



KOWANYAMA ABORIGINAL SHIRE  
COUNCIL

**Council Meeting Minutes**

15 February 2022 10:04am – 12:56pm

---

Kowanyama Chambers Room and  
Cairns Board Room

**Present:**

**Councillors**

- Mayor Robbie Sands (Councillor) – Cairns Boardroom
- Deputy Mayor Cameron Josiah (Councillor) – Cairns Boardroom
- Cr Teddy Bernard (Councillor) – Cairns Boardroom
- Cr Jacob Elroy Josiah (Councillor) – Cairns Boardroom
- Cr David Jack (Councillor) – Kowanyama Boardroom

**Executive**

- Gary Uhlmann, Chief Executive Officer – Cairns Boardroom
- Kevin Bell, Executive Manager Community Services (EMCS) – Kowanyama Boardroom
- Jacqui Cresswell, Executive Manager Roads, Infrastructure & Essential Services, (EMRIES) – Cairns Boardroom
- Nicola Strutt, Acting Executive Manager Finance (A/EMF) – Cairns Boardroom (11.02am-11.35am)
- Caroline Smith, Acting Executive Manager Human Resources (A/EMHR) – Cairns Boardroom (12.27pm-12.36pm)

**Apologies:**

Chris McLaughlin, Acting Executive Manager Governance and Operations (A/EMGO)

**Meeting Commenced: 10:04am**

**1) Welcome**

The Mayor welcomed Councillors and Executive Team to the February Council Meeting. Apologies were noted for Dr Chris McLaughlin – A/EMGO.

**2) Minutes from previous Council meeting (December)**

<b>RESOLUTION – Minutes</b> Minutes from Ordinary Council meeting 18 January 2022 be adopted as true and accurate	<b>Moved: Cr Robbie Sands</b> <b>Seconded: Cr Teddy Bernard</b>  <b>All in favour</b> <b>MOTION CARRIED:</b>
--	--

**3) Action Items**

Action Items register was noted and tabled. All OK – keep progressing on the “in progress” actions.

**4) Reports**

**a) Chief Executive Officer**

**i) Information Report**

Gary Uhlmann, CEO presented a verbal information report:

- CEO thanked Jacqui Cresswell for Acting CEO role while CEO was away on leave. Also, CEO acknowledged Kate Hams for being on the ground in community over the Christmas break.

- Covid19 – Kowanyama is the only Council that has offered emergency care packages for isolated homes.
- Vaccinations - 1<sup>st</sup> Dose at 98%, 2<sup>nd</sup> dose at 85% and 3<sup>rd</sup> dose (booster) 49 given.
- Covid19 process is working well in community, most cases have been mild.

Councillors advised there have been no issues from community other than 1 or 2 complaints on social media.

- There are 2 new cases in Kowanyama, 20 active cases and 29 houses in lockdown.
- Finance – overall Council is in an excellent position – has been a good year.
- Council enterprises to be focused on by Kate Hams and Kevin Bell.
- Workshop and Post Office have been at a loss. Blue Cafe and Bakery have had an Expression of Interest advertised. Hopefully by the beginning of the dry season they will be running again.
- Council Hire Car – will look into another vehicle for hire through Council.
- Revenue for the Cattle Company will be re-invested back into the Cattle Company.
- Organisational Structure – position has been re-advertised for the Executive Manager Corporate Services.
- Have had an organisational review of the Community Services and Infrastructure departments.
- Key manager positions to be filled – admin process for Kowanyama office to be conducted.
- Workshop was broken into and car was stolen – a lot of damage to vehicle.
- Officer In Charge (OIC) to charge person who broke in and stole vehicle.
- Community engagement for older youth – do we have recreational programs for the teenagers / young adults?

EMCS advised that the community activities slowed down due to CoVid. More activities are needed for the teenagers / young adults.

EMRIES stated that it was not just the vehicle that was damaged, they also damaged fences and broke into the water shed. Expenses would be \$10k to repair vehicle and \$10k plus to repair fences.

Mayor asked about the night patrol program / model. Need to be empathetic and take youth someplace safe.

**Action item:** EMCS with Enterprise Manager – night patrol model to be completed for next meeting

CEO – drop-in centre for kids out on the street. Men’s Group – role for men’s shed to encourage young adults and take them out on-country.

