



BUSINESS PAPER

Ordinary Council Meeting

27 June 2024

**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 27 June 2024 at 9.00am**

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

Ordinary Council Meeting - 13 May 2024

**MINUTES OF YARRABAH ABORIGINAL SHIRE COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE YARRABAH ABORIGINAL SHIRE COUNCIL CHAMBERS
ON MONDAY, 13 MAY 2024 AT 9.00AM**

PRESENT: Cr Daryl Sexton (Mayor), Cr Michael Sands (Deputy Mayor), Cr Amy Neal, Cr Brian Underwood, Cr Hezron Murgha

IN ATTENDANCE: Richard Wright (CEO) Executive Assistant Leona Worrell (Minute Taker),

1 MEETING OPEN

Mayor Sexton declared the meeting open at 9.25am.

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

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

Councillor Amy Neal opened with a word of Prayer.

2 ACKNOWLEDGEMENT TO COUNTRY

The Mayor 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 all Yarrabah people whose elders past present and emerging also call Yarrabah home and support progress in the Shire.

3 APOLOGIES

Nil

4 CONFIRMATION OF PREVIOUS MINUTES

RESOLUTION 01:13/05/2024

That the minutes of the Ordinary Council Meeting held on 30 April 2024 be adopted.

Moved: Cr Brian Underwood

Seconded: Cr Hezron Murgha

CARRIED 5/5

5 BUSINESS ARISING FROM PREVIOUS MINUTES

NIL

6 DISCLOSURE OF INTEREST – COUNCIL / REGISTER UPDATES

The Mayor reminded the councillors of the need to declare their conflicts of interest as required for items in the meeting.

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 them now.

No declarations made

7 MATTERS FOR DISCUSSION**7.1 CEO OPERATIONAL REPORT****PURPOSE OF THE REPORT**

Monthly Council meeting report on the operational and strategic performance of council business for months of April / May 2024.

CEO read to the report.

Council inquired as to scheduling for strategic and budget workshops. CEO advised that calendars would be reviewed as to available times but it would be anticipated that these would commence late May / early June. Policy review workshop to also be scheduled with view of presentation at the June meeting, along with budget endorsement.

RESOLUTION 02:13/05/2024

That Council accept the CEO Operational Report for the period to 8 May 2024.

Moved: Cr Amy Neal

Seconded: Cr Michael Sands

CARRIED 5/5

At 9.49am meeting adjourned

At 10.00 am meeting reconvened

At 10.01am Director Corporate Services entered the meeting.

7.2 YASC MONTHLY FINANCIAL REPORT

PURPOSE OF THE REPORT

Provide council with monthly financial report. This report covers the financial period 30th April 2024.

Director Corporate Services read to the report.

Council noted the sharp increase in rental arrears for the month of April, especially the increase of tenants owing over \$20,000. Options to address this ongoing issue discussed with the CEO and Director to provide a report to Council with regards to options available.

RESOLUTION 03:13/05/2024

That Council accept the 30th April 2024 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 Daryl Sexton

Seconded: Cr Brian Underwood

CARRIED 5/5

At 10.34am Director Corporate Services left the meeting.

At 10.35am meeting adjourned

At 10.45am meeting reconvened

At 10.46am Director People and Communities entered the meeting.

7.3 PEOPLE & COMMUNITIES - OPERATIONAL REPORT**PURPOSE OF THE REPORT**

To provide Council an update on operational activities undertaken within the Department of People and Communities.

Director People and Communities read to the report.

Council requested information to be provided in relation to the number of Form 11 (Rental Arrears) and whether these related to repetitive actions by tenants. Director advised of process taken by Housing Team to discuss with tenants and arrange signing up for repayment plans. Council noted the impact this may be having on some Elders, where others were living with them but not contributing. Joint tenancy agreements a possible option but could only be entered by agreement of all parties.

Actions taken to address outstanding fees at Early Learning Centre noted and commended by Council.

CEO advised Council of workplace injury not mentioned in report. Relevant reporting completed and investigation underway.

RESOLUTION 04:13/05/2024

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

Moved: Cr Michael Sands

Seconded: Cr Daryl Sexton

CARRIED 5/5

At 11.32 am Director People and Communities left the meeting.

At 11.33 meeting adjourned.

At 11.52am meeting reconvened

At 11.53am Director Building Services entered the meeting.

7.4 BUILDING SERVICES - OPERATIONAL REPORT**PURPOSE OF THE REPORT**

To report to Council the status/activities of Building Services areas for the months of April/ May 2024.

Director Building Services read to the report.

Council commended Director and his team on actions implemented to ensure greater accountability in delivery of programs, particularly with regards to communication with tenants. Council suggested that update be provided to community as to these initiatives.

RESOLUTION 05:13/05/2024

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

Moved: Cr Michael Sands

Seconded: Cr Daryl Sexton

CARRIED 5/5

At 1.10 pm Director Building Services left the meeting.

At 1.11pm meeting was adjourned.

At 2.09pm meeting reconvened.

At 2.10pm Director Infrastructure Services entered the meeting.

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

To report to Council the status/activities of Infrastructure Department areas for the month of April 2024 up to 08 May 2024.

Director Infrastructure read to the report.

Council inquired as to Buddabadoo landslip, noting a number of boulders still on slope. Director advised that current wet weather was hampering operation of machinery to address this but was in scope.

Council inquired about status of water treatment plant upgrade. Director advised that business case presently being prepared to seek additional funding to ensure ongoing water security for community and that will address current and future growth needs.

Council inquired as to status of sewerage treatment. Director advised that readings required by the regulator were within guidelines and funding now available through Guardian Reefs would ensure ongoing safety of network.

RESOLUTION 06:13/05/2024

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

Moved: Cr Brian Underwood

Seconded: Cr Amy Neal

CARRIED 5/5

At 3:06 pm, CEO left the meeting.

At 3:15 pm, CEO returned the meeting.

7.6 PROPOSAL FOR THE SCADA UPGRADE PROJECT**PURPOSE OF THE REPORT**

To seek Council endorsement to award the SCADA upgrade to AUSTEK through the approved ICCIP funding.

- YASC 1.05 - Water mains and system upgrades - Update SCADA system for the water treatment system and install monitoring equipment to second reservoir.
- YASC 2.11 - SCADA system for the sewerage systems and install additional monitoring equipment.

Council requested clarification as to operation of SCADA system and associated benefits. Director provided briefing to Council.

Director Infrastructure read to the report.

RESOLUTION 07:13/05/2024

That Council resolve to award the SCADA upgrade to AUSTEK through the approved ICCIP funding.

Moved: Cr Michael Sands

Seconded: Cr Brian Underwood

CARRIED 5/5

At 3.27pm Director Infrastructure Services left the meeting.

7.7 REEF GUARDIAN COUNCIL PROGRAM**PURPOSE OF THE REPORT**

For Council to consider and resolve its participation in the Reef Guardian Council program for 2024-28.

CEO read to the report.

Council acknowledged the associated benefits for the Yarrabah community in participation in the program. It was also noted that there were Reef Guardian Schools and arrangements to be made to brief the Yarrabah School accordingly.

Council also noted the invitation for a briefing by GBRMPA and requested the CEO to facilitate same.

Council called for nominations to join the CEO on the Executive Committee. Discussed and agreed that Cr Murgha would take up this role.

RESOLUTION 08:13/05/2024

1. That Council resolve to continue its participation in the Reef Guardian Council Program for 2024 - 2028.
2. That Council endorses the Memorandum of Understanding with the Great Barrier Reef Marine Park Authority.
3. That Council appoints Councillor Murgha and the CEO to the Executive Committee.
4. That Council appoints the Director of Infrastructure and the Director of People & Communities to the Working Group.
5. That Council authorises the CEO to action accordingly.

Moved: Cr Michael Sands

Seconded: Cr Amy Neal

CARRIED 5/5

7.8 APPOINTMENT TO NORTH QUEENSLAND REGIONAL ROAD AND TRANSPORT GROUP (RRTG)**PURPOSE OF THE REPORT**

To inform Council of requirement for appointments for positions to be filled on the RRTG in the absence of the Mayor.

To seek appointment of alternative delegate to this position.

CEO read to the report.

Council called for nominations for alternate delegate in absence of Mayor. Discussed and agreed that Cr Underwood would take up this role.

RESOLUTION 09:13/05/2024

That Council resolve to appoint:-

1. Mayor Sexton to the position on Far North Queensland Regional Road and Transport Group, effective 13 May 2024.
2. In the absence of the Mayor, the alternate delegate will be Councillor Brian Underwood.
3. The CEO is appointed as Observer / Advisor.

Moved: Cr Michael Sands

Seconded: Cr Hezron Murgha

CARRIED 5/5

At 3.54pm meeting adjourned

At 4.04pm meeting reconvened

8 CORRESPONDENCE**8.1 CORRESPONDENCE - LGAQ CEO****PURPOSE OF THE REPORT**

Tabling of correspondence from the Local Government Association of Queensland (LGAQ) dated 02 May 2024.

CEO read to the report.

Council debated candidates and advised CEO to action.

RESOLUTION 10:13/05/2024

That Council note the correspondence tabled, as read and authorise the CEO to action.

Moved: Cr Daryl Sexton

Seconded: Cr Brian Underwood

CARRIED 5/5**8.2 CORRESPONDENCE - BACK BEACH ROAD LOT PROPOSAL****PURPOSE OF THE REPORT**

Tabling of correspondence from Bernice Stafford.

CEO read to the report.

Council confirmed their “in principle” support for this, as it may lead to more land being available for housing needs in community. As this was first approach with regards to this type of request, Council instructed the CEO to ascertain any legal issues associated and if none, relevant processes involved.

RESOLUTION 11:13/05/2024

That Council note the correspondence tabled, as read and direct the CEO to investigate the legal requirements and necessary procedures.

Moved: Cr Amy Neal

Seconded: Cr Hezron Murgha

CARRIED 5/5**9 STRATEGIC PORTFOLIO UPDATE**

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

10 OTHER / CONFIDENTIAL MATTERS

10.1 CORRESPONDENCE - SPONSORSHIP

Mayor advised Council of correspondence received from Mr Errol Neal the previous day in relation to a request for financial assistance on behalf of James Creed. It was his intention to table this correspondence for discussion. The Mayor noted that as there was no advance notice to Councillors and Cr Neal may wish to declare a conflict.

Cr Neal declared a conflict of interest due to family ties with the author of the correspondence.

Cr Underwood declared a conflict of interest due to family ties with the subject of the correspondence.

At 4.19pm, Crs Neal and Underwood left the meeting.

At the request of the Mayor, CEO read to the email correspondence.

Hi Mayor Daryl & Richard,

As per our conversation in regards to the Friendship relationship YASC & Hobsonbay Council.

We will be performing at thier Reconciliation event on the 30th May , because your unable to attend for this event. I would like for Council to maybe consider the opptunity to financially assist one of our disengaged youth James Creed/Underwood , basically having to still come to terms with the tragic loss disappearance of the 3 that went missing at Sea.

We will be leaving on the 24 th May and returning 4th June,

We also be participating in The MCG Reconciliation walk on 25th May.

As he is one of many disengaged Youths, and also in with the company of his granfather James Creed that will be attending it would be greatly appreciated if YASC could Sponsor this young bloke.

We financial support for James a return Airfare meals & help with accommodation expenses.

Aa your know , there's many disengaged Youths , if we can help to make a difference to one we could help many others through these cultural Dance tours .

As you know I Personally and have the passion to help our youths with these cultural events.

As your mentioned Mr Ceo, interms of agenda item to be table Mr Mayor can do so Or

posible this could be done at your discretion to support . This is a one life time opportunity and could make a big difference to this young bloke with your carefully considered and respected decision.

Without further more mention, please don't hesitate to call me. Asap wanting more information.

Thanks

Kind Regards

Mala

On behalf

Snr Elder James Creed & Grandson James.

Council sought and was provided by the CEO details of Council's Community Grants Policy. CEO advised that his discretion was required to align with the Policy. Any other consideration would require a resolution by Council. Council debated and agreed that, in line with the Policy, a payment of \$150.00 would be made to James Creed. Confirmation of participation in the event would also be required.

RESOLUTION 12:13/05/2024

That Council note the correspondence as read and direct the CEO to make a payment of \$150.00 to James Creed upon proof of participation in the reconciliation event to be held in Hobsons Bay.

Moved: Cr Michael Sands

Seconded: Cr Hezron Murgha

CARRIED 3/3

At 4.31pm Councillor Amy Neal and Councillor Brian Underwood returned to the meeting.

11 CLOSE OF MEETING

Date for the next Council Ordinary Meeting is Wednesday 19 June 2024.

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

Meeting closed at 4.35 pm.

.....
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.20240627

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 / June 2024.

KEY FOCUS AREAS

This monthly report covers the period from 9 May April to 21 June 2024.

- ◇ **Microgrid Indigenous Energy Australia** – 16 May. Mayor & CEO attended
- ◇ **Australian Electoral Commission** – 16 May. CEO attended
- ◇ **Civic Leaders Forum** – 21-22 May. Gold Coast. Mayor, Councillors & CEO attended
- ◇ **TCICA Meeting** – 28-29 May. Mayor & CEO attended
- ◇ **YAG/ Healthy Housing Meeting** – 30 May. Mayor & CEO attended
- ◇ **Foodcubes Project** – 3 June. CEO attended
- ◇ **Wugu Nyambil Digital Services Centre briefing** – 4 June. Mayor & CEO attended
- ◇ **Official Launch of Gindaja's new Learning and Wellbeing Centre** - 4 June. All were invited
- ◇ **Reef Guardian Councils Executive Committee meeting** - 5 June. CEO attended
- ◇ **FNQROC Board Meeting** – 6 June. CEO attended
- ◇ **Yarrabah Microgrid Steering Committee** – 10 June. CEO attended
- ◇ **Qld Police Service First Nations Division** - Executive Director Alan Dewis – 11 June. Mayor, Cr Murgha & CEO attended
- ◇ **Reef Guardian Councils** – 11 June. Mayor, Councillors & CEO attended
- ◇ **Meeting with Yarrabah Police** – 12 June. Mayor, Deputy Mayor & CEO attended
- ◇ **Department Tourism & Sports** - Chris Coutts – 12 June. CEO attended
- ◇ **For Our Elders event at the Early Learning Centre** – 13 June. All invited



- ◇ Queensland Reconstruction Authority – 13 June. Mayor & CEO attended
- ◇ Foundation Day Coming Of The Gospel – 17 June. Yarrabah Gazetted Public Holiday
- ◇ Legends of the League meeting with Council – 20 June. Mayor, Councillor Murgha & CEO attended



GOVERNANCE

We are diligently monitoring internal processes to ensure alignment with legislative requirements.

GRANTS MANAGEMENT

Grants Team continue to build a comprehensive list/status of all grant briefs, grants considered, grants applied and forecast opportunities in collaboration with each Department.

A. GRANTS SUBMITTED DURING PERIOD

- **Australian Government - National Indigenous Australians Agency** – Agency Collaborates - Direct Approach – Project to utilise unspent funds from CDP Like Activities Grant – Recruitment and training of a Garden crew for the maintenance of Arts and Cultural Precinct, Jilara Oval, PCYC Sports Complex and the Swimming Pool **\$377,983.35**
- **Queensland Government – Department of Treaty, Aboriginal and Torres Strait Islander Partnerships, Communities and the Arts** – NAIDOC Grants – Fashion Parade for NAIDOC week **\$2500**
- **Australian Government - Department of Infrastructure, Transport, Regional Development, Communications and the Arts** - Roads to Recovery – Resealing Road surfaces at four sites where deterioration pose risks of further damage and safety concerns **\$174,193**

B. GRANTS APPROVED DURING PERIOD

- **NAB Foundation – NAB Foundation Community Grants Program** - Emergency Response Equipment – Chainsaws, portable barriers and LED signs - **\$25,000**
- **National Indigenous Australians Agency – NAIDOC Celebration 2024** – NAIDOC celebration 2024 be organised in partnership with Northern and Southern PBC. **\$36,965**
- **Queensland Government - Queensland Reconstruction Authority – Local Recovery and Resilience Grant** – Restoration, repair and improvement of Stormwater network- **\$280,000**

C. GRANTS AWAITING OUTCOME

- **Gambling Community Benefit Fund** – Renovation of the RSL Building - **\$98,714**
- **Australian Government – Department of Health and Aged Care – Play Our Way**
 - **Stream 1 – Facilities** - Extension of the Gillian Bann Facility to include Club House and Gym Facility; Construction of second Field - **\$1,584,000**
 - **Stream 2 – Participation** – Procurement a Trailer LED Screen and Gym Equipment for new facility– **\$137,590**
- **Department of Infrastructure, Transport, Regional Development, Communications and the Arts – Road Safety Actions Grants** – Road Safety Programming Yarrabah with JUTE Theatre Company - **\$272,262**

- **Australian Government - Department of Infrastructure, Transport, Regional Development, Communications and the Arts - Housing Support Program - Stream 1** – Planning for 45 new lots and houses including master planning engineering, town planning civil works community engagement and tender. **\$976,200**
- **Queensland Government – Department of Tourism, Innovation and Sport- Active Women and Girls Program** – Sports and training program and activities targeting Girls and Women - **\$25,000**
- **Queensland Resilience and Risk Reduction Fund (QRRRF) – Queensland Reconstruction Authority**
 1. Generator for the Local Disaster Control Centre. – **\$136,000**
 2. Emergency Equipment Package. Light Tower, LED signs, Chainsaw. – **\$52,000**
- **2023-24 Australian Cultural Diplomacy Grants Program – Australian Government Department of Foreign Affairs and Trade.** Supporting artists to showcase the Charcoal collection in an exhibition at the JGM Gallery, London in February – March 2025 – **\$59,500**

