



MINUTES

ORDINARY MEETING Tuesday 19 May 2020



Venue

Council Chambers
506 Kang Kang Road
Aurukun Qld 4892

**MINUTES OF ORDINARY MEETING OF THE AURUKUN SHIRE COUNCIL
HELD AT AURUKUN SHIRE COUNCIL OFFICE
506 KANG KANG ROAD, AURUKUN ON TUESDAY 19 MAY 2020**

Present

Councillors	Deputy Mayor Craig Koomeeta (Acting Chair) Councillor Delys Yunkaporta Councillor Anna Kerindun
Via teleconference	Mayor Keri Tamwoy Councillor Kemuel Tamwoy
Leave of Absence	Nil
Officers	Bernie McCarthy, Chief Executive Officer (CEO) Alan Neilan, Director Community Services (DCOM) Gus Yates, Director Technical Services (DTS) Andrew Brown, Acting Director Corporate Services (ADCOR) Amanda Ray, Executive Assistant (EA)/Minute Taker
Via teleconference	Marina Schaefer, Finance Manager (FM)

Guests

Rio Tinto Weipa representatives via videoconference

- Brad Welsh – Acting General Manager
- Fiona Kruger – Manager Communities and Communications
- Audi Cigrovski – Manager Southern Operations
- Gemma Spencer – Specialist Communities and Communications

Glencore Bauxite Resources Pty Ltd representatives via videoconference

- Julian Farrugia – Project Director
- Scott Goodson – Communities Engagement Lead
- Jason Holt – Community Relations Specialist
- Bruce Martin, Regional Investment Centre (Far North Queensland) and Craig Jones, RREDD

1. Opening

Mayor Keri Tamwoy opened the meeting with a pray at 9.04am via teleconference.

2. Declaration of Material Personal Interests (MPI)

Nil

3. Declaration of Conflict of Interest (COI)

Nil

4. Condolences

Troy Fitzgerald (Kang Kang Café)

5. Leave of Absence for Approval

Nil

6. Previous Minutes

6.1 Minutes of Ordinary Council Meeting – 21 April 2020

Resolution 20.6619

That Council receives and adopts the Minutes of Ordinary Council Meeting held on 21 April 2020 as a true and correct record.

MOVED: Cr Kemuel Tamwoy
CARRIED

SECONDED: Cr Anna Kerindun

6.2 Minutes of Special Council Meeting – 27 April 2020

Resolution 20.6620

That Council receives and adopts the Minutes of Special Council Meeting held on 27 April 2020 as a true and correct record.

MOVED: Mayor Keri Tamwoy
CARRIED

SECONDED: Cr Craig Koomeeta

7. Procedural Matters

Nil

8. Presentation of Petitions

Nil

9. Consideration of Notified Motions

Nil

10. Reception and Consideration of Committee and/or Delegates Reports

Nil

11. Mayor's Report

11.1 Meetings and Community Events

Future

16 June 2020	LGAQ Civic Leaders Forum (9.00am videoconference)
16 June 2020	June Ordinary Council Meeting (1.00pm)
17 June 2020	LGAQ Civic Leaders Forum (9.00am videoconference)
17 June 2020	June Ordinary Council Meeting (resumes 1.00pm)
25 June 2020	Minister and Government Champions (videoconference)

NOTED

11.1 COVID-19 Update

With the assistance of WoG Recovery Team, we were able to organise for the Korkatain Family's return to Aurukun. Despite some issues pertaining to family unrest the Korkatain Family return to community was without problems. I met the family at the airport to welcome them back into community.

As Chair of Aurukun LDMG I am assisting in the process of travel requests for returning residents, displaced persons and essential services. Including attending meetings with Government officials on the latest information regarding COVID-19 crisis.

NOTED

11.2 Ministerial and Government Champions Meeting

Meeting with Ministerial and Government Champions was successful and going forward ASC will be working with both Champions to address the numerous issues including:

- Housing and overcrowding
- Lack of assistance from Department of Housing on the ground
- Home brew and sly grog

NOTED

11.3 Torres Cape Indigenous Council Alliance Meeting (TCICA)

The main concern discussed for Indigenous communities is the process of returning students to Boarding School. Many Mayors indicated that parents in their community were not going to send their children back to Boarding School as it may subject them to COVID-19.

NOTED

11.4 Correspondence

11.4.1 Letter received from Julian Farrugia, Project Director, Glencore Bauxite Resources Pty Ltd on 21 April 2020, refer attachment 11.4.1

Requesting appointment time to update Council on feasibility and environmental studies into development of the Aurukun Bauxite Resources.

NOTED

11.4.2 Letter received 17 April 2020 from Dr Michael Limerick, Limerick & Associates

Seeking Council support for a funding submission from the Community Justice Group Corporation to continue the work under Wik Kath Min through a community theatre and arts project.

Resolution 20.6621

That Council supports the funding submission from Aurukun Community Justice Group Corporation to continue work under Wik Kath Min through a community theatre and arts project.

