



CARPENTARIA SHIRE

*Outback by the Sea*

***BUSINESS PAPER***

***15 JULY, 2020***

## **BUSINESS PAPERS**

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### **NOTICE OF MEETING**

**COUNCILLORS:**

Mayor Jack Bawden	Chairperson
Cr Ashley Gallagher	
Cr Bradley Hawkins	
Cr Andrew Murphy	
Cr Peter Wells	
Cr Craig Young	
Cr Amanda Scott	

Please find attached the Agenda for the Ordinary Council Meeting to be held in the Council Chambers, Haig Street, Normanton commencing at 10:30am.

Mark Crawley  
**CHIEF EXECUTIVE OFFICER**

# BUSINESS PAPERS

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- 1 OPENING OF MEETING**
- 2 RECORD OF ATTENDANCE**
- 3 CONDOLENCES**
- 4 CONFIRMATION OF MINUTES FROM PREVIOUS MEETINGS**

**RECOMMENDATION**

*That the Minutes of the Ordinary Council Meeting held 17 June 2020 be confirmed.*

- 5 BUSINESS ARISING FROM PREVIOUS MEETINGS**
- 6 RECEPTION OF PETITIONS & DEPUTATIONS**
- 7 MAYORAL MINUTES**

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### 8 CONFIDENTIAL BUSINESS – ADJOURNMENT INTO CLOSED SESSION

In accordance with the *Local Government Act 2009*, and the *Local Government Regulation 2012*, in the opinion of the General manager, the following business is of a kind as referred to in clause 275(1) of the Regulation, and should be dealt with in a Confidential Session of the Council meeting closed to the press and public.

#### RECOMMENDATION

*That Council adjourn into Closed Session and members of the press and public be excluded from the meeting of the Closed Session, and access to the correspondence and reports relating to the items considered during the course of the Closed Session be withheld unless declassified by separate resolution. This action is taken in accordance with clause 275(1) of the Local Government Regulation 2012 as the items listed come within the following provisions*

**8.1 Non-Current Asset Licence Agreement - Normanton Airport 'Office C'**

*This item is classified CONFIDENTIAL under the provisions of clause 275(1)(e) of the Local Government Regulation 2012, which permits the meeting to be closed to the public for business relating to contracts proposed to be made by it.*

**8.2 Land Held for Resale**

*This item is classified CONFIDENTIAL under the provisions of clause 275(1)(e) of the Local Government Regulation 2012, which permits the meeting to be closed to the public for business relating to contracts proposed to be made by it.*

**8.3 Request to refund water rates**

*This item is classified CONFIDENTIAL under the provisions of clause 275(1)(d) of the Local Government Regulation 2012, which permits the meeting to be closed to the public for business relating to rating concessions.*

**8.4 Request for Rates Exemption by GGNTAC**

*This item is classified CONFIDENTIAL under the provisions of clause 275(1)(d) of the Local Government Regulation 2012, which permits the meeting to be closed to the public for business relating to rating concessions.*

**8.5 Bynoe CACS - Request for Rates Based Financial Assistance**

*This item is classified CONFIDENTIAL under the provisions of clause 275(1)(d) of the Local Government Regulation 2012, which permits the meeting to be closed to the public for business relating to rating concessions.*

**8.6 Landfill Compactor Dry Hire Tender (20-0513)**

*This item is classified CONFIDENTIAL under the provisions of clause 275(1)(e) of the Local Government Regulation 2012, which permits the meeting to be closed to the public for business relating to contracts proposed to be made by it.:*

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### 9 REPORTS FROM THE CHIEF EXECUTIVE OFFICER

#### 9.1 CEO REPORT

**Attachments:** NIL  
**Author:** Mark Crawley - Chief Executive Officer  
**Date:** 10 July 2020

**Key Outcome:** 1.5 – Council has high quality governance  
**Key Strategy:** 1.5.3 Council has good decision making processes in place.

#### EXECUTIVE SUMMARY:

This report provides information and updates to Council on various activities and programs that are facilitated within the Chief Executive Officer's portfolio.

#### RECOMMENDATION:

That Council:

1. receive and note the Chief Executive Officer's report; and
2. that those matters not covered by resolution be noted.

#### MEETINGS SCHEDULE

Date	Time	Event	Location
<b>Council</b>			
15 July 2020	9:00am	Ordinary Meeting of Council	Boardroom
16 July 2020	8:30am	Workshop – Councillors and Directors	Boardroom
19 August 2020	9:00am	Ordinary Meeting of Council	Boardroom
20 August 2020	8:30am	Workshop – Councillors and Directors	Boardroom
<b>NWQROC, FNQROC and LGAQ</b>			
<del>August - T.B.A.</del>		<del>Disaster Management Conference</del>	<del>T.B.A.</del>
19-21 October		Annual Conference	Gold Coast
<del>4-5 November</del>		<del>LGx Conference</del>	<del>Brisbane</del>
It is unsure if these conferences will be held due to the restrictions from COVID-19			
Annual Conference is back on (COVID – 19 conditions pending) for the Gold Coast in October 2020			

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Date	Time	Event	Location
<b>Local Government Professionals Australia</b>			
<b>13-15 May 2020</b>		Board meeting, President's Summit Now via teleconference	Canberra
All interstate and international travel for LG Professionals has been cancelled. All future meeting will be via teleconference or Zoom. It is likely that the term for President will be extended until at least the end of the calendar year.			

### FINANCIAL REPORT

Governance Income and Expenditure to 30 June 2020

<b>INCOME – Operating</b>			
Account #	Description	Budget	Year to Date
250121	Governance – Operating Income		140.00
<b>EXPENDITURE – Operating</b>			
Account #	Description	Budget	Year to Date
150835	Roads – MIPP2 Pipeline Program Expns	5,000.00	9,360.00
250131	Governance – Op Expenses	1,211,000.00	1,252,721.00
250133	Governance - Depreciation	196,000.00	196,766.00
250135	Grant Funded Expenses (QCoast 2100)		117,860.00
250231	Elected Members – Op Expenses	504,000.00	492,461.00
250331	Communications – Op Expenses	41,000.00	53,271.00
250333	Communications - Depreciation		394.00
250431	Major Op Expenses	2,507,000.00	115,994.00
250532	Property and Leases - Maintenance		1,818.18
<b>INCOME – Capital</b>			
Account #	Description	Budget	Year to Date
250151	Governance – Capital Grants	2,595,909.00	79,090.91
<b>EXPENDITURE – Capital</b>			
Account #	Description	Budget	Year to Date
250171	Governance - WIP	158,000.00	74,112.68

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### ACTIONS OUTSTANDING FROM PREVIOUS MEETINGS

<b>Date:</b>	<b>Ref:</b>	<b>Action</b>	<b>Status</b>	<b>Comment</b>
A0618-07		Prepare draft vehicular crossover policy for council consideration.	In Progress	Draft Policy circulated to Councillors for input
0918/0038		Lobby State Government to review the school bus subsidy eligibility criteria	Started	Arranging a deputation with Minister for Education and Transport
Feb-19	138	Include issues identified during flood event on agenda for next LDMG meeting.	Started	Local Disaster Management Group met on 30/01/2020
Sept 19		Review current gauges and include in Asset Register and Guardian IMS. Costs to raise those gauges that need to be raised	Noted	To be discussed and progressed further with work being done with NWQROC and QRA
June 20		Negotiate sale of land at 17 Travers Street	Progressing	Accepted offer of \$50,000 currently preparing contracts
June 20		Contract for CEO Position	Progressing	Draft Contract to be provided to Mayor and Deputy Mayor 13/14 July 2020
June 20		Advise Savannah Way Limited of extra information requirements before Council will commit	Completed	Advised SWL of Council decision
June 20		Advised Preston Law of Council desire to conduct a session with Contractors.	Progressing	Working with Works Team to arrange a suitable date
June 20		Portfolio Policy adoption and allocation of portfolios	Progressing	Sought advice from Department. See further comments in CEO report below

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### MATTERS FOR COUNCIL CONSIDERATION

#### 1. Covered in separate reports

A separate Report will be provided for all matters for Council consideration.

**Recommendation:** NIL

### MATTERS FOR COUNCIL INFORMATION

#### 2. Telstra Nominated Body

Council assisted with obtaining the signatures from the signatories to the ACHA for Telstra so they could satisfy their requirements and commence the project of laying the Fibre Optic cable to Karumba.

Work commenced on the project on Tuesday 7/7/2020.

Telstra were not able to accept the terms proposed by Council and continued to obtain the signatures from the Traditional Owner groups and Kurtijar will take on the responsibilities as the nominated body on behalf of the three TO Groups.

**Recommendation:** For information

#### 3. Savannah Way Limited

Croydon have indicated they have signed up to the proposal from Savannah Way Limited. Etheridge were thinking like Council and I am yet to hear from Burke Shire.

**Recommendation:** For information

#### 4. Councillor Portfolios

I contacted the Department in relation to some enquiries from Councillors regarding the portfolio system and potential conflicts. Further advice is being sought from Tim Dunne in the Department, but the following is the advice to date.

Generally, it will not be a problem for a Councillor to have personal interests that align with a particular portfolio. For example, discussions about council road networks, their standard and maintenance issues are of a general benefit to all of the community and therefore would not give rise to a conflict of interest for a Councillor operating a transport business as it would be ordinary business. It will be important to educate the community on the portfolio role (i.e. they do not make decisions and are unable to influence decisions) to avoid perceptions of misconduct. This might involve a general declaration of private interests with the other Councillors acknowledging but deciding it is ok for them to continue to be involved.

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However, real care will need to be taken about potential influencing when an issue arises in that portfolio that may impact on the Councilor's personal interest. In most cases, the personal interests will only result in potential declarable conflicts of interests but in some cases will give rise to potential prescribed conflicts of interests.

For example, if council were considering replacing water meters in town, clearly a plumber would have the potential to benefit from those works and should not be involved in any discussions as the portfolio Councilor. In this case, it will be necessary for the portfolio Councilor to declare a conflict of interest and defer to the proxy portfolio Councilor.

Given how many councils are now deciding to proceed with portfolio systems, we are considering including a scenario in upcoming training about how it would be dealt with.

**Recommendation:** For information

### **5. Karumba 150 years**

In researching the gazettal of the township of Karumba I was able to find the information below in the Queensland Government Gazette 1873.

RESERVE FOR A. TOWNSHIP AT NORMAN MOUTH. 1,600 acres.

Commencing on the right bank of the Norman River at the north corner of Selection No. 14, and bounded thence on the south-west by the north-east boundary line of that selection, being a line parallel to, and distant forty chains from, the north-east boundary of Selection No. 15, bearing south forty-five degrees east sixty-five chains ; on the south-east by a line bearing north forty-five degrees east one hundred and thirty-six chains ; on the north-east by a line bearing north forty-five degrees west about one hundred and forty-three chains to the east corner of the Telegraph reserve ; on the northwest by the south-east boundary line of that reserve, bearings south forty-five degrees west seventy-eight chains, to the Norman River; and on the west by that river upwards to the point of commencement.

Given under my Hand and Seal, at Government House, Brisbane, this fifth day of June, in the year of our Lord one thousand eight hundred and seventy-three, and in the thirty-sixth year of Her Majesty's reign.

By Command,

J. MALBON THOMPSON.

GOD SAVE THE QUEEN I.

**Recommendation:** For information

### **6. Karumba Concept Plans**

As part of the MIPP 2 funded projects several concept plans are being prepared for further consideration by Council. We were able to provide a draft copy of the Karumba Concept plans during a discussion with concern Karumba Point residents. The concerned residents were concerned with the removal of the concrete blocks at the point carpark and what was Councils longer term plans for the area. The concepts were handy to assist with the discussion.

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**Recommendation:** For information

### **7. Coastal Hazard Adaptation Study (CHAS)**

We have included an apology to the Karumba Community in relation to the recent work done by surveyors as part of this project.

The consultants will be in the Region in early August to hold a number of on-site consultations with Council and members of the Community. The consultants, Alluvium Consulting, are also working with the Burke Shire on their CHAS.

**Recommendation:** For information

### **8. Small Business Support**

I was included with LGAQ in a recent discussion with the Department of Employment, Small Business and Training where we were able to provide some real cases in relation to the need for assistance for small business coming out of COVID – 19, particularly the Caravan Park owners who were required to close their businesses during the Pandemic shut-down. The Mayor also sat in on the discussion.

We may get some further support / assistance for training and support for the small businesses in Regional Queensland – the businesses who usually miss out on financial and other support because it is oversubscribed and the larger centres usually get the majority of support.

**Recommendation:** For information

### **9. Town Planning**

In recent weeks I have received several calls in relation to illegal buildings in the Shire. Council will recall that we proposed to offer an amnesty for property owners without planning approval to contact Council and commence a process to obtain the necessary planning approvals for buildings and development on lands within the Shire.

**Recommendation:** For information

### **10. Karumba Levee Scoping**

Work has commenced on the scoping of the prefeasibility of a levee at Karumba. The consultants engaged SLR are continuing to progress the project and a media release went out recently. The project is due to conclude in October 2020 and community engagement will be advised when arrangements are finalized.

**Recommendation:** For information

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### **9.2 PUBLIC HOLIDAY 2021**

**Attachments:** 9.2.1. Public Holiday Request 2021 [↓](#)  
**Author:** Mark Crawley - Chief Executive Officer  
**Date:** 8 July 2020

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**Key Outcome:** 7.1 - A Shire governed in consultation and partnership with the community

**Key Strategy:** 7.1.1 Ensure leadership and decision making is transparent, accountable and represents the current and future interests of the region's communities.

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#### **Executive Summary:**

Correspondence has been received from the Office of Industrial Relations in relation to nominations for the granting of Special (incl. Show) Holidays.

#### **RECOMMENDATION:**

That Council nominates the first Friday in June (4 June 2021) for the Normanton Show Holiday for 2021.

#### **Background:**

The Holiday's Act 1983 provides for the granting and observance of Special Holidays which includes Show Days. Each year local governments are requested to nominate Special and Show Holidays for the following year.

Nominations are made via an online form which is 'signed or endorsed' by the Chief Executive Officer.

Should Council wish to make a nomination for Special Holiday/s for 2021, the online nomination form is to be completed at our earliest convenience. If for some reason, Council is unable to make a nomination at this time, please advise via return email.

The Office would also appreciate our advice should Council choose not to make a nomination.

Once the Office of Industrial Relations have received all nominations, they will be prepared for Ministerial approval, gazettal and publishing on the website. A confirmation letter will be emailed to Councils advising of the Ministerial approval of their nominations.

#### **Consultation (Internal/External):**

- Office of Industrial Relations

#### **Legal Implications:**

- No legal implications identified

#### **Financial and Resource Implications:**

- Minimal Impact
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**Risk Management Implications:**

- Workplace Health and Safety Risk is assessed as low
- Financial Risk is assessed as low
- Public Perception and Reputation Risk is assessed as low



Office of  
Industrial Relations

Department of Education

6 July 2020

Dear Chief Executive Officer,

As you may be aware, each year in accordance with the *Holidays Act 1983* local governments are invited to request special holidays to be observed during the following year for districts in their area.

If you wish to request special holidays to be observed during 2021 for districts in your local government area, please complete and submit our online form by no later than Friday, 21 August 2020. The on-line form can be accessed [here](#).

Special holidays appointed in respect of an annual agricultural, horticultural or industrial show are both public holidays and bank holidays. Special holidays appointed for another type of event which has significance to a particular district are bank holidays only.

I appreciate that the impact of COVID-19 into 2021 is an unknown factor when planning for special day holidays, including around your annual agricultural, horticultural or industrial show. In deciding dates to be requested for special holidays in districts of your local government area, I suggest that you consider consulting with the convenors of shows and other events to confirm their concurrence on the requested date. This will assist the process to appoint special holidays across the State and reduce the likelihood for subsequent changes to the holiday calendar.

Upon receiving Ministerial approval, the holidays will be published in the Queensland Government Gazette.

Confirmation of the approved special holidays together with a link to the Queensland Government Gazette will be emailed to your office.

Should you require further information regarding this process, please contact Ms Jacqui McGuire, Office of Industrial Relations on 3406 9854 or email [jacqui.mcquiere@oir.qld.gov.au](mailto:jacqui.mcquiere@oir.qld.gov.au).

Yours sincerely

A handwritten signature in blue ink, appearing to read "AJ James".

**A J (Tony) James**  
Executive Director – Industrial Relations  
Office of Industrial Relations

1 William Street Brisbane  
Queensland 4000 Australia  
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Queensland 4001 Australia  
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ABN 94 496 188 983

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### 9.3 HUMAN RESOURCES REPORT

**Attachments:** NIL  
**Author:** Lisa Ruyg - Manager Human Resources  
**Date:** 10 July 2020

**Key Outcome:** 1.1 – Responsive and effective service delivery  
**Key Strategy:** 1.1.1 Foster appropriate corporate culture that aligns with Council's Mission, Values and Behaviours.

#### Executive Summary:

This report provides information on the progress of SAFEPLAN, Council's safety management system, and an update on general human resource matters.

#### **RECOMMENDATION:**

That Council accepts the Human Resources Report for information.

### Work, Health and Safety Report

- Safeplan Progress Report May 2020

KPI	Average Group B Councils	CSC YTD May 2019	CSC YTD May 2020	CSC YTD	Safe Plan Target Annual
Lost Time Injuries	11.36	6	7	-	5
Lost Time Days per Injury	20.24 per injury	156 for total injuries	119 for total injuries	-	156
Hazard Inspections		85.7%	100%	Av.90 % p/mth	90% p/mth
Take 5's Completed		61.89%	80.65%	Av.91.5% p/mth	85% p/mth

#### Mechanism of Injury for Claims Submitted FYTD

i) Being hit by a moving object	1
ii) Hitting stationary objects	0
iii) Muscular stress while handling objects	2
iv) Muscular stress with no objects being handled	3
v) Muscular stress while lifting	0
vi) Falls from a height	0
vii) Being hit by a falling object	0
viii) Work related harassment and stress	2*

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*\*Both claims declined.*

### **Update – Certified Agreement 2020**

Council has formally refuted the allegation of underpayment of Level 5 Construction Workers working on a 10/4 roster. The allegation had been put forth by the CFMEU.

The relevant unions have now been put on notice that Council intends to recommence negotiations in late August 2020.

Peak Services have re-staffed their legal services division and a representative by the name of Monica Drivas will now be assisting Council with the drafting of the Certified Agreement. Monica is a solicitor with a strong industrial background.

### **COVID-19 Staff Management and Protocols**

Even with the relaxing of COVID-19 restrictions in Queensland, Council staff are still being reminded to continue to practice social distancing and to undertake frequent handwashing.

Small hand sanitiser bottles with belt hooks have been distributed to all staff and temperature guns have been placed at all Council Camps.

### **Staff Health & Well-Being**

The 'Flu Shot Clinic, Skin Check Clinic and Hearing Clinic held in late June were a great success.

A number of staff were treated for skin cancers at the Skin Check Clinic itself with a small number of staff being referred on for further medical assessment. It is hoped the Flu Shot Clinic and Skin Check Clinic will be held on an annual basis, with the Hearing Clinic being held every two years.

### **Drug & Alcohol Testing**

Random Drug & Alcohol Testing was conducted by the Drug Detection Agency from 9 June 2020 to 15 June 2020. One illicit drug detection was recorded on a zero tolerance site. In accordance with the Drug & Alcohol Policy, appropriate disciplinary action was taken against the worker involved.

