



BUSINESS PAPER

Ordinary Council Meeting

29 January 2025

**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:
Wednesday 29 January 2025 at 09.00am**

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

Ordinary Council Meeting - 18 December 2024

**MINUTES OF YARRABAH ABORIGINAL SHIRE COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE YARRABAH ABORIGINAL SHIRE COUNCIL CHAMBERS
ON WEDNESDAY, 18 DECEMBER 2024 AT 9.00 AM**

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

IN ATTENDANCE: Richard Wright (CEO), Director - Corporate Services Mike Mair, Executive Assistant Leona Worrell (Minute taker)

1 MEETING OPEN

Mayor Sexton declared the meeting open at 9.32am.

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

At 9:38 am, Cr Michael Sands left the meeting.

4 CONFIRMATION OF PREVIOUS MINUTES

RESOLUTION 01:18/12/2024

That the minutes of the Ordinary Council Meeting held on 20 November 2024 be adopted.

Moved: Cr Brian Underwood

Seconded: Cr Hezron Murgha

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At 9:45 am, Cr Michael Sands returned to the meeting.

5 BUSINESS ARISING FROM PREVIOUS MINUTES**6 DISCLOSURE OF INTEREST – COUNCIL / REGISTER UPDATES**

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

No declarations made

CEO confirmed to the Mayor that there was no conflict of interest declared.

At 9.56 am, the meeting was adjourned in order to host the Hon Steven Minnikin, Minister for Customer Services and Open Data and Minister for Small and Family Business and his entourage. This break allowed for the arrival and welcome of the Minister and his team, ensuring that proper arrangements were made to accommodate them for the scheduled discussions.

At 11.30am meeting reconvened

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 November / December 2024.

CEO read to the report.

Deputy Mayor requested that water testing results be included in Council reports in future. CEO to have Director of Infrastructure include this data in operational report.

Cr Murgha requested that information in relation to Grants not approved also be included in CEO report and reasons why. This will allow Council to take a more proactive role when advocating on behalf of community. CEO advised that this would commence in February, due to Grants Officer being on leave until the end of January.

RESOLUTION 02:18/12/2024

That Council accept the CEO Operational Report for the period to 13 December 2024.

Moved: Cr Michael Sands

Seconded: Cr Amy Neal

5/5

At 11.52am meeting adjourned

At 12.01pm meeting reconvened

At 12.02pm 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 November 2024.

Director Corporate Services read to the report.

Current commercial leasing discussed. Confirmed that licence for use of Leisure Centre by Gurriny was due for renewal this month. Deputy Mayor advised that his view was that this should not be renewed and venue could be better utilised for Council purposes. Original agreement was for use of youth activities and they now have their own facility for this purpose. Cr Murgha suggested that Gurriny be requested to provide data as to use of facility - activities conducted and numbers attended, over the past twelve months to allow Council to make informed decision.

Director confirmed that continued use by Gurriny could be ongoing on a month by month basis until Council determined its position on this.

CEO to request information from Gurriny to assist Council with its decision on this matter.

RESOLUTION 03:18/12/2024

That Council accept the 30th November 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. Grant Report

Moved: Cr Hezron Murgha

Seconded: Cr Brian Underwood

5/5

At 12.47pm Director Corporate Services left the meeting

At 12.48pm meeting adjourned

At 1.45pm meeting reconvened.

The Mayor advised Council of the apologies of the Deputy Mayor, who had to leave during the lunch break due to an urgent matter that had arisen. Council noted the apology of the Deputy Mayor.

7.3 YARRABAH ABORIGINAL SHIRE COUNCIL: ANNUAL REPORT 2023 - 2024

PURPOSE OF THE REPORT

Present the 2023 - 2024 Annual Report for council endorsement.

CEO read to the report

RESOLUTION 04:18/12/2024

That Council resolve to endorse Annual Report 2023 – 2024 and the following contents:

- Assessment of Performance including Departmental Operational Reports
- Community Financial Report
- Statutory Reporting Items
- Independent Auditors Report
- Audited Financial Statement

An electronic copy of this report must be posted on the council website.

Moved: Cr Amy Neal

Seconded: Cr Daryl Sexton

4/4

At 2:09 pm, Cr Brian Underwood left the meeting.

At 2:15 pm, Cr Brian Underwood returned to the meeting.

7.4 YARRABAH ABORIGINAL SHIRE COUNCIL CORPORATE PLAN

PURPOSE OF THE REPORT

Submit to council the amended Corporate Plan for 2020 - 2027

CEO read to the report

RESOLUTION 05:18/12/2024

That Council resolve to endorse the Corporate Plan as presented by the CEO.

Moved: Cr Brian Underwood

Seconded: Cr Daryl Sexton

4/4

7.5 MICROGRID PROJECT PRE-IMPLEMENTATION CLOSE OUT

PURPOSE OF THE REPORT

To provide Council with an update on the Yarrabah Microgrid Pre-Implementation project and obtain appropriate support to continue to the next stage of the project.

CEO read to the report

RESOLUTION 06:18/12/2024

That Council resolves to:

1. Endorse progression of the Yarrabah Microgrid Project to financial close, subject to funding;
2. Note the completion of the Yarrabah Microgrid Pre-Implementation QMPF Milestone report to the Queensland Government;
3. Endorse the Project Management Office / Microgrid Project Ownership and Delivery Structure whereby Council will assume control of the Microgrid Project implementation functions, therefore realising Council as the responsible authority for all aspects of the microgrid project, including management of project financing arrangements, co-ordination of project delivery, establishing future operations and maintenance services, and project risk management.
This preferred option allows full control of delivery of the relevant microgrid project components by Council. On the understanding that:
 - a. Ergon Energy Network would retain responsibility for all electricity distribution network functions;
 - b. Ergon Energy Retail would retain responsibility for all energy retailing obligations;
 - c. Council would not be exposed to any obligations or risks in these areas by undertaking the delivery of the Microgrid Project;
4. Change the name of the Yarrabah Microgrid Project to '*Empower Yarrabah*' as part of the transition of the project to Council as the Project Manager, and in recognition that the Yarrabah Microgrid is more than simply a technical solution and delivers more than functional infrastructure, it contributes the community's overall quality of life;
5. Be the applicant for future grants including to the Australian Renewable Energy Agency and other potential funding sources, on the understanding that support for preparation of the Grant will be provided by Energy Connect, as the entity that has prepared the Yarrabah Microgrid Feasibility Study (February 2022) and the Yarrabah Microgrid Pre-Implementation Strategy (December 2024);
6. Delegate the CEO to:
 - a. prepare and submit the grant applications for the Microgrid Project / Empower Yarrabah Project to the Australian Renewable Energy Agency and other funding bodies;
 - b. undertake actions required to establish the Ownership and Delivery Structure subject to funding;
 - c. establish and integrate the Project delivery functions into the Yarrabah Aboriginal Shire Council;
7. Note and support the draft Community Energy Strategy – Empower Yarrabah (December 2024) and undertake further community engagement and promotion activities as appropriate.

Moved: Cr Daryl Sexton

Seconded: Cr Amy Neal

7.6 REQUEST FOR SUPPORT - MUTKIN RESIDENTIAL AND COMMUNITY AGED CARE FOR RENOVATION AND REFURBISHMENT WORKS

PURPOSE OF THE REPORT

To provide Council with information regarding the renovation and refurbishment works at Mutkin Residential and Community Care Indigenous Corporation (Mutkin) and obtain appropriate Council resolutions.

CEO read to the report

RESOLUTION 07:18/12/2024

That Council resolve, to support the grant with the Commonwealth, represented by Department of Health and Aged Care in relation to Lots 703 and 704 SP265165 at 87 Back Beach Road, and in particular, Council provides:

- a. consent for Mutkin to:
 - i. assign the lease or grant a sublease to the Commonwealth or the Commonwealth's nominee if such assignment or sublease is required by the Commonwealth; and
 - ii. grant a charge and mortgage in favour of the Commonwealth over all of Mutkin's right, title and interest in the lease.
 - iii. carry out the Works on the Property; and
- b. assurance that:
 - i. Mutkin will not, at any time, be obliged to pay any additional rent as a consequence of the improvement value and the improvements will not be taken into account on any rent review;
 - ii. the YASC will not terminate the Lease unless the YASC has given the Commonwealth 60 days' notice of its intention to do so and provide the Commonwealth with an opportunity to rectify any default by the Organisation

Moved: Cr Daryl Sexton

Seconded: Cr Brian Underwood

4/4

7.7 MEMORANDUM OF UNDERSTANDING - CHOPPYS BOXING CLUB**PURPOSE OF THE REPORT**

To present to Council a draft Memorandum of Understanding (MOU) between Yarrabah Aboriginal Shire Council and Choppy's Boxing Club for use of community hall for training and potential tournaments.

CEO read to the report

RESOLUTION 08:18/12/2024

That Council:-

1. Endorse the Memorandum Of Understanding.
2. Authorise the CEO to action the signing.

Moved: Cr Brian Underwood

Seconded: Cr Hezron Murgha

4/4

7.8 CONFIRMATION OF ABORIGINALITY / COMMUNITY AFFILIATION APPLICANT FORM:

[REDACTED]

PURPOSE OF THE REPORT

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

CEO read to the report

RESOLUTION 09:18/12/2024

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

1. To accept the application as submitted

Moved: Cr Daryl Sexton

Seconded: Cr Amy Neal

4/4

7.9 PEOPLE & COMMUNITIES OPERATIONAL REPORT**PURPOSE OF THE REPORT**

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

CEO read to the report

RESOLUTION 10:18/12/2024

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

Moved: Cr Hezron Murgha

Seconded: Cr Daryl Sexton

4/4**7.10 BUILDING SERVICES - OPERATIONAL REPORT****PURPOSE OF THE REPORT**

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

CEO read to the report

RESOLUTION 11:18/12/2024

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

Moved: Cr Daryl Sexton

Seconded: Cr Amy Neal

4/4

7.11 INFRASTRUCTURE OPERATIONAL REPORT**PURPOSE OF THE REPORT**

To report to Council the status/activities of Infrastructure Department areas for the month of November / December 2024.

CEO read to the report

RESOLUTION 12:18/12/2024

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

Moved: Cr Brian Underwood

Seconded: Cr Amy Neal

4/4**8 CORRESPONDENCE**

Mayor Daryl Sexton advised Council of a Christmas card from the Premier David Crisafulli, extending Merry Christmas wishes to all.

9 STRATEGIC PORTFOLIO UPDATE

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

10 CONFIDENTIAL MATTERS

Nil

11 CLOSE OF MEETING

Date for the next Council Ordinary Meeting is Wednesday 22 January 2025.

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

Meeting closed at 3.40pm.

.....
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.20250129

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 December / January 2025.

KEY FOCUS AREAS

This monthly report covers the period from 14 December 2024 to 23 January 2025.

- ◇ **Elders Yarning Circle** - 16 December. Mayor, Deputy Mayor, Cr Neal & Cr Underwood attended
- ◇ **Ordinary Council Meeting** - 18 December. Mayor, Councillors & CEO attended
- ◇ **Minister Steven Minnikin MP**, Minister for Customer Services and Open Data and Minister for Small and Family Business - 18 December. Mayor, Councillors & CEO attended
- ◇ **Yarrabah Fire Works Display** - Tuesday 31 December. From the Yarrabah Jetty



Photos by Ahikito Kariya

- ◇ **DDMG #3** - 14 January. CEO attended

- ◇ **Yarrabah Survival Day Community Event** - 26 January. Community Hall
- ◇ **YAG #19 / Healthy Housing** - 28 January. Mayor, Deputy Mayor & CEO attended

UPCOMING MEETINGS / EVENTS

- ◇ **Senior Advisor Minister McCarthy's Office** - 30 January. CEO to attend, Mayor & Councillors are invited

-
- ◇ **Australian Bureau of Statistics** - 30 January. Mayor & CEO to attend & Councillors invited

-
- ◇ **Community Recovery Funding – Department of Local Government, Water & Volunteers** - 30 January. CEO & Director's to attend

- ◇ **Community Assistance Project through RACQ Foundation** - 30 January. Foundation Project Coordinator. CEO & Directors to attend

- ◇ **Police Chief Superintendent** - 3 February. Mayor & CEO to attend

- ◇ **Yarrabah MicroGrid** - 3 February. CEO & Yarrabah Planner to attend

- ◇ **MicroGrid Steering Committee meeting** - 4 February. Mayor & CEO to attend

- ◇ **Department of Women, Aboriginal and Torres Strait Islander Partnerships, and Multiculturalism** - 4 February. A/Principal Project Officer. Mayor & CEO to attend

- ◇ **FNQROC Regional Economic Plan** - 4 February. CEO to attend

- ◇ **Councillor training** - 5 February. Mayor & Councillors to attend

- ◇ **FNQRRTG #83** - 6 February. Mayor & CEO to attend

- ◇ **FNQROC Board Meeting #170** - 6 February. Mayor & CEO to attend

- ◇ **ILG** - 7 February. CEO to attend

- ◇ **MicroGrid Meeting** - 11 February. Mayor & CEO to attend

- ◇ **DDMG #4** - 11 February. Deputy Mayor, Cr Neal & CEO to attend

- ◇ **FNQROC Regional Economic Plan** - 11 February. CEO to attend

- ◇ **Yarrabah Audit & Risk Committee Meeting** - 13 February. Mayor & Cr Murgha to attend

- ◇ **Tropical Public Health Services** - 13 February. CEO & Directors to attend
- ◇ **Yarrabah Area Fire Management Group Meeting** - 14 February. Mayor, Deputy Mayor, Cr Neal & CEO to attend
- ◇ **Tentative – Visit by Minister for Women and Women's Economic Security, Minister for Aboriginal and Torres Strait Islander Partnerships and Minister for Multiculturalism Hon Fiona Simpson** 14 February. Mayor, Councillors & CEO to attend.
- ◇ **FNQ Regional Organisation of Councils** - Climate mitigation and adaptation to climate driven events - 18 February. CEO to attend
- ◇ **Department of Customer Services, Open Data and Small and Family Business** - Business Resilience Partnership Program - Principal Program Officer - 18 February. CEO to attend
- ◇ **FNQROC Regional Economic Plan** - 18 February. CEO to attend
- ◇ **Ordinary Council Meeting** - 19 February. Mayor, Councillors & CEO to attend

GOVERNANCE

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

GRANTS MANAGEMENT

Grants Officer has been on leave for December / January period. A comprehensive update of the status of grants and potential opportunities will be supplied in the February meeting.

A. GRANTS SUBMITTED DURING PERIOD

- **Queensland State Emergency Services - SES Support Grant Program 2025-2026**
 - Facility – Extension of SES Building - **\$150,000**
 - Vehicle –
 - All-Terrain Vehicle Kubota - **\$31,363.64**
 - Second hand vehicle – **\$27,000**
- **Gambling Community Benefit Fund** - Council Website upgrade - **\$28,600**

B. GRANTS AWAITING OUTCOME

- i. **Queensland Government - Department of Housing, Local Government and Planning and Public Works – Scheme Supply Fund** – Planning Scheme Amendment to incorporate the Yarrie Homes Guideline and Balamba Structure - **\$100,000**
- ii. **Australian Government – Department of Industry, Science and Resources – Department of Infrastructure, Transport, Regional Development Communications and the Arts –**

Growing Regions Round 2 - Development of the Yarrabah Community Hub - \$14.8 Million

- iii. **Australian Government – Department of Industry, Science and Resources – Department of Infrastructure, Transport, Regional Development Communications and the Arts - Housing Support Program - Stream 2 – Critical Enabling Infrastructure Water (WTP) and Sewerage (STP) Upgrade(s). - \$18,800,000**

C. GRANT OPPORTUNITIES

- i. **Department of Infrastructure, Transport, Regional Development, Communications and the Arts - Indigenous Visual Arts Industry Support program** - Funding will support organisations that enhance sustainable Indigenous visual arts industry, promoting participation and economic opportunities for Aboriginal and Torres Strait Islander people while ensuring ongoing art production and exhibition- **\$ 5,000 to \$80,000**
- ii. **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**
 - a. **International Touring and Presentation Fund** - supports international touring, showcasing and presentation opportunities for Australian artists and creative workers - **\$5,000 up to \$850,000**
 - b. **Queensland State Emergency Services - SES Support Grant-** Grant available to ensure SES members are adequately resourced and equipped to assist your community - **up to \$150,000 for Facility, Up to \$75,000 for Vehicle.**
 - c. **Department of Infrastructure, Transport, Regional Development, Communications and the Arts - Safer Local Roads and Infrastructures Program** - provide funding for projects to address current and emerging priorities in road infrastructure needs. **No maximum amount**
 - d. **Active Transport Fund** - Funding for the design and construction of new or existing bicycle and walking pathways to encourage the use of active transport. Funding up to **up to \$5,000,000**
- iii. **Queensland Government - Department of Treaty, Aboriginal and Torres Strait Islander Partnerships, Communities and the Arts- Arts Queensland – First Nations Commissioning Fund Yarrabah Music and Cultural Festival – \$70,000**

PROJECT UPDATE

Funding	Project	Project Status	Monthly Update - January 2025
ATSI TIDS Roads to Recovery 19-24 LRCI Phase 4	Annual Allocation - Jabin/Jungi Lane K&C and Pavement Resurfacing	In Progress	YASC completed earthworks/roadworks prior to kerb and channel pour 27/11/24, Asphalt complete to both intersections Saturday 7/12/24. Enter into close outs next month.
NQNDMP	Flood and Drainage Study	In Close Out	Drainage report available for potential funding opportunities focussing on Drainage improvements in community
	Buddabadoo Drainage Improvements	In Progress	YASC completing culvert upgrades on Buddabadoo Road, CH2338 and CH3093. Works are on track for completion by December 2024 and delivered on budget.
Capital Interim	Djenghi Stage 6B / 7A - Civil Works	In Close Out	Works complete on time and on budget. Project complete.
	Balamba Master Planning	In Progress	Preliminary Planning - Works in Progress Planz Town Planning (Nikki Huddy)
	Balamba Link Road - Intersection Upgrade	In Close Out	Works Complete, currently entered into the defects liability period. Contractor has achieved practical completion, minor defects to be complete mostly relating to patching to the D/S headwall and pavement repairs to the Servo access crossover where water is ponding
ATSI TIDS 23/24			
Dept Housing. TBC	Balamba Stage 1 Civil	Prestart	Waiting on master planning to be complete