**MOVED: Cr Kemuel Tamwoy
CARRIED**

SECONDED: Cr Delys Yunkaporta

11.4.3 Several letters have been received from the following organisations congratulating Keri Tamwoy on her appointment as Mayor to Aurukun Shire Council, refer attachments 11.4.3

- P.G. Taylor, APM, Deputy Commissioner, Regional Queensland, Queensland Police Service
- Stephen Bell, A/Regional Director, Department of Education
- Senator Paul Scarr, Liberal National Senator for Queensland

NOTED

Resolution 20.6622

That Council receives and adopts the Mayor's Report.

**MOVED: Cr Anna Kerindun
CARRIED**

SECONDED: Cr Kemuel Tamwoy

12.12 Chief Executive Officer's Report

12.1 Action from Previous Council Meetings

Nil

NOTED

12.2 Future Meetings / Events

Future

4 June 2020	DLG Training (9.00am to 12.00noon all Councillors)
16 June 2020	LGAQ Civic Leaders Forum (9.00am to 11.30am - videoconference)
16 June 2020	June Ordinary Council Meeting (1.00pm)
17 June 2020	LGAQ Civic Leaders Forum (9.00am to 11.30am - videoconference)
17 June 2020	June Ordinary Council Meeting (resumes 1.00pm)
17 July 2020	Aurukun Show Holiday
21 July 2020	July Ordinary Council Meeting
28 July 2020	Special Budget Meeting
TBA	Aurukun Supermarket Advisory Committee

NOTED

12.3 Councillor and Officer's Register of Interest

Councillors and Officers are requested to review their Register of Interests and advise the Finance Manager of any changes which need to be recorded.

NOTED

12.4 Rainfall for April 2020

39mm of rain recorded for the month of April 2020.

NOTED

12.5 Tenancy Management Update Report, Department of Housing and Public Works

12.5.1 Tenancy Management Update Report

NOTED

12.5.2 Cultural Endorsement for Housing Allocations

Department of Housing and Public Works has proposed seven housing allocations to Council for consideration.

Resolution 20.6623

That Council

- (1) seeks a teleconference with Housing Tenancy Team, in the near future
- (2) endorses ASC representatives: Mayor Keri Tamwoy, Cr Delys Yunkaporta and Bernie McCarthy, CEO to participate in this teleconference
- (3) discusses housing allocations deferred from April Council Meeting
- (4) approves application for 182 Tal Tal St, Aurukun; three bedrooms as culturally appropriate
- (5) endorses Mayor Keri Tamwoy, Councillor Delys Yunkaporta to approve/defer proposed housing allocations based on cultural suitability

MOVED: Mayor Keri Tamwoy
CARRIED

SECONDED: Cr Delys Yunkaporta

12.6 Facebook Report for April 2020

For the month of April there were 26 posts and 28 notices, followers 3,882.

Humour always performs well on Facebook and the poster asking people to keep one kangaroo apart went viral reaching 22,495 people thanks to 219 shares which made it the best performing notice for the Council Facebook page.

The post announcing the new Council line-up performed very well reaching 13,185 people with 76 shares and 126 favourable comments.

Cr Kempo Tamwoy's profile was the most popular showing people want to see young leaders in the community. This post reached 14,130 people with 52 comments and 93 shares. It was also picked up by The Cairns Post.

There is much interest in the new Council and there will be strong engagement if we have regular posts on the Mayor and Councillors' activities, including posts about their cultural practices such as camping on country.

To further engage with the local community, it would be good to have video posts by each of the Councillors in Wik Mungkan. These could be community service announcements to help promote peace in the community. The posts could be played on the television at the Chivaree Centre for the Elders and in the Business Centre.

NOTED

12.7 Civic Leaders Summit

Civic Leaders Summit has gone virtual. Same Local Government networking opportunities – but a new way of connecting.

2020 Civic Leaders Summit 15 June 2020 – 2.00pm to 2.30pm “How to Session” a guided tour of how to use the virtual platform for the 16/17 June Civic Leaders Summit – 9.00am to 12.00pm.

June Ordinary Council Meeting set for 1.00pm on 16 June / then to be adjourned to 1.00pm 17 June 2020 so Mayor, Deputy Mayor and CEO can attend virtual Civic Leaders Summit.

Lunch shall be provided for Council and Management at 12.00noon on each day.

NOTED

12.8 Homebrew Problem in Aurukun

Homebrew problem continues to be an issue and ASC has sought legal advice based on Aurukun status as an “alcohol restricted area” on what Council can do to cease the making of Homebrew by residents.

The restricted area is the whole of Aurukun Shire including all public and private places and all foreshores to the low water mark.

No alcohol or homebrew and homebrew equipment is allowed in restricted areas.

This item has been deferred to the Confidential Section.

NOTED

12.9 Aurukun Local Laws Review

Previously a review of all ASC Local Laws has been discussed with Council’s solicitors. Based on the advice from Preston Law on a possible review process, Council discussed how to repeal existing Local Laws and adopt model and new subordinate new Local Laws.

The following recommendation is now submitted for Council’s adoption.

Resolution 20.6624

That Council

- (1) approves a review of all ASC Local Laws
- (2) repeals and replaces existing ASC Local Laws
- (3) requests Preston Law to undertake Stage 1, in 2019/20 financial year
- (4) requests Preston Law to undertake Stage 2, in 2020/21 financial year

MOVED: Cr Craig Koomeeta
CARRIED

SECONDED: Cr Anna Kerindun

12.10 Correspondence

12.10.1 Letter received 8 May 2020 from Dr Chris Sarra, Director-General, Department of Aboriginal and Torres Strait Islander Partnership.

