



CARPENTARIA SHIRE

Outback by the Sea

BUSINESS PAPER

16 SEPTEMBER, 2020

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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 9:00am.

Mark Crawley
CHIEF EXECUTIVE OFFICER

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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 19 August 2020 be confirmed.

RECOMMENDATION

That the Minutes of the Special Council Meeting held 04 September 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 RFT No. 20-0516 ROPS For Trade and Professional Services - Excluding Categories 24,36,37,38,40,44

This item is classified CONFIDENTIAL under the provisions of clause 275(1)(h) of the Local Government Regulation 2012, which permits the meeting to be closed to the public for business relating to business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.

8.2 RFT No. 20-0516 ROPS For Trade and Professional Services - Category 24.

This item is classified CONFIDENTIAL under the provisions of clause 275(1)(h) of the Local Government Regulation 2012, which permits the meeting to be closed to the public for business relating to business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.

8.3 Normanton Stingers License Agreement

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.

8.4 Karumba Childrens Centre Financial Contribution

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.

8.5 Tyre Recycling Transport Arrangements

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:	9.1.1. Integrity Act Amendment - COI Changes ↓ 9.1.2. Request for further information - DNRME ↓
Author:	Mark Crawley - Chief Executive Officer
Date:	9 September 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
Council			
16 September 2020	9:00am	Ordinary Meeting of Council	Boardroom
17 September 2020	8:30am	Workshop – Councillors, CEO and Directors	Boardroom
21 October 2020	9:00am	Ordinary Meeting of Council	Karumba
22 October 2020	8:30am	Workshop – Councillors, CEO and Directors	Boardroom
18 November 2020	9:00am	Ordinary Meeting of Council	Boardroom
19 November 2020	8:30am	Workshop – Councillors, CEO and Directors	Boardroom
NWQROC, FNQROC and LGAQ			
1 October	9.00am	Elected Member Update	Boardroom

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Date	Time	Event	Location
19-21 October		Annual Conference	Gold Coast
It is unsure if these conferences will be held due to the restrictions from COVID-19			
Local Government Professionals Australia			
		Until further advised all LG Professionals Australia meetings will be held via teleconference	
My time as the National President has ended and I move to the role as Immediate Past President. This will still require attendance at Board meetings, however these are held via Zoom due to COVID-19 and travel restrictions.			
All interstate and international travel for LG Professionals has been cancelled. All future meetings will be via teleconference or Zoom.			

FINANCIAL REPORT

Governance Income and Expenditure to 31 August 2020

Responsible Officer	Description	Original Budget	YTD Actual	Percentage	Comments
Chief Executive Officer	Governance - Operating Grants, Subsidies and Contributions	\$195,000.00	\$0.00	0%	
Chief Executive Officer	Governance - Operating Income	\$0.00	\$80.00	100%	
Chief Executive Officer	Governance - Operating Expenses	\$1,082,000.00	\$267,935.70	25%	
Chief Executive Officer	Government Grant Funded Expenses	\$200,000.00	\$42,437.50	21%	
Chief Executive Officer	Governance - Capital Grants and Contributions	\$1,567,000.00	\$323,601.82	21%	
Chief Executive Officer	Governance - Operating Grants, Subsidies and Contributions (No GST)	\$1,590,000.00	\$795,000.00	50%	½ Grant received
Chief Executive Officer	Elected Members - Operating Expenses	\$542,000.00	\$64,524.10	12%	
Chief Executive Officer	Communications - Operating Expenses	\$139,000.00	\$7,817.48	6%	
		\$1,389,000.00	\$735,967.04	53%	

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ACTIONS OUTSTANDING FROM PREVIOUS MEETINGS

Date:	Ref:	Action	Status	Comment
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		Advised Preston Law of Council desire to conduct a session with Contractors.	Progressing	Working with Works Team to arrange a suitable date
August 20		QWRAP – joint initiative with Burke, Cloncurry and McKinlay at no cost to Council	Complete	Advised Burke Shire that we would participate with the joint initiative, at no cost to Council
August 20		Preston Law – Determination Application QUD29/2019	Complete	Advised Preston Law
August 20		Request to use Karumba Airport for Motor Gliders and waiver of fees	Progressing	Checking with Burke Shire re: waiver of fees

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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. North West Queensland ROC and WQAC

The State Election is to be held in October and the Election Priorities for the NWQROC and WQAC have been developed and endorsed and are being promoted through Social Media.

Information in relation to the election platforms are available at the following links: -

<https://wgac.com.au/2020stateelection>

<https://www.nwqroc.com.au/2020stateelection/>

Recommendation: For information

3. Gulf Christian College

Reminder – Wednesday 18th November 2020 at 9:30am – Official Opening of the Administration Building Extension and Primary Classrooms Extension followed by a morning tea.

I have RSVP'd for all Councillors and myself.

Recommendation: For information

4. Department training

The Department has advised that the scheduled training for the Integrity Amendment Act will be held via Zoom at 9:00am on Monday 14 September 2020.

The workshop is being held to support Councillors and relevant Council employees with the implementation of local government reforms coming into effect on 12 October 2020.

Please read the attached materials prior to the session. Print a copy or have it available to reference during the online workshop.

The online workshop will focus on changes to conflicts of interests and decision-making in meetings.

This training will include participants from the following local governments:

- Richmond Shire

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- Carpentaria Shire
- Cloncurry Shire

The workshops are planned to be interactive and include scenario discussions regarding the legislative changes, managing conflicts of interests, effective decision-making and running effective meetings. The workshop will include facilitated breakout sessions. All Councillors and employees will be placed in the same breakout session to allow the discussion of the scenarios whether you are in the room and/or online.

Recommendation: For information

5. On-line training

Have the Councillors received a link to on-line training through the LG Learning Centre?

As the CEO I received an email on 5th June 2020 advising that I had been enrolled in several training courses. I hadn't enrolled and believe that these were just sent through following the on-line induction training from the Department.

Some of the topics include: -

- Health and Wellbeing
- Registers of Interest
- Material Personal Interest and Conflicts of Interest
- Councillor Complaints Framework
- Code of Conduct for Councillors
- Councillor Code of Conduct
- Financial Literacy
- Planning and Development
- Good decision making
- Meeting Procedures

Recommendation: For information

6. Department of Natural Resources, Mines and Energy

The department has completed negotiation for the ILUA with the Gkuthaarn and Kukatj people in relation to the State Governments land issues and those that were assisted for Council.

A summary of the matters is listed in the attachment and further information is sought from Council in this regard.

Recommendation: For information and direction



Department of Local Government,
Racing and Multicultural Affairs

Integrity Amendment Act

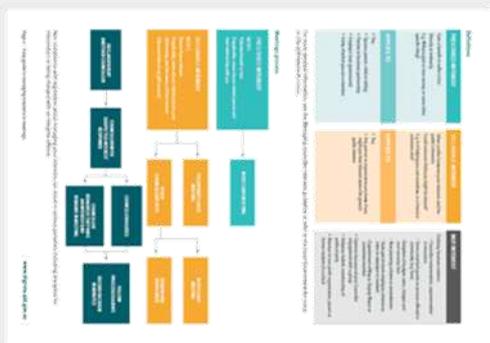
Conflicts of interest changes

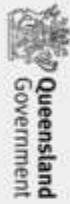
August 2020

| dlgrma.qld.gov.au |

Conflicts of interest key changes:

- Re-categorisation of conflicts of interest
- More certainty about the matters that are and are not conflicts of interests
- Expanded related people and organisations
- Not just during meetings, but also before meetings and any decision-making
- Requirement to notify the CEO
- Some changes to 'ordinary business'
- Changes to offences – COI breaches are now misconduct (unless deliberate intention to benefit is proven)





Department of Local Government,
Racing and Multicultural Affairs

Category changes

Material Personal Interests
Conflicts of interest

Changed to:

- > **PRESCRIBED CONFLICTS**
Applies to close associates
- > **DECLARABLE CONFLICTS**
Applies to other related parties

New requirement to notify CEO

Advise the CEO of your conflict of interest as soon as practicable

For prescribed interests:

- Value of gift or loan or contract, or matters subject to application or submission, or what is your interest in the matter
- If applicable, name of your close associate and their relationship to you

For declarable interests:

- Nature of your interest
- If applicable, name of your related party and their relationship to you



Department of Local Government,
Racing and Multicultural Affairs

Prescribed interest

- Gifts + loans + sponsored travel or accommodation – totalling \$2000 or more in the relevant term
- Matter relates to a contract with council
- Matter relates to an application or submission to council
- Appointment/employment matters of CEO if close associate

Applies to close associates

- You
- Spouse, parent, child or sibling
- Partner in business partnership
- Employer (non-government)
- Entity of which you are an executive officer or board member
- Any entity in which you have an interest except a publicly listed company where your interest is less than 5%

Declarable interest

- Gifts + loans + sponsored travel or accommodation – totalling \$500 or more in the relevant term
- You might be biased due to a conflict between your interests and the public interest that is not a prescribed conflict of interest
- Someone could reasonably think you might be biased

Applies to related parties

- You and close associates (see left)
- Your spouse's parent, child or sibling
- Any other person you have a close personal relationship with

Not a prescribed or declarable conflict of interest

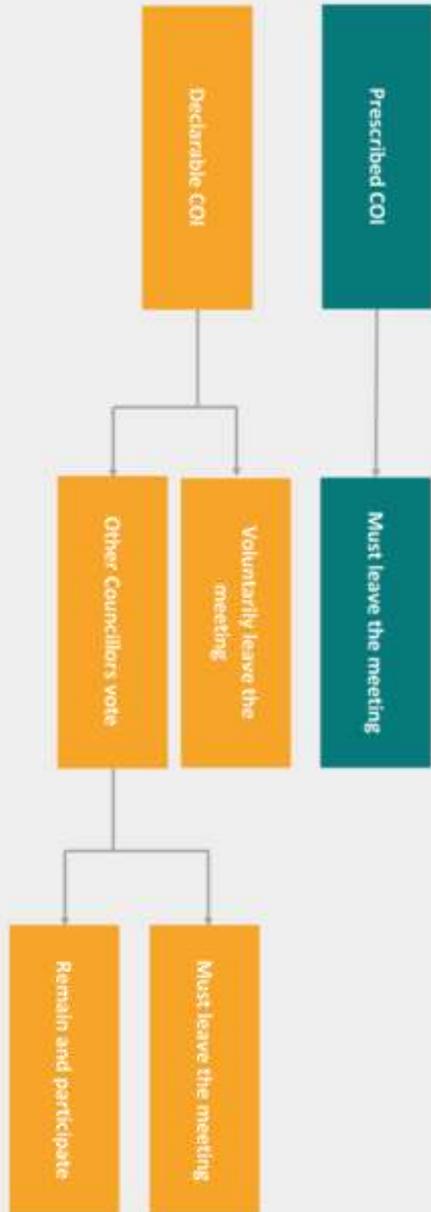
- Ordinary business matters:
 - Councillor remuneration, expenses, superannuation or insurance
 - Adoption of budget, rates and charges and cost-recovery fees
 - Planning scheme or amendments for whole council area
 - Appointment of mayor, deputy mayor, councillor or committee member or council representative of board or association
- Your interest is no greater than a significant number of other community members (e.g. new park in your suburb)
- Religious beliefs, membership of political party
- Non-executive member or patron of non-profit organisation or club
- Student or former student, or a parent or grandparent of a student of a school
- Merely small gifts + loans + sponsored travel or accommodation totalling less than \$500 in a relevant term

NB: This summarised information does not replace the legislation and you may need to access the LG Act or Cob Act for more information.



Department of Local Government,
Racing and Multicultural Affairs

Meeting process



Declarable interests:

Considerations for deciding on a councillor's participation

- How big is the benefit or detriment?
- How long ago was the gift?
- How close is the councillor's relationship to the related party?
- Is it a big impact on the councillor, or only minor?
- Is the interest unique to the councillor, or widely shared by others in the community as well?
- Is there a way the councillor could influence the decision to actually give themselves a benefit?
- Is the potential benefit for the councillor certain, or is it just a remote possibility?
- Does the councillor have knowledge that might help make the best decision in the public interest?
- How will the councillor's involvement affect the public interest?
- Is your decision consistent with other similar matters considered previously for other councillors?

Remember, the test is not whether the councillor is an honest and impartial person, but whether a reasonable and fair-minded person in the community may think you have a bias.

Goothinga Paper Town

Carpentaria Shire Council is the registered owner of freehold lot 101 on G4331. The balance of the lots are unallocated State land.

In August 2019, Council agreed to relinquish ownership of lot 101 on G4331.

The department is proposing to close the roads (approximately 8.45ha) within the paper town and include all the parcels of land and permanently closed roads into the surrounding pastoral holding, lot 9 on NM143, known as Magowra North. This proposal is also subject to the consent of the registered lessee, Gambamora Industrials Pty Ltd.



New Hastings Paper Town

All but 4 lots of unallocated state land are within New Hastings are freehold land registered to John Henry Flower back in 1886. It is understood Mr Flower has passed away. Can you please advise if Council has commenced or proposes to commence to action to acquire the land under the Local Government Act.

The department is proposing to permanently close the roads within this town. Should Council acquire the freehold lots and no longer require the lots, Council may surrender the freehold lots to the State and along with the permanently closed road areas, the department proposes to offer these areas for inclusion into either the adjoining freehold or leasehold property to the adjoining freehold owner or leasehold owner – Edward and Nola Gallagher.



Glenore Paper Town

The Glenore paper town has 131 lots of unallocated state land and approximately 8.45ha of road.

The department is proposes to permanently close the areas of road and, along with the parcels of unallocated state land, offer to Edward and Nola Gallagher, for inclusion into the surrounding pastoral holding known as Sawtells Creek.

Can you please confirm Council supports the proposal.



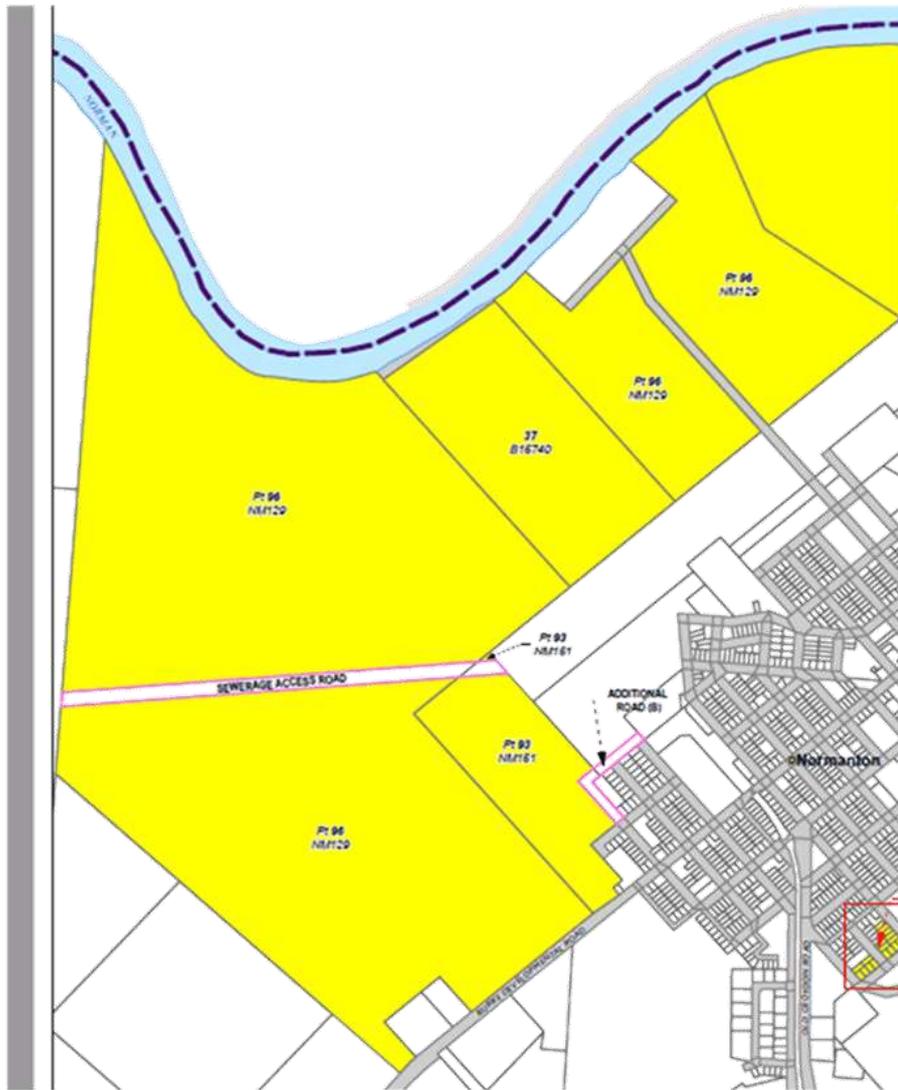
Additional surrender areas

In August 2019, Council agreed to relinquish ownership/trusteeship of the following parcels of land:

Freehold lot 37 on B15740 registered to Carpentaria Shire Council. Council will be required to signed a form 1 transfer form to transfer the land to the State. The department will commence action in arrange for the transfer to be effected.



Part of Lot 96 on NM129 (Reserve for Pasturage purposes)
Part of Lot 93 on NM151 (Reserve for Township purposes)
Areas are shown shaded yellow on attached map.



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9.2 NATIVE TITLE DETERMINATION APPLICATION - CAPE YORK UNITED #1

Attachments:	9.2.1. Correspondence from Preston Law ↓ 9.2.2. Map of Native Title area ↓
Author:	Mark Crawley - Chief Executive Officer
Date:	8 September 2020
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.

Executive Summary:

Correspondence has been received from Preston Law in relation to the Native Title Determination Application QUD 673/14 – Cape York #1.

RECOMMENDATION:

That Council endorse the Chief Executive Officer's actions in advising Preston Law in relation to the "Other Interest" clause for the consent determination.

Background:

Self-explanatory and contained in the attached correspondence from Preston Law. I have advised Preston Law that we give consent in accordance with their recommendation but also advised that I would seek the views of Councillors at the next meeting and advise.

The area of the claim is also attached for the information of Councillors.

Consultation (Internal/External):

- Preston Law

Legal Implications:

- Not applicable

Financial and Resource Implications:

- Not Applicable

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

Our Ref: Martin Wright:150183
Direct line: 07 4052 0708
Direct email: MWright@prestonlaw.com.au
Partner Responsible: Andrew Kerr



25 August 2020

Chief Executive Officer
Carpentaria Shire Council
PO Box 31
NORMANTON QLD 4890

Attention: Mark Crawley
By Email: ceo@carpentaria.qld.gov.au

Dear Mark,

Native Title Determination Application QUD 673/14 – Cape York United #1

We refer to the above matter.

As you are aware, the Applicant and State are progressing this matter towards a proposed Consent Determination. The Consent Determination is likely to result in individual groups over separate parts of the claim area.

As part of the Consent Determination process, each Respondent to the proceedings is entitled to protect their interests by including their interests as an "other interest clause" in any Consent Determination.

Generally, in a clause similar to the following is inserted in the Consent Determination which defines the relationship between native title rights and interests and Respondents' other interests as follows:

"The relationship between the native title rights and interests described in the above Orders and the other interests described in a schedule ("the other interests") is that:

- (a) the other interests continue to have effect, and the rights conferred by or held under the other interests may be exercised notwithstanding the existence of native title rights and interests;*
- (b) to the extent the other interests are inconsistent with the continued existence, enjoyment or exercise of the native title rights and interests in relation to the land and waters of the determination area, the native title continues to exist in its entirety but the native title rights and interests have no effect in relation to the other interests to the extent of the inconsistency for so long as the other interests exist; and*
- (c) the other interests and any activity that is required or permitted by or under, and done in accordance with, the other interests, or an activity that is associated with or incidental to such an activity, prevail over the native title rights and interests and any exercise of the native title rights and interests."*

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The other interest clause we propose for Council is as follows:

"Other Interest Clause

1. *The rights and interests of Carpentaria Shire Council [and other councils] ("Council"):*
 - (a) *under their local government jurisdiction and functions under the Local Government Act 2009 (Qld), and under the Stock Route Management Act 2002 (Qld) and under any other legislation, for that part of the determination area within the are declared to be their respective local government areas;*
 - (b) *as the:*
 - (i) *Lessor under any leases which were validly entered into before the date on which these Orders are made and whether separately particularised in these Orders or not;*
 - (ii) *the Grantor over any licences or other rights and interests which were validly granted before the date on which these Orders were made and whether separately particularised in these Orders or not;*
 - (iii) *holder of any estate or any other interest in land, including as trustee of any reserves, under access agreements and easements that exist in the determination area;*
 - (c) *as the owner and operator of infrastructure, structures, earthworks, access works and any other facilities and other improvements located in the determination area validly constructed or established on or before the date on which these Orders are made, including but not limited to:*
 - (i) *undedicated but constructed roads except those not operated by Council;*
 - (ii) *water pipelines and water supply infrastructure;*
 - (iii) *drainage facilities;*
 - (iv) *water point facilities;*
 - (v) *recreational facilities;*
 - (vi) *transport facilities;*
 - (vii) *gravel pits operated by Council;*
 - (viii) *cemetery and cemetery related facilities; and*
 - (ix) *community facilities;*
 - (d) *to enter the land for the purposes described in paragraphs 1(a), 1(b) and 1(c) above by their employees, agents or contractors to:*
 - (i) *exercise any of the rights and interests referred on this paragraph (i) and paragraph (ii) below;*

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- (ii) *use, operate, inspect, maintain, replace, restore and repair the infrastructure, facilities and other improvements referred to in paragraph 1(c) above; and*
- (iii) *undertake operational activities in its capacity as a local government such as feral animal control, erosion control, waste management and fire management.*

2. *The rights and interests of Carpentaria Shire Council to access, use, operate, maintain and control the dedicated roads in the determination area and the rights and interests of the public to use and access the roads."*

We have proposed the same "other interest" clause for the other local governments that we represent in this claim however, Council may make amendments to the proposed "other interest" clause.

Following Council's instructions, we have initiated negotiations of a proposed Indigenous Land Use Agreement between Council and the Applicant. The Applicant has indicated that it is willing to commence preliminary discussions however, due to the current Court Orders requiring it to address significant connection issues under this claim, they do not currently have the ability to commence those discussions and will advise us of a suitable time when discussions can commence.

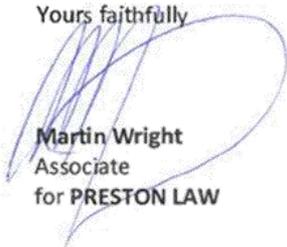
If an ILUA is agreed between the Applicant and Council we will also request that the ILUA be included as an "other interest" in the Consent Determination.

Whilst we are in the preliminary stages of progressing towards a Consent Determination, we recommend that the above "other interest" clause be preliminary approved, subject to approval by Council at a Council Meeting.

Until all parties have agreed to the wording of any proposed Consent Determination, Council has the ability to amend the "other interest" clause, particularly if we later identify interests that are not covered under the currently proposed clause.

Should you have any queries, please do not hesitate to contact Martin Wright of our office.

Yours faithfully



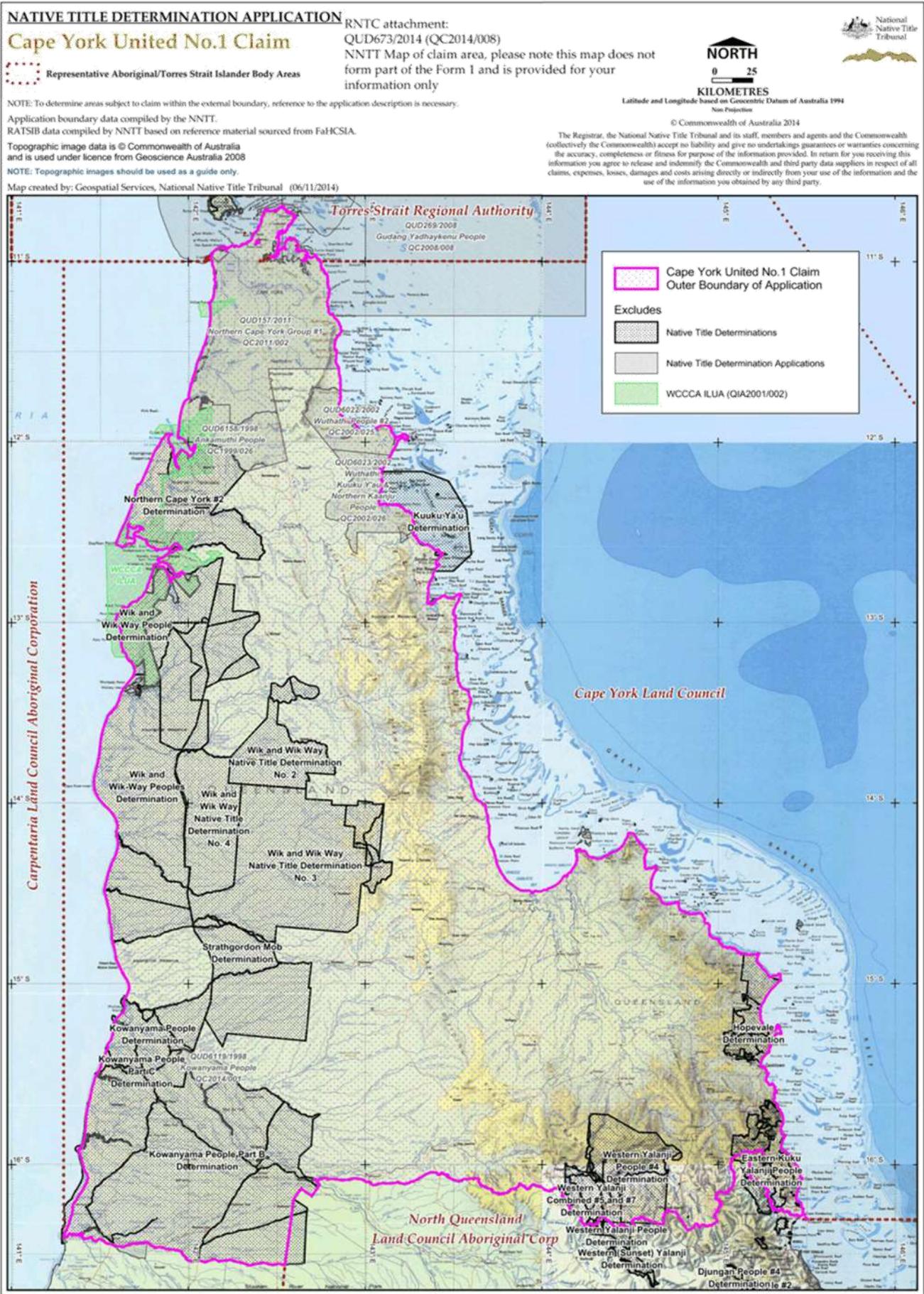
Martin Wright
Associate
for PRESTON LAW

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9.3 HUMAN RESOURCES REPORT

Attachments: 9.3.1. Human Resources Budget Update to Council September 2020 [↓](#)

Author: Lisa Ruyg - Manager Human Resources

Date: 10 September 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.

1. Work, Health and Safety Report

- Safeplan Progress Report July 2020

KPI	Average Group B Councils	CSC YTD July 2019	CSC YTD July 2020	CSC YTD	Safe Plan Target Annual
Lost Time Injuries	4.71	0	1	1	5
Lost Time Days per Injury	6.29 per injury	0	0	0	112
Hazard Inspections		93%	82%	Av.82 % p/mth	90% p/mth
Take 5's Completed		89.7%	80.65%	Av.84.35% p/mth	85% p/mth

Mechanism of Injury for Claims Submitted FYTD

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

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viii) Work related harassment and stress 0

2. Update – Certified Agreement 2020

An update will be given at the Council meeting.

3. Drug & Alcohol Testing

Random Drug & Alcohol Testing was conducted by the Drug Detection Agency from 18 August 2020 – 24 August 2020.

110 tests were undertaken. Nil detections were recorded.

4. Training Activities – August & September 2020

5 August 2020	Snake and Other Venomous Animals Awareness Course 20 participants	
7 – 11 September 2020	Health & Safety Representative Training (Cairns) 2 participants	
8 – 9 September 2020	Contract Management (Cloncurry) 2 participants	
8 September 2020	Personal Productivity Workshop 12 participants	
23 September 2020	Authorised Persons Training 4 participants	
29 – 30 September 2020	Lifeguard Training Approx. 12 participants including community members	
30 September 2020	CPR in a Child Care Setting 8 participants	
TAFE Blocks	Shaun Petersen Bodean Busch Cody Reid Arnold Rainbow Mackinnley Pollard	Apprentice Electrician Apprentice Plumber Apprentice Diesel Fitter Apprentice Carpenter Apprentice Carpenter (school based)

5. Update – Human Resources Budget August 2020

Attached to this report.

Consultation (Internal/External):

- Executive Leadership Team
- Julian Craig Training
- Peak Services
- Department of Main Roads
- Aquatic Awareness

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- TAFE North
- WHS Advisor
- The Drug Detection Agency.

Legal Implications:

- Within normal operational parameters.

Financial and Resource Implications:

- Within allocated budget.

Risk Management Implications:

- Within normal operational parameters.

