



AGENDA

Ordinary Council Meeting

Tuesday, 17 January 2023

I hereby give notice that an Ordinary Meeting of Council will be held on:

Date: Tuesday, 17 January 2023

Time: 9:00am

Location: Mapoon Aboriginal Shire Council Chambers

**Tom Smith
Chief Executive Officer**

MEETING NOTICE



COUNCIL
MEETING NOTICE

You are respectfully advised that the Council Meeting Scheduled for January 2023 is as follows:

Date: Tuesday 17 January 2023
Time: Beginning at 9.00am
Location: Mapoon Aboriginal Shire Cultural Centre

The Meeting will be chaired by Cr Aileen Addo, Mayor.

Tom Smith
Chief Executive Officer

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- 1 OPEN MEETING**
- 2 LEAVE OF ABSENCE**

3 CONFIRMATION OF MINUTES

3.1 MINUTES OF THE COUNCIL HELD ON 13 DECEMBER 2022

Author: Amy Thomson, Office Manager

Authoriser: Tom Smith, CEO

Attachments: 1. Minutes of the Council held on 13 December 2022

HEADING

RECOMMENDATION

1. That the Minutes of the Council held on 13 December 2022 be received and the recommendations therein be adopted.



MINUTES

Ordinary Council Meeting

Tuesday, 13 December 2022

**MINUTES OF MAPOON ABORIGINAL SHIRE COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE MASC COUNCIL CHAMBERS
ON TUESDAY, 13 DECEMBER 2022 AT 9.00AM**

PRESENT: Mayor Aileen Addo (Chair), Deputy Mayor Kiri Tabuai, Cr Dawn Braun, Cr Daphne de Jersey, Cr Cameron Hudson

IN ATTENDANCE: Tom Smith CEO (Minute Taker)

1 OPEN MEETING

9:07am meeting opened

A Minutes silence was held for those who have passed

2 LEAVE OF ABSENCE

Nil

3 CONFIRMATION OF MINUTES

3.1 MINUTES OF THE COUNCIL HELD ON 29 NOVEMBER 2022

RESOLUTION C228/22

Moved: Deputy Mayor Kiri Tabuai

Seconded: Cr Daphne de Jersey

1. That the Minutes of the Council held on 29 November 2022 be received and the recommendations therein be adopted.

CARRIED

4 MATTERS ARISING FROM THE MINUTES

Council wish to review November Resolution C213/22 on Mapoon residency

Rescind this resolution and re-establish vacant housing eligibility community criteria.

5 CONFIDENTIAL REPORTS**RESOLUTION C229/22**

Moved: Deputy Mayor Kiri Tabuai

Seconded: Cr Cameron Hudson

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 275 of the Local Government Act 2012.

This matter is considered to be confidential under Section 275 - h of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with 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 a financial advantage.

CARRIED

RESOLUTION C230/22

Moved: Cr Dawn Braun

Seconded: Deputy Mayor Kiri Tabuai

That Council moves out of Closed Council into Open Council.

CARRIED

6 MAYOR AND COUNCILLOR REPORTS**Mayor Aileen Addo**

29/11/22 Council Meeting

29/11/22 Trustee Meeting

2/12/22 LDMG

6/12/22 Community Meeting

12/12/22 QPS - Inspector

CR Kiri Tabuai

29/11/22 Council Meeting

29/11/22 Trustee Meeting

6/12/22 Community Meeting

5/12/22 Social Darts

2/12/22 LDMG

Cr Daphne De Jersey

29/11/22 Council Meeting

29/11/22 Trustee Meeting

29/11/22 Rio Tinto

2/12/22 LDMG

CR Cameron Hudson

29/11/22 Canberra TCICA Advocacy

30/11/22 Canberra TCICA Advocacy

7/12/22 WCCCA Q4 Coordinating Committee

8/12/22 WCCCA Property Trust/Main Trust

15/11/22 TCICA AGM

CR Dawn Braun

29/11/22 Council Meeting

29/11/22 Trustee Meeting

7/12/22 Minister Furner

7 OPERATIONAL REPORTS**7.1 CEO MEETINGS****PURPOSE OF REPORT****RESOLUTION C231/22**

Moved: Cr Dawn Braun

Seconded: Deputy Mayor Kiri Tabuai

That Council receives and notes CEO Meetings Report

CARRIED

10:07am Cr Hudson exited meeting

10:14am Cr Hudson re-entered meeting

7.2 COUNCIL & TRUSTEE MEETING CALENDAR 2023**PURPOSE OF REPORT**

To establish the Meeting Calendar for 2023 as per *Local Government Regulation 2012 Div 1A, 254B 1-4*

RESOLUTION C232/22

Moved: Cr Dawn Braun

Seconded: Cr Cameron Hudson

That endorses the Council Meeting Calendar 2023.

CARRIED

7.3 EXECUTIVE COMMUNITY SERVICES & ECONOMIC DEVELOPMENT REPORT**PURPOSE OF REPORT**

Present Council with a report of program performance and operational activity for the previous month of November 2022.

RESOLUTION C233/22

Moved: Cr Cameron Hudson

Seconded: Deputy Mayor Kiri Tabuai

That the Report of the Executive Manager Community Services & Economic Development be received and noted.

CARRIED

10:26am Cr Braun exited meeting

10:27am Cr De Jersey exited meeting

10:30am break for Morning Tea

10:45am resume meeting

7.4 EXECUTIVE MANAGER OF INFRASTRUCTURE AND WORKS REPORT**PURPOSE OF REPORT**

Present to Council a report of program performance and operational actions for the previous month

RESOLUTION C234/22

Moved: Deputy Mayor Kiri Tabuai

Seconded: Cr Daphne de Jersey

That the Report of the Executive Manager of Infrastructure and Works be received and noted.

CARRIED

7.5 OFF-SEASON RATE PROPOSAL FOR PANNJA LODGE**PURPOSE OF REPORT**

Seasonal pricing recommendations for Paanja lodge during the off season.

RESOLUTION C235/22

Moved: Deputy Mayor Kiri Tabuai

Seconded: Cr Dawn Braun

That Council adopts this strategy to increase occupancy at Paanja lodge through the off-peak season.

25% off-peak season rate discounted for all days over the Christmas period starting 17th December 2022 til and including 2nd January 2023.

25% off-peak season rate for weekends from the 17th December 2022 up until and not including Good Friday during Easter week 2023 which is the beginning of the Tourist season.

CARRIED

7.1 MAPOON SEWERAGE WORKS AND WATER RECOVERY FACILITY DETAILED DESIGN**PURPOSE OF REPORT**

Present to the council a report to seek approval for the spending of untied funds to deliver the project.

RESOLUTION C236/22

Moved: Cr Cameron Hudson

Seconded: Deputy Mayor Kiri Tabuai

That the Council approve the delivery of the project, once Council has been to market and obtain a fixed price Quote, we commit the Recipients Contribution to Council budget to be paid from untied funds.

CARRIED

11:55am break from meeting

12:06pm Meeting resumed and Scott Quail (First Nations Digital Advisor) entered meeting

Discussions on Mapoon digital literacy and 4G supply

12:20pm Scott Quail exited meeting

7.6 EXECUTIVE FINANCE MANAGER REPORT

PURPOSE OF REPORT

Present to the Council a report outlining program performance and operational actions for the previous month. The report contains listed activities and points for decision in Council meeting.

RESOLUTION C237/22

Moved: Deputy Mayor Kiri Tabuai

Seconded: Cr Cameron Hudson

That Council endorses the following: -

Financial Reports for the financial period November 2022.

CARRIED

RESOLUTION C238/22

Moved: Cr Daphne de Jersey

Seconded: Cr Dawn Braun

That Council adopts the Strategic 3 Year Internal Audit Plan 2022-2025.

CARRIED

12:40pm break for lunch

1:12pm resume meeting

7.7 EXECUTIVE MANAGER OF ENVIRONMENTAL SERVICES, LAND AND SEA, PARKS AND GARDENS

PURPOSE OF REPORT

To present to Council a report of Program Performance and Operational action for the previous month

RESOLUTION C239/22

Moved: Deputy Mayor Kiri Tabuai

Seconded: Cr Cameron Hudson

That the report of Executive Manager of Environmental Services, Land and Sea and Parks and Gardens be received and noted.

CARRIED

7.8 HR & WHS REPORT

PURPOSE OF REPORT

To present the Human Resources Consultants' Report for October 2022 to Council.

RESOLUTION C240/22

Moved: Cr Daphne de Jersey

Seconded: Deputy Mayor Kiri Tabuai

That Council note and receive the Report from the Human Resources Consultant.

CARRIED

8 ANY OTHER BUSINESS

RESOLUTION C241/22

Moved: Cr Cameron Hudson

Seconded: Cr Daphne de Jersey

That Council no longer provides Community Meetings voluntarily. Community Meetings will be a request based service. For a Community meeting to take place it must be requested by a minimum of 20 Community members or if in relation to a planning application which is site specific. Council will chair the meetings and provide an agenda. If community concerns can be dealt with via a mediation meeting then that will be a preferred method.

CARRIED

Council to provide a monthly newsletter on Council operations for distribution. The Yarntime will now be a bi-annual full community document for distribution.

9 CORRESPONDENCE IN

9.1 CORRESPONDENCE IN

PURPOSE OF REPORT

To present council with Correspondence received.

10 CORRESPONDENCE OUT

Nil

11 NEXT MEETING DATE

Proposed date for next meeting:

12 CLOSE MEETING

The Meeting closed at 2:15pm.

The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 17 January 2023.

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CHAIRPERSON

4 MATTERS ARISING FROM THE MINUTES

5 CONFIDENTIAL REPORTS

Nil

6 MAYOR AND COUNCILLOR REPORTS

Nil

7 OPERATIONAL REPORTS

7.1 CEO MEETINGS

Author: Tom Smith, CEO

Authoriser: Tom Smith, CEO

Attachments: Nil

PURPOSE OF REPORT

To outline the CEO meetings on behalf of or as a representative of Council

DISCUSSION

- The Mayor, Councillors and Chief Executive Officer attended a Council Meeting on Tuesday the 13th of December 2022
- The CEO and Jo Linnane attended a meeting with Tim Fell in Brisbane regarding LTC on Friday 16th of December 2022.
- The CEO conducted 2 interviews with potential Executive Manager of Infrastructure on 20th December 2022.
- The CEO conducted 1 interview with a potential Executive Manager of Infrastructure on the 21st of December 2022.
- The CEO monitored weather conditions throughout the holiday break to ensure Council and the Community would be ready if we had to stand up to prepare for a major weather event.
- The CEO and Kelli Leatham attended a team's meeting Julian Chan and Sylvia Peirce to discuss the beach rake project and removal of all the scrap metal from the dump on 6th of January 2023.
- The Mayor, Deputy Mayor and the CEO attended the LDMG meeting on 12th January 2023.
- The CEO worked with Danielle Turner HR Preston Law for the whole week commencing the 9th of January to start addressing the staffing needs of the Council.

