



CARPENTARIA SHIRE
Outback by the Sea

BUSINESS PAPER

08 DECEMBER, 2021

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NOTICE OF MEETING

COUNCILLORS:

Mayor Jack Bawden	Chairperson
Cr Ashley Gallagher	
Cr Bradley Hawkins	
Cr Andrew Murphy	
Cr Craig Young	
Cr Amanda Scott	
Cr Douglas Thomas	

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 17 November 2021 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 Concealed Water Leak Concession Request - 2 Hannam Street

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

8.2 Rates Based Financial Assistance Application - Carpentaria Kindergarten

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

8.3 Karumba Childcare Centre Financial Contribution

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

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9 REPORTS FROM THE CHIEF EXECUTIVE OFFICER

9.1 CEO REPORT

Attachments: NIL
Author: Mark Crawley - Chief Executive Officer
Date: 3 December 2021

Key Outcome: Day to day management of activities within the Office of the CEO
Key Strategy: As per the Departmental Plan for the Office of the CEO

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			
7 December 2021	8:30am	Workshop – Councillors, CEO, Directors and Managers	Boardroom
8 December 2021	9:00am	Ordinary Meeting of Council	Boardroom
19 January 2022	9:00am	Ordinary Meeting of Council	Boardroom
20 January 2022	8:30am	Workshop – Councillors, CEO, Directors and Managers	Boardroom
NWQROC and LGAQ			
Local Government Professionals Australia			

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Date	Time	Event	Location

FINANCIAL REPORT

Governance Income and Expenditure to 30 November 2021

Row Labels	Sum of Original Budget	Sum of YTD Actual	Sum of Order Value	Sum of Total Actual
Operating Expenditure				
Communications	50,000	65,929	6,666	72,595
Community Recovery Officer	0	16,666	3,612	20,278
Disaster Events	0	39,185	0	39,185
Disaster Preparedness	7,000	2,578	10,923	13,501
Elected Members	548,207	196,092	4,065	200,157
Emergency Response	110,000	5,635	605	6,240
Governance	1,185,337	345,153	10,288	355,441
Operating Expenditure Total	1,900,544	671,239	36,159	707,398
Operating Income				
Disaster Preparedness	-7,000	0	0	0
Emergency Response	-18,000	-17,059	0	-17,059
Operating Income Total	-25,000	-17,059	0	-17,059
Grand Total	1,875,544	654,180	36,159	690,339

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Tourism Budget – Manager Tourism

Discovery Centre

Row Labels	Sum of Original Budget	Sum of YTD Actual	Sum of Order Value	Sum of Total Actual
Operating Expenditure				
Les Wilson Barramundi				
Discovery Centre	709,747	273,586	52,273	325,860
Tourism Events	120,000	20,580	78,672	99,252
Visitor Information	265,901	72,979	8,865	81,844
Operating Expenditure Total	1,095,648	367,145	139,810	506,955
Operating Income				
Les Wilson Barramundi				
Discovery Centre	-316,500	-307,277	0	-307,277
Tourism Events	-10,000	0	0	0
Visitor Information	-10,000	-4,804	0	-4,804
Operating Income Total	-336,500	-312,081	0	-312,081
Grand Total	759,148	55,065	139,810	194,875

Hatchery

Row Labels	Sum of Original Budget	Sum of YTD Actual	Sum of Order Value	Sum of Total Actual
Operating Expenditure				
Hatchery	399,565	124,044	18,410	142,454
Operating Expenditure Total	399,565	124,044	18,410	142,454
Operating Income				
Hatchery	-13,000	-38,734	0	-38,734
Operating Income Total	-13,000	-38,734	0	-38,734
Grand Total	386,565	85,310	18,410	103,720

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ACTIONS OUTSTANDING FROM PREVIOUS MEETINGS

Date:	Ref:	Action	Status	Comment
October 20	012	Concessions not granted. Upgrade the signage to provide passcode to airside traffic.	Part complete	Signage yet to be arranged. Someone scratched code on gate post.
February 21	023	approve the request subject to the conditions outlined in the Subordinate Local Law No. 1.2 Commercial use of LG controlled areas and roads	Progressing	Initial letter advising of Council support for use as requested. Follow up to be provided in relation to Local Law conditions
April 21	002	That Council call expressions of interest from Interested Persons for the café operations at the Les Wilson Barramundi Discovery Centre from 1 November 2021 for a period of 2 – 3 years with a further option of extension.	Progressing	Documentation being prepared by Procurement Contractor for release
May 21	007	Recommence the process to finalise the Water Supply Easements in negotiation with Landholders and finalise all agreements for the water supply at Glenore.	Progressing	Sent advice to Preston Law to recommence.
August 21	009	Advisory Committee Policy and Terms of Reference for Advisory Committees adopted	Progressing	Drafts underway for the various Advisory Committees of Council
August 21	GB	Pipeline Easement	Progressing in conjunction with Item from May Meeting	Contact made with Dean Patchett to progress the inclusion of the northern section of the easement/road in our asset register
November 21	GB	Follow up with finance in relation to contracts over \$200,000 on website	Complete	Raised with Finance to keep records updated
November 21	GB	Ensure a designated assembly area is clearly marked at the LWBDC	Complete	Email to Centre Manager
November 21	GB	Raise the matter of the lawns and gardens with Centre Manager at LWBDC	Complete	Discussion with Centre Manager
November 21	GB	Reminder to the community to leave the fishing bridge in a clean and tidy state when used by members of the public	Complete	Facebook Post provided, checked on signage at the bridge
November 21	GB	Implement as a matter of urgency a Check In QR Code at the Airport	Complete	QR Code initiated for the Airport in Normanton

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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. 2021

I wish to place on the public record my appreciation for the Councillors and Staff efforts during the 2021 calendar year. We have had a very busy year and achieved many things. We have been very fortunate to receive grant funding from the other levels of government to ensure we have sufficient works for our crews, and in particular the funding from the State Government through Works 4 Queensland and the Federal Governments Local Roads and Community Infrastructure Program is greatly appreciated. Many projects would not be possible without these funding programs.

I would like to acknowledge the support from Mayor Jack and the Councillors during the past year and wish everyone a safe and Merry Christmas and Happy New Year. Looking forward to the next 12 months and continuing to deliver for the community.

Recommendation: For information

3. Gulf Savannah Development (GSD)

Deputy Mayor Hawkins, CEO and MECD attended the AGM held in Cairns at the end of November. CEO has been returned to the Management Committee.

Recruitment is currently underway for the position of Chief Executive Officer with GSD. A verbal report will be provided at the meeting as the interviews are still underway at the time of preparing this report.

Recommendation: For information

4. Gulf Academy Meeting

Deputy Mayor Hawkins, MECD and CEO attended the Gulf Academy Meeting held in Cairns as requested. Further consultation will be undertaken as part of the engagement for this initiative.

Recommendation: For information

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5. Survey Plans - ILUA

During the month I met with Brian Lane in relation to the survey work he is doing around Normanton as a consequence of the negotiated State ILUA with G&K. Brian has advised that he is almost finished the work required to be completed by Council in its part of the process.

I also spoke to Brian about the plans for Lilyvale and the lodgment of the plans, so they are ready to go as soon as the development conditions are satisfied.

Recommendation: For feedback

6. QRA – National Flood Mitigation Infrastructure Program 2020-21

Advice has been received from QRA advising that Council has been successful in obtaining funding for the Armstrong Creek Causeway, Normanton to Burketown Road under the NFMIP for \$793,339.00

Recommendation: For information

7. QRA – Trigger Points

Advice has been received that the 2021-22 Maximum Trigger Point for Carpentaria Shire Council is \$30,015.00 for DRFA in Financial Year 2021-22.

Recommendation: For feedback

8. Local Government Sustainability Framework Discussion Paper

The Western Queensland Alliance of Councils (WQAC) have lodged the joint submission for the Western Queensland Councils in response to the Government's Discussion Paper regarding the introduction of a series of new financial sustainability indicators contained in the proposed framework.

Recommendation: For information

9. Training – Financial Sustainability - Reminder

QTC have confirmed the dates for the delivery of a Financial Sustainability training session. We have guaranteed 15 attendees for the session so we will require attendance from all Councillors and the ELT. Dates are 17th February 2022.

Recommendation: For information

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Tourism Champions Update

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9.2 ADOPTION OF CAPABILITY STATEMENT AND REGIONAL PRIORITIES AND OPPORTUNITIES DOCUMENTS

Attachments:	9.2.1. Regional Priorities and Opportunities ↓ 9.2.2. CSC Capability Statement ↓
Author:	Mark Crawley - Chief Executive Officer
Date:	3 December 2021
Key Outcome:	A well governed, responsive Council, providing effective leadership and management, and respecting community values
Key Strategy:	Maintain a focus on excellence in customer service and improvements in service delivery

Executive Summary:

To assist with highlighting the capability and capacity of the Council works crew a Capability Statement has been prepared along with a document that highlights the Regional priorities and opportunities within the Carpentaria Shire

RECOMMENDATION:

That Council:

1. adopts the Capability Statement as presented and attached to the officer's report, and
2. adopts the Regional Priorities and Opportunities document and requests that both documents are uploaded to the appropriate places on the Council website.

Background:

The Office of the CEO initiated the compilation of the two documents and sought comments and assistance from the other members of the Executive Leadership Team.

Many businesses are preparing Capability Statements to highlight the capability and capacity of the business to deliver, Council is no different. The purpose behind compiling this document for Council was to assist in the process of securing the ROSI funding by providing evidence of the Council's capability and capacity to deliver if requested by State and Federal Government.

The document concentrates on the works department and not the full capacity of Council at this time. As mentioned, this was to ensure we were well placed to highlight our capacity and capability to deliver the ROSI funding if it were to become available for the completion of the sealing of the Normanton to Burketown Road.

We have discussed several times the need for Council to be able to highlight the opportunities and priorities within the Region and that is the purpose of the second document. All too often we are approached by Government to provide a list of projects ready to go when requested. By compiling the attached document and being prepared we will be well placed in the future when called upon to provide data quickly. This is usually associated with disaster events when the government is looking to stimulate economic activity and create jobs.

Consultation (Internal/External):

- Mayor Bawden

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- Councillors
- Executive Leadership Team
- DSDILGP
- Minister Buchholz

Legal Implications:

- Not applicable

Financial and Resource Implications:

- Documents have been compiled in-house. No further financial or resource implications.

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



REGIONAL PRIORITIES and OPPORTUNITIES

October 2021

*It's a great place to work,
live and play*



www.carpentaria.qld.gov.au

Enquiries:

Email: council@carpentaria.qld.gov.au

Telephone: 07 4745 2200

Fax: 07 4745 1340

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Postal Address: PO Box 31 Normanton QLD 4890

Carpentaria Shire Council would like to respectfully acknowledge the Gkuthaarn, Kukatj and Kurtijar peoples as the traditional owners of the lands and waters that form the Region. Council pays its respect to elders' past, present and emerging and welcomes the ongoing role that indigenous people play within the Carpentaria community.



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Introduction

Carpentaria Shire is located on the Savannah Way in North Western Queensland in the south eastern region of the Gulf of Carpentaria. The region is uniquely placed to offer residents and visitors opportunities and experiences in lifestyle, holidays, employment and investment opportunities. Carpentaria Shire has a friendly, laid-back lifestyle and is a place where children still ride their bikes down to the river to go fishing after school without parents having to worry as they would in larger towns and cities.

Carpentaria Shire is the traditional country of many Indigenous groups and the townships of Normanton and Karumba are the traditional land of the Gkuthaarn, Kukatj and Kurtijar people.

The Shire covers an area of approximately 65,000 square kilometres and has a population of 1,974. The countryside ranges from vast inland plains to mangrove forests, deltas and saltpans along the coastal areas of the Gulf.

