



# **MONTHLY REPORT ON OPERATIONS**

**AUGUST 2024**

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## Introduction

The purpose of the Monthly Report on Operations is to provide a summary of the activities that occurred over the preceding month related to the operations of Woorabinda Aboriginal Shire Council aligned to the Corporate and Operational Plan 2023/24.

<b>Our Vision</b>	<b>Our Mission</b>
<i>It is our community vision that our future leaders will be engaged, empowered and strong.</i>	<i>It is our Mission to be transparent, honest and fair leaders for our community. To advocate and collaborate with and for our community.</i>
<i>Our community will be sustainable, informed, active and safe.</i>	<i>We will measure our success and review our methods and actions.</i>
<i>We will be known for our culture and its connection to our actions.</i>	<i>We will base decisions and direction on research, knowledge, local context and community engagement.</i>
<i>We will understand our community and define our own path and place in society.</i>	<i>We will create a framework to build and restore culture.</i>
<i>We will advocate, lead and collaborate.</i>	<i>We will form pathways into existing legal and government organisations for action and advocacy.</i>
	<i>We will show initiative and leadership to support families to achieve greater education and employment.</i>

Woorabinda Aboriginal Shire Council goals are:

1. **Governance** – Open, inclusive and accountable representation
2. **Infrastructure** – Effective town planning infrastructure designed to support the communities visionary planning to suit changing needs into the future.
3. **Industry** – Develop sustainable economic to contribute to a prosperous local economy and improve opportunities and living standards for all.
4. **Environment** – To enhance, protect and sustain the local environment.
5. **Community** – A vibrant community that is safe, healthy, educated and proud of their culture and traditions and embraces diversity.

*Woorabinda Aboriginal Shire Council acknowledges the traditional owners, Gaangalu Nation People, Wadja People and the Barad Kabalbara Yetimarla People. Elders past and present, also the many descendants of Aboriginal and Torres Strait Islander people that reside in Woorabinda and surrounds.*

# GOVERNANCE



Open, inclusive, and accountable representation

## Governance Key Focus Areas

- A Technical Working Group that determines standard for service delivery that enhances community solutions across government
- Councillors Development Forum that provide information to effective decision-making
- Contract Management compliance and service delivery improvements.
- Budget effectively monitored and reviewed
- Adopt a bottom-up approach that place decision-making in the hands of the community.
- Organisational Structure that builds the capacity and capability of the workforce.
- Infrastructure Management Plans that meet regulatory requirements

## Progress as of August 2024

### 1. Community Safety Plan

A face to face meeting with a Consultant in early September to further develop the engagement plan for the development of the Woorabinda Safety Plan.

### 2. Budget Preparation

Councillors underwent a rigorous process to understand the budget process ensuring the ongoing accountability and financial sustainability of Council for the 2024/25 year.

### 3. Alcohol Management Plan Review

At the Qld Police Service summit emphasis was given to undertaking a strategy to review and lift the liquor licensing restrictions of alcohol to the Woorabinda community.

### 4. Council Development Forums – August 2024

Topic	Overview
Department of Tourism	<ul style="list-style-type: none"><li>• Consider and highlight tourism and hospitality opportunities.</li></ul>
Human Rights Commission	<ul style="list-style-type: none"><li>• Overview of services provided</li></ul>

## 5. Contract Management & Service Delivery Improvement

There are a number of Grants with surplus funds that are currently being analysed to determine underspend and/or incorrect coding of expenses.

### Regulatory

- QAO 21/22 Financial Year Audit – All documented evidence from Woorabinda Pastoral Company has not been submitted to QAO and we are awaiting the outcome. Latest update is that QAO has now assigned a manager to the task, and they are aiming to source additional information.
- A further extension is required by Department of Local Government for the 21/22 and 22/23 Financial Year Audit Report including extension to submit Financial Statements
- WASC Annual Report has not been released for two (2) years.
- WASC Website requires update of Minutes of Meeting and other requirements.

