

Council Meeting Agenda

Wednesday, 25 January 2023, 10:00 AM – 5:00 PM

Kowanyama Chambers and Cairns Boardroom



1. **Welcome**
2. **Apologies**
3. **Conflict of Interest**
4. **Minutes from Previous Meeting (December Meeting 2022 / Action Items)**
5. **Reports**
 - 5.1. Chief Executive Officer
 - 5.1.1. Information Report: Monthly Update (Verbal Report)
 - 5.1.2. Agenda Reports – NIL
 - 5.2. Executive Manager Corporate and Financial Services
 - 5.2.1. Information Report: Monthly Update (Governance and Finance)
 - Governance Monthly Report
 - Queensland Government Remote Homeownership Insurance Subsidy
 - Operational Plan Q1/Q2 Status Report
 - Finance Report
 - 5.2.2. Agenda Reports
 - Kowanyama Sports and Rec Association – Canteen – Liquor License Variation
 - Payroll Deductions Policy
 - 5.3. Executive Manager Roads, Infrastructure and Essential Services
 - 5.3.1. Information Report: Monthly Update
 - 5.3.2. Agenda Reports – NIL
 - 5.4. Executive Manager Community Services and Cultural Heritage
 - 5.4.1. Information Report: Monthly Update
 - 5.4.2. Agenda Reports – NIL.
6. **Other Business**
7. **Trustee Meeting**
 - 7.1. Lot 48 on SP272058 – 99-year residential lease
 - 7.2. Trustee – Closed Business



Kowanyama Aboriginal Shire Council

December Council Meeting

Minutes

13 December 2022, 10:39 AM – 13:12 PM

Kowanyama Chambers and Cairns Boardroom

Table of Contents

| | |
|--|---|
| 1. Opening/Welcome..... | 2 |
| 2. Declarable Conflicts of Interest..... | 2 |
| 3. Previous Minutes | 2 |
| 4. Reports..... | 3 |
| 4.1. Chief Executive Officer | 3 |
| 4.1.1. Information Report | 3 |
| 4.2. Executive Manager Corporate and Finance..... | 3 |
| 4.2.1. Information Report | 3 |
| 4.2.2. Agenda Report: Procurement | 4 |
| 4.2.3. Agenda Report: Council Meeting Dates 2023..... | 4 |
| Action Item: EMCS to note special holiday dates in January Meeting | 5 |
| 4.3. Executive Manager Roads, Infrastructure and Essential Services..... | 5 |
| 4.3.1. Information Report | 5 |
| 4.4. Executive Manager Community Services..... | 5 |
| 4.4.1. Information Report | 5 |
| 5. Other Business..... | 5 |

Present

Councillors

Kowanyama Boardroom Mayor Robbie Sands
Cr. Jacob Elroy Josiah
Cr. David Jack

Executive

Kowanyama Boardroom Kevin Bell, Chief Executive Officer (CEO)
Trent Marshall, Executive Manager Roads, Infrastructure and Essential Services (EMRIES)
Ani Seruvatu, Acting Manager Community Services and Cultural Heritage (A/EMCS)

Cairns Boardroom (via VMR) Cr. Teddy Bernard
Nicola Strutt (11:13am – 11:28am)

Condolences

RESOLUTION: Apology – Cr. Cameron Josiah

Moved: Cr. Robbie Sands

Seconded: Cr. David Jack

1. Opening/Welcome

Meeting commenced at 10:39 AM.

Mayor Robbie Sands welcomed the Councillors and Executive Team to the December Council Meeting.

2. Declarable Conflicts of Interest

Councillors advise that there is no Conflict of Interest to be declared.

3. Previous Minutes

RESOLUTION: Minutes (November Ordinary Council Meeting)

Minutes from the November Ordinary Council Meeting 23 November 2022 to be adopted as true and accurate.

Moved: Cr. Jacob Josiah

Seconded: Cr. David Jack

CARRIED

Action Items

Action Items register was noted and tabled. All OK and progressing.

4. Reports

4.1. Chief Executive Officer

4.1.1. Information Report

Kevin Bell (CEO) presented the CEO information report to Council. Information report was noted and tabled by Council. Key items included:

- Recruitment for Executive Manager Community Services
- Communications outage impact on day-to-day operations – misuse of Council bandwidth data
- Kowanyama Sport & Recreation Association (KSRA) – satellite capability at the canteen
- Storm preparations continue
- End of year public meeting – Mayor
- Head Tax for airport – bring to the January Council Meeting
- Northwest Regional Roads – hosted meeting in Kowanyama
- Final report received from Wheatley (cattle muster) – need to review and circulate to Council
- Youth Crime –community issue

4.1.2 Agenda Report – Animal Management Plan

Kevin Bell (CEO) presented Agenda Report to Council:

RESOLUTION: Domestic Animal Management Plan

That Council endorse the Domestic Animal Management Plan 2022-2025

Moved: Cr. Robbie Sands

Seconded: Cr. David Jack

4.1.3 Arthur Beetson Merchandise – report noted and tabled with Council.

- Selling of merchandise from Council Office at discount. Will promote to community.

Ani Seruvatu left meeting at 11:07am and returned 11:10am

Cr Teddy Bernard left meeting at 11:10am and returned 11:11am

4.2. Executive Manager Corporate and Finance

4.2.1. Information Report

No Governance reports.

Nicola Strutt entered meeting at 11:13am – 11:28am

Finance Report – presented by Nicola Strutt. Report was noted and tabled.

4.2.2. Agenda Report: Procurement

Kevin Bell CEO presented Agenda report to Council.

RESOLUTION: Procurement

That Council resolve to extend the following Prequalified Supplier Arrangements and Preferred Suppliers for a period of 12 months, now expiring 31 December 2023:

Prequalified Supplier Arrangements – Multiple Categories

| Suppliers | | | |
|--|---------------------------------------|-------------------------------|--|
| Adam Mansey Generators | Civil IQ | JM Switchboards | Towcha Technology |
| Alex Barker | Clancy Corporation | Lotsa Printing | Trinity Fire Services |
| All Construction approvals Pty Ltd | Complex Civil Infrastructure Services | MAL Engineers Pty Ltd | Trinity Printers |
| Alphacool | Culturev8 | Mangoes Mapping | Tropical Vet Services |
| Austek Pty Ltd | CV Services Group | Maximum Pest Management | Truck EQ |
| Barker Ryan Stewart | David Bulsey | Nick Curnow | Turner Civil |
| Batro's Plumbing | DPC Mechanical PTY LTD | Northern Consulting Engineers | VAE Group (Value Added Engineering) |
| Bentley (QLD) Pty Ltd | Elevate Consulting Engineers | Orion Project Consulting | Victor G Feros Town Planning Consultants |
| Bestrect | Emergency Trade Services Pty Ltd | P & E Law | Voltec Services Pty Ltd |
| Biodiversity Australia | Erscon Pty Ltd | Pawa Architecture | WaterOz Pty Ltd |
| Bissel Concreting | Flick Anticimex Pty Ltd | Perform HR | Wieland Contracting |
| Black & More | Future Computers | Printcraft | Wings Public Relations |
| Brad Pinches Consulting | GEO Construct | PVW Partners | Zakazukha |
| Brazier Motti Pty Ltd | Gilvear Planning Pty Ltd | REDEC PTY LTD | |
| Cameron Herbert Constructions | Global Foliage Managers Pty Ltd | Robert Fry | |
| Cape and Gulf Contracting | GMH Electrical Contracting | Rough Plan | |
| Cape Yor Electrical & Air Conditioning | HCCM Pty Ltd | SABA Civil Management | |
| Cardzilla | Hooper Tree | Sa wcom | |
| CD & EC Green | Kowanyama Hire | Status Signs | |

Moved: Cr. David Jack

Seconded: Cr. Teddy Bernard

CARRIED

4.2.3. Agenda Report: Council Meeting Dates 2023

Kevin Bell CEO presented Agenda report to Council:

RESOLUTION: Council Meeting Dates 2023

That Council approve dates for the 2023 Council Meetings.

Moved: Cr. Robbie Sands

Seconded: Cr. Jacob Elroy Josiah

CARRIED

Action Item: EMCS to note special holiday dates in January Meeting

4.3. Executive Manager Roads, Infrastructure and Essential Services

4.3.1. Information Report

Trent Marshall EMRIES presented the EMRIES Information Report to Council.

Information report was noted and tabled.

- Flooding at the Post Office carpark – baskets under grates to be emptied.

4.4. Executive Manager Community Services

4.4.1. Information Report

Ani Seruvatu (A/EMCS) presented the EMCS Information Report to Council.

Information was noted and tabled.

- Thursday 15/12/22 – 2-5pm – RISE Markets and BBQ outside Council Office
- Christmas Party – MPC – Council and Church – Thursday 22/12/22 at 6pm

5. Other Business

There was no other business for discussion.

Meeting Closed: 13:12 PM

| Meeting Type | Day / Origin | Month | Year | Subject | Action Item | Lead Officer | Current Progress | Current Status | Priority. | Target Date for Completion |
|-----------------|--------------|-----------|------|----------------------|--|--------------|---|----------------|-----------|----------------------------|
| Council Meeting | 22 | July | 2020 | Employment | EMHR to re-advertise for Senior Mechanic and Workshop Manager this week | EMHR | EMRIES currently looking at operational model for Workshop | In progress | | |
| Council Meeting | 19 | January | 2021 | First Aid | EMHR - require more defibrillators available across all work places | EMHR | Rise to schedule 4x training sessions for 2022. dates TBA | in progress | | |
| Council Meeting | 19 | January | 2021 | Training | EMHR - relevant leadership courses to be sourced for new co-ordinators | EMHR | Course information obtained, currently reviewing best delivery model | In Progress | | |
| Council Meeting | 20 | June | 2018 | Cultural Education | Bush tucker plants to be put into pool area with naming for children to learn. | EMRIES | 08/01/2019 - Commenced conversation with Mr Viv Sinnamon, seedlings need to be propagated | In progress | | |
| Council Meeting | 20 | May | 2020 | Animal Management | EMCS to organize Animal Management Officer (AMO) to attend properties and gain information for BAS regarding repairs to fences and gates | EMCS | Currently being undertaken | In Progress | | |
| Council Meeting | 16 | September | 2020 | Animal Management | EMCS to progress Animal Management Plan, with the first element being community education | EMCS | | In progress | | |
| Council Meeting | 16 | December | 2020 | Housing | EMRIES/CEO to speak with BAS regarding the assessment and age of houses | EMRIES | | In progress | | |
| Council Meeting | 17 | March | 2021 | Animal Management | EMCS to develop Feral Pest and Weed Management Plan | EMCS | | In progress | | |
| Council Meeting | 17 | Aug | 2021 | Fencing | EMRIES to advise Animal Control Officer (ACO) when issuing dog registrations to check the condition of the fencing | EMRIES | Ongoing | In progress | | |
| Council Meeting | 16 | Nov | 2021 | Building Maintenance | EMCS to check with the building supervisor on cultural centre being cyclone proof | EMCS | | In progress | | |
| Council Meeting | 16 | Dec | 2021 | Oriner's Station | EMF to check the value of Oriner's and Sefton Stations | EMF | | In progress | | |
| Council Meeting | 16 | Dec | 2021 | Wi-Fi | EMGO to check Wi-Fi for community at the airport (possible connectivity issues) | EMGO | | In progress | | |
| Council Meeting | 18 | January | 2022 | Community Forum | EMGO to set up meeting with Mayor re: Community Forum Framework | EMGO | | In progress | | |
| Council Meeting | 18 | January | 2022 | PBC meeting | EMGO to email PBC to set up meeting with Council | EMGO | | In progress | | |
| Council meeting | 15 | February | 2022 | Night Patrol | EMCS with Enterprise Manager - night patrol model to be completed for next meeting | EMCS | | In progress | | |
| Council meeting | 15 | February | 2022 | Lease | EMGO to clarify terms of lease for Church Shop including rent/rates | EMGO | | In progress | | |
| Council meeting | 15 | February | 2022 | CoVid Graph | EMCS to present visual line graph of CoVid in community for next Council Meeting | EMCS | | In progress | | |
| Council Meeting | 15 | February | 2022 | CSP | EMGO to organise meeting with CEO & EMCS regarding the Community Safety Plan (CSP) and community engagement | EMGO | | In progress | | |
| Council Meeting | 15 | February | 2022 | Dept Housing | EMCS to consult with Department of Housing on process of house allocation | EMCS | | In progress | | |
| Council Meeting | 12 | April | 2022 | Laundromat | EMCS to look into restoring the laundromat in community | EMCS | | In progress | | |
| Council Meeting | 19 | July | 2022 | Social Housing | EMCF to organise meeting with councillors re: social housing | EMCFS | | In progress | | |
| Council Meeting | 13 | December | 2023 | Special Holidays | EMCS to note special holiday dates in January Meeting | EMCS | | In progress | | |

Council Meeting

January 2023

Information Report

Title Governance Monthly Update
Author Dr. Chris McLaughlin – A/ Manager Governance
Meeting Date 25 January 2023

Key Items

Annual Operational Plan – Q1/ Q2 2022/23 Progress Report

Pursuant to section 174(3) of the *Local Government Regulation 2012* (Qld), the Chief Executive Officer provides the **attached** Q1/Q2 progress updates for the 2022/23 Annual Operational Plan.

Queensland Government Remote Homeownership Insurance Subsidy

On 24 November 2022, Queensland Mayors received an email from the Department of Aboriginal and Torres Strait Islander Housing providing information to Councils on the Queensland Government Remote Homeownership Insurance Subsidy. This fact sheet is **attached**. In summary, the Subsidy includes “all costs” (uncapped) associated with 99-year lease homeowners for the first two (2) years of homeownership. When a claim is made during this initial 2 year period, the homeowner must pay the excess. At the end of two (2) years, the homeowner will have to pay for their own insurance. Presently, this may exceed \$3,000 per annum (which was the previous insurance cap under the subsidy, however had to be increased as premiums rose).

Planning Scheme

Council is required every 10 years to review its Planning Scheme. Council’s current Planning Schedule requires review by 2023. Given the community engagement component and the requirement to contain many studies (including Fire, Infrastructure, Demographics, Flood etc), Planning Scheme development can be quite costly (in the order of \$200k+). An indicative contribution of \$75k has been placed in the 2022/23 budget.

The Governance team has been speaking with the State Government and in turn a Planner who is preparing a scope of required work and indicating costing. This can then support a

submission to the Government Champion (in the first instance) for additional funding. Work is intended to commence Q3/Q4 2022/23.

Lot 98/81 Subdivision

Current timeline as follows:

| TASKS | DATES |
|---|-------------------|
| Survey / Geotechnical | 23-25/01/2023 |
| Engineering Designs Operational Works | 10/02/2023 |
| s24JAA (Native Title) consultation with PBC | 21/02/2023 |
| DA – Council Meeting (Proposed) | 22/02/2023 |
| Construction Tender | March/ April 2023 |
| Proposed Construction period | May 2023 → |
| Estimated Practical Completion | 2023 |

Cyclone Vault

Engineered drawings now received for fit for purpose Cyclone Vault (Langtree Engineering). Once top-up funding confirmed for project (eg. \$300k total), construction quotes to be obtained and project commenced (along with s24JAA notice issued to PBC).



Dr. Chris McLaughlin

Acting Manager Governance

END

Attachments:

- **Insurance Fact Sheet**
- **RHO Insurance Fact Sheet**

Queensland Government Remote Home Ownership Insurance Program

What is it?

- The Queensland Government is offering an insurance subsidy to help people pay for home insurance when becoming a homeowner through resolution of a Land Holding Act (Katter) lease, lease entitlement or under a 99-year home ownership lease.
- To help pay for your home insurance, you are eligible for a maximum of 2 years.

Things to consider

- The insurance subsidy is available for 2 years. After 2 years you will have to pay for your insurance.
- If you make a claim under the policy, you will be required to pay money to the insurer (this is called an excess).

How does it work?

- The Remote Home Ownership team have gathered several quotes from different providers and reviewed the policies to identify the best value for you.
- If you are interested, we will progress payment on your behalf and talk more with you about your insurance needs in the next 6 - 12months.
- You need to review the information provided to you in this pack and call or email the Remote Home Ownership team to let us know if you are interested in accessing the subsidy.

Need more help?

Call Edith Nona – Remote Home Ownership team:

Phone: 07 40 365505

Email edith.nona@chde.qld.gov.au

Generic HHSATSIHURemoteHomeOwnership@chde.qld.gov.au



ANNUAL OPERATIONAL PLAN UPDATE - Q1/2 2022/23 (1 JULY 2022 - 31 DEC 2022)

Office of the CEO

| CEO Office | | | | Q1 % Complete | Q2 % Complete | Progress comments |
|-----------------------------|--------------------------|--|--|---------------|---------------|--|
| Project | Section | Objective | Performance Measures | | | |
| Recruit CEO | Mayor Human Resources | Council has a CEO recruited | <ul style="list-style-type: none"> Appoint Recruitment Agency Appoint Candidate | 50% | 100% | Kevin Bell appointed. |
| Corporate Plan | CEO Office Governance | Council has a current and new Corporate Plan | <ul style="list-style-type: none"> Councillor input session EMT input session Community Consultation Adopted Corporate Plan | 0% | 0% | Corporate Plan review marked and budgeted for Q3/Q4 2022/23. |
| Carbon Abatement Project | CEO Office | Council Continues Abatement | <ul style="list-style-type: none"> Council maintains compliance obligations with clean energy regulations Council produces sellable credits | 50% | 95% | Proactive and reactive burns complete in 2022. ACCU generation to be assessed early 2023 and sold prior to 30 June 2023. |
| Cattle Company | CEO Office | Council further establishes a viable cattle business | <ul style="list-style-type: none"> Grazing License achieved with RNTBC Plan to establish a fenced cattle station developed | 50% | 100% | Season ended 2 November 2022. All revenue received by 31 December 2022. |
| Capital Prioritisation | CEO Office | Council has a capital prioritization strategy and program for New assets that are funded by grants opportunities | <ul style="list-style-type: none"> Develop Strategy Develop a List of Assets Reference Asset Management Plans Apply Strategy | | | Inprogress part of work being completed by officers and Uncango |
| Oriners & Sefton Committee | CEO Office | Council has an active and productive committee that provides guidance for Carbon Abatement and Cattle Farming | <ul style="list-style-type: none"> Hold an initial meeting Establish priorities that benefit the community. | 25% | 50% | Meetings held April, August and December 2022. |
| Grants Management Framework | CEO Office | Council has a framework in place to define when Council applies for grants, how that's is communicated, how it will be managed, and Council's performance for all grants | <ul style="list-style-type: none"> Develop framework Implement framework | | | Progress yet to begin on a framework. |

