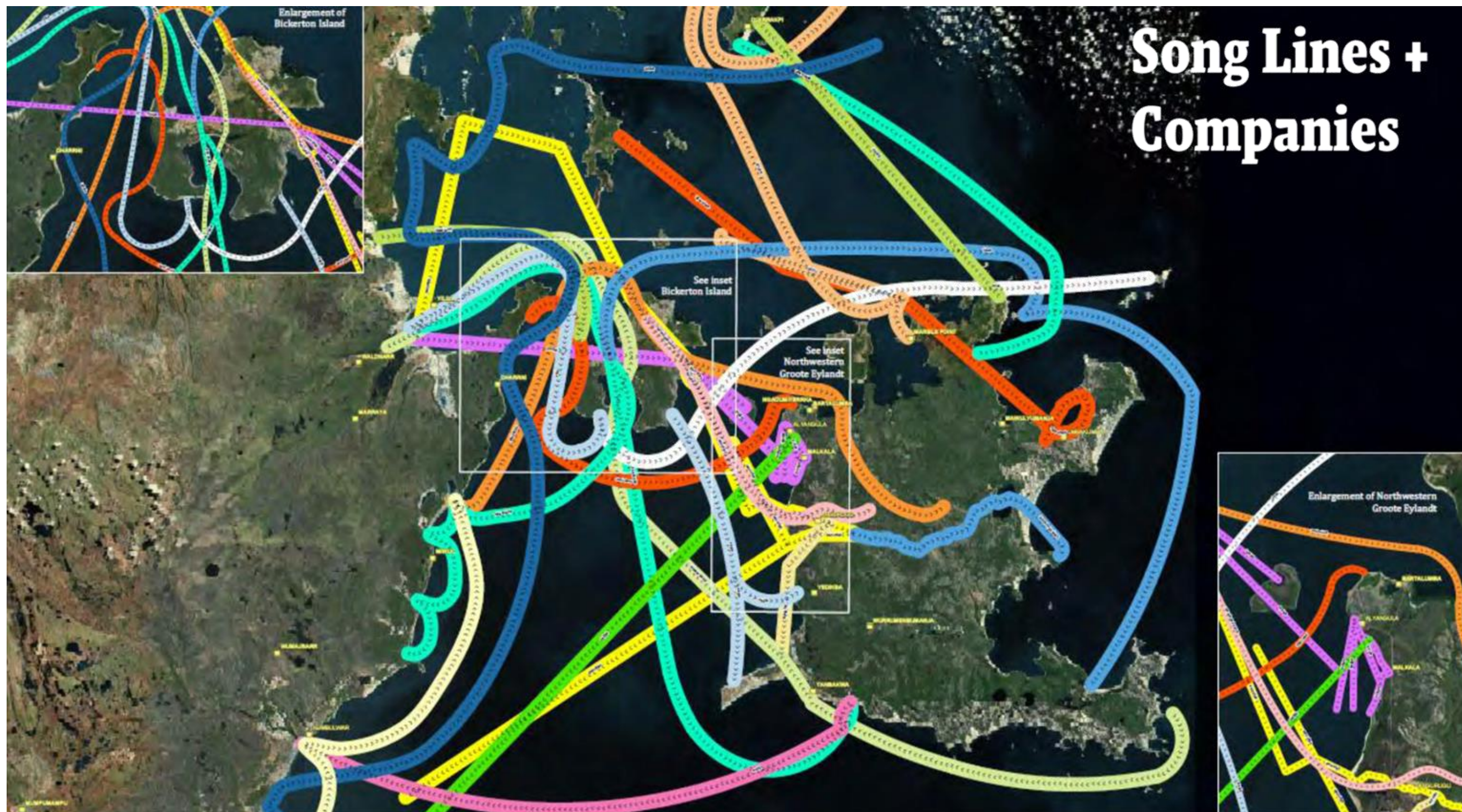
Community Housing on the Groote Archipelago:

- 1. Background**
- 2. Consulting Community**
- 3. Housing on Groote**
- 4. Settlement + Communities**