Responsible Officer	Description	Original Budget	YTD Actual	Percentage	Comments
Lisa Ruyg - Manager Humal	Human Resource Operations - Operating Expenses	\$686,000.00	\$58,449.22	9%	
Lisa Ruyg - Manager Humal	Human Resource - Staff Functions	\$23,000.00	\$0.00	0%	
Lisa Ruyg - Manager Humal	Contract Employee Entitlement	\$82,000.00	\$2,282.60	3%	
Lisa Ruyg - Manager Humal	HR - Employee Allowances	\$18,000.00	\$0.00	0%	
Lisa Ruyg - Manager Humal	Learning & Development - Operating Expenses	\$182,000.00	\$14,553.84	8%	
Lisa Ruyg - Manager Humal	Apprenticeships / Traineeship - Operating Grants, Subsidies and Contributions	-\$30,000.00	\$0.00	0%	
Lisa Ruyg - Manager Humal	Apprenticeships / Traineeship - Operating Expenses	\$121,000.00	\$1,977.00	2%	
Lisa Ruyg - Manager Humal	Enterprise Bargaining - Operating Expenses	\$35,000.00	\$0.00	0%	
Lisa Ruyg - Manager Humal	Workers Compensation	\$0.00	-\$9,914.52	100%	
Lisa Ruyg - Manager Humal	Workplace Health and Safety - Operating Expenses	\$565,000.00	\$84,645.87	15%	
Lisa Ruyg - Manager Humal	Workers Compensation Expenses	\$45,000.00	\$0.00	0%	
Lisa Ruyg - Manager Humal	Workplace Health and Safety Committee	\$30,000.00	\$4,047.69	13%	
		\$1,757,000.00	\$156,041.70	9%	

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9.4 CHRISTMAS SHUT DOWN DATES

Attachments:	NIL
Author:	Lisa Ruyg - Manager Human Resources
Date:	10 September 2020
Key Outcome:	1.1 – Responsive and effective service delivery
Key Strategy:	1.1.2 Develop and maintain healthy and safe working conditions and regularly review workplace health and safety practices.

Executive Summary:

Council generally closes during the period between Christmas and New Year. The close dates are set by Council on an annual basis to allow for advertising of the shut down and to provide staff with ninety (90) days' notice of the shutdown occurring.

A skeleton staff will be rostered during the shutdown to ensure essential and emergency services are maintained.

RECOMMENDATION:

That Council selection an option as presented for Christmas shut down dates.

Background:

It is anticipated the last 10/4 roster will finish on Thursday 17 December 2020.

Proposals for close dates are as follows:

Option A		
Division	Close Commences	Recommencement
Operational Staff (<i>excluding skeleton staff on RMPC, Town Crews and W&W</i>)	12 noon Wednesday 23 December 2020.	Monday 4 January 2021.
Office Based Staff	12 noon Wednesday 23 December 2020	Monday 4 January 2021.
Child Care Centre	Provision of childcare services to cease 12 noon Tuesday 22 December 2020. Close for staff 12 noon Wednesday 23 December 2020.	Monday 4 January 2021 for staff. Provision of childcare services to recommence Tuesday 5 January 2021.
Libraries & Normanton Sports Complex	Wednesday 23 December 2020.	Monday 4 January 2021.
Normanton and Karumba Pools	Open 1.00 pm – 6.00 pm each day. Closed Christmas Day.	Usual hours from Monday 4 January 2021.
Barra Centre & NTN VIC	To be confirmed.	To be confirmed.
Option B		

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Division	Close Commences	Recommencement
Operational Staff (<i>excluding skeleton staff on RMPC, Town Crews and W&W</i>)	Close of business Friday 18 December 2020	Monday 4 January 2021.
Office Based Staff	Close of business Friday 18 December 2020	Monday 4 January 2021.
Child Care Centre	Provision of childcare services to cease at close of business Thursday 17 December 2020. Close for staff Friday 18 December 2020	Monday 4 January 2021 for staff. Provision of childcare services to recommence Tuesday 5 January 2021.
Libraries & Normanton Sports Complex	Close of business Friday 18 December 2020.	Monday 4 January 2021.
Normanton and Karumba Pools	Open 1.00 pm – 6.00 pm each day. Closed Christmas Day.	Usual hours from Monday 4 January 2021.
Barra Centre & NTN VIC	To be confirmed.	To be confirmed.

Consultation (Internal/External):

- Chief Executive Officer
- Manager Economic and Community Development
- Works Coordinator

Legal Implications:

- Nil.

Financial and Resource Implications:

- Within budget.

Risk Management Implications:

- Risks are within normal operational parameters.

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9.5 TOURISM REPORT - AUGUST 2020

Attachments: 9.5.1. Stats on Visitation and Revenue [↓](#)
9.5.2. TryBooking proposal [↓](#)

Author: Verena Olesch - General Manager - Tourism

Date: 8 September 2020

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.

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

Reference	Action	Status
	Nil	

1.2 Visitor Information Centres:

- August tourism numbers:
Normanton VIC: (August 19)
Karumba LWBDC & VIC: 4278 (3469 last August)
- Guided Tours and feeding: 1102 / \$20,738.18
1242 / \$16,586.36 in August 2019
- Other Revenue
Normanton: \$1,755 (merchandise and library)
Karumba: \$ 37,590.28 (merchandise)
\$ 13,034.35 in August 2019
- Donation Box \$ tba

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1.3 LW Barramundi Discovery Centre:

Merchandise and tours:

- Great result and record sales again for merchandise in August, nearly three times as much as last year
- Tour numbers also up on last year
- Online merchandise platform work-in-progress, PayPal to be set up through accounts

LWBDC Entertainment Area

- BoR05 grant :
 - Umbrellas have been installed
 - Pontoon arrival 15 September and installation complete by 18 September

Visitor Information Centre

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

Budget

Description	Original Budget	YTD Actual	Percentage	Comments
Visitor Information Ntn - Operating Income	-\$5,000.00	-\$2,490.45	50%	
Visitor Information Kba - Operating Income	\$0.00	-\$240.91	100%	
Visitor Information Ntn - Operating Expenses	\$91,000.00	\$19,062.59	21%	
Visitor Information Ntn - Maintenance	\$33,000.00	\$1,884.08	6%	
Visitor Information Ntn - Grant Funded Expenses	\$0.00	\$1,320.08	100%	
Visitor Information Kba - Operating Expenses	\$103,000.00	\$22,942.07	22%	
Visitor Information Kba - Maintenance	\$0.00	\$150.40	100%	
Les Wilson Barramundi Discovery Centre - Operating Grants, Subsidie	\$0.00	-\$10,000.00	100%	
Les Wilson Barramundi Discovery Centre - Operating Income	-\$203,000.00	-\$98,109.42	48%	incredible results for merchandise and tours revenue, budget will be adjusted
Les Wilson Barramundi Discovery Centre - Operating Expenses	\$639,000.00	\$177,053.61	28%	merchandise COGS already at budgeted levels due to the sales demand - adjustment will be done
Les Wilson Barramundi Discovery Centre - Maintenance	\$44,000.00	\$36.75	0%	
Les Wilson Barramundi Discovery Centre - Depreciation	\$213,000.00	\$0.00	0%	
Les Wilson Barramundi Discovery Centre - Capital Grants and Contrib	-\$250,000.00	-\$125,000.00	50%	
Hatchery - Operating Grants, Subsidies and Contributions	\$0.00	-\$10,864.00	100%	
Hatchery - Operating Income	-\$55,000.00	-\$536.36	1%	
Hatchery - Operating Expenses	\$294,000.00	\$64,114.89	22%	working on getting the large tank set-up
Hatchery - Maintenance	\$62,000.00	\$9,698.82	16%	
Hatchery - Depreciation	\$113,000.00	\$0.00	0%	
Barra Blues Festival Income	-\$60,000.00	\$0.00	0%	
Barra Blues Festival	\$110,000.00	\$6,058.90	6%	
Tourism - Grant Funded Projects Income & Expense	\$0.00	\$17,587.70	100%	
	\$1,129,000.00	\$72,668.75	6%	

Detailed visitor numbers, tours and merchandise attached.

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1.4 Outback-by-the-Sea Festival

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

- Tickets available through the booking platform
- Program locked-in, now also includes the Rodeo and races in Normanton
- Pormpuraaw ghost net displays and workshops likely funded through the Premiers Department.
- Hatchery opening 5pm Saturday 26 September, entertainment area opening at 6pm
- TEQ family with MasterChef and Weekender influencers locked in

1.5 Tourism

- LGMA Awards – we won in the Community Shaping Category – fantastic news!
- Normanton: Indigenous Rodeo Riders display opened
- Helloworld:
Nearly ready to contract next season

1.6 Hatchery Operations

New Hatchery Shed

- Large tank full and working, bio-filter seeded, fish being introduced
- Funding received through ZandA grant now over \$20k – into hatchery operating expenses to assist with running costs

1.7 Digital Platforms

- Continue to have fantastic results on Facebook with posts averaging almost 3,000 views
- Steady increase in Instagram followers
- Expanded digital platform with All 4 Adventure expansion through the tourism Icons grant – 2x EDM's (300k plus distribution), Facebook, Instagram and YouTube channels, plus use of the fishing on the pond episode once it has gone to air, as well as special LWBDC promo video and distribution

1.8 Other activities

- Filming through TEQ for Matilda Way (90 sec skid)
- Tour booking system provider Whytewater has gone into receivership and we need a replacement. Attached is the proposal for the alternative provider – please approve. This one is no lock-in contract and pay per transaction.

BUSINESS PAPERS

- | |
|---|
| <ul style="list-style-type: none">• Action: Council to approve change of vendor. |
|---|

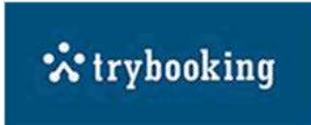
LWBDC Performance 2020-21

	ACTUAL 2019-20			BUDGET 2020-21			ACTUAL 2020-21				
	Visitors	Tours #	Tours \$	Visitors	Tours #	Tours \$	Merchandise \$	Visitors	Tours #	Tours \$	Merchandise \$
JULY	4320	1673	\$ 22,731.82	4000	1600	\$ 24,000.00	\$ 40,000.00	3321	820	\$ 14,445.44	\$ 25,597.29
AUG	3469	1242	\$ 16,586.36	3400	1360	\$ 20,400.00	\$ 34,000.00	4278	1102	\$ 20,738.18	\$ 37,590.28
SEPT	2126	842	\$ 11,554.55	800	320	\$ 4,800.00	\$ 8,000.00				
OCT	1098	398	\$ 5,322.73	800	320	\$ 4,800.00	\$ 8,000.00				
NOV	419	79	\$ 1,136.36	400	160	\$ 2,400.00	\$ 4,000.00				
DEC	402	30	\$ -	400	160	\$ 2,400.00	\$ 4,000.00				
JAN	202	0	\$ -	400	160	\$ 2,400.00	\$ 4,000.00				
FEB	173	0	\$ -	200	80	\$ 1,200.00	\$ 2,000.00				
MAR	235	74	\$ 236.35	200	80	\$ 1,200.00	\$ 2,000.00				
APR	0	0	\$ -	2400	960	\$ 14,400.00	\$ 24,000.00				
MAY	99	0	\$ -	3200	1280	\$ 19,200.00	\$ 32,000.00				
JUN	1107	279	\$ 5,473.39	3800	1520	\$ 22,800.00	\$ 34,000.00				
TOTAL	13650	4617	\$ 63,041.57	20000	8000	\$ 120,000.00	\$ 200,000.00	7599	1922	\$ 35,183.62	\$ 63,187.57

COVID-19 impacted months

	% CHANGE TO ACTUAL LAST YEAR			% CHANGE TO BUDGET			
	Visitors	Tours #	Tours \$	Visitors	Tours #	Tours \$	Merchandise
JULY	77%	49%	64%	83%	51%	60%	64%
AUG	123%	89%	125%	126%	81%	102%	111%
SEPT	0%	0%	0%	0%	0%	0%	0%
OCT	0%	0%	0%	0%	0%	0%	0%
NOV	0%	0%	0%	0%	0%	0%	0%
DEC	0%	0%	0%	0%	0%	0%	0%
JAN	0%	0%	0%	0%	0%	0%	0%
FEB	0%	0%	0%	0%	0%	0%	0%
MAR	0%	0%	0%	0%	0%	0%	0%
APR	0%	0%	0%	0%	0%	0%	0%
MAY	0%	0%	0%	0%	0%	0%	0%
JUN	0%	0%	0%	0%	0%	0%	0%
TOTAL	56%	42%	56%	38%	24%	29%	32%

All revenue figures are net - excluding GST



Dear Verena

Thank you for allowing TryBooking to put in a proposal for the Barramundi Discovery Centre

TryBooking works with council and government organisation across Australia including

- Rockhampton City Council
- Barcaldine Regional Council
- Queensland Police Service
- Townsville City Council

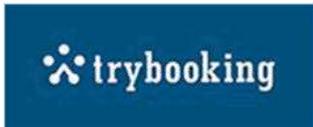
TryBooking services over 110K + clients and 20,000 events every week across Australia

What TryBooking can offer?

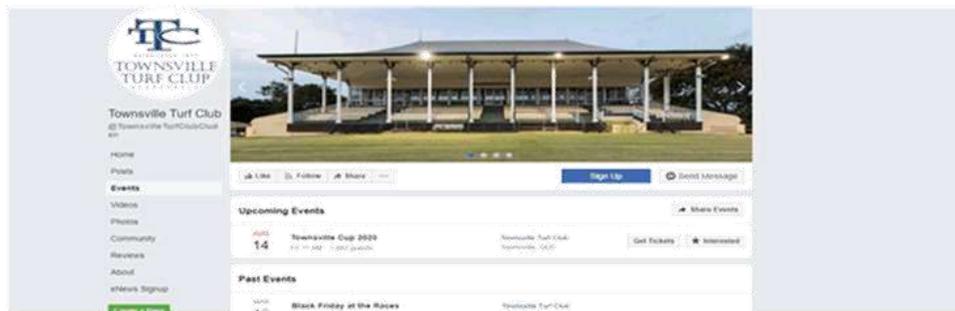
- Low fees.
- Data stored in Australia.
- No third-Party marketing to your customers.
- Free local unlimited support client support.
- Free for free events.
- Strong data privacy.
- Free unlimited training and support.
- Timed entry sessions.
- Free scanning app .
- General admission, reserved seating and cabaret style seating available

Marketing – TryBooking has over 1 million unique visitors to our website every month.

Your events would feature on our pages for QLD



Facebook integration – Ability to add your event to Facebook



Reporting

Easy reporting to track ticket sales and where is your traffic coming from. Is your marketing working

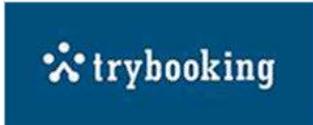
Source	Tickets	Total Sale
Facebook	1	\$100
Google	1	\$100
Direct	1	\$100
Referrals	1	\$100
Search	1	\$100
Other	1	\$100
Total	6	\$600

Fees

TryBooking has two low fees for events, a 2.5% processing fee and a 50c per ticket fee. The event organiser has the option of passing on the fees or absorbing them. Free tickets are totally free.

We believe in our product and the services we are offer. TryBooking has no lock in contracts or subscriptions.

Warm Regards,



Damian Murphy

Business Development Manager



Melbourne 03 9012 3460 **Sydney** 02 8064 3600 **Brisbane** 07 3173 1570 **Auckland** 09 281 3468

Level 1 600 Chapel Street South Yarra Melbourne 3141

BUSINESS PAPERS

10 REPORTS FROM DIRECTOR OF CORPORATE & COMMUNITY SERVICES

10.1 DCS REPORT - AUGUST 2020

Attachments:	10.1.1. Budget August 2020 ↓ 10.1.2. 2020-2021 local laws report ↓
Author:	Justin Hancock - Director of Corporate Services
Date:	7 September 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 for the month of August 2020; 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.

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Jan-20	Local Laws Officer to follow up on return from leave	In Progress	LLO has issued warning for abandoned vehicles to be removed.
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	Survey plans have been received and draft agreement is currently being finalised with Councils lawyers.

1.2 Budget [information]

Commencing in August 2020, all responsible officers have been provided a copy of their budget expenditure to date and are required to table this as part of their monthly reports to Council.

As at 31 August 2020, the financial year had elapsed 16%. Attached is the budget and year to date expenses accountable by the Director of Corporate Services.

1.3 LGGSP KNOF [information]

Construction works commenced on 07 July 2020, these works were finalised in late August 2020. Telstra transmission technicians are scheduled to mobilise in early September with works completed and network commissioned in late September.

1.4 Innovation and Improvement Fund [information]

Council have expensed a total of \$61,842.42 of the \$67,011 budget for this project as at August 2020. This project will be full expended and finalised by the end of September 2020. Council have established a new records structure for building/ development applications and commenced digitalising these records. Due to the large amount of paper-based documents, a significant amount of records remain to be scanned and a budget allocation will be required to complete this process.

1.5 Dog Registrations and Approved Inspections [information]

Dog Registrations were issued on 22 June 2020, with the 14 day amnesty period ending on 6 July 2020. At the end of the renewal period, 298 dog registrations were renewed, 188 dog registrations lapsed, and 17 dogs were identified as deceased or left town.

As at the end of July, 386 dogs were registered, 63 dog registrations remained unregistered, and 24 dogs were identified as deceased or left town.

As at the end of August, 412 dogs were registered, 36 dog registrations remained unregistered, and 25 dogs were identified as deceased or left town.

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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).

1.6 Karumba Aerodrome Fuel Facilities [information]

Council are in receipt of survey plans for the fuel facility sites and draft Lease agreements are in the process of being finalised, these will be issued in September 2020.

1.7 Land Held for Resale [information]

Valuations for the land is scheduled for on site inspections on 10 September 2020, valuation prices will be finalised and forwarded to Council within 4 weeks of that date.

Responsible Officer	Description	Original Budget	YTD Actual	Percentage	Comments
Director Corporate Services	Property and Leases - Operating Income	\$0.00	-\$1,000.00	100%	Revenue from New Leases previously not accounted for.
Director Corporate Services	Major OpEx - Operating Grants, Sponsorship and Contribution	-\$1,433,000.00	\$0.00	0%	
Director Corporate Services	Major OpEx - Operating Expenditures	\$2,912,000.00	\$70,700.50	2%	
Director Corporate Services	Disaster Preparedness - Operating Grants, Subsidies and Contributions	-\$7,000.00	\$0.00	0%	
Director Corporate Services	Disaster Preparedness - Grants (NO GST)	-\$15,000.00	\$0.00	0%	
Director Corporate Services	Disaster Preparedness - Operating Expenses	\$20,000.00	\$0.00	0%	
Director Corporate Services	Disaster Preparedness - Grants Expenses	\$122,000.00	\$2,754.00	2%	
Director Corporate Services	Disaster Preparedness - Capital Grants	-\$85,000.00	-\$69,545.45	82%	90% of Monsoon Trough Grant - GST to be adjusted to increase revenue
Director Corporate Services	Emergency Response - Operating Grants, Subsidies and Contributions Nin	-\$20,000.00	\$0.00	0%	
Director Corporate Services	Emergency Response - Operating Income	-\$5,000.00	\$0.00	0%	
Director Corporate Services	Emergency Response - Operating Expenses Nin	\$23,000.00	\$1,790.50	8%	
Director Corporate Services	Emergency Response - Maintenance Nin	\$30,000.00	\$0.00	0%	
Director Corporate Services	Emergency Response - Depreciation Nin	\$16,000.00	\$0.00	0%	
Director Corporate Services	Emergency Response - Operating Expenses Kba	\$20,000.00	\$1,140.72	6%	
Director Corporate Services	Emergency Response - Maintenance Kba	\$24,000.00	\$0.00	0%	
Director Corporate Services	Emergency Response - Depreciation Kba	\$13,000.00	\$0.00	0%	
Director Corporate Services	COVID-19	\$750,000.00	\$29,646.78	4%	
Director Corporate Services	Operating Income - Grants, Subsidies and Contribution - Community Recovery Officer (GST FREE)	-\$316,000.00	-\$115,140.00	36%	CDO Grant
Director Corporate Services	Community Recovery Officer - Operating Expenses	\$247,000.00	\$9,242.58	4%	
Director Corporate Services	Community Recovery Engagement	\$70,000.00	\$487.98	1%	
Director Corporate Services	Mosquito Control - Operating Expenses	\$137,000.00	\$0.00	0%	
Director Corporate Services	Local Laws - Operating Grant	-\$120,000.00	\$0.00	0%	
Director Corporate Services	Local Laws - Operating Income	-\$3,000.00	\$0.00	0%	
Director Corporate Services	Local Laws - Licence Fees (GST FREE)	-\$4,000.00	\$0.00	0%	
Director Corporate Services	Local Laws - Operating Expenses	\$50,000.00	\$8,915.28	18%	
Director Corporate Services	Local Laws - Illegal Dumping Grant	\$139,000.00	\$0.00	0%	
Director Corporate Services	Local Laws Kba - Operating Expenses	\$41,000.00	\$9,161.79	22%	Adjust Budget to Waste Budget
Director Corporate Services	Environmental Health - Operating Income	-\$2,000.00	\$0.00	0%	
Director Corporate Services	Environmental Health - Operating Income (GST FREE)	-\$8,000.00	\$0.00	0%	
Director Corporate Services	Environmental Health - Operating Expenses	\$26,000.00	\$2,836.76	11%	
Director Corporate Services	Pest Management Operations - Operating Grants, Subsidies and Contributions	-\$40,000.00	\$0.00	0%	

Responsible Officer	Description	Original Budget	YTD Actual	Percentage	Comments
Director Corporate Services	Pest Management Operations - Operating Expenses	\$96,000.00	\$1,754.71	2%	
Director Corporate Services	Animal Control - Operating Income	-\$2,000.00	-\$2,746.00	137%	Increased dog registrations
Director Corporate Services	Animal Control - Operating Expenses Nt	\$62,000.00	\$10,335.72	17%	
Director Corporate Services	Animal Control - Maintenance Nt	\$16,000.00	\$0.00	0%	
Director Corporate Services	Animal Control - Operating Expenses Kba	\$60,000.00	\$8,903.12	15%	
Director Corporate Services	Animal Control - Maintenance Kba	\$13,000.00	\$0.00	0%	
Director Corporate Services	Weed Control - Operating Expenses	\$105,000.00	\$0.00	0%	
		\$2,932,000.00	-\$30,761.01	-1%	

2020/2021 Local Laws Reporting																
Month	New Animal Registrations				Impounded Animals				Euthanized Animals							
	Ntn	Kba	Ntn	Kba	Ntn	Kba	Ntn	Kba	Ntn	Kba	Ntn	Kba	Ntn	Kba		
	Dogs		Other		Dogs		Cats		Euth. Dogs		Euth. Cats		Euth. Other			
Jul-20	10	4			8	2	40	22			6		40	22		
Aug-20	10	6			11		25	29			9		25	29		
Sep-20																
Oct-20																
Nov-20																
Dec-20																
Jan-21																
Feb-21																
MAR 21																
Apr-21																
May-21																
Jun-21																
Total	20	10	0	0	19	2	65	51	0	0	15	0	65	51	0	0

Total 2020 & 2021

Rounded Current Penalty Unit

\$133.35

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	23	28	4						\$330.00	-	-	-	-	-
Aug	20	33							\$330.00	-	-	-	-	-
Sep									-	-	-	-	-	-
Oct									-	-	-	-	-	-
Nov									-	-	-	-	-	-
Dec									-	-	-	-	-	-
Jan									-	-	-	-	-	-
Feb									-	-	-	-	-	-
Mar									-	-	-	-	-	-
Apr									-	-	-	-	-	-
May									-	-	-	-	-	-
Jun									-	-	-	-	-	-
Total	43	61	4	0	0	0	0	0	660	0	0	0	0	0

BUSINESS PAPERS

10.2 MONTHLY FINANCIAL REPORT - AUGUST 2020

Attachments:	10.2.1. Monthly Financial Report - August 2020 ↓ 10.2.2. Monthly Local Spend ↓ 10.2.3. Finance and Admin Budget August 2020 ↓ 10.2.4. Capital Assets Summary ↓
Author:	Jade Nacario - Manager Finance and Administration
Date:	10 September 2020
Key Outcome:	7.3 - Strategic management of Council
Key Strategy:	7.3.3 Implement sustainable financial management and effective procurement practices.

Executive Summary:

The Monthly Financial Report has been prepared for the period ending 31 August 2020.

RECOMMENDATION:

That Council:

1. accepts the Monthly Financial Report for the period ending 31 August 2020 as presented; and
2. that those matters not covered by resolution be noted.

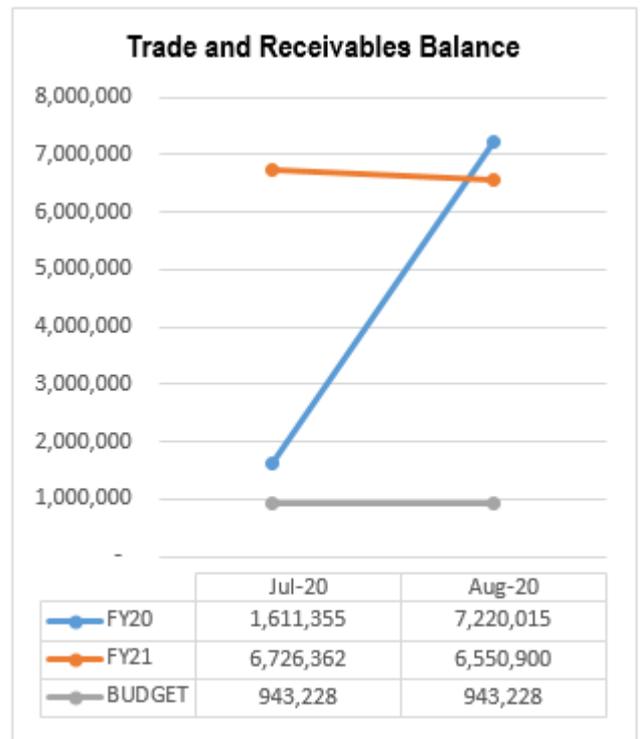
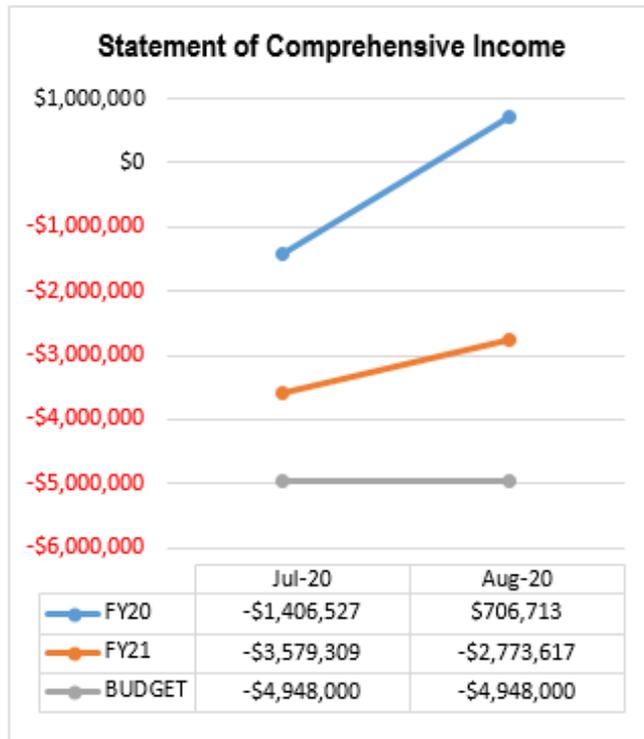
FINANCIAL REPORT

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 Deficit* result of \$2,773,617, for the second month of the current financial year. Council is currently waiting for the external audit to be finalized before closing off the Asset Year 2019-2020 in Synergyssoft, due to this the system is unable to run depreciation for the current year. It is estimated that the depreciation as of 31 August 2020 is \$2,371,500.

Council has *Trade and Receivables* of \$ 6,550,900 as of 31 August 2020. This balance is made up of \$4,971,460 (in outstanding rates & utility charges – with the remaining balance comprising of debtors, community loans etc.)

BUSINESS PAPERS



Rates and Service Charges

Month	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Jul-20	Aug-20
Current Year	4,241,223.38	1,429,186.33	1,226,100	1,171,766.14	-	-	\$ 4,328,088.24
1 Year Arrears	90,477.97	92,897.17	91,268.71	\$89,755.97	\$1,128,673.14	\$ 292,675.36	\$ 284,704.17
2 Year Arrears	53,117.40	52,117.40	49,356.84	\$47,476.12	\$79,535.25	\$75,705.59	\$ 70,532.08
3+ Year Arrears	132,741.27	130,981.27	125,950	\$124,500.87	\$168,146.77	\$166,896.77	\$ 165,071.49
Interest	173,050.90	173,145.37	177,853.69	\$177,972.57	\$181,222.30	\$178,051.94	\$ 175,318.03
Credits	-24,737.72	-55,817.73	-66,006.43	-\$97,861.74	-\$115,185.62	-\$147,188.25	-\$ 52,254.21
Balance	\$4,665,873.20	\$1,822,509.81	\$1,604,522.81	\$1,513,609.93	\$1,442,391.84	\$566,141.41	\$ 4,971,459.80

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 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.

BUSINESS PAPERS

Capital Expenditures 2020-2021

Please see attachments for Council Capital Expenditures as of 31 August 2020.

Budget

As at 31 August 2020, the financial year had elapsed 16%. Attached is the budget and year to date expenses accountable by the Manager of Finance and Admin.