D. GRANTS UNDER CONSIDERATION

- **Australian Government – Department of Industry, Science and Resources – Department of Infrastructure, Transport, Regional Development Communications and the Arts – Growing Regions Program Stream 2** – Grant available for Capital works projects that deliver community and economic infrastructure projects across regional and rural Australia. **\$500,000 to \$15 million**
- **Australian Government – Department of Industry, Science and Resources – Department of Infrastructure, Transport, Regional Development Communications and the Arts - Regional Precincts and Partnerships Program**
 - **Stream one** - Precinct development and planning. Grants available for master planning, consultation, design, business cases and partnership establishment. **\$500,000 to \$5 million**
 - **Stream two** -Precinct delivery. Grants available to help deliver one or more elements of a precinct. It could be enabling infrastructure (roads, pathways, and underground infrastructure), public infrastructure, or open spaces between elements or a particular building that activates other investment. - **\$5 million to \$50 million**
- **Australian Government – Department of Industry, Science and Resources – Department of Infrastructure, Transport, Regional Development Communications and the Arts - Housing Support Program Housing Support Program - Stream 2** – Grant available for projects that provide enabling infrastructure and amenities such as footpaths, roads and parks to support new housing.- **Up to \$5 million**

Yarrabah Music and Cultural Festival - possible funding sources

- **Queensland Government – Queensland Destination Event Program – Significant Event Investment – Yarrabah Music and Cultural Festival 2024 50k**
- **Queensland Government - Department of Premier and Cabinet – Discretionary Sponsorship funding - Yarrabah Music and Cultural Festival 2024 - 150k**
- **Australian Government - National Indigenous Australians Agency – Local Investments Funding Grant Opportunity. Yarrabah Music and Cultural Festival 2024 - \$100,000**

E. FORECAST OPPORTUNITIES

- **Queensland Government – Department of Treaty, Aboriginal and Torres Strait Islander Partnerships, Communities and the Arts - Social and Emotional Wellbeing program funding - This program supports initiatives that are co-designed with local leadership to improve mental health and social emotional wellbeing outcomes, reduce harm and increase safety associated with alcohol and other drug (AOD_ use, and reduce rates of suicide in Aboriginal and Torres Strait Islander communities. Up to \$400,000**
- **Australian Government – Attorney General’s Department – National Justice Reinvestment Program – Round 2 Assessment Cycle 2 - The objective of this grant opportunity is to support the development and delivery of community and Aboriginal and Torres Strait Islander-led justice reinvestment initiatives across Australia, by supporting – No minimum or maximum \$ amount**
- **International Touring and Presentation Fund - supports international touring, showcasing and presentation opportunities for Australian artists and creative workers - \$5,000 up to \$850,000**

MEETING ACTIONS**Ordinary Meeting –13 May 2024**

Item	Agenda item	Status
7.1	CEO Operational Report	Tabled
7.2	YASC Monthly Financial Report	Tabled
7.3	People & Communities – Operational Report	Tabled
7.4	Building Services - Operational Report	Tabled
7.5	Infrastructure – Operational Report	Tabled
7.6	Proposal for the SCADA Upgrade Project	Actioned

7.7	Reef Guardian Councils Program	Actioned
7.8	Appointment to North Queensland Regional Road and Transport Group (RRTG)	Actioned
8.1	Correspondence - LGAQ CEO	Tabled
8.2	Correspondence - Back Beach Road Lot Proposal	Tabled
10.1	CORRESPONDENCE - Sponsorship	Actioned

OTHER IMPORTANT DATES

- ◇ **Legends of the League Event** – Saturday 22 June. Yarrabah. All invited
- ◇ **ILF- Indigenous Leaders Forum** – 24 June. Yarrabah - Mayor, Councillors & CEO to attend
- ◇ **ILF- Indigenous Leaders Forum** – 25 June. Cairns. Mayor & CEO to attend
- ◇ **LGMA – ILG CEO FORUM** – 26 June. Cairns. CEO to attend
- ◇ **Ordinary Council Meeting** – 27 June. Mayor, Councillors & CEO to attend
- ◇ **Australian Local Government General Assembly** – 2 to 5 July. Canberra. Mayor to attend.
- ◇ **Technical Working Group** – 9 July. Mayor & CEO to attend.
- ◇ **Staff Christmas Party** (postponed due to Cyclone Jasper). 11 July. Mayor, Councillors & CEO to attend.
- ◇ **Visit by Ministerial Champion (Hon. Michael Healy)** 11 July. Mayor, Councillors & CEO to attend.
- ◇ **NAIDOC Day (public holiday)** – 12 July
- ◇ **Invitation to opening of Law Year** – 15 July. Cairns. Mayor & CEO to attend.
- ◇ **LGAQ Councillor Training** – 16 July. Mayor & Councillors to attend.

ATTACHMENTS

Nil

Recommendation That Council accept the CEO Operational Report For The Period To 21 June 2024.

7.2 YASC MONTHLY FINANCIAL REPORT

File Number: 02.MFD_OM.20240627

Author: Mike Mair, Director - Corporate Services

PURPOSE OF THE REPORT

Provide council with monthly financial report. This report covers the financial period 31st May 2024.

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 2024
2. Areas of Interest Report May 2024
3. Grant Report May 2024

RECOMMENDATION

That Council accept the 31st May 2024 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 2024**

FINANCIAL SERVICES

I. Overview of Operating Results as 31 May 2024

	ACTUAL YTD	BUDGET YTD 23/24	VARIANCE	VARIANCE	BUDGET FY 23/24
	\$	\$	\$	%	\$
Recurrent Income					
Fees & charges	28,828	262,564	-233,736	-89%	286,433
Other incomes	563,750	582,244	-18,494	-3%	635,175
Rental income	2,748,013	2,782,184	-34,170	-1%	3,035,110
Interest received	386,393	100,833	285,559	283%	110,000
Sales & recoverable works	4,851,952	3,496,467	1,355,486	39%	3,814,327
Grants & Subsidies	7,301,941	7,858,832	-556,891	-7%	8,573,271
	15,880,878	15,083,123	797,754	5%	16,454,316
Recurrent Expenditure					
Employees costs	6,076,424	6,416,933	-340,509	-5%	7,000,290
Materials and services	9,685,100	9,844,595	-159,495	-2%	10,739,559
Finance costs	11,682	145,869	-134,187	-92%	159,130
Donations Paid	1,000	-	1,000		
Depreciation	5,648,031	5,536,458	111,573	2%	6,039,772
	21,422,238	21,943,855	-521,618	-2.38%	23,938,751
Less: Capitalised Expenses					
	21,422,238	21,943,855	-521,618	2.38%	23,938,751
Net Operating Profit	-5,541,360	-6,860,732	1,319,372	-19%	-7,484,435

Council's Operating result is a loss of \$5.541M as at 31 May 2024, better than budget by \$1.319M.

Recurrent income is over budget by 798K. Whilst sales from QBuild Planned Maintenance works continues to exceed budget. Budgeted FAGS 23-24 funding was prepaid in June 23 resulting in the budget shortfall for Grants & Subsidies.

Recurrent expenditure is \$522K under budget. Staff costs remain under budget by \$341K following the state wage case being finalised and effected in April 2024. Materials and services costs are under budget by \$341K (as compared to 522K under budget in April), thus in line with increased turnover from QBuild Planned Maintenance.

Planned maintenance YTD profit is \$312K (as compared to \$193K in March 2024 and \$345K in April).

Liquidity Highlights

II. Current Trade Debtors, Housing Debtors & Trade Creditors

	90 Days	60 Days	30 Days	Current	Total
Total Debtor Type	-	-	-	-	-
Debtors Sundry	215,457	29,761	9,394	382,602	637,213
Blockholders Service Fees	383,677	37,091	-	3,385	424,153
Commercial Service Fees	137,427	759	-	-	138,185
Grants	479	-	-	185,765	186,244
Ex - Rent (pre 2013)	960,830	-	-	225	961,055
Trustee Leases	24,694	1,366	-	-	26,061
Commercial Leases	55,825	-	17,178	6,298	79,300
Daycare Debtors	126,647	5,564	4,287	4,188	140,687
Housing Current Rent	2,914,913	11,675	2,097	1,016	2,929,701
TOTAL DEBTORS	4,819,948	1,812	28,488	685,235	5,522,598
TOTAL CREDITORS	2,784	-	4,925	883,578	891,287

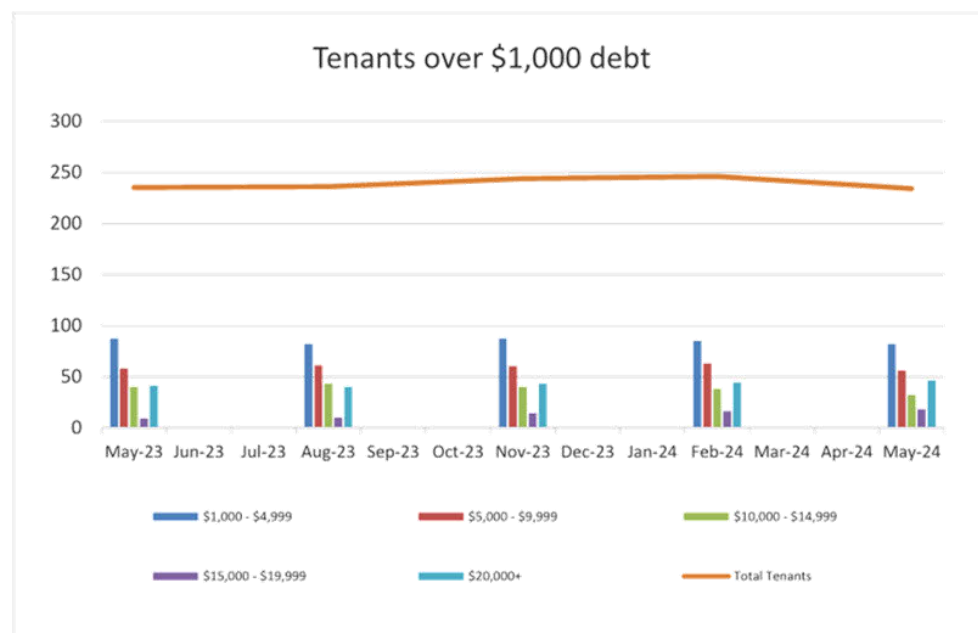
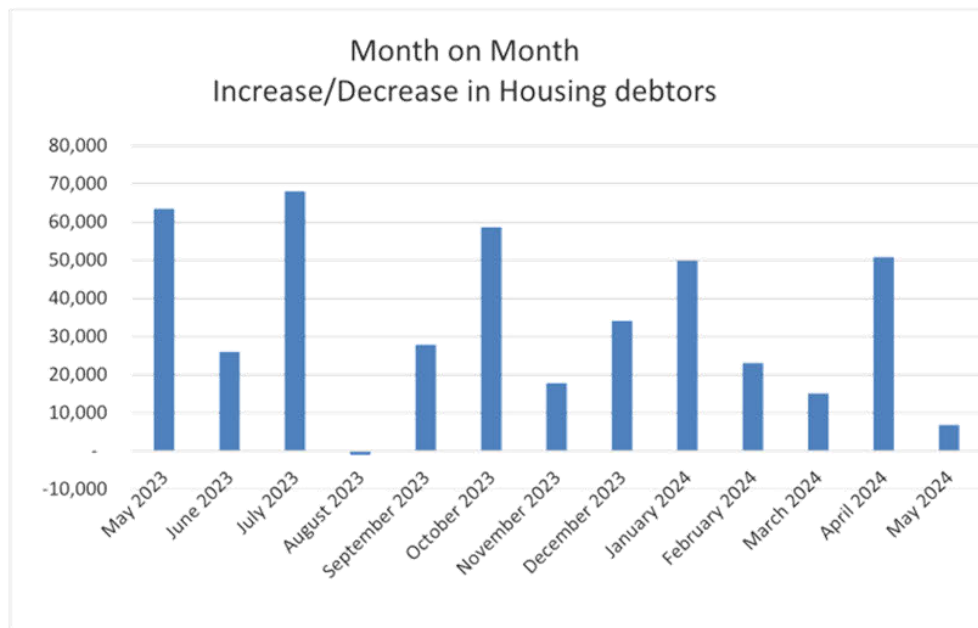
Of the \$5.522M owing to Council, only \$1.584K is estimated as collectable with \$3.938 million included in our provision for doubtful debts.

Snapshot: SOCIAL HOUSING DEBT LEVEL (CURRENT)

Over the past 12 months, the rental arrears to Council for social housing has increased by 11% from \$2,628,023 to \$2,929,700. A review of debtors has highlighted the following:

60% of current tenants are in arrears and 234 total tenants owe over \$1,000 which has decreased by 9 on that of the previous quarter.

The 46 debtors owing over \$20K increased \$1.538M to \$1.549M.



Monthly movement to housing debt	
Month	Actual increase/(decrease)
May 2023	63,458
June 2023	25,991
July 2023	68,018
August 2023	(\$1,027)
September 2023	27,783
October 2023	58,590
November 2023	17,763
December 2023	34,112
January 2024	49,832
February 2024	23,009
March 2024	15,076
April 2024	50,791
May 2024	6,793

	# Tenants	# Tenants	# Tenants	# Tenants	# Tenants
Amount Owing to Council	May-23	Aug-23	Nov-23	Feb-24	May-24
\$1,000 - \$4,999	87	82	87	85	82
\$5,000 - \$9,999	58	61	60	63	56
\$10,000 - \$14,999	40	43	40	38	32
\$15,000 - \$19,999	9	10	14	16	18
\$20,000+	41	40	43	44	46
Total Tenants	235	236	244	246	234
Percent of tenants in arrears	61%	61%	63%	63%	60%

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.

<i>Capital Expenditure 30/04/2024</i>	Total Grant Budget	Monies Received to Date	Expenses to Date	Percentage of Completion	Variation v Budget	Brief Description
Interim Remote Capital Program	2,139,036	1,925,134	1,981,525		157,511	5 Lots 6A Djenghi Estate
Works for Qld 4 - 21/24	3,280,000	2,952,000	2,540,335		739,665	Driveways, Security, Council Buildings Upgrade & Refurbishment, Yarrabah Beautification
Roads to recovery	42,409	31,337	31,931		10,478	Construction or maintenance of roads
Sewerage Pump Stations (ICCIP)	1,210,455	531,308	459,995		750,460	Replace gantrys, pump upgrades and maintenance, SCADA, assesment of future expansion, new switchboard pump 3
Water Mains Upgrade (ICCIP)	1,260,720	1,320,282	1,573,363	-	312,643	Replace water main Back Beach Road, SCADA, Fit bore 2 & 7 pumps, water treatment upgrade.
Qbuild Housing demolition and construction	3,498,000	1,374,222	1,369,097		2,128,903	14 Smith St, 4 Dabah Close, 19 Smith St, 32 Workshop Rd, 7 Beach St, 64 Gribble St
Forward Capital Program	5,927,444	1,860,992	7,871		5,935,314	16 Lots Djenghi, 10 houses Gurmugga St
Water Treatment Plant Upgrade (LGGSP)	1,253,159	375,948	79,328		1,173,831	Water Treatment Plant upgrade
Buddabadoo Road drainage upgrades (QRA)	566,475	169,943	160,384		406,091	Buddabadoo Road drainage upgrades
Landfill Operational Equipment (DES)	1,728,900	-	-		1,728,900	14T Excavator, 10T Front End Loader, 10T Backhoe, 14T Tipper, Front Load Tractor, Wood Chipper, Machinery Housing Bay
Remote Indigenous Capital - Balamba subdivision (Dept of Housing)	5,000,000	1,500,000	-		5,000,000	Balamba area link infrastructure and 20 lots subdivision
	\$25,906,598	\$12,041,164	\$8,188,088			

IV. Balance Sheet

Yarrabah Aboriginal Shire Council		
Statement of Financial Position		
At 31 May 2024		
	Council	
	At 31 May 2024	At 30 June 2023
	\$	\$
Current assets		
Cash and cash equivalents	11,301,996	11,008,756
Trade and other receivables	2,741,126	3,435,416
Inventories	141,556	213,547
Total current assets	14,184,678	14,657,718
Non-current assets		
Property, plant and equipment	161,535,358	154,625,937
Total non-current assets	161,535,358	154,625,937
Total assets	175,720,037	169,283,655
Current liabilities		
Trade and other payables	6,170,938	6,825,804
Provisions	683,473	602,972
Total current liabilities	6,854,411	7,428,776
Non-current liabilities		
Provisions	1,682,419	1,969,216
Total non-current liabilities	1,682,419	1,969,216
Total liabilities	8,536,829	9,397,992
Net community assets	167,183,207	159,885,664
Community equity		
Asset revaluation surplus	104,980,046	104,980,046
Retained surplus/(deficiency)	62,203,161	54,905,618
Total community equity	167,183,207	159,885,664

V. Cash Position

	\$	\$
CBA - General Fund	-304	
CBA - Housing Fund	16,655	
CBA - Remote Capital	217,601	
CBA - Remote Indigenous Capital	1,500,000	
CBA - Forward Capital	143,360	
QTC - Leases	338,192	
QTC - Investment	7,032,758	
QTC - Forward Capital	2,044,384	
Cash Floats	9,350	
Total Cash		11,301,996
Trade Debtors	5,522,598	
Provision Doubtful Debts	(3,938,398)	1,584,200
Less: Trade Creditors		(891,287)
Less: Tied Grant Funds		(5,595,605)
Less: Current Commitments		(4,731,882)
Cash Position at EOM		1,667,422