Forward Capital Program	Ambrym Street Redevelopment	Prestart	Waiting on master planning to be complete before engaging Civil Designers
	Bulguru Park Cabins - Supply and Installation	In Progress	Contract issued to Assett Cabins & Homes. Fabrication begins March 2025 expected to install approx. July 2025
	Bulguru Park - Civil Works Package	In Progress	Detailed civil design complete. RFQ's issued to locabuy suppliers. Quotes received were not within budget. YASC investigating options to self deliver
QBUILD Contract 81907	Construction of 4 x detached dwellings and 2 x duplex	Complete	Hand over expected for February 2025
Capital Housing Program	Program 1 - Construction of 5 New dwellings and 2 x Extensions	Prestart	Funding agreement expected to be issued to YASC January 2025
	Program 2 - Construction of 8 x Extensions	Prestart	
	Program 3 - Construction of 8 x Extensions	Prestart	
LRCI Phase 3	Buddabadoo Bridge Contribution	In Close Out	In closeouts/QRA final reviews
QDRRRF	Buddabadoo Bridge - Construction	In Close Out	In closeouts/QRA final reviews
DRFA 2021	YASC.0013 Sealed Works Package	In Close Out	In closeouts/QRA final reviews
	YASC.0012 Unsealed Works Package	In Close Out	In closeouts/QRA final reviews
	YASC.0011 Buddabadoo Landslip	In Close Out	In closeouts/QRA final reviews
	YASC.0017 Buddabadoo Betterment	In Close Out	In closeouts/QRA final reviews
LRRG	Day Care - Stormwater Improvements	In Progress	Project funding will not be closed out until after next wet season in the event additional works are required
	PCYC / Place of Refuge - Stormwater Improvements	In Progress	
	Disaster Coordination Centre - Stormwater Improvements	In Progress	
	Disaster Coordination Centre - Generator	Completed	Generator now installed
	Weather Monitoring Infrastructure	In Progress	Contract issued to supplier. Anticipate delivery and installation

			February 2025
DRFA 2023	YASC.0025 Sealed Works Package	In Progress	Works commenced November 2024. Anticipate to be complete works throughout the next Quarter. Anticipating an underspend on this project as YASC are typically cost efficient delivering these works.
	YASC.0033 Flood Warning Systems	In Progress	Contract issued to supplier. Anticipate delivery and installation February 2025
	2023 Betterment Reservoir Road	In Progress	Detailed civil design complete. RFQ to be issued to Local Buy suppliers January 2025. Program to commence works post wet season.
DRFA 2024 - TC Jasper	Emergency Works	Complete	Notification in November 2024 that QRA Close outs were complete and reimbursement was finalised
	YASC.0032 Sealed Works Package	Prestart	QRA approvals received November 2024
	YASC.0034 Unsealed Works Package	Prestart	QRA approvals received November 2024
Work for Queensland 4 21-24	Yarrabah Beautification Works	Complete	Projects complete Dec 2024, finalising projects and defects Jan 2025. Works in close out with reports submitted to Dept of Local Government.
	Housing Driveways Phase 2	Complete	Projects complete Dec 2024, finalising projects and defects Jan 2025. Works in close out with reports submitted to Dept of Local Government.

	Upgrade and Refurbishment of Council Buildings	Complete	Projects complete Dec 2024, finalising projects and defects Jan 2025. Works in close out with reports submitted to Dept of Local Government.
	Security Fencing Project	N/A	Projects complete Dec 2024, finalising projects and defects Jan 2025. Works in close out with reports submitted to Dept of Local Government
Work for Queensland 5 24-27	Council Facility Improvements and Resilience	In Progress	Planning in progress
	Esplanade Beautification	In Progress	Planning in progress
	Bishop Malcolm Park - stage security and fencing improvements	In Progress	Stage security gates and fencing contract has been issued. Fabrication in progress, expected delivery onsite February 2025
	Cemetery Upgrade - Fencing New and Old Cemetery	In Progress	Planning in progress
	Public Toilet Blocks - Wungu and Jilji	In Progress	Planning in progress - Project brief to be prepared and issued to Council for consideration
	Museum Boardwalk and Amphitheatre	In Progress	Planning in progress - Project brief to be prepared and issued to Council for consideration
	Yarrabah Lookout - Walking Trail and Facilities	In Progress	Planning in progress
Play Our Way Program	Extension of the Gillian Bann Women Facility and the construction of the bottom Field	Prestart	Federal Government Department Health and Aged Care

MEETING ACTIONS

Ordinary Meeting - 18 December 2024

Item	Agenda item	Status
7.1	CEO Operational Report	Tabled
7.2	YASC Monthly Financial Report	Tabled

7.3	YASC Annual Report 2023 - 2024	Tabled
7.4	YASC Corporate Plan	Tabled
7.5	MicroGrid Project Pre-Implementation Close Out	Actioned
7.6	Request for Support - Mutkin Residential and Community Aged Care for Renovation and Refurbishment Works	Actioned
7.7	Memorandum of Understanding – Choppy’s Boxing Club	Actioned
7.8	Confirmation of Aboriginality / Community Affiliation Applicant Form: [REDACTED] [REDACTED]	Actioned
7.9	People and Communities Operational Report	Tabled
7.10	Building Services Operational Report	Tabled
7.11	Infrastructure Operational Report	Tabled
8	Correspondence - Christmas card from the Premier David Crisafulli	Tabled

ATTACHMENTS

Nil

RECOMMENDATION

That Council accept the CEO Operational Report for the period to 23 January 2025.

7.2 YASC MONTHLY FINANCIAL REPORT

File Number: 02.MFD_OM.20250129

Author: Mike Mair, Director - Corporate Services

PURPOSE OF THE REPORT

Provide council with monthly financial report. This report covers the financial period 31st December 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. Grant Report

POLICY/FUNDING CONSIDERATIONS

Local Government Regulations, s204 - Financial

RISK

Compliance.

CONSULTATION

Executive Leadership Team

Finance Manager

ATTACHMENTS

1. **Finance Report December 2024**
2. **Areas of Interest Report December 2024**
3. **Grants Report December 2024**

RECOMMENDATION

That Council accept the 31st December 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. Grant Report

**CORPORATE SERVICES REPORT
TO THE YARRABAH ABORIGINAL SHIRE COUNCIL
For the Period Ended 31 December 2024**

FINANCIAL SERVICES

I. Overview of Operating Results as at 31 December 2024

	ACTUAL YTD	BUDGET YTD 24/25	VARIANCE	VARIANCE	BUDGET FY 24/25
	\$	\$	\$	%	\$
Recurrent Income					
Fees & charges	20,980	133,381	-112,401	-84%	266,763
Other incomes	453,920	294,712	159,208	54%	589,424
Rental income	1,566,657	1,500,151	66,506	4%	3,000,302
Interest received	257,324	75,000	182,324	243%	150,000
Sales & recoverable works	3,675,640	2,796,005	879,636	31%	5,592,009
Grants & Subsidies	5,929,259	4,151,141	1,778,118	43%	8,302,282
	11,903,781	8,950,390	2,953,391	33%	17,900,780
Recurrent Expenditure					
Employees costs	3,626,695	3,709,637	-82,942	-2%	7,419,274
Materials and services	5,920,489	5,796,119	124,370	2%	11,592,238
Finance costs	7,465	276,591	-269,126	-97%	553,181
Donations Paid	2,241	-	2,241		
Depreciation	3,368,473	3,266,749	101,724	3%	6,533,498
	12,925,362	13,049,095	-123,733	-0.95%	26,098,191
Less: Capitalised Expenses					
	12,925,362	13,049,095	-123,733	0.95%	26,098,191
Net Operating Profit	-1,021,582	-4,098,706	3,077,124	-75%	-8,197,411

Council's Operating result is a loss of \$1.022M as at 31 December 2024, better than budget by \$3.077M.

Recurrent income is over budget by \$2.953M. Grants & subsidies are over budget by \$1.778M as a result of the ICFP funding being higher than was budgeted. The increased ICFP funding has helped reduce the operating loss year to date.

Recoverable works income exceeded budget by \$880K with continued strong growth of the QBuild maintenance business.

Recurrent expenditure is \$124K under budget, mainly as a result of finance costs being under budget by \$269K, however it should be also noted the bad debts impairment is not calculated until the end of financial year. Employee costs are also under budget by \$83K.

Liquidity Highlights

II. Current Trade Debtors, Housing Debtors & Trade Creditors

	90 Days	60 Days	30 Days	Current	Total
Total Debtor Type	308.40	-	-	-	308
Debtors Sundry	243,804	44,009	68,613	751,846	1,108,272
Blockholders Service Fees	400,918	24,865	8,845	16,231	418,397
Commercial Service Fees	134,214	-	-	-	134,214
Grants	479	-	-	82,847	83,325
Ex - Rent (pre 2013)	958,614	-	-	105	958,509
Trustee Leases	22,345	-	-	-	22,345
Commercial Leases	30,339	9,145	1,345	11,256	49,394
Daycare Debtors	142,241	4,139	2,708	141	149,229
Housing Current Rent	3,078,589	15,849	1,731	2,600	3,098,770
TOTAL DEBTORS	5,011,852	98,007	80,552	832,352	6,022,764
TOTAL CREDITORS	20,776	24,801	53,762	948,914	1,048,253

Of the \$6.023M owing to Council, only \$1.775M is estimated as collectable with \$4.248 million included in our provision for doubtful debts.

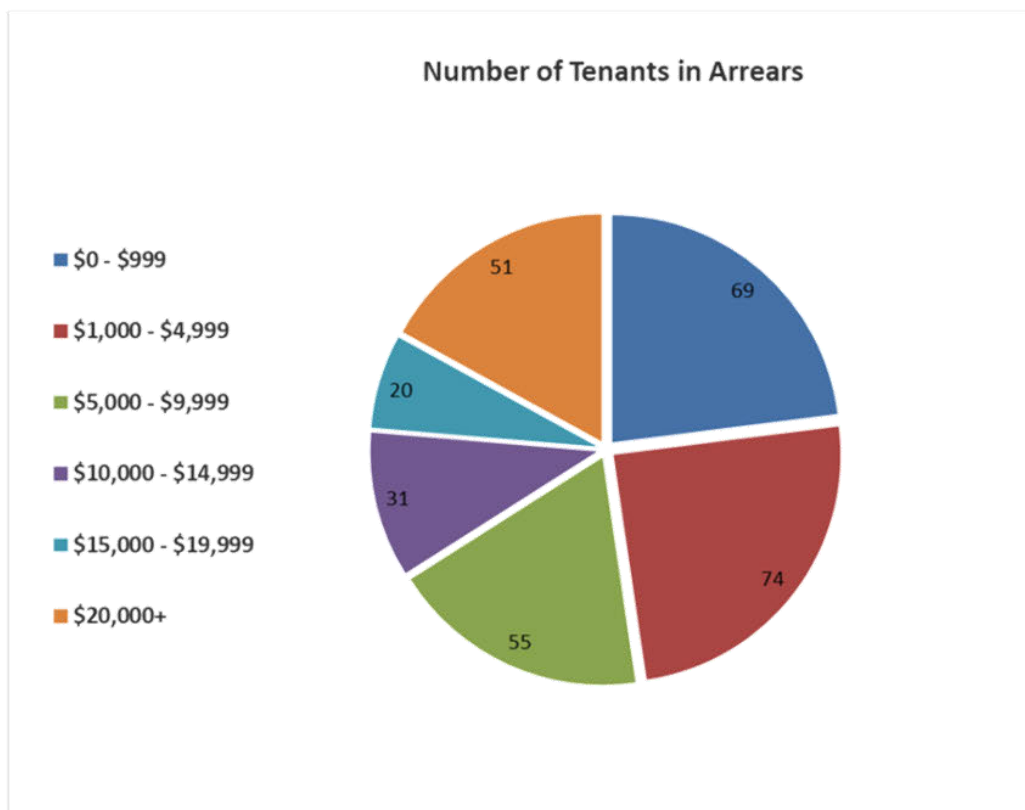
Snapshot: SOCIAL HOUSING DEBT LEVEL (CURRENT)

Over the past 12 months, the rental arrears to Council for social housing has increased by 8% from \$2,859,255 to \$3,098,770. A review of debtors has highlighted the following:

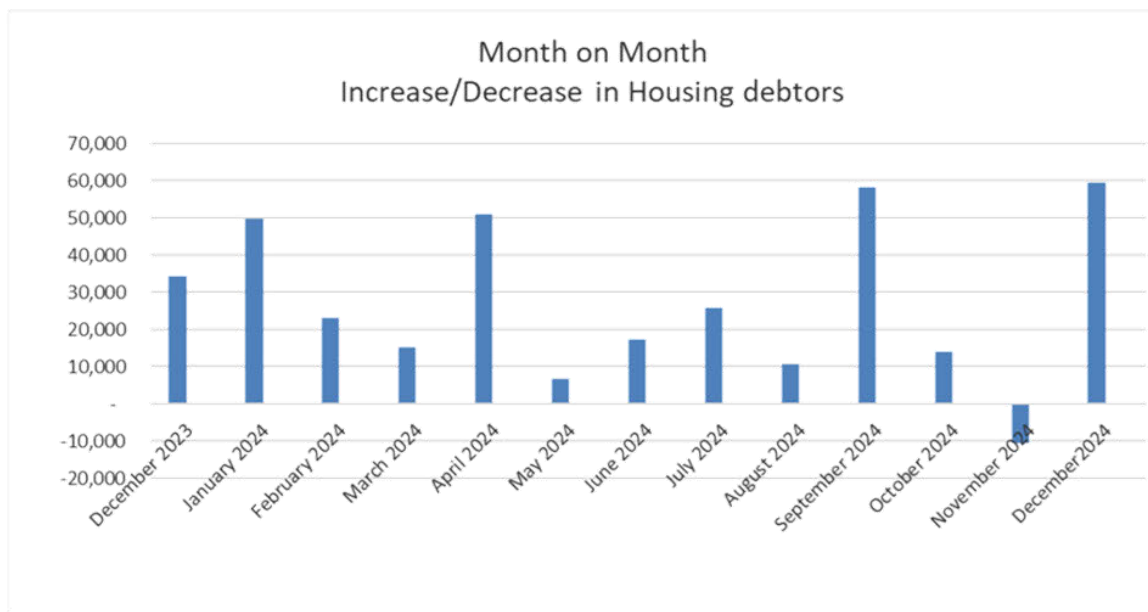
60% of current tenants are in arrears and 231 total tenants owe over \$1,000 which has decreased by 2 on that of the previous quarter.

The 51 debtors owing over \$20K increased by 21K from \$1.733M to \$1.754M.

	# Tenants	# Tenants	# Tenants	# Tenants	# Tenants
Amount Owning to Council	Dec-23	Mar-24	Jun-24	Sep-24	Dec-24
\$0 - \$999				57	69
\$1,000 - \$4,999	84	82	80	77	74
\$5,000 - \$9,999	60	56	56	57	55
\$10,000 - \$14,999	42	38	31	32	31
\$15,000 - \$19,999	14	13	18	16	20
\$20,000+	43	46	46	51	51
Total Tenants Over \$1,000	243	235	231	233	231
Percent of tenants in arrears	63%	61%	60%	60%	60%



Monthly movement to housing debt	
Month	Actual increase/(decrease)
December 2023	34,112
January 2024	49,832
February 2024	23,009
March 2024	15,076
April 2024	50,791
May 2024	6,793
June 2024	17,358
July 2024	25,896
August 2024	10,605
September 2024	58,208
October 2024	14,043
November 2024	- 10,670
December 2024	59,359



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 30/12/2024</i>	Total Grant Budget	Monies Received to Date	Expenses to Date	Variation v Budget	Brief Description
Interim Remote Capital Program	2,139,036	1,925,134	2,324,413	- 185,377	5 Lots 6A Djenghi Estate
Works for Qld 4 - 21/24	3,280,000	2,952,000	3,352,425	- 72,425	Driveways, Security, Council Buildings Upgrade & Refurbishment, Yarrabah Beautification
Roads to recovery	42,409	212,360	279,135	- 236,726	Construction or maintenance of roads
Sewerage Pump Stations (ICCIP)	471,313	860,040	444,115	27,198	Replace gantrys, pump upgrades and maintenance, SCADA, assesment of future expansion, new switchboard pump 3
Water Mains Upgrade (ICCIP)	1,999,862	1,792,968	2,022,477	- 22,615	Replace water main Back Beach Road, SCADA, Fit bore 2 & 7 pumps, water treatment upgrade.
Qbuild Housing demolition and construction	3,498,000	2,787,259	2,814,649	683,351	14 Smith St, 4 Dabah Close, 19 Smith St, 32 Workshop Rd, 7 Beach St, 64 Gribble St
Forward Capital Program	5,927,444	1,929,304	689,952	5,237,491	16 Lots Djenghi, 10 houses Gurmga St
Water Treatment Plant Upgrade (LGGSP)	1,253,159	375,948	90,331	1,162,828	Water Treatment Plant upgrade
Buddabadoo Road drainage upgrades (QRA)	566,475	461,990	455,582	110,893	Buddabadoo Road drainage upgrades
Landfill Operational Equipment (DES)	1,728,900	1,848,900	1,932,986	- 204,086	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	2,594	4,997,407	Balamba area link infrastructure and 20 lots subdivision
Works for Qld 5 - 24/27	4,920,000	2,460,000	15,547	4,904,453	Council facility Improvements, Esplanade beautification, BMP stage, Cemetary Upgrade, Public Toilets - Wungu & Jilji, Museum Boardwalk, Yarrabah Lookout
	\$30,826,598	\$19,105,903	\$14,424,205		
Estimated Capital Deficit		0			

IV. Balance Sheet

Yarrabah Aboriginal Shire Council		
Statement of Financial Position		
As at 31 December 2024		
	Council	
	As at 31	As at 30 June
	December 2024	2024
	\$	\$
Current assets		
Cash and cash equivalents	18,724,957	11,634,217
Trade and other receivables	5,706,980	4,846,817
Inventories	195,661	165,440
Total current assets	24,627,599	16,646,474
Non-current assets		
Property, plant and equipment	170,339,809	164,467,378
Total non-current assets	170,339,809	164,467,378
Total assets	194,967,408	181,113,852
Current liabilities		
Trade and other payables	11,315,199	8,371,198
Provisions	777,879	864,189
Total current liabilities	12,093,078	9,235,386
Non-current liabilities		
Provisions	1,730,485	1,730,485
Total non-current liabilities	1,730,485	1,730,485
Total liabilities	13,823,563	10,965,871
Net community assets	181,143,845	170,147,981
Community equity		
Asset revaluation surplus	113,582,451	113,581,531
Retained surplus/(deficiency)	67,561,393	56,566,450
Total community equity	181,143,845	170,147,981

The major movement in currents assets is due to \$4.744M for the ICFP funding and \$2.46M W4Q 24-27 funding being paid in October. The ICFP payment is for the full financial year whilst the WQ4 payment is 50% of the program's total allocation.