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 2020/2021 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 August 2020

	Core \$	QRA \$	Non-Core \$	Total \$	Budget \$
Income					
Revenue					
Recurrent revenue					
Rates, levies and charges	4,148,281	-	-	4,148,281	7,867,000
Fees and charges	32,408	-	120,897	153,305	608,000
Rental income	9,800	-	95,378	105,178	531,000
Interest received	24,134	-	-	24,134	200,000
Sales revenue	1,301,869	-	1,465	1,303,334	10,061,000
Other income	9,915	-	-	9,915	7,000
Grants, subsidies, contributions and donations	824,026	-	69,502	893,528	60,698,000
	<u>6,350,433</u>	<u>-</u>	<u>287,242</u>	<u>6,637,675</u>	<u>79,972,000</u>
Capital revenue					
Grants, subsidies, contributions and donations	1,481,008	-	125,000	1,606,008	11,768,000
Total revenue	<u>7,831,440</u>	<u>-</u>	<u>412,242</u>	<u>8,243,683</u>	<u>91,740,000</u>
Capital income	14,727	-	-	14,727	-
Total income	<u>7,846,167</u>	<u>-</u>	<u>412,242</u>	<u>8,258,410</u>	<u>91,740,000</u>
Expenses					
Recurrent expenses					
Employee benefits	(1,307,254)	(444,247)	(245,069)	(1,996,570)	(11,720,000)
Materials and services	(1,059,831)	(7,633,717)	(273,189)	(8,966,738)	(70,340,000)
Finance costs	(68,720)	-	-	(68,720)	(399,000)
Depreciation	-	-	0	0	(14,229,000)
	<u>(2,435,805)</u>	<u>(8,077,965)</u>	<u>(518,258)</u>	<u>(11,032,028)</u>	<u>(96,688,000)</u>
Capital expenses	0	0	0	0	-
Total expenses	<u>(2,435,805)</u>	<u>(8,077,965)</u>	<u>(518,258)</u>	<u>(11,032,028)</u>	<u>(96,688,000)</u>
Net result	<u>5,410,362</u>	<u>(8,077,965)</u>	<u>(106,016)</u>	<u>(2,773,617)</u>	<u>(4,948,000)</u>
Other comprehensive income					
Items that will not be reclassified to net result					
Increase / (decrease) in asset revaluation surplus	-	-	-	-	-
Total other comprehensive income for the year	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total comprehensive income for the year	<u>5,410,362</u>	<u>(8,077,965)</u>	<u>(106,016)</u>	<u>(2,773,617)</u>	<u>(4,948,000)</u>



Statement of Comprehensive Income
 for the period ended 31 August 2020

	31 August 2020 Actual \$	2020.2021 Adopted Budget \$
Income		
Recurrent Revenue		
Rates and Charges	4,148,281	7,867,000
Fees and Charges	153,305	608,000
Rental Income	105,178	531,000
Interest Received	24,134	200,000
Sales & Recoverable Works Revenue	1,303,334	10,061,000
Other Recurrent Income	9,915	7,000
Grants, Subsidies and Contributions	893,528	60,698,000
Total Recurrent Revenue	6,637,675	79,972,000
Capital Revenue		
Grants, Subsidies and Contributions	1,606,008	11,768,000
Capital Income	14,727	0
Total Income	8,258,410	91,740,000
Expenses		
Recurrent Expenses		
Administration and Governance	(667,109)	(9,036,500)
Community	(521,586)	(3,494,500)
Engineering	(2,677,611)	(14,054,000)
Fleet and Plant	1,815,524	2,548,000
Environment	(195,497)	(1,889,000)
DRFA	(8,077,965)	(52,500,000)
Tourism	(304,787)	(1,376,000)
Water and Sewerage	(334,277)	(2,258,000)
Finance Costs	(68,720)	(399,000)
Depreciation	0	(14,229,000)
Total Expenses	(11,032,028)	(96,688,000)
Capital Expenses		
	-	-
Total Expenses	(11,032,027)	(96,688,000)
Net Operating Surplus / (Deficit)	(2,773,617)	(4,948,000)



Statement of Financial Position
 as at 31 August 2020

	31 August 2020 Actual \$	2020.2021 Adopted Budget \$
Current Assets		
Cash and Equivalents	7,267,828	11,865,705
Trade and Other Receivables	6,550,900	943,228
Inventories	548,160	535,632
Other Financial Assets	478,207	478,207
ATO Receivable	902,007	360,000
Investments	1,000,000	1,000,000
Contract Assets	8,322,569	0
Total Current Assets	25,069,672	15,182,772
Non-Current Assets		
Receivables	159,534	159,534
Property, Plant and Equipment	356,803,768	346,984,156
Capital Works in Progress	7,016,013	18,016,000
Total Non-Current Assets	363,979,315	365,159,690
TOTAL ASSETS	389,048,987	380,342,462
Current Liabilities		
Trade and Other Payables	1,470,057	3,981,672
Interest Bearing Liabilities	539,845	539,998
Provisions	1,234,826	919,872
Other Accounts Payable	100,000	100,000
Contract Liabilities	9,931,911	0
Total Current Liabilities	13,276,639	5,541,542
Non-Current Liabilities		
Interest Bearing Liabilities	7,434,621	7,057,920
Provisions	1,676,220	2,060,847
Other Accounts Payable	200,000	200,000
Total Non-Current Liabilities	9,310,842	9,318,767
TOTAL LIABILITIES	22,587,481	14,860,308
NET COMMUNITY ASSETS	366,461,506	365,482,153
Community Equity		
Asset Revaluation Reserve	269,671,795	268,161,543
Retained Surplus	96,789,711	97,320,610
TOTAL COMMUNITY EQUITY	366,461,506	365,482,153



Cash Flow Statement
 for the period ended 31 August 2020

	31 August 2020 Actual \$	2020.2021 Adopted Budget \$
Cash Flows From Operating Activities:		
Receipts From Customers	2,257,635	26,666,954
Payments to Suppliers and Employees	(17,071,010)	(82,160,000)
	<u>(14,813,375)</u>	<u>(55,493,046)</u>
Interest Received	24,134	200,000
Rental Income	105,178	531,000
Non Capital Grant and Contributions	893,528	53,091,790
Borrowing Costs	(68,720)	(399,000)
Net Cash Flows From Operating Activities	<u>(13,859,254)</u>	<u>(2,069,256)</u>
Cash Flows From Investing Activities:		
Payments for Property, Plant and Equipment	(421,095)	(17,540,868)
Proceeds From Sale of Property, Plant and Equipment	0	276,000
Grants, Subsidies and Contributions	1,606,008	11,768,000
Net Cash Flows From Investing Activities	<u>1,184,912</u>	<u>(5,496,868)</u>
Cash Flows From Financing Activities		
Repayment of Borrowings	0	(463,212)
Net Cash Flows From Financing Activities	<u>0</u>	<u>(463,212)</u>
Net Increase (Decrease) in Cash Held	(12,674,341)	(8,029,336)
Cash at Beginning of Reporting Period	19,942,170	19,895,041
Cash at End of Reporting Period	<u>7,267,828</u>	<u>11,865,705</u>

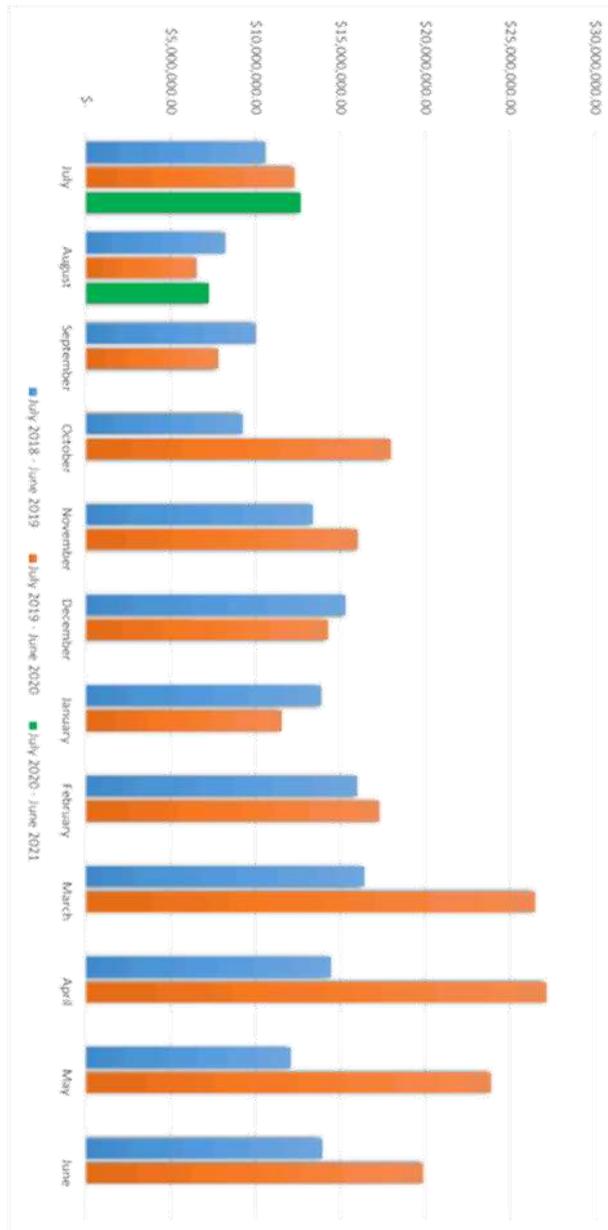


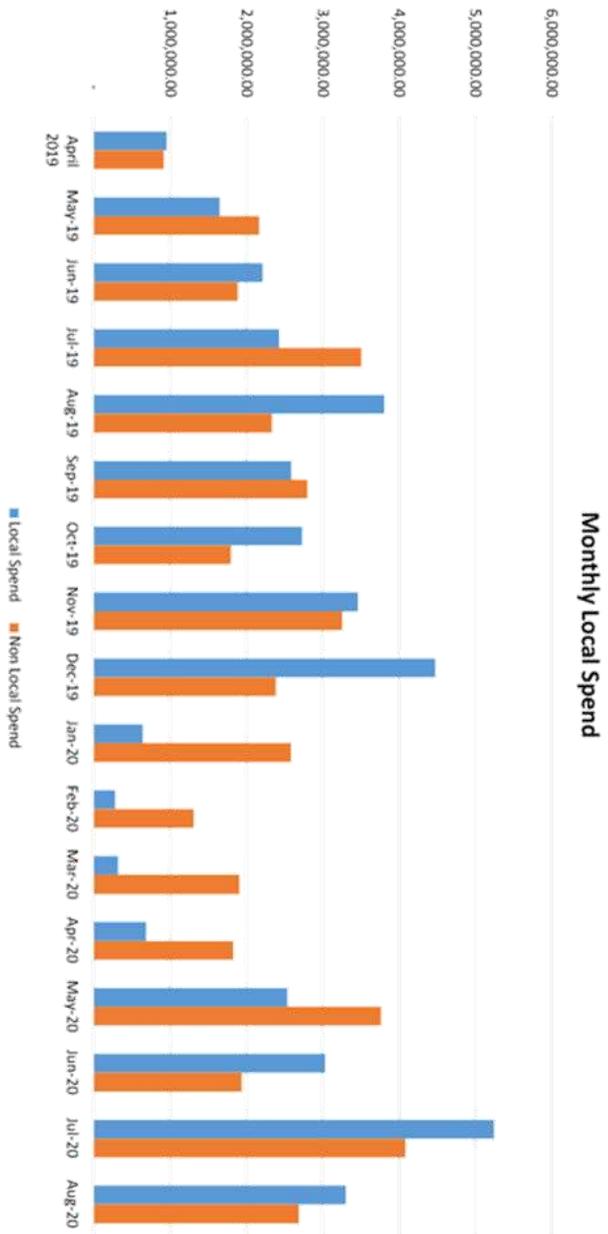
Accounts Summary

	31 August 2020	31 July 2020
	\$	\$
General Accounts		
Queensland Treasury Corporation	7,147,556	11,437,153
AMP Term Deposit	1,000,000	1,000,000
Westpac General Operating Accounts	115,522	1,226,860
Total balance held in banks	8,263,078	13,664,013
Trust Accounts		
Queensland Treasury Corporation	91,378	91,378
Westpac Bank	33,059	31,299
Total balance held in trust	124,437	122,677
Other Balances		
CSC Reserves	11,070,235	11,070,235
CSC Provisions	2,911,046	3,378,739
Total balance reserves and provisions	13,981,281	14,448,974
QTC Borrowings		
Karumba Sewerage	1,969,402	1,943,284
Normanton Water Upgrade	1,074,069	1,067,868
Raise Glenore Weir	4,930,996	4,897,509
Total balance QTC borrowings	7,974,467	7,908,660
Net Council Position	(13,692,670)	(8,693,621)

Cash	July	August	September	October	November	December	January	February	March	April	May	June
2019	\$10,024,212.00	\$8,210,979.00	\$10,052,874.00	\$9,230,314.00	\$13,365,287.00	\$15,294,953.00	\$13,886,629.00	\$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	\$7,862,385.00	\$17,986,246.00	\$16,045,726.00	\$14,253,947.00	\$11,534,551.00	\$17,310,560.00	\$26,505,321.00	\$27,149,119.00	\$23,891,105.00	\$19,885,041.00
2021	\$12,868,783.00	\$7,287,828.00										

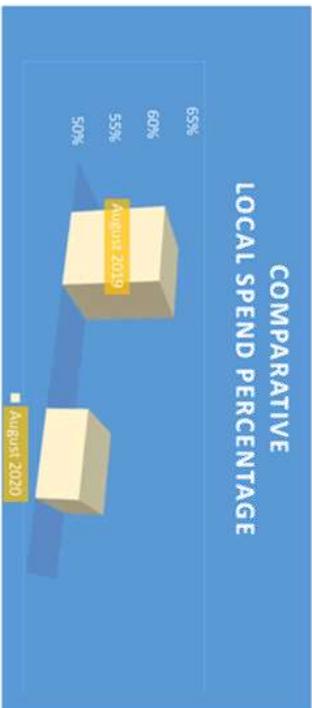
CASH





Suppliers	Aug-19	Aug-20
Local Spend Percentia	62%	55%

Suppliers	Aug-19	Aug-20
Local Spend	3,809,729	3,303,155
Non Local Spend	2,337,393	2,692,345
Total Spend	6,147,122	5,995,500
Local Spend Percentia	62%	56%



Responsible Officer	Description	Original Budget	YTD Actual	Percentage	Comments
Jade Nacario - Manager Finance & Administration	Customer Service - Operating Expenses	\$477,000.00	\$99,611.28	21%	Insurance for the whole financial year paid on the first month
Jade Nacario - Manager Finance & Administration	Stores & Purchasing - Operating Expenses	\$161,000.00	\$25,711.34	16%	
Jade Nacario - Manager Finance & Administration	Stores & Purchasing - Maintenance	\$15,000.00	\$0.00	0%	
Jade Nacario - Manager Finance & Administration	Stores & Purchasing - Depreciation	\$1,000.00	\$0.00	0%	
Jade Nacario - Manager Finance & Administration	Stores & Purchasing - On Costs Allocated to Works	-\$200,500.00	-\$32,570.16	16%	
Jade Nacario - Manager Finance & Administration	Customer Service - Operating Income	-\$1,000.00	-\$93.64	9%	
Jade Nacario - Manager Finance & Administration	Customer Service - Maintenance	\$28,000.00	\$2,395.10	9%	
Jade Nacario - Manager Finance & Administration	Customer Service - Depreciation	\$223,000.00	\$0.00	0%	
Jade Nacario - Manager Finance & Administration	Financial Services - Operating Grants, Subsidies and Contributions	-\$4,040,000.00	\$0.00	0%	
Jade Nacario - Manager Finance & Administration	Financial Services - Operating Income	-\$202,000.00	-\$11,698.35	6%	
Jade Nacario - Manager Finance & Administration	Financial Services - Operating Expenses	\$1,119,000.00	\$158,468.50	14%	
Jade Nacario - Manager Finance & Administration	Financial Services - Bank Fees	\$15,000.00	\$1,496.24	10%	
Jade Nacario - Manager Finance & Administration	Rates Management - General Rates	-\$4,400,000.00	-\$2,209,661.50	50%	1st levy run on the 24th August 2020
Jade Nacario - Manager Finance & Administration	Rates Management - Operating Income	\$0.00	-\$2,009.08	100%	
Jade Nacario - Manager Finance & Administration	Rates Management - Discount on General Rates	\$500,000.00	\$4,940.70	1%	
Jade Nacario - Manager Finance & Administration	Rates Management - Pensioner Discount on General Rates (Council)	\$48,000.00	\$23,112.67	48%	1st levy run on the 24th August 2020
Jade Nacario - Manager Finance & Administration	Rates Management - General Rates Write Offs	\$17,000.00	\$0.00	0%	
Jade Nacario - Manager Finance & Administration	Rates Management - Pensioner Discount on General Rates (State)	\$0.00	\$4,950.00	100%	
Jade Nacario - Manager Finance & Administration	Rates Management - Operating Expenses	\$71,000.00	\$1,640.82	2%	
Jade Nacario - Manager Finance & Administration	Rates Management - Rates Based Financial Assistance	\$20,000.00	\$0.00	0%	
Jade Nacario - Manager Finance & Administration	Information Technology - Operating Expenses	\$414,000.00	\$74,460.88	18%	
Jade Nacario - Manager Finance & Administration	Information Technology - Maintenance	\$55,000.00	\$5,065.84	9%	
Jade Nacario - Manager Finance & Administration	Information Technology - Depreciation	\$2,000.00	\$0.00	0%	
Jade Nacario - Manager Finance & Administration	Records Management - Operating Expenses	\$65,000.00	\$9,704.46	15%	
Jade Nacario - Manager Finance & Administration	Payroll - Operating Grants, Subsidies and Contributions	\$0.00	-\$7,586.88	100%	Paid Parental Leave
Jade Nacario - Manager Finance & Administration	Payroll - Operating Expenses	\$199,000.00	\$21,325.11	11%	
		-\$5,413,500.00	-\$1,830,686.67	34%	

CU/Job Cost	Particulars	TOTAL BALANCE B/T EXPENSES YTD	2020/2021 EXPENSES YTD	TOTAL PROJECT COST	Cap/Exp. C/E	CAPITALISED / TOTAL PROJECT	% COMP	2020/2021 BUDGET	2020 Capital Funding Through
	LXND (-\$51)								
	IMPROVEMENTS (-\$5000)	531,444.66	0.00	531,444.66		0.00			
	LXND								
	Records the purchase of land assets but not land held for resale. Buildings are accounted for separately. Improvements include retaining walls, roads, large scale landscaping								
C11801	Lyvale Subdivision Redevelopment	531,444.66	0.00	531,444.66		0.00			
	BUILDINGS (-\$10,000)								
	Records the built assets on the land which have a roof and walls. Examples include public conveniences, club houses.								
	133,043.49	57,906.38	190,949.87	0.00	190,949.87		277,000		
WO2001	WAO - Administration Office 1/grades	96,790.02	53,740.88	150,530.90		0.00	63%	85,000	
WO2002	WAO - Office - Nomination Water Treatment Plant	2,525.47	2,273.65	4,799.12		0.00	2%	125,000	
WO2003	WAO - Office - Karamba Sewerage Treatment Plant	33,728.00	1,891.83	35,619.83		0.00	3%	67,000	
	PLANT & EQUIPMENT (-\$5,000)	20,378.69	0.00	20,378.69		0.00		527,000.00	
WO2010	WAO - Nomination Josen Hall P/A System	20,378.69	0.00	20,378.69		0.00	0%	2,000	
CP2101	P3118 - Glenco Lincider IV 2500pa (Lansdowne)	0.00	0.00	0.00		0.00	0%	30,000	
CP2102	P31018 P 3111 Conceptillar 140M Motor Grader	0.00	0.00	0.00		0.00	0%	440,000	
CP2104	P1680 - Toyota Hiace Sr Dual Cab 4x4 Utility	0.00	0.00	0.00		0.00	0%	55,000	

CI/Job Cost	Particulars	TOTAL BALANCE B/F EMP NSIS YTD	2020/2021 EMP NSIS YTD	TOTAL PROJECT COST	Cap./Exp. C/E	CAPITALISED / EMP NSISD	TOTAL PROJECT	COMP %	2020/2021 BUDGET	2020 Capital Funding Through
	ROAD INFRASTRUCTURE (-\$10,000)									
CR1903	BRIDGES & HYDRAULIC S/R (-\$10,000)	2,175,325.86	7,299.04	2,182,624.60		0.00	2,182,624.60	0%	7,075,000	
CR2001	NDRP Litter Byrnoe Approaches to Causeway	299,833.35	0.00	299,833.35		0.00	299,833.35	0%	209,000	
CR2002	IDS/R2R - Normanton to Burketown Road	1,827,086.77	7,299.04	1,834,385.81		0.00	1,834,385.81	0%	-	
CR2003	KALP - Karumba Airport Upgrade	53,005.44	0.00	53,005.44		0.00	53,005.44	0%	-	
CR2101	2019 Normanton-Burketown Road Treatment Project (Sec.0016.1819E Rec)	2,400.00	0.00	2,400.00		0.00	2,400.00	0%	-	
CR2102	NDRP Burke & Wells Monument Road	0.00	0.00	0.00		0.00	0.00	0%	138,000	
CR2103	Normanton-Burketown Seal Project 1/1/12 C/c.0017.1819E Rec	0.00	0.00	0.00		0.00	0.00	0%	745,000	
CR2104	Normanton-Burketown Seal Project 1/3 C/c.0016.1819E Rec	0.00	0.00	0.00		0.00	0.00	0%	2,658,000	
CR2105	Old Crovdon Road Crd	0.00	0.00	0.00		0.00	0.00	0%	35,000	
CR2106	Disability Access Normanton - footpaths	0.00	0.00	0.00		0.00	0.00	0%	60,000	
CR2107	Disability Access Karumba - footpaths	0.00	0.00	0.00		0.00	0.00	0%	45,000	
CR2108	Shire Crd Installations	0.00	0.00	0.00		0.00	0.00	0%	40,000	
WQC201	Ass Tds Dunbar Kowaryama Road Roadway	0.00	0.00	0.00		0.00	0.00	0%	925,000	
WQC201	Drainage Easement Maintenance And Improvement	0.00	0.00	0.00		0.00	0.00	0%	25,000	
WQC201	Idp/R2R - Normanton to Burketown Road	0.00	0.00	0.00		0.00	0.00	0%	1,820,000	
WQC201	Idp/R2R - Normanton to Burketown Road	0.00	0.00	0.00		0.00	0.00	0%	375,000	
WQC201	Idp/R2R - Normanton to Burketown Road	0.00	0.00	0.00		0.00	0.00	0%	-	
	WATER INFLX (-\$10,000)	1,388,398.23	84,725.92	1,473,124.15		0.00	1,473,124.15	0%	3,677,000	
WV1901	Sin Weir Rinnng Investigation (dead in WIP)	9,165.15	0.00	9,165.15		0.00	9,165.15	0%	-	
WV1902	Extensive Weir Rehabilitation	1,387,969.95	76,364.00	1,364,273.95		0.00	1,364,273.95	3%	2,652,000	
WV1903	Extend Main to Elyvade study (dead in WIP)	37,000.01	0.00	37,000.01		0.00	37,000.01	0%	-	
WV1904	C/WIP Design Cost Consultant 2016-17	10,290.00	0.00	10,290.00		0.00	10,290.00	1%	945,000	
WV2007	IBHf - Raw Water Irrigation	44,033.12	8,196.18	52,229.30		0.00	52,229.30	0%	80,000	
WQC202	Yarrup St Water Valve Replacement	0.00	0.00	0.00		0.00	0.00	0%	-	
WQC203	Normanton Water Treatment Plant Upgrades And Maintenance	0.00	165.74	165.74		0.00	165.74	0%	-	
	SEWERAGE INFRASTRUCTURE (-\$10,000)	93,621.20	56,858.44	150,479.64		0.00	150,479.64	0%	755,000	
	Karumba SIF									
CS2001	Inlet Screen	0.00	25,569.44	25,569.44		0.00	25,569.44	0%	-	
CS2001	Sewerage - G/a Reclamation Program 2020	15,752.00	31,289.00	47,041.00		0.00	47,041.00	0%	-	
CS1906	Normanton SIF	0.00	0.00	0.00		0.00	0.00	0%	-	
CS1906	Discharge Upgrade at NIN SIF	77,869.20	0.00	77,869.20		0.00	77,869.20	0%	735,000	
CS2101	De-Studding Of Sewerage Lagoon (NDRP)	0.00	0.00	0.00		0.00	0.00	0%	-	
WQC204	Normanton Sewerage Treatment Plant Effluent Irrigation Replacement	0.00	0.00	0.00		0.00	0.00	0%	20,000	
	Pump Stations	0.00	0.00	0.00		0.00	0.00	0%	-	

Cost	Particulars	TOTAL BALANCE B/F	2020/2021	TOTAL PROJECT	Cap/Exp	CAPITALISED /	TOTAL	%	2020/2021	2020 Capital Funding
Cost		EMPNSIS YTD	COST	C/E	EMPNSD	PROJECT	COMP	BUDGET	Through	
	OTHER STRUCTURES (<\$10,000) <i>Structures are built assets which cannot be assigned to a building. Examples include playgrounds, swimming pools and heritage assets such as band stands and memorials.</i>	1,514,631.63	263,163.01	1,777,794.64		0.00	1,777,794.64		3,335,000	
W40191	W40 - LW Bana Hatchery Upgrades	935,047.64	0.00	935,047.64		0.00	935,047.64		-	
W40194	W40 - School Dam Water/Ferry Present	12,300.00	0.00	12,300.00		0.00	12,300.00		-	
CO1919	Sin Cemetery & Courthouse	15,500.00	0.00	15,500.00		0.00	15,500.00	13%	-	
CO1920	SIN Remaps/Range Ramp	6,799.25	126,840.38	133,639.63		0.00	133,639.63		943,000	
CO2001	Stormwater Diversion - Normanton Landfill	18,711.60	0.00	18,711.60		0.00	18,711.60		-	
CO2003	Security Cameras - Karumba Transfer Station	17,423.00	0.00	17,423.00		0.00	17,423.00		-	
CO2008	Q44 - Finders River Floodplain Investigation And Assessment	0.00	110.01	110.01		0.00	110.01		-	
CO2009	Bana Hatchery Upgrade - Phase 2	164,275.27	840.74	165,116.01		0.00	165,116.01		-	
CO2101	Karumba Forehouse Sand Replacement	82.54	83,121.18	83,203.72		0.00	83,203.72		-	
SS2001	W40 - Fontoon and Shade - Feasibility Study	1,500.00	0.00	1,500.00		0.00	1,500.00		-	
WQ2006	W40 - Abston Block - Karumba Boat Ramp	30,103.09	0.00	30,103.09		0.00	30,103.09	0%	75,000	
WQ2007	W40 - Finders Shed - Refurbishment	197,211.82	32.65	197,244.47		0.00	197,244.47	0%	14,000	
WQ2008	W40 - Les Wilson Burmanni Discovery Centre - Feeding Facility Shade Upgrade	2,461.29	0.05	2,461.34		0.00	2,461.34		-	
WQ2009	W40 - Normanton Showgrounds, Racecourse & Rodco Grounds - Fountains	1,600.00	0.00	1,600.00		0.00	1,600.00	0%	38,000	
CO2010	Solar Pv System (Solar Energy)	9,000.00	0.00	9,000.00		0.00	9,000.00		-	
CO2011	Kba Transfer Station Cyn Tower	\$2,924.73	0.00	\$2,924.73		0.00	\$2,924.73		-	
CO2102	Normanton Acoustic Line Marking	0.00	0.00	0.00		0.00	0.00	0%	35,000	
CO2103	Karumba Acoustic Line Marking	0.00	0.00	0.00		0.00	0.00	0%	25,000	
CO2104	Garbin Street Postbox Repairs	0.00	0.00	0.00		0.00	0.00	0%	15,000	
CO2105	Stores Roller Door	0.00	0.00	0.00		0.00	0.00	0%	20,000	
CO2106	John Henry Oval Upgrade (Active Community Infrastructure)	0.00	0.00	0.00		0.00	0.00	0%	1,000,000	
WQ2011	W40 - Installation Of Solar Pv Sites	0.00	0.00	0.00		0.00	0.00	0%	539,000	
ECIP2	Norman River - Telecommunications towers - Heritage Funding Grant	0.00	0.00	0.00		0.00	0.00	0%	85,000	
ECIP3	rep - John Henry Oval Playground	0.00	0.00	0.00		0.00	0.00	0%	275,000	
ECIP4	rep - W40dc Hatchery Fence	0.00	0.00	0.00		0.00	0.00	0%	31,000	
ECIP5	rep - Nee Soft Fall	0.00	0.00	0.00		0.00	0.00	0%	31,000	
ECIP6	Building Our Region - Entertainment Area W40dc	49,661.40	52,218.00	101,879.40		0.00	101,879.40	25%	210,000	
	HOUSING (>\$10,000)	247,095.83	17,123.81	264,219.64		0.00	264,219.64	1.20	35,000	
W40311	W40 19 20 - 38 Woodland St Normanton	11,464.81	16,848.81	28,313.62		0.00	28,313.62	120%	14,000	
W40312	W40 19 21 - 35 Woodland St Normanton (C shed)	0.00	0.00	0.00		0.00	0.00	0%	8,000	
W40316	W40 19 20 - 23 Woodland St Normanton	191,067.92	275.00	191,342.92		0.00	191,342.92	0%	-	
W40319	W40 19 21 - 2 Norman St Normanton (C shed)	0.00	0.00	0.00		0.00	0.00	0%	-	
WQ3110	W40 2019 2021 - 140 Yappa St Roof And Kitchen Replacement	44,563.10	0.00	44,563.10		0.00	44,563.10	0%	13,000	
	Other/DPX									
	Major Operating Expenses and Intangibles	0.00	26,525.00	26,525.00		0.00	26,525.00		-	
OPX3101	Traffic Counters	0.00	0.00	0.00		0.00	0.00		-	
	TOTAL MAJOR OPERATING	0	26,525	26,525		0.00	26,525		-	
	TOTAL CAPITAL BUILDING APPLICATIONS	6,103,939	487,077	6,591,016		0.00	6,591,016	3%	15,681,000	
	TOTAL TENDING APPLICATIONS	6,103,939	513,602	6,617,541		0.00	6,617,540.89	3%	15,681,000	

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10.3 2019 - 2020 FINANCIAL STATEMENTS (DRAFT)

Attachments:	10.3.1. Financial Statements FY 2019 - 2020 (Draft) ↓
Author:	Jade Nacario - Manager Finance and Administration
Date:	8 September 2020
Key Outcome:	7.3 - Strategic management of Council
Key Strategy:	7.3.3 Implement sustainable financial management and effective procurement practices.

Executive Summary:

Council is required to prepare a general purpose financial statements in accordance to sections 176 and 177 of the Local Government Regulation 2012 (the Regulation) and other prescribed requirements.