RECOMMENDATION

That Council receives and notes CEO Meetings Report

7.2 EXECUTIVE MANAGER COMMUNITY SERVICES & ECONOMIC DEVELOPMENT

Author: Wally Ziegelbauer, Executive Manager of Community Development

Authoriser: Tom Smith, CEO

Attachments: Nil

PURPOSE OF REPORT

Present Council with a report of program performance and operational activity for the previous month of December 2022.

BACKGROUND

Council provides a range of community-based services for the benefit of Mapoon residents and visitors.

DISCUSSION

Activities for the past month of December 2022.

Programs**Status Report**

| <u>Community Development</u> | |
|----------------------------------|--|
| PCYC and Youth Activities | <ul style="list-style-type: none">• PCYC <p>Advertising and selection of the Sport and Recreation Officer as included in the recent proposed Sport and Recreation Project Plan with the Department of Tourism, Innovation and Sport is yet to be achieved. The position is yet to be filled, as the only enquiry received was not interested in a part time role.</p> <p>Some planned activities have been coordinated with Thriving Communities. Purchases of additional sporting equipment is yet to be finalised. Funding may need to be returned or approval to carry forward can be requested.</p> |

| | |
|---|--|
| <p><u>Community Services</u></p> <p>Mapoon Aged Care client services.</p> <p>• Playgroup</p> | <p>• Aged Care Services Aged Care services continue to be a concern. Clients have raised several concerns about services not being provided effectively over recent months and called for a meeting to outline their concerns about the services.</p> <p>With a cook now on board and meals being delivered there is appreciation of the change in meals which are more appropriate for the clients. They have expressed their appreciation for the changes.</p> <p>Clients have also welcomed the employment of a Manager who will oversee the whole of the Aged Care services. The Manager will be in Mapoon to start work after the break in the new year.</p> <p>• Playgroup program Staffing at Playgroup has been increased with the previous Women's Group Officer now working at the centre. Reorganising the centre and planning for a parent's introductory day is being arranged to reintroduce activities and information about what is available through the program. Advertising for a Playgroup</p> |
| <p><u>Community Engagement</u></p> <p>Engagement with Mapoon Residents and visitors to community.</p> | <p>Communication and promotion of activities, plans and local events continue to be placed on Mapoon notice boards and social media sites. For those who access Facebook; activities and news etc. are also placed there for broader distribution.</p> <p>Word of mouth continues to be an effective way of sharing information about activities, events, and critical issues. Additional avenues for community engagement will be considered like client meetings such as aged care, men's/women's group, youth and also staff meetings.</p> |
| <p><u>Business Units</u></p> <p>Accommodation services: Paanja Lodge, Dongas and Cullen Point campground.</p> | <p>• Holiday and Contractor Accommodation Occupancy at Paanja Lodge during November was 48% based on the number of nights booked. A slight increase from October mainly due to visitors not wanting to stay in the Dongas.</p> |

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| | |
|--|---|
| | <p><i>collecting, sometimes referred to as community collections or local studies collections. The group meets in person and online 4 times a year to share ideas and to support each other in developing collections)</i></p> <p>Cultural Centre:</p> <ul style="list-style-type: none"> • Teleconference for IKC Managers/Supervisors (postponed halfway through meeting, due to lack of attendees) • Assisting Richard with ordering of resources • Discussions with Richard on State Library programs, and what we will introduce to the community in 2023 (eg. First Five Forever, Storytime, Deadly Digital Communities) • Continued discussions with local artists regarding use of art studio and displaying and selling of artworks • On behalf of Richard, report for the IKC donated computer (not yet up and running, as the computers are still yet to be connected to the Council network. Future Computers are currently working on this) • Ordering of materials and resources for the art gallery |
| <p><u>Disaster Recovery Operation</u></p> <p>The Disaster Recovery Plans review is ongoing.</p> | <p>No major recovery actions were required in Mapoon during November.</p> |
| <p><u>Economic Development</u></p> | <p>With the start of a new year, I will be looking at all the services I am responsible for and identifying current status of programs and where improvements can be made and also management of fundings received.</p> |

RECOMMENDATION

That the Report of the Executive Manager Community Development be received and noted.

7.3 EXECUTIVE MANAGER OF ENVIRONMENTAL SERVICES, LAND AND SEA, PARKS AND GARDENS

Author: Kelli Leatham, Executive of Environmental Services, Parks & Gardens

Authoriser: Tom Smith, CEO

Attachments: Nil

PURPOSE OF REPORT

To present to Council a report of Program Performance and Operational action for the previous month

BACKGROUND

This report details the Program and Operational action from Mapoon Land and Sea Rangers and Parks and Gardens

DISCUSSION

- Fire Management
 - A fire permit was acquired so Rangers could tidy up some final burns for the year. Piles in the new housing area and behind the shop. Successful burns considering the rain was hindering progress
- Visitor Management
 - With visitors gone, Rangers continued with their weekly routine of cleaning the toilets and boat ramp of rubbish. Having the bin has made a considerable difference.
 - Checks of Batavia and Janie creek ensuring closure adhered to, these areas will soon be inaccessible due to rain and large tides.
 - Rangers removed the Shorebird fencing from Back Beach as the tides were coming up to it, this will be re installed around March. Rangers believe the fencing helps significantly as there were so many little tern chicks fossicking on the flats with their parents.
- Water Quality
 - After waiting 6 months for new Water monitoring bullets to arrive, Rangers first must deploy these bullets through a specific computer program. Once achieved Rangers assembled tools required along with GPS coordinates and made their ways to the sites to attach bullets to permanent posts already installed. The bullets monitor the quality of the water throughout the wet season and when accessible they are retrieved, and data downloaded with information sent to Cape York Water Partnerships to compare to previous years.
- Turtle Monitoring
 - 4 Rangers attended our annual WCTTA meeting on the 6th of December which was held in Weipa. Firstly, all Ranger groups went to do a little exercise out on the beach. One member out of each Ranger group had to face the water and the rest of the team made turtle tracks up and down the beach, bury balls to simulate the eggs and try to confuse

the person facing away to where the turtle had laid. Of course, our team made it as hard as possible because I was the one to that had to find the nest. Preparing myself with a stick to prod the ground to find the chamber, I was the second team to find the nest. This was something fun before our presentation. Mapoon has the second highest nesting rate along the western cape with only Apudima Rangers achieving higher. Although a little quieter this season, Mapoon still monitored 500 nests and marked a total of 800. All in all, another great result from the Mapoon Land and Sea Rangers.

- Asset Management
 - Before departing for holidays, Rangers prepared chainsaw's, fuelled vehicles, ensured fuel drums full, emptied everything from the vessel's, put fire extinguishers inside and prepared the Ranger base the best we could to ensure everything was under lock and key.
- Biosecurity
 - 2 Rangers spent the day with Biosecurity Officer's visiting the community and observing plants for any pests and diseases. This allows Rangers to keep up to date with any new threats and particular signs to be observant off.
- Parks and Gardens
 - Rubbish runs conducted weekly ensuring roadsides are kept clean.
 - Spreading of mulch on garden beds with Thungu Road completed and Clermont started. Delivery of more mulch while available for all other garden beds including new gardens to be built at Cultural Centre.
 - General mowing and whipper snipping of Council Yard, Anzac Park, Aged Care, Paanja Lodge, Cultural Centre, Pound, Empty Staff houses, Community Centre and tidy up of a few Aged Care Clients prior to Christmas.
- Cultural Heritage
 - Monitoring of Cultural Sites – as conducted by Rangers
 - Final editing and proofing of exhibition banners (a few changes had to made, due to mistakes on the banners)
 - Annual Report to Sharks and Ray Australia (regarding the Sawfish display in the IKC)

RECOMMENDATION

That the report of Executive Manager of Environmental Services, Land and Sea and Parks and Gardens be received and noted.

7.4 EXECUTIVE FINANCE MANAGER DECEMBER 2022 FINANCE REPORT

Author: Elzebie Groenewald, Executive Manager Financial Services
Authoriser: Tom Smith, CEO
Attachments: 1. December 2022 Finance Report
2. Budget Review 2022/23

PURPOSE OF REPORT

Present to the Council a report outlining program performance and operational actions for the previous month. This report contains listed activities and points for decisions in Council meeting.

DISCUSSION**Finance**

Finance department has a full team back after the Christmas break and they have been busy catching up on supplier and customer data.

Profit & Loss

As at 31st December 2022 the Council made a net profit of \$214,486. This includes depreciation of \$1,045,081 which makes the operating profit less depreciation \$1,259,567.

Revenue

As at 31st December 2022 the Council received revenue totalling \$7.443M, 15% below the budget of \$8.746M. This variance has reduced by 18% since previous month due to budget review.

General Expenses & Cost of Goods Sold

As at 31st December 2022 Council total expenditure was \$7.228M, 22% below the budget of \$9.235M. This variance has reduced by 17% since the previous month due to budget review.

Accommodation:

The Accumulated Profit for accommodation and camping at 31st December 2022 is \$14,859, this includes \$3,209 for Cullen Point Camping. The average occupancy rate for July to December was 43% in the cabins and dongas, and 23% at Cullen Point Camp for online bookings.

Untied Funds

The Council currently holds \$3.772M in untied funds.

Budget Review 2022/23

(a) Council to adopt the reviewed budget for 2022/23.

RECOMMENDATION

That Council endorses the following:-

1. Financial Reports for the financial period December 2022.
 - (i) Council adopts the reviewed budget for 2022/23.

PO Box 213
Weipa Qld 4874

Profit & Loss [Budget Analysis]