Corporate Services & Finance

| Corporate Services & Finance | | | | Q1 % Complete | Q2 % Complete | Progress comments |
|--|-----------------|--|---|---------------|---------------|---|
| Project | Section | Objective | Performance Measures | | | |
| Chart of Accounts Review | Finance | Provide improved financial information for departments, sections, and functions of Council. | <ul style="list-style-type: none"> Each function of Council has been reviewed Reports produced tailored to department, section, and function. | 0% | 0% | Will be considered during the budget preparation process |
| Performance Review of Councils functions | Finance | Perform a financial assessment on individual functions of Council to find savings | <ul style="list-style-type: none"> Each function of Council has been reviewed | 0% | 0% | Will be considered during the budget preparation process |
| Asset Management Plans | Finance | Complete Council Wide Asset Management Plan | <ul style="list-style-type: none"> Initial Organisational Wide Asset Management Plan based off Asset Register Water Sub Plan Sewerage Sub Plan Urban Roads Sub Plan Buildings Sub Plan | 0% | 5% | Uncango arrangement should be starting this process. This will be a 2-year project to complete all asset classes. |
| Asset Condition Assessments | Finance | Council performs a condition assessment of three asset classes and revaluation. | <ul style="list-style-type: none"> Building Condition Assessment Urban Roads Condition Assessment Staff Housing Condition Assessment Revaluations completed for each. | 0% | 0% | Uncango arrangement should be starting this process. This will be a 2-year project to complete all asset classes. |
| Financial Sustainability | Finance | Develop a strategy for Council to achieve States new Financial Sustainability Framework | <ul style="list-style-type: none"> Inform Councillors of New Framework Develop a Proposed strategy Apply strategy to 2023/24 Budget | 0% | 50% | Completed Monthly Report now includes a 6 months unrestricted cash goal and current status. Applied to the budget upon creation |
| Long-Term Financial Management Plan (LTFP) | Finance | Current LTFP that is in line with the new: <ul style="list-style-type: none"> Corporate Plan Enterprise Risk Plan Asset Management Plan | <ul style="list-style-type: none"> Develop New LTFP Inform Council of financial sustainability Adopt new LTFP | 0% | 0% | Start upon completion of the Corporate Plan Start upon completion of the Enterprise Risk Management Framework |
| Purchase Store Modernization | Finance | Electronic Stock Management Software | <ul style="list-style-type: none"> Investigate options for electronic stock management Develop an implementation plan | 0% | 0% | Progress yet to begin on this project. |
| Works Order System | Finance | Council is operating on a works order finance system instead of a job number finance system | <ul style="list-style-type: none"> Investigate software options within Synergy Develop an implementation plan | 0% | 0% | Progress yet to begin on this project. |
| New On-Boarding for staff | Human Resources | The program is implemented to the point all current and new staff have an appropriate induction | <ul style="list-style-type: none"> Develop Program Implementation Strategy Implement for new employees Program implemented for current employees | 0% | | Progress yet to begin on this project. |

| | | | | | | |
|---|---|---|---|-----|------|--|
| Electronic Time-Sheeting | Human Resources | Council has a working electronic payroll system | <ul style="list-style-type: none"> Investigate options Implement | 0% | | Progress yet to begin on this project. |
| OH&S Committee | Human Resources | Have a functioning OH&S Committee | <ul style="list-style-type: none"> Recruit position Develop Committee and OH&S instruments Implement | 0% | | Progress yet to begin on this project. |
| Staff Housing Agreements | Human Resources Governance | All Staff Houses have a tenancy agreement or similar instrument | <ul style="list-style-type: none"> Each Staff House has a tenancy agreement Current tenancy inspection Current Condition assessment | 0% | | Inprogress Upon all tenancy agreements signed program will begin Uncango asset management program |
| Employee Benefits Review | Human Resources | Understand the gaps in achieving equitable employee benefits across the organisation | <ul style="list-style-type: none"> Review of all Employee benefits Gap analysis report for EMT If required project developed to create equality. | 0% | | Progress yet to begin on this project. |
| Community WiFi | Information, Communications & Technology | Implement Community Wi-Fi across Community in appropriate locations for required purposes. | <ul style="list-style-type: none"> Develop a plan and cost for implementation Implement | 0% | 0% | Works are currently on hold pending an ICT manager. |
| Indigenous Knowledge Centre | Information, Communications & Technology | To investigate the feasibility of establishing an Indigenous Knowledge Centre coordinator and associated facility in conjunction with the state library and 12 other indigenous shire councils. | <ul style="list-style-type: none"> Complete feasibility report. | 0% | 0% | Initial progress has begun on this project. |
| Website Review | Information, Communications & Technology | All information on the website is accurate and current | <ul style="list-style-type: none"> Review of Current Information Gap report produced Website review to focus on community involvement/participation. | 0% | 25% | Works have commenced on reviewing and updating the website. Site visits are planned for Quarter 3 to further progress and finalise the development of the website. |
| CCTV (Community Safety Plan) | Information, Communications & Technology | Implement and maintain an expanded CCTV platform, in line with Community Safety Plan and Current CCTV Policy | <ul style="list-style-type: none"> Implement required CCTV in accordance with Safety Plan Review to ensure compliance obligations are met. | 0% | 50% | Further work needs to be completed in regards to the requirements of the Safety Plan. Works have currently been put on hold in the absence of the ICT Manager. |
| Electronic Workflows and Paperless Work Environment | Information, Communications & Technology | Reduce the carbon footprint of Council by implementing processes that reduce paper usage. | <ul style="list-style-type: none"> Development of electronic workflows (including electronic signatures) Develop processes that are efficient while not sacrificing compliance and fraud risk Implement where appropriate for the period | 0% | 10% | Works have commenced however with the absence of the ICT Manager have been put on hold. |
| ICT Asset Register | Information, Communications & Technology | Council's ICT register is current | <ul style="list-style-type: none"> Review register Improve the quality of register Develop maintenance strategy or process | 0% | 0% | On hold pending ICT manager. |
| Records Management Disposal Strategy | Information, Communications & Technology | Council has a working disposal program implemented for records | <ul style="list-style-type: none"> Investigate strategies or outsourcing Develop plan Implement | 0% | 0% | On hold pending ICT manager. On hold pending ICT manager. On hold pending ICT manager. |
| ICT Policy review | Information, Communications & Technology Governance | All ICT policies are current | <ul style="list-style-type: none"> Review of ICT Policies to identify gaps Review of current policies Implement all policies | 0% | 50% | Work has commenced on the review of the ICT Policies Work has commenced on the review of the ICT Policies Work has commenced on the review of the ICT Policies |
| New Planning Scheme | Governance | Council has a current planning scheme by July 13 2023 | <ul style="list-style-type: none"> Complete associated studies for the planning scheme Develop a new scheme Community consult process State Approval Adopted Planning Scheme | 20% | 20% | Quote obtained and funding application submitted. Awaiting funds to complete. |
| Enterprise Risk Management review | Governance | Council has a current enterprise risk management risk | <ul style="list-style-type: none"> Review the current framework to meet the current Australian standard Adopt all policy instruments | 0% | 0% | Marked for Q3/Q4. |
| State Compliance Checklist | Governance | Council is compliant with all compliance obligations per the States compliance checklist, which is defined by the Local Government Act and Regulation. | <ul style="list-style-type: none"> Review checklist Review and adopt all associated policies Compliance checklist is signed off by EMT | 0% | 100% | Completed November 2022. All deficits resolved. |

Roads, Infrastructure and Essential Services

| Roads, Infrastructure and Essential Services | | | | Q1 % Complete | Q2 % Complete | Progress comments |
|--|---------------------|---|---|---------------|---------------|---|
| Project | Section | Objective | Performance Measures | | | |
| Fleet Replacement Program | EMRIES | Council has a program to replace its fleet with a prioritisation strategy | <ul style="list-style-type: none"> Assessment of each vehicle is completed Strategy developed for replacement Appropriate vehicles purchased | 0% | 0% | Systems unable to collate report , manual collection required Collecting data that is required Collecting data that is required |
| Council Building renewal program | Building Management | Council has a program of capital renewal for council buildings based on the Asset management Plan | <ul style="list-style-type: none"> Each function of Council has been reviewed | 80% | 80% | Training centre work waiting for electrical box instillation. |

| | | | | | | |
|-----------------------------|---------------------|--|--|------|------|--|
| Community Housing | Building Management | Responsible management of repairs, maintenance and upgrades of existing assets, compliance with regulator requirements and undertaking of works in line with contracts | <ul style="list-style-type: none"> Receive, allocate and program works within nominated QBuild contract timeframes Timely completion of internal works Utilisation of local workforce | 50% | 85% | Aged report addressed, however this process fluctuates Crew requires higher skill sets to complete associated works - Skill sets and resources reviewed Half of crew unable to meet skills required to complete - works training/skills reviewed |
| | | | <ul style="list-style-type: none"> Revenue in line with agreed profit margins | 50% | 50% | |
| | | | | 60% | 60% | Revenue lower due to external contractors being engaged. |
| ICCIP Water, Waste & Solid | Essential Services | ICCIP capital works are completed within budget of grant. | <ul style="list-style-type: none"> Scope of works is completed Project completed within budget Project completed within budget time | 85% | 85% | ponds awaiting completion, requires 1 week dry weather. to complete after roads open / January onwards Currently within budget for completed scope of works |
| DRFA Works | Roads | DRFA funded works are completed within budget of grant allocation | <ul style="list-style-type: none"> Scope of works is completed Project completed within budget Project completed within budget time | 80% | 80% | TIDS and R2R completed, QRA Roads completed as available, Wet season will reduce access for a few months. all works completed within budget |
| Drinking Water Improvements | Essential Services | To continue to meet the current QLD drinking water standards. | <ul style="list-style-type: none"> Implement suggested improvements per recent audit. | 100% | 100% | All works completed on time [Within proposed schedule] |
| Airport Infrastructure | EMRIES | Ensure all airport infrastructure conforms to CASA requirements including fuel farm, runway and PAL system. | <ul style="list-style-type: none"> Audits undertaken with suggested improvements implemented. | 50% | 100% | Systems review being implemented, SWIM completed |
| | | | | | | Aerodrome compliance report completed by Airside Services |

Community Services and Cultural Heritage

| Community Services and Cultural Heritage | | | | Q1 % Complete | Q2 % Complete | Progress comments |
|--|--------------------|---|---|---------------|---------------|---|
| Project | Section | Objective | Performance Measures | | | |
| Community Safety Plan | EMCS | Council's Community Safety Plan is implemented within the restraints of financial resources | <ul style="list-style-type: none"> Improvements are implemented Night Patrol is recruited Youth diversion program is implemented | | | Ongoing investment from the Federal and State departments. Council is now operating Night Patrol, Men's Shed Programmes and we have received operational funds for Child Care. |
| Land and Cultural Protection | Land & Sea | Land and Cultural Protection is compliant and maintained the standard of service | <ul style="list-style-type: none"> Biosecurity Plan is developed and Biosecurity Plan is adopted Cultural activities are conducted | 10% | 0% | The Ranger team is actively engaged with biosecurity activities via the TopWatch fee-for-service agreement (Cth, DAWE). These activities improve our general sensitivity to biosecurity risk and mitigation strategies. However, the development of a Council-centric biosecurity plan had not commenced by 31 Dec. The Ranger team have been active in patrolling areas that TOs have requested specific cultural protection for, e.g., the Oriners-Sefton country where consistent patrols and new signage have resulted in a sharp decrease in illegal camping and fire/arson. In addition, the team have supported cultural activities in town with supply of bush tucker, support for cultural ceremony, and protection of community from totemic species. |
| 0 – 5 Education | EMCS | Council fosters the development of education for children 0-5 years | <ul style="list-style-type: none"> Development of an early year's program Implement program` | 70% | | |
| Sport and Recreation Events | Sport & Recreation | Council delivers programs and events to increase participation in activities | <ul style="list-style-type: none"> Annual calendar of events is held Swimming pool programs is implemented | | | On |
| Aged Care Compliance | Aged Care | Council maintains an aged care compliant service | <ul style="list-style-type: none"> Council maintains compliance with the federal government aged care standards Any improvements identified are implemented | | | |

Queensland Government Remote Home Ownership Insurance Program

Fact sheet #1

Information on Insurance and how it works

What is insurance?

- Insurance is an arrangement between a homeowner and an insurance company to provide a guarantee of compensation for specified things like damage to your property. The homeowner needs to pay a specified premium every year.

Types of insurance:

- Home Insurance: Covers the cost of loss or damages to your home and usually covers interior and exterior damage to your home. Every home insurance policy has a liability amount, which sets the amount of coverage should an unfortunate incident occur.
- Contents Insurance: Pays for damage to, or loss of, personal possessions while they are located within your home. Contents insurance is available along with home insurance.
- Landlord Insurance: A Policy that covers investment property owners for a variety of risks, including loss or damage caused by tenants.

Why do you need home insurance?

- An important part of entering private home ownership is the decision to insure your home.
- Insurance can cover repair costs from major incidents on your property, such as the roof coming off from a storm or a tree falling on your house.
- You may also like to take out contents insurance to cover replacement or repair of the items in your home.

Things to consider:

- If you have your home repaired or replaced under insurance, you will have to pay some money to the insurance company (this is called an excess).
- Insurance isn't like savings; you don't get your money back. If you stop paying your insurance the policy ends and you don't get a refund on what you have paid so far.

Need more help?

Call Edith Nona –Remote Home Ownership team:

Phone: 07 40 365505

Email edith.nona@chde.qld.gov.au

Generic HHSATSIHURemoteHomeOwnership@chde.qld.gov.au



Ordinary Council Meeting

Title: Finance Information Report

Meeting Date: 25 January 2023

Author: Acting Finance Manager

Key Updates

1. Financial Report December 2022

A monthly Finance report for the month of December 2022 has been prepared as at Attachment 1.

Key points from the December 2022 YTD report are as follows:

- net operating result (before depreciation) is a \$2,426K profit, this is **\$606K** worse than budget
- actual net operating income is \$15,237K this is **\$2,126K** better than budget
- actual operating expenditure is \$12,810K this is **\$2,732K** worse than budget
- Net loss (after depreciation) is \$2,065K, this is **\$606K** worse than budget
- Untied Cash Funds balance is \$8,565K

These comparisons are to the Annual Budget 2022-23 as adopted at the 26 July 2022 Special Meeting.

2. Credit Card Acquittal

The acquittals of all Council's credit cards for November 2022 have been prepared as at attachment 2.

No expenditure is outside of the Procurement Policy.

Recommendation

That Council note the:

- Monthly Financial Report December 2022
- Credit Card Acquittals November 2022

Attachments

1. Council Financial Report December 2022
2. Credit card Acquittals November 2022

Financial Report December 2022





| CONTENTS | Page |
|---|-------------|
| Financial Summary | 3 |
| Operating Statement | 4 |
| Results by Function | 6 |
| Results by Program - operating | 7 |
| Results by Program - capital | 8 |
| Enterprises - Summary | 9 |
| Statement of Financial Position & Cash | 10 |
| Building Program | 11 |

(all results are in \$)



Year to Date December 2022

Finance Summary

The YTD December 2022 financials show an actual operating loss of \$2,064,820 compared to a budgeted loss of \$1,458,761.

This unfavourable variance includes General Council \$542,617 mainly due to lower than forecast distributions from CDP for 2021/22 and 2022/23, Events \$157,980 and Roads \$122,897 due to lower grant revenue and the bulk purchase of patching materials for the wet season. In addition a net unfavourable variance arose for the Operating Grant program \$934,498 predominantly due to the timing of receipts and expenditure compared to budget phasing. These are partially offset by favourable variances for Heavy Plant and Roads Camp \$754,124 mainly due to higher recoveries from plant usage for capital projects, QBuild Program \$168,926, Essential Services \$133,971 and Governance \$133,647.

Enterprises are showing a YTD profit of \$1,513,642 which is \$10,870 higher than budget. Profits are higher than budget for the Accommodation Facilities \$443,643, due to higher occupancy rates than budget at the Accommodation Centre and the Contractors Camp, and the Batching Plant \$516,210 due to concrete supplied for capital projects. Profit is \$1,013,473 lower than budget for the Cattle Co due to a combination of lower prices and volumes sold compared to budget estimates. The loss at the Airport is \$66,682 lower than budget due to higher than budgeted revenue from landing fees and jet fuel sales and the timing of expenditure payments and the Post Office loss is \$11,459 lower than budget.

Capital program works are progressing and all projects are within budget allocations.

Kowanyama Aboriginal Shire Council
Profit & Loss
Period ending - 31/12/2022

| IE Code | | Year to Date Actual | Year to Date Current Budget | Year to Date Variance to Current Budget | Full Year Current Budget |
|---------|--|------------------------|-----------------------------------|--|--------------------------------|
| | | \$ | \$ | \$ | \$ |
| | Income | | | | |
| 100 | Council Rates, Levies & Charge | 541,479 | 541,481 | (2) | 541,481 |
| 110 | Commissions & Fees Revenue | 79,356 | 94,728 | (15,372) | 189,466 |
| 111 | Aviation Landing Fees | 133,436 | 90,678 | 42,758 | 181,363 |
| 112 | Other Fees & Charges | 1,000 | 0 | 1,000 | 0 |
| 120 | Accommodation Revenue | 725,464 | 466,386 | 259,078 | 932,797 |
| 125 | Rental Income | 464,210 | 415,704 | 48,506 | 831,428 |
| 130 | Interest Received | 112,632 | 9,996 | 102,636 | 20,000 |
| 140 | Sale of Goods Revenue | 2,147,005 | 2,353,620 | (206,615) | 3,007,261 |
| 141 | Services Revenue | 4,053,315 | 2,501,698 | 1,551,617 | 4,063,436 |
| 142 | Aviation Fuel Revenue | 169,619 | 134,832 | 34,787 | 269,664 |
| 150 | Donations Received | 46,450 | 11,250 | 35,200 | 22,500 |
| 151 | Gain on Revaluation | 0 | 0 | 0 | 0 |
| 152 | Insurance Recoveries | 0 | 0 | 0 | 0 |
| 153 | Fuel Tax Credits | 3,977 | 12,500 | (8,523) | 25,000 |
| 154 | Other Income | 200,550 | 504,660 | (304,110) | 1,009,338 |
| 156 | Training Recoveries | 0 | 88,698 | (88,698) | 177,402 |
| 157 | Workcare Recoveries | 16,607 | 0 | 16,607 | 0 |
| 160 | State Government Grants - Operating | 3,495,407 | 3,639,100 | (143,693) | 4,435,733 |
| 161 | Commonwealth Government Grants - Operating | 1,488,209 | 2,244,844 | (756,635) | 5,409,894 |
| 162 | Other Grants - Operating | 0 | 0 | 0 | 5,390,615 |
| 163 | Repaid Operating Grant Funding | 0 | 0 | 0 | 0 |
| 170 | State Government Grants - Capital | 0 | 0 | 0 | 0 |
| 171 | Commonwealth Government Grants - Capital | 0 | 0 | 0 | 0 |
| 172 | Other Grants - Capital | 0 | 0 | 0 | 0 |
| 173 | Donated Assets - Capital | 0 | 0 | 0 | 0 |
| 900 | Internal Cost Recoveries - Sale of goods | 314,240 | 0 | 314,240 | 0 |
| 901 | Internal Cost Recoveries - Services | 1,226,941 | 0 | 1,226,941 | 0 |
| 155 | Bad debts Recovered | 0 | 0 | 0 | 0 |
| 180 | Profit on Asset Disposal | 16,700 | 0 | 16,700 | 0 |
| | Total Income | 15,236,598 | 13,110,175 | 2,126,423 | 26,507,378 |
| | Less Expenses | | | | |
| 200 | Cost Of Goods Sold | 1,100,674 | 326,874 | (773,800) | 653,761 |
| 220,221 | Stock Adjustments & Stocktake variances | (952) | 0 | 952 | 0 |
| 300 | Wages - Permanent Staff | 4,174,394 | 4,217,424 | 43,030 | 9,137,983 |
| 320 | Superannuation | 428,914 | 485,466 | 56,552 | 1,052,042 |
| 340 | Recruitment & Relocation | 84,317 | 44,988 | (39,329) | 90,000 |
| 341 | Workers Compensation | 86,849 | 93,318 | 6,469 | 186,887 |
| 342 | Staff Education & Training | 65,136 | 116,334 | 51,198 | 232,717 |
| 343 | FBT | 0 | 0 | 0 | 0 |
| 332 | Other Councillor Costs | 0 | 0 | 0 | 0 |
| 344,345 | Training and Workcare Costs - recoverable | 0 | 3,684 | 3,684 | 7,376 |
| 345 | Employee Assistance Program | 0 | 996 | 996 | 2,000 |
| 400 | Audit Fees | 1,514 | 52,206 | 50,692 | 104,435 |
| 410 | Admin Expenses | 2,115 | 10,740 | 8,625 | 21,500 |
| 411 | Advertising Costs | 8,854 | 9,738 | 884 | 19,500 |
| 412 | Memberships & Subscriptions | 62,005 | 34,704 | (27,301) | 69,450 |
| 413 | Postage & Stationery | 16,472 | 13,872 | (2,600) | 27,825 |

| | | | | | |
|---------|--|--------------------|--------------------|--------------------|--------------------|
| 414 | Staff Amenities | 21,325 | 36,990 | 15,665 | 74,100 |
| 415 | Disaster Recovery Expenses | 0 | 20,496 | 20,496 | 41,000 |
| 416 | Hcp Purchased Goods | 0 | 12,498 | 12,498 | 25,000 |
| 421 | MV Expenses - Fuel | 71,864 | 62,586 | (9,278) | 125,308 |
| 422 | MV Expenses - Registration | 502 | 28,422 | 27,920 | 56,955 |
| 423 | MV Expenses - Running Costs | 398 | 5,094 | 4,696 | 10,200 |
| 475 | R&M - MV Expenses | 102,739 | 40,458 | (62,281) | 80,974 |
| 424 | Plant Fuel & Oil Expenses | 0 | 498 | 498 | 1,000 |
| 428 | Plant Hire | 40,189 | 3,000 | (37,189) | 6,000 |
| 429 | Office Equipment Lease | 0 | 0 | 0 | 0 |
| 430 | Consultants | 52,972 | 130,476 | 77,504 | 261,000 |
| 431 | Contractors | 3,050,123 | 1,441,668 | (1,608,455) | 2,883,468 |
| 432 | Legal Expenses | 0 | 77,490 | 77,490 | 155,000 |
| 433 | Accountancy Fees | 72,850 | 0 | (72,850) | 0 |
| 434 | Computer, IT & Network | 362,111 | 142,680 | (219,431) | 285,434 |
| 460 | Telephone, Fax & Printers | 126,570 | 141,276 | 14,706 | 282,651 |
| 435 | Cleaning | 23,445 | 22,446 | (999) | 45,000 |
| 436 | Freight | 120,310 | 60,078 | (60,232) | 120,300 |
| 437 | Security | 9,765 | 14,142 | 4,377 | 28,300 |
| 438 | Catering | 90,217 | 78,228 | (11,989) | 156,500 |
| 452 | Donations | 100,000 | 0 | (100,000) | 0 |
| 453 | Safety Equipment | 7,299 | 12,624 | 5,325 | 25,325 |
| 454 | Protective Clothing/Uniforms | 12,607 | 17,106 | 4,499 | 34,292 |
| 455 | Consumables/Materials | 363,389 | 323,094 | (40,294) | 646,377 |
| 456 | Mobilisation & Demobilisation | 0 | 2,496 | 2,496 | 5,000 |
| 464 | Electricity | 187,086 | 153,318 | (33,768) | 306,728 |
| 450 | Small Tools, Equipment And Furniture | 46,396 | 41,586 | (4,810) | 83,250 |
| 451 | Portable & Attractive Assets | 39,514 | 64,224 | 24,710 | 128,500 |
| 610 | Capital Assets expenditure | 13,060 | 0 | (13,060) | 0 |
| 611 | Capitalisation of Assets | 0 | 0 | 0 | 0 |
| 471 | R&M - Roads & Infrastructure | 0 | 0 | 0 | 5,402,115 |
| 472 | R&M - Buildings | 6,603 | 110,658 | 104,055 | 221,360 |
| 473 | R&M - Plant & Equipment | 81,626 | 110,208 | 28,582 | 220,500 |
| 474 | R&M - Other | 13,601 | 11,280 | (2,321) | 22,600 |
| 476 | Council Damage & Vandalism | 174 | 27,492 | 27,318 | 55,000 |
| 480 | Travel Exps - Accommodation | 29,775 | 41,718 | 11,943 | 83,500 |
| 481 | Travel Exps - Airfares | 90,069 | 79,806 | (10,263) | 159,700 |
| 482 | Travel Exps - Car Hire/ Taxis/ Km'S | 19,840 | 11,772 | (8,068) | 23,600 |
| 483 | Travel Exps - Meals & Incident | 45,314 | 45,198 | (116) | 90,500 |
| 490 | Rent | 62,265 | 313,230 | 250,965 | 626,479 |
| 491 | Grants Refunded | 0 | 0 | 0 | 0 |
| 500-502 | ATM & Eftpos Fees, Bank Charges & Interest | 22,450 | 22,494 | 44 | 45,000 |
| 440 | Insurance | 1,144,666 | 1,101,000 | (43,666) | 1,158,000 |
| 503 | Bad Debts Written Off | 2,200 | 0 | (2,200) | 0 |
| 461 | Fees & Charges | 602 | 906 | 304 | 1,825 |
| 462 | Licences | 3,649 | 3,810 | 161 | 7,650 |
| 463 | Rates & Taxes | 17,403 | 17,496 | 93 | 35,000 |
| 457-459 | Suspense Reset & Rounding | 0 | 0 | 0 | 0 |
| 910,911 | Internal Cost Charges - Sale of Goods & Services | 325,088 | 0 | (325,088) | 0 |
| 920 | Internal Cost Allocation - Wages | 0 | (162,498) | (162,498) | (325,000) |
| | Net Operating Expense | 12,810,347 | 10,077,888 | (2,732,459) | 25,300,967 |
| | Net Operating Profit / (Loss) | 2,426,251 | 3,032,287 | (606,036) | 1,206,411 |
| | | | | | |
| 510-518 | Depreciation | 4,491,071 | 4,491,048 | (23) | 8,982,138 |
| 520,600 | Loss on Reval of Finance Leases & Sale of Assets | 0 | 0 | 0 | 0 |
| | Net Profit / (Loss) | (2,064,820) | (1,458,761) | (606,059) | (7,775,727) |