Community Led Planning and Housing Projects

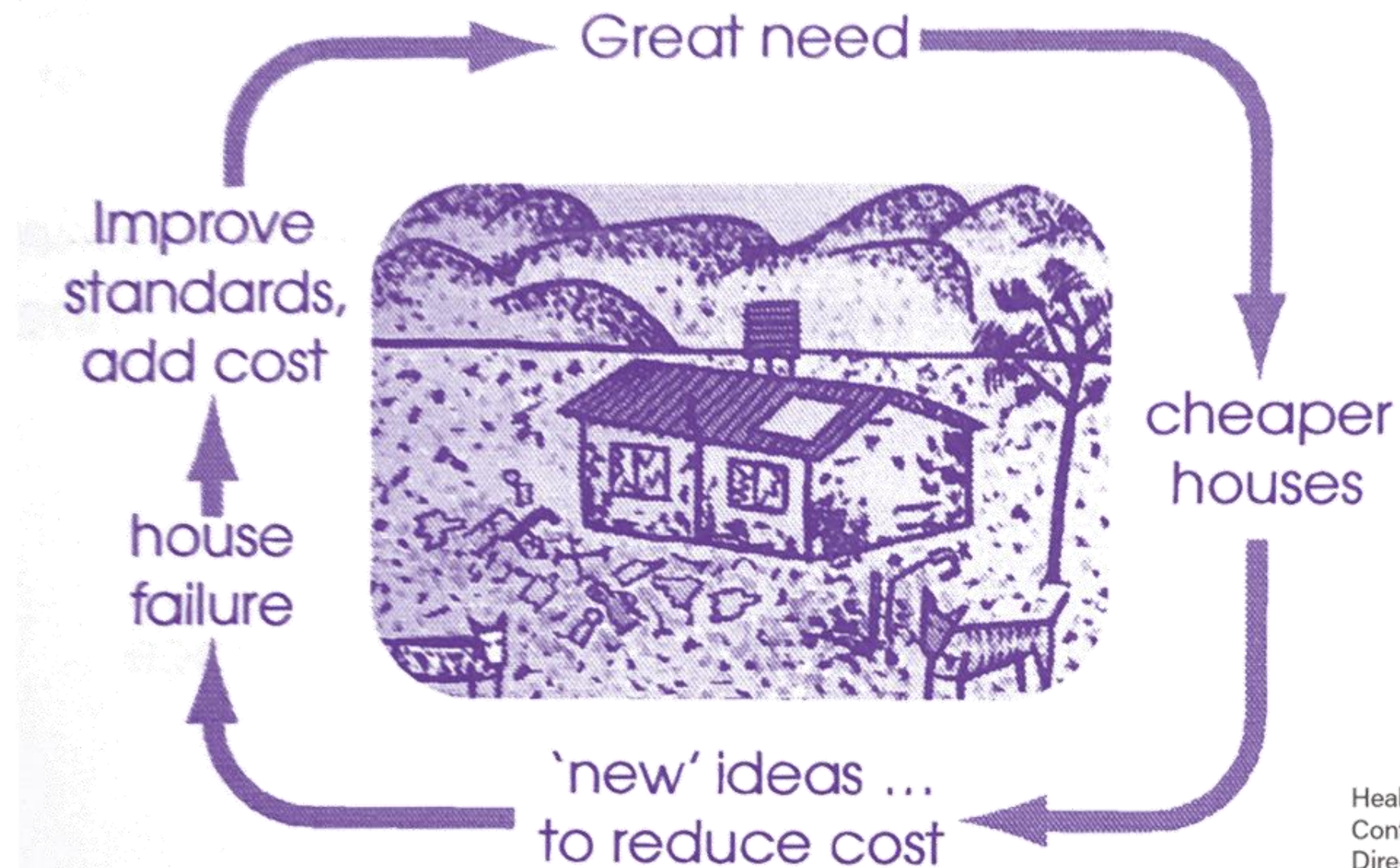




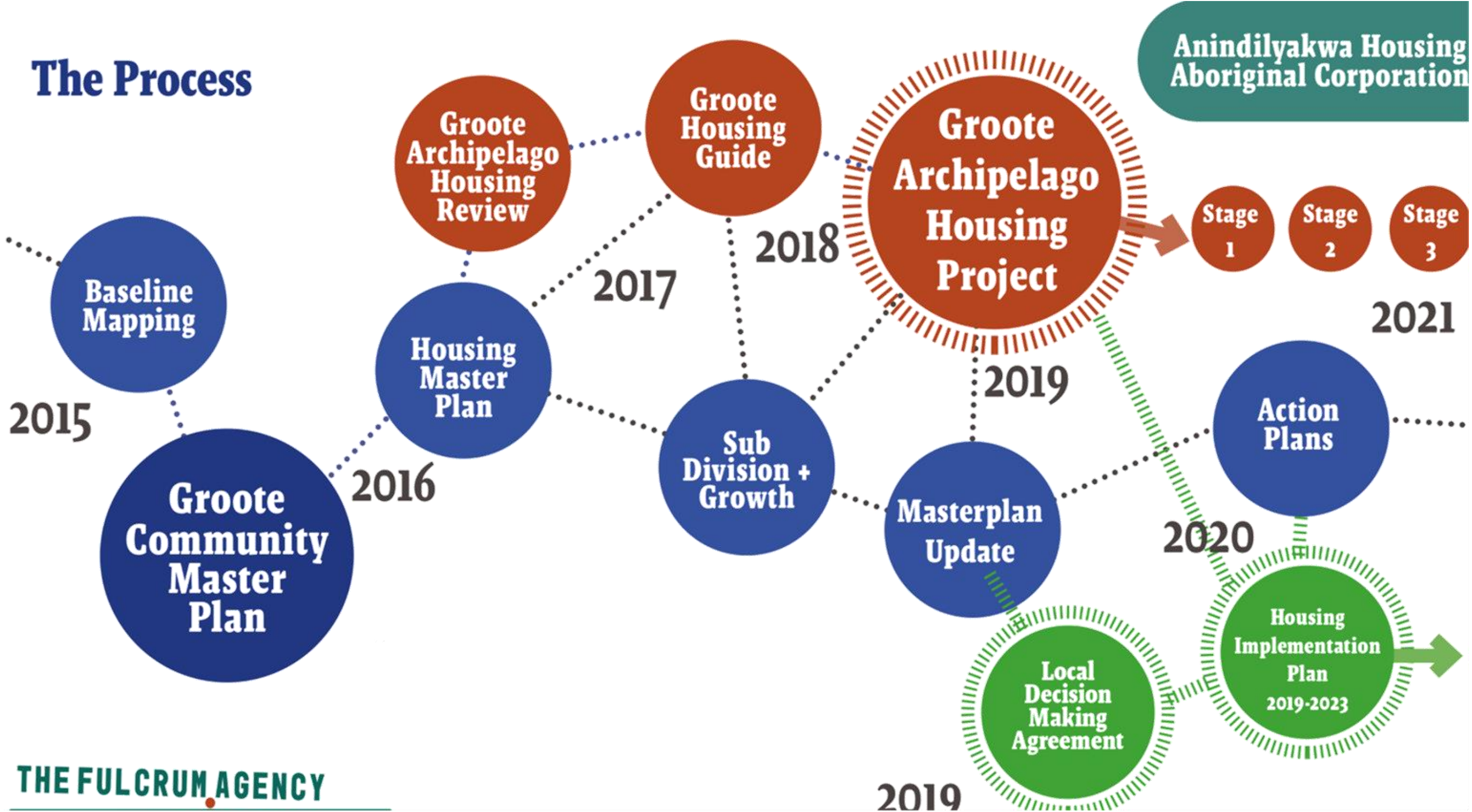


“THE INDIGENOUS HOUSING CYCLE”

the repeating cycle



Health Habitat/Paul Pholeros
Conference Paper at "Which Way?:
Directions in Indigenous Housing,
2007, Alice Springs



2. Empowering Communities

ALC + AHAC + HRG's

Commissioned by the Land Council

Led by elders across ALC, AHAC and HRG's

Continuous Community Engagement

Program design by TO's

Program Implementation led by TO's









3. Housing

Groote Housing

Culture First - Local Decision Making / Design

Housing Guide - elasticity and crowding

Climate Responsive - AC + Breeze Scoops

Buildability, Program + Delivery

Maintenance - Preventative + Reactive



Laundry Review

GOOD



LOT 540 LAUNDRY TROUGH

Things we like:

1. Stainless steel splashback that wraps around all sides.
2. Swing-away spout to move away when bathing.
3. Off centre tapware doesn't get in way of washing.
4. Stainless steel "S" trap.
5. Heavy duty brackets under.

AVERAGE



MIRIAM AND BILLY'S HOUSE IN UMBAKUMBA

Things we don't like:

1. Trough is too deep to easily bath children.
2. Plastic trap is easy to damage, and the way it is installed makes it tricky to remove for cleaning maintenance.

Things we like:

1. Splashback (OK).
2. Washing Machine outlet connection point is simple.
3. Shelving under the trough is good – although smaller items just fall through.

PRETTY CRAP



SILAS' HOUSE AT MALKALA

Things we don't like:

1. Baby bath – no easy way to wash baby.
2. No easy way to drain the water afterwards – dangerous to leave in a house with toddlers.
3. Shower rose is easily broken.

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GUIDANCE NOTES

Healthy Places to Live

Washing Clothes and Bedding (HLP B2)

Design Controls

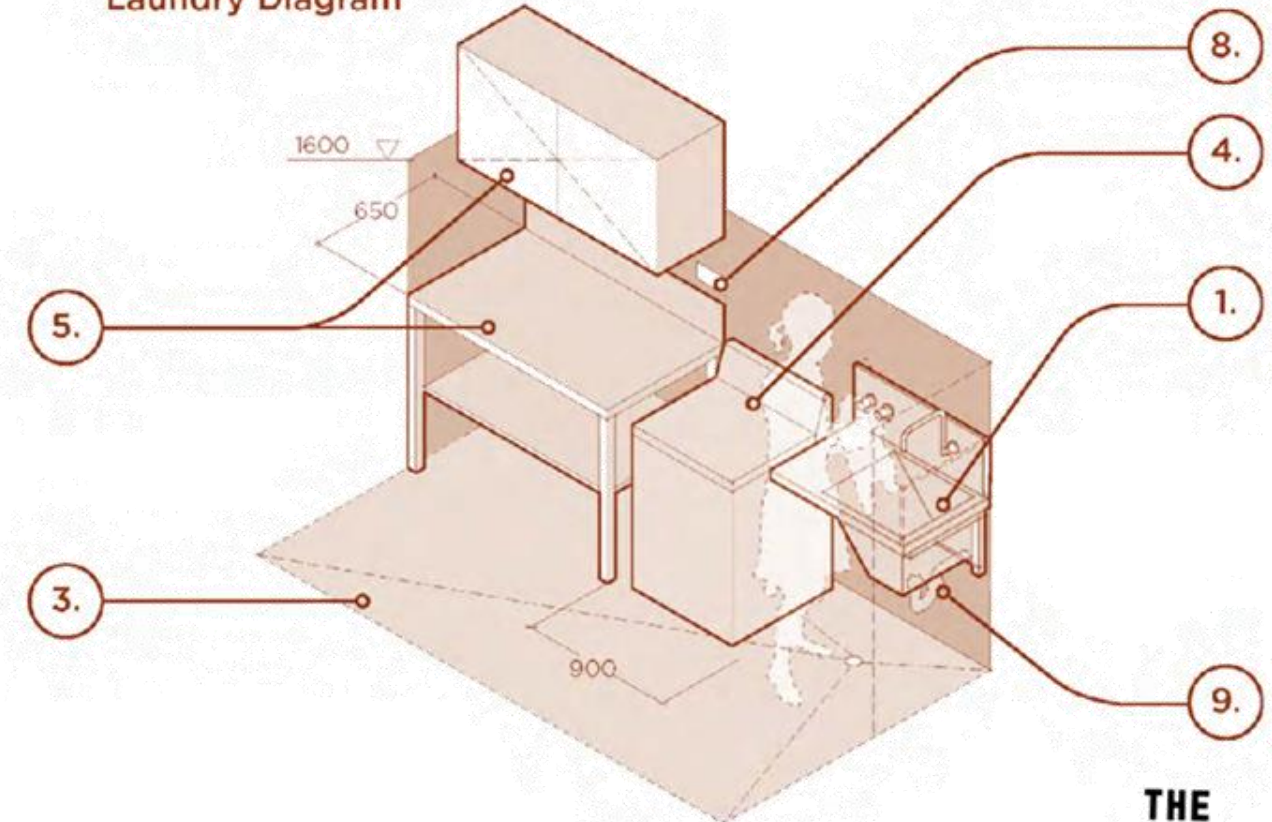
Mandatory:

1. Provide a large raking laundry trough set into a bench with integrated splashback, which is suitable for washing, drying and dressing children. Spout shall be swivelling and taps positioned out of the way of the tub.
2. Laundry tub must be secured to wall with heavy duty brackets.
3. Provide waterproof, slip-resistant, and easy to clean floor and wall surface to 1600mm above finish floor level in the laundry.
4. Provide space for a washing machine 900mm wide and 700mm deep near tub.
5. Provide stainless steel bench and shelving with an integrated splashback and overhead cupboard storage.
6. All surfaces and joinery to be constructed from waterproof, corrosion-resistant materials.
7. Provide a dedicated stainless steel waste pipe for washing machine discharge.
8. Any power point must be 300mm above adjacent plumbing.
9. All exposed traps to be stainless steel with inspection openings.

Recommended:

10. Provide a covered area within secured outdoor space (ie raised deck) to dry clothes.

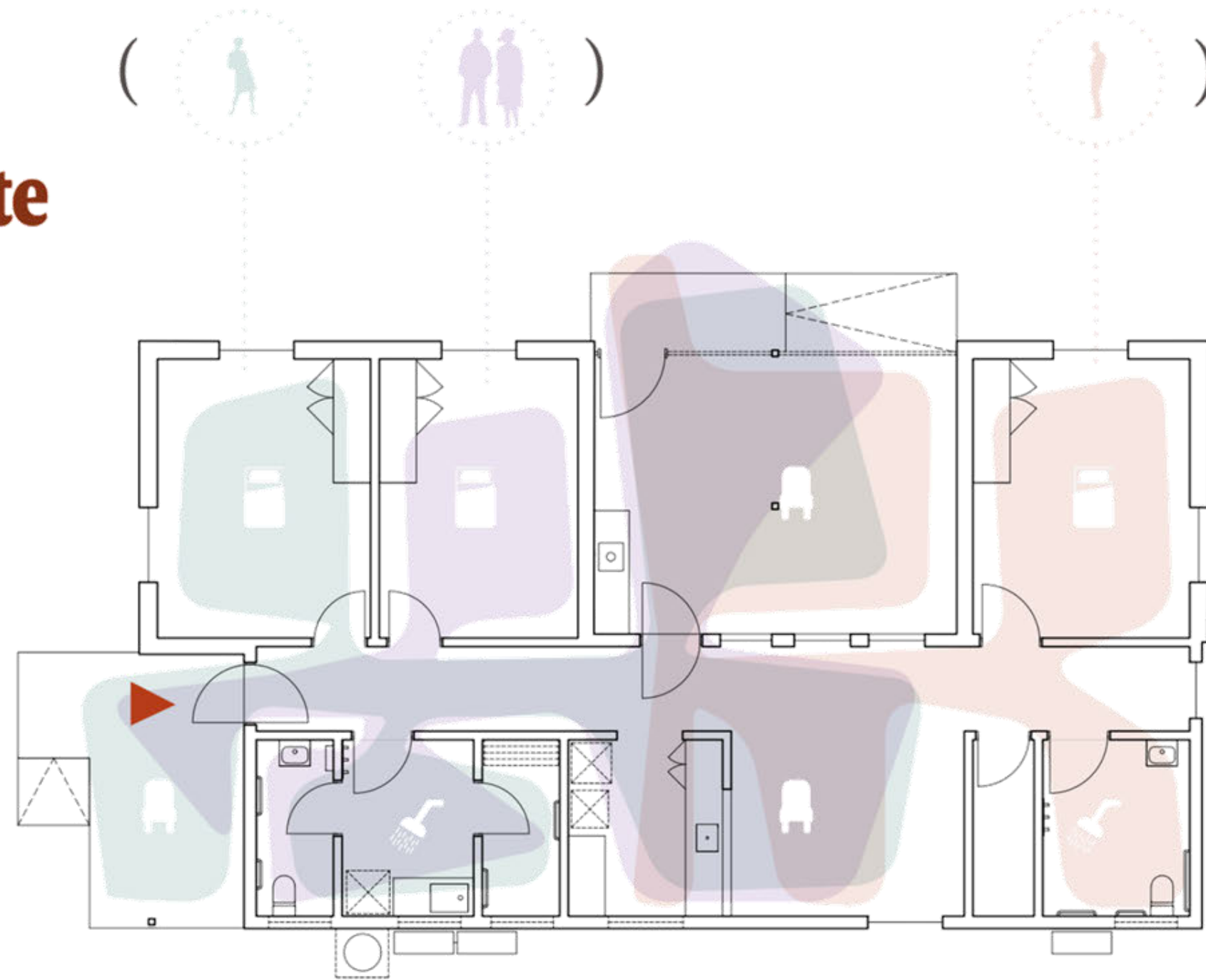
Laundry Diagram



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**adolescent
siblings - opposite
gender**

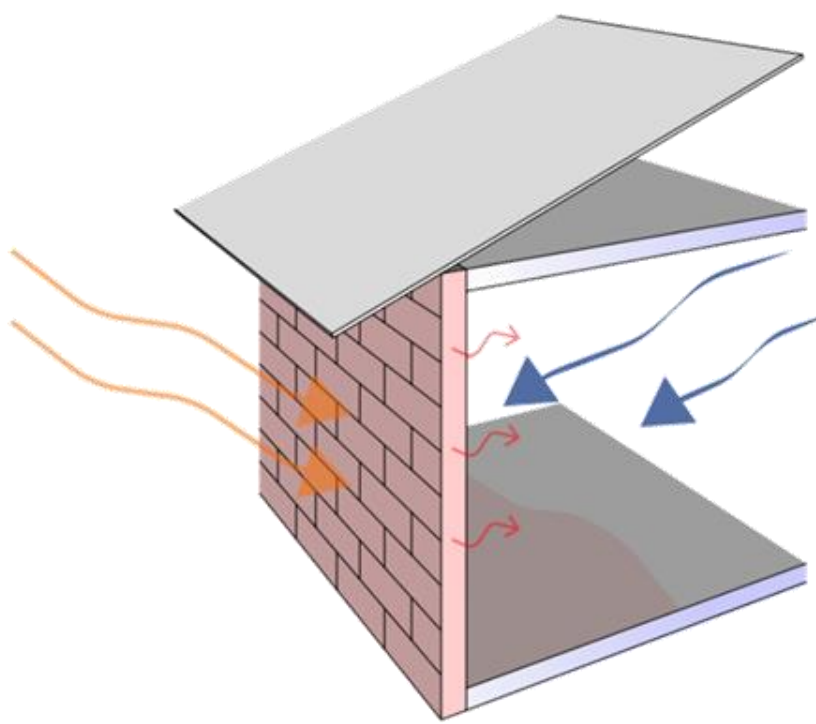
**overcrowding
obligation
elasticity
privacy
climate**



kinship+ avoidance
adolescence

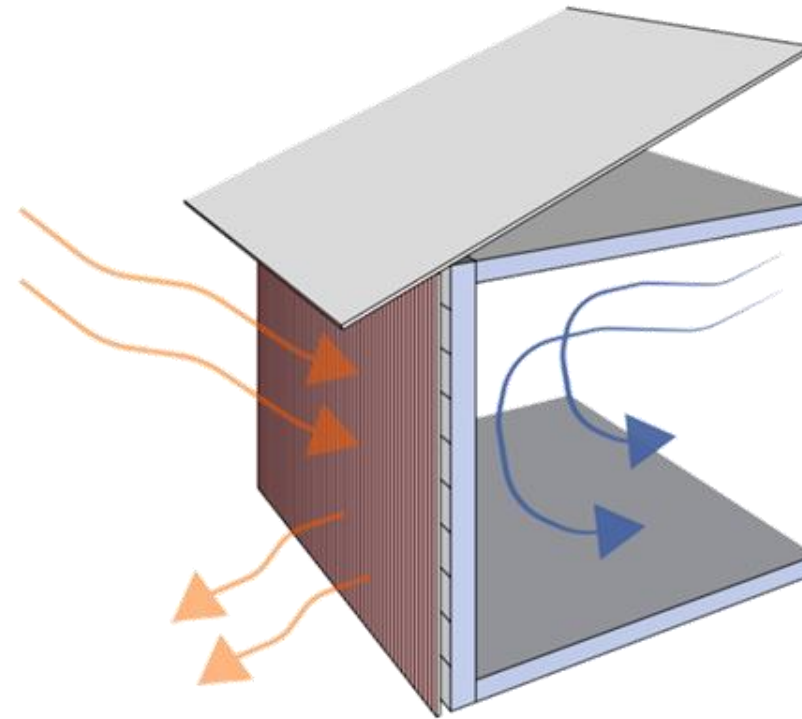
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reverse block veneer air conditioned from outset



Unprotected blockwork heats up quickly and creates a huge load for the air conditioners as the heat travels inside the house.

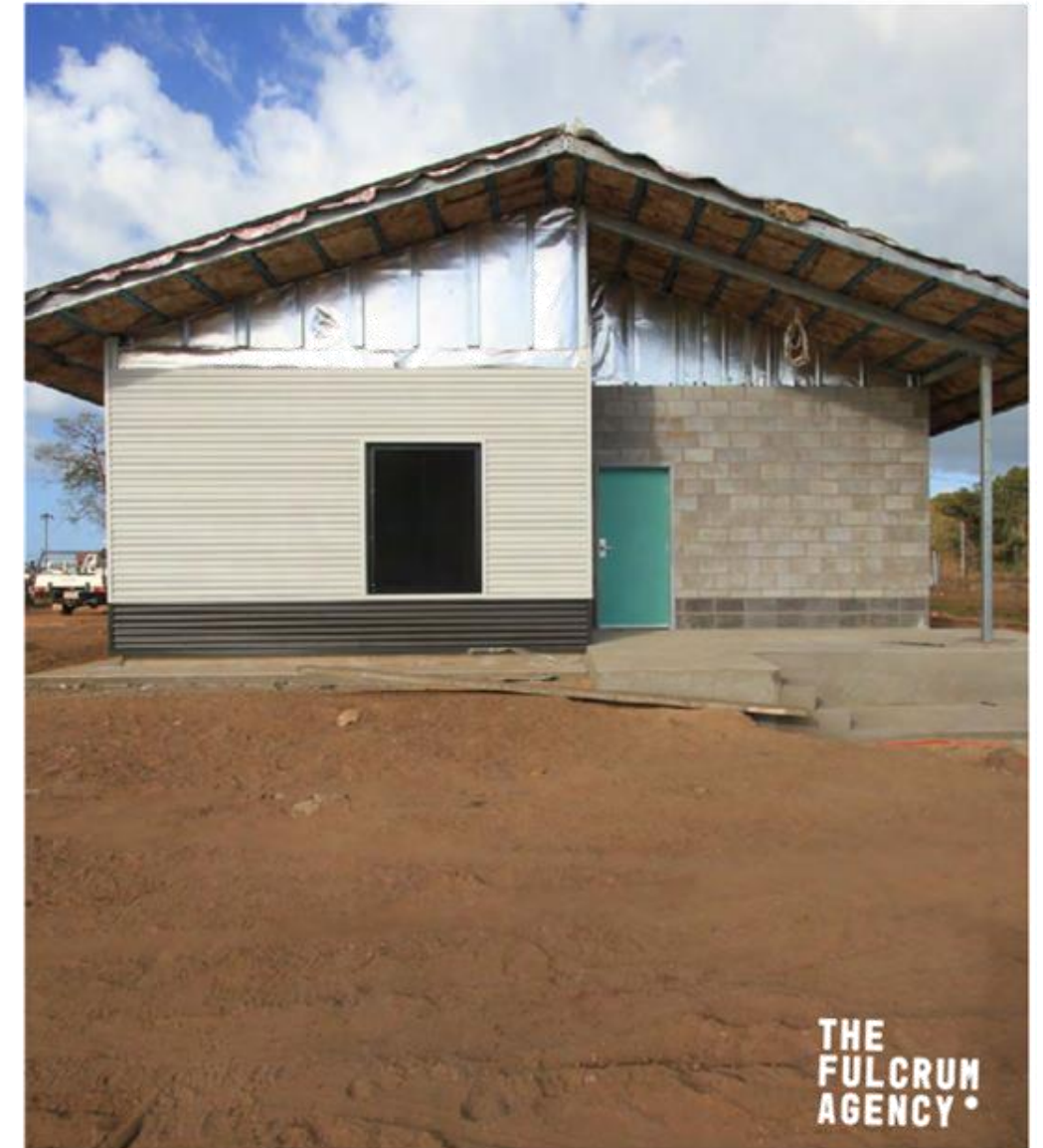
BAU



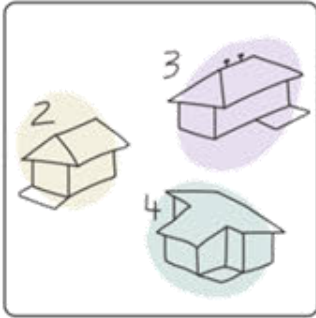
Internal blockwork is insulated and stays cooler making the air conditioners run more efficiently.