Letter outlines Biosecurity Act 2015 (Cth) Determination COVID-19 restrictions and directive.

NOTED

12.10.2 Letter received 21 April 2020 from Fiona Jose, CEO, Cape York Partnership.

Letter outlines Cape York Partnership commitment to OHub services in Aurukun.

Resolution 20.6625

That Council requests Cape York Employment to form a CYE Community Advisory Committee to meet quarterly to assess projects and achievements within Aurukun Community.

**MOVED: Cr Kemuel Tamwoy
CARRIED**

SECONDED: Cr Anna Kerindun

12.11 Appointment of new Minister for Aboriginal Torres Strait Islander Partnerships

On Sunday 10 May 2020 Queensland Government announced that Minister Craig Crawford, Minister for Emergency Services had been appointed the new Minister for Aboriginal Torres Strait Islander Partnerships.

Resolution 20.6626

That Council

- (1) congratulates Honourable Craig Crawford on his appointment as Minister for Aboriginal Torres Strait Islander Partnerships
- (2) advises him that ASC looks forward to a positive working relationship
- (3) invites him to visit Aurukun in the near future.

**MOVED: Cr Craig Koomeeta
CARRIED**

SECONDED: Cr Delys Yunkaporta

Resolution 20.6627

That Council receives and adopts the Chief Executive Officer's Report.

**MOVED: Cr Anna Kerindun
CARRIED**

SECONDED: Mayor Keri Tamwoy

10.02am meeting adjourned Mayor Keri Tamwoy and Bernie McCarthy, CEO had to attend urgent Government Meeting via teleconference. Councillors adjourned for morning tea

10.43am meeting resumed

10.43am Marina Schaefer, Finance Manager joined the meeting via videoconference in Cairns

13 Finance Manager's Report

13.1 Cash and Investments

13.1.1 Cash on Hand as of 30 April 2020

NOTED

13.2 Liabilities

NOTED

13.3 Operating Revenue and Expenses

NOTED

13.4 2019/20 External Audit Plan

The 2020/21 Interim Audit commenced on 5 May 2020. The interim audit focuses on testing of transactions.

Most of the requests have been responded to, except for Asset Management Plan, and items relating to compliance to legislation.

NOTED

13.5 Report – Teleconference: Creating Financial Literacy in New Councillors

The Queensland Audit Office conducted a teleconference for Finance Managers on 24 April 2020.

The topic was Creating Financial Literacy in New Councillors.

- Management Reporting processes – to include financial and non-financial data
- What works in Management Reporting
 - Accrual Financial Reporting
 - Detailed variance analysis
 - Financial and non-financial benchmarking
 - Clear, simple layouts
 - Dashboard reporting
- Managing Revenue – principles of fairness, equity, meaningful contribution, predictability, user pays
- Managing Cost - Service planning, value of the service offered, full cost of service, financial and operational reporting
- Cash cover – monitoring of cash flow and cash balances.

- Interactive data visualisation showing financial and sustainability of local councils
- Governance and oversight

NOTED

13.6 Update on Internal Audit 2019/20

Council's internal auditor is Pacifica Chartered Accountants. The internal audit for 2019/20 is ongoing, with focus on:

- Tender evaluation and contract management review
- Risk Register review

Finance Manager assists the Director Corporate Services in coordinating the internal audit.

NOTED

Attachment 1 – Portfolio of Investments

NOTED

Attachment 2 – Monthly Grants Schedule

NOTED

13.7 Preparation of 2019/20 Financial Statements

Financial Accountant has completed the draft 2019/20 Financial Statements (called Shell Financial Statements) and are now under review.

Positions papers in relation to accounting standards applicable in 2019/20 financial year were tabled at the Council meeting.

Resolution 20.6629

That Council notes the draft Position Paper Implementation of New Accounting Standards:

- (1) AASB 15 Revenue from Contracts with Customers
- (2) AASB 16 Leases
- (3) AASB 1058 Income for Not-for-Profit Entities

MOVED: Cr Kemuel Tamwoy
CARRIED

SECONDED: Cr Anna Kerindun

13.8 2020/21 Budget Preparation

Finance Manager coordinates the preparation of the 2020/21 Budget. These templates have been provided to Directors:

- Staffing positions
- Building maintenance
- Water and sewerage infrastructure maintenance

- Information & Communications Technology capital replacements
- Training Program

NOTED

Resolution 20.6630

That Council receives and adopts the Finance Manager's Report.

**MOVED: Cr Craig Koomeeta
CARRIED**

SECONDED: Cr Delys Yunkaporta

11.34am Marina Schaefer, Finance Manager left the meeting

11.34am Rio Tinto Weipa representatives entered the meeting via videoconference, attendees:

- Brad Welsh – Acting General Manager
- Fiona Kruger – Manager Communities and Communications
- Audi Cigrovski – Manager Southern Operations
- Gemma Spencer – Specialist Communities and Communications

Rio Tinto Weipa Operations 2020 Business Overview Presentation

Brad Welsh presented to Council an overview of Rio Tinto Weipa Operations 2020.