Year to Date December 2022

| Net Results by Portfolio | | Actual YTD | Current Budget YTD | Variance to Current Budget | Full Year Current Budget |
|---|-----------------------|----------------------|----------------------|----------------------------|--------------------------|
| Office of the CEO | <i>Deficit</i> | (\$2,532,279) | (\$2,195,507) | (\$336,772) | (\$4,052,596) |
| Corporate & Financial Services | <i>Surplus</i> | \$3,620,638 | \$4,509,930 | (\$889,292) | \$4,631,145 |
| Community Services & Cultural Heritage | <i>Deficit</i> | (\$445,238) | \$488,302 | (\$933,540) | \$108,995 |
| Roads, Infrastructure & Essential Service | <i>Deficit</i> | (\$2,707,941) | (\$4,261,486) | \$1,553,545 | (\$8,463,271) |
| TOTAL NET OPERATING RESULT | <i>Deficit</i> | (\$2,064,820) | (\$1,458,761) | (\$606,059) | (\$7,775,727) |
| Capital | <i>Deficit</i> | (\$1,597,606) | (\$1,019,328) | (\$578,278) | (\$1,019,328) |
| TOTAL NET CAPITAL RESULT | <i>Deficit</i> | (\$1,597,606) | (\$1,019,328) | (\$578,278) | (\$1,019,328) |
| TOTAL NET RESULT | <i>Deficit</i> | (\$3,662,426) | (\$2,478,089) | (\$1,184,337) | (\$8,795,055) |



Year to Date December 2022

| Net Operating Results by Program | | Actual YTD | Current Budget YTD | Variance to Current Budget | Full Year Current Budget |
|--|-------------|----------------------|----------------------|----------------------------|--------------------------|
| Kowanyama Office | Loss | (\$216,511) | (\$235,650) | \$19,139 | (\$496,537) |
| Cairns Office & Finance | Loss | (\$397,442) | (\$454,470) | \$57,028 | (\$953,293) |
| Councillor Costs | Loss | (\$248,522) | (\$239,382) | (\$9,140) | (\$508,634) |
| General Council | Loss | (\$2,295,174) | (\$1,752,557) | (\$542,617) | (\$3,080,855) |
| Council Houses / Buildings | Loss | (\$2,575,770) | (\$2,597,100) | \$21,330 | (\$5,194,267) |
| Human Resources | Loss | (\$155,329) | (\$157,020) | \$1,691 | (\$339,785) |
| Governance | Loss | (\$136,480) | (\$270,126) | \$133,647 | (\$563,610) |
| Information, Communications & Technology | Loss | (\$329,829) | (\$298,494) | (\$31,335) | (\$621,151) |
| Staff Housing | Loss | (\$43,948) | \$0 | (\$43,948) | \$0 |
| Arthur Beetson - Legends | Loss | (\$140,123) | \$0 | (\$140,123) | \$0 |
| KASC Events | Loss | (\$17,857) | \$0 | (\$17,857) | \$0 |
| Carbon Farming | Profit | \$679,423 | \$698,350 | (\$18,927) | \$454,409 |
| Building/ Carpenters | Loss | (\$391,246) | (\$400,596) | \$9,350 | (\$856,933) |
| Centrelink | Loss | (\$9,178) | \$14,928 | (\$24,106) | \$24,734 |
| Community Police | Profit | \$0 | (\$43,182) | \$43,182 | (\$93,358) |
| Community Bus | Loss | (\$1,958) | (\$28,446) | \$26,488 | (\$61,128) |
| Electrician | Loss | (\$150,979) | (\$182,592) | \$31,613 | (\$385,394) |
| Essential Services | Loss | (\$753,855) | (\$887,826) | \$133,971 | (\$1,824,821) |
| Mp Sport & Rec Facility | Loss | (\$128,422) | (\$75,012) | (\$53,410) | (\$159,315) |
| Parks & Gardens | Loss | (\$192,800) | (\$179,298) | (\$13,502) | (\$386,173) |
| Purchase Store | Loss | (\$143,919) | (\$143,172) | (\$747) | (\$305,425) |
| Roads | Loss | (\$149,091) | (\$26,194) | (\$122,897) | \$90,523 |
| Workshop | Loss | (\$46,205) | \$12,498 | (\$58,703) | \$25,000 |
| Swimming Pool | Loss | (\$9,624) | (\$16,140) | \$6,516 | (\$32,324) |
| Heavy Plant | Profit | \$828,721 | (\$50,274) | \$878,995 | (\$100,585) |
| National Disability Insurance Scheme (Ndis) | Profit | \$110,436 | \$76,464 | \$33,972 | \$140,989 |
| Road Contractors Camp | Loss | (\$55,757) | \$69,114 | (\$124,871) | \$138,200 |
| Cleaning Services | Loss | (\$115,476) | (\$31,386) | (\$84,090) | (\$67,929) |
| Payroll Use Only | Loss | (\$1,586) | \$0 | (\$1,586) | \$0 |
| Airport | Loss | (\$215,216) | (\$281,898) | \$66,682 | (\$594,093) |
| Bakery | Loss | (\$174) | \$0 | (\$174) | \$0 |
| Batching Plant | Profit | \$440,838 | (\$75,372) | \$516,210 | (\$150,786) |
| Blue Cafe | Profit | \$5,246 | \$12,996 | (\$7,750) | \$26,000 |
| Kowanyama Cattle Co | Profit | \$826,907 | \$1,840,380 | (\$1,013,473) | \$1,980,725 |
| Post Office | Loss | (\$45,343) | (\$56,802) | \$11,459 | (\$129,293) |
| Accommodation Centre | Profit | \$502,455 | \$58,812 | \$443,643 | \$92,059 |
| Car Hire | Loss | (\$1,071) | \$4,656 | (\$5,727) | \$9,300 |
| FAGS - General Purpose | Profit | \$577,576 | \$578,156 | (\$580) | \$2,312,630 |
| SGFA - State Government Financial Aid | Profit | \$2,030,013 | \$1,980,504 | \$49,509 | \$1,980,504 |
| Revenue Replacement | Profit | \$764,700 | \$764,700 | \$0 | \$764,700 |
| IAS RIBS | Loss | (\$14,502) | \$30,450 | (\$44,952) | \$0 |
| Dept Of Emergency Services | Profit | \$11,092 | \$6,777 | \$4,315 | \$0 |
| Dete Childcare | Loss | (\$3,216) | \$10,806 | (\$14,022) | \$1 |
| Get Ready Queensland | Profit | \$603 | \$3,390 | (\$2,787) | \$0 |
| IAS Family Services | Profit | \$581 | \$139,132 | (\$138,551) | \$0 |
| IAS Sport & Rec | Profit | \$5,939 | \$45,132 | (\$39,193) | (\$101) |
| Indigenous Economic Development | Profit | \$31,386 | \$34,034 | (\$2,648) | (\$19,454) |
| Indigenous Sports & Rec Progra | Profit | \$17,512 | \$5,982 | \$11,531 | \$0 |
| NAIDOC | Profit | \$350 | (\$13,738) | \$14,088 | (\$28,000) |
| Men's Meeting Place Operating Grant | Profit | \$645 | \$18 | \$627 | \$0 |
| Aged Care | Profit | \$53,031 | \$190,152 | (\$137,121) | \$307,443 |
| Qld Health Public Health | Profit | \$31,532 | \$7,842 | \$23,690 | \$7,694 |
| Womans Shelter | Loss | (\$11,870) | \$13,864 | (\$25,734) | \$5,000 |
| Indigenous Rangers | Loss | (\$418,196) | \$27,482 | (\$445,678) | \$9,224 |
| Women's Meeting Place Operating Grant | Loss | (\$129,498) | \$10,304 | (\$139,802) | \$0 |
| Ddsatsip Community Safety Plan | Loss | (\$7,451) | \$25,004 | (\$32,455) | \$0 |
| Department Of Tourism | Profit | \$0 | (\$49,998) | \$49,998 | \$0 |
| Service Enhancement Ddsatsip | Profit | \$0 | \$17,504 | (\$17,504) | \$0 |
| Local Leadership Ddsatsip | Profit | \$0 | \$0 | \$0 | \$0 |
| Ranger Capability Building - Dept Of Agriculture, Water & The Envi | Loss | (\$84,259) | \$0 | (\$84,259) | \$0 |
| Keeping Queensland Clean | Loss | (\$724) | \$0 | (\$724) | \$0 |
| Community Night Patrol | Profit | \$63,154 | \$4,344 | \$58,810 | \$0 |
| Community Toolbox | Profit | \$27,873 | \$0 | \$27,873 | \$0 |
| QBuild Upgrade Program | Profit | \$238,307 | \$138,390 | \$99,917 | \$276,782 |
| QBuild R&M Program | Profit | \$325,460 | \$260,802 | \$64,658 | \$521,600 |
| Qbuild Domestic Services | Profit | \$0 | \$4,998 | (\$4,998) | \$10,000 |
| TOTAL NET OPERATING RESULT | Loss | (\$2,064,820) | (\$1,458,761) | (\$606,059) | (\$7,775,727) |

CAPITAL PROJECTS SCHEDULE as at 31/12/22

| | | | PROJECT BUDGET | | | GRANT FUNDING | | | EXPENDITURE (excluding outstanding PO's) | | | Remaining Budget available as at 31/12/22 |
|---------------|------------------|---|-------------------------------|-----------------------------|-------------------------|---------------------------------|-------------------------------|------------------------------------|---|------------------------|---|---|
| JOB # Income | JOB # Expense | Project | Project Funding - Grant | Project Funding - COF | Project Total Budget | Grants Received upto 30/6/22 | Grants Received 2022/23 | Grants balance not yet received | Expenditure to 30/6/22 | Expenditure 2022/23 | Total project expenditure to 31/12/22 | |
| | | | a | b | g = (a + b) | c | d | h = (a - c - d) | e | f | i = (e + f) | j = (g - h) |
| R2REC6R | R2REC6E | R2R - LRCP Phase 1 | 157,431 | 1,760 | 159,191 | 141,688 | 15,743 | 0 | 159,191 | 0 | 159,191 | 0 |
| R2REC7R | R2REC7E | R2R - 2021/22 Lrcip Extra Funding Phase 2 | 130,978 | 5,193 | 136,171 | 91,685 | 39,293 | 0 | 136,171 | 0 | 136,171 | (0) |
| R2REC8R | R2REC8E | R2R - 2021/22 Works | 160,816 | 0 | 160,816 | 160,816 | 0 | 0 | 158,624 | 0 | 158,624 | 2,192 |
| R2REC9R | R2REC9E | R2R - LRCP Phase 3 | 314,862 | 1,310 | 316,172 | 236,147 | 0 | 78,715 | 0 | 316,172 | 316,172 | 0 |
| R2REC10R | R2REC10E | R2R - 2022/23 Works | 157,431 | 2,753 | 160,184 | 0 | 157,431 | 0 | 0 | 160,184 | 160,184 | (0) |
| TIDS2122AR | TIDS2122AE | Tids Atsi 2021/22 Additional Funds | 130,000 | 3,061 | 133,061 | 130,000 | 0 | 0 | 114,304 | 18,757 | 133,061 | 0 |
| TIDS2122BR | TIDS2122BE | Tids Atsi 2021/22 Addnl \$300K Funds | 300,000 | 2,841 | 302,841 | 300,000 | 0 | 0 | 0 | 302,841 | 302,841 | (0) |
| TIDS2223R | TIDS2223E | Tids Atsi 2022/23 | 236,493 | 1,810 | 238,303 | 0 | 236,493 | 0 | 0 | 238,303 | 238,303 | 0 |
| PMCO1R | PMCO1E | PMC Cattleyards | 50,000 | 5,147 | 55,147 | 50,000 | 0 | 0 | 40,311 | 14,836 | 55,147 | 0 |
| DLGR14R | DLGR14E | Canteen & Blue Café Refurbishment Capital | 946,688 | 105,188 | 1,051,875 | 946,688 | 0 | 0 | 1,079,640 | 0 | 1,079,640 | (27,765) |
| 54522 | 5452E | Dilgg Iccip Water, Waste & Solid | 9,500,000 | 0 | 9,500,000 | 5,167,978 | 211,848 | 4,120,174 | 3,427,003 | 4,512,569 | 7,939,572 | 1,560,428 |
| HOUSING1R | HOUSING1E | Remote Housing Program - round 1 | 2,139,037 | 0 | 2,139,037 | 1,925,134 | 0 | 213,904 | 405,031 | 1,054,857 | 1,459,888 | 679,150 |
| HOUSING2R | HOUSING2E | Remote Housing Program - round 2 | 4,105,163 | 0 | 4,105,163 | 0 | 0 | 4,105,163 | 0 | 62,362 | 62,362 | 4,042,801 |
| WMP1R | WMP1E | Women's Meeting Place Stage 1 | 313,000 | 0 | 313,000 | 313,000 | 0 | 0 | 284,865 | 0 | 284,865 | 28,135 |
| W4Q021R | W4Q021E | W4Q 21-24 Staff House's Stage 2 | 340,000 | 0 | 340,000 | 170,000 | 0 | 170,000 | 335,735 | 3,005 | 338,740 | 1,260 |
| W4Q022R | W4Q022E | W4Q 21-24 Kiddies Wading Pool & Pumps Upgrade | 300,000 | 0 | 300,000 | 150,000 | 0 | 150,000 | 0 | 0 | 0 | 300,000 |
| W4Q023R | W4Q023E | W4Q 21-24 Women's Meeting Place Stage 2 & 3 | 670,000 | 0 | 670,000 | 335,000 | 0 | 335,000 | 2,614 | 0 | 2,614 | 667,386 |
| W4Q024R | W4Q024E | W4Q 21-24 Workshop Compound Stage 3 | 390,000 | 0 | 390,000 | 195,000 | 0 | 195,000 | 150,921 | 0 | 150,921 | 239,079 |
| 57122 | 5712E | Cyclone Vault | 100,000 | 0 | 100,000 | 0 | 0 | 100,000 | 0 | 4,150 | 4,150 | 95,850 |
| QRRRF03R | QRRRF03E | Magnificent Creek Bank Fortification Kasc.0036.2122 | 492,788 | 0 | 492,788 | 0 | 147,836 | 344,951 | 0 | 0 | 0 | 492,788 |
| NQDMP | | Magnificent Creek Bank Fortification Kasc.0036.2122 | 2,007,213 | 0 | 2,007,213 | 0 | 0 | 2,007,213 | 0 | 0 | 0 | 2,007,213 |
| | | Pindi Estate Swale Drain (QRRRF & NQDMP) | 520,000 | 0 | 520,000 | 0 | 0 | 520,000 | 0 | 0 | 0 | 520,000 |
| 57622 | 5762E | Airport Fuel Farm & Paalc Lighting Upgrades Dsdilgp | 1,167,919 | 129,769 | 1,297,688 | 0 | 350,376 | 817,543 | 0 | 573,358 | 573,358 | 724,330 |
| 57722 | 5772E | Gas Storage And Roadway Access | 196,650 | 21,850 | 218,500 | 0 | 58,995 | 137,655 | 0 | 10,908 | 10,908 | 207,592 |
| BBR | | Womens Meeting Place Stage 2 & 3 | 990,000 | 0 | 990,000 | 0 | 0 | 990,000 | 0 | 0 | 0 | 990,000 |
| BOR | | Shed & Water Testing Lab | 650,000 | 0 | 650,000 | 0 | 0 | 650,000 | 0 | 0 | 0 | 650,000 |
| 54022 | 5402E | DRFA Emergent Works 2019 | 0 | 0 | 0 | 0 | 0 | 0 | 39,855 | 0 | 39,855 | (39,855) |
| 54122 | 5412E | DRFA Repa 2019 | 3,462,863 | 0 | 3,462,863 | 3,424,603 | 0 | 38,260 | 3,462,863 | 0 | 3,462,863 | 0 |
| 54622 | 5462E | Qra 2019 Betterment Kasc.0007 & 0008 | 251,660 | 0 | 251,660 | 251,660 | 0 | 0 | 213,641 | 0 | 213,641 | 38,020 |
| 54722 | 5472E | DRFA REPA 2020 | 6,906,038 | 0 | 6,906,038 | 6,906,038 | 682,020 | (682,020) | 5,828,273 | 1,360,226 | 7,188,499 | (282,461) |
| 54822 | 5482E | DRFA REPA National Park KASC.26.20 | 0 | 0 | 0 | 0 | 163,013 | (163,013) | 0 | 0 | 0 | 0 |
| 55022 | 5502E | DRFA 2020 Town Streets | 661,882 | 0 | 661,882 | 235,258 | 25,068 | 401,557 | 235,258 | 0 | 235,258 | 426,625 |
| 55722 | 5572E | DRFA Emergent Works 2021 | 343,280 | 0 | 343,280 | 343,280 | 0 | 0 | 343,280 | 0 | 343,280 | 0 |
| 55822 | 5582E | Drfa Repa 2021 Kasc.0025.2021 | 4,963,012 | 0 | 4,963,012 | 4,156,536 | 158,077 | 648,399 | 6,551,713 | (541,486) | 6,010,228 | (1,047,216) |
| 55922 | 5592E | Drfa Town Streets Kasc.0024.2021 | 1,692,599 | 0 | 1,692,599 | 1,388,920 | 113,619 | 190,060 | 1,352,367 | 0 | 1,352,367 | 340,233 |
| 56322 | 5632E | DRFA National Park KASC.0026.2021 | 2,771,918 | 0 | 2,771,918 | 1,290,917 | 291,326 | 1,189,675 | 169,114 | 169,005 | 338,120 | 2,433,798 |
| 56622 | 5662E | DRFA Emergent Works 2022 | 0 | 0 | 0 | 0 | 0 | 0 | 139,356 | 89,176 | 228,532 | (228,532) |
| 56822 | 5682E | Drfa Repa 2022 Kasc.0031.2122 | 4,432,289 | 0 | 4,432,289 | 1,329,687 | 2,233,567 | 869,035 | 750,064 | 3,942,779 | 4,692,842 | (260,553) |
| 57222 | 5722E | QRA REPA KASC.0032.2122 | 545,826 | 0 | 545,826 | 0 | 163,748 | 382,078 | 0 | 0 | 0 | 545,826 |
| 57322 | 5732E | Qra Kasc.0033.2122 | 1,243,444 | 0 | 1,243,444 | 0 | 373,033 | 870,411 | 0 | 0 | 0 | 1,243,444 |
| 57422 | 5742E | Qra Kasc.0034.2122 | 521,778 | 0 | 521,778 | 0 | 156,533 | 365,245 | 0 | 0 | 0 | 521,778 |
| 57522 | 5752E | Qra Kasc.0035.2122 | 779,663 | 0 | 779,663 | 0 | 233,899 | 545,764 | 0 | 0 | 0 | 779,663 |
| 57822 | 5782E | Qra Kasc.0037.2122D.Rec | 0 | 0 | 0 | 0 | 352,006 | (352,006) | 0 | 33,531 | 33,531 | (33,531) |
| 58122 | 5812E | Qra Kasc.0038.2122D.Rec | 1,224,676 | 0 | 1,224,676 | 0 | 367,403 | 857,273 | 0 | 2,686 | 2,686 | 1,221,990 |
| Bud Rev 21/22 | 2072E | Essential Services Truck for crane | 0 | 90,000 | 90,000 | 0 | 0 | 0 | 0 | 0 | 0 | 90,000 |
| Bud Rev 21/22 | 5182E | Aged Care Toyota Hiace Van | 0 | 80,000 | 80,000 | 0 | 0 | 0 | 0 | 0 | 0 | 80,000 |
| Bud Rev 21/22 | 2142E | Caterpillar Grader 140IQY3 - net of \$167k trade in | 0 | 257,820 | 257,820 | 0 | 0 | 0 | 0 | 257,549 | 257,549 | 271 |
| Bud Rev 21/22 | 2142E | Caterpillar Compactor CS788 - net of \$75k trade in | 0 | 146,500 | 146,500 | 0 | 0 | 0 | 0 | 146,275 | 146,275 | 225 |
| Budget 22/23 | | Asset Management Reserve - Renewals program | 0 | 494,237 | 494,237 | 0 | 0 | 0 | 0 | 40,883 | 40,883 | 453,354 |
| Budget 22/23 | | Airport Community WIFI | 0 | 5,000 | 5,000 | 0 | 0 | 0 | 0 | 0 | 0 | 5,000 |
| Budget 22/23 | | Community Hall Connectivity | 0 | 10,954 | 10,954 | 0 | 0 | 0 | 0 | 0 | 0 | 10,954 |
| Budget 22/23 | | Contractors Camp Connectivity? | 0 | 18,911 | 18,911 | 0 | 0 | 0 | 0 | 0 | 0 | 18,911 |
| Budget 22/23 | | Training Centre ReRoof | 0 | 80,000 | 80,000 | 0 | 0 | 0 | 0 | 12,900 | 12,900 | 67,100 |
| Budget 22/23 | | Training Centre Wiring | 0 | 55,000 | 55,000 | 0 | 0 | 0 | 0 | 30,941 | 30,941 | 24,059 |
| Budget 22/23 | | Training Centre CCTV | 0 | 15,000 | 15,000 | 0 | 0 | 0 | 0 | 0 | 0 | 15,000 |
| Budget 22/23 | | Fleet Renewals | 0 | 148,608 | 148,608 | 0 | 0 | 0 | 0 | 54,607 | 54,607 | 94,000 |
| Budget 22/23 | | Fuel Tanks Diesel | 0 | 40,000 | 40,000 | 0 | 0 | 0 | 0 | 0 | 0 | 40,000 |
| | 352CHELLIK | 352 Chelikee Fire Damage | 0 | 202,950 | 202,950 | 0 | 0 | 0 | 0 | 1,050 | 1,050 | 201,900 |
| | | | 56,267,395 | 1,925,660 | 58,193,056 | 29,640,034 | 6,531,326 | 20,096,035 | 25,380,191 | 12,872,423 | 38,252,615 | 19,940,441 |



