



MINUTUES

ORDINARY MEETING Tuesday 21 April 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 21 APRIL 2020**

Present

Councillors	Mayor Keri Tamwoy Councillor Craig Koomeeta Councillor Kemuel Tamwoy Councillor Delys Yunkaporta Councillor Anna Kerindun
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)
Via teleconference	Amanda Ray, Executive Assistant (EA)/Minute Taker
Via teleconference	Marina Schaefer, Finance Manager (FM)

Guests

Nil guests present due to COVID-19 restrictions

1. Opening

Mayor opened the meeting with a Prayer at 9.05am

2. Declaration of Material Personal Interests (MPI)

Nil

3. Declaration of Conflict of Interest (COI)

Nil

4. Condolences

Waal Waal Veronica Koongotema
Council observed a minute's silence for the Koongotema family in mourning.

5. Leave of Absence for Approval

Nil

6. Previous Minutes

6.1 Minutes of Ordinary Council Meeting – 17 March 2020

Resolution 20.6589

That Council receives and adopts the Minutes of Ordinary Council Meeting held on 17 March 2020 and confirms these as a true and correct record.

MOVED: Mayor Tamwoy
CARRIED

SECONDED: Cr Kemuel Tamwoy

6.2 Minutes of Post-Election Meeting – 14 April 2020**Resolution 20.6590**

That Council receives and adopts the Minutes of Post-Election Meeting held on 14 April 2020 and confirms these are as a true and correct record.

MOVED: Cr Kemuel Tamwoy
CARRIED

SECONDED: Cr Anna Kerindun

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****Past**

3 April 2020	Aurukun Local Disaster Management Group (as Mayor Elect)
7 April 2020	Aurukun Local Disaster Management Group (as Mayor Elect)
15 April 2020	Aurukun Local Disaster Management Group
17 April 2020	Extra Ordinary Cairns DDMG Meeting via teleconference

Future

22 April 2020	Aurukun Local Disaster Management Group
23 April 2020	Minister and Government Champions (videoconference)

25 April 2020	Anzac Day brief service (invitation 10 people max)
27 April 2020	Councillors Induction – Session 1
5 May 2020	Councillors Induction – Session 2
5 May 2020	Torres Cape Indigenous Council Alliance (TCICA)
19 May 2020	Ordinary Council Meeting

NOTED

11.1 Biosecurity Entry Permits

I have had daily meetings with Chief Executive Officer and Executive Assistant to discuss Entry Permit requests from people wanting to come back into Community.

Each request is individually and thoroughly considered based on strict Human Biosecurity guidelines. It is a responsibility as Chair of LDMG that I take seriously and no decision is taken lightly.

NOTED

11.2 Aurukun Health Clinic

On Thursday 16 April 2020, I met with Geordie White, Director of Nursing who briefed me on the Clinic's COVID-19 preparations and prevention measures that he and his team have put into place.

Geordie advised that they have a new Doctor at the Clinic who will be working once he has completed 14 days self-isolation.

NOTED

11.3 New Councillors

Mayor congratulated Councillors on being elected and looks forward to working with them all. She acknowledged Councillors having unique talents and perspectives and believed that together they could commit to serving the Aurukun Community with honesty and integrity for the good of all residents.

Mayor acknowledged and thanked retiring Councillors for their service and wished them all the best for the future.

NOTED

11.4 Thank You

Mayor said that she was proud and honoured to be elected Mayor of Aurukun Shire. Being elected Mayor was a great privilege and one that she takes seriously.

I am committed to achieving the aspirations of our community and believe if we work together then we can make a positive change and bring harmony back into our community.

NOTED

Resolution 20.6591

That Council receives and adopts the Mayor's Report.