July 2022 through June 2023

| | Selected Period | Budgeted | S Difference | % Difference |
|--------------------------------|-----------------|----------------|-----------------|--------------|
| Income | | | | |
| Agency Fees | | | | |
| Income - Centrelink Agency Fee | \$14,718.25 | \$14,672.50 | \$45.75 | 0% |
| Income - Postal Agency Commis | \$3,485.07 | \$5,233.50 | -\$1,748.43 | -33% |
| Landing Fees | \$0.00 | \$480.00 | -\$480.00 | |
| Revenue - Hire - Plant & Equip | \$250.00 | \$175,000.00 | -\$174,750.00 | -100% |
| Revenue - Hire of Vehicle | \$39,384.09 | \$117,363.50 | -\$77,979.41 | -66% |
| Income - Fishing Licence | \$3,600.00 | \$4,411.00 | -\$811.00 | -18% |
| Membership Fee | \$7,545.40 | \$2,500.00 | \$5,045.40 | 202% |
| Ranger Contract Services | \$69,215.95 | \$6,013.00 | \$63,202.95 | 1051% |
| L&S Miscellaneous Income | \$1,155.00 | \$7,638.00 | -\$6,483.00 | -85% |
| Rental Receipts Social Housing | \$7,774.80 | \$8,914.00 | -\$1,139.20 | -13% |
| Staff Housing | \$15,082.00 | \$10,000.00 | \$5,082.00 | 51% |
| Rates | \$22,424.28 | \$12,799.00 | \$9,625.28 | 75% |
| Lease payments Housing | \$270,840.97 | \$115,082.00 | \$155,758.97 | 135% |
| Accommodation | \$142,905.72 | \$266,012.00 | -\$123,106.28 | -46% |
| Rental - Misc properties | \$131,055.69 | \$77,296.50 | \$53,759.19 | 70% |
| Income - Administration Fees | \$107,979.41 | \$302,412.50 | -\$194,433.09 | -64% |
| Income - Bank Interest | \$24,548.41 | \$6,723.50 | \$17,824.91 | 265% |
| Works Sales - Houses | \$1,071,322.16 | \$2,564,747.00 | -\$1,493,424.84 | -58% |
| Works sales - not houses | \$102.09 | \$0.00 | \$102.09 | |
| Workshop Sales - Mech External | \$2,500.90 | \$2,500.00 | \$0.90 | 0% |
| Workshop sales Internal | \$56,542.90 | \$70,000.00 | -\$13,457.10 | -19% |
| Workshop sales Fuel Internal | \$42,136.05 | \$42,000.00 | \$136.05 | 0% |
| Workshop sales fuel External | \$329.17 | \$0.00 | \$329.17 | |
| Camping Fees- Town , Cullen Pt | \$24,389.91 | \$8,923.00 | \$15,466.91 | 173% |
| Store sales - Fuel | \$262,371.02 | \$260,395.50 | \$1,975.52 | 1% |
| ATM - Rebates | \$281.60 | \$3,500.00 | -\$3,218.40 | -92% |
| Aged Care Meals | \$2,198.73 | \$0.00 | \$2,198.73 | |
| Sales - Gas Bottles | \$7,909.16 | \$7,567.50 | \$341.66 | 5% |
| Washing Machine, Coin operated | \$0.00 | \$900.00 | -\$900.00 | |
| Mapoon Shirts - CommunitySalea | \$8,409.07 | \$114.50 | \$8,294.57 | 7244% |
| Sales - Cultural Centre | \$0.00 | \$42,500.00 | -\$42,500.00 | |
| Reimbursements | \$40,839.05 | \$45,364.00 | -\$4,524.95 | -10% |
| Refunds/Claims | \$22,330.46 | \$0.00 | \$22,330.46 | |
| Grants - General Purpose | \$18,181.82 | \$0.00 | \$18,181.82 | |
| Grants - Operating - State | \$3,003,151.94 | \$2,154,462.50 | \$848,689.44 | 39% |
| Grants - Operating - C'wlth | \$783,961.39 | \$779,064.00 | \$4,897.39 | 1% |
| Grants - Operating - Other | \$32,000.00 | \$62,562.00 | -\$30,562.00 | -49% |
| Grants - Capital - State | \$384,210.12 | \$326,000.00 | \$58,210.12 | 18% |
| Grants - Capital - C'Wlth | \$702,392.00 | \$1,202,909.50 | -\$500,517.50 | -42% |
| Grants - Capital - Other | \$82,039.60 | \$0.00 | \$82,039.60 | |

| | | | | |
|--------------------------------|-----------------------|-----------------------|------------------------|-------------|
| Donations | \$10,000.00 | \$12,500.00 | -\$2,500.00 | -20% |
| Disposal of assets | \$23,727.27 | \$27,500.00 | -\$3,772.73 | -14% |
| Total Income | \$7,443,291.45 | \$8,746,060.50 | -\$1,302,769.05 | -15% |
| Cost of Sales | | | | |
| Store CoS Fuel | \$252,512.29 | \$213,685.50 | \$38,826.79 | 18% |
| Store Camp Fee Royalties | \$40,053.27 | \$3,913.00 | \$36,140.27 | 924% |
| Purchases - Workshop Stock | \$6,618.12 | \$22,986.00 | -\$16,367.88 | -71% |
| Purchases - Workshop Fuel | \$41,227.83 | \$33,533.50 | \$7,694.33 | 23% |
| Freight- Workshop | \$4,598.96 | \$8,583.00 | -\$3,984.04 | -46% |
| Works Materials - Houses | \$152,775.09 | \$3,158.00 | \$149,617.09 | 4738% |
| Works Materials -not-Houses | \$92,405.95 | \$1,408,694.50 | -\$1,316,288.55 | -93% |
| Freight - Works - houses | \$16,460.31 | \$567.50 | \$15,892.81 | 2800% |
| Freight General | \$0.00 | \$10,204.50 | -\$10,204.50 | |
| Works - Contractors - Houses | \$110,027.53 | \$1,242,034.50 | -\$1,132,006.97 | -91% |
| Works Contractors - not houses | \$1,806,196.14 | \$105,693.00 | \$1,700,503.14 | 1609% |
| Works - Small tools | \$157.82 | \$171.00 | -\$13.18 | -8% |
| Purchases - Gas Bottles | \$9,088.14 | \$8,676.50 | \$411.64 | 5% |
| Freight - gas bottles | \$0.00 | \$161.00 | -\$161.00 | |
| Test Inspection Costs | \$0.00 | \$517.00 | -\$517.00 | |
| Water Supply expenses | \$20,153.55 | \$12,092.50 | \$8,061.05 | 67% |
| Waste disposal costs | \$2,950.00 | \$27,326.00 | -\$24,376.00 | -89% |
| RW - Materials & Supplies | \$0.00 | \$12,700.00 | -\$12,700.00 | |
| Total Cost of Sales | \$2,553,925.00 | \$3,114,697.00 | -\$560,772.00 | -18% |
| Gross Profit | \$4,889,366.45 | \$5,631,363.50 | -\$741,997.05 | -13% |
| Expenses | | | | |
| Employment Expenses | | | | |
| Wages and Salaries | | | | |
| Wages & Salaries | \$1,284,195.53 | \$2,029,558.50 | -\$745,362.97 | -37% |
| Annual Leave | \$161,371.91 | \$210,349.50 | -\$48,977.59 | -23% |
| Sick leave | \$57,016.96 | \$101,207.00 | -\$44,190.04 | -44% |
| Superannuation | \$197,774.18 | \$290,919.00 | -\$93,144.82 | -32% |
| Staff Amenities | \$40.50 | \$0.00 | \$40.50 | |
| Staff Recruitment & Relocation | \$20,075.80 | \$14,166.50 | \$5,909.30 | 42% |
| Training Costs | \$16,390.56 | \$37,242.00 | -\$20,851.44 | -56% |
| Training Wages | \$205.41 | \$0.00 | \$205.41 | |
| Employee Allowances | \$24,394.63 | \$29,811.50 | -\$5,416.87 | -18% |
| Uniforms | \$6,673.69 | \$5,697.50 | \$976.19 | 17% |
| Workers' Compensation | \$34,734.63 | \$26,701.50 | \$8,033.13 | 30% |
| Flight entitlements | \$7,737.42 | \$5,661.00 | \$2,076.42 | 37% |
| Other Employer Expenses | \$0.00 | \$29.50 | -\$29.50 | |
| Workplace Health & Safety | \$40,428.00 | \$55,250.00 | -\$14,822.00 | -27% |
| Administration / Overheads | \$107,429.23 | \$322,527.00 | -\$215,097.77 | -67% |
| Advertising (not employment) | \$1,032.23 | \$2,018.00 | -\$985.77 | -49% |
| Theft & Loss | \$0.00 | \$402.50 | -\$402.50 | |

| | | | | |
|-------------------------------|--------------|--------------|---------------|-------|
| Freight | \$43,576.59 | \$9,438.00 | \$34,138.59 | 362% |
| Hire of Equipment - non works | \$40,489.28 | \$23,109.00 | \$17,380.28 | 75% |
| Insurance | \$135,277.14 | \$140,525.00 | -\$5,247.86 | -4% |
| Tools & Minor Equipment | \$10,303.78 | \$11,723.00 | -\$1,419.22 | -12% |
| Tools & Equipment >\$500 | \$17,915.24 | \$15,831.50 | \$2,083.74 | 13% |
| Catering | \$6,106.22 | \$13,283.00 | -\$7,176.78 | -54% |
| Cleaning Expenses | \$1,090.09 | \$25,299.50 | -\$24,209.41 | -96% |
| Fees/Charges/Licences | \$58,836.68 | \$50,038.50 | \$8,798.18 | 18% |
| Legal Fees | \$29,117.12 | \$25,955.00 | \$3,162.12 | 12% |
| First Aid Supplies | \$666.02 | \$314.00 | \$352.02 | 112% |
| Admin Freight Paid | \$0.00 | \$351.00 | -\$351.00 | |
| Sundry Expenses | \$0.00 | \$7,617.00 | -\$7,617.00 | |
| Service Fees | \$0.00 | \$86.50 | -\$86.50 | |
| Computer Equipment | \$6,884.81 | \$6,727.00 | \$157.81 | 2% |
| Office Supplies | \$5,880.45 | \$6,971.00 | -\$1,090.55 | -16% |
| Printing & Stationery | \$12,160.86 | \$10,011.50 | \$2,149.36 | 21% |
| Security Expenses | \$220.00 | \$95.50 | \$124.50 | 130% |
| Grounds Maintenance | \$2,230.82 | \$9,741.50 | -\$7,510.68 | -77% |
| Audit Fees | -\$74,785.95 | \$63,121.00 | -\$137,906.95 | -218% |
| IT - Data Control | \$12,938.73 | \$12,618.50 | \$320.23 | 3% |
| IT - Internet & Email Fee | \$41,624.36 | \$35,832.50 | \$5,791.86 | 16% |
| IT - Support (Helpdesk) | \$0.00 | \$6,823.00 | -\$6,823.00 | |
| IT - Server & Data Storage | \$9,168.89 | \$13,280.50 | -\$4,111.61 | -31% |
| IT - Website | \$0.00 | \$16,575.00 | -\$16,575.00 | |
| Telephone & Fax | \$59,802.72 | \$67,481.00 | -\$7,678.28 | -11% |
| Postage | \$135.39 | \$153.50 | -\$18.11 | -12% |
| Consultancy Fees | \$208,327.65 | \$206,674.50 | \$1,653.15 | 1% |
| Contractors | \$64,188.74 | \$39,584.00 | \$24,604.74 | 62% |
| Council Donation | \$0.00 | \$3,000.00 | -\$3,000.00 | |
| Electricity | \$33,911.11 | \$42,153.00 | -\$8,241.89 | -20% |
| Gas Bottles - Council Use | \$0.00 | \$172.00 | -\$172.00 | |
| R&M: Council Buildings | \$37,167.93 | \$21,932.00 | \$15,235.93 | 69% |
| R&M: Equipment | \$7,050.63 | \$6,747.00 | \$303.63 | 5% |
| R&M: Infrastructure | \$33,176.47 | \$0.00 | \$33,176.47 | |
| R&M: Plant & Equipment | \$38,088.52 | \$41,478.00 | -\$3,389.48 | -8% |
| R&M Water Supply | \$1,858.84 | \$11,225.50 | -\$9,366.66 | -83% |
| Office Rental | \$6,250.00 | \$15,625.00 | -\$9,375.00 | -60% |
| Subscriptions & Fees | \$50,906.36 | \$37,122.50 | \$13,783.86 | 37% |
| MV Fuel | \$65,902.01 | \$75,467.00 | -\$9,564.99 | -13% |
| MV Hire | \$39,627.17 | \$49,815.50 | -\$10,188.33 | -20% |
| MV Registration | \$33,778.35 | \$15,212.00 | \$18,566.35 | 122% |
| MV Repairs & Maintenance | \$84,199.84 | \$76,148.50 | \$8,051.34 | 11% |
| Accommodation | \$46,176.02 | \$28,634.50 | \$17,541.52 | 61% |
| Airfares | \$32,492.67 | \$17,022.50 | \$15,470.17 | 91% |
| Taxi Fares (inc Cab Charge) | \$256.98 | \$1,130.00 | -\$873.02 | -77% |
| Travel Allowance | \$15,241.72 | \$16,082.00 | -\$840.28 | -5% |
| Travel Other | \$693.21 | \$4,600.00 | -\$3,906.79 | -85% |
| Artist Costs | \$545.45 | \$12,784.00 | -\$12,238.55 | -96% |
| Rangers - Camping Equipment | \$1,022.58 | \$3,059.50 | -\$2,036.92 | -67% |
| Rangers - Field Consumables | \$6,215.14 | \$3,141.50 | \$3,073.64 | 98% |