### Funded Programs

- Local Thriving Communities Grant – Surplus fund of \$457 to be identified. Contract Manager as suggested to expend with the next LTC Agreement.
- The Community Safety Plan has not advanced and was due to be completed by December 2023 and has been extended to December 2024.
- Negotiating variation for the Interim and Forward Capital Housing Program to decrease the possibility of a budget deficit.
- Undoonoo Daycare Centre standards review audit recommendations are in the process of being completed.

### New Program

- Illegal Dumping position .6 has not yet been recruited. DES has agreed to support the processes to develop the procedure guide prior to recruitment.

# INFRASTRUCTURE



Effective town planning and infrastructure designed to support the communities visionary planning to suit changing needs into the future.

## Infrastructure Key Focus Areas

- Waste Management Plan that identifies opportunities for circular economy
- Industry Specific skill development opportunities for the workforce
- Facilities and Public Places consistently maintained
- Identify opportunities for cost recovery from Capital Infrastructure projects
- Obtain community feedback on initiatives that impact on individuals and groups
- Grow technical expertise internally
- Capital infrastructure projects completed on time and within budget

## Progress as of August 2024

### 1. Planning and Development

Community Hub & Disaster Recovery Centre:- The Architects are currently in the design and development stage, and it is expected to have a full scope of plans completed by mid to late September.

Forward Capital Program – Green Street Development:- A variation is currently under assessment by Department of Housing to progress the works.

Work4Queensland:- Funding application has been completed to undertake Water Treatment Plant Upgrade, Council Housing Upgrades and Animal Care Facility.

Council Office Front Façade: - It is intended that a renovation be undertaken to the front entrance of the Council Office. The works will include a security roller and automatic doors.

Bore 4 Camp:- A plan has been developed to address all outstanding problems. The structural issues will be carried out by the WASC Building Crew.

Water Security Plan:- All four (4) bores have undertaken an assessment and it is identified that there a hydraulic and electrical problems. Priority action is to be focused on the primary Bores 3 & 4 as the most valuable assets. The pumps of the primary bored will need to be lifted to gauge the full extent to faults and fixes required. A rig with a purpose-built spool cradle frame and winching system will be required due to age, weight and depths of the pumps.

### 2. Housing Upgrades, Repairs & Maintenance

Water Isolation Valves:- Approximately 46 shutoff water valves are being rollout into the community. Tenders have just closed and the start date is yet to be confirmed.

Monthly Work Orders for July 2024 include:

Carpenters – 52 Job Cards

Electrician – 68 Job Cards

Plumbers – 20 Job Cards

Glazier – 13 Job Cards

Total= 153 Work Orders

### **3. Assets and Infrastructure Enhancements**

Cemetery Upgrade & Beautification: - Bitumen of the road entering the cemetery has been completed. Also included in the projects was the installation of six (6) shelters.

### **4. Water Supply**

The reservoir has had a major failure in late August requiring urgent repair. The outcome of the repairs was not known at the time of this report being tabled.

### **5. Capital Infrastructure Program**

Bore Water Pumps and Electrical System:- A pump has been replaced at Bore 1 resulting in the production of over 100,000 liters of water per day to ensure reliable water supply to Blackboy Outstation and the Woorabinda Pastoral Company water troughs.

# INDUSTRY



Develop sustainable economic activity to contribute to a prosperous local economy and improve opportunities and living standards for all.

## Industry Key Focus Areas

- Review Procurement Policy to provide increase local economic opportunity
- Pilot workforce initiatives for specific industry sector
- Provide specific training relating to Building Services
- Standardise commercial arrangements for Council assets for local business growth
- Focus on Council Enterprise Entities viability
- Establish a Community Transport Services that is structured and targeted
- Determine industry pathways to decrease unemployment rates
- Provide commercial spaces that meet current building codes.

## Progress as of August 2024

### 1. Policy Development

Procurement Policy:- Is currently in draft and will enable Woorabinda Aboriginal Shire Council to refine a localized preferred supplier list and provide greater opportunities for Indigenous Owned Businesses.