The main movement in current liabilities is the \$4.744M 2024-25 ICFP grant which will be allocated to Grant Income equally over the year.

V. Cash Position

	\$	\$
CBA - General Fund	1,955,176	
CBA - Housing Fund	1,396,187	
CBA - Remote Capital	14,196	
CBA - Remote Indigenous Capital	1,500,000	
CBA - Trust Acc	148,310	
QTC - Leases	347,941	
QTC - Investment	11,254,987	
QTC - Forward Capital	2,103,322	
Cash Floats	<u>4,839</u>	
Total Cash		18,724,957
Trade Debtors	6,022,764	
Provision Doubtful Debts	<u>(4,247,619)</u>	1,775,144
Less: Trade Creditors		(1,048,253)
Less: Tied Grant Funds		(7,759,484)
Less: Current Commitments		(8,086,045)
Cash Position at EOM		<u><u>3,606,319</u></u>

VI. Commercial Leases

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

VII. Other

Projects currently being undertaken or scheduled to be undertaken are as follows:

1. Payroll/time and attendance module upgrade- In progress, installation to start 20th January 2025.
2. Risk Register & Risk Policy – Risk Register now reviewed by Executive Management and up to date. Draft Risk Policy to go to Council's February 2025 meeting for approval.
3. Asset Management Plans – Scheduled visit February 2025
4. Formal Valuation of Buildings and other structures – Visit completed 6-9th January 2025.

Mike Mair

Director Corporate Services



300. Program GL Report with IE Code Detail

 11:27 AM
 Thursday, 16 January, 2025

YARRABAH ABORIGINAL SHIRE COUNCIL

For Period Ending: 31/12/2024

Year : 24/25 **50%**

Sub Programme: 307 Pool

Operating Income

13071000 Pool - Income

114 Pool Income

Total: 13071000

Total Act Type: OPERATING INCOME

Operating Expenditure

13072000 Pool - Employee Costs

201 Salaries & Wages

203 Sick Leave

206 Annual Leave

208 Superannuation

211 Workwear

212 Workcover

Total: 13072000

13072100 Pool - Materials & Services

201 Salaries & Wages

304 Cleaning

310 Electricity & gas

318 Insurance - Other

321 Materials & operating

323 Motor Vehicle - Fuel & oil

332 R&M - Buildings

333 R&M - Equipment

339 Telephone & internet

345 Minor Equipment

Total: 13072100

Total Act Type: OPERATING EXPENDITURE

Net Profit(Loss): Pool

	Current Budget	YTD Actual	Order Value	Total Actual	Variance \$	Variance %
13071000 Pool - Income						
114 Pool Income	5,000.00	1,472.73	0.00	1,472.73	3,527.27	29%
Total: 13071000	5,000.00	1,472.73	0.00	1,472.73	3,527.27	29%
Total Act Type: OPERATING INCOME	5,000.00	1,472.73	0.00	1,472.73	3,527.27	29%
<u>Operating Expenditure</u>						
13072000 Pool - Employee Costs						
201 Salaries & Wages	50,000.00	42,410.63	0.00	42,410.63	(7,589.37)	85%
203 Sick Leave	0.00	980.57	0.00	980.57	980.57	(100%)
206 Annual Leave	0.00	3,053.44	0.00	3,053.44	3,053.44	(100%)
208 Superannuation	5,750.00	5,440.33	0.00	5,440.33	(309.67)	95%
211 Workwear	300.00	0.00	0.00	0.00	(300.00)	0%
212 Workcover	933.06	648.05	0.00	648.05	(285.01)	69%
Total: 13072000	56,983.06	52,533.02	0.00	52,533.02	(4,450.04)	(92%)
13072100 Pool - Materials & Services						
201 Salaries & Wages	0.00	114.73	0.00	114.73	114.73	(100%)
304 Cleaning	2,000.00	0.00	0.00	0.00	(2,000.00)	0%
310 Electricity & gas	21,050.36	12,232.49	0.00	12,232.49	(8,817.87)	58%
318 Insurance - Other	28,723.07	13,861.20	0.00	13,861.20	(14,861.87)	48%
321 Materials & operating	21,167.01	6,429.97	2,038.65	8,468.62	(12,698.39)	40%
323 Motor Vehicle - Fuel & oil	500.00	0.00	0.00	0.00	(500.00)	0%
332 R&M - Buildings	9,251.89	14,946.99	4,424.18	19,371.17	10,119.28	209%
333 R&M - Equipment	1,005.20	2,638.00	487.09	3,125.09	2,119.89	311%
339 Telephone & internet	516.03	234.01	0.00	234.01	(282.02)	45%
345 Minor Equipment	1,500.00	0.00	0.00	0.00	(1,500.00)	0%
Total: 13072100	85,713.56	50,457.39	6,949.92	57,407.31	(28,306.25)	(67%)
Total Act Type: OPERATING EXPENDITURE	142,696.62	102,990.41	6,949.92	109,940.33	(32,756.29)	77%
Net Profit(Loss): Pool	(137,696.62)	(101,517.68)	(6,949.92)	(108,467.60)	(29,229.02)	75%

Sub Programme: 502 Planned Maintenance

Operating Income

15021000	Planned Maintenance - Income						
153	Services - Housing Maintenance	5,043,911.15	3,324,237.70	0.00	3,324,237.70	1,719,673.45	66%
154	Services - Contract Works	145,867.40	111,135.70	0.00	111,135.70	34,731.70	76%
Total: 15021000		5,189,778.55	3,435,373.40	0.00	3,435,373.40	1,754,405.15	66%
Total Act Type: OPERATING INCOME		5,189,778.55	3,435,373.40	0.00	3,435,373.40	1,754,405.15	66%

Operating Expenditure

15022000	Planned Maintenance - Employee Costs						
201	Salaries & Wages	422,800.87	176,818.22	0.00	176,818.22	(245,982.65)	42%
208	Superannuation	48,622.10	20,586.05	0.00	20,586.05	(28,036.05)	42%
211	Workwear	269.49	0.00	0.00	0.00	(269.49)	0%
212	Workcover	8,362.75	0.00	0.00	0.00	(8,362.75)	0%
Total: 15022000		480,055.21	197,404.27	0.00	197,404.27	(282,650.94)	(41%)
15022100	Planned Maintenance - Materials & Services						
153	Services - Housing Maintenance	0.00	(412.80)	0.00	(412.80)	(412.80)	(100%)
201	Salaries & Wages	0.00	1,396.26	0.00	1,396.26	1,396.26	(100%)
211	Workwear	0.00	364.23	0.00	364.23	364.23	(100%)
310	Electricity & gas	2,404.90	1,182.45	0.00	1,182.45	(1,222.45)	49%
321	Materials & operating	43,285.70	38,400.80	0.00	38,400.80	(4,884.90)	89%
332	R&M - Buildings	50,714.02	37,551.67	0.00	37,551.67	(13,162.35)	74%
334	R&M - Houses	4,234,333.08	2,273,304.34	227,261.23	2,500,565.57	(1,733,767.51)	59%
344	Travel - other	0.00	2,211.00	0.00	2,211.00	2,211.00	(100%)
345	Minor Equipment	2,000.00	0.00	0.00	0.00	(2,000.00)	0%
346	Motor Vehicles - expenses	5,000.00	0.00	0.00	0.00	(5,000.00)	0%
860	Capital Purchases	0.00	9,550.78	0.00	9,550.78	9,550.78	(100%)
998	Stock Overheads	8,438.72	3,822.58	0.00	3,822.58	(4,616.14)	45%
999	Plant Recovery	10,444.17	3,476.87	0.00	3,476.87	(6,967.30)	33%
Total: 15022100		4,356,620.59	2,370,848.18	227,261.23	2,598,109.41	(1,758,511.18)	(60%)
Total Act Type: OPERATING EXPENDITURE		4,836,675.80	2,568,252.45	227,261.23	2,795,513.68	(2,041,162.12)	58%
Net Profit/(Loss): Planned Maintenance		353,102.75	867,120.95	(227,261.23)	639,859.72	(286,756.97)	62%

Sub Programme: 701 ICFP - Water

Operating Income

17011000	Water - Income						
101	Service Charges	86,394.09	18,115.71	0.00	18,115.71	68,278.38	21%
Total: 17011000		86,394.09	18,115.71	0.00	18,115.71	68,278.38	21%
Total Act Type: OPERATING INCOME		86,394.09	18,115.71	0.00	18,115.71	68,278.38	21%

Operating Expenditure

17012000	Water - Employee Costs						
201	Salaries & Wages	159,435.93	80,015.52	0.00	80,015.52	(79,420.41)	50%
203	Sick Leave	1,966.54	2,330.54	0.00	2,330.54	364.00	119%
206	Annual Leave	10,936.07	1,882.81	0.00	1,882.81	(9,053.26)	17%
208	Superannuation	18,335.13	7,895.68	0.00	7,895.68	(10,439.45)	43%
211	Workwear	1,000.00	247.32	0.00	247.32	(752.68)	25%
212	Workcover	2,716.00	2,740.27	0.00	2,740.27	24.27	101%
Total: 17012000		194,389.67	95,112.14	0.00	95,112.14	(99,277.53)	(49%)
17012100	Water - Materials & Services						
308	Contractors fees	1,000.00	7,500.00	1,300.00	8,800.00	7,800.00	880%
310	Electricity & gas	177,583.45	93,050.76	0.00	93,050.76	(84,532.69)	52%
318	Insurance - Other	7,784.04	3,756.42	0.00	3,756.42	(4,027.62)	48%
321	Materials & operating	168,007.59	91,583.61	15,031.23	106,614.84	(61,392.75)	63%
323	Motor Vehicle - Fuel & oil	10,394.82	5,179.44	0.00	5,179.44	(5,215.38)	50%
327	Motor Vehicle - R&M	5,000.00	0.00	0.00	0.00	(5,000.00)	0%
333	R&M - Equipment	7,515.56	4,600.28	4,179.48	8,779.76	1,264.20	117%
335	R&M - Infrastructure	15,047.59	4,027.00	16,526.00	20,553.00	5,505.41	137%
338	Subscriptions	3,891.30	2,173.25	0.00	2,173.25	(1,718.05)	56%
339	Telephone & internet	1,828.04	1,484.50	0.00	1,484.50	(343.54)	81%
346	Motor Vehicles - expenses	8,843.24	1,544.84	0.00	1,544.84	(7,298.40)	17%
Total: 17012100		406,895.63	214,900.10	37,036.71	251,936.81	(154,958.82)	(62%)
17018000	Water - Depreciation						
901	Buildings Depreciation	327,775.46	0.00	0.00	0.00	(327,775.46)	0%
Total: 17018000		327,775.46	0.00	0.00	0.00	(327,775.46)	0
Total Act Type: OPERATING EXPENDITURE		929,060.76	310,012.24	37,036.71	347,048.95	(582,011.81)	37%
Net Profit(Loss): ICFP - Water		(842,666.67)	(291,896.53)	(37,036.71)	(328,933.24)	(513,733.43)	36%

Sub Programme: 801 ICFP - Sewerage

Operating Income

18011000	Sewerage - Income						
101	Service Charges	77,181.35	20,787.41	0.00	20,787.41	56,393.94	27%
Total: 18011000		77,181.35	20,787.41	0.00	20,787.41	56,393.94	27%
Total Act Type: OPERATING INCOME		77,181.35	20,787.41	0.00	20,787.41	56,393.94	27%

Operating Expenditure

18012000	Sewerage - Employee Costs						
201	Salaries & Wages	196,497.77	87,156.15	0.00	87,156.15	(109,341.62)	44%
203	Sick Leave	8,420.37	3,804.47	0.00	3,804.47	(4,615.90)	45%
206	Annual Leave	11,645.93	8,174.62	0.00	8,174.62	(3,471.31)	70%
208	Superannuation	22,597.24	7,828.88	0.00	7,828.88	(14,768.36)	35%
211	Workwear	500.00	0.00	0.00	0.00	(500.00)	0%
212	Workcover	4,169.27	3,549.82	0.00	3,549.82	(619.45)	85%
Total: 18012000		243,830.58	110,513.94	0.00	110,513.94	(133,316.64)	(45%)
18012100	Sewerage - Materials & Services						
308	Contractors fees	3,000.00	0.00	0.00	0.00	(3,000.00)	0%
310	Electricity & gas	56,286.37	24,261.66	0.00	24,261.66	(32,024.71)	43%
318	Insurance - Other	12,867.23	6,209.52	0.00	6,209.52	(6,657.71)	48%
321	Materials & operating	127,143.69	70,526.88	29,310.15	99,837.03	(27,306.66)	79%
323	Motor Vehicle - Fuel & oil	2,129.13	933.66	0.00	933.66	(1,195.47)	44%
327	Motor Vehicle - R&M	1,919.90	0.00	0.00	0.00	(1,919.90)	0%
332	R&M - Buildings	480.55	17.23	593.65	610.88	130.33	127%
333	R&M - Equipment	27,981.31	51.26	187.10	238.36	(27,742.95)	1%
335	R&M - Infrastructure	2,749.10	0.00	0.00	0.00	(2,749.10)	0%
346	Motor Vehicles - expenses	0.00	612.43	0.00	612.43	612.43	(100%)
Total: 18012100		234,557.28	102,612.64	30,090.90	132,703.54	(101,853.74)	(57%)
18013000	Sewerage - Finance costs						
402	Credit Loss Expense	20,000.00	0.00	0.00	0.00	(20,000.00)	0%
Total: 18013000		20,000.00	0.00	0.00	0.00	(20,000.00)	0
18018000	Sewerage - Depreciation						
907	Sewerage Depreciation	224,817.39	0.00	0.00	0.00	(224,817.39)	0%
Total: 18018000		224,817.39	0.00	0.00	0.00	(224,817.39)	0
Total Act Type: OPERATING EXPENDITURE		723,205.25	213,126.58	30,090.90	243,217.48	(479,987.77)	34%
Net Profit/(Loss): ICFP - Sewerage		(646,023.90)	(192,339.17)	(30,090.90)	(222,430.07)	(423,593.83)	33%

Sub Programme: 802 ICFP - Waste Mgmt

Operating Income

18021000	Waste - Income						
101	Service Charges	75,763.91	16,520.26	0.00	16,520.26	59,243.65	22%
130	Waste levy income	133,117.67	99,838.25	0.00	99,838.25	33,279.42	75%
	Total: 18021000	208,881.58	116,358.51	0.00	116,358.51	92,523.07	56%
	Total Act Type: OPERATING INCOME	208,881.58	116,358.51	0.00	116,358.51	92,523.07	56%

Operating Expenditure

18022000	Waste - Employee Costs						
201	Salaries & Wages	0.00	25,164.79	0.00	25,164.79	25,164.79	(100%)
203	Sick Leave	0.00	3,351.90	0.00	3,351.90	3,351.90	(100%)
206	Annual Leave	0.00	2,841.68	0.00	2,841.68	2,841.68	(100%)
208	Superannuation	0.00	3,712.21	0.00	3,712.21	3,712.21	(100%)
211	Workwear	0.00	(58.00)	0.00	(58.00)	(58.00)	(100%)
212	Workcover	0.00	942.49	0.00	942.49	942.49	(100%)
	Total: 18022000	0.00	35,955.07	0.00	35,955.07	35,955.07	(100%)
18022100	Waste - Materials & Services						
315	Hire of equipment	339,034.46	235,507.12	265,881.58	501,388.70	162,354.24	148%
321	Materials & operating	59,264.63	1,013.52	0.00	1,013.52	(58,251.11)	2%
323	Motor Vehicle - Fuel & oil	994.73	335.98	0.00	335.98	(658.75)	34%
332	Rd&M - Buildings	3.35	10.55	0.00	10.55	7.20	315%
346	Motor Vehicles - expenses	397.29	780.23	0.00	780.23	382.94	196%
	Total: 18022100	399,694.46	237,647.40	265,881.58	503,528.98	103,834.52	(126%)
18023000	Waste - Finance costs						
402	Credit Loss Expense	20,000.00	0.00	0.00	0.00	(20,000.00)	0%
	Total: 18023000	20,000.00	0.00	0.00	0.00	(20,000.00)	0
	Total Act Type: OPERATING EXPENDITURE	419,694.46	273,602.47	265,881.58	539,484.05	119,789.59	129%
	Net Profit(Loss): ICFP - Waste Mgmt	(210,812.88)	(157,243.96)	(265,881.58)	(423,125.54)	212,312.66	104%

Sub Programme: 819 Container Exchange

Operating Income

18091710	Container Exchange - Sales Income Gen						
121	Commission	0.00	19,809.50	0.00	19,809.50	(19,809.50)	(100%)
	Total: 18091710	0.00	19,809.50	0.00	19,809.50	(19,809.50)	(100%)
	Total Act Type: OPERATING INCOME	0.00	19,809.50	0.00	19,809.50	(19,809.50)	(100%)

Operating Expenditure

18092000	Container Exchange - Employee costs						
201	Salaries & Wages	0.00	24,656.81	0.00	24,656.81	24,656.81	(100%)
208	Superannuation	0.00	3,022.60	0.00	3,022.60	3,022.60	(100%)
212	Workcover	0.00	(7,150.73)	0.00	(7,150.73)	(7,150.73)	(100%)
	Total: 18092000	0.00	20,528.68	0.00	20,528.68	20,528.68	(100%)
18092100	Container Exchange - Materials and Services						
321	Materials & operating	0.00	5,119.84	0.00	5,119.84	5,119.84	(100%)
	Total: 18092100	0.00	5,119.84	0.00	5,119.84	5,119.84	(100%)
	Total Act Type: OPERATING EXPENDITURE	0.00	25,648.52	0.00	25,648.52	25,648.52	(100%)
	Net Profit(Loss): Container Exchange	0.00	(5,839.02)	0.00	(5,839.02)	5,839.02	(100%)



