



BUSINESS PAPER

Ordinary Council Meeting

19 February 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 19 February 2025 at 9.00am**

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

Ordinary Council Meeting - 18 December 2024

Ordinary Council Meeting - 29 January 2025

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)

5 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.

6 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.

7 APOLOGIES

Nil

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

8 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.

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9 BUSINESS ARISING FROM PREVIOUS MINUTES**10 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

11 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

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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

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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.

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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

4/4

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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

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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: NYOKA HRABINSKY (POLLARD)**PURPOSE OF THE REPORT**

Present information to council from community resident seeking Confirmation of Aboriginality endorsement consideration. Applicant – Nyoka HRABINSKY (POLLARD).

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 Nyoka HRABINSKY (POLLARD).

1. To accept the application as submitted

Moved: Cr Daryl Sexton

Seconded: Cr Amy Neal

4/4

18 December 2024

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**18 December 2024**

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

12 CORRESPONDENCE

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

13 STRATEGIC PORTFOLIO UPDATE

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

14 CONFIDENTIAL MATTERS

Nil

15 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.

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MAYOR

**MINUTES OF YARRABAH ABORIGINAL SHIRE COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE YARRABAH ABORIGINAL SHIRE COUNCIL CHAMBERS
ON WEDNESDAY, 29 JANUARY 2025 AT 09.00AM**

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

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

1 MEETING OPEN

Mayor Sexton declared the meeting open at 9.05am.

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

Due to the severe weather event, the meeting was adjourned to allow for a coordinated emergency response, if needed. The Local Disaster Management Group (LDMG) transitioned to ALERT mode and continued active communication with the District Disaster Management Group (DDMG) and other relevant agencies to monitor and manage the situation.

Meeting closed at 9.10 am.

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MAYOR

16 BUSINESS ARISING FROM PREVIOUS MINUTES

17 DISCLOSURE OF INTEREST – COUNCIL / REGISTER UPDATES

18 MATTERS FOR DISCUSSION**7.1 CEO OPERATIONAL REPORT**

File Number: 01.MFD_OM.20250219

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 January / February 2025.

KEY FOCUS AREAS

NOTE: Due to severe weather event:-

- Yarrabah LDMG moved to “Alert” status on 29 January 2025.
- Yarrabah LDMG moved to “Lean Forward” status on 1 February 2025.
- Yarrabah LDMG moved to “Alert” status on 3 February 2025.
- Yarrabah LDMG moved to “Stand Down” status on 5 February 2025.

Yarrabah LDMG continued to liaise with DDMG and other agencies throughout and after period of activation.

This monthly report covers the period from 28th January to 14th February 2025.

- ◇ **NQ Weekly Weather Brief- Stand Up** - 28 January. CEO attended
- ◇ **Ordinary Council Meeting** - 29 January. Meeting deferred due to severe wet weather. Mayor, Councillors & CEO attended
- ◇ **Extra Ordinary Cairns DDMG meeting** - 29 January. CEO attended
- ◇ **Empower Yarrabah Action Planning (Microgrid)** - 30 January. CEO attended
- ◇ **Police Chief Superintendent** - 03 February. Mayor, Deputy Mayor & CEO attended
- ◇ **FNQ Regional Economic Plan Workshop** - 04 February. CEO attended
- ◇ **Empower Yarrabah Action Planning /Geoff Bowes** - 06 February. CEO attended
- ◇ **FNQROC Board Meeting #170** - 06 February. Mayor & CEO attended virtually
- ◇ **Indara & OPTUS Meeting** – 10 February. The Optus Tower officially went “on air” 21st January 2025. Meeting to capture the community’s perspective on the impact of improved mobile connectivity. Deputy Mayor & CEO attended together with Gunggandji Aboriginal Corporation RNTBC

- ◇ MicroGrid Steering Committee meeting - 11 February. Mayor, Deputy Mayor & CEO attended
- ◇ Educational Project-Role Schools Play In Culture And Connection - 11 February. Mayor, Deputy Mayor, Cr Underwood & CEO attended
- ◇ DDMG #4 - 11 February. Deputy Mayor & CEO attended
- ◇ RDA Tropical North 'State of the Region Roadshow' - 12 February. CEO attended
- ◇ Joint Economic and Roads & Transport Functional Recovery and Resilience Group – North Queensland Weather Event - 12 February. CEO attended
- ◇ ARO Industries - 12 February. CEO attended
- ◇ Legal Aid Qld - 12 February. CEO attended
- ◇ Department of Women, Aboriginal and Torres Strait Islander Partnerships, and Multiculturalism - 12 February. CEO attended
- ◇ North Qld Weather Event - Environmental Recovery | Meeting #2 - 12 February. CEO attended
- ◇ Yarrabah Audit & Risk Committee Meeting - 13 February. Mayor & Cr Murgha attended
- ◇ Tropical Public Health Services - 13 February. CEO & Director S. Bann attended. Meeting to be arranged for briefing of Council with regards to Environmental Health Plan.
- ◇ Department of Women, Aboriginal and Torres Strait Islander Partnerships, and Multiculturalism - Community Safety & AMP Plan - 13 February. Mayor, Councillors & CEO attended
- ◇ Minister Fiona Simpson, Minister for Women & Women's Economic Security, Minister for Aboriginal and Torres Strait Islander Partnerships, Minister for Multiculturalism - 14 February. Mayor, Councillors & CEO attended

UPCOMING MEETINGS / EVENTS

- ◇ 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

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- ◇ **Ordinary Council Meeting** - 19 February. Mayor, Councillors & CEO to attend
-
- ◇ **Australian Bureau of Statistics** - 20 February. Mayor, Councillors & CEO to attend
-
- ◇ **Community Assistance Project through RACQ Foundation** - 20 February. CEO & Directors to attend
-
- ◇ **QLD Disaster Management Training Arrangements and LDMG Induction** - 25 February. LDMG members & Advisors who have not completed the mandatory training to attend.
- ◇ **FNQROC Regional Economic Plan** - 25 February. CEO to attend
- ◇ **Yarrabah Microgrid Project** - Executive Briefing - 25 February. Mayor & CEO to attend.
- ◇ **TCICA Meeting** - 26 February. Mayor & CEO to attend.
- ◇ **Councillors Workshop** - 27 February. Mayor & Councillors to attend.
- ◇ **Education Department** - 27 February. Mayor, Councillors & CEO to attend
- ◇ **YAG Meeting #19** - 04 March. Mayor, Deputy Mayor & CEO to attend.
- ◇ **Councillors Workshop** - 05 March. Mayor & Councillors to attend.
- ◇ **DDMG #4** - 11 March. Deputy Mayor & CEO to attend.
- ◇ **Hon. Ann Leahy MP - Minister for Local Government & Water / Minister for Fire, Disaster Recovery & Volunteers**/Brisbane - 10 March. TBC. Mayor & CEO to attend.
- ◇ **Hon. Brent Mickelberg MP - Minister for Transport & Main Roads**/Brisbane - 11 March. TBC. Mayor & CEO to attend.
- ◇ **Invitation to LGAQ Mayoral Networking Event (& CEO's)**/Brisbane - 11 March. Mayor & CEO to attend.
- ◇ **LGAQ Civic Leaders Summit**/Brisbane - 12 – 13 March. Mayor & CEO to attend.

GOVERNANCE

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

GRANTS MANAGEMENT

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

A. GRANTS SUBMITTED DURING PERIOD

No grants were submitted during this period.

B. GRANTS AWAITING OUTCOME

- **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**
- **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**
- **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**
- **Queensland Reconstruction Authority - Disaster Recovery Funding Arrangements- Category D – Local Recovery and Resilience Grant –**
 - Supply and Installation of an emergency generator at the Local Disaster Coordination Centre
 - Supply and installation of a weather monitoring station - **\$190,000**
- **Australian Government – Department of Industry, Science and Resources – Department of Infrastructure, Transport, Regional Development Communications and the Arts - Housing Support Program Housing Support Program - Stream 2** –Yarrabah Aboriginal Shire Council – Critical Enabling Infrastructure Water (WTP) and Sewerage (STP) Upgrade(s). - **\$18,800,000**

C. GRANT OPPORTUNITIES

- 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**

- **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**
- **Queensland Government – Department of Transport and Main Roads** - Funding program aimed at supporting the local transport infrastructure needs of Aboriginal and Torres Strait Islander communities throughout Queensland. **No maximum amount**
- **National Indigenous Australians Agency – NAIDOC Grants 2025 Local Grants** –Grant available to support activities and events being held for NAIDOC Week – **up to \$25,000**
- **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 Description	Project Status	Monthly Update - February 2025
ATSI TIDS Roads to Recovery 19-24 LRCI Phase 4	Annual Allocation - Jabin/Jungi Lane K&C and Pavement Resurfacing	Completed	Works complete. Project in close out phase with Roads to Recovery and TIDS funding
NQNDMP	Flood and Drainage Study	In Close Out Phase	Drainage report available for potential funding opportunities focussing on Drainage improvements in community
	Buddabadoo Drainage Improvements	In Close Out Phase	YASC completed culvert upgrades on Buddabadoo Road, CH2338 and CH3093. Works are complete with minor defects to be attended to.
Capital Interim	Djenghi Stage 6B / 7A - Civil Works	In Close Out Phase	Works complete on time and on budget. Project complete.
	Balamba Master Planning	In Progress/On Track	Preliminary Planning - Works in Progress Planz Town Planning (Nikki Huddy)
	Balamba Link Road - Intersection Upgrade	In Close Out Phase	Works Complete, entered into Defects Liability Period.
ATSI TIDS 23/24			
NAHA Funding	Balamba Stage 1 Civil	In Progress/On Track	Waiting on master planning to be complete
Forward Capital Program	Ambrym Street Redevelopment	In Progress/On Track	Waiting on master planning to be complete before engaging Civil Designers
	Bulguru Park Cabins - Supply and Installation	In Progress/On Track	Contract issued to Asset Cabins & Homes. Fabrication begins March 2025 expected to install approx. July 2025.
	Bulguru Park - Civil Works Package	In Progress/On Track	Detailed civil design complete. YASC to self-deliver the works. Procurement to begin commencing post wet season.
QBUILD Contract 81907	Construction of 4 x detached dwellings and 2 x duplex	In Progress/On Track	Hand over expected for February 2025. Some Ergon delays to 1 x property to be addressed.

Capital Housing Program	Program 1 - Construction of 5 New dwellings and 3 x Extensions	In Progress/On Track	Funding agreement received for Program 1. Construction of 8 x dwellings
	Program 2 - Construction of 8 x Extensions	In Progress/On Track	
	Program 3 - Construction of 8 x Extensions	In Progress/On Track	
LRCI Phase 3	Buddabadoo Bridge Contribution	Completed	In closeouts/QRA final reviews
QDRRRF	Buddabadoo Bridge - Construction	Completed	In closeouts/QRA final reviews
DRFA 2021	YASC.0013 Sealed Works Package	Completed	In closeouts/QRA final reviews
	YASC.0012 Unsealed Works Package	Completed	In closeouts/QRA final reviews
	YASC.0011 Buddabadoo Landslip	Completed	In closeouts/QRA final reviews
	YASC.0017 Buddabadoo Betterment	Completed	In closeouts/QRA final reviews
LRRG	Day Care - Stormwater Improvements	In Progress/On Track	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/On Track	
	Disaster Coordination Centre - Stormwater Improvements	In Progress/On Track	
	Disaster Coordination Centre - Generator	In Progress/On Track	Project complete with minor defects to be attended to. Defects list compiled and contractors working through close outs.
	Weather Monitoring Infrastructure	In Progress/On Track	Contract issued to supplier. Inclement weather has caused delays to the delivery of materials and install as supplier is the main flood network technical support contractor for many FNQ Councils impacted by recent wet weather. Start date TBA.