| | | | | |
|---|-----------------------|-----------------------|------------------------|------|
| Food | \$15,165.93 | \$13,915.00 | \$1,250.93 | 9% |
| Materials & Supplies | \$112,412.64 | \$25,987.00 | \$86,425.64 | 333% |
| Meeting & Seminar Costs | \$8,415.91 | \$6,064.00 | \$2,351.91 | 39% |
| Pest Control | \$2,861.04 | \$6,972.50 | -\$4,111.46 | -59% |
| Sports & Recreation Expenses | \$0.00 | \$10,000.00 | -\$10,000.00 | |
| Turtle Camp Costs | \$127.74 | \$0.00 | \$127.74 | |
| Bank Fees & Charges | \$3,009.87 | \$3,288.50 | -\$278.63 | -8% |
| Impairment of Debts | \$3,334.69 | \$0.00 | \$3,334.69 | |
| Depreciation | \$0.00 | \$0.00 | \$0.00 | |
| Depn - Houses | \$74,405.40 | \$67,653.50 | \$6,751.90 | 10% |
| Depreciation, Buildings | \$310,925.64 | \$361,932.50 | -\$51,006.86 | -14% |
| Depn - Major Plant | \$14,151.63 | \$9,090.00 | \$5,061.63 | 56% |
| Depreciation, Office Equipment | \$9,478.05 | \$8,280.00 | \$1,198.05 | 14% |
| Depreciation, Plant & Equipm't | \$113,112.09 | \$108,204.00 | \$4,908.09 | 5% |
| Depreciation, Store Equip't | \$11,867.70 | \$5,512.50 | \$6,355.20 | 115% |
| Depn - Roads | \$372,139.17 | \$497,694.00 | -\$125,554.83 | -25% |
| Depn - Water | \$71,617.89 | \$91,008.00 | -\$19,390.11 | -21% |
| Depreciation Landfill | \$6,517.62 | \$10,029.00 | -\$3,511.38 | -35% |
| Depreciation, Airstrip | \$52,642.14 | \$126,236.50 | -\$73,594.36 | -58% |
| Depn - Boat ramp | \$6,659.79 | \$3,057.50 | \$3,602.29 | 118% |
| Depn- Fibre Optic Cable | \$1,563.60 | \$3,092.50 | -\$1,528.90 | -49% |
| Capital Expenditure | \$0.00 | \$328,698.00 | -\$328,698.00 | |
| Total Expenses | \$4,674,880.51 | \$6,120,069.00 | -\$1,445,188.49 | -24% |
| Operating Profit/(Loss) | \$214,485.94 | -\$488,705.50 | \$703,191.44 | |
| Operating profit less depreciation | \$1,259,566.66 | \$803,084.50 | | |

**Mapoon Aboriginal Shire Council
Balance Sheet
As of December 31, 2022**

Assets

Current Assets

| | |
|---|--------------|
| 11110-QCB - General Account | 1,629,659.35 |
| 11112-QCB Shares | 10.00 |
| 11117-QCB - Remote Housing 2 | 705,891.79 |
| 11118-QCB - Online Save A/C No9 | 3,181,215.10 |
| 11119-QCB - Online Banking - Remote Capital Program | 169,709.50 |
| 11120-CBA Main account | 339,884.53 |
| Account Receivable | 201,019.87 |
| Inventories | 68,090.08 |
| Other Current Assets | 416,337.77 |

| | |
|-----------------------------|---------------------|
| Total Current Assets | 6,711,817.99 |
|-----------------------------|---------------------|

| | |
|-------------------------------|----------------|
| Property, Plant and Equipment | 34,292,980.46 |
| Accumulated Depreciation | -11,395,520.23 |
| Intangible Assets | 65,000.00 |

| | |
|---------------------|----------------------|
| Total Assets | 29,674,278.22 |
|---------------------|----------------------|

Liabilities

Current Liabilities

| | |
|---------------------------|--------------|
| Accounts Payable | 1,081,234.18 |
| Taxes Payable | -83,182.82 |
| Other Current liabilities | 120,313.09 |

| | |
|----------------------------------|---------------------|
| Total Current Liabilities | 1,118,364.45 |
|----------------------------------|---------------------|

| | |
|--------------------------|---------------------|
| Total Liabilities | 1,118,364.45 |
|--------------------------|---------------------|

Shareholders' Equity

| | |
|---------------------|----------------|
| Net Income / (Loss) | 264,528,846.17 |
|---------------------|----------------|

| | |
|-----------------------------------|-----------------------|
| Total Shareholders' Equity | 264,528,846.17 |
|-----------------------------------|-----------------------|

| | |
|---|-----------------------|
| Total Liabilities & Shareholders' Equity | 265,647,210.62 |
|---|-----------------------|

| Mapoon Aboriginal Shire Council | | | | | |
|--------------------------------------|-----------|-----------|--------------------|------------|--------------------------------------|
| Budget Analysis by Department | | | Dec-22 | | |
| Accommodation | Actual | BudgetYTD | Variance to budget | Variance % | Comments |
| Income | 167,296 | 275,835 | -108,539 | -39% | |
| Expense | 152,437 | 258,590 | -106,153 | -41% | |
| Profit / (Loss) | 14,859 | 17,245 | -2,386 | -14% | |
| | | | | | |
| Administration & Corporate Services | Actual | BudgetYTD | Variance to budget | Variance % | |
| Income | 2,091,921 | 2,400,973 | -309,052 | -13% | |
| Expense | 2,627,512 | 3,129,814 | -502,301 | -16% | Includes Depreciation of \$1,045,081 |
| Profit / (Loss) | -535,592 | -728,841 | 193,249 | -27% | |
| | | | | | |
| Store | Actual | BudgetYTD | Variance to budget | Variance % | |
| Income | 290,046 | 291,629 | -1,583 | -1% | |
| Expense | 275,879 | 239,139 | 36,741 | 15% | |
| Profit / (Loss) | 14,167 | 52,491 | -38,323 | -73% | |
| | | | | | |
| Parks & Gardens | Actual | BudgetYTD | Variance to budget | Variance % | |
| Income | 1,155 | 7,328 | -6,173 | 0% | |
| Expense | 34,623 | 70,885 | -36,262 | 100% | |
| Profit / (Loss) | -33,468 | -63,557 | 30,089 | 100% | |
| | | | | | |
| Land & Sea | Actual | BudgetYTD | Variance to budget | Variance % | |
| Income | 881,428 | 767,167 | 114,261 | 15% | |
| Expense | 819,122 | 761,315 | 57,807 | 8% | |
| Profit / (Loss) | 62,306 | 5,852 | 56,455 | 965% | |
| | | | | | |
| Aged Care Services | Actual | BudgetYTD | Variance to budget | Variance % | |
| Income | 258,173 | 294,608 | -36,434 | -12% | |
| Expense | 207,190 | 381,428 | -174,238 | -46% | |
| Profit / (Loss) | 50,983 | -86,821 | 137,804 | | |
| | | | | | |
| Water & Sanitation | Actual | BudgetYTD | Variance to budget | Variance % | |
| Income | 0 | 0 | 0 | | |
| Expense | 142,795 | 233,795 | -91,000 | -39% | |
| Profit / (Loss) | -142,795 | -233,795 | 91,000 | -39% | |
| | | | | | |
| Works Contract & Housing Maintenance | Actual | BudgetYTD | Variance to budget | Variance % | |
| Income | 1,073,117 | 1,349,373 | -276,256 | -20% | |
| Expense | 898,434 | 886,556 | 11,878 | 1% | |
| Profit / (Loss) | 174,683 | 462,818 | -288,134 | -62% | |
| | | | | | |
| Works Other | Actual | BudgetYTD | Variance to budget | Variance % | |
| Income | 2,578,556 | 3,244,649 | -666,093 | -21% | |
| Expense | 1,936,321 | 3,103,521 | -1,167,200 | -38% | |
| Profit / (Loss) | 642,235 | 141,128 | 501,107 | 355% | |
| | | | | | |
| Workshop | Actual | BudgetYTD | Variance to budget | Variance % | |
| Income | 101,600 | 114,500 | -12,900 | -11% | |
| Expense | 134,494 | 169,725 | -35,231 | -21% | |
| Profit / (Loss) | -32,894 | -55,225 | 22,331 | -40% | |
| | | | | | |
| Total Works | Actual | BudgetYTD | Variance to budget | Variance % | |
| Income | 3,753,273 | 4,708,522 | -955,249 | -20% | |
| Expense | 3,112,043 | 4,393,596 | 7,505,639 | 171% | |
| Profit / (Loss) | 641,230 | 314,926 | 326,304 | 104% | |
| | | | | | |
| Total Divisions | Actual | BudgetYTD | Variance to budget | Variance % | |
| Income | 7,443,291 | 8,746,061 | -1,302,769 | -15% | |
| Expense | 7,228,806 | 9,234,766 | -2,005,960 | -22% | |
| Profit / (Loss) | 214,486 | -488,706 | 703,191 | -144% | Includes Depreciation of \$1,045,081 |

Mapoon Aboriginal Shire Council
Statement of untied funds as at December-2022

| | | |
|--|------------|------------------|
| Cash & Money in bank | 6,026,370 | |
| Debtors | 201,020 | |
| Total Cash & Debtors | | 6,227,390 |
| Less | | |
| Tied Grants | 3,573,629 | |
| Liabilities | -1,118,364 | |
| Total Tied Grants & Liabilities | | 2,455,265 |
| Untied Funds | | 3,772,125 |
| Total cash less liabilities | | 3,571,105 |
| Debtors | | 201,020 |
| Total untied cash & Debtors | | 3,772,125 |

Mapoon Aboriginal Shire Council
Financial Sustainability Ratios **December-2022**

The Financial Sustainability of Councils continue to be the cornerstone of Local Government Act and a core responsibility of Mapoon Aboriginal Shire Council

Asset sustainability ratio (aim for > 90%)

Capital expenditure on replacement of assets (renewals)
 Depreciation expense

Ratios **Comments**

0%

-
 1,045,081

(a)

Operating surplus ratio (aim for 0 - 10%)

-16%

Operating result or Net result (excluding capital items)
 Total Operating revenue (excluding capital items)