RECOMMENDATION:

That Council note the draft financial statements for the financial year 2019-2020 to be submitted for audit to Crowe Auditors on behalf of Queensland Audit Office.

Background:

As per Local Government Regulation 2012 Section 176, each financial year, a local government must prepare the following:

- (a) a general purpose financial statement;
- (b) a current-year financial sustainability statement;
- (c) a long-term financial sustainability statement.

The attached draft financial statements may have minor changes between the time this report was written and the issue of the final statements however we do not foresee a material change.

As per agreed audit timeframe, the audit team of Crowe Audit Services will conduct their year-end audit visit on the 21st to 25th of September 2020.

The final financial statements will be presented to Council once it has been signed by the QAO which is scheduled on the 12th of October 2020.

Consultation (Internal/External):

- Carpentaria Shire Council Directors, Managers and Supervisors.
- Consultants and Suppliers.

Legal Implications:

- Nil

Financial and Resource Implications:

- Nil
-

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Risk Management Implications:

- Nil

Carpentaria Shire Council

Financial Statements

For the Year Ended 30 June 2020

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**Carpentaria Shire Council
 Statement of Comprehensive Income
 For the Year Ended 30 June 2020**

	Note	2020 \$	2019 \$
Income			
Revenue			
Recurrent Revenue			
Rates, Levies and Charges	3(a)	7,941,652	7,652,556
Fees and Charges	3(b)	727,867	981,020
Rental Income		664,006	400,589
Interest Received		332,543	412,314
Sales Revenue	3(c)	5,811,796	2,836,328
Other Income		82,335	45,211
Grants, Subsidies, Contributions and Donations	4(a)	41,274,202	33,541,551
		<u>56,834,400</u>	<u>45,869,569</u>
Capital Revenue			
Grants, Subsidies, Contributions and Donations	4(b)	7,162,302	4,505,349
Total Revenue		<u>63,996,702</u>	<u>50,374,918</u>
Capital Income		-	655,039
Total Income		<u>63,996,702</u>	<u>51,029,958</u>
Expenses			
Recurrent Expenses			
Employee Benefits	5	(11,173,986)	(10,489,670)
Materials and Services	6	(40,518,486)	(35,601,546)
Finance Costs		(419,352)	(426,356)
Depreciation and Ammortisation			
Property, Plant and Equipment	10	(14,383,465)	(12,556,888)
		<u>(66,495,289)</u>	<u>(59,074,460)</u>
Capital Expenses			
		(24,726)	(869,235)
Total Expenses		<u>(66,520,015)</u>	<u>(59,943,695)</u>
NET RESULT		<u>(2,523,313)</u>	<u>(8,913,737)</u>
Other Comprehensive Income			
Items Not be Reclassified to Net Result			
Increase / (Decrease) in Revaluation Surplus	10	1,510,252	(32,183)
Total Other Comprehensive Income for the Year		<u>1,510,252</u>	<u>(32,183)</u>
Total Comprehensive Income for the Year		<u>(1,013,062)</u>	<u>(8,945,921)</u>

The above statement should be read in conjunction with the accompanying notes and Significant Accounting Policies.

The comparatives have not been restated on adoption of AASB 15 / 1058 and AASB 16 and therefore the comparative information is presented using the previous standards relating to revenue and leases

**Carpentaria Shire Council
 Statement of Financial Position
 as at 30 June 2020**

	Note	2020 \$	2019 \$
Current Assets			
Cash and Cash Equivalents	7	19,942,695	13,940,621
Investments	8	1,000,000	1,000,000
Trade and Other Receivables	8	4,058,682	4,413,461
Inventories		613,326	433,833
Contract Assets		8,322,569	-
		<u>33,937,272</u>	<u>19,787,915</u>
Non-Current Assets Held for Sale		478,207	478,207
Total Current Assets		<u>34,415,479</u>	<u>20,266,122</u>
Non-Current Assets			
Trade and Other Receivables	8	159,534	159,534
Property, Plant and Equipment	9	363,332,704	366,059,660
Total Non-Current Assets		<u>363,492,238</u>	<u>366,219,194</u>
Total Assets		<u>397,907,717</u>	<u>386,485,316</u>
Current Liabilities			
Payables	12	7,172,370	6,228,348
Contract Liabilities	11	9,931,911	-
Borrowings	13	479,017	440,327
Provisions	14	1,367,682	271,451
Other Liabilities		100,000	117,020
Total Current Liabilities		<u>19,050,981</u>	<u>7,057,146</u>
Non-Current Liabilities			
Borrowings	13	7,430,125	7,910,056
Provisions	14	1,676,220	1,918,196
Other Liabilities		300,000	400,000
Total Non-Current Liabilities		<u>9,406,345</u>	<u>10,228,252</u>
Total Liabilities		<u>28,457,326</u>	<u>17,285,398</u>
Net Community Assets		<u>369,450,392</u>	<u>369,199,918</u>
Community Equity			
Revaluation Surplus	15	269,671,796	268,161,544
Retained Surplus		99,778,597	101,038,374
Total Community Equity		<u>369,450,392</u>	<u>369,199,918</u>

The above statement should be read in conjunction with the accompanying notes and Significant Accounting Policies.

The comparatives have not been restated on adoption of AASB 15 / 1058 and AASB 16 and therefore the comparative information is presented using the previous standards relating to revenue and leases.

**Carpentaria Shire Council
 Statement of Changes in Equity
 For the Year Ended 30 June 2020**

	Revaluation Surplus \$	Retained Surplus \$	TOTAL \$
Balance as at 1 July 2019	268,161,544	101,038,374	369,199,918
Opening Balance Adjustment	-	27	27
Adjustment on Initial Application of AASB 15 / AASB 1058	-	1,263,510	1,263,510
Restated Balance at 1 July 2019	268,161,544	102,301,910	370,463,454
Net Result	-	(2,523,313)	(2,523,313)
Other Comprehensive Income for the Year	-	-	-
Increase / (Decrease) in Revaluation Surplus	1,510,252	-	1,510,252
Total Comprehensive Income for the Year	1,510,252	(2,523,313)	(1,013,062)
Balance as at 30 June 2020	269,671,796	99,778,597	369,450,392
Balance as at 1 July 2018	268,193,727	109,952,111	378,145,838
Net Result	-	(8,913,737)	(8,913,737)
Other Comprehensive Income for the Year	-	-	-
Increase / (Decrease) in Revaluation Surplus	(32,183)	-	(32,183)
Total Comprehensive Income for the Year	(32,183)	(8,913,737)	(8,945,920)
Balance as at 30 June 2019	268,161,544	101,038,374	369,199,918

The above statement should be read in conjunction with the accompanying notes and Summary of Significant Accounting Policies.

The comparatives have not been restated on adoption of AASB 15, 1058, and 16 and therefore the comparative information is presented using the previous standards relating to revenue and leases.

**Carpentaria Shire Council
 Statement of Cash Flows
 For the Year Ended 30 June 2020**

	Note	2020 \$	2019 \$
Cash Flows from Operating Activities			
Receipts from Customers		4,514,834	9,068,764
Payments to Suppliers and Employees		(36,914,266)	(43,736,484)
		<u>(32,399,431)</u>	<u>(34,667,720)</u>
Interest Received		332,543	412,314
Rental Income		664,006	400,589
Operating Grants and Contributions		41,274,202	33,541,551
Borrowing Costs		(419,352)	(426,356)
Net Cash Inflow (Outflow) from Operating Activities	18	<u>9,451,967</u>	<u>(739,622)</u>
Cash Flows from Investing Activities			
Payments for Property, Plant and Equipment		(10,359,021)	(3,925,263)
Net Movement in Investments		(1,000,000)	-
Proceeds from Sale of Property, Plant and Equipment		188,067	79,184
Grants, Subsidies, Contributions and Donations		7,162,302	4,505,349
Net Cash Inflow (Outflow) from Investing Activities		<u>(4,008,652)</u>	<u>659,270</u>
Cash Flows from Financing Activities			
Proceeds from Borrowings		-	-
Repayment of Borrowings		(441,241)	(514,035)
Net Cash Inflow (Outflow) from Financing Activities		<u>(441,241)</u>	<u>(514,035)</u>
Net Increase (Decrease) in Cash and Cash Equivalents Held		<u>5,002,074</u>	<u>(594,387)</u>
Cash and Cash Equivalents at the Beginning of the Financial Year		14,940,621	15,535,007
Cash and Cash Equivalents at End of the Financial Year	7	<u>19,942,695</u>	<u>14,940,621</u>

The above statement should be read in conjunction with the accompanying notes and Summary of Significant Accounting Policies.

The comparatives have not been restated on adoption of AASB 15 / 1058 and AASB 16 and therefore the comparative information is presented using the previous standards relating to revenue and leases.

**Carpentaria Shire Council
Notes to the Financial Statements
For the Year Ended 30 June 2020**

1 Significant Accounting Policies

1.A Basis of Preparation

Carpentaria Shire Council is constituted under the Queensland *Local Government Act 2009* and is domiciled in Australia.

These general purpose financial statements are for the period 1 July 2019 to 30 June 2020. They are prepared in accordance with the *Local Government Act 2009* and the *Local Government Regulation 2012*. These financial statements comply with all Australian Accounting Standards and Interpretations issued by the Australian Accounting Standards Board (AASB). Council is a not-for-profit entity for financial reporting purposes and complies with the Accounting Standards as applicable to not-for-profit entities.

These financial statements have been prepared under the historical cost convention except for the revaluation of certain classes of property, plant and equipment and investment property.

1.B New and Revised Accounting Standards Adopted During the Year

Council adopted all Standards which became mandatorily effective for annual reporting periods beginning on 1 July 2019, the standards which had an impact on reported position, performance and cash flows were those relating to revenue and leases. Refer to the change in accounting policy note 20 for transition disclosures for *AASB 15 Revenue from Contracts with Customers* and *AASB 1058 Income of NFP Entities*. No changes have occurred as a result of *AASB 16 Leases*.

1.C Standards Issued by the AASB Not Yet Effective

The AASB has issued Australian Accounting Standards and interpretations which are not effective at 30 June 2020, these standards have not been adopted by Council and will be included in the financial statements on their effective date. Where the standard is expected to have a significant impact for Council then further information has been provided in this note. The standards that are expected to have a material impact upon Council's future financial statements are:

	Effective Periods Beginning on or After:
AASB 17 <i>Insurance Contracts</i>	1 January 2021
AASB 2018-7 <i>Amendments to Australian Accounting Standards - Definition of Material</i>	1 January 2020
AASB 1059 <i>Service Concession Arrangements: Grantor</i>	1 January 2021

1.D Estimates and Judgements

Councils make a number of judgements, estimates and assumptions in preparing these financial statements. These are based on the best information available to Council at the time, however due to the passage of time, these assumptions may change and therefore the recorded balances may not reflect the final outcomes. The significant judgements, estimates and assumptions relate to the following items and specific information is provided in the relevant note:

- Valuation and depreciation of property, plant and equipment - Note 10
- Provisions - Note 14
- Contingent Liabilities - Note 16

1.E Rounding and Comparatives

The financial statements have been rounded to the nearest \$1. Comparative information is generally restated for reclassifications, errors and changes in accounting policies unless permitted otherwise by transition rules in a new Accounting Standard.

1.F Volunteer Services

Council has not recognised volunteer services as they have been determined to be immaterial.

1.G Taxation

Council is exempt from income tax, however is subject to Fringe Benefits Tax, Goods and Services Tax ('GST') and payroll tax on certain activities. The net amount of GST recoverable from, or payable to, the ATO is shown as an asset or liability respectively.

**Carpentaria Shire Council
Notes to the Financial Statements
For the Year Ended 30 June 2020**

2. Analysis of Results by Function

2(a) Components of Council Functions

The activities relating to the Council's components reported on in Note 2(b) are as follows :

Governance

The objective of corporate governance is for Council to be open, accountable, transparent and deliver value for money community outcomes. This function includes strategic and operational planning, risk management, legal and administrative support. The Mayor, Councillors and Chief Executive Officer are included in corporate governance.

Economic

The objective of this function is to ensure the community is serviced by a high quality and effective road network. The function provides and maintains transport infrastructure, including the maintenance and provision of the drainage network. It also facilitates the shires growth and prosperity through well planned and quality development. The objective of planning and development is to ensure that Carpentaria Shire is well designed, efficient and facilitates growth yet also preserves the character and natural environment of the Shire. This function includes activities and services related to town, neighbourhood and regional planning, and management of development approval processes.

Environment

The goals of this program is to protect and support a healthy, safe community through sustainable water services and includes all activities relating to water including flood and waterways management. This program also protects and supports the health of our community by sustainably managing sewerage infrastructure. The program also facilitates waste management to protect and support our community and natural environment by sustainably managing refuse. The function provides refuse collection and disposal services, mosquito and other pest management programs.

Social

The goal of social is to ensure a healthy, vibrant, contemporary and connected community. The function provides well managed and maintained community facilities, and ensures the effective delivery of cultural, welfare and recreational services.

Carpentaria Shire Council
Notes to the Financial Statements
For the Year Ended 30 June 2020

2(b) Analysis of Results by Function
Income and expenses defined between recurring and capital are attributed to the following functions:

Functions	Gross Programme Income				Total Income	Gross Programme Expenses		Total Expenses	Net Result Recurrent Operations	Net Result	Assets			
	Recurrent		Capital			Recurrent	Capital					Total	Recurrent Operations	Net Result
	2020	2019	2020	2019										
Governance	4,580,184	4,707,813	79,091	-	9,367,088	(5,748,332)	-	(5,748,332)	3,539,665	3,618,756	27,068,892			
Economic	35,811,511	6,146,400	3,273,600	-	45,231,511	(49,546,966)	(24,726)	(49,571,692)	(7,589,055)	(4,340,181)	260,899,833			
Environment	80,000	4,244,280	1,906,766	-	6,231,046	(4,663,266)	-	(4,663,266)	(338,986)	1,567,780	62,298,850			
Social	802,507	461,706	1,902,844	-	3,167,057	(6,536,725)	-	(6,536,725)	(5,272,512)	(3,369,668)	47,640,142			
Total Council	41,274,202	15,560,199	7,162,301	-	63,996,702	(66,495,289)	(24,726)	(66,520,015)	(9,660,888)	(2,523,313)	397,907,717			

Functions	Gross Programme Income				Total Income	Gross Programme Expenses		Total Expenses	Net Result Recurrent Operations	Net Result	Assets			
	Recurrent		Capital			Recurrent	Capital					Total	Recurrent Operations	Net Result
	2019	2019	2019	2019										
Governance	5,175,837	4,518,307	809,090	649,292	11,152,526	(4,545,898)	(836,055)	(5,381,953)	5,148,246	5,770,574	53,122,367			
Economic	27,993,427	6,364,664	3,674,015	5,748	38,037,854	(48,409,091)	(33,180)	(48,442,271)	(14,051,000)	(10,404,417)	258,242,644			
Environment	-	689,703	-	-	689,703	(2,450,943)	-	(2,450,943)	(1,761,239)	(1,761,240)	60,109,196			
Social	372,287	755,344	22,244	-	1,149,875	(3,668,528)	-	(3,668,528)	(2,540,897)	(2,518,653)	15,011,109			
Total Council	33,541,551	12,328,018	4,505,349	655,040	51,029,958	(59,074,460)	(869,235)	(59,943,695)	(13,204,891)	(8,913,737)	386,485,316			

**Carpentaria Shire Council
 Notes to the Financial Statements
 For the Year Ended 30 June 2020**

3 Revenue	Note	2020 Financial Year	
		AASB 15 \$	AASB 1058 \$
Revenue Recognised at a Point in Time			
Rates, Levies and Charges (Excluding those Related to Services)		-	7,941,652
Fees and Charges (Excluding Infringements)		663,683	32,953
Sales of Goods and Services		4,834	-
Other		32,426	49,909
		<u>700,943</u>	<u>8,024,513</u>
Revenue Recognised Over Time			
Fees and Charges (Excluding Infringements)		31,231	-
Rental Income		664,006	-
Interest Revenue		332,543	-
Sales of Goods and Services		5,806,962	-
		<u>6,834,742</u>	<u>-</u>
Total Revenue		<u>7,535,685</u>	<u>8,024,513</u>

2020 Accounting Policy: Rates and annual charges are recognised as revenue when Council obtains control over the assets comprising these receipts which is the beginning of the rating period to which they relate. Prepaid rates are recognised as a financial liability until the beginning of the rating period.

2019 Accounting Policy: Rates are recognised as revenue at the start of the rating period. If a ratepayer pays their rates before the start of the rating period, they are recognised as revenue when they are received.

(a) Rates, Levies and Charges (Excluding Those Related to Services)	Note	2020	2019
		\$	\$
General Rates		4,384,682	4,246,702
Water		1,641,132	1,351,852
Water Consumption, Rental and Sundries		206,809	260,187
Sewerage		1,588,977	1,397,502
Waste Management		708,880	686,074
Total Rates and Utility Charge Revenue		<u>8,530,479</u>	<u>7,942,317</u>
Less: Discounts		(491,798)	(245,740)
Less: Pensioner Remissions		(54,259)	(24,537)
Less: Rates Write-Off		(42,770)	(19,484)
		<u>7,941,652</u>	<u>7,652,556</u>

(b) Fees and Charges

2020 Accounting Policy: Revenue arising from fees and charges is recognised when or as the performance obligation is completed and the customer receives the benefit of the goods / services being provided.

The performance obligation relates to the specific services which are provided to the customers and generally the payment terms are within 30 days of the provision of the service or in some cases, the customer is required to pay on arrival, for example pools. There is no material obligation for Council in relation to refunds or returns.

Licences granted by Council are all either short-term or low value and all revenue from licences is recognised at the time that the licence is granted rather than the term of the licence.

Revenue from infringements is recognised on issue of infringement notice after applying the expected credit loss model relating to impairment of receivables for initial recognition of statutory receivables.

2019 Accounting Policy: Fees and charges are recognised when Council is unconditionally entitled to those funds. Generally this is upon lodgement of the relevant applications or documents, issuing of the infringement notice or when the service is provided.

**Carpentaria Shire Council
 Notes to the Financial Statements
 For the Year Ended 30 June 2020**

(b) Fees and Charges (Continued)

	2020	2019
Note	\$	\$
Airport Fees	269,825	300,639
Animal Control Fees	5,854	2,704
Barra Hatchery Tours	107,018	29,488
Building and Developmental Fees	3,243	40,618
Cemeteries	42,339	45,798
Child Care	111,799	255,387
Gym	22,898	8,371
Libraries	1,149	3,794
Swimming Pool	15,731	17,401
Other Fees and Charges	148,012	276,820
	<u>727,867</u>	<u>961,020</u>

(c) Sales Revenue

Sale of goods revenue is recognised when the customer has taken delivery of the goods. Revenue from services is recognised when the service is rendered.

Revenue from contracts and recoverable works generally comprises a recoupment of material costs together with an hourly charge for use of equipment and employees. This revenue and the associated costs are recognised by reference to the stage of completion of the contract activity based on costs incurred at the reporting date. Where consideration is received for the service in advance it is included in other liabilities and is recognised as revenue in the period when the service is performed. There are no contracts in progress at the year end. The contract work carried out is not subject to retentions

Recoverable Work

Road Maintenance Performance Contract (RMPC) Works	2,077,878	1,998,906
Main Roads Flood Damage Works	3,575,456	765,415
Other Works (Barra Hatchery, Boat Ramps, Visitor Information Centre etc)	158,462	72,007
	<u>5,811,796</u>	<u>2,836,328</u>

4 Grants, Subsidies and Contributions

2020 Accounting Policy:

Grant Income Under AASB 15

Where grant income arises from an agreement which is enforceable and contains sufficiently specific performance obligations then the revenue is recognised when control of each performance obligation is satisfied. The performance obligations are varied based on the agreements. Payment terms vary depending on the terms of the grant, cash is received upfront for some grants and on the achievement of certain payment milestones for others.

Each performance obligation is considered to ensure that the revenue recognition reflects the transfer of control and within grant agreements there may be some performance obligations where control transfers at a point in time and others which have continuous transfer of control over the life of the contract.

Where control is transferred over time, generally the input methods being either costs or time incurred are deemed to be the most appropriate methods to reflect the transfer of benefit.

Grant Income Under AASB 1058

Assets arising from grants in the scope of AASB 1058 are recognised at the asset's fair value when the asset is received. Council considers whether there are any related liability or equity items associated with the asset which are recognised in accordance with the relevant accounting standard.

Once the assets and liabilities have been recognised then income is recognised for any remaining asset value at the time that the asset is received

Capital Grants

Capital grants received to enable Council to acquire or construct an item of property, plant and equipment to identified specifications which will be under Council's control, and which is enforceable, are recognised as revenue as and when the obligation to construct or purchase is completed. For construction projects, this is generally as the construction progresses in accordance with costs incurred since this is deemed to be the most appropriate measure of the completeness of the construction project as there is no profit margin.

Where assets are donated or purchased for significantly below fair value, revenue is recognised when the asset is acquired and controlled by Council.

Carpentaria Shire Council
Notes to the Financial Statements
For the Year Ended 30 June 2020

2019 Accounting Policy: Grants, subsidies, donations and contributions that are non-reciprocal in nature are recognised as revenue when Council obtains control over them, which is usually upon receipt of funds. Where grants are received that are reciprocal in nature, revenue is recognised as the various performance obligations under the funding agreement are fulfilled. In 2019, Council did not have any reciprocal grants.

Physical assets contributed to Council by developers in the form of road works, stormwater, water and wastewater infrastructure and park equipment are recognised as revenue when the development becomes "on maintenance" (i.e. the Council obtains control of the assets and becomes liable for any ongoing maintenance) and there is sufficient data in the form of drawings and plans to determine the approximate specifications and values of such assets. Non-cash contributions with a value in excess of the recognition thresholds are recognised as non-current assets. Those below the thresholds are recorded as expenses.

		2020 Financial Year	
		AASB 15	AASB 1058
		\$	\$
(i) Recurrent	Note		
General Purpose Grants		-	5,274,224
Specific Purpose Government Subsidies and Grants		-	1,536,302
Shire Roads Flood Damage (NDRRA)		34,463,675	-
		<u>34,463,675</u>	<u>6,810,526</u>
(ii) Capital			
Capital Revenue includes grants and subsidies received which are tied to specific projects for the replacement or upgrade of existing non-current assets and / or investment in new assets.			
Specific Purpose Government Subsidies and Grants		-	7,162,302
		<u>-</u>	<u>7,162,302</u>
5 Employee Benefits			
Total Staff Wages and Salaries		7,981,459	8,972,135
Councillors' Remuneration		417,776	577,338
Annual, Sick and Long Service Leave Entitlements		1,902,541	1,583,373
Superannuation	17	1,034,173	1,017,500
		<u>11,335,948</u>	<u>12,150,346</u>
Other Employee Related Expenses		170,245	96,596
		<u>11,506,193</u>	<u>12,246,942</u>
Less: Capitalised Employee Expenses		(332,208)	(1,757,272)
		<u>11,173,986</u>	<u>10,489,670</u>
		2020	2019
5 Employee Benefits	Note	#	#
Councillor remuneration represents salary, and other allowances paid in respect of carrying out their duties.			
Total Council employees at the reporting date:			
Elected Members		7	7
Administration Staff		47	30
Depot and Outdoors Staff		56	76
Total Full-Time Equivalent Employees		<u>110</u>	<u>113</u>

**Carpentaria Shire Council
 Notes to the Financial Statements
 For the Year Ended 30 June 2020**

	2020	2019
Note	\$	\$
6 Materials and Services		
Airport Operations	240,664	133,567
Audit Fees *	84,970	106,745
Child Care Centre Operations	273,158	78,031
Community Services	713,833	1,261,350
Council Road Works	753,947	4,879,502
Donations Paid	46,975	19,891
Flood Damage Maintenance Works	34,042,489	22,183,969
Pest Management	266,523	70,484
Public Facilities	1,513,435	1,323,058
Quarry Expenses	169,879	631,585
Sewerage Operations	517,372	589,519
Tourism	594,642	753,866
Waste Operations	230,716	1,019,619
Water Operations	713,138	755,125
Other Materials and Services	356,746	1,795,435
	<u>40,518,486</u>	<u>35,601,546</u>

* Total audit fees quoted by the Queensland Audit Office relating to the 2019/20 financial statements are \$58,500 (2019: \$60,500)

7 Cash and Cash Equivalents

Cash and cash equivalents in the Statement of Cash Flows include cash on hand, all cash and cheques received but not banked at the year end, deposits held at call with financial institutions, other short-term, highly liquid investments with original maturities of three months or less that are readily convertible to cash and which are subject to an insignificant risk of changes in value, and bank overdrafts.

Cash at Bank and On-Hand	1,747,230	40,021
Deposits at Call	18,195,465	13,900,600
Balance per Statement of Cash Flows	<u>19,942,695</u>	<u>13,940,621</u>

Externally imposed expenditure restrictions at the reporting date relate to the following cash assets:

Unspent Government Grants and Subsidies	9,931,911	3,415,356
Total Unspent Restricted Cash	<u>9,931,911</u>	<u>3,415,356</u>

Council's activities expose it to a variety of financial risks including interest rate risk, credit risk and liquidity risk. Exposure to financial risks is managed in accordance with Council approved policies on financial risk management. These policies focus on managing the volatility of financial markets and seek to minimise potential adverse effects on the financial performance of Council.

Cash and deposits at call are held at both Westpac Banking Corporation (WBC) and Queensland Treasury Corporation (QTC) in term deposits, business cheque accounts and cash management accounts. WBC currently has a short term credit rating of A1+ and long term rating of AA- (Standard & Poor's). QTC is currently rated at 'AA+' (Standard & Poor's) (Australian Government Guaranteed) with a stable outlook.

Investments in financial assets are only made where those assets are with a bank or other financial institution in Australia. Council does not invest in derivatives or other high risk investments.

Council manages its exposure to liquidity risk by maintaining sufficient cash deposits, both short and long term, to cater for unexpected volatility in cash flows.

Trust Funds Held for Outside Parties

Security Deposits	121,462	120,361
	<u>121,462</u>	<u>120,361</u>

**Carpentaria Shire Council
 Notes to the Financial Statements
 For the Year Ended 30 June 2020**

8	Trade and Other Receivables	Note	2020	2019
			\$	\$
	Current			
	Rateable Revenue and Utility Charges		1,437,096	507,982
	Water Charges Not Yet Levied		226,556	260,187
	Trade Debtors		1,655,486	3,615,153
	Less: Impairment		(10,681)	(3,466)
	Loans and Advances to Community Organisations		-	33,605
	GST Receivable		750,223	-
			<u>4,058,682</u>	<u>4,413,461</u>
	Non-Current			
	Loans and Advances to Community Organisations		159,534	159,534
			<u>159,534</u>	<u>159,534</u>

Trade receivables, loans and advances are recognised at the amounts due at the time of sale, service delivery, or advance. Settlement of receivables is required within 30 days from invoice date. Terms for loans and advances are usually a maximum of five years with interest charged at non-commercial rates. Security is not normally obtained.

The collectability of receivables is assessed periodically and if there is objective evidence that Council will not be able to collect all amounts due, the carrying amount is reduced for impairment. All known bad debts were written-off at 30 June. The loss is recognised in finance costs. The amount of the impairment is the difference between the asset's carrying amount and the present value of the estimated cash flows discounted at the effective interest rate. Subsequent recoveries of amounts previously written off in the same period are recognised as finance costs in the Statement of Comprehensive Income.

Because Council is empowered under the provisions of the *Local Government Act 2009* to sell an owner's property to recover outstanding rate debts, Council does not impair any rate receivables.

Interest is charged on outstanding rates at a rate of 9.83% per annum. No interest is charged on other debtors. There is no concentration of credit risk for rates and utility charges, fees and other debtors receivable. Movement in accumulated impairment losses (other debtors) has been deemed as immaterial and a separate table has not been included.