It was noted during random alcohol testing that the use of alcohol based hand sanitiser close to the alcohol testing device may have caused low-number readings to be produced on the machine. Alternative methods of hand washing have now been put in place.

### **Consultation (Internal/External):**

- Executive Leadership Team.
- COVID-19 National Guidelines for Public Health
- Peak Services.
- WHS Advisor.
- The Drug Detection Agency.

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**Legal Implications:**

- Within normal operational parameters.

**Financial and Resource Implications:**

- Within budget.

**Risk Management Implications:**

- Risks associated with COVID-19.

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### 9.4 TOURISM REPORT - JUNE 2020

**Attachments:** 9.4.1. Stats for June [↓](#)  
9.4.2. colour fish [↓](#)

**Author:** Verena Olesch - General Manager - Tourism

**Date:** 10 July 2020

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**Key Outcome:** 6.1 - A strong and diverse economy

**Key Strategy:** 6.1.4 Promote and develop Carpentaria Shire as a unique destination and to manage tourism in a sustainable way.

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#### Executive Summary:

This report provides a summary of the operational and promotional activities surrounding the Les Wilson Barramundi Discovery Centre and visitor numbers, as well as activities in relation to the Visitor Information Centres.

#### RECOMMENDATION:

That Council:

1. receive the Tourism Report; and
2. that those matters not covered by resolution be noted.

### 1.1 Actions Outstanding from Previous Meetings

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Reference	Action	Status
	Nil	

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### 1.2 Visitor Information Centres:

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- June tourism numbers:
  - Normanton VIC: 66 (178 June 19)
  - Karumba LWBDC & VIC: 1107 (3196 last June)
- Guided Tours and feeding: 279 / \$5,473.39  
1080 / \$14,009.09 in June 2019
  - Other Revenue
  - Normanton: \$ 0.00 (merchandise and library)
  - Karumba: \$ 12,064.15 (merchandise)  
\$ 7,740.97 in June 2019
- Donation Box \$ not counted

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### 1.3 LW Barramundi Discovery Centre:

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#### Merchandise:

- Great result and record sales for June, nearly doubled revenue with only a third of visitors – due to improved merchandise range
- New fishing shirts very popular
- Online merchandise platform work-in-progress

#### LWBDC Entertainment Area

- BoR05 grant has been awarded for \$250,000 and work has started on the pontoons
- Umbrellas, as well as mooring blocks for pontoons to go on vendor panel
- Target date for completion by the festival!

#### Visitor Information Centre

- Virtual Reality display to be installed soon, filming done
- One VR clip will feature fishing with A4A, catching a Barra out at Delta Downs

### 1.4 Outback-by-the-Sea Festival - Karumba

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#### We will be able to run the festival and fishing comp – but within Government guidelines.

- Additional grant application through QDEP approved at \$10k – will use this for professional event management, Julie at Tourism Tap confirmed through Vendor Panel
- First briefing meeting complete, visit in the next couple of weeks
- Adam Harvey now confirmed, also Tim Griffin

### 1.5 Tourism

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- Barra Centre has just been recognized as a 'Best of Queensland' product, which is fantastic news (need to achieve a min 85 points out of 100, we are on our way to 100!)

#### Benefits

All operators in the Best of Queensland Experiences program receive an individual report providing valuable insights on consumer perceptions and how to improve the delivery of customer experiences to drive business performance. The information available in this report is valued at over \$1,000.

Operators who are identified as Best of Queensland Experiences receive:

Consumer advocacy by delivering exceptional experiences.

Best of Queensland Experiences are included in Tourism and Events Queensland's preferred operator database accessed by staff when planning marketing and activity

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Best of Queensland Experiences will receive prioritisation across all Tourism and Events Queensland marketing and activity including on [Queensland.com](http://Queensland.com)

- All of Queensland now open for tourism and we are starting to see greater numbers, borders open 10 July except VIC
- Normanton VIC also now open on Saturdays
- Feed a Barra tours nearly all full (max capacity 12 pax) – a lot of pre-bookings via website (up to 35% for some days)
- Will delay the Tip-to-Tail behind the scenes tour potentially until next season (only pre-booked Sunlover bookings serviced)
- Production of CSC brochure finalized, printing under way
- Normanton: Indigenous Rodeo Riders display installed in the BP as a draft, still waiting for proper panels  
Official opening 3pm Friday 27 August 2020, Neil O'Brien A/Deputy Director General, GM Tourism Industry Development has confirmed his attendance
- Helloworld:  
Getting busy again with bookings  
Tour Operators:  
Groups rebooking for 2021.

### 1.6 Hatchery Operations

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#### New Hatchery Shed

- Large tank installed, filtration and plumbing work in progress
- Platform completed
- Golden, platinum and black & white barra added into display tanks for Behind-the-Scenes (Tip-to-Tail) – see attached picture
- Funding received through ZandA grant approx \$20k) total to support feeding, medical and utilities expenses for Barra whilst receiving greatly reduced income during COVID
- Broodstock tanks: moved a second tank from the old hatchery, which is in a sad state and leaking all over the place, attempts to fix so far unsuccessful – propose to purchase a new tank (around \$10k)

<b>Action:</b>	Approve investment in one new brood stock tank - \$10k (either purchased or made by Dave) – covered through operating expenses by recovery of food/utilities through ZandA Grant
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#### Official Opening:

- Saturday 26 September as part of the Outback by the Sea festival – Fisheries Minister plus original hatchery founders to be invited (**Note: Not a Sitting Week – Parliament**)
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## **BUSINESS PAPERS**

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- Grant application through YOOTEP submitted
- Plumbing work going well, Dave and Emerson working hard to ensure everything is working and starting to think about a first spawn in the hatchery

### **1.7 Digital Platforms**

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- Continue to have fantastic results on Facebook with posts averaging almost 3,000 views
- Steady increase in Instagram followers
- Weekly 'Barra Bites' from the Barra Centre are getting great following
- Website now live, working on integration of shop and newsletter

### **1.8 Other activities**

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- A Barramundi Tale (children's picture/textbook)
  - Now available in shop
- Cooking with Council and All 4 Adventure 17-25 June 2020
  - Barra Centre will feature prominently in one of next seasons shows with a great little story about the boys being arrested whilst catching fish in the pond
  - Increased digital activity through A4A
- 90 sec promotional video through Vetta nearly complete, we will get the footage in order to produce more material including a 2.5 min clip (filming during festival, including new tank feeding etc.)
- LGMA Awards – in-house ceremony Thursday 27 August 2020 with live streaming to Brisbane venue, 15:30-17:30  
invitees? i.e. Councillors, ELT, community? Location new hatchery? Large feeding tank should be up and running by then
- Monsoon Centre Grant application for Growing Infrastructure Tourism didn't get to Business Case – time to re-focus and rework all aspects and look for further grant opportunities
- Liz from Grey Nomad Awards in Karumba first week in July, tour, site inspection and blog

## **BUSINESS PAPERS**

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- Grant of \$300k for Fish Habitat 7km off Karumba through Northern Gulf Resources Group about to be finalized (\$100k per year over 3 years – 18 concrete structures to be put in place early 2021 with monitoring over couple of years)
- Savannah Way Arts Trail (Karumba & Normanton) – back on track after delay and staff changes

	2018-19				2019-20				% CHANGE			
	Visitors	Tours #	Tours \$	Merchandise \$	Visitors	Tours #	Tours \$	Merchandise \$	Visitors	Tours	Tours \$	Merchandise
JULY	3250	725	\$ 12,425.45	\$ 10,869.35	4320	1673	\$ 22,731.82	\$ 15,292.34	133%	231%	183%	141%
AUG	1032	564	\$ 9,687.27	\$ 4,925.80	3469	1242	\$ 16,586.36	\$ 13,034.35	336%	220%	171%	265%
SEPT	452	270	\$ 4,390.45	\$ 1,866.90	2126	842	\$ 11,554.55	\$ 12,734.52	470%	312%	263%	682%
OCT	691	198	\$ 2,186.82	\$ 1,774.90	1098	398	\$ 5,322.73	\$ 9,611.68	159%	201%	243%	542%
NOV	170	0	\$ -	\$ 775.50	419	79	\$ 1,136.36	\$ 4,042.74	246%	0%	0%	521%
DEC	77	0	\$ -	\$ 991.50	402	30	\$ -	\$ 4,402.09	522%	0%	0%	444%
JAN	112	0	\$ -	\$ 674.70	202	0	\$ -	\$ 1,346.46	180%	0%	0%	200%
FEB	15	0	\$ -	\$ 56.40	173	0	\$ -	\$ 487.84	1153%	0%	0%	855%
MAR	70	0	\$ -	\$ 415.70	235	74	\$ 236.36	\$ 1,788.75	336%	0%	0%	430%
APR	1074	420	\$ 5,677.27	\$ 5,140.10	0	0	\$ -	\$ -	0%	0%	0%	0%
MAY	2099	594	\$ 8,604.55	\$ 6,474.62	99	0	\$ -	\$ 1,729.06	5%	0%	0%	27%
JUN	3196	1080	\$ 14,009.09	\$ 7,740.97	1107	279	\$ 5,473.39	\$ 12,064.15	35%	26%	39%	156%
TOTAL	12238	3851	\$ 56,980.91	\$ 41,706.44	13650	4617	\$ 63,041.57	\$ 76,533.49	112%	120%	111%	184%

COVID-19 Impacted



## BUSINESS PAPERS

### 10 REPORTS FROM DIRECTOR OF CORPORATE & COMMUNITY SERVICES

#### 10.1 DCS REPORT - JUNE 2020

**Attachments:** 10.1.1. 2019-2020 Local Laws Report June [↓](#)  
**Author:** Justin Hancock - Director of Corporate Services  
**Date:** 10 July 2020

**Key Outcome:** 6.1 - A strong and diverse economy  
**Key Strategy:** 6.1.3 Plan and support local economic development.

#### Executive Summary:

This report provides information and updates to Council on various activities and programs that are facilitated within the Director of Corporate Services portfolio.

#### RECOMMENDATION:

That Council:

1. receive the Director of Corporate Services Report; and
2. that those matters not covered by resolution be noted.

#### Background:

##### 1.1 Actions Outstanding from Previous Meetings [\[information\]](#)

Date:	Action	Status	Comment
A1017-014	Review the water allocation on all non-profit and sport and recreation users.	In Progress	Council are currently seeking quotes for contractors to undertake the review of General Rates and Utility Charges.
A0618-21	Liaise with Telstra to improve bandwidth at Normanton Rodeo Grounds	In Progress	Ongoing – reported fault with Telstra about service drop outs.
0918/0032	Implement weed control program to manage spread of noxious weeds in Karumba town area.	In Progress	Recruitment undertaken by NGRM under funding received, officer to commence soon.
April-19	That Council proceed with the upgrade to the lighting and that grant funds be sought to fund the upgrade.	In Progress	Grants Officer to work with Normanton Rodeo Association Inc to source grants.
Jan-20	Negotiations with IOR Aviation Pty Ltd to commence for the lease of a site at the Karumba Aerodrome.	In Progress	Draft lease provided to IOR Aviation Pty Ltd.
Jan-20	Local Laws Officer to follow up on return from leave	In Progress	LLO has issued warning for abandoned vehicles to be removed.

## BUSINESS PAPERS

May-20	Apply exemption to enter into a lease of land at Karumba Airport with applicants; and delegate authority to CEO to obtain an independent market valuation and negotiate and finalise terms of the lease.	Ongoing	Surveyor on ground in the middle of July to finalise Lease areas.
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### 1.2 W4Q/ LGGSP KNOF [information]

#### W4Q 2019/2021:

A variation request was submitted to the Department of Local Government, Racing and Multicultural Affairs on 6 May 2020, Council are yet to be provided with a response as to if these variations are accepted. Council have finalised tender documents for projects submitted for these variations and are awaiting formal approval, some of these projects are time sensitive and require urgent approval in order to meet funding deadlines.

#### W4Q COVID:

Projects under the W4Q COVID program were submitted on 12 June 2020, a summary of these projects totaling \$1.59M have been provided below:

Project Name	Project Description	Project Budget
Drainage easement maintenance and improvement	Maintenance and improvement of drainage easement at the rear of residences located in Greenaway and Norman Streets to reinstate the orderly flow of water during periods of heavy rain	\$25,000
Yappar Street Water Valve Replacement	Replacement of water valves along Yappar Street, Karumba	\$80,000
Normanton Water Treatment Plant Upgrades and maintenance	Maintenance and upgrades at the Normanton Water Treatment Plant including refurbishment of two water filters, recoating of reservoir, replacement of clarifier and refurbishment of filter shed	\$1,465,000
Normanton Sewerage Treatment Plant Effluent Irrigation Replacement	Replacement of effluent irrigation located at the Normanton Sewerage Treatment Plant	\$20,000

#### Local Roads and Community Infrastructure Program

Council have been awarded \$711,924 in funding under the Local Roads and Community Infrastructure Program, these projects must be completed by 30 June 2020. The following projects have been identified under this funding:

Project Name	Project Description	Project Budget
Cemetery - Rodeo Grounds Footpath	Continuation of the footpath from the Normanton Township to the Cemetery by extending this onto the Rodeo Grounds	\$375,000
John Henry Oval Playground	Upgrade the existing playground located	\$275,000

## BUSINESS PAPERS

	on the John Henry Oval.	
LWBDC Hatchery Fence	Extension of the LWBDC fencing to include the new hatchery	\$31,924
Normanton Child Care Playground Soft Fall Replacement	Replace the existing soft fall of the playground at the Normanton Child Care.	\$30,000

### Normanton to Karumba Optic Fibre Link Project

On 1 July 2020 the Kurtjar Aboriginal Corporation was elected as the nominated body for the Normanton to Karumba Optic Fibre Project. Physical construction of the project started on 7 July 2020 and is on track to be completed before the funding expiry of 30 September 2020.

### **1.3 Roads 2 Recovery/ TIDS** [\[information\]](#)

Council will be undertaking additional sealing work on the Normanton to Burketown Road, a budget of \$1.82M was allocated for the 19/20 period, funding for this project was provided by TIDS (\$910K), R2R (\$700K) and Council (\$210K).

Project Name	Expense	Committed Expense	Total Expense	Budget	Project Start Date	Project End Date
TIDS/R2R - Normanton to Burketown Road	\$1,768,077	\$61,945	\$1,830,022	\$1,820,000	Aug-19	May-20

### **1.4 Innovation and Improvement Fund** [\[information\]](#)

Council have expensed a total of \$53,702 of the \$67,011 budget for this project as at May 2020. Council have recommenced this project after delays faced from COVID-19, however Council have since had the employee assigned to this role resign, therefore are currently attempting to assign a replacement officer. Based on the remaining funding, it is estimated that there is 7 weeks of work remaining for the funding.

### **1.5 Northern Gulf DRFA Funding** [\[information\]](#)

The Northern Gulf Resource Management Group have advised Council that funding has been sourced under the QRA DFRA Package for the following Projects:

- Erosion Reconnaissance – NGRM to work with property owners surrounding the Upper Gilbert River network to identify and rehabilitate sites effected by erosion due to flooding.

## **BUSINESS PAPERS**

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- Aerial Pig Shooting Program – NGRM to engage CLCAC to undertake this program over a two-year period. CLCAC have contacted properties to provide additional in-kind support to help deliver the project.
- Dog Control Program – NGRM and Council to enter into a program to help support Council's ongoing Dog Control Program (1080 Baiting). Funding will cover the program over a 2-year period. Council have claim 1 round of funding and are in the process of working with CLCAC to schedule an additional round of baiting within the next quarter.
- Pest and Weed Management Program – NGRM is to deliver a Pest and Weed management Program throughout the Shire over a two-year period. NGRM have recruited an officer to deliver this program.

### **1.6 Queensland Disaster Resilience and Risk Reduction Funding [[information](#)]**

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Council are currently finalizing projects for inclusion as part of the QDRRRF program, due to the funding available (\$13.5M) it has been advised that Council would be seen more favorably to request a lesser amount for the construction of the Disaster Management Facility and undertake the project in stages. It is currently proposed that Stage 1 of the project include the construction of a Training/ Office facility and 3 bay shed for SES and Stage 2 include the addition of 2 bays and a storage area for the Rural Fire.

### **1.7 Dog Registrations and Approved Inspections [[information](#)]**

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Dog Registrations were issued on 22 June 2020, with the 14 day amnesty period ending on 6 July 2020. During this period 298 dog registrations were renewed, 188 dog registrations lapsed, and 17 dogs were identified as deceased or left town. Council's Local Laws Officer will now commence the approved inspection program for a period of 3 months and will issue fines of 2 penalty units to those with unregistered animals or in breach of keeping of animals (more than 2 dogs).

2019/2020 Local Laws Reporting														
Month	New Animal Registrations				Impounded Animals				Euthanized Animals					
	Ntn	Kba	Ntn	Kba	Dogs	Cats	Other	1bullock	Euth. Dogs	Euth. Cats	Euth. Other			
Jul-19					20				15	23	22			
Aug-19					4				3	18	20			
Sep-19					6	1			5	18	13			
Oct-19					6				4	20	12			
Nov-19					2					28	33			
Dec-19					5				3	25	15			
Jan-20														
Feb-20					6				5	16	12			
Mar-20					12	1			10	16	3			
Apr-20					10	2			6	33	27			
May-20					2	1			1	8	4			
Jun-20					6	5			12	40	27			
<b>Total</b>	<b>6</b>	<b>5</b>	<b>0</b>	<b>0</b>	<b>89</b>	<b>8</b>	<b>245</b>	<b>188</b>	<b>63</b>	<b>1</b>	<b>245</b>	<b>188</b>	<b>0</b>	<b>0</b>

Total 2019 & 2020 Rounded Current Penalty Unit

\$133,000

2019/2020 Local Laws Reporting														
Month	Illegal Campers		Snakes removed		Overgrown Allotment notices		Abandoned Vehicles		Pound Release fees		Infringements Issued		Fines Collected	
	Ntn	Kba	Ntn	Kba	Ntn	Kba	Ntn	Kba	Ntn	Kba	Ntn	Kba	Ntn	Kba
Jul	33	37							\$110.00	-	-	-	-	-
Aug	48	52							-	-	-	-	-	-
Sep	12	14	1						-	-	-	-	-	-
Oct	4	2	2						-	-	-	-	-	-
Nov	1	2	1						\$330.00	-	-	-	-	-
Dec	2	1							-	-	-	-	-	-
Jan									-	-	-	-	-	-
Feb	1	2	2						-	-	-	-	-	-
Mar	10	6	2						-	-	-	-	-	-
Apr	4	2							-	-	-	-	-	-
May									-	-	-	-	-	-
Jun	6	8	1		1				-	-	-	-	-	-
<b>Total</b>	<b>121</b>	<b>126</b>	<b>9</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>440</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

## BUSINESS PAPERS

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### 10.2 MONTHLY FINANCIAL REPORT - JUNE 2020

<b>Attachments:</b>	10.2.1. Monthly Financials June 2020 <a href="#">↓</a> 10.2.2. Capital Expenditures June 2020 <a href="#">↓</a> 10.2.3. Local Spend Report <a href="#">↓</a>
<b>Author:</b>	Jade Nacario - Manager Finance and Administration
<b>Date:</b>	10 July 2020
<b>Key Outcome:</b>	7.3 - Strategic management of Council
<b>Key Strategy:</b>	7.3.3 Implement sustainable financial management and effective procurement practices.