GAHP

mixed mode construction

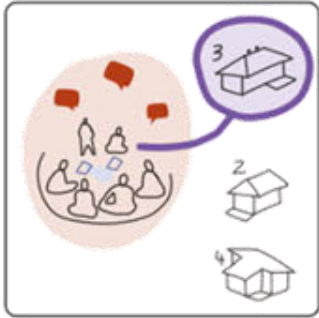


GOVERNMENT PROGRAM



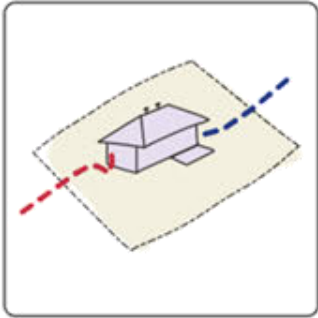
HOUSE DESIGN

House designs have been developed over the years by the Government. There may be different sized houses (2 or 3 bedroom, duplex) and different styles of houses.



HRG

Housing Reference Groups (HRG's) are organised by the Government. The HRG's select which house types the community will get. There may be different sized houses and different styles to choose from



SITE DESIGN

The Government will produce the drawings of the house on the selected site. They will decide where the house sits on the lot and which direction it faces depending on site or servicing factors.



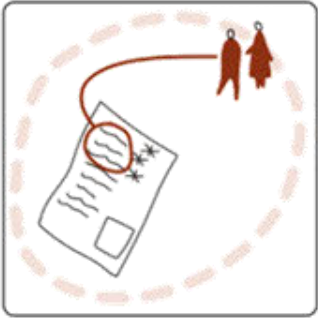
BUILDERS TO TENDER

A final set of drawings is put together for Contractors to price. This is known as the Tender process. The Government will assess the prices and submissions before awarding the job.



CONSTRUCTION

The Contractor will commence building the house or houses on the designated lots in Community.



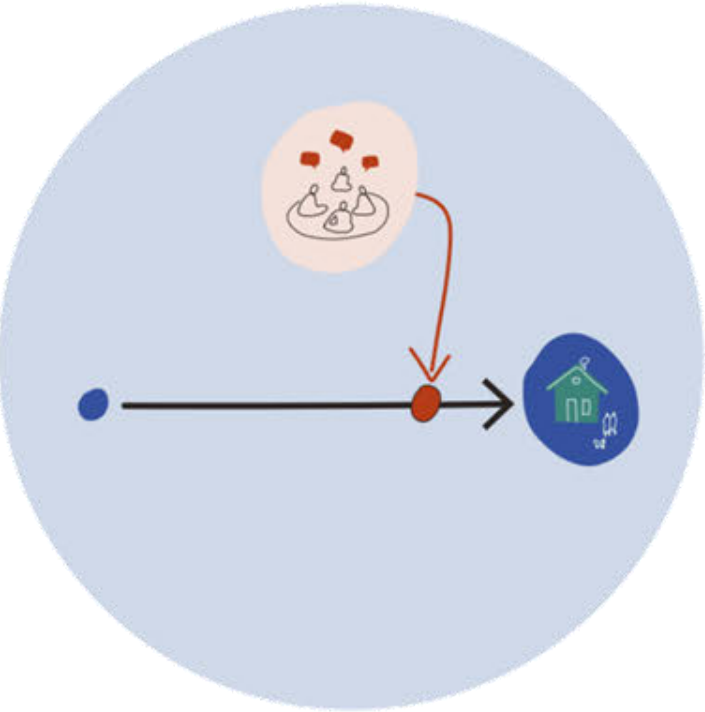
ALLOCATION

Once the house or houses are built (or nearly), the HRG will come together and work with the The Government to allocate the houses to certain families within community. This is often done with tenancy management information or data which may highlight overcrowded houses or people with health issues.



FAMILY MOVES IN!

Once the house is finished and the Builders and Government have made sure everything is safe, the family can move in to the new house.

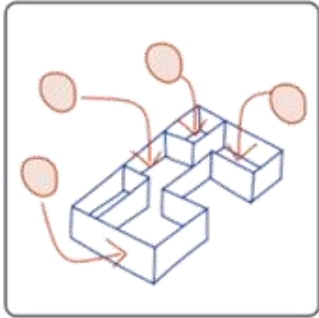


GAHP PROGRAM



COMMUNITY CONSULTATION

AHAC arrange meetings with key Community groups, Elders, Housing Officers etc.
Housing is discussed. Talk about what can be make better and what works well.
Understand what is important for the Community.



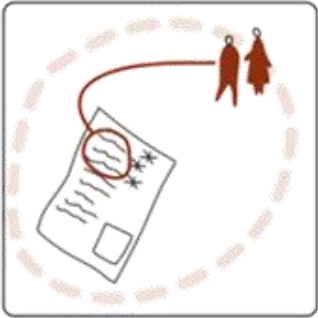
CONCEPT HOUSE DESIGN

Culturally appropriate House designs are developed with the specific needs of the Community in mind based on previous consultation.
The houses will respond to important issues raised by the community which often includes; privacy, climate, easy access, safety etc.



HRG & AHAC

The HRG and AHAC work together to create a priority list for new housing.
The HRG is made up of representatives of each Clan and Community so every families different needs are thought about.



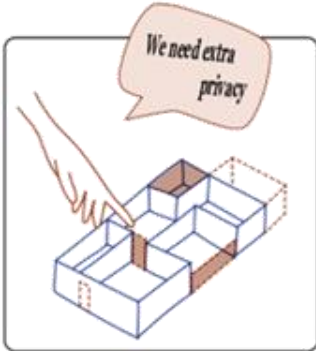
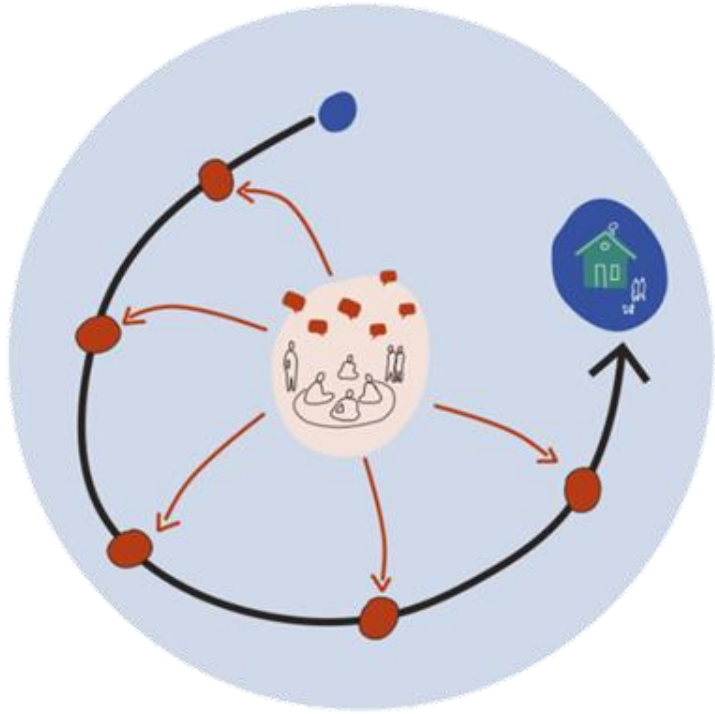
ALLOCATION

The HRG with AHAC will allocate the next house or houses to specific people.
They will also agree who will move into each specific lot. This often relates to existing or preferred family groupings within community.
This information gets passed on to the Architects.



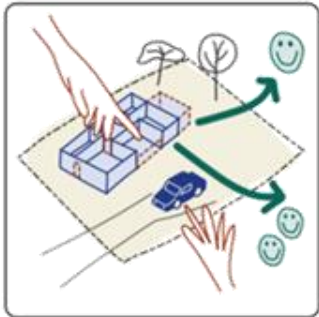
HOUSE CONSULTATION

The Architects will then work with each future tenant alongside AHAC and key HRG members, to understand the specific needs of that family.
We will work with the tenant to look at things like any additional internal doors that may be useful for privacy, the direction the verandah may face, any modification that needs to be made for disability requirements etc.



HOUSE DESIGN

The Concept House plan can then be modified slightly to respond to the specific needs of the tenant.



SITE DESIGN

The layout of the house on the block of land will also be discussed with the future tenant and the HRG.
This may help the tenant face close family or a preferred outlook to bush.
Not every lot will be the same.



BUILDERS TO TENDER

A final set of drawings is put together for Contractors to price.
This is known as the Tender process.
The Government will assess the prices and submissions before awarding the job.



CONSTRUCTION

The Contractor will commence building the house or houses on the designated lots in Community.



FAMILY MOVES IN!

Once the house is finished and the Builders and Certifiers have made sure everything is safe, the family can move in to the new house.