Business Overview, highlighted the following:

- response to support Community during COVID-19 crisis by offering BBS Psychology Services to people in community.
- COVID-19 response – transition to a new normal
- Weipa sustainable development 2019 Scorecard
- January to April 2020 performance
- Land and Sea Management Program – 2020 Main Activities
- Aurukun School Engagement
- Developing Local Aboriginal Talent

12.02pm Rio Tinto Weipa representatives left the meeting

12.03pm Bruce Martin, Consultant, Regional Investment Centre and Craig Jones, Consultant, RREDD entered the meeting

Whole of Community Governance Project – Aurukun Community Coordinating Group (ACCG) Presentation

Bruce Martin explained this project, as follows.

Community Governance Project is aimed at community engagement and decision making for local people.

Three important questions that Bruce has asked local people:

1. Do Wik people want to have more of a say about what goes on in their community and on their homelands?

2. What does good community decision-making look like? (governance)
3. What are Wik people's priorities?

DATSIP has contracted with Regional Investment Centre (RIC) to develop ACCG Work Plan and Implementation.

RREDD has been engaged for services ensuring contract aligns with ACCG Work Plan.

Next steps for ACCG is to identify priorities, seek Government Support and seek ASC support.

12.48pm meeting adjourned for lunch

1.27pm Bruce Martin and Craig Jones left the meeting

1.27pm meeting resumed

14. Acting Director Corporate Services Report

14.1 Actions from Previous Council Meeting

Nil

14.2 Human Resources Manager's Report

14.2.1 Staff Induction

The next staff induction has been delayed until further notice due to COVID-19 crisis. Work Health and Safety Advisor is conducting job specific inductions at time of On-Boarding and Employment Contract sign off.

Human Resources Manager and Work Health and Safety Advisor are collaboratively working towards continuous improvements with Induction packages.

14.2.2 Workers Compensation Claims

14.2.3 Staff Statistics

14.2.4 Vacancies – closing date 22 May 2020

Local Recruitment

- Splash Park Supervisor
- Animal Control Assistant
- Grounds Person Corporate Services
- Executive Assistant Trainee (closing 15 May 2020)

NOTED

14.3 Workplace Health and Safety

NOTED

14.4 Administration Managers Report

NOTED

14.5 Treasury

NOTED

14.6 Staff Accommodation/Cleaning Crew

NOTED

14.7 Arts Centre Manager's Report

- Arts Centre closed its doors to visitors and artists on 26 March 2020 due to COVID-19. Art Centre staff delivered arts supplies and breakfast foods to artists daily.
- Arts Centre partially re-opened for carving artists on 27 April 2020. Access was limited to three carvers at any time. Arts Centre staff continued to deliver arts supplies and breakfast foods to painting artists daily.
- Cairns Indigenous Art Fair (July 2020) and Darwin Aboriginal Art Fair (August 2020) will be held online and linked to Arts Centre websites, Facebook and INSTA accounts.
- Arts Centre is developing an online marketing presence which requires the design of an art centre website.

NOTED

14.8 Information Technology Report

IT Equipment for New Councillors and Technical Services

Four new iPads and one new laptop have now been ordered for the new Councillors to use for Council business. Councillor Yunkaporta's iPad was the last item to be ordered on 6 May 2020. Due to high demand for mobile devices during the COVID-19 crisis, at the time of writing this report (8 May 2020) Telstra had not delivered the iPad keyboards covers. The iPads that have been delivered will be prepared and sent to Aurukun on the week beginning 11 May 2020.

To date four iPads and one iPhone have been prepared and delivered to Technical Services for use by the Carpenters and Plumbers with the BAS portal. Four more iPads have been ordered for the remainder of the Technical Services team, but due to the current shortages only two have arrived. These will be sent up to Aurukun next week with the Councillor iPads.

NOTED

14.9 Leasing Update

Lease concession for minimum number of Accommodation Units being available

- Discussions have been held with Sodexo Remote Sites Australia Pty Ltd (Aurukun) (Wuungkam Lodge and Min May, Restaurant/Shop, Guest house and MacKenzie Camp Two facilities) involving the viability of having the Lodge and shop area open.
- There will be a report presented for discussion in committee as commercial in confidence factors apply.

Resolution 20.6631

That Council defers this item for consideration in the Confidential Section.

MOVED: Mayor Keri Tamwoy
CARRIED

SECONDED: Cr Anna Kerindun

14.10 Policies and Procedures

Under audit guidelines it is required that Policies be reviewed each year. While some are updated during the year and others are new policies adopted by Council during the year, it was determined that all policies be reviewed and presented to Council for adoption. There are four new policies included in the list which were adopted by Council. A number of these policies also need to be adopted as per legislation as part of Budget process. There may be amendments to these budget policies during the budget adoption process. (For example, financial delegations or purchase authorities' levels may change.) For consistency with legislation all the policies are to be re adopted each May 2020.