DRFA 2023	YASC.0025 Sealed Works Package	In Progress/On Track	Works commenced November 2024. Recent inclement weather has delayed completion of this package. Additional funding is being sought to assist with further works.
	YASC.0033 Flood Warning Systems	In Progress/On Track	Contract issued to supplier. Inclement weather has caused delays to the delivery of materials and install as supplier is the main flood network technical support contractor for many FNQ Councils impacted by recent wet weather. Start date TBA.
	2023 Betterment Reservoir Road	In Progress/On Track	Detailed civil design complete. IFC drawings to be compiled and tender documentation to be reviewed prior to release.
RFA 2024 - TC Jasper	Emergency Works	Completed	Notification in November 2024 that QRA Close outs were complete, and reimbursement was finalised
	YASC.0032 Sealed Works Package	In Progress/On Track	QRA approvals received November 2024 - schedule works post wet season
	YASC.0034 Unsealed Works Package	In Progress/On Track	QRA approvals received November 2024 - schedule works post wet season
Work for Queensland 4 21-24	Yarrabah Beautification Works	In Close Out Phase	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	In Close Out Phase	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	In Close Out Phase	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	In Close Out Phase	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/On Track	Elders Hub scope of works complete and materials procured. Anticipate commencement March 2025.
	Esplanade Beautification	In Progress/On Track	Planning in progress
	Bishop Malcolm Park - stage security and fencing improvements	In Progress/On Track	Stage security gates and fencing contract has been issued. Works commenced onsite.
	Cemetery Upgrade - Fencing New and Old Cemetery	In Progress/On Track	Planning in progress
	Public Toilet Blocks - Wungu and Jilji	In Progress/On Track	Planning in progress - Design has been prepared for Council feedback
	Museum Boardwalk and Amphitheatre	In Progress/On Track	Planning in progress - Project brief has been prepared for Council feedback
	Yarrabah Lookout - Walking Trail and Facilities	In Progress/On Track	Planning in progress - Project brief has been prepared for Council feedback
Play Our Way Program	Extension of the Gillian Bann Women Facility and the construction of the bottom Field	In Progress/On Track	Federal Government Department Health and Aged Care - waiting on funds
DRFA (QRA)	Emergent Works DRFA 2025	In Progress/On Track	Activated Sunday 2nd of Feb 2025. Emergent works in progress focusing on drainage, debris clean up, infrastructure repairs. Anticipate REPA with associated betterment to follow. DTMR have committed to supporting YASC with recovery efforts on Range Road.

MEETING ACTIONS

Ordinary Meeting - 29 January 2025

All actions adjourned due to the severe weather event, which required prioritisation by LDMG members and Yarrabah Aboriginal Shire Council staff.

ATTACHMENTS

Nil

RECOMMENDATION

That Council accept the CEO Operational Report for the period to 14 February 2025.

7.2 YASC MONTHLY FINANCIAL REPORT

File Number: 02.MFD_OM.20250219

Author: Mike Mair, Director - Corporate Services

PURPOSE OF THE REPORT

Provide council with monthly financial report. This report covers the financial period 31st January 2025.

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 January 2025
2. Areas of Interest Report January 2025
3. Grants Report January 2025

RECOMMENDATION

That Council accept the 31st January 2025 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 January 2025**

FINANCIAL SERVICES

I. Overview of Operating Results as at 31 January 2025

	ACTUAL YTD	BUDGET YTD 24/25	VARIANCE	VARIANCE	BUDGET FY 24/25
	\$	\$	\$	%	\$
Recurrent Income					
Fees & charges	22,051	155,612	-133,560	-86%	266,763
Other incomes	497,852	343,831	154,021	45%	589,424
Rental income	1,801,624	1,750,176	51,447	3%	3,000,302
Interest received	317,144	87,500	229,644	262%	150,000
Sales & recoverable works	3,880,223	3,262,005	618,217	19%	5,592,009
Grants & Subsidies	6,690,358	4,842,998	1,847,360	38%	8,302,282
	13,209,252	10,442,122	2,767,130	26%	17,900,780
Recurrent Expenditure					
Employees costs	4,157,072	4,327,910	-170,838	-4%	7,419,274
Materials and services	6,646,381	6,762,139	-115,758	-2%	11,592,238
Finance costs	9,063	322,689	-313,626	-97%	553,181
Donations Paid	2,241	-	2,241		
Depreciation	3,940,648	3,811,207	129,440	3%	6,533,498
	14,755,404	15,223,945	-468,540	-3.08%	26,098,191
Less: Capitalised Expenses	14,755,404	15,223,945	-468,540	3.08%	26,098,191
Net Operating Profit	-1,546,153	-4,781,823	3,235,671	-68%	-8,197,411

Council's Operating result is a loss of \$1.546M as at 31 January 2025, better than budget by \$3.236M.

Recurrent income is over budget by \$2.767M. Grants & subsidies are over budget by \$1.847M a result of the ICFP funding being higher than was budgeted. The increased ICFP funding has helped reduce the operating loss year to date.

Recurrent expenditure is \$469K under budget, mainly as a result of finance costs being under budget by \$314K, 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 \$171K.

Housing Planned Maintenance net profit exceeded the yearly budget already by \$466K with continued strong growth of the QBuild maintenance business.

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	265,990	55,747	45,045	226,988	593,770
Blockholders Service Fees	412,915	8,845	-	5,587	416,174
Commercial Service Fees	134,214	-	-	-	134,214
Grants	479	-	82,847	-	83,325
Ex - Rent (pre 2013)	958,183	-	-	-	958,183
Trustee Leases	22,305	-	-	-	22,305
Commercial Leases	30,339	1,073	9,760	16,564	55,589
Daycare Debtors	142,972	2,549	132	2,268	147,921
Housing Current Rent	3,121,094	1,672	2,305	1,356	3,126,427
TOTAL DEBTORS	5,088,799	67,740	140,089	241,589	5,538,217
TOTAL CREDITORS	45,415	38,571	120,370	384,022	588,378

Of the \$5.538M owing to Council, only \$1.291M is estimated as collectable with \$4.248 million included in our provision for doubtful debts.

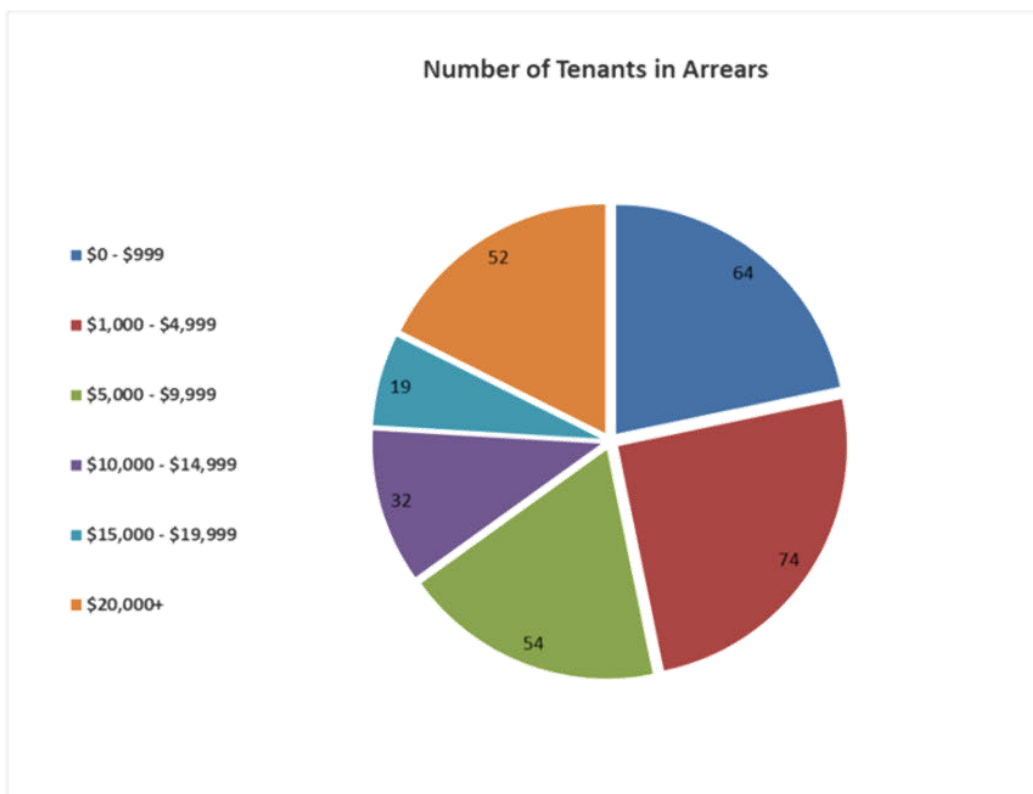
Snapshot: SOCIAL HOUSING DEBT LEVEL (CURRENT)

Over the past 12 months, the rental arrears to Council for social housing has increased by 7% from \$2,909,086 to \$3,126,427. A review of debtors has highlighted the following:

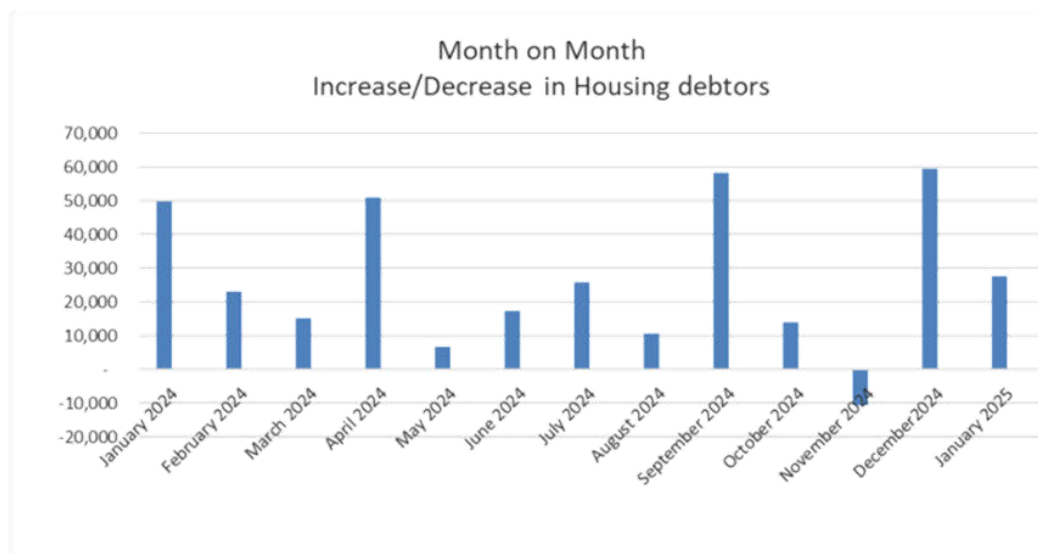
60% of current tenants are in arrears and 231 total tenants owe over \$1,000 which has increased by 1 on that of the previous quarter.

The 52 debtors owing over \$20K increased by 34K from \$1.754M to \$1.788M.

	# Tenants	# Tenants	# Tenants	# Tenants	# Tenants
Amount Owning to Council	Jan-24	Apr-24	Jul-24	Oct-24	Jan-25
\$0 - \$999				59	64
\$1,000 - \$4,999	84	85	79	76	74
\$5,000 - \$9,999	65	55	55	56	54
\$10,000 - \$14,999	39	36	31	31	32
\$15,000 - \$19,999	15	16	19	15	19
\$20,000+	44	46	47	52	52
Total Tenants Over \$1,000	247	238	231	230	231
Percent of tenants in arrears	64%	61%	60%	59%	60%



Monthly movement to housing debt	
Month	Actual increase/(decrease)
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
January 2025	27,658



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 31/01/2025</i>	Total Grant Budget	Monies Received to Date	Expenses to Date	Expenditure Variation v	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	212,360	212,360	212,954	- 594	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	2,062,189	- 62,327	Replace water main Back Beach Road, SCADA, Fit bore 2 & 7 pumps, water treatment upgrade.
Qbuild Housing demolition and construction	3,498,000	1,249,330	2,901,053	596,947	14 Smith St, 4 Dabah Close, 19 Smith St, 32 Workshop Rd, 7 Beach St, 64 Gribble St
Forward Capital Program	5,927,444	1,938,484	693,552	5,233,891	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	457,630	539,944	26,531	Buddabadoo Road drainage upgrades
Landfill Operational Equipment (DES)	1,728,900	1,848,900	1,950,439	- 221,539	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
Housing Construction 24-25 (Dept of Housing)	9,982,620	3,294,265	-	9,982,620	11 Smith St, 13 Smith St, 28 Schrieber St, 30 Schrieber, 11 Garrana St, 109 Back Beach Rd, 3 Walker Close, 7 Walker Close - Program 1
Works for Qld 5 - 24/27	4,920,000	2,460,000	47,626	4,872,374	Council facility Improvements, Esplanade beautification, BMP stage, Cemetery Upgrade, Public Toilets - Wungu & Jilji, Museum Boardwalk, Yarrabah Lookout
	\$40,979,169	\$20,867,058	\$14,621,635		

IV. Balance Sheet

Yarrabah Aboriginal Shire Council		
Statement of Financial Position		
As at 31 January 2025		
	Council	
	As at 31 January 2025	As at 30 June 2024
	\$	\$
Current assets		
Cash and cash equivalents	21,116,916	11,634,217
Trade and other receivables	5,061,838	4,846,817
Inventories	191,272	165,440
Total current assets	26,370,026	16,646,474
Non-current assets		
Property, plant and equipment	170,792,145	164,467,378
Total non-current assets	170,792,145	164,467,378
Total assets	197,162,170	181,113,852
Current liabilities		
Trade and other payables	10,077,270	8,371,198
Provisions	775,419	864,189
Total current liabilities	10,852,689	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	12,583,174	10,965,871
Net community assets	184,578,997	170,147,981
Community equity		
Asset revaluation surplus	113,582,451	113,581,531
Retained surplus/(deficiency)	70,996,545	56,566,450
Total community equity	184,578,997	170,147,981

The major movement in currents assets is due to \$4.744M for the ICFP funding, \$2.46M W4Q 24-27 funding paid in October 2024 & the Dept of Housing Construction Grant of \$3.295m paid in January 2025.