Year to Date December 2022

| Enterprise Operations | Actual YTD | Current Budget YTD | Variance to Current Budget | Full Year Current Budget |
|-----------------------|------------|--------------------|----------------------------|--------------------------|
|-----------------------|------------|--------------------|----------------------------|--------------------------|

Revenue

| | | | | |
|---------------------------------|--------------------|--------------------|------------------|--------------------|
| Airport Income | \$321,230 | \$225,510 | \$95,720 | \$451,027 |
| Bakery Income | \$0 | \$0 | \$0 | \$0 |
| Batching Plant Income | \$1,306,410 | \$44,004 | \$1,262,406 | \$88,018 |
| Blue Cafe Income | \$0 | \$12,996 | (\$12,996) | \$26,000 |
| Kowanyama Cattle Co Income | \$844,637 | \$2,100,000 | (\$1,255,363) | \$2,500,000 |
| Post Office Income | \$100,154 | \$117,114 | (\$16,960) | \$234,243 |
| Accommodation Facilities Income | \$758,162 | \$265,242 | \$492,920 | \$530,500 |
| Car Hire Income | \$0 | \$7,500 | (\$7,500) | \$15,000 |
| Total | \$3,330,593 | \$2,772,366 | \$558,227 | \$3,844,788 |

Expenses

| | | | | |
|--------------------------------------|--------------------|--------------------|--------------------|--------------------|
| Airport Expenditure | \$536,445 | \$507,408 | (\$29,037) | \$1,045,120 |
| Bakery Expenditure | \$174 | \$0 | (\$174) | \$0 |
| Batching Plant Expenditure | \$865,571 | \$119,376 | (\$746,195) | \$238,804 |
| Blue Cafe Expenditure | (\$5,246) | \$0 | \$5,246 | \$0 |
| Kowanyama Cattle Co Expenditure | \$17,730 | \$259,620 | \$241,890 | \$519,275 |
| Post Office Expenditure | \$145,497 | \$173,916 | \$28,419 | \$363,536 |
| Accommodation Facilities Expenditure | \$255,707 | \$206,430 | (\$49,277) | \$438,441 |
| Car Hire Expenditure | \$1,071 | \$2,844 | \$1,773 | \$5,700 |
| Total | \$1,816,951 | \$1,269,594 | (\$547,357) | \$2,610,876 |

Profit / (Loss)

| | | | | |
|-------------------------------------|--------------------|--------------------|-----------------|--------------------|
| Airport Operations | (\$215,216) | (\$281,898) | \$66,682 | (\$594,093) |
| Bakery Operations | (\$174) | \$0 | (\$174) | \$0 |
| Batching Plant Operations | \$440,838 | (\$75,372) | \$516,210 | (\$150,786) |
| Blue Cafe | \$5,246 | \$12,996 | (\$7,750) | \$26,000 |
| Kowanyama Cattle Co | \$826,907 | \$1,840,380 | (\$1,013,473) | \$1,980,725 |
| Post Office Operations | (\$45,343) | (\$56,802) | \$11,459 | (\$129,293) |
| Accommodation Facilities Operations | \$502,455 | \$58,812 | \$443,643 | \$92,059 |
| Car Hire Operations | (\$1,071) | \$4,656 | (\$5,727) | \$9,300 |
| Total | \$1,513,642 | \$1,502,772 | \$10,870 | \$1,233,912 |

Kowanyama Aboriginal Shire Council



Year to Date December 2022

| Current Assets | 22/23 | Current Liabilities | |
|--|--------------------|--------------------------------|--------------------|
| Cash At Bank & Onhand | 9,536,179 | Trade Creditors | - 531,569 |
| Trade & Other Receivables | 1,151,519 | Accrued Expenses | - 579,703 |
| Provision For Doubtful Debts | - | Income Received in Advance | |
| Inventories | 1,137,066 | Payroll & Other Creditors | - 126 |
| GST Receivable | 99,168 | Loan Liability | - 68,820 |
| Accrued Income / Payments in advance | 800,726 | Provisions | - 1,704,465 |
| TOTAL CURRENT ASSETS | 12,642,694 | Lease Liability | - 78,205 |
| | | TOTAL CURRENT LIAB | - 2,962,888 |
| | | | |
| Non-Current Assets | | Non-Current Liabilities | |
| Finance Leases | 7,558,441 | Loan Liability | - 1,243,009 |
| Prepaid Pastoral Leases | 169,958 | Provisions | - 2,774,786 |
| Security Deposits | 17,500 | Lease Liability | - 594,219 |
| <i>Property, Plant & Equipment (at written down value)</i> | | TOTAL NC LIABILITIES | - 4,612,014 |
| Buildings | 28,510,202 | | |
| Residential Housing | 50,619,558 | TOTAL LIABILITIES | - 7,574,902 |
| Plant & Equipment | 788,435 | | |
| Motor Vehicles | 1,298,475 | | |
| Furniture & Fittings | 0 | | |
| Roads, drainage, culverts | 60,767,366 | TOTAL NET ASSETS | 194,623,702 |
| Water | 6,053,106 | | |
| Sewerage | 3,115,260 | | |
| Other Infrastructure | 11,469,571 | Equity | |
| Works in Progress | 18,545,067 | Asset Revaluation Reserve | 114,209,550 |
| Right of Use Asset | 642,970 | Retained Earnings | 80,414,152 |
| TOTAL NON-CURRENT ASSETS | 189,555,911 | TOTAL EQUITY | 194,623,702 |
| | | | |
| TOTAL ASSETS | 202,198,604 | | |

| Cash Position | | Ageing | Trade Debtors & Other Receivables | Trade Creditors (Payables) |
|--|---------------|---------------|--|-----------------------------------|
| Total Cash At Bank - All Accounts | \$ 9,415,098 | Current | \$ 758,638 | \$ 512,280 |
| Tied Funds - Quarantined Operating | \$ 1,329,442 | 30 Days | \$ 150,489 | \$ 19,289 |
| Tied Funds - Quarantined Capital | -\$ 1,353,818 | 60 Days | \$ 75,085 | \$ - |
| Tied Funds - Self-Insurance Reserve | \$ 874,152 | 90+ Days | \$ 167,306 | \$ - |
| Operating Funds remaining | \$ 8,565,323 | Total | \$ 1,151,519 | \$ 531,569 |
| | | | | |
| Financial Sustainability Goal - 6 Months | Months | | | |
| Number of months covered - Statements | 5.37 | | | |
| Number of months covered - Capital Grants Awaiting | 6.38 | | | |
| <i>Estimated Monthly Expenditure</i> | | | | |
| Payroll - Budget | \$864,583 | | | |
| Materials and Services - Prior Year Actuals | \$477,917 | | | |



Year to Date December 2022

Building Programs

| Revenue | Actual YTD | Current Budget YTD | Variance to Current Budget | Full Year Current Budget |
|---------------------------------|--------------------|--------------------|----------------------------|--------------------------|
| QBuild R&M Program Income | \$1,173,113 | \$499,998 | \$673,115 | \$1,000,000 |
| QBuild Upgrade Program Income | \$1,667,140 | \$799,998 | \$867,142 | \$1,600,000 |
| Qbuild Domestic Services Income | \$0 | \$4,998 | (\$4,998) | \$10,000 |
| Building/ Carpenters Income | \$169,622 | \$12,498 | \$157,124 | \$25,000 |
| Total | \$3,009,874 | \$1,317,492 | \$1,692,382 | \$2,635,000 |

Expenses

| | | | | |
|--------------------------------------|--------------------|--------------------|----------------------|--------------------|
| QBuild R&M Program Expenditure | \$847,653 | \$239,196 | (\$608,457) | \$478,400 |
| QBuild Upgrade Program Expenditure | \$1,428,833 | \$661,608 | (\$767,225) | \$1,323,218 |
| Qbuild Domestic Services Expenditure | \$0 | \$0 | \$0 | \$0 |
| Building/ Carpenters Expenditure | \$560,868 | \$413,094 | (\$147,774) | \$881,933 |
| Total | \$2,837,354 | \$1,313,898 | (\$1,523,456) | \$2,683,551 |

Profit / (Loss)

| | | | | |
|--------------------------|------------------|----------------|------------------|-------------------|
| QBuild R&M Program | \$325,460 | \$260,802 | \$64,658 | \$521,600 |
| QBuild Upgrade Program | \$238,307 | \$138,390 | \$99,917 | \$276,782 |
| QBuild Domestic Services | \$0 | \$4,998 | (\$4,998) | \$10,000 |
| Building/ Carpenters | (\$391,246) | (\$400,596) | \$9,350 | (\$856,933) |
| Total Profit | \$172,520 | \$3,594 | \$168,926 | (\$48,551) |

| Repair & Maintenance Open Jobcards | May-22 | Sep-22 | Oct-22 | Nov-22 | Dec-22 |
|------------------------------------|--------|--------|--------|--------|--------|
| Total outstanding jobs >60 days | 190 | 111 | 118 | 256 | 212 |
| Total outstanding jobs <60 days | 144 | 408 | 372 | 166 | 96 |

| Upgrade Open Jobcards | May-22 | Sep-22 | Oct-22 | Nov-22 | Dec-22 |
|---------------------------------|--------|--------|--------|--------|--------|
| Total outstanding jobs >60 days | 8 | 1 | 1 | 7 | 10 |

Statement for
NAB Low Rate Business Card
 NAB Commercial Cards Centre - GPO Box 9952, Melbourne Victoria 3001
 Tel 13 10 12 8am - 8pm AEST & AEDT Monday to Friday, 9am - 6pm AEST &
 AEDT Saturday and Sunday
 Fax 1300 363 668
 Lost & Stolen Cards: 1800 033 103 (24 hours, 7 days a week)

Cardholder Details

Cardholder Name: MR ANTHONY RAYMOND ARCHIE
 Account No: [REDACTED] 7714
 Statement Period: 29 October 2022 to 29 November 2022
 Cardholder Limit: [REDACTED]

Ken Bell CEO


10/01/22.
 31416

Transaction record for: MR ANTHONY RAYMOND ARCHIE

| Date | Amount A\$ | Details | Explanation | Amount NOT subject to GST | Amount subject to GST | GST component (1/11th of the amount subject to GST) | Reference |
|-----------------------|------------|--------------|---------------|---------------------------|-----------------------|---|-------------|
| 7 Nov 2022 | \$188.30 | COLES ONLINE | HAWTHORN EAST | | | | 74940522307 |
| Total for this period | \$188.30 | | Totals | | | | |


Employee declaration

I verify that the above charges are a true and correct record in accordance with company policy

Cardholder signature: *AK*

Date: 5.01.25

1102260.414

ENTERED
 103/01/22


Council Meeting

January 2023

Agenda Report

| | |
|----------------------------|--|
| <u>Title</u> | Liquor License Variation - Canteen |
| <u>Author</u> | Dr. Chris McLaughlin – A/ Manager Governance |
| <u>Meeting Date</u> | 25 January 2023 |

RESOLUTION

That Council resolve to support the Kowanyama Canteen Liquor Licence variation on terms requested by the Kowanyama Sports and Recreation Association, namely to remove Liquor Licence Condition 9018807 stating that *“Liquor must not be sold for consumption of the premises (takeaway) after 8pm on each trading day.”*

BACKGROUND

On or about 19 December 2022, the Office of Liquor and Gaming Regulation wrote to Council, affording it an opportunity to comment or object tot the granting of the application/ variation. Comment or objection may on be on the ground that *the amenity, quiet or good order of the locality would be lessened*. Any objection must be made in writing including the grounds and facts, evidence or reasons relied upon.

Council is also required to respond in relation to local town planning requirements. No local town planning requirements shall be impacted by the proposed variation/ change.

Given Council’s January Ordinary Meeting was scheduled to occur on Wednesday 25 January 2022, the due date was extended from 10 January 2023 to accommodate.

A copy of the current Liquor License is **attached**.

OFFICER COMMENT

It is noted that the Kowanyama Community Safety Plan and Council supported introduction of takeaways to Kowanyama. It did not specify a “cut-off” time for takeaways.

The material effect of this variation is not to change the type of alcohol sold via takeaways, nor to increase trading hours, but rather to enable takeaways beyond 8pm until canteen close within the agreed trading hours.

OPTIONS

- 1. Support**
- 2. Object**

RECOMMENDATION

It is recommended that the variation be supported by Council.

END



Please quote: 1045129 / LAB04
Contact officer: Customer Support Team
Contact telephone: 1300 072 322

Office of Liquor and Gaming Regulation
Department of
Justice and Attorney-General

Chief Executive Officer
Kowanyama Aboriginal Shire Council
Email: ceo@kowanyama.qld.gov.au

Dear Sir/Madam

**KOWANYAMA SPORT AND RECREATION ASSOCIATION INC - CLUBHOUSE
- KOWANYAMA**

Real Property Description: Lot 68 on SP 272069

**Applicant's Contact Details: Mr Thomas Hudson, Phone: 0447 743 633,
Email: admin@ksra.com.au**

An application for a variation of liquor licence for a licensed premises within your area of authority has been received at this office. Details of the application are as follows:

| | |
|--------------------------|--|
| <i>Applicant:</i> | Kowanyama Sport And Recreation Association Inc |
| <i>Name of Premises:</i> | Kowanyama Sport And Recreation Association Inc - Clubhouse |
| <i>Street Address:</i> | Cnr Gilbert White and Chelikee Streets, Kowanyama |
| <i>Variation to:</i> | Remove condition 9018807 - Liquor must not be sold for consumption off the premises (takeaway) after 8:00pm on each trading day. |
| <i>Type of Licence:</i> | Community Club |

Please find attached a copy of the Liquor Licence Premises Details report which outlines the current details of the liquor licence.

Note that the licensed area for this premises includes an outdoor area as part of their licensed area.

You are now afforded the opportunity to comment or object to the granting of the application on the grounds that the amenity, quiet or good order of the locality would be lessened.

Please advise whether you have any comments on, or objections to, the grant of the application.

Office of Liquor and Gaming Regulation
63 George Street
BRISBANE QLD 4000
Locked Bag 180
CITY EAST QLD 4002

Telephone +61 1300 072 322
Facsimile +61 7 3738 8531
Email OLGRlicensing@justice.qld.gov.au
Website www.business.qld.gov.au/liquor-gaming
ABN 13 846 673 994

In accordance with section 117 of the *Liquor Act 1992* your comments or objection must be given to this office on or before the last day for filing objections. To comply with section 117 of the Act, your comments or objection should be received by 10 January 2023. If no response is received by this date, it will be assumed that you do not have any concerns relating to the approval of the application.

If you do not support the application, your comments or objection should include full particulars of:

- The grounds upon which the objection is made.
- The facts, evidence or reasons upon which it is based.

It is important to note that less weight will be given to statements that merely indicate that the Chief Executive Officer does not support, or objects to the application. Accordingly, any objection to this application should be supported by documentary evidence on the specific trading history of this venue and include incidents directly linked to the operation of the premises and the conduct of the licensee and their management.

If this application relates to a new licensed premises and there is no trading history to rely on, your objection may be based on anecdotal evidence, particularly in relation to the reasonable requirements of the public.

In the interests of natural justice, any comment or objection you provide may be referred to the applicant.

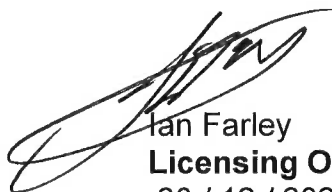
In considering your comments, including the likelihood of adverse health, public safety and amenity issues, the Commissioner for Liquor and Gaming may also impose licence conditions to mitigate any risk posed by the application.

The Commissioner's decision may be subject to review by the independent Queensland Civil and Administrative Tribunal. Substantiating any comments or objections as requested will ensure the Commissioner's decision is appropriately evidence-based and more capable of withstanding scrutiny in any subsequent review.

Compliance with local town planning requirements is requested to be confirmed in your reply to this letter.

If you require clarification of any of these matters, please do not hesitate to contact Debbie Dixon-Searle, Manager for Indigenous Compliance OLGR on telephone (07) 4758 5706.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Ian Farley', written over the printed name.

Ian Farley
Licensing Officer
20 / 12 / 2022

Encl.

Liquor licence premises details

Premise details:

Licence number: 219517
Licence type: Community Club
Status: Issued

Premises description:

MAIN PREMISES:

CNR GILBERT WHITE AND CHELIKEE
 STREET
 KOWANYAMA QLD 4871
 Phone: 0740411174

**KOWANYAMA SPORT AND RECREATION ASSOCIATION INC -
 CLUBHOUSE**

Real property description:

LAND DESCRIBED AS LOT 68 ON SP 272069

Licensed area description:

Club located at the corner of Gilbert White Street and Chelikee Street, Kowanyama including the building known as the Bistro, and the beer garden area measuring 20 metres x 31 metres, defined by two metre high permanent fencing.

Trading hours description:

| | | |
|----------------------|-----------|-----------------------------------|
| 05:00 PM to 09:30 PM | Wednesday | CLUBHOUSE AND BEER GARDEN |
| 05:00 PM to 09:30 PM | Thursday | CLUBHOUSE AND BEER GARDEN |
| 05:00 PM to 10:00 PM | Friday | CLUBHOUSE AND BEER GARDEN |
| 05:00 PM to 10:00 PM | Saturday | CLUBHOUSE AND BEER GARDEN |
| 10:00 PM to 11:30 PM | Wednesday | MANAGER'S OFFICE WITHIN CLUBHOUSE |
| 10:00 PM to 11:30 PM | Thursday | MANAGER'S OFFICE WITHIN CLUBHOUSE |
| 10:30 PM to 12:00 AM | Friday | MANAGER'S OFFICE WITHIN CLUBHOUSE |
| 10:30 PM to 12:00 AM | Saturday | MANAGER'S OFFICE WITHIN CLUBHOUSE |

(excluding Christmas Day, New Year's Eve, Good Friday and Anzac Day, the trading hours of which are prescribed in the Liquor Act 1992)

ID Scanner Status:

SNP Region: Rest of State

Licensee(s):

| Name | Interim authority? | Start date | To date |
|--|--------------------|-------------|---------|
| KOWANYAMA SPORT AND RECREATION ASSOCIATION INC | No | 29-APR-2022 | |

Condition(s):

Standard Condition(s)

LL291 Liquor may be sold or supplied only whilst the premises adheres to its principal activity of the provision of facilities and services to the club's members and the achievement of the club's objects.

Specific Condition(s)

- 9018791 The approved hours of the premises during 'special events' are 5:00pm to 12:00am (5:00pm to 11:00pm for patrons & 11:00pm to 12:00am for staff drinks) for on premises consumption only. Examples of 'special events' include State of Origin and community events such as the Kowanyama Rodeo and the Kowanyama Fishing Competition. Special events do not include birthday parties or private parties/functions.
- 9018797 The licensee must obtain support from the Community Safety Planning Group or its equivalent for a special event. Where such a group is unavailable, the licensee must seek the support of the community justice group, the OIC of the Kowanyama police station, council and DSDSATSIP. In addition, unless otherwise agreed to by the OIC, the licensee must ensure the OIC of the Kowanyama police station is notified in writing about whether the event is proceeding or not at least 21 days in advance of the event occurring.