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#### Executive Summary:

The Monthly Financial Report has been prepared for the period ending 30 June 2020.

#### RECOMMENDATION:

That Council:

1. accepts the Monthly Financial Report for the period ending 30 June 2020 as presented; and
2. that those matters not covered by resolution be noted.

#### Background:

##### 1. ACTIONS ARISING FROM PREVIOUS MEETINGS:

Date:	Action	Status	Comment
Jan-19	Commence Sale of Land for Arrears of Rates proceedings	In Progress	Debt Recovery Agency notified of updated recovery timeline.  Due to COVID19, Sale of Land for Arrears are now put on hold.

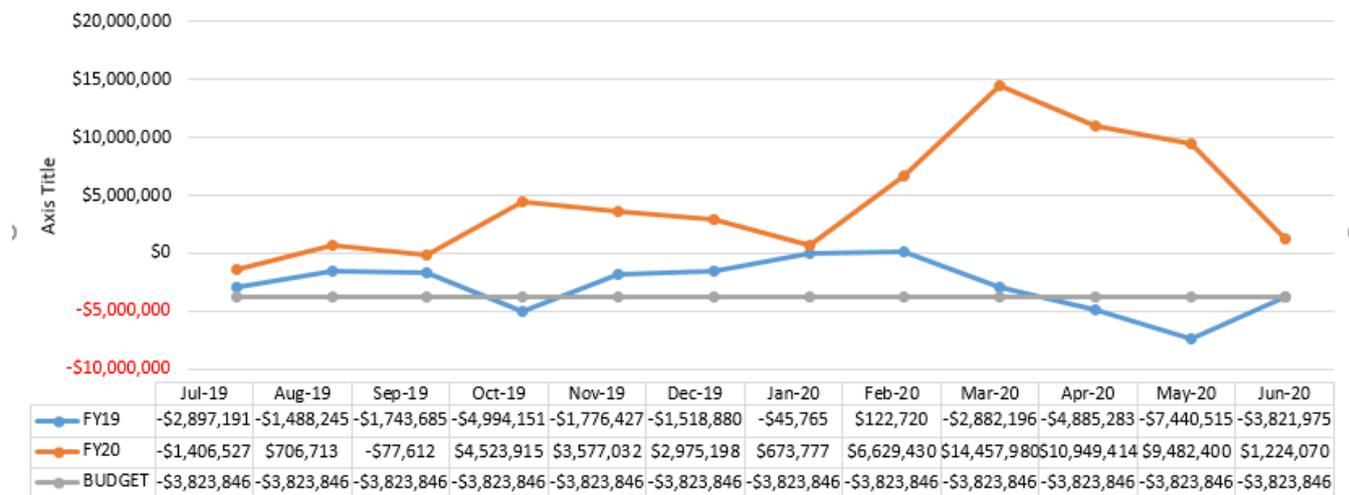
## BUSINESS PAPERS

### 2. FINANCIAL REPORT

The Monthly Finance Reports are prepared in accordance with the reporting requirements of the *Local Government Act 2009* and *Local Government Regulation 2012*.

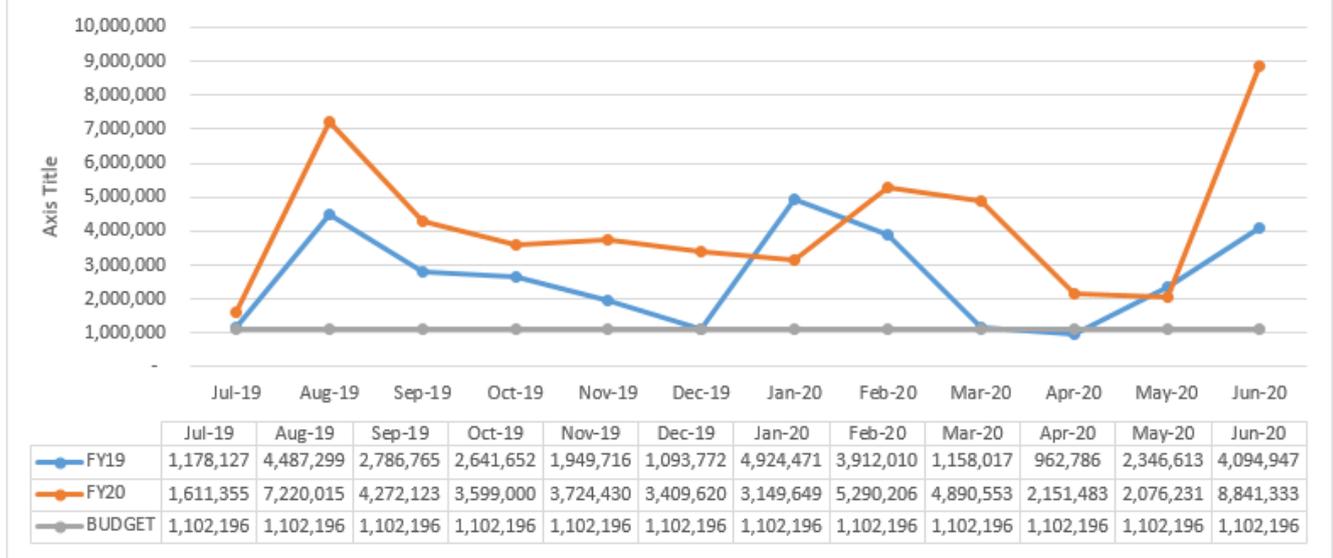
The Comprehensive Income Statement indicates a *Net Operating Surplus* result of \$1,224,070, for the twelfth month of the current financial year.

Statement of Comprehensive Income



Council has *Trade and Receivables* of \$ 8,841,333 as of 30 June 2020. This balance is made up of \$1,442,391 (in outstanding rates & utility charges – with the remaining balance comprising of debtors, community loans etc.)

Trade and Receivables Balance



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### Rates and Service Charges

Month	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20
<b>Current Year</b>	178,115.53	169,410.96	4,241,223.38	1,429,186.33	1,226,100	1,171,766.14	-
<b>1 Year Arrears</b>	96,101.07	84,097.79	90,477.97	92,897.17	91,268.71	\$89,755.97	\$1,128,673.14
<b>2 Year Arrears</b>	58,229.52	53,703.33	53,117.40	52,117.40	49,356.84	\$47,476.12	\$79,535.25
<b>3+ Year Arrears</b>	137,900.57	136,298.07	132,741.27	130,981.27	125,950	\$124,500.87	\$168,146.77
<b>Interest</b>	166,388.12	177,557.27	173,050.90	173,145.37	177,853.69	\$177,972.57	\$181,222.30
<b>Credits</b>	-76,802.11	-90,732.39	-24,737.72	-55,817.73	-66,006.43	-\$97,861.74	-\$115,185.62
<b>Balance</b>	<b>\$559,932.70</b>	<b>\$530,335.03</b>	<b>\$4,665,873.20</b>	<b>\$1,822,509.81</b>	<b>\$1,604,522.81</b>	<b>\$1,513,609.93</b>	<b>\$1,442,391.84</b>

### Insurance

Council renewed its 2020-2021 insurance with the same provider as last year, LGM Assets. Overall there is a 1.68% increase from previous year.

The table below shows the coverage and options council has chosen and the 4-Yr cost comparison.

Date	Insurance Class	Inception	2017-2018	2018-2019	2019-2020	2020-2021	Increase	Comments
6/07/2020	Property	30/06/2020	\$339,579.38	\$340,236.67	\$413,474.64	\$416,488.07	0.73%	
6/07/2020	Motor Vehicle	30/06/2020	\$86,469.20	\$118,651.12	\$118,865.51	\$120,466.77	1.35%	Includes Equipment & Machinery Insurance and Motor Vehicle
6/07/2020	Engineering	30/06/2020				\$13,626.32		
6/07/2020	Personal Accident - Group	30/06/2020	\$755.37	\$755.37	\$755.37	\$1,378.85	82.54%	
6/07/2020	Marine Hull Commercial	30/06/2020	\$9,674.87	\$37,346.71	\$40,332.12	\$27,987.87	-30.61%	Split
6/07/2020	Marina Operators Liability	30/06/2020				\$3,107.81		
	<b>Total</b>		<b>\$436,478.82</b>	<b>\$496,989.87</b>	<b>\$573,427.64</b>	<b>\$583,055.69</b>	<b>1.68%</b>	

### Asset Valuation Report

Council engaged with Asset Val Pty Ltd (now called Marsh Valuation Services) to conduct a comprehensive valuation to assess the Fair Value of Council specified water and sewer assets throughout the Carpentaria Shire Council area, with an effectivity date of 30 June 2020.

The remaining asset classes, Roads Infrastructure, Land, Buildings and Other Structures were subject to a "desktop" valuation whereby an indexation rate is applied across all assets in that class.

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The valuations were in accordance with:

- Australian Accounting Standard AASB 13 Fair Value Measurement
- The Australian Property Institute's practice standards; and
- Queensland Treasury's Non-Current Asset Policies for the Queensland Public Sector.

### Comprehensive Valuation of Water and Sewer Assets

Water Asset Class	Opening Balance 01.07.2019	Additions	Revaluation	Closing Balance 30.06.2020	Annual Depreciation 2019/20	Annual Depreciation 2020/21
Gross Value	71,412,823	186,131	1,881,712	73,480,666	1,042,877	1,040,945
Accumulated Depreciation	28,305,512	2,521	1,483,118	29,791,151		
Net Value	43,107,311	183,610	398,594	43,689,515		

Sewer Asset Class	Opening Balance 01.07.2019	Additions	Revaluation	Closing Balance 30.06.2020	Annual Depreciation 2019/20	Annual Depreciation 2020/21
Gross Value	25,240,292	0	-133,017	25,107,275	540,621	521,618
Accumulated Depreciation	8,592,896	0	-140,132	8,452,764		
Net Value	16,647,396	0	7,115	16,654,511		

The revaluation of Council specified water and sewer assets resulted in an annual decrease of \$25k in Council depreciation expenses which was partially offset by additional assets leaving a net decrease of \$19k that then will flow through Council net operating result. The decrease in depreciation is primarily due to the recognition of the long-life component of sewer mains coupled with a decrease in the cost of replacing pipes and some other components.

### Desktop Valuation of Roads, Land, Buildings and Other Structures

The following indexation rates were considered as indicative for the asset categories as at 30 June 2020:

Asset Group	Indexation	Replacement Cost	Fair value
Land	0.00%	4,360,900	4,360,900
Buildings and Other Structures	0.05%	65,059,982	39,973,529
Road Infrastructure	0.10%	356,740,412	247,222,180
<b>Total</b>		<b>426,161,294</b>	<b>291,556,609</b>

These movements are significantly less than 5%, and as such are assessed at management level to be immaterial. This also applies for the two-year movement for road infrastructure since the 2018 valuation. As such, a decision has been taken at management level to not apply them to the asset register or to the annual financial statements.

For Council to maximize asset service delivery potential and manage related risks and costs such as higher depreciation over the asset entire lives and for Council to cope with the

## **BUSINESS PAPERS**

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challenges of change, Council need above all to be in the strongest possible financial position. It is recommended for Council to maintain an effective Asset Management Plans which includes service level strategy, maintenance and replacement programs of all Council assets.

### **Procurement**

#### **Local Spend**

In accordance with Council Procurement Policy, all procurement activities were carried out in a manner which ensure a regard for the sound contracting principle when entering into a contract for either the supply of goods and/or services.

One of the five principles is the development of competitive local business and industry. Please refer to the attachments of this report, the table shows the monthly local spend on Council procurement activities since April 2019.

### **Capital Expenditures 2019-2020**

Please see attachments for Council Capital Expenditures as of 30 June 2020.

#### **Consultation (Internal/External):**

- Westpac Banking Corporation
- Queensland Treasury Corporation

#### **Legal Implications:**

- Failure to meet regulatory reporting requirements is a breach of the *Local Government Act 2009*.

#### **Financial and Resource Implications:**

- As provided for in current adopted 2019/2020 Annual Budget.

#### **Risk Management Implications:**

- Risk is considered low and Council will be advised if major items deviate from the adopted budget and forecasts.



Statement of Comprehensive Income by Category  
 for the period ended 31 May 2020

	Core \$	QRA \$	Non-Core \$	Total \$	Budget \$
<b>Income</b>					
<b>Revenue</b>					
<b>Recurrent revenue</b>					
Rates, levies and charges	7,714,081	-	-	7,714,081	7,889,000
Fees and charges	523,618	-	270,007	793,624	726,000
Rental income	124,426	-	456,079	580,504	613,000
Interest received	332,542	-	-	332,542	286,000
Sales revenue	4,187,645	-	-	4,187,645	2,549,000
Other income	84,802	-	32,240	117,042	122,000
Grants, subsidies, contributions and donations	6,716,169	36,200,523	326,011	43,242,703	43,877,000
	19,683,283	36,200,523	1,084,336	56,968,142	56,062,000
<b>Capital revenue</b>					
Grants, subsidies, contributions and donations	5,840,856	979,996	855,000	7,675,853	10,213,000
<b>Total revenue</b>	25,524,139	37,180,519	1,939,336	64,643,995	66,275,000
Capital income	27,680	-	-	27,680	160,000
<b>Total income</b>	25,551,819	37,180,519	1,939,336	64,671,675	66,435,000
<b>Expenses</b>					
<b>Recurrent expenses</b>					
Employee benefits	(6,852,536)	(2,182,738)	(1,060,092)	(10,095,366)	(11,398,000)
Materials and services	(6,699,677)	(30,956,261)	(976,647)	(38,632,585)	(35,544,000)
Finance costs	(385,946)	-	-	(385,946)	(414,000)
Depreciation	(13,436,263)	-	(897,445)	(14,333,709)	(14,515,000)
	(27,374,422)	(33,138,999)	(2,934,185)	(63,447,605)	(61,871,000)
<b>Capital expenses</b>	0	0	0	0	-
<b>Total expenses</b>	(27,374,422)	(33,138,999)	(2,934,185)	(63,447,604)	(61,871,000)
<b>Net result</b>	(1,822,603)	4,041,520	(994,848)	1,224,070	4,564,000
<b>Other comprehensive income</b>					
<b>Items that will not be reclassified to net result</b>					
Increase / (decrease) in asset revaluation surplus	-	-	-	-	-
<b>Total other comprehensive income for the year</b>	-	-	-	-	-
<b>Total comprehensive income for the year</b>	(1,822,603)	4,041,520	(994,848)	1,224,070	4,564,000



**Statement of Comprehensive Income**  
 for the period ended 30 June 2020

	30 June 2020	2019.2020
	Actual	Adopted Budget
	\$	\$
<b>Income</b>		
<b>Recurrent Revenue</b>		
Rates and Charges	7,714,081	7,889,000
Fees and Charges	793,624	726,000
Rental Income	580,504	613,000
Interest Received	332,542	286,000
Sales & Recoverable Works Revenue	4,187,645	2,549,000
Other Recurrent Income	117,042	122,000
Grants, Subsidies and Contributions	43,242,703	43,877,000
<b>Total Recurrent Revenue</b>	<b>56,968,142</b>	<b>56,062,000</b>
<b>Capital Revenue</b>		
Grants, Subsidies and Contributions	7,675,853	10,213,000
Capital Income	27,680	160,000
<b>Total Income</b>	<b>64,671,675</b>	<b>66,435,000</b>
<b>Expenses</b>		
<b>Recurrent Expenses</b>		
Administration and Governance	(4,316,643)	(5,174,000)
Community	(2,517,786)	(2,046,000)
Engineering	(8,329,156)	(7,466,000)
Fleet and Plant	3,369,260	3,010,000
Environment	(974,741)	(1,331,000)
DRFA	(33,138,999)	(30,728,000)
Tourism	(1,171,582)	(1,167,000)
Water and Sewerage	(1,648,304)	(2,040,000)
Finance Costs	(385,946)	(414,000)
Depreciation	(14,333,709)	(14,515,000)
<b>Total Expenses</b>	<b>(63,447,604)</b>	<b>(61,871,000)</b>
<b>Capital Expenses</b>		
	0	-
<b>Total Expenses</b>	<b>(63,447,604)</b>	<b>(61,871,000)</b>
<b>Net Operating Surplus / (Deficit)</b>	<b>1,224,070</b>	<b>4,564,000</b>



**Statement of Financial Position**  
 as at 30 June 2020

	30 June 2020 Actual \$	2019.2020 Adopted Budget \$
<b>Current Assets</b>		
Cash and Equivalents	19,895,041	15,594,857
Trade and Other Receivables	8,841,333	1,102,196
Inventories	610,815	420,648
Other Financial Assets	478,207	478,207
ATO Receivable	510,666	0
Investments	1,000,000	1,000,000
<b>Total Current Assets</b>	<b>31,336,062</b>	<b>18,595,908</b>
<b>Non-Current Assets</b>		
Receivables	159,534	193,650
Property, Plant and Equipment	351,643,312	353,911,097
Capital Works in Progress	10,135,844	10,717,372
<b>Total Non-Current Assets</b>	<b>361,938,690</b>	<b>364,822,119</b>
<b>TOTAL ASSETS</b>	<b>393,274,752</b>	<b>383,418,027</b>
<b>Current Liabilities</b>		
Trade and Other Payables	3,981,672	1,332,112
Interest Bearing Liabilities	509,431	145,911
Provisions	919,872	326,462
Other Accounts Payable	7,606,210	-
<b>Total Current Liabilities</b>	<b>13,017,185</b>	<b>1,804,485</b>
<b>Non-Current Liabilities</b>		
Interest Bearing Liabilities	7,366,567	7,893,337
Provisions	2,060,847	1,188,722
Other Accounts Payable	400,000	400,000
<b>Total Non-Current Liabilities</b>	<b>9,827,414</b>	<b>9,482,059</b>
<b>TOTAL LIABILITIES</b>	<b>22,844,599</b>	<b>11,286,544</b>
<b>NET COMMUNITY ASSETS</b>	<b>370,430,153</b>	<b>372,131,483</b>
Community Equity		
Asset Revaluation Reserve	268,161,543	268,193,727
Retained Surplus	102,268,610	103,937,756
<b>TOTAL COMMUNITY EQUITY</b>	<b>370,430,153</b>	<b>372,131,483</b>



**Cash Flow Statement**  
 for the period ended 30 June 2020

	30 June 2020	2019.2020
	Actual	Adopted Budget
	\$	\$
<b>Cash Flows From Operating Activities:</b>		
Receipts From Customers	7,629,021	15,402,886
Payments to Suppliers and Employees	(42,454,428)	(56,942,000)
	<u>(34,825,407)</u>	<u>(41,539,114)</u>
Interest Received	332,542	286,000
Rental Income	580,504	613,000
Non Capital Grant and Contributions	43,242,703	43,877,000
Borrowing Costs	(385,946)	(414,000)
<b>Net Cash Flows From Operating Activities</b>	<u>8,944,396</u>	<u>2,822,886</u>
<b>Cash Flows From Investing Activities:</b>		
Payments for Property, Plant and Equipment	(10,191,446)	(11,122,522)
Proceeds From Sale of Property, Plant and Equipment	0	160,000
Grants, Subsidies and Contributions	7,675,853	10,213,000
<b>Net Cash Flows From Investing Activities</b>	<u>(2,515,594)</u>	<u>(749,522)</u>
<b>Cash Flows From Financing Activities</b>		
Repayment of Borrowings	(474,385)	(419,131)
<b>Net Cash Flows From Financing Activities</b>	<u>(474,385)</u>	<u>(419,131)</u>
Net Increase (Decrease) in Cash Held	5,954,418	1,654,233
Cash at Beginning of Reporting Period	13,940,624	13,940,624
<b>Cash at End of Reporting Period</b>	<u>19,895,041</u>	<u>15,594,857</u>