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	295,679	
CBA - Housing Fund	591,055	
CBA - Remote Capital	14,196	
CBA - Remote Indigenous Capital	4,794,265	
CBA - Trust Acc	148,310	
QTC - Leases	349,424	
QTC - Investment	12,802,962	
QTC - Forward Capital	2,112,287	
Cash Floats	8,738	
Total Cash		21,116,916
Trade Debtors	5,538,217	
Provision Doubtful Debts	(4,247,619)	1,290,598
Less: Trade Creditors		(588,378)
Less: Tied Grant Funds		(10,918,658)
Less: Current Commitments		(8,027,821)
Cash Position at EOM		2,872,657

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- First pay run PPE 10 February 2025.
2. Risk Register & Risk Policy – 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

4:44 PM
Wednesday, 5 February, 2025

YARRABAH ABORIGINAL SHIRE COUNCIL

For Period Ending: 31/01/2025

Year : 24/25

58%

Sub Programme: 307 Pool

Operating Income

13071000	Pool - Income						
114	Pool Income	5,000.00	1,568.18	0.00	1,568.18	3,431.82	31%
Total: 13071000		5,000.00	1,568.18	0.00	1,568.18	3,431.82	31%
Total Act Type: OPERATING INCOME		5,000.00	1,568.18	0.00	1,568.18	3,431.82	31%

Operating Expenditure

13072000	Pool - Employee Costs						
201	Salaries & Wages	50,000.00	48,237.07	0.00	48,237.07	(1,762.93)	96%
203	Sick Leave	0.00	1,218.79	0.00	1,218.79	1,218.79	(100%)
206	Annual Leave	0.00	3,713.05	0.00	3,713.05	3,713.05	(100%)
208	Superannuation	5,750.00	6,172.09	0.00	6,172.09	422.09	107%
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	59,989.05	0.00	59,989.05	3,005.99	(105%)
13072100	Pool - Materials & Services						
201	Salaries & Wages	0.00	1,054.74	0.00	1,054.74	1,054.74	(100%)
304	Cleaning	2,000.00	0.00	0.00	0.00	(2,000.00)	0%
310	Electricity & gas	21,050.36	13,340.63	0.00	13,340.63	(7,709.73)	63%
318	Insurance - Other	28,723.07	16,171.40	0.00	16,171.40	(12,551.67)	56%
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	18,176.90	3,218.18	21,395.08	12,143.19	231%
333	R&M - Equipment	1,005.20	2,638.00	487.09	3,125.09	2,119.89	311%
339	Telephone & internet	516.03	278.56	0.00	278.56	(237.47)	54%
345	Minor Equipment	1,500.00	0.00	0.00	0.00	(1,500.00)	0%
Total: 13072100		85,713.56	58,090.20	5,743.92	63,834.12	(21,879.44)	(74%)
Total Act Type: OPERATING EXPENDITURE		142,696.62	118,079.25	5,743.92	123,823.17	(18,873.45)	87%
Net Profit/(Loss): Pool		(137,696.62)	(116,511.07)	(5,743.92)	(122,254.99)	(15,441.63)	85%

Operating Income

15021000	Planned Maintenance - Income						
153	Services - Housing Maintenance	5,043,911.15	3,506,562.37	0.00	3,506,562.37	1,537,348.78	70%
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	3,617,698.07	0.00	3,617,698.07	1,572,080.48	70%
Total Act Type: OPERATING INCOME		5,189,778.55	3,617,698.07	0.00	3,617,698.07	1,572,080.48	70%

Operating Expenditure

15022000	Planned Maintenance - Employee Costs						
201	Salaries & Wages	422,800.87	210,381.62	0.00	210,381.62	(212,419.25)	50%
208	Superannuation	48,622.10	23,504.84	0.00	23,504.84	(25,117.26)	48%
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	233,886.46	0.00	233,886.46	(246,168.75)	(49%)
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	2,068.18	0.00	2,068.18	(336.72)	86%
321	Materials & operating	43,285.70	40,938.74	0.00	40,938.74	(2,346.96)	95%
332	R&M - Buildings	50,714.02	39,026.67	0.00	39,026.67	(11,687.35)	77%
334	R&M - Houses	4,234,333.08	2,462,092.43	200,012.61	2,662,105.04	(1,572,228.04)	63%
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	4,126.05	0.00	4,126.05	(4,312.67)	49%
999	Plant Recovery	10,444.17	3,476.87	0.00	3,476.87	(6,967.30)	33%
Total: 15022100		4,356,620.59	2,564,838.41	200,012.61	2,764,851.02	(1,591,769.57)	(63%)
Total Act Type: OPERATING EXPENDITURE		4,836,675.80	2,798,724.87	200,012.61	2,998,737.48	(1,837,938.32)	62%
Net Profit/(Loss): Planned Maintenance		353,102.75	818,973.20	(200,012.61)	618,960.59	(265,857.84)	66%

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	90,524.64	0.00	90,524.64	(68,911.29)	57%
203	Sick Leave	1,966.54	2,806.98	0.00	2,806.98	840.44	143%
206	Annual Leave	10,936.07	3,633.65	0.00	3,633.65	(7,302.42)	33%
208	Superannuation	18,335.13	9,220.54	0.00	9,220.54	(9,114.59)	50%
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	109,173.40	0.00	109,173.40	(85,216.27)	(56%)
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	98,819.61	0.00	98,819.61	(78,763.84)	56%
318	Insurance - Other	7,784.04	4,382.49	0.00	4,382.49	(3,401.55)	56%
321	Materials & operating	168,007.59	106,114.93	36,845.70	142,960.63	(25,046.96)	85%
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	6,988.85	6,842.91	13,831.76	6,316.20	184%
335	R&M - Infrastructure	15,047.59	20,594.40	0.00	20,594.40	5,546.81	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	254,782.31	44,988.61	299,770.92	(107,124.71)	(74%)
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	363,955.71	44,988.61	408,944.32	(520,116.44)	44%
Net Profit/(Loss): ICFP - Water		(842,666.67)	(345,840.00)	(44,988.61)	(390,828.61)	(451,838.06)	42%

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	97,054.08	0.00	97,054.08	(99,443.69)	49%
203	Sick Leave	8,420.37	4,294.11	0.00	4,294.11	(4,126.26)	51%
206	Annual Leave	11,645.93	11,281.86	0.00	11,281.86	(364.07)	97%
208	Superannuation	22,597.24	8,691.30	0.00	8,691.30	(13,905.94)	38%
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	124,871.17	0.00	124,871.17	(118,959.41)	(51%)
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	27,637.10	0.00	27,637.10	(28,649.27)	49%
318	Insurance - Other	12,867.23	7,244.44	0.00	7,244.44	(5,622.79)	56%
321	Materials & operating	127,143.69	82,840.33	21,438.47	104,278.80	(22,864.89)	82%
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	610.88	0.00	610.88	130.33	127%
333	R&M - Equipment	27,981.31	238.36	6,322.85	6,561.21	(21,420.10)	23%
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	120,117.20	27,761.32	147,878.52	(86,678.76)	(63%)
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	244,988.37	27,761.32	272,749.69	(450,455.56)	38%
Net Profit/(Loss): ICFP - Sewerage		(646,023.90)	(224,200.96)	(27,761.32)	(251,962.28)	(394,061.62)	37%

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	28,637.57	0.00	28,637.57	28,637.57	(100%)
203	Sick Leave	0.00	3,351.90	0.00	3,351.90	3,351.90	(100%)
206	Annual Leave	0.00	4,024.94	0.00	4,024.94	4,024.94	(100%)
208	Superannuation	0.00	4,721.45	0.00	4,721.45	4,721.45	(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	41,620.35	0.00	41,620.35	41,620.35	(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	1,197.57	0.00	1,197.57	(58,067.06)	2%
323	Motor Vehicle - Fuel & oil	994.73	335.98	0.00	335.98	(658.75)	34%
332	R&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	237,831.45	265,881.58	503,713.03	104,018.57	(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	279,451.80	265,881.58	545,333.38	125,638.92	130%
Net Profit/(Loss): ICFP - Waste Mgmt		(210,812.88)	(163,093.29)	(265,881.58)	(428,974.87)	218,161.99	105%

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

18091710	Container Exchange - Sales Income Gen						
121	Commission	0.00	20,364.39	0.00	20,364.39	(20,364.39)	(100%)
Total: 18091710		0.00	20,364.39	0.00	20,364.39	(20,364.39)	(100%)
Total Act Type: OPERATING INCOME		0.00	20,364.39	0.00	20,364.39	(20,364.39)	(100%)

Operating Expenditure

18092000	Container Exchange - Employee costs						
201	Salaries & Wages	0.00	28,302.50	0.00	28,302.50	28,302.50	(100%)
208	Superannuation	0.00	3,441.86	0.00	3,441.86	3,441.86	(100%)
212	Workcover	0.00	(7,150.73)	0.00	(7,150.73)	(7,150.73)	(100%)
Total: 18092000		0.00	24,593.63	0.00	24,593.63	24,593.63	(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	29,713.47	0.00	29,713.47	29,713.47	(100%)
Net Profit/(Loss): Container Exchange		0.00	(9,349.08)	0.00	(9,349.08)	(9,349.08)	(100%)



500. SPECIFIC PURPOSE GRANT BALANCES BY PROJECT

YARRABAH ABORIGINAL SHIRE COUNCIL

4:45 PM

Wednesday, 5 February, 2025

as at 31 January 2025

	Opening Balance	Receipts Grants	Receipts Other	Disbursements	Closing Balance
Department of Local Government Racing and Multicultural Affairs					
Financial Assistance Grant	0	1,803,668.31	0	(171,252.99)	1,632,415.32
IEDG Grant	0	0	0	0	0
Works for Qld COVID	0	0	0	(1,053.55)	(1,053.55)
Revenue Replacement Grant	0	0	0	0	0
Indigenous Councils Funding Program	0	2,767,382.32	0	(1,765,093.15)	1,002,289.17
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	(678,642.56)	(251,276.56)
Works for Qld 2024-27	0	2,460,000.00	0	(47,626.42)	2,412,373.58
Total: Department of Local Government Racing and Multicultural Affairs	211,891.00	7,682,356.93	0	(3,039,840.92)	4,854,407.01
National Australia Day Council					
National Australia Day Council	0	12,000.00	0	(13,865.20)	(1,865.20)
Total: National Australia Day Council	0	12,000.00	0	(13,865.20)	(1,865.20)
Queensland Health					
ATSI Health Grant	81,937.00	308,510.00	0	(378,736.76)	11,710.24
Total: Queensland Health	81,937.00	308,510.00	0	(378,736.76)	11,710.24

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	(39,279.90)	(39,356.90)
QMF 2021 (Open Air)	0	0	0	0	0
Conatiner Exchange	(15,385.00)	0	20,364.39	(29,713.47)	(24,734.08)
Landfill (Dept of E&S)	0	1,848,900.00	0	(1,950,439.31)	(101,539.31)
Total: Department of Environment and Science: Arts Qld	(15,462.00)	1,848,900.00	20,364.39	(2,019,432.68)	(165,630.29)
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

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	146,448.34	(513,065.50)	(28,421.76)
Total: Department of Social Services	(51,636.00)	389,831.40	146,448.34	(513,065.50)	(28,421.76)
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	(143,851.25)	(87,022.25)
Total: Department of Communications and the Arts	(79,671.00)	136,500.00	0	(143,851.25)	(87,022.25)
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	60,714.14	(670,211.01)	1,244,932.13
Remote Indigenous Capital	1,500,000.00	0	0	0	1,500,000.00
Department of Housing New Builds	0	3,294,265.00	0	(109,569.00)	3,184,696.00
Total: Dept of Housing & Public Works	3,249,802.00	3,294,265.00	60,714.14	(1,074,433.32)	5,530,347.82
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	(12,819.80)	6,696.52
Total: Queensland Fire and Emergency Services	5,505.00	14,011.32	0	(12,819.80)	6,696.52
Department of Innovation and Tourism Industry Development					
Deadly Active Sports & Rec Program	6,169.00	45,859.00	0	0	52,028.00
Total: Department of Innovation and Tourism Industry Development	6,169.00	45,859.00	0	0	52,028.00
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	(9,640.13)	(77,830.68)
Total: Department of Employment Small Business and Training	(117,736.00)	49,545.45	0	(9,640.13)	(77,830.68)
State Library of Queensland					
IKC	14,224.00	28,268.00	0	(15,393.15)	27,098.85
Total: State Library of Queensland	14,224.00	28,268.00	0	(15,393.15)	27,098.85