VI. Commercial Leases

Status of Council Commercial Leases	No.
Total Council leasable properties	21
No. of current leases outstanding	1
<i>Being made up of those:</i>	
- Expression of interest released	1
- awaiting signature of tenant	0
- Expression of interest to be done	0

Mike Mair*Director Corporate Services*



300. Program GL Report with IE Code Detail

12:38 PM
Tuesday, 4 June, 2024

YARRABAH ABORIGINAL SHIRE COUNCIL

For Period Ending: 31/05/2024

Year : 23/24

92%

Sub Programme: 307 Pool

Operating Income

13071000	Pool - Income						
114	Pool Income	5,000.00	0.00	0.00	0.00	5,000.00	0%
Total: 13071000		5,000.00	0.00	0.00	0.00	5,000.00	0
Total Act Type: OPERATING INCOME		5,000.00	0.00	0.00	0.00	5,000.00	0%

Operating Expenditure

13072000	Pool - Employee Costs						
201	Salaries & Wages	36,914.22	28,419.83	0.00	28,419.83	(8,494.39)	77%
203	Sick Leave	0.00	276.61	0.00	276.61	276.61	(100%)
206	Annual Leave	0.00	269.79	0.00	269.79	269.79	(100%)
208	Superannuation	4,060.56	2,870.21	0.00	2,870.21	(1,190.35)	71%
211	Workwear	300.00	422.15	0.00	422.15	122.15	141%
212	Workcover	1,375.04	666.47	0.00	666.47	(708.57)	48%
Total: 13072000		42,649.82	32,925.06	0.00	32,925.06	(9,724.76)	(77%)
13072100	Pool - Materials & Services						
304	Cleaning	4,000.00	236.42	0.00	236.42	(3,763.58)	6%
310	Electricity & gas	12,128.89	13,525.74	0.00	13,525.74	1,396.85	112%
315	Hire of equipment	1,804.08	0.00	0.00	0.00	(1,804.08)	0%
318	Insurance - Other	36,883.59	23,935.89	0.00	23,935.89	(12,947.70)	65%
321	Materials & operating	32,559.57	18,254.36	5,387.06	23,641.42	(8,918.15)	73%
323	Motor Vehicle - Fuel & oil	500.00	9.55	0.00	9.55	(490.45)	2%
332	R&M - Buildings	14,586.85	15,463.63	0.00	15,463.63	876.78	106%
333	R&M - Equipment	3,189.09	750.46	2,400.00	3,150.46	(38.63)	99%
339	Telephone & internet	1,375.01	430.07	0.00	430.07	(944.94)	31%
345	Minor Equipment	2,500.00	0.00	0.00	0.00	(2,500.00)	0%
Total: 13072100		109,527.08	72,606.12	7,787.06	80,393.18	(29,133.90)	(73%)
Total Act Type: OPERATING EXPENDITURE		152,176.90	105,531.18	7,787.06	113,318.24	(38,858.66)	74%
Net Profit/(Loss): Pool		(147,176.90)	(105,531.18)	(7,787.06)	(113,318.24)	(33,858.66)	72%

Operating Income

15021000	Planned Maintenance - Income						
153	Services - Housing Maintenance	3,423,000.00	4,472,229.63	0.00	4,472,229.63	(1,049,229.63)	131%
154	Services - Contract Works	44,806.73	104,191.00	0.00	104,191.00	(59,384.27)	233%
334	R&M - Houses	0.00	(1,096.79)	0.00	(1,096.79)	1,096.79	(100%)
Total: 15021000		3,467,806.73	4,575,323.84	0.00	4,575,323.84	(1,107,517.11)	132%
Total Act Type: OPERATING INCOME		3,467,806.73	4,575,323.84	0.00	4,575,323.84	(1,107,517.11)	132%

Operating Expenditure

15022000	Planned Maintenance - Employee Costs						
201	Salaries & Wages	330,851.49	452,075.06	0.00	452,075.06	121,223.57	137%
208	Superannuation	36,393.66	46,215.00	0.00	46,215.00	9,821.34	127%
211	Workwear	5,247.82	0.00	0.00	0.00	(5,247.82)	0%
212	Workcover	6,300.85	5,973.39	0.00	5,973.39	(327.46)	95%
334	R&M - Houses	11,713.48	0.00	0.00	0.00	(11,713.48)	0%
Total: 15022000		390,507.30	504,263.45	0.00	504,263.45	113,756.15	(129%)
15022100	Planned Maintenance - Materials & Services						
153	Services - Housing Maintenance	0.00	(2,640.01)	0.00	(2,640.01)	(2,640.01)	(100%)
201	Salaries & Wages	0.00	1,264.90	0.00	1,264.90	1,264.90	(100%)
211	Workwear	0.00	4,067.62	0.00	4,067.62	4,067.62	(100%)
310	Electricity & gas	1,043.98	1,622.24	0.00	1,622.24	578.26	155%
315	Hire of equipment	14,175.00	0.00	0.00	0.00	(14,175.00)	0%
321	Materials & operating	160,462.01	74,143.54	0.00	74,143.54	(86,318.47)	46%
332	R&M - Buildings	12,560.31	45,600.69	272.73	45,873.42	33,313.11	365%
334	R&M - Houses	2,439,003.03	3,609,162.79	257,837.80	3,867,000.59	1,427,997.56	159%
338	Subscriptions	6,822.90	0.00	0.00	0.00	(6,822.90)	0%
345	Minor Equipment	4,000.00	0.00	0.00	0.00	(4,000.00)	0%
346	Motor Vehicles - expenses	10,000.00	0.00	0.00	0.00	(10,000.00)	0%
860	Capital Purchases	0.00	3,230.00	0.00	3,230.00	3,230.00	(100%)
998	Stock Overheads	27,976.10	10,778.55	0.00	10,778.55	(17,197.55)	39%
999	Plant Recovery	24,374.68	11,343.62	0.00	11,343.62	(13,031.06)	47%
Total: 15022100		2,700,418.01	3,758,573.94	258,110.53	4,016,684.47	1,316,266.46	(149%)
Total Act Type: OPERATING EXPENDITURE		3,090,925.31	4,262,837.39	258,110.53	4,520,947.92	1,430,022.61	146%
Net Profit/(Loss): Planned Maintenance		376,881.42	312,486.45	(258,110.53)	54,375.92	322,505.50	139%

Operating Income

17011000	Water - Income						
101	Service Charges	94,221.86	63,397.09	0.00	63,397.09	30,824.77	67%
Total: 17011000		94,221.86	63,397.09	0.00	63,397.09	30,824.77	67%
Total Act Type: OPERATING INCOME		94,221.86	63,397.09	0.00	63,397.09	30,824.77	67%

Operating Expenditure

17012000	Water - Employee Costs						
201	Salaries & Wages	107,452.00	135,066.44	0.00	135,066.44	27,614.44	126%
203	Sick Leave	333.73	1,803.28	0.00	1,803.28	1,469.55	540%
205	Long Service Leave	0.00	2,241.65	0.00	2,241.65	2,241.65	(100%)
206	Annual Leave	10,256.02	12,720.99	0.00	12,720.99	2,464.97	124%
208	Superannuation	12,319.72	13,491.83	0.00	13,491.83	1,172.11	110%
211	Workwear	1,200.00	2,439.14	0.00	2,439.14	1,239.14	203%
212	Workcover	5,104.73	1,940.00	0.00	1,940.00	(3,164.73)	38%
Total: 17012000		136,666.20	169,703.33	0.00	169,703.33	33,037.13	(124%)
17012100	Water - Materials & Services						
308	Contractors fees	1,000.00	0.00	0.00	0.00	(1,000.00)	0%
310	Electricity & gas	114,795.24	98,578.07	0.00	98,578.07	(16,217.17)	86%
318	Insurance - Other	9,995.50	6,486.70	0.00	6,486.70	(3,508.80)	65%
321	Materials & operating	72,753.80	155,156.16	21,705.02	176,861.18	104,107.38	243%
323	Motor Vehicle - Fuel & oil	5,924.47	8,691.23	0.00	8,691.23	2,766.76	147%
327	Motor Vehicle - R&M	10,000.00	0.00	0.00	0.00	(10,000.00)	0%
333	R&M - Equipment	6,000.00	7,369.12	4,674.67	12,043.79	6,043.79	201%
335	R&M - Infrastructure	5,000.00	16,906.16	0.00	16,906.16	11,906.16	338%
338	Subscriptions	4,358.03	2,779.50	0.00	2,779.50	(1,578.53)	64%
339	Telephone & internet	1,592.48	1,715.59	0.00	1,715.59	123.11	108%
342	Travel - allowance	0.00	2,411.40	0.00	2,411.40	2,411.40	(100%)
345	Minor Equipment	2,000.00	0.00	0.00	0.00	(2,000.00)	0%
346	Motor Vehicles - expenses	0.00	6,712.96	0.00	6,712.96	6,712.96	(100%)
Total: 17012100		233,419.52	306,806.89	26,379.69	333,186.58	99,767.06	(143%)
17018000	Water - Depreciation						
901	Buildings Depreciation	312,167.10	0.00	0.00	0.00	(312,167.10)	0%
Total: 17018000		312,167.10	0.00	0.00	0.00	(312,167.10)	0
Total Act Type: OPERATING EXPENDITURE		682,252.82	476,510.22	26,379.69	502,889.91	(179,362.91)	74%
Net Profit/(Loss): SGFA - Water		(588,030.96)	(413,113.13)	(26,379.69)	(439,492.82)	(148,538.14)	73%

Operating Income

18021000	Waste - Income						
101	Service Charges	86,055.66	60,242.67	0.00	60,242.67	25,812.99	70%
130	Waste levy income	99,838.25	99,838.25	0.00	99,838.25	0.00	100%
Total: 18021000		185,893.91	160,080.92	0.00	160,080.92	25,812.99	86%
Total Act Type: OPERATING INCOME		185,893.91	160,080.92	0.00	160,080.92	25,812.99	86%

Operating Expenditure

18022000	Waste - Employee Costs						
201	Salaries & Wages	52,990.00	45,347.16	0.00	45,347.16	(7,642.84)	86%
203	Sick Leave	2,036.48	1,224.08	0.00	1,224.08	(812.40)	60%
206	Annual Leave	3,469.96	5,311.56	0.00	5,311.56	1,841.60	153%
208	Superannuation	5,828.90	6,115.14	0.00	6,115.14	286.24	105%
211	Workwear	500.00	548.13	0.00	548.13	48.13	110%
212	Workcover	1,336.37	956.71	0.00	956.71	(379.66)	72%
Total: 18022000		66,161.71	59,502.78	0.00	59,502.78	(6,658.93)	(90%)
18022100	Waste - Materials & Services						
315	Hire of equipment	297,199.70	279,577.91	92,649.61	372,227.52	75,027.82	125%
321	Materials & operating	14,319.21	42,976.60	60,100.71	103,077.31	88,758.10	720%
323	Motor Vehicle - Fuel & oil	56.95	1,147.42	0.00	1,147.42	1,090.47	2015%
332	R&M - Buildings	0.00	8.16	0.00	8.16	8.16	(100%)
346	Motor Vehicles - expenses	4,012.17	404.68	0.00	404.68	(3,607.49)	10%
Total: 18022100		315,588.03	324,114.77	152,750.32	476,865.09	161,277.06	(151%)
Total Act Type: OPERATING EXPENDITURE		381,749.74	383,617.55	152,750.32	536,367.87	154,618.13	141%
Net Profit/(Loss): SGFA - Waste Mgmt		(195,855.83)	(223,536.63)	(152,750.32)	(376,286.95)	180,431.12	123%

Sub Programme: 819 Container Exchange**Operating Income**

18091700	Container Exchange - Grant Income						
172	State Government Grants - Operating	0.00	25,664.00	0.00	25,664.00	(25,664.00)	(100%)
Total: 18091700		0.00	25,664.00	0.00	25,664.00	(25,664.00)	(100%)
18091710	Container Exchange - Sales Income Gen						
121	Commission	0.00	29,121.00	0.00	29,121.00	(29,121.00)	(100%)
Total: 18091710		0.00	29,121.00	0.00	29,121.00	(29,121.00)	(100%)
Total Act Type: OPERATING INCOME		0.00	54,785.00	0.00	54,785.00	(54,785.00)	(100%)

Operating Expenditure

18092000	Container Exchange - Employee costs						
201	Salaries & Wages	0.00	37,605.50	0.00	37,605.50	37,605.50	(100%)
208	Superannuation	0.00	5,203.59	0.00	5,203.59	5,203.59	(100%)
Total: 18092000		0.00	42,809.09	0.00	42,809.09	42,809.09	(100%)
18092100	Container Exchange - Materials and Services						
321	Materials & operating	0.00	16,125.16	0.00	16,125.16	16,125.16	(100%)
339	Telephone & internet	0.00	11,219.09	0.00	11,219.09	11,219.09	(100%)
345	Minor Equipment	0.00	445.45	0.00	445.45	445.45	(100%)
Total: 18092100		0.00	27,789.70	0.00	27,789.70	27,789.70	(100%)
Total Act Type: OPERATING EXPENDITURE		0.00	70,598.79	0.00	70,598.79	70,598.79	(100%)
Net Profit/(Loss): Container Exchange		0.00	(15,813.79)	0.00	(15,813.79)	15,813.79	(100%)



500. SPECIFIC PURPOSE GRANT BALANCES BY PROJECT

YARRABAH ABORIGINAL SHIRE COUNCIL

12:39 PM
Tuesday, 4 June, 2024

as at 31 May 2024

	Opening Balance	Receipts Grants	Receipts Other	Disbursements	Closing Balance
Department of Local Government Racing and Multicultural Affairs					
FAGS	2,607,142.00	105,723.39	0	(191,322.06)	2,521,543.33
IEDG Grant	0	0	0	(116,868.65)	(116,868.65)
Works for Qld COVID	0	0	0	0	0
Revenue Replacement Grant	0	0	0	0	0
SGFA	(67,230.00)	4,194,737.25	4,981.04	(2,388,574.32)	1,743,913.97
Works For Queensland	0	0	0	(769.04)	(769.04)
Advancing the Planning Act	26,823.00	0	0	0	26,823.00
Sewerage Pumps Stations Upgrade ICCIP	0	0	0	0	0
Water Mains Upgrade ICCIP	166,709.00	0	0	(419,790.78)	(253,081.78)
Bukki Road Upgrade Stage 2 (LGGSP)	(19,826.66)	0	0	0	(19,826.66)
Waste ICCIP	0	0	0	0	0
Works for Qld 4	151,263.00	1,312,000.00	0	(986,277.82)	476,985.18
Total: Department of Local Government Racing and Multicultural Affairs	2,864,880.34	5,612,460.64	4,981.04	(4,103,602.67)	4,378,719.35
National Australia Day Council					
National Australia Day Council	1,243.00	12,000.00	0	(19,509.01)	(6,266.01)
Total: National Australia Day Council	1,243.00	12,000.00	0	(19,509.01)	(6,266.01)
Queensland Health					
ATSI Health Grant	(7,321.00)	331,612.00	0	(176,988.24)	147,302.76
Total: Queensland Health	(7,321.00)	331,612.00	0	(176,988.24)	147,302.76

IRADF Grant	1,255.15	42,750.00	0	(8,593.71)	35,411.44
YCMF 2021 - Local Musicians/Facilitator (FNCF)	3,282.00	0	0	(3,282.00)	0
Total: Department of Communities Housing and Digital Economy: Arts Qld	4,537.15	42,750.00	0	(11,875.71)	35,411.44
Department of Environment and Science: Arts Qld					
Fashion & Wearable Art	240.00	0	0	0	240.00
Arts BIA	(77.00)	60,000.00	0	(43,018.26)	16,904.74
QMF 2021 (Open Air)	54,000.00	0	0	(60,000.00)	(6,000.00)
Conatiner Exchange	3,982.00	25,664.00	29,121.00	(70,598.79)	(11,831.79)
Landfill (Dept of E&S)	0	0	0	0	0
Roadside Litter Program	7,000.00	0	0	0	7,000.00
Total: Department of Environment and Science: Arts Qld	65,145.00	85,664.00	29,121.00	(173,617.05)	6,312.95
Dept of Infrastructure Transport Regional Development & Communications					
Arts IVAIS Relief & Recovery	0	0	0	0	0
LRCI 2020 Traffic Calming Devices	1,050.00	0	0	0	1,050.00
LRCI 21-22	(33,867.00)	29,024.55	0	0	(4,842.45)
LRCI 22-23	66,825.00	0	0	(90,000.00)	(23,175.00)
LGGSP - Foreshore Development Plan	(15,105.00)	0	0	(80,525.00)	(95,630.00)
LGGSP - Water Treatment Plant upgrade	350,979.00	0	0	(54,359.04)	296,619.96
Total: Dept of Infrastructure Transport Regional Development & Communica	369,882.00	29,024.55	0	(224,884.04)	174,022.51
Dept of the Premier and Cabinet					
YCMF 2021 Premier \$220K	100,000.00	120,000.00	0	(236,415.57)	(16,415.57)
Total: Dept of the Premier and Cabinet	100,000.00	120,000.00	0	(236,415.57)	(16,415.57)
Department of Communities Disability Services and Seniors					
SES Building Upgrade	(65,803.00)	29,990.00	0	(8,013.28)	(43,826.28)
NAIDOC \$500	500.00	0	0	0	500.00
Local Thriving Communities	10,000.00	0	0	0	10,000.00
Total: Department of Communities Disability Services and Seniors	(55,303.00)	29,990.00	0	(8,013.28)	(33,326.28)