Carpentaria Shire has a diverse industry base with agriculture, fishing, mining, tourism and government administration providing the majority of the Shire's income. Normanton is the region's government and administrative centre.

Much of the Shire's commercial activity comes through Karumba, which has an active port based around export of zinc and lead and live cattle to Asia. It also has a substantial fishing industry that targets prawns, barramundi, Spanish mackerel, salmon and mud crabs.

The region offers good infrastructure and facilities, with sealed access roads, well-serviced airports, developed freight routes, primary and secondary schools, medical services, recreational and sporting facilities and the standard infrastructure expected in a modern community.



Economic Profile

Gross Regional Product of over \$143 million (2019). This is unfortunately trending down however since 2001. GRP was around \$182 million in 2002

Gross Value Added (GVA) shows our productive industries as Agriculture, Forestry and Fishing followed by Mining

Small to Medium Enterprises (SME) make up 92% of all businesses, with 63.3% sole traders. Agriculture, forestry, and fishing accounting for 38% of all businesses followed by construction with 14%, 9.5% in transport and 8.2% in accommodation and food services.



ROAD NETWORK

Roads, and good quality roads, provide the ability for people to move within the Region. Whether it is to see family, friends, and relatives or to move produce to markets our road network provides the mechanism to be able to do this to support the economy.

Carpentaria Shire Council has a strong history in road building and has built a strong reputation in delivering a quality road product for third parties, like Main Roads and the Commonwealth Government, and our own residents, ratepayers, and visitors.

Council has developed a Capability Statement to highlight its capability and capacity to deliver works on behalf of the Federal and State Governments and the community.

Council holds pre-qualification for Transport and Main Roads for Roads (R2) and Bridgeworks (B1).

Council is also one of only eight Councils that hold certification under the Australian Governments building and construction WHS Accreditation Scheme. Accreditation Number 641.



Sealing Normanton to Burketown (Cairns to the N.T. Border – Savannah Way)

Carpentaria Shire is committed to sealing this road and over the past five years a total of 19.05kms have been sealed with a further 15.73kms before 30 June 2021, identifying the Councils commitment and priority for this road connecting Doomadgee and the coastal city of Cairns with a safer sealed road.

Some 90 kms of this road remain unsealed and



BENEFITS TO THE COMMUNITY

Improves Safety
Contributes to regional growth
Improves ride quality
Increases capacity
Improves flood immunity

Contributes to the economy
Better Road Access
Reduces maintenance
Improves network efficiency



Dunbar – Kowanyama

This section of road is heavily impacted by natural disasters and every two years the gravel pavement is restored for most of the length of the road. Through DRFA funding Council reinstates \$19million of gravel on this road, on average, every two years. Sealing this section of road would save millions of dollars for the Commonwealth Government and in turn the Australian People.

The population of Kowanyama consists of 944 people as acknowledged in the 2016 Census. Some 100 kms of this road remain unsealed and sealing sections of this road will improve accessibility and safety.

As mentioned, an opportunity exists to apply additional funds to this road to provide sealing to reduce the expense of replacing gravel each time the road is impacted by cyclones and heavy rains.

Council has in recent years upgraded two separate crossings and is completing a third to improve access during weather events. These projects were funded through the ATSI TIDS program from the State Government.

Council will continue to work with Transport and Main Roads to improve access to connect communities with safer roads.



BENEFITS TO THE COMMUNITY

Improves Safety
Contributes to regional growth
Improves ride quality
Increases capacity
Improves flood immunity

Contributes to the economy
Better Road Access
Reduces maintenance
Improves network efficiency
Save money over the longer term



Burke Developmental Road – 89A (Cloncurry to Normanton) – State Road Network

Whilst this road is sealed from Cloncurry to Normanton there are section of the road that are still narrow and require widening.

In 2021 the Carpentaria Shire Council, on behalf of the Department of Transport and Main Roads, completed several sections of widening of this road. Some additional narrow sections remain, and Council is keen to complete these, when required/requested, on behalf of the Department of Transport and Main Roads. Sealing these remaining sections will provide a safer surface for all motorists who utilise this road. It is also a major road train route for transport of cattle and general freight.

This section of road gives access to the Port of Karumba which creates an opportunity to grow the activities within the Port and provide access to the growing markets in Asia. See information on the Port of Karumba further in this document.



BENEFITS TO THE COMMUNITY

Improves Safety
Contributes to regional growth
Improves ride quality
Increases capacity
Improves flood immunity

Contributes to the economy
Better Road Access
Reduces maintenance
Improves network efficiency

Burke Developmental Road – 89B (Normanton – Dimbulah)

The Burke Developmental Road will have up to 24km of road progressively sealed to an 8m width between Normanton and Dimbulah. This is being delivered under funding from the Federal and State Governments, who have committed \$14million on an 80:20 basis.

The Burke Developmental Road also connects Normanton to Kowanyama, linking the communities of the Gulf Region to North and North West Queensland.

The Burke Developmental Road is a link for the gulf communities, providing access to essential services and supplies from major regional centres located in Eastern Queensland, as well as providing connections to the broader national road network such as the Barkly and Flinders Highways.

The works will be delivered by Carpentaria Shire Council as part of the Australian Government Shovel Ready Infrastructure Investment Program, designed to support the economy during COVID-19.

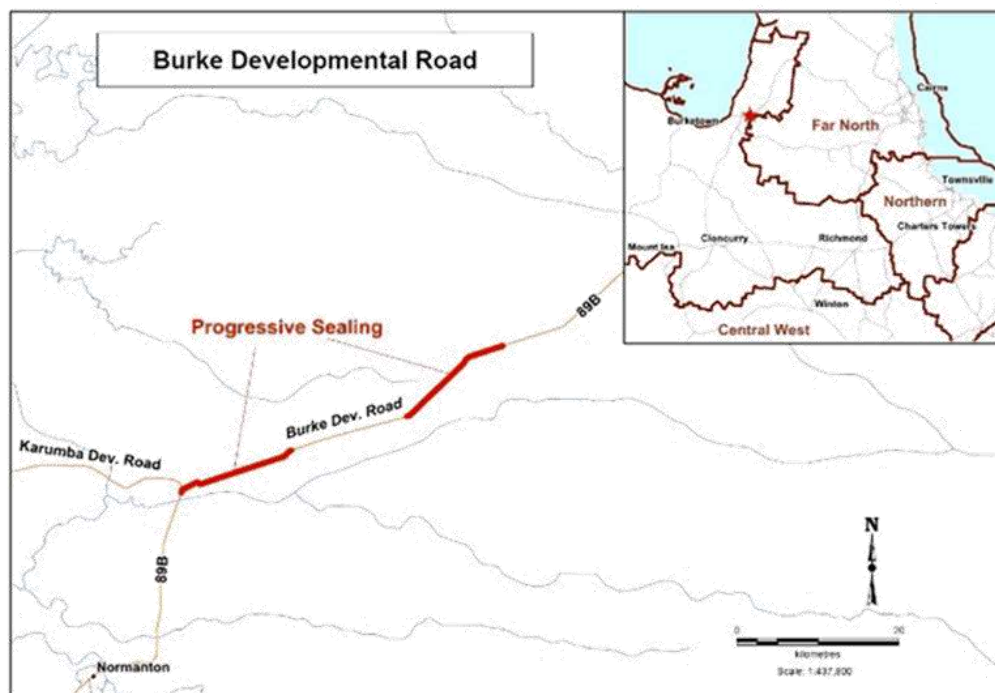


There are other sections of this road that need further immediate investment to allow industry to move stock to markets following seasonal rains. There are sections of the network that are below the natural land levels and this becomes very buggy between some of the larger cattle stations along the road network. Council will continue to work with the Department of Transport and Main Roads to improve the network on behalf of all motorists and local industry.

BENEFITS TO THE COMMUNITY

Improves Safety
Contributes to regional growth
Improves ride quality
Increases capacity
Improves flood immunity

Contributes to the economy
Better Road Access
Reduces maintenance
Improves network efficiency



Lilyvale Subdivision

A 28 lot Rural Residential subdivision has been approved by Council to provide additional land for settlement.

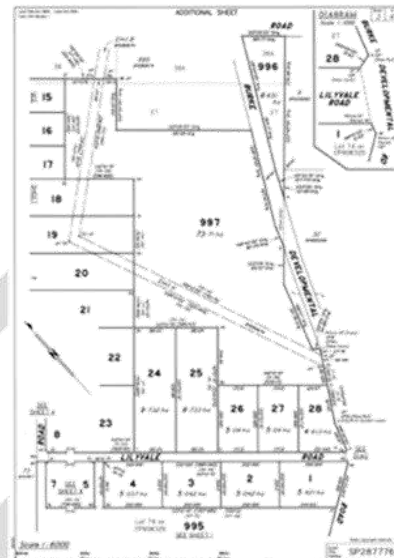
The intersection upgrade from the Burke Development Road will be undertaken in the 2021-2022 financial year creating the necessary access to the first stage of this development.

A trickle feed water supply system will also be installed to service the new sub-division. Residents will be able to fill their internal tanks with treated water as the need arises for domestic purposes.

Initially 10 lots will be offered for sale to facilitate the balance of the development. Upon completion of the balance of development the remaining 18 lot will be offered for sale via auction or tender.

This will be an opportunity to offer parcels of land to the community and potential investors. Council's desire is for people to develop and build on the land rather than people just purchasing to develop at a later point in time.

We have an opportunity to continue to grow the community with this project and it is planned that develop occurs upon making the land available.



BENEFITS TO THE COMMUNITY

Larger sized rural residential lots
Contributes to regional growth
Increases capacity of land availability

Contributes to the economy
Provides options for lot size



Water and Sewerage Upgrades

With funding provided through the State Government's Works 4 Queensland (W4Q) program and the Federal Government's Building Better Regions Funding (BBRF) and Recovery and Resilience Grants Program, Council has been able to renew some of its aging water and sewer assets.

Council is continuing to invest in its critical infrastructure to lay the platform for future further growth in the Region. For instance, the recently completed filter refurbishment program produces high quality water and has increased treatment capacity. Council is also about to install an emergency intake structure at Glenore Weir as an alternative supply that will increase water security during flooding.

Planning for future major upgrades is also being undertaken with a funding application currently in place to refurbish and upgrade the existing decommissioned potable water reservoirs. If successful, this project will significantly increase the treated water storage capacity and water security for the area.

Council continues to pursue innovative solutions such as the recent installation of solar power systems on large water infrastructure, not only saving money but also reducing Council's carbon footprint. Another example is the current roll out of on-site chlorine generation used for disinfection at the various treatment plants and pools. These systems significantly reduce chemical and transport costs as well as lessening the need to stockpile during the wet season.

Normanton Water

The water pipeline from the intake to Normanton needs replacement in the very near future. Planning is under consideration to build the business case and obtain quality estimates for the replacement of the water main.

Water Clarifier – 2021 completed works

The installation of the new Actiflo (Veolia) clarifier was a large project completed fully utilising Works 4 Queensland funding and will provide additional water security for the townships of Normanton and Karumba. This has been an extremely important project for the community, as there was previously only one clarifier which is now approximately 11 years old. The older clarifier struggled to meet peak season demands and was required to run continuously for months at a time without being able to be shut down for maintenance (or breakdowns).

The new clarifier increases system redundancy, has a larger treatment capacity than the existing clarifier and will allow Council to take the old clarifier offline to perform inspections and refurbishment.

Karumba Sewer Network – redesign

Council is about to undertake the development of a system review and masterplan development for the system currently in use in Karumba.