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	(373,567.80)	(77,953.83)
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 LLRG 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	(1,053,758.63)	209,632.45
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	(68,439.64)	(81,763.64)
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	(68,439.64)	(96,166.22)
Department of Infrastructure & Regional Dev					
Roads to Recovery	181,023.00	0	0	(181,023.00)	0
Total: Department of Infrastructure & Regional Dev	181,023.00	0	0	(181,023.00)	0
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	(15,000.00)	0
Showcasing Yarrabah (DATSIP)	26,036.00	0	0	0	26,036.00
Emergency Relief Grant	0	9,090.90	0	(818.17)	8,272.73
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	(31,520.27)	326,299.07
FNQROC					
Transport Network Plan	0	0	0	0	0
Total: FNQROC	0	0	0	0	0
Untied					
Untied	0	0	8,562,218.92	(8,584,047.77)	(21,828.85)
Total: Untied	0	0	8,562,218.92	(8,584,047.77)	(21,828.85)
Grand Total	3,378,884.07	16,610,603.96	8,789,745.79	(17,386,511.53)	11,392,722.29
Negative Grants					-2,138,810.98
Tied Grants					10,918,657.63

7.3 NEW POLICY - RISK MANAGEMENT POLICY

File Number: 03.MFD_OM.20250219

Author: Mike Mair, Director - Corporate Services

PURPOSE OF THE REPORT

Presentation of the Draft Risk Management Policy

COMMENT**POLICY/FUNDING CONSIDERATIONS**

Policy review

RISK

- Policy compliance
- Regulatory compliance
- Communication
- Service standard
- Disaster Recovery

CONSULTATION

- YASC CEO, Directors

ATTACHMENTS**1. Draft Risk Management Policy****RECOMMENDATION**

That Council resolve to endorse and adopt the draft Risk Management Policy.

Council authorise the implementation action to be carried out by CEO and Director of Corporate Services.



RISK MANAGEMENT POLICY

YASC POL xx – V1



XX OCTOBER 2024

YARRABAH ABORIGINAL SHIRE COUNCIL
56 Sawmill Rd Yarrabah, QLD 4871

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1. LEGISLATION AND AUTHORITY

The Local Government Act 2009 (Qld)

Local Government Regulation 2012 (Qld)

2. COUNCIL'S STATEMENT

Yarrabah Aboriginal Shire Council ('YASC') conducts its business with integrity, honesty and fairness. YASC will comply with all relevant laws, regulations, codes and corporate standards.

Our leaders have responsibility for fostering a culture where ethical conduct is recognised, valued and applied at all levels. All YASC workers have a responsibility to act in accordance with our Code of Conduct and our organisational values of

- Integrity
- Community
- Inclusivity
- Respect
- Leadership

3. PURPOSE

Risk Management is a Key Theme of our Corporate Plan 2022-2027. This Risk Management Policy outlines how YASC implements risk management, the principles adopted and the roles and responsibilities associated with risk management at YASC.

4. SCOPE

This policy relates to all YASC workers and workplaces, including service provision, partnerships, collaboration, events, projects and initiatives. This Policy replaces all other policies relating to Risk Management (whether written or not).

5. POLICY STATEMENT

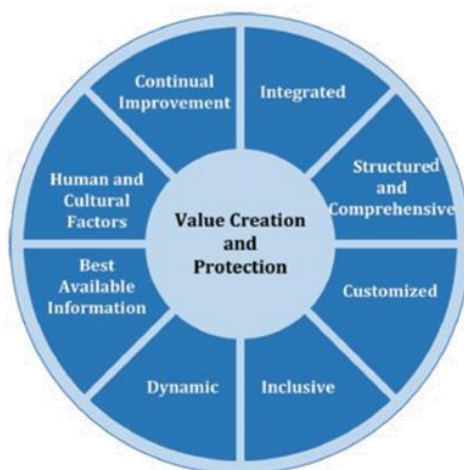
Risk Management is a fundamental of our business disciplines and underpins our business decision making. We ensure risk management is incorporated into our business strategic objectives and we take a risk managed approach to our business decisions. Managing risk is part of our governance program and has the support and commitment of the CEO, the Executive Leadership Team, the Councillors and the Audit & Risk Committee. We understand that Risk Management creates value and protects our business.

Risk management is recognised as an essential governance process in support of our strategy and corporate plan and supports our achievement of our business objectives. The risks in our environment need to be considered and managed in an informed way. Managing risks effectively enhances our ability to take opportunities & build resilience, whilst managing and reducing any negative impacts.

We aim to effectively manage risk by promoting a risk-aware culture and assigning accountability and responsibility of risk.

6. RISK MANAGEMENT PRINCIPLES

At YASC, we understand and apply the risk management principles as detailed in the standard *ISO 31000:2018 Risk Management Guidelines*. We have adopted the risk management principles detailed in the standard:



7. PURPOSE OF ENTERPRISE RISK MANAGEMENT

A key objective of enterprise risk management is to develop an holistic view of the most significant risks to the organisation in the achievement of business objectives, and to more effectively manage uncertainty.

The effective management of risk will enable YASC to:

- Increase the likelihood of achieving our objectives
- Improve the identification of opportunities and threats
- Improve our corporate governance
- Improve residents, community and stakeholder confidence and trust in us
- Establish a reliable basis for decision making and planning
- Improve operational effectiveness, efficiency and loss prevention
- Protect and maintain value, and build a resilient organisation

8. ROLES AND RESPONSIBILITIES AT YASC

The Council (elected Councillors) are responsible for:

- Reviewing and endorsing the Strategic Risk Register and Risk Appetite Statement
- Reviewing Risk Reports as provided at Council Meetings
- Appointing the Audit and Risk Committee
- Maintaining effective oversight of risk management at the Council as well as promoting this through risk managed business decision making

The Audit and Risk Committee play an advisory role and are responsible for:

- Monitoring strategic risk management and adequacy of the internal risk controls through regular review of YASC Risk Reports as provided
- Providing input into the YASC's strategic risks by reviewing the Strategic Risk Register at least quarterly
- Providing input into the Risk Appetite for YASC
- Reviewing the Risk Management Policy at least annually
- Reviewing any risk assurance Reports as provided

The CEO is responsible for:

- Ensuring that YASC develops, reviews and maintains a Strategic Risk Register
- Ensuring that YASC develops, reviews and maintains their Risk Appetite Statement
- Ensuring that regular Risk Reports are provided to Councillors, the Audit Committee and others in a manner that allows them to meet their responsibilities
- Ensuring a formal discussion of Risk Reports takes place at Executive Team Meetings
- Ensuring that all Directors maintain an Operational Risk Register for their Division
- Ensuring that strategic business decisions are made in alignment with the Strategic Plan, the Strategic Risk Register and the Risk Appetite Statement
- Promoting a risk aware culture

The Directors are responsible for:

- Supporting the CEO in the management of strategic risk for YASC
- Providing input and review into the strategic risks for YASC
- Promoting a risk aware culture within their areas of responsibility as well as ensuring risk management principles are applied to business decision making
- Regularly reviewing and discussing Risk Reports at Executive Team Meetings as prepared and provided

- Maintaining Operational Risk Registers for their Divisions and providing operational risk reports for their Divisions
- Promoting a risk aware culture and ensuring their teams meet their risk management responsibilities

Director Corporate Services is responsible to:

- Ensure that the Risk Management Policy, Strategic Risk Register and other supporting documents remain current and contemporary through a regular program of review
- Ensure that regular Risk Reports are provided to the CEO, Audit & Risk Committee and Councillors to allow them to meet their risk management responsibilities
- Ensuring that a program of Risk Assurance is established
- Ensure that a program of risk management professional development is in place in a manner that allows all stakeholders to effectively meet their risk management responsibilities

All staff are responsible to:

- Meet their risk management responsibilities in accordance with organisational policies and procedures
- Participate and provide input into risk management as required at meetings and other specified forums
- Participate in risk management training programs as required
- Adopt a risk aware approach to business decision making

9. TRAINING AND PROFESSIONAL DEVELOPMENT

Training is recognised as a key enabler, with risk management being a key business skill that is required to operate in a contemporary business environment. Workers will be provided with risk management training in order for them to effectively meet the risk management requirements of their roles.

YASC will provide the policies, procedures, tools, templates and other information to workers necessary for the identification and management of risks.

10. VARIATIONS

YASC reserves the right to vary, update, replace or terminate this policy from time to time.

11. DOCUMENT CONTROL

Adoption Date:	Date 2024	Resolution No: xx: xx/xx/2024	Version No. 1
Next Review Date:	2026		

Responsible Officer:	Chief Executive Officer
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(signature)

CEO
Chief Executive Officer

DRAFT

7.4 PEOPLE & COMMUNITIES - OPERATIONAL REPORT

File Number: 07.MFD_OM.20250219

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 January / February 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
	385	3x Awaiting scope of works 1x awaiting tenancy decision due to sorry business	389
Revenue – Month JANUARY	Rent Charged for housing stock	Rent Payments received	Rental Arrears received
	\$207,226.44	\$181,237.43	\$15,576.82
Property Inspections	FY2024 to date - complete	Monthly inspections Completed	Monthly Inspections Scheduled
	31	0	30
Engagement activities	Number of discussions with tenants regarding arrears/enquiries Month	Number of discussions with tenants regarding arrears/enquiries FY2024 to Date	Housing Waitlist
	99	1202	417 Applicants 9 New applicants 14 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		385	
	Second issued Date	Notice Month to	11's to	Third issued date	Notice Month to	11's to
	0			0		
					Number of notice to leave (form12)	
					Allowing appropriate response timeframes before Notice to Leaves are sent – As per Housing policy	

- During the month of January the YASC housing team has continued the approach of house visits conducted to recover rental arrears.
- 30 Inspections were rescheduled due to weather event.
- YASC housing is now assisting with the disaster recovery and we have spent a lot of our time assisting community.

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.

Enrolments and Attendance

The month of January was extremely busy due to a significant influx of new enrolments. By the end of the month, all rooms were at full capacity, leading to the creation of a waiting list for the Tiny Tots and Toddler rooms. We are ensuring that all documentation is entered into the system and have informed parents that there is a 3 to 4-week waiting period through Services Australia for Child Care Subsidy (CCS) approvals.

Services Australia no longer provides back payments, and as a result, the majority of parents who have not yet received approval are opting to wait before commencing their children at the service. However, families who wish to begin immediately have the option to pay the daily session fee of \$45.00 per child.

Staffing and Training

Due to increased demand within the local community, we have recruited two additional casual staff members. Both have been given the opportunity to pursue their Certificate III in Early Childhood Education through TAFE, with their studies set to commence soon.

Facilities and Maintenance

The heavy rainfall during the wet season has raised concerns regarding several roof leaks in the main building. As a precaution, all children were temporarily relocated to a single room during periods of heavy rain. The issue has been reported, and we are currently awaiting repairs.

Health and Wellbeing Initiatives

This year, we are receiving support from Gurriny Health to conduct monthly activities under the “Healthy Skin Heroes” program. Children will participate in hands-on learning sessions covering personal hygiene, dental care, wound care, and the use of skin repellents.

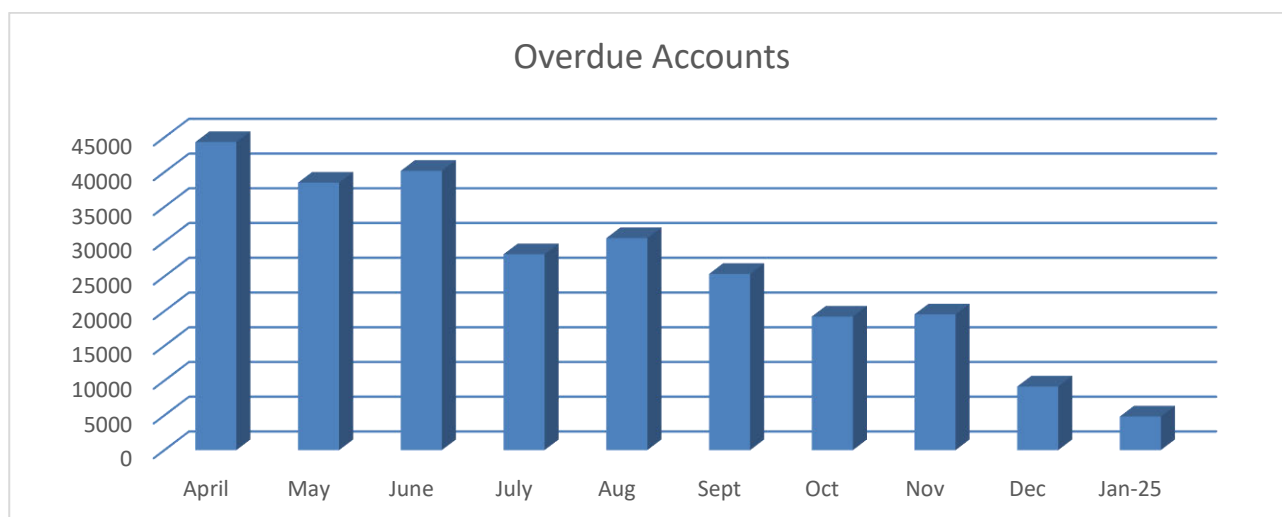
Additionally, we are in consultation with Queensland Health Dental for routine dental checks and Queensland Health Audiology for hearing tests. These checks will be conducted with prior written approval from parents and guardians.