Arts Adapt to Digital Era	1,852.92	0	0	0	1,852.92
Yarrabah Fashion Style 2023	(1,536.00)	0	0	0	(1,536.00)
Total: Australia Council for the Arts	316.92	0	0	0	316.92
Department of Social Services					
Daycare Centre Grant	5,475.00	613,780.00	246,169.93	(795,468.83)	69,956.10
Emergency Relief Grant	0	0	0	(162.72)	(162.72)
Total: Department of Social Services	5,475.00	613,780.00	246,169.93	(795,631.55)	69,793.38
Department of Science Information Technology & Innovation					
QGAP Grant	32,180.00	32,180.00	0	(32,180.00)	32,180.00
Reef Action Plan	0	300,000.00	0	0	300,000.00
Total: Department of Science Information Technology & Innovation	32,180.00	332,180.00	0	(32,180.00)	332,180.00
Department of Communications and the Arts					
IVAIS	(38,718.00)	190,000.00	0	(222,216.98)	(70,934.98)
Total: Department of Communications and the Arts	(38,718.00)	190,000.00	0	(222,216.98)	(70,934.98)
Dept of Housing & Public Works					
Interim Remote Capital Program	639,174.00	0	0	(743,801.12)	(104,627.12)
Forward Remote Capital Program	1,747,608.00	0	81,431.59	42,432.58	1,871,472.17
Remote Indigenous Capital	0	1,500,000.00	0	0	1,500,000.00
Total: Dept of Housing & Public Works	2,386,782.00	1,500,000.00	81,431.59	(701,368.54)	3,266,845.05
Department of Prime Minister and Cabinet					
CDP Like Activities	377,983.35	0	0	0	377,983.35
Community Message Sign (NIAA)	2,225.00	0	0	0	2,225.00
Total: Department of Prime Minister and Cabinet	380,208.35	0	0	0	380,208.35
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	(100,000.00)	0
NAIDOC	(5,822.00)	46,015.00	0	(17,658.71)	22,534.29
Total: National Indigenous Australians Agency	121,307.52	46,015.00	0	(117,658.71)	49,663.81

Queensland Fire and Emergency Services					
SES	(4,172.00)	42,033.96	0	(26,955.87)	10,906.09
Total: Queensland Fire and Emergency Services	(4,172.00)	42,033.96	0	(26,955.87)	10,906.09
Department of Innovation and Tourism Industry Development					
Deadly Active Sports & Rec Program	77,592.00	87,351.00	0	(97,549.00)	67,394.00
Total: Department of Innovation and Tourism Industry Development	77,592.00	87,351.00	0	(97,549.00)	67,394.00
Department of Education					
Daycare ISP Grant	6,283.00	4,411.83	0	0	10,694.83
Vacation Care Grant	6,885.00	0	0	0	6,885.00
Total: Department of Education	13,168.00	4,411.83	0	0	17,579.83
Department of Employment Small Business and Training					
Work First Start	(76,093.00)	2,272.73	0	(39,897.96)	(113,718.23)
Total: Department of Employment Small Business and Training	(76,093.00)	2,272.73	0	(39,897.96)	(113,718.23)
State Library of Queensland					
IKC	14,224.00	25,193.00	0	(16,544.92)	22,872.08
Total: State Library of Queensland	14,224.00	25,193.00	0	(16,544.92)	22,872.08
Office of Liquor and Gaming Regulation					
Total: Office of Liquor and Gaming Regulation	0	0	0	0	0
Queensland Reconstruction Authority					
Get Ready Qld	10,703.00	7,848.00	0	(9,559.65)	8,991.35
NQNDMP Flood Study	60,255.00	0	0	(74,209.54)	(13,954.54)
NQNDMP Buddabadoo Road Drainage Upgrades	114,875.00	0	0	(109,519.89)	5,355.11
QDRF	4,689.61	0	0	0	4,689.61
REPA 2021	(50,622.00)	893,627.00	0	(1,496,604.25)	(653,599.25)
QRRRF 2020	(37,719.00)	6,804.16	0	(89,590.81)	(120,505.65)
REPA 2023	(71,634.00)	333,449.95	0	(570,216.42)	(308,400.47)
Total: Queensland Reconstruction Authority	30,547.61	1,241,729.11	0	(2,349,700.56)	(1,077,423.84)

Coastal Hazard Adaption	(49,655.00)	0	0	0	(49,655.00)
Total: LGAQ	(49,655.00)	0	0	0	(49,655.00)
Department of Transport and Main Roads					
TIDS	(7,816.00)	185,765.19	0	(273,343.15)	(95,393.96)
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	(22,218.58)	185,765.19	0	(273,343.15)	(109,796.54)
Department of Infrastructure & Regional Dev					
Water Emergent Works 2023-24	0	0	0	9,964.15	9,964.15
Roads to Recovery	20,781.32	0	0	(20,781.00)	0.32
Total: Department of Infrastructure & Regional Dev	20,781.32	0	0	(10,816.85)	9,964.47
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	15,455.00	0	0	(25,455.00)	(10,000.00)
Service Enhancement	27,000.00	0	0	0	27,000.00
Yarrabah Seahawks (DATSIP)	0	15,000.00	0	0	15,000.00
Showcasing Yarrabah (DATSIP)	0	47,500.00	0	(16,918.60)	30,581.40
Yarrabah Leaders Forum	200,000.00	0	0	(144,757.09)	55,242.91
Social Reinvestment Project	31,500.17	0	0	0	31,500.17
Community Safety Plan	57,377.00	0	0	(13,184.00)	44,193.00
Total: Department of Aboriginal and Torres Strait Islander Partnerships	331,332.17	62,500.00	0	(200,314.69)	193,517.48
FNQROC					
Transport Network Plan	0	0	0	0	0
Total: FNQROC	0	0	0	0	0
Untied					
Untied	0	4,545.45	12,520,003.59	(13,231,963.50)	(707,414.46)
Total: Untied	0	4,545.45	12,520,003.59	(13,231,963.50)	(707,414.46)
Grand Total	6,566,121.80	10,601,278.46	12,881,707.15	(23,071,047.85)	6,978,059.56
			Negative Grants		-2,175,588.65
			Tied Grants		5,595,605.37

7.3 PEOPLE & COMMUNITIES - OPERATIONAL REPORT

File Number: 03.MFD_OM.20240627

Author: Richard Fitowski, Director People and Communities

PURPOSE OF THE REPORT

To provide Council an update on operational activities undertaken within the Department of People and Communities.

OPERATIONAL UPDATE

This report covers activities for the period from 7 May to 7 June 2024 and provides Council information on activities and progress of projects for the Department in line with Council functions, community services, funding agreements and project timelines in these areas:

1. Community Housing
2. Early Learning Centre
3. Yarrabah Indigenous Knowledge Centre
4. Yarrabah Arts Cultural Precinct
5. Community Events & Programs
6. Human Resources
7. Workplace Health and Safety and Security

1. COMMUNITY HOUSING

Total Number of stock	Year to Date Occupied	Current Vacant	Total Stock
	385	2x undergoing upgrade	387
Revenue - Year	Total rent charged for housing stock 01.07.23 – 31.05.2024	Rent payments received 01.07.23 – 31.05.2024	Rent arrears received 01.07.23 – 31.05.2024
	\$2,479,981.61	\$1,992,447.58	\$204,948.94
Revenue – Month MAY	Rent Charged for housing stock	Rent Payments received	Rental Arrears received
	\$206,638.71	\$197,916.63	\$21,246.61
Arrears	Total Rent Arrears As at 31.05.2024	Total Rent Arrears (previous years) as at 31.05.2023	Variation from year to year
	Tenants - 226 Amount - \$2,527,661.79	Tenants - 211 Amount - \$2,145,609.75	Increase - \$382,052.04
Property Inspections	Year to date - complete	Monthly inspections Completed	Monthly Inspections Scheduled
	313	33	35

Engagement activities	Number of discussions with tenants regarding arrears/enquiries Month	Number of discussions with tenants regarding arrears/enquiries FY2023 to Date	Waitlist Applicants
	263	2943	377 Applicants 9 New applicants 10 Waitlist updates
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
	0	331	385
	Second Notice 11's issued Month to Date	Third Notice 11's issued Month to date	Number of notice to leave (form12)
	0	0	Allowing appropriate response timeframes before Notice to Leave are sent – As per Housing policy

During the month of MAY the YASC housing team has continued the approach of house visits conducted to recover rental arrears.

We have had another successful month with receiving **\$12,524.53** in additional rental arrears payments. 8 New centre Pay forms completed.

Arrears Management – February 2024 to May 2024

Since the last report in February - YASC Tenancy Team have continued with the approach of conducting house visits for rental arrears.

YASC Tenancy Management team actively monitor rent arrears on a daily basis using the system Chintaro and Centrepay reports that are imported on a daily basis.

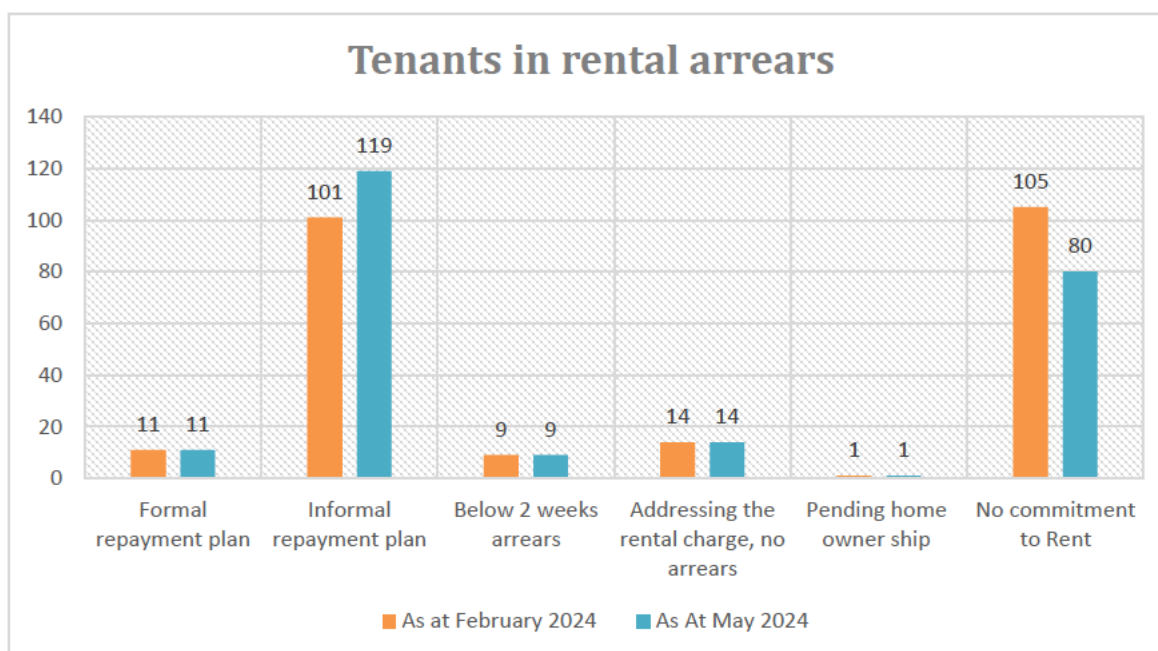
Tenancy also keep into consideration the increased sorry business happening within community and support those experiencing hardship due to sorry business.

February 2024 to May 2024

- For the period 15/02/2024- 20/05/2024 we have recovered a total of **\$62,900.73** in additional rental arrears repayments as per Chintaro records.
- We have since had 12 more tenants finalize their rental arrears and now currently have rental credit.
- 77 Centrepay forms have been completed by tenants to pay rent/rental arrears.

245 Tenants in rental arrears.

The break down as follows compared to the February report



- Tenants on informal repayment plans are monitored closely to identify any changes to repayment capacity.

2. EARLY LEARNING CENTRE (DAYCARE)

The purpose of this report is to give an overview of the Yarrabah Early Learning Centre.

The Center has been working hard to ensure full capacity of children (42) and overdue fees have considerably dropped due to the introduction of payment plans and fortnightly statements.

Health and Wellbeing of Queensland have installed 2 Foodcubes with the children planting seedlings on Elders day the 13th of June. This is quite exciting that the children will participate in growing vegetables and then providing the cook to use them in their daily meals.

Our newly appointed safety representative for the Centre has been checking equipment and reporting identified faults for rectification.

FINANCIAL MATTERS

At the end of month of May we have considerably reduced parent outstanding debt from \$51,064.08 to \$38,916.94. This is a reduction of \$12,147.06 for one month only.

Parents are becoming more vigilant in paying fees and we have been able to assist them with Child Care Subsidy claims and the setting up of fortnightly payments.

AVERAGE ATTENDANCE DAILY

Nursery	<u>9</u>
Toddler	<u>15</u>
Kindy	<u>13</u>
Afterschool care	<u>5</u>
	<u>42</u>

3. YARRABAH INDIGENOUS KNOWLEDGE CENTRE**First 5 Forever**

Our First 5 Forever program is running well. Even though our numbers are slowly increasing with 20 visits this month, we are still not at full capacity and have room for more children. We have designed a new poster and organised a “promo” day to encourage more families to use this program.

**Events**

Last month we had Queensland Police Service have their graduation Ceremony in the IKC, with three new recruits graduating.

Engagement

We also attended the under 8's day at the Yarrabah Kindy, Yarrabah council had the IKC set up with



an arts and craft stall. We had good numbers come through our station, it was successful and can't wait to do it again.

First 5 Forever	20
Door count	247
High school bus count	1004
Primary school bus count	1821
Room bookings	14

4. YARRABAH ARTS AND CULTURAL PRECINCT

Throughout this period, the YACP has continued its mission to foster artistic expression, promote cultural heritage, and engage with the community. Below is a summary of key highlights and developments.

Number of patrons	Month to Date	Year to Date
	64	1587
Sales	Month to Date	Year to Date (from 1 July 2023)
	\$1855.50	\$122,645.50

Upcoming events, projects and art awards

‘Charcoal’ exhibition launched on 25 May at the Cairns Courthouse as part of the Reconciliation Week.

Theme: Charcoal is imbued with layers of deep cultural significance, from the symbolic and spiritual to the historical and contemporary. The artists at Yarrabah Arts & Cultural Precinct explore this theme through the creation of a variety of artworks that reveal layers of meaning to expose how charcoal is central to cultural and artistic expression. The Court House Gallery was transformed to emphasise and celebrate the diverse representation of charcoal in stories and rituals while displaying the incredible talents of the artists in a variety of mediums.

Artists and contributors: Philomena Yeatman, Michelle Yeatman, Christopher Harris, Elverina Johnson, Simone Arnol, Garth Murgha, Salome Yeatman, Gunggandji-Mandingalbay Yidinji Rangers, Gurriny Yealamucka Women’s Group, Buri Guman Irribamu Dance Group (Nathan Schrieber - One Fire), Dabul Dancers (David Mundraby), King Jabaan – Vincent Schrieber (Rural Fire Service) and Darryl Murgha.



Embers of Creativity: Unveiling Yarrabah Arts & Cultural Centre's Charcoal Exhibition

Behind the scenes of the *Charcoal* exhibition.

Charcoal exhibition launch

You are warmly invited to attend the official launch at 11am on Saturday 25 May, which features a special performance by Uncle David Mundraby's Dabul Dancers and the Buri Guman Iribamu (One Fire) dancers.

- Application submitted to Tarnanthi Art Fair (Adelaide) online platform. Applications due 5 July.
- Applications to North Queensland Ceramic Awards (Townsville) have been submitted for each artist who is involved in ceramics at YACP. Winner is announced 16 July for \$10,000 prize award. The biennial *North Queensland Ceramic Awards* has long aimed to increase public exposure to a high standard of pottery from around the nation. A showcase for both well-known and emerging artists, this competition displays the diversity of ceramic art currently being produced in Australia.
- Northsite Contemporary Arts visited on 8 May, Artistic Director and Curator and Gallery Officer attended.
- Hosted Digital Services Centre Planning visit on 14 May.
- Michelle Yeatman will be holding an exclusive Ceramic Workshop for 15 participants as part of the Cairns Indigenous Art Fair (CIAF). The workshop will be held on the Friday, 26 July.
- UMI Arts exhibition launched on 8 March. Wayne Connolly's works is on showcase, ended on 10 May.
- Belongings exhibition at the National Museum Gallery in Canberra is currently on tour. Also currently in discussion with an animation proposal of the artwork.

- Submitted NIFA applications for Christopher Harris – Textile Category and Philomena Yeatman Traditional Adornment category (winner receives \$5000).
- Michelle Yeatman has been invited to be part of the CIAF 15 Year celebration. CIAF have selected 15 artist across QLD to participate. Artworks have been delivered as per the agreement by 31 May.
- Crystal Brook Collection – Bailey have invited the Yarrabah Artist back for an exhibition. Currently in discussion with dates (possibly October to coincide with the Yarrabah Music and Cultural Festival).
- CIAF: Art Fair, Markets and Fashion is on in 25 July. Fashion Collection to be delivered on 3rd July.
- Year 9 students from the Yarrabah High School attended the Menmyny Museum as part of their Art/Culture history lesson.
- Year 4 students from Yarrabah Primary School organized a workshop on 3 June. The workshop involved students working with the artist around ceramics and textile.
- Early Learning Centre Elders Day on 13 June – we assisted with an art workshop with the artists.
- Blak Flair project with Northsite. Northsite have been asked by the Cairns Convention Centre to use artwork from Ruben Ambrym and Philomena Yeatman as covers of their notebooks. Completed.
- Travel Abroad Program - 30 students from University of Georgia (America) have requested to attend the Menmyny Museum for a tour on 1-2 July.
- NAIDOC Yarrabah Celebrations, YACP will be participating in the activities and proving a 3 hour textile workshop – printing on shirts.
- Collaboration with Yarrabah Seahawks has completed. Philomena Yeatman's 'Ripple' artwork was selected for the Seahawks Players and Volunteers apparel, image below.