500. SPECIFIC PURPOSE GRANT BALANCES BY PROJECT

YARRABAH ABORIGINAL SHIRE COUNCIL

11:28 AM
Thursday, 16 January, 2025

as at 31 December 2024

	Opening Balance	Receipts Grants	Receipts Other	Disbursements	Closing Balance
Department of Local Government Racing and Multicultural Affairs					
Financial Assistance Grant	0	1,586,603.73	0	(141,664.13)	1,444,939.60
IEDG Grant	0	0	0	0	0
Works for Qld COVID	0	0	0	0	0
Revenue Replacement Grant	0	0	0	0	0
Indigenous Councils Funding Program	0	2,372,041.99	0	(1,539,202.88)	832,839.11
Works For Queensland	0	0	0	(556.69)	(556.69)
Advancing the Planning Act	26,823.00	0	0	0	26,823.00
Sewerage Pumps Stations Upgrade ICCIP	0	328,731.22	0	(26,117.47)	302,613.75
Water Mains Upgrade ICCIP	(242,298.00)	322,575.08	0	(349,498.09)	(269,221.01)
Bukki Road Upgrade Stage 2 (LGGSP)	0	0	0	0	0
Waste ICCIP	0	0	0	0	0
Works for Qld 4	427,366.00	0	0	(678,192.56)	(250,826.56)
Works for Qld 2024-27	0	2,460,000.00	0	(15,546.63)	2,444,453.37
Total: Department of Local Government Racing and Multicultural Affairs	211,891.00	7,069,952.02	0	(2,750,778.45)	4,531,064.57
National Australia Day Council					
National Australia Day Council	0	12,000.00	0	0	12,000.00
Total: National Australia Day Council	0	12,000.00	0	0	12,000.00
Queensland Health					
ATSI Health Grant	81,937.00	205,675.00	0	(350,719.49)	(63,107.49)
Total: Queensland Health	81,937.00	205,675.00	0	(350,719.49)	(63,107.49)
Department of Communities Housing and Digital Economy: Arts Qld					
IRADF Grant	34,545.00	0	0	(577.62)	33,967.38
YCMF 2021 - Local Musicians/Facilitator (FNCF)	(23,348.00)	26,550.00	0	(39,830.58)	(36,628.58)
Total: Department of Communities Housing and Digital Economy: Arts Qld	11,197.00	26,550.00	0	(40,408.20)	(2,661.20)
Department of Environment and Science: Arts Qld					
Fashion & Wearable Art	0	0	0	0	0
Arts BIA	(77.00)	0	0	(39,248.00)	(39,325.00)
QMF 2021 (Open Air)	0	0	0	0	0
Container Exchange	(15,385.00)	0	19,809.50	(25,648.52)	(21,224.02)
Landfill (Dept of E&S)	0	1,848,900.00	0	(1,932,986.31)	(84,086.31)
Total: Department of Environment and Science: Arts Qld	(15,462.00)	1,848,900.00	19,809.50	(1,997,882.83)	(144,635.33)
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	(4,842.00)	0	0	0	(4,842.00)
LRCI 22-23	(23,175.00)	20,113.64	0	0	(3,061.36)
LGGSP - Foreshore Development Plan	(95,630.00)	0	0	(78,333.33)	(173,963.33)
LGGSP - Water Treatment Plant upgrade	290,833.00	0	0	(5,215.89)	285,617.11
LRCI 4 (24-25)	0	38,919.09	0	(6,517.00)	32,402.09
Total: Dept of Infrastructure Transport Regional Development & Communica	168,236.00	59,032.73	0	(90,066.22)	137,202.51
Dept of the Premier and Cabinet					
YCMF 2021 Premier \$220K	0	0	0	0	0
Total: Dept of the Premier and Cabinet	0	0	0	0	0
Department of Communities Disability Services and Seniors					
SES Building Upgrade	(43,826.00)	65,780.86	0	(27,272.73)	(5,317.87)
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	(33,326.00)	65,780.86	0	(27,272.73)	5,182.13
Australia Council for the Arts					
Yarrabah Fashion Style 2023	0	0	0	0	0
Total: Australia Council for the Arts	0	0	0	0	0
Department of Social Services					
Daycare Centre Grant	(51,636.00)	389,831.40	134,438.34	(454,313.39)	18,320.35
Total: Department of Social Services	(51,636.00)	389,831.40	134,438.34	(454,313.39)	18,320.35
Department of Science Information Technology & Innovation					
QGAP Grant	0	0	0	(1,038.36)	(1,038.36)
Reef Action Plan	300,000.00	0	0	(56,808.98)	243,191.02
Total: Department of Science Information Technology & Innovation	300,000.00	0	0	(57,847.34)	242,152.66
Health & Wellbeing Qld					
Health & Wellbeing	0	75,315.00	0	0	75,315.00
Total: Health & Wellbeing Qld	0	75,315.00	0	0	75,315.00
Department of Communications and the Arts					
IVAIS	(79,671.00)	136,500.00	0	(126,085.44)	(69,256.44)
Total: Department of Communications and the Arts	(79,671.00)	136,500.00	0	(126,085.44)	(69,256.44)
Dept of Housing & Public Works					
Interim Remote Capital Program	(104,627.00)	0	0	(294,653.31)	(399,280.31)
Forward Remote Capital Program	1,854,429.00	0	51,534.37	(666,611.01)	1,239,352.36
Remote Indigenous Capital	1,500,000.00	0	0	0	1,500,000.00
Department of Housing New Builds	0	0	0	(89,619.60)	(89,619.60)
Total: Dept of Housing & Public Works	3,249,802.00	0	51,534.37	(1,050,883.92)	2,250,452.45
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)	0	0	0	0	0
NAIDOC	13,984.00	2,500.00	0	(31,049.02)	(14,565.02)
Total: National Indigenous Australians Agency	41,113.52	2,500.00	0	(31,049.02)	12,564.50
Queensland Fire and Emergency Services					
SES	5,505.00	14,011.32	0	(12,332.66)	7,183.66
Total: Queensland Fire and Emergency Services	5,505.00	14,011.32	0	(12,332.66)	7,183.66
Department of Innovation and Tourism Industry Development					
Deadly Active Sports & Rec Program	6,169.00	0	0	0	6,169.00
Total: Department of Innovation and Tourism Industry Development	6,169.00	0	0	0	6,169.00
Department of Education					
Daycare ISP Grant	0	3,303.63	0	0	3,303.63
Vacation Care Grant	0	0	0	0	0
Total: Department of Education	0	3,303.63	0	0	3,303.63

Department of Employment Small Business and Training					
Work First Start	(117,736.00)	49,545.45	0	(8,140.46)	(76,331.01)
Total: Department of Employment Small Business and Training	(117,736.00)	49,545.45	0	(8,140.46)	(76,331.01)
State Library of Queensland					
IKC	14,224.00	28,268.00	0	(11,698.56)	30,793.44
Total: State Library of Queensland	14,224.00	28,268.00	0	(11,698.56)	30,793.44
Queensland Reconstruction Authority					
Get Ready Qld	8,991.00	7,848.00	0	(9,300.88)	7,538.12
NQNDMP Flood Study	(93,255.00)	0	0	(22,591.00)	(115,846.00)
NQNDMP Buddabadoo Road Drainage Upgrades	3,566.00	292,047.97	0	(289,205.99)	6,407.98
LRRG Disaster Coordination Centre Generator	0	45,000.00	0	(87,151.96)	(42,151.96)
LRRG Weather Station	0	12,000.00	0	(332.50)	11,667.50
QRA LRRG Stormwater Drainage	0	100,299.30	0	(164,855.78)	(64,556.48)
DRFA 24-25	0	255,056.27	0	(5,054.00)	250,002.27
QDRF	4,689.61	0	0	0	4,689.61
REPA 2021	(929,882.00)	964,862.62	0	(199,971.30)	(164,990.68)
QRRRF 2020	(115,208.00)	89,801.93	0	0	(25,406.07)
REPA 2023	(1,767.00)	619,340.38	0	(190,933.41)	426,639.97
Total: Queensland Reconstruction Authority	(1,122,865.39)	2,386,256.47	0	(969,396.82)	293,994.26
LGAQ					
Coastal Hazard Adaption	0	0	0	0	0
Total: LGAQ	0	0	0	0	0
Department of Transport and Main Roads					
TIDS	(13,324.00)	0	0	(2,258.50)	(15,582.50)
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	(27,726.58)	0	0	(2,258.50)	(29,985.08)
Department of Infrastructure & Regional Dev					
Roads to Recovery	181,023.00	0	0	(247,204.14)	(66,181.14)
Total: Department of Infrastructure & Regional Dev	181,023.00	0	0	(247,204.14)	(66,181.14)
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	(10,000.00)	0	0	0	(10,000.00)
Service Enhancement	27,000.00	122,727.27	0	0	149,727.27
Yarrabah Seahawks (DATSIP)	15,000.00	0	0	0	15,000.00
Showcasing Yarrabah (DATSIP)	26,036.00	0	0	0	26,036.00
Emergency Relief Grant	0	9,090.90	0	(136.36)	8,954.54
Yarrabah Leaders Forum	42,272.00	0	0	(15,702.10)	26,569.90
Social Reinvestment Project	31,500.17	0	0	0	31,500.17
Community Safety Plan	44,193.00	50,000.00	0	0	94,193.00
Total: Department of Aboriginal and Torres Strait Islander Partnerships	176,001.17	181,818.17	0	(15,838.46)	341,980.88
FNQROC					
Transport Network Plan	0	0	0	0	0
Total: FNQROC	0	0	0	0	0
Untied					
Untied	0	0	8,014,798.04	(7,596,726.97)	418,071.07
Total: Untied	0	0	8,014,798.04	(7,596,726.97)	418,071.07
Grand Total	3,378,884.07	12,555,240.05	8,220,580.25	(15,840,903.60)	8,313,800.77
				Negative Grants Tied Grants	-2,141,533.29 7,759,484.28

7.3 PEOPLE & COMMUNITIES - OPERATIONAL REPORT

File Number: 03.MFD_OM.20250129

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 December / January 2025 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
	386	2x Awaiting scope of works 1x awaiting tenancy decision due to sorry business	389
Revenue – Month DECEMBER	Rent Charged for housing stock	Rent Payments received	Rental Arrears received
	\$259,483.05	\$180,392.29	\$16,227.82
Property Inspections	FY2024 to date - complete	Monthly inspections Completed	Monthly Inspections Scheduled
	28	1	0
Engagement activities	Number of discussions with tenants regarding arrears/enquiries Month	Number of discussions with tenants regarding arrears/enquiries FY2024 to Date	Housing Waitlist
	172	1103	408 Applicants 1 New applicants 1 Waitlist updates

Arrears Management (Form11)	First Form11's Arrears Month to Date	Notice Rental issued	Total Rental issued Date	Form 11's Arrears FY2024 to	Monthly statements	Rental
	0		0		0	
	Second issued Month to Date	Notice 11's Month to	Third issued date	Notice 11's Month to	Number of notice to leave (form12)	
	0		0		Allowing appropriate response timeframes before Notice to Leaves are sent – As per Housing policy	

- During the month of December the YASC housing team has continued the approach of house visits conducted to recover rental arrears.
- The Housing team door knocked to distribute cyclone info packs to all social housing properties.
- The housing team has issued \$31,437.22 in rent credit reimbursements for the month.

2. EARLY LEARNING CENTRE (DAYCARE)

Overview

This report provides a summary of activities, maintenance, health initiatives, and attendance at the Yarrabah Early Learning Centre (YELC), covering recent developments and ongoing projects.

1. December was notably quiet as families took advantage of the Christmas and New Year holidays. This provided an opportunity for staff to thoroughly clean the centre in preparation for reopening in the New Year.
- 2.
3. **Christmas Party**
4. On December 6th, the centre hosted a Christmas party for children and families. Highlights included:
5.
 - Santa's Arrival: Santa arrived in the local fire truck, complete with flashing lights and cheerful "ho ho's" broadcast through the PA system.
6.
 - Family Participation: Over 30 parents attended despite the rain, creating a positive and festive atmosphere.
7.
 - Activities: Families took photos with Santa, and each child received a small bag filled with goodies.
- 8.

- Performance: The children charmed families by singing "Jingle Bells."

9.

10. Feedback from families was overwhelmingly positive, and staff members' efforts were greatly appreciated. Special thanks go to all staff for their hard work in making the event a success.

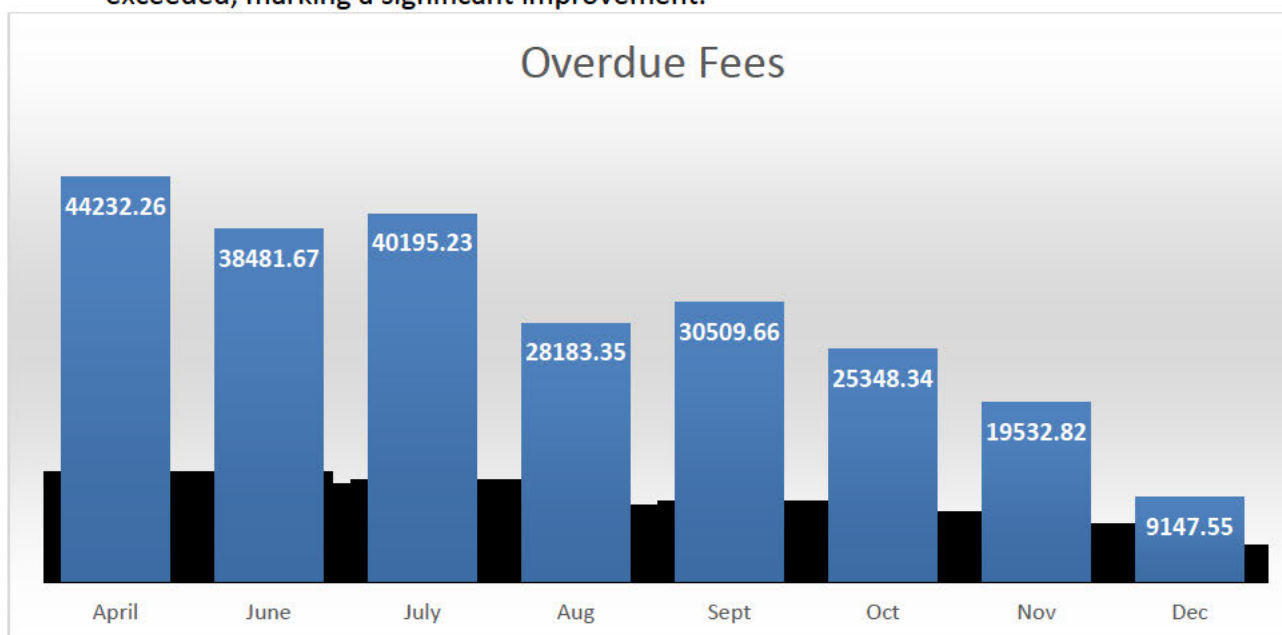
11.

12. Financial Update

13.

14. Efforts to remind parents of their financial responsibilities returned positive results:

- Outstanding Payments: Outstanding payments decreased from \$19,532.82 in November to \$9,147.55 at the beginning of December.
- Target Achievement: The goal to reduce debt to \$15,000 before the close of business was exceeded, marking a significant improvement.



Number Of Children In Attendance Daily

NURSERY – 2 X	<u>1</u>
TODDLER – 2 X	<u>14</u>
KINDY – 2 X + CASUAL	<u>13</u>
TOTAL	<u>28</u>

Day Care Fees and Financial Sustainability

We are undertaking a review of Day Care fees and the financial sustainability of our service delivery. This process includes an assessment of the recent wage increases mandated by the department and their impact on our operational framework.

The objective of this review is to maintain the high-quality standards of our service while ensuring fees remain affordable for residents. A full report, including analysis and recommendations, will be presented for consideration at the next council meeting.

3. YARRABAH INDIGENOUS KNOWLEDGE CENTRE

First 5 Forever	Door count	Primary bus count	Secondary bus count	Room booking
32	240	443	1079	14

First 5 Forever

Activities in December

In December, we welcomed many children to participate in our Christmas-themed activities. These activities provided a fun and educational experience, including:

- Christmas card making
- Christmas story time
- Christmas movies
- Christmas book making
- Arts and crafts

Enforcing Rules

To ensure the safety and cleanliness of the library, the following rules are strictly being enforced:

- No eating
- No drinking
- Children under six must be supervised at all times

These rules are essential for maintaining a safe and clean environment for all, to prevent harm and protect library staff and patrons.

Planned programs this year

Book Club

Creating a book club twice a week after school would be an engaging and educational program for children. The program could include a prize at the end of the term for children with full attendance.

Seasonal Calendar: Local Bush Tucker

Inspired by the Mapoon IKC project, we propose developing a seasonal calendar featuring local bush tucker. This project was highlighted during the IKC coordinator workshop in Cairns in November and would be a valuable addition to our IKC.

To create this calendar, collaboration with local Rangers and elders is necessary. This will include:

- Documenting the proper language names for bush tucker in the Gunggandji language.
- Profiling seasonal foods, including their uses and cultural significance, such as healing properties.

This calendar will provide community members with knowledge about bush tucker and its seasonal availability.

Next Steps

1. Discuss funding requirements for the book club prizes and calendar project.
2. Initiate collaboration with local Rangers and elders for the bush tucker calendar.
3. Plan and schedule the book club sessions.

4. YARRABAH ARTS AND CULTURAL PRECINCT

The Yarrabah Arts and Cultural Precinct (YACP) continues to serve as a vital hub for cultural preservation and community engagement, showcasing and celebrating the artistic heritage of Yarrabah.

Patronage and Sales

NUMBER PATRONS	OF	MONTH TO DATE	YEAR TO DATE
		12	399
SALES		MONTH TO DATE	YEAR TO DATE (FROM 1 JULY 2024)
		\$14,870	\$58,930

These figures highlight the growing recognition of Yarrabah's unique cultural offerings and the increasing economic opportunities for Indigenous arts within and beyond the community.

Upcoming Events, Projects, and Art Awards

1. Louise Joel Gallery and Hobson Bay Council Exhibition
 - The "Charcoal" touring exhibition at the Louise Joel Gallery in Hobson Bay, initially scheduled for November 16, has been postponed to 2025 at the Hobson Bay Council's request. Coordination is underway to confirm a new date.
2. Crystal Brook Collection – Bailey Exhibition
 - Rescheduled to May-June 2025 to coincide with the peak winter tourist season, enhancing visibility and sales opportunities for Yarrabah artists.
3. Commissioned Projects
 - Christopher Harris: Completed the Gurriny Yealamucka project, producing 110 ceramic plates collected in early December. The invoice has been processed and paid.
 - Philomena Yeatman: Commenced work on a weaving collection commissioned by Cairns Art Gallery, scheduled for exhibition from June to September 2025. Completion deadline for weaving works is February 2025 for photography.

4. UMI Arts – ATSILS Art Market
 - Michelle Yeatman’s ceramic works featured in the UMI Arts ATSILS art markets in Canberra, held over three days.
5. Queensland Regional Art Awards (QRAA)
 - Alwyn Fourmile received a highly commended finalist result in the Landscape category at the QRAA on December 14. The YACP Manager attended the event in Brisbane and accepted the award on Alwyn’s behalf.