Excursion Planning

We are in the early stages of planning a potential excursion to the Cairns Aquarium for older children. A thorough assessment of logistics, risk management, and cost analysis will be completed before submitting a proposal to the management for approval.

Financial Update

By the end of January, a significant amount of outstanding accounts had been settled due to the enforcement of debt repayment policies. Families were required to finalize outstanding balances before their children could recommence in 2025. Additionally, all accounts must be settled upon a child’s departure from the centre. Currently, the total outstanding balance stands at \$4,837.78, reflecting progress in debt recovery through the implementation of various financial assistance options for parents.



1. Number of Children in Attendance Daily

Nursery – 2 x	<u>8</u>
Toddler – 2 x	<u>12</u>
Kindy – 2 x + Casual	<u>16</u>
Inclusion Support	<u>2</u>
Total	<u>38</u>

2. 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	27
Secondary school bus count	299
Primary bus count	519
Door Count	203

Library access and safety

We are currently reviewing the age limit for children accessing the library independently. Recently, there have been incidents where very young children, some under the age of six, have been dropped off at the library without parental or guardian supervision. While we strongly support early learning and enjoy having children in the space, we do not have the capacity, resources, or trained staff to

properly cater to such a young age group. A review is underway to establish appropriate guidelines to ensure the safety and well-being of all visitors as well as our staff.

Book club

The Book Club is scheduled to commence on February 17, 2025, once all necessary resources have arrived. The required materials have been ordered from Officeworks. The order is now awaiting to be picked up

First 5 forever promotional day

The First 5 Forever program will begin on February 25, 2025. This program will offer a range of engaging activities and interactive learning experiences for participants. Lunch will be provided for all attendees

Season Calendar

Efforts are underway to collaborate with the Gunghi Yarrabah Rangers to develop a new project that will provide detailed information about local wildlife and bush food. This initiative aims to enhance community knowledge and cultural preservation

Digital Inclusion

QLD State Library will be delivering training sessions for IKC staff on February 17th, 18th, and 19th. The training will cover key topics, including 'Who's Your Mob', 'Pocket Cinema', and 'Digital Storytelling', providing valuable skills in digital engagement and storytelling techniques

The IKC has welcomed many visitors throughout the month, with people accessing services for a variety of purposes, including using computers for Centrelink applications, online shopping, and web browsing. There has also been a high volume of inquiries about No Interest Loans (NILS) and the Redress Scheme, with many community members seeking assistance in scanning and submitting important documents.

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 of patrons	Month to Date	Year to Date
	6	405

Sales	Month to Date	Year to Date (from 1 July 2024)
	\$1,391.60	\$60,321.60

These figures indicate that January–February are traditionally slow months for visitor numbers and sales.

Upcoming Events, Projects, and Art Awards

- Louise Joel Gallery and Hobson Bay Council Exhibition

The *Charcoal* touring exhibition at the Louise Joel Gallery in Hobson Bay, originally scheduled for 16 November 2024, has been postponed to 2025 at the request of Hobson Bay Council. Coordination is underway to confirm a new date.

- Crystal Brook Collection – Bailey Exhibition

This exhibition has been rescheduled to May–June 2025 to align with the peak winter tourist season, maximizing sales and visibility for Yarrabah artists.

- UMI Arts – 20th Anniversary Exhibition

Michelle Yeatman has been invited to showcase ceramic works at the *UMI Arts 20th Anniversary Exhibition* at the Cairns Mulgrave Gallery in June 2025. She has been commissioned to create 16 ceramic works for the exhibition, and her application has been completed.

- Queensland Regional Art Awards (QRAA)

On 14 December 2024, Alwyn Fourmile received a Highly Commended recognition as a finalist in the *QRAA Landscape Category*. His artwork will now be included in the QRAA touring exhibition across Queensland.

Click below for:

[More details on the exhibition.](#)

Tour dates for 2025 below.

Date	Venue
17 Dec – 29 Jan	33 Charlotte Street, Brisbane
8 March- 27 Apr	Court House Gallery, Cairns
5 May -15 June	Coalface Art Gallery, Moranbah

1 July – 15 Aug	Mike Carney Creative Industries Centre, Charters Towers
5 Sept – 6 October	Mulga Lands Gallery, Charleville
18 Oct – 24 Nov	Lapunyah Art Gallery, Chinchilla

Community Engagement and Sales

YACP continues to restock Yarrabah artists' works at the Cairns Art Gallery Shop, which has been successful in generating steady sales.

➤ Ravenswood Australian Women's Art Prize

Applications will be submitted for Michelle Yeatman, Philomena Yeatman, Salome Yeatman, and Edna Ambrym to participate in the Ravenswood Australian Women's Art Prize.

This prestigious annual acquisitive prize, launched in 2017, aims to advance opportunities for emerging and established women artists in Australia. It is the highest-value professional art prize for women in Australia, with three categories:

- Professional Artist Prize: \$35,000
- Emerging Artist Prize: \$7,500 (supported by The Reed Family Foundation)
- Indigenous Emerging Artist Prize: \$7,500 (supported by the Guardian and Scarborough Foundation)

Key Dates:

- Entries Opened: 20 November 2024
- Entries Close: 5 March 2025
- Finalists Announced: 8 May 2025
- Opening Night: 20 June 2025
- Exhibition of Finalists: 21 June – 6 July 2025

➤ Cairns Indigenous Art Fair (CIAF)

An application for the CIAF Art Fair (High-End Art) was submitted before the 31 January 2025 deadline.

CIAF will be held on 11–13 July 2025 at the Cairns Tanks Centre. This year's theme, *Pay Attention!*, serves as a call to action for artists to explore contemporary and evocative themes through visual and performing arts, educational talks, cultural entertainment, and site activations.

Following the 2023 Voice Referendum, *Pay Attention!* Encourages continued vigilance on the social, political, and cultural issues impacting First Nations communities. YACP artists are currently developing a creative response to this theme in their artworks.

➤ Darwin Aboriginal Art Fair (DAAF)

Applications for the DAAF markets and Country to Couture (Fashion Performance) were successfully submitted before the deadline.

- DAAF Event Dates: 7–10 August 2025
- Country to Couture Fashion Performance: 6 August 2025

At Country to Couture, YACP will be showcasing the *Fire in the Sky* collection. (Image attached.)



➤ Cairns Art Gallery Collaboration

Philomena Yeatman has been commissioned to produce works for an upcoming Cairns Art Gallery exhibition. She is currently working on a woven piece, which is scheduled for delivery in March 2025.

Website Development

- The YACP website is nearing completion. It will feature an online shopping platform, expanding global reach and increasing revenue opportunities for Yarrabah artists.

This initiative is funded by BIA-SDFP.

➤ Social Media Highlights

- Post Reach: 21,983
- Post Engagement: 542
- New Page Likes: 2

5. COMMUNITY EVENTS AND PROGRAMS

Throughout January, the Community Services Officer (CSO) assisted in organizing and supporting various community events, including:

- Survival Day (26th January)

The CSO, along with other Council staff, played a key role in organizing the event. Despite the passing of a community member on the day, the event was successfully carried out.



- Community Hall Bookings

The CSO has been assisting with managing bookings for the community hall. The Indigenous Driver Unit is scheduled to visit Yarrabah in February and will be operating from the community hall due to room availability.

- Victim Assist Meetings

The CSO has been attending meetings with Victim Assist and other community stakeholders. The date for the next meeting is yet to be confirmed.

Upcoming Events

The following events are scheduled for the coming months:

- ANZAC Day – 25th April 2025
- Yarrabah Foundation Day-Coming of the Gospel – 17th June 2025

Other Updates

- Renovations are currently underway for Rooms 4 and 5 of the RTC. The new design will focus on supporting digital marketing initiatives.

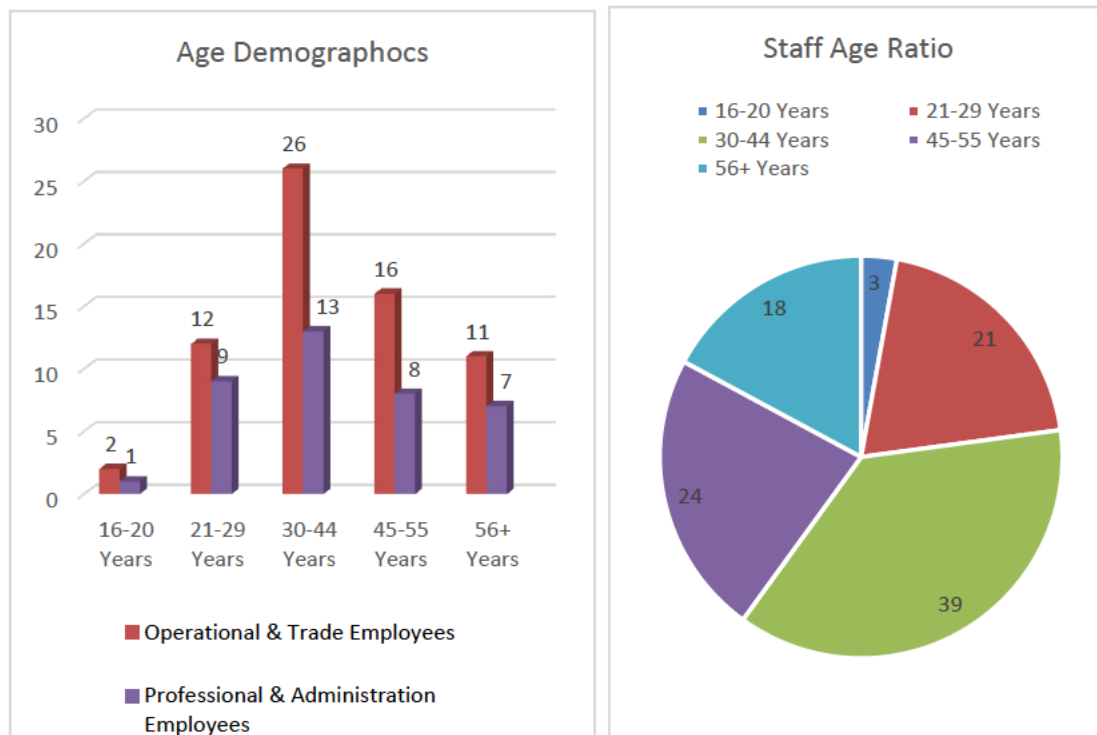
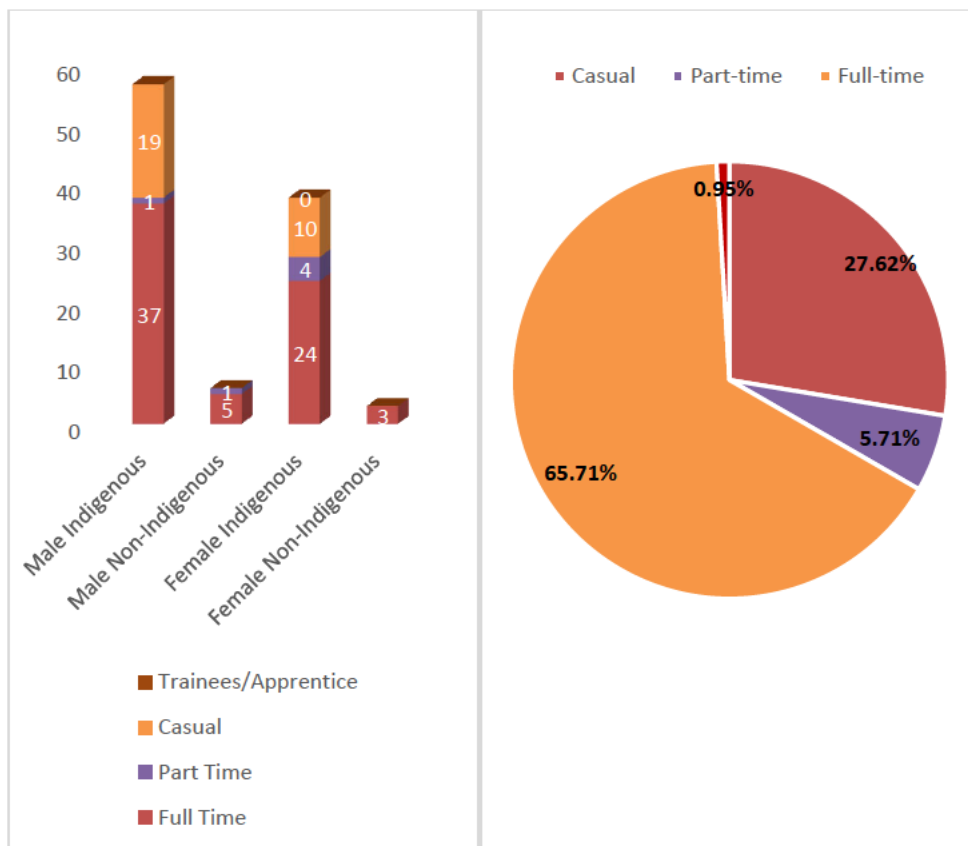
VENUE FACILITIES