- The Gindaja redevelopment project continues. The artist works will be featured throughout the new buildings. refer to image below.



Gindaja Project

Program operational update and funding

- Minister for the Arts, the Hon Tony Burke MP, has approved the funding for YACP under the Indigenous Visual Arts Industry Support (IVAIS) program Closed Non-Competitive Grant Opportunity:

Organisation Name	IVAIS Activity Description	2024-25 Funding	2025-26 Funding	2026-27 Funding
Yarrabah Aboriginal Shire Council	To support the Yarrabah Aboriginal Shire Council to provide services to visual artists based in and around the Yarrabah region and engage Indigenous arts workers through the Yarrabah Arts and Cultural Precinct.	\$195,000	\$195,000	\$195,000

Total \$585.000 over 3 years (exclusive of GST)

- YACP Manager has submitted a \$60,000 Australian Cultural Diplomacy Grants Program (ACDGP), which supports projects that promote Australia's creative sector and First Nations identity to deepen bilateral partnerships and strengthen reputation as a modern diverse nation internationally, objectives and link below. YACP Manager has contacted JGM Gallery in London who already displays Yarrabah Artist works, a new partnership developed 7 months ago. Jennifer has provided a support letter for this grant, along with YLF. We are still waiting to be advised if successful, if successful the exhibition will be launched in February 2025.
- Qld Museum will start first training on 7 May as part of the requirements under the Menmyny Museum Assessment Report 2013. The funding sourced is through the IRADF Funding. This will improve the cultural maintenance, documentation and management of the Menmyny Museum collection. The funding allows YACP to employ a Project Officer which we have advertised and successfully fulfilled this month. The Project Officer will engage with Queensland Museum to deliver training to provide best practice, advice and build community capacity.

Training requirements

- 2 x Work Experience students from Yarrabah High School will commence on 6 June to 13 September (13 weeks) from 9am – 2:30pm. The Work Experience students are required to complete WHS induction first.

As we move forward, it is imperative that we continue to address work health and safety concerns, maximise funding opportunities, and support our artists in their creative endeavours. I commend the dedication and hard work of our staff and artists in maintaining the vibrancy of the YACP.

5. COMMUNITY EVENTS AND PROGRAMS

Community Services Officer (CSO) attends required meetings to learn all aspects of the role, meet local as well as external stakeholders to get a thorough understanding of community networks and organisations. CSO is also researching and preparing upcoming events, both on monthly and annual basis. During the next month CSO will prepare a brief outline and overview of the main upcoming events.

- CSO is assisting the YIKC Coordinator with upcoming activities, and to promote programs and weekly activities calendar.
- CSO had meetings with the Executive Officer- trustees Northern and Southern PBC to discuss planning for Foundation Day.
- Planning, quotes and run sheets for Foundation Day event have been finalised.
- DP&C's & CSO met up with the representative from Food Cube regarding the process on how we are going to roll the food cube out in community. There are 12 Food cubes to be distributed out within the community to household, will start distributing in June 2024.
- DP&C & CSO met with Troy Byers to launch the Legends of the League event which is supported by Health & Wellbeing Queensland and the Queensland government.
- CSO had a community meeting in regards to community volunteers for upcoming community events
- DP&C's & CSO met with Containers for Change representatives in regards to how they can support the community members and increase participation. Yarrabah has the highest rate of Containers for Change within Queensland Indigenous councils/ communities

Venue Bookings

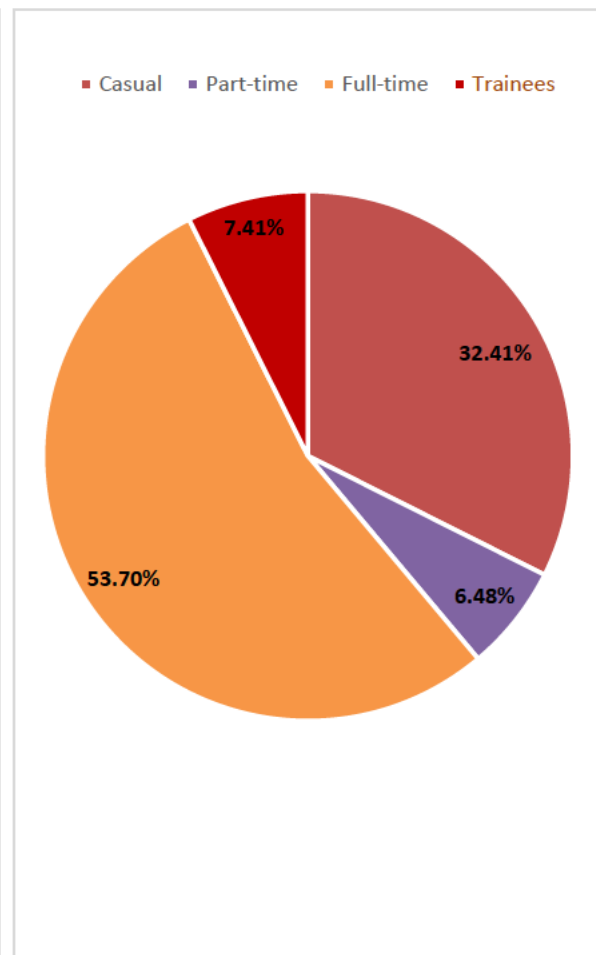
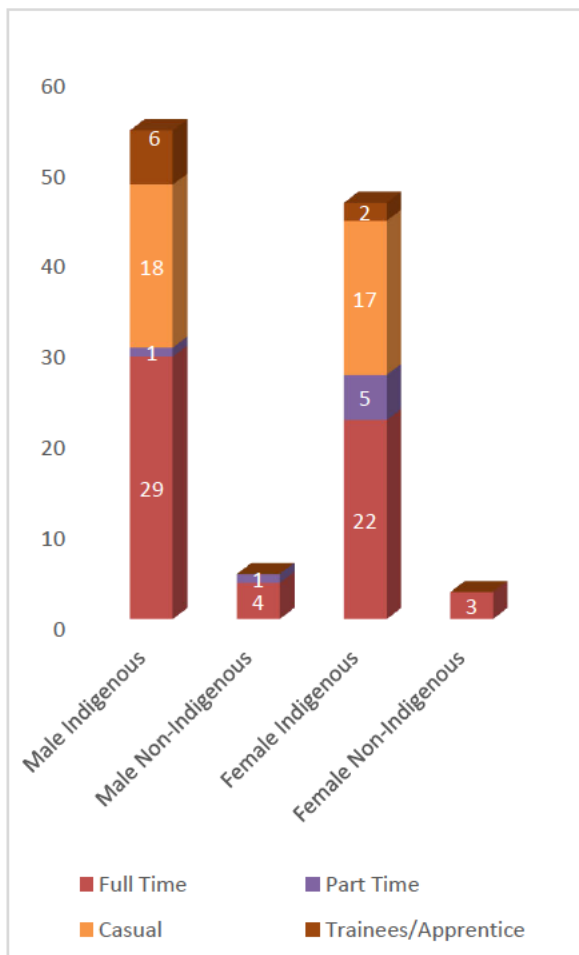
Venue Bookings for the Month:	
Community Hall Booking	8 Bookings
RTC Rooms	Booked Daily for Training
RTC Room 1	7 Bookings
IKC Meeting Room	12 Bookings
HR Training Room / meeting	10 Bookings
Bishop Malcolm Park	2 Bookings

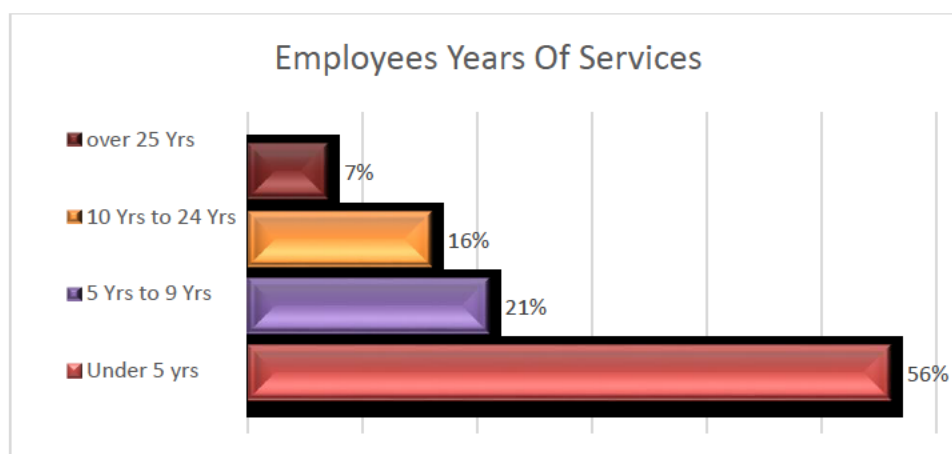
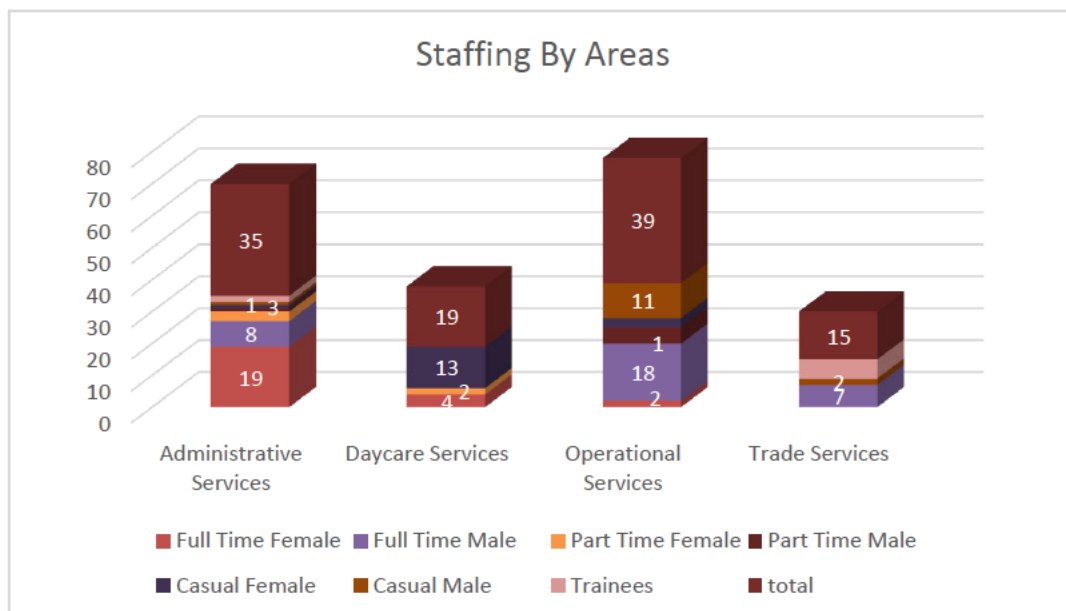
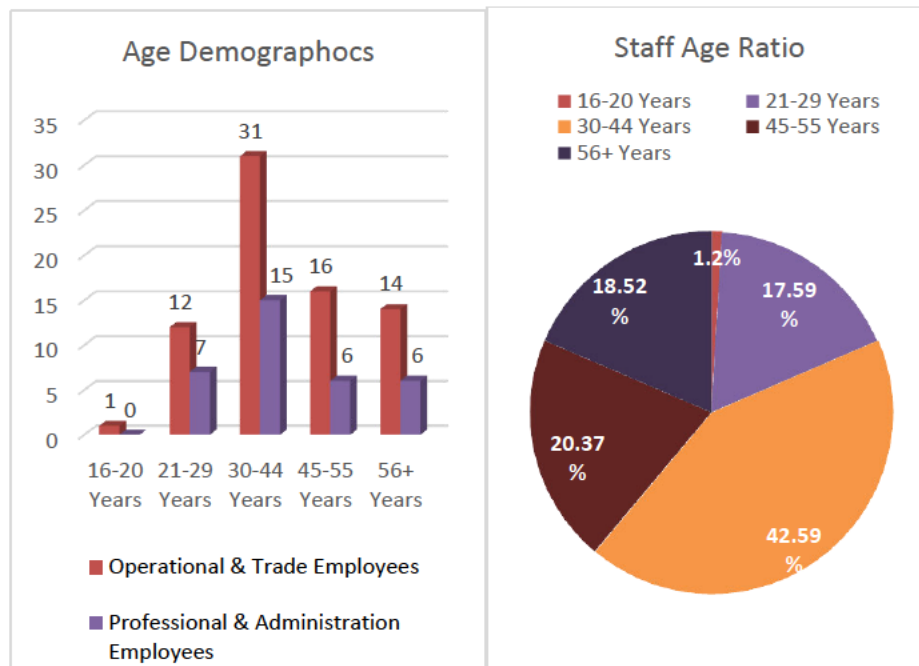
6. HUMAN RESOURCES

STAFFING:

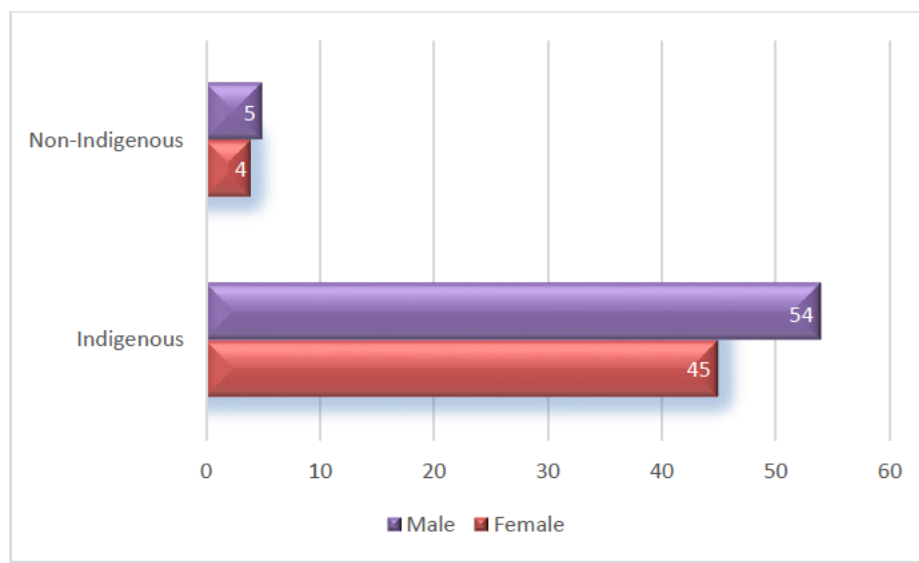
Our current employment Ratios are as follows:-

COUNCIL EMPLOYEES	MALE INDIGENOUS	MALE NON- INDIGENOUS	FEMALE INDIGENOUS	FEMALE NON- INDIGENOUS	TOTAL
Full Time	29	4	22	3	58
Part Time	1	1	5	0	7
Casual	18	0	17	0	35
Trainees/Apprentice – Wugu Participants	6 3	0	2 3	0	8
TOTAL	54	5	46	3	108





Graph for indigenous / non indigenous employees

RESIGNATIONS / TERMINATIONS

- Group Lead - Daycare
- Administration Support Officer

RECRUITING:

- Healthy Housing Supervisor, Full Time
- Daycare Cook, Casual Pool
- Accounts Receivable Officer, Full Time

TRAINING:

- Traffic Control 21 & 22 May 2024
13 participants – Training scheduled for 2 days, followed by logbook supervision hours by students (not provided), then return 3 days of assessments.

7. WORKPLACE HEALTH AND SAFETY**1. Safety Inductions**

Safety Induction was held Thursday 13/06/24 with all the work experience students who are going to work in different work areas of council such as road crew, environmental health and mechanics. Six students attended from Yarrabah High School.

2. LGW Audit

LGW consultant has provided a draft copy of the YASC WHS manual with an updated structure altered to align with the elements of the National Audit Tool to allow for easier audit compliance. WHS Coordinator is in regular contact with the consultant providing feedback and clarification on the document

3. Asbestos Audit

Audit has been progressing slower than expected due to the current workload and prior commitments of council staff tasked with this project.

4. Training

HR Officer has been busy organising training with outside workforce with upcoming training in chainsaw operations which will benefit the Council in a big way in the cyclone season. SES last year would not give any chainsaws to use because no one was ticketed.

Traffic Control practical training will be commencing in the next few weeks so that workers will know how to set signage on the road when working on the roads.

5. Safety Committee

The last Safety Committee was held on the 22/05/24 at the HR Meeting Room.

One of the agenda items discussed was the Incident report form. The current form is outdated and not very user friendly. Committee discussed the issue with LGW Consultant and proposed some changes to make the form easier to use.

Another issue discussed was the SafetyCircle concept. Director People and Communities had a meeting with the SafetyCircle representative to discuss the latest changes and updates of the safety program and how best to implement it across all council departments. A suggestion was raised to contact and perhaps visit the Cairns Regional Council as they have achieved very good results improving their risk and hazard management systems.