Resolution 20.6632

That Council adopts the following 75 reviewed policies including new policies A021, A022, A023, A024 adopted during year as presented below:

A001	Asset and Services Management Policy
A002	Customer Service Policy
A003	Enterprise Risk Management Policy
A004	Incoming and Outgoing Mail Policy
A005	Records Management Policy
A006	Staff Housing Policy
A007	Travel Policy
A008	Customer Service Charter
A009	Fraud & Corruption Prevention Management
A010	Records Management - Retention & Destruction
A011	Records Management - Email Policy
A012	Council Correspondence Policy
A013	Barbeque Use Policy
A014	Management, Operation and Use of Closed Circuit Televisions
A015	Koolkan Childcare Centre Policy
A016	Chivaree Centre Policy

A017	Council Cemetery Policy
A018	Council Gift Policy
A019	Media Policy
A020	Employee Conflict of Interest Policy
A021	IT Security Policy
A022	IT User access and User access policy and procedure
A023	IT User Terminations Policy and Procedure
A024	Koolkan Early Childhood Centre Bus Transportation
F001	Accounts Receivable Policy
F002	Cash Handling Policy
F003	Credit / Debit Card Policy
F004	Council Non-Current Asset Accounting Policy
F005	Council Related Party Disclosure Policy
HR001	Employee Code of Conduct
HR002	Community Disturbance Policy
HR003	Disciplinary Policy and Procedures
HR004	Drug and Alcohol Policy
HR005	Employee Assistance Programme Policy
HR006	Grievance Policy
HR007	Internet, Email and Computer Use Policy
HR008	Leave Policy
HR009	LGW Corporate - Rehabilitation Policy
HR010	Recruitment and Retention Policy
HR011	Relocation Policy
HR012	Social Media Policy
HR013	Staff Use of Pool Car Policy
HR014	Training and Development Policy
HR015	Uniform Policy
HR016	Use of Councils Mobile Phone Policy
HR017	Work Health & Safety Policy
HR018	Work Vehicles (inc Boats, Barges and Trailers) Policy
HR019	Workplace Behaviour Policy
HR020	Workplace Bullying Policy
HR021	Council Workplace Violence and Aggression Policy
HR022	Council Toil Policy
HR023	Council Parental Leave Policy
HR024	Council Induction Policy
HR025	Council Smoke Free Workplace Policy
HR026	Council Childcare CCTV Policy
HR027	Isolation Leave & Remote Air Fare Allowance
HR028	Motor Vehicle Infringement
HR029	Domestic & Family Violence Leave Policy
HR030	Vaccine Policy
S001	Acceptable Request Guidelines

S002	Administrative Action Complaints Process Policy
S003	Advertising Policy
S004	Community Engagement Policy
S005	Councillor Remuneration Policy
S006	Debt (Borrowing) Policy
S007	Entertainment & Hospitality Policy
S008	Grants to Community Organisations Policy
S009	Investment Policy
S010	Non-Funding of Depreciation Charges Policy
S011	Procurement Policy
S012	Reimbursement of Councillor Expenses Policy
S013	Revenue Policy
S014	Public Interest Disclosure Management Policy
S015	Investigation of Corruption Complaints Against Chief Executive Officer Policy
S016	Councillor Conduct Investigation Policy
MOVED: Cr Anna Keridun CARRIED	
SECONDED: Cr Craig Koomeeta	

Resolution 20.6633

That Council receives and adopts the Acting Director Corporate Services Report.

MOVED: Cr Delys Yunkaporta
CARRIED

SECONDED: Cr Craig Koomeeta

1.39pm Glencore Bauxite Resources Pty Ltd representatives entered the meeting via videoconference, attendees:

- *Julian Farrugia – Project Director*
- *Scott Goodson – Communities Engagement Lead*
- *Jason Holt – Community Relations Specialist*

Aurukun Bauxite Project Presentation

Julian Farrugia provided an update on Glencore's Aurukun Bauxite Project.

Presentation began with an overview of Glencore Australian Operations and Aurukun Bauxite Deposit Project History before highlighting the project overview, conceptual project layout and project progress.

Community Investment Relationship was included in the presentation which highlighted Glencore Bauxite Resources Pty Ltd, Aurukun Community Investment and Contributions Program (ACICP):

- Continued support for the following:
 - Community Festival/Concerts
 - Art exhibitions
 - Laura Festival support

- Aurukun River to Ramp Fun Run
- ASC Deadly Employee Awards
- Aurukun Christmas Functions
- PCYC Graffiti Project

2.25pm Glencore Bauxite Resources Pty Ltd representatives left the meeting

15 Director Community Services Report

15.1 Actions from previous Council Meeting

Nil Outstanding

15.2 Funerals

15.2.1 Organised Funerals: Waal Waal Veronica Koongotema

NOTED

15.3 Events

15.3.1 Events Held – April 2020

Date	Event Details
25 April 2020	Anzac Day Flag Raising

15.3.2 Upcoming Events – May 2020

Date	Event Details
1 May 2020	Aurukun Photo Competition – entries open
10 May 2020	Playgroup Mother's Day packs
17/24 May 2020	Under 8's Week

NOTED

15.4 Community Police, Safety and CCTV

CCTV Operations – User Activity Report for April 2020

Total Number: 195
 Queensland Police: 55
 Aurukun Shire Council: 140

NOTED

15.5 Koolkan Early Childcare Centre (Koolkan ECC)

15.5.1 Department of Education Visits

Nil

15.5.2 Accredited Training

Director Community Services has undertaken discussions with Skill360 to assist in a Traineeship program for Certificate 3 in Early Childhood.