BENEFITS TO THE COMMUNITY

Improves Safety
Contributes to regional growth
Increases capacity
Improves sewer network efficiency

Contributes to the economy
Reduces maintenance
Improves water network efficiency



Karumba Foreshore Development

Council has been fortunate to receive funding to complete a Coastal Hazard Adaptation Strategy through funding provided under the QCoast₂₁₀₀ program from the State Government and Local Government Association of Queensland.

The Carpentaria Shire coast is a dynamic and varied landscape. The coastal zone encompasses some of the most iconic landscapes of the Gulf Region, with pristine coastal wetlands, estuaries and inlets, marine and terrestrial wildlife and important habitats for migratory birds.



Coastlines are dynamic, ever changing with every tide and storm event. Erosion and storm tide inundation are natural processes that shape the coast over long timeframes. These processes are referred to as coastal hazards when they impact on how we use and enjoy the coast.

The Carpentaria Shire coast is prone to coastal hazard impacts, driven by cyclones and summer storm events. Coastal hazard impacts are also predicted to increase with a changing climate.

The Coastal Hazard Adaptation Strategy enables us to be better prepared to reduce the impacts of coastal hazards on our communities, environment, cultural values, infrastructure, liveability and services, both now and into the future (to 2100)

The purpose of the Strategy includes to: -

- Inform future decisions regarding the protection and management of our coast and foreshore
- Inform future land use planning
- Guide the management of public utilities and facilities
- Guide the management of areas of environmental and cultural significance
- Foster collaboration and the shared care of our coastline



A copy of the final "Coastal Hazard Adaptation Strategy – Carpentaria Shire Council – Our Resilient Gulf" is available from the Carpentaria Shire Council Website at the following link: -

<https://www.carpentaria.qld.gov.au/coastal-hazard-adaption-strategy>

BENEFITS TO THE COMMUNITY

Protection of foreshore, public and private assets	Build community resilience
Improves safety and resilience	Contributes to Regional Growth
Protects Infrastructure	Focused implementation
Improved amenity of the natural environment whilst protecting the coastline from future climatic events	



Mutton Hole Wetlands

The Mutton Hole Conservation Park was purchased by the Environmental Protection Agency, Queensland Parks & Wildlife Service from the station property of the same name in late 2004.

This 7,860-hectare Park is part of an internationally significant migratory and shoreline bird wetland area known as the Southern Gulf Aggregation, which is the largest continuous estuarine wetland in Northern Australia covering some 545,000 hectares.

These wetlands offer migratory birds a winter haven as well as feeding and breeding grounds. They are also home to many species of fish and turtles as well as crocodiles. As this land has been in private hands for some time there is still a need for research to ascertain an understanding of their natural significance and native species. However, the Southern Gulf Aggregation has been identified as of international importance in shorebird conservation in Australia and is listed on the Directory of Important Wetlands in Australia.

The Mutton Hole is of cultural significance to the local Aboriginal people who now live in Normanton. In the past there has been some tension over local ownership, however, this has been resolved with the local Traditional Owners agreeing to share.

Carpentaria Shire Council is of the opinion that the Mutton Hole wetlands offer commercial opportunities for Normanton's Aboriginal population.



BENEFITS TO THE COMMUNITY

Opportunity to develop indigenous tourism
Contributes to Regional Growth
Contributes to the economy
Improves conservation and natural habitat

Bird watching opportunities for tourists
Habitat for migratory birds
Improves job opportunities



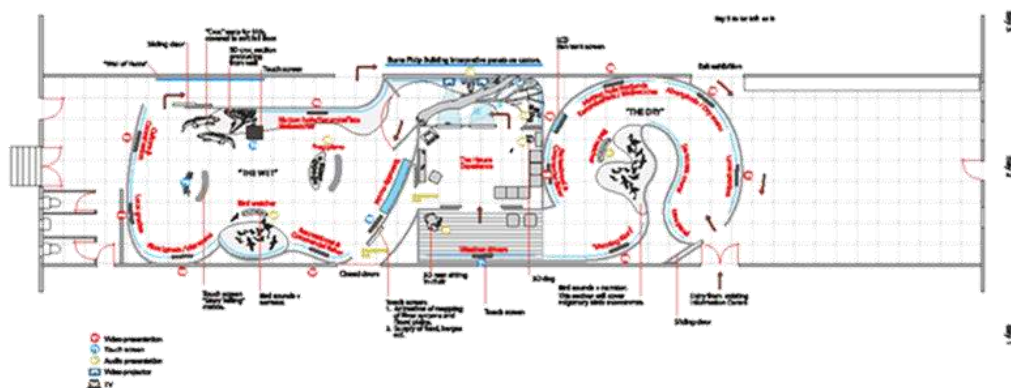
Monsoon Centre – Normanton (Burns Philp Building)

Most visitors to the region have little knowledge or understanding of how the landscape, ecology and accessibility of the Gulf Savannah region changes with the onset of the annual Monsoon (Wet) Season. The Monsoon Centre is planned as a tourist attraction based on the interpretation of the transition from dry season to wet season in the Gulf Savannah region (Gulf of Carpentaria North West Queensland), and the impact of this transition on the flora and fauna of the region and the lifestyles of the people who live there.

Life in the Gulf Savannah is dominated by the major river systems that drain north and west into the Gulf of Carpentaria following monsoonal rains and usually creating major flood events engulfing the Savannah region. These flood events are quite different to those of Queensland's tropical coast and can be quite spectacular in their size and duration. Consequently, these events significantly impact all life in the region.

The Monsoon Centre will also be an interpretative centre and access point for the Mutton Hole Wetlands Conservation Park, a 70-hectare area of wetlands adjacent to the Norman River and directly opposite Normanton. It is planned to develop this conservation park as a major nature-based tourism facility that would include indigenous tourism and bush tucker experiences, birdwatching, crocodile spotting and other nature-based activities.

The Monsoon Centre will occupy about 300m² of the existing heritage listed Burns Philp Building, Normanton.



BENEFITS TO THE COMMUNITY

Further attraction for Tourists when visiting the Region

Understanding of the impacts of Monsoon event on the locals living in the Region

Educational for children who will grow up in the area



Karumba Port

The port of Karumba handles the export of Zinc and lead for New Century Resources, general cargo for several Gulf communities and live exports (in previous years). Located at the mouth of the Norman River in the south-east corner of the Gulf of Carpentaria, the Port of Karumba services remote Gulf Communities since the late 1800's

Declared depth at 2.7m LAT in 2016 by Harbour Master and requires dredging on a regular basis

Opportunities

- Karumba has capacity for significant Port developments
- Karumba has land adjacent to the Norman River suitable for significant industrial & Port storage facilities
- Karumba's Norman River provides deep water frontage suitable for future wharf developments
- Karumba's existing channel has capacity to double existing export volumes, the channel could be further deepened to provide staged capacity increases



BENEFITS TO THE COMMUNITY

Access to the growing markets in Asia
Contributes to regional growth

Contributes to the economy
Increase capacity & options



Regional Connectivity

The North West Queensland Regional Organisation of Council (NWQROC), a member-based organisation representing the nine local governments in the North West of which Carpentaria Shire Council is a member identified six main points for "a fairer Regional Deal for North West Queensland."

Road Network Connections

The North West Regional Road and Transport Group have a policy to allocate funding to seal sections of roads that connect communities as their number one priority.

Connecting communities with a safe reliable sealed road network is extremely important within the Gulf as communities can often be disconnected, due to wet weather, for up to 76 days each year.

Digital Connectivity

Some work is being done to improve the connectivity in Karumba. Telstra has recently received funding from the Federal Government to improve the mobile service in both the town and at the Point. This is long overdue as the community has been struggling with limited connectivity for many years. The town and Point are a tourist destination and the community of 500 can swell to over 3,000 during the cooler months during the tourist season and this seriously impacts the connectivity and communications in the area. Using mobile EFTPOS machines to pay for a coffee is somewhat of a feat.

More needs to be done in this space to improve digital connectivity in the rural and remote parts of the Country, this is fast becoming an equity issue between the people living in rural and remote Australia against those living in regional and larger populated areas.

It is also not the responsibility of local government to fund infrastructure for third parties. Carpentaria Shire Council contributed \$900,000 of ratepayer's funds along with a significant contribution from the State Government towards the installation of fibre optic cable between Normanton and Karumba in 2020 and will not receive any Return on (it's) Investment (ROI) in this infrastructure.

Reliable Power Supply

All too often in the Gulf we experience power outages during the hotter months of the year and power can be lost for hours and sometimes days at a time, locally residents are encouraged when moving to the Gulf to relocate with a reliable generator with capacity to run your household for an extended period.

Council supports the delivery of Copperstring 2.0 to the west and trusts that work will be done to ensure reliable power is considered for the areas in the Gulf that experience longer than usual power outages in the hotter months due to storm activity and other unnatural causes.

BENEFITS TO THE COMMUNITY

Access to the Nation and the World
Contributes to regional growth
Service Equity for all Australians

Contributes to the economy
Increase capacity & options
Attracts investment



Wild Caught Produce – Regional Branding

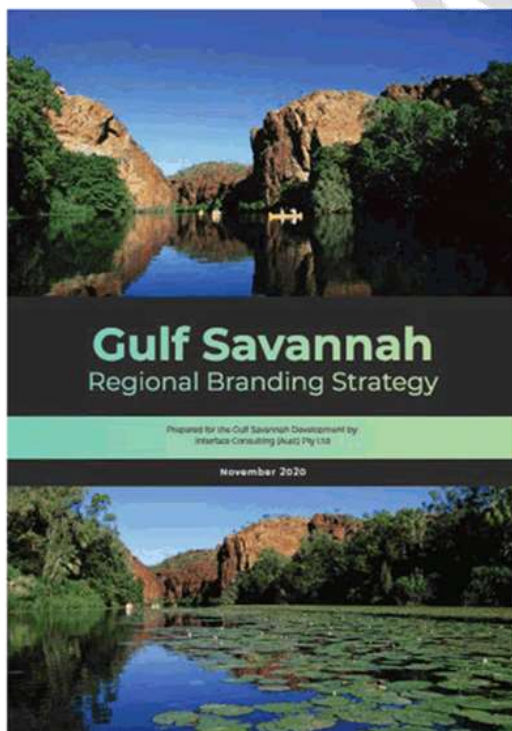
In November 2020, Gulf Savannah Development received the “Gulf Savannah Regional Branding Strategy” that was undertaken and completed through funding provided under the Remote Area Board (RAB) funding through the Department of State Development, Infrastructure, Local Government and Planning.

The Strategy highlighted that the Regional Brand should concentrate on branding tourism rather than food as the food was limited to only a couple of the Shires in the Gulf. Carpentaria Shire would be one of those.

“An early assessment of whether the branding initiative could be most suited to a regional food brand or a regional tourism brand (i.e., a destination brand) concluded that the region would benefit most strongly from a focus on tourism. Several factors underpin this recommendation; however, the main justification is:

- a. *Primary produce that originates from the region is either concentrated to one or two shires (seafood), or it lacks a compelling point of differentiation with likely competitors (beef).*
- b. *The absence of dedicated tourism marketing exposure for the Gulf Savannah region and fragmented messaging within the region means that it currently suffers from a weak brand identity.”*

An opportunity exists to leverage off the Tourism Regional Branding as it is developed to include the food branding for the foods produced within the Carpentaria Shire.