(977,883)
 6,250,922

(b)

(c)

Net Financial liabilities ratio (aim for < 60%)

0%

Total liabilities less current assets
 Total Operating revenue (excluding capital items)

-
 6,250,922

(a)

(b)

(c)

Capital expenditure currently not captured until year end
 Net result includes capital additions until year end therefore ratio will look worse than actually is throughout the year
 Capital grants and any other capital income to be removed

| Mapoon Aboriginal Shire Council Consolidated Budget Review 2022/23 | | |
|---|--------------------------|----------|
| | Annual Budget 2022/23 | Comments |
| 4-0000 Income | | |
| 4-1100 Agency Fees | 0 | |
| 4-1110 Income - Centrelink Agency Fee | 29,345 | |
| 4-1120 Income - Postal Agency Commis | 10,467 | |
| 4-1125 Council Dog Registration Fees | 0 | |
| 4-1130 Landing Fees | 960 | |
| 4-1140 Customs - Fee for Service | 0 | |
| 4-1150 Ghost Nets - Fee for Service | 0 | |
| Total Agency Fees | 40,772 | |
| 4-1200 Other fees and charges | 0 | |
| 4-1210 L&S Committee Engagement | 0 | |
| 4-1220 Revenue - Hire - Plant & Equip | 350,000 | |
| 4-1230 Revenue - Hire of Vehicle | 234,727 | |
| 4-1240 Income - Fishing Licence | 8,822 | |
| 4-1250 Membership Fee | 5,000 | |
| 4-1260 Ranger Contract Services | 12,026 | |
| 4-1265 L&S Miscellaneous Income | 15,276 | |
| Total Other fees and charges | 625,851 | |
| 4-1300 Rental Income | 0 | |
| 4-1301 Housing Rental | 0 | |
| 4-1310 Rental Receipts Social Housing | 17,828 | |
| 4-1312 Staff Housing | 20,000 | |
| 4-1315 Other rentals | 0 | |
| 4-1319 Rates | 25,598 | |
| 4-1320 Lease payments Housing | 230,164 | |
| 4-1410 Paanja Misc Sales | 0 | |
| 4-1420 Dongas Accommodation | 532,024 | |
| 4-1430 Rental - Misc properties | 154,593 | |
| Total Rental Income | 980,207 | |
| 4-1800 Administration Fees | 0 | |
| 4-1804 Income - Administration Fees | 604,825 | |
| Total Administration Fees | 604,825 | |
| 4-2000 Interest received | 0 | |
| 4-2010 Income - Bank Interest | 13,447 | |
| Total Interest received | 13,447 | |
| 4-3000 Construction Sales | 0 | |
| 4-3010 Works Sales - Houses | 5,129,494 | |
| 4-3020 Works sales - not houses | 0 | |
| 4-3200 Income - Project Management | 0 | |
| Total Construction Sales | 5,129,494 | |
| 4-3500 Workshop Sales | 0 | |

ORDINARY COUNCIL MEETING AGENDA

| | Annual Budget 2022/23 | Comments |
|---------------------------------------|--------------------------|----------|
| 4-3510 Workshop Sales - Mech External | 5,000 | |
| 4-3520 x Workshop Sales - Misc | 0 | |
| 4-3530 Workshop sales Internal | 140,000 | |
| 4-3540 Workshop sales Fuel Internal | 84,000 | |
| 4-3550 Workshop sales fuel External | 0 | |
| Total Workshop Sales | 229,000 | |
| 4-4000 Store Sales | 0 | |
| 4-4100 Store Sales - GST | 0 | |
| 4-4110 Store Sales - GST Free | 0 | |
| 4-4120 Camping Fees- Town , Cullen Pt | 17,846 | |
| 4-4121 Camping Fees-Outside town area | 0 | |
| 4-4130 Store sales - Fuel | 520,791 | |
| 4-4140 Store Sales - other | 0 | |
| 4-4150 Store Sales- Phone IT Services | 0 | |
| 4-4160 Store Sales- Electricity cards | 0 | |
| 4-4170 ATM - Rebates | 7,000 | |
| 4-4180 Store Sales - Cigarettes | 0 | |
| Total Store Sales | 545,637 | |
| 4-5000 Other sales | 0 | |
| 4-5010 Catering & Accomodation | 0 | |
| 4-5030 Aged Care Meals | 0 | |
| 4-5040 Sales - Gas Bottles | 15,135 | |
| 4-5050 Washing Machine, Coin operated | 1,800 | |
| 4-5060 Sales - Mapoon Day Shirts | 0 | |
| 4-5070 Sales - Rubbish Bins | 0 | |
| 4-5075 Mapoon Shirts - CommunitySales | 229 | |
| 4-5080 Sale - Postage Stamps | 0 | |
| 4-5085 Sales - Cultural Centre | 85,000 | |
| 4-5090 Sales - AMO Service | 0 | |
| Total Other sales | 102,164 | |
| 4-6000 Other income | 0 | |
| 4-6010 Reimbursements | 90,728 | |
| 4-6020 Refunds/Claims | 0 | |
| 4-6025 Sales - Raffle | 0 | |
| 4-6030 Trustee Fee | 0 | |
| 4-6040 Income - Contract | 0 | |
| 4-6085 Washing Machine - Use | 0 | |
| 4-6090 ILU - Receipts | 0 | |
| Total Other income | 90,728 | |
| 4-7000 Grants, subsidies, cont, donat | 0 | |
| 4-7002 Unexpended Grants b/fwd | 0 | |
| 4-7003 Unexpended Grants C/fwd | 0 | |
| 4-7010 Grants - General Purpose | 0 | |
| 4-7020 Grants - Operating - State | 4,308,925 | |
| 4-7030 Grants - Operating - C'with | 1,558,128 | |
| 4-7040 Grants - Operating - Other | 125,124 | |
| 4-7120 Grants - Capital - State | 652,000 | |

ORDINARY COUNCIL MEETING AGENDA

| | Annual Budget 2022/23 | Comments |
|---|--------------------------|----------|
| 4-7130 Grants - Capital - C'With | 2,405,819 | |
| 4-7140 Grants - Capital - Other | 0 | |
| 4-8010 Donated Assets | 0 | |
| 4-8020 Donations | 25,000 | |
| Total Grants, subsidies, cont, donat | 9,074,996 | |
| 4-8030 Council Rates | 0 | |
| 4-9000 Capital income | 0 | |
| 4-9010 Disposal of assets | 55,000 | |
| 4-9050 Cost of assets sold | 0 | |
| Total Capital income | 55,000 | |
| Total Income | 17,492,121 | |
| 50000 Cost of Sales | | |
| 5-1000 Store | 0 | |
| 5-1010 Store rebates | 0 | |
| 5-1020 Store CoS General | 0 | |
| 5-1030 Store Purchases - GST Free | 0 | |
| 5-1040 Store CoS- Cigarettes | 0 | |
| 5-1045 Phone IT cards | 0 | |
| 5-1050 Store CoS Powercards | 0 | |
| 5-1060 StoreStock Adj. Spoilage/Theft | 0 | |
| 5-1065 Stock Store Useage | 0 | |
| 5-1070 Store StockValuation Adjusts | 0 | |
| 5-1080 Store Freight | 0 | |
| 5-1090 Store CoS Fuel | 427,371 | |
| 5-1610 Store Camp Fee Royalties | 7,826 | |
| 5-1620 Community Shirts for resale | 0 | |
| 5-1630 Store Rugapayn Rewards Program | 0 | |
| Total Store | 435,197 | |
| 5-2000 Workshop | | |
| 5-2010 Purchases - Workshop Stock | 45,972 | |
| 5-2020 Purchases - Workshop Fuel | 67,067 | |
| 5-2030 Freight- Workshop | 17,166 | |
| Total Workshop | 130,204 | |
| 5-3000 Direct Job Costs | | |
| 5-3010 Purchases - Construction Stock | 0 | |
| 5-3020 Works Materials - Houses | 6,317 | |
| 5-3030 Works Materials -not-Houses | 2,817,389 | |
| 5-3040 Freight - Works - houses | 1,135 | |
| 5-3050 Freight General | 20,409 | |
| 5-3060 Works - Contractors - Houses | 2,484,069 | |
| 5-3070 Works Contractors - not houses | 211,386 | |
| 5-3080 LittleHotelierTransaction Fees | 0 | |
| 5-3090 Works wages - not houses | 0 | |
| 5-3100 Works - Small tools | 342 | |
| Total Direct Job Costs | 5,541,048 | |
| 5-4000 Gas bottles | 0 | |

ORDINARY COUNCIL MEETING AGENDA

| | Annual Budget 2022/23 | Comments |
|---|--------------------------|----------|
| 5-4010 Purchases - Gas Bottles | 17,353 | |
| 5-4020 Freight - gas bottles | 322 | |
| 5-4030 gas bottles - Connection fee | 0 | |
| 5-4040 Gas bottles wages | 0 | |
| Total Gas bottles | 17,675 | |
| 5-5000 Water and waste expenses | 0 | |
| 5-5010 Test Inspection Costs | 1,034 | |
| 5-5020 Water Supply expenses | 24,185 | |
| 5-5030 Waste disposal costs | 54,652 | |
| Total Water and waste expenses | 79,871 | |
| 5-6000 Roadworks | 0 | |
| 5-6009 NDRRA REPA Project Management | 0 | |
| 5-6010 RW - Project Management | 0 | |
| 5-6011 REPA Camp Establishment & Mtce | 0 | |
| 5-6012 REPA Plant Establishment & Mtce | 0 | |
| 5-6030 RW - Materials & Supplies | 25,400 | |
| 5-6040 RW - Equipment Hire | 0 | |
| 5-6050 NDRRA 2013 REPA Roads | 0 | |
| 5-6051 Pitt Street North | 0 | |
| 5-6052 Pitt Street South | 0 | |
| 5-6053 Cullen Point Access Road | 0 | |
| 5-6054 Southern Boat Ramp Access Road | 0 | |
| 5-6055 WeipaMapoonRdCulvert Scour Rps | 0 | |
| 5-6060 NDRRA 2013 REPA Betterment | 0 | |
| 5-6061 REPA Better Project Management | 0 | |
| 5-6062 REPA Betterment Camp Est & Mtce | 0 | |
| 5-6063 REPA Betterment Plant Est & Mtce | 0 | |
| 5-6064 Weipa Mapoon Rd Gravel resheet | 0 | |
| 5-6065 Weipa-Mapoon Rd Shldr Repairs | 0 | |
| 5-6070 NDRRA 2013 Betterment | 0 | |
| 5-6071 Betterment Project Management | 0 | |
| 5-6072 Bitumen Sealing | 0 | |
| 5-6120 RW - Contractors | 0 | |
| 5-7000 Earthworks | 0 | |
| 5-7001 Plans, Earthworks | 0 | |
| 5-7002 Quality Assurance | 0 | |
| 5-7003 Site Dis/ Establishment | 0 | |
| 5-7004 Environmental Mngt | 0 | |
| 5-7005 Survey Costs | 0 | |
| 5-7006 Erosion Control | 0 | |
| 5-7007 Heavy Equipment Wet Hire | 0 | |
| 5-7008 Ground Surface Prep | 0 | |
| 5-7009 Water Services | 0 | |
| 5-7010 Electrical Services | 0 | |
| 5-7011 Traffic Management | 0 | |
| Total Roadworks | 25,400 | |
| | | |