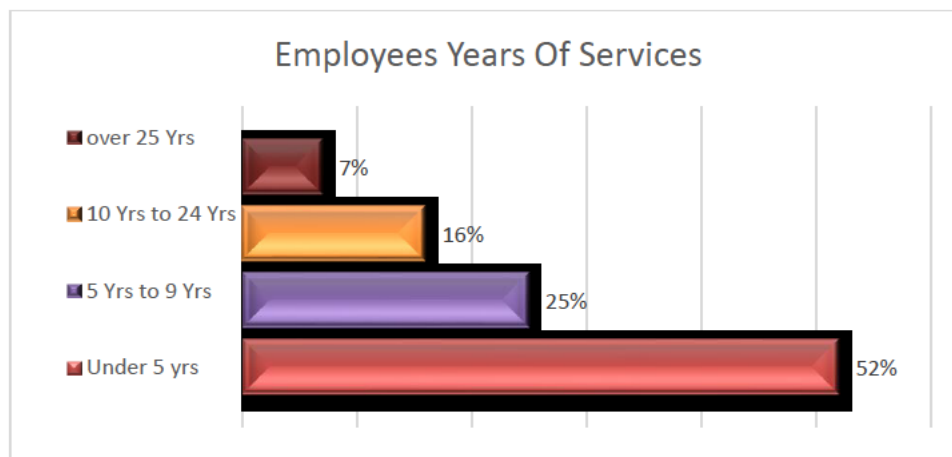
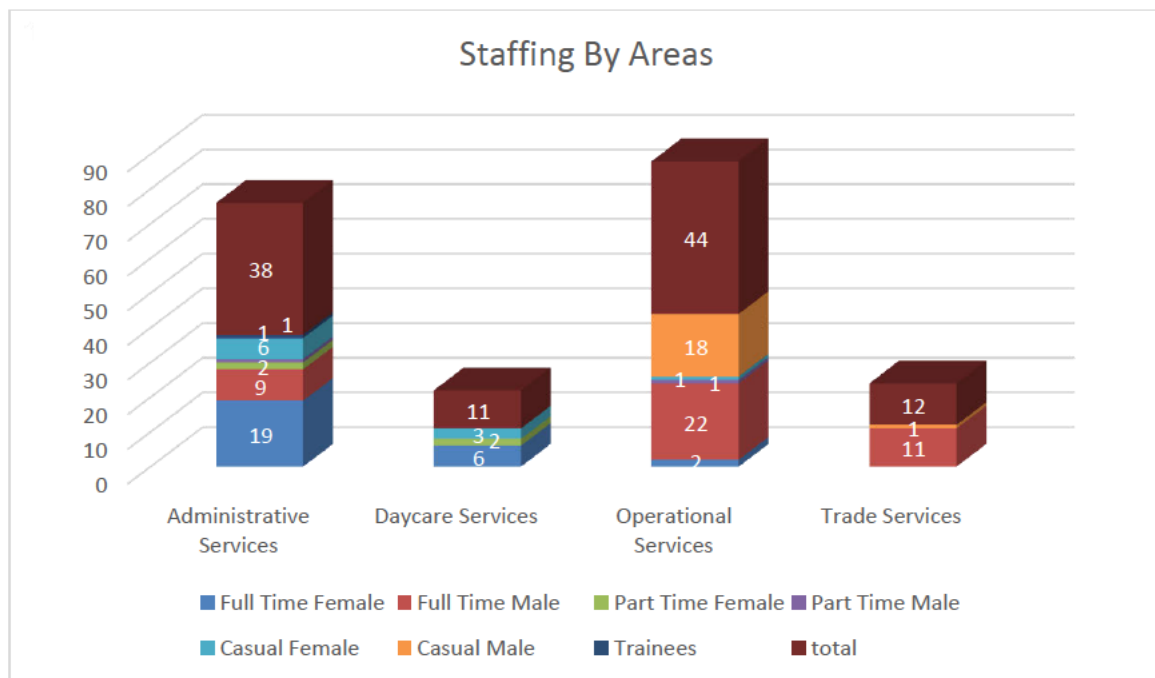
Venue Bookings for the Month total:	
Community Hall Booking	6 Bookings
RTC Rooms	Booked daily
IKC Meeting Room	Booked daily for Training - WUGU
HR Training Room / meeting	Booked daily for Training - WUGU
Bishop Malcolm Park	0 Booking (due to the weather)

6. HUMAN RESOURCES**STAFFING:**

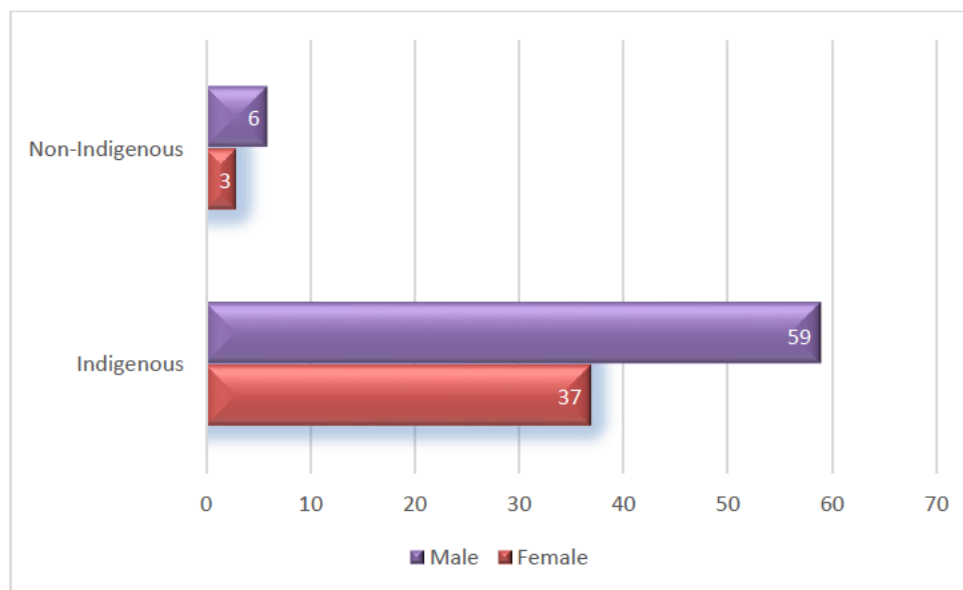
Our current employment Ratios are as follows:-

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	1	0	0	0	1
TOTAL	57	6	38	3	105
<i>Wugu WFD Participants</i>	0	0	0	0	0
<i>Students Work Experience</i>	0	0	0	0	0





Graph for indigenous / non-indigenous employees



Resignations/ Terminations

None

Recruiting

- Healthy Housing Supervisor, Full Time
- Lead Educator, Diploma Qualified
- Childcare Assistant Educator, Qualified or Unqualified, Casual
- Labourer – Parks & Gardens, Full Time

7. WORKPLACE HEALTH AND SAFETY

Safety Inductions

The online YASC Safety Induction program is fully operational. Emails have been sent to all contractors, requesting the names and email addresses of employees who need to complete the induction. Once entered into the system, employees will receive a notification via email with instructions to log in and complete the induction. Upon completion, a certificate will be issued to each worker.

LGW Audit

Collaboration with the LGW consultant is ongoing to gather evidence related to non-conformance issues identified during the 2024 Audit. Employees are now required to conduct daily pre-start inspections on all vehicles and machinery, with WH&SC spot checks ensuring compliance. All employees were briefed on this process during the Staff Briefing on 5 February 2025.

Training

The WH&S Coordinator will discuss training requirements for the outside workforce during the next staff briefing to assess workforce needs. Additionally, a trainee has been assigned to the WH&S team for a 12-month period to complete a Certificate IV in Workplace Health & Safety. The trainee has made a positive start to their role.

Safety Committee

The WH&S Coordinator will send out invitations to Safety Committee members for the first meeting of 2025 by 14 February 2025. The committee will focus on addressing safety issues and fostering a stronger voice within YASC. The Coordinator has proposed increasing the committee's presence on council worksites through walk-through inspections of the works compound, work sites, and carpenter sheds.

Incidents

A council employee sustained a back injury last week while lifting sandbags for the RTC building. The employee visited the local hospital and has been placed on light duties for a few weeks. The incident will be discussed at the next staff briefing to reinforce proper lifting techniques.

Security

The security team has been proactive in addressing issues, including moving juveniles from council property and identifying problems with lighting and security cameras around council buildings.

Heavy rains caused flooding at the security office last week, with water reaching 100mm in the undercover walkway and flooding the training rooms. The security team cleaned and mopped the office before resuming patrols.

First Aid

A new First Aid kit was ordered for the local pool after the previous kit was damaged during a break-in last month. The WH&S Coordinator will meet with First Aiders in each department to clarify their roles in monitoring and maintaining their department's First Aid Kits.

Drug and Alcohol

All drug test results conducted during this reporting period were negative.

ATTACHMENTS

Nil

RECOMMENDATION

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

7.5 BUILDING SERVICES - OPERATIONAL REPORT

File Number: 08.MFD_OM.20250219

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 January 2025 to February 2025.

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

- We are fine tuning the new Ontraq software and problems/issues are being resolved to ensure everything is working as it should. I have held two contractor's meetings so far to gauge any issues or problems arising from the change of software and to gain feedback from all who are using this.
- Asset auditing – The audit was conducted by external auditors with council providing assistance where required.
- Asbestos register for council owned buildings – The register was worked on over the Christmas break and was in place early January. Ongoing work will be required to get this to where it needs to be but at least the basis of the register is now on file.
- Security of council buildings – Ongoing – Attempted break-ins are having to be repaired on a continual basis.
- Upgrade program – We are really starting to push hard now to have upgrades completed. The next financial year is not that far away so we need to complete the vast majority of upgrades before the 2025/2026 program starts.
- Wet season repair works (Social Housing) – Many leaks have been reported and we have been working through these as soon as possible to minimise the inconvenience/damage caused.

JANUARY/FEBRUARY WEATHER EVENT REPORT

As we all know there has been an abnormal amount of rainfall for many councils around Far North and Yarrabah certainly had not missed out. There have been numerous reports from tenants and some reports from businesses who have had water ingress into buildings. Our department along with assistance from others have inspected all council assets to determine and report on any damage that may have been caused by this weather event.

Below is a brief summary:

- RTC building – Major water ingress through offices. Quotes have been obtained and this is currently at claim status. Once this claim has been finalised we will then proceed with the appropriate response. There have been several roof leaks through the roof identified which is being dealt with via a PO to contractor.
- Main administration building – Minor water ingress through the roof membrane. This is being treated as a maintenance issue. Contractors on site this morning and problems are being identified.