Re-establishment of the Justice Group.

EMCS – Allocated funds, recruited 2 new staff – fund to procure another vehicle as well. Possibly could use for night patrols.

- Carriage limit changes – QLD Police commissioner and Premier has signed off. Justice and Attorney General to make changes. Looking at a few weeks to be finalised and completely signed off. Kowanyama will be the first to trial new changes.

## **b) Executive Manager Governance and Operations**

### **i) Information Report**

Gary Uhlmann, CEO presented the Governance and operations information report:

- ASA Lease/ Housing Subdivision - Whilst Council awaits demolition of the ASA communications tower (expected by June 2022) and make good of the site by ASA, and also formal confirmation by the Dept Housing with respect to Council’s proposal to convert the site to a housing subdivision, Council has engaged of the Remote Indigenous Land and Infrastructure Program Office (RILIPO) to undertake survey, subdivision design and Development Application processes on Council’s behalf. Council’s contribution shall be limited only to survey component per RILIPO’s proposal). CEO has delegation to accept the proposal.

- Canteen Lease - The KSRA Lease has been duly executed and is now active.
- Anglican Church Leases - The Anglican Church Lease terms are agreed in principle and are to be referred to the next available Community Forum meeting.
- Cattle Company - Preferred Supplier contract documents for the next Muster (2 years) are nearing completion and expect to be released to market by the end of February 2022. The 2022 Muster will commence around April/ May 2022 and continue until around November 2022 (Wet Season). The season will be approximately double the duration of 2021.
- Carbon Farming - Preferred Supplier contract documents for the next burn (2 years) are nearing completion and expect to be released to market by the end of February 2022. The 2022 burn will commence post- June 2022. Council's current Clean Energy Regulator audit should be complete by end of Feb 2022 (due end of June 2022).

Anglican Church lease – Church wanted 30 years, Council asked for 10 years.

**Action item: EMGO to clarify terms of lease for Church Shop including rent/rates**

Mayor – agreement with the PBC needs to be reached and set in place. A proper muster to be done this year so needs to be sorted out ASAP.

## ii) **Agenda Report – Community Safety Plan**

Gary Uhlmann presented Agenda report – Community Safety Plan to Council:

### **Background**

In June 2021, Council endorsed the Community Safety Plan Volume 1 (Alcohol Management Strategy 2021). The aim of Volume 1 was to identify community-led strategies for reducing alcohol misuse and related harm in the Kowanyama Aboriginal Shire.

Volume 2 seeks to extend the study to wider (but interconnected) community safety concerns in Kowanyama.

### **Our Approach**

#### Stakeholder Engagement

Volume 2 development was officially launched in July 2021 following conclusion and Council-endorsement of Volume 1. Invites were sent by us to community stakeholders presently servicing Kowanyama inviting them to participate in the study via completion of an online survey, followed by participation in a one-hour interview (conducted either in person, or via video/teleconference), to further expand upon answers given in the surveys.

#### Resident Engagement

Five (5) separate surveys were developed and made available to Kowanyama community residents both online and in paper form via Kowanyama-based community services across the following key community safety themes:

- 1. Crime and Policing (including CCTV)**
- 2. Alcohol and Drugs**
- 3. Environment**
- 4. Roads and infrastructure**
- 5. Youth and vulnerable Groups**

Resident engagement was open between 1 September 2021 and 31 October 2021 (two (2) calendar months).

## Volume 2 Development

Data from Community Engagement Phase of Volume 2 development was analysed and presented by Council's consultant (culturev8) in a content draft (attached). Please note that this project has not yet proceeded to graphic design pending Council initial endorsement of the content for community verification. Council can expect a similar final presentation to Volume 1 following its initial endorsement of the content draft.

## Research and community verification

Following Council's initial endorsement of the content draft of Volume 2, to verify the accuracy of our interpretation of the perspectives expressed by community, we will arrange graphic design in early 2022, with a view to putting the consultation draft out (via our website and social media) for a further 30 days for final community comment and feedback (including to the YLF).

## Final Endorsement

Upon conclusion of community verification in Q1 2022, Council will be required to provide its final endorsement by resolution.