4. Settlement + Communities

Groote Master Plan

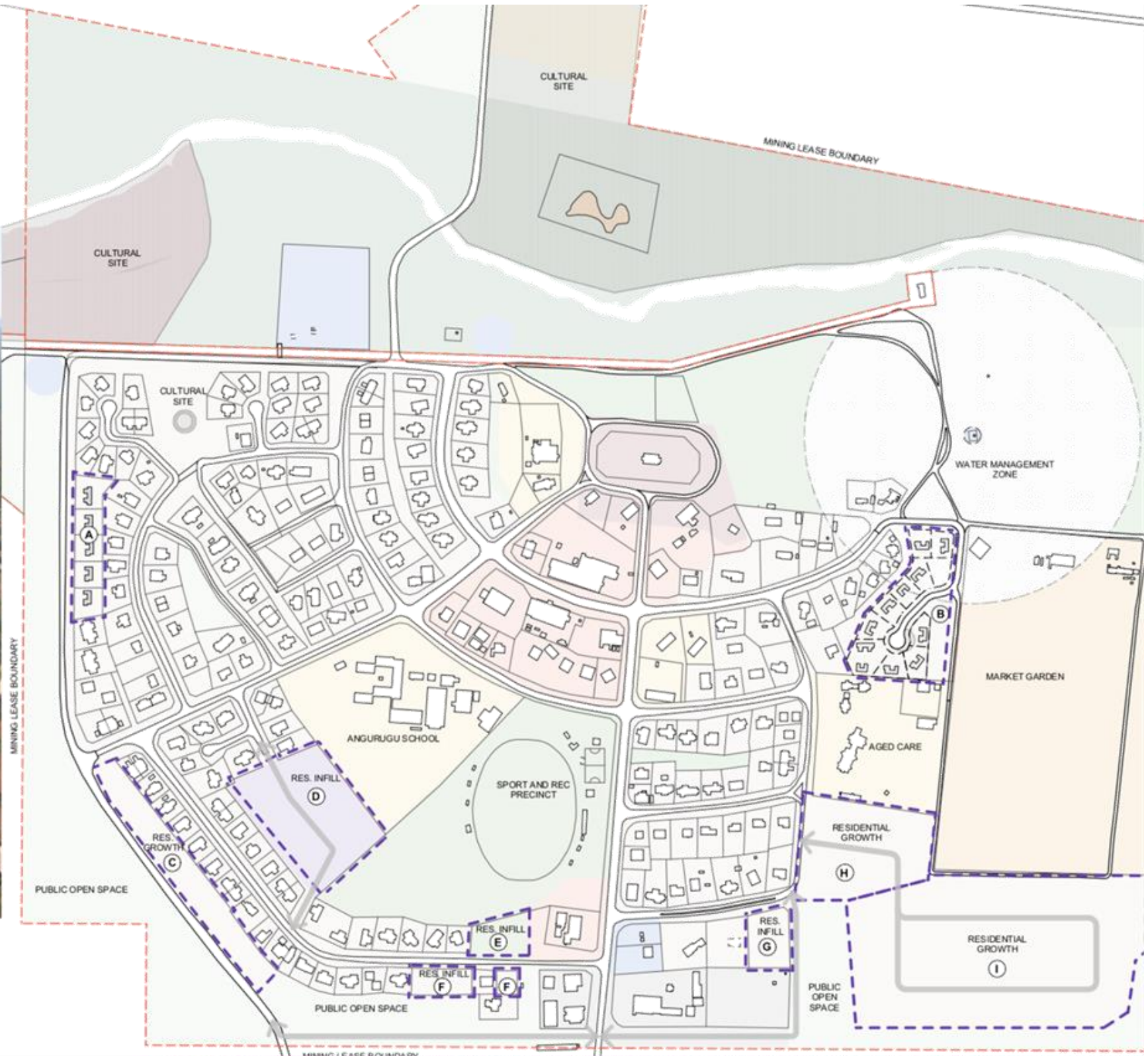
Major Communities - Growth Planning

Satellite Communities - Consolidation

Infrastructure + Servicing

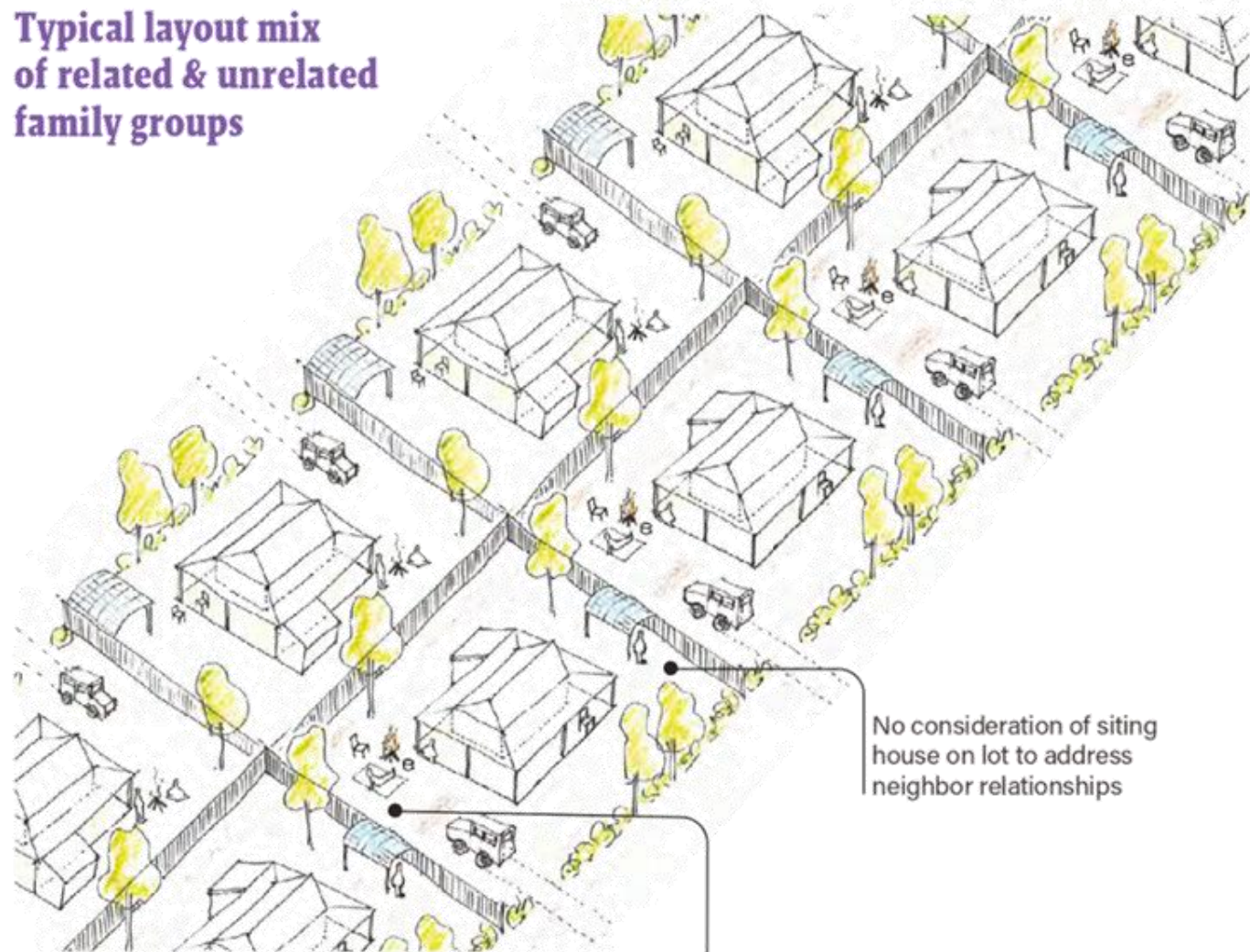
Sub-Division and Land Tenure

GROWTH PLAN: ANGURUGU



Settlement Pattern

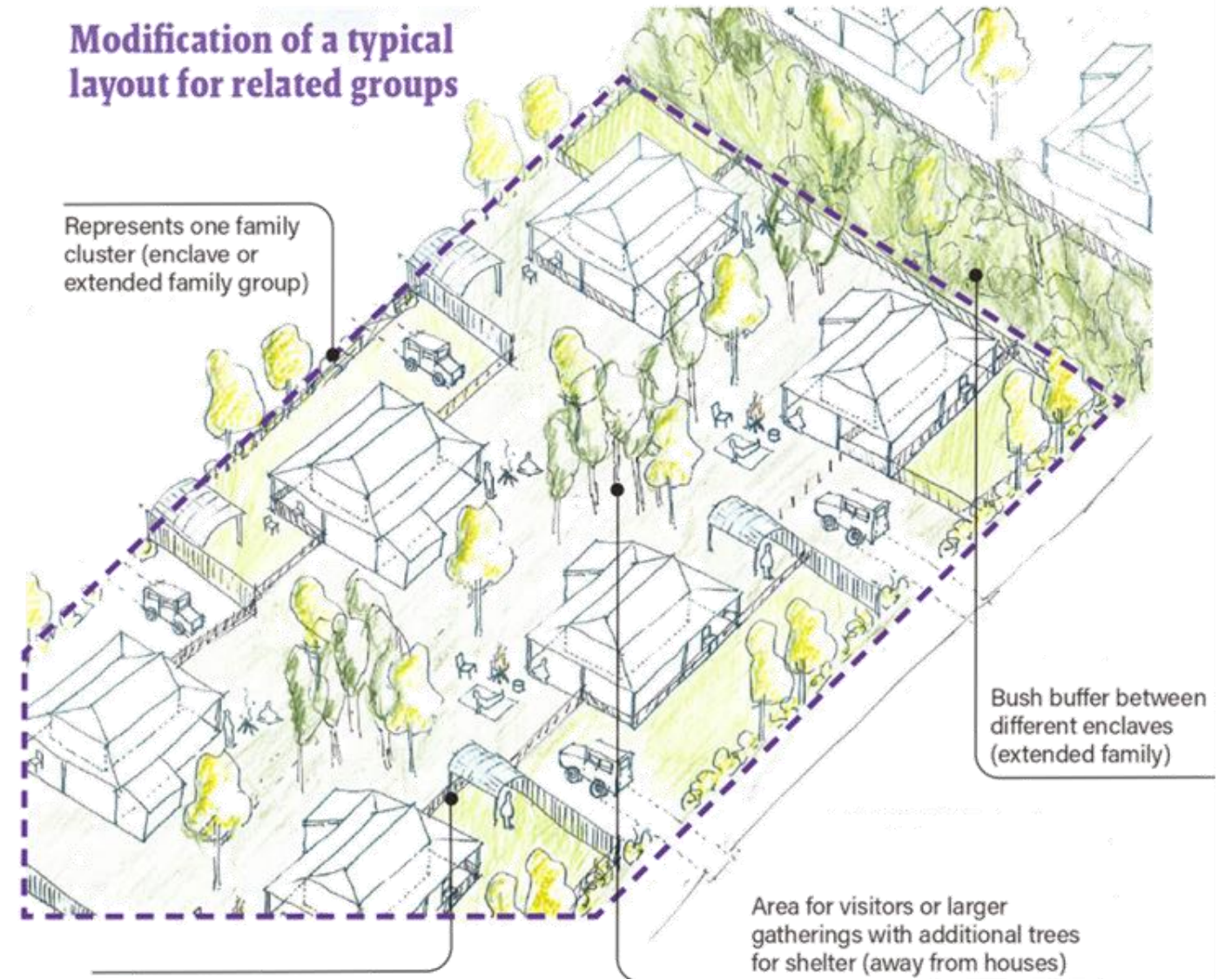
Typical layout mix of related & unrelated family groups