Liquor licence premises details

Premise details:

Licence number: 219517
Licence type: Community Club
Status: Issued

Condition(s):

Specific Condition(s)

- 9018798 The licensee must obtain support from the Community Safety Planning Group or its equivalent (Stakeholder Group) before making any changes to the club's operating hours. The licensee must ensure that stakeholders are notified in writing at least 21 days in advance of any proposed changes to the specified operating hours. Any subsequent decision to change the club's operating hours must be notified to the Manager, Compliance, Remote Communities, OLGR at least 7 days in advance of its implementation so that the licence can be appropriately updated to reflect the current operating hours. To clarify, the Community Safety Planning Group or its equivalent must include, but is not limited to, representatives from the following stakeholder groups: Kowanyama Aboriginal Shire Council or any relevant, nominated sub-group; Kowanyama Justice Group; the Queensland Police Service; Primary Health Centre; School; Mens Group; Womens Group; DSDSATSIP.
- 9018799 The combined volume of liquor sold to a patron each trading day for on premises and takeaway consumption (maximum daily limit) must not exceed 4.5 litres of mid-strength alcohol (the equivalent of 12 x 375 ml containers) being any combination of either beer or pre-mixed drinks, with an alcohol concentration of less than four percent alcohol by volume for off-premises consumption and no more than 4% alcohol by volume for on premises consumption, and the equivalent of two piccolos (187 ml) of wine.
(For clarification 'the maximum daily limit' means the total amount of liquor a person can purchase both on premises and as takeaway from the venue up to the carriage limit.)
- 9018803 The sale or supply of liquor for consumption on premises is restricted to a maximum of 12 standard drinks per person per day, consisting of either:
a) 12 x 375 ml cans of mid strength beer or pre-mixed drinks, where the alcohol by volume is consistent with the limits outlined in condition 9018799 or
b) 6 x 375 ml cans of mid strength beer or pre-mixed drinks, where the alcohol by volume is consistent with the limits outlined in condition 9018799 and two (2) piccolos (187 ml) of wine.
- 9018804 The sale or supply of liquor for consumption off premises is restricted to a per person per day maximum of 12 x 375 ml cans of mid strength beer or pre-mixed drinks, with an alcohol concentration of less than four percent alcohol by volume, or the carriage limit (excluding wine) less mid strength liquor consumed on the premises that day.
- 9018805 Staff drinks to be limited to two cans per person per day of mid strength beer only, with an alcohol concentration of no more than four percent alcohol by volume.
- 9018806 The licensee, approved manager or employee of the licensee must ensure liquor sold or supplied for consumption on the premises is limited to one (1) drink per person, per order at any time.
- 9018807 Liquor must not be sold for consumption off the premises (takeaway) after 8:00pm on each trading day.
- 9018808 Liquor may not be sold in glass containers.
- 9018809 Noise emanating from the premises including amplified and/or non-amplified noise and/or patron noise must not exceed 75 dB(C), fast response, when measured approximately 3 metres from the primary source of the noise.
- 9018810 Speakers must not be located outside the premises.
- 9018811 The licensee, approved manager, employee, agent or person in control must ensure that noise emanating from the premises to which this licence relates from entertainment or other activities and conduct by any person within the premises or while entering or leaving the premises shall not be such as to unduly disturb or inconvenience the owners or occupiers of neighbouring premises.
- 9018840 The licensee or approved manager must ensure a register of complaints is kept and maintained at the premises to record details of all noise complaints showing the name of the complainant, time and date of the complaint and details of any remedial action taken by the management to rectify the problem.

Liquor licence premises details**Premise details:**

Licence number: 219517
Licence type: Community Club
Status: Issued

Condition(s):**Specific Condition(s)**

- 9018812 The licensee and approved manager/s must ensure crowd controllers licensed under the Security Providers Act 1993 are employed in the following ratios from 4:00pm until one hour after the premises ceases to supply liquor:
- 51 to 100 patrons - 1 crowd controller
 - 101 to 200 patrons - 2 crowd controllers
 - 201 to 300 patrons - 3 crowd controllers
 - More than 300 patrons - 4 crowd controllers.
- 9018813 The licensee, approved manager, employee, agent or person in control must ensure at least one licensed crowd controller is stationed at the entry of the club during its operating hours.
- 9018814 When employing security providers holding a class 1 licence (function of a crowd controller) pursuant to the Security Providers Act, the licensee must provide and maintain a register which records:
- the name and address of the security provider;
 - the date and time when the security provider starts and finishes each period of duty at the premises;
 - details of every incident in which a person is injured on the premises; and
 - details of every incident in which a person is removed from the premises by a security provider.
- 9018815 Any register identified in the conditions of this licence which relates to the Security Providers Act must be kept available on the premises at all times for inspection on request by an investigator appointed under the Liquor Act (including a Queensland police officer).
- 9018816 Pages in a register identified in the conditions of this licence which relate to the Security Providers Act must not be removed from the register and entries in the register must not be erased.
- 9018817 Any register identified in the conditions of this licence which relate to the Security Providers Act must be kept for a period of seven years after the last entry recorded in the register.
- 9018818 The licensee or approved manager must ensure that security providers physically 'sign in' on the register when they start duty and 'sign out' when they finish duty.
- 9018819 The licensee or approved manager must ensure the security providers are easily identifiable as security while on duty at the premises.
- 9018821 The licensee and approved manager/s must ensure two RSA Marshals are employed at the premises from the commencement of trade until thirty minutes after the premises ceases to supply liquor.
- 9018822 The licensee and approved manager/s must ensure RSA Marshals physically 'sign in' on a RSA Marshals specific register when commencing duty and 'sign out' when finishing duty.
- 9018823 RSA Marshals are to be dressed so as to be clearly distinguishable from crowd controllers and patrons, and are to act as a link between management, staff and security to identify patrons who:
- a) are becoming or have the potential to become unduly intoxicated, agitated, unruly, or aggressive; and/or
 - b) require cutting off from liquor or eviction from the premises.
- 9018824 RSA Marshals are to:
- Be clearly identifiable as RSA Marshals as opposed to security;
 - Act as a link between management, staff and security identifying patrons who are becoming/have the potential to:
 - Become unduly intoxicated;
 - Become unruly;
 - Become agitated/aggressive;
 - Require cutting off from alcohol;
 - Require eviction.

Liquor licence premises details

Premise details:

Licence number: 219517
Licence type: Community Club
Status: Issued

Condition(s):

Specific Condition(s)

- 9018825 The premises must not open for trade or continue trading if an approved manager is not in attendance and in control of the premises.
- 9018826 The licensee, approved manager or employee of the licensee must ensure that liquor sold or supplied for consumption on the premises is not removed from the licensed premises at any time.
- 9159403 The licensee, approved manager, employee, agent or person in control shall not allow liquor at any time to be sold or supplied to, or consumed by, any person under the age of 18 years.
- 9018827 The licensee, approved manager, employee, agent or person in control shall not allow liquor at any time to be sold or supplied to or consumed by any person who is unduly intoxicated or disorderly.
- 9018828 The licensee, approved manager, employee, agent or person in control must ensure that liquor is only to be sold and supplied between the hours specified in the licence and may only be consumed during those hours and for a period of 30 minutes grace after the cessation of the sale of liquor.
- 9018830 Liquor may only be sold or supplied to club members and guests of those members whilst in the member's company and to members of reciprocal clubs and guests of those members whilst in the member's company. Guests must be signed in, in accordance with the requirements of the Liquor Act.
- 9018831 The licensee shall ensure the provisions of the Liquor Act and regulations are adhered to at all times.
- 9018832 The licensee must ensure all staff are fully briefed in regard to the current regulations and procedures which relate to the serving of alcohol and the licensed alcohol consumption areas, including the responsible service of alcohol, the conditions of this licence and the venue's policies and procedures.
- 9018833 The licensee must have a Risk Assessed Management Plan (RAMP) for the premises and comply with the conditions of the RAMP. The licensee must ensure all staff of the premises, security providers engaged in maintaining order in and around the premises, are aware of the RAMP. All staff of the premises, and security providers engaged in maintaining order in and around the premises must perform their duties at the premises in compliance with the RAMP. The conditions of the RAMP must at all times be approved by the Executive Director, OLGR. For the purposes of this condition a RAMP means a document containing information about the procedures and practices for the conduct of business at the premises and must include:
- security arrangements for the premises;
 - responsible service of alcohol;
 - dealing with unduly intoxicated and disorderly patrons;
 - dealing with minors on the premises;
 - evicting and banning patrons;
 - closure of the premises for cultural or other reasons (including, but not limited to, funerals, house openings, tombstone openings and days for men's and women's business);
 - staff training;
 - maintenance; and
 - amendments to the RAMP.
- 9018834 The licensee, approved manager or employee of the licensee may not provide credit to patrons or hold any type of access card or documentation issued by a financial institution that belongs to a patron.
- 9018835 The promotion of alcohol is prohibited. Signage promoting responsible drinking and alcohol restrictions are to be displayed.



Liquor licence premises details

Premise details:

Licence number: 219517
Licence type: Community Club
Status: Issued

Condition(s):

Specific Condition(s)

- 9018836 The licensee, approved manager, employee, agent or person in control must ensure adequate water stations are available to patrons throughout the licensed area to which the community club licence relates and water is provided at no cost to patrons at all times the premises is operating.
- 9018837 If a satisfactory explanation cannot be provided and recorded for suspected theft of stock or money (in accordance with club policy, anything over \$250 to cater for unders/overs and SwiftPOS errors, or 12 drink containers to cater for stock damage), the licensee must ensure any suspected theft of stock or money is referred immediately to the local police.
- 9018838 Should the OIC of the Kowanyama police station, following consultation, where practical, with the Community Safety Planning Group, or if not available, with the Community Justice Group and the Kowanyama Aboriginal Shire Council approach the management of the Kowanyama Sport and Recreation Association Club's management committee regarding the level of intoxication and/or level of potential unrest in the community and request the club reduce the per person drink level for that trading night, the club will reduce the per person drink level as per the police and/or community's request. The licensee must notify OLGR's Manager, Remote Communities of any request from the community to reduce the per person drink limit by close of business the next trading day.
- 9018839 Any person which security, club staff or management, positioned at the entry of the club, whom they suspect of any level of intoxication, will be breath tested using an alcometer and if the test registers above a zero reading, that person will be refused entry for that trading period. Refusal to provide the requested breath sample or any reading on the alcometer will result in refusal of entry.
- 9018841 The licensee and the approved manager must organise and participate in monthly meetings with relevant stakeholders including the Community Justice Group, the OIC Kowanyama police station, DSDSATSIP, council, OLGR and any organisation nominated by council, to identify any adverse issues impacting on community resulting from the club's operation and negotiate rectification of identified issues.
- 9018842 The licensee and the approved manager must impose individual drink limits for 'at risk' patrons identified by both the Kowanyama Sport & Recreation Club staff and the OIC Kowanyama police station.
- 9018843 The licensee and the approved manager must publicise any per person drink limit as 'up to' the per person drink limit, subject to the individual patrons' observed behaviour which may indicate intoxication levels. To clarify, the drink limit must not be advertised as say, '12 cans per person per day' but rather 'up to 12 cans' subject to the patrons' behaviour.
- 9018844 The approved manager must take all reasonable steps to ensure all rostered bar staff access RSA focused training on a three-monthly basis e.g. OLGR's Behind the Bar training videos.
- 9018845 Patron counters must be used by a crowd controller or employee at the public entrance/exit point of the premises, from the commencement of the trading period until the end of the trading period, to record the number of patrons in the premises to ensure compliance with the conditions of this licence.
- 9018846 The licensee or approved manager must take all reasonable steps to ensure non-alcoholic drinks are available for sale on the premises, for example but not limited to soft drinks.
- 9018847 Staff are prohibited from consuming alcohol whilst on duty at the premises.

Liquor licence premises details

Premise details:

Licence number: 219517
Licence type: Community Club
Status: Issued

Condition(s):

Specific Condition(s)

- 9022784 The licensee and/or the approved manager is permitted to supply staff drinks (gratuitous supply of liquor) to employees on the following conditions:
- The supply of liquor (staff drinks) occurs at the end of the grace period for 1.5 hours.
 - The liquor (staff drinks) must be stored in the cold room labelled with the employee's name and address.
 - The supply of staff drinks is only to the employee/s who is/are rostered on and performing work on the licensed premises on that trading day.
 - The licensee or approved manager must remain on premises and supervise staff supplied staff drinks.
 - The licensee or approved manager must record in a permanent register, the name of person supplying and supervising staff, the name of the person(s) supplied staff drinks, the date and the number of drinks supplied.
 - The staff roster and copy of the weekly staff drinks register is to be provided to the OLGR's Manager, Compliance, Remote Communities, upon request.
 - Conditions 9018812 (security providers) and 9018845 (patron counters) do not apply during the permitted trading hours for staff drinks (gratuitous supply of liquor) to employees.
- 9022785 All staff participating in staff drinks must be breath tested prior to entry into the staff drinks area. If a staff member registers any reading on the alcolmeter, the staff member will be refused entry and refused supply. If the staff member refuses the breath test or refuses to leave the premises when requested, the staff member will be suspended from work for one week.
- 9022786 In order for OLGR to monitor average patron consumption levels, the licensee must provide a sales/members report from their SwiftPOS system showing the total number of patrons served and the total number of cans sold in a nominated period and submit to OLGR within seven days of receipt of request.
- 9022790 The club will have a variety of food available for purchase during Thursday and Friday from 6:00pm to 8:00pm or where demand requires it.
- 9022791 The licensee will ensure snacks are available free of charge.
- 9018829 The grant and issue of this licence does not in any way relieve the licensee, or any other party, of an obligation to obtain any other relevant licence, permit, permission, consent or approval, whether from the Commonwealth or state government, the local authority, the owner or occupier of the relevant premises, or any other person or authority.

Registered interest(s):

| Name | Type | Start date | To date |
|--|----------------|-------------|---------|
| KOWANYAMA ABORIGINAL SHIRE COUNCIL | FREEHOLD OWNER | 23-JUN-2021 | |
| KOWANYAMA SPORT AND RECREATION ASSOCIATION INC | LESSEE | 14-JUN-2021 | |

Whilst every care is taken to ensure the accurate compilation of this information, Department of Justice and Attorney-General (Incorporating the Office of Liquor and Gaming Regulation) expressly disclaims all liability for errors or omissions of any kind whatsoever (whether negligent or otherwise) or for any loss, damage or other consequence which may arise from any person relying on this information.

Council Meeting

January 2023

Agenda Report

| | |
|----------------------------|--|
| <u>Title</u> | Payroll Deductions Policy |
| <u>Author</u> | Dr. Chris McLaughlin – A/ Manager Governance |
| <u>Meeting Date</u> | 25 January 2023 |

RESOLUTION

That Council resolve to approve the Payroll Deductions Policy.

BACKGROUND

Since 2017, Council has had a Payroll Deductions Policy. Unlimited-value payroll deductions may presently be made from Councillor and employee pays to pay third parties. Council presently has a \$500 limit on payroll deductions on internal Stores purchases through Council.

Concerns have been logged by management that some employees are utilising payroll deductions akin to an interest-free “buy now, pay later” scheme/ credit. Additionally, management is concerned that credit is essentially being provided absent necessary financial services licenses, and/or an FBT liability may arise for Council. Purchases are being made from Council stores and/or third-party local businesses with money employees do not yet have (credit).

If not a legal obligation, Council may have an ethical obligation to educate community on good money management and seek to proactively reduce debt. Payroll deductions are undoubtedly increasing and perpetuating the debt cycle in community.

OFFICER COMMENT

The options available to Council may be:

1. Cease all new payroll deductions

RESOLUTION:

“That Council resolve to cease all new payroll deductions (internal and/or external), effective immediately.”

2. Place a “per pay cap” on payroll deductions (see Attachment)

RESOLUTION:

“That Council resolve to approve the Payroll Deductions Policy (as presented).”

3. No changes.

No resolution required. Payroll Deductions Policy to Third Parties (2017) remains “as is”.

RECOMMENDATION

It is recommended that Option 1 (Cease all new payroll deductions) be approved by Council.

END

Attachments:

- Payroll Deductions Policy to Third Parties (2017)
- Payroll Deductions Policy (2023)

Payroll Deductions Policy

| | |
|----------------------------|---|
| Policy Number | KASC-ADMIN-[number] |
| Responsible Manager | Chief Executive Officer |
| Legislation | <u>Local Government Act 2009</u> <u>Local Government Regulation 2012</u> |
| Related Policies | Employee Code of Conduct Councillor Code of Conduct |
| Approval Date | 25 January 2023 |

1. Purpose of this Policy

1.1 The purpose of this Policy is to outline the process for employee Payroll Deductions.

2. Commencement of Policy

2.1 This policy will commence from the date of approval unless otherwise specified. It replaces all other KASC policy documents relating to the development, approval, use and adoption (whether written or not) of KASC policies.

3. Scope of this Policy

3.1 This Policy applies to all employees and Councillors of KASC.

3.2 This Policy applies to both payroll deductions to Third Parties and to Council.

4. Definitions and Terms

4.1 In this policy:

| | |
|------------------------|--|
| Council/ KASC | means Kowanyama Aboriginal Shire Council |
| Deduction Limit | means a cumulative value limit placed on payroll deductions totalling \$500 (GST incl) per pay run, per employee. To avoid doubt, employees may have multiple payroll deductions up to a cumulative total of \$500 (GST incl) per pay run. |
| Employee | includes both employees and Councillors of the Council/ KASC. |
| Third Parties | means a third party business who shall receive payment for their goods and/or services offered to Council employees, via an employee Payroll Deduction under this Policy. To be eligible for a Payroll Deduction, a third party must: <ul style="list-style-type: none"> (a) be based in the KASC Local Government Area; and (b) have a current Australian Business Number (ABN); and (c) be registered for Goods and Services Tax (GST). |

5. Application

- 5.1 Council encourages Third Parties to provide payment facilities directly to staff, however when this is not possible, payroll deductions to third parties can occur when employees wish for Council to pay a third party direct from their pay. Deductions can be over one or multiple pay runs.
- 5.2 Deductions may not exceed the *Deduction Limit*.

6. Third Party Responsibilities

- 6.1 Third Parties that wish to utilise this method of payment must be approved as a "Third Party".
- 6.2 Application to be a "Third Party" is done by completing a "Payroll Deduction - Third Party form" (**Attachment 1**).
- 6.3 The "Payroll Deduction - Third Party" form ensures that all parties understand that:
- a) Council accepts no legal liability for:
 - i. payment owed to the Third Party; or
 - ii. goods or services provided to the staff.
 - b) Employees can cancel or suspend these deductions at any time or may not have sufficient payroll funds to make the payments.
- 6.4 Council is not a party to the transaction between the Third Party and staff.
- 6.5 The "Payroll Deduction -Third Party" form is to be approved by the Executive Manager Corporate and Financial Services.
- 6.5.1 The Executive Manager Corporate and Financial Services will inform Third Parties who have not been approved and provide them reasons for non-approval.
- 6.5.2 The "Payroll Deduction - Third Party" form must be received at least five (5) business days prior to commencement of the deduction.

7. Employee Responsibilities

- 7.1 Employees must complete a "Pay Deduction - Employee" form (**Attachment 2**).
- 7.2 The "Pay Deduction – Employee" form must state:
- a) The total amount that has to be paid; and
 - b) The amount that needs to be deducted per pay run (which may not exceed the Deduction Limit); and
 - c) A reference number to appear on the Third Party's bank statement.
- 7.3 The "Pay Deduction – Employee" form must be approved by the Manager Human Resources.
- 7.4 The "Pay Deduction – Employee" form must be received at least five (5) business days prior to commencement of the deduction.

8. Processing

- 8.1 Payments will only be processed with the fortnightly pay runs.
- 8.2 The Payroll Officer will process the scheduled payments and they will automatically stop when the full sum has been repaid.
- 8.3 Any temporary ceasing of these agreements must be requested in writing by the employee.
- 8.4 The employee takes all responsibility for communications with the third party entity.

- 8.5 Council will only communicate details of the transactions directly with the employee.
- 8.6 No remittance advice is provided by Council to the Third Party.

9. Policy Review

- 9.1 The policy is to be reviewed in accordance with the Governance Framework.
- 9.2 Kowanyama Aboriginal Shire Council reserves the right to vary, replace, or terminate this policy from time to time.

10. Approval

- 10.1 This policy was duly authorised by the Council on **[Insert Date]** as Kowanyama Aboriginal Shire Council's Payroll Deductions Policy and shall hereby supersede any previous policies of the same intent.

END

Payroll Deductions Policy to Third Parties Policy

| | |
|-----------------------------|--|
| Number: | Admin. |
| Responsible Manager: | Executive Manager Human Resources |
| Head Policy: | N/A |
| Legislation: | N/A |

1. Purpose

The purpose of this Policy is to outline the process for Payroll Deductions to Third Parties

2. Scope

This Policy applies to all KASC employees, Councillors and third parties.

3. Definitions

Councillors - Mayor, Deputy Mayor and Councillors

Employees – CEO, Executive Managers, Line Managers, employees, contractors and volunteers

Third Party – An entity requesting payment from an employee, and who:

- a) is based in the Kowanyama Aboriginal Shire Council local government area and
- b) has a current Australian Business Number (ABN) and
- c) is registered for GST (if applicable)

Third party employee payment transaction – Fixed sums to be remitted via fortnightly payment instalments.

4. Application

Council encourages third parties to provide payment facilities directly to employees however when this is not possible payroll deductions to third parties can occur when an employee wishes council to pay a third party direct from their pay. Deductions can be over one or multiple fortnightly pay runs.

4.1 Third Parties

4.1.1 Third Parties that wish to utilize this method of payment must be approved as a “Third Party”.

4.1.2 Application to be a “Third Party” is done by completing a “Payroll Deduction - Third Party form” (**Attachment 1**).

- 4.1.3 The “Payroll Deduction - Third Party” form ensures that all parties understand that:
- a) Council accepts no legal liability for:
 - i. payment owed to the Third Party
 - ii. goods or services provided to the employee
 - b) The employee can cancel or suspend these deductions at any time, or may not have sufficient payroll funds to make the payments
 - c) Council is not part of the agreement between the third party and employees
- 4.1.4 The “Payroll Deduction -Third Party” form is to be approved by the Executive Manager Finance and the Chief Executive Officer.
- 4.1.5 The Executive Manager Finance will inform Third Parties who have not been approved and provide the reasons for non-approval.
- 4.1.6 The “Payroll Deduction - Third Party” form must be received five business days before the first payment is due to be made through the fortnightly pay run.

4.2 Employees

- 4.2.1 Employees must complete a “Pay Deduction - Employee” form (**Attachment 2**)
- 4.2.2 The “Pay Deduction – Employee” form must state:
- a) The total amount that has to be paid
 - b) The amount that needs to be deducted per fortnightly pay
 - c) A reference number to appear on the third parties bank statement.
- 4.2.3 The “Pay Deduction – Employee” form must be approved by the Executive Manager Human Resources
- 4.2.4 The “Pay Deduction – Employee” form must be received five business days before the first payment is due to be made through the fortnightly pay run.