Ageing of past due receivables and the amount of any impairment is disclosed in the following table:

Not Past Due	2,256,065	3,284,640
Past Due 31-60 Days	116,073	26,877
Past Due 61-90 Days	1,450	476,264
Past Due >90 Days	1,695,775	-
Impaired	(10,681)	-
	<u>4,058,682</u>	<u>3,787,781</u>

Carpentaria Shire Council
Notes to the Financial Statements
For the Year Ended 30 June 2020
 9 **Property, Plant and Equipment**

Council - 30 June 2020

Basis of Measurement
Asset Values
 Opening Gross Value as at 1 July 2019
 Correction to Opening Balances
 Capital Assets Additions
 Transfers Between Classes
 Disposals
 Revaluation Adjustment to Revaluation Surplus
Closing Gross Value as at 30 June 2020

Land	Buildings	Plant and Equipment	Road, Drainage and Bridge Network	Water	Sewerage	Other Infrastructure Assets	Work in Progress	TOTAL
Fair Value	Fair Value	Cost	Fair Value	Fair Value	Fair Value	Fair Value	Cost	
\$ 4,360,900	\$ 44,854,071	\$ 14,453,864	\$ 343,779,493	\$ 71,226,692	\$ 25,240,292	\$ 22,132,356	\$ 5,250,910	\$ 531,298,578
-	-	-	-	-	-	-	31	31
-	209,720	1,958,422	3,443,837	791,149	60,414	2,617,483	1,277,997	10,359,021
-	-	-	-	-	-	-	-	-
-	-	(410,194)	-	-	-	-	-	(410,194)
-	-	-	-	1,943,251	(133,015)	-	-	1,810,236
4,360,900	45,063,791	16,002,092	347,223,330	73,961,092	25,167,691	24,749,839	6,528,937	543,057,671

Accumulated Depreciation and Impairment
 Opening Balance as at 1 July 2019
 Correction to Opening Balances
 Depreciation Provided in Period
 Depreciation on Disposals
 Transfers Between Classes
 Revaluation Adjustment to Revaluation Surplus
Accumulated Depreciation as at 30 June 2020
Total Written Down Value as at 30 June 2020

-	16,518,259	7,315,213	97,926,411	28,305,512	8,052,276	7,121,247	-	165,238,918
-	-	-	-	-	-	-	-	-
-	2,003,282	1,135,075	8,629,794	1,057,147	545,858	1,012,309	-	14,383,465
-	-	(197,401)	-	-	-	-	-	(197,401)
-	-	-	-	-	-	-	-	-
-	-	-	-	440,116	(140,132)	-	-	299,984
-	18,521,541	8,252,888	106,556,205	29,802,775	8,458,002	8,133,556	-	179,724,967
4,360,900	26,542,250	7,749,204	240,667,124	44,158,317	16,709,689	16,616,283	6,528,937	363,332,704

Range of Estimated Useful Life in Years

Additions Comprise:
 Renewals
 Other Additions
 Total Additions

Land: Not Depreciated,	10 - 100	2 - 40	10 - 1000	5 - 80	5 - 100	5 - 150	-	-
\$ -	\$ 209,720	\$ 1,958,619	\$ 2,921,370	\$ 791,149	\$ 60,414	\$ 1,981,626	\$ 1,277,997	\$ 9,192,894
-	-	7,803	522,467	-	-	635,857	-	1,166,127
-	209,720	1,958,422	3,443,837	791,149	60,414	2,617,483	1,277,997	10,359,021

Carpentaria Shire Council
Notes to the Financial Statements
For the Year Ended 30 June 2020

Council - 30 June 2019

Basis of Measurement	Fair Value		Cost	Fair Value		Fair Value	Fair Value		Fair Value	Fair Value	Cost	TOTAL
	Land	Buildings		Plant and Equipment	Road, Drainage and Bridge Network		Water	Sewerage				
Asset Values												
Opening Gross Value as at 1 July 2018	\$ 3,724,055	\$ 39,161,682	\$ 14,418,670	\$ 342,985,540	\$ 71,067,120	\$ 25,090,179	\$ 18,340,125	\$ 11,314,188	\$ -	\$ -	\$ 526,101,559	
Capital Assets Additions	-	6,185,438	133,273	793,953	208,171	150,113	2,487,967	(9,958,914)	-	-	-	
Transfers Between Classes	-	(629,347)	-	-	-	-	629,347	-	-	-	-	
Work in Progress Additions	-	-	-	-	-	-	-	3,925,263	(29,627)	-	3,925,263	
Disposals	-	-	(98,079)	-	(48,600)	-	-	(176,306)	(176,306)	-	(33,182)	
Revaluation Adjustment to Comprehensive Income	448,845	-	-	-	-	-	-	-	(33,182)	-	(33,182)	
Revaluation Adjustment to Revaluation Surplus	188,000	136,298	-	-	-	-	-	-	-	-	585,143	
Recognition of Controlled Assets	-	-	-	-	-	-	708,100	-	-	-	896,100	
Closing Gross Value as at 30 June 2019	4,360,900	44,854,071	14,453,864	343,779,493	71,226,692	25,240,292	22,132,356	5,250,910	5,250,910	531,298,578		

Accumulated Depreciation and Impairment

Opening Balance as at 1 July 2018	-	15,235,955	6,283,871	89,448,977	27,274,318	7,504,132	5,337,463	-	-	151,084,715
Depreciation Provided in Period	-	846,421	1,084,896	8,477,434	1,046,614	548,144	553,379	-	-	12,556,888
Depreciation on Disposals	-	-	(53,554)	-	(15,420)	-	-	-	-	(68,974)
Transfers Between Classes	-	(181,443)	-	-	-	-	181,443	-	-	-
Revaluation Adjustment to Income	-	-	-	-	-	-	802,873	-	-	802,873
Revaluation Adjustment to Revaluation Surplus	-	617,326	-	-	-	-	-	-	-	617,326
Recognition of Controlled Assets	-	-	-	-	-	-	246,089	-	-	246,089
Accumulated Depreciation as at 30 June 2019	-	16,518,259	7,315,213	97,926,411	28,305,512	8,052,276	7,121,247	-	-	165,238,917
Total Written Down Value as at 30 June 2019	4,360,900	28,335,811	7,138,651	245,853,082	42,921,180	17,188,016	15,011,109	5,250,910	5,250,910	366,059,660
Range of Estimated Useful Life in Years	Land: Not Depreciated.	10 - 100	2 - 40	10 - 1000	5 - 80	5 - 100	5 - 150	-	-	-

Additions Comprise:	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Renewals	-	-	123,483	-	208,171	99,183	-	-	-	430,837
Other Additions	-	6,185,438	9,790	793,953	-	50,929	2,487,967	-	-	9,528,077
Total additions	-	6,185,438	133,273	793,953	208,171	150,113	2,487,967	-	-	9,958,914

Carpentaria Shire Council
Notes to the Financial Statements
For the Year Ended 30 June 2020

9 Property, Plant and Equipment (continued)

Each class of property, plant and equipment is stated at cost or fair value less, where applicable, any accumulated depreciation and accumulated impairment loss. Items of plant and equipment with a total value of less than \$5,000, and infrastructure assets and buildings with a total value of less than \$10,000 are treated as an expense in the year of acquisition. All other items of property, plant and equipment are capitalised.

The classes of property, plant and equipment recognised by the Council are:

Land	Water
Buildings	Sewerage
Plant and Equipment	Other Infrastructure Assets
Road, Drainage and Bridge Network	Work in Progress

Acquisition of Assets

Acquisitions of assets are initially recorded at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition, including freight in, architect's fees and engineering design fees and all other establishment costs.

Capital and Operating Expenditure

Direct labour and materials and an appropriate proportion of overheads incurred in the acquisition or construction of assets are treated as capital expenditure. Assets under construction are not depreciated until they are completed and commissioned, at which time they are reclassified from work in progress to the appropriate property, plant and equipment class.

Routine operating maintenance, repair costs and minor renewals to maintain the operational capacity and useful life of the non-current asset is expensed as incurred, while expenditure that relates to replacement of a major component of an asset to maintain its service potential is capitalised.

Expenditure incurred in accordance with Natural Disaster Relief and Recovery Arrangements on road assets is analysed to determine whether the expenditure is capital in nature. The analysis of the expenditure requires Council engineers to review the nature and extent of expenditure on a given asset. For example, expenditure that patches a road is generally maintenance in nature, whereas a kerb to kerb rebuild is treated as capital. Material expenditure that extends the useful life or renews the service potential of the asset is capitalised.

Valuation

Land, buildings and all infrastructure assets are measured on the revaluation basis, at fair value, in accordance with AASB 116 *Property, Plant & Equipment* and AASB 13 *Fair Value Measurement*. Plant and equipment and work in progress are measured at cost.

Non-current physical assets measured at fair value are revalued, where required, so that the carrying amount of each class of asset does not materially differ from its fair value at the reporting date. This is achieved by engaging independent, professionally qualified valuers to determine the fair value for each class of property, plant and equipment assets at least once every 5 years. This process involves the valuer physically sighting a representative sample of Council assets across all asset classes and making their own assessments of the condition of the assets at the date of inspection.

In the intervening years, Council uses Valuation Consultants (Assetval Pty Ltd), along with internal engineers and asset managers to assess the condition and cost assumptions associated with all infrastructure assets, the results of which are considered in combination with an appropriate cost index for the region. Together these are used to form the basis of a management valuation for infrastructure asset classes in each of the intervening years. With respect to the valuation of the land and improvements and buildings asset classes in the intervening years, management engage independent, professionally qualified valuers (Assetval Pty Ltd) to perform a "desktop" valuation. A desktop valuation involves management providing updated information to the valuer regarding additions, deletions and changes in assumptions such as useful life, residual value and condition rating. The valuer then determines suitable indices which are applied to each of these asset classes.

An analysis performed by management has indicated that, on average, the variance between an indexed asset value and the valuation by an independent valuer when performed is not significant and the indices used by Council are sound. Further details in relation to valuers, the methods of valuation and the key assumptions used are disclosed below.

Any revaluation increment arising on the revaluation of an asset is credited to the appropriate class of the revaluation surplus, except to the extent it reverses a revaluation decrement for the class previously recognised as an expense. A decrease in the carrying amount on revaluation is charged as an expense to the extent it exceeds the balance, if any, in the revaluation surplus of that asset class.

On revaluation, accumulated depreciation is restated proportionately with the change in the carrying amount of the asset and any change in the estimate of remaining useful life. Separately identified components of assets are measured on the same basis as the assets to which they relate.

Capital Work in Progress

The cost of property, plant and equipment being constructed by the Council includes the cost of purchased services, materials, direct labour and an appropriate proportion of labour overheads.

Depreciation

Land is not depreciated as it has an unlimited useful life. Depreciation on other property, plant and equipment assets is calculated on a straight-line basis so as to write-off the net cost or revalued amount of each depreciable asset, less its estimated residual value, progressively over its estimated useful life to the Council. Management believe that the straight-line basis appropriately reflects the pattern of consumption of all Council assets. Assets are depreciated from the date of acquisition or, in respect of internally constructed assets, from the time an asset is completed and commissioned ready for use.

Where assets have separately significant identifiable components that are subject to regular replacement, these components are assigned useful lives distinct from the asset to which they relate. Any expenditure that increases the originally assessed capacity or service potential of an asset is capitalised and the new depreciable amount is depreciated over the remaining useful life of the asset.

Major spares purchased specifically for particular assets that are above the asset recognition threshold are capitalised and depreciated on the same basis as the asset to which they relate.

The depreciable amount of improvements to or on leasehold land is allocated progressively over the estimated useful lives of the improvements to Council or the unexpired period of the lease, whichever is the shorter.

Carpentaria Shire Council
Notes to the Financial Statements
For the Year Ended 30 June 2020

Depreciation methods, estimated useful lives and residual values of property, plant and equipment assets are reviewed at the end of each reporting period and adjusted where necessary to reflect any changes in the pattern of consumption, physical wear and tear, technical or commercial obsolescence, or management intentions. Condition assessments performed as part of the annual valuation process for assets measured at written down current replacement cost are used to estimate the useful lives of these assets.

Impairment of Non-Current Assets

Each non-current physical and intangible asset and group of assets is assessed for indicators of impairment annually. If an indicator of possible impairment exists, the Council determines the asset's recoverable amount. Any amount by which the asset's carrying amount exceeds the recoverable amount is recorded as an impairment loss.

10 Fair Value Measurements

Recognised Fair Value Measurements.

Council measures and recognises the following assets at fair value on a recurring basis:

Property Plant and Equipment

Land	Water Infrastructure
Buildings	Sewerage Infrastructure
Road, Drainage and Bridge Network	Other Infrastructure Assets

Council also has assets measured at fair value on a non-recurring basis as a result of being reclassified as assets held for sale. A description of the valuation techniques and the inputs used to determine the fair value of this land is included below under the heading "Land (level 2)".

In accordance with AASB 13 *Fair Value Measurements* are categorised on the following basis:

- Fair value based on quoted prices (unadjusted) in active markets for identical assets or liabilities (Level 1)
- Fair value based on inputs that are directly or indirectly observable for the asset or liability (Level 2)
- Fair value based on unobservable inputs for the asset and liability (Level 3)

The following table categorises fair value measurements as level 2 and level 3 in accordance with AASB 13. Council does not have any assets or liabilities measured at fair value which meet the criteria for categorisation as level 1.

Fair values of assets are determined using valuation techniques which maximise the use of observable data, where it is available, and minimise the use of entity specific estimates. If all significant inputs required to fair value an asset are observable, the asset is included in level 2. If one or more significant inputs are not based on observable market data, the asset is included in level 3. This is the case for infrastructure assets, which are of a specialist nature for which there is no active market for similar or identical assets. These assets are valued using a combination of observable and unobservable inputs.

The table presents the Council's assets and liabilities measured and recognised at fair value at 30 June.

	Note	Level 2		Level 3		TOTAL	
		Significant Other Observable Inputs		Significant Unobservable Inputs		\$	\$
		\$	\$	\$	\$		
		2020	2019	2020	2019	2020	2019
Recurring Fair Value Measurements							
Buildings	9	6,527,082	6,527,082	20,015,168	21,808,729	26,542,250	28,335,811
Land	9	3,890,900	3,890,900	470,000	470,000	4,360,900	4,360,900
Roads and Drainage	9	-	-	240,667,124	245,853,082	240,667,124	245,853,082
Water Infrastructure	9	-	-	44,158,317	42,921,180	44,158,317	42,921,180
Sewerage Infrastructure	9	-	-	16,709,689	17,188,016	16,709,689	17,188,016
Other Infrastructure	9	-	2,164,076	16,616,283	12,847,033	16,616,283	15,011,109
		10,417,982	12,582,058	338,636,580	341,088,040	349,054,562	353,670,098
Non-Recurring Fair Value Measurements							
Land Held for Resale			478,207		478,207		
			478,207		478,207		

There were no transfers between levels. Council's policy is to recognise transfers in and out of the fair value hierarchy levels as at the end of the reporting period.

Valuation techniques used to derive fair values for level 2 and level 3 valuations

Land and Buildings (Level 2)

Council obtains independent valuation at least every five years for all Council properties. AssetVal Pty Ltd Group undertook a comprehensive revaluation of buildings (including condition assessments) and land in March 2019 and effective 30 June 2019. An index was calculated for the year ending 30 June 2020 with the amount determined to be immaterial and consequently not applied.

Valuation / Revaluation Methodologies - Market Approach (Level 2)

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Utilises prices gathered by way of market transaction evidence involving similarly comparable assets. Approaches under this methodology may include Direct Comparison, Summation or Income Capitalisation, all of which are accepted under the Australian Accounting Standards and Australian Property Institute guidelines.

The Direct Comparison Approach utilises sales evidence of similar properties as a basis of comparison in order to arrive at a value. The Valuer analyses these sales and its characteristics against that of the subject property, applying adjustments for differences in attributes where necessary. The Summation Approach measures value by adding together the value of the land and the depreciated value of the improvements. Typically improved sales are analysed to a separate land and buildings apportioned value and/or vacant land sales are utilised to arrive at the land component of the sale providing a residual improvements value. This method draws on elements of Direct Comparison.

The reliance that can be applied to comparable market data in the valuation process is determined by comparing various characteristics of the property being utilised as evidence, and the subject asset.

Buildings and Other Infrastructure Assets (Level 3)

Council obtains independent valuation at least every 5 years for all Council properties. AssetVai Pty Ltd Group undertook a comprehensive revaluation of buildings (including condition assessments) and other infrastructure assets in March 2019 and effective 30 June 2019. An index was calculated for the year ending 30 June 2020 with the amount determined to be immaterial and consequently not applied.

Valuation / Revaluation Methodologies - Current Replacement Cost Approach (Level 3):

For many assets such as specialised/government assets, there may not be readily available market evidence of similar assets that satisfy the definition of market value. In this instance the cost approach is considered the most reliable way to measure Fair Value.

The Current Replacement Cost Approach determines the cost to a market participant (buyer) to acquire or construct a substitute asset of comparable utility/service potential, adjusted (depreciated) for obsolescence. Depreciation adjustments to measure the Fair Value of an asset typically take into account Physical Deterioration, Functional and Economic Obsolescence.

The Current Replacement Cost can be determined as the cost per unit of service potential of the most appropriate modern replacement asset (adjusted for any difference in future service potential), or as the cost of reproducing or replicating the future service potential of the asset.

Infrastructure Assets (Level 3)

All Council Infrastructure assets categorised as Water assets, Sewerage assets and Road, Bridge and Drainage assets were fair valued using written down current replacement cost. This valuation comprises the asset's current replacement cost (CRC) less accumulated depreciation calculated on the basis of such cost to reflect the already consumed or expired future economic benefits of the asset. Council first determined the gross cost of replacing the full service potential of the asset and then adjusted this amount to take account of the expired service potential of the asset.

CRC was measured by reference to the lowest cost at which the gross future economic benefits of the asset could currently be obtained in the normal course of business. Where existing assets were over designed, had excess capacity, or were redundant an adjustment was made so that the resulting valuation reflected the cost of replacing the existing economic benefits based on an efficient set of modern equivalent assets to achieve the required level of service output within the Council's planning horizon.

1 (a) Road, Bridge and Drainage Network (Level 3) - Calculation of Current Replacement Cost

Current Replacement Cost

A full valuation of Council's road, bridge and drainage network was undertaken by independent valuers, Assetval Pty Ltd, effective 31 May 2018. A desktop revaluation was also completed as of 30 June 2020 - with the next comprehensive revaluation scheduled for 2021. The desktop valuation resulted in an immaterial change in value hence, Council did not adopt the revaluation and has not recognised the change in value in the financial statements. Due to the predominantly specialised nature of such assets, all infrastructure valuations were undertaken on a Cost Approach to valuation. The cost approach is deemed a Level 3 input. Under this approach, the following process was adopted.

- Where there was no depth of market as determined for the assets, the net current value of an asset was considered as the gross value less accumulated depreciation to reflect the consumed or expired service potential of the asset. Published/available market data for recent projects, and/or published cost guides were utilised to determine the estimated replacement cost (gross value) of the asset, including allowances for preliminaries and professional fees. This is considered a Level 2 input.

Significant Inputs:

- Economic Useful Life (EUL) Assessment
- Remaining Service Potential (RSP) Assessment
- Optimised Replacement cost (ORC) analysis

Economic Useful Life (EUL) Assessment

The economic useful life has been assessed based on the aforementioned asset hierarchy, road type segregation and componentisation. These lives were initially measured utilising historical renewal data, regional aggregated data, published failure rates, and supplied data, these inputs were then supplied to Council engineering staff for input and review.

Hierarchy	Component	EUL (Years)
Sealed	Top Seal	10
Sealed	Base Seal	60
Sealed	Pavement	180
Sealed	Formation	1000
Gravel	Pavement	60
Gravel	Gravel (Surface)	20
Gravel	Formation	1000
Formed	Formation	1000

Remaining Service Potential (RSP) Assessment

A condition assessment was applied, which is based on factors such as the age of the asset, overall condition as noted by the Valuer during inspection, economic and/or functional obsolescence. The condition assessment directly translates to the level of depreciation applied.

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Accumulated Depreciation

To calculate the appropriate amount of accumulated depreciation, assets were either subject to a site inspection or an assessment to determine remaining useful life. Where site inspections were conducted (i.e. for sampled visible assets), the assets were allocated a condition assessment, which was used to estimate remaining useful life.

Optimised Replacement Cost (ORC) Analysis

While the replacement cost of the assets could be supported by market supplied evidence (level 2), the other unobservable inputs (such as estimates of useful life and asset condition) were also required (level 3).

The optimised replacement cost has been calculated with reference to unit rates calculated in consultation with Carpentaria Shire Council (CSC). These rates assume an incremental Greenfields approach and exclude Brownfield cost components. Engineering staff of Council have been involved as much as possible when developing the unit rates and relied on a combination of sources, cost guides, historical costs, contractor rates, future works, regional information and the QLD Road Alliance project data. The primary factors used in assumptions on unit rates are below:

- Source of raw material, most has been sourced locally from gravel pits for unsealed roads.
- Source of water available at low to moderate cost for rural road works (<15km).
- Contract crushing utilised for road sealing aggregate and aggregation of sealing projects and renewals to reduce low quantity works and increase economies of scale.
- Quality of material utilised in pavement construction and extent of compaction of formation varied based on road type and

Infrastructure assets were componentised where required with unit rates applied to the individual components in order to determine the replacement cost.

The unit rates applied were based on Brownfield project costs and include all materials, labour and overheads. The unit rates were estimated in consultation with Council's Technical Services staff using information collated from recent project costs.

1(b) Road, Bridge and Drainage Network - Unobservable Inputs

As detailed above Council's roads, drainage and bridge network has been valued using written down current replacement cost. This method utilises a number of inputs that require judgement and are therefore classed as unobservable. While these judgements are made with the greatest care, and based upon years of experience, different judgements could result in a different valuation.

2(a) Water and Sewerage - Calculation of Current Replacement Cost

Current Replacement Cost

A full valuation of Council's Water & Sewerage assets was undertaken by independent valuers, Assetval Pty Ltd, effective 30 June 2020. Due to the predominantly specialised nature of such assets, all infrastructure valuations were undertaken on a Cost Approach to valuation. The cost approach is deemed a Level 3 input. Under this approach, the following process was adopted:

- Where there was no depth of market as determined for the assets, the net current value of an asset was considered as the gross current value less accumulated depreciation to reflect the consumed or expired service potential of the asset. Published/available market data for recent projects, and/or published cost guides were utilised to determine the estimated replacement cost (gross value) of the asset, including allowances for preliminaries and professional fees. This is considered a Level 2 input.

Significant Inputs:

- Economic Useful Life (EUL) Assessment
- Remaining Service Potential (RSP) Assessment
- Optimised Replacement cost (ORC) analysis

Economic Useful Life (EUL) Assessment

The economic useful life has been assessed based on the aforementioned asset hierarchy, water and sewerage type segregation and componentisation. These lives were initially measured utilising historical renewal data, regional aggregated data, published failure rates, and supplied data, these inputs were then supplied to Council engineering staff for input and review.

Hierarchy	Component	EUL (Years)
Reticulation	Main	80
Reticulation	Water Meters	25
Reticulation	Point Assets (Valves, manholes)	20-80
Active Water Assets	Structures, Pumps, Electrical	5-80
Active Sewer Assets	Structures, Pumps, Electrical	10-80

Remaining Service Potential (RSP) Assessment

A condition assessment was applied, which is based on factors such as the age of the asset, overall condition as noted by the Valuer during inspection, economic and/or functional obsolescence. The condition assessment directly translates to the level of depreciation applied.

Accumulated Depreciation

To calculate the appropriate amount of accumulated depreciation, assets were either subject to a site inspection or an assessment to determine remaining useful life. Where site inspections were conducted (i.e. for sampled visible assets), the assets were allocated a condition assessment, which was used to estimate remaining useful life.

Optimised Replacement Cost (ORC) Analysis

While the replacement cost of the assets could be supported by market supplied evidence (level 2), the other unobservable inputs (such as estimates of useful life and asset condition) were also required (level 3).

The optimised replacement cost has been calculated with reference to unit rates for network assets calculated in consultation with CSC, and lump sum figures for complex assets. The rates assume an incremental Greenfields approach and exclude Brownfield cost components. The valuer have involved the Council's engineering team as much as possible when developing the unit rates and relied on a combination of sources, cost guides, historical costs, contractor rates, future works and regional information.

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Infrastructure assets were componentised where required with unit rates applied to the individual components in order to determine the replacement cost.

The unit rates applied were based on Brownfield project costs and include all materials, labour and overheads. The unit rates were estimated in consultation with Council's Technical Services staff using information collated from recent project costs.

2(b) Water and Sewer - Unobservable Inputs

The method used to value Council's water and sewerage assets utilises a number of inputs that require judgement and are therefore classed as unobservable. While these judgements are made with the greatest care, and based upon years of experience, different judgements could result in a different valuation.

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	Note	2020 \$	2019 \$
11 Contract Balances			
Where the amounts billed to customers are based on the achievement of various milestones established in the contract, the amounts recognised as revenue in a given period do not necessarily coincide with the amounts billed to or certified by the customer.			
When a performance obligation is satisfied by transferring a promised good or service to the customer before the customer pays consideration or before payment is due, Council presents the work in progress as a contract asset, unless the rights to that amount of consideration are unconditional, in which case Council recognises a receivable. When an amount of consideration is received from a customer / fund provider prior to Council transferring a good or service to the customer, Council presents the funds which exceed revenue recognised as a contract liability.			
(a) Contract Assets		8,322,569	
(b) Contract Liabilities			
Funds received upfront to construct Council controlled assets.		9,931,911	
Deposits received in advance of services provided		-	
		<u>9,931,911</u>	
Current Contract Liabilities		9,931,911	
Non-Current Contract Liabilities		-	
		<u>9,931,911</u>	
Revenue recognised that was included in the contract liability balance at the beginning of the year.			
Funds to construct Council controlled assets		4,479,774	
Deposits received in advance of services provided		-	
		<u>4,479,774</u>	

Significant changes in contract balances

The contract assets and liabilities have arisen on adoption of AASB 15 and AASB 1058. Previously the revenue was recognised on receipt and therefore there was no impact on the Statement of Financial Position.

12 Trade and Other Payables			
Current			
Creditors and Accruals		7,172,370	5,007,863
Prepaid Rates		-	-
GST Payable		-	268,318
Unearned Revenue		9,931,911	-
		<u>7,172,370</u>	<u>5,276,181</u>

Trade creditors are recognised upon receipt of the goods or services ordered and are measured at the agreed purchase / contract price net of applicable discounts other than contingent discounts. Amounts owing are unsecured and are generally settled on 30 day terms. A liability for salaries and wages is recognised and measured as the amount unpaid at the reporting date at current pay rates in respect of employees' services up to that date.

13 Borrowings			
Borrowings are initially recognised at fair value plus any directly attributable transaction costs. Subsequent to initial recognition these liabilities are measured at amortised cost.			

All borrowing costs are expensed in the period in which they are incurred. In accordance with the *Local Government Regulation 2012*, Council adopts an annual debt policy that sets out Council's planned borrowings for the next 9 years. Council's current policy is to only borrow for capital projects and for terms no longer than the expected life of the asset. Council also aims to comply with QTC's borrowing guidelines and ensure that sustainability indicators remain within acceptable levels at all times.

**Carpentaria Shire Council
 Notes to the Financial Statements
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13 Borrowings (Continued)

	Note	2020 \$	2019 \$
Current			
Loans - Queensland Treasury Corporation		479,017	440,327
		<u>479,017</u>	<u>440,327</u>
Non-Current			
Loans - Queensland Treasury Corporation		7,430,125	7,910,056
		<u>7,430,125</u>	<u>7,910,056</u>
Loans - Queensland Treasury Corporation			
Opening Balance at Beginning of Financial Year		8,350,382	8,864,417
Principal Repayments		(441,241)	(514,035)
Book Value at End of Financial Year		<u>7,909,142</u>	<u>8,350,382</u>

When the Council borrows, it borrows from the Queensland Treasury Corporation. Borrowings by the Council are constrained by the provisions of the *Statutory Bodies Financial Arrangements Act 1992*.

The QTC loan market value at the reporting date was \$9,654,156. This represents the value of debt if Council repaid at that date. As it is Council's intention to hold the debt for its term, no provision is required to be made in the accounts.

The outflows in the above table are not expected to occur significantly earlier or for significantly different amounts than indicated in the table. Expected final repayment dates vary from 15 June 2030 to 15 March 2035.

Carpentaria Shire Council is exposed to interest rate risk through its borrowings from the Queensland Treasury Corporation (QTC). Council has access to a mix of variable and fixed rate funding options through QTC so that interest rate risk exposure can be minimised.

14 Provisions

Long Service Leave

A liability for long service leave is measured as the present value of the estimated future cash outflows to be made in respect of services provided by employees up to the reporting date. The value of the liability is calculated using current pay rates and projected future increases in those rates and includes related employee on-costs. The estimates are adjusted for the probability of the employee remaining in the Council's employment or other associated employment which would result in the Council being required to meet the liability. Adjustments are then made to allow for the proportion of the benefit earned to date, and the result is discounted to present value. The interest rates attaching to Commonwealth Government guaranteed securities at the reporting date are used to discount the estimated future cash outflows to their present value.

Annual Leave

A liability for annual leave is recognised. As Council does not have an unconditional right to defer this liability beyond 12 months annual leave is classified as a current liability.

Sick Leave

Council has an obligation to pay sick leave on termination to certain employees and therefore a liability has been recognised for this obligation.

Current

Long Service Leave	275,153	271,451
Annual Leave Liability	958,471	814,395
Sick Leave Liability	97,646	109,688
Other Employee Entitlements	36,412	28,084
	<u>1,367,682</u>	<u>1,223,618</u>

Non-Current

Refuse Restoration	1,212,406	1,633,100
Long Service Leave	463,814	285,096
	<u>1,676,220</u>	<u>1,918,196</u>

Movements in Non-Employee Benefit Provisions:

Refuse Restoration

Balance at Beginning of Financial Year	1,633,100	886,139
Increase (Decrease) in Provision due to Unwinding of Discount	(420,694)	746,960
Balance at End of Financial Year	<u>1,212,406</u>	<u>1,633,100</u>

Carpentaria Shire Council
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14 Provisions (Continued)

Provision is made for the cost of restoration of refuse dumps and quarries where it is probable the Council will be liable, or required, to incur cost on the cessation of use of these facilities. The provision is measured at the expected cost of the work required, discounted to current day values using the interest rates attaching to Commonwealth Government guaranteed securities with a maturity date corresponding to the anticipated date of restoration. The refuse restoration closing balance of \$1,212,406 is the present value of the estimated cost of restoring the refuse disposal site to a useable state at the end of its useful life. The projected cost at closing date of 2066 is \$1,260,854.

The provision represents the present value of the anticipated future costs associated with the closure of the dump sites, decontamination and monitoring of historical residues and leaching on these sites. The calculation of this provision requires assumptions such as application of environmental legislation, site closure dates, available technologies and engineering cost estimates. These uncertainties may result in future actual expenditure differing from amounts currently provided. Because of the long-term nature of the liability, the most significant uncertainty in estimating the provision is the costs that will be incurred. The provision recognised for dump sites is reviewed at least annually and updated based on the facts and circumstances available at the time. Management estimates that the site will close in 2066 and that the restoration will occur progressively over the subsequent four years.

As refuse dumps are on state reserves which the Council does not control, the provision for restoration is treated as an expense in the year the provision is first recognised. Changes in the provision are treated as an expense or income.

15 Revaluation Surplus

The asset revaluation surplus comprises revaluation movements on property, plant and equipment. Increases and decreases on revaluation are offset within a class of assets.

**Carpentaria Shire Council
Notes to the Financial Statements
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16 Contingent Liabilities

Details and estimates of maximum amounts of contingent liabilities are as follows:

Local Government Mutual

Council is a member of the local government mutual liability self-insurance pool, LGM Queensland. In the event of the pool being wound up or it is unable to meet its debts as they fall due, the trust deed and rules provide that any accumulated deficit will be met by the individual pool members in the same proportion as their contribution is to the total pool contributions in respect to any year that a deficit arises.