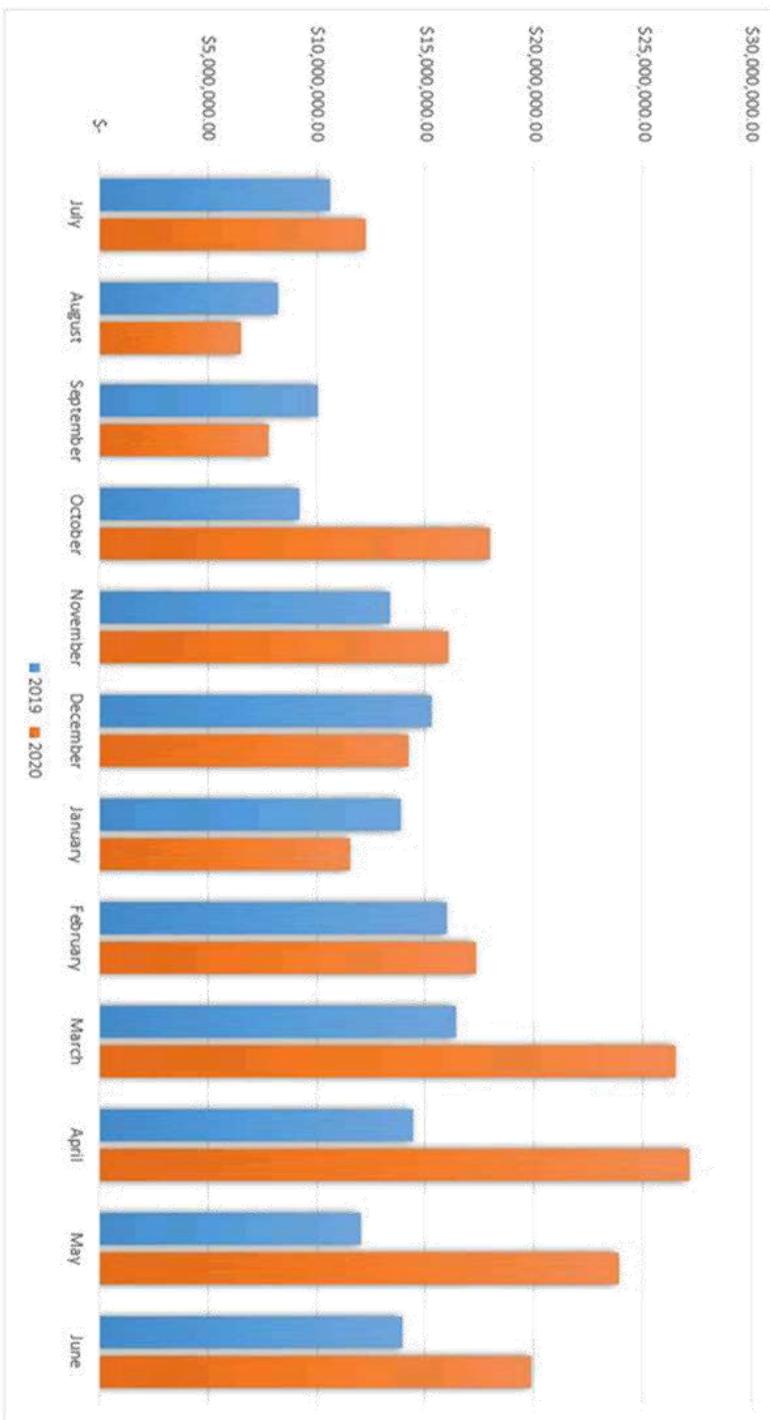


**Accounts Summary**

	30 June 2020	31 May 2020
	\$	\$
<b>General Accounts</b>		
Queensland Treasury Corporation	18,195,465	20,991,876
AMP Term Deposit	1,000,000	1,000,000
Westpac General Operating Accounts	1,741,455	2,896,974
<b>Total balance held in banks</b>	<b>20,936,920</b>	<b>24,888,850</b>
<b>Trust Accounts</b>		
Queensland Treasury Corporation	91,378	91,378
Westpac Bank	30,084	31,053
<b>Total balance held in trust</b>	<b>121,462</b>	<b>122,431</b>
<b>Other Balances</b>		
CSC Reserves	11,070,235	11,070,235
CSC Provisions	2,980,719	3,012,194
<b>Total balance reserves and provisions</b>	<b>14,050,954</b>	<b>14,082,429</b>
<b>QTC Borrowings</b>		
Karumba Sewerage	1,937,876	1,993,776
Normanton Water Upgrade	1,057,254	1,085,847
Raise Glenore Weir	4,880,867	4,975,076
<b>Total balance QTC borrowings</b>	<b>7,875,998</b>	<b>8,054,699</b>
<b>Net Council Position</b>	<b>(990,031)</b>	<b>2,751,722</b>

### CASH

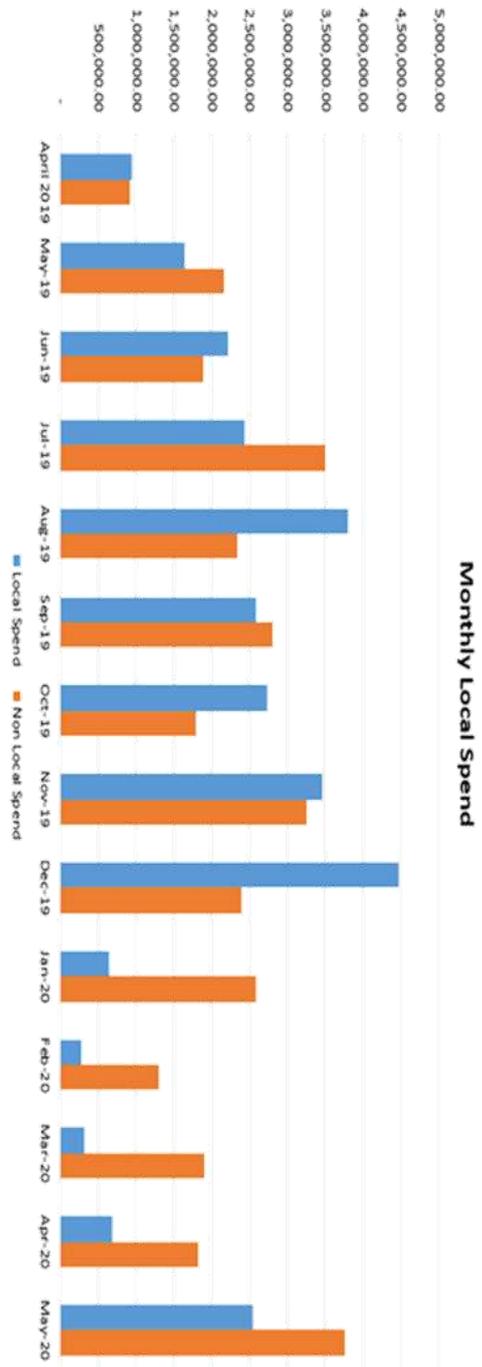
Year	July	August	September	October	November	December	January	February	March	April	May	June
2019	\$10,624,212.00	\$8,210,979.00	\$10,052,874.00	\$9,230,314.00	\$13,365,287.00	\$15,294,953.00	\$13,866,629.00	\$16,004,746.00	\$16,406,721.00	\$14,429,103.00	\$12,076,778.00	\$13,940,891.00
2020	\$12,280,567.00	\$6,538,396.00	\$7,802,385.00	\$17,986,246.00	\$16,045,726.00	\$14,253,941.00	\$11,534,551.00	\$17,310,350.00	\$26,505,321.00	\$27,149,119.00	\$23,891,105.00	\$19,895,041.00





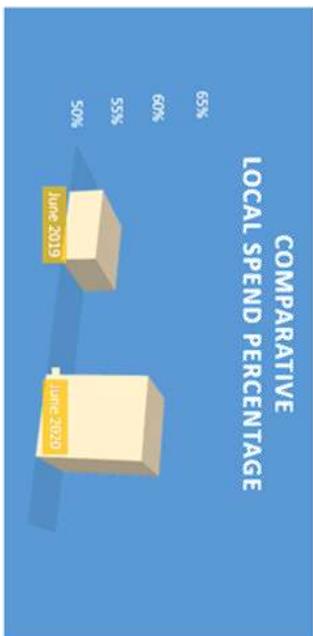


Cl/ Job Cost Account	Particulars	Type	BALANCE BT	2019/2020 EXPENSE YTD	TOTAL PROJECT COST	Cap./Job C/E	CAPITALISED EXPENSE	TOTAL PROJECT BALANCE	%	2019/2020 BUDGET	2020 Capital Funding Through
<b>WQDQ11</b>	<b>WQD 19/20 - 18 Woodward St Normalton</b>	E	0.00	456,595.12	456,595.12	0.00	0.00	456,595.12	117%	390,000	
WQDQ12	WQD 19/20 - 16 Woodward St Normalton	E	0.00	11,448.31	11,448.31	0.00	0.00	11,448.31	21%	54,000	WQD(540)
WQDQ14	WQD 19/20 - 6 Norman St Normalton	E	0.00	73,571.90	73,571.90	0.00	0.00	73,571.90	98%	75,000	WQD(750)
WQDQ15	WQD 19/20 - 76 Landborough St Normalton	E	0.00	0.00	0.00	0.00	0.00	0.00	0%	29,000	WQD(290)
WQDQ16	WQD 19/20 - 23 Woodward St Normalton	E	0.00	190,919.14	190,919.14	0.00	0.00	190,919.14	329%	50,000	WQD(100)
WQDQ19	WQD 19/20 - 2 Norman St Normalton	E	0.00	136,092.67	136,092.67	0.00	0.00	136,092.67	94%	58,000	WQD(180)
WQDQ110	WQD 2019/2021 - 180 Tappin St Kids' and Kitchen Replacement	E	0.00	44,561.10	44,561.10	0.00	0.00	44,561.10	94%	145,000	WQD(1450)
	<b>Other Works</b>										
	<i>Water Operating Expenses and structures</i>										
OPFX2001	Water Exp. In - New Energy Project	E	0.00	106,388.43	106,388.43	0.00	5,378.30	101,110.13	4%	2,511,000	
OPFX2003	Sign to Kiosk Sign	E	0.00	32,743.57	32,743.57	0.00	0.00	32,743.57	0%	0	
OPFX2005	Water Product Replacement	E	0.00	0.00	0.00	0.00	0.00	0.00	0%	2,400,000	
OPFX2006	Watermain Light Replacement	E	0.00	22,292.24	22,292.24	0.00	0.00	22,292.24	97%	24,000	
OPFX2007	Upgrade Canal Hoisting Infrastructure	E	0.00	1,833.40	1,833.40	0.00	0.00	1,833.40	97%	40,000	
OPFX2008	Normalton Race Pump Hoisting Repair	E	0.00	3,583.80	3,583.80	0.00	0.00	3,583.80	9%	5,000	
OPFX2009	Normalton Race Pump Hoisting Repair	E	0.00	1,712.45	1,712.45	0.00	0.00	1,712.45	87%	3,000	
OPFX2010	Project 2081 - Kerevas Normalton Checkers - primary ended August 2017	E	0.00	1,212.45	1,212.45	0.00	0.00	1,212.45	47%	1,000	
OPFX2012	Water to Kerevas - primary ended August 2017	E	0.00	5,443.05	5,443.05	0.00	0.00	5,443.05	131%	1,000	
OPFX2013	Water to Kerevas - primary ended August 2017	E	0.00	31,818.18	31,818.18	0.00	0.00	31,818.18	727%	1,000	
OPFX2014	Water to Kerevas - primary ended August 2017	E	0.00	15,229.34	15,229.34	0.00	0.00	15,229.34	508%	1,000	
OPFX2015	Water to Kerevas - primary ended August 2017	E	0.00	0.00	0.00	0.00	0.00	0.00	0%	45,000	WQD(450)
WQDQ11	Staff Housing Electrical Upgrade	E	0.00	0.00	0.00	0.00	0.00	0.00	0%	0	
	<b>TOTAL CAPITAL</b>		5,250,910.00	10,011,749.97	18,615,867.38	0.00	5,477,641.32	10,135,843.96		10,166,000	
	<b>TOTAL MAJOR CAPITAL</b>			106,388.43	106,388.43	0.00	5,378.30	101,110.13		2,511,000	
	<b>TOTAL FINANC. WORKS</b>		5,250,910.00	10,118,146.40	18,511,755.81		5,482,919.62	10,236,954.83	80%	12,697,000	



Comparative Monthly Local Spend

Suppliers	Jun-19	Jun-20
Local Spend	2,218,862.40	3,038,797.15
Non Local Spend	1,890,144.04	1,942,837.52
Total Spend	4,109,006.44	4,981,634.67
Local Spend Percent	54%	61%



## **BUSINESS PAPERS**

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### **10.3 COUNCILLOR REMUNERATION POLICY**

**Attachments:** 10.3.1. Councillor Remuneration Policy - POL\_E\_ADM\_001 - Review - V9 [↓](#)

**Author:** Justin Hancock - Director of Corporate Services

**Date:** 10 July 2020

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**Key Outcome:** 7.3 - Strategic management of Council

**Key Strategy:** 7.3.1 Develop and implement local laws, policies, standards and codes in accordance with legislative requirements and ensure compliance.

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#### **Executive Summary:**

On an annual basis, the Local Government Remuneration Commission reviews and establishes the level of remuneration to be paid to Mayors, Deputy Mayors and Councillors for the following financial year.

This policy establishes the processes adopted by Council to ensure compliance with the Local Government Remuneration Commission's determination on remuneration payments.

#### **RECOMMENDATION:**

That Council adopts the Councillor Remuneration Policy as presented.

#### **Background:**

The legislative guidelines for the remuneration of Councillors (which includes the Mayor and Deputy Mayor) are determined by the Local Government Remuneration Commission which has been established by Chapter 6 Part 3 Of the Local Government Act 2009. The Commission is required to determine on an annual basis the amount of remuneration payable for the following financial year.

The remuneration fixed by the Commission is all inclusive and no additional remuneration is payable for sick leave, annual leave or any other benefits otherwise applicable to employees other than superannuation.

The maximum amount of remuneration payable to a Councillor, as determined by the Commission, must be paid to the Councillor unless the local government decides, by resolution, not to pay the maximum amount.

The Councillor Remuneration Policy was last adopted in December 2016 and this policy has been reviewed and updated with statutory changes that have been implemented since last adoption. Considering the statutory guidelines established for Councillors' remuneration, a 4-year review cycle is deemed appropriate for this policy which is now scheduled to take place after each quadrennial local government election.

#### **Consultation (Internal/External):**

- Senior Management have reviewed and endorsed this policy prior to presentation to Council for adoption.

#### **Legal Implications:**

- This policy has been reviewed to reflect compliance with all relevant legislation.
-

## **BUSINESS PAPERS**

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### **Financial and Resource Implications:**

- The Local Government Remuneration Commission establishes the remuneration levels to be paid to all Councillors and this expenditure is included in the annual budget therefore there are no further financial and/or resource implications with adopting this policy.

### **Risk Management Implications:**

- Through the adoption of this policy, it will assist Councillors, staff and the community to understand the basis on which Councillors' Remuneration is established and that Council is following all statutory guidelines in remunerating its elected representatives. This will ensure any perceived risks concerning Councillors' Remuneration are mitigated.



## Councillor Remuneration Policy

### Policy Details

Policy Category	Council Policy
Date Adopted	15 July 2020
Endorsed by	Chief Executive Officer
Approval Authority	Council
Effective Date	15 July 2020
Policy Version Number	9
Policy Owner	Director Corporate Services
Contact Officer	Justin Hancock
Review Date	July 2024

### Supporting documentation

Legislation	<ul style="list-style-type: none"> <li>Local Government Act 2009</li> <li>Local Government Regulation 2012</li> <li>Taxation Administration Act 1953</li> </ul>
Policies	<ul style="list-style-type: none"> <li>Expenses Reimbursement Policy</li> </ul>
Delegations	<ul style="list-style-type: none"> <li>Nil</li> </ul>
Forms	<ul style="list-style-type: none"> <li>Nil</li> </ul>
Supporting Documents	<ul style="list-style-type: none"> <li>The Local Government Remuneration Commission's Annual Report</li> </ul>

### Version History:

Version	Adopted	Comment	eDRMS #
8	7/12/2016	Council Remuneration 1216/013	
9			



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## **Intent**

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To define the parameters surrounding the application of Councillor meeting attendance fees as determined by the Local Government Remuneration Commission.

## **Scope**

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This policy applies to all Councillors.

## **Policy Statement**

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On an annual basis, the Local Government Remuneration Commission reviews and establishes the level of remuneration to be paid to Mayors, Deputy Mayors and Councillors for the following financial year.

This policy establishes the processes adopted by Council to ensure compliance with the Local Government Remuneration Commission's determination on remuneration payments.

## **The Local Government Remuneration Commission**

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In accordance with Section 177 of the *Local Government Act 2009*, the Local Government Remuneration Commission (the Commission) is responsible for:

- a) establishing the categories of local governments;
- b) deciding in which category each local government belongs;
- c) deciding the maximum amount of remuneration that is payable to the Councillors in each of the categories; and
- d) any other function related to remuneration of councillors directed, in writing, by the Minister.

The Commission must annually decide and publish the maximum amount of remuneration payable from 1 July of the following year to a Mayor, Deputy Mayor or a Councillor of a local government in each category. Carpentaria Shire Council is a Category 1 Council.

The remuneration fixed by the Commission is all inclusive and no additional remuneration is payable for sick leave, annual leave or any other benefits otherwise applicable to employees other than superannuation.

Remuneration paid to a Councillor does not include any expenses reimbursement or facilities provided to Councillors. This information is contained in the Expenses Reimbursement Policy.

The maximum amount of remuneration payable to a Councillor, as determined by the Commission, must be paid to the Councillor unless the local government decides, by resolution, not to pay the maximum amount.

Any resolution not to pay the maximum amount must be effected prior to the 1<sup>st</sup> July of the year that the remuneration is to take effect. Apart from a resolution not to pay the maximum amount, there are no other resolutions required of Council in relation to remuneration and the schedules published by the Commission apply automatically from 1 July each year.



## **Basis of Remuneration Payment**

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The Commission has determined that remuneration payments to Councillors of Category 1 Councils, excepting the Mayor and Deputy Mayor, will be paid on the following basis:

- a base payment of 66.7% of annual remuneration, as determined by the Commission, will be paid to Councillors regardless of attendance at Council Meetings; and
- the remaining 33.3% of annual remuneration, is divided into equal calendar monthly meeting fees and is payable for attendance and participation in the scheduled meetings of Council, subject to certification by the Mayor and/or Chief Executive Officer.