4.3 Processing

- 4.3.1 Payments will only be processed with the fortnightly pay runs.
- 4.3.2 The Payroll Officer will process the scheduled payments and they will automatically stop when the full sum has been repaid.
- 4.3.3 Any temporary ceasing of these agreements must be requested in writing by the employee.
- 4.3.4 The employee takes all responsibility for communications with the third party entity.
- 4.3.5 Council will only communicate details of the transactions directly with the employee.
- 4.3.6 No remittance advice is provided by Council to the entity.

4.3.7 It is the employees responsibility to communicate directly with the entity on all matters, including but not limited to:

- a) balance owing
- b) months remaining
- c) delays with payment.

4.4 **Record Keeping**

The Payroll Officer will hold a register of approved third party entities and nominated banking details.

5. **Review**

This policy is to remain in force until 30 June 2018.

6. **Resolution**

Adopted by Council on the 20 December 2017, commenced on 20 December 2017.

Attachments:

- Payroll Deduction - Employees form
- Payroll Deduction - Third Party form

Approval

This policy was duly authorised by Council as the Kowanyama Aboriginal Shire Council Payroll Deductions Policy to Third Parties Policy and shall hereby supersede any previous policies of the same intent.



Date 20/12/2017

Council Meeting

Agenda Report

Title: Executive Manager Infrastructure and Essential Services
Meeting Date: January 2023
Author: Trent Marshall
Executive Manager Roads, Infrastructure & Essential Services

Resolution

One

Executive Summary

The summary presented has been provided by the line managers of their respective areas and collated for this report.

Recommendation

That Council accepts the information for the Roads, Infrastructure & Essential Services briefing as provided for the December Council meeting.

Summary updates:

Building: works completed however there was reduced staff due to the Christmas break

- Building staff are reviewing the job cards to reduce any outstanding work. Once review issues are identified, they are addressed immediately.
- 2 upgrades finished, 420A Kanayama St & 362 Chellikee St. Just awaiting final inspection from Q Build.
- Over 100 do plus charge sheets active and with contractors the majority should be finished this week.
- The depot area clean-up is continuing, making room for vehicle storage.
- Gas storage shed work has commenced and we are hopeful of completion by Easter if currently ordered materials are able to be bought in by transport.
- Contractor rooms were inspected, and issues were addressed, electrical problems were corrected, and new locks and keys were issued to ensure safe entry.
- Both the training and contractor's accommodation areas have been mowed and whipper snipped along with the pool area to ensure community safety.

Essential Services Report

- Plumbing maintenance works were undertaken as per Q-Build /Council Internal works orders as they were raised.
- Emergency” works with attendance to Two Major sewer blockages within the towns Effluent System
- One Burst water Main
- Pump station 2 & 4 are receiving excessive amounts of stormwater infiltration that is placing a strain on our sewerage transfer system.
- Sewerage Smoke testing also to be conducted to identify unseen areas of sewerage infrastructure faults.
- Sewerage treatment ponds required and continue to require regular outflow adjustments to counter for the influx of Stormwater infiltration to maintain effective treatment processes.
- Water Testing and Back Washing of the community swimming pool filters have been kept routine since it's recommissioning.
- However, the swimming pool itself needs Daily cleaning and removal of pool debris to eliminate the excessive usage of chlorine and staining of the pool's Pebble Crete finish.

Road Crew Report

- Nick Lennon is in Community Monday and Tuesday to get a clearer understanding of the damage caused by the recent weather event and to put together proposals for repairs. GPS and photographic evidence required.
- The road crew have been capturing progressive photographic evidence of the pothole damages throughout Kowanyama. These photos are critical for assessing our road assets condition before, during and after the latest weather event.
- The road crew has been clearing drains along with the Essential Services crews around town to reduce water damage to the community. Must wait for dry weather.
- Alex and Nick are putting together project nominations to the NWQRRTG for Kowanyama Aboriginal Shire Council for the 4 year works program of works.
- Fleet repairs stalled over the Christmas period due to the lack of a qualified fitter within community. To resume this month.
- Additional TIDS ATSI projects are being prepared for the next yearly works.

BESTRUCT Report

Lot 278 [278 Kunjun st] completed in late December and occupied.

Lot 344 [344 Uwekorilg st] roofing installed in December and works will be subject to road access.

Social Housing – Subdivision: Engineering design ongoing. Survey / Geotechnical to attend Kowanyama 23-25th January. 24JAA meeting scheduled for 21/02.

Fire Damage Property on Chellikee expected to be completed by 21/02 for final inspection. 80% cleared at present. Work stopped due to weather event. To complete when dry enough.

Deed of agreement between Kowanyama Aboriginal Shire Council and the Department Environment and Science report.

The State (through the Department of Environment and Science) is committed to purchasing this rubbish truck for Council in line with the guiding principles of the *Respecting country – A sustainable waste strategy for First Nations communities* which supports Queensland's Waste strategy.

This draft deed has committed up to \$430K towards the purchase of a rubbish truck, transport, user training, and other relevant related costs for the Council to enable and empower Council to deliver appropriate, tailored waste management solutions that will create economic opportunities for innovative new enterprises and employment for the Kowanyama community.

- **Confirmation of order from the Supplier** - Within ten days of this grant being fully executed
- **Delivery of the waste collection truck to Cairns** – Within 8 weeks of the receipt of instalment payment from DES
- **Delivery of the waste collection truck to the Kowanyama Aboriginal Shire Council** - Within 30 days of roads reopening post wet season
- **Completion of staff user training on site at Kowanyama council premises** - Within 30 days of delivery of rubbish truck to Recipient

- **Grant Instalment 1**
- 70% of total Grant GST EXCL

Payment by the Department will be made within 10 business days of:

- this deed being fully executed by all parties.
- provision of an order confirmation and a valid tax invoice for **Instalment 1** from the Supplier; and
- provision of a valid tax invoice for **Instalment 1** from the Recipient.

- **Grant Instalment 2**
- 30% of total Grant GST EXCL

Payment by the Department will be made within 10 business days of:

- handover and delivery to Kowanyama Council.
- conclusion of training package onsite at Kowanyama council premises.
- provision of receipt/evidence of payment of Supplier invoice for Instalment 1
- provision of a valid tax invoice for **Instalment 2** from the Supplier; and
- provision of a valid tax invoice for **Instalment 2** from the Recipient.

| | |
|---------------------|----------------------------------|
| TOTAL Grant: | \$430,000 (excluding GST) |
|---------------------|----------------------------------|

- Due to the amount exceeding \$200,000 there is a requirement for council to review this process and put forward a consideration of resolution to allow the payment to purchase the vehicle through due process.

Community Services Report (December 2022)

Kowanyama Aboriginal Shire Council Aged Care Services

Commonwealth Home Support Program (CHSP) service user: 34

Home Care Package (HCP) service user: 19

IEI funding over expenditure on wages and under expenditure on training. Rostering to be altered for balancing expenditures during the period: Jan – July 2023



Isobel Josaih Kokomenjena proactive service user of the Aged Care Services



Fay David proud Yirthingdle woman



Noreen Gilbert Kokoberra



Service Hazel Barr, speaking Kunjen Language to the camera crew



Awareness from Speech Pathologist Kate, Qld Health; plan to upskill Aged Care and Disability Services team in 2023



Christmas Carol service at Aged Care, fare well to Pastor Kay and a big thank you for the gifts from a dedicated volunteer who sent presents to the elders of Kowanyama.

Kowanyama Aged Care Disability Services



Aged Care Service Users Group Activity



Aged Care and Disability Christmas Tea Party



Kowanyama Aged Care & Disability Services Facility



Junior Support Officer Stevie (Junior) assisting with yard maintenance



Courtnei Grasmeder NDIS Manager proactively engaging with Richie Holness NDIS service user.

Charlie Butterworth celebrating his birthday in style with the staff at the Kowanyama Aged Care and Disability Services Facility.

Kowanyama Aged Care & Disability Services Facility



Benjamin Henry graced us with his presence to celebrate his birthday.

Please be advised that the Kowanyama Aged Care & Disability Services Facility has four (4) vacant rooms to accommodate aged care service users.

Prices stipulated below:

Accommodation & electricity: \$200 per fournight

Meals on Wheels: \$170 per fournight

Total board: \$370 per fournight

contact Aged Care (07) 40837162

Animal Management

Dr Zane Squarci and Helen Bigmore assisted Samuel Hudson with the following:

- Desexing of 21 animals
- Perform two (2) euthanasia's
- Treated multiple dogs with wounds and injuries
- Treated multiple cats with wounds and injuries
- Helen, was able to worm, tick and flea many dogs and puppies within the township of Kowanyama
- Educating community members of desexing their pets
- December visit into the township of Kowanyama was productive.
- Dr Zane has placed a maintenance request as one (1) of the cages in the Dog Pound has had its door broken prior to Dr Zane's last visit and has yet to be repaired.

Kowanyama Women's Shelter

Business as usual for the Kowanyama Women's Shelter. The Kowanyama Women's Shelter has provided temporary emergency accommodation for 12 services users and 6 children. Referrals have come through Queensland Police Services (Kowanyama Police Station).

Kowanyama Women's Shelter is due for re-certification in March 2023. Assessors have requested to visit Kowanyama in the month of March 2023. Correspondence with assessors and auditors for Human Services Quality Framework (HSQF) completion of appropriate documentation so that the Kowanyama Women's Shelter conform to (HSQF) standards.

Kowanyama Women' Services

December has been a very busy month with Women's Services staff proactively engaging with service providers that service Kowanyama from RFDS, RAATSICC, Sexual Health (QHealth), Remote Youth Justice, Apunipima, Church and RISE Enterprises.

Number of discussions around the following:

- Launches of Apunipima's sexual health video for Kowanyama in 2023
- Encouraging Kowanyama people to attend regular health checks
- Enabling family members to take initiative in proactively engaging with services to assist their family members who are on court orders
- Working in collaboration with RISE Enterprises to assist job seekers in gaining employment with the current vacancies that KASC have advertised
- Increasing correspondence and communication with jobseekers and RISE Enterprises as to the referral process when applying for a vacancy with KASC
- RFDS have kindly increased their support of an extra senior clinician to assist with the increase of Mental Health issues due to the recent suicidal passings of two (2) community members and a teacher at the Kowanyama State School.
- The execution of the Kowanyama Children's Xmas Extravaganza 22/12/2022



Children waiting patiently for their XMAS gifts



RFDS Senior Mental Health Clinician (Valami Waqaliva) proactively engaging with the children of Kowanyama.



Skytrans Sales & Marketing Manager Campbell Wilson personally delivered the presents to Kowanyama.

Rangers

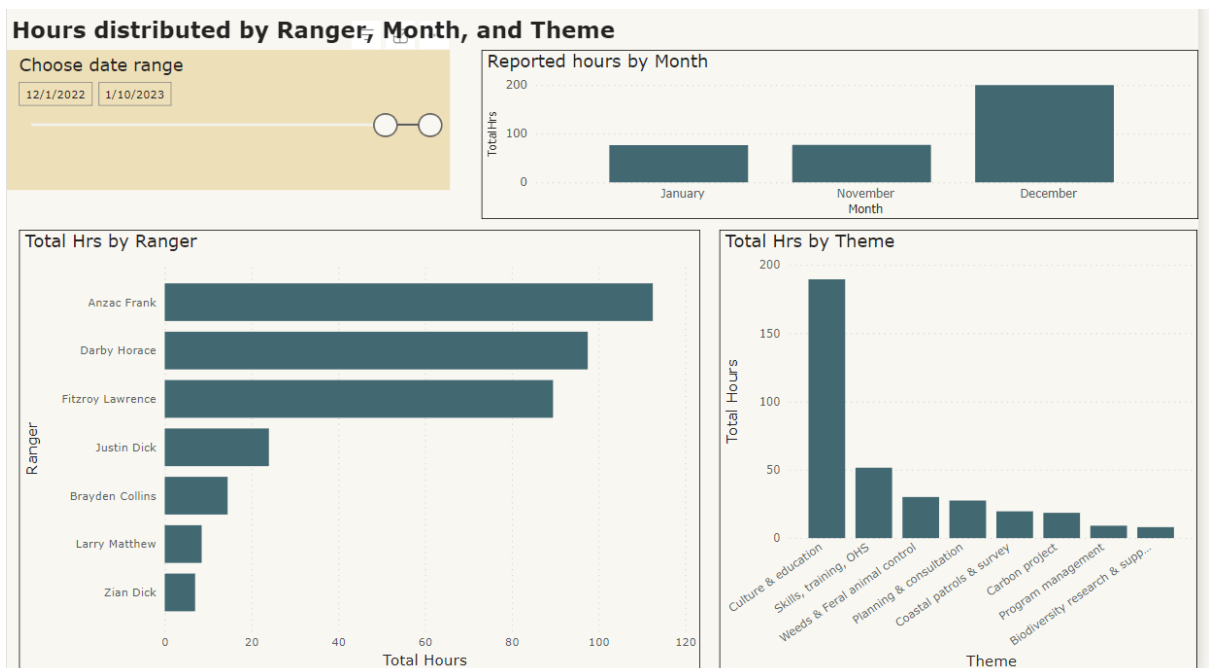
The following tasks were completed by the Rangers in the month of December:

- Inspection of all vehicles and buggies that are utilised by the Rangers. To assist Maddi Lehman with KASC register.
- Conducted coastal surveillance on Topsy Beach, Creek with the usage of the Biosecurity Top Watch APP. Ghost Net footage taken and sent to Vince Smith of Biosecurity Top Watch.
- Three (3) local rangers assisted contractors with trimming of branches throughout the township of Kowanyama.
- One (1) local ranger assisted Animal Health Officer whilst Dr Zane's visit to community
- Rangers went out to Oriners to undertake the cleaning of the Homestead to prepare for the wet season.
- Rangers are assisting Remote Youth Justice (RYJ) service users with completing their community service court ordered hours
- Rangers assisted the Women's Services with the cooking and catching of all the meat for the Kowanyama Children's XMAS Extravaganza



Ranger's teaching (RYJ) participants on Ghost Nets and the Biosecurity Top Watch APP

Rangers



Post Office

Business as usual at the Post Office. Advertisements were posted online for the Post Officer Manager Assistant and the Post Office Assistant. Unfortunately, we did not receive any feedback or applicants for the position. We will re advertise in January 2023 and hope for more applicants to apply for the Postal positions.

Sport Youth & Recreational

Sport Rec – December 2022

Multipurpose Centre has been in full operation since kicking off our holiday program early December. Averaging 100 participants daily.

We are operational between the hours of 10am -3pm | 5pm – 10pm.



Sport Youth and Rec participants assist KASC staff with making lunch for the kids.



School Holiday fun children waiting patiently for their BBQ at the MPC.



Children waiting patiently for their Xmas Gifts.

Centrelink

Centrelink business as usual. We have a few staff on leave during the Christmas period, but we do have back up to assist local community members who need access Centrelink during the KASC closure period.

Night Patrol

Functional for the first three weeks of December, 2022. Needed to cease services as there was no vehicle available for Night Patrol to utilise. Night Patrol recommenced on Thursday the 19th of January 2023.

Trustee Report

Title: Lot 48 on SP272058 – 99-year residential lease (ATL)

Meeting Date 25 January 2023

Author: Dr Chris McLaughlin, A/Manager Governance

Resolutions

That pursuant to section 120 of the *Aboriginal Land Act 1991* (Qld), the Trustee offer an Agreement to Lease to Wendy May Wust, subject to prescribed conditions, for entry into a 99-year residential (homeownership) lease over Lot 48 on SP272058, and authorise the Chief Executive Officer to finalise negotiations, execute documents and do all other things reasonably necessary to register the lease with Land Titles following satisfaction of said conditions prescribed in the Agreement to Lease.

Background

The following 99-year homeownership lease applications have been lodged with the Trustee for consideration by various applicants:

| Lot | Address | Lessee | EOI date | Tenure |
|---------------------|----------------------|---|-----------------|---|
| Lot 48 on SP272058 | 48A + B Chapman Road | Wendy May Wust | 18 August 2022 | Reserve (KASC) for Aboriginal Purposes – Social House (Council asset number 200048.1) |
| Lot 307 on SP272069 | 307 Inaruwel St | Laureen Jemmia Tania Major/ Priscilla Major | 15 July 2022 | DOGIT (KASC). Social House (Council asset number 200307.1). |



Lot 307



Lot 48 (comprising residences 48A and 48B).

In accordance with the Trustee's *Trustee Decision Making Policy*, to comply with its responsibilities under section 179 of the *Aboriginal Land Act 1991* (Qld), a Trustee Advisory Committee was convened on 3 November 2022 so as to advise the Trustee today regarding the appropriateness of the proposed grants with consideration to Aboriginal Tradition.

Council has established a Kowanyama Trustee Advisory Committee to act as an advisor to the Trustee to inform the Trustee on dealings within its DOGIT with potential to impact *Aboriginal inhabitants* (including leases within the Trust).

The Trustee specifically seeks advice from the Advisory Committee as to whether:

- (a) *the Aboriginal People for whom the Trustee holds the land have an existing agreed decision-making process for decisions of this kind? Or if not,*
- (b) *any Aboriginal Tradition shall apply for decisions of that kind?*

In convening the Trustee Advisory Committee, the Trustee has sought to capture and consider any applicable Aboriginal decision-making process and/or Aboriginal Tradition, prior to making its decision on the proposal.

A Record of Advice dated 3 November 2022 is **attached**, signed by the Chair (Deputy Mayor).

Relevantly, on 3 November 2022 the Trustee Advisory Committee advised as follows:

PROPOSAL #1: 99 year lease- Lauren/ Tania and Priscilla Major – Lot 307 on SP272069

That subject to the lessee first obtaining Native Title approval under the *Native Title Act 1993* (Cth) (as applicable), pursuant to section 85A(of the *Local Government Act 2009* (Qld)), the Trustee approve a lease to Lauren Jemmia Tania Major and Priscilla Major and authorise the Chief Executive Officer to finalise negotiations and sign the Agreement to Lease and Lease and do all other things reasonably necessary to register the lease with Land Titles, on the following essential terms:

| | |
|-----------------------|-------------------------------|
| Lot on Plan: | Lot 307 on SP 272069 |
| Permitted Use: | Residential |
| Term: | Ninety-Nine (99) years |

COMMITTEE ADVICE

➤ **Unconditional Support**

PROPOSAL #2: 99 year lease - Wendy May Wust – Lot 48 on SP272058

That subject to the lessee first obtaining Native Title approval under the *Native Title Act 1993* (Cth) (as applicable), pursuant to section 85A of the *Local Government Act 2009* (Qld), the Trustee approve a lease to Wendy May Wust and authorise the Chief Executive Officer to finalise negotiations and sign the Agreement to Lease and Lease and do all other things reasonably necessary to register the lease with Land Titles, on the following essential terms:

| | |
|-----------------|------------------------|
| Lot(s) on Plan: | Lot 48 on SP 272058 |
| Permitted Use: | Residential |
| Term: | Ninety-Nine (99) years |

COMMITTEE ADVICE

➤ Conditional Support

Support conditional upon the EOI applicant providing details, to the satisfaction of the Trustee, of how the current occupants of lot 48A will be accommodated.

Proposal #1 was endorsed by the Trustee at its meeting of 23 November 2022.

Proposal #2 was left laying on the table pending further engagement with the applicant as recommended by the Trustee Advisory Committee, prior to being considered by the Trustee.

OFFICER COMMENT

On Thursday 24 November 2022, the author wrote the **attached** email to the Ms Wendy Wust advising of the Trustee Advisory Committee's request for further information prior to further progressing her application, particularly as to:

"...how the current social housing tenant at lot 48A will be accommodated should you receive grant of a 99 year lease over the entirety of lot 48."

Dr McLaughlin spoke on the phone with Ms Wust on 24 November and received the **attached** email of same date from Ms Wust. Ms Wust specifically advised that:

"...my intention with 48B is that current tenants can live there as long as possible, but, of course it depends on their situation in regards to the Tenancy Agreement."

My goal was to always live in my current address and rent out the other as an [sic] commercial property, to visiting external services.

In my original EOI it did not state/ask for such questions of future plans, otherwise, I would have submitted this as per attached.

This kind of offer of buying as such, allows traditional owners a chance to establish small business or enterprise and to be seen as a employment opportunities to our people..."

It is not practicable for Council (as Trustee nor Local Government) to seek to impose requirements on homeowners in relation to who they may seek to privately lease their property to, nor for how much. Instead, where Ms Wust seeks to evict current tenants of 48B as permissible under the *Residential Tenancies and Rooming Accommodation Act 2008* (Qld), that tenant must then re-join the social housing wait list if eligible, where alternate private accommodation cannot be sourced. In the interim however, Ms Wust has shown an intention to rent the premises to the current social housing tenant under a formal General Tenancy Agreement, likely in satisfaction of the Trustee Advisory Committee's condition.

RECOMMENDATION

That pursuant to section 120 of the *Aboriginal Land Act 1991* (Qld), the Trustee offer an Agreement to Lease to Wendy May Wust, subject to prescribed conditions, for entry into a 99-year residential (homeownership) lease over Lot 48 on SP272058, and authorise the Chief Executive Officer to finalise negotiations, execute documents and do all other things reasonably necessary to register the lease with Land Titles following satisfaction of said conditions prescribed in the Agreement to Lease.