Other Funding

1. Menmuny Museum Project Officer
 - Recruitment for the Project Officer position has been completed, with training support provided by the Queensland Museum. The successful candidate will commence on January 9, 2025.
2. Website Development
 - YACP’s website is nearing completion and will include an online shopping platform to enhance global reach and revenue potential for Yarrabah artists. This initiative is funded by BIA-SDFP.

Social Media Highlights

- Post Reach: 35,672
- Post Engagement: 987
- New Page Likes: 5

5. COMMUNITY EVENTS AND PROGRAMS

Overview

The month of December was especially busy, as is typical during the holiday season, with multiple events and functions organized by the Council. Below is a summary of key activities and their outcomes.

Get Ready Event

The Council organized the Get Ready Event to raise awareness and prepare the community for the upcoming cyclone season. The event featured participation from various agencies and stakeholders who shared important messages and resources.

- Key Highlights:
 - Collaboration with multiple organizations to provide preparedness information.
 - Distribution of cyclone preparedness bags directly to residences for those unable to attend.
- Challenges:
 - Low community turnout, attributed to the hot weather and prior commitments of residents.

- Future Plans:
 - Engage local schools to involve students and parents for broader participation next year.

Staff Break-Up Event

A staff-organized a break-up event held in Cairns City, with logistical support provided by the Council.

- Key Highlights:
 - Event logistics, local band, and transport were coordinated by the Council.
 - The event was funded by staff contributions and received positive feedback for its enjoyable atmosphere

Council Christmas Lunch

A catered Christmas lunch was held at the community hall for Council staff and members.

- Key Highlights:
 - Festive decorations and holiday music created a warm and celebratory environment.
 - The event fostered camaraderie and was well-received by attendees.

New Year's Eve Fireworks

The Council hosted the annual New Year's Eve fireworks event for the community.

- Key Highlights:
 - A professional fireworks display took place at the foreshore.
 - The event provided an engaging and enjoyable experience for residents to celebrate the New Year.

Upcoming Event: Survival Day Celebrations

Preparations are underway for the Survival Day celebrations scheduled for January 26th, 2025. The event aims to honour and reflect on the resilience of the community, with more details to be provided as plans are finalized.

VENUE FACILITIES

Venue Bookings for the Month total:	
Community Hall Booking	9 Bookings
RTC Rooms	Booked daily
IKC Meeting Room	Booked daily for Training - WUGU
HR Training Room / meeting	Booked daily for Training - WUGU

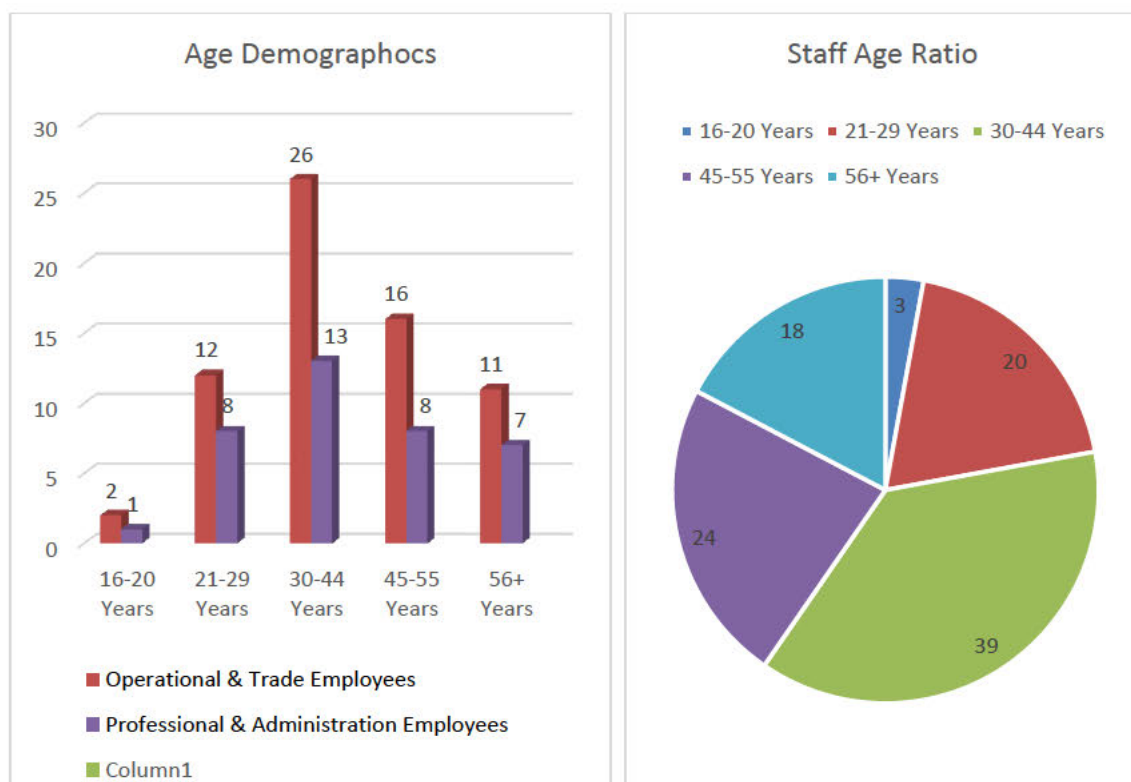
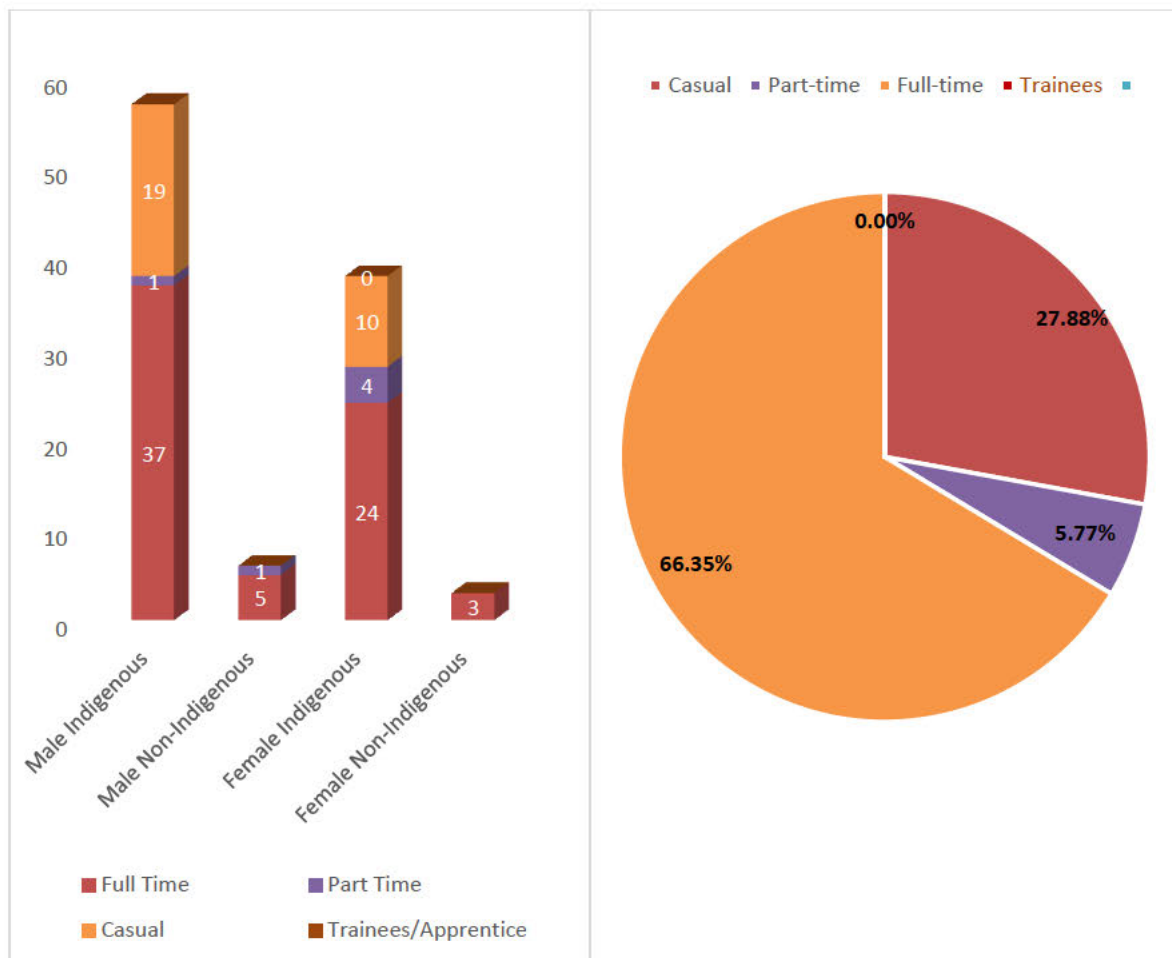
Bishop Malcolm Park	4 Booking
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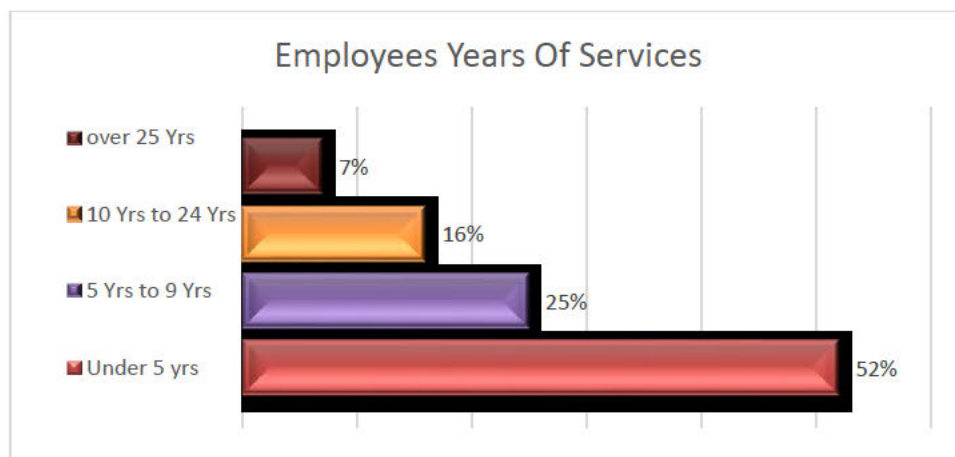
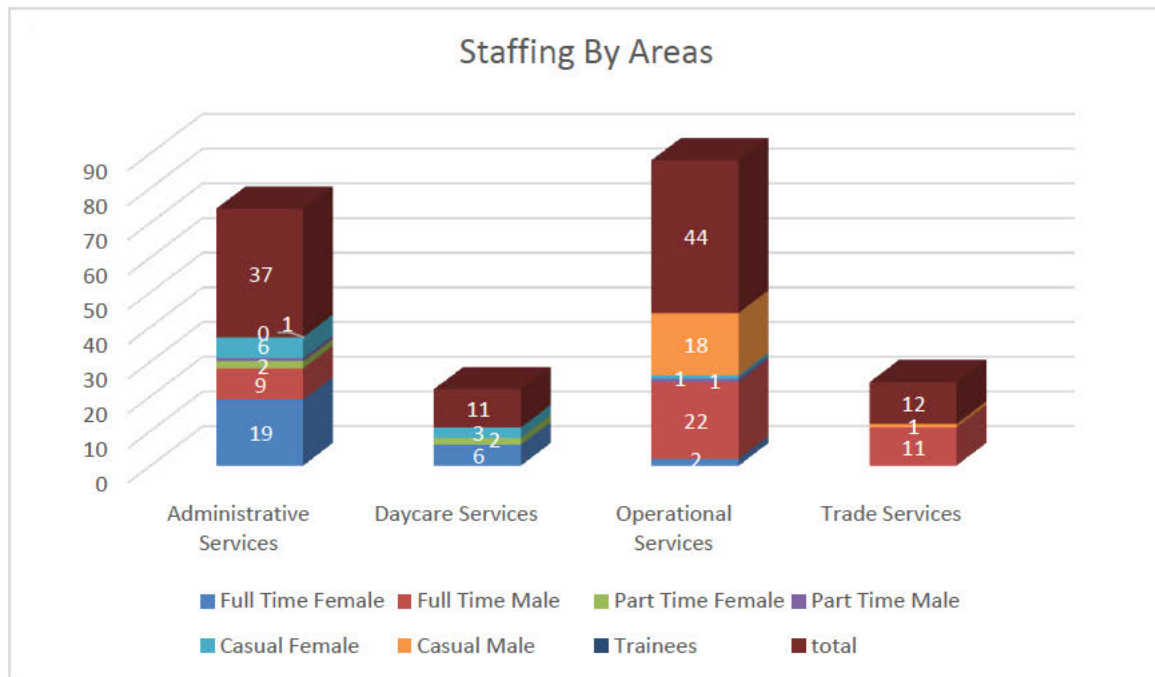
6. HUMAN RESOURCES

STAFFING:

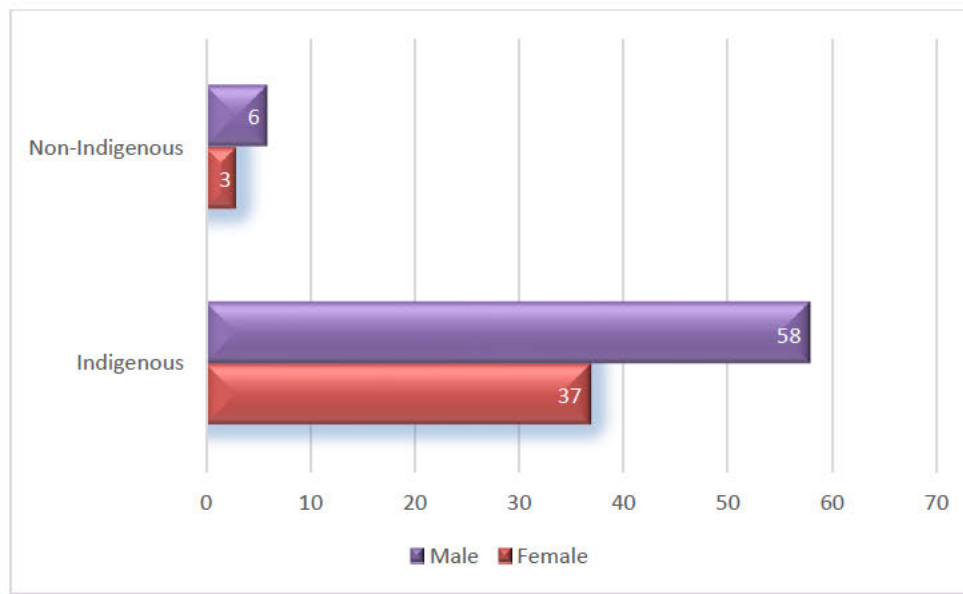
Our current employment Ratios are as follows:-

COUNCIL EMPLOYEES	MALE INDIGENOUS	MALE NON- INDIGENOUS	FEMALE INDIGENOUS	FEMALE NON- INDIGENOUS	TOTAL
FULL TIME	37	5	24	3	69
PART TIME	1	1	4	0	6
CASUAL	19	0	10	0	29
TRAINEES/APPRENTICE	0	0	0	0	0
TOTAL	57	6	38	3	104
<i>WUGU WFD PARTICIPANTS</i>	0	0	2	0	2
<i>STUDENTS WORK EXPERIENCE</i>	0	0	0	0	0





Graph for indigenous / non-indigenous employees



Resignations/ Terminations

Security Support Officer

Recruiting

- Healthy Housing Supervisor, Full Time
- Trainee Administration - x 2
- Trainee - WHS

7. WORKPLACE HEALTH AND SAFETY

Safety Inductions

The Online YASC Safety Induction, developed with Tandi, is nearing completion. The draft video has been reviewed, and we are satisfied with its coverage of all essential content from the previous Safety Induction Program. The induction will be implemented in the near future when it is fully operational.

This initiative will allow the WHS Officer to focus on other safety matters within YASC. Once implemented, YASC will set a benchmark for other Aboriginal Shire Councils by offering an Online Safety Induction for new employees, contractors, and current employees. The online induction will be mandatory every two years by all staff and will also be a prerequisite for employment with Council.

LGW Audit

Efforts to address findings from the LGW audit are progressing steadily. We have scheduled a number of video conferences to review the Non-Conformance and Opportunity for Improvement Corrective Action Plan. It should be noted that this Council was the first indigenous Council to undertake this audit and feedback from LGW was very positive as to Council's status.

Training

In 2024, a variety of training programs benefited the workforce, culminating in Fire Warden Training held in Yarrabah. This training ensured that employees across departments are qualified in emergency evacuation procedures, including handling fire and bomb threats.

However, the Security team missed out on training due to their work hours. HR has confirmed that First Aid training will be arranged for them early in 2025.

Safety Committee

The Safety Committee's first meeting of the year is scheduled for late January 2025 or early February. Activities were paused in late 2024 due to the National Safety Audit and its follow-up actions.

Incidents

December 2024 was incident-free across the workforce. This trend has continued into the first week of January 2025. During the staff briefing on Wednesday, 8 January 2025, workers were reminded to:

- Ensure fitness for work.
- Maintain focus on tasks.
- Look out for co-workers.
- Address hazards promptly and stop work if necessary.

Security

The Security team reported a quiet Christmas and New Year period, with minimal issues involving juveniles. Day Security has effectively managed juvenile congregating at RTC areas and ensured Council properties remained safe.

Day Security's quick response to Chubb Security's alerts has been invaluable in handling alarms and inspecting properties.

First Aid Kits

All first aid kits across departments have been restocked and are set for the next scheduled restocking in six months. Departments are responsible for monitoring their kits, and First Aid Officers regularly check and record usage in the provided notebooks.

Additionally, vehicle first aid kits are available in the office for any Council vehicles lacking one.

Drug and Alcohol

Random Drug and Alcohol testing of staff and contractors was not conducted in December due to a short timeframe and Christmas Holidays. This recommenced in January with no positive detections.

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.20250129

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 December 2024 to January 2025.

FOCUS AREAS**The focus for the Building Services Department over this period:**

- Preparations for the 2024 Christmas period resulted in an organised progression leading into the break for the Works team.
- The new Ontraq software is currently in operation with our team getting familiar with the system. I plan to hold a couple of contractor's meetings in February/March to gauge any issues or problems arising from the change of software.
- Security of council buildings – Ongoing – A site measure of Works smoko room and the water gang sheds has been done with galvanising of screens scheduled for January with install likely start of February.
- Upgrade program – Discussions ongoing with successful contractors to plan the next 6 months of upgrades to ensure the program for 2024-2025 is under full control.