As the monthly meeting fee is dependent on Councillors attending and participating in scheduled Council Meetings, should Councillors be absent from scheduled meetings, without prior notification and approval, they may forego this component of their remuneration.

When a Councillor becomes aware that they will be absent and temporarily unable to fulfil their Council responsibilities, which may or may not include attendance at a scheduled Council Meeting, they should immediately notify the Mayor in writing of their absence. This advice should include:

- the period of time and dates that they will be unable to fulfil their Councillor duties; and
- the reasons for their absence.

The Mayor will consider each request on its merits and without unreasonably withholding approval, will advise the Councillor of their determination. When a period of absence has been approved, the Councillor's apology will be formally submitted to any scheduled Council Meetings and will not impact on receipt of their monthly meeting fee.

For clarity should a Councillor link into the meeting by teleconference then that Councillor is deemed to have attended the meeting. Attendance by way of teleconference will be considered in extenuating circumstances and will be at Council's discretion.

## **Recording of Councillor Attendance at Meetings**

---

The Chief Executive Officer will certify the attendance of a Councillor at a monthly meeting by recording the Councillor's name in a register and signing a certification statement stating that either the Councillor attended the meeting or was granted a leave of absence.

Relevant Councillors will be paid the monthly meeting fee component of the Councillor's remuneration depending on their meeting attendance or by being granted a leave of absence.

## **Eligible Local Governing Body**

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Under section 446 Schedule 1 of the *Taxation Administration Act 1953*, Council can elect to be treated as an eligible local governing body. This election can only be achieved by an unanimous resolution of Council.

Once Council has resolved to become an eligible local governing body and provided written notice to the Commissioner, the remuneration payments to Councillors can be captured within the PAYG and FBT provisions. This effectively treats Councillors in a similar way as employees for tax and superannuation purposes.



## Superannuation

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With Council previously resolving to be treated as an eligible local governing body allows for the payment of superannuation to Councillors. The same principles apply to Councillor superannuation as to employees being:

- If a Councillor elects not to contribute superannuation from their remuneration then Council will pay into their nominated fund the amount of superannuation equivalent to the Super Guarantee Percentage. This percentage in the 2020/2021 financial year is 9.50%.
- If a Councillor elects to contribute 6% of their remuneration to superannuation, then Council will contribute an amount equivalent to 12% of the Councillors remuneration.

Councillors can nominate any Australian superannuation fund for payment of their superannuation contributions. Should a nomination not be received from a Councillor then the superannuation contributions will be directed to the default superannuation fund, being LGIA Super.

## Definitions

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TERM	DEFINITION
Councillor	Includes Mayor, Deputy Mayor and Councillors

Adopted by Council "Date" by Resolution "Number"

**Mark Crawley**  
Chief Executive Officer

## **BUSINESS PAPERS**

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### **10.4 WORKPLACE HEALTH AND SAFETY POLICY**

**Attachments:** 10.4.1. Workplace Health Safety Policy - POL-I-HRW-018 - Review V4 [↓](#)

**Author:** Justin Hancock - Director of Corporate Services

**Date:** 10 July 2020

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**Key Outcome:** 7.3 - Strategic management of Council

**Key Strategy:** 7.3.1 Develop and implement local laws, policies, standards and codes in accordance with legislative requirements and ensure compliance.

---

#### **Executive Summary:**

The purpose of the Work Health & Safety Policy Statement is to reinforce Council's commitment to the provision and maintenance of a safe and healthy workplace for all workers (including contractors and volunteers) as well as clients, visitors and members of the public.

The deliverables established in this policy and achieved through Council's Safety Management Plan and Safety Management System.

#### **RECOMMENDATION:**

That Council adopts the Workplace Health and Safety Policy as presented.

#### **Background:**

The Work Health & Safety Policy Statement is designed to express Council's commitment to being a responsible organisation that takes safety for its workers and visitors seriously and articulates management's objectives, responsibility, accountability and participation in Workplace Health and Safety.

This policy statement informs the responsibilities and obligations of all parties to work cohesively in building a workplace where hazards and risks to health and safety will be eliminated or minimised, as far as is reasonably practicable.

#### **Consultation (Internal/External):**

- This policy has been reviewed and endorsed by relevant WHS personnel and Senior Management prior to presentation to Council.

#### **Legal Implications:**

- Council has a statutory obligation under the Work Health and Safety Act 2011 to secure the health and safety of Council's workers and its workplace. This policy provides the overarching principles on how Council will fulfil its legislative obligations.

#### **Financial and Resource Implications:**

- All aspects of Council's workplace health and safety functions have been incorporated into the annual budget therefore there are no financial or resource implications with adopting this policy.

## **BUSINESS PAPERS**

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### **Risk Management Implications:**

- This policy reinforces Council's and Senior Management's ongoing commitment to a safe workplace and through the rollout of Safe Work Method Statements, Standard Operating Procedures, and WHS Procedures assists in mitigating potential of risks that workers may be exposed to in their daily duties.



## Workplace Health & Safety Policy

### Policy Details

Policy Category	Council Policy
Date Adopted	15 July 2020
Endorsed by	Chief Executive Officer
Approval Authority	Council
Effective Date	15 July 2020
Policy Version Number	1
Policy Owner	Manager Human Resources
Contact Officer	Christine Jackson
Review Date	July 2022

### Supporting documentation

Legislation	<ul style="list-style-type: none"> <li>Local Government Act 2009</li> <li>Local Government Regulation 2012</li> <li>Work Health and Safety Act 2011</li> <li>Work Health and Safety Regulation 2011</li> </ul>
Policies	<ul style="list-style-type: none"> <li>Code of Conduct for Councillors</li> <li>Code of Conduct for Employees</li> </ul>
Delegations	<ul style="list-style-type: none"> <li>Nil</li> </ul>
Forms	<ul style="list-style-type: none"> <li>Nil</li> </ul>
Supporting Documents	<ul style="list-style-type: none"> <li>Workplace Health and Safety Plan</li> <li>Disaster Management Plan</li> </ul>

### Version History:

Version	Adopted	Comment	eDRMS #
1	15/07/2020	Council Resolution 0720/	



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## Intent

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This policy establishes the approach to work health and safety management at Carpentaria Shire Council (Council) and outlines management's commitment to ensure a safe and healthy work environment for all workers.

## Scope

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This Policy applies to all workers including fulltime, part time, temporary and casual employees of Council as well as all visitors, contractors, labour hire workers, volunteers, work experience students, trainees and clients.

## Policy Statement

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Carpentaria Shire Council ("Council") is committed to providing a safe and healthy working environment for all workers, contractors, volunteers and visitors. Council aims to achieve and maintain the highest safety standards in corporate planning and in the performance of our operations within all projects, work sites and workplaces.

Council is also dedicated to achieving a high standard of health and safety performance and will strive to continuously improve the safety performance results in all of our operations through the implementation of a Safety Management System aligned with the requirements of Occupational Health and Safety Management Systems AS/NZS ISO 45001:2018.

Council will apply its best endeavours to comply with all relevant work health and safety legislation and related standards, codes of practice and industry guidelines. We establish clear objectives with measurable targets through a process of continuous improvement, and report on our performance against those targets at pre-determined intervals.

It is our core belief that:

- all incidents can, and should be prevented; and
- no task is so important that risk of injury to people is ever justified.

Council will deliver on these commitments by:

- having our leaders lead by example and demonstrate a visible commitment to workplace health and safety, to motivate, educate and support all persons involved in council activities
- proactively identifying and managing workplace health and safety risks
- ensuring that there is participative consultation to support and enhance our decision-making processes
- emphasising in all communications and interactions that people, safety and systems are our priority, including the dissemination of important WHS information
- ensuring all incidents and near misses are fully investigated and corrective measures taken to prevent reoccurrence
- ensuring our workers receive the appropriate workplace health and safety training to enable them to conduct their work safely
- the ongoing regular monitoring and review of our workplace health and safety performance to support the effectiveness of actions and ensure our objectives and targets are being met
- ensuring all levels of management and staff carry out their workplace health and safety responsibilities.



## Objectives

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The objectives of this Policy are to ensure Council is proactive in the:

- reduction and/or elimination of Work Health and Safety Risks
- promotion of the provisions of the *Work Health and Safety Act 2011* and its associated Regulations, Codes of Practice and Standards
- development and promotion of strategies and practices in the areas of hazard identification, risk management and injury prevention
- prevention of the risk of a person's injury, illness or death being caused by a workplace, workplace activities or by plant or substances for use/used at a workplace
- provision of adequate resources and regulatory training
- implementation of a Safety Management System that will provide a systematic process for managing safety across the organisation

## Council's Commitment to Workplace Health and Safety

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Council understands that creating and maintaining a safe and healthy working environment does not occur by chance. It is the result of careful attention to all Council's operations by those who are directly and indirectly responsible.

All workers have responsibilities and obligations whether Elected Members, Chief Executive Officer, Directors, Senior Managers, Supervisors, Coordinators, Employees, Contractors or others and are held accountable for the health and safety of their workplace.

Council is committed to the implementation of an effective Safety Management System in order to achieve its goals and objectives as outlined within this Policy.

Contractors are required to have the pre-requisite training, knowledge and resources to undertake their duties.

Council requires all employees, contractors and visitors to our workplaces, including worksites to follow safe work practices as prescribed under the legislation and in Council's policies and procedures and that they make every effort to reduce the risk of injury to themselves and others.

In the event of an employee suffering a workplace injury or illness, we will encourage and facilitate the rehabilitation of the employee.

Safe Work Method Statements, Standard Operating Procedures, and WHS Procedures are to be prepared in consultation with all relevant employees and issued accordingly.

Council will provide adequate resources and regular training for management, supervisors and employees to develop the appropriate knowledge and skills to be actively involved in the review and continual improvement of Work Health and Safety in the performance of their duties.

We expect, and require our workers to properly utilise these resources and to put into practice the training that is provided.

Council's goal of achieving and maintaining best practices in Workplace Health and Safety is important and can only be achieved through all parties working cooperatively, collaboratively and pro-actively.

Council encourages and requires workers to actively participate so that together, we can achieve this goal. Not only will this ensure a safe and healthy work environment, it will improve Council's ability to provide quality service to its constituents and visitors throughout the Region.



## Communication

This Policy will be available through Human Resources, Council's website, and Council's Intranet.

This Policy will be presented at an Executive Leadership Team Meeting for communication and distribution by Directors & Senior Managers to all workers across their area/s of responsibility.

Council has dedicated Work Health & Safety Notice Boards at locations where workers gather and along with other relevant safety information, the Work Health & Safety Policy Statement will be displayed.

## Definitions

TERM	DEFINITION
<b>Worker</b>	Section 7 of the <i>Work Health and Safety Act 2011</i> defines a worker as:  A person is a worker if the person carries out work in any capacity for a person conducting a business or undertaking, including work as an employee, contractor or subcontractor, an employee of a contractor or subcontractor, an employee of a labour hire company, outworker, apprentice or trainee, work experience student, volunteer or a person of a prescribed class.
<b>Workplace</b>	Section 8 of the <i>Work Health and Safety Act 2011</i> defines a workplace as:  A workplace is a place where work is carried out for a business or undertaking and includes any place where a worker goes, or is likely to be, while at work. Place also includes a vehicle, vessel, aircraft or other mobile structure; and any waters and any installation on land, on the bed of any waters or floating on any waters.

Adopted by Council "Date" by Resolution "Number"

**Mark Crawley**  
Chief Executive Officer

## BUSINESS PAPERS

### 11 REPORTS FROM DIRECTOR OF ENGINEERING - ROADS & SERVICES

#### 11.1 DOE REPORT

**Attachments:** NIL

**Author:** Michael Wanrooy - Director of Engineering

**Date:** 10 July 2020

**Key Outcome:** 5.1 - Integrated and timely provision and management of sustainable infrastructure and assets

**Key Strategy:** 5.1.3 Plan and implement urban improvement works which enhance local character and identify, conserve and improve the region's streetscapes and provide iconic parkland.

#### Executive Summary:

This report provides information and updates to Council on various activities and programs that are facilitated within the Director Engineering's portfolio.

#### RECOMMENDATION:

That Council:

1. receive the Director of Engineering Report; and
2. that those matters not covered by resolution be noted.

#### 1. Actions Arising from Previous Meetings

Reference	Action	Status
A0318-18	<p>Liaise with TMR to obtain approval to install a pedestrian crossing on Landsborough Street in the vicinity of the Stop Shop</p> <ul style="list-style-type: none"> <li>➤ Council has provided TMR concept plans and estimates for the pedestrian crossing through the Safer Roads Sooner project. Council also provided TMR costings and concept plans for the round-a-bout at the intersection of Brodie and Landsborough St.</li> </ul>	In Progress
1/11/2018	<p>Relocate and extend tie-downs to northern side of a aircraft parking area.</p> <ul style="list-style-type: none"> <li>➤ Completed</li> </ul>	Completed
1/11/2018	<p>Investigate and prepare a report including scope of works and estimate of costs to reinstate the grid on the Old Croydon Road for Councils consideration.</p> <ul style="list-style-type: none"> <li>➤ Put in budget June 2020 - 2021</li> </ul>	Not Started
April 19	<p>Assess the possibility of closing this road area and creating a playground/park in this area. (Barnett St – Full Closure)</p> <ul style="list-style-type: none"> <li>➤ Keep as road reserve but develop into a future park. Completed</li> </ul>	Completed

## BUSINESS PAPERS

Reference	Action	Status
	Look at the line marking at Karumba business district ➤ <b>Arranging line marker</b>	In Progress
June 20	Put spring in Gate at Kath Alexandra Park ➤ <b>Completed – Park opened to community use a few weeks ago</b>	Completed

### 2. Miscellaneous Projects

- 2.1. Wayne Miller's crew have been doing odd jobs around Normanton and Karumba.
- 2.2. Terry Casey's RMPC crew are undertaking Surface Correction / Pavement Repairs all State Controlled Roads with Traffic Control and other maintenance work.
- 2.3. Shelton Turner's Crew – Undertaking 15km TMR REPA work by stabilizing subgrade with top up gravel material, no powder. This work is 75% completed with over 10km of the work done. Gravel is being carted to the first 5km of prepared subgrade at the Glencoe end for the betterment works.
- 2.4. Gibson Charger – Gibson is ill and his grader is parked up. His camp will be sent to Middle Camp on the Kowanyama Road next week to prepare for gravel carting.
- 2.5. RAUP Round 6 – The illuminated windsock lighting work, and painted linemarking to differentiate the RPT and GA apron and tiedown cable installation are complete.
- 2.6. Hatchery – The construction of the platform around the 10 diameter tank is complete. The platform includes disabled ramp access to the feeding area.
- 2.7. Work to provide ramp access to the toilet at the Karumba Point is complete. Council also had new rails and ramp constructed at the shelter at the point so that it could be accessible to the public after being closed for safety reasons. All protruding bits and pieces of rusted steel have been grinded off the concrete rubble scattered around the shelter.
- 2.8. As directed by the Department of Environment and Science (DES) Council as removed and returned the blocks protecting the Karumba Point foreshore.
- 2.9. New slab at the Pump Station at the Glenore Weir is completed.
- 2.10. New betterment concrete works on the approach to the Little Bynoe is complete.

## BUSINESS PAPERS

Table: TMR Projects to date for 2020 – 2021

Projects	Value	Progress
89B TMR 2020 DRFA Emergent Works	\$ 200,000.00	Completed
89B TMR 2019 Special DRFA REPA Works	\$ 975,000.00	75%
89B TMR 2019 DRFA Betterment Works	\$ 4,560,000.00	10%
2019 TMR DRFA REPA Works on 84A, 89A, and 89B	\$ 1,761,000.00	25%
Grid Replacement at the Flinders River 89A	\$ 85,000.00	100%
2020-2021 RMPC	\$ 1,965,000.00	Work started by RMPC crew
Additional Weed Herbicide Variation	\$ 20,000.00	100%
ATSI TIDS - Dunbar Creek - New Causeway and approach on the Kowanyama Road	\$ 925,000.00	Survey being done
TMR Contribution to 2020-2021 TIDS on the Normanton Burketown Road	\$ 910,000.00	
92A Glenore 2019 DRFA repair - Still being approved by QRA -Will be offered as a variation by TMR		Council and TMR are working to sort out the scope of works due to underfunding by the DRFA side. Looking to tap into TMR rehabilitation funding to complete the full width.
2020 DRFA REPA Works - Being prepared by TMR		
89B Additional Works – TMR is planning 5 - 5.5 million new sealing works for this financial year. Council will work with TMR for scoping and location of works.		Not officially confirmed as yet, but in the pipeline
<b>Total</b>	<b>\$ 11,401,000.00</b>	

## **BUSINESS PAPERS**

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**Photo:** Stabiliser in action working on subgrade works on 89B.

## **BUSINESS PAPERS**



**Photo:** Safety features added to the shade shelter at the point.

## **BUSINESS PAPERS**

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**Photos:** Ramp access into toilets at the Karumba Point

## **BUSINESS PAPERS**

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**Photos:** Concrete protection works at the Glenore Weir pump station

## BUSINESS PAPERS

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**Photo:** Completed Concrete works at Little Bynoe

### 3. Update on Shire Flood Damage Works

#### 3.1. Colin Charger / Broadwater Camp:

- 2019 Restoration Works - Broadwater to Iffley Road / 5 x Quads Carting from Lillyvale with works starting from Iffley end and 2 x spotters manning gates.

#### 3.2. Ronnie Kerr / 7 Mile Camp:

- 2019 Restoration works on the Normanton Burketown Road working M Creek to Alexandria, when half way the camp will shift to the Alexandra Camp

#### 3.3. Gavin Delacour / Augustus Camp:

- 2019 Restoration Works - Working Augustus / Leichhardt from Augustus end. Leichhardt end completed
- They have one Quad carting to Lorraine to complete from Bullock Paddock
- They are also doing preparation work from Nardoo to Augustus

## **BUSINESS PAPERS**

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3.4. Dave Atu / Wondoola Camp:

- 2019 Restoration Works Wondoola By Pass Road will be finished this swing
- Wondoola Crew will shift to Koolatah with tippers and loader

3.5. Brenton Murray / Pioneer Camp

- 2019 Restoration Works - Working Trenton Road from Pioneer Camp towards Iffley
- Next Camp move will be to Deadcalf on the Iffley / Broadwater Road.
- One triple carting from Mundjuro Pit

3.6. Karl Pickering / Stirling Camp:

- 2019 Restoration - Working Glencoe to Miranda
- One triple carting from Glencoe Pit
- Next road the crew will work on is the Delta Road out of Lotusvale Camp

#### **4. Trades Report**

- 4.1. 38 Woodward Street: 70% complete. New kitchen ordered and currently being made.
- 4.2. New AC ducting ion Council office is 40% complete.
- 4.3. Standard housing, electrical and plumbing maintenance.
- 4.4. Shifting and maintain camps.
- 4.5. Working to complete bathroom at the Hatchery.
- 4.6. Trades Shed – 97.5% complete.

#### **5. New Projects/Grant Applications**

- TMR is unofficially discussing new additional sealing works on 89B for this financial year estimated at 5 to 5.5 million in the pipeline.