| | Annual Budget 2022/23 | Comments |
|---------------------------------------|--------------------------|----------|
| Total Cost of Sales | 6,229,394 | |
| | | |
| Gross Profit | 11,262,727 | |
| | | |
| 6-0000 Expenses | | |
| 6-1100 Employment Expenses | 0 | |
| 6-1101 Wages and Salaries | 0 | |
| 6-1105 Wages & Salaries | 4,059,117 | |
| 6-1120 Councillors' Remuneration | 0 | |
| 6-1210 Annual Leave | 420,699 | |
| 6-1220 Long service leave | 0 | |
| 6-1215 Sick leave taken | 202,414 | |
| 6-1250 Bereavement/Special leave | 0 | |
| 6-1310 Superannuation | 581,838 | |
| 6-1400 Employment related Expenses | 0 | |
| 6-1410 Staff Amenities | 0 | |
| 6-1420 Staff Housing Rents | 0 | |
| 6-1430 Staff Recruitment & Relocation | 28,333 | |
| 6-1440 Training Costs | 74,484 | |
| 6-1450 Training Wages | 0 | |
| 6-1455 Employee Allowances | 59,623 | |
| 6-1460 Uniforms | 11,395 | |
| 6-1470 Workers' Compensation | 53,404 | |
| 6-1480 Flight entitlements | 11,322 | |
| 6-1490 Other Employer Expenses | 60 | |
| 6-1495 Workplace Health & Safety | 110,500 | |
| 6-1500 Employee Oncosts | 0 | |
| Total Employment Expenses | 5,613,187 | |
| 6-2000 General Expenses | 0 | |
| 6-2100 Administration | 0 | |
| 6-2105 Administration / Overheads | 645,054 | |
| 6-2110 Advertising (not employment) | 4,036 | |
| 6-2111 Theft & Loss | 806 | |
| 6-2115 x Freight - Gas Bottles | 0 | |
| 6-2117 x Gas Bottles - Connection Fee | 0 | |
| 6-2250 Powercard Purchases | 0 | |
| 6-2350 Testing Inspection Costs | 0 | |
| 6-2380 Garbage Collection/ Disposal | 0 | |
| 6-2385 Water Supply Expenses | 0 | |
| 6-3000 Freight | 18,876 | |
| 6-3010 Overheads | 0 | |
| 6-3115 Hire of Equipment - non works | 46,218 | |
| 6-3117 Accounting Fees (Not overhead) | 0 | |
| 6-3120 Insurance | 281,050 | |
| 6-3125 Tools & Minor Equipment | 23,446 | |
| 6-3126 Tools & Equipment >\$500 | 31,663 | |
| 6-3130 Catering | 26,566 | |

ORDINARY COUNCIL MEETING AGENDA

| | Annual Budget 2022/23 | Comments |
|--|--------------------------|----------|
| 6-3135 Cleaning Expenses | 50,599 | |
| 6-3140 Fees/Charges/Licences | 100,077 | |
| 6-3145 Legal Fees | 51,911 | |
| 6-3150 x Management Fees | 0 | |
| 6-3155 First Aid Supplies | 628 | |
| 6-3160 Admin Freight Paid | 703 | |
| 6-3165 Sundry Expenses | 15,234 | |
| 6-3170 Service Fees | 173 | |
| 6-3175 Computer Equipment | 13,454 | |
| 6-3180 Office Supplies | 13,942 | |
| 6-3185 Printing & Stationery | 20,023 | |
| 6-3190 Security Expenses | 191 | |
| 6-3195 Grounds Maintenance | 19,483 | |
| Total Administration | 1,364,131 | |
| 6-3200 Audit | | |
| 6-3210 Audit Fees | 126,242 | |
| Total Audit | 126,242 | |
| 6-3300 Communications and IT | | |
| 6-3310 IT - Data Control | 25,237 | |
| 6-3315 IT - Internet & Email Fee | 71,665 | |
| 6-3318 IT - Support (Helpdesk) | 13,646 | |
| 6-3320 IT - Server & Data Storage | 26,561 | |
| 6-3322 IT - Website | 33,150 | |
| 6-3325 Telephone & Fax | 134,962 | |
| 6-3330 Postage | 307 | |
| Total Communications and IT | 305,528 | |
| 6-3340 | | |
| 6-3350 Consultancy Fees | 413,349 | |
| 6-3355 Financial Controller Expense | 0 | |
| 6-3360 Contractors | 79,168 | |
| Total Consultants | 492,518 | |
| 6-3400 Donations | 0 | |
| 6-3410 Council Donation | 6,000 | |
| Total Donations | 6,000 | |
| 6-4000 Power | 0 | |
| 6-4010 Electricity | 84,306 | |
| 6-4020 Gas Bottles - Council Use | 344 | |
| Total Power | 84,650 | |
| 6-4030 Repairs & Maintenance | 0 | |
| 6-4050 R&M: Council Buildings | 43,864 | |
| 6-4055 x R&M: CEA Building | 0 | |
| 6-4060 R&M: Equipment | 13,494 | |
| 6-4065 R&M: Infrastructure | 0 | |
| 6-4070 R&M: Plant & Equipment | 82,956 | |
| 6-4075 R&M Septic GreaseTrap Pump Out | 0 | |
| 6-4080 R&M Water Supply | 22,451 | |
| Total Repairs & Maintenance | 162,765 | |

ORDINARY COUNCIL MEETING AGENDA

| | Annual Budget 2022/23 | Comments |
|---|--------------------------|----------|
| 6-4100 Rentals operating leases | 0 | |
| 6-4110 Hire of Shed | 0 | |
| 6-4120 Office Rental | 31,250 | |
| Total Rentals operating leases | 31,250 | |
| 6-4130 Subscriptions and registration | 0 | |
| 6-4150 Subscriptions & Fees | 74,245 | |
| Total Subscriptions and registration | 74,245 | |
| 6-5001 Motor Vehicle Expenses | 0 | |
| 6-5010 MV Fuel | 150,934 | |
| 6-5020 MV Hire | 99,631 | |
| 6-5030 MV Insurance | 0 | |
| 6-5040 MV Registration | 30,424 | |
| 6-5050 MV Repairs & Maintenance | 152,297 | |
| Total Motor Vehicle Expenses | 433,285 | |
| 6-5100 Travel & Accommodation | 0 | |
| 6-5110 Accommodation | 57,269 | |
| 6-5120 Airfares | 34,045 | |
| 6-5130 Taxi Fares (inc Cab Charge) | 2,260 | |
| 6-5140 Travel Allowance | 32,164 | |
| 6-5160 Travel Other | 9,200 | |
| 6-5170 Isolation Leave Travel | 0 | |
| Total Travel & Accommodation | 134,938 | |
| 6-5200 Direct program costs | 0 | |
| 6-5220 Artist Costs | 25,568 | |
| 6-5225 Visitor Management | 0 | |
| 6-5230 Rangers - Camping Equipment | 6,119 | |
| 6-5235 Rangers - Field Consumables | 6,283 | |
| 6-5236 Junior Rangers | 0 | |
| 6-5240 Community Education | 0 | |
| 6-5245 Elders Activity | 0 | |
| 6-5247 AMO - Equipment | 0 | |
| 6-5250 Food | 27,830 | |
| 6-5255 Materials & Supplies | 51,974 | |

ORDINARY COUNCIL MEETING AGENDA

| | Annual Budget 2022/23 | Comments |
|---|--------------------------|----------|
| 6-5260 Meeting & Seminar Costs | 12,128 | |
| 6-5270 Pest Control | 13,945 | |
| 6-5275 Sports & Recreation Expenses | 20,000 | |
| 6-5280 TO - Household Goods | 0 | |
| 6-5285 TO - Whitegoods | 0 | |
| 6-5290 Turtle Camp Costs | 0 | |
| 6-5295 Cultural Heritage-Elders Payts | 0 | |
| 6-5296 TO Consultation | 0 | |
| 6-5300 Trustee Expenses | 0 | |
| 6-5427 Electricity Ambulance Cover | 0 | |
| Total Direct program costs | 163,846 | |
| 6-6000 Other materials and services | 0 | |
| 6-6010 Income tax expense | 0 | |
| Total Other materials and services | 0 | |
| 6-7000 Finance costs | 0 | |
| 6-7010 Interest Expense | 0 | |
| 6-7015 Finance Charges - non bank | 0 | |
| 6-7020 Bank Fees & Charges | 6,577 | |
| 6-7030 Impairment of Debts | 0 | |
| Total Finance costs | 6,577 | |
| 6-8000 Depreciation | 0 | |
| 6-8010 Depn - Houses | 135,307 | |
| 6-8020 Depreciation, House F&F | 0 | |
| 6-8030 Depreciation, Buildings | 723,865 | |
| 6-8040 Depn - Major Plant | 18,180 | |
| 6-8050 Depreciation, Motor Vehicles | 0 | |
| 6-8060 Depreciation, Office Equipment | 16,560 | |
| 6-8070 Depreciation, Plant & Equipm't | 216,408 | |
| 6-8080 Depreciation, Store Equip't | 11,025 | |
| 6-8120 Depn - Roads | 995,388 | |
| 6-8130 Depn - Water | 182,016 | |
| 6-8140 Depreciation Landfill | 20,058 | |
| 6-8150 Depreciation, Airstrip | 252,473 | |
| 6-8160 Depn - Boat ramp | 6,115 | |
| 6-8165 Depn- Fibre Optic Cable | 6,185 | |
| Total Depreciation | 2,583,580 | |
| 6-9000 Capital Expenditure. | 0 | |
| 6-9100 Capital Expenditure | 657,396 | |
| | | |
| 6-9300 ASSETS Transfd to Bal Sheet | 0 | |
| 6-9600 Unspent Grants trf to BS | 0 | |
| Total Capital Expenditure. | 657,396 | |
| | | |
| Total Expenses | 12,240,138 | |
| | | |
| Operating Profit | -977,411 | |
| Operating profit less depreciation | 1,606,169 | |

| | Annual Budget 2022/23 | Comments |
|--|--------------------------|----------|
| | | |

| Mapoon Aboriginal Shire Council | | |
|--|----------------------|----------|
| Budget Review by Department | 2022/23 | Comments |
| Accommodation | Annual Budget | |
| Income | 551,669 | |
| Expense | 517,180 | |
| Profit / (Loss) | 34,490 | |
| Administration & Corporate Services | Annual Budget | |
| Income | 4,801,945 | |
| Expense | 6,259,627 | |
| Profit / (Loss) | -1,457,682 | |
| Store | Annual Budget | |
| Income | 583,258 | |
| Expense | 478,278 | |
| Profit / (Loss) | 104,981 | |
| Parks & Gardens | Annual Budget | |
| Income | 14,657 | |
| Expense | 141,770 | |
| Profit / (Loss) | -127,114 | |
| Land & Sea | Annual Budget | |
| Income | 1,534,333 | |
| Expense | 1,522,630 | |
| Profit / (Loss) | 11,703 | |
| Aged Care Services | Annual Budget | |
| Income | 589,215 | |
| Expense | 762,856 | |
| Profit / (Loss) | -173,641 | |
| Water & Sanitation | Annual Budget | |
| Income | 0 | |
| Expense | 467,590 | |
| Profit / (Loss) | -467,590 | |
| Works Housing Maintenance | Annual Budget | |
| Income | 2,698,746 | |
| Expense | 1,773,111 | |
| Profit / (Loss) | 925,635 | |
| Works Other | Annual Budget | |
| Income | 6,489,298 | |
| Expense | 6,207,042 | |
| Profit / (Loss) | 282,256 | |

| <i>Workshop</i> | <i>Annual Budget</i> | |
|------------------------|----------------------|--|
| <i>Income</i> | 229,000 | |
| <i>Expense</i> | 339,449 | |
| <i>Profit / (Loss)</i> | -110,449 | |
| | | |
| <i>Total Works</i> | <i>Annual Budget</i> | |
| <i>Income</i> | 9,417,043 | |
| <i>Expense</i> | 8,787,191 | |
| <i>Profit / (Loss)</i> | 629,852 | |
| | | |
| <i>Total Divisions</i> | <i>Annual Budget</i> | |
| <i>Income</i> | 17,492,121 | |
| <i>Expense</i> | 18,469,532 | |
| <i>Profit / (Loss)</i> | -977,411 | |