MOVED: Cr Delys Yunkaporta
CARRIED

SECONDED: Cr Kemuel Tamwoy

12 Chief Executive Officer's Report

12.1 Action from Previous Council Meetings

Nil

NOTED

12.2 Future Meetings / Events

Future

22 April 2020	Aurukun Local Disaster Management Meeting
23 April 2020	Minister and Government Champions (videoconference)
24 April 2020	Joint Staff Meeting ASC (teleconference)
1 May 2020	Aurukun Photo Competition entries open
TBA	Aurukun Supermarket Advisory Committee Meeting
Postponed	Onchan Min Festival

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 March 2020

Aurukun recorded 218mm of rain during March 2020.

NOTED

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

Nil report

NOTED

12.6 Facebook Report for March 2020

For the month of March 2020 there were 30 posts and 44 notices. Followers 3,888.

This was one of the busiest months for Facebook with information focusing on educating the community about COVID-19. The engagement was still strong with many of the notices reaching more than 800 people and key messaging explaining hygiene practices reaching 1,000/2,000 people.

The most popular post of the police roadblock into Aurukun reached 7,235 people with 1,533 engagements.

A notice about voting posted a few days prior to the local government election reached 5,865 people with 209 engagements.

NOTED

12.7 Correspondence

Email received from John O'Halloran, Regional Manager, Department of Local Government, Racing and Multicultural Affairs advising of Councillor Induction Training to be held via videoconference in the near future.

NOTED

12.8 Aurukun Interagency Liaison during COVID-19 Crisis

CEO sent email on 4 April 2020 to Aurukun Interagency Liaison Coordinator.

During the COVID-19 crisis, Aurukun Shire Council suggests that Aurukun Interagency Monthly meetings be held as follows:

- Venue – ASC Chambers
- Up to a maximum of 10 persons in attendance at the meeting (due to Government regulations imposed on the Chamber's area)
- Other participants call in by teleconference (ASC system can accommodate up to 50 participants)
- Meetings be kept to one hour's duration (particularly in view of the many other meetings that are being held at present)
- Participants be invited to submit agenda items up to three days prior to teleconference
- Interagency Working Groups be discontinued until things settle down

CEO commented that he has not received a reply to his email.

NOTED

12.9 COVID-19 Crisis

ASC services currently still open and operating:

- Post Office and Bank
- Aged Care (restricted)
- Child Care (restricted)
- Water
- Sewerage
- Waste Facility
- Garbage collection
- Social Housing repairs
- Airport
- Council Office
- Community Police

- Art Centre (restricted)
- Playgroup (Home Visits)

ASC services closed:

- Wik Mungkan Information Knowledge Centre (IKC)
- Wo'uw Ko'alam Community Centre
- Aak Munnchanaak Splash Park
- Recreation Centre

The COVID-19 crisis has been my main focus with regular and often daily attendance to meetings with Local Disaster Management Group (LDMG), District Disaster Management Group (DDMG), Director General Meetings, DATSIP Teleconferences and other Government Agency COVID-19 Meetings.

Thank you to all ASC Staff for your ongoing commitment to continue providing services to the Aurukun Community.

NOTED

12.10 New Mayor and Councillors

I extend my congratulations to New Mayor and Councillors your recent appointments. ASC Management and Staff look forward to working with you over the next four years in achieving positive outcomes for the people of Aurukun.

NOTED

Resolution 20.6592

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

MOVED: Cr Kemuel Tamwoy
CARRIED

SECONDED: Cr Craig Koomeeta

13 Finance Manager's Report

10.10am Marina Schaefer, Finance Manager joined the meeting via videoconference in Cairns

13.1 Cash and Investments

13.1.1 Cash on Hand as of 31 March 2020

NOTED

13.2 Liabilities

NOTED

13.3 Operating Revenue and Expenses as of 31 January 2020

NOTED

13.4 2019/20 External Audit Plan

Council's external auditors, BDO Australia, have presented their 2019/20 external audit plan to ASC Management.

The audit plan documents the auditors' preliminary assessment of Aurukun Shire Council's business and financial reporting risks. This will assess Council's accountability for the use of public monies, including:

- Compliance with relevant acts, regulations, government policies and prescribed requirements
- Acts or omissions that result in a waste of public resources
- The probity and propriety of matters associated with the management of Aurukun Shire Council.