#### **6. Reports**

- 6.1. Nil

## BUSINESS PAPERS

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### 11.2 NDRRA/QDRF REPORT

**Attachments:** 11.2.1. Appendix A - QRA18 Expenditure Summary [↓](#)  
11.2.2. Appendix B - QRA18 Completion Sketch [↓](#)  
11.2.3. Appendix C - QRA19 Expenditure Summary [↓](#)  
11.2.4. Appendix D - QRA19 Completion Sketch [↓](#)  
11.2.5. Appendix E - Betterment Projects [↓](#)

**Author:** Branden Brosseuk - Project Engineer

**Date:** 10 July 2020

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**Key Outcome:** 5.2 - A safe and sustainable road network

**Key Strategy:** 5.2.1 Plan and deliver a safe, sustainable and efficient road network.

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#### Executive Summary:

QRA18 REPA reached practical completion on 30 June 2020 with \$21.2million expended. The project is awaiting final invoices prior to acquittal from QRA.

QRA19 REPA Submissions 1-6 have all been approved with a total RV in excess of \$66 million plus gravel delivery to Dunbar – Kowanyama Road. Construction is approximately 31% complete with six (6) crews and approximately \$17.9million expended.

QRA20 has been activated for CDO, EW and REPA. Application for REPA funding for Shire Roads has been submitted to QRA with an “in-field” assessment scheduled for the 6<sup>th</sup> – 9<sup>th</sup> of July 2020 with QRA. CDO Submission 1 has been approved by QRA.

QRA have approved six (6) betterment projects for completion in 2020/21.

Road construction is considered an essential service. Construction of the QRA19 project is underway and COVID-19 advice from the State and Federal Government will be monitored closely to ensure all camps meet the health and safety requirements. Delays to the construction program are expected.

#### RECOMMENDATION:

That Council:

1. accepts the NDRRA/QDRF Report as presented; and
2. that those matters not covered by resolution be noted.

#### Background:

##### 2018 QRA Restoration

1. The QRA18 REPA Program (\$13.2million construction value) reached practical completion on 30 June 2020 with \$21.2million expended and a final expenditure to RV ratio of 1.61. Refer Appendix A and B for full details of the QRA18 project.

## **BUSINESS PAPERS**

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2. Council is waiting on final invoices from contractors performing works up to 30 June 2020. Once received, acquittal documents will be supplied to QRA prior to the 30 September 2020 deadline.

### **2019 QRA Event**

1. Six (6) QRA19 REPA submissions have been approved with a total RV of approx. \$66.9million with a 30% prepayment paid to Council. QRA approval for the carting of Gravel to Dunbar – Kowanyama Road has not yet been received.
2. The approved construction budget for the works program is approximately \$52.6million.
3. Six (6) crews are currently constructing QRA19 projects. The project is currently 31% complete with a forecast final construction cost of \$47.9million and estimated expenditure to RV ratio of 0.91. Refer Appendix C and D for construction progress.
4. Local contractors are having difficulties finding operators due to COVID-19 travel restrictions. Many operators from surrounding districts have now relocated for the construction season. QRA have been advised that time delays and additional costs are to be expected due to COVID-19.
5. An extension of time has been submitted to QRA to compensate for the reduction in available resources and travel restrictions which were in place.
6. QRA has approved the following betterment projects for construction in 2020/21:
  - Normanton to Burketown Pavement Improvements and Sealing CH37.458 – 43.185 – Project RV \$3.1million, Construction value \$2.5million.
  - Normanton to Burketown Pavement Improvements and Sealing CH53.218 – 55.742 – Project RV \$0.96million, Construction value \$0.76million.
  - Burke and Wills Monument Road pavement improvements (\$138,000).
  - Monsoon Trough Flood Impact Study (\$60,000).
  - Desludging of the Normanton Sewerage Lagoon (\$734,508).
  - Glenore Weir Scouring Rectification (\$66,487).
7. The Little Bynoe approach betterment project has been completed and is open to traffic. Upon receipt of final invoices, the project report will be submitted to QRA for acquittal.
8. Council is currently negotiating the costs for supply and delivery of gravel to Dunbar – Kowanyama Road with QRA prior to commencement.
9. As of 30 June, four (4) NCRs have been issued to contractors for breaches of the 2020 Plant Hire contract.

## **BUSINESS PAPERS**

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10. QRA have met with Council officers and ERSCON to review Council plant eligibility rates. Ineligible costs have reduced from 27% to 0%.

### **2020 QRA Event**

1. Due to significant rainfall and flooding from the Queensland Monsoonal Flooding event (23 January to 3 February 2020), Carpentaria Shire has been “activated” for Counter Disaster Operations (CDO), Emergency Works (EW) and Reconstruction of Essential Public Assets (REPA).
2. Four (4) applications for REPA funding have been submitted to QRA. “In-field” assessments are scheduled for the 6<sup>th</sup> – 9<sup>th</sup> of July in Normanton.
3. Emergency work on all Shire roads has been completed. Approximately \$325k has been expended and is currently being acquitted.
4. A CDO claim (\$3,600) for search and rescue operations has been paid by QRA. Additional costs for a medicine drop have been submitted to QRA in a separate CDO claim.
5. Projects are currently being developed for the 2019/20 Queensland Resilience and Risk Reduction Fund (QRRRF) – refer Appendix E for a list of projects which will be submitted to QRA before the due date on 22 July.
6. QRA have met with Council officers and ERSCON to review benchmarking rates for the 2020 project.

### **Consultation (Internal/External):**

- Chief Executive Officer – Mark Crawley
- Director of Engineering – Michael Wanrooy
- ERSCON Consulting Engineers – John Martin and Nick Lennon

### **Legal Implications:**

- Nil.

### **Financial and Resource Implications:**

- QRA 18 Trigger Point contribution - \$29,085
- QRA 18 10% Council contribution to day labour - \$180,559.69
- QRA 19 Trigger Point contribution - \$32,408
- QRA 19 10% Council contribution to day labour - \$70,421.63
- QRA 20 Trigger Point contribution - \$29,363

## **BUSINESS PAPERS**

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### **Risk Management Implications:**

- Moderate – QRA 19 – Large scope of work to be completed prior to 30 June 2020 deadline. Productivity to be maintained throughout the construction season. An extension of time has been submitted to QRA due to the COVID-19 travel restrictions implemented and subsequent delays experienced.
- Low – QRA 20 – Submissions currently in the approval phase, not expected to be approved for construction until late 2020 or early 2021.

**CARPENTARIA SHIRE COUNCIL**  
**SUMMARY OF QRA18 EXPENDITURE**

**CURRENT**  
Project Completed

**30/06/2020**  
100.0%

Forecast Project Expenditure to RV Ratio

1.61



Submission 1 - CSC.50.18					
Road Name	Recommended Value	Expenditure	Complete (%)	Expected Expenditure Ratio	Notes
Glencoe to Miranda Downs Road	\$ 2,050,012.00	\$ 3,252,631.48	100%	1.59	Approved rates for construction too low. Variation to rates has been approved for QRA19 construction season. Project has been closed out and audited by QRA.
<b>TOTAL</b>	<b>\$ 2,050,012.00</b>	<b>\$ 3,252,631.48</b>			

\*Expected expenditure ratio is the ratio of final expenditure divided by the recommended value. (i.e. 1.5 is 50% over budget, 0.8 is 20% under budget)

Submission 2 - CSC.56.18					
Road Name	Recommended Value	Expenditure	Complete (%)	Expected Expenditure Ratio	Notes
Inkerman Road	\$ 710,886.00	\$ 802,115.52	100%	1.13	Approved rates for construction too low. Variation to rates has been approved for QRA19 construction season.
Dinah Island Access	\$ 610,025.00	\$ -	0%	1.00	
Pormpuraaw Road	\$ 119,540.00	\$ -	0%	1.00	
<b>TOTAL</b>	<b>\$ 1,440,451.00</b>	<b>\$ 802,115.52</b>			

Submission 3 - CSC.58.18					
Road Name	Recommended Value	Expenditure	Complete (%)	Expected Expenditure Ratio	Notes
Clarville Road	\$ 685,291.00	\$ 756,089.01	100%	1.10	
Glenore Access (Surveyors)	\$ 19,435.00	\$ 35,359.74	100%	1.82	Ratio not representative due to small scope of work.
Broadwater to Iffley Road	\$ 1,212,620.00	\$ 2,051,976.49	100%	1.69	Approved rates for construction too low. Variation to rates has been approved for QRA19 construction season.
Wondoola Access	\$ 121,803.00	\$ 89,215.07	100%	0.73	Overlapping costs with Wondoola Bypass.
Wondoola Bypass Road	\$ 280,235.00	\$ 367,174.41	100%	1.31	Overlapping Costs with Wondoola Access.
Iffley Road	\$ 395,235.00	\$ 832,323.08	100%	2.11	Approved rates for construction too low. Inconsistent works increased costs due to multiple establishment and disestablishment after wet season. Variation to rates has been approved for QRA19 construction season.
<b>TOTAL</b>	<b>\$ 2,714,619.00</b>	<b>\$ 4,132,137.80</b>			

Submission 4 - CSC.54.18					
Road Name	Recommended Value	Expenditure	Complete (%)	Expected Expenditure Ratio	Notes
Augustus Downs Access	\$ 8,599.00	\$ 5,304.77	100%	0.62	Savings from shared mobilisation costs with adjacent Nardoo to Leichardt Road.
Cowan Downs Access	\$ 132,798.00	\$ 92,598.61	100%	0.70	Mobilisation costs shared with adjacent Donors Hill Access.
Donors Hill Access	\$ 85,624.00	\$ 165,338.11	100%	1.93	Approved rates for construction too low. Variation to rates has been approved for QRA19 construction season.
Donors Hill to Augustus Downs Road	\$ 354,839.00	\$ 843,992.37	100%	2.38	Constructed simultaneously with 2017 works with overlapping costs booked to this job. Issues with access to water. Approved rates for construction too low. Variation to rates has been approved for QRA19 construction season.
Lorraine Access	\$ 46,397.00	\$ 66,340.36	100%	1.43	Approved rates for construction too low. Variation to rates has been approved for QRA19 construction season.
Nardoo to Leichardt Road	\$ 17,953.00	\$ 31,187.92	100%	1.74	Ratio not representative due to small scope of work.
Neumayer Valley Access	\$ 69,445.00	\$ 96,739.05	100%	1.39	Approved rates for construction too low. Variation to rates has been approved for QRA19 construction season.
Inverleigh Access	\$ 13,694.00	\$ 11,022.00	100%	0.80	Overlapping mobilisation costs with Normanton to Burketown Road.
Kelwood Access	\$ 201,164.00	\$ 187,140.86	100%	0.93	Cost savings due to proximity to Normanton.
McAllister Road	\$ 472,115.00	\$ 1,170,551.16	100%	2.48	Approved rates for construction too low. Approved scope in small discontinuous sections which slowed production. Variation to rates has been approved for QRA19 construction season.
Normanton Gun Club Access	\$ 33,061.00	\$ 38,526.62	100%	1.16	Approved rates for construction too low. Variation to rates has been approved for QRA19 construction season.
Karumba Pipeline Service Access	\$ 84,974.00	\$ 85,196.48	100%	1.00	
Ten Mile Road	\$ 491,052.00	\$ 655,962.60	100%	1.34	Approved rates for construction too low. Variation to rates has been approved for QRA19 construction season.
Warrenvale Access	\$ 15,685.00	\$ 21,448.99	100%	1.37	Approved rates for construction too low. Variation to rates has been approved for QRA19 construction season.
Wernadinga Access	\$ 10,707.00	\$ 23,498.43	100%	2.19	Approved rates for construction too low. Variation to rates has been approved for QRA19 construction season. Small scope of work does not accurately portray expenditure to RV ratio.
<b>TOTAL</b>	<b>\$ 2,038,107.00</b>	<b>\$ 3,494,648.33</b>			

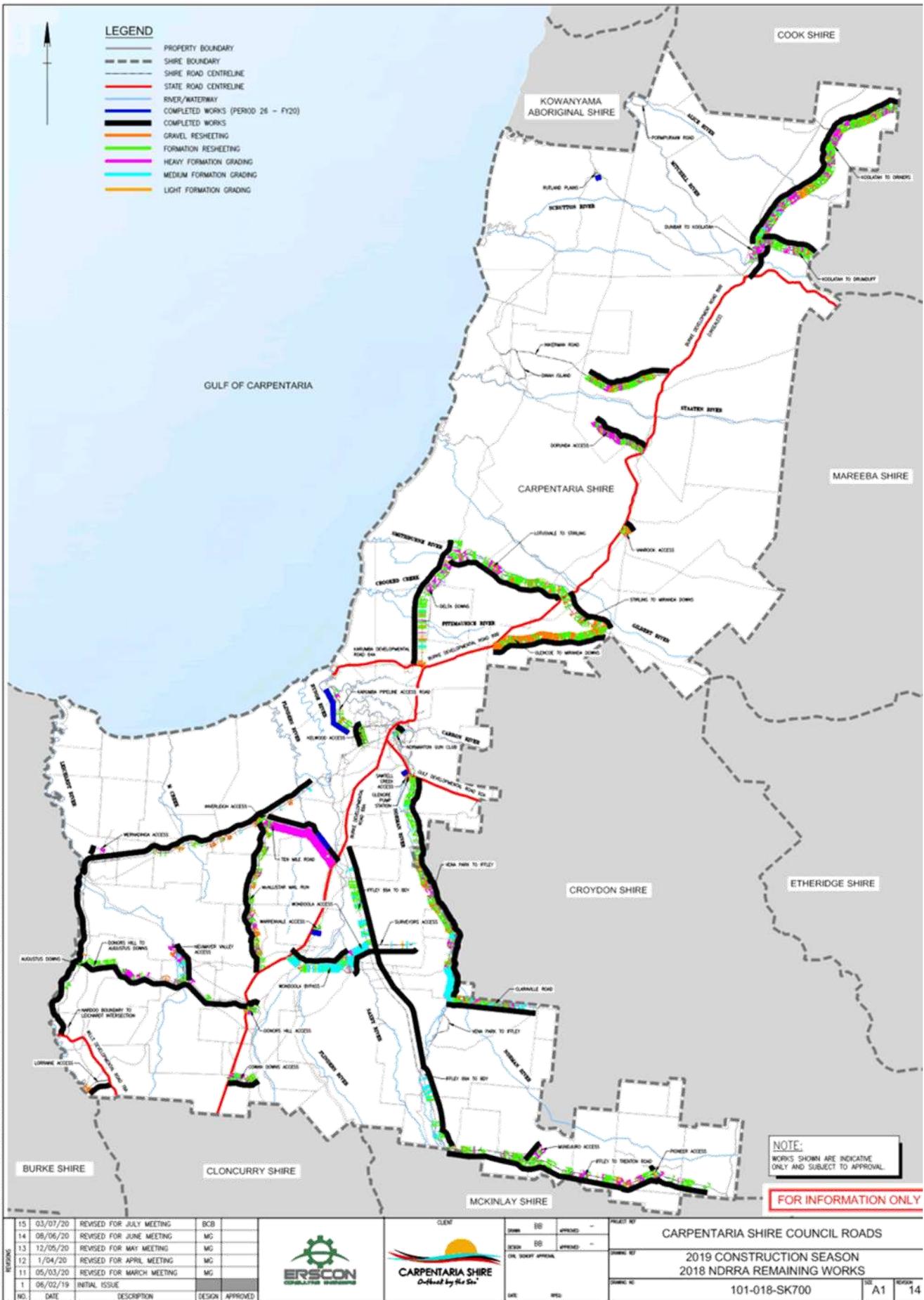
Submission 5 - CSC.52.18					
Road Name	Recommended Value	Expenditure	Complete (%)	Expected Expenditure Ratio	Notes
Dorunda Access	\$ 584,653.00	\$ 841,734.61	100%	1.44	Approved rates for construction too low. Variation to rates has been approved for QRA19 construction season.
Vanrook Access	\$ 122,744.00	\$ 179,263.68	100%	1.46	Approved rates for construction too low. Variation to rates has been approved for QRA19 construction season.
<b>TOTAL</b>	<b>\$ 707,397.00</b>	<b>\$ 1,020,998.29</b>			

Submission 6 - CSC.55.18					
Road Name	Recommended Value	Expenditure	Complete (%)	Expected Expenditure Ratio	Notes
Normanton to Burketown Road	\$ 600,885.00	\$ 1,817,705.34	100%	3.03	QRA19 works completed late in 2019 incorrectly booked to this job. Costs will be transferred to correct job and align expenditure closer to RV.
<b>TOTAL</b>	<b>\$ 600,885.00</b>	<b>\$ 1,817,705.34</b>			

Submission 8 - CSC.59.18					
Road Name	Recommended Value	Expenditure	Complete (%)	Expected Expenditure Ratio	Notes
Iffley to Trenton Road	\$ 604,195.00	\$ 958,662.89	100%	1.59	Approved rates for construction too low. Variation to rates has been approved for QRA19 construction season.
Mundjuro Access	\$ 35,479.00	\$ 24,991.46	100%	0.70	Mobilisation and camp costs shared with adjacent Iffley - Trenton Road.
Pioneer Access	\$ 16,622.00	\$ 14,480.74	100%	0.87	Mobilisation and camp costs shared with adjacent Iffley - Trenton Road.
<b>TOTAL</b>	<b>\$ 656,296.00</b>	<b>\$ 998,135.09</b>			

Submission 9 - CSC.62.19					
Road Name	Recommended Value	Expenditure	Complete (%)	Expected Expenditure Ratio	Notes
Koolatah to Dixie Road	\$ 1,627,301.00	\$ 2,483,635.37	100%	1.53	Approved rates for construction too low. Variation to rates has been approved for QRA19 construction season.
Dunbar to Koolatah Road	\$ 110,343.00	\$ 169,408.36	100%	1.54	Approved rates for construction too low. Variation to rates has been approved for QRA19 construction season.
Koolatah to Drumduff Road	\$ 310,953.00	\$ 516,119.72	100%	1.66	Approved rates for construction too low. Variation to rates has been approved for QRA19 construction season.
Stirling to Miranda Downs Road	\$ 240,727.00	\$ 520,886.40	100%	2.16	Approved rates for construction too low. Variation to rates has been approved for QRA19 construction season.
Delta Downs Road	\$ 571,992.00	\$ 1,171,035.74	100%	2.05	Long gravel haul from Lilyvale Pt. Approved rates for construction too low. Variation to rates has been approved for QRA19 construction season.
Lotusvale to Stirling Road	\$ 777,306.00	\$ 1,370,299.44	100%	1.76	Approved rates for construction too low. Variation to rates has been approved for QRA19 construction season.
Rutland Plains Access	\$ 2,737.00	\$ -	100%	0.00	Construction completed, expenditure processing.
<b>TOTAL</b>	<b>\$ 3,641,359.00</b>	<b>\$ 6,231,385.03</b>			

Submission 10 - CSC.60.18					
Road Name	Recommended Value	Expenditure	Complete (%)	Expected Expenditure Ratio	Notes
Glenore Weir Road	\$ 11,372.00	\$ -	100%	0.00	Construction completed, expenditure processing.
Sawtell Creek Access	\$ 6,640.00	\$ -	100%	0.00	Construction completed, expenditure processing.
<b>TOTAL</b>	<b>\$ 18,012.00</b>	<b>\$ -</b>			