Dr. Chris McLaughlin
Acting Manager Governance

Attachments –

- ***Trustee Decision Making Policy***
- ***Record of Advice dated 3 November 2022***
- ***Email Dr Chris McLaughlin to Wendy Wust 24 November 2022***
- ***Email Wendy Wust to Dr Chris McLaughlin 24 November 2022.***

Chris McLaughlin

From: Chris McLaughlin
Sent: Thursday, 24 November 2022 10:43 AM
To: wendymwust@gmail.com
Cc: John Coyle
Subject: EOI - 99 year lease - Lot 48 on SP272058 (48A and 48B) Kowanyama
Attachments: Wendy WUST EOI.pdf

Importance: High

Hi Ms Wust,

Reference is made to your Expression of Interest lodged with Council on 18 August 2022, seeking grant of a 99-year lease by the Trustee to you over lot 48 on SP272058, comprising duplex residences of 48A and 48B shown below on Chapman Street, Kowanyama:



In order to ensure consultation with the Deed of Grant in Trust beneficiaries, the Trustee convened its Trustee Advisory Committee on 3 November 2022 comprising wholly community membership, to consider this proposal (as well as others) and make a recommendation to the Trustee. Please see the below extract from the Record of Advice dated 3 November 2022 arising out of the meeting of the Committee:

Lot(s) on Plan: Lot 48 on SP 272058
Permitted Use: Residential
Term: Ninety-Nine (99) years

COMMITTEE ADVICE

- Unconditional Support
- **Conditional Support**

Support conditional upon the EOI applicant providing details, to the satisfaction of the Trustee, of how the current occupants of lot 48A will be accommodated.

- Object

In summary, the Committee is supportive of your application, however *seeks further details from you as to how the current social housing tenant at lot 48A will be accommodated should you receive grant of a 99 year lease over the entirety of lot 48.*

Upon receipt of your response, the Trustee will consider your application at an upcoming Trustee Meeting.

Should you have any queries at all, please get in touch with me.

Cheers,



Chris McLaughlin
Acting Manager Governance

p 07 4040 4505 **m** 0400 726 329

e chris.mclaughlin@kowanyama.qld.gov.au

w kowanyama.qld.gov.au

a 50 Scott Street, Cairns, QLD 4870

Chris McLaughlin

From: Wendy M. Wust <wendymwust@gmail.com>
Sent: Thursday, 24 November 2022 2:56 PM
To: Chris McLaughlin
Subject: Re: EOI - 99 year lease - Lot 48 on SP272058 (48A and 48B) Kowanyama
Attachments: image002.png

Thanks Chris for the telephone chat., my intention with 48B is that current tenants can live there as long as possible, but, of course it depends on their situation in regards to the Tenancy Agreement.

My goal was to always live in my current address and rent out the other as an commercial property, to visiting external services.

In my original EOI it did not state/ask for such questions of future plans, otherwise, I would have submitted this as per attached.

This kind of offer of buying as such, allows traditional owners a chance to establish small business or enterprise and to be seen as a employment opportunities to our people.

Thank you for ongoing support.

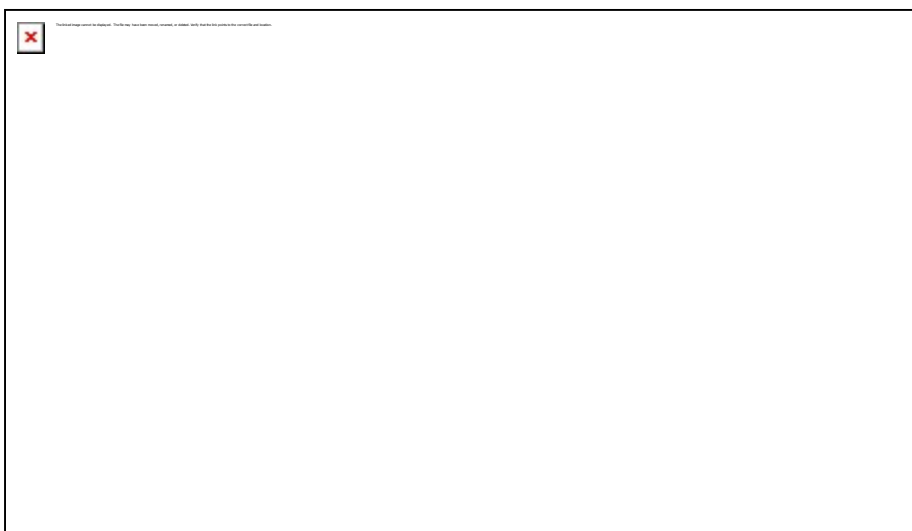
Kind regards

Wendy M. Wust

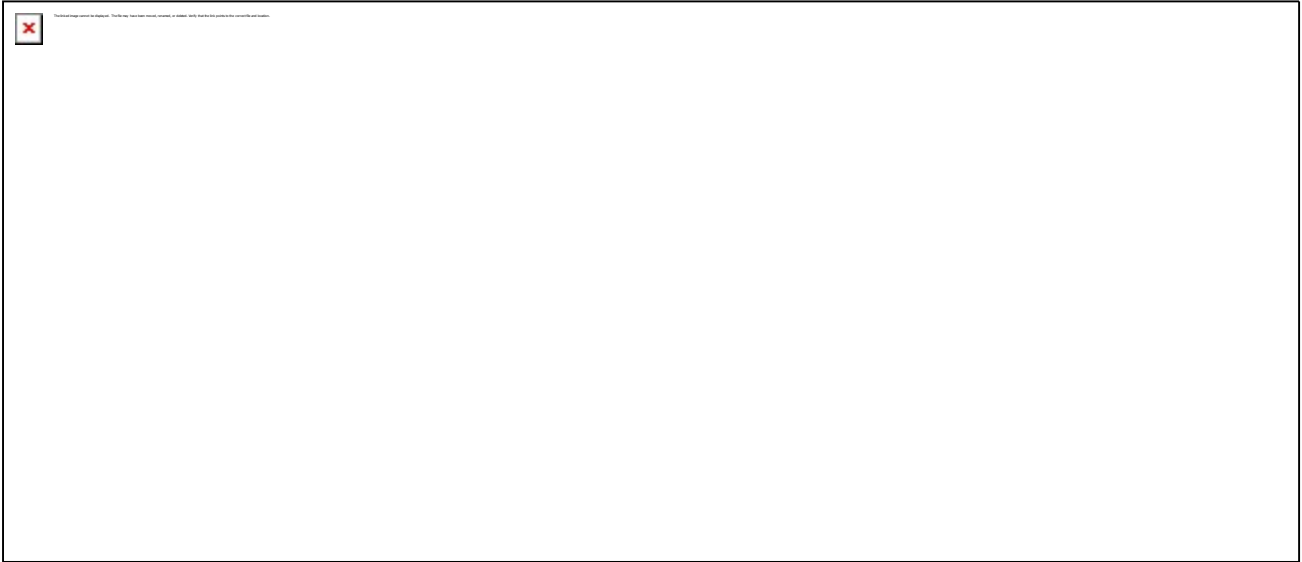
On Thu, 24 Nov 2022, 10:43 am Chris McLaughlin, <chris.mclaughlin@kowanyama.qld.gov.au> wrote:

Hi Ms Wust,

Reference is made to your Expression of Interest lodged with Council on 18 August 2022, seeking grant of a 99-year lease by the Trustee to you over lot 48 on SP272058, comprising duplex residences of 48A and 48B shown below on Chapman Street, Kowanyama:



In order to ensure consultation with the Deed of Grant in Trust beneficiaries, the Trustee convened its Trustee Advisory Committee on 3 November 2022 comprising wholly community membership, to consider this proposal (as well as others) and make a recommendation to the Trustee. Please see the below extract from the Record of Advice dated 3 November 2022 arising out of the meeting of the Committee:



In summary, the Committee is supportive of your application, however *seeks further details from you as to how the current social housing tenant at lot 48A will be accommodated should you receive grant of a 99 year lease over the entirety of lot 48.*

Upon receipt of your response, the Trustee will consider your application at an upcoming Trustee Meeting.

Should you have any queries at all, please get in touch with me.

Cheers,



Chris McLaughlin
Acting Manager Governance

p 07 4040 4505 **m** 0400 726 329

e chris.mclaughlin@kowanyama.qld.gov.au

w kowanyama.qld.gov.au

a 50 Scott Street, Cairns, QLD 4870

RECORD OF ADVICE

Kowanyama Trustee Advisory Committee

MEETING DATE: 3 November 2022

MEETING TIME: 1.42pm – 2.28pm

VENUE: Council Chambers, Kowanyama

CHAIR: Deputy Mayor (Proxy)

ATTENDEES: Michael Yam (Member)
Evans Josiah (Member)
Irene Major (Proxy)
Kevin Bell (CEO)
Dr. Chris McLaughlin (Secretariat)

SUMMARY OF DISCUSSION:

Dr Chris McLaughlin presented details on the following 99-year lease Expressions of Interest lodged with both Council and the State of Queensland:

| Lot | Address | Lessee | EOI date | Native Title to be addressed? | Tenure |
|---------------------|----------------------|--|----------------|-------------------------------|---|
| Lot 48 on SP272058 | 48A + B Chapman Road | Wendy May Wust | 18 August 2022 | N | Reserve (KASC) for Aboriginal Purposes – Social House (Council asset number 200048.1) |
| Lot 307 on SP272069 | 307 Inaruwel St | Laureen Jemmia Tania Major/ Priscilla Major | 15 July 2022 | Y | DOGIT (KASC). Social House (Council asset number 200307.1). |

Dr Chris provided a digital map to all members to help identify the locations of each lot. Members were asked to provide any details of cultural connection of EOI applicants to each site for the Trustee's consideration.

PROPOSAL #1: 99 year lease- Lauren/ Tania and Priscilla Major – Lot 307 on SP272069

That subject to the lessee first obtaining Native Title approval under the *Native Title Act 1993* (Cth) (as applicable), pursuant to section 85A of the *Local Government Act 2009* (Qld), the Trustee approve a lease to Lauren Jemima Tania Major and Priscilla Major and authorise the Chief Executive Officer to finalise negotiations and sign the Agreement to Lease and Lease and do all other things reasonably necessary to register the lease with Land Titles, on the following essential terms:

Lot on Plan: Lot 307 on SP 272069
Permitted Use: Residential
Term: Ninety-Nine (99) years

COMMITTEE ADVICE

- **Unconditional Support**
- Conditional Support
- Object

PROPOSAL #2: 99 year lease - Wendy May Wust – Lot 48 on SP272058

That subject to the lessee first obtaining Native Title approval under the *Native Title Act 1993* (Cth) (as applicable), pursuant to section 85A of the *Local Government Act 2009* (Qld), the Trustee approve a lease to Wendy May Wust and authorise the Chief Executive Officer to finalise negotiations and sign the Agreement to Lease and Lease and do all other things reasonably necessary to register the lease with Land Titles, on the following essential terms:

Lot(s) on Plan: Lot 48 on SP 272058
Permitted Use: Residential
Term: Ninety-Nine (99) years

COMMITTEE ADVICE

- Unconditional Support
- **Conditional Support**

Support conditional upon the EOI applicant providing details, to the satisfaction of the Trustee, of how the current occupants of lot 48A will be accommodated.

- Object

SIGNED:

A handwritten signature in black ink, appearing to be a stylized name, written over a horizontal line.

Chair (Proxy)

DATE: 3 November 2022



Trustee Decision-Making Policy

| | |
|-----------------------------|--|
| Number: | |
| Responsible Manager: | Executive Manager Corporate Services and Finance |
| Head Policy: | NA |
| | <i>Aboriginal Land Act 1991 (Qld)</i> <i>Local Government Act 2009</i> <i>Local Government Regulation 2012</i> |
| Commencement Date: | 12 April 2022 |

1. Definitions & Terms

1.1 In this policy:

Trustee means the Kowanyama Aboriginal Shire Council acting as Trustee of the DOGIT

2. Acronyms & Abbreviations

2.1 In this policy:

ALA means the *Aboriginal Land Act 1991 (Qld)*

DOGIT means the Deed of Grant in Trust

3. Purpose of the Policy

3.1 This document sets out the Trustee's policy for the consideration of Aboriginal decision-making processes and Aboriginal tradition in the making of decisions which may affect Aboriginal inhabitants of the DOGIT.

4. Application of Policy

4.1 This policy applies to all dealings on the DOGIT.

4.2 All Council officers must comply with this policy.

1. Background

Section 179 of the *Aboriginal Land Act 1991 (Qld)* states that a Trustee, in seeking to make decisions with respect to trust land, must have regard to whether:

- (a) the Aboriginal People for whom the Trustee holds the land have an existing agreed decision-making process for decisions of that kind; or if not,
- (b) any Aboriginal Tradition shall apply for decisions of that kind.

Where neither an Aboriginal decision-making process and/or Aboriginal Tradition applies to the making of such decisions in Kowanyama by the Trustee, then the Trustee must make the decision under a process of decision-making agreed to and adopted by the Trustee (s179(2)(b)).

It is recognised by Council that *some* dealings with land (such as the creation of an interest in land (eg. leases)) are of Eurocentric origin and therefore, are unlikely to have ever been subject to an Aboriginal decision-making process and/or Aboriginal Tradition as anticipated by s179 of the *Aboriginal Land Act 1991* (Qld). However, the Trustee recognises that it holds the Deed of Grant in Trust Land “*for the benefit of Aboriginal inhabitants and for no other purpose whatsoever.*” Notwithstanding the representative nature of Councillors for and on behalf of Aboriginal inhabitants of the DOGIT (amongst others) who together make decisions collectively as the Trustee, the Trustee wishes to formalise an additional consultative process with Aboriginal inhabitants for complex matters, to ensure beneficial dealings as anticipated by section 179 of the *Aboriginal Land Act 1991* (Qld).

Accordingly, the Trustee shall establish by these Terms of Reference, a **Trustee Advisory Committee**.

2. Purpose

The Purpose of the Trustee Advisory Committee is to act as an advisor to the Trustee to inform the Trustee on dealings within its DOGIT with potential to impact *Aboriginal inhabitants*.

3. Responsibilities

3.1 The primary responsibility of the Trustee Advisory Committee shall be to consider and advise the Trustee and/or the Council on how best to respond to ***proposals***.

3.2 *Proposals* with respect to DOGIT land may include (but are not limited to):

- (a) putting an improvement (including a structure) on trust land; or
- (b) creating an interest in trust land (including a lease or mortgage); or
- (c) doing any other thing in relation to trust land (including introduction of policy or program).

3.3 This Policy expressly recognises the knowledge and expertise of Councillors comprising the Trustee with respect to applicable Aboriginal decision-making processes and/or Aboriginal tradition to *proposals*. However, the Trustee Advisory Committee provides additional advisory capacity in the event of complex matters which may arise from time to time.

3.3 It is noted that where the Trustee considers it has sufficient information at hand to itself consider a *proposal* without reference to the Trustee Advisory Committee, it may do so at its sole discretion.

4. Reporting

4.1 The Trustee Advisory Committee shall be established, varied, or disestablished, by resolution, of the Trustee.

4.2 The Trustee Advisory Committee shall report to the Trustee via its Chair.

5. Membership

5.1 Chair

Mayor

5.2 Secretariat

Designated Council employee

5.3 Members

Members shall be Aboriginal inhabitants of the trust area

A minimum of 3 and a maximum of 6 Members (plus Proxies) shall be appointed, covering all three (3) major Aboriginal family groups within the trust area (2 members from each family group).

Prospective members shall indicate their interest via written expression of interest.

Members shall be appointed, replaced and/or removed resolution of the Trustee.

5.4 Proxies

Each Member shall be entitled to nominate a proxy in the event they are unable to attend a meeting. Each proxy shall have the same voting rights as the member. Each proxy shall be from the same Aboriginal family group as the member.

The Mayor's proxy shall be the Deputy Mayor.

5.5 Remuneration

Each attending Members shall be entitled to a meeting fee of \$200 per meeting attended.

6. Meeting Frequency

As convened by the Trustee in writing by way of a ***Proposal Notice***.

7. Trustee Decision-making Process

The Trustee shall utilise the following decision-making process in considering *proposals*, namely:

7.1 A *proposal* has reached in principle "negotiator's agreement" as between the Trustee and the proponent and there are sufficient terms and scope to place before the Trustee Advisory Committee

7.2 A *Proposal Notice* is provided to each member of the Trustee Advisory Committee, providing the following details:

- 7.2.1 *Proposal* details and any supplementary/ supporting materials to place Members in a fully-informed position so as to enable them to inform the Trustee on the merits of any *trust change proposal*.
- 7.2.2 A Trustee Advisory Committee meeting date, not less than four (4) business days following the date of the Proposal Notice.
- 7.3 Convene a Trustee Advisory Committee meeting at a physical or virtual (ie. tele/videoconference) location per the Proposal Notice.
- 7.4 The Trustee Advisory Committee will resolve a recommendation at the Trustee Advisory Committee Meeting with respect to each *proposal* presented, which may include:
- 7.4.1.1 Unconditional support
 - 7.4.1.2 Conditional support (conditions stipulated)
 - 7.4.1.3 Objection (reasons stipulated)
- 7.5 In the consideration of its recommendation, the Trustee Advisory Committee shall consider and/or apply any applicable Aboriginal decision-making process and/or Aboriginal Tradition, relevant to the *proposal* (as applicable).
- 7.6 Pursuant to section 254G of the *Local Government Regulation 2009* (Qld), the Trustee Council resolves that the Trustee Advisory Committee is exempt from taking minutes. However, a brief *Record of Advice* shall be recorded and signed by the Chair as evidence of the Trustee Advisory Committee's recommendation with respect to each *proposal* considered by it.
- 7.7 The *Record of Advice* shall be provided to the Trustee upon consideration of the *proposal* at its Trustee Meeting(s).

END

LOCALITY
NOT TO SCALE

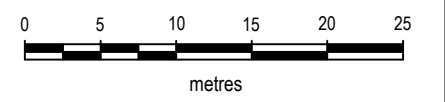


IMPORTANT NOTE
This plan was prepared as a concept plan only and accuracy of all aspects of the plan have not been verified. All lots, areas and dimensions are approximate only. Subject to relevant studies, Survey, Engineering and Government approvals. No reliance should be placed on the plan and RPS AAP Consulting Pty Ltd accepts no responsibility for any loss or damage suffered howsoever arising to any person who may use or rely on this plan.

DoR DCDB.
Based on or contains data provided by the State of Queensland (Department of Resources) [2019]. In consideration of the State permitting use of this data you acknowledge and agree that the State gives no warranty in relation to the data (including accuracy, reliability, completeness, currency or suitability) and accepts no liability (including without limitation, liability in negligence) for any loss, damage or costs (including consequential damage) relating to any use of the data. Data must not be used for direct marketing or be used in breach of the privacy laws. © State of Queensland (Department of Resources) [2019]

AERIAL IMAGERY.
The aerial photography used in this plan has not been rectified. The image has been overlaid as a best fit on the boundaries shown and position is approximate only.

Date of Capture: 2021 © State of Queensland 2021



SCALE 1:500 IS APPLICABLE ONLY TO THE ORIGINAL SHEET SIZE. (A3)

| | | | |
|------------------------------|------------------------|----------------------------|--|
| PROJECT MANAGER Ian Doust | | SURVEYED | |
| COMPILED MDW | | CAD REF PR148152-64.dwg | |
| SHEET SIZE A3 | SHEET 1 OF SHEETS 1 | | |

RPS AAP Consulting Pty Ltd
ACN 117 883 173
135 Abbott St
PO Box 1949
CAIRNS QLD 4870
T +61 7 4031 1336
F +61 7 4031 2942
W rpsgroup.com



© COPYRIGHT PROTECTS THIS PLAN
Unauthorised reproduction or amendment not permitted. Please contact the author.