6. Incidents

We have had a couple of incidents in the last reporting period. Both were a windscreen damages, to a private and council vehicle, caused by mowing and whipper snipping operations. Further update to the ride on mower injury we have had recently. The Queensland Safety inspector visited council to review the incident, machinery in question and the events leading up to the incident. After reviewing the reports, documentation and discussing the incident with the WHS Coordinator and the Council mechanic, the inspector was satisfied that all necessary measures have been put in place to prevent such an injury happening again. The inspector also reviewed our processes, such as pre-start checks and Safe Work Method Statements, finding them in very good order. The inspector noted that our Council sets the standard and is at the forefront of safety practices among Aboriginal Councils in Queensland.

7. Security

The Security team is reporting a lot of issues with children causing damages to Council properties. Especially targeting Bishop Malcom Park, where they are often gathering, lighting fires and breaking into the toilets to possibly use illegal substances.

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_OM.20240627

Author: Wayne Douglas, Director Building Services

PURPOSE OF THE REPORT

To report to Council the status/activities of Building Services areas for the months of May / June 2024.

FOCUS AREAS

- Working towards closing and invoicing everything possible for end of financial year.
- Consolidate new processes within our department.
- Continue improving communication in-house as well as between YASC, tenants and contractors.
- Major focus on aged work orders with both regular maintenance and Healthy Housing.

QBUILD

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.

	Unplanned Maintenance		Healthy Housing Program	
Days	3 rd May 2024	17 th June 2024	3 rd May 2024	17 th June 2024
+ 365	3	2	140	92
181 - 365	165	169	32	5
121 - 180	104	59	0	22 / 23*
91 - 120	49	64	27	1*
61 - 90	84	94	*23	39*
30 - 60	136	115	*18	39*
< 30	349	236	*69	53*
TOTAL	890	739	199 – 110*	119 – 155*

Healthy Housing Program – Stage 1 - Highlighted in yellow. (Due to be finalised 31 June 2024 – extended to October 2024)

* Healthy Housing Program – Stage 2 - Total of 33 properties inspected so far.

Unplanned maintenance has been slow to see the numbers reduce as we are pushed with workload from the Healthy Housing work orders. The groundwork has been done here and we just need to invoice QBuild to see the numbers in a healthier situation.

Healthy Housing round 1 numbers are still reducing daily with many other work orders in the process of invoicing to QBuild. All outstanding works have all been identified with action plans in place and contractors actively working towards completion.

Healthy Housing round 2 is currently in full swing. The numbers of round 2 are expected to increase weekly due to the current inspections and as QBuild MRC catches up with the backlog of work order requests.

NAHA UPGRADES & MAINTENANCES

2022-2023 Planned Projects		
PRE-PAINT & PAINT WORKS		
<u>JOB DESCRIPTION</u>	<u>COMPLETED</u>	<u>ACTIONS</u>
All works completed		
REFURBISHMENTS		
Refurbishment – 11/9 Gribble St	10%	QBuild Procurement
Refurbishment – 38 Sawmill Rd	10%	Tendering
Refurbishment – 10 Sawmill Rd	99%	WIP – PFD 14/06/2024
Refurbishment – 67 Workshop St	10%	QBuild Procurement
Refurbishment – 9/9 Gribble St	5%	Change to scope of works - QBuild
Refurbishment – 16 Ambrym St	10%	QBuild Procurement
Refurbishment – 3 Beach Street	15%	QBuild PO received
Refurbishment – 8 Sawmill Road	15%	QBuild PO received
VACANT HOUSING		
9/15 Workshop Road	100%	Works fully complete
8/15 Workshop Road	100%	Works fully complete

2023-2024 Planned Projects		
PRE-PAINT & PAINT WORKS		
All works completed		
KITCHEN UPGRADES		
Kitchen, CLI 4 Dabah Cl,	100%	Works fully complete
Kitchen, CLI 21 Sawmill Rd,	100%	Works fully complete
Kitchen, CLI 23 Sawmill Rd,	100%	Works fully complete
Kitchen, CLI 58 Stanley St,	100%	Works fully complete

Kitchen, CLI 62 Stanley St,	PSD 17/06/2024 PFD 21/06/2024	WIP – Purchase Order issued to contractor. Kitchen currently being installed
Kitchen, CLI 76 Workshop Rd,	PSD 17/06/2024 PFD 21/06/2024	WIP – Purchase Order issued to contractor. Kitchen currently being installed
Kitchen, CLI 49 Back Beach Rd,	100%	Works fully complete
Kitchen, CLI 32 Sawmill Rd,	80%	WIP – Purchase Order issued to contractor. Kitchen currently being installed
FLOOR COVERING		
Floor Covering, CLI 20 Workshop Rd,	5%	Currently in tender
Floor Coverings, CLI 21 Sawmill Rd,	5%	Currently in tender
Floor Coverings, CLI 62 Stanley St,	5%	Currently in tender
Floor Coverings, CLI 43 Workshop Rd,	5%	Currently in tender
Floor Coverings, CLI 1020 Back Beach Rd,	5%	Currently in tender
Floor Coverings, CLI 152 Range Rd,	5%	Currently in tender
FENCING		
Fencing, CLI 16 Workshop Rd	5%	Not yet sent to Council for tendering
BATHROOM UPGRADES		
Bathroom, CLI 20 Workshop Rd,	100%	Works fully complete
Bathroom, CLI 58 Stanley St,	0%	Cancelled. Works completed under OT brief
Bathroom, CLI 47 Workshop Rd,	PSD 17/06/2024 PFD 28/06/2024	WIP – Purchase Order issued to contractor
Bathroom, CLI 57 Workshop Rd,	10%	QBuild Procurement
Bathroom, CLI 59 Workshop Rd,	10%	QBuild Procurement
Bathroom, CLI 82 Workshop Rd,	10%	QBuild Procurement
Bathroom, CLI 119A Back Beach Rd,	20% PFD 31/07/2024	WIP – Purchase Order issued to contractor
Bathroom, CLI 4 Major Cl,	20% PFD 28/06/2024	WIP – Purchase Order issued to contractor

Bathroom, CLI 8 Ambrym St,	20% PFD 28/06/2024	WIP – Purchase Order issued to contractor
Bathroom, CLI 152 Range Rd,	20% PFD 31/07/2024	WIP – Purchase Order issued to contractor
Bathroom, CLI 68 Workshop Rd,	40% PFD 28/06/2024	WIP – Purchase Order issued to contractor
LAUNDRY UPGRADES		
Laundry, CLI 4 Major Cl,	20% PFD 28/06/2024	WIP – Purchase Order issued to contractor
REFURBISHMENTS		
Refurbishments, CLI 70 Workshop Rd	10%	QBuild Procurement
Refurbishments, CLI 8 Sawmill Rd	10%	QBuild Procurement
Refurbishments, CLI 3 Beach Rd	10%	QBuild Procurement

CURRENT WORKS IN PLANNING AND IN WORKS

PLACE OF REFUGE (PCYC)

- Wet weather halted progress for a couple of weeks but contractors returned to site Friday 7th June. The internal works are now fully planned and PCYC are finalising the funding in order to proceed.

EARLY LEARNING CENTRE (DAYCARE)

- Stormwater works are 90% complete. The existing line is requiring to be re-run as there is a major blockage which cannot be jetted clear. We have a plan for this and much of this is already in the ground. Should be complete within the week.

GINDAJA HOME OF HEALING

- Small contract to hang signs and paintings for their open day. Works were completed on time and within budget. Kathy Desmond was very happy with the outcome.

YARRABAH PRIMARY SCHOOL

- Hutchinson Builders have utilised 2 of our carpenters for a short period of time to assist them with the installation of a temporary toilet block and associated walkways and ramp. Works is completed. This has been a good project for our carpenters to be involved in as well as a good outcome for council.

WORKS FOR QUEENSLAND 4

A) Project: Community Hall

Progress Update:

- Work in progress (WIP) – Construction to create additional space inside Community Hall

- Construction is currently underway to expand the interior space of the Community Hall, addressing the community's need for more versatile and accommodating facilities.
 - Community related events have resulted in delays.
 - Painting by local painting subcontractor is underway. Anticipate July 2024 completion.
- **Program:**

B) Project: Works Department Sheds



Work Shed Roof reconstruction

Progress Update:

- **Work in progress (WIP) – ‘Old plumbers shed’ dismantling / demolition**
 - Complete
- **Works completed last reporting period**
 - Reinstatement of fencing and final testing and connection of generator to Works Department
- **Work in progress (WIP) – Works and Infrastructure crew sheds**
 - Planning / programming - complete
 - Shed kits procurement - complete
 - Shed 1: Earthworks, Slab and footings - complete
 - Shed 2: Earthworks earthworks complete
 - Program delays
 - Some delays caused due to inclement weather and other projects
 - Delays for delivery of quarry materials
 - WFQ crew are currently undertaking Cert 3 in Civil Construction anticipate completion within 6 months.



- **Work in progress (WIP) – Machinery Storage Shed**
 - Earthworks - complete
 - Final gravel layer placed
 - Site set out underway with piers and slab pour anticipate to commence June 2024
 - Estimate commencement of shed assembly – July 2024
- **Work in progress (WIP) – Hygiene Shed building**
 - Internal repaint, flooring and benches to be installed
 - Internal works complete
 - Change of scope including removal of approx. half the driveway access due to tree roots lifting the slab.
 - WFQ crew to demolish/remove slab and prepare for a new slab pour



Works Dept. Clean-Up

C) Project: Jilara Oval
Progress Update: Complete

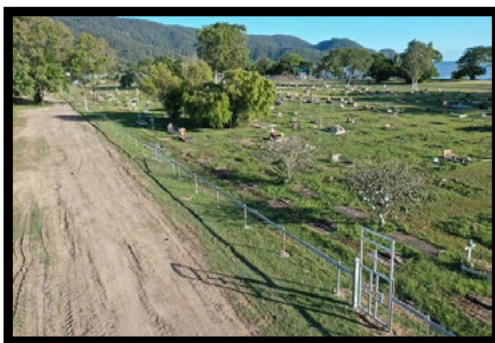
D) Project: Council Chambers Stormwater
Progress Update:

- Council secured funding via QRA's LRRG grant to complete the works
- Yarrabah ASC has secured experienced labour including local engagement
- Temporary works commenced including excavating overland drainage to assist drying out the site
- Works commencing back onsite Friday 14/06/2024

E) Project: Cemetery Fencing

Progress Update:

- Works nearing completion
 - Gates installed
 - New fence installation complete
 - YASC to fix gates with latches
 - YASC to engage local painting subcontractor to paint new fence



Project 81907 – New Construction

A) Project: 32 Workshop Road

Progress Update:

- Works to complete
 - Painting / final touch ups WIP
 - Electrical connection (with ERGON)
 - Sheds
 - Building Certification Inspection Scheduled 18/06/2024
 - Handover scheduled for 20/06/2024

B) 4 Dabah Road

Progress Update:

- Works in Progress
 - Final paint
 - Security screens
 - Building Certification Inspection Scheduled 18/06/2024
 - Handover scheduled for 20/06/2024

C) 19 Smith Street**Progress Update:**

- Works in Progress
 - Final paint
 - Security screens
 - Building Certification Inspection Scheduled 18/06/2024
 - Handover scheduled for 20/06/2024

D) 14 Smith Street**Progress Update:**

- Completed works
 - Soffits complete
 - Stormwater complete
 - Electrical rough in complete
 - Plumbing rough in complete
 - Window installation complete
- Works in Progress
 - Driveways
 - Ceiling sheets and plastering complete
 - Carpentry fix out
 - Landscaping

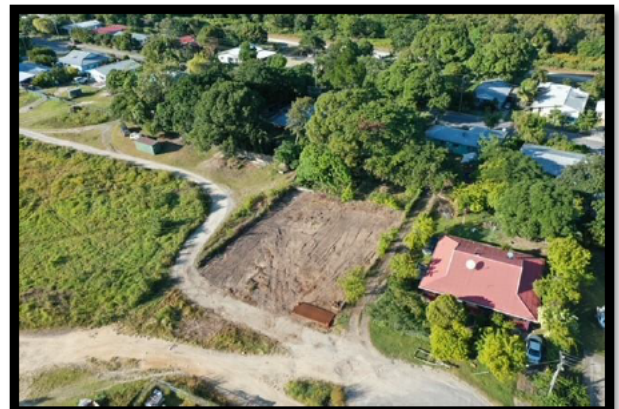


E) 7 Beach Street**Progress Update:**

- Completed works
 - Engineering and design
 - Building Approval
 - Development approval (QBuild)
 - RFQ's received by Council and assessments
- Works in Progress
 - Works commenced 27/05/2024
 - Strip footing base poured
 - Strip footing base wall in progress

F) 64 Gribble Street**Progress Update:**

- Completed works
 - Engineering and design
 - Building Approval
 - Development approval (QBuild)
 - RFQ's received by Council and assessments
- Works in Progress
 - Anticipate commencement onsite May 24
 - Works commenced 27/05/2024
 - Strip footing base to be poured Wednesday 19/06/2024
 - Strip footing base wall to follow

**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.20240627

Author: Sam Bann, Director Infrastructure

PURPOSE OF THE REPORT

To report to Council the status/activities of Infrastructure Department areas for the month of May up to 08 June 2024.

OPERATIONAL UPDATE

This report covers the departments performance. 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 ESO Team attended QLD Indigenous Local Government Drinking Water Symposium on Thursday Island hosted by Torres Shire Council and Tropical Public Health Unit.

INFRASTRUCTURE AREA – GENERAL

<u>TEAMS</u>	<u>JOB DESCRIPTION</u>	<u>ACTIONS</u>
Roads	Routine and Reactive Maintenance Plan	Road and Road Reserve Maintenance Drains and easements Continuing emergent works under QRA
Waste Management	Routine and Reactive Maintenance Plan	Continuing current waste management strategy. Rubbish collection and waste management at the tip Containers Shed currently in operation. Enhance Waste Management project: Deeds executed machinery procurement in progress.
Mechanics	Routine Maintenance Plan	General fleet management 3 fleet in workshop for repairs awaiting parts. 2 ride on required repairs

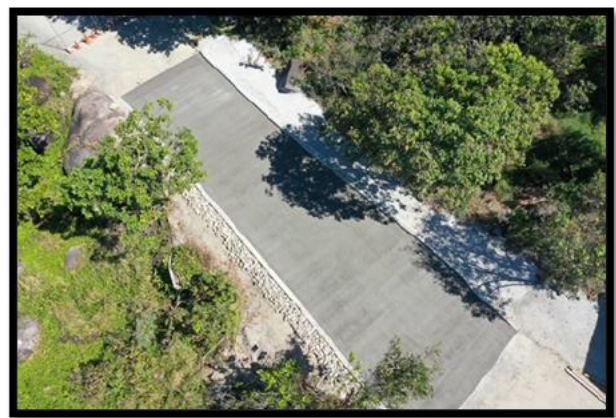
Parks & Gardens	Routine Maintenance Plan	Ongoing maintenance throughout community W4D – Continuing YASC facility maintenance.
<u>TEAMS</u>	<u>JOB DESCRIPTION</u>	<u>ACTIONS</u>
Animal Control	Routine preventative Action Plan	10 dogs collected & unclaimed YASC engage Casual workers to assist Animal management program
Environmental Health	Routine preventative Action Plan	Healthy housing program - 13 Pest inspections - 4 pest YASC engaged Casual workers to assist environmental health program.
ESO	Water Routine and Reactive Maintenance Plan Sewerage Routine and reactive Maintenance Plan	Routine maintenance as per DWQMP Ongoing sewerage pump station maintenance manually pumping and monitoring. Minor upgrades to pumps and critical spares required.
Aquatic centre	Routine Maintenance Plan,	General Maintenance throughout aquatic centre and sporting facility.

CAPITALS**Road Recovery Projects**

PROJECT ID	JOB DESCRIPTION	ACTION	COMPLETION
ATSI TIDS	ANNUAL ALLOCATION	Reconstruct sections of Back Beach Rd Multiple chainages. (WIP)	100%
		FNQROC Reseal & line marking project	100%

ATSI TIDS	Range Road, Nursery Road Intersection Upgrade	Contractor commenced WIP	<u>20%</u>
REPA	Reservoir Rd Betterment	Construction completed Defects list WIP	<u>95%</u>
REPA	Buddabadoo Betterment	- Community stormwater improvements including Buddabadoo Road, Works to continue upon completion of Buddabadoo Bridge - Note: EOT/Change of scope submitted as priorities have changed since the grant approval. Requesting approval to extend on round-a-bout works to	<u>40%</u>
REPA	Buddabadoo Landslide	WIP Weather Impacting site access WIP	<u>80%</u>

Buddabadoo Betterment Road Project



CAPITALS

ICCIP – Indigenous Council Critical Infrastructure Program

<u>PROJECT ID</u>	<u>JOB DESCRIPTION</u>	<u>COMPLETED</u>	<u>ACTIONS</u>
1.09	Water treatment upgrade	80%	Project scope changed to Business case (Water security)

			Final package completed Mid May
1.05	Water and Sewer combined SCADA upgrade ICCIP 1.05 -	5%	Contract awarded, prestart meeting held on 27 th May 2024
1.13	Bores Security (Fencing)	5%	RFQ completed Awaiting on Department approval
1.15	Replace reservoir roof	10%	Contract awarded, construction program to be submitted
2.12	STP short term upgrade		Scope Prepared
1.16	Generator for Bore 6	5%	RFQ completed Awaiting on Department approval
2.14	SPS 2 Upgrade (pump replacement)	5%	RFQ completed Awaiting on Department approval
2.15	Fencing to Sewerage Pump Stations	5%	RFQ completed Awaiting on Department approval
1.11	Digital water metering		RFQ Submitted
1.22	Generator to Pump Station 6&7		New project request submitted
2.16	Install New Fencing to Sewerage Treatment Plant		New project request submitted

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%	EOT will be submitted pending outcome of Water business case.