Applicants will be required to undertake a volunteer program prior to being offered the traineeship. All applicants will need to be registered with a job service provider.

15.5.3 Enrolment Report

Total Enrolment:	15
Babies Room:	1
Kindy Room:	12
Toddlers Room:	2

Average Daily Attendance: 4

15.5.4 Capital Works – Funded by Education Queensland

15.5.5 Incident Reports

15.5.6 Community Engagement

Due to the restrictions placed by COVID-19 there has been limited community engagement. Koolkan ECC made up activity packs and dropped them off to our children who could not attend the centre. The children and the parents enjoyed doing craft with the contents.

15.5.7 Service Closures – Notifications to Department of Education (Commonwealth)

Koolkan ECC was closed for the school holidays. Position of Assistant Manager is vacant. The Manager is employed by Education Queensland and is entitled to all Queensland School Holidays. There have been no other closures. Due to being short-staffed the Centre is only accepting children of working parents.

NOTED

15.6 Chivaree Community Aged Care Centre

15.6.1 Aged Care and Disability Program – General

Home Care Package Clients: 15

Level 2: 5

Level 3: 1

Level 4: 9

Community Care Packages: 30

Disability Services Queensland: 5

NDIS: 5

Total number of displaced clients: 10

(not in Aurukun with funded packages)

15.6.2 WCCCA – Disability Assistance Applications

There are currently no applications submitted to WCCCA for assistance.

15.6.3 Accredited Training

Director Community Services has undertaken discussions with Skill360 to assist in a Traineeship program for Certificate 3 in Individual Support Aged Care/Disability Services.

Applicants will be required to undertake a volunteer program prior to being offered the traineeship. All applicants will need to be registered with a job service provider.

15.6.4 Assistance – Client Yards – Expressions of Interest (001/20)

This expression of interest is for the mowing and clearing of client yards. Closing date for responses is 4.00pm Friday 22 May 2020.

NOTED

15.7 Animal Control

Liaison Meetings – Housing Tenancy Team

A meeting was held with Ms Lucie Calcutt, Department of Housing. Advice was provided that due to the changes in the Residential Tenancies and Rooming Accommodation Act 2008, the Tenancy Management Team can only support Council in providing information to tenants and can no longer breach for animal related matters.

Dog Incidents

Date	Location	Incident Type	Investigation Outcome
15/04/2020	Wel Street	Dog rushing/fear	Individual enter property without authorisation
17/04/2020	Wel Street Kor Street Kang Kang Road War Street	Dog rushing/fear	Up to 10 dogs chasing a female dog on heat, the female approached people for help/protection and the male dogs become aggressive. Female was impounded, males no longer cause concerns

NOTED

15.8 Indigenous Knowledge Centre and Community Broadcasting

Community Engagement

The IKC has been closed during April 2020 but socially distanced engagement by community members has still seen steady progress with translation work and cultural advising despite the difficult circumstances.

NOTED

15.9 Environmental Health

Container Refund Program

A request has been made to Containers for Change program to supply a bulk quantity of recycle bags for use of residents. This will allow for the collection to continue and for the containers to be stored at each residence. Seaswift Pty Ltd has been asked to assist with freight costs.

There were 6,130 containers refunded on 6 May 2020.

Future visits are: 20 May, 3 June, 17 June, 1 and 15 July 2020. No response has been received from Island and Cape with respect to their supermarket becoming a cash refund point.

NOTED

15.10 Grants Development and Lobbying

15.10.1 Grant Application Status

NOTED

15.11 Wo'uw Ko'alam Community Centre

NOTED

15.12 Family Support Worker and Playgroup

15.12.1 Engagement with Parents

Family Support has seen an increase in referrals this months as well as ongoing requests from families for assistance with My Gov claims. Home visits are continuing in an effort to remain engaged with families.

Activity packs and reading books are delivered to families each week and this will continue until Playgroup recommences.

15.12.2 Referrals to other Agencies

Two referrals were required this reporting period.

15.12.3 Playgroup Attendance

Playgroup is not being held due to COVID-19 restrictions. 40 Easter packs were delivered prior to the Easter weekend and 25 Playgroup activity packs are provided to families each week.

NOTED

15.13 Aak Muunchanak Splash Park

NOTED

15.14 COVID-19

15.4.1 Service Delivery

The following table provides a summary of impacts on service delivery.

Program Area	COVID-19 Service Delivery
Animal Control	No effect on services.

Child Care	No effect on services
Family Support	Home visits occurring daily or as required
Playgroup	Activity packs and books delivered weekly - Playgroup recommences Monday 18 May 2020 (IKC)
Community Centre	Closed
Splash Park	Closed - Reopens Saturday 16 May 2020
Funerals	Current funeral has been delayed
Aged Care and Disability Services	No client services delivered at the Chivaree Centre.
Quarantine Centre	Operational
Security	No effect on services
Community Police	No effect on services.
Environmental Health	Licensed Food Premises Inspections delayed
Indigenous Knowledge Centre	Closed - Reopens Monday 18 May 2020

NOTED

Resolution 20.6634

That Council receives and adopts the Director Community Services Report.