BENEFITS TO THE COMMUNITY

Marketing Brand for North West Produce
Regional Recognition of Brand
Building recognition of reputable fresh produce



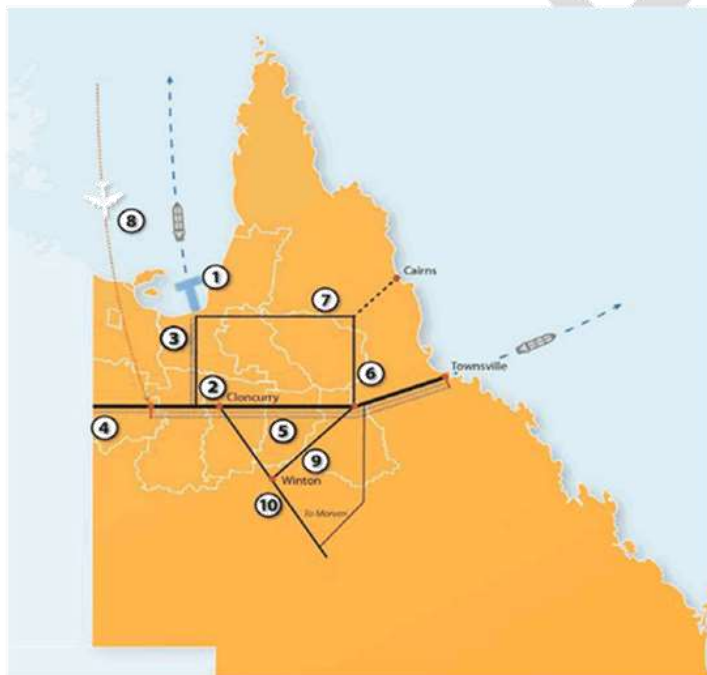
Carpentaria Rail

Carpentaria Rail proposes the construction of a new deep water bulk minerals export port on the lower Gulf of Carpentaria with an associated all weather road and rail infrastructure connection from the port to the North Western Minerals Province major towns, also connecting the North Eastern Minerals Province.

The Port Carpentaria Railway project based on the principals of:

- Economic viability
- Environmental sustainability
- Cultural sensitivity
- Local empowerment

Improving the access to port and rail infrastructure in the North West Queensland minerals province will lead to increased mining activities and opportunities within the region whilst being kinder to the environment. Reduced export costs will also sustain the viability of existing operations in times of moderating world commodity prices and increased international competition. Growth over time will lead to increasing activity and linkages across the state and country. Constraints on existing infrastructure make the development of new facilities more economically viable than the upgrading and expansion of existing infrastructure.



This project will lead to sustainable jobs and increased regional development and services in the lower Gulf. The separation of the route from existing communities means there will be no adverse impact on existing communities and amenity. In addition, it reduces potential risk to the Great Barrier Reef from existing operations. At all stages of the project and operation, the aim is to maximise the long-term value to the local communities, augment the value for shareholders and customers, while broadening environmental,

native title and cultural protection. This project will harness value for local people, which currently flows to the east coast.



The transportation key projects (including Carpentaria Rail) identified in the May 2014 North West Queensland Strategic Development Strategy identified the projects on the map and estimated Capital Costs are provided in the table below: -

Table 5.4: Transportation Project Key

No.	Project	Est. Capital Cost
1	Port of Karumba Deep Water Channel Access (44 km)	\$1.0-\$1.2B
2	Sealed Burke Developmental Road (450 km)	\$1.4B
3	Carpentaria Rail Link (390 km)	\$3.2B
4	Adelaide / Darwin Rail Line Link (650 km)	\$5.5B
5	Mount Isa / Townsville Rail Duplication	\$8.5-\$13.0B
5a	Mount Isa / Townsville Rail Upgrade	\$1.3-\$1.7B
6	Sealed Hann Highway (360km Hughenden to Gregory Developmental Rd) Torrens Road (34km between Torrens Creek-Barcaldine)	\$1.1-\$1.3B
7	Gulf Highway Upgrade (450km Normanton to Hann Highway)	\$1.4-\$1.6B
8	International Flights Mount Isa to Asia	-
9	Kennedy Highway Upgrade	\$0.8-\$1.0B
10	Landsborough Highway Upgrade	Pending further study

Source: GHD

BENEFITS TO THE COMMUNITY

Alternative freight hub to the Port of Karumba	Contributes to the economy
Job creation during construction	Ongoing jobs
Reduced freight costs for those in the North West	Contributes to regional growth
Development of Logistics centre	







CARPENTARIA SHIRE

Outback by the Sea®

**CAPABILITY STATEMENT
ROADWORKS**

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1.0 Introduction

Carpentaria Shire Council is a local government located in the Southern part of the Gulf of Carpentaria in Remote North West Queensland. We cover an area of 64,381 kilometres² and road building is one of our main core activities.

We have a road network consisting of 1,662.19 kms of local roads (sealed – 107.67 kms and unsealed – 1,554.52 kms) and undertake maintenance on behalf of the Department of Transport and Main Roads of a further 574.52 kms of the State Road network within the Shire (273.02 kms unsealed).

Our key values which govern our behaviours as a Council are Strong leadership, respect and teamwork, good governance, pride in our work, positive and professional, informed decision making and realistic goals.

Mark Crawley
Chief Executive Officer



2.0 Executive Summary

Since our early beginnings in 1889 as the Carpentaria Divisional Board and then subsequently in 1903 as the constituted Carpentaria Shire Council we have always had responsibility for roads. Whether for simply maintaining them or constructing new roads the Carpentaria Shire Council would say it has some experience in road building/maintenance.

We have developed and continue to refine our capacity to deliver value for money solutions when it comes to roads and have for many years now been very proud of our achievements. We live in an area that is constantly impacted by weather events and often most of our road network is damaged to some degree from these events. In recent years it appears that we have an event every year and we are back out to undertake emergent work to make the roads trafficable before the works are completed from the previous event.

Council has a commitment to increase its professionalism in line with its core values and is taking this approach to its delivery of services within the road construction and maintenance area of the engineering services department.

Whether it is providing maintenance and construction services for the Department of Transport and Main Roads or reconstruction/restoration efforts for the Queensland Reconstruction Authority our approach is similar, we aim to provide a quality product for a fair price ensuring Value for Money every time.

During the 2020-2021 financial year Carpentaria Shire Council will complete sealing of 50kms of the road network within the Council area. This includes work on behalf of the State Government and our own local roads through TIDS funding and Roads to Recovery (R2R).

Council's capability and capacity to undertake and deliver a quality roadworks product is part of what we pride ourselves on and is testament to our core values. We provide this Capability Statement to back up our commitment to delivering quality products to road users, ratepayers and our funding partners.

3.0 Core Capabilities – Works Department

Council's Works Department within the Engineering Services section of Council has the experience and core capabilities to deliver a value for money solution for all types of road and drainage structures required within the Shire. Whether its work on our own network or projects for third parties like Queensland Reconstruction Authority or Transport and Main Roads our philosophy is the same. We aim to deliver a quality product for a fair price. It is what our road users come to expect from their Council.

Design

Council has access to resources to provide designs for the works proposed.

Maintenance/Earthworks

By allocating enough financial resources in its annual budget Council can provide a level of maintenance to ensure a trafficable surface is available to support the road users to facilitate transport of goods, services and livestock from the Shire.

Council has also implemented an intervention level response to maintenance requests and a regular inspection program to ensure that problem areas are addressed in a timely manner both for safety and for movement across the road network.

Drainage, Concrete and Culvert Structures

Council has successfully undertaken both small- and large-scale concrete and drainage works within the Shire. These projects vary from minor repairs to headwalls and replacing damaged RCP sections to major culvert upgrades.

Road Construction/Restoration

Council has a history of undertaking and completing projects for itself, the State Government and restoring public assets following natural disaster events. With the recent introduction of the Stabiliser into the fleet our capability has increased, and delivery of stabilised pavements is more efficient and cost effective.

General Works Services incl. Workshop

Council is committed to ensuring its fleet is well maintained and regularly serviced to ensure reliability. To that end we have a well-equipped workshop with technically qualified staff to undertake the necessary works to ensure that reliability of plant and equipment is achieved.

Camps

Council has enough facilities to establish up to six camps across the Shire where and when required, our staff have no issue with camping away from the main centre and usually work a 10 days on / 4 days off roster. Camp facilities, as well as bedding, includes all cooking, utilities and provision of WiFi for entertainment and connectivity to family back home.

4.0 Health and Safety

Carpentaria Shire Council is committed to promoting and improving standards of Workplace Health and Safety (WHS) to ensure a safe and healthy working environment for all our workers (including contractors), customers/clients and the public in general.

We constantly address our responsibilities and duty of care under the Work Health and Safety Act and Regulation 2011. The development, implementation and application of our Safety Management System focuses on ensuring a high level of WHS.

It is the primary goal of Council to eliminate or reduce risk by developing proactive strategies and adopting a Risk Management approach to WHS. We understand that creating and maintaining a safe and healthy working environment is critical to providing an injury and illness free workplace. Council is committed to minimising lost time injuries and providing suitable duties programs where possible, to support the return to work rehabilitation of employees affected by workplace injuries.

We consider that the success of our health and safety management will depend on our ongoing commitment and diligence, combined with a joint effort between management and workers, with everybody having responsibilities in assisting to achieve our goals.

Council achieved a 70% score in its WH&S Management System Audit and was awarded a SafePlan Bronze WH&S Award in 2017.

Regular toolbox talks and the development and utilisation of JSA's and SWMS are in constant use for the works department to ensure the monitoring and consideration of risks is undertaken for the safety of our workforce, visitors and the general public. Our employees and their families should be ensured that staff will return home safely after their days work for Council.

Council holds ISO 45001:2018 Certification from 4 March 2021



Training and Development

Council is committed to providing upskilling and training to all its employees. We have a regular program available for staff which includes a mixture of mandatory and elective training for staff. Council has a regular intake of apprentices and trainees to provide opportunities for young local members of the community.

In 2006 Council was a category winner in the Strengthening Indigenous Communities category of the National Awards for Local Government for its Normanton Youth Rural Training and won this category again in 2009. In 2007 Council was acknowledged as the employer of the Certificate II Trainee of the Year in Civil Construction. We pride ourselves on developing local talent within our workforce and while it isn't about always winning awards, we have been very successful in creating longer term employment for our locals through the traineeships and apprenticeships available at Council.

5.0 Cultural, Environment and Quality

Cultural

The Gkuthaarn, Kukatj and the Kurtijar peoples are the traditional owner groups of the lands within the Carpentaria Shire and Council wishes to acknowledge the traditional custodians of the land on which we work and live and pay respects to Elder's past, present and emerging.

Council has a high percentage of Aboriginal workers within the Shire workforce

We have a close working relationship with the Traditional Owner Groups and often utilise the services of Cultural Monitors to assist with works conducted within the Shire.

Environmental

Council is in the process of acquiring third party accreditation to ISO 14001 standard.

Council engages with stakeholders as and where required depending on the works proposed to be undertaken and delivered.

Council holds ISO 14001:2015 Certification issued on 4 March 2021



Quality Systems

Council has implemented quality management systems within the organisation to ensure quality control is part of our day-to-day activity in delivering service.