7.5 EXECUTIVE MANAGER INFRASTRUCTURE AND WORKS REPORT

Author: Tom Smith, CEO

Authoriser: Tom Smith, CEO

Attachments: Nil

PURPOSE OF REPORT

Present to Council a report of program performance and operational actions for the previous month

BACKGROUND

Council has several larger projects currently under construction which are at various stages of completion.

DISCUSSION**BACKGROUND**

Council has several larger projects currently under construction which are at various stages of completion.

DISCUSSION**WORKS ACTIVITIES TO DATE:**

| | |
|-------------------------------|---|
| Social Housing blocks: | <ul style="list-style-type: none">• Fencing completed to 3 sides all blocks• Inground plumbing installed all blocks• 5 house slabs poured• Block work to 5 houses completed• Corefil completed to 5 houses• Trusses installed on 5 houses• Roof sheets installed on 5 houses• Windows on site ready for installation• Floor topping completed to 5 bathrooms ready for tiles.• Ceiling battens installed to 5 dwellings ready for sheeting• External decoration to 5 house underway• Windows installed to 5 houses• Floor tiling completed to 5 houses• All ceiling sheeting completed |
|-------------------------------|---|

| | |
|--|--|
| | <ul style="list-style-type: none"> • 2nd fix plumbing underway to all house 95% • Painting 100% to each house • Electrical Fit off completed 100% • Kitchen installation 85% • Front fences nearing completion 75% • Currently Ergon has power connection planned for April 22 • Update for Power Ergon expected November 2022. • Power poles are installed, and house connection expected. • Have contacted Ergon around meter installation and awaiting firm date. • Meters were installed on the 23rd of December 2022 • Completion anticipated at the end of January 2023 |
| Old Cemetery | <ul style="list-style-type: none"> • New panels ordered for 3 sides front and 2 short sides. • Delivery expected end of August due to delays 2022 • Panels have arrived and we are currently planning the work delivery with Ron from Kuku'nathi for a joint venture. • Works expected to commence Monday the 19th of September • Panelling underway current team leader has been on leave and work expected to resume mid-October • Panelling nearing completion • Panelling completed • Small gardens are underway |
| The Works for Queensland (W4QLD 20-21) Store Project: | <ul style="list-style-type: none"> • Building main frames under construction. |

| | |
|---|--|
| | <ul style="list-style-type: none"> • Store erection underway • Main building stood • Outer building under construction • External portals stood. • Mezzanine floor constructed. • Bracing and purlins underway. • External purlins and final lock off expected to finish late September. • Purlin works nearly completed due to staffing problems. • Meeting CEQ took place and we are waiting for a response from them regarding the new store • CEQ has shown an interest in the new store the Board has authorized a feasibility study and the outcome is expected early 2023 where if the numbers stack up it will be taken to the Minister. • Mayor informed the Minister that CEQ will be bring feasibility study for approval in the new year. • Rain has stopped work expect to recommence in mid-January 2023 |
| The Works for Queensland (W4QLD 21-23) Council Extension | <ul style="list-style-type: none"> • Architect design complete. • Horton Construction awarded the works • Works to commence week starting 12/09/2022 • Works commenced • New slab works 100% • Blockwork 100% • Water supplies 100% • Drainage repaired 100% • Roof 85% |

| | |
|--|--|
| | <ul style="list-style-type: none"> • Electrical 1st fix 100% • New offices framing and ceiling 100% • Wall panelling to main room 50% • Windows have arrived ready for installation • External render 100% • Plaster boarding 90% • Delays with deliveries has held up some of the internal works • Windows installed • Extension to lockup |
| The Works for Queensland (W4QLD 19-21) Cultural Centre: | <ul style="list-style-type: none"> • Roof purlins 100% complete, • Wall framing 100% complete, • Roof sheeting 100% complete, • Electrical first fix 100% complete, • Plumbing first fix 100% complete, • Aircon first fix 100% complete, • All internals' walls and suspended ceilings 100% complete. • Plaster boarding and setting 100% complete, • External wall sheeting 100% complete, • Joinery manufacturer 100% complete, • Café fit out manufacture 100% complete, • Gates and railing 100% complete, • Painting 100% complete, • Floor topping 100% complete. |

| | |
|--|---|
| | <ul style="list-style-type: none">• Floor covering 100%• Joinery installation 100%• Stainless café fit out 100%• Second fix plumbing 100%• Electrical second fix 100%• Aircon second ix 100%• Security system 100%• Cabinetry for library 100%• Plumbing fit off 100%• External railings 100%• Landscaping 100%• Turf expected May• Builder clean underway• Counters to Library installed• Plumbing fit off Complete• Septic system installed• Turf has arrived and laid.• Water connection will be in place during July.• Final builders clean ready for opening.• Library soft opening went well• Signage expected late October• Signage has arrived and installed 70%• Coffee shop manager/cook has been recruited• Coffee training 2nd and 3rd of February• |
|--|---|

| | |
|---------------------------------------|--|
| | <ul style="list-style-type: none"> • Jason Jia now working out of the keeping place • Graphics for external are currently being made. • Graphics have arrived and are due to be installed with the remainder of the signage • Official opening is the 15th of February |
| Splash Park | <ul style="list-style-type: none"> • No Current problems. • Bi-annual service completed |
| New Ranger Base | <ul style="list-style-type: none"> • Boundary fence installed • Block cleared and rolled • Plan for main building completed ready for tender • Earthworks to commence 28th November • Earthworks are underway and completion expected 20 /12/2022 • Plans for sheds completed ready for tender • Sheds have been tenders and the quotes are good • Main building tender due for release |
| Social Housing blocks Stage 2: | <ul style="list-style-type: none"> • Funding agreement signed. • planning to clear next 6 blocks at the end of June early July and commence Designs for the current allocation 3x3bed and 2x4bed. • still haven't received signed agreement works will not start until it arrives. • Fund have been received currently working on getting the clearing underway late September. • Delays with clearing works now scheduled for 24/10/2022 |

| | |
|-----------------------------|--|
| | <ul style="list-style-type: none"> • Blocks are now cleared and removed trees are burnt • Local Buy tender for 4-bedroom was released in January due to inability to up load |
| New Transfer Station | <ul style="list-style-type: none"> • DA currently underway • Survey works delivered • Site pick up will be used to complete DA and design • Design commenced • Still awaiting DA for Council Approval. • Finalising construction drawings. • Preston Law Finalising Planning • No objection to the planning application. • Expecting plans for Trades Tender late September. • Plans have taken a few weeks longer but guaranteed for late October. • Steel order underway ready for commencement in new year • Concrete blocks ordered ready for commencement in new year • Fill for project has been won at the pit filling expected to commence early 2023. • Steel onsite ready for commencement |
| QBuild Maintenance: | <ul style="list-style-type: none"> • Currently up to date and invoicing continuing. • Some delays with jobs due to delivery problems |

| | |
|---|---|
| QBuild Upgrades: | <ul style="list-style-type: none"> • Renovations to lot 10 nearing completion kitchen nearing completion • Repainting of lot 52 to commence • Works at lot 39 underway • Vacant at lot 65 has had the vinyl installed • Lot 202 just awaiting curtain |
| AMO EHW: | <ul style="list-style-type: none"> • Water supply excellent and usage averaging 250,000 – 450,000 litre per day, usage has dropped due to the rain storms we have been experiencing. • Stock for water treatment plentiful. • Vet visit for January is planned for the end of the month • New position for waste management operative to be advertised early 2023. • Mapoon Animal management plan in Draft for 2022-2025 completion expected December 2022 it will be reviewed and actioned in February |
| Grant Applications submitted and underway | |
| Indigenous Ranger Biosecurity Program- Ranger Capability Building Grants-Round 2 For equipment, services, training, and other capability building activities. Must enhance Ranger ability to carry out biosecurity surveillance and response work Application for: tractor that can be utilized for vessel launching and towing of an implement (Boss beach cleaner) and tractor tickets (training). | Closes 24 Jan 2023 In progress |
| Queensland Government Community Partnership Innovation Grants new or innovative project ideas that could help respond to drivers of youth crime in your area and that are designed in partnership with the local community | CEO to discuss with stakeholders Ideas to date trained security Solar lights installed to darker areas Plus other ideas |
| Celebrating Reconciliation Grants Program for 2023. | Closes December 23, 2022 CEO to discuss with Wally Lodged |

| | |
|---|---|
| National Reconciliation Week (27 May–3 June) celebrates and builds on respectful relationships shared by Aboriginal, Torres Strait Islander and non-Indigenous peoples. Eligible organisations can apply for grants of up to \$3,000 (exclusive of GST) per event or activity to deliver a range of initiatives | |
| DAFF Indigenous Rangers Coastal Clean-up Program/ Top Watch Ghost Net Program -The purpose of the grants is to support rangers to undertake ghost nets and marine debris activities for the department and establish marine debris and ghost nets management programs in their area. | Closes 18 January 2023 for funding for: • equipment • training • coordination activities • contributing towards the costs of engaging a Ghost Nets Ranger Coordinator |
| ATSI TIDS project nomination form | 15 February 2023 |
| Applications successful/unsuccessful | |
| Local Government illegal dumping partnership program round 2B | \$64,040.00 EX GST |
| | |
| Reports and acquittals | |
| | |
| W4Q Store Project-Ad hoc report completed. Extension of time to 30 December 2022 approved for completion report | In Progress |
| LRCI quarterly reports awaiting feedback from annual reports | In Progress |
| BoR 5 (again) amendment required | |
| Projects looking for grants | Project value |
| Road re-seal 10km | \$1.2 |
| Cemetery | \$? |
| Solar streetlights-possible funding from Fed Community Security Grant | ? |
| Car and waste shredder-business opportunity | \$239,000 for excavator; \$980,112 shredder \$? operator |
| Tourism marketing strategy and signage | \$? |
| Fishing Comp 2023 Applications close February | \$15,000 |
| Triplex staff accommodation | ? |
| Can crusher | Underway container for change |
| Childcare childproof fence and gate | |
| Childcare AstroTurf for play area | |
| Waste transfer station- de-gas equipment | |
| Hydroponic farm | |
| Workshop | <ul style="list-style-type: none"> • All vehicles are serviced going into the break. • All vehicles a fuelled in case of event. • Full service on Backhoe is completed ready for new year. |

| | |
|--|--|
| | <ul style="list-style-type: none">• Chainsaws and portable generators all serviced.• Local tender is open till the 3rd of February |
|--|--|

RECOMMENDATION

That the Report of the Executive Manager of Infrastructure and Works be received and noted.