**MOVED: Cr Anna Kerindun
CARRIED**

SECONDED: Cr Craig Koomeeta

16. Director Technical Services Report

16.1 Actions from Previous Council Meeting

16.1.1 Resolution 19.6494

Tender 011/19 Vehicles and Plant for sale.

- On hold until the COVID-19 travel restrictions are removed.

16.1.2 Resolution 19.6521

Interim Capital Housing Program (\$2.35M Social Housing).

- On hold until the COVID-19 travel restrictions are removed

16.1.3 Resolution 19.6521

That Council

- (1) resolves that the insurance settlements received \$24,246.36 and \$19,759.09 be combined with the residual plant replacement budget \$17,257.00 (\$61,262.45) to purchase two replacement vehicles.
- (2) requests that the Director Technical Services sources and purchases two replacement vehicles.

Update:

Purchase orders have been raised for the vehicles to be purchased from Pacific Toyota in Cairns, delivery is expected in June 2020.

NOTED

16.2 Housing Maintenance

NOTED

16.3 Roads Construction and Maintenance

16.3.1 Works commenced/completed

16.3.2 Tender 001/20 Road Construction Works, Hire of Plant/Vehicles and Provision of Survey and Sealing Works

Tender 001/20 was called for the supply of Road Construction Works, Hire of Plant/Vehicles and the provision of Survey and Sealing Works.

There is a separate report for Councils consideration which is Commercial-in-Confidence in nature and will be discussed in committee.

NOTED

16.4 Works

Garbage collection

A vacant position within the Garbage Team was advertised in February 2020, an offer of employment has been made. Minimal disruption to services has occurred, mechanical repairs have been undertaken when required.

The vacant position within the kerbside collection team was advertised in February, and Jamaine McIvor has been appointed to the position.

Parks and Gardens

- continues to deliver general maintenance and vegetation management activities around the community
- diversified during April 2020 and repaired a large number of potholes that were in the Town streets
- a contractor will be brought in in May to assist the Parks and Gardens Team get on top of park maintenance now that Weipa is included in the biosecurity declared area
- two new staff members have been engaged in May 2020.

NOTED

ASC Water and Wastewater Business Continuity Plan

Please find tabled a draft ASC Water and Wastewater Business Continuity Plan.

Resolution 20.6635

That Council endorses the tabled ASC Water and Wastewater Business Continuity Plan.

**MOVED: Cr Craig Koomeeta
CARRIED**

SECONDED: Cr Delys Yunkaporta

16.5 Workshop/Depot

NOTED

16.6 Airport Operations

NOTED

16.7 Electrical/CCTV

NOTED

Resolution 20.6636

That Council receives and adopts the Director Technical Services Report.

**MOVED: Cr Craig Koomeeta
CARRIED**

SECONDED: Cr Delys Yunkaporta

17. Confidential Business

3.00pm Marina Schaefer, Finance Manager joined the meeting via videoconference in Cairns

Resolution 20.6637

That in accordance with Local Government Regulation 2012, Chapter 8 Administration, Part 2 Local Government meetings and committees, Council closes the meeting to the public for the following reasons:

- (e) contracts proposed to be made by it; or
- (f) starting or defending legal proceedings involving the local government; or
- (h) other business for which a public discussion would be likely to prejudice the interests of the local government or someone else or enable a person to gain financial advantage.

**MOVED: Cr Delys Yunkaporta
CARRIED**

SECONDED: Cr Craig Koommeta

Discussion was held on the following items:

- (1) *90-day Debtors Report*
- (2) *Sodexo Lease – Lease Concession*
- (3) *Homebrew Problem in Aurukun*
- (4) *Tender 001/20 Road Construction Works, Hire of Plant/Vehicles and Provision of Survey and Sealing Works*
- (5) *Discussion on CEO's Annual Performance Review*

3.26pm all Officers departed the meeting.

Hayden Wright (Consultant) via teleconference explained to Mayor Keri Tamwoy and Councillors the process that needs to be undertaken for CEO's Annual Performance Review.

3.44pm all Officers returned to the meeting.

Resolution 20.6641

That Council comes out of closed committee and opens the meeting back up to the public.

**MOVED: Cr Delys Yunkaporta
CARRIED**

SECONDED:

Mayor Keri Tamwoy

3.09pm Marina Schaefer, Finance Manager left the meeting.

Sodexo Lease – Lease Concession

Resolution 20.6638

That Council approves a leasing model for use during the COVID-19 restriction period to Sodexo Remote Sites Australia Pty Ltd (Aurukun) to enable some accommodation rooms to be available with the following terms being.

- (1) ASC service charges for Wuungkam Lodge be subject to a 50% rebate for period stated from 1 June to 30 September 2020 subject to be a review being undertaken by 12 September 2020
- (2) The closure of MacKenzie Camp Two subject to –
 - a. the waiving of 100% of ASC service charges for the period stated
 - b. the accommodation rooms being available for ASC to use, if required
- (3) The closure of Kooth Pach Guest House subject to –
 - a. the waiving of 100% of ASC service charges for the period stated
 - b. the accommodation rooms being available to ASC to use, if required
- (4) Accommodation, restaurant and shop being available at Wuungkam Lodge
- (5) Wuungkam Lodge boardroom, office and one accommodation unit being available for the use of NAKAC
- (6) No storage of equipment and/or vehicles of Sodexo staff, guests and associates at MacKenzie Camp Two and the Kooth Pach Guest House
- (7) Security lighting charges for MacKenzie Camp Two remain the responsibility of Sodexo Remote Sites Australia Pty Ltd (Aurukun)
- (7) Cleaning and yard maintenance remains the responsibility of Sodexo Remote Sites Australia Pty Ltd (Aurukun) for all facilities
- (8) Resident Manager of Sodexo must stay in the accommodation unit located at Wuungkam Lodge for the period stated above.