Council holds ISO 9001:2015 Certification issued on 4 March 2021



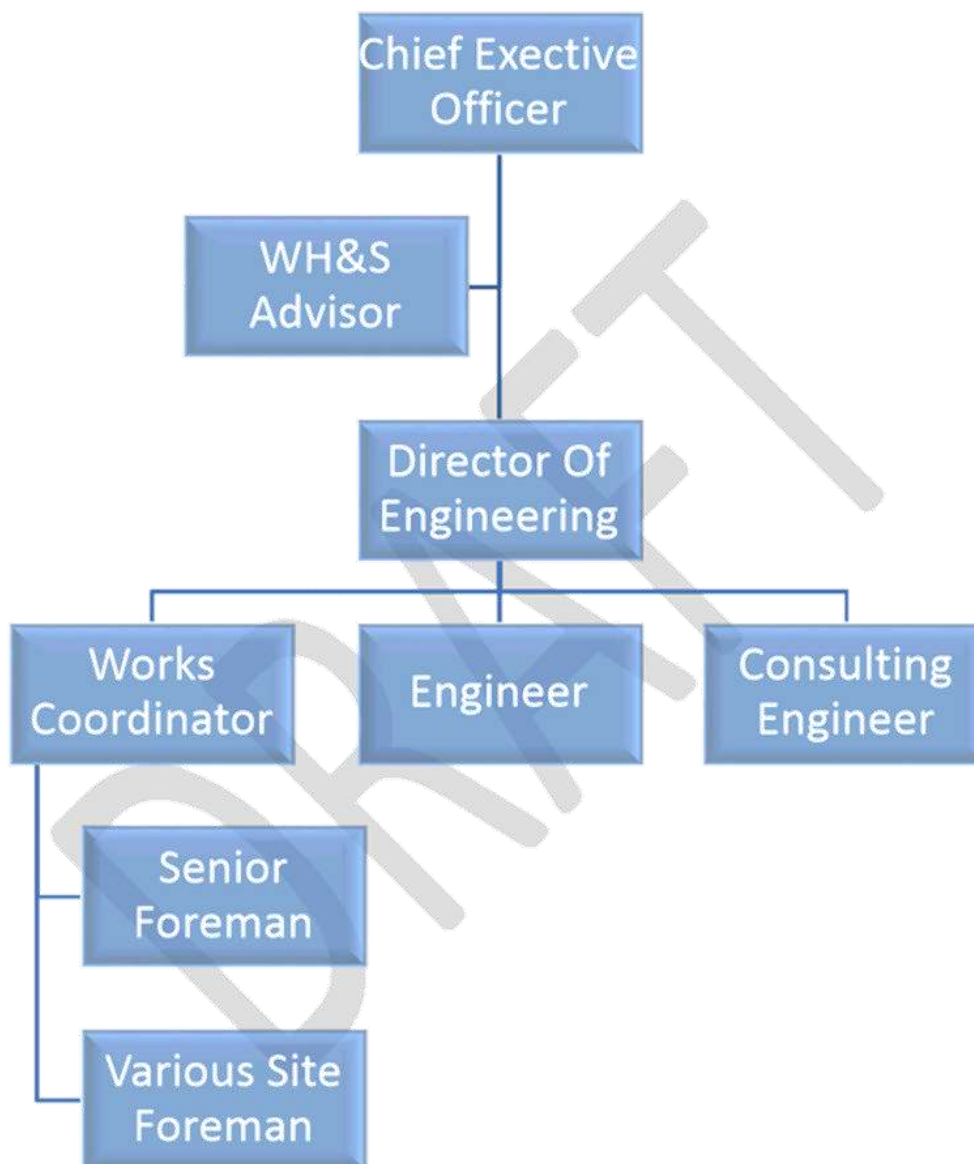
6.0 Pre-Qualification and Federal Certification

Following receiving the certification issued for Workplace Health & Safety Management Systems, Environmental Management Systems and Quality Management Systems Council was able to submit an application to Main Roads for Pre-qualification for R2 (Roads) and B1 (Bridges) works.

Council received prequalification on 31 March 2021 and then progressed to obtain Federal Safety Certification and was advised on 13 August 2021.



7.0 Project Management Structure - Works



8.0 Capabilities and Resources

It is of paramount importance for the Carpentaria Shire Council to have the staff, systems, resources and capability available to provide a safe and reliable road network for the ratepayers, residents and visitors to our Shire. We are confident that our people and available subcontractors have the skills and competencies to deliver the quality services that people have come to rely upon in the Gulf.

A list of some of the skills and certifications held by Carpentaria Shire Council staff include: -

- Cultural Heritage Duty of Care
- Apply Risk Management Processes
- Bachelor of Engineering (Civil)
- Certificate II and III in Civil Construction (Road Construction & Maintenance)
- Certificate III in Civil Construction (Plant Operations)
- Certificate III in Engineering – Mechanical Trade (Maintenance)
- Certificate III in Mentoring (Wirdanyiny)
- Certificate IV in Civil Construction Supervision
- Certificate IV in Frontline Management
- Certificate IV in Local Government (Operational Works)
- Certificate IV in Training and Assessment
- Certificate IV in Leadership and Management
- Certificate IV in Workplace Health & Safety
- Chainsaw Trim and Cross Cut Fell Trees
- Conduct Backhoe/ Loader Operations (LB)
- Conduct Civil Construction Water Cart Operations
- Conduct Crane Operations (CV), (CT), (CP), (CB), (CN), (LBG)
- Conduct Dozer Operations (LZ)
- Conduct Excavator Operations (LE)
- Conduct Front End Loader Operations (LL)
- Conduct Grader Operations (LG)
- Conduct Haul Truck R&A Operations (HT)
- Conduct Hydraulic Excavator Operations
- Conduct Roller Operations (LR)
- Conduct Scraper Operations (LP)
- Conduct Skid Steer Operations (LS)
- Conduct Stabilizer Operations
- Confined Spaces (Including Operate Breathing Gear)
- Fatigue Management Drivers and Schedulers
- Traffic Management Implementation

9.0 Workforce Capabilities

Council has the right sized workforce to be able to deliver the services required of a remote local government in Queensland. We have systems in place to train and upskill where and when necessary and are improving the computer system to allow for management decision making based on quality reliable information.

Some of the workforce positions currently in the Works Department include: -

- Director of Engineering
- Engineer
- Works Supervisor
- Senior Foreman
- Foreman
- WH&S Senior Advisor
- WH&S Advisor
- Works Program Manager – (Assets)
- Workshop Foreman
- Operators
- Labourers

Council is conscience of not “ramping up” recruitment to suit the ebb and flow work schedules when funding becomes available and then not having enough works to maintain an increased workforce in the longer term. In these instances, the Council has access to a reliable Labour Hire workforce and local subcontractors.

Labour Hire Workforce

Based in Normanton, Gulf Labour Hire is a recently established labour hire company employing local staff and has access to other staff from across the Gulf and towards the coast in Cairns. Being local they are in a position to provide labour services to Council in a timely manner and have developed a close working relationship with Council to ensure their employees are versed in the Council Workforce Policies and Procedures.

Subcontractors

As required, Carpentaria Shire Council utilises the services of many local subcontractors who are located locally in Normanton and Karumba. Council continues to work with its local suppliers to ensure that their capacity and capability is of a high standard. Each year we call expressions of interest for pre-qualified suppliers and we are constantly reviewing the standards to ensure the latest standards are included in a tender specification. From time to time we are also able to source subcontractors from just outside the Region who are also assessed against the same criteria and standards for the local subcontractors. We are also looking for Value for Money from the delivery of service from our subcontractors and assessment of productivity targets are built into the contracts.

10.0 Resource Capabilities

Council has a regular plant replacement program in place to ensure that plant is optimised and fit for purpose. Council has a well-resourced workshop to enable the repairs of machinery as required. Council ensures that its plant is well maintained and serviced regularly to

Resources

Graders		Caterpillar 150 x 1
		Caterpillar 140M x 3
Stabiliser		Wirtgen
Loaders		Caterpillar 966K, 950H, 432F2 (backhoe, loader), 226B Skid Steer Loader, 259D Compact Track Loader
Rollers		Caterpillar CW34 Multi tyred x 3, Caterpillar CS76XT Single drum x 2, Caterpillar CS78B Vibrating Drum x 4, Dynapac CC900 Twin Drum x 1
Water Trucks		11,000litre slip in water tanks
Low Loader		Drake Triaxle 29tonne capacity

Council also has a good relationship with Cat Rental – Hastings Deering, Tutt Bryant and Fleet Crew and always have several items of plant on hire and Council have access to other machines as work requires.

11.0 Key Projects

The following pages contain details of some of the projects undertaken by the Carpentaria Shire Council in recent years.

The following projects represent work undertaken and completed by the Carpentaria Shire works crews, some of this work is completed on the Shire road network while other projects are completed on behalf of the Department of Transport and Main Roads.

As mentioned previously the Carpentaria Shire are roadbuilders and road maintainers. We have an extensive road network and a significant portion of the network is gravel and we are attempting to complete bitumen sections each year to provide a safer network for road users.

The projects below are a small sample of the works undertaken by Council and highlight the capacity and capability of the Council Works Crews to undertake and complete quality works.

TIDS - Normanton to Burketown Road

Project Overview

The Normanton to Burketown Road is part of the nationally recognised Savannah Way across the tropical surrounds of northern Australia, linking Cairns in Queensland with Broome in Western Australia. This project involved full road construction of gravel top up where required and 200mm in-situ cement stabilised pavement layer and two coats of bitumen sealing.

Client

50/50 Partnership between Department Transport and Main Roads (DTMR) and Council

Location

Transport Infrastructure Development Scheme - 6km new bitumen works on the Normanton to Burketown Road

Cost

\$1.8 Million

Project Duration

2019-2020

Project features

Roadworks

- Multi-layer granular pavements
- In-situ cement stabilised granular pavement
- Bitumen seal



Project Utilisation of Prequalification Categories (NPS Guidelines)

- R1 [A] Rural works including reconstruction and construction
- R1 [C] Simple granular pavements with sprayed seal surfacing
- R1 [E] Roadside furniture
- R1 [F] Non-complex worksite traffic management, typically AADT <100 vehicles/day
- R2 [H] Identification and management of select nominated subcontractors
- R1 [I] Non-complex project management
- R1 [J] Low cultural heritage. Majority of work in previously disturbed ground within road footage

REPA and Betterment - Burke Developmental Road (89B)

Project Overview

At 1,079 kilometres long, the Burke Developmental Road (89B) makes the top 10 list of Australia's longest roads. It is an important strategic route for cattle movement servicing the entire Gulf Region and an important link providing access to the communities of Kowanyama and Pormpuraaw. This project involved full road construction of new subgrade profiles and treatments, followed by a 200mm new cement stabilised pavement layer and two coats of bitumen sealing. The works included concrete floodway margins.

Client

Department Transport and Main Roads (DTMR) - 15km new bitumen works

Location

Burke Development Road (89B)

Cost

\$5.9 million

Project Duration

2020

Project features

Roadworks

- Multi-layer granular pavements
- In-situ cement stabilised granular pavement
- Bitumen seal

Drainage Structures

- Concrete margins
- Rock protection



Project Utilisation of Prequalification Categories (NPS Guidelines)

R1 [A] Rural works including reconstruction and construction

R2 [C] Multi-layer granular pavements including cement stabilisation and sealing

R1 [E] Roadside furniture

R1 [F] Non-complex worksite traffic management, typically AADT <100 vehicles/day

R2 [H] Identification and management of select nominated subcontractors

R1 [I] Non-complex project management

R1 [J] Low cultural heritage. Majority of work in previously disturbed ground within road footage

TMR Culvert Replacements

Project Overview

Council replaced multi-cell culverts at five locations on the Karumba Development Road (84A) and an RCP culvert on the Burke Developmental Road (89A). The works included construction of side-tracks and monitoring of acid sulphate soils.

Client

Department Transport and Main Roads (DTMR)

Location

Various locations on Karumba Developmental Road (84A) and Burke Developmental Road (89B)

Cost

\$622 Thousand

Project Duration

2019

Project features

Roadworks

- Reconstruct sealed pavements

Drainage Structures

- Removal and installation of culverts in four locations
- Removal and installation of pipes in one location



Project Utilisation of Prequalification Categories (NPS Guidelines)

- R1 [A] Minor works including simple reconstruction
- R1 [B] Earthworks to a maximum of 2m in cut or fill
- R2 [C] Simple A/C pavements
- R2 [D] Medium-sized culvert works (RCBC <1.8m height and <6 bays)
- R1 [E] Road furniture
- R1 [F] Non-complex worksite traffic management, typically AADT <100 vehicle/day
- R2 [H] Identification and management of select nominated subcontractors
- R2 [I] Non-complex environmental risk management
- R1 [J] Low cultural heritage. Majority of work in previously disturbed ground within road footage

Pavement Reconstruction and Sealing - Gulf Development Road (92A)

Project Overview

This project involved the reconstruction, stabilisation and sealing of multiple sections of pavement on the Gulf Developmental Road (92A).