QBUILD

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

Repairs & Maintenance - QBuild Work Orders

1.		2. Unplanned Maintenance		3. Healthy Housing Program R2	
4. Days	5. 6 th December 2024	6. 24 th December 2024	7. 6 th December 2024	8. 24 th December 2024	
9. + 365	10. 0	11. 0	12. 0	13. 0	
14. 181 - 365	15. 13	16. 26	17. 9	18. 17	
19. 121 - 180	20. 86	21. 109	22. 48	23. 48	
24. 91 - 120	25. 89	26. 102	27. 22	28. 8	
29. 61 - 90	30. 106	31. 104	32. 6	33. 2	
34. 30 - 60	35. 108	36. 93	37. 1	38. 7	
39. < 30	40. 218	41. 275	42. 92	43. 76	
44. TOTAL	45. 620	46. 709	47. 178	48. 158	

Healthy Housing round 1 status:

Round 1 fully complete from council point of view. Healthy Housing teams have been conducting their final inspections and have been raising regular maintenance work orders for items they have noticed.

Healthy Housing round 2 status:

Currently 74% complete for current raised work orders. Round 2 inspections are now being conducted and work order lists are being sent to QBuild MRC for action.

NAHA UPGRADES

49. NAHA UPGRADES IN PROGRESS		
50. 2024-2025 Planned Projects		
51. REFURBISHMENTS		
52. 16 Ambrym St	53. 15%	54. Original PSD 18/11/2024 but held off until January due to ceiling replacement at 8 Wangguulay Close.
55. 2/9 Gribble Street	56. 100%	57. Fully completed. To be invoiced.
58. 209 Back Beach Road (RHO)	59. 15%	60. PO received. PO sent to contractor. Prestart meeting held 4/12/24
61. KITCHEN UPGRADES		
62. 38 Gribble Street	63. 25%	64. Kitchen in manufacture. PFD 15/01/2025
65. 2/20 Stanley Street	66. 45%	67. Kitchen manufactured. PFD 18/01/2025
68. 2 Walker Close	69. 15%	70. Kitchen in manufacture. PFD 15/12/2024
71. 8 Schreiber Street	72. 15%	73. PO received. PO sent to contractor. Not yet planned.
74. 15 Schreiber Street	75. 10%	76. PO received. PO to be sent to contractor.
77. 2 Schreiber Street	78. 10%	79. PO received. PO to be sent to contractor. Not yet planned.
80. 30 Gribble Street	81. 10%	82. PO received. PO to be sent to contractor. Not yet planned.
83. 6 Walker Close	84. 10%	85. PO received. PO to be sent to contractor. Not yet planned.
86. 1a Stonewig Close	87. 15%	88. PO received. PO sent to contractor.
89. FLOORING UPGRADES		
90. 28 Sawmill Road	91. 15%	92. PO received. Meeting planned with contractor to schedule works.

49. NAHA UPGRADES IN PROGRESS**50. 2024-2025 Planned Projects****51. REFURBISHMENTS**

93. 35a Gribble Street	94. 15%	95. PO received. Meeting planned with contractor to schedule works.
96. 20 Workshop Road	97. 15%	98. PO received. Meeting planned with contractor to schedule works.
99. 22 Sawmill Road	100. 15%	101. PO received. Meeting planned with contractor to schedule works.
102. 82 Workshop Road	103. 15%	104. PO received. Meeting planned with contractor to schedule works.
105. 46 Stanley Street	106. 15%	107. PO received. Meeting planned with contractor to schedule works.
108. 55 Workshop Road	109. 15%	110. PO received. Meeting planned with contractor to schedule works.
111. 62 Stanley Street	112. 15%	113. PO received. Meeting planned with contractor to schedule works.
114. 152 Range Road	115. 15%	116. PO received. Meeting planned with contractor to schedule works.
117. 1020 Back Beach Road	118. 15%	119. PO received. Meeting planned with contractor to schedule works.
120. 21 Sawmill Road	121. 15%	122. PO received. Meeting planned with contractor to schedule works.
123. 43 Workshop Road	124. 15%	125. PO received. Meeting planned with contractor to schedule works.
126. 5 Walker Close	127. 15%	128. PO received. Meeting planned with contractor to schedule works.
129. BATHROOMS		
130. 59 Workshop Road	131. 15%	132. PO sent to contractor. PSD 13/01/25
133. 8a Beach Street	134. 15%	135. PO sent to contractor. PSD 13/01/25
136. 36 Gribble Street	137. 15%	138. PO sent to contractor. PSD 01/02/25
139. 39a Back Beach Road	140. 15%	141. PO sent to contractor. PSD 13/01/25
142. 32 Sawmill Road	143. 15%	144. PO received. PO to be sent to contractor.
145. 8 Major Close	146. 100%	147. Fully completed. To be invoiced.

129. BATHROOMS		
148. 25 Schreiber Street	149. 15%	150. PO received. PO to be sent to contractor.
151. LAUNDRY		
152. 59 Workshop Road	153. 100%	154. Fully completed. To be invoiced.
155. 38 Stanley Street	156. 40%	157. PO sent to contractor. PFD 18/01/25
158. HOME MODIFICATIONS		
159. 28 Stanley Street – DM-2798	160. 15%	161. PO received. PO to be sent to contractor.
162. 10 Sawmill Road – DM-2827	163. 40%	164. PFD 15/02/25
165. 10 Walker Close – DM-2796	166. 100%	167. Fully completed. To be invoiced.
168. 10 Walker Close – DM-2388	169. 100%	170. Fully completed. To be invoiced.
171. 5a Beach Street – DM-2852	172. 95%	173. PFD 18/12/24 – Waiting on QBuild
174. 74 Workshop Road – DM-2853	175. 30%	176. PFD 31/01/2025
177. 15 Schreiber Street – DM-2874	178. 15%	179. Sent to contractor
180. 62 Workshop Road – DM-2866	181. 15%	182. Sent to contractor
183. 40 Gribble Street – DM-2842	184. 15%	185. Sent to contractor
186. 4/15 Workshop Road – DM-2841	187. 15%	188. Sent to contractor
189. 4 Major Close – DM-2835	190. 15%	191. Sent to contractor
192. 52 Stanley Street – DM-2833	193. 10%	194. Not yet sent to contractor
195. 51 Workshop Road – DM-2803	196. 10%	197. Not yet sent to contractor
198. ROOFING		
199. 59 Workshop Road	200. 95%	201. PFD 13/12/24 – Variation for fascia replacement sent for approval
202. DRIVEWAY		
203. 65 Workshop Road	204. 15%	205. PO sent to contractor. PSD 20/01/25

206. OTHER MAJOR WORKS		
207. Various water service upgrades	208.	209. Ongoing
210. Various API	211.	212. Ongoing
213. AWAITING APPROVALS & PO		
214. 8/15 Workshop Road	215.	216. Dismod
217. 72 Workshop Road	218.	219. Driveway/Path
220. 54b Workshop Road	221.	222. Flooring

223. 54b Workshop Road	224.	225. Kitchen
226. 58 Gribble Street	227.	228. Flooring
229. 6 Connolly Close	230.	231. Flooring
232. 6 Walker Close	233.	234. Flooring
235. 71 Workshop Road	236.	237. Flooring
238. 58 Gribble Street	239.	240. COLA
241. 11/9 Gribble Street	242.	243. Refurbishments
244. 27 Garrana Street	245.	246. Kitchen
247. 39 Sawmill Road	248.	249. Kitchen
250. 6 Walker Close	251.	252. Bathroom
253. 26 Stanley Street	254.	255. Dismod
256. 8/20 Stanley Street	257.	258. COLA
259. 9/9 Gribble Street	260.	261. Refurbishments
262. 67 Workshop Road	263.	264. Refurbishments
265. 21 Smith Street	266.	267. Refurbishments
268. 41 Back Beach Road	269.	270. Kitchen
271. 57 Workshop Road	272.	273. Bathroom

In preparation for the commencement of the New Year, I have included the priorities and planning for the Building Services department for Council's review. (attached)

ATTACHMENTS

1. Building Services 2025 Plan

RECOMMENDATION

That Council resolve to accept the Building Services Operational Report.

BUILDING SERVICES - 2025 YEARLY PLAN**Author:** Wayne Douglas**Date:** 02/01/2025**PURPOSE OF THE PLAN**

To provide a generalised plan of departmental operations for the year ahead.

BRIEF REFLECTION OF 2024

An interesting year to say the least. Building Services Department has undergone some major changes in 2024. This started with a change in the director position and the resignation of the Building Manager in February. The Director's position was filled by myself at the start of March. Henry Miller was reinstated as the Building Manager in March. Shonet Yeatman was tasked with an increase in responsibilities and Administration staffing increased to provide better support to Building Services and Infrastructure. Bill Brayshaw was reaffirmed as the Repairs & Maintenance Co-ordinator in July. Unfortunately the position of a vacant supervisor position remains unfilled however with the restructuring providing efficiencies within our department we have managed to make improvements to production and work order timelines. Changes to our Carpentry Department have provided a more productive and therefore more financially viable department.

A major achievement of 2024 was to provide a happier and more desirable working environment for all staff in the Works office. This led to a more team approach providing a more efficient Works Department and ultimately a much more financially viable operation. The more financially viable we can be the more we can achieve for the Yarrabah community.

SET GOALS FOR 2025

Continue general improvements with our processes. No matter how good we are we can always be better. This has to be the approach from all staff members. Improvements never stop as the working environment is always changing so we have to maintain flexibility in our operations. Initial improvements planned to date are:

1. Clean up our data base and streamline current data storage to enable much less confusion and in turn minimise mistakes and lost time looking for information. This has already started with around 75% of this achieved already. The completion of this is planned by end of March.
2. Creation of an Asbestos Register for all council owned buildings. Again much of this has already been done with a register created for around 80% of council assets so far. Each register needs further information inputted such as completing building descriptions and floor plans. The registers will most likely not be complete until end of June as sample testing on materials possibly containing asbestos will need to be done.
3. Ontraq software implementation has begun with the R&M and HH work order folders created and in use. The rest of the software will be introduced over the next six months to enable us to better manage the transition. We will work with Sean from

Ontraq over this period to ensure the software is fully suited to our operations and any problems/issues are resolved.

4. Tendering processes to be revamped with better systems to track a tender from received date through to completion of tender back to QBuild. A temporary system will be implemented by 09/01/2025 with a permanent system in operation by the start of the 2025/2026 upgrade program. The aim will be to ensure we meet the nominated tender date at least 90% of the time. If we cannot meet the tender date for a certain reason we will be able to provide updates and a firm date on expected completion.
5. Cross training of administration staff. Provide an opportunity for staff to learn all aspects of administration by opening pathways for staff to move between departments. I believe this will keep staff fresh and motivated as well as provide a better understanding of the entire process of administration with the aim for better transparency, better understanding and minimise mistakes.
6. Formalise staff meetings on set dates. To date meetings have been called as deemed necessary. Moving forward I want to have set days nominated, say possibly the first Wednesday of every month. These meetings would then be documented and will provide an avenue to head off any problems or possible issues that may arise. These would also provide an avenue for staff to speak their mind and /or present ideas.
7. Start the process of enabling Jeraymas Myngha to transition from council employee to a contractor servicing Yarrabah. Jeraymas and I have held conversations on this and he is wanting to give this a red hot go. I feel it will best suit Jeraymas and his family situation. I have reached out to Joanne Walters at Wugu Nyambil to discuss this and expect to have further discussions early this year.
8. Short term accommodation works - prepare and complete all civil works prior to the planned start date of the building supplier so there are no hold ups with the pending work. The pending wet season may have a say in how we perform here but somehow we must be ready. The short term accommodation units are required to enable upgrade works to better proceed.
9. Healthy Housing R2 – Round 2 has been underway now for 10 months and we are 75% completed through 44% of the program. Come December 1st 2025 we should be somewhere minimum of around 80% completion of 100% of the program. This will mean we complete over 1000 work orders from HHR2 alone if work orders identified continue in the current quantities.
10. July recap. At the July staff meeting we will look at how we performed/are performing with regards to the above and reset goals for the back half of the year as necessary.
11. Focus for the back half of the year will be to complete all existing 2024/2025 upgrades as QBuild releases 2025/2026 upgrade purchase orders.

Overall 2025 looks to be an exciting year for council operations and Building Services. I have no doubt there will be curve balls thrown at us but problem solving is part of the building game and the attitude has to be one of “yes we can”. Our overall aim is to provide a high level of service for our Yarrabah community and be both professional and considerate in our approach.

Wayne Douglas

7.5 INFRASTRUCTURE - OPERATIONAL REPORT

File Number: 05.MFD_OM.20250129

Author: Sam Bann, Director Infrastructure

PURPOSE OF THE REPORT

To report to Council the status/activities of Infrastructure Department areas for the month of December / January 2024 - 2025

OPERATIONAL UPDATE

This report covers performance up to and including the 08 January 2025. 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:

Pool Vandalised on the 13th January 2025 reported to QPS, Repair to damages in progress.

DWQMP Amendment Due 10th of December.

DWQMP Annual Report Due 16th of December.

INFRASTRUCTURE AREA -GENERALS

<u>TEAMS</u>	<u>JOB DESCRIPTION</u>	<u>ACTIONS</u>
Roads	Routine and Reactive Maintenance Plan	Roads Weekly Work plan Road and Road Reserve Maintenance, drains and easements, including reactive works. Drain Cleaning Various Areas Sink hole repairs Sawmill Road, Gribble Street and Schrieber Street
Waste Management	Routine and Reactive Maintenance Plan	Continuing current waste management strategy. Rubbish collection and waste management at the tip (refer to enhance Waste Management project) 34.14T Mix waste disposed via Skip Bin service 53.48T General waste disposed via kerbside collection Containers Shed in operation 1 day per week due to staff shortage.

<u>TEAMS</u>	<u>JOB DESCRIPTION</u>	<u>ACTIONS</u>
Mechanics	Routine Maintenance Plan	General fleet management Reactive works between services and repairs 3 x Reactive call out Animal control 835 XPO sent to Cairns for suspension upgrade to suit Vehicle Fit out 2 x fleet in workshop for repairs. 124 WRO – Completed 793 SZL – Awaiting on parts 331VXY – (WIP) New Holland Front Deck (WIP) Husqvarna completed Toro 74960 Deck assembly parts replaced
Parks & Gardens	Routine Maintenance Plan	Ongoing maintenance throughout community as per General work plan Focus on recreational swimming area for school holidays W4D – Continuing YASC facilities and reactive works.

<u>TEAMS</u>	<u>JOB DESCRIPTION</u>	<u>ACTIONS</u>
Animal Control	Routine preventative Action Plan	Animal Management work plan Dog impound currently at capacity. dogs collected and removed 6 Dogs treated for flea ticks and worm Repairing horse impound facility weekly due to vandalism Animal Census and VET Visit to be scheduled in the new year.
Environmental Health	Routine preventative Action Plan	Environmental Health General work plan <u>Healthy housing</u> Pest inspections and treatment in progress <u>Pest program update</u> 211 HH Job Cards allocated 12 general job cards allocated 137 completed and invoiced 25 completed 53 active (To be updated)
<u>TEAMS</u>	<u>JOB DESCRIPTION</u>	<u>ACTIONS</u>
ESO	Water Routine and Reactive Maintenance Plan	Routine maintenance as per DWQMP DWQMP amendments with track changes submitted on the 9 th December 2024 DWQMP annual report submitted on 13 th December 2024 (To be uploaded on webpage once approved by Regulators) December water quality results will be tabled for review by Council. All water is within guidelines.

	Sewerage Routine and reactive Maintenance Plan	Ongoing sewerage pump station maintenance Quarterly sample results attached Note: Water and Waste water 12 monthly and annual report in progress to be completed by due date as per legislation.
Aquatic centre	Routine Maintenance Plan	General Maintenance throughout aquatic centre. In operation throughout Christmas period

CAPITALS

ICCIP – Indigenous Council Critical Infrastructure Program

<u>PROJECT ID</u>	<u>JOB DESCRIPTION</u>	<u>COMPLETED</u>	<u>ACTIONS</u>
1.05	Water and Sewer combined SCADA upgrade ICCIP 1.05	90%	Defect rectifications in progress training and handover scheduled in the new year.
1.13	Bores Security (Fencing)	5%	Approval received procurement in Progress
1.16	Generator for Bore 6	5%	Contract awarded on original proposal, variation to be submitted for additional funds
2.14	SPS 2 Upgrade (pump replacement)	95%	Practical completion
2.15	Fencing to Sewerage Pump Stations	5%	Procurement in Progress
1.22	Generator to Pump Station 6&7	5%	Procurement in Progress
2.16	Install New Fencing to Sewerage Treatment Plant	5%	Contract awarded, materials ordered works to commence early February 2025

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 on Hold pending other funding source. (Advise from department)

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	15%	Budget confirmed, variation for EOT and additional funding to complete the full scope of works. Pending variation approval, note: the 2 waste water projects will be combined and reported together
ALCRAP000012	Reef action plan – STP Upgrade – Surface Aerators	15%	Budget confirmed, variation for EOT and additional funding to complete the full scope of works. Pending variation approval note: the 2 waste water projects will be combined and reported together
ALCRAP000011	Reef action plan – Above Ground Fuel Tanks	10%	Procurement pathway being developed. Project establishment deadline is Oct 2025. Priority of delivery is on the

			wastewater projects.
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Enhance Waste Management

<u>PROJECT ID</u>	<u>JOB DESCRIPTION</u>	<u>COMPLETED</u>	<u>ACTIONS</u>
Plant, Equipment and Training	The plant and machinery will service to upkeep the proposed transfer facility. The machinery comprises wheel loaders, excavators with grab attachments, skid loaders, body trucks, tractor slasher and tele handler.	90%	Plant yet to be delivered include; - 10t Tipper currently with customs ready to dispatch to Cairns
Waste Transfer Station Clean Up	This activity involves the removal of accumulated waste and debris from the current facility.	95%	Works complete to remove waste from community. 1600t of waste removed 500t of concrete processed into usable fill material Estimated 120+ tonnes to be disposed January 2025 Ongoing maintenance

Ongoing maintenance and operational costs	This encompasses routine maintenance tasks such as equipment servicing, repairs and facility upkeep necessary for operational control of the transfer station.	10%	Ongoing project for 3 years. 2 x waste operators have been appointed to management of the waste facility
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ATTACHMENTS

1. Aquatic Centre Team Workplan
2. Parks and Gardens Team Workplan
3. Roads Team Workplan
4. Sewage Team Workplan
5. Water Team Workplan
6. Animal Management Team Workplan
7. Environmental Health Team Workplan
8. Healthy Housing Team Workplan