7.6 HR & WHS MONTHLY REPORT

Author: Danielle Turner, HR Consultant, Preston Law

Authoriser: Tom Smith, CEO

Attachments: Nil

PURPOSE OF REPORT

To present the Human Resources Consultants' Report for December 2022 to Council.

BACKGROUND

Danielle Turner, HR Consultant from Preston Law prepared the Report.

DISCUSSION

Employment Outlook

Current number of employees

| Department | Number of Employees |
|------------------------------|---------------------|
| Infrastructure and Works | 18 |
| Environmental Services | 14 |
| Community and Development | 11 |
| Finance | 3 |
| Executive/Corporate Services | 7 |
| Total | 53 |

Resignations/Terminations

| Department | Number of Employees |
|---------------------------|---------------------|
| Infrastructure and Works | 0 |
| Environmental | 0 |
| Community and Development | 0 |
| Finance | 0 |
| CEO/Governance/HR | 1 |
| Total | 1 |

Recruitment

Positions Advertised:

| Position | Status |
|--------------------------------|--|
| Office Manager | Closes 20 January 2023. |
| Carpenter (2 positions) | Re-advertised, closes 20 January 2023. |
| Trade Assistants (2 positions) | Closes 20 January 2023. |
| Apprentice Carpenter | Closes 20 January 2023. |
| Apprentice Plumber | Closes 20 January 2023. |
| Machine Operator | Closes 20 January 2023. |
| Centrelink Officer | Closes 20 January 2023. |
| Food and Beverage Attendant | Closes 20 January 2023. |
| Playgroup Team Leader | Interview conducted. Applicant to be offered position, required to obtain QLD blue card. |

New Appointments

| Name of Employee | Position | Department |
|------------------|--------------------------|---------------------------|
| Dianne Ludwick | Community Police Officer | Community and Development |
| Greg Rutland | Project Officer | Infrastructure Services |

Absenteeism

Number of hours absenteeism (unauthorised leave):

| Department | January 2022 | February 2022 | March 2022 | April 2022 | May 2022 | June 2022 | July 2022 | August 2022 |
|---------------------------|----------------------------|-----------------------------|----------------------------|------------------------------|-----------------------------|-------------------------------|----------------------------|-------------------------------|
| Infrastructure and Works | 89 hours (8 employees) | 50.5 hours (7 employees) | 146.50 (7 employees) | 97.5 hours (6 employees) | 126 hours (8 employees) | 115.5 hours (7 employees) | 122 hours (6 employees) | 142.5 hours (10 employees) |
| Environmental Services | 134 hours (8 employees) | 59.7 hours (8 employees) | 79 hours (8 employees) | 58.25 hours (7 employees) | 65.5 hours (9 employees) | 113.75 hours (9 employees) | 60 hours (8 employees) | 103.5 hours (8 employees) |
| Community and Development | Nil | Nil | 4.75 hours (1 employee) | 7.5 hours (1 employee) | 4.25 hours (1 employee) | 0.5 hours (1 employee) | Nil | Nil |
| Finance | Nil | Nil | Nil | Nil | Nil | Nil | Nil | 4 hours (1 employee) |
| Corporate Services | 14.5 hours (1 employee) | 8.5 hours (1 employee) | 36.5 (1 employee) | 8 hours (1 employee) | 4 hours (1 employee) | Nil | Nil | 8 hours (1 employee) |
| Total | 237.5 hours | 118.7 hours | 266.75 hours | 171.25 hours | 199.75 hours | 229.75 hours | 182.50 hours | 258 hours |

| Department | September 2022 | October 2022 | November 2022 | December 2022 |
|---------------------------|-----------------------------|------------------------------|---------------|---------------|
| Infrastructure and Works | 87.5 hours (6 employees) | 128 hours (6 employees) | 89.5 hours | 13.5 hours |
| Environmental Services | 121 hours (7 employees) | 60.75 hours (6 employees) | 77.5 hours | 41.5 hours |
| Community and Development | 27 hours | 0 | 0 | 0 hours |
| Finance | 0 | 4 hours (1 employee) | 16 hours | 0 hours |
| Corporate Services | 0 | 0 | 0 | 60 hours |
| Total | 235.5 hours | 192.75 hours | 183 hours | 115 hours |

Work Health & Safety Monthly Report – November 2022 Report

1. **Please note, December 2022 Work Health & Safety Monthly report to be reported at a later meeting.**

2. Incidents

There was a total of 5 incidents raised this month. 2 of these incidents happened in previous months but were not reported to me until November, which isn't good enough really. Incidents should be reported in a timely manner so the issues at hand can be dealt with immediately.

- 19-09-22- A physical fight took place between a Council employee and their family member at the Contractor accommodation in view of another contractor who was staying there at the time. This was not in work time however as you are all aware the accommodation is a council asset. This was not reported to me until 07-11-22.
- 13-10-22- A community member broke into the contractor accommodation washing machine and stole all the gold coins out of it. Again, this was not reported to me until the 09-11-22 and has since become a police matter.
- 05-11-22- It was observed that a council employee was working as traffic control for M&M traffic services on the weekend, the employee did not have the relevant qualification which is minimum TMI level 1 to operate stop/go. This made him unqualified to perform the task which made the risk of an incident happening far greater. It was then escalated to Gulf civil management who were unaware that this was occurring on their job site and the employee was removed from site as was the traffic management contractor pending investigation.
- 10-11-22 – Council employee was tasked with repairing a leaking vanity in one of the community houses, and as they have knelt to start the job they have slipped forward on the wet floor and their mouth has contacted the vanity causing tooth pain. This was reported to me straight away and employee should be commended on reporting the incident swiftly as well as their statement and what they could have done better next time.
- 18-11-22 – Jockey wheel damaged on box trailer. The box trailer was overloaded by the bobcat and was unable to be moved so the backhoe was used to clear out the material from trailer so it could be moved. The trailer wasn't hooked up to a car while this was performed, and the tugging of the backhoe caused the wheel to be dragged along the ground and sustain damage.

3. Toolbox Meetings

There was a total of 5 Toolbox Meetings held in November, see below

- 01-11-22 – Discussed Asbestos in the workplace, informed team of PPE sign out sheet, had good feedback on the first aid course held the previous week.
- 07-11-22- Was held with Tony Walters, A BBQ breakfast was cooked, and fire safety was the agenda.
- 15-11-22 – Talked about Traffic Control and incident that happened the week before.
- 22-11-22 – Mind on task was the topic this week, coming close to end of the year with some sorry business in the community I reminded everyone to try there best to stay focused, if they felt they were struggling to seek myself of Bill out. I also gave the team a wrap on the improvement in housekeeping in the compound.
- 29-11-22- Open forum, not a lot of issues brought up. Also spoke about Xmas leave and timesheets and works Xmas party.

4. Hazard Reports

A total number of 11 Hazard Reports were raised this month, see below.

| | | | | | |
|-----|----------|---------------|------------|------------------------|---|
| 135 | 04/11/22 | Tony Walters | Child Care | Child Care Supervisor | Child Care Centre – The fridge/freezer located in the kitchen requires its temperatures to be recorded daily. |
| 136 | 04/11/22 | Tony Walters | Child Care | Child Care Supervisor | The Child Care centre first aid kit is out of stock |
| 137 | 04/11/22 | Lachlan Hogan | Community | Tom Smith, Mark Sexton | 3 x damaged Telstra pits located on Weipa Road, Chakarra St and Ahrae St. They have been identified by placing cat eyes directly next to pit to warn both drivers and pedestrians of the danger |

ORDINARY COUNCIL MEETING AGENDA

| | | | | | |
|-----|-----------|------------------|---------------------------|--|--|
| 138 | 04/11/22 | Tony Walters | Child Care | Tom Smith, Child Care Supervisor | Child Care Centre - The child proof gate from play area to the veranda won't close automatically |
| 139 | 04/11/22 | Tony Walters | Child Care | Tom Smith, Child Care Supervisor | Child Care Centre – The artificial grass seams have separated causing possible trip hazards |
| 140 | 104/11/22 | Tony Walters | Child Care | Tom Smith, Child Care Supervisor | Child Care Centre – The activity table located in the outside play area is damaged and the table edges are very sharp. |
| 141 | 04/11/22 | Tony Walters | Child Care | Tom Smith, Child Care Supervisor | Child Care Centre – Snake sightings, a number of snake sightings have been made in and around the playground. |
| 142 | 04/11/22 | Tony Walters | Land & Sea | Kellie Leatham | Tree fallen on Arkul road |
| 143 | 21/11/22 | Lachlan Hogan | Land & Sea | Kellie Leatham | Tree fallen on Arkul road |
| 144 | 25/11/22 | Lachlan Hogan | Environmental Services | Tom Smith/Craig Campbell | Leaking bore line along Red Head Road. |
| 145 | 25/11/22 | Lachlan Hogan | Mechanics Workshop | Michael Morris | Worn tie down straps on freight truck. |

5. Site Inspections

A total of 18 site inspections recorded this month.

- Mechanical Workshop x 2 (Hazard report 145)

ORDINARY COUNCIL MEETING AGENDA

- Bores (Hazard Report 144)
- Playgroup x 2 (Hazard Report 135,136,138,139,140,141)
- Airport x 2
- Landfill x 2
- Boat Ramp x 2
- Campground x 2
- Aged Care x 2
- Cabinet Maker Workshop
- Land & Sea
- New Shop

6. Other Works

- Performed EHW works on 07/11/22
- In conjunction with My Pathways, we successfully hosted a LF (forklift) training with all 4 of our employees passing the training and gaining their HR license to operate this machine.
- Organized with Ben Sheppard (Napranum WH&S) required gas training for our employees in the new year. I've been working on building a solid working relationship with Ben as I believe there is a lot our council can benefit from Training wise working alongside Napranum and them working alongside us.
- Filled in performance review as required and emailed to HR.
- Annual leave 16th-18th November.
- Sourced and installed an up to date first aid kit in the Aged Care Bus.

RECOMMENDATION

That this report is noted and accepted by Council.

8 ANY OTHER BUSINESS

Discuss the housing applications and approvals process and obligations

9 CORRESPONDENCE IN

Nil

10 CORRESPONDENCE OUT

Nil

11 NEXT MEETING DATE

Proposed date for next meeting: 21 February 2023

12 CLOSE MEETING