**CARPENTARIA SHIRE COUNCIL**  
 SUMMARY OF QRA19 EXPENDITURE

**CURRENT** **30/06/2020**  
**Project Completed** **30.9%**  
**Forecast Project Expenditure to RV Ratio** **0.95**



Submission 1 - CSC.0004.1819E.REC					
Road Name	Construction Recommended Value	Expenditure	Complete (%)	Expected Expenditure Ratio	Notes
Hffley Road	\$ 7,965,253.97	\$ 3,719,043.79	52%	0.90	
Normanton to Burketown Road	\$ 8,345,264.72	\$ 3,917,492.42	45%	1.03	
Donors Hill to Augustus Downs Road	\$ 1,235,778.13	\$ 67,654.28	0%	1.00	
Dunbar Koolatah Road	\$ 40,500.00	\$ 30,952.94	65%	1.18	Costs incurred to order flood camera parts, camera not yet installed.
<b>TOTAL</b>	<b>\$ 17,586,796.82</b>	<b>\$ 7,735,143.43</b>			

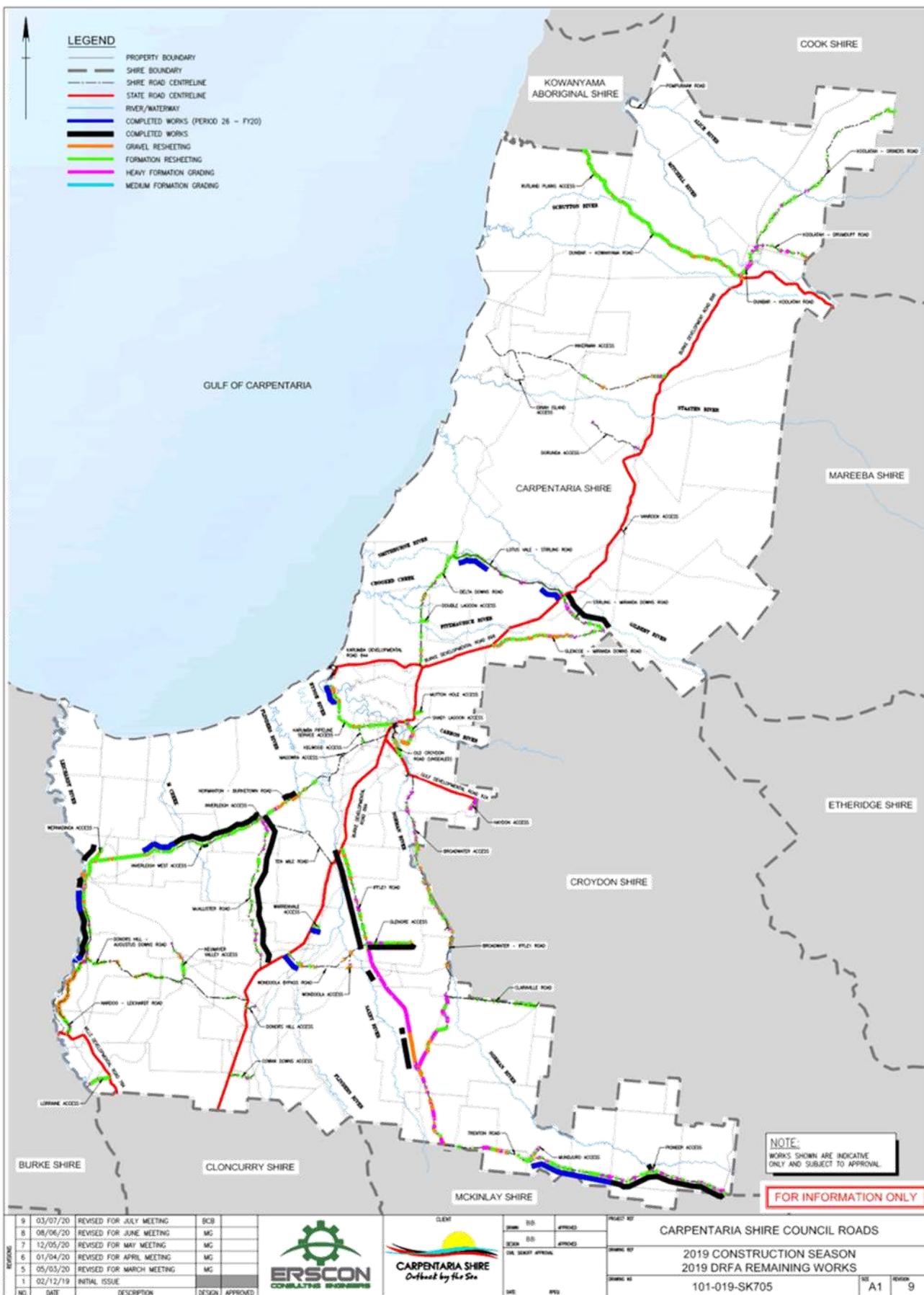
\*Expected expenditure ratio is the ratio of final expenditure divided by the recommended value. (i.e. 1.5 is 50% over budget, 0.8 is 20% under budget)

Submission 2 - CSC.0010.1819E.REC					
Road Name	Construction Recommended Value	Expenditure	Complete (%)	Expected Expenditure Ratio	Notes
Dunbar to Kowanyama Road	\$ 5,772,450.47	\$ 168,843.46	0%	1.00	
<b>TOTAL</b>	<b>\$ 5,772,450.47</b>	<b>\$ 168,843.46</b>			

Submission 3 - CSC.0009.1819E.REC					
Road Name	Construction Recommended Value	Expenditure	Complete (%)	Expected Expenditure Ratio	Notes
Trenton Road	\$ 3,087,067.71	\$ 2,200,066.14	79%	0.90	
Nardoo to Leichardt Road	\$ 5,457,880.01	\$ 3,065,274.46	33%	0.58	Accrued costs processing. Road currently under construction.
Koolatah to Dixie Road	\$ 1,037,839.19	\$ 5,402.99	0%	1.00	
<b>TOTAL</b>	<b>\$ 9,582,776.91</b>	<b>\$ 3,270,743.19</b>			

Submission 4 CSC.0015.1819E.REC					
Road Name	Construction Recommended Value	Expenditure	Complete (%)	Expected Expenditure Ratio	Notes
Stirling to Miranda Downs	\$ 714,067.74	\$ 1,644,412.55	100%	2.30	Costs for establishment, push up of gravel and delivery of gravel for Glencoe to Miranda and Lotysvale to Stirling booked to this road. When assessing all roads together the expenditure aligns closer to the RV.
Glencoe to Miranda Downs	\$ 2,336,152.96	\$ 29,142.29	10%	0.12	
Lotysvale to Stirling	\$ 886,520.02	\$ 935,317.32	73%	0.80	
Delta Downs Road	\$ 1,234,393.09	\$ 375,480.54	0%	1.00	
Dorunda Access	\$ 63,616.91	\$ -	0%	1.00	
Double Lagoon Access	\$ 152,260.02	\$ -	0%	1.00	
Dunbar to Koolatah	\$ 621,749.80	\$ -	0%	1.00	
Inkerman Access	\$ 575,844.83	\$ -	0%	1.00	
Koolatah to Drumduff	\$ 400,021.44	\$ 997.67	0%	1.00	
Mutton Hole Access	\$ 197,093.65	\$ -	0%	1.00	
Rutland Plains Access	\$ 62,784.92	\$ -	0%	1.00	
Shady Lagoon Access	\$ 706,726.20	\$ -	0%	1.00	
<b>TOTAL</b>	<b>\$ 7,949,231.58</b>	<b>\$ 2,565,350.37</b>			

Submission 5 CSC.0019.1819E.REC					
Road Name	Construction Recommended Value	Expenditure	Complete (%)	Expected Expenditure Ratio	Notes
Glenore Access	\$ 909,509.81	\$ 986,460.46	100%	1.08	
Inverleigh West Access	\$ 26,659.05	\$ -	100%	0.00	Construction complete. Costs booked to adjacent Normanton to Burketown road as construction was completed in less than one day.
McAllister	\$ 917,701.37	\$ 1,118,046.27	100%	1.22	Discontinuous scope of work slowed productivity moderately.
Pioneer Access	\$ 43,036.66	\$ 22,805.41	100%	0.53	Cost savings from camp and mobilisation costs booked to adjacent Trenton Road.
Warrenvale Access	\$ 155,485.20	\$ 41,499.84	100%	0.27	Accrued costs processing. Recently finished construction.
Wernadings Access	\$ 358,899.18	\$ 212,312.68	100%	0.59	Cost savings from simultaneous construction with QRA18 Wernadings Access Scope of work.
RBA Pipeline Service Access	\$ 1,631,989.21	\$ 380,419.81	28%	0.84	
Wondoola Bypass	\$ 364,917.20	\$ 163,360.45	52%	0.86	
Broadwater to Hffley	\$ 3,317,286.59	\$ 101,529.34	0%	1.00	Lotysvale gravel push up expenditure incurred, construction recently commenced
Broadwater Access	\$ 7,458.24	\$ -	0%	1.00	
Clarville	\$ 633,331.54	\$ -	0%	1.00	
Cowan Downs Access	\$ 192,966.61	\$ -	0%	1.00	
Donors Hill Access	\$ 72,667.33	\$ -	0%	1.00	
Haydon Access	\$ 195,907.01	\$ -	0%	1.00	
Inverleigh Access	\$ 5,671.11	\$ 781.35	0%	1.00	
Inverleigh Access (Secondary)	\$ 6,592.06	\$ -	0%	1.00	
Kelwood Access	\$ 63,632.75	\$ -	0%	1.00	
Lorraine Access	\$ 603,515.79	\$ -	0%	1.00	
Mundjuro Access	\$ 249,585.23	\$ -	0%	1.00	
Neumayer Valley Access	\$ 346,224.08	\$ -	0%	1.00	
Old Croydon (Unsealed)	\$ 407,664.35	\$ -	0%	1.00	
Wondoola Access	\$ 224,681.17	\$ 37,056.43	0%	1.00	
<b>TOTAL</b>	<b>\$ 10,733,401.54</b>	<b>\$ 3,064,272.04</b>			



<b>2019/20 QRRRF Projects</b>						
<b>Project Number</b>	<b>Project Location</b>	<b>Project Description</b>	<b>Start CH</b>	<b>End CH</b>	<b>Length (m)</b>	<b>Price</b>
P1	Normanton Town	SES Shed				In Development
P2	Normanton to Burketown	Goat Creek Concrete Floodway	66.248	66.303	55	In Development
P3	Normanton to Burketown	Poingdestre Creek Floodway	83.187	83.249	62	In Development
P4	Normanton to Burketown	Armstrong Creek Causeway	46.627	46.85	223	In Development

## BUSINESS PAPERS

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### 11.3 WATER AND WASTE REPORT - JUNE 2020

**Attachments:** NIL  
**Author:** Ben Hill - Manager Water and Sewerage  
**Date:** 10 July 2020

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**Key Outcome:** 5.3 - A safe and sustainable water network  
**Key Strategy:** 5.3.1 Plan, deliver and manage efficient and sustainable, high quality, water supply systems.

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#### Executive Summary:

Normanton Water Treatment Plant (WTP), Karumba Sewage Treatment Plant (STP) and Normanton STP are operating effectively. The following items of interest are discussed in further detail within the report:

- Glenore Weir is currently at the approximate height of 2.91m AHD.
- Total treated water was 81.1ML for the month.
- One burst was repaired on the Glenore supply line.
- One sewer main blockage was cleared by contractors in Normanton.
- The new assistant for the Karumba water and waste crew will commence on July 6.
- The funded illegal dumping compliance officer will commence in the role on July 20.
- Carpentaria are continuing to assist Burke Shire Council with water sampling.
- Many upcoming projects expected for the new financial year.
- Nearly all of the projects come from State Government funding.
- Several E-one pumps were replaced in Karumba during the month.

#### RECOMMENDATION:

That Council:

1. accepts the Water and Wastewater Report as presented for the period ending 30<sup>th</sup> June 2020; and
2. that those matters not covered by resolution be noted.

#### Background:

##### Glenore Weir

The river level at Glenore Weir was estimated to be 7.21m (AHD 2.91m) on the 30<sup>th</sup> of June 2020, a decrease of approximately 0.28m in the past month (see Figure 1). The Bureau of Meteorology recorded no rainfall at Normanton Airport during the month.

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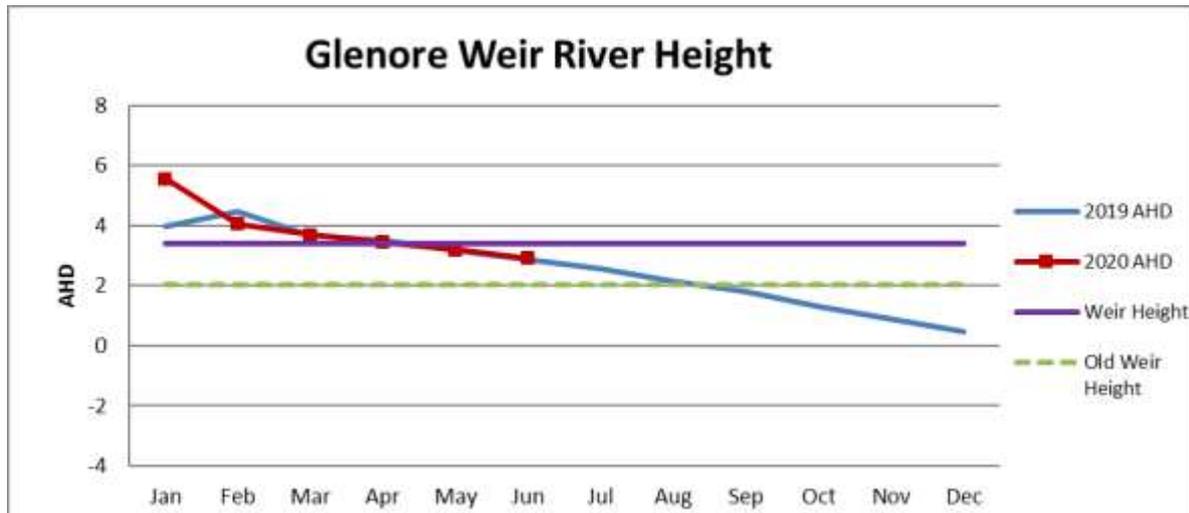


Figure 1: River height on last day of the month

### Normanton Water Treatment Plant

For the month, 76.9ML was pumped from Glenore Weir and 4.2ML from the Normanton bore for a total of 81.1ML of raw water. As can be seen in Figure 2, water consumption has increased in comparison to the previous month but remains lower than the same period last year.

Normanton consumed 45.9ML (56.6%) and 28.7ML (35.1%) was pumped to Karumba, 5.2ML (6.4%) was used for backwashing and bulk water supply with the remaining 1.9% recorded to treatment losses.

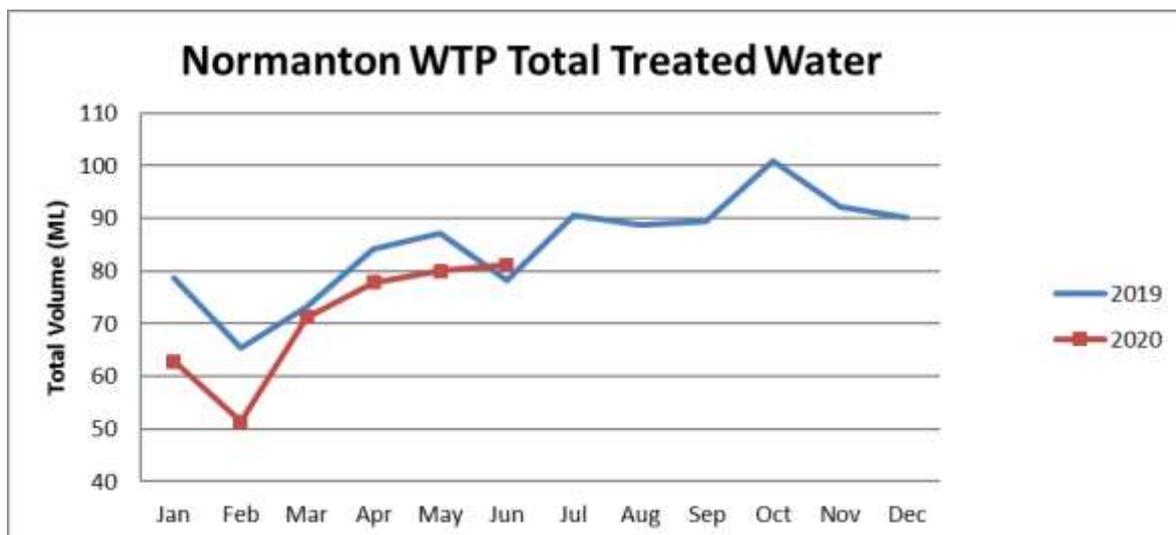


Figure 2: Total raw water treated

### **Maintenance and Upgrades**

Another repair was carried out on the Glenore pipeline along Old Croydon Road. The water plant was shutdown and various maintenance was carried out, including flushing chemical

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dosing lines. The senior plant operator and recent upgrades at the water plant have led to a reduced number of call outs and overtime.

Water meter readings are in full swing, at the time of writing this report, approximately ninety percent of the meters have been read, photographed and collated. The GPS located photographs provide Council a level of insurance for next year's readings as well, as there will be evidence of readings and locations.

### **Normanton Sewage Treatment Plant and Reticulation Network**

Normanton Sewerage Treatment Plant (STP) received an estimated 11.0ML (see Figure 3) of wastewater in June which was evaporated or used for irrigation.

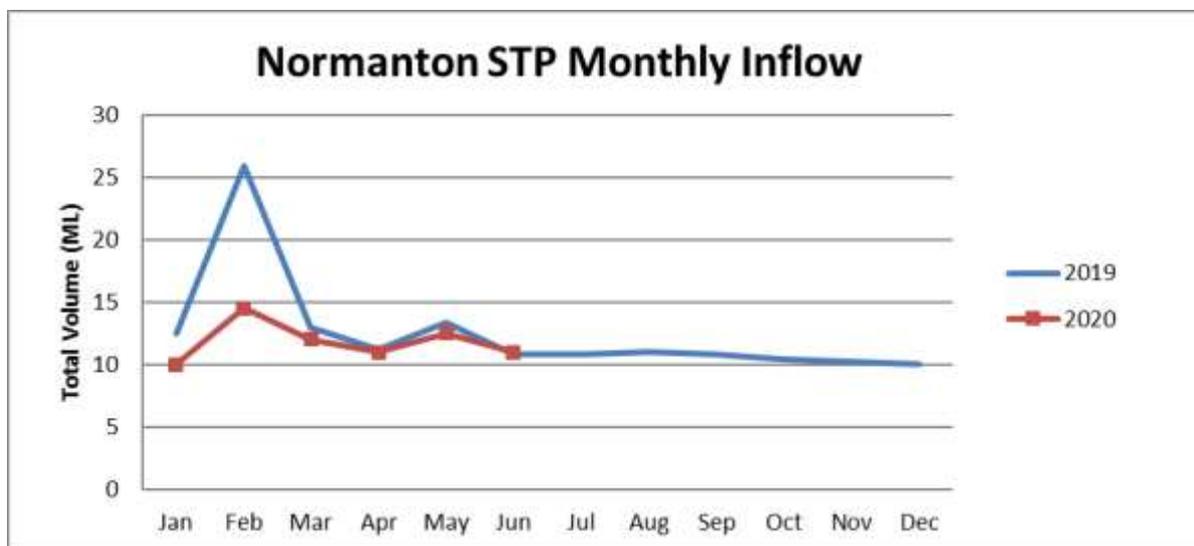


Figure 3: Total volume treated at Normanton STP

### **Maintenance and Upgrades**

General maintenance tasks and repairs were carried out by operations staff members throughout the month. Repairs to the effluent irrigation pipework are being carried out and additional works are scheduled throughout the next few months such as replacing valves, fittings and damaged irrigation flumes. A sewer main blockage was cleared by contractors between Russell Street and pump station #2, it was caused by a timber surveyor's stake blocking the outlet into the manhole.