- Museum - No stormwater issues to report however there is a small leak to the museum building which is an ongoing leak stemming from the known condition of the roof. We have a quote for the roof works and this will progress to a job in due course. A window to an office appears to be the cause of a puddle of water under a desk. It looks like the overflow slots are blocked with dirt and water backed up in the window frame and overflowed onto the floor during driving heavy rain. This will be dealt with under maintenance and we will have the track cleaned as soon as possible which should sort out this problem.
- Jilara Oval – Minor water leak running down the wall above a window due to water ingress through the roof membrane. The fix has been identified and this will be completed once materials are delivered.
- Works office – Minor water ingress through the roof membrane in several places. Too many other issues to deal with but as this issue is only minor this will be fixed when contractors are available.
- Community Hall and Leisure Centre - No stormwater issues to report
- Supermarket building - No stormwater issues to report
- PCYC/Place of Refuge - No stormwater issues to report. Minor water ingress through the roof membrane which were known. Roof report is planned which will determine the course of action required.
- All other council buildings - No stormwater issues to report

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

Days	Unplanned Maintenance		Healthy Housing Program R2	
	24 th December 2024	7 th February 2025	24 th December 2024	7 th February 2025
+ 365	0	0	0	0
181 - 365	26	88	17	55
121 - 180	109	161	48	13
91 - 120	102	86	8	1
61 - 90	104	113	2	73
30 - 60	93	132	7	7
< 30	275	308	76	83
TOTAL	709	888	158	231

Healthy Housing round 2 status:

Inspections are ongoing with 52% of inspections completed. 16 properties are 100% completed with 9 properties over 80% complete. A further 14 properties are at least 50% complete. Current data shows we are 63% through 52% of the program.

NAHA UPGRADES

NAHA UPGRADES IN PROGRESS		
2024-2025 Planned Projects		
REFURBISHMENTS		
16 Ambrym St	15%	Container is on site and we are planning on moving tenants this week to a transitional property. Contractor is ready to make a start on site.
67 Workshop Road	10%	PO received from QBuild. Council PO not yet sent to contractor.
209 Back Beach Road (RHO)	35%	Works underway on site. Variation to be approved for changes to the extent of works.
KITCHEN UPGRADES		
38 Gribble Street	100%	Works fully complete. Final inspection to be done and completion photos to be taken.
2/20 Stanley Street	100%	Works fully complete
2 Walker Close	15%	Works fully complete
8 Schreiber Street	30%	Kitchen in manufacture.
15 Schreiber Street	15%	Contractor to start on site on 3 rd March
2 Schreiber Street	10%	Kitchen ordered and planned start for install is 21 st April
30 Gribble Street	10%	PO received. PO to be sent to contractor. Not yet planned.
6 Walker Close	10%	PO received. PO to be sent to contractor. Not yet planned.
1a Stonewig Close	30%	Kitchen ordered and planned start for install is 24 th March
12 Ambrym Street	10%	PO received. PO to be sent to contractor.
FLOORING UPGRADES		
28 Sawmill Road	15%	PO received. Meeting held with contractor to schedule works.
35a Gribble Street	15%	PO received. Meeting held with contractor to schedule works.

NAHA UPGRADES IN PROGRESS		
2024-2025 Planned Projects		
REFURBISHMENTS		
20 Workshop Road	15%	PO received. Meeting held with contractor to schedule works.
22 Sawmill Road	15%	PO received. Meeting held with contractor to schedule works.
82 Workshop Road	15%	PO received. Meeting held with contractor to schedule works.
46 Stanley Street	15%	PO received. Meeting held with contractor to schedule works.
55 Workshop Road	15%	PO received. Meeting held with contractor to schedule works.
62 Stanley Street	15%	PO received. Meeting held with contractor to schedule works.
152 Range Road	15%	PO received. Meeting held with contractor to schedule works.
1020 Back Beach Road	15%	PO received. Meeting held with contractor to schedule works.
21 Sawmill Road	15%	PO received. Meeting held with contractor to schedule works.
43 Workshop Road	15%	PO received. Meeting held with contractor to schedule works.
5 Walker Close	15%	PO received. Meeting held with contractor to schedule works.
71 Workshop Road	15%	PO received. Meeting held with contractor to schedule works.
78 Workshop Road	15%	PO received. Meeting held with contractor to schedule works.
BATHROOMS		
59 Workshop Road	100%	Works fully complete
8a Beach Street	100%	Works fully complete
36 Gribble Street	15%	Contractor starting on site 19 th February
39a Back Beach Road	100%	Works fully complete
32 Sawmill Road	15%	PO received. PO to be sent to contractor.
8 Major Close	100%	Fully completed. To be invoiced.
25 Schreiber Street	15%	Contractor planned start on site 31 st March

BATHROOMS		
LAUNDRY		
59 Workshop Road	100%	Fully completed. To be invoiced.
38 Stanley Street	100%	Works fully complete
HOME MODIFICATIONS		
28 Stanley Street – DM-2798	15%	PO received. PO to be sent to contractor.
10 Sawmill Road – DM-2827	100%	Works fully complete
10 Walker Close – DM-2796	100%	Works fully complete
10 Walker Close – DM-2388	100%	Fully completed. To be invoiced.
5a Beach Street – DM-2852	100%	Works fully complete
74 Workshop Road – DM-2853	30%	PFD 31/01/2025
15 Schreiber Street – DM-2874	15%	Sent to contractor
62 Workshop Road – DM-2866	15%	Sent to contractor
40 Gribble Street – DM-2842	15%	Sent to contractor
4/15 Workshop Road – DM-2841	15%	Sent to contractor
4 Major Close – DM-2835	15%	Sent to contractor
52 Stanley Street – DM-2833	10%	Not yet sent to contractor
51 Workshop Road – DM-2803	15%	PO sent to contractor. Planning underway.
ROOFING		
59 Workshop Road	100%	Works fully complete – Variation for fascia replacement waiting for approval so works can be invoiced.
8/20 Stanley Street	10%	PO sent to contractor. Planning underway.
DRIVEWAY		
65 Workshop Road	100%	Works fully complete
72 Workshop Road	15%	PO sent to contractor. Planning underway.

OTHER MAJOR WORKS		
Various water service upgrades		Ongoing
Various API		Ongoing
17 Ambrym Street – Windows & doors	15%	PO sent to contractor. Planning underway.
23 Smith Street – Hot water service works	90%	PFD 12/02/2025

AWAITING APPROVALS & PO		
8/15 Workshop Road		Dismod
57 Workshop Road		Bathroom
54b Workshop Road		Flooring
54b Workshop Road		Kitchen
58 Gribble Street		Flooring
6 Connolly Close		Flooring
6 Walker Close		Flooring
41 Back Beach Road		Kitchen
58 Gribble Street		COLA
11/9 Gribble Street		Refurbishments
27 Garrana Street		Kitchen
39 Sawmill Road		Kitchen
6 Walker Close		Bathroom
26 Stanley Street		Dismod
21 Smith Street		Refurbishments
9/9 Gribble Street		Refurbishments

ATTACHMENTS

Nil

RECOMMENDATION

That Council accept the Director of Building Services Operational Report, tabled as read.

7.6 INFRASTRUCTURE - OPERATIONAL REPORT

File Number: 09.MFD_OM.20250219

Author: Sam Bann, Director Infrastructure

PURPOSE OF THE REPORT

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

OPERATIONAL UPDATE

This report covers performance up to and including the 08 February 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:

Repairs to guide rails at SPS 5 on the 6th & 7th February, Required contractors to VAC wells to conduct a confined space entry to replace guide rail bottom brackets. Further investigation to be carried out.

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 Attend QBuild Job cards - Remove vegetation - Remove Bulk Waste - Inspect and repairs to property access Assisting with water main repairs plant operation. Preparation for survival day event
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) 14.38T Mix waste disposed via Skip Bin service

		71.56T General waste disposed via kerbside collection Containers Shed in operation 1 day per week due to staff shortage.
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<u>TEAMS</u>	<u>JOB DESCRIPTION</u>	<u>ACTIONS</u>
Mechanics	Routine Maintenance Plan	General fleet management Reactive works between services and repairs Inspect SPS and Bore Generators School Bus Service prior to school commencing Service on 098JTG Call out faulty brakes on 834 XPO XB15GW – Repairs for COI inspection completed 379 WFU sent to cairns for repairs due to vandalism. 793 SZL – Awaiting on parts 331VXY – (WIP) New Holland Front Deck (further Diagnostic required) Toro 74960 Completed
Parks & Gardens	Routine Maintenance Plan	Ongoing maintenance throughout community as per General work plan Esplanade clean in preparation for Survival day event. W4D Project Parks and Garden commencement date to be confirmed WUGU project to commence mid to late February on esplanade via Community hall. CDP project plan to be submitted pending TAFE availability.

<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. 2 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 date to be confirmed.
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> 229 HH Job Cards allocated 8 job cards completed - 147 (Completed and invoiced) - 38 completed (To be invoiced) - 44 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 Water quality monitoring daily 20 th January commence new water connection to Gindaja treatment and healing centre on Backbeach Road, damage to unknown communication cable between water main & property boundary. DBYD plan doesn't specify location, reported to Telstra, scheduled to attend site on 6 th February to investigate.

	Sewerage Routine and reactive Maintenance Plan	January water quality results will be tabled for review by Council. All water is within guidelines. Ongoing sewerage pump station maintenance Sewerage Pump Stations call outs SPS 8 – 3 x blocked pumps SPS 6 – 2 x blocked pumps SPS 3 – 4 x blocked pumps SPS 2 – 1 x blocked pump SPS 1 – Phase failure preventing high well alarm
Aquatic centre	Routine Maintenance Plan	Pool vandalised on 13th January, ongoing water quality balancing and backwashing due to oil base paint running through filters and damaging probes, require pool to be drained and cleaned refilled. Estimated usage of 0.7Meg of treated water used. See attached Photos.

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 to be scheduled.
1.13	Bores Security (Fencing)	10%	Contract awarded commencement date to be confirmed pending Material ETA
1.16	Generator for Bore 6	10%	WIP, Estimated completion date mid to Late March 2025
2.14	SPS 2 Upgrade (pump replacement)	100%	Completed

2.15	Fencing to Sewerage Pump Stations	10%	Contract awarded commencement date to be confirmed pending Material ETA
1.22	Generator to Pump Station 6&7	5%	Procurement in Progress (Further investigation required for FFP)
2.16	Install New Fencing to Sewerage Treatment Plant	5%	Contract awarded, materials ordered. Commencement date to be confirmed pending delivery of materials.

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 to be reviewed due to announcement of HSP funds. Procurement in progress
ALCRAP000012	Reef action plan – STP Upgrade – Surface Aerators	15%	Procurement in progress
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.

Enhance Waste Management

<u>PROJECT ID</u>	<u>JOB DESCRIPTION</u>	<u>COMPLETED</u>	<u>ACTIONS</u>
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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. 70 tonnes disposed January 2025 estimated 80 Tonnes to be disposed 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

ATTACHMENTS

1. Yarrabah Water Results - January 2025
2. Aquatic Centre Team Work Plan
3. Parks and Gardens Team Work Plan
4. Roads Team Work Plan
5. Sewage Team Work Plan
6. Water Team Work Plan
7. Animal Management Team Work Plan
8. Environmental Health Team Work Plan
9. Healthy Housing Team Work Plan

RECOMMENDATION

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

Water Results-Yarrabah-Janaury 2025

Mutkin Residential & Community Aged Care

Yarrabah Water		Yarrabah - Aged Persons Hostel		January 2025	
Date	Free Chlorine (Field)	Total Chlorine (Field)	pH (Field)	E coli	
Tue 31 Dec	1.3	1.1	7.0		
Wed 1 Jan	1.4	1.5	7.0		
Thu 2 Jan	1.5	1.4	6.9		
Fri 3 Jan	1.5	1.6	7.1		
Sat 4 Jan					
Sun 5 Jan					
Mon 6 Jan					
Tue 7 Jan					
Wed 8 Jan	1.0	1.3	7.1	<1	
Thu 9 Jan	1.5	1.7	7.1		
Fri 10 Jan	1.3	1.4	7.3		
Sat 11 Jan	1.3	1.4	7.2		
Sun 12 Jan					
Mon 13 Jan	1.1	1.2	7.1		
Tue 14 Jan	1.3	1.6	7.0		
Wed 15 Jan	1.3	1.6	7.1	<1	
Thu 16 Jan	1.1	0.9	7.2		
Fri 17 Jan	1.4	1.3	7.2		
Sat 18 Jan					
Sun 19 Jan					
Mon 20 Jan	1.0	1.3	7.1		
Tue 21 Jan	1.1	1.2	7.1		
Wed 22 Jan	1.0	1.2	7.0	<1	
Thu 23 Jan	0.9	1.1	7.1		
Fri 24 Jan					
Sat 25 Jan					
Sun 26 Jan					
Mon 27 Jan	0.9	1.0	7.1		
Tue 28 Jan	0.8	0.9	7.0		
Wed 29 Jan	0.8	0.9	7.0	<1	
Thu 30 Jan	1.7	1.6	7.2		
Fri 31 Jan	1.9	1.6	7.1		