As at 30 June 2019 financial statements reported an accumulated surplus and it's not anticipated any liability will arise.

Local Government Workcare

Council is a member of the Queensland local government workers' compensation self-insurance scheme, Local Government Workcare. Under this scheme Council has provided an indemnity towards a bank guarantee to cover bad debts which may remain should the self insurance licence be cancelled and there was insufficient funds available to cover outstanding liabilities. Only the Queensland Government's workers' compensation authority may call on any part of the guarantee should the above arise. Council's maximum exposure to the bank guarantee is \$209,561.

Commission's Proportional Equity of Program Funded Properties

In the years 1991 and 1997 Carpentaria Shire Council entered into Funding Agreements with what was then the Queensland Housing Commission in relation to the construction of nine housing units for the purpose of providing Rural and the Regional Housing Program.

Council has withdrawn from the social housing system. On 8th March 2019, Council received a letter from the Director-General advising of the approved waiver for the contingent liability payable to the Department of Housing and Public Works, under the funding agreement between Council and the department dated 15 September 2003.

17 Superannuation

Council contributes to the LGIAsuper Regional Defined Benefits Fund (the scheme), at the rate of 12% for each permanent employee who is a defined benefit member. This rate is set in accordance with the LGIAsuper trust deed and may be varied on the advice of an actuary. The Regional Defined Benefits Fund is a complying superannuation scheme for the purpose of the Commonwealth Superannuation Industry (Supervision) legislation and is also governed by the *Local Government Act 2009*.

The scheme is a defined benefit plan, however Council is not able to account for it as a defined benefit plan in accordance with AASB119 because LGIAsuper is unable to account for its proportionate share of the defined benefit obligation, plan assets and costs.

Any amount by which the scheme is over or under funded may affect future benefits and result in a change to the contribution rate, but has not been recognised as an asset or liability of the Council.

Technically Council can be liable to the scheme for a portion of another local governments' obligations should that local government be unable to meet them. However the risk of this occurring is extremely low and in accordance with the LGIAsuper trust deed changes to council's obligations will only be made on the advice of an actuary.

The last completed actuarial assessment of the scheme was undertaken as at 1 July 2018. The actuary indicated that "At the valuation date of 1 July 2018, the net assets of the scheme exceeded the vested benefits and the scheme was in a satisfactory financial position as at the valuation date." The Council is not aware of anything that has happened since that time that indicates the assets of the scheme are not sufficient to meet the vested benefits, as at the reporting date.

No changes have been made to prescribed employer contributions which remain at 12% of employee assets and there are no known requirements to change the rate of contributions.

The next triennial actuarial review is not due until 1 July 2021.

The significant risks that may result in LGIAsuper increasing the contribution rate, on the advice of the actuary, are:

Investment risk - risk that the scheme's investment returns will be lower than assumed and additional contributions are needed to fund the shortfall.

Salary growth risk - risk that wages or salaries will rise more rapidly than assumed, increasing vested benefits to be funded.

**Carpentaria Shire Council
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17 Superannuation (Continued)

There are currently 62 entities contributing to the scheme and any changes in contribution rates would apply equally to all 62 entities. Carpentaria Shire Council made less than 4% of the total contributions to the plan in the 2019/20 financial year.

	Note	2020 \$	2019 \$
Superannuation contributions made to the Regional Defined Benefits Fund		-	-
Other superannuation contributions for employees		1,034,173	1,017,500
Total superannuation contributions paid by Council	5	<u>1,034,173</u>	<u>1,017,500</u>

18 Reconciliation of Net Result for the Year to Net Cash Flows from Operating Activities

Net Result		(2,523,313)	(8,913,737)
Non-Cash Items:			
Depreciation		14,383,465	12,556,888
Loss on Disposal of Assets		24,726	33,180
		<u>14,408,191</u>	<u>12,590,068</u>
Investing and Development Activities:			
Net (Profit) / Loss on Revaluation		-	836,055
Recognition of Controlled Assets		-	(655,039)
Capital Grants and Contributions		(7,162,302)	(4,505,349)
		<u>(7,162,302)</u>	<u>(4,324,333)</u>
Changes in Operating Assets and Liabilities:			
(Increase) / Decrease in Receivables		(9,869,323)	(2,540,259)
(Increase) / Decrease in Inventory		(179,493)	93,908
Increase / (Decrease) in Payables		4,109,059	1,168,200
Increase / (Decrease) in Other Liabilities		9,814,891	517,020
Increase / (Decrease) in Other Provisions		854,256	669,511
		<u>4,729,391</u>	<u>(91,620)</u>
Net Cash Inflow from Operating Activities		<u>9,451,967</u>	<u>(739,622)</u>

19 Reconciliation of Liabilities Arising from Finance Activities

	Note	As at 30 June 2020	Cash Flows	As at 30 June 2020
Loans		8,350,382	(441,241)	7,909,141
	13	<u>8,350,382</u>	<u>(441,241)</u>	<u>7,909,141</u>
	Note	As at 30 June 2019	Cash Flows	As at 30 June 2019
Loans		8,864,417	(514,035)	8,350,382
	13	<u>8,864,417</u>	<u>(514,035)</u>	<u>8,350,382</u>

20 Changes in Accounting Policy

During the year ended 30 June 2020, Council adopted AASB 15 Revenue from Contracts with Customers and AASB 1058 Income of NFP Entities using the modified retrospective (cumulative catch-up) method and therefore the comparative information for the year ended 30 June 2019 has not been restated and continues to comply with AASB 111 Construction Contracts, AASB 118 Revenue, AASB 1004 Contributions and associated Accounting Interpretations.

The following options have been applied on transition to AASB 15 and AASB 1058:

- Council has not adopted the completed contract expedient and therefore has not excluded revenue which was fully recognised in previous years in accordance with the former accounting standards and pronouncements
- Council has not retrospectively restated contracts for modifications that occurred before 1 July 2019 unless such contract modification were minor.

Carpentaria Shire Council
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20 Changes in Accounting Policy (continued)

The following table shows the amount by which the financial statement line item is affected by the application of AASB 15 and AASB 1058 as compared to the previous revenue standards.

Statement of financial position at 30 June 2020	Note	\$'000	Adjustments Dr / (Cr)	\$'000
		Carrying amount per Statement of Financial Position		Carrying amount if previous standards applied
Contract Assets		8,322,569	(8,322,569)	-
Contract Liabilities		(9,931,911)	9,931,911	-
Retained Surplus		<u>99,778,597</u>	<u>(1,609,342)</u>	<u>98,169,255</u>
		<u>98,169,255</u>		<u>98,169,255</u>
Statement of comprehensive income for the year ended 30 June 2020				
		Balance per Statement of Comp. Income	Adjustments Dr / (Cr)	Carrying amount if previous standards applied
Operating Grants		35,999,978	(941,769)	35,058,209
Capital Grants		<u>7,162,302</u>	<u>2,551,112</u>	<u>9,713,414</u>
		<u>43,162,280</u>		<u>44,771,623</u>

21 Events After the Reporting Period

There have been no material adjusting events after the end of the reporting period.

22 Related Parties

(a) Transactions with Key Management Personnel (KMP)

KMP are the Mayor, Deputy Mayor, Councillors, Chief Executive Officer, Director of Corporate Services and Director of Engineering. The compensation paid to KMP for 2019/20 comprises

Details of Transaction	2020	2019
	\$	\$
Short-Term Employee Benefits	1,185,648	1,363,573
Post-Employment Benefits	108,364	114,498
Long-Term Benefits	14,288	8,623
Termination Benefits	-	-
Total	1,308,300	1,486,694

* Detailed remuneration disclosures are provided in the Annual Report

(b) Transactions with Other Related Parties

Other related parties include the close family members of KMP and any entities controlled or jointly controlled by KMP or their close family members. Close family members include a spouse, child and dependent of a KMP or their spouse.

Details of transactions between council and other related parties are disclosed below:

Details of Transaction	Additional Information	2020	2019
		\$	\$
Purchase of materials and services from entities controlled by KMP	22(b)(i)	14,467,154	11,697,083
Purchase of materials and services from entities controlled by close family members of KMP	22(b)(ii)	129,525	107,800
Key management personnel services provided by related entity	22(b)	-	-
Employee expenses for close family members of KMP	22(b)(iii)	157,208	122,673
Total		14,753,887	11,927,556

**Carpentaria Shire Council
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(i) Council purchased the following material and services from entities that are controlled by KMP. All purchases were at arm's length and were in the normal course of Council operations:

	2020	2019
	\$	\$
Contracting Services (machinery hire and trade services)	14,463,735	11,687,788
Goods / Supplies	3,418	9,295
Total	<u>14,467,153</u>	<u>11,697,083</u>

(ii) All close family members of KMP were employed through an arm's length process. They are paid in accordance with the Award for the job they perform:

Employee Expenses	157,208
Council employs 110 staff of which only 2 are close family members of key management personnel	

(c) Outstanding Balances

There are no outstanding balances at the end of the reporting period in relation to council key management personnel or entities controlled by KMP.

(d) Loans and Guarantees to / from Related Parties

Council does not make loans or receive loans from related parties. No guarantees have been provided.

(e) Commitments to / from Other Related Parties

Council entered into a contract with Councillors Amanda Scott, Bradley Hawkins and Peter Wells as Pre-Qualified Supplier for Hire of Plant and Equipment for the 2020 Construction Season. This tender was effective on 1 May 2019. This is a continual contract with no total contract value available until completion of season. The contract was the result of a tender process in accordance with Council's normal procedures and policies. Councillors Bradley Hawkins and Peter Wells were not involved in the decision of awarding the contract.

(f) Transactions with Related Parties that have not been Disclosed

Most of the entities and people that are related parties of Council live and operate within Carpentaria Shire. Therefore, on a regular basis ordinary citizen transactions occur between Council and its related parties. Some examples include:

- Payment of rates
- Use of the Normanton and Karumba Pools and Gyms
- Borrowing of books from the Council libraries

Council has not included these types of transactions in its disclosure, where they are made on the same terms and conditions available to the general public.

**Carpentaria Shire Council
Financial Statements
For the Year Ended 30 June 2020**

**Management Certificate
For the year ended 30 June 2020**

These general purpose financial statements have been prepared pursuant to sections 176 and 177 of the *Local Government Regulation 2012* (the Regulation) and other prescribed requirements.

In accordance with section 212(5) of the Regulation we certify that:

- (i) the prescribed requirements of the *Local Government Act 2009* and *Local Government Regulation 2012* for the establishment and keeping of accounts have been complied with in all material respects; and
- (ii) the general purpose financial statements, as set out on pages 2 to 29, present a true and fair view, in accordance with Australian Accounting Standards, of the Council's transactions for the financial year and financial position at the end of the year.

**Mayor
Jack Bawden**

**Chief Executive Officer
Mark Crawley**

Date: ___/___/___

Date: ___/___/___

**Carpentaria Shire Council
 Current-Year Financial Sustainability Statement
 For the Year Ended 30 June 2020**

Measures of Financial Sustainability

Council's performance at 30 June 2020 against key financial ratios and targets:

	How the measure is calculated	Actual	Target
Operating Surplus Ratio	Net result (excluding capital items) divided by total operating revenue (excluding capital items)	-17.0%	Between 0% and 15%
Asset Sustainability Ratio	Capital expenditure on the replacement of assets (renewals) divided by depreciation expense.	54.7%	greater than 90%
Net Financial Liabilities Ratio	Total liabilities less current assets divided by total operating revenue (excluding capital items)	-10.5%	not greater than 60%

Note 1 - Basis of Preparation

The current year financial sustainability statement is a special purpose statement prepared in accordance with the requirements of the *Local Government Regulation 2012* and the *Financial Management (Sustainability) Guideline 2013*. The amounts used to calculate the three reported measures are prepared on an accrual basis and are drawn from the Council's audited general purpose financial statements for the year ended 30 June 2020.

**Carpentaria Shire Council
 Unaudited Long-Term Financial Sustainability Statement
 Prepared as at 30 June 2020**

Measures of Financial Sustainability	Measure	Target	Actuals at 30 June 2020	Projected for the years ended										
				30 June 21	30 June 22	30 June 23	30 June 24	30 June 25	30 June 26	30 June 27	30 June 28	30 June 29	30 June 30	
Operating Surplus Ratio	Net result divided by total operating revenue	Between 0% and 15%	-17.0%	-20.91%	-30.94%	-26.38%	-20.98%	-17.18%	-14.23%	-12.54%	-9.73%	-8.17%	-5.54%	
Asset Sustainability Ratio	Capital expenditure on the replacement of assets (renewals) divided by depreciation expense.	greater than 90%	54.7%	87.74%	14.16%	15.68%	17.43%	40.82%	41.90%	43.09%	55.75%	57.38%	71.24%	
Net Financial Liabilities Ratio	Total liabilities less current assets divided by total operating revenue	not greater than 60%	-10.5%	-7.33%	-15.41%	-15.75%	-18.65%	-16.98%	-17.32%	-18.38%	-19.65%	-21.39%	-22.52%	

Carpentaria Shire Council's Financial Management Strategy

Council measures revenue and expenditure trends over time as a guide to future requirements and to make decisions about the efficient allocation of resources to ensure the most effective provision of services. Council ensures that its financial management strategy is prudent and that its long-term financial forecast shows a sound financial position whilst also being able to meet the community's current and future needs.

Carpentaria Shire Council
Financial statements
For the year ended 30 June 2020

Certificate of Accuracy
For the long-term financial sustainability statement prepared as at 30 June 2020

This long-term financial sustainability statement has been prepared pursuant to Section 178 of the Local Government Regulation 2012 (the regulation)

In accordance with Section 212(5) of the Regulation we certify that this long-term financial sustainability statement has been accurately calculated.

Mayor
Jack Bawden

Date: ___/___/___

Chief Executive Officer
Mark Crawley

Date: ___/___/___

BUSINESS PAPERS

10.4 COMMUNITY DEVELOPMENT

Attachments:	10.4.1. August budget report ↓ 10.4.2. Normanton Sports Centre monthly report ↓ 10.4.3. Interagency Minutes ↓
Author:	Cherie Schafer - Manager Economic & Community Development
Date:	9 September 2020
Key Outcome:	2.1 - A creative, educated community
Key Strategy:	2.1.3 Provide contemporary library facilities and services across the region to meet the needs of the community.

Executive Summary:

This report provides information and updates to Council on various activities and programs that are facilitated within the Community, Cultural Services and Economic Development portfolio of Council.

RECOMMENDATION:

That Council:

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

1. MATTERS FOR INFORMATION:

1.1 Community Services Budget

- Budgets items for the month of Augusts (Attached)

1.2 Normanton Sports Centre

- Statistics have been provided on the stats and general information for the Normanton Sports Centre for the month of August (attached).
- The Sports Centre has received an upgrade to the front fence to reduce the opportunity for youth to climb up the fence and onto the roof. There has been one incident report lodged where a child climbed up the fence and onto the roof to escape from the police. Children have also climbed up to break into the Sports Centre by then sliding down the poles. Council put mesh along the section between the roof and the beams and since this has been done there has been no more break ins.

There has been some negative feedback around the appearance of the fence and that it doesn't provide a welcoming vibe for youth.

BUSINESS PAPERS

1.3 Karumba and Normanton Swimming Pool Precinct

- Both pools opened 5th September.
- Amanda Scott would like to start offering water aerobics classes for the community. This classes will be free however the participants will be required to pay the pool entry fee. This would be offered under Council as the classes in the gym and would fall under Council insurance.
- Col Kemp would like to re-run kids swim classes to the Karumba littlies. This would be free for the kids however the pool entry fee would be paid. Col has insurance under Auswim.
- Both requests have previously been approved by Council in past years.

Action:

1. Council approve Amanda Scott's request to run free water aerobics classes in the Normanton swimming Pool.
2. Council approve Col Kemps request to run swim free swim classes for the Karumba kids out of the Karumba pool.

1.4 Normanton and Karumba Library Statistics

- Statistics have been provided on the stats and general information for the Normanton and Karumba Libraries for the month of August (attached).

1.5 Normanton Childcare

- New Lead Educator to start in a few weeks at the centre
- One new resignation – position to be advertised
- The childcare staff are fully aware of the COVID guidelines and have been following the strict cleaning requirements.

1.6 Interagency meeting

- Minutes from the September meeting attached.

1.7 N150 Completion

The N150 area requires several works to take place for the completion and requires a budget to be able to move forward with the works. Below is the listed works that needs to take place. Estimates of works costs have been obtained.

- Garden beds and watering system
- N150 sign for the back fence
- Installation of chairs

Action: Council approves a budget of \$5000 to complete the N150 area

BUSINESS PAPERS

1.7 Grant Applications and Outcomes 2020:

- RADF 2020/2021 funding - Pending
- SOTN funding – Council Ball – Approved \$2500 for the 2021 Ball
- Community Gambling – replace heritage signs - pending
- Community Gambling Fund – Normanton Athletics Club - Approved
- SOTN funding- Gulf Junior Rugby League – Approved
- Sport and Recreation kickstart funding:
 - Normanton Swim Club
 - Karumba Gun Club
 - Normanton Gun Club
 - Normanton Horse Sports
 - Barramundi Restocking Group

Consultation (Internal/External):

- Chief Executive Officer – Mark Crawley
- Director Corporate Services – Justin Hancock

Legal Implications:

- Nil

Financial and Resource Implications:

- Within budget.

Risk Management Implications:

- Risks are relatively low - supports Council's aim of engaging with the community as well as providing key activities and facilities.

Responsible Officer	Description	Original Budget	YTD Actual	Percentage	Comments
Cherie Schaffer - Manger Ed	Community - Grants (NO GST)	-\$140,000.00	\$0.00	0%	
Cherie Schaffer - Manger Ed	Community Development - Ntn Operating Expenses	\$219,000.00	\$27,159.48	12%	
Cherie Schaffer - Manger Ed	Community Development - Kba Operating Expenses	\$0.00	\$92.30	100%	
Cherie Schaffer - Manger Ed	Community Donations - In Kind Support	\$100,000.00	\$5,236.25	5%	
Cherie Schaffer - Manger Ed	Community Donations - Cash Donations	\$5,000.00	\$600.00	12%	
Cherie Schaffer - Manger Ed	Community Events Ntn - Operating Expenses	\$86,000.00	\$0.00	0%	
Cherie Schaffer - Manger Ed	Community Events Kba - Operating Expenses	\$6,000.00	\$2,000.00	33%	
Cherie Schaffer - Manger Ed	Child Care - Ntn Operating Grants, Subsidies and Contributions	-\$225,000.00	-\$43,948.68	20%	
Cherie Schaffer - Manger Ed	Child Care - Ntn Operating Income	-\$110,000.00	-\$14,211.12	13%	
Cherie Schaffer - Manger Ed	Child Care - Ntn Operating Expenses	\$677,000.00	\$106,346.33	16%	
Cherie Schaffer - Manger Ed	Child Care - Ntn Maintenance	\$75,000.00	\$782.09	1%	
Cherie Schaffer - Manger Ed	Child Care - Ntn Depreciation	\$74,000.00	\$0.00	0%	
Cherie Schaffer - Manger Ed	Child Care - Kba Operating Expenses	\$45,000.00	\$0.00	0%	
Cherie Schaffer - Manger Ed	Sports & Recreation - Operating Grants, Subsidies and Contributions	-\$68,000.00	-\$32,650.00	48%	
Cherie Schaffer - Manger Ed	Sports & Recreation - Operating Income Normanton	\$0.00	-\$681.81	100%	
Cherie Schaffer - Manger Ed	Sports & Recreation - Ntn Operating Expenses	\$191,000.00	\$21,427.05	11%	
Cherie Schaffer - Manger Ed	Sports & Recreation - Ntn Maintenance	\$62,000.00	\$23.96	0%	
Cherie Schaffer - Manger Ed	Sports & Recreation - Ntn Depreciation	\$386,000.00	\$0.00	0%	
Cherie Schaffer - Manger Ed	Sports & Recreation - PCYC	\$77,500.00	\$10,451.02	13%	
Cherie Schaffer - Manger Ed	Sports & Recreation - FRRR Grant - Media Room	\$0.00	\$1,040.81	100%	
Cherie Schaffer - Manger Ed	Sports & Recreation - Grants Expenses	\$0.00	\$1,000.00	100%	
Cherie Schaffer - Manger Ed	Sports & Recreation - Kba Operating Expenses	\$22,000.00	\$0.00	0%	
Cherie Schaffer - Manger Ed	Sports & Recreation - Kba Maintenance	\$21,000.00	\$67.00	0%	
Cherie Schaffer - Manger Ed	Sports & Recreation - Kba Depreciation	\$135,000.00	\$0.00	0%	
Cherie Schaffer - Manger Ed	Cultural & Natural Heritage - Operating Expenses	\$14,000.00	\$3,663.49	26%	
Cherie Schaffer - Manger Ed	Cultural & Natural Heritage - Depreciation	\$145,000.00	\$0.00	0%	
Cherie Schaffer - Manger Ed	Arts & Culture - Operating Grants, Subsidies and Contributions	-\$25,000.00	\$0.00	0%	
Cherie Schaffer - Manger Ed	Arts & Culture - RAADF	\$30,000.00	\$2,340.00	8%	
Cherie Schaffer - Manger Ed	Operating Grants, Subsidies and Contributions	-\$16,000.00	\$0.00	0%	
Cherie Schaffer - Manger Ed	Operating Grants, Subsidies and Contributions	-\$2,500.00	-\$81.82	3%	
Cherie Schaffer - Manger Ed	Operating Income	-\$500.00	-\$384.54	77%	
Cherie Schaffer - Manger Ed	Operating Expenses	\$88,000.00	\$15,439.02	18%	
Cherie Schaffer - Manger Ed	Operating Expenses	\$35,000.00	\$915.92	3%	
Cherie Schaffer - Manger Ed	Operating Expenses	\$99,000.00	\$16,889.88	17%	
Cherie Schaffer - Manger Ed	Operating Expenses	\$24,000.00	\$562.95	2%	
Cherie Schaffer - Manger Ed	Operating Expenses	\$16,000.00	\$0.00	0%	
Cherie Schaffer - Manger Ed	Operating Income	-\$5,000.00	-\$95.45	2%	
Cherie Schaffer - Manger Ed	Operating Income	-\$5,000.00	\$0.00	0%	

Cherie Schaffer - Manger Ed	Swimming Pools - Ntn Operating Expenses	\$186,000.00	\$18,804.83	10%
Cherie Schaffer - Manger Ed	Swimming Pools - Ntn Maintenance	\$55,000.00	\$3,206.88	6%
Cherie Schaffer - Manger Ed	Swimming Pools - Ntn Depreciation	\$72,000.00	\$0.00	0%
Cherie Schaffer - Manger Ed	Swimming Pools - Kha Operating Expenses	\$242,000.00	\$29,505.32	12%
Cherie Schaffer - Manger Ed	Swimming Pools - Kha Maintenance	\$36,000.00	\$2,657.06	7%
Cherie Schaffer - Manger Ed	Swimming Pools - Kha Depreciation	\$148,000.00	\$0.00	0%
Cherie Schaffer - Manger Ed	Recreation Sports Centre - Ntn Operating Income	\$0.00	-\$222.09	100%
Cherie Schaffer - Manger Ed	Recreation Sports Centres - Ntn Operating Expenses	\$0.00	\$28,181.51	100%
Cherie Schaffer - Manger Ed	Recreation Sports Centres - Ntn Maintenance	\$0.00	\$8,215.44	100%
Cherie Schaffer - Manger Ed	Recreation Sports Centres - Kha Operating Expenses	\$0.00	\$18,544.79	100%
Cherie Schaffer - Manger Ed	Recreation Sports Centres - Kha Maintenance	\$0.00	\$2,040.67	100%
Cherie Schaffer - Manger Ed	Hall - Operating Income	-\$14,000.00	-\$2,107.73	15%
Cherie Schaffer - Manger Ed	Hall - Ntn Operating Expenses	\$64,000.00	\$15,052.29	24%
Cherie Schaffer - Manger Ed	Hall - Maintenance	\$52,000.00	\$848.50	2%
Cherie Schaffer - Manger Ed	Hall - Depreciation	\$117,000.00	\$0.00	0%
Cherie Schaffer - Manger Ed	Halls - Karumba Operating Expenses	\$15,000.00	\$4,173.65	28%
Cherie Schaffer - Manger Ed	Halls - Karumba Maintenance	\$14,000.00	\$734.46	5%
Cherie Schaffer - Manger Ed	Gym Ntn - Operating Income	-\$13,000.00	-\$3,158.24	24%
Cherie Schaffer - Manger Ed	Gym Kha - Operating Income	-\$3,000.00	-\$1,995.49	67%
Cherie Schaffer - Manger Ed	Gym - Ntn Operating Expenses	\$23,000.00	\$1,374.80	6%
Cherie Schaffer - Manger Ed	Gym - Ntn Maintenance	\$33,000.00	\$254.74	1%
Cherie Schaffer - Manger Ed	Gym Ntn - Depreciation	\$12,000.00	\$0.00	0%
Cherie Schaffer - Manger Ed	Gym - Kha Operating Expenses	\$43,000.00	\$3,582.30	8%
Cherie Schaffer - Manger Ed	Gym - Kha Maintenance	\$54,000.00	\$88.53	0%
Cherie Schaffer - Manger Ed	Rodeo Grounds - Operating Income	-\$3,000.00	-\$272.72	9%
Cherie Schaffer - Manger Ed	Rodeo Grounds - Operating Expenses	\$59,000.00	\$13,732.04	23%
Cherie Schaffer - Manger Ed	Rodeo Grounds - Maintenance	\$43,000.00	\$3,925.12	9%
Cherie Schaffer - Manger Ed	Rodeo Grounds - Depreciation	\$53,000.00	\$0.00	0%
		\$3,323,500.00	\$271,150.79	8%



Normanton Sports Centre

MONTHLY REPORT – AUGUST 2020

EXECUTIVE SUMMARY

The Normanton Sports Centre numbers have dropped slightly this month. The children are still enjoying their sports. Every afternoon after school, we run 2 - 3 activities to try and include everyone to join in and burn off a little excess energy.

This month we held our second family movie night out under the stars on the John Henry Oval to watch Onward with good numbers with over 35 people signing in for a great evening, COVID guidelines were followed during the event and a COVID plan was submitted.

The works at the Normanton Sports Centre have finally been completed and we are nice and shiny once more.

Now that the weather is warming up, we are in the process of placing the finishing touches to The Normanton Pool for it to re-open on Saturday 5th September.

Our junior sporting groups are still running a few afternoons a week The Gulf United Rugby League Club (Jr Muddies) with training on Tuesdays and Thursdays playing every Saturday from 9am, on Wednesday afternoons Junior Athletics run from 4pm and If this is not enough and you are keen you can join in every Saturday afternoon at 4pm for a fun and friendly game of Top end vs Bottom end cricket on the John Henry Oval and Soccer with Fola, is getting a nice little turn out every Saturday from 3pm also on the John Henry Oval.

ATTENDANCES

Total Attendances for the Month: Approx. 675

Total Attendances for Last Month: Approx. 1489 (due to COVID)

Total Attendances for Centre Programs Weekdays: Approx. Total with an average of people per day 32

Total Attendances for Centre Programs Weekends: Approx. Total 0 with an average of people per day **Closed weekends**

Centre closed for a total of 0 days this month 0

Total Attendances for Partnership Programs: 0

CALENDAR - Upcoming Events

September school holiday program with BYNOE 19th September to 2nd October (please see attached sheet for almost complete draft of activities.

PAGE 1



CARPENTARIA SHIRE

Outback by the Sea®

Interagency Meeting Minutes

Date: Tuesday, 1st September 2020

Venue: Council Boardroom

Commencement: 3.30pm

Chairperson: Cherie Schafer

Apologies: Krystal Smith QLD Ambulance, Chris NDIS, Yvette Koster Child Safety, Trish – Gidgee Healing

Present: James Crisp QLD Health for Disaster Recovery, Kerry Sturmfels Services Australia, Jacki Carter Normanton Court House, Tonia Smerdon Normanton State School, Sharni Day Community Development Officer Council, Candice Hill Normanton Sports Centre, Mark Corey Qld Police, Shannon Gallagher Bynoe, Nadine Thomas Normanton Recovery, Anthea Amos Cootharinga NQ, Fola Adeboye Centrecare NQ, Anne Scanella Centrecare NQ, Tania Edwards Centrecare NQ, Chris Ruyg Save the Children, Dion youth and families.

Jacky Carter:

Haven't got to much to add this meeting.

People applying for blue cards now need a CRN before thye can apply as of the 31 August.

Tonia Smerdon:

Having a pupil free day on Friday.

Thursday YR 4 to YR10 are having their sports day at the oval, COVID plan in place the kids are excited.

Can't employee staff unless they have Blue Cards now until they receive the blue card. This is a bit of a problem as it can take some time to get a blue card.

Dental van will be at the school from Monday the kids need to return forms.

The cent sale went really well last week and tickets sold raised over \$13000k. Thank you to those who donated, supported or contributed their time it is much appreciated.

Kerry Sturmfels:

Nothing to add as Kerry is new to the meetings

Candice Hill:

Away on leave for the past few weeks

Sports centre works are completed so its looking nice and fresh

Movie night last Friday night which was a success. There were about 40 kids at the movie night and everyone respected the COVID plans that were in place.

Holiday program organised for the school holidays in partnership with Bynoe. A program will be out soon, there is some bush days with Bynoe however the Sports Centre will still be open for those youth in town..

Swimming pool to be opened Saturday

Anna Scanella:

Centrecare provides two programs- referral from child safety and the children and family side and the need to work with them.

Currently running a Women's group on a Friday and Fola is also run a youth programs.

Still looking for another staff member so this will go out to the community again soon.

Fola Adeboye:

Youth support worker also work as a family worker/councillor.