Client

Department Transport and Main Roads (DTMR)

Location

Gulf Developmental Road (92A)

Cost

\$747 Thousand

Project Duration

2020

Project features

Roadworks

- Granular pavement course corrections
- In-situ cement stabilised granular pavement
- Bitumen sealing
- Line marking



Project Utilisation of Prequalification Categories (NPS Guidelines)

- R1 [A] Rural works including reconstruction and construction
- R2 [C] Significant longitudinal joints with existing pavements
- R1 [E] Roadside furniture
- R2 [F] Non-complex worksite traffic management, typically AADT <500 vehicles/day
- R2 [H] Identification and management of select nominated subcontractors
- R1 [I] Non-complex project management
- R1 [J] Low cultural heritage. Majority of work in previously disturbed ground within road footage

Restoration of Essential Public Assets

Project Overview

Council is undertaking restoration and betterment works on all Shire Roads meeting QRA requirements. The works consists of gravel resheeting, formations grades, drainage and causeway rectification, and bitumen rehabilitation to restore essential infrastructure assets.

Client

Queensland Reconstruction Authority (QRA)

Location

2019 DRFA Shire REPA and Betterment Works – Multiple roads located throughout the Shire

Cost

\$68 Million

Project Duration

2019-2021

Project features

Roadworks

- 158km gravel resheeting
- 375km formation resheeting
- 241km heavy formation grading
- 15,000m² bitumen sealing

Drainage Structures

- Clearing of drainage structures
- Repair of damaged drainage structures
- Replacement of damaged road furniture

Project Utilisation of Prequalification Categories (NPS Guidelines)

R1 [A] Minor works including simple reconstruction

R2 [B] Excavation in rock not requiring blasting

R1 [C] Simple granular pavements with sprayed seal surfacing

R1 [D] Minor culvert work (RCP < 600mm diameter only no more than 2 bays)

R1 [E] Road furniture

R1 [F] Non-complex worksite traffic management, typically AADT <100 vehicle/day

R2 [H] Identification and management of select nominated subcontractors

R2 [I] Non-complex environmental risk management

R2 [J] Monitoring during clearing and grubbing. Cultural heritage assessment and artefacts collection during monitoring.

Betterment Project 2019-2020 – Normanton Barge Ramp

Project Overview

Due to the regular flooding which isolates Normanton and Karumba, the Australian Government provided funding to construct a barge ramp at the edge of the Normanton township. This will allow the Karumba barge to dock at Normanton for supply transfers to Karumba during major flooding events.

Client

Australian Government – Natural Disaster Resilience Program (NDRP)

Location

Landsborough Street, Normanton

Cost

\$550 Thousand

Project Duration

2020

Project features

Barge Ramp

- Concrete pavement and driveway
- Rock blasting
- Channel clearing
- Vehicle anti-slip grooves for length of ramp
- Security fencing and gates





Project Utilisation of Prequalification Categories (NPS Guidelines)

- R1 [A] Minor works including simple construction
- R3 [B] Excavation in hard rock where blasting is required
- R3 [C] Small scale concrete pavement
- R1 [E] Security fencing and gates
- R1 [F] Non-complex worksite traffic management
- R2 [H] Identification and management of select nominated subcontractors
- R1 [I] Non-complex project management
- R2 [J] Low level environmental management and low cultural heritage

Scrutton River Crossing

Project Overview

The Dunbar-Kowanyama Road is the only access to Kowanyama from larger commercial and service centres. The existing alignment at the Scrutton River crossing includes sharp radius horizontal curves with narrow pavement widths which, combined with sharp vertical crests do not allow road trains to pass. The works included raising of the existing floodway slab, widening of carriageway to accommodate two lanes, installation of multi-celled culverts with concrete protections, and sealed approaches.

Client

Department Transport and Main Roads (DTMR) – ATSI TIDS

Location

Scrutton River – Dunbar-Kowanyama Road

Cost

\$2 Million

Project Duration

2019

Project features

Roadworks

- Concrete causeway
- New pavement and seal
- Widening of carriageway

Drainage Structures

- Multi-celled culverts
- Fish passage baffles
- Concrete and rock protection



Project Utilisation of Prequalification Categories (NPS Guidelines)

R1 [A] Minor works including simple construction, reconstruction and widening

R2 [B] Significant earthwork including structural fill and rock protection

R3 [C] Small scale concrete pavement

R2 [D] Medium-sized culvert works (RCBC < 1.8m height and < 6 bays)

R1 [E] Roadside furniture

R1 [F] Non-complex worksite traffic management, typically AADT < 100 vehicles / day

R2 [H] Identification and management of select nominated subcontractors

R1 [I] Non-complex project management

R1 [J] Low level environmental management and low cultural heritage

DRAFT

NPS Guidelines – Completed Projects

Pre-qualifications for Carpentaria Shire Council – Roadworks

(Reference numbers shown against category descriptions correlate with Project Numbers)

Category	A General features of works	B Earthworks	C Pavement	D Drainage	E Miscellaneous	F Traffic Management	G Services	H Subcontractors / Consultants	I Stakeholder / Project Management	J Cultural Heritage & Environmental Management
R1	<ul style="list-style-type: none"> • Often rural works with minimal traffic and staging issues • Minor works including simple construction, reconstruction and widening 	<ul style="list-style-type: none"> • Earthworks to a maximum of 2m in cut or fill 	<ul style="list-style-type: none"> • Simple granular pavements with sprayed seal surfacing 	<ul style="list-style-type: none"> • Minor culvert work (ACP < 600mm dia only no more than 2 bays) and reinforced concrete works 	<ul style="list-style-type: none"> • Cattle grids • Roadside furniture (e.g. signs, safety barriers) • Security fencing and/or gates 	<ul style="list-style-type: none"> • Non-complex worksite traffic management • Typically AAOT < 100 vehicles / day 	<ul style="list-style-type: none"> • Nil 	<ul style="list-style-type: none"> • Nil 	<ul style="list-style-type: none"> • Non-complex project management 	<ul style="list-style-type: none"> • Low level environmental management • No to low cultural heritage • Majority of work in previously disturbed ground with road footprint
R2	<ul style="list-style-type: none"> • Low complexity at grade intersection and channelization works. • Located at the rural to semi urban environment 	<ul style="list-style-type: none"> • Significant earthwork including structural fill and rock protection • Excavation in rock not requiring blasting • Cut or fill with slopes up to 1:2 and up to 5m in height or 	<ul style="list-style-type: none"> • Significant longitudinal joints with existing pavements • Multi-layer granular pavements or A/C pavements 	<ul style="list-style-type: none"> • Medium-sized culvert works (RCBC < 1.8m height and < 6 bays) • Cross and longitudinal drainage interface with bridge construction 	<ul style="list-style-type: none"> • Lighting works associated with traffic signals • Pedestrian crossing or similar • Simple traffic light modifications 	<ul style="list-style-type: none"> • Non-complex to moderately complex worksite traffic • Typically AAOT < 500 vehicles / day 	<ul style="list-style-type: none"> • Non-complex service relocation works 	<ul style="list-style-type: none"> • Identification and management of select nominated subcontractors 	<ul style="list-style-type: none"> • Non-complex environmental risk management 	<ul style="list-style-type: none"> • Monitoring during clearing and grubbing • Cultural heritage assessment and artefacts collection during monitoring • Management of multiple native groups • Dilapidation survey, dust monitoring,

Category	A General features of works	B Earthworks	C Pavement	D Drainage	E Miscellaneous	F Traffic Management	G Services	H Subcontractors / Consultants	I Stakeholder / Project Management	J Cultural Heritage & Environmental Management
R3	<ul style="list-style-type: none"> More complex intersections located at urban location Medium to large scale of works 	<ul style="list-style-type: none"> General earthworks exceeding 5m in cut or fill Mechanically stabilised earth construction to a nominal 5m in height Excavation in hard rock where blasting is required 	<ul style="list-style-type: none"> Pavements construction using marginal materials (non-standard) Pavement construction using modified materials (e.g. cement treated sub-base) Deep lift asphalt Small scale concrete pavement 	<ul style="list-style-type: none"> Special foundation and/or subgrade and subsoil drainage treatments Includes large size culverts, multiple bays and link slab culverts 	<ul style="list-style-type: none"> Permanent traffic signals for moderate to heavily trafficked intersection 	<ul style="list-style-type: none"> Moderately complex worksite traffic management Typically AADT < 5000 vehicles / day Multiple staging or simple traffic shift Hard wired temporary traffic signals 	<ul style="list-style-type: none"> Moderately complex service relocations including conduits (e.g. electrical, telecommunications services) 	<ul style="list-style-type: none"> Non-complex design management Moderately complex project management including subcontractor management and coordination 	<ul style="list-style-type: none"> Moderately complex to community / stakeholder management Moderately complex environment risk management 	<ul style="list-style-type: none"> Relocation of local flora and fauna Installation of fauna fencing Identification of culturally significant tree or sacred site



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9.3 HUMAN RESOURCES REPORT

Attachments: NIL

Author: Lisa Ruyg - Manager Human Resources

Date: 3 December 2021

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 Matters

COVID-19 Restrictions for Unvaccinated Staff

From 17 December 2021, Council staff employed at the Barramundi Discovery Centre, Normanton VIC and Child Care Centre are required to be either fully vaccinated or have a medical exemption. Most staff are already fully vaccinated or have a medical exemption, with a childcare staff member due to receive their second dose before the due date.

2. Update – Certified Agreement 2021

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 9 November 2021 – 14 November 2021.

105 drug and alcohol tests were undertaken. Zero detections were recorded.

4. Update – Human Resources Budget November 2021

	Sum of Original Budget	Sum of YTD Actual	Sum of Order Value	Sum of Total Spend
Operating Expenditure				
Apprentices/Trainees	67,000	10,078	22,022	32,100
Enterprise Bargaining	35,000	5,026	3,533	8,559

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Human Resource Operations	561,885	200,940	21,888	222,828
Learning & Development	185,000	23,706	24,430	48,136
Workplace Health & Safety	612,175	209,754	9,242	218,996
Operating Expenditure Total	1,461,060	449,505	81,115	530,620
Operating Income				
Apprentices/Trainees	-85,000	-68,351		-68,351
Learning & Development	0	-1,773	0	- 1,773
Workplace Health & Safety	0	-49,344	0	-49,344
Operating Income Total	-85,000	-119,468	0	-119,468
Grand Total	1,376,060	330,037	81,115	411,152

Consultation (Internal/External):

- Executive Leadership Team
- The Drug Detection Agency
- Peak Services/ LGAQ
- Queensland Health.

Legal Implications:

- Within normal operational parameters.

Financial and Resource Implications:

- Within allocated budget.

Risk Management Implications:

- Within normal operational parameters.

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9.4 STAFF HOUSING POLICY

Attachments:	9.4.1. Amended Staff Housing Policy ↓
Author:	Lisa Ruyg - Manager Human Resources
Date:	3 December 2021
Key Outcome:	1.1 – Responsive and effective service delivery
Key Strategy:	1.1.5 Attract and retain a skilled workforce through implementation of contemporary human resource practices and organisation development.

Executive Summary:

The Staff Housing Policy has been amended to allow for the formation of a Staff Housing Advisory Committee to replace the existing Staff Housing Committee.