Djenghi

Yarrabah Water		Yarrabah - Djenghi		January 2025	
Date	Free Chlorine (Field)	Total Chlorine (Field)	pH (Field)	E coli	
Tue 31 Dec	1.5	1.7	7.0		
Wed 1 Jan	1.7	1.6	7.1		
Thu 2 Jan	1.7	1.6	7.0		
Fri 3 Jan	1.5	1.4	6.9		
Sat 4 Jan					
Sun 5 Jan					
Mon 6 Jan					
Tue 7 Jan					
Wed 8 Jan	1.1	1.2	7.0	<1	
Thu 9 Jan	1.3	1.4	7.0		
Fri 10 Jan	1.4	1.6	7.0		
Sat 11 Jan	1.6	1.6	7.0		
Sun 12 Jan					
Mon 13 Jan	1.5	1.5	7.0		
Tue 14 Jan	1.3	1.4	6.9		
Wed 15 Jan	1.2	1.6	7.1	<1	
Thu 16 Jan	1.1	1.0	7.0		
Fri 17 Jan	1.1	1.2	6.6		
Sat 18 Jan					
Sun 19 Jan					
Mon 20 Jan	1.1	1.1	7.1		
Tue 21 Jan	1.2	1.2	7.1		
Wed 22 Jan	1.0	1.1	7.1	<1	
Thu 23 Jan	1.2	1.3	7.0		
Fri 24 Jan					
Sat 25 Jan					
Sun 26 Jan					
Mon 27 Jan	1.2	1.3	7.0		
Tue 28 Jan	0.9	1.0	7.0		
Wed 29 Jan	1.0	1.1	7.0	<1	
Thu 30 Jan	1.3	1.5	7.2		
Fri 31 Jan	1.5	1.5	7.1		

Jilgi

Yarrabah Water		Yarrabah - Jilgi		January 2025	
Date	Free Chlorine (Field)	Total Chlorine (Field)	pH (Field)	E coli	
Tue 31 Dec	1.4	1.5	7.0		
Wed 1 Jan	1.3	1.3	6.9		
Thu 2 Jan	1.3	1.4	7.0		
Fri 3 Jan	1.5	1.6	7.1		
Sat 4 Jan					
Sun 5 Jan					
Mon 6 Jan					
Tue 7 Jan					
Wed 8 Jan	1.0	1.2	7.0	<1	
Thu 9 Jan	1.6	1.7	7.0		
Fri 10 Jan	1.6	1.7	6.8		
Sat 11 Jan	1.6	1.7	7.0		
Sun 12 Jan					
Mon 13 Jan	1.3	1.4	7.0		
Tue 14 Jan	1.0	1.2	7.0		
Wed 15 Jan	1.0	1.0	7.1	<1	
Thu 16 Jan	1.1	0.8	7.0		
Fri 17 Jan	1.5	1.3	7.2		
Sat 18 Jan					
Sun 19 Jan					
Mon 20 Jan	1.5	1.9	7.1		
Tue 21 Jan	1.7	1.6	7.0		
Wed 22 Jan	1.4	1.5	7.0	<1	
Thu 23 Jan	1.2	1.3	7.0		
Fri 24 Jan					
Sat 25 Jan					
Sun 26 Jan					
Mon 27 Jan	1.1	1.2	6.9		
Tue 28 Jan	1.0	1.1	6.9		
Wed 29 Jan	1.1	1.2	6.9	<1	
Thu 30 Jan	1.2	1.3	7.1		
Fri 31 Jan	1.4	1.7	7.0		

Yarrabah Police Station

Yarrabah Water		Yarrabah - Police Station		January 2025	
Date	Free Chlorine (Field)	Total Chlorine (Field)	pH (Field)	E coli	
Tue 31 Dec	1.1	1.1	7.0		
Wed 1 Jan	1.1	1.2	7.0		
Thu 2 Jan	1.4	1.5	7.1		
Fri 3 Jan	1.2	1.3	6.9		
Sat 4 Jan					
Sun 5 Jan					
Mon 6 Jan					
Tue 7 Jan					
Wed 8 Jan	1.0	1.2	7.0	<1	
Thu 9 Jan	1.5	1.7	7.0		
Fri 10 Jan	1.5	1.6	7.0		
Sat 11 Jan	1.5	1.6	7.0		
Sun 12 Jan					
Mon 13 Jan	1.4	1.5	7.0		
Tue 14 Jan	1.2	1.2	7.0		
Wed 15 Jan	1.5	1.7	7.2	<1	
Thu 16 Jan	1.1	0.9	7.1		
Fri 17 Jan	0.8	1.3	7.1		
Sat 18 Jan					
Sun 19 Jan					
Mon 20 Jan	1.3	1.3	7.1		
Tue 21 Jan	1.4	1.5	7.1		
Wed 22 Jan	1.2	1.3	7.3	<1	
Thu 23 Jan	1.2	1.3	7.1		
Fri 24 Jan					
Sat 25 Jan					
Sun 26 Jan					
Mon 27 Jan	1.2	1.3	6.9		
Tue 28 Jan	1.2	1.3	7.0		
Wed 29 Jan	1.4	1.3	7.1	<1	
Thu 30 Jan	1.9	1.7	7.2		
Fri 31 Jan	1.6	1.7	7.2		

Yarrabah Primary School

Yarrabah Water		Yarrabah - Primary School		January 2025	
Date	Free Chlorine (Field)	Total Chlorine (Field)	pH (Field)	E coli	
Tue 31 Dec	1.3	1.3	7.0		
Wed 1 Jan	1.3	1.3	7.0		
Thu 2 Jan	1.5	1.7	7.1		
Fri 3 Jan	1.6	1.6	7.0		
Sat 4 Jan					
Sun 5 Jan					
Mon 6 Jan					
Tue 7 Jan					
Wed 8 Jan	1.1	1.2	6.8	<1	
Thu 9 Jan	1.5	1.6	6.9		
Fri 10 Jan	1.6	1.6	6.9		
Sat 11 Jan	1.6	1.6	6.9		
Sun 12 Jan					
Mon 13 Jan	1.3	1.3	6.9		
Tue 14 Jan	1.2	1.5	7.0		
Wed 15 Jan	1.2	1.2	7.0	<1	
Thu 16 Jan	1.1	1.0	7.0		
Fri 17 Jan	1.2	1.2	7.2		
Sat 18 Jan					
Sun 19 Jan					
Mon 20 Jan	1.7	1.6	7.1		
Tue 21 Jan	1.5	1.3	7.0		
Wed 22 Jan	1.0	1.2	7.1	<1	
Thu 23 Jan	1.4	1.4	7.0		
Fri 24 Jan					
Sat 25 Jan					
Sun 26 Jan					
Mon 27 Jan	0.9	1.1	7.0		
Tue 28 Jan	1.0	1.1	7.0		
Wed 29 Jan	1.1	1.2	7.0	<1	
Thu 30 Jan	2.0	1.6	7.3		
Fri 31 Jan	2.6	1.6	7.0		

Workshop Road

Yarrabah Water		Yarrabah - Workshop Street		January 2025	
Date	Free Chlorine (Field)	Total Chlorine (Field)	pH (Field)	E coli	
Tue 31 Dec	1.0	1.0	6.9		
Wed 1 Jan	1.0	1.2	7		
Thu 2 Jan	1.3	1.4	7.1		
Fri 3 Jan	1.3	1.4	7.0		
Sat 4 Jan					
Sun 5 Jan					
Mon 6 Jan					
Tue 7 Jan					
Wed 8 Jan	1.1	1.3	6.9	<1	
Thu 9 Jan	1.6	1.7	6.9		
Fri 10 Jan	1.5	1.6	7.0		
Sat 11 Jan	1.5	1.6	7.0		
Sun 12 Jan					
Mon 13 Jan	1.4	1.6	7.0		
Tue 14 Jan	0.7	0.9	6.9		
Wed 15 Jan	0.7	1.4	7.2	<1	
Thu 16 Jan	1.0	0.9	7.1		
Fri 17 Jan	0.8	0.9	7.0		
Sat 18 Jan					
Sun 19 Jan					
Mon 20 Jan	1.5	1.6	7.0		
Tue 21 Jan	1.6	1.6	7.0		
Wed 22 Jan	1.1	1.3	7.0	<1	
Thu 23 Jan	1.3	1.5	7.1		
Fri 24 Jan					
Sat 25 Jan					
Sun 26 Jan					
Mon 27 Jan	1.0	1.1	7.0		
Tue 28 Jan	1.1	1.2	7.0		
Wed 29 Jan	1.1	1.2	7.1	<1	
Thu 30 Jan	2.2	1.5	7.1		
Fri 31 Jan	1.5	1.3	7.2		

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
					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	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						

7.7 CONFIRMATION OF ABORIGINALITY / COMMUNITY AFFILIATION APPLICANT FORM:

File Number: 06.MFD_OM.20250219

Author: Richard Wright, Chief Executive Officer

PURPOSE OF THE REPORT

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

BACKGROUND

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

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

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

Due to the urgency of this matter, this application was endorsed by Mayor Daryl Sexton and Deputy Mayor Michael Sands on 29th January 2025.

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

ACTION

Formal resolution by Council endorsing confirmation.

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

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

○ [REDACTED]

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

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



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

ABN 30 977 526 871

CONFIRMATION OF ABORIGINALITY/COMMUNITY AFFILIATION

I, [REDACTED]
(First Name) (Other Name) (Last Name)
Born on [REDACTED]
And now [REDACTED]
(Your full address)

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

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

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

My language group and /or home community is: YARRABAH

Connection with this community: FAMILY CONNECTIONS

Culturally I identify as: ABORIGINAL

I have lived or formally lived in this community for 17 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 applicants community.

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

Name of Organisation: Yarrabah Aboriginal Shire Council	
Name: <u>Daryl Sexton</u>	Position: <u>Mayor</u>
Signature: <u>[Signature]</u>	Date: <u>01 / 01 / 2025</u>
Name: <u>Michael T. Sade</u>	Position: <u>Deputy Mayor</u>
Signature: <u>[Signature]</u>	Date: <u>01 / 01 / 2025</u>

YASCCOA202401_V2

7.8 CONFIRMATION OF ABORIGINALITY / COMMUNITY AFFILIATION APPLICANT FORM:

File Number: 04.MFD_OM.20250219

Author: Richard Wright, Chief Executive Officer

PURPOSE OF THE REPORT

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

BACKGROUND

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

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

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

Due to the urgency of this matter, this application was endorsed by Mayor Daryl Sexton and Deputy Mayor Michael Sands on 29th January 2025.

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

ACTION

Formal resolution by Council endorsing confirmation.

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

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

- [REDACTED]

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

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



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

ABN 30 977 526 871

CONFIRMATION OF ABORIGINALITY/COMMUNITY AFFILIATION

[Redacted]
(First Name) (Other Name) (Last Name)

Born [Redacted]
And [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 Djiru

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] Other relevant information [Redacted]

Signature: [Redacted] 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: <u>Daryl Sexton</u>	Position: <u>Mayor</u>
Signature: <u>[Signature]</u>	Date: <u>29/01/2025</u>
Name: <u>Michael T. Smith</u>	Position: <u>Deputy Mayor</u>
Signature: <u>[Signature]</u>	Date: <u>29/01/2025</u>

YASCVSEP2024

7.9 CONFIRMATION OF ABORIGINALITY / COMMUNITY AFFILIATION APPLICANT FORM:

File Number: 05.MFD_OM.20250219

Author: Richard Wright, Chief Executive Officer

PURPOSE OF THE REPORT

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

BACKGROUND

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

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

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

Due to the urgency of this matter, this application was endorsed by Mayor Daryl Sexton and Deputy Mayor Michael Sands on 29th January 2025.

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

ACTION

Formal resolution by Council endorsing confirmation.

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

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

○ [REDACTED]

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

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



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

ABN 30 977 526 871

CONFIRMATION OF ABORIGINALITY/COMMUNITY AFFILIATION

[Redacted]

(First Name) (Other Name) (Last Name)

Born

And

(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 since

Contact email address

Contact phone #:

Other relevant information

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: <u>Daryl Sexton</u>	Position: <u>Mayor</u>
Signature: <u>[Signature]</u>	Date: <u>28/1/2025</u>
Name: <u>Michael T. Sander</u>	Position: <u>Deputy Mayor</u>
Signature: <u>[Signature]</u>	Date: <u>29/01/2025</u>

YASCVSEP2024

19 CORRESPONDENCE**8.1 CORRESPONDENCE - MINISTER FOR DEPARTMENT OF HOUSING AND PUBLIC WORKS AND MINISTER FOR YOUTH**

File Number: 01.COR_OM.20250219

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

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

File Number: 02.COR_OM.20250219

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

File Number: 03.COR_OM.20250219

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



20 CONFIDENTIAL MATTERS

Nil

21 CLOSE OF MEETING