<b>RESOLUTION – Community Safety Plan (Vol 2)</b> That Council endorse the Content Draft of the Community Safety Plan (Volume 2) as presented and proceed to graphic design and community verification in Q1 2022.	<b>Moved: Cr Jacob Josiah</b> <b>Seconded: Cr Teddy Bernard</b>  <b>All in favour</b> <b>MOTION CARRIED:</b>
---	--

## c) Executive Manager Finance

### i) Information Report

Nicola Strutt, A/EMF presented EMF information report to Council:

A monthly Finance report for the month of January 2022 has been prepared as at

Attachment 1.

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

- net operating result (before depreciation) is a \$4,151K profit, this is \$2,657K better than budget
- actual net operating income is \$14,203K this is \$1,524K better than budget
- actual operating expenditure is \$10,052K this is \$1,133K better than budget
- Net loss is \$811K, this is \$2,494K better than budget
- Untied Cash Funds balance is \$5,595K

Please note these comparisons are to the Budget 2021-22 as adopted at the June 2021 Special Meeting.

The YTD January 2022 financials show an actual operating loss of \$811,445 compared to a budgeted loss of \$3,305,167.

This favourable variance includes \$435,445 for Carbon Farming mainly resulting from higher than budgeted carbon credit revenue and \$151,495 for General Council mainly due to Community Development Program estimated profit share being higher than originally budgeted. The balance of the variance is due to the timing of receipts and expenditure compared to budget phasing across a number of areas. This includes favourable variances for

Heavy Plant \$489,326, Road Contractors Camp \$80,185, Cairns Office \$153,560 and Human Resources \$135,752 offset by unfavourable variances for Qbuild upgrades program (\$50,476) and the operating Grants program (\$192,384).

Enterprises are showing a YTD profit of \$878,962 which is \$245,878 higher than budget. Profits are higher than budget for the Accommodation Centre \$66,547, due to higher occupancy rates to date, Cattle Co \$169,568, Batching Plant \$44,177 and Car Hire \$11,242. In addition, the Airport loss is \$57,365 less than budget, mainly due to lower jet fuel cost than budget and the timing of budgeted repairs and maintenance. Losses were higher than budget for the Post Office (\$98,546) and the Bakery (\$3,042) and Blue Cafe (\$1,433) which are currently closed.

The variances on the capital program are mainly due to the timing of receipts and expenditure on both grant and council funded projects.

Mayor advised that there is not a lot of stock in Post Office – no mobile phones etc. Are we able to get more stock in to sell from the Post Office as community are asking for more stock. Also, can vehicles / plant from different areas be used to help where necessary for all workforces of Council.

#### **d) Executive Manager Roads, Infrastructure and Essential Services**

##### **i) Information report**

Jacqui Cresswell, EMRIES presented EMRIES information report:

**Roads** - Emergency works and pre-cyclone cleanup continuing, road damage photos being stored ready for submission to QRA. Activation request has been lodged for Ex TC Seth, emergency works will be undertaken as soon as notification received.

##### **Works – Building -**

Currently we have the following major works:

- Upgrades – 5 ongoing
- Dismods – 14 approved, 1 waiting approval
- Home ownership – 13 approved, 5 in progress (waiting on roads)

We have ongoing issues with timely completion of R&M jobs – ongoing performance management of staff

**Essential Services** - Water main construction to the ponds has commenced, which will service proposed gas storage shed.

Plumbers are continuing with BAS maintenance works in a timely manner.

##### **Capital Projects**

###### *Duplexes Construction*

Both tenders have now been issued with works to commence in the dry.

##### **Major Projects**

###### *Family bistro/canteen renovation –*

- Completed except for powder coated mesh to fencing and old air conditioning/plumbing cages (external to building, waiting for road opening)

### *27 Kowanyama staff houses*

- Some internal fit out still to be completed, completion on track.

### *Wet season planning*

- Oriner's shelter
- New social houses – awaiting on funding agreement
- Women's meeting place stage 2
- Workshop compound – secure storage

### *ICCIP*

- The redesign of the dump is now complete, wet season impacts are being monitored to see what further works may need to be undertaken.
- Access road construction due to commence in March.
- Tender closed 11 February for lining of sewage ponds, recommendation to be put forward in March meeting after assessment.
- Request for a design and construct of a new water testing lab at the water tower will be issued as soon as departmental approval received so we can do more comprehensive water testing.