It is intended the Staff Housing Advisory Committee will provide advice regarding staff housing applications and associated matters to an Ordinary Meeting of Council for their determination.

RECOMMENDATION:

That Council adopts the amended Staff Housing Policy as presented.

Background:

Staff housing is just one of a variety of employment conditions offered by Council to attract and retain suitably qualified staff due to the remoteness of the Carpentaria Shire. The amended policy presented to Council for adoption determines how staff housing is allocated and establishes further terms and conditions for the supply of housing.

It is intended for the Staff Housing Advisory Committee to consist of the following members:

- 1 x Councillor (Chairperson)
- Chief Executive Officer
- Manager Human Resources (Secretariat)
- Housing Inspection Officer
- A tenant of a Council house duly elected by the tenants of Council houses/dwellings.

A summary of further changes to the policy are outlined in the table below:

Section	Page No.	Description of Change
Critical Positions	3, 4 & 9	Priority housing for positions undertaking critical responsibilities. Defined as a position, that if it were vacant, would have a significant impact on Council's ability to perform key operations.
Staff ineligible for staff housing	4	Staff are not eligible for staff housing if they or a related household member own a private dwelling within a reasonable distance of their place of employment.

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Consultation (Internal/External):

- Mark Crawley - Chief Executive Officer

Legal Implications:

- There are no legal implications in Council supplying housing to eligible staff as rental agreements, terms and conditions comply with all relevant residential tenancy legislation.

Financial and Resource Implications:

- All costs associated with staff housing are incorporated into Council's annual budgets therefore there are no additional finance and/or resource implications with adopting this policy.

Risk Management Implications:

- Without having the necessary professional and skilled staff within its workforce, Council would experience difficulties in delivering services to the community. Staff housing is just one of a variety of employment conditions offered to attract appropriate new staff which reduces the potential risk to Council of not being able to achieve its strategic and operational goals



Staff Housing Policy

Policy Details

Policy Category	Council Policy
Date Adopted	20 May 2020
Endorsed by	Chief Executive Officer
Approval Authority	Council
Effective Date	20 May 2020
Policy Version Number	7.8
Policy Owner	Manager Human Resources
Contact Officer	Lisa Ruyg
Review Date	2 years from date of adoption

Supporting documentation

Legislation	<ul style="list-style-type: none"> Local Government Act 2009 Local Government Regulation 2012 Residential Tenancies and Rooming Accommodation Act 2008
Policies	<ul style="list-style-type: none"> Code of Conduct for Employees Procurement Policy Local Preference Policy Advisory Committee Policy
Delegations	<ul style="list-style-type: none"> Nil
Forms	<ul style="list-style-type: none"> Payroll Deduction Agreements
Supporting Documents	<ul style="list-style-type: none"> Register of Prequalified Suppliers Residential Tenancy Agreements

Version History:

Version	Adopted	Comment	eDRMS #
6	24/01/2018	Council Resolution 0118/030	
7	20/05/2020	Council Resolution 0520/014	



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Intent

To establish the terms and conditions for the supply of staff housing to eligible staff members.

Scope

This policy applies to permanent, temporary or casual employees of Council. The policy applies to the occupation and use of Council housing by any person or organisation, including contractors providing services to Council.

Policy Statement

Council may make available staff housing for employees to ensure that Council can attract and retain staff to fulfil ~~various roles~~ critical positions at both Normanton and Karumba.

No guarantee of housing or an ongoing right to housing will be provided as demand for housing exceeds supply, and the allocation or withdrawal of housing will depend on the operational requirements of Council as approved by the Chief Executive Officer (CEO) following consideration by the Staff Housing Advisory Committee (SHAC) and recommendations ~~from the Staff Housing Committee~~ from Council.

Principles

To ensure all aspects of and decisions made regarding the supply and allocation of staff housing are undertaken fairly and objectively, the following principles have been deployed:

- value for money;
- attraction and retention of staff to fulfill critical positions;
- encouragement of and support for local trades;
- ~~fairness and equity in the allocation of housing~~;
- provision of good quality housing;
- responsibility and accountability of tenants.

Construction and/or Acquisition of Housing

Council may construct or purchase housing to attempt to ensure sufficient housing is available for staff, subject to Council's overall capital works priorities and budget.

It is Council's preference to generally construct housing rather than purchase existing housing. However, existing house properties may be purchased when a reasonably based view has been formed that housing stocks in the Shire's townships are considered sufficient.

Approval for the construction or acquisition of housing may only be granted by Council resolution.

To avoid any doubt, Council's Local Preference Policy applies to building, construction and maintenance work undertaken under this policy.

Allocation of Housing



Council will determine the allocation of housing following advice from the Staff Housing Advisory Committee.

When determining the allocation of staff housing the following criteria will be taken into consideration:

- i. Executive housing (reserved for senior executive positions);
- ii. Essential housing for critical positions (for filling a position that cannot be filled locally);
- iii. Family size;
- iv. Availability;
- v. Operational needs.

Executive housing is identified in the following table and is to be allocated only to the senior executive position identified.

Location	Position
87 Matilda Street Normanton Qld 4890	Chief Executive Officer
2 Airport Road Normanton Qld 4890	Director of Engineering
<u>22 Norman Street 17 Greenaway Street</u> Normanton Qld 4890	Director of Corporate Services

~~The Staff Housing Committee (SHC) Council~~ will allocate all other staff housing based on the operational requirements of Council pursuant to the criteria set out below. No ~~other~~ staff member, except for the CEO, may authorise the occupation of any housing, including single person's accommodation at Normanton or housing at the Karumba Depot, even if the anticipated occupation is of short duration.

~~To remove any doubt, Housing may be considered made available for locally-based staff. Locally based staff are not eligible for staff housing if they or a related household member own a private dwelling within a reasonable distance of their place of employment.~~

~~The SHC Council~~ may reallocate housing, including moving tenants to different housing, if required for operational reasons, or without reason.

~~The SHC Council~~ may allocate or withdraw a housing entitlement without reason ~~and at the CEO's absolute discretion~~, subject to notice requirements pursuant to the Residential Tenancies and Rooming Accommodation Act 2008 (RTA). To avoid any doubt, the initial provision of housing does not constitute an ongoing right to housing.

The CEO may terminate a tenancy where the tenant takes extended leave or unpaid leave of greater than 8 weeks.

Decisions of Council or the CEO will be final.

Inspections and Reports

Council will implement a regular inspection program of all staff housing with each house being inspected at a minimum of every six months.

Council will comply with the requirements of the *Residential Tenancies and Rooming Accommodation Act 2008* (RTA) with respect to inspections.

Pre-entry reports must be completed in detail and signed by Council and the tenant within three days of entry to the premises. Reports should normally be accompanied by current photographs of the condition and state of the premises.



Detailed exit reports must be completed and signed on the day the tenant vacates the premises. When completing exit reports, reference is to be made to the pre-entry reports to ensure, as best as possible, that the property is left in a similar condition as to when residency commenced subject to reasonable and expected wear and tear.

Pets and Pest Control

Pets are permitted to be kept at staff housing in compliance with Council's local laws.

Staff must have premises treated for ticks and fleas by a licensed pest controller at the end of the tenancy if dogs or cats are kept on the premises. Documentary evidence of this treatment having been undertaken is to be produced when completing the exit report at the end of the tenancy. If during the course of the tenancy, it becomes evident that ticks and/or fleas inhabit the property, where staff are keeping pets, then the cost of pest treatment is to be borne by the staff.

Council is responsible for pest control, with the exception of the preceding responsibility of staff, which includes regular inspections and treatments as required. When undertaking any required treatments, Council will take all reasonable steps to cause the least disruption to the tenancy as possible.

Yard Maintenance

Tenants are responsible for the maintenance of yards and gardens.

Council mowers are available on weekends for use by staff free of charge. Staff are responsible for collection and return of mowers from Stores during normal business hours. Staff must provide their own fuel for the mowers and ensure that mowers are operated in accordance with standard safety procedures including the wearing of appropriate protective clothing.

Hoses, sprinklers and any other requirements to ensure reasonable maintenance of the property must be supplied by tenants. Staff are to ensure that any use of water adheres to any Council approved water restrictions.

Tenants whose house include automatic watering systems must ensure the time is set to the approved watering hours. Council reserves the right to disconnect the automatic watering system for any breaches of this requirement.

Natural Disaster Preparation

It is the responsibility of tenants to undertake all necessary and reasonable preparations to mitigate the risk of damage to property and/or personal injury leading up to or during a natural disaster (such as cyclones or floods). This does not only include damage and/or injury to the immediate household but also to the surrounding neighbours.

The following weblink may assist tenants in these preparations.

<https://www.qld.gov.au/emergency/dealing-disasters/prepare-for-disasters/prepare-home>

Housing Standards

All housing will be given the highest priority for the undertaking of urgent repairs where there is an unacceptable risk to the health and/or safety of occupants. However dependent on the circumstances, cause of damage, availability of materials and labour to rectify damage, staff may have to be vacated from the premises until the property is safe to inhabit.

| ~~The SHC Council~~ will regularly review and update the asset management plan and strategy to



ensure housing is maintained to an acceptable standard.

Improvements and modifications

Tenants must not undertake any improvements or modifications to the premises, including any fixtures or fittings, without a request being considered by the SHAC and the prior written approval of the CEO.

Rent, Bond and Payment

Rent payable on premises will be determined by the Council and reviewed annually with consideration to the prevailing market conditions at that time.

It is a condition of the tenancy arrangement for staff housing, that staff complete all necessary documentation to have their rent paid fortnightly by payroll deduction.

When approved leave is taken, tenants may be required to pay rent in advance for the period of leave.

Prior to taking leave without pay, which will result in the inability to pay rent through payroll deductions, employees must make arrangements for the payment of rent in advance. Such arrangements must be approved prior to leave being taken by submitting request in writing to the SHC and obtaining written approval by the CEO.

A bond equivalent to four times the weekly rental will be payable and this bond will be retained by the Residential Tenancies Authority.

Subsidised Rent Eligibility

In certain circumstances and at the sole discretion of ~~the Housing Committee~~ the CEO, staff members may be eligible for subsidised rent (i.e. rent payable below the prevailing market conditions). When considering requests for subsidised rent the CEO Housing Committee will take into consideration all relevant factors, which include but are not limited to:

- The skills and professional attributes required of the applicant to undertake their role within Council;
- The responsibilities of the position held by the applicant which can include the provision of essential services to the community; and
- The criticality of the position to the organisation as defined in Council's Workforce Plan.

Not all employees who are provided with staff housing will be eligible for subsidised rent. ~~However there will be no changes to existing employee's rental arrangements that are current at the date of adoption of this policy.~~

Furniture

Council and the tenant may enter into an agreement for the provision of furniture to rented premises. Such provision of furniture will be cost neutral to Council over the expected life of the furniture.

Where furniture is provided, the tenant will not be entitled to full relocation expenses and the amount of relocation expenses will be determined by the CEO.



Tenants must enter into a payroll deduction agreement with Council to cover the rental costs of the furniture provided. This will be a separate deduction to the rental deduction.

Tenants must enter into an agreement to pay for any damage, other than fair wear and tear, to furniture through automatic payroll deductions. When determining the amount of the fortnightly deduction, consideration will be given to the shortest possible period to repay Council without adversely impacting on the staff member's financial situation.

Where damage, other than fair wear and tear, is found at the end of the tenancy or employment, Council may withhold the cost of the damage from any final payment due to the former tenant or employee.

During the course of the tenancy, should the staff member believe that items of furniture have reached their end of life cycle or poses a health and safety risk, they are to report the situation to the Housing Inspection Officer. In the case of the furniture item posing a health or safety risk, the staff member is responsible to ensure this item is not used, by anyone, until an inspection has been conducted.