Youth support is new and have kicked off in June. The role and gives more of a scope to work with disengaged youth where the family is also not really engaged in the community and provide assistance.

The role supports the youth and families to get their children to go to school, legally or referrals from other agencies or self-referrals. The role covers youth aged between 8 and 21 years of age.

Activities include at the school, Sports Centre and Bynoe and Centre care programs.

Tania Edwards:

Tania roles look at the broader aspects of the service deliver and is happy for agencies to have chats about anything to do with their programmes and the design. Don't want to be delivering the same service as others but want to get results within the community, so happy to hear all the ideas that might be out there.

Tania's role is also to provide support to the staff and programme development on a day to day basis.

Antia Amos:

I'm support co-ordinator with plans to access therapy in the community. Trying to get groups to mix within the community. Currently have three support workers

Pearl

Relocated to the Bynoe Hall. Financial capability program supports Mornington, Doomadgee as well as Normanton.

Will start doing more workshops around budget workshops and kid's programs within COVID restriction. De also run programs in the Gulf area.

De:

Domestic and family violence and men's behaviours change. Is interested in the great work being done in the community.

Has a few vacancies out at the moment.

James Cripps:

Peter has moved back to Bundaberg. James works works between Normanton, Julia Creek and Cloncurry visits each fortnight however is based in Mount Isa. James is available to meet with other agencies to provide support on his visits so please contact him if you would like to catch up.

Sharni Day:

New CDO officer Funded until 30 Jun 2021 around becoming more resilient in disaster events. Has an exist strategy in place, the role is community driven to understand what they think is required to be put in place to make our community more resilient.

Working on a Buy local website that will have business details, tourism and events that will be happening in the shire. A public notice has gone out for business etc to submit their details.

Also working on a number of items that will be created and go into a bag that will assist the community with information around disasters and being prepared.

Nadine Thomas:

Prepared for COVID. Only 50% occupied at the moment. The Clients are getting a bit tired of being contained. Some are checking themselves out for a short time to attend funerals etc.

Agencies feel free to contact the Rehab for discussion on how they can work together better to improve the service.

Currently doing more engagement to service the lower Gulf rather than just Normanton.

Mark Corey:

Lots going on with road safety week. There has been an Art Comp at the schools regarding road safety week. New PLO Zane has started which now gives two PLO officers and the police are able to support Kba School going forward.

Increase in DV which is alcohol fuelled. 30% increase in the last week due to parties after a funeral.

Alex who has been employed locally for a few years has taken a position in Cairns and she will be finishing up soon.

Shannon Gallagher:

CDP rely on messaging message from National Indigenous agencies which has a very low attendance at the moment. We can get people to attend voluntarily, so if your working with community members please advise that they can attend activities. Bynoe can't monitor the volunteer participant however to ensure they regularly attend as they are volunteers.

Bynoe has built a strong partnership Cortheringa with is fantastic and they will be working together going forward.

Bynoe has taken the Lead with NAIDOC 2020 Monday 9th to Friday 13th November. Have had a few planning meetings so if you have not been invited please let Shannon know as you are welcome to join the planning meetings.

Have applied \$5000 to go towards NAIDOC events

Bynoe can pay for their participants blue card fees and are having those conversation with participants.

Still looking for a male men's worker re advertised this week.

Dion:

Haven't been able to get accommodation so couldn't be in community this week however hopes to be next week. Try's to link in visits with Interagency week however this doesn't always work as it needs to also suite the family's needs.

Dion is happy to join Bynoes NAIDOC planning group.

Still looking for foster carers in the shire so if you know anyone interested please let her know.

Cherie Schafer:

Council has been successful in receiving fund to replace the playground that is on the John Henry Oval near the sports centre. Works are due to be completed June 30th, 2021. Consultation will take place around the design of the playground.

Council is waiting on the Active Infrastructure funding and once this is received works will progress with the facilities upgrades also on the John Henry Oval.

Sharni is currently working on getting a notice out to the community to establish a TOR group around disaster recovery. The role of the groups is to share information and identify the needs of the community to then build resilience around the identified items.

The Local Buy website will be fantastic for the community and I encourage all businesses and not for profits groups/agencies to get in contact with Sharni around that project,

Council Economic Development plan and strategies (EDS) will go out to the community later in September. At this stage the plan is to hold a community meeting in Normanton and Karumba to talk to the community about (EDS) and how Council plan to move forward with the identified items.

As always please feel free to email me any information you would like distributed to the Interagency groups or share with Councils networks.

Meeting closed: 4:18pm

NOTE – next meeting will be held 6th October 2020

BUSINESS PAPERS

10.5 COMMUNITY DONATIONS AND SUPPORT

Attachments:	NIL
Author:	Cherie Schafer - Manager Economic & Community Development
Date:	9 September 2020
Key Outcome:	2.2 - An active and healthy community
Key Strategy:	2.2.3 Establish partnerships with stakeholders to increase opportunity for participation in sport, recreation and community activity.

Executive Summary:

Council receives numerous requests for donations throughout the year. The applications listed in the recommendation are applications that have been received outside of the grant funding round.

RECOMMENDATION:

That Council approves the following requests for donation and support:

1. Normanton Hope Ltd: Requests council to dig a trench 12mtrs long so that the Sister House can get access to phone and internet services.
2. Bynoe CACS Ltd – Commando Challenge obstacle course: requests use of Council the John Henry Oval. Donation trailer, 80 car tyres (to be picked up and dropped off by Bynoe) 24 large traffic cones, 20mtrs barricade netting, 15 sandbags, Council Movie Screen.
3. Bynoe CACS Ltd Fishing Competition: Requests Cleaning of the Normanton Boat ramp area.

Background:

Council advertised its first round of the 2020/2021 Community Donations and Support funding program for events held between July and December 2020. The below applications have been received outside the donation round:

1. Normanton Hope Ltd: Requests council to dig a trench 12mtrs long so that the Sister House can get access to phone and internet services. **(Estimated cost to Council \$720)**
 2. Bynoe CACS Ltd – Commando Challenge obstacle course: requests use of Council the John Henry Oval. Donation trailer, 80 car tyres (to be picked up and dropped off by Bynoe) 24 large traffic cones, 20mtrs barricade netting, 15 sandbags, use of the large movie screen and PA System. **(Estimated cost to Council \$1180)**
-

BUSINESS PAPERS

3. Bynoe CACS Ltd Fishing Competition: Requests Cleaning of the Normanton Boat ramp area. (**Estimated cost to Council \$Nil**) this is a task that should be performed by Council and a daily basis so no additional costs due to the donation request.

Consultation (Internal/External):

- Mark Crawley - Chief Executive Officer
- Justin Hancock - Director Corporate Services
- External Stakeholders (applicants)

Legal Implications:

- Nil

Financial and Resource Implications:

- Within budget.

Risk Management Implications:

- Risks are within normal operational parameters.

BUSINESS PAPERS

11 REPORTS FROM DIRECTOR OF ENGINEERING - ROADS & SERVICES

11.1 DOE REPORT

Attachments: NIL

Author: Michael Wanrooy - Director of Engineering

Date: 10 September 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"> ➤ The assessment is currently in progress with TMR's team in Brisbane through the Targeted Road Safety Program (TRSP) and the Queensland Safer Roads Sooner Program. 	In Progress
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"> ➤ Put in budget June 2020 - 2021 	Not Started
	<p>Look at the line marking at Karumba business district</p> <ul style="list-style-type: none"> ➤ Tying it with Aerodrome line marking to be done next month 	In Progress

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2. Miscellaneous Projects

2.1. Terry Casey's RMPC crew are currently undertaking reseal preparation works on State Controlled Roads for TMR's next reseal program.

2.2. Shelton Turner's Crew – 89B Bitumen works

The progress so far is:

- 5km of 200mm deep cement stabilised base pavement with all lots passing the testing requirements is completed. Deano is currently doing the proof rolling for this section. 5km of sealing works will start on Monday 14th September.
- A further 2km of pavement material has been spread, shaped and compacted to correct thickness on the subgrade. The next 5km of seal is booked for – Friday 9/10/2020. Council crew has upped their productivity due to the experience of completing the first 5km. I have been told we may achieve a target of 7km instead of 5km. This may leave only 3km left of stabilisation to complete in October.
- All base pavement materials have been carted to site from the quarry and placed in rills at the edge of the road for the entire job lengths except for the last 800m. The last 800m of carting is expected to be completed by next week.
- 15km of 10m wide subgrade works are fully completed and have passed all testing requirements. The subgrade works included pulling materials from the sides and forming up the road as the existing surface was more of a shallow V shape in a lot of places and not much higher than the table drain. It took a lot of work to get the formation right and realigned.

2.3. Gibson Charger is off work. Jenno has be sent to the Koolatah Camp to work.

2.4. Barge Ramp at Normanton. Excavation works are nearly completed. The actual ramp is being set up for concrete pour.

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Table: TMR Projects progress report 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	98%
89B TMR 2019 DRFA Betterment Works	\$ 4,560,000.00	45%
2019 TMR DRFA REPA Works on 84A, 89A, and 89B	\$ 1,761,000.00	50%
Grid Replacement at the Flinders River 89A	\$ 85,000.00	100%
2020-2021 RMPC	\$ 1,965,000.00	35%
Additional Weed Herbicide Variation	\$ 20,000.00	100%
ATSI TIDS - Dunbar Creek - New Causeway and approach on the Kowanyama Road	\$ 925,000.00	Design under way
TMR Contribution to 2020-2021 TIDS on the Normanton Burketown Road	\$ 910,000.00	Job surveyed and pegged. A section is due to start in Nov.
92A Glenore 2019 DRFA repair - Still being approved by QRA -Will be offered as a variation by TMR	\$ 385,000 Approx	Estimate and contract documents sent to TMR - awaiting project approval.
2020 DRFA REPA Works - Being prepared by TMR		
Rehabilitation Works on 89A	\$ 900,000	Contract with TMR is underway
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.	\$ 2,900,000	4.5km is being planed for Dec to March with the rest to follow after March 2021.
Total	\$ 13,601,000	

Engineering Departments Budget not including Shire Flood Damage Works

Description	Original Budget	YTD Actual	Percentage
TP Ntn - Operating Grants, Subsidies and Contributions	-\$18,000.00	\$0.00	0%
TP Ntn - Operating Income	-\$5,000.00	-\$52.27	1%
TP Ntn - Operating Expenses	\$88,000.00	\$5,568.25	6%
Town Planning - Major Op Ex	\$39,000.00	\$8,140.80	21%
TP Kba - Operating Expenses	\$24,000.00	\$0.00	0%
Eng - Operating Expenses	\$972,000.00	\$258,787.16	27%
Eng - Maintenance	\$83,000.00	\$3,449.60	4%
Eng - Depreciation	\$24,000.00	\$0.00	0%
Depots Ntn - Operating Expenses	\$257,000.00	\$29,372.57	11%

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Depots Ntn - Maintenance	\$54,000.00	\$11,423.77	21%
Depots Ntn - Depreciation	\$24,000.00	\$0.00	0%
Workshop - Operating Expenses	\$94,000.00	\$8,215.28	9%
Workshop - Maintenance	\$22,000.00	\$11,189.82	51%
Workshop - Small Plant & Loose Tools	\$5,000.00	\$0.00	0%
Depots Kba - Operating Expenses	\$65,000.00	\$20,429.51	31%
Depots Kba - Maintenance	\$32,000.00	\$7,033.74	22%
Depots Kba - Depreciation	\$71,000.00	\$0.00	0%
Fleet and Plant - Operating Income	-\$120,000.00	-\$1,861.00	2%
Fleet and Plant - Operating Expenses	\$136,000.00	\$43,258.62	32%
Fleet & Plant -Tyres and Batteries	\$135,000.00	\$33,804.67	25%
Fleet & Plant -Fuel and Oils	\$1,199,000.00	\$187,918.91	16%
Fleet & Plant - Depreciation	\$1,200,000.00	\$0.00	0%
Fleet & Plant - Internal Repair Wages	\$545,000.00	\$114,834.89	21%
Fleet & Plant - Parts and Repairs	\$1,700,000.00	\$204,306.93	12%
Fleet & Plant - Registrations and Insurance	\$185,000.00	\$121,859.04	66%
Fleet & Plant - Plant Recoveries Allocated to Works and Services	-\$6,448,000.00	-\$2,531,102.22	39%
Fleet & Plant - Capital Income	\$0.00	-\$14,727.27	100%
Asset Management - Operating Expenses	\$115,000.00	\$20,479.30	18%
Airport Ntn - Operating Income	-\$180,000.00	-\$7,027.67	4%
Airport Kba - Operating Income	-\$40,000.00	\$0.00	0%
Airport Ntn - Operating Expenses	\$94,000.00	\$25,399.00	27%
Airport Ntn - Maintenance	\$53,000.00	\$1,457.26	3%
Airport Ntn - Depreciation	\$74,000.00	\$0.00	0%
Airport Kba - Operating Expenses	\$64,000.00	\$11,294.95	18%
Airport Kba - Maintenance	\$54,000.00	\$1,250.23	2%
Airport Kba - Depreciation	\$43,000.00	\$0.00	0%
Airport Kba - Capital Grants and Contributions	-\$30,000.00	-\$21,818.18	73%
Parks & Gardens Ntn - Operating Expenses	\$38,000.00	\$17,262.64	45%
Parks & Gardens Ntn - Maintenance	\$414,000.00	\$67,365.80	16%
Parks & Gardens Ntn - Depreciation	\$103,000.00	\$0.00	0%
Parks and Gardens - Small Plant and Loose Tools	\$5,000.00	\$0.00	0%
Parks & Gardens Kba - Operating Expenses	\$58,000.00	\$21,494.16	37%
Parks & Gardens Kba - Maintenance	\$382,000.00	\$41,752.09	11%
Parks & Gardens Kba - Depreciation	\$122,000.00	\$0.00	0%
Parks & Gardens - Capital Income	-\$1,000,000.00	\$0.00	0%

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Public Conveniences Ntn - Operating Expenses	\$64,000.00	\$6,809.81	11%
Public Conveniences Ntn - Maintenance	\$22,000.00	\$3,232.83	15%
Public Conveniences Ntn - Depreciation	\$4,000.00	\$0.00	0%
Public Conveniences Kba - Operating Expenses	\$106,000.00	\$13,230.89	12%
Public Conveniences Kba - Maintenance	\$23,000.00	\$2,690.12	12%
Public Conveniences Kba - Depreciation	\$21,000.00	\$0.00	0%
Roads - Grants (No GST)	-\$1,035,000.00	\$0.00	0%
Road Maintenance - Normanton Town Streets	\$347,000.00	\$0.00	0%
Road Maintenance - KarumbaTown Streets	\$347,000.00	\$27,793.37	8%
Road - Operating Expenses	\$267,000.00	\$49,938.41	19%
Road Maintenance - Rural Shire Roads	\$565,000.00	\$229,932.85	41%
Road - Depreciation	\$8,691,000.00	\$0.00	0%
Roads - Capital Income	-\$925,000.00	-\$197,450.41	21%
Shire Roads (TIDS) - Capital Grants and Contributions	-\$910,000.00	\$0.00	0%
RMPC - Operating Income	-\$1,965,000.00	\$0.00	0%
TMR Recoverable Works Income	-\$7,965,000.00	-\$1,134,255.36	14%
Main Roads - Other Recoverable Works	\$5,802,000.00	\$1,356,894.95	23%
RMPC - Maintenance	\$1,743,000.00	\$32,138.49	2%
Main Roads - DRFA Works	\$1,600,000.00	\$125,289.11	8%
Roads 2 Recovery (R2R) - Capital Grants and Contributions	-\$711,000.00	\$0.00	0%
Private Works - Expenditure and Income	-\$10,000.00	\$1,038.94	-10%
Building Services - Operating Income	\$0.00	-\$2,357.27	100%
Building Services - Operating Expenses	\$158,000.00	\$38,419.73	24%
Building Services Small Plant & Loose Tools	\$8,000.00	\$477.73	6%
Pensioner Housing - Ntn Operating Income	-\$27,000.00	-\$3,584.16	13%
Pensioner Housing - Kba Operating Income	-\$36,000.00	-\$5,368.32	15%
Pensioner Housing - Ntn Operating Expenses	\$30,000.00	\$9,304.92	31%
Pensioner Housing - Ntn Maintenance	\$52,000.00	\$1,984.13	4%
Pensioner Housing - Ntn Depreciation	\$85,000.00	\$0.00	0%
Pensioner Housing - Kba Operating Expenses	\$35,000.00	\$8,391.67	24%
Pensioner Housing -Kba Maintenance	\$44,000.00	\$1,007.46	2%
Pensioner Housing - Kba Depreciation	\$58,000.00	\$0.00	0%

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Staff Housing - Ntn Operating Income	-\$380,000.00	-\$72,958.00	19%
Staff Housing - Kba Operating Income	-\$30,000.00	-\$5,248.00	17%
Staff Housing - Ntn Operating Expenses	\$166,000.00	\$48,726.49	29%
Staff Housing - Ntn Maintenance	\$201,000.00	\$39,408.30	20%
Staff Housing - Ntn Depreciation	\$303,000.00	\$0.00	0%
Staff Housing - Kba Operating Expenses	\$24,000.00	\$5,046.90	21%
Staff Housing - Kba Maintenance	\$71,000.00	\$3,278.62	5%
Staff Housing - Kba Depreciation	\$66,000.00	\$0.00	0%
Reserves - Operating Expenses	\$6,000.00	\$0.00	0%
Reserves - Maintenance Expenses	\$0.00	\$786.19	100%
Quarries - Operating Income	\$0.00	-\$1,075.02	100%
Quarries - Operating Expenses	\$73,000.00	\$105,446.86	144%
Quarries - Maintenance	\$55,000.00	\$295.60	1%
	\$7,775,000.00	-\$609,971.79	-8%



Photo: Pavement works on 89B

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Photo: Constant checks on pavement depth on 89B.

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Photo: Excavation works on the Barge Ramp.



Photo: Preparing the ramp for concrete pour.

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3. Update on Shire Flood Damage Works

3.1. Colin Charger / Stirling Camp (changed with Karl Pickering):

- 2019 Restoration Works - Glencoe to Miranda Road
- 2 x swings to complete Glencoe to Miranda, camp shift Stirling to Lotusvale
- Side tippers carting to Delta Road from Lilyvale

3.2. Ronnie Kerr / Alexandra Camp:

- 2019 Restoration works on the Normanton Burketown Road working between the Flinders River and Inverleigh.
- Carting out of Goat Creek Pit

3.3. Gavin Delacour / Augustus Camp:

- 2019 Restoration Works - Working Nardoo to Augustus Rd
- Carting out from Bullock Paddock
- Works to Lorraine Station completed.
- Next shift to Donors Hill

3.4. Dave Atu / Koolatah Camp:

- 2019 Restoration Works Koolatah to Oriners Road
- Side tippers are working on the Inkerman Rd carting from Clarkes Pit.

3.5. Brenton Murray / Deadcalf Camp

- 2019 Restoration Works – Working on the Iffley to Broadwater Road.

3.6. Karl Pickering / Broadwater Camp:

- 2019 Restoration - Working on the Broadwater to Croydon Road
- All cartage of gravel completed.
- Moving to Haydon Access next

4. Trades Report

4.1. Assisting with the solar tender and tenderers site visit

4.2. Electrical wiring of filters for the Hatchery

4.3. Standard housing, electrical and plumbing maintenance.

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5. New Projects/Grant Applications

5.1. Nil

6. Reports

6.1. Nil

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11.2 NDRRA/QDRF REPORT

Attachments: 11.2.1. Appendix A - QRA19 Expenditure Summary [↓](#)
11.2.2. Appendix B - QRA19 Completion Sketch [↓](#)
11.2.3. Appendix C - EOT Approvals [↓](#)

Author: John Martin - Consultant Engineering

Date: 10 September 2020

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.

Executive Summary:

QRA18 REPA reached practical completion on 30 June 2020 with \$22million expended. The project will be acquitted by the end of September.

QRA19 REPA Submissions 1-6 have all been approved with a total RV in excess of \$66 million. QRA have advised works can commence on gravel delivery for the Dunbar – Kowanyama Road. Construction is approximately 50% complete with six (6) crews and approximately \$22.6million expended. An extension of time for all requested roads has been approved by QRA.

QRA20 has been activated for CDO, EW and REPA. Submission 1 (RV \$16.8million) has received Compliance and VFM approval by QRA. The current total RV following the “In-field Assessment” is \$53million. Submissions 2, 3 and 4 have been approved with Council awaiting the 30% prepayment.

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.

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 (\$13million construction value) reached practical completion on 30 June 2020.
 2. \$22million has been expended with a final expenditure to RV ratio of 1.68. Updated benchmarking rates have been approved for the QRA19 program of works based on the QRA18 actual costs. Applying these approved rates to the QRA18 project there is a final expenditure to Forecast Budget ratio of 0.99.
-

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3. The QRA18 project is currently being closed out and all acquittal documents will be supplied to QRA prior to the 30 September 2020 deadline.
4. QRA have agreed to increase the maximum progress payment to 95% of the RV (up from 90%) to reduce the value which Council is currently holding and assist with cash flow.

2019 QRA Event

1. Six (6) QRA19 REPA submissions have been approved with a total RV of approx. \$67million with a 30% prepayment paid to Council. The 30% prepayment has recently been exceeded and progress claims will be submitted fortnightly to assist with Council's cash flow.
 2. Council and ERSCON met with QRA regarding the supply and transport of gravel to Dunbar – Kowanyama Road on 9 September. QRA approved Council's methodology to deliver the project through their preferred supplier list and set total project budget of \$9.24M (capped price).
 3. The approved construction budget for the works program is approximately \$63million.
 4. Six (6) crews are currently constructing QRA19 projects. The project is currently 50% complete with a forecast final construction cost of \$45.9million and estimated expenditure to RV ratio of 0.87. Refer Appendix A and B for construction progress.
 5. An extension of time has been approved on five (5) QRA19 REPA submissions and three (3) QRA betterment projects. The full list of projects is detailed in Appendix C. Notably the following projects have been approved within the EOT:
 - Dunbar to Kowanyama, Dunbar to Koolatah and Rutland Plains Access – 3-month extension to 30 September 2021.
 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. The project is currently being closed out and all acquittal documents will be supplied to QRA prior to the 30 September 2020 deadline.
-

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8. QRA have met with Council 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) submissions have been lodged following the “In-field Assessment”. Submissions 2, 3 and 4 have been approved with Submission 1 having received final VFM and Compliance outcome. Council is awaiting the 30% prepayment for approved submissions
 - Submission 1 – Southwest Roads – RV approx. \$17million
Three (3) submissions are currently approved.
 - Submission 2 – Southeast Roads – RV approx. \$19.2million, Construction Value \$15million
 - Submission 3 – Northern Roads – RV approx. \$10million
 - Submission 4 – Far Northern Roads – RV approx. \$6million
3. Emergency work on all Shire roads has been completed. Approximately \$335k has been expended and is currently being acquitted.
4. Four (4) projects have been submitted for the 2019/20 Queensland Resilience and Risk Reduction Fund (QRRRF):
 - SES Shed Construction, Normanton Council Depot – RV \$376,259
 - Armstrong Creek Causeway, Normanton to Burketown Road – RV \$696,927
 - Floodway, Normanton - Burketown Road – RV \$292,316
 - Poingdestre Creek Causeway, Normanton - Burketown Road – RV \$486,167
5. QRA have met with Council to review benchmarking rates for the 2020 project. The approved QRA20 RV rates are approximately 10% higher than the QRA19 RV rates.

Consultation (Internal/External):

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

Legal Implications:

- Nil.

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Financial and Resource Implications:

- QRA 18 Trigger Point contribution - \$29,085
- QRA 18 10% Council contribution to day labour - \$179,626.19
- QRA 19 Trigger Point contribution - \$32,408
- QRA 19 10% Council contribution to day labour - \$112,109.00
- QRA 20 Trigger Point contribution - \$29,363

Risk Management Implications:

- Low – QRA 19 – An extension of time has been granted for requested submission due to productivity losses from COVID-19.
- 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 QRA19 EXPENDITURE



CURRENT **31/08/2020**
Project Completed **50.0%**
Forecast Project Expenditure to RV Ratio **0.87**

Submission 1 - CSC.0004.1819E.REC					
Road Name	Construction Recommended Value	Expenditure	Complete (%)	Expected Expenditure Ratio	Notes
Hffley Road	\$ 7,965,253.97	\$ 3,804,050.12	52%	0.93	
Normanton to Burketown Road	\$ 8,345,264.72	\$ 5,917,884.83	76%	0.93	
Donors Hill to Augustus Downs Road	\$ 1,255,778.13	\$ 139,135.31	0%	1.00	
Dunbar Koolatah Road	\$ 40,500.00	\$ 34,882.02	85%	1.03	Costs incurred to order flood camera parts, camera not yet installed.
TOTAL	\$ 17,586,796.82	\$ 9,895,952.08			

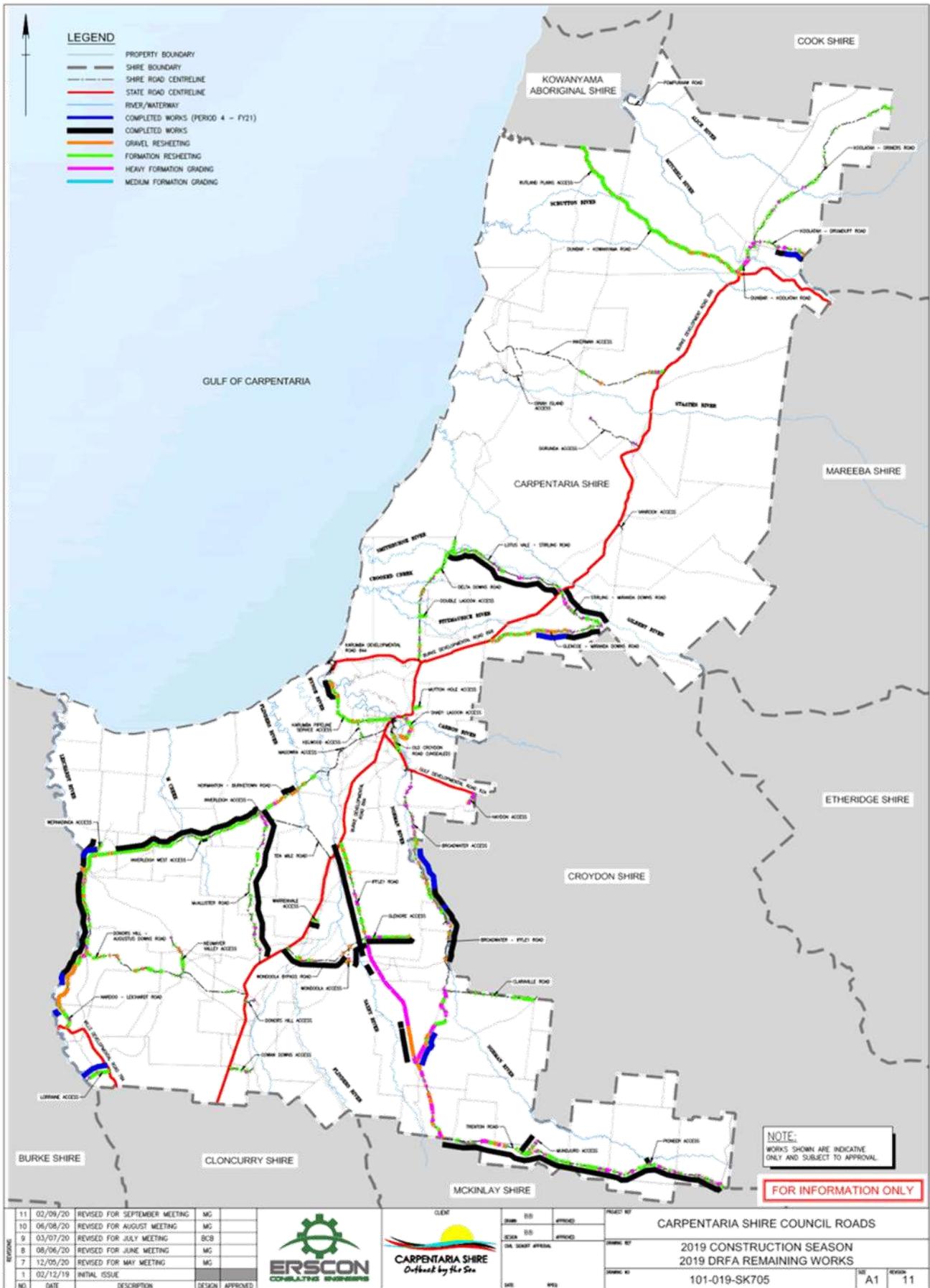
*Expected expenditure ratio is the ratio of final expenditure divided by the recommended value. (i.e. 1.5 is 50% over budget, 0.8 is 20% under budget)

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	\$ 61,941.02	0%	1.00	
TOTAL	\$ 5,772,450.47	\$ 61,941.02			

Submission 3 - CSC.0009.1819E.REC					
Road Name	Construction Recommended Value	Expenditure	Complete (%)	Expected Expenditure Ratio	Notes
Trenton Road	\$ 3,087,067.71	\$ 3,052,185.92	99%	1.00	
Nardoo to Leichardt Road	\$ 5,457,880.01	\$ 3,727,239.61	54%	0.59	Accrued costs processing. Road currently under construction.
Koolatah to Dixie Road	\$ 1,037,879.19	\$ 39,015.06	0%	1.00	
TOTAL	\$ 9,582,776.91	\$ 4,818,440.59			