**Electrical** - Internet & data cabling works being undertaken for improvement/maintenance issues at multiple sites

- Ongoing air conditioning maintenance
- External electrical works completed for Apunipima and refrigeration works at CEQ. Data cabling works to be completed at RISE.

**Airport** - Fuel farm audit completed last week, with Electrical Hazard audit to be completed in the next few weeks, after completion quotes will be sourced for fuel farm upgrade for submission to both RAUP & LGGSP funding round.

### **Workshop**

- Kowanyama ASC stickers purchased for attachment to all council vehicles to, hopefully, reduce after hours private use
- Rangers troop carrier still in workshop awaiting a new engine (road opening)
- Aged Care van is being repaired due to being driven through flood water
- Consideration to write off old bakery van due to needing new engine & transmission
- Prime Mover needs \$120,000 (approx.) work done to enable use in this year's roads program. \$150,000 will purchase very good second-hand vehicle – waiting on budget review

Mechanics have left community and workshop is now closed. In talks with EMGO to put the workshop out for tender.

Cr Teddy Bernard asked if there is a float of change at the airport for the coffee machine and if there has been any change in the wi-fi situation for the airport?

EMRIES advised that a float had been given to the airport for the coffee machine. There is still no change for wi-fi at the airport – unable to do at this time.

### **Short Break – 12:02pm to 12:15pm**

#### **e) Executive Manager Community Services**

##### **i) Information Report**

Kevin Bell, EMCS presented EMCS Information Report:

**Aged Care** - Service restrictions have been in place in line with the current public health directives. All staff have been completing RAT testing during this time. Essential services of meals, transport and wellbeing checks via phone have continued throughout this period.

**Sport & Rec and Children Services** – reduced holiday program activities in line with public health directive which has impacted delivery of services for youth during this period. A 6-month contract extension has been executed for the ICSRP funding from the State Government.

Playgroup commencement had been delayed in line with Education Queensland postponement of the school year.

**Women's Services Support Workers** – Reduced program activities in line with public health directive. The team have been re-deployed to assist council areas that have had staff reduction due to co-vid isolation.

**Women's Shelter** – Service delivery has been adjusted to comply with public health directives. The number of referrals for this service have been down for this reporting period which is a great outcome.

**Post Office** – Australia Post has had a backlog of post being delivered throughout January due to transport issues impacted by co-vid.

**Land & Sea** – Rangers have been engaged in the development of the annual activity plan in line with the funding arrangements of the NIAA grant. Certificate IV Conservation Land Management has been secured for the ranger workforce in partnership with RISE and will commence by the end of March.

**Centrelink** – The existing contract and budget has been reviewed. New preliminary model to possibly be implemented with RISE.

**Parks & Gardens** – Crews have been concentrating on the re-establishment of the Orchid.

**Disaster Management – co-vid** – As at time of report 52 social housing or home ownership residence had experienced isolation. Emergency packs had been delivered to each home. Total of 31 active cases.

- Adult (16+) vaccinations  
1<sup>st</sup> Dose – 97%      2<sup>nd</sup> Dose – 85%      3<sup>rd</sup> Dose – 29%
- Children (5-11yrs) vaccinations  
1<sup>st</sup> Dose - 48.4%

Cr Jack asked if the co-vid numbers were coming down?

EMCS advised the numbers are fluctuating. Symptoms can be quite mild, so some people may not know or have not been tested.

**Action item:** EMCS to present visual line graph of Co-vid in community for next Council Meeting

Swimming Pool – is not to be used as it is closed. Clear messaging has been sent out to community members.

## **f) Executive Manager Human Resources**

### **i) Information Report**

Caroline Smith, A/EMHR presented A/EMHR Information Report:

Current vacancies:

- Executive Manager Corporate Services and Finance – to be re-advertised
- Animal Management Officer
- Airport Administration Officer
- Governance Officer
- Playgroup Team Leader – Play Group and Children's Services – recruitment being finalised

Currently in planning:



- Essential supervisory skills and Dealing with Hostile and Violent People workshops – current staff attendance issues due to Co-Vid
- Literacy & numeracy (In conjunction with RISE)
- Certificate I Maritime Operations
- Agricultural Chemicals Distribution Control

**5) Other Business**

Letter received from local employee addressed to Mayor Sands.  
CEO & Mayor to meet with employee and sort out issues that have arisen.