The key financial reporting risks which will be assessed:

Risk 1 - Valuation and depreciation of property, plant and equipment

Risk 2 – Depreciation expenses of property, plant and equipment

Risk 3 – Adoption and application of new accounting standards

Risk 4 - Financial statement sustainability ratios

Risk 5 - Compliance with procurement policies and procedures

Risk 6 -Impact of COVID-19

Risk 7 - Revenue recognition and management of override controls and risk of fraud.

Key milestones:

- 22 May 2020 – Pro forma financial statements due
- 22 May 2020 – Accounting issues resolved
- 29 May 2020 – Assets valuations due
- 14 September 2020 – Financial Statements due
- 7 October 2020 - Financial Statements signed by management
- 9 October 2020 – Audit report issued

Audit fees - \$83,000 - to be included in the 2020/21 Budget.

Audit team:

- Margaret Dewhurst – Partner, BDO Australia
- Shannon Williamson – Auditor-in-charge
- Sri Narasimhan – Director, Queensland Audit Office
- John Crook – Senior Manager, Queensland Audit Office

The finance team is working closely with management to ensure that audit timelines and audit requirements are complied with.

NOTED

13.5 Related Parties Disclosure 2019/20

Elected members to complete Related Parties Disclosures for 2019/20.

Forms will be made available to elected members and management personnel at a later date.

NOTED

13.6 2020/21 Budget Preparation

Finance Manager coordinates the preparation of the 2020/21 Budget. These templates will be provided to Directors in by 30 April 2020:

- Staffing positions
- Building maintenance
- Water and sewerage infrastructure maintenance
- Information and Communications Technology capital replacements
- Airport infrastructure maintenance
- Capital Works program
- Training Program
- Community Events.

NOTED

Attachment 1 – Portfolio of Investments

NOTED

Attachment 2 – Monthly Grants Schedule

NOTED

Resolution 20.6593

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

MOVED: Cr Kemuel Tamwoy
CARRIED

SECONDED: Cr Craig Koomeeta

10.25am Deputy Mayor left the room

10.32am Deputy Mayor entered the room

10.36am Marina Schaefer, Finance Manager left the meeting

10.36am meeting adjourned for morning tea

11.05am meeting resumed

11.06am Gus Yates, DTS entered the room

14. Acting Director Corporate Services Report

14.1 Actions from Previous Council Meeting

Nil

14.2 Human Resources Manager's Report

14.2.1 2020 Deadly Employee & Deadly Safety Awards of the Fourth Quarter

First quarter/Annual Awards as follows:

- Nominations for ASC Deadly Awards closed Monday 6 April 2020
- Award winners to be announced at Joint Staff meeting scheduled for Friday 24 April 2020.

NOTED

14.2.2 Vacancies

Local Recruitment – closing date was 17 April 2020

- Store Assistant
- Cleaner
- Receptionist

Positions filled by Local Persons:

- Cleaner
- CPOs – two positions
- Waste Collection Driver
- Town Maintenance Plant Operator
- Grounds Person

External Recruitment

- Director Corporate Services
- Finance Manager

NOTED

14.3 Workplace Health and Safety

NOTED

14.5 Treasury

NOTED

14.6 Staff Accommodation/Cleaning Crew

NOTED

14.7 Arts Centre Manager's Report

NOTED

14.8 Information Technology Report

14.8.1 Pandemic Impacts and Working from Home

Due to the Coronavirus related restrictions, six staff began working from home on 2 April 2020. Six domestic printer/scanners were ordered for home use. Some Council IT equipment was also taken home by users including monitors and PCs.

As at 7 April 2020 there were six Council staff members working from home, including one in Aurukun. Home workers use a mix of the following systems:

NOTED

14.8.2 Microsoft Teams

NOTED

14.8.3 Zoom and Teams Video Meetings

On 6 April 2020 a test of the Zoom video meeting software was conducted by the Management Team with the HR Manager and IT Officer with a view to the system being used for job interviews to fill the Finance Manager and Director Corporate Services roles, interviews which will need to take place during the current pandemic restrictions. A similar test will be conducted using Microsoft Teams video meeting tools on 9 April 2020.