Spare floating pontoons from Karumba were brought over and used for the Normanton STP vetiver grass rafts. The vetiver rafts were tied to the floating pontoons between each of the baffles and have made access and maintenance much easier for operations staff (see Figure 4).

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**Figure 4: Normanton STP vetiver grass pontoons**

As part of the Queensland Reconstruction Authority funding for the Normanton STP, a new inlet screen has been ordered and the new abluent block is nearly completed (see Figure 5). The de-silting component is about to go out to tender and will be presented at either the August or September Council meeting for a decision.

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**Figure 5: Toilet and shower building under construction at Normanton STP**

### **Karumba STP and Low Pressure Network**

Karumba sewage treatment facility treated approximately 4.3ML (see Figure 6) for June. This is much lower than previous years due to COVID-19 restrictions, however, totals are expected to rise as restrictions ease.

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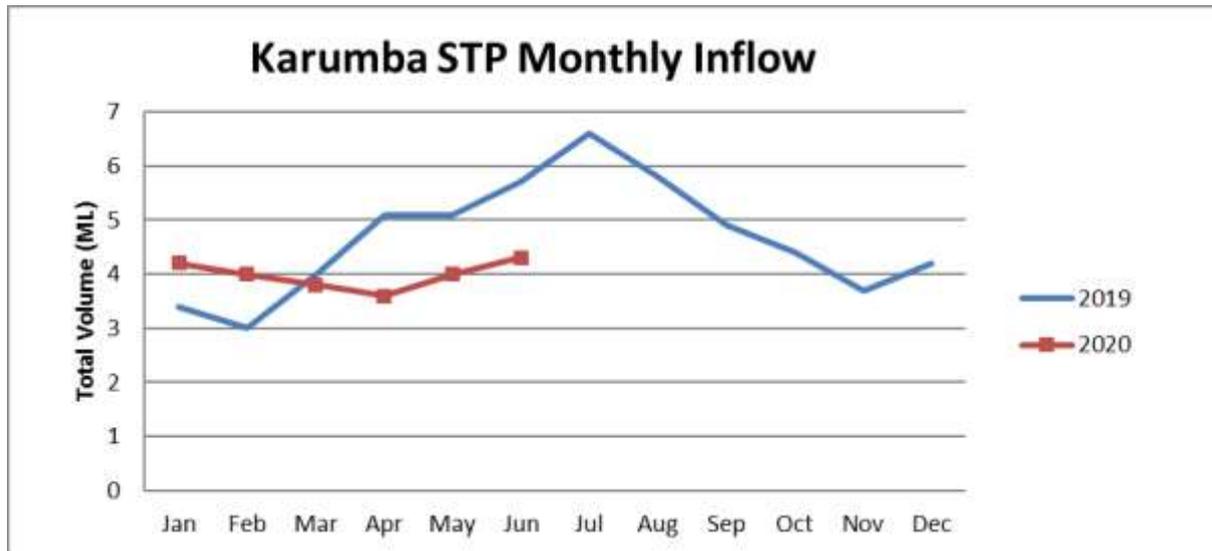


Figure 6: Total Monthly inlet flow for Karumba STP.

### Compliance

Samples from the treatment plant were analysed and found to be within range of all parameters as set out in the Environmental Authority.

### Maintenance and Upgrades

Karumba STP had general maintenance carried out as necessary. For the month, eight e/one pumps were replaced. Dried bio-solids are scheduled to be carted away to Normanton Landfill in June.

### Karumba Waste Transfer and Normanton Landfill

General operations and maintenance continue within the waste facilities, with the Normanton Landfill continuing to clean up and treat leachate. Green waste has been removed and taken to Lilyvale for pit rehabilitation. Removal of the cardboard shredder from Karumba has been organised and will be taken to Normanton depot ready for auction. As discussed during the June meeting, a separate report will be presented to Council in relation to the long term dry-hire of a landfill compactor.

Both waste facilities have had CCTV security cameras installed with the equipment at Karumba Transfer Station funded by the Department of Environment and Science. Desktop computers have been ordered for each facility for monitoring and recording of waste disposal and improved record keeping.

The successful applicant for the position assisting the Karumba Water and Waste crew is due to start with Council on the 6<sup>th</sup> of July. He will be taught how to repair Karumba's sewer pumps with the intent being to set up a lockable workshop at the transfer station to maintain a larger on-site presence. The new operator has a background in local laws and compliance, so will be able to assist the new funded compliance officer position which is scheduled to start around July 20 (after school holidays).

## **BUSINESS PAPERS**

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### **Upcoming Projects**

Preliminary preparations are being made to ensure we are ready to get started as soon as we are given the go ahead for the main projects that are coming up in the next financial year. The following section provides some details for each area in water and waste:

#### **Water**

- Replace failed valves in Karumba township – Works for Queensland (W4Q).
- Seal and coat round reservoir at Normanton water plant - W4Q.
- Install office building at water plant - W4Q.
- Install new sand clarifier - W4Q.
- Convert Siemens PLC to Allen-Bradley – W4Q.
- Complete final stage of filter refurbishment project - W4Q.
- Repair and upgrade existing water plant shed - W4Q.
- Repair scouring on left hand weir embankment - Queensland Reconstruction Authority (QRA).

#### **Sewage**

- Normanton STP desilting- QRA.
- Normanton STP repairs and ablution block – QRA.
- Normanton STP irrigation repairs – W4Q.
- Karumba STP inlet screen replacement – Council.
- Karumba STP office building – W4Q.

#### **Solid waste**

- Tyre recycling project – Department of Environment and Science (DES).
- Karumba illegal waste CCTV tower – DES.
- Illegal dumping compliance officer funding – DES.

#### **Consultation (Internal/External):**

- Director of Engineering - Michael Wanrooy.
- Manager Water and Waste - Ben Hill.

#### **Legal Implications:**

- Low – within normal operational parameters.

#### **Financial and Resource Implications:**

- Medium – upgrades required for 2020/21 financial year to remain compliant.

#### **Risk Management Implications:**

- Nil.

## BUSINESS PAPERS

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### 11.4 BUILDING AND PLANNING REPORT

<b>Attachments:</b>	NIL
<b>Author:</b>	Elizabeth Browning - Engineering Records Operator
<b>Date:</b>	10 July 2020
<b>Key Outcome:</b>	4.1 - Sustainable urban and rural development
<b>Key Strategy:</b>	4.1.1 Ensure development accords with Carpentaria Shire Council's planning scheme, planning instruments, codes and legislation.

The report is to advise Council of relevant planning and building activities within the Shire for the month of June 2020.

#### RECOMMENDATION:

That Council note and accept the content of the Building and Planning Report as presented.

#### Background:

##### Planning Applications Received

DA No.	Applicant	Address	Application Type	Status
I/2009	Carpentaria Shire Council (c/- Hughes Consulting)	Happy Valley	Minor Change Application to DP2 Extractive Industry	Pending
I/2010	Carpentaria Shire Council (c/- Hughes Consulting)	Stapleton Tank	Minor Change Application to DP5 Extractive Industry	Pending

##### Planning Applications Approved

DA No.	Applicant	Address	Application Type	Status
I/2006	Dylan De Faveri	51 Matilda Street Normanton QLD 4890	MCU – Home Industry including Bed and Breakfast (3 rooms)	Approved

##### Building Applications Received

DA No.	Applicant	Address	Application Type	Value
Nil				

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### Building Permits Issued

DA No.	Applicant	Address	Application Type	Value
Nil				

### Applications pending waiting on further information (Applicants advised)

DA No.	Applicant	Address	Application Type	Date Received
Nil				

### Consultation (internal/external)

- Liz Taylor - Consultant Town Planner
- Peter Watton – Building Certifier
- Glenn Chambers - Emergent Building Certifiers
- Mareeba Shire Council

### Legal implications

- N/A

### Policy Implications

- N/A

### Financial and Resource Implications

- N/A

### Risk Management Implications

- Low – risks are within normal operational parameters

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### 11.5 APPLICATION FOR MATERIAL CHANGE OF USE - HOME BASED INDUSTRY

<b>Attachments:</b>	11.5.1. Appendix 1 - Approved Plan <a href="#">↓</a>
<b>Author:</b>	Elizabeth Browning - Engineering Records Operator
<b>Date:</b>	10 July 2020
<b>Key Outcome:</b>	4.1 - Sustainable urban and rural development
<b>Key Strategy:</b>	4.1.1 Ensure development accords with Carpentaria Shire Council's planning scheme, planning instruments, codes and legislation.

#### Executive Summary:

The Council is in receipt of an Application for a Minor Change (MC) relating to Happy Valley Pit A & B, which was approved under DP2 in 2019, as follows:

APPLICATION NUMBER	DATE OF MCU APPROVAL	NAME OF PIT	REAL PROPERTY DESCRIPTION
MCU NO: DP2	20/02/2020	HAPPY VALLEY PIT	LOT 2 WON4

The minor change proposes an increase in the area designated for extractive industry on the Happy Valley Pit A & B sites, refer to the annotated aerial maps below: which show the extent of the areas A & B of the Happy Valley Pit, approved originally under the DP2; and the proposed increase in areas A & B shown by a blue boundary line on the minor change annotated aerial map.

The MC complies with Section 81 of the Planning Act 2016 and is recommended for approval, subject to a change to Condition 1 of the original approval for Happy Valley Pit A & B, in the DP2 Decision Notice.

MCU DCP 2	
HAPPY VALLEY PIT	
 <p><b>ORIGINAL APPROVAL</b></p>	 <p><b>MINOR CHANGE</b></p>

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### RECOMMENDATION:

That Council resolve:

In accordance with the *Planning Act 2016*, the applicant be notified that the Application for a Minor Change relating to Development Permit issued for DP2 - Extractive Industry as follows:

APPLICATION NUMBER	DATE OF MCU APPROVAL	NAME OF PIT	REAL PROPERTY DESCRIPTION
MCU NO: DP2	20/02/2019	HAPPY VALLEY A & B PIT	LOT 2 WON4

is approved subject to the conditions detailed below.

### A. ASSESSMENT MANAGER CONDITIONS (COUNCIL)

#### General

- The development shall be undertaken substantially in accordance with the approved Plan, except as modified by this approval:

#### MCU APPLICATION DP2- LOT 2 WON4:

PIT NAME	DRAWING NUMBER	DATE	PREPARED BY
Happy Valley A & B Pit Site Plan	C005	26 March 2020	Hughes Consulting

### B. REFERRAL AGENCY CONDITIONS

CONCURRENCE AGENCY      All concurrence agency conditions, issued under the original approvals, remain current and compliance is required.

### C. SUBMISSIONS

N/A

### D. FURTHER DEVELOPMENT PERMITS REQUIRED

N/A

### E. APPLICABLE CODES FOR SELF ASSESSABLE DEVELOPMENT

## **BUSINESS PAPERS**

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- Shire of Carpentaria Planning Scheme
- Standard Building Regulation 1993
- Building Act 1975
- Building Code of Australia
- Water and Sewerage Act 1949

### **F. RIGHT OF APPEAL**

Appeal Rights - *Planning Act 2016*.

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### **TOWN PLANNING REPORT**

This report has been prepared by Council's Consultant Planner, in consultation with Council Officers. The Application for a Minor Change, over the Happy Valley A & B Pits, approved under DP2 in 2019, is recommended for approval.

### **PLANNING ACT 2016**

Section 81 of the Planning Act outlines the requirements for a change to an Application to be acceptable as a minor change, as follows:

A change can be considered as a minor change if the proposed change:

- does not result in 'substantially different development'
- does not include prohibited development
- does not introduce impact assessment where previously code
- does not introduce new grounds for assessment by a referral agency
- does not introduce a new or additional referral agency.

A minor change to the development would not be substantially different development where the change:

- does not involve a new use
- does not apply to a new parcel of land
- does not dramatically change the built form
- does not change the operation of the development from that intended
- does not impact on traffic flow or transport networks
- does not introduce new impacts, or increase severity of new impacts

## **BUSINESS PAPERS**

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- does not remove an offset component
- does not impact on infrastructure provisions.

A minor change application is assessed in accordance with s81 of the *Planning Act 2016* and will not be publicly notified.

Happy Valley A & B Pits are located off Augustus Downs Road, 130km south-south-west of Normanton, on the Donors Hills land lease.

The change proposed to the Happy Valley A & B Pit site is the expansion of the area of each pit – A & B, as shown on the plan above and the approved Plan attached at [Appendix 1](#).

This is a minor change as the change:

- does not result in substantially different development;
- does not include prohibited development;
- does not introduce impact assessment where previously code;
- does not introduce new grounds for assessment by referral agency; and
- does not introduce any new referral agencies.

In terms of confirming that the proposed change does not result in substantially different development.

The change:

- does not involve a new use;
- does not apply to a new parcel of land;
- does not dramatically change the built form;
- does not change the operation of the development;
- does not impact on traffic flow or transport networks;
- does not introduce new impacts or increase the severity of new impacts;
- does not remove an offset component;
- does not impact on infrastructure provision.

### **CONCLUSION**

The application is recommended to the Council for approval, subject to reasonable and relevant conditions.

**APPROVED MINOR CHANGE PLAN – DP2 - HAPPY VALLEY PIT**



Figure 5. Site Plan – Happy Valley

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### 11.6 APPLICATION FOR MATERIAL CHANGE OF USE - HOME BASED INDUSTRY

<b>Attachments:</b>	11.6.1. Appendix 1 - Approved Plan <a href="#">↓</a>
<b>Author:</b>	Elizabeth Browning - Engineering Records Operator
<b>Date:</b>	10 July 2020
<b>Key Outcome:</b>	4.1 - Sustainable urban and rural development
<b>Key Strategy:</b>	4.1.1 Ensure development accords with Carpentaria Shire Council's planning scheme, planning instruments, codes and legislation.

#### Executive Summary:

The Council is in receipt of an Application for a Minor Change (MC) relating to Stapleton Tank Pit, which was approved under DPS in 2020, as follows:

APPLICATION NUMBER	DATE OF MCU APPROVAL	NAME OF PIT	REAL PROPERTY DESCRIPTION
MCU NO: DP5	26/02/2020	STAPLETON TANK PIT	LOT 2 WON4

The minor change proposes an increase in the area designated for extractive industry on Stapleton Tank Pit site, refer to the annotated aerial maps below; which show the extent of the Stapleton Tank Pit site, approved under DP5 – original approval; and the proposed increase the area shown by a blue boundary line on the minor change annotated aerial map.

The MC complies with Section 81 of the Planning Act 2016 and is recommended for approval, subject to a change to Condition 1 of the original approval for Stapleton Tank Pit, in the DP5 Decision Notice.

MCU DCP 5	
STAPLETON TANK PIT	
 <p><b>ORIGINAL APPROVAL</b></p>	 <p><b>MINOR CHANGE</b></p>

#### RECOMMENDATION:

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That Council resolve:

In accordance with the Planning Act 2016, the applicant be notified that the Application for a Minor Change relating to Development Permit issued for DP5 – Extractive Industry, as follows:

APPLICATION NUMBER	DATE OF MCU APPROVAL	NAME OF PIT	REAL PROPERTY DESCRIPTION
MCU NO: DP5	26/02/2020	STAPLETON TANK PIT	LOT 2 WON4

Is approved subject to the conditions detailed below:

### A. ASSESSMENT MANAGER CONDITIONS (COUNCIL)

#### General

- The development shall be undertaken substantially in accordance with the approved Plan, except as modified by this approval:

#### MCU APPLICATION DP5 – LOT 2 WON:

PIT NAME	DRAWING NUMBER	DATE	PREPARED BY
Stapleton Tank Pit Site Plan	C005	07 April 2020	Hughes Consulting

### B. REFERRAL AGENCY CONDITIONS

#### CONCURRENCE AGENCY

All concurrence agency conditions, issued under the original approvals, remain current and compliance is required.

### C. SUBMISSIONS

N/A

### D. FURTHER DEVELOPMENT PERMITS REQUIRED

N/A

### E. APPLICABLE CODES FOR SELF ASSESSABLE DEVELOPMENT

- Shire of Carpentaria Planning Scheme
- Standard Building Regulation 1993
- Building Act 1975
- Building Code of Australia
- Water and Sewerage Act 1949

## **BUSINESS PAPERS**

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### **F. RIGHT OF APPEAL**

Appeal Rights – *Planning Act 2016*.

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### **TOWN PLANNING REPORT**

This report has been prepared by Council's Consultant Planner, in consultation with Council Officers. The Application for a Minor Change, over the Stapleton Tank Pit, approved under DP5 in 2020, is recommended for approval.

### **PLANNING ACT 2016**

Section 81 of the Planning Act outlines the requirements for a change to an Application to be acceptable as a minor change, as follows:

A change can be considered as a minor change if the proposed change:

- does not result in 'substantially different development'
- does not include prohibited development
- does not introduce impact assessment where previously code
- does not introduce new grounds for assessment by a referral agency
- does not introduce a new or additional referral agency

A minor change to the development would not be substantially different development where the change:

- does not involve a new use
- does not apply to a new parcel of land
- does not dramatically change the built form
- does not change the operation of the development from that intended
- does not impact on traffic flow or transport networks
- does not introduce new impacts, or increase severity of new impacts
- does not remove an offset component
- does not impact on infrastructure provisions.

A minor change application is assessed in accordance with s81 of the Planning Act 2016 and will not be publicly notified.

Stapleton Tank Pit is located off McAllister Mail Run, 110km south of Normanton, on the Donor's Hill land lease.

The change proposed to the Stapleton Tank Pit site is the expansion of the extraction area, as shown above and on the approved plan attaching at **Appendix 1**.

The change is a minor change as the change:

- does not result in substantially different development;
  - does not include prohibited development;
  - does not introduce impact assessment where previously code;
-

## **BUSINESS PAPERS**

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- does not introduce new grounds for assessment by a referral agency; and
- does not introduce a new or additional referral agency.

In terms of confirming that the proposed change does not result in substantially different development.

The change:

- does not involve a new use;
- does not apply to a new parcel of land;
- does not dramatically change the built form;
- does not change the operation of the development from that intended;
- does not impact on traffic flow or transport networks;
- does not introduce new impacts, or increase severity of new impacts;
- does not remove an offset component;
- does not impact on infrastructure provisions.

### **CONCLUSION**

The application is recommended to the Council for approval, subject to reasonable and relevant conditions.

MINOR CHANGE PLAN: STAPLETON TANK PIT

JUNE 2020



Figure 5. Site Plan – Stapleton Tank

## **BUSINESS PAPERS**

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- 12 GENERAL BUSINESS**
- 13 CLOSURE OF MEETING**