Submission 4 CSC.0015.1819E.REC					
Road Name	Construction Recommended Value	Expenditure	Complete (%)	Expected Expenditure Ratio	Notes
Stirling to Miranda Downs	\$ 714,067.74	\$ 1,580,049.29	100%	2.21	Costs for pit establishment, pushing up of gravel and stockpiling for Glencoe to Miranda and Lotusvale to Stirling booked to this road. When assessing all roads together the expenditure aligns closer to the RV.
Lotusvale to Stirling	\$ 886,520.02	\$ 1,103,731.16	100%	1.25	Overlapping costs with Stirling to Miranda and Glencoe to Miranda Downs Road. When assessing all together expenditure aligns closer to RV.
Glencoe to Miranda Downs	\$ 2,336,152.96	\$ 325,485.93	47%	0.30	Accrued costs processing. Road currently under construction. Push up of gravel and delivery of gravel were booked to Stirling to Miranda Downs.
Koolatah to Drumduff	\$ 400,021.44	\$ 330,297.36	86%	1.24	
Delta Downs Road	\$ 1,234,193.09	\$ 84,434.27	0%	1.00	Extreme remote locality of the road resulting over expenditure
Gorunda Access	\$ 61,616.93	\$ -	0%	1.00	
Double Lagoon Access	\$ 152,360.02	\$ -	0%	1.00	
Dunbar to Koolatah	\$ 621,749.80	\$ -	0%	1.00	
Inkerman Access	\$ 575,844.83	\$ 14,806.01	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	
TOTAL	\$ 7,949,231.58	\$ 3,438,804.02			

Submission 5 CSC.0019.1819E.REC					
Road Name	Construction Recommended Value	Expenditure	Complete (%)	Expected Expenditure Ratio	Notes
Glencoe Access	\$ 909,509.81	\$ 822,233.74	100%	0.90	
Inverleigh West Access	\$ 26,659.05	\$ 2,164.49	100%	0.08	Construction complete. Costs booked to adjacent Normanton to Burketown road as construction was completed in less than one day.
Lorraine Access	\$ 603,515.79	\$ 205,240.83	100%	0.34	Accrued costs processing. Road recently finished construction.
McAllister	\$ 917,701.37	\$ 957,292.50	100%	1.04	
Mundjuro Access	\$ 249,585.23	\$ 136,456.28	100%	0.55	Cost savings as camp and mobilisation costs booked to adjacent Trenton Road.
Pioneer Access	\$ 43,036.66	\$ 12,909.83	100%	0.30	Cost savings as construction was completed simultaneously with QRA18 scope of work with overlapping camp and mobilisation costs.
Warrenvale Access	\$ 155,485.20	\$ 71,374.32	100%	0.46	Cost savings from simultaneous construction with QRA18 Warrenvale Access Scope of work.
Wernadina Access	\$ 358,899.18	\$ 184,957.42	100%	0.52	
Wondoola Bypass	\$ 364,937.20	\$ 449,225.53	100%	1.23	
KBA Pipeline Service Access	\$ 1,631,989.21	\$ 364,969.09	28%	0.80	Road partially constructed, remaining works to be completed later in the year.
Broadwater to Hffley	\$ 3,317,286.59	\$ 1,048,100.68	62%	0.51	Accrued costs processing. Road currently under construction.
Wondoola Access	\$ 224,681.17	\$ 164,659.36	94%	0.78	
Broadwater Access	\$ 7,458.24	\$ -	0%	1.00	
Clarville	\$ 631,331.54	\$ 171.17	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	\$ 5,671.13	\$ 1,006.35	0%	1.00	
Inverleigh Access (Secondary)	\$ 6,592.06	\$ -	0%	1.00	
Kelwood Access	\$ 63,632.75	\$ -	0%	1.00	
Neumayer Valley Access	\$ 346,224.08	\$ -	0%	1.00	
Old Croydon (Unsealed)	\$ 407,664.35	\$ -	0%	1.00	
TOTAL	\$ 10,733,401.54	\$ 4,420,761.59			



Submission Reference	Funding Type	Project	Previous Time Limit	EOT Duration (months)	EOT approval
CSC.0010.1819E.REC	QRA19 REPA	Submission 2	30-Jun-21	3	30-Sep-21
CSC.0009.1819E.REC	QRA19 REPA	Submission 3	30-Jun-21	3	30-Sep-21
CSC.0019.1819E.REC	QRA19 REPA	Submission 4	30-Jun-21	3	30-Sep-21
CSC.0015.1819E.REC	QRA19 REPA	Submission 5	30-Jun-21	3	30-Sep-21
CSC.0025.1819E.REC	QRA19 REPA	Submission 6	30-Jun-21	6	31-Dec-21
CSC.0016.1819E.REC	2018-19 Betterment	Normanton to Burketown Sealing P11/12	30-Jun-21	3	30-Sep-21
CSC.0017.1819E.REC	2018-19 Betterment	Normanton to Burketown Sealing P13	30-Jun-21	3	30-Sep-21
CSC.0011.1819E.DWS	2018-19 Betterment	Desilting of the Normanton Sewer Lagoons	30-Jun-21	3	30-Sep-21

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11.3 ACTIVITY UPDATE FOR MICHAEL PICKERING TO 11 JULY 2020

Attachments:	NIL
Author:	Michael Pickering - Engineering Support
Date:	10 September 2020
Key Outcome:	5.1 - Integrated and timely provision and management of sustainable infrastructure and assets
Key Strategy:	5.1.2 Ensure the provision and management of infrastructure and assets meet the needs and priorities of Council, the community and industry.

Executive Summary:

Mr Michael Pickering has been engaged by Council primarily to provide engineering support to the Director of Engineering and related officers, he is also to provide support to other specific areas of Council as directed by the Chief Executive Officer. Mr Pickering commenced his engagement with Council on 10th August 2020.

This report provides a high-level update of the activities he has been involved in to date.

RECOMMENDATION:

That Council receives the Activity Update Report.

Background:

The main activities undertaken to date are:

1. Continuing work on the preparation of a Project Proposal Report (PPR) for the upgrading of the **Burketown to Normanton Road** - from Normanton westward to the end of the proposed new crossing of the Leichhardt River (just falls into Burke Shire at the western end).

The major outcome of this work will see the Savannah Way a fully sealed road from Doomadgee to Cairns.

Concept design drawings have now been completed and are included in the report. Initial estimates have also been completed. Major elements identified to date are:

- 78.4 km of new sealed roads in 4 major sections - **\$40.7 million**;
- 5.2 km of new or upgraded floodways in 45 sections - **\$27.9 million**;
- 14.1 km of re-alignments in 30 sections - **\$ 5.7 million**; and
- 0.64 km new Leichhardt river crossing - **\$14.4 million**.

Total \$87.7 million.

Further work is underway to complete the PPR, the further work mainly involves the completion of the cost benefit sections including detailed analysis of economic benefits and impacts. Further assistance will likely be required from Cummings Economics who have previously undertaken a Shire wide Road network Study in 2019.

It is also proposed to meet with TMR soon to discuss the draft to date and ensure that we are approaching the submission to their satisfaction.

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Further strategies to obtain the funding should also be developed to determine the most appropriate actions to lobby Federal and State politicians.

2. **Glenore Weir** – there is a need to undertake a hydraulic and flood modelling study to determine if any further works are needed following the emergency works that have been undertaken recently. For the modelling to be carried out, further survey work has had to be commissioned to define the rock protection extent and size. We understand that survey has now been undertaken and the information should be with Council soon. GHD have been asked to provide a revised proposal to undertake the modelling and this is also expected to be received shortly.

3. Other matters that have arisen and some that may be on-going;
 - Review of the Economic Development Strategy (EDS) and provision of comments/assistance to MECD (also needed to review the Tourism Strategy to see how it might integrate with the EDS.

 - High-level review of Council's water, sewerage and waste infrastructure. Initial findings would seem to indicate the need to do a Water Security Assessment, at least at a high level to identify possible weakness' in the infrastructure and to develop strategies to reduce the risk of supply issues. The Karumba sewerage system also may need some further review as the current system has a very high maintenance requirement and in the long-term there may be better strategy to move ultimately to a more conventional system.

 - Also dealt with a number of minor matters relating to contract administration, town planning and building certification matters.

Consultation (Internal/External):

- There has been consultation with the Director of Engineering, the Manager Economic and Community Development, Manager Water and Sewerage, ERSCON, GHD, Jill Taylor and other relevant officers in Council.

Legal Implications:

- Nothing significant

Financial and Resource Implications:

- All within current budget allocations.

Risk Management Implications:

- The Glenore weir and the Water Security project have potential risk implications for Council.

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11.4 WATER AND WASTE REPORT - AUGUST 2020

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

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.

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 2.11m AHD.
- Total treated water was 92.6ML for the month.
- The new assistant for the Karumba water and waste crew has resigned from Council.
- The funded illegal dumping compliance officer has also commenced in the role.
- Many upcoming funded projects to be delivered during the new financial year.
- Karumba STP inlet screen currently being by-passed.
- Nine 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 31st August 2020; and
2. that those matters not covered by resolution be noted.

Background:

Glenore Weir

The Department of Natural Resources, Mining and Energy river level gauge at Glenore Weir read 6.41m (AHD 2.11m) on the 31st August 2020, a decrease of approximately 0.45m in the past month (see Figure 1). The Bureau of Meteorology recorded 0.2mm of rainfall at Normanton Airport during the month.

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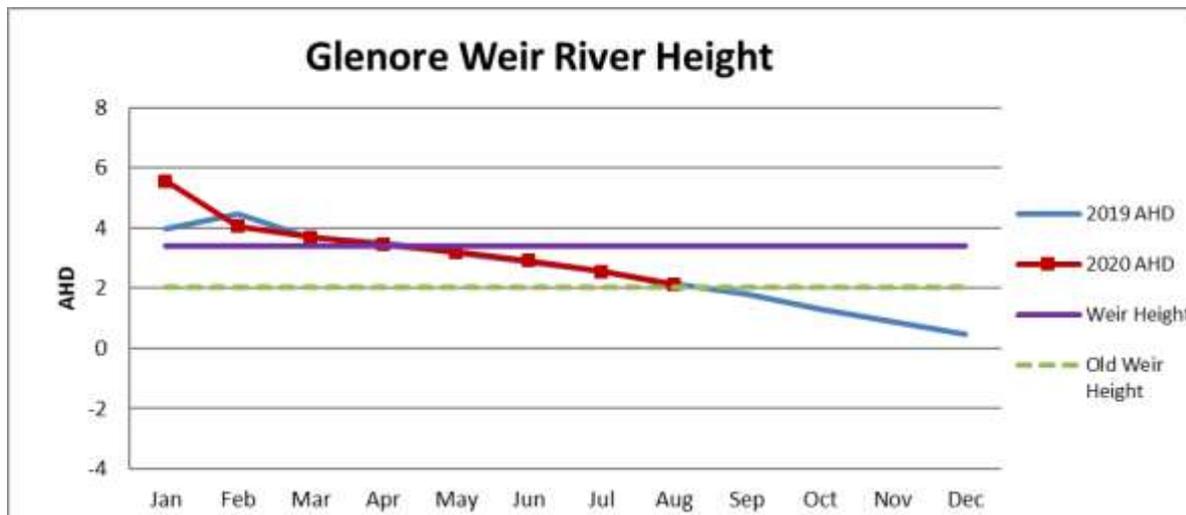


Figure 1: River height on last day of the month

Normanton Water Treatment Plant

For the month, 87.8ML was pumped from Glenore Weir and 4.8ML from the Normanton bore for a total of 92.6ML of raw water. As can be seen in Figure 2, water consumption has increased significantly since last month and is higher than the same period last year.

Normanton consumed 52.9ML (57.1%) and 32.1ML (34.7%) was pumped to Karumba, 6.0ML (6.5%) was used for backwashing and bulk water supply/storage.

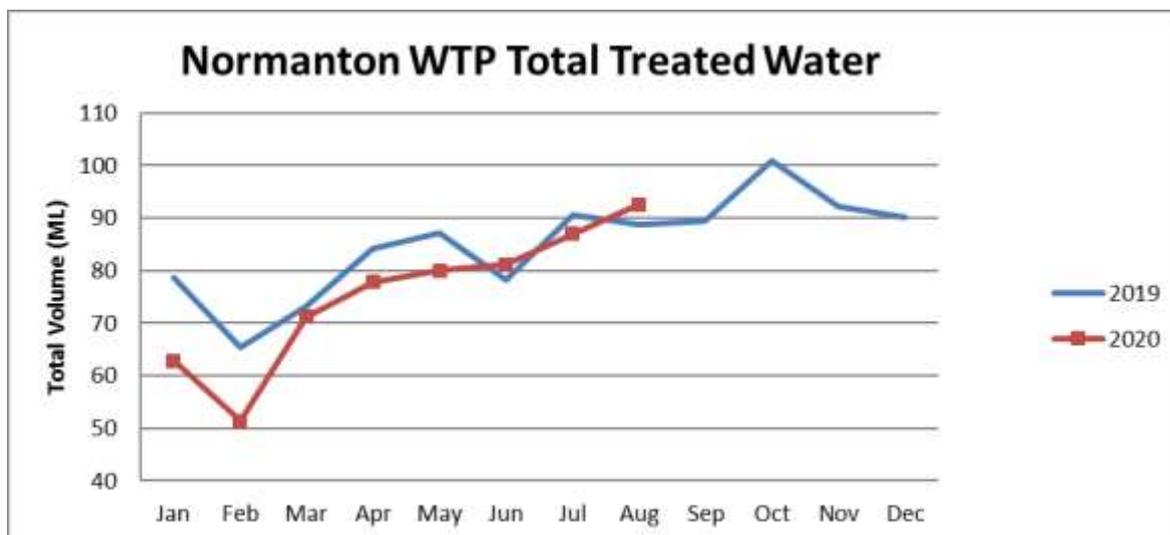


Figure 2: Total raw water treated

Maintenance and Upgrades

Water consumption is currently very high and the raw water delivery line is struggling to cope with the additional flow rates. At the time of writing this report, storage levels of treated water are satisfactory and treatment capacity can be maintained, providing there are no major breakdowns. The existing system is under immense pressure currently, with scheduled

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upgrades hoping to alleviate some of that pressure. Investigations are continuing in relation to the bottleneck of the main supply pipeline, including options to install additional pipe for the raw water irrigation system.

A representative from Nalco came to site and undertook some analysis of our chemical dosing systems. The tests carried out showed that the current operations staff had been dosing in the most efficient manner in the current configuration. He provided us with additional equipment that the company is trialling that will improve flash mixing which may further increase efficiency as a trial.

Normanton Sewage Treatment Plant and Reticulation Network

Normanton Sewerage Treatment Plant (STP) received an estimated 11ML (see Figure 3) of wastewater in August which was evaporated or used for irrigation.

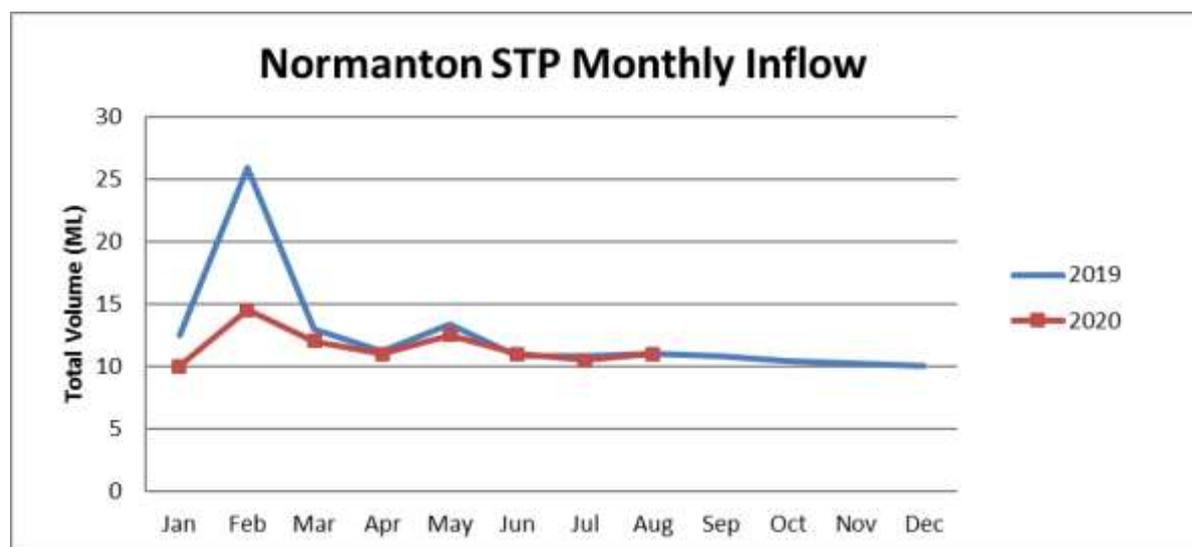


Figure 3: Total volume treated at Normanton STP

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.

Additional works were carried out by Council's electrician and a technician to control pump stations 2 and 3 in a more suitable manner. The new controls provide better real time monitoring and have also provided back up controls in the event of a system failure.

Sewage pump station 3 had a pump (Pump 2) failure which required the pump to be replaced. The fault was picked up on immediately due to the works described above, the pump was replaced immediately with a spare kept on hand. Pump 1 was able to maintain service in the system while the replacement was carried out.

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Karumba STP and Low Pressure Network

Karumba sewage treatment facility treated approximately 5.8ML (see Figure 4) for August. The same flow was recorded for the same month last year and also July 2020.

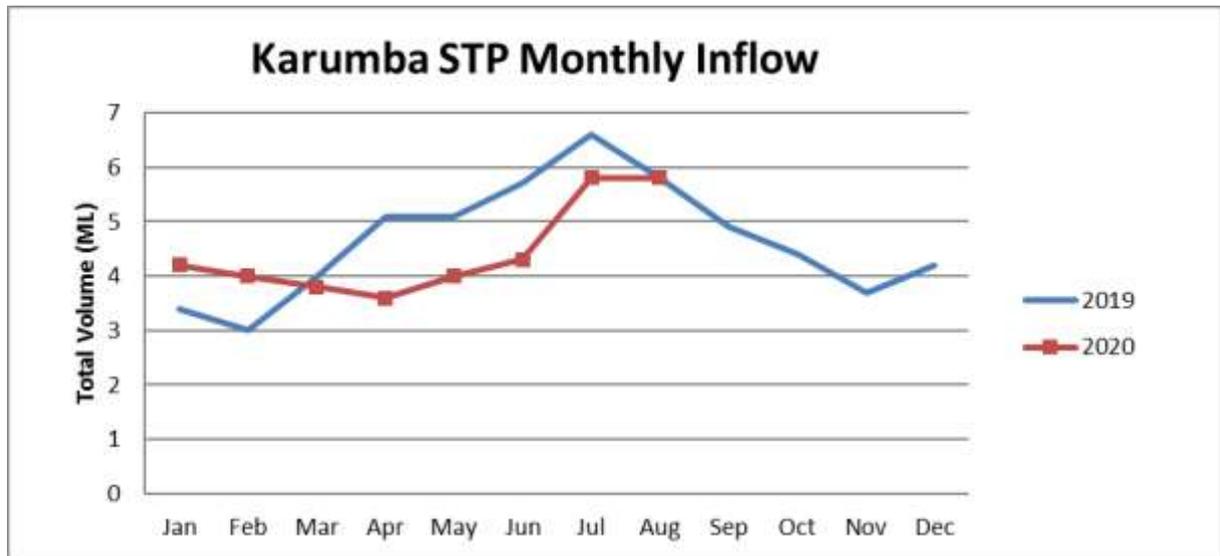


Figure 4: Total Monthly inlet flow for Karumba STP.

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, nine E-one pumps were replaced. Dried bio-solids were collected and carted away for disposal at Normanton Landfill.

The inlet screen has had an issue and needs to be by-passed while repairs are carried out. A new replacement screen had already been ordered in April this year but has experienced delays in getting to Australia due to COVID. With this in mind, the company is now building a new unit from scratch in Australia, with delivery time still a number of months away.

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. The landfill compactor was delivered in the second week of August by North West Services for long term dry hire. It is a refurbished machine and is an improvement on the original compactor used previously. Increased compaction is being achieved and the facility is starting to take shape.

The assistant at Karumba Water and Waste has handed his resignation for family reasons. During the first round of interviews, another suitable applicant was identified and will be approached to gauge his interest in the position.

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Projects/Budgets

The following Tables are a brief overview/summary of the ongoing projects in Water and Waste along with year to date budget figures.

Table 1: Project summary for Water and Waste

Area	Description	Funding body	Budget	Status
W a t e r	Yappar Street valve replacement	W4Q	\$ 80,000.00	Planning - to be completed in small sections
	Recoat Reservoir #3 at Ntn WTP	W4Q	\$ 120,000.00	Needs to be completed before the wet season, but cannot be during the filter upgrade project as we will require the storage
	Office/control building at Ntn WTP	W4Q	\$ 125,000.00	Currently being built off-site and due for arrival early September
	Installation of second clarifier	W4Q	\$ 950,000.00	Tender scope being put together - expected to be put to Council during the October ordinary meeting.
	Conversion/upgrade of PLC	W4Q	\$ 50,000.00	coupled with above project
	Filter upgrade at Ntn WTP	W4Q	\$ 200,000.00	media on site, contractors engaged
	Repair and upgrade Ntn WTP shed	W4Q	\$ 145,000.00	seeking quotes for upgrade - Gulf Construction to complete initial repairs
	Repair scouring on left hand weir embankment	QRA	\$ 60,000.00	Erscon to undertake
	Raw water irrigation project	BBRF	\$712,000/ \$238,000	Tender has been awarded to Barto's Plumbing
S e w a g e	Ntn STP de-silting project	QRA	\$ 734,000.00	Tender has been awarded to Dredging Solutions
	Ntn STP irrigation repairs	QRA	\$ 20,000.00	Materials have arrived on site, works commencing
	Kba STP inlet screen replacement	CSC	\$ 60,000.00	ordered in 19/20 FY - COVID delayed delivery from Europe. After discussion, the manufacturer has agreed to fabricate a new system in Australia
	Kba STP Office/control building	W4Q	\$ 100,000.00	Currently being built off-site and due for arrival early September
W a s t e	Tyre recycling project	DES	\$200,000/ \$130,000	Tyre recycler has been selected, transporting of tyres to the facility in Brisbane under discussion - see additional report.
	Karumba CCTV tower	DES	\$ 60,000.00	tower complete, additional electronics/monitoring equipment to be purchased using funding - awaiting IT Officer
	Illegal dumping compliance officer	DES	\$ 123,182.00	Introductory training completed - additional sessions to be held.

Table 2: Year to date budget summary

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Responsible Officer	Description	Original Budget	YTD Actual	Percentage	Comments
Ben Hill - Mar	Water Maintenance Ntn - Operating Income	-\$48,000.00	-\$8,825.00	18%	income
Ben Hill - Mar	Water Maintenance Kba - Operating Income	\$0.00	-\$2,090.00	100%	income
Ben Hill - Mar	Water Maintenance - Water Charges	-\$1,635,000.00	-\$821,934.08	50%	income
Ben Hill - Mar	Water Maintenance - Excess Water Charges	-\$150,000.00	\$0.00	0%	income (June 2021)
Ben Hill - Mar	Water Ntn - Operating Expenses	\$965,000.00	\$93,191.93	10%	
Ben Hill - Mar	Water Ntn - Maintenance	\$280,000.00	\$33,246.53	12%	
Ben Hill - Mar	Water Ntn - Depreciation	\$722,000.00	\$0.00	0%	
Ben Hill - Mar	Water Kba - Operating Expenses	\$181,000.00	\$12,704.35	7%	
Ben Hill - Mar	Water Kba - Maintenance	\$105,000.00	\$2,670.95	3%	
Ben Hill - Mar	Water Kba - Depreciation	\$320,000.00	\$0.00	0%	
Ben Hill - Mar	Water Ntn - Capital Grants and Contributions	-\$1,645,000.00	\$0.00	0%	income
Ben Hill - Mar	Sewerage Maintenance Ntn - Sewerage Charges	-\$706,000.00	-\$366,299.45	52%	income
Ben Hill - Mar	Sewerage Maintenance Kba - Operating Income	\$0.00	-\$14,655.00	100%	income
Ben Hill - Mar	Sewerage Maintenance Kba - Sewerage Charges	-\$856,000.00	-\$429,768.70	50%	income
Ben Hill - Mar	Sewerage Ntn - Operating Expenses	\$191,000.00	\$19,970.19	10%	
Ben Hill - Mar	Sewerage Ntn - Maintenance	\$171,000.00	\$32,937.94	19%	
Ben Hill - Mar	Sewerage Ntn - Depreciation	\$182,000.00	\$0.00	0%	
Ben Hill - Mar	Sewerage Kba - Operating Expenses	\$450,000.00	\$57,681.91	13%	
Ben Hill - Mar	Sewerage Kba - Maintenance	\$278,000.00	\$54,511.65	20%	
Ben Hill - Mar	Sewerage Kba - Depreciation	\$341,000.00	\$0.00	0%	
Ben Hill - Mar	Sewerage Kba - Installation	\$21,000.00	\$0.00	0%	
Ben Hill - Mar	Sewerage Maintenance Ntn - Capital Grants and Contributions	-\$515,000.00	\$0.00	0%	income
Ben Hill - Mar	Refuse Collection Ntn - Operating Expenses	\$185,000.00	\$27,749.58	15%	
Ben Hill - Mar	Refuse Collection Karumba - Operating Expenses	\$188,000.00	\$27,361.76	15%	
Ben Hill - Mar	Refuse - Kba Maintenance	\$0.00	\$29.45	100%	
Ben Hill - Mar	Landfill/Waste Transfer Operations - Ntn - Operating Grants, Subsidies and Contributions	-\$200,000.00	\$0.00	0%	income
Ben Hill - Mar	Landfill/Waste Transfer Operations - Ntn - Operating Income	-\$10,000.00	-\$763.64	8%	income
Ben Hill - Mar	Landfill/Waste Transfer Operations - Ntn - Landfill Charges	-\$705,000.00	-\$353,928.90	50%	income
Ben Hill - Mar	Landfill/Waste Transfer Operations - Ntn - Operating Expenses	\$695,000.00	\$26,418.10	4%	
Ben Hill - Mar	Landfill/Waste Transfer Operations - Ntn - Maintenance	\$109,000.00	\$36,411.24	33%	
Ben Hill - Mar	Landfill/Waste Transfer Operations - Ntn - Depreciation	\$25,000.00	\$0.00	0%	
Ben Hill - Mar	Landfill/Waste Transfer Operation - Grant Funded Expenses	\$0.00	\$9,839.31	100%	
Ben Hill - Mar	Landfill/Waste Transfer Operations - Kba - Operating Expenses	\$253,500.00	\$35,600.72	14%	
Ben Hill - Mar	Landfill/Waste Transfer Operations - Kba - Maintenance	\$65,500.00	\$115.35	0%	
Ben Hill - Mar	Landfill/Waste Transfer Operations - Kba - Depreciation	\$8,000.00	\$0.00	0%	
		-\$734,000.00	-\$1,527,823.81	208%	

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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.

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11.5 WORKSHOP REPORT

Attachments: NIL
Author: William Bollen - Workshop Foreman
Date: 10 September 2020

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

Key Strategy: 5.1.1 Develop a Strategic Infrastructure and Asset Management Plan to guide the provision, maintenance, decommissioning, replacement and enhancement of Council assets and infrastructure.

Executive Summary:

This report provides information and updates to Council on various maintenance and repairs that are facilitated within the Workshop.

RECOMMENDATION:

That Council:

1. accepts the Workshop Report as presented;
2. that those matters not covered by resolution be noted; and
3. provide automotive air-con training to obtain R134a handling license for fitters.

Background:

Jobs completed between the list mentioned below includes major and minor services to Landcruiser and Hilux's, replacement of multi and drum roller tyres, small plant repairs and services, operating forklift for outside crews, parts ordering and call outs to breakdowns that turn out to be operator error e.g. emergency stop and Admin tasks etc.

The current COVID-19 situation has made it extremely difficult with regards to parts and delivery which has made us unable to have every task completed in a timely fashion. However, we were able to most of the plant to work with what resources we had available.

Completed Tasks:

Maintenance and tyres have been the biggest time-consuming part over the last month, along with Bomag Rollers performance and reliability dropping off.

Air-condition in most plant has been serviced after operator complaints since temperature is rising. Most Aircon repairs are delayed because only one workshop fitter has the relevant refrigerant license.

The Float P0394 has been modified to keep the ramps working, a new pump and motor has been ordered along with brake lines and electrical cables to replace full length of trailer.

Prime Mover P2403 Awaiting A/C compressor and drier, have also replaced driver side door window with updated assembly, replacement turntable is being sourced, wires on starter have been repaired and air leaks.

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Hook Trailer P4404 has had all tyres replaced and electrical/Hydraulic faults have been repaired.

Service and repairs are also being completed over the weekend just to free up time Mon-Friday for priority works.

Plant currently on the waiting list for repairs for either parts or diagnosing:	
Plant not currently being used:	
P3131	Grader parts for the chain box - Parts received
P3406	Injector lines, fuel pump, common rail – Awaiting Parts
P3134	Radiator - Awaiting Parts
P2036	Window, steering issue.

Consultation (Internal/External):

- Nil

Legal Implications:

- Nil

Financial and Resource Implications:

- Nil

Risk Management Implications:

- Within normal operating parameters

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11.6 BUILDING AND PLANNING REPORT

Attachments:	NIL
Author:	Elizabeth Browning - Engineering Records Operator
Date:	10 September 2020
Key Outcome:	4.1 - Sustainable urban and rural development
Key Strategy:	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 April 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)	DP6 – McAllister, Christmas & Pixie	MCU – Extractive Industries	To be advised

Planning Applications Approved

DA No.	Applicant	Address	Application Type	Status
				To be advised

** Check for late report/s please.*

Building Applications Received by Building Certifier

DA No.	Applicant	Address	Application Type	Value
nil				

Building Permits Issued

DA No.	Applicant	Address	Application Type	Value
nil				

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Applications pending waiting on further information (Applicants advised)

DA No.	Applicant	Address	Application Type	Date Received
I/2013	Graeme Nicholson	96 Karumba Development Road, Karumba QLD 4891	Building Application for Awnings/Patio areas	27/08/2020

Consultation (internal/external)

- N/A

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