NOTED

14.8.4 IT Equipment for New Councillors

Five new iPads and accessory kits were ordered on 31 March 2020 for the new Mayor and Councillors. However, due to high demand for mobile devices during the coronavirus pandemic, Telstra advised that delivery delays could be considerable.

NOTED

14.9 Leasing Update

NOTED

14.10 Tenders

Tenders were called for the cost of freight delivery services in two parts.

- (1) by road transport when road accessible and
- (2) by Sea Barge with all year-round availability.

Tenders consideration was deferred to Confidential Section.

Resolution 20.6594

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

**MOVED: Cr Kemuel Tamwoy
CARRIED**

SECONDED: Cr Anna Kerindun

15 Director Community Services Report

15.1 Actions from previous Council Meeting

Nil Outstanding

15.2 Funerals

15.2.1 Organised Funerals: Nil

15.2.2 Upcoming Funerals: Waal Waal Veronica Koongotema

15.2.3 House Openings: Nil

NOTED

15.3 Events

15.3.1 Upcoming Events – April 2020

Date	Event Details
25 April 2020	Anzac Day Ceremony – invitation only

NOTED

15.4 Community Police, Safety and CCTV

15.4.1 CCTV Operations – User Activity Report for March 2020

Total Number: 215
Queensland Police: 79
Aurukun Shire Council: 136

NOTED

15.4.2 Security Services

Due to COVID-19 travel restrictions, the roster change scheduled for Monday 6 April 2020, did not proceed. RRMCC Pty Ltd was requested to provide additional guards to assist in COVID-19 impacts. These included social distancing at the Supermarket and Business Precinct. They will also assist in the management of the Quarantine Centre during night shift in the event of residents needing to be accommodated at that facility.

NOTED

15.5 Koolkan Early Childcare Centre (Koolkan ECC)

Nil

NOTED

15.5.2 Staffing (Completion of accredited training)

- Antoinette Yunkaporta has completed all competencies and gained her Certificate 3 in Early Childhood Education and Care.
- Bridgette Yunkaporta has completed all competencies and needs to complete First Aid to complete her Certificate 3 in Early Childhood Education and Care
- Anna Kerindun is continuing to work through the Certificate 3 competencies
- Tonisha Logan is on parental leave and will return to her Diploma studies when she returns to work.
- The RATEP Teacher is mentoring all employees in their course completion.

15.5.3 Enrolment Report

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

Average Daily Attendance: 9

15.5.4 QBuild Works – Funded by Education Queensland

NOTED

15.5.5 Community Engagement

The Manager has been liaising with Paula McGuire on a daily basis to keep up to date with Education Queensland's advice on the COVID-19. New enrolments after the Easter break will be limited to children of essential workers.

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

COVID-19 restrictions commenced on 30 March 2020, providing childcare only to children of essential service workers. Only five children are in this category.

Kooklan Early Childcare Centre (KECC) was closed from 6 to 17 April 2020. The required notifications were forwarded to parents. KECC staff will assist in program delivery at the Chivaree Centre for this vacation period.

KECC will re-open on Monday 20 April 2020, subject to COVID-19 announcements.

NOTED

15.6 Chivaree Community Aged Care Centre

15.6.1 Aged Care and Disability Program – General

NOTED

15.6.2 WCCCA – Disability Assistance Applications

NOTED

15.6.3 Good News

The podiatrist and optician were able to attend the Chivaree Centre this month.

The staff are being reminded of COVID-19 impacts and what steps can be taken to eliminate the risk of infection at the Centre and also in client's homes.

15.6.4 Displaced Clients – Liaison with other Service Providers

NOTED

15.6.5 Assistance – Client Yards

Total Number of eligible clients: 51

Number of yards cleaned in March 2020: 3

Due to the current backlog of Client Yards being cleared Council discussed the possibility of local residents putting in Expression of Interests to operate a lawn mowing service in the community.