RECOMMENDATION

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

AQUATIC CENTRE WORK PLAN

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
				FORTNIGHTLY COB 4:15PM	FORTNIGHTLY RDO	HOURS	
7:30am – 8:00am	<u>Clock on Toolbox</u>	<u>Clock on Toolbox</u>	<u>Clock on STAFF BRIEFING (WORKS DEPOT)</u>	<u>Clock on Toolbox</u>	<u>Clock on Toolbox</u>		
8:00am – 10am	- <u>Check pool bookings</u> - <u>Check pool facility internal-external</u> - <u>Check water quality</u> - <u>Check hydraulic operation</u> <u>Carry out general maintenance to YASC facility</u>	- <u>Check pool bookings</u> - <u>Check pool facility internal-external</u> - <u>Check water quality</u> - <u>Check hydraulic operation</u> <u>Carry out general maintenance to YASC facility</u>	- <u>Check pool bookings</u> - <u>Check pool facility internal-external</u> - <u>Check water quality</u> - <u>Check hydraulic operation</u> <u>Carry out general maintenance to YASC facility</u>	- <u>Check pool bookings</u> - <u>Check pool facility internal-external</u> - <u>Check water quality</u> - <u>Check hydraulic operation</u> <u>Carry out general maintenance to YASC facility</u>	- <u>Check pool bookings</u> - <u>Check pool facility internal-external</u> - <u>Check water quality</u> - <u>Check hydraulic operation</u> <u>Carry out general maintenance to YASC facility</u>	- <u>Check pool bookings</u> - <u>Check pool facility internal-external</u> - <u>Check water quality</u> - <u>Check hydraulic operation</u> <u>Carry out general maintenance to YASC facility</u>	- <u>Check pool bookings</u> - <u>Check pool facility internal-external</u> - <u>Check water quality</u> - <u>Check hydraulic operation</u> <u>Carry out general maintenance to YASC facility</u>
10:am – 10:15am	Morning tea	Morning tea	Morning tea	Morning tea	Morning tea		
10:15am – 12:00pm	<u>Carry out general maintenance to YASC facility</u>	<u>Carry out general maintenance to YASC facility</u>	<u>Carry out general maintenance to YASC facility</u>	<u>Carry out general maintenance to YASC facility</u>	<u>Carry out general maintenance to YASC facility</u>	<u>Carry out general maintenance to YASC facility</u>	<u>Carry out general maintenance to YASC facility</u>
12:00pm- 12:45pm	LUNCH	LUNCH	LUNCH	LUNCH	LUNCH		
12:45pm- 4:30PM	<u>Carry out general maintenance to YASC facility</u>	<u>Carry out general maintenance to YASC facility</u>	<u>Carry out general maintenance to YASC facility</u>	<u>Carry out general maintenance to YASC facility</u>	<u>Carry out general maintenance to YASC facility</u>		
4:45pm	Clock off	Clock off	Clock off	Clock off	Clock off		

2025

PARKS AND GARDENS WORK PLAN

	Monday	Tuesday	Wednesday	Thursday	Friday
				FORTNIGHTLY COB 4:15PM	FORTNIGHTLY RDO
<u>7:30am – 8:00am</u>	<u>Clock on</u> <u>Toolbox</u>	<u>Clock on</u> <u>Toolbox</u>	<u>Clock on</u> <u>STAFF MEETING (WORKS DEPOT)</u>	<u>Clock on</u> <u>Toolbox</u>	<u>Clock on</u> <u>Toolbox</u>
<u>8:00am – 10am</u>	<u>Town Area</u> <u>General maintenance</u> - Bishop Malcolm - Patterson park - Esplanade - BMX track - RTC/YKC/STORE - Various Locations	<u>Range Road surrounds</u> <u>General maintenance</u> - Police station to YASC chambers	<u>Reeves Ck surrounds</u> <u>General maintenance</u> - Mourigan to police station - Pool (when requested) - Museum (when requested) - Jilara Oval when Requested	<u>Djenghi Surrounds</u> <u>General maintenance</u>	<u>YASC Chambers</u> <u>General maintenance</u>
<u>10:am – 10:15am</u>	Morning tea	Morning tea	Morning tea	Morning tea	Morning tea
<u>10:15am – 12:00pm</u>	<u>Town Area</u> <u>General maintenance</u> - Bishop Malcolm - Patterson park - Esplanade - BMX track - RTC/YKC/STORE - Various Locations	<u>Range Road surrounds</u> <u>General maintenance</u> Police station to YASC chambers	<u>Reeves Ck surrounds</u> <u>General maintenance</u> - Mourigan to police station - Pool (when requested) - Museum (when requested) - Jilara Oval when Requested	<u>Djenghi Surrounds</u> <u>General maintenance</u>	<u>YASC Chambers</u> <u>General maintenance</u>
<u>12:00pm- 12:45pm</u>		LUNCH	LUNCH	LUNCH	LUNCH
<u>12:45pm- 4:30PM</u>	<u>Town Area</u> <u>General maintenance</u> - Bishop Malcolm - Patterson park - Sawmill/Stanley park - Esplanade - BMX track - RTC/YKC/STORE - Various Locations	<u>Range Road surrounds</u> <u>General maintenance</u> Police station to YASC chambers	<u>Reeves Ck surrounds</u> <u>General maintenance</u> - Mourigan to police station - Pool (when requested) - Museum (when requested) - Jilara Oval when Requested	<u>Djenghi Surrounds</u> <u>General maintenance</u>	<u>YASC Chambers</u> <u>General maintenance</u>
<u>4:45pm</u>	Clock off	Clock off	Clock off	Clock off	Clock off

ROADS TEAM WEEKLY WORK PLAN

	Monday	Tuesday	Wednesday	Thursday	Friday
					<u>RDO</u>
7:30am – 8:00am	1. Clock on 2. Toolbox	Clock on Toolbox	Clock on Toolbox	Clock on Toolbox	Clock on Toolbox
8:00am – 10am	Supervisor – road inspection Team- R & M - Road repair - Road side maintenance - Drain maintenance - Signs and guide post - Cyclone clean (during an event) Pending reactive maintenance	Supervisor – road inspection Team- R & M - Road repair - Road side maintenance - Drain maintenance - Signs and guide post - Cyclone clean (during an event) Pending reactive maintenance	Supervisor – road inspection Team- R & M - Road repair - Road side maintenance - Drain maintenance - Signs and guide post - Cyclone clean (during an event) Pending reactive maintenance	Supervisor – road inspection Team- R & M - Road repair - Road side maintenance - Drain maintenance - Signs and guide post - Cyclone clean (during an event) Pending reactive maintenance	Supervisor – road inspection Team- R & M - Road repair - Road side maintenance - Drain maintenance - Signs and guide post - Cyclone clean (during an event) Pending reactive maintenance
10:am – 10:15am	Morning tea	Morning tea	Morning tea	Morning tea	Morning tea
10:15am – 12:00pm	- Road repair - Road side maintenance - Drain maintenance - Signs and guide post - Cyclone clean (during an event) Pending reactive maintenance	- Road repair - Road side maintenance - Drain maintenance - Signs and guide post - Cyclone clean (during an event) Pending reactive maintenance	- Road repair - Road side maintenance - Drain maintenance - Signs and guide post - Cyclone clean (during an event) Pending reactive maintenance	- Road repair - Road side maintenance - Drain maintenance - Signs and guide post - Cyclone clean (during an event) Pending reactive maintenance	- Road repair - Road side maintenance - Drain maintenance - Signs and guide post - Cyclone clean (during an event) Pending reactive maintenance
12:00pm-12:45pm	LUNCH	LUNCH	LUNCH	LUNCH	LUNCH
12:45pm-4:30PM	- Road repair - Road side maintenance - Drain maintenance - Signs and guide post - Cyclone clean (during an event)	- Road repair - Road side maintenance - Drain maintenance - Signs and guide post - Cyclone clean (during an event)	- Road repair - Road side maintenance - Drain maintenance - Signs and guide post - Cyclone clean (during an event)	- Road repair - Road side maintenance - Drain maintenance - Signs and guide post - Cyclone clean (during an event)	- Road repair - Road side maintenance - Drain maintenance - Signs and guide post - Depot maintenance - Cyclone clean (during an event)
4:45pm	Clock off	Clock off	Clock off	Clock off 4:15pm fortnight start week	Clock off

SEWAGE TEAM WEEKLY WORK PLAN

	Monday	Tuesday	Wednesday	Thursday	Friday
					<u>RDO</u>
<u>7:30am – 8:00am</u>	<u>Clock on Toolbox</u>	<u>Clock on Toolbox</u>	<u>Clock on Toolbox</u>	<u>Clock on Toolbox</u>	<u>Clock on Toolbox</u>
<u>8:00am – 10am</u>	Review SCADA trends Carry out SPS inspection and maintenance Pending reactive repairs	Review SCADA trends Carry out SPS inspection and maintenance Pending reactive repairs	Review SCADA trends Carry out SPS inspection and maintenance Pending reactive repairs	Review SCADA trends Carry out SPS inspection and maintenance Pending reactive repairs	Review SCADA trends Carry out SPS inspection and maintenance Pending reactive repairs
<u>10:am – 10:15am</u>	Morning tea	Morning tea	Morning tea	Morning tea	Morning tea
<u>10:15am – 12:00pm</u>	Carry out SPS inspection and maintenance Pending reactive repairs	Carry out SPS inspection and maintenance Pending reactive repairs	Carry out SPS inspection and maintenance Pending reactive repairs	Carry out SPS inspection and maintenance Pending reactive repairs	Carry out SPS inspection and maintenance Pending reactive repairs
<u>12:00pm- 12:45pm</u>	LUNCH	LUNCH	LUNCH	LUNCH	LUNCH
<u>12:45pm- 4:30PM</u>	Carry out SPS inspection and maintenance Pending reactive repairs	Carry out SPS inspection and maintenance Pending reactive repairs	Carry out SPS inspection and maintenance Pending reactive repairs	Carry out SPS inspection and maintenance Pending reactive repairs	Carry out SPS inspection and maintenance Pending reactive repairs
<u>4:45pm</u>	Clock off	Clock off	Clock off	Clock off 4:15pm fortnight start week	Clock off

WATER TEAM WEEKLY WORK PLAN

	Monday	Tuesday	Wednesday	Thursday	Friday
					RDO
7:30am – 8:00am	1. Clock on 2. Toolbox	Clock on Toolbox	Clock on Toolbox	Clock on Toolbox	Clock on Toolbox
8:00am – 10am	- Review SCADA trends - Daily water quality monitoring including Data Entry - Inspect Bores - Inspect WTP - Inspect Reservoir Pending reactive repairs	- Review SCADA trends - Daily water quality monitoring including Data Entry - Inspect Bores - Inspect WTP - Inspect Reservoir Pending reactive repairs	- Review SCADA trends - Daily water quality monitoring including Data Entry - Inspect Bores - Inspect WTP - Inspect Reservoir Pending reactive repairs	- Review SCADA trends - Daily water quality monitoring including Data Entry - Inspect Bores - Inspect WTP - Inspect Reservoir Pending reactive repairs	- Review SCADA trends - Daily water quality monitoring including Data Entry - Inspect Bores - Inspect WTP - Inspect Reservoir Pending reactive repairs
10:am – 10:15am	Morning tea	Morning tea	Morning tea	Morning tea	Morning tea
10:15am – 12:00pm	- Review SCADA trends - Daily water quality monitoring including Data Entry - Inspect Bores - Inspect WTP - Inspect Reservoir Pending reactive repairs	- Review SCADA trends - Daily water quality monitoring including Data Entry - Inspect Bores - Inspect WTP - Inspect Reservoir Pending reactive repairs	- Review SCADA trends - Daily water quality monitoring including Data Entry - Inspect Bores - Inspect WTP - Inspect Reservoir Pending reactive repairs	- Review SCADA trends - Daily water quality monitoring including Data Entry - Inspect Bores - Inspect WTP - Inspect Reservoir Pending reactive repairs	- Review SCADA trends - Daily water quality monitoring including Data Entry - Inspect Bores - Inspect WTP - Inspect Reservoir Pending reactive repairs
12:00pm- 12:45pm	LUNCH	LUNCH	LUNCH	LUNCH	LUNCH
12:45pm- 4:30PM	- Review SCADA trends - Daily water quality monitoring including Data Entry - Inspect Bores - Inspect WTP - Inspect Reservoir Pending reactive repairs	- Review SCADA trends - Daily water quality monitoring including Data Entry - Inspect Bores - Inspect WTP - Inspect Reservoir Pending reactive repairs	- Review SCADA trends - Daily water quality monitoring including Data Entry - Inspect Bores - Inspect WTP - Inspect Reservoir Pending reactive repairs	- Review SCADA trends - Daily water quality monitoring including Data Entry - Inspect Bores - Inspect WTP - Inspect Reservoir Pending reactive repairs	- Review SCADA trends - Daily water quality monitoring including Data Entry - Inspect Bores - Inspect WTP - Inspect Reservoir Pending reactive repairs
4:45pm	Clock off	Clock off	Clock off	Clock off 4:15pm fortnight start week	Clock off



Yarrabah Aboriginal & Torres Strait Islander Public Health Program

Animal Management Program Task Description

Work Plan Program	Daily (everyday)	Weekly (1x day per week)	Monthly (1x day per month)	Bi-Annual (every 6 Months) or 2x per year	Annual (every 12 months) or 1x per year
Council Specific	Participate in Daily Safety & Toolbox meeting	Submit weekly report to Supervisor	Submit monthly report to Supervisor	Prepare 6 month ATSIPHP Performance report and submit to Supervisor	Prepare 12 month ATSIPHP Performance report and submit to Supervisor
	Participate in on-call roster and after-hours response		Participate in the monthly EHW engagement meeting		Attend EHW Annual Conference/Workshop
Domestic Animals	Conduct a Community Patrol to check on animal (dog & cat) traps and dogs & horses wandering at large	Conduct a thorough clean up and wash out at the pound	Conduct any maintenance required at the pound and horse yard	Prepare and submit order for health treatments for animals during animal census ie. Bravecto, Paragard, Drontal etc.	Co-ordinate 1x animal census each year and record animal registration, health status and desex information
	Visit the Pound daily and feed and water any impounded animals and clean	Conduct a Community Patrol to check on animal (dog & cat) traps and dogs & horses wandering at large Set dog and cat traps weekly around the community	Conduct Equipment & Supplies inventory and re-order if required		During animal census event provide to each animal health treatment for ticks, fleas, worms and parasites etc.
	Visit the horse yard daily if any impounded horses and feed and water		Prepare documentation and perform animal destruction or co-ordinate re-homing for animals impounded for neglect, health or other reason ie. injury related		Conduct community education event on responsible pet ownership
	Respond to any reported community complaints relating to animals including dog attacks, injured animals etc.				
Visiting Veterinary Program	Provide support to Vet on the day in community and assist with pick up and delivery of animals.			Co-ordinate 2x vet visits each year to conduct surgery for injured animals, surgical desexing, euthanasia and support microchip program	Visiting Vet provides annual refresher training on storage, use and administration of medications for euthanasia
				Conduct Community awareness of the vet visit at least 14 days prior. Publish notices on community noticeboards and Council social media.	
Healthy Housing Support	Respond to any Healthy Housing program animal referral as per assessment priority: High: 24-48 hrs Medium: 1-5 days Low: Within 14 days				



Yarrabah Aboriginal & Torres Strait Islander Public Health Program

Environmental Health Program Task Description

Work Plan Program	Daily (everyday)	Weekly (1x day per week)	Monthly (1x day per month)	Quarterly (every 3 months)	Bi-Annual (every 6 Months) or 2x per year	Annual (every 12 months) or 1x per year
Council Specific	Participate in Daily Safety & Toolbox meeting	Submit weekly report to Supervisor	Submit monthly report to Supervisor		Prepare 6 month ATSIPHP Performance report and submit to Supervisor	Prepare 12 month ATSIPHP Performance report and submit to Supervisor
	Participate in on-call roster and after-hours response		Participate in the monthly EHW engagement meeting		Develop after-hours response roster	Attend EHW Annual Conference/Workshop
Food Safety	Respond to any reported food complaint and conduct investigation and report				Conduct food inspection at Licensed food businesses (including home businesses) and complete food checklist	Conduct food inspections at annual Events
	Respond to a suspected food borne illness complaint and conduct investigation and report				Provide a copy of the completed checklist with any actions for improvement to the food business operator	Provide community education and awareness about food safety risks in the home
Pest & Weed Control (Non-Healthy Housing)	Respond to any reported pest complaint and conduct investigation and report		Conduct monthly Pest Inspection at premises in accordance with the Yarrabah Community Pest Control Plan and not in the Healthy Housing Program	Conduct Pest Control at Council Facilities	Conduct service and maintenance of pest control equipment and supplies	Review and Update the Yarrabah Community Pest Control Plan and submit to council for endorsement.
	Conduct Pest & Mosquito Control to any premises identified during a pest inspection, complaint investigation, community patrol		Conduct Equipment & Supplies inventory and re-order if required	Conduct Weed Control at Council Facilities and Open areas		
Hygiene & Public Education	Respond to any reported community complaints relating to sewer overflow, waste/litter removal, hygiene and sanitation in community	Visit all public amenities, clean and report any maintenance issues to building & plumbing.	Visit Gurriny and meet with Health Centre manager and discuss any emerging communicable illness trends and/or public health issues			
		Conduct a community patrol and identify any public health risks. Include a visit at the waste transfer station, sewerage lagoons & pump stations, water ponding areas, overgrown land				
Public Health & Disaster				Participate in local LDMG meetings		Conduct community cleanup prior to cyclone season Oct-Nov
						Participate in community education and cyclone season preparedness awareness events



Yarrabah Aboriginal & Torres Strait Islander Public Health Program

Healthy Housing Program Task Description

Work Plan Program	Daily (everyday)	Weekly (1x day per week)	Monthly (1x day per month)	Quarterly (every 3 months)	Bi-Annual (every 6 Months) or 2x per year	Annual (every 12 months) or 1x per year
Council Specific	Participate in Daily Safety & Toolbox meeting	Prepare weekly report and submit to Supervisor	Prepare monthly report and submit to supervisor to present at the monthly YAG meeting		Prepare 6 month ATSIPHP Performance report and submit to Supervisor	Prepare 12 month ATSIPHP Performance report and submit to Supervisor
	Participate in on-call roster and after-hours response		Participate in the monthly EHW engagement meeting			Attend EHW Annual Conference/Workshop
House Inspections	Conduct Initial house inspection using iPad and HH checklist as per planned Healthy Housing inspection schedule		Conduct 1 st follow up visit to property after 1 month	Conduct 2 nd follow-up visit to property after 3 months	Conduct FINAL follow up visit to property after 6 months	
	Complete job card immediately after completion of house inspection					
	Complete animal health referral immediately after completion of house inspection					
Pest Control	At time of initial house inspection visit, co-ordinate date and time for pest control with tenant as per assessment priority: High: 24-48 hours Medium: 1-5 days Low: Within 14 days	Conduct pest control to property within 5 days after initial health inspection completed	Conduct Equipment & Supplies inventory and re-order if required		Conduct service and maintenance of pest control equipment and supplies	



Yarrabah Aboriginal & Torres Strait Islander Public Health Program

Healthy Housing Program Weekly Report:

Week commencing on Monday_____ 2024

Team Members on Duty during Week:_____ Weekly Report Completed by:_____ Date:_____

#	Task	Task Completed (Yes / No / Part)					Comments – Provide Details
	Daily	Monday	Tuesday	Wed	Thursday	Friday	
1	Participate in Daily Safety & Toolbox meeting						
2	Participate in on-call roster and after-hours response						
3	Conduct Initial house inspection using iPad and HH checklist as per planned Healthy Housing inspection schedule						
4	Complete job card immediately after completion of house inspection						
5	Complete animal health referral immediately after completion of house inspection						
6	At time of initial house inspection visit, co-ordinate date and time for pest control with tenant as per assessment priority: High: 24-48 hours Medium: 1-5 days Low: Within 14 days						
	Weekly						
7	Conduct pest control to property within 5 days after initial health inspection completed						
	Monthly (1 Month)						
8	Prepare monthly report and submit to supervisor to present at the monthly YAG meeting						
9	Conduct 1 st follow up visit to property after 1 month						
10	Conduct Equipment & Supplies inventory and re-order if required						
	Quarterly (3 Months)						
11	Conduct 2 nd follow-up visit to property after 3 months						
	Bi-Annual (6 months)						
12	Conduct service and maintenance of pest control equipment and supplies						
13	Conduct FINAL follow up visit to property after 6 months						

7.6 CONFIRMATION OF ABORIGINALITY / COMMUNITY AFFILIATION APPLICANT FORM:

File Number: 06.MFD_OM.20250129

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]. The following documents have been prepared in accordance with the provisions of the Local Government Act 2009 and other relevant statutes.