### 2. Workforce Initiative

All Management positions have now been filled and transition existing staff to team leader position will commence.

The 'Give-it-Ago' strategy has benefited the organisation by increasing the workforce.

### 3. Staff Recruitment

WASC currently employs approximately 90 staff.

Recruiting:

- Night Patrol x 6 – currently advertised
- Childcare Educators
- Senior Parks & Garden Officer
- Centrelink Officer
- Work, Health and Safety Officer
- Personnel (HR) Officer
- Compliance Officer x 2
- Senior Administration Officer
- Finance Officers (Including Payroll)

# ENVIRONMENT



To enhance, protect and sustain the local environment.

## Environment Key Focus Areas

- Woorabinda Healthy Country Plan implementation
- Recycle in a feasible way
- Bio-Security Planning the includes community participation
- Evidence-based approach that influence environmental approaches
- Waste reduction, reuse and recycle
- Circular Economy opportunities
- Feasibility and funding opportunities for Mimosa Creek Waling Path

## Progress as of August 2024

### 1. Woorabinda Healthy Country Plan

Rangers:- Have developed and has commencing preparing to deliver strategies related to their Fire Plan.

A new service agreement is due pending on the outstanding audited financial report.

General supporting the parks and Gardens team with clearing community paths around the IKC and working with CQU to complete studies for the Rangers

### 2. Rangers Program

- Rangers and Parks & Gardens workers completed a cold burn along Mimosa Creek to protect the Hospital, Police Station and Building Services site.
- Attended a meeting with Woorabinda State School to plan an under 8s week to be held late August 2024.
- Establishing a plan to deal with weeds at Zamia Creek Station
- Relationships continue to be maintained with other Ranger groups in Central Queensland..

### 3. Public Health

Council is in the process of designing and costing the establishment of an Animal Care facility. It has become noticeable to the reduction of dogs in the community due to increased options to community members to surrendering puppies.

# COMMUNITY



A vibrant community that is safe, healthy, educated, and proud of their culture and traditions and embraces diversity.

## Community Key Focus Areas

- Co-design service delivery to overcome socioeconomic development
- Indigenous knowledge Centre programming
- Sport, Recreation and Fitness Training
- Woorabinda Leadership Group for Local Decision-making
- Gym facility operationalized
- Small Grants that support community initiatives and events
- Community Safety Planning
- Sport, Recreation & Fitness Industry career pathways
- Sporting Facilities utilization that meet community needs
- Facility structural improvements to include the pool and IKC

## Progress as of August 2024

### 1. Indigenous Knowledge Centre

- New Grant Agreement has been endorsed

### 2. Woorabinda Gym & Pool

- Focus is given to the pool to prepare for the opening.
- Lifeguard Training will be delivered in September
- Current Gym Membership base is 96
- Final equipment is being installed into the Gym

### 3. Blackboy Outstation

- Request for quote for the installation of new Smoke Alarms and safety switched to the power boxes had been issued.
- Accommodation is being utilised by visiting services, contractors and organisation.
- Bookings for approximately 45 guests during July 2024
- Televisions have been installed in Cabins

### 4. Centrelink Agency

- Centreline Agency vacancy is currently being reviewed and advertised. The Centrelink Remote Team is scheduled Woorabinda in September 2024.

### 5. Undoonoo Day Care Centre

- The Centre closed for a period of five (5) weeks to undertake renovations to meet Industry Standards.
- It is planned to reopen on 2<sup>nd</sup> September 2024.
- There is ongoing challenges to recruit and retain staff with the required qualifications.

## 6. Community Justice Group

- New appointment of a Justice Group Coordinator was made in July 2024.
- Department of Justice and Attorney General have confirmed funding for a further two (2) years.
- DV Support Workers position remain vacant and will be advertised again.

## 7. Community Events & Engagement

	Service Provider	Related Program or Grant	Service to the Community
1	Qld Law Reform Commission	Erica Wilkinson	Review of Mining Lease Objections Processes