Director Community Services will follow up with the advertising of EOIs.

NOTED

15.6.6 Memorandum of Understanding (MOU) – Torres and Cape Hospital and Health Service (TCHHS) and Apunipima Cape York Health Council

The current MOUs have expired on 30 March 2020. There have been health service delivery changes and the new Memorandums of Understanding will reflect those changed arrangements. The MOUs assist in an agreed framework for the Chivaree Centre to engage with health services and discuss client health plans and service delivery.

The draft MOUs tabled, provide a clear working relationship with Chivaree Centre.

Resolution 20.6595

That Council approves the draft Memorandums of Understanding with Torres and Cape Hospital and Health Service and Apunipima Cape York Health Council for the period 1 April 2020 to 31 March 2021.

**MOVED: Cr Craig Koomeeta
CARRIED**

SECONDED: Cr Kemuel Tamwoy

15.6.7 Parliamentary Inquiry into Aged Care, End-of-Life and Palliative Care and Voluntary Assisted Dying

This parliamentary committee, chaired by Mr Aaron Harper MP, has now concluded and reports tabled in parliament.

A submission was forwarded to the committee providing information on aged care services in Aurukun and availability of palliative care beds in the region.

Correspondence relating to the committee reports is tabled for your reference.

NOTED

15.6.7 Asset Write Off

Some mobility scooters have been discarded and not serviceable. These were purchased for Chivaree Centre clients and deemed Council assets. No further mobility scooters or electric wheelchairs are purchased with Council funds. Community residents submit applications to WCCCA for disability assistance aids, which are not provided by any other funding body or NDIS packages.

These assets require a resolution to write-off and remove these assets from the asset register.

Resolution 20.6596

That Council approves the write-off of the following mobility scooters from the asset register:

ID 10103 – Pride Pathfinder 130XL4 Mobility Scooter Plant 736

ID 10104 – Pride Pathfinder 130XL4 Mobility Scooter Plant 737

ID 10105 – Pride Pathfinder 130XL4 Mobility Scooter Plant 738

**MOVED: Cr Kemuel Tamwoy
CARRIED**

SECONDED: Cr Anna Kerindun

15.7 Animal Control

15.7.1 Training and Support – Use of Scheduled Medicine

An application process is required for the purchase and use of scheduled medicines in relation to animal control. This application requires a protocol to be approved by Council in a formal resolution. The protocol tabled includes guidelines for the purchase, storage and use of medicines. SeaDog Vets have assisted with the drafting of the protocol. These medicines are used to euthanise animals which are not collected by owners or in pain through illness or injury.

Approval will then be provided to the Animal Control Officer for the purchase and use of these scheduled medicines. The authority is issued directly to the individual. At this time, the Assistant Animal Control Officer will not be approved to administer scheduled medicines under this protocol. Verbal approval has been provided by the Chief Medical Officer, Healthcare Regulation Branch, Queensland Health.

Resolution 20.6597

That Council approves the Management of Scheduled Medicine protocol for the purpose of purchase and use of scheduled medicines in relation to animal control, as tabled.

**MOVED: Cr Craig Koomeeta
CARRIED**

SECONDED: Cr Kemuel Tamwoy

15.7.9 Liaison Meetings – Housing Tenancy Team

NOTED

15.7.10 Status of Displaced Household Dogs

NOTED

Mayor asked if stricter rules could be implemented to stop dogs roaming around the streets in packs. After discussion, the following resolution was decided.

Resolution 20.6598

That Council

- (1) enforces stricter rules for dog owners to keep their dogs under control at the within their properties, as per Local Government Dog Act Legislation
- (2) owners take responsibility to ensure their dogs do not roam the streets.

**MOVED: Cr Craig Koomeeta
CARRIED**

SECONDED: Cr Delys Yunkaporta

15.7.11 Dog Audit

NOTED

15.7.12 Snake Removal – Mitigation Permits

There are three qualified snake handlers in the community. The Animal Control Officer, Electrician Qantas McKinlay and Andrew Verevis A/Work Supervisor. Contact can be made with Council reception for residents requiring assistance. A flyer is currently being drafted to advise community residents and organisations on how to access the service.