No consideration of siting house on lot to address neighbor relationships

- Fencing is the same for related and unrelated families
- Fencing is an inadequate social/spatial solution between unrelated families
- Fencing does not provide a secure area for young children or pets

Modification of a typical layout for related groups



Represents one family cluster (enclave or extended family group)

Bush buffer between different enclaves (extended family)

Area for visitors or larger gatherings with additional trees for shelter (away from houses)

Fencing within family groups can be modified with gates to improve connection, for pet or children security, to limit lot size, or be completely removed (if desired)

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thank
you

7.9 PROCUREMENT MATTER - AMBRYM STREET MASTERPLAN - AWARDING OF CONTRACT

File Number: 09.MFD_OM.20230629

Author: Richard Wright, Chief Executive Officer

PURPOSE OF THE REPORT

To provide Council with information to enable the awarding of a tender for the Ambrym Street Masterplan.

BACKGROUND

Council currently builds 6-10 social houses a year. To build more houses serviced land (water, sewerage, electricity, drainage) is required.

This project provides an opportunity to design Yarrabah's first infill development that responds to local requirements, needs and aspirations of the community.

- The Ambrym Street masterplan will become a resource to assist with obtaining funding.
- The Tender process allows Council to gain a more detailed understanding of the likely costs of developing the site including the number of new lots, number of new bedrooms and number of new houses.
- Having the masterplan will then allow Council to deliver the development in stages as required.

At the February Ordinary Meeting Council resolved to (resolution 07:23/02/2023):

1. Stop work on the Djenghi subdivision Stages 6A & B and 7A & B as the geotechnical constraints of the hillslope development make the development a poor investment at this time.
2. Request a variation to the existing Funding Agreement for the Forward Remote Capital Program (6.520M) to commit this funding to:
 - a. \$500,000 to Master Plan the Staged Development of Balamba and \$120,000 to Master Plan Ambrym Street;
 - b. Undertake the construction of serviced lots including earthworks, road works and trunk infrastructure (sewer, water and stormwater) to service establish developable lots for future housing stages;
3. Prepare a submission to the Department of Communities, Housing and Digital Economy for how the notional \$5 Million funding will be allocated for residential lot development and trunk infrastructure to achieve social housing outcomes;
4. Call for tenders for a Master Plan for the Balamba subdivision; and
5. Call for tenders for a Master Plan for the Ambrym Street redevelopment.

ADDITIONAL CONSIDERATIONS

The Invitation to Tender was sent to three consultants in accordance with Council's purchasing policy. The purchasing policy allows for invitation to tender when the tender value is less than \$199,999. This tender has a fixed price of between \$120,000 to \$150,000 exclusive of GST.

The Invitation to Tender process requires Council to give the invitation to at least three people or entities which Council considers can meet its requirements at competitive prices. In this instance, Council has had previous experience with the three invited consultants:

1. POD who are currently preparing designs for 6 social houses,
2. CA Architects who are preparing the Foreshore MasterPlan and
3. Reel Planning – who prepared the Yarrabah MasterPlan for DSDSATSIP.

Tender Opening Date: Monday 6 March 2023

Tender Closing Date: Monday 16 April 2023.

One response was received from CA Architects in partnership with the Fulcrum Agency.

The Invitation to Tender Process confirms that Council considers CA Architects meet its requirements at competitive prices. In this instance the tender process also provided a fixed price range, which the CA Architects response complies with.

In light of the above, and as there was only one submission, a formal tender panel was not convened. However this report provides a brief assessment against the evaluation criteria.

Yarrabah Foreshore Revitalisation					
Company	Methodology 25% Weight	Capability, Experience, Resources 10% Weight	Personnel 30% Weighting	Engagement 30% Weight	Project Administration and Delivery 5% Weight
CA Architects	The submission confirmed the services to be provided - as requested at a fixed price Engagement is a strength of the submission.	Experienced team. This submission shows that all consultants have considered their role in the brief and can deliver value.	The team has demonstrated experience in design and delivery of housing with First Nations communities. The submission shows knowledge of the opportunities in Yarrabah and value is provided design and community outcomes.	Strong engagement, workshops. A budget for engagement – that is participants will be rewarded for their cultural knowledge and understanding of the local context. Good community involvement the design process.	Suggested alternatives to reduce budget, value for money is demonstrated in the services provided. Value for money is across all stages. fixed price of \$132,500 exclusive of GST and disbursements

RISK

The risk is if works do not proceed, council could potentially lose funding for this project.

ATTACHMENTS

Nil

RECOMMENDATION

That Council resolve to award the contract for the Ambrym Street Master Plan to CA Architects, subject to the Department of Communities, Housing and Digital Economy confirming the variation to the existing Funding Agreement for the Forward Remote Capital Program.

7.10 POLICY REVIEW

File Number: 10.MFD_OM.20230629

Author: Richard Wright, Chief Executive Officer

PURPOSE OF THE REPORT

Annual review of statutory and other policies

BACKGROUND

There is a legislative requirement that statutory policies are reviewed on an annual basis and other policies in accordance with their relevant schedules.

To ensure compliances, the CEO and relevant Directors (responsible for areas relevant to their application) have reviewed policies and have provided findings during a workshop with Councillors conducted on Tuesday 27th June 2023.

COMMENT

During the review process and workshop, policies have been found to be compliant and do not require further amendment.

POLICY/FUNDING CONSIDERATIONS

Policy review / renewal

RISK

- Policy compliance
- Regulatory compliance
- Communication
- Service standard

CONSULTATION

- Councillor workshop.
- YASC CEO
- YASC Directors.

ATTACHMENTS**1. Schedule of Policies****RECOMMENDATION**

That Council resolve to endorse the recommendation presented by the Chief Executive Officer to adopt all policies as listed in the attached schedule covering the following areas:

- Statutory and Governance;
- Human Resources.
- Daycare

Council authorise the implementation action to be carried out by CEO and Directors.

**YARRABAH ABORIGINAL SHIRE COUNCIL
SCHEDULE OF POLICIES -29 JUNE 2023**

Policy	Area	Comments
Acceptance and Refusal of Authorisations	Day Care	Reviewed no change-Ensure compliance with The Education and Care Services National Regulations, 2011, Part 4.7
Serious Injury and Reporting of Harm	Day Care	Reviewed no change- ensure compliance with The Education and Care Services National Regulations, 2011, Part 4.2 Div. 2
Priority of Access	Day Care	Reviewed no change- ensure compliance with The Child Care Service Handbook 2012-2013
Policy Compliance and Review	Day Care	Reviewed no change- ensure compliance with The Education and Care Services National Regulations, 2011, Part 4.7 Div. 2
Information to be displayed	Day Care	Reviewed no change-ensure compliance with The Education and Care Services National Regulations, 2011, Part 4.7 Div 3 R 173.
Governance Policy	Day Care	Reviewed no change- provides a statement of intent in relation to the procedures, policies and legislative framework that governs the operation of this organisation
Fee Payment Policy	Day Care	Reviewed no change-ensure compliance with The Education and Care Services National Regulations, 2011 Part 4.7 Div. 2
Facilities Management	Day Care	Reviewed no change-ensure relating to physical environment and equipment as set out in 4.3, Div. 1, 103 -107, 109 -115 and 4.2, Div. 5, 97, Education and Care Services National Regulations 2011.
Allegation Handling	Day Care	Reviewed no change- process that Yarrabah Daycare will undertake if and when an allegation is received; regardless if it's about the service
Termination of Care	Day Care	Reviewed no change-ensure compliance with The Education and Care Services National Regulations, 2011, Part 4.6
Open Doors	Day Care	Reviewed no change-ensure compliance with The Education and Care Services National Regulations, 2011, R157.
Family Participation	Day Care	Reviewed no change-ensure compliance with The Education and Care Services National Regulations, 2011
Family Law	Day Care	Reviewed no change-ensure compliance with The Education and Care Services National Regulations, 2011

**YARRABAH ABORIGINAL SHIRE COUNCIL
SCHEDULE OF POLICIES -29 JUNE 2023**

Enrolment Procedures Policy	Day Care	Reviewed no change-ensure compliance with The Education and Care Services National Regulations, 2011
Confidentiality and Privacy	Day Care	Reviewed no change-ensure compliance with The Education and Care Services National Regulations, 2011
Complaints	Day Care	Reviewed no change-ensure compliance with The Education and Care Services National Regulations, 2011
Child Collection	Day Care	Reviewed no change-ensure compliance with The Education and Care Services National Regulations, 2011
Arrivals and Departures	Day Care	Reviewed no change-ensure compliance with The Education and Care Services National Regulations, 2011
Settling Children	Day Care	Reviewed no change-ensure compliance with The Education and Care Services National Regulations, 2011
Interactions	Day Care	Reviewed no change-ensure compliance with The Education and Care Services National Regulations, 2011
Integration of Children with Additional Needs	Day Care	Reviewed no change-ensure compliance with The Education and Care Services National Regulations, 2011
Guiding Children's Behaviour	Day Care	Reviewed no change-ensure compliance with The Education and Care Services National Regulations, 2011
Children's Orientation	Day Care	Reviewed no change-ensure compliance with The Education and Care Services National Regulations, 2011
Child Protection	Day Care	Reviewed no change-ensure compliance with The Education and Care Services National Regulations, 2011
Workplace Anti Bullying and Harassment	Day Care	Reviewed no change-ensure compliance with The Education and Care Services National Regulations, 2011
Team Member Supervision	Day Care	Reviewed no change-ensure compliance with The Education and Care Services National Regulations, 2011
Team Member Meeting Procedure	Day Care	Reviewed no change-ensure compliance with The Education and Care Services National Regulations, 2011