Council's process for providing confirmation of persons known to authorised person in 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.

ACTION

If confirmed – form to be signed, sealed and recorded in the common seal register.

If not confirmed – Applicant to be advised in writing and referred to make application to the relevant PBC.

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

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

1. To accept the application as submitted

or

not accept the application as submitted. The CEO is instructed to advise the applicant in writing to make application to the relevant PBC for determination

c/- Post Office YARRABAH 4871
56 Sawmill Road YARABAH
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

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 name is / was:

My language group and /or home community is:

Connection with this community:

Culturally I identify as: Aboriginal

I have lived or formally lived in this community for all my life years.

Contact email address:

Contact phone #:

Signature: Date / /
(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: Position:

Signature: Date: / /

Name: Position:

Signature: Date: / /

7.7 CONFIRMATION OF ABORIGINALITY / COMMUNITY AFFILIATION APPLICANT FORM:

File Number: 07.MFD_OM.20250129

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]. The following documents have been prepared in accordance with the provisions of the Local Government Act 2009 and other relevant statutes.

Council's process for providing confirmation of persons known to authorised person in 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.

ACTION

If confirmed – form to be signed, sealed and recorded in the common seal register.

If not confirmed – Applicant to be advised in writing and referred to make application to the relevant PBC.

ATTACHMENTS**1. Confirmation of Aboriginality Form - [REDACTED]****RECOMMENDATION**

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

1. To accept the application as submitted

or

not accept the application as submitted. The CEO is instructed to advise the applicant in writing to make application to the relevant PBC for determination

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] [REDACTED] [REDACTED]
(First Name) (Other Name) (Last Name)
[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 Djilpa

Connection with this community: [REDACTED]

Culturally I identify as Aboriginal

I have lived or formally lived in this community for N/A years

Contact email address: [REDACTED]

Contact phone: [REDACTED]

Signature: [REDACTED]

(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 applicant's 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	
Resolution No.: _____	
Name: _____	Position: _____
Signature: _____	Date: _____
Name: _____	Position: _____
Signature: _____	Date: _____

YASCVSEP2024

7.8 CONFIRMATION OF ABORIGINALITY / COMMUNITY AFFILIATION APPLICANT FORM:

File Number: 08.MFD_OM.20250129

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]. The following documents have been prepared in accordance with the provisions of the Local Government Act 2009 and other relevant statutes.

Council's process for providing confirmation of persons known to authorised person in 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.

ACTION

If confirmed – form to be signed, sealed and recorded in the common seal register.

If not confirmed – Applicant to be advised in writing and referred to make application to the relevant PBC.

ATTACHMENTS**1. Confirmation of Aboriginality Form - [REDACTED]****RECOMMENDATION**

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

1. To accept the application as submitted

or

not accept the application as submitted. The CEO is instructed to advise the applicant in writing to make application to the relevant PBC for determination

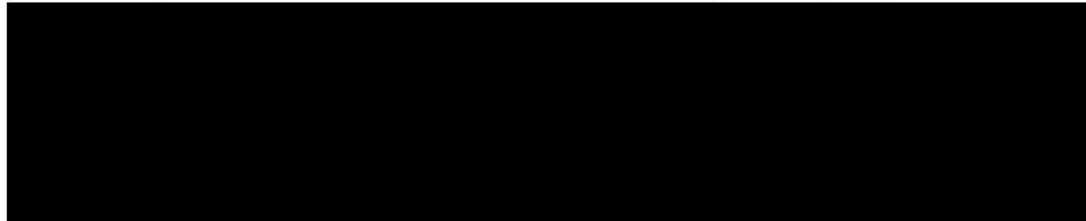
c/- Post Office YARRABAH 4871
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Phone (07) 4056 9120
Fax (07) 4056 9167
Email: council@yarrabah.qld.gov.au

ABN 30 977 526 871

CONFIRMATION OF ABORIGINALITY/COMMUNITY AFFILIATION



(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 name is / was

My language group and /or home community is Djiru

Connection with this community:

Culturally I identify as Aboriginal

I have lived or formally lived in this community for N/A years

Contact email address:

Contact phone

Signature:

Date: 22/01/25

(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 applicant's 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

Resolution No.: _____

Name: _____

Position: _____

Signature: _____

Date: _____

Name: _____

Position: _____

Signature: _____

Date: _____

YASCVSEP2024

8 CORRESPONDENCE

8.1 CORRESPONDENCE - REQUEST FOR SPONSORSHIP - YARRABAH STATE SCHOOL -YEAR 6 UNIFORM SHIRTS

File Number: 01.COR_OM.20250129

Author: Richard Wright, Chief Executive Officer

PURPOSE OF THE REPORT

To advise Council of correspondence received, requesting sponsorship to support the production of Year 6 Uniform Shirts for Yarrabah State School.

BACKGROUND

The Council has been providing financial assistance annually for this initiative, which allows the students to design their own unique uniform shirts. This program not only fosters creativity and pride among the students but also contributes to a sense of unity and school spirit as they transition to the next stage of their education. Peter Gavel, Year 6 teacher has written to Council requesting support of \$800.00 for the production of these school uniform shirts which Council may consider.

COMMENT

Council may consider this request falls within the ambit of Council's Community Grants Policy.

The level of assistance available through the programme is limited by Council's budget decisions and its strategic priorities.

In accordance with the Policy, only one entitlement shall be considered in the financial year per individual, team or organisation that apply to the Council prior to the event for assistance and meet the necessary criteria.

The Policy provides that community grants are capped at \$1,000.00 per year per organisation and has been the standard endorsed by Council in similar circumstances.

POLICY/FUNDING CONSIDERATIONS

Community Grants Policy

ATTACHMENTS

1. Letter requesting financial support for Year 6 Uniform Shirts

RECOMMENDATION

That Council:-

1. Note the correspondence tabled as read.
2. Authorise the CEO to make payment in accordance with the Community Grants Policy to the amount of \$800.00.

**Primary Campus & Administration:**

📍 Gribble St, Yarrabah, 4871
☎ (07) 4056 0666
📠 (07) 4056 0600

Junior Secondary Campus:

📍 Back Beach Rd, Yarrabah, 4871
☎ (07) 4056 0333
📠 (07) 4056 0300

Kindergarten Campus:

📍 Workshop Rd, Yarrabah, 4871
☎ (07) 4056 9206
📠 (07) 4056 9394

📧 admin@yarrabahss.eq.edu.au
🌐 yarrabahss.eq.edu.au

I acknowledge and pay respect to the Gunggandji Elders both past, present and emerging as traditional custodians of the land on which our school campuses are located.

To Whom It May Concern,

I am writing you this letter on behalf of the Year Six students at Yarrabah State School. Each year, a shirt is designed to celebrate the student's achievement of reaching Year Six, their final year of Primary School.

This shirt will then be available to be purchased by Year Six students and will be worn with pride during the school year. We are still finalising the design, which is submitted by Year Six students. The shirts will be worn throughout the school year, and often when the students are in Cairns on excursions or trips representing our school.

As you can appreciate, purchasing shirts could provide a financial burden on families in the community. In order to assist these families, I am writing this email to you to seek sponsorship to reduce the price. As an acknowledgement of your support, we would like to place your logo on the shirt, as well as place an acknowledgement on the school's Facebook page 'Yarrabah Aim High – Yarning Circle'.

I expect the cost to provide each student with a shirt to be approximately \$1600 (we are currently finalising class lists and total numbers). I am approaching yourself and another community organisation to donate, and am therefore asking each contribute \$800 each. This year we are looking to get the supplier to invoice you directly. I can confirm the total cost once student numbers are finalised.

If you have any questions or would like to make a donation, then please do not hesitate to contact Peter at the Yarrabah State School on 4056 0666 or via his email ptgav0@eq.edu.au.

Thank you for consideration,

Peter Gavel
Year 6 Teacher

**Primary Campus & Administration:**

📍 Gribble St, Yarrabah, 4871
 ☎ (07) 4056 0666
 📠 (07) 4056 0600

Junior Secondary Campus:

📍 Back Beach Rd, Yarrabah, 4871
 ☎ (07) 4056 0333
 📠 (07) 4056 0300

Kindergarten Campus:

📍 Workshop Rd, Yarrabah, 4871
 ☎ (07) 4056 9206
 📠 (07) 4056 9394

✉ admin@yarrabahss.eq.edu.au
 🌐 yarrabahss.eq.edu.au

I acknowledge and pay respect to the Gunggandji Elders both past, present and emerging as traditional custodians of the land on which our school campuses are located.

Year 6 - 2024



Year 6 - 2023



8.2 CORRESPONDENCE - REQUEST FOR EVENT SPONSORSHIP – INDIGENOUS RUBY LEAGUE CARNIVAL

File Number: 02.COR_OM.20250129

Author: Richard Wright, Chief Executive Officer

PURPOSE OF THE REPORT

To inform Council of correspondence received from Justin Neal, of Yarrabah Yulu Team, requesting event sponsorship for the Gordonvale Indigenous Rugby League Carnival.

BACKGROUND

1. In correspondence received (attached) Yarrabah Yulu advise that there is an Indigenous Rugby League Carnival coming up and they are seeking support to cover essential costs such as team's nomination fees, insurance, uniforms and travel/accommodation expenses.
2. In return Council would be promoted at the event as a sponsor.
3. Other benefits:
 - Brand Exposure: The Company's logo will be prominently displayed on our team uniforms, banners, and promotional materials, reaching a wide audience during the carnival and associated events.
 - Community Engagement: By supporting the team, we demonstrate a commitment to the empowerment and development of Indigenous communities, fostering goodwill and strengthening their brand's reputation.
 - Media Coverage: The Indigenous Rugby League Carnival attracts significant media attention, providing the company with opportunities for positive publicity and recognition.
 - Networking Opportunities: Engage with other sponsors, community leaders, and influential figures who share a passion for supporting Indigenous sports and cultural events.

COMMENT

Council may consider this request falls within the ambit of Council's Community Grants Policy.

The level of assistance available through the programme is limited by Council's budget decisions and its strategic priorities.

Only one entitlement shall be considered in the financial year per individual, team or organisation that apply to the Council prior to the event for assistance and meet these criteria.

The Policy provides that community grants are capped at \$1,000.00 per year per organisation.

POLICY/FUNDING CONSIDERATIONS

Community Grants Policy

ATTACHMENTS

1. Sponsorship Letter from the Yarrabah Yulu Rugby League Team

RECOMMENDATION

That Council:-

1. Note the correspondence tabled as read.
2. Authorise the CEO to make payment in accordance with the Community Grants Policy to the amount of **\$1,000**.

To Whom This May Concern

I am writing to you to discuss the possibility of developing a partnership between your company and Yarrabah Yulu Team for the 2025 Gordonvale Indigenous Rugby League Carnival and beyond.

Yarrabah Yulu Team will participate in the Gordonvale Indigenous Rugby League Carnivale, currently our team has registered players, ranging in ages from 17 to 35 years old.

We will be including 5 non-Indigenous players, as part of closing the gap and uniting changes.

We have several unique opportunities that will provide great exposure and value to your company including match day promotions, jersey signage, social media and much more. All funding will be used towards the team's nomination fees, insurance, uniforms and travel/accommodation expenses.

Our objective is to ensure we build a partnership that is beneficial for both organisations. Being respectful and a positive example to all our communities and your company. As we have limited exposure around small remote communities.

Our players potential can go unnoticed due to the lack of opportunities, exposure and funding. With your company's help, it can give our younger generation the incentives to thrive to their full potential, allowing them to obtain a brighter future as individuals and within the remote communities by giving them positive role models to look up to, by showing them hard work and dedication pays off.

I look forward to speaking with soon to discuss the opportunities that will create the chance for a successful relationship between your company and the Yarrabah Yulu team if you wish to discuss this further with me. Please do not hesitate to contact me.

Yarrabah Yulu Sponsorship Packages

Type	Amount	Includes
Platinum	\$5000 (2 available)	- Central exposure on team jersey and polo shirts - Team photo - Signed jersey from team - Certificate of appreciation - Gift from team
Gold	\$2500 (4 available)	- Prime exposure on team jerseys and polo shirts - Team photo - Training polo - Certificate of appreciation - Gift from team
Silver	\$1500	- Business name printed on sleeve jersey - Team photo

		• Certificate of appreciation • Gift from team
Bronze	\$500	• Business name printed on shorts • Team photo • Certificate of appreciation • Gift from team

All business will be printed in list form on back of the players polo shirts, which will be worn throughout the carnival and published on all social media platforms (Team and Carnival Facebook/Instagram pages).

Expense	Description	Cost
Team registration	Registration and insurance for the team	\$2500
Team Uniform	30 Team jersey, shorts, training singlet, polo shirts and socks	\$4000
Travel expenses	Bus hire for team to travel to and from carnival (5-day hire)	\$5000
Accommodation	30 players plus 5 staff	\$7000
Team food and water	Fruits/snacks/water/sport drinks for before and after games. Food supplied to team for breakfast lunch and dinner	\$3500
		Total Cost = \$22,000.00

Your company's generosity will help our team showcase their gifted talent and give our younger generation future opportunities to gain leadership and to continue thriving in sports to showcase their talents to scouts and selectors from bigger organizations such as Queensland Rugby League and National Rugby League.

I look forward to speaking to you soon. If you have any questions, please don't hesitate to contact me on 0459433759.

Kind Regards,
Justin Neal

8.3 CORRESPONDENCE - MINISTER FOR DEPARTMENT OF HOUSING AND PUBLIC WORKS AND MINISTER FOR YOUTH

File Number: 03.COR_OM.20250129

Author: Richard Wright, Chief Executive Officer

PURPOSE OF THE REPORT

To table correspondence to Council from the Minister of Housing and Public Works and Minister for Youth relating to the Crisafulli Government's commitment to commencing work on expanding their promise to provide opportunities for home ownership in Queensland's Indigenous Communities.

BACKGROUND

Letter received from the Minister advising that he has asked his senior departmental staff to arrange a meeting to outline potential policy options to allow the community residents to achieve home ownership and decide what the preferred pathway is.

The CEO will respond as requested by confirming the Council's interest and proposing a mutually agreed-upon time for discussions.

ATTACHMENTS**1. Letter from Minister of Housing and Public Works and Minister for Youth****RECOMMENDATION**

That Council note the correspondence tabled, as read.



Minister for Housing and Public Works
Minister for Youth

Our Ref: MN00193-2025

10 January 2025

1 William Street
Brisbane Queensland
GPO Box 690 Brisbane
Queensland 4001 Australia
T: +617 3035 2100
E: housing@ministerial.qld.gov.au

Councillor Darryl Sexton
Mayor
Yarrabah Aboriginal Shire Council
mayor@yarrabah.qld.gov.au

Dear Mayor Sexton

The Crisafulli Government is determined to improve housing outcomes for First Nations people. In particular, we want to create pathways to increase home ownership in your community so the people you represent can choose to own their own home.

At the election, the Government committed to commencing work on expanding opportunities for home ownership in Queensland's Indigenous communities within our first 100 days of being sworn in. We are starting work on delivering this commitment by progressing the development of the Palm Island Home Ownership Council in partnership with the Palm Island Aboriginal Shire Council.

Each Indigenous community is unique in its circumstances and home ownership goals, and that means the model to achieve better housing outcomes will be unique too.

As the new Housing and Public Works Minister, I want to make sure we are taking the right approach for your community. I invite you to discuss with the highest levels of my department how we can work with you to implement home ownership pathways.

I have asked for senior departmental staff to arrange a meeting with you at your earliest convenience. They will be able to outline potential policy options to allow your residents to achieve home ownership and to help you decide what you preferred pathway is.

The Queensland Government is committed to achieving the targets and commitments outlined in the National Agreement on Closing the Gap and are actively progressing a range of initiatives to benefit Indigenous communities. This will include boosting home ownership, creating opportunities for Indigenous small businesses and ensuring there is a pipeline of skilled Indigenous workers for the future and more jobs in housing and construction.

If you require further information, please contact Sharon Kenyon, General Manager, First Nations Housing and Homelessness, Department of Housing and Public Works on 0475 807 060 or by email at sharon.kenyon@housing.qld.gov.au. My Chief of Staff, Mr Matt Adams can also be contacted on (07) 3035 2100 or by email at matt.adams@ministerial.qld.gov.au.

I look forward to working with you to help deliver better housing outcomes for your community.

Yours sincerely

A blue ink signature of Sam O'Connor, Minister for Housing and Public Works and Minister for Youth.

Sam O'Connor MP
Minister for Housing and Public Works
Minister for Youth

9 CONFIDENTIAL MATTERS

Nil

10 CLOSE OF MEETING