NOTED

15.8 Indigenous Knowledge Centre and Community Broadcasting

15.8.1 Special Priority Project

This project was to be completed by 30 June 2020. However, due to COVID-19 regulations, it will be extended to 31 October 2020. Over 20 short video clips have been produced to date.

NOTED

15.9 Environmental Health

15.9.1 Container Refund Program

The contractor has advised that no further visits will be made to Aurukun during the COVID-19 travel restriction period.

NOTED

15.10 Grants Development and Lobbying

NOTED

15.11 Wo'uw Ko'alam Community Centre

NOTED

15.12 Family Support Worker and Playgroup

15.12.1 Engagement with Parents

Home visits are ongoing to engage with parents and their children. Playgroup staff have kept busy preparing activity packs to distribute to families and this will continue until Playgroup can recommence after the COVID-19 restrictions.

Eight children attended playgroup on a regular basis for the month.

NOTED

15.12.2 Staffing (Completion of Accredited Training)

Tina Van Bekkum completed the final three modules and received her Diploma in Early Childhood Education and Care.

NOTED

15.12.3 Good News

The Family Support Worker coordinated the International Women's Day function in collaboration with Rachel Robertson from Youth Empowered Toward Independence (YETI) on 8 March 2020 at the Aak Muunchanak Splash Park. The event was well attended with positive feedback received on the day from the ladies

NOTED

15.13 Aak Muunchanak Splash Park

15.13.1 Operations

The facility was closed on 26 March 2020, as per the COVID-19 directive. Both employees have been offered redeployment to other roles, where possible.

NOTED

15.13.2 DATSIP – Quote, Management and Operation

The quotation provided to DATSIP which would provide an operational budget to 30 June 2020, has now been approved. In addition to operations and maintenance, some equipment will need to be purchased.

This funding will extend the operation of the facility to every day. The execution of the funding agreement has been delayed during the caretaker period.

Following the COVID-19 restrictions being lifted, the operating hours are proposed as follows:

Session	Days	Time
School Days	Monday to Friday	3pm to 5pm
Weekends	Saturday and Sunday	1pm to 5pm
School Holidays	All days	10am to 5pm
Public Holidays	Closed	Closed

The Splash Park will still be available for use outside these times via the Hire Agreement for other organisations e.g. State School, PCYC, RATSICC.

Resolution 206599

That Council notes the Service Agreement with DATSIP for the operation and maintenance of the Aak Munchaanak Splash Park for a sum of \$206,000 (plus GST) for the period to 30 June 2020.

MOVED: Mayor Keri Tamwoy
CARRIED

SECONDED: Cr Kemuel Tamwoy

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	Visiting Vet service has been cancelled.
Child Care	Koolkan Early Childhood Centre is currently open to the children of essential workers only. Gap fee to be paid by the Commonwealth under COVID-19 announcements. Staff were directed to work at the Chivaree Centre during the Easter vacation break. No stand down of staff is being considered at this time. Recommence on 20 April 2020.
Family Support	Family Support is still available to families off site, as the WKCC is closed.
Playgroup	Playgroup has ceased and staff are on leave without pay during the Easter break. Staff have been referred to Act for Kids who have been recruiting casual staff with positive blue card notices.
Community Centre and Community Events	Closed. Anzac Day ceremony to be reduced in number to comply with restrictions for gatherings.
Splash Park	Closed
Funerals	Discussions have been held with family members of Waal Waal Veronica Koongotema. Arrangements have been made with Fitzgerald's funerals in Townsville for care of the deceased. Repatriation will occur when COVID-19 restrictions are lifted. Similar arrangements will be made for any residents passing away outside of Aurukun. For residents passing away in Aurukun, the deceased will be repatriated to Cairns in the care of Burkin Svendsens.
Aged Care	No client service delivery at the Chivaree Centre. Meals and other services being delivered in the community.
Quarantine Centre	MacKenzie Camp One is operational with 23 rooms available (one room has 2 bedrooms, self-contained and fully disability friendly. Management will consist of WKCC Manager, RRM Guard and Splash Park employees stood down.
Security	No changes
Community Police	No changes.
Environmental Health	Cook Shire Council EHO will delay food premises inspections until COVID-19 travel restrictions are lifted.
Indigenous Knowledge Centre	Closed. Co-Ordinator will be directed by Principal after the Easter holiday break with respect to Flexi student program.
Easter Holiday Program	Cancelled