**YARRABAH ABORIGINAL SHIRE COUNCIL
SCHEDULE OF POLICIES -29 JUNE 2023**

Team Member Recruitment	Day Care	Reviewed no change-ensure compliance with The Education and Care Services National Regulations, 2011
Team Member leave	Day Care	Reviewed no change-ensure compliance with The Education and Care Services National Regulations, 2011
Team Member Handbook	Day Care	Reviewed no change-ensure compliance with The Education and Care Services National Regulations, 2011
Dress Code	Day Care	Reviewed no change-ensure compliance with The Education and Care Services National Regulations, 2011
Team Member Conflict Resolution	Day Care	Reviewed no change-ensure compliance with The Education and Care Services National Regulations, 2011
Team Member Communication	Day Care	Reviewed no change-ensure compliance with The Education and Care Services National Regulations, 2011
Monitoring Team Members enrolled in a Course of Study	Day Care	Reviewed no change-ensure compliance with The Education and Care Services National Regulations, 2011
Lifting and Handling	Day Care	Reviewed no change-ensure compliance with The Education and Care Services National Regulations, 2011
Leadership, Mentoring and Professional Development	Day Care	Reviewed no change-ensure compliance with The Education and Care Services National Regulations, 2011
Student, Volunteers and Visitors	Day Care	Reviewed no change-ensure compliance with The Education and Care Services National Regulations, 2011
Group of Children	Day Care	Reviewed no change-ensure compliance with The Education and Care Services National Regulations, 2011
Day to day in Change of Service	Day Care	Reviewed no change-ensure compliance with The Education and Care Services National Regulations, 2011
Code of Conduct	Day Care	Reviewed no change-ensure compliance with The Education and Care Services National Regulations, 2011
CMV Risk Management	Day Care	Reviewed no change-ensure compliance with The Education and Care Services National Regulations, 2011

**YARRABAH ABORIGINAL SHIRE COUNCIL
SCHEDULE OF POLICIES -29 JUNE 2023**

Severe Weather	Day Care	Reviewed no change-ensure compliance with The Education and Care Services National Regulations, 2011
Risk Assessment	Day Care	Reviewed no change-ensure compliance with The Education and Care Services National Regulations, 2011
Natural Elements	Day Care	Reviewed no change-ensure compliance with The Education and Care Services National Regulations, 2011
Hazardous Plant	Day Care	Reviewed no change-ensure compliance with The Education and Care Services National Regulations, 2011
Hazard Identification	Day Care	Reviewed no change-ensure compliance with The Education and Care Services National Regulations, 2011
Emergency Evacuation and Lockdown	Day Care	Reviewed no change-ensure compliance with The Education and Care Services National Regulations, 2011
Cleaning Policy	Day Care	Reviewed no change-ensure compliance with The Education and Care Services National Regulations, 2011
Child Safe Environment	Day Care	Reviewed no change-ensure compliance with The Education and Care Services National Regulations, 2011
Caring for the Environment	Day Care	Reviewed no change-ensure compliance with The Education and Care Services National Regulations, 2011
Workplace Health and Safety	Day Care	Reviewed no change-ensure compliance with The Education and Care Services National Regulations, 2011
Water Safety	Day Care	Reviewed no change-ensure compliance with The Education and Care Services National Regulations, 2011
Transportation of Children	Day Care	Reviewed no change-ensure compliance with The Education and Care Services National Regulations, 2011
Tagging and Testing of Electrical Equipment	Day Care	Reviewed no change-ensure compliance with The Education and Care Services National Regulations, 2011
Storage and use of Dangerous Substances and Equipment	Day Care	Reviewed no change-ensure compliance with The Education and Care Services National Regulations, 2011

**YARRABAH ABORIGINAL SHIRE COUNCIL
SCHEDULE OF POLICIES -29 JUNE 2023**

Sharps Handling and Disposal	Day Care	Reviewed no change-ensure compliance with The Education and Care Services National Regulations, 2011
Road safety	Day Care	Reviewed no change-ensure compliance with The Education and Care Services National Regulations, 2011
Serious Accident, Hospitalisation and Death	Day Care	Reviewed no change-ensure compliance with The Education and Care Services National Regulations, 2011
Sudden Infant Death Syndrome	Day Care	Reviewed no change-ensure compliance with The Education and Care Services National Regulations, 2011
Rest and Sleep	Day Care	Reviewed no change-ensure compliance with The Education and Care Services National Regulations, 2011
Child Safety Ratios	Day Care	Reviewed no change-ensure compliance with The Education and Care Services National Regulations, 2011
Nutrition and Dietary Requirements	Day Care	Reviewed no change-ensure compliance with The Education and Care Services National Regulations, 2011
Nappy Changing and Toileting	Day Care	Reviewed no change-ensure compliance with The Education and Care Services National Regulations, 2011
Minimising the use of Toxic Products	Day Care	Reviewed no change-ensure compliance with The Education and Care Services National Regulations, 2011
Medical Conditions Policy	Day Care	Reviewed no change-ensure compliance with The Education and Care Services National Regulations, 2011
Meal Time Policy	Day Care	Reviewed no change-ensure compliance with The Education and Care Services National Regulations, 2011
Interactions with Children- Risk Management	Day Care	Reviewed no change-ensure compliance with The Education and Care Services National Regulations, 2011
Infectious Disease and Immunisation	Day Care	Reviewed no change-ensure compliance with The Education and Care Services National Regulations, 2011
Infection Control	Day Care	Reviewed no change-ensure compliance with The Education and Care Services National Regulations, 2011

**YARRABAH ABORIGINAL SHIRE COUNCIL
SCHEDULE OF POLICIES -29 JUNE 2023**

Incident, Injury, Trauma and Illness	Day Care	Reviewed no change-ensure compliance with The Education and Care Services National Regulations, 2011
Child Safety Immunisation	Day Care	Reviewed no change-ensure compliance with The Education and Care Services National Regulations, 2011
Illness Management	Day Care	Reviewed no change-ensure compliance with The Education and Care Services National Regulations, 2011
Head Lice Management	Day Care	Reviewed no change-ensure compliance with The Education and Care Services National Regulations, 2011
Hand Hygiene	Day Care	Reviewed no change-ensure compliance with The Education and Care Services National Regulations, 2011
Food Handling and Safety	Day Care	Reviewed no change-ensure compliance with The Education and Care Services National Regulations, 2011
Food Handling and Safety-Parent provided Food	Day Care	Reviewed no change-ensure compliance with The Education and Care Services National Regulations, 2011
First Aid	Day Care	Reviewed no change-ensure compliance with The Education and Care Services National Regulations, 2011
Exclusion Policy	Day Care	Reviewed no change-ensure compliance with The Education and Care Services National Regulations, 2011
Emergency Evacuation and Lockdown	Day Care	Reviewed no change-ensure compliance with The Education and Care Services National Regulations, 2011
Dummy and Bottle Preparation	Day Care	Reviewed no change-ensure compliance with The Education and Care Services National Regulations, 2011
Dental Health	Day Care	Reviewed no change-ensure compliance with The Education and Care Services National Regulations, 2011
Community Visitors	Day Care	Reviewed no change-ensure compliance with The Education and Care Services National Regulations, 2011
Choking Policy	Day Care	Reviewed no change-ensure compliance with The Education and Care Services National Regulations, 2011

**YARRABAH ABORIGINAL SHIRE COUNCIL
SCHEDULE OF POLICIES -29 JUNE 2023**

Children's Health and Safety	Day Care	Reviewed no change-ensure compliance with The Education and Care Services National Regulations, 2011
Child Safety Policy	Day Care	Reviewed no change-ensure compliance with The Education and Care Services National Regulations, 2011
Bathing Policy	Day Care	Reviewed no change-ensure compliance with The Education and Care Services National Regulations, 2011
Anaplasias and Asthma Management	Day Care	Reviewed no change-ensure compliance with The Education and Care Services National Regulations, 2011
Allergy	Day Care	Reviewed no change-ensure compliance with The Education and Care Services National Regulations, 2011
Administration of Medication	Day Care	Reviewed no change-ensure compliance with The Education and Care Services National Regulations, 2011
Transition Policy	Day Care	Reviewed no change-ensure compliance with The Education and Care Services National Regulations, 2011
Programming Planning Implementing and Evaluation	Day Care	Reviewed no change-ensure compliance with The Education and Care Services National Regulations, 2011
Learning and Development	Day Care	Reviewed no change-ensure compliance with The Education and Care Services National Regulations, 2011
Inclusion and Anti-Bias Policy	Day Care	Reviewed no change-ensure compliance with The Education and Care Services National Regulations, 2011
Child Development Policy	Day Care	Reviewed no change-ensure compliance with The Education and Care Services National Regulations, 2011
Child Assessment Policy	Day Care	Reviewed no change-ensure compliance with The Education and Care Services National Regulations, 2011
Advertising and Spending Policy	Statutory & Governance	Reviewed no change - complies with all relevant laws, regulations, codes and corporate standards.
Community Grants Policy	Statutory & Governance	Reviewed no change - complies with all relevant laws, regulations, codes and corporate standards.