MOVED: Cr Delys Yunkaporta
CARRIED

SECONDED: Cr Craig Koomeeta

Homebrew Problem in Aurukun

Resolution 20.6639

That Council

- (1) complains by letter to the Aurukun Police about the illicit brewing activity and asks it to be investigated urgently.
- (2) forwards copies of Council's letter to the Regional Police Commander in Cairns and to Director-General DATSIP
- (3) advises the Aurukun Government Champion of Step 1 and asks the Government Champion to note Council's concern that serious action needs to be taken to deal with the problem
- (4) advises Government Champion if Police action does not achieve the desired outcome, then Council is likely to seek further assistance from her.

MOVED: Cr Craig Koomeeta
CARRIED

SECONDED: Cr Kemuel Tamwoy

Tender 001/20 Road Construction Works, Hire of Plant/Vehicles and Provision of Survey and Sealing Works

Resolution 20.6640

That Council

- (1) notes the tabled documents in relation to Tender 001/20 Road Construction Works Hire of Plant/Vehicles and Provision of Survey and Sealing Works
- (2) endorses the following preferred suppliers:

1. 1300 Meteor Rentals
2. BHB Trucking - Bernard Braun Sole Trader
3. Bama Cape York Services
4. Boral Resources Pty Ltd
5. Builders North Pty Ltd
6. CC & DR Quartermaine
7. Coates Hire
8. Edmond Transport
9. Ellis Consolidated
10. Flexihire Pty Ltd
11. Hastings Deering (Aust) Ltd
12. JAI MEC Rural Contracting
13. Koppens Developments Pty Ltd
14. Kalan Civil Unit Trust
15. Lining Systems Australian Pty Ltd
16. RPS Australia Pty Ltd
17. Scott Earthmoving Group
18. Sherrin Rentals Pty Ltd
19. T & C White Grader Hire Pty Ltd
20. Tutt Bryant Hire
21. Veris Australia Pty Ltd

in accordance with provisions of Councils Procurement Policy and the Local Government Regulation 2012.

MOVED: Mayor Keri Tamwoy
CARRIED

SECONDED: Cr Craig Koomeeta

18. General Business

COVID-19 Work for Queensland Program/Funding

CEO stated that ASC Management will investigate the COVID-19 Work for Queensland Program and provide a report at next Council Meeting on 16 June 2020.

19. Late Items

19.1 CEO Late Item – Ex Government Employee Housing

Following discussions at the Aurukun Technical Working Group meeting held on 12 May 2020, the following recommendation is submitted.

Resolution 20.6642

That Council discusses with Sharyn Halliwell, Director, Government Employee Housing, Queensland Government Accommodation Office the possibility of ASC taking over occupancy of the five ex Government Employee Houses located on:

- (1) lots 707, 708 and 709 (duplex) Kor Street
- (2) lots 706, 704 and 705 (duplex) Kang Kang Road
- (3) lot 703 Wuungkam Street

MOVED: Cr Kemuel Tamwoy
CARRIED

SECONDED: Cr Craig Koomeeta

19.2 CEO Late Item – June Ordinary Council Meeting

LGAQ Civic Leaders Forum is from 16/17 June 2020 commencing at 9.00am same date as June Ordinary Council Meeting. The following recommendation is submitted in order for Mayor, Deputy Mayor and CEO to attend LGAQ Civic Leaders Forum.

Resolution 20.6643

That Council commences its Ordinary Council Meeting at 1.00pm on 16 June 2020 and resumes Council Meeting on 17 June 2020 at 1.00pm and advertises this in local media outlets and by public notice.

MOVED: Cr Craig Koomeeta
CARRIED

SECONDED: Cr Delys Yunkaporta

19.3 CEO Late Item – ASC Units 605-608 Muttich Street

Once again, the four ASC units have been broken into. On 13 May 2020 star pickets were used to get in through the screens. Access was gained to other two units via the roof.

In view of the ongoing damage to these units and the lack of interest in lease from ASC, the following recommendation is submitted for Council's consideration.

Resolution 20.6644

That Council

- (1) offers the four units located at 605 – 608 Muttich Street, Aurukun to Department of Housing and Public Works for social housing purposes
- (2) determines mutually suitable transfer terms and conditions for both parties if positive response is received.

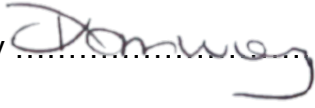
MOVED: Cr Craig Koomeeta
CARRIED

SECONDED: Cr Anna Kerindun

20. Closure

3.35pm Meeting closed.

These minutes are signed as a true and correct record:

Mayor Keri Tamwoy 

Dated:17.June... 2020