

Agenda Item Submission



Submission

Council / Committee Name *

Ordinary Meeting

Agenda Section *

Chief Executive Officer's Report

Requested Meeting Session *

Wednesday 19th August 2026

Date Requested *

12-Aug-26

Date item was requested

Agenda Item Subject *

CEO Operational Report

Item Reference Number

OM2026/08-001

Classification *

Information



Action



Note



Confidential

Details

Recommendation *

That council receive and note the report

Background/Summary

This month we will be welcomed Ms Audrey Deemal back to the Hopevale as our new Director of Social Services. Audrey has been away for some time working with Cape York Partnerships but she has now taken up employment with Council.

Also new to our ranks is Ms Pare Raupita who has taken over as our Aged Care manager. Pare is a highly experienced and qualified nurse who I am sure will now get our compliance issues up to standard and get some functionality back into our aged care centre.

The removal of horses from the town area has commenced. This will take some time as we don't intend to have a major muster. Mainly because we don't have the people or the resources to deal with that many horses. However, we can manage small groups of them at any one time. We also need to be aware of mixing up different stallion groups which could be problematic so at this stage steady as she goes with smaller groups. We caught 8 at the time of writing and thankfully they were identified by the owners and have now been removed from town by the owners and taken somewhere where they will be safe. We are happy to round them up but we want the owners to take responsible ownership of the horses and put them in fenced yards out of the town area. The horses will not be permitted to be kept in house yards and will need to be removed from town. Normanby station is prepared to consider taking some of the horses that aren't owned out to their property but I am hoping other people will claim the majority of the animals and take them to a preferred property where they can be properly looked after. If we can achieve this, it will be a huge step forward for the safety and cleanliness of the town.

The police constable, who has an interest in Horses has taken it upon herself to work with Council in establishing a registry of the horses that we impound to assist with establishing ownership and ensuring that there are no issues in the community about the horses. This will also work in Council's favour with the police assisting.

Last week saw the training of staff in our new cemetery recording software. This software will enable us to establish existing records of the cemetery, but it will also allow families to add information about their loved ones. At the time of burial, the passing will be registered into our system along with any certified information the family would like to include about the person. It means that you could add documents, or photos and then this information will be available to persons by accessing the information on our website if you so desire. Currently we need to reconcile our electronic records with the sites on the ground at the cemetery so that we know which gravesites we can use and some that aren't suitable that can be marked as unusable. Once we have that we will have a cemetery management system that will be equal to any others. Vonetta Ware will be in charge of the project and will manage applications etc when it becomes operational. Staff arranged a BBQ to introduce this to the community and show everyone how it works and what is available to them. It will also allow people to reserve a grave and I will propose to council that a fee be established for this reservation as it will restrict sites from being used over time..

The census happened Tuesday night, 11th August 2026. I put information out to the community to encourage participation in this as it benefits Hopevale on the basis of assessing our untied grant funding. It also assists with the Government working out where to invest money such as the staffing at the clinic or teachers at the school. It helps the government decide the planning of future needs if the population of a centre is showing growth and the rate of that growth would dictate the need for when to fund any infrastructure..

I have also been working on the narrative around litter collection. This is just to encourage people to collect litter or at the least teach the children not to litter. Keeping the Town clean is part of how we as a community present ourselves to the outside world and as the American General said - the standard you walk past is the standard you accept.

I have discussed an opportunity for me to take Annual leave with the Mayor and we have agreed for me to take time off from 8th October to possibly 30th October (3weeks approximately). Council's meeting is due to be held on 14th October 2026 the week prior and the LGAQ Conference is this year being held in Cairns from 19th to 21st October 2026, and I will be unavailable for these dates. I have spoken to the Manager, Capital Building Projects and he is prepared to act as the CEO for the Council meeting. I have not yet decided how to allocate the acting role but I believe the Manager for Capital Building projects may be appropriate for that as well.

Council is also experiencing extreme absenteeism across the organization. I have now implemented daily sign on to ascertain who is attending and who is not. Those without leave will be receiving a disciplinary letter as part of the Human Resource process. It is hoped that this will help people understand their obligations under the Code of Conduct. I have also held in house training sessions on Council Governance to help staff understand why we do what we do and how the operations of council are regulated by legislation. It explained the relationship between Council and the operational arm of Council and how there is a structure that governs our actions within that framework.

Budget and Resource Considerations

There is no budget implication

Action Options

No action is required.

Appointments and Meetings

Date	Description
14-Jul-26	Met with Dean Pradell - owner of the Cairns office building - to discuss securing the bottom floor if it becomes available.
20-Jul-26	ATSIP and RILIPO
20-Jul-26	Hopevale waste water meeting
20-Jul-26	Aged care staff meeting

Date	Description
21-Jul-26	HASC Strategic Mapping Session - Up North - /Gavin Williams QRA/
24-Jul-26	ATSIP and RILPO Anna Mc Grath
27-Jul-26	Hopevale Action PLa
30-Jul-26	Webinar - Managing workplace Drug and Alcohol Risks.
31-Jul-26	Mr Bernhard Hart/Duanne Bowen/ Richie Bowen.
03-Aug-26	Government Frameworks - Software review
04-Aug-26	Telstra / CtGPF project - Water treatment plant
10-Aug-26	Cemetery Management Software Training
12-Aug-26	CtGap Refurb of After school care - Q Build
13-Aug-26	Governance Training for Supervisory Staff / FRC presentation
14-Aug-26	Wujal Wujal CEO - Opportunities to share resources.

Link to Operational Plan

5.1.1 Hold Monthly Meetings.

Consultation

N/a

Risk Assessment

☒ Low
 ☐ Medium
 ☐ High

Attach Supporting Agenda Materials

Reference Document

☐ Yes
 ☒ Not Applicable

Report Prepared by *

Lew Rojahn

Submitter Email *

lew.rojahn@hopevale.qld.gov.au

Hope Vale Aboriginal Shire Council 3 Muni Street Hope Vale Business Precinct QLD 4895 (07) 4083 8000
info@hopevale.qld.gov.au 46 4855 820 13 www.hopevale.qld.gov.au

Report Authorised by

Decision

☒ Approve ☐ Reject

Signature

Lee Rejahn

Full Name

Hope Vale Support

Date

11-Aug-26

Comments, Questions and Rejections Notes

A full history of this Submissions journey can be found in the Action History Tab contained in the pane on the right

Commentors Name*	Choose Type of Comment*	Enter your Comment, Question or Reason For Rejection Note here*
------------------	-------------------------	---

**The Last Rejection comments will be shared with the original applicant when Rejection notifications are enabled

Add Comment