NOTED

15.14.2 COVID-19 - Quarantine Centre Operational Plan

Quarantine Centre has been established and made available as a part of the Aurukun LDMG Pandemic Plan.

The quarantine centre accepts referrals from the Director of Nursing, for residents who may have flu like symptoms and have difficulty in self-isolating for 14 days.

Each room is self-contained, and meals will be provided to occupants. The Quarantine Centre will be staffed 24/7 by ASC staff. A reimbursement of costs will be sought under the National Disaster Recovery arrangements administered by the Queensland Recovery Authority.

The Aurukun Quarantine Centre Operational Plan is tabled for your reference and information.

Resolution 20.6600

That Council approves the tabled Aurukun Quarantine Centre Operational Plan to be included in the Aurukun Local Disaster Management Plan.

**MOVED: Mayor Keri Tamwoy
CARRIED**

SECONDED: Cr Craig Koomeeta

Resolution 20.6601

That Council receives and adopts the Director Community Services Report.

**MOVED: Cr Kemuel Tamwoy
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

DTS Update:

It is expected that no payment or collections will occur during the COVID-19 travel restriction period.

16.1.2 Resolution 19.6521 – Interim Capital Works Program – Community Housing Project

DTS Update:

QBuild has recommended that this project be parked for the coming months until some certainty has returned regarding the housing / infrastructure needs in Aurukun.

In accordance with the action plan the funding is accessible through until 2023.

16.1.3 Resolution 20.6570 – Replacement Vehicles

DTS Update:

Quotes for replacement vehicles have been requested from Pacific Toyota in Cairns.

NOTED

16.2 Housing Maintenance

16.2.1 Community Housing Maintenance and Upgrades (QBuild)

Due to the incident on 1 January 2020 a significant amount of additional works has been awarded to Council. These works are progressing, with the State nominating priority.

QBuild do and charge works continue to be completed within stipulated response times.

Works on the upgrades is progressing with kitchens, bathrooms and repair works will continue through until June 2020.

Housing and the State have asked for repairs to some houses to be given priority over others due to the return of 74 displaced persons during April 2020.

These works are being fast tracked where possible and some works delayed in order to open up houses for the returned families.

16.2.2 Council Building Maintenance

NOTED

16.2.3 Council Building Capital

NOTED

16.2.4 Grant Funded Projects - Works in progress for March

WKCC Managers Residence

- Remove and dispose of existing fence
- Install new fence on property boundary

Agan Ngench Thayan Cemetery rest room

- Building Kit has been delivered to Aurukun
- Plumbing materials have been ordered
- Works are programmed to commence in May 2020

NOTED

16.3 Roads Construction and Maintenance

16.3.1 Works commenced/completed

Boundary Creek drainage and pavement upgrades. Works will recommence in May and be completed prior to 30 June 2020.

16.4 Works

NOTED

16.5 Workshop/Depot

NOTED

16.6 Airport Operations

16.6.1 Airport overview

All maintenance activities have been carried out in accordance with the airport maintenance manual. The airport remains CASA compliant.

NOTED

16.6.2 Airport refuelling

The refuelling tanks ran dry in March and Air BP is planning to refuel the Jet A1 tank in April 2020. Air BP is bringing fuel and a refueller from Horn Island in April once they have a COVID-19 travel permit issued.

NOTED

16.7 Electrical/CCTV

NOTED

Resolution 20.6602

That Council receives and adopts the Director Technical Services Report.