Reef Guardian Council Grant - CAPITAL WORKS

<u>PROJECT ID</u>	<u>JOB DESCRIPTION</u>	<u>COMPLETED</u>	<u>ACTIONS</u>
ALCRAP000060	Reef action plan – STP de-sludge & upgrade electrical switchboard		RFQ Completed tender evaluation period

ALCRAP000012	Reef action plan – STP Upgrade – Surface Aerators		RFQ Completed tender evaluation period
ALCRAP000011	Reef action plan – Above Ground Fuel Tanks		RFQ Completed tender evaluation period

ATTACHMENTS**Nil****RECOMMENDATION**

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

7.6 EXTERNAL AUDIT UPDATE

File Number: 06.MFD_OM.20240627

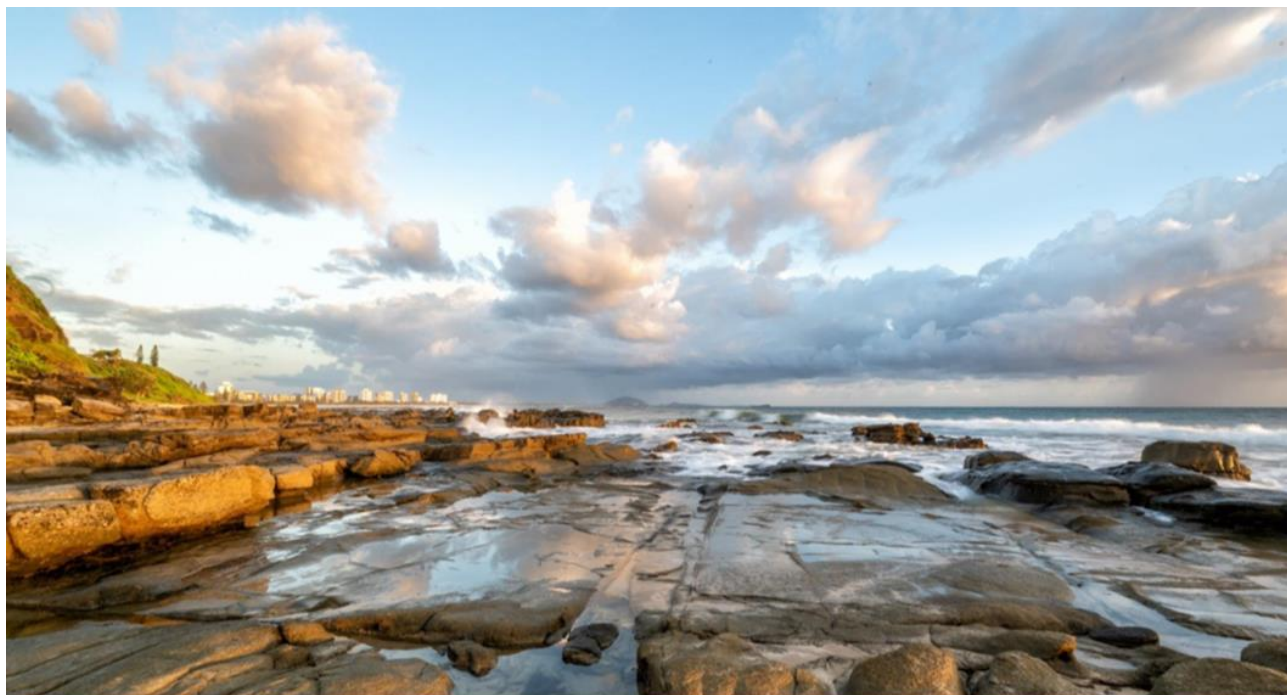
Author: Mike Mair, Director - Corporate Services

PURPOSE OF THE REPORT

QAO Interim Audit Report May 2024.

ATTACHMENTS**1. External Audit Interim Report May 2024****RECOMMENDATION**

That Council acknowledge and note the QAO Interim Audit Report May 2024.



2024 INTERIM REPORT

Yarrabah Aboriginal Shire Council

27 May 2024



Cr Daryl Sexton
Mayor
Yarrabah Aboriginal Shire Council
c/- Post Office
YARRABAH QLD 4871

Dear Cr Sexton

2024 Interim report

We present our interim report for Yarrabah Aboriginal Shire Council for the financial year ending 30 June 2024. This report details the results of our interim work performed to 30 April 2024. Under section 213 of the *Local Government Regulation 2012*, you must present a copy of this report at your Council's next ordinary meeting.

Results of our interim audit

In this phase, we assessed the design and implementation of your internal controls relevant to the financial report, and whether they are operating effectively. We assessed the key controls we intend to rely on in auditing your financial statements. Our audit does not assess all controls that management has implemented across the organisation.

Significant deficiencies:

- One unresolved from prior years.

Deficiencies:

- One raised in the current year relating to formalisation of key components of the IT environment.
- Two unresolved from prior years.

Other matters:

- One raised in the current year relating to resolutions in proximity to caretaker period.
- One unresolved from prior years.

Based on the results of our testing completed to date and the resolution of prior year issues, we have determined your internal control environment does support an audit strategy where we can rely upon your entity's controls.

Refer to [section 1](#) for further details.

If you have any questions or would like to discuss the audit report, please contact me on 4046 0090.

Yours sincerely

James Gaustad
Director – BDO Audit (NTH QLD) Pty Ltd

Enc.

cc.

Mr Richard Wright, Chief Executive Officer
Mr Andy Smith, Chair of the Audit Committee

Queensland Audit Office
Level 13, 53 Albert Street, Brisbane Qld 4000
PO Box 15396, City East Qld 4002

Phone 07 3149 6000
Email qao@qao.qld.gov.au
Web www.qao.qld.gov.au
 Queensland Audit Office (QAO)

1. Status of issues

Internal control issues

The following table identifies the number of deficiencies in internal controls and other matters we have identified. Details of the deficiencies we identified during our interim audit are outlined further in this section. Refer to section [2 Matters previously reported](#) for the status of previously raised issues.

Year and status	Significant deficiencies	Deficiencies	Other matters*
Current year issues	-	1	1
Prior year issues – unresolved	1	2	1
Total issues	1	3	2

Note: *Queensland Audit Office only tracks resolution of other matters where management has committed to implementing action.

The following section details control deficiencies and other matters identified as at the date of this letter. It includes a response from management.

Our ratings are as follows. For more information and detail on our rating definitions, please see the webpage here: www.qao.qld.gov.au/information-internal-controls or scan the QR code.



D Deficiencies

24IR-1 – Lack of documentation around IT policies and procedures

Observation

We noted that while an IT policy was adopted during the year, it does not include documented procedures or defined responsibilities with regards to the following key controls:

- User account creation and termination.
- Password requirements and password management.
- Formal review of user accounts in Windows Active Directory.
- Third party access management (external users).
- Database access, backups and maintenance.

Implication

While we acknowledge that Council utilises a qualified external IT service provider, the effect of these findings is that the key elements of a robust IT environment are not clearly documented. Policies are essential for documenting best practice, allowing enforceability and mitigating risks to an acceptable level.

QAO recommendation

We recommend that additional or updated policies are considered with respect to the items mentioned above, including the relevant controls to ensure that Council has enforceable processes in place to appropriately safeguard Council data and resources.

Management response

Agreed.

2024 Interim report

Responsible officer: Director of Corporate Services

Status: Work in Progress

Action date: 31 December 2024

Other matters

24IR-2 – Major policy decisions in close proximity to caretaker period

Observation

We noted that a special meeting was held on 24 January 2024, five days prior to the 2024 caretaker period (29 January 2024). The special meeting included Council resolutions on items that are defined as major policy decisions – namely, entering into contracts over \$200,000 and significant procurement activities (approving preferred supplier arrangements).

We note further that the minutes and agenda of the special meeting were not made publicly available on Council's website, and there does not appear to have been any notice on Council's website that the meeting was taking place.

Implication

The Queensland Government issued a [factsheet with guidance](#) around decision making during the caretaker period. The guidance recommends that consideration should be given to whether or not major policy decisions are necessary in the lead up to the caretaker period, as the incoming Councillors are required to implement the major policy decision without having had the opportunity to debate or vote on it.

If these resolutions were made during the caretaker period, they would have been invalid unless Ministerial approval was obtained.

QAO recommendation

We recommend that at the next ordinary Council meeting, the new Council is presented the major policy decisions that were made on 24 January 2024, with an explanation as to why these resolutions were considered at a special meeting rather than being held until an ordinary meeting.

Council should take reasonable steps to ensure that there is adequate public notice of any special meetings in accordance with 254D of the *Local Government Regulation 2012*. Minutes of all Council meetings should also be uploaded to the Council website within ten days of the meeting being held, in accordance with 254F of the *Local Government Regulation 2012*.

Management response

The failure to post the agenda and minutes on Council's website for the Special Meeting conducted on 24 January 2024 was an administrative oversight due to limited resources being utilised in community recovery/coordination efforts related to Cyclone Jasper at that time. This has now been rectified.

To ensure operational efficiencies without prolonged delays in seeking Ministerial approval or awaiting the determination of election results following caretaker period, a special meeting was convened prior to commencement of caretaker period (in accordance with the LG Act and Regulations) for the duly appointed Council of that time to determine the following only:

1. TENDER REVIEW – YASC TRADES & SERVICES

Due to the workload being experienced by Council Building Services staff and contractors in the delivery of Upgrade, Maintenance and "Healthy Housing" programs, it was identified that there was an urgent operational need to expand Council's preferred suppliers.

Example of aged outstanding jobs below:

	Unplanned Maintenance	Healthy Housing Program
Days	12 January 2024	12 January 2024

2024 Interim report

	Unplanned Maintenance	Healthy Housing Program
+ 365	16	191
181 - 365	77	61
121 - 180	89	16
91 - 120	78	2
61 - 90	123	3
30 - 60	182	NIL
< 30	230	*4
TOTAL	795	277

Council had given a commitment to Department of Housing and QBuild to address these numbers, particularly with regards to aged jobs by the end of the financial year. To assist, additional suppliers were sought by way of tender.

Delays in approving further suppliers would have impacted on this commitment.

2. AWARD CONTRACT YASC2023-006 RANGE ROAD/NURSERY ROAD INTERSECTION UPGRADE

Council was successful in obtaining funding for this project with the requirement for completion being for the financial year ending 30 June 2024. The tender for this project opened on 20 December 2023 and closed on 15 January 2024. Due to the extent of work required to complete this project, it was necessary for a resolution by Council.

Any delays in seeking Ministerial approval or waiting for the appointment of the new Council following the quadrennial elections would have impacted on delivery timeframes and ability to complete the project in the required timeframes.

3. TENDER REVIEW VP389489 PURCHASE OF HEAVY PLANT AND MACHINERY EQUIPMENT

In August 2023, the Hon Stirling Hinchcliffe (Minister for Tourism Innovation & Sport at that time) announced funding to Council to purchase plant and equipment for Council's waste transfer strategies.

Management of Council and Department of Environment and Science (DESI) (the funding body) agreed on scope of equipment, which went to tender on 8 November 2023 and closed on 29 November 2023.

Council continued discussions with DESI due to their continued changes to the scope of equipment to be funded. DESI were informed that ongoing delays may impact on quoted prices (valid for 3 months).

In January 2024, DESI verbally advised that the agreement for the release of funding would be forthcoming. To allow timely purchase of the plant and equipment, a resolution was sought from Council to allow this action once funding was available.

Any delays in seeking Ministerial approval or waiting for the appointment of the new Council following the quadrennial elections may have impacted on suppliers not holding the prices quoted for this equipment.

All the above actions were in accordance with the legislative responsibilities of the duly elected Council at that time.

Responsible officer: Chief Executive Officer

Status: Resolved

2024 Interim report

2. Matters previously reported

The following table summarises the status of deficiencies, financial reporting issues, and other matters previously reported to you.

Ref.	Rating	Issue	Status
19IR-3		Rental debtor arrears Rental debtor arrears continue to grow and there are a number of larger term outstanding debt balances that have not been collected.	Work in Progress Council continues to work through suggestions to improve recovery. Responsible officer: Director Corporate Services Action date: Ongoing
20IR-1		Lack of documentation around IT policies and procedures Council has various IT procedures that are not documented, nor are there sufficient documented policies to ensure the ongoing reliable provision of IT services. This has been raised to a significant deficiency given the increasing threat and potential impact of cyber security incidents.	Resolved Council adopted an IT policy; however we have raised a new deficiency (Ref: 24IR-1) for current year observations.
23CR-1		Duplicate invoices paid Five invoices from the same supplier were entered and paid twice in two separate payment runs.	Resolved Our testing this year did not identify any duplicated payments.
21IR-1		Costs incurred in construction of houses – inadequate job costing processes. The works department has not been able to achieve desired profitability on large projects, particularly the construction of residential houses.	Resolved pending audit verification Charge out rates for Council labour have been increased in the current year and reporting to Council has improved. We will mark as resolved following successful year-end audit testing. Responsible officer: Director of Building Services Revised Action date: 30 June 2024 Previously revised action date: 31 December 2023 Original action date: 30 September 2021
22IR-4		Council website not up to date Various documents required to be published on the website under the Local Government Regulation were not on the Council website. Update 2024: We identified that: - The 2023 budget did not include a Revenue Policy as required under the Regulation. - That there did not appear to be a Councillor conduct register as required by the Act. - The local law register had not been updated since 2015. - The policies approved by Council at the June 2023 meeting (incl debt policy, investment policy, procurement policy etc) were not updated on Council's website at date of audit review (Feb 2024).	Work in Progress Council is still working on the timely uploading of required information. Responsible officer: Director Corporate Services Revised action date: 31 December 2024 Previously revised action date: 31 December 2023 Original action date: 30 June 2022

2024 Interim report

Ref.	Rating	Issue	Status
23IR-3		Timeliness of Council meeting minutes uploaded to website We noted during our review of Council meeting minutes, that minutes of the meeting held on 17 May 2023 were not available on Council's website as at 31 May 2023. Local Government Regulation 2012 section 254F(6) requires minutes to be made publicly available within 10 days of the meeting. <i>Update 2024: We noted during our review of Council meeting minutes, that minutes of the meeting held in November 2023, December 2023 and January 2024 were not available on Council's website as at the date of our review on 13 February 2024. These have since been uploaded.</i> <i>Further, minutes of a special meeting on 24 January 2024 were not uploaded to the website at date of audit review 10 May 2024.</i> <i>Council is currently up to date as at the date of this letter aside from the special meeting minutes from 24 January 2024.</i>	Work in Progress Council is still working on the timely uploading of required information. Responsible officer: Chief Executive Officer Revised action date: 31 December 2024 Previously action date: 3 December 2023
23IR-6		Up to date registers of interest forms During review of the register of interest forms uploaded to the Council website, it was identified that these are not updated documents. It was identified that the 'ROI Annual Confirmations' forms have not been completed since 1 July 2021.	Resolved New Council elected – Register of interest forms were obtained from the Councillors in accordance with legislative timeframes.
23CR-3		Excessive leave balances We noted that there were two staff members who had excessive annual leave balances of over 340 hours and one staff member who had a long service balance of 25 weeks.	Work in Progress Management is reviewing strategies to arrange suitably qualified staff to provide coverage. Responsible officer: Chief Executive Officer Action date: Ongoing



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7.7 NEW LEASE REQUEST FROM WUGU NYAMBIL - YARRABAH DIGITAL SERVICES CENTRE

File Number: 07. MFD_OM.20240627

Author: Richard Wright, Chief Executive Officer

PURPOSE OF THE REPORT

Wugu Nyambil Ltd respectfully request to lease RTC building rooms 1 and 2. to have these rooms converted to commercial tenancy.

BACKGROUND

Wugu Nyambil Ltd has signed deeds and agreements with state and federal government agencies, Queensland Government (Department of Environment, Science and Innovation and the Department of Transport), Tafe Queensland and the Federal Government's (Department of Employment and Workplace Relations), to commence the Digital Service Centre in June 2024. Wugu Nyambil Ltd has recently sought the verbal support from Yarrabah Aboriginal Shire Council to provide Training Room 1 and 2 of the RTC Building to enter into a commercial lease and commence fit out requirements.

The Queensland Government is committed to building a digital economy, particularly for First Nations communities. One such strategy, is the establishment of community owned and controlled businesses, for example, Digital Service Centres which offer such benefits to communities like the creation of new jobs, new skills and economic diversification.

As part of the Queensland Government (Department of Environment, Science and Innovation and the Department of Transport), Tafe Queensland and the Federal Government's (Department of Employment and Workplace Relations) financial commitment to Wugu Nyambil Ltd to provide support for employment and self- employment creation, Yarrabah is now able to offer greater economic opportunity for its' community members. The commencement of the centre will create between 15 to 20 jobs in Yarrabah.

ATTACHMENTS**1. Lease Request Letter from Wugu Nyambil****RECOMMENDATION**

That Council approve a new lease being issued to Wugu Nyambil Ltd to commence the Digital Service Centre and endorse the following actions:

1. That the exception pursuant to section 236(1)(b)(ii) of the *Local Government Regulation 2012* applies to enable Council to dispose of a valuable non-current asset other than by tender or auction, specifically by entering into a lease with Wugu Nyambil Limited ACN 626 751 255, being a community organisation, for the Premises described as Training Room 1 & 2 at the Rural Transaction Centre and
2. To delegate to the Chief Executive Officer the authority to negotiate and finalise all terms and conditions related to the Lease, and to sign the Lease on behalf of Council.