Tenancy Arrangements

Tenants must enter into tenancy agreements with Council pursuant to the RTA. Compliance with the terms of this policy will form part of any tenancy agreement and contract of employment

Tenancy agreements are not required for tenancies of less than six weeks duration (short term tenancies).

Rent for short term tenancies will be paid in advance and a security deposit will be payable in advance for the tenancy. The security deposit will be retained by Council in the event of any damage or loss caused to the rented premises. If the cost of the damage or loss is less than the amount of the security deposit, the balance of the security deposit will be refunded to the tenant.

Tenants are not permitted to sub-lease or enter into any accommodation arrangement with any person unless otherwise approved in writing by ~~Council~~ the SHC in advance. If an arrangement is approved by ~~the SHC~~ Council, the tenant remains responsible for the premises, including any loss or damage.

Smoke Alarms

Council will be responsible for testing and cleaning smoke alarms and replacement of any flat or nearly flat batteries within 30 days before the start or renewal of a tenancy.

During the term of their tenancy, tenants having the following responsibilities and must:

- test and clean (by vacuuming or dusting) each smoke alarm at least every 12 months;
- replace any flat or nearly flat batteries;
- advise the Housing Inspection officer if there is any issue with the alarm (apart from batteries);
- allow the Housing Inspection Officer or his delegate right of entry to install smoke alarms; and
- not remove a smoke alarm or the battery (other than to replace it), or do anything to reduce the effectiveness of the alarm e.g. paint it.

Former Employees

Former employees must vacate Council premises within two weeks of their last day of service



unless otherwise approved in writing by the CEO or the Council in the case of the CEO and senior executive officers.

Refer also to Inspection and Reports section of this policy regarding the exit report.

Leasing of Housing to Non-Council Employees

Housing will not be available for private rental to non-Council employees or organisations.

Council may make housing available to contractors providing services directly to Council following consideration by the SHAC and approval by ~~the CEO, Council~~. Rent, bonds and/or security deposits will apply to such rentals unless otherwise approved by ~~Council, the CEO~~.

Keys and Locks

Tenants will be issued with keys at the commencement of a tenancy.

All keys must be issued through the central register at the Normanton office and be signed for by the tenant. No keys are to be given out other than through this system.

Tenants will be responsible for the costs of replacing lost or damaged keys and/or locks.

If keys are lost, tenants must also pay for the cost of replacing all locks in the house, including any sheds or other outbuildings.

Replacement of keys and locks should not occur without the full knowledge of the Housing Inspection Officer and such changes are to be immediately recorded in the central register.

Loss or Damage

Tenants will be responsible for the costs of repairing or rectifying any loss or damage to premises other than through normal wear and tear. This includes furniture should furniture form part of the tenancy agreement.

Utilities and Services

Tenants are liable for the costs of power and gas utilities unless varied by a condition of a contract of employment.

Tenants will be liable for excess water charges and accordingly have the responsibility to regularly check for any water leaks within the property concealed or otherwise. This check can be completed by having all taps turned off in the property and check the water meter to ensure water consumption is not being recorded. If the tenant has any concerns regarding potential water leaks, this should be reported to the Housing Inspection Officer immediately.

Staff Housing Advisory Committee

The Staff Housing Advisory Committee (SHAC) will be established to receive ~~and consider all~~ applications for staff housing and other uses of Council owned houses under this policy. The SHAC will provide recommendations to Council in accordance with the Advisory Committee Policy.

The SHAC will comprise of:

- 12 x Councillors (Chairperson)



- Chief Executive Officer
- Manager Human Resources (Secretariat)
- Housing Inspection Officer
- A tenant of a Council house duly elected by the tenants of Council houses/dwellings.

An election will be held every two (2) years to elect the tenant representative for the SHC. Should that elected representative no longer work for the Council, an election for a new representative will be held within one (1) month of such departure.

The SHAC will meet ~~as required to at least quarterly or more frequent if required~~ to consider the allocation, maintenance and general operation of Council owned staff housing facilities. The SHAC will provide recommendations to Council accordingly.

Definitions

TERM	DEFINITION
CEO	Chief Executive Officer of Council
<u>Critical Position</u>	<u>A position that, if it were vacant, would have a significant impact on Council's ability to perform key operations.</u>
Essential Housing	Housing allocated by the Staff Housing Committee for essential positions that cannot be recruited or filled locally.
Executive Housing	Housing allocated for the Chief Executive Officer and Directors
Housing Inspection Officer	An officer appointed by the Chief Executive Officer to oversee and coordinate inspections of staff housing.
Locally Based Staff	Staff who are residents of or recruited from within Carpentaria Shire.
Premises	Includes a house/dwelling and its yard.
RTA	The <i>Residential Tenancies and Rooming Accommodation Act 2008</i>
Staff Housing <u>Advisory</u> Committee (SHC)	The committee established under this Policy to receive and consider applications/requests and maintenance programs for staff housing <u>and to provide advice and recommendations to Council on staff housing matters.</u>

Adopted by Council "**Date**" by Resolution "**Number**"

Mark Crawley
Chief Executive Officer

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10 REPORTS FROM DIRECTOR OF CORPORATE & COMMUNITY SERVICES

10.1 DCS REPORT

Attachments: NIL

Author: Julianne Meier - Director Corporate Services

Date: 3 December 2021

Key Outcome: A well governed, responsive Council, providing effective leadership and management, and respecting community values

Key Strategy: Maintain a focus on integrity, Accountability and Transparency in all that we do

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

Background:

1. Actions Outstanding from Previous Meetings

Date:	Action	Status	Comment
	Review the water allocation on all non-profit and sport and recreation users.	In Progress	A review of General Rates and Utility Charges has been undertaken. However, it was decided not to change the water methodology for the coming year. The allocations have not changed, some users will be able to use the raw water. A review to commence in December 21.
	Liaise with relevant parties to improve connectivity at Normanton Rodeo Grounds	Ongoing	Ongoing – reported fault with Telstra about service dropouts. Officers to discussed issue with Telstra to see if we can increase bandwidth during specific events, however, have been advised we already have the maximum bandwidth. Liaising with ICT and Electrician to investigate opportunities to optimise wi-fi capacity at Rodeo Grounds. A grant has been submitted to set up cameras and wi-fi facilities at the Grounds. The funding is expected to be announced in January 2022.

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May-20	Enter into lease agreement with World Fuels and IOR for supply of avgas at Karumba Aerodrome.	Ongoing	<p>Council to provide a small bitumen turnaround area to the bowzers. Fill has been placed at the bowser location. New electrical meter box to supply power to the bowzers has been installed.</p> <p>Preston Law are in the process of finalising the lease agreements.</p> <p>So far only World Fuels have shown interest and they will install an Avgas bowser in the next few weeks.</p>
Jan-20	Abandoned Vehicles – Identify and secure a site.	In Progress	<p>Abandoned vehicles cannot be towed unless to a secure site. There is little room at Council Depot so engineering are identifying a suitable site at the Normanton tip and will obtain quotations to fence so the area can be secured.</p> <p>A site has been identified and cleared on the eastern side of the tip. An area to secure 30 vehicles is able to be fenced. Awaiting outcome of Waste Facility Report.</p> <p>A suitable site has been agreed at the tip, and quotations are being sought.</p>
Jan-21	Lease Agreements	In Progress	<p>Have commenced liaising with Preston in respect of finalising Draft for review.</p> <p>The Water Agreement has been circulated to Councillor's for comment and is attached to a separate report.</p> <p>To be finalised after the water methodology review in December 21.</p>
Sep-21	Biosecurity Entity Registration Renewal	In Progress	<p>Council has three Property Identification Codes (PIC's) for the Normanton Rodeo/Racecourse/Rodeo Access, and the Town Common and the Stock Route. Though Council does not own any stock these properties are a thoroughfare for owners moving animals, and the stock owners will require a PIC for movement records.</p> <p>Therefore, it is a legislative requirement for Council to maintain its registrations. Currently organising to update details on the 3 properties and pay the registration fee.</p> <p>Seeking confirmation from Department.</p>
Nov-21	Walkers Creek – Tourism Signage	In Progress	<p>It seems an information sign has been stolen from the Walkers Creek area. The Karumba Progress Association members were disappointed that it was taken, and suggested funding may be sought to replace the sign with a larger sign so it could not be stolen. On discussing the matter with officers, a replacement sign would cost \$350 as we still have proofs, so it was decided to replace with the same sign, from the maintenance budget.</p> <p>1/12/21 An order has been placed and the sign is expected to arrive in the New Year.</p>

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Nov-21	National Ethernet Migration	In Progress	An ICT project is currently underway to take the available bandwidth from 20Mbit to 200Mbit. TerreCom has been engaged to deliver this project. TerreCom are planning to switch over to the 200Mb connection on Monday 6th December. As the Karumba site order is pending feasibility investigation the option to turn Normanton onto the 200 mb connection sooner shall be taken up. There will be minor interruption to Council network services during the upgrade.
Nov-21	Karumba Boat Wash	Complete	Council may need to conduct some clearing of vegetation where it is assumed that the drainage from the boat wash enters the lagoon, on the corner of Col Kitchener Drive and Airport Access Road. It is suggested the engineering team inspect this area when next in Karumba. The site has been visited and the weeds have been poisoned and have now died, and the access site is clear.
Nov-21	Karumba Progress Association		Karumba Progress Association have requested Council consider the following projects: 1. Karumba Walking Track Improvements 2. Footpath – Karumba Town to Barra Centre ELT have considered these projects can be progressed under the LRCIP Grant Program. In the meantime, the engineering team are considering some temporary directional signage.
Nov-21	External Audit	In Progress	An extension to finalise the audit to 31st December 2021 has been granted. The request for extension of one month was a risk mitigation strategy for any unknown impacts which may arise during preparation of Council's 2021 general purpose financial statements. We anticipate at this time that Council will achieve sign off by QAO by 17 th of December.

2. Budget

The 2021/2022 budget was adopted at the 30 June 2021 Special Meeting. The report below includes transactions to the end of the previous month.

Areas of expenditure that exceed budget are weed control and major operational expenditure, however it is anticipated this overspend can be offset against other unspent items at this time.

The total expenditure in the Weed Control program to date is \$187,201, against a budget of \$119,083. The expenditure on this program was to conduct clearing in Karumba along Karumba Development Road and Allan Howie Way/Walker Street. The plant hire to carry out the clearing costed \$73,980, with cultural heritage monitoring costing \$113,755.

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The major op ex items and expenditure include:

• OP1901	**IT Vision Synergy Soft Implementation	\$ 71,748
• OPEX2201	**TV & Radio Transmission Project	\$ 350
• LRCIP – TMR	Lilyvale Subdivision Sliplane	\$ 46,896
• OPEX2202	*GWIP Infrastructure (Telstra to TerraCom 200mb)	\$ 31,767
• OPEX2203	**ICT Governance Strategy	\$ 13,000
• OPEX2210	Curry PM	\$ 25,477
• LRCIP6	Shire Office Repaint	<u>\$108,000</u>
	Total	\$297,238

**These projects are carry over projects from the previous year, and no further expenditure is expected to be incurred. Generally major operational projects are grant funded and would be itemized in the finance report.

*This project was not finalized prior to June budget adoption but was an operational necessity. Some of this cost is expected to be recovered in savings gained from optimizing the operating plans and getting a better data deal.

Previously large operational projects were not separately highlighted in the operating budget.

The Information Technology budget has largely been consumed by having a consultant onsite, whilst also paying wages. The recruitment process to replace the ICT Officer is underway, and a consultant is no longer engaged to support. Council's Cloud Service provider RMT will provide support