**MOVED: Cr Anna Kerindun
CARRIED**

SECONDED: Cr Kemuel Tamwoy

17. Confidential Business

12.35pm Marina Schaefer, Finance Manager joined the meeting via videoconference in Cairns

Resolution 20.6603

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 Craig Koomeeta
CARRIED

SECONDED: Cr Kemuel Tamwoy

Discussion was held on the following items:

- (1) 90-day Debtors Report*
- (2) Parent Fees – Write off Debts*
- (3) Freight Tender – Tender 002/20*

Resolution 20.6604

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

MOVED: Cr Craig Koomeeta
CARRIED

SECONDED: Cr Anna Kerindun

12.50pm Marina Schaefer, Finance Manager left the meeting

90-Day Debtors Report

Resolution 20.6605

That Council receives the 90-day Debtors Report and undertakes the necessary follow up actions.

MOVED: Cr Craig Koomeeta
CARRIED

SECONDED: Cr Kemuel Tamwoy

Parent Fees – Write off Debts

12.51pm Mayor Tamwoy, Deputy Mayor Koomeeta and Cr Kemuel Tamwoy declared Material Personal Interests and left the meeting while Parent Fees – Write off Debts was discussed.

Resolution 20.6606

That Council resolves that the remaining Councillors have approval to make a resolution on the matter of Parent Fees – Write-off Debts.

MOVED: Mayor Keri Tamwoy
CARRIED

SECONDED: Cr Craig Koomeeta

Resolution 20.6607

That Council approves the write-off of Koolkan Early Childcare Centre Parent Debts totalling \$1,951.39.

**MOVED: Cr Anna Kerindun
CARRIED**

SECONDED: Cr Delys Yunkaporta

12.55pm Mayor Tamwoy, Deputy Mayor Koomeeta and Cr Kemuel Tamwoy returned to the meeting

Freight Tender – Tender 002/20

Resolution 20.6608

That Council notes tabled documents in relation to Tender 002/20, Surface and Sea Freight Service and approve the following arrangements:

- (1) Sea Swift Pty Ltd be appointed the preferred supplier of freight services for a two-year period for all year supply by sea barge,
- (2) Hawkins Transport QLD P/L be the preferred supplier of freight services during the dry season when the roads are accessible for those goods that need supply in a timeframe compatible with road service delivery for a two-year period and
- (3) Freight arrangements commence on 1 June 2020 for a period of two years.

**MOVED: Cr Craig Koomeeta
CARRIED**

SECONDED: Mayor Keri Tamwoy

18. General Business

Call for Agenda Items – Ministerial and Government Champions videoconference

CEO asked Councillors if they had any items, they wished to be raised with Minister Di Farmer and DG Rachel Hunter at the monthly videoconference on Thursday 23 April 2020.

CEO advised that the following issues have been put forward as agenda items:

- (1) Licence renewal and Vehicle registration
- (2) Housing Tenancy Team increased presence in Aurukun
- (3) Entry Permit system

Designated Smoking Areas

Mayor asked if there are any designated smoking areas in ASC workplaces.

CEO advised that ASC Management will report back on this item at the May Ordinary Council meeting.

Well Being Services

Deputy Mayor Koomeeta advised he will contact Apunipima Cape York Health Council to confirm when Counsellors would begin delivery of well-being service to Aurukun clients.

Wheelie Bin Wednesday

Mayor asked if 'Wheelie Bin Wednesday' notices could resume to remind residents to put out their rubbish bins for collection.

CEO advised that notice would be circulated. Director Technical Services advised that if any bins are missed on Wednesday's, the resident should advise Council Reception and the Garbage Team will collect as soon as possible.

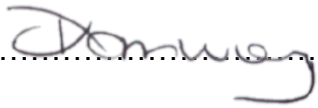
19. Late Items

Nil

20. Closure

1.12pm Mayor declared the meeting closed.

Signed as a true and correct record

Mayor Keri Tamwoy  Dated 19 May 2020