**6) Closed Business**

<p><b>RESOLUTION – Closed Business (12:41pm)</b> That the meeting be closed to the public to discuss the following items, which are considered confidential in accordance with Section 254J of the local Government Regulation 2012, for the reasons indicated:</p> <ul style="list-style-type: none"> <li>- (g) Negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government</li> </ul>	<p><b>Moved: Cr Jacob Josiah</b> <b>Seconded: Cr Cameron Josiah</b></p> <p><b>All in favour</b> <b>MOTION CARRIED:</b></p>
--	--

<p><b>RESOLUTION – Closed Business (12:50pm)</b> That Council moved out of closed business at 12:50pm</p>	<p><b>Moved: Cr David Jack</b> <b>Seconded: Cr Robbie Sands</b></p> <p><b>All in favour</b> <b>MOTION CARRIED:</b></p>
---	--

**Council Meeting Closed – 12:51pm**

**7) Trustee Meeting**

<p><b>RESOLUTION – Trustee Meeting</b> That Council moved into Trustee Meeting at 12:51pm</p>	<p><b>Moved: Cr Jacob Josiah</b> <b>Seconded: Cr Teddy Bernard</b></p> <p><b>All in favour</b> <b>MOTION CARRIED:</b></p>
---	---

**i) Agenda report – Trustee Decision Making Policy**

Gary Uhlmann, CEO presented Agenda Report:

Following the establishment of the Community Forum pursuant to section 85(3) of the *Local Government Act 2009* (Qld) at the Ordinary Meeting of Council in December 2021, it was identified that the provision only applied to “*Indigenous Regional Councils*” and not “*Indigenous Local Governments*”. The distinction renders Council ineligible to have a community Forum under section 85(3). However, this Agenda Report seeks to establish, in essentially an identical form, an Advisory Committee to the Trustee Council to perform the same function. The Trustee Decision Making Policy substantially mirrors the Community Forum Terms of Reference approved at the December 2021 Ordinary Meeting of Council and will perform the same function.

<p><b>RESOLUTION – Trustee Decision Making Policy</b>  <b>1.</b> Pursuant to section 85(3) of the <i>Local Government Act 2009</i> (Qld), Council dissolve/ disestablish the Community Forum and terminate, effective immediately, the Terms of Reference, both established at the 16 December 2021 Ordinary Meeting of Council.</p>	<p><b>Moved: Cr Jacob Josiah</b>  <b>Seconded: Cr Cameron Josiah</b></p> <p><b>All in favour</b>  <b>MOTION CARRIED:</b></p>
<p><b>RESOLUTION – Trustee Decision Making Policy</b>  <b>2.</b> Pursuant to section 265 of the <i>Local Government Regulation 2012</i> (Qld), that Council (in its capacity as Trustee of the Kowanyama township DOGIT), establish the Trustee Advisory Committee on the terms set out in the Trustee Decision Making Policy</p>	<p><b>Moved: Cr Jacob Josiah</b>  <b>Seconded: Cr Cameron Josiah</b></p> <p><b>All in favour</b>  <b>MOTION CARRIED:</b></p>
<p><b>RESOLUTION – Trustee Decision Making Policy</b>  <b>3.</b> That pursuant to section 254G of the <i>Local Government Act 2012</i> (Qld), that Council resolve that the Trustee Advisory Committee shall be exempt from taking minutes.</p>	<p><b>Moved: Cr Jacob Josiah</b>  <b>Seconded: Cr Cameron Josiah</b></p> <p><b>All in favour</b>  <b>MOTION CARRIED:</b></p>
<p><b>RESOLUTION – Trustee Decision Making Policy</b>  <b>4.</b> That Council, (in its capacity as Trustee of the Kowanyama township DOGIT), endorse the Trustee Decision Making Policy, effective immediately.</p>	<p><b>Moved: Cr Jacob Josiah</b>  <b>Seconded: Cr Cameron Josiah</b></p> <p><b>All in favour</b>  <b>MOTION CARRIED:</b></p>

**Trustee Meeting Closed – 12:56pm**

**END**