DSDSATSIP

KOWANYAMA

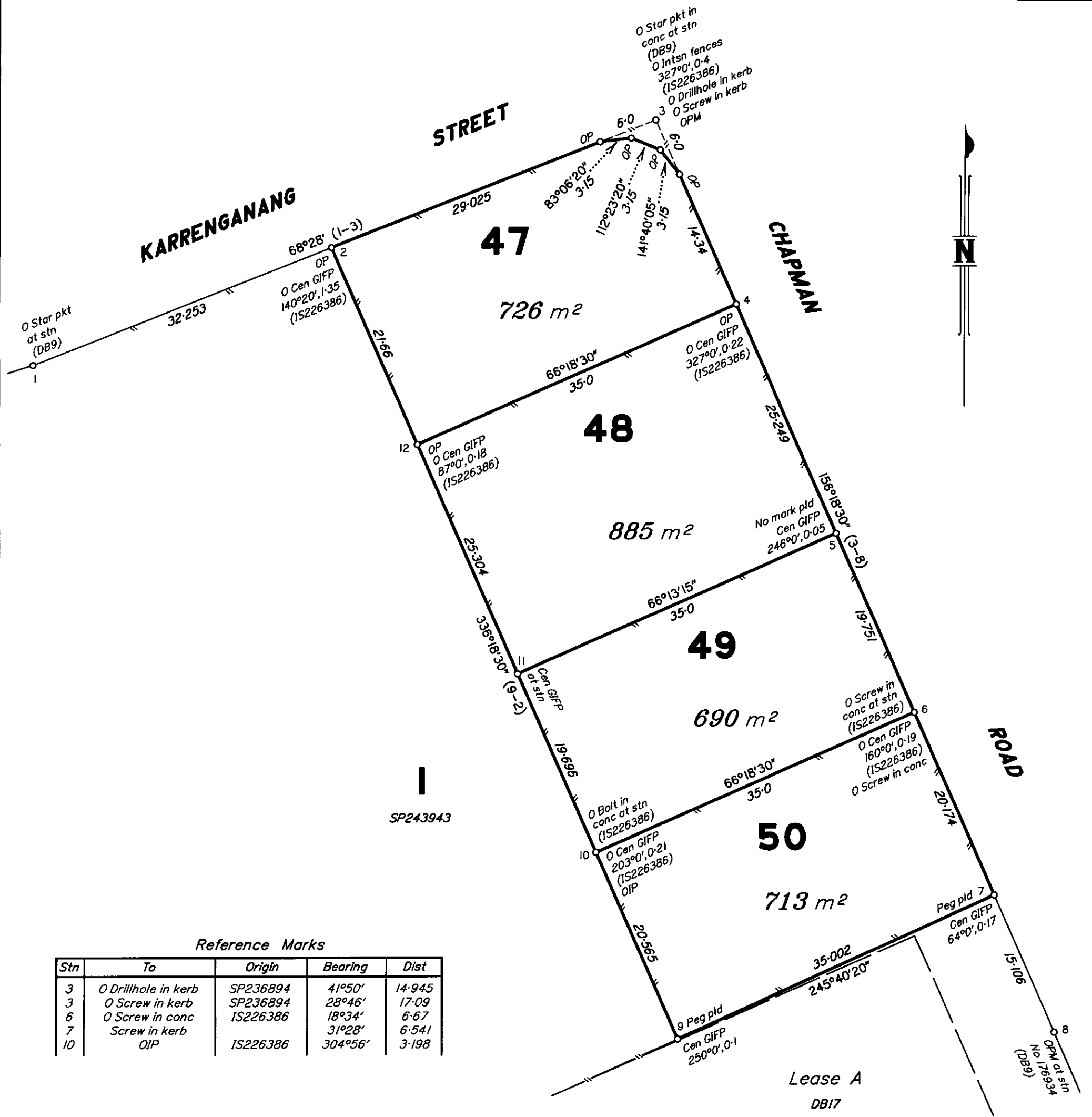
PROPOSED EOI 2
Lot 48 on SP272058

| | | | |
|-----------------------|--------------------|-----------------------------------|-------|
| SCALE 1:500 | DATE 11-02-2023 | DRAWING NO. PR148152-64 | ISSUE |
|-----------------------|--------------------|-----------------------------------|-------|

Land Title Act 1994 ; Land Act 1994
Form 21 Version 3

SURVEY PLAN

Sheet 1 of 1



Reference Marks

| Stn | To | Origin | Bearing | Dist |
|-----|---------------------|----------|---------|--------|
| 3 | O Drillhole in kerb | SP236894 | 41°50' | 14.945 |
| 3 | O Screw in kerb | SP236894 | 28°46' | 17.09 |
| 6 | O Screw in conc | IS226386 | 18°34' | 6.67 |
| 7 | Screw in kerb | IS226386 | 31°28' | 6.541 |
| 10 | OIP | IS226386 | 304°56' | 3.198 |


Permanent Marks

| PM | Origin | Bearing | Dist | No |
|-------|----------|----------------|--------|--------|
| 3-OPM | IS226385 | 340°15'45" | 204.95 | 182870 |
| 8-OPM | DB9 | OPM at station | | 176934 |

TERRAMODUS SURVEYING PTY LTD ACN 125 086 973 hereby certify that the land comprised in this plan was surveyed by the corporation, by Eddy Luigi Picco, Cadastral Surveyor, for whose work the corporation accepts responsibility, and that the plan is accurate, that the said survey was performed in accordance with the Survey and Mapping Infrastructure Act 2003 and Surveyors Act 2003 and associated Regulations and Standards and that the said survey was completed on 8.7.2014

Eddy Luigi Picco
Eddy Luigi Picco
Director and
Cadastral Surveyor

Date **03-09-2014**

| | |
|--|----------------------------|
| 0 20m 40m 60m State copyright reserved. | |
| Plan of Lots 47-50 | |
| Cancelling Lots 47-50 on DB20 | |
| LOCAL Government: Kowanyama Aboriginal Shire Council | LOCALITY: Kowanyama |
| Meridian: MGA Zone 54 vide SP243943 | Survey Records No |
| Scale: 1:400 | Format: STANDARD |
|  SP272058 | |

717055992

NO FEE
08/02/2016 13:28

CS 495

WARNING : Folded or Mutilated Plans will not be accepted.
Plans may be rolled.
Information may not be placed in the outer margins.

5. Lodged by
SLAM
PO Box 937
Cairns 4870 Q
2015/004710
CS2340
(Include address, phone number, reference, and Lodger Code)

1. Certificate of Registered Owners or Lessees.

I/We

(Names in full)

* as Registered Owners of this land agree to this plan and dedicate the Public Use Land as shown hereon in accordance with Section 50 of the Land Title Act 1994.

~~* as Lessees of this land agree to this plan.~~

Signature of *Registered Owners *Lessees

* Rule out whichever is inapplicable

2. Planning Body Approval.

*
hereby approves this plan in accordance with the :

% Insert Integrated Planning Act 1997 or Sustainable Planning Act 2009

Dated this day of

..... #

..... #

* Insert the name of the Planning Body.
Insert designation of signatory or delegation

% Insert applicable approving legislation.

3. Plans with Community Management Statement :

CMS Number :

Name :

4. References : Res 24442,
Dept File : Res 24443, Res 24466
& Res 24467
Local Govt :
Surveyor : 1204

| 6. Existing | | Created | | |
|-----------------|----------------|----------|------|---------------------|
| Title Reference | Description | New Lots | Road | Secondary Interests |
| 49018689 | Lot 47 on DB20 | 47 | - | - |
| 49018690 | Lot 49 on DB20 | 49 | - | - |
| 49018713 | Lot 48 on DB20 | 48 | - | - |
| 49018714 | Lot 50 on DB20 | 50 | - | - |

| | |
|----|----------------|
| 47 | Lot 47 on DB20 |
| 48 | Lot 48 on DB20 |
| 49 | Lot 49 on DB20 |
| 50 | Lot 50 on DB20 |

Lots Orig

7. Orig Grant Allocation :

8. Map Reference :
7267-32221

9. Parish :
Columbia

10. County :
Dunbar

11. Passed & Endorsed :
By : Terramodus Surveying Pty Ltd
Date : 03-09-2014
Signed :
Designation : Cadastral Surveyor

12. Building Format Plans only.
I certify that :
* As far as it is practical to determine, no part of the building shown on this plan encroaches onto adjoining lots or road;
* Part of the building shown on this plan encroaches onto adjoining * lots and road
Cadastral Surveyor/Director * Date
*delete words not required

13. Lodgement Fees :
Survey Deposit \$
Lodgement \$ 428.20
..... New Titles \$
Photocopy \$
Postage \$
TOTAL \$ 428.20
Receipt : 2233831

14. Insert Plan Number
SP272058

State Assessment and Referral Agency

Date: 12/01/2023

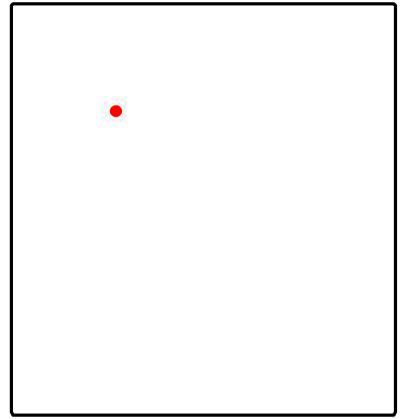


Queensland Government

© The State of Queensland 2023.

Disclaimer:

This map has been generated from the information supplied to the Queensland Government for the purposes of the Development Assessment Mapping System. The map generated has been prepared with due care based on the best available information at the time of publication. The State of Queensland holds no responsibility for any errors, inconsistencies or omissions within this document. Any decisions made by other parties based on this document solely the responsibility of those parties. This information is supplied subject to the full terms and conditions available on the department's website.



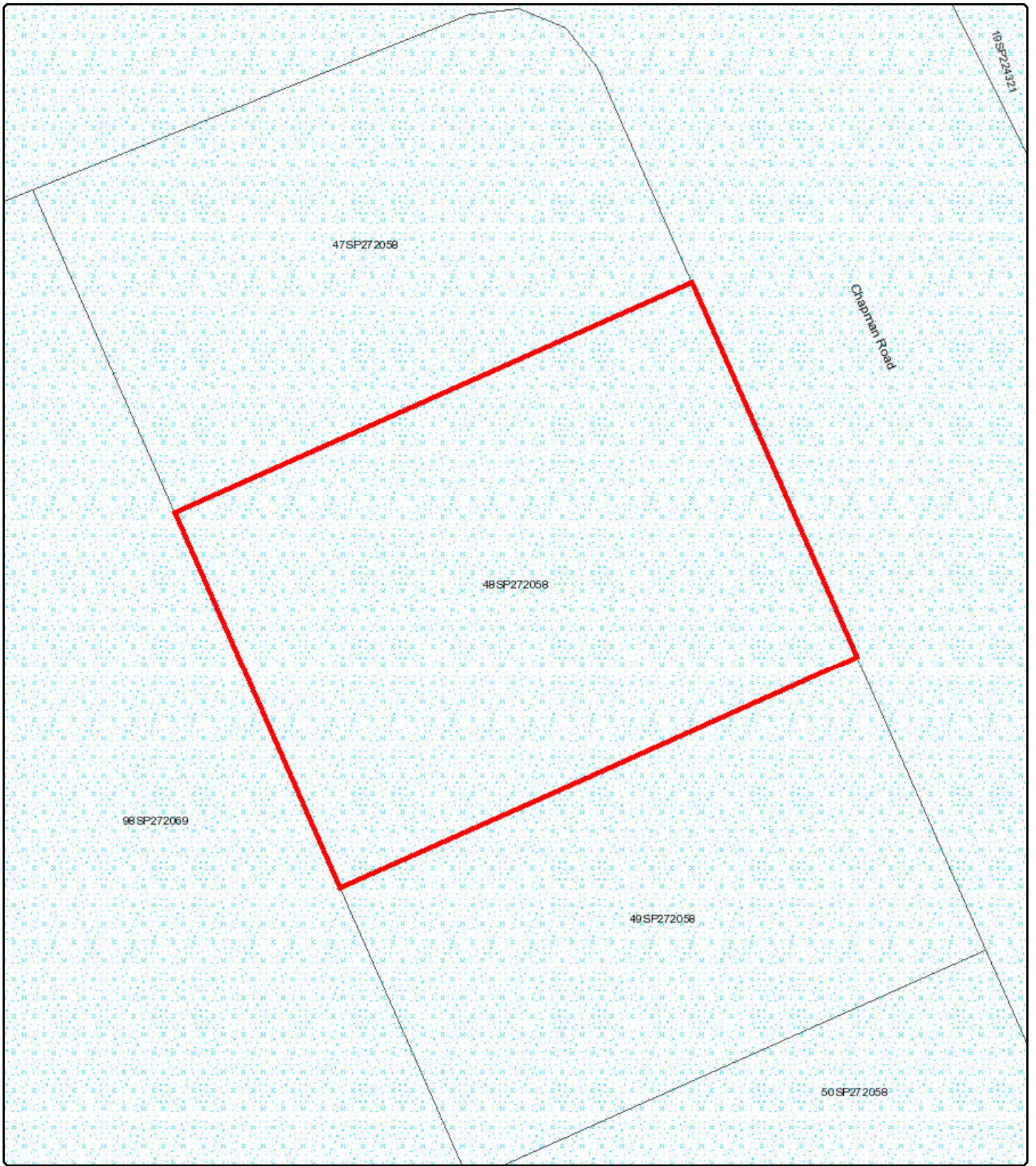
Matters of Interest for all selected Lot Plans

Water resource planning area boundaries
Great artesian water resource plan area

Matters of Interest by Lot Plan

Lot Plan: 48SP272058 (Area: 885 m²)

Water resource planning area boundaries
Great artesian water resource plan area



State Assessment and Referral Agency

Date: 12/01/2023



Queensland Government

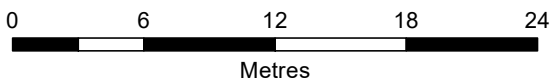
© The State of Queensland 2023.

Legend

Water resource planning area boundaries

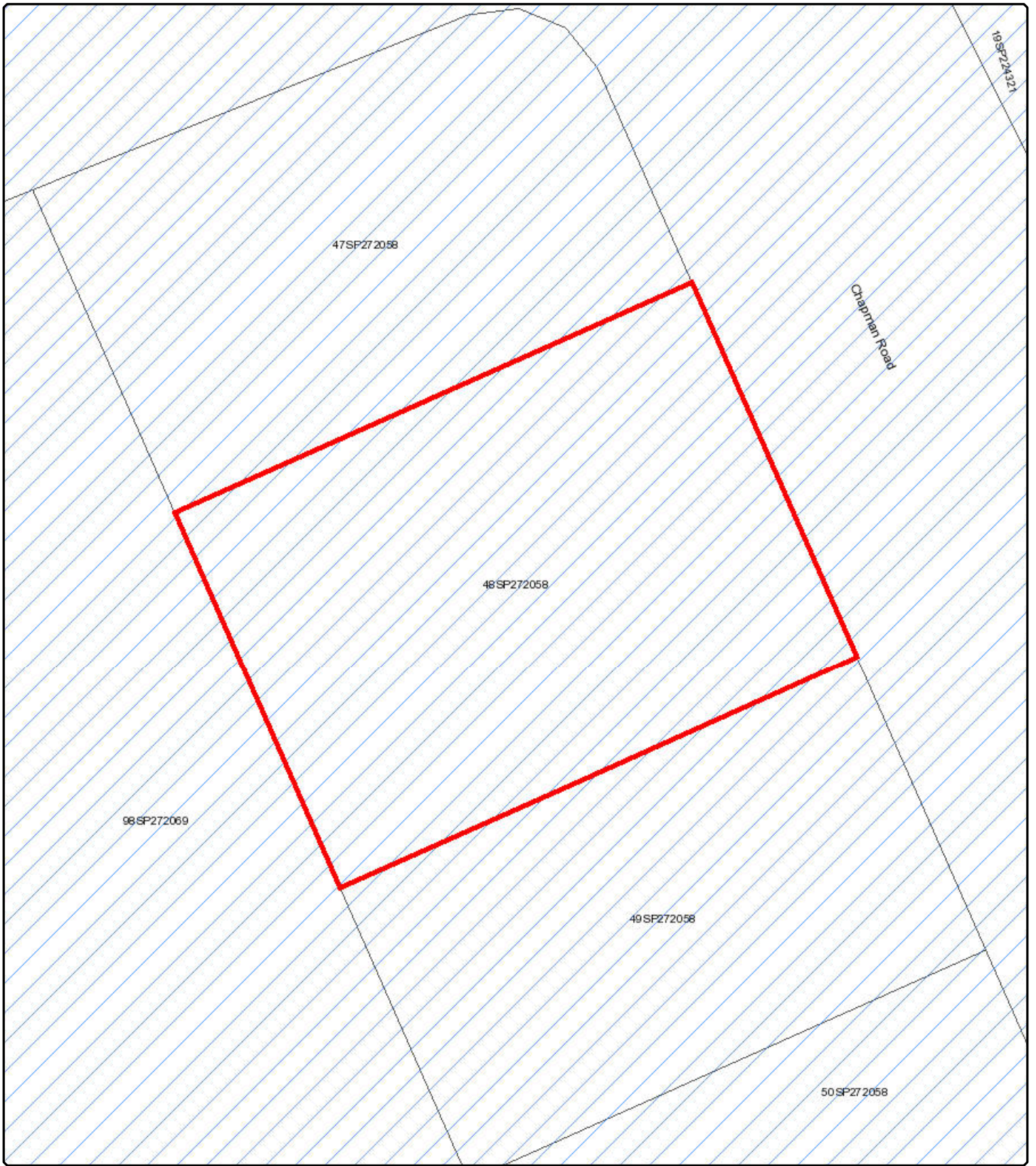


Water resource planning area boundaries



Disclaimer:

This map has been generated from the information supplied to the Queensland Government for the purposes of the Development Assessment Mapping System. The map generated has been prepared with due care based on the best available information at the time of publication. The State of Queensland holds no responsibility for any errors, inconsistencies or omissions within this document. Any decisions made by other parties based on this document solely the responsibility of those parties. This information is supplied subject to the full terms and conditions available on the department's website.




State Assessment and Referral Agency

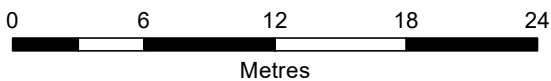
Date: 12/01/2023



Queensland Government
© The State of Queensland 2023.

Legend

- Great artesian water resource plan area
-  Great artesian water resource plan area



Disclaimer:
This map has been generated from the information supplied to the Queensland Government for the purposes of the Development Assessment Mapping System. The map generated has been prepared with due care based on the best available information at the time of publication. The State of Queensland holds no responsibility for any errors, inconsistencies or omissions within this document. Any decisions made by other parties based on this document solely the responsibility of those parties. This information is supplied subject to the full terms and conditions available on the department's website.

HOME OWNERSHIP (HO) PRELIMINARY ASSESSMENT REPORT

REPORT DATE: 13-01-2023
TOWN: Kowanyama
Trustee: **Kowanyama**
LOCAL GOVERNMENT AREA: Kowanyama Aboriginal Shire Council
LOT AND PLAN: Lot 48 on SP272058
EOI APPLICATION TYPE: 99 year home ownership
ADDRESS OF HO APPLICATION: 48A Chapman Road, Kowanyama, QLD, 4892
APPLICANT: Wendy May Wust
APPLICANT CONTACT DETAILS: PO Box 25, Kowanyama, QLD 4892

1.0 EOI details

- EOI signed – 10/08/2022
- EOI received by Home Ownership Team – 24/11/2022
- Plan of Proposed Lease – see **Attachment 1**

1.1 EOI Class

- Class 1
 - Assess Class of application from 1 to 5. 1= Simplest to progress with fewest obstacles, 5= Most complex to progress with most obstacles

| | | | | |
|-------------------|------------------------------|-----------------------------------|-----------------------------------|---|
| 1 = Clearest Path | 2 = Minimal Obstacles | 3 = Some Obstacles to be resolved | 4 = Many Obstacles to be resolved | 5 = Unable to Proceed to Home Ownership |
|-------------------|------------------------------|-----------------------------------|-----------------------------------|---|

1.2 Key advice and blockages to application progressing

- The application is for an existing house on an existing lot;
- The lot is covered by the Cape York United no.1 claim (currently an undetermined area of the claim) upon determination an ILUA will be required (refer to 13.0 for details)
- The applicant lives in 48A Chapman Rd
- The dwelling is a 2 x 2 bedroom duplex, Council approved the EOI on the condition that the existing tenant living in 48B Chapman Rd is relocated to alternate accommodation.
- The land has legal frontage to Chapman Road, a constructed public road;
- The site has access to urban services;
- The land is located within the Housing Precinct of the Township Zone.
- As the house and the lot already exist, there is no need for a further development application; and
- State referral is not applicable – there are no referral triggers.

2.0 Dwelling and tenant information

- Dwelling Yes – 2 x 2 bedroom duplex
- Bedroom Numbers 4
- Social housing dwelling constructed date 01/01/1968
- Tenant information 48A - Wendy Wust
48B – Patrina Raymond

3.0 Land tenure

- Land Tenure Reserve – purpose is for Aboriginal Purposes

4.0 Are there any existing interests in the land?

- No

5.0 Land size

- 885m²

6.0 Land value

- \$4,000

7.0 Survey plan registered

- YES - See **Attachment 2** for current Survey Plan.

8.0 Site description attached

- Yes – See **Attachment 1**.

9.0 Does the lot have legal access?

- Yes - Frontage to Chapman Road.

10.0 Is the lot serviced?

- Mains water Yes
- Mains power Yes
- Mains sewer Yes

11.0 Outcome of lot assessment against the Planning Scheme

- Kowanyama Aboriginal Shire Planning Scheme - alignment 2020.
 - Strategic – Urban Area (Existing)
 - Zone – Township (Housing Precinct)
 - Scheme Overlays

| Overlay | Designation | Applicable (yes/no) |
|--|---|---------------------|
| Natural hazards | Bushfire - Very High Potential Intensity | No |
| | Bushfire - High Potential Intensity | Yes |
| | Bushfire - Medium Potential Intensity | No |
| | Bushfire - Potential Bushfire Impact Buffer | Yes |
| | Watercourse | No |
| | Indicative Flood Event | No |
| Special Places and features | Not Mapped | No |
| Acid Sulfate Soils | Acid Sulfate Soils (High Risk) | No |
| Non-Directional beacon | Inside Kowanyama NDB 150 m radius | Yes |
| Non-directional beacon - Whilst identified in the Planning Scheme (Existing location) and the masterplan (future location), we understand that the NDB is being dismantled as is not to be relocated as newer technologies are being adopted | | |
| Coastal Environments and Hazards Overlay | Coastal zone | Yes |
| | Erosion Prone Area | No |

- State Planning Assessment (Refer **Attachment 3** - DAMS Report)
 - No mapping interests

12.0 Development Approval

12.1 Material Change of Use

- DA Approval is NOT required for as the use is for an existing house.

12.2 Reconfiguration of a Lot

- DA Approval NOT required as the lot already exists.

12.3 Building Work

- There is no building work regulated by the Planning Scheme.

12.4 State Referral

- Not required

12.5 Public Notification

- Not required

13.0 Native Title

The lot is excluded from the Kowanyama Part C native title determination, but it is covered by the Cape York United no.1 (currently an undetermined area of the claim). Advice from DOR is that, as part of the native title negotiations, s47A of the *Native Title Act 1993* (Cth) will apply to this lot. S47A provides for any prior native title extinguishment on reserve land to be disregarded. When the claim is determined (proposed sometime in 2023), the lot will be subject to exclusive native title rights and interests, therefore an ILUA for the grant of the lease will be required. It is advisable to negotiate an ILUA once the determination is handed down, as the HO applicant and Council then have certainty about which PBC holds the native title rights. It is assumed that the PBC will be Abm Elgoring Ambung but the Federal Court determines that. The ILUA would be between the PBC, the Council and the applicant.

•
ATTACHMENT 1 PLAN OF LOT 48 – RPS plan PR148152-64

ATTACHMENT 2 SURVEY PLAN SP272058 extract

ATTACHMENT 3 DEVELOPMENT ASSESSMENT MAPPING SYSTEM REPORT

DATE: 17 January 2023

Prepared by RPS Ian Doust