Yarrabah Digital Services Centre – Urgent Request to Operate in the RTC Room 1 & 2

Overview

The Queensland Government is committed to building a digital economy, particularly for First Nations communities. One such strategy, is the establishment of community owned and controlled businesses, for example, Digital Service Centres which offer such benefits to communities like the creation of new jobs, new skills and economic diversification.

Digital Service Centres have been established with the support of local councils on Palm Island, in Cherbourg and in Jumbin.

As part of the Queensland Government (Department of Environment, Science and Innovation and the Department of Transport), Tafe Queensland and the Federal Government's (Department of Employment and Workplace Relations) financial commitment to Wugu Nyambil Ltd to provide support for employment and self-employment creation, Yarrabah is now able to offer greater economic opportunity for its' community members. The commencement of the centre will create between 15 to 20 jobs in Yarrabah.

A Digital Service Centre is a business model that delivers commercial digital services to a third-party fee-paying client which could be corporate or government.

It provides a culturally safe place that delivers tailored digital training, upskilling and employment opportunities to local people and builds community confidence, capacity and capability.

Request

Wugu Nyambil Ltd has signed deeds and agreements with state and federal government agencies mentioned above, to commence the Digital Service Centre in June 2024. Wugu Nyambil Ltd has recently sought the verbal support from Yarrabah Aboriginal Shire Council to provide Training Room 1 and 2 of the RTC Building to enter into a commercial lease and commence fit out requirements.

We would like to respectfully request approval to have these rooms converted to commercial tenancy so we can enter into a lease agreement of Training Room 1 and 2 as soon as possible.



The government partners will be able to support with the latest internet connectivity for this project. An advantage to council for offering us a lease agreement is that as part of our intended fit out we would significantly be increasing the asset value of the building.

The operations of the Digital Services Centre would have no imposition to the council and we view this as an advantage to the community and other stakeholders that the Yarrabah Aboriginal Shire Council would be seen to be actively supporting community and economic development by creating local jobs.

Thank you for your consideration.

For any questions, please contact Wugu Nyambil Ltd General Manager, Mr Robert Friskin on 0488 606 308 or email r.friskin@wugunyambil.com.au

7.8 HOLIDAY ACT FOR 2025 - YASC SPECIAL HOLIDAYS

File Number: 08.MFD_OM_20240619

Author: Richard Wright, Chief Executive Officer

PURPOSE OF THE REPORT

Secure dates for 2025 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 employee 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 2025 are as follows:

<i>Day and Date</i>	<i>Name of event</i>	<i>Nature</i>
Friday 20 th June	Yarrabah Foundation Day	<i>Annual athletics carnival, commemorating missionary arrival to Yarrabah</i>
Friday 11 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>
Monday 27 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 Monday 27th October 2025.

Application Form is to be submitted via email to info@oir.qld.gov.au by no later than **Friday, 12 July 2024**.

ATTACHMENTS**1. Letter from Office of Industrial Relations - Holiday Act 1983****RECOMMENDATION**

That Council resolve to endorse the public holiday dates for 2025, as:-

Friday	20 June 2025	Yarrabah Foundation Day
Friday	11 July 2025	Yarrabah NAIDOC Day
Friday	to aligned with	Cairns Show Day once confirmed
Monday	27 October 2025	Yarrabah DOGIT Day

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



Office of
Industrial Relations

Department of State
Development and
Infrastructure

24 May 2024

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 2025 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, 12 July 2024**.

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 Sector Act 2022*, 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 Patricia Faulkner, Office of Industrial Relations on (07) 3406 9845 or email patricia.faulkner@oir.qld.gov.au.

Yours sincerely

Shane Donovan
A / Executive Director, Industrial Relations
Office of Industrial Relations

1 William Street Brisbane
Queensland 4000 Australia
GPO Box 69 Brisbane
Queensland 4001 Australia
Telephone 13 QGOV (13 74 68)
WorkSafe 1300 362 128
Website www.worksafe.qld.gov.au
www.business.qld.gov.au

7.9 CONFIRMATION OF ABORIGINALITY / COMMUNITY AFFILIATION APPLICANT FORM:

File Number: 09.MFD_OM.20240627

Author: Richard Wright, Chief Executive Officer

PURPOSE OF THE REPORT

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

BACKGROUND

Applicant for consideration identified as [REDACTED] Parents are [REDACTED] and [REDACTED]

Council's process for providing confirmation of persons known to Council or have family ties in community. The attached application received from persons seeking Council's confirmation / endorsement. This will grant support to confirm their cultural identity and affiliation to Yarrabah.

As a note, requirements for access to programs or services now calls for applicants to provide confirmation to support Indigenous progress or development. It requires individuals to demonstrate their connection to country and confirm their aboriginality status.

Due to the urgency of this matter, this application was endorsed by Mayor Sexton and Deputy Mayor Sands on 20th June 2024.

The approved form was signed, sealed, and recorded in the common seal register.

ACTION

Formal resolution by Council endorsing confirmation.

ATTACHMENTS**1. Confirmation Of Aboriginality Form [REDACTED]****RECOMMENDATION**

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.

c/- Post Office YARRABAH 4871
56 Sawmill Road YARRABAH
www.yarrabah.qld.gov.au



Phone (07) 4056 9120
Fax (07) 4056 9167
Email: council@yarrabah.qld.gov.au

ABN 30 977 526 871

CONFIRMATION OF ABORIGINALITY/COMMUNITY AFFILIATION

I, _____
(First Name) (Other Name) (Last Name)

Born on _____ at _____
(Location of birth)

And now living at _____
(Your full address)

Declare that I am Aboriginal and/or Torres Strait Islander (cross whichever refers to you)

My mother's name is /was _____

My father's names is/was _____

The language group and/or home community is Yidinji

Culturally I identify as Aboriginal and Torres Strait Islander

I have lived in this community for _____ years

Signature: _____ Date: 29 / 05 / 2024

To be completed by an incorporated Aboriginal and/or Torres Strait Islander Organisation or association within the applicants community.

The above person is accepted and recognised as a member or was a member of the Yarrabah Aboriginal Shire.

Name of Organisation: Yarrabah Aboriginal Shire Council	
Name: Michael Samaras	Position: Deputy Mayor
Signature: M. T. Samaras	Date: 20 / 06 / 2024
Name: Daryl Seaton	Position: Mayor
Signature: Daryl Seaton	Date: 20 / 06 / 2024

7.10 CONFIRMATION OF ABORIGINALITY / COMMUNITY AFFILIATION APPLICANT FORM:

File Number: 10.MFD_OM.20240627

Author: Richard Wright, Chief Executive Officer

PURPOSE OF THE REPORT

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

BACKGROUND

Applicant for consideration identified as [REDACTED]. Mother: [REDACTED] and Father: [REDACTED].

Council's process for providing confirmation of persons known to Council or have family ties in community. The attached application received from persons seeking Council's confirmation / endorsement. This will grant support to confirm their cultural identity and affiliation to Yarrabah.

As a note, requirements for access to programs or services now calls for applicants to provide confirmation to support Indigenous progress or development. It requires individuals to demonstrate their connection to country and confirm their aboriginality status.

Due to the urgency of this matter, this application was endorsed by Mayor Sexton and Deputy Mayor Sands on 4th June 2024.

The approved form was signed, sealed, and recorded in the common seal register.

ACTION

Formal resolution by Council endorsing confirmation.

ATTACHMENTS**1. Confirmation Of Aboriginality Form [REDACTED]****RECOMMENDATION**

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.

c/- Post Office YARRABAH 4871
56 Sawmill Road YARRABAH
www.yarrabah.qld.gov.au



Phone (07) 4056 9120
Fax (07) 4056 9167
Email: council@yarrabah.qld.gov.au

ABN 30 977 526 871

CONFIRMATION OF ABORIGINALITY/COMMUNITY AFFILIATION

I, [REDACTED]
(First Name) (Other Name) (Last Name)

Born on [REDACTED]

And now living at: [REDACTED]
(Your full address)

Declare that I am Aboriginal and/or Torres Strait Islander (cross whichever refers to you)

My mother's name is / was: [REDACTED]

My father's name is / was: [REDACTED]

My language group and /or home community is: Yarrabah / Gunggandji

Connection with this community: Traditional owner

Culturally I identify as: Aboriginal

I have lived or formally lived in this community for 39 years.

Contact email address: [REDACTED]

Contact phone #: [REDACTED]

Signature: [REDACTED] Date 04/06/24

(Signature of person or guardian if person is under 18 years of age before whom the declaration is made)

To be completed by an incorporated Aboriginal and /or Torres Strait Islander Organisation or association within the applicants community.

The above person is accepted and recognised as a member or was a member of the Yarrabah Aboriginal Shire.

Name of Organisation: Yarrabah Aboriginal Shire Council	
Name: <u>Daryl Sexton</u>	Position: <u>Mayor</u>
Signature: <u>[Signature]</u>	Date: <u>06/06/2024</u>
Name: <u>Michael Saville</u>	Position: <u>Deputy Mayor</u>
Signature: <u>[Signature]</u>	Date: <u>04/06/2024</u>

YASCCOA202401_V2

8 CORRESPONDENCE**8.1 CORRESPONDENCE - OFFICE OF THE INSPECTOR-GENERAL OF EMERGENCY MANAGEMENT**

File Number: 01.COR_OM.20240627

Author: Richard Wright, Chief Executive Officer

PURPOSE OF THE REPORT

Tabling of correspondence from the Inspector-General of Emergency Management, Alistair Dawson, dated 20 May 2024.

BACKGROUND

Letter from the Inspector-General of Emergency Management, congratulating the Mayor on his election and:-

- looking forward to continuing to work directly with Yarrabah Council to assist in meeting the legislative obligations under the Disaster Management Act 2023 and applying the Standard for Disaster Management in Queensland.
- acknowledging the key role local governments play in disaster management.
- noting the Mayor's leadership will support Yarrabah Community in developing further disaster resilience.

ATTACHMENTS

1. Correspondence - Office of The Inspector-General of Emergency Management
2. Fact Sheet

RECOMMENDATION

That Council note the correspondence tabled, as read.

Ref No: 2024-4403

20 May 2024

Councillor Daryl Sexton
Mayor
Yarrabah Aboriginal Shire Council

council@yarrabah.qld.gov.au



Inspector-General of
Emergency Management

Re: Congratulations and welcome from the Office of the Inspector-General of Emergency Management

Dear Councillor Sexton

Congratulations on your election as Mayor to Council. I hope these last few weeks have seen you settle in well, and I would like to take this opportunity to officially welcome you to your new role.

As the Inspector-General of Emergency Management (IGEM), I am committed to working with stakeholders across the disaster management sector to support those helping Queenslanders prevent, prepare for, respond to, and recover from, any disaster. My office assists in bringing the sector together to draw on collective experience, wisdom and expertise to enable confidence in the Queensland disaster management arrangements. To do this, we:

- Provide independent, timely and valued assurance activities and insights to enhance Queensland disaster management arrangements.
- Undertake activities to drive continuous improvement through collaborative assessment, partnerships, engagement, and research.
- Work with local governments, state government agencies, non-government organisations and researchers to identify gaps and broker solutions in disaster management knowledge, policy and practice.
- Bring together the disaster management sector, and in consultation with industry, to focus collective efforts to enhance capability.

I acknowledge the key role that local governments play in disaster management. Your leadership will support your community in developing further disaster resilience.

We look forward to working with you and your team to assist meeting the legislative obligations under the [Disaster Management Act 2003](#) and applying the [Standard for Disaster Management in Queensland](#).

You will know that my office has been tasked by the Minister of Police and Community Safety to conduct a review of the 2023-24 severe weather season. We have since sent correspondence to councils, communities and other stakeholders to welcome submissions to inform the review. Submissions can be made on our website.

If you would like to see an example of a previous review, in 2023 my office conducted a review of Queensland's disaster management arrangements, which provides recommendations for a greater focus on resilience and preparedness. You can read the review here: [The Queensland Disaster Management Arrangements Review](#).

Level 26, 111 George St
PO Box 12068, George Street
Brisbane Qld 4003
Telephone +61 7 3029 8813

Furthermore, my office supports Councils in conducting an annual assessment of disaster management plans. This has been completed for 2023, and we will soon be in touch with your team regarding preparations for 2024.

I also encourage you to visit the [Queensland Reconstruction Authority](#) website for information about disaster funding activations.

If you have questions or would like to meet, I would be delighted to set up a time with you. I can be contacted by email at info@igem.qld.gov.au or on (07) 3029 8813.

Yours sincerely

A handwritten signature in blue ink, appearing to read 'A Dawson'.

Alistair Dawson APM

Inspector-General of Emergency Management

(Enclosed: 2024 Fact Sheet – Office of the IGEM Executive Leadership)

Introducing the Executive Leadership Team

Inspector-General of Emergency Management Alistair Dawson APM



Alistair Dawson APM was appointed Queensland's Inspector-General of Emergency Management on 6 February 2020.

Alistair has a passion for disaster management, working with stakeholders to drive continuous improvement in Queensland's disaster preparedness, planning, response, recovery and resilience.

He brings over 40 years' policing experience from both London and Queensland.

More than 38 years of Alistair's career has been spent right here in Queensland, including an appointment as Chair of the State Disaster Coordination Group.

Alistair holds a Master of Business Administration, an Executive Master Public Administration, a Graduate Diploma of Executive Leadership and a Diploma of Public Safety (Police Search and Rescue Coordination).

Alistair is a Graduate of the Australian Institute of Company Directors and a graduate of the Leadership in Counter Terrorism (LinCT) Program.

In 2010, he was awarded the Australian Police Medal, Alistair also has been awarded the National Emergency Medal for Queensland 2010-2011 and a bar for TC Debbie 2017.

In 2021, Alistair was appointed as an Adjunct Professor within the Centre for Environment and Population Health, School of Medicine and Dentistry at Griffith University.

Director, Disaster Management Jo Beadle

The disaster management team:

- Develops and delivers the Standard for Disaster Management in Queensland.
- Undertakes reviews of the disaster management sector to provide assurance and strengthen disaster management capacity and capability in Queensland.
- Provides guidance to frontline agencies and local governments to assess disaster management strategies and plans.

Director, Legal, Monitoring and Evaluation Kylie Mercer

The legal, monitoring and evaluation team:

- Provides additional support to the office in undertaking reviews including assessment of evidence, drafting of review reports and development of recommendations.
- Provides advice on proposed amendments to legislation relevant to the disaster management sector.

Director, Governance and Reporting Darlene Mowle

The government and reporting team:

- Leads delivery of the governance and performance reporting function.
- Provides strategic advice on compliance with legislative and financial obligations.
- Coordinates and provides strategic advice on operational services delivered by third party suppliers.

Director, Research and Communications Kate Retzki

The research and communications team:

- Supports the sector by providing opportunities to collaborate and collectively problem solve.
- Shares research, knowledge, expertise, and lived experiences ensure our disaster management agencies and specialists are well positioned for future, and more complex disaster events.
- Disseminates relevant information and updates to keep the sector informed.

Contact us:

Phone: (07) 3029 8813

Email: info@igem.qld.gov.au



8.2 CORRESPONDENCE - CEO STATE LIBRARY OF QUEENSLAND

File Number: 02.COR_OM.20240627

Author: Richard Wright, Chief Executive Officer

PURPOSE OF THE REPORT

Tabling of correspondence from the CEO, Vicki McDonald of the State Library of Queensland, dated 13 May 2024.

BACKGROUND

Letter from the State Library of Queensland congratulating the Mayor on his election and looking forward to continuing to work directly with Yarrabah council to support exemplary library services, including:-

- the provision of free and diverse collections in safe and welcoming spaces,
- programming and events for all ages and stages,
- access to Wi-Fi and technologies that support digital inclusion for all,
- and most importantly, to the connections and conversations with local library staff.

ATTACHMENTS**1. Correspondence - Letter from State Library of Queensland****RECOMMENDATION**

That Council note the correspondence tabled, as read.



Office of the State Librarian

t 07 3840 7901

e vicki.mcdonald@slq.qld.gov.au

Ref: 695/425/001

Dear Councillor

My congratulations on your recent election.

Queensland communities rely upon public libraries and Indigenous Knowledge Centres (IKCs) as vital community and cultural hubs. State Library of Queensland partners with local government to ensure public libraries and IKCs provide connected and resilient physical, cultural, and social infrastructure for all communities. The enduring partnership between local and state government in the delivery of public libraries and IKCs throughout Queensland is a source of considerable pride. Together we contribute to the liveability of local communities and ensure no one is left behind.

I look forward to continuing to work directly with your council to support exemplary library services, including the provision of free and diverse collections in safe and welcoming spaces, programming and events for all ages and stages, access to Wi-Fi and technologies that support digital inclusion for all, and most importantly, to the connections and conversations with local library staff.

In 2022-23, State Library and local governments coinvested close to \$300 million in public library services, with remarkable results. Almost 40% of Queenslanders are members of their public library, visitor numbers to libraries increased by 20%, up to 1.3 million and visitors borrowed more than 38 million items. Libraries are also champions of childhood, engaging with almost 780,000 children and families through the popular First 5 Forever program in the past year. These results can only be achieved through our partnership.

Should you want to discuss the partnership with your council further, please contact Louise Denoon, Executive Director, Community Partnerships on email louise.denoona@slq.qld.gov.au or phone 3842 9156.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Vicki McDonald'.

Vicki McDonald AM FALIA
State Librarian and CEO

13 105/2024

Cultural Centre Stanley Place South Bank
PO Box 3488 South Brisbane Queensland 4101 Australia
t 07 3840 7666 w slq.qld.gov.au



9 CONFIDENTIAL MATTERS

Nil

10 CLOSE OF MEETING