**YARRABAH ABORIGINAL SHIRE COUNCIL
SCHEDULE OF POLICIES -29 JUNE 2023**

Debt Policy	Statutory & Governance	Reviewed no change - complies with all relevant laws, regulations, codes and corporate standards.
Entertainment & Hospitality Policy	Statutory & Governance	Reviewed no change - complies with all relevant laws, regulations, codes and corporate standards.
Fraud Policy	Statutory & Governance	Reviewed no change - complies with all relevant laws, regulations, codes and corporate standards.
Guidelines for Administrative Support Staff	Statutory & Governance	Reviewed no change - complies with all relevant laws, regulations, codes and corporate standards.
Guidelines for Councillors asking for Employee advice (Acceptable Request Guidelines)	Statutory & Governance	Reviewed no change - complies with all relevant laws, regulations, codes and corporate standards.
Housing Policy	Statutory & Governance	Reviewed no change - complies with all relevant laws, regulations, codes and corporate standards.
Investigation Policy	Statutory & Governance	Reviewed no change - complies with all relevant laws, regulations, codes and corporate standards.
Investment Policy	Statutory & Governance	Reviewed no change - complies with all relevant laws, regulations, codes and corporate standards.
Procurement Policy	Statutory & Governance	Reviewed no change - complies with all relevant laws, regulations, codes and corporate standards.
Reimbursement of Councillors Expenses Policy	Statutory & Governance	Reviewed no change - complies with all relevant laws, regulations, codes and corporate standards.
Revenue Policy	Statutory & Governance	Reviewed no change - complies with all relevant laws, regulations, codes and corporate standards.
Code of Conduct	Human Resources	Reviewed no change - complies with all relevant laws, regulations, codes and corporate standards.
Attendance & Absenteeism Policy	Human Resources	Reviewed no change - complies with all relevant laws, regulations, codes and corporate standards.

**YARRABAH ABORIGINAL SHIRE COUNCIL
SCHEDULE OF POLICIES -29 JUNE 2023**

Dress Policy	Human Resources	Reviewed no change - complies with all relevant laws, regulations, codes and corporate standards.
Non- Smoking Policy	Human Resources	Reviewed no change - complies with all relevant laws, regulations, codes and corporate standards.
Performance and Misconduct Policy and Disciplinary Procedures	Human Resources	Reviewed no change - complies with all relevant laws, regulations, codes and corporate standards.
Private Use of Vehicle Policy	Human Resources	Reviewed no change - complies with all relevant laws, regulations, codes and corporate standards.
Personal Grievance Policy	Human Resources	Reviewed no change - complies with all relevant laws, regulations, codes and corporate standards.
Anti Discrimination Policy	Human Resources	Reviewed no change - complies with all relevant laws, regulations, codes and corporate standards.
Leave Policy	Human Resources	Reviewed no change - complies with all relevant laws, regulations, codes and corporate standards.
Leave Without Pay Policy	Human Resources	Reviewed no change - complies with all relevant laws, regulations, codes and corporate standards.
Parental Leave Policy	Human Resources	Reviewed no change - complies with all relevant laws, regulations, codes and corporate standards.
Health Information Policy	Human Resources	Reviewed no change - complies with all relevant laws, regulations, codes and corporate standards.
Induction Policy	Human Resources	Reviewed no change - complies with all relevant laws, regulations, codes and corporate standards.
Probationary Employment Policy	Human Resources	Reviewed no change - complies with all relevant laws, regulations, codes and corporate standards.
Recruitment Policy	Human Resources	Reviewed no change - complies with all relevant laws, regulations, codes and corporate standards.

**YARRABAH ABORIGINAL SHIRE COUNCIL
SCHEDULE OF POLICIES -29 JUNE 2023**

Disclosure of Personal Information Policy	Human Resources	Reviewed no change - complies with all relevant laws, regulations, codes and corporate standards.
Redundancy Policy	Human Resources	Reviewed no change - complies with all relevant laws, regulations, codes and corporate standards.
Internet, Email, Social Media and Computer Use Policy	Human Resources	Reviewed no change - complies with all relevant laws, regulations, codes and corporate standards.
Media Policy	Human Resources	Reviewed no change - complies with all relevant laws, regulations, codes and corporate standards.
Drug and Alcohol Policy	Human Resources	Reviewed no change - complies with all relevant laws, regulations, codes and corporate standards.
Conflict of Interest Policy	Human Resources	Reviewed no change - complies with all relevant laws, regulations, codes and corporate standards.
Vehicle & Plant Policy	Human Resources	Reviewed no change - complies with all relevant laws, regulations, codes and corporate standards.
Personal Phone Calls at Work Policy	Human Resources	Reviewed no change - complies with all relevant laws, regulations, codes and corporate standards.
Mobile Phone Policy	Human Resources	Reviewed no change - complies with all relevant laws, regulations, codes and corporate standards.
Volunteers Policy	Human Resources	Reviewed no change - complies with all relevant laws, regulations, codes and corporate standards.
CCTV Policy	Human Resources	Reviewed no change - complies with all relevant laws, regulations, codes and corporate standards.
Employee Review Policy	Human Resources	Reviewed no change - complies with all relevant laws, regulations, codes and corporate standards.
Workplace Health & Safety Policy	Human Resources	Reviewed no change - complies with all relevant laws, regulations, codes and corporate standards.

**YARRABAH ABORIGINAL SHIRE COUNCIL
SCHEDULE OF POLICIES -29 JUNE 2023**

Body Worn Camera Policy	Human Resources	Reviewed no change - complies with all relevant laws, regulations, codes and corporate standards.
Public Interest Disclosure Policy	Human Resources	Reviewed no change - complies with all relevant laws, regulations, codes and corporate standards.

7.11 HOLIDAY ACT FOR 2024 - YASC SPECIAL HOLIDAYS

File Number: 11.MFD_OM_20230629

Author: Richard Wright, Chief Executive Officer

PURPOSE OF THE REPORT

Secure dates for 2024 Special Holiday in accordance with Holiday Act 1983 – Local Governments

BACKGROUND

Each year in accordance with the *Holidays Act 1983* local governments are invited to request special holidays to be observed during the following year for districts in their area.

A local council requested special holiday is a public holiday only if it is in respect of an agricultural, horticultural or industrial show. Under federal industrial relations legislation, on a public holiday employees are, without loss of ordinary pay, entitled to be absent from work or refuse to work in reasonable circumstances. Employees who work on a public holiday are entitled to penalty rates in accordance with their award or agreement.

A special holiday for any other reason is not a public holiday but is a bank holiday only and under the Trading (Allowable Hours) Act 1990, is only a holiday for banks and insurance offices and under a directive of the *Public Service Act 2008*, a holiday for public service employees unless otherwise determined by a chief executive.

Upon receiving Ministerial approval, the holidays will be published in the Queensland Government Gazette. Confirmation of the approved special holidays together with a link to the Queensland Government Gazette will be emailed to council contact officer.

Proposed event and dates for 2024 are as follows:

<i>Day and Date</i>	<i>Name of event</i>	<i>Nature</i>
Friday 21 st June	Yarrabah Foundation Day	<i>Annual athletics carnival, commemorating missionary arrival to Yarrabah</i>
Friday 12 July	Yarrabah NAIDOC Day	<i>Annual day observed by Yarrabah to celebrate NAIDOC</i>
TBC	Cairns Show	<i>Show day holiday – aligned with Cairns</i>
Friday 25 th or Monday 28 th October	Yarrabah DOGIT Day	<i>Date to commemorate issue of the Trust to Yarrabah.</i>

ADDITIONAL CONSIDERATIONS

To date, dates have not been determined by the relevant parties for the Cairns Show Day. Council may resolve for the CEO to recommend this date once the relevant determination is made.

Council may note that Yarrabah DOGIT Day occurs on Sunday 27th October 2024. Council may wish to debate and consider the special holiday for DOGIT Day to be declared for Friday 25th October or Monday 28th October 2024, to allow provisions for a long weekend for the community.

Form submitted via email to info@oir.qld.gov.au by no later than **Friday, 3 July 2023**.

ATTACHMENTS**1. Letter OIR Special Holidays for 2024**

RECOMMENDATION

That Council resolve to endorse the public holiday dates for 2024, as:-

Friday	21/06/2024	Yarrabah Foundation Day
Friday	01/07/2024	Yarrabah NAIDOC Day
Friday	to align with	Cairns Show Day once confirmed
Friday	25/10/2024 or 28/10/2024	Yarrabah DOGIT Day

Authorise the CEO to confirm these dates with the Office of Industrial Relations.



Office of
Industrial Relations

Department of Education

15 May 2023

Dear Chief Executive Officer,

As you may be aware, each year in accordance with the *Holidays Act 1983* local governments are invited to request special holidays to be observed during the following year for districts in their area.

If you wish to request special holidays to be observed during 2024 for districts in your local government area, please complete the attached request form and submit via email to info@oir.qld.gov.au by no later than **Friday, 3 July 2023**.

A local council requested special holiday is a public holiday only if it is in respect of an agricultural, horticultural or industrial show. Under federal industrial relations legislation, on a public holiday employees are, without loss of ordinary pay, entitled to be absent from work or refuse to work in reasonable circumstances. Employees who work on a public holiday are entitled to penalty rates in accordance with their award or agreement.

A special holiday for any other reason is not a public holiday but is a bank holiday only and under the *Trading (Allowable Hours) Act 1990*, is only a holiday for banks and insurance offices and under a directive of the *Public Service Act 2008*, a holiday for public service employees unless otherwise determined by a chief executive.

Upon receiving Ministerial approval, the holidays will be published in the Queensland Government Gazette. Confirmation of the approved special holidays together with a link to the Queensland Government Gazette will be emailed to your office.

Should you require further information regarding this process, please contact Ms Patricia Faulkner, Office of Industrial Relations on (07) 3406 9845 or email patricia.faulkner@oir.qld.gov.au.

Yours sincerely

A handwritten signature in blue ink, appearing to read "AJ James".

A J (Tony) James
Assistant Director-General
Office of Industrial Relations

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8 CORRESPONDENCE

Nil

9 CONFIDENTIAL MATTERS

Nil

10 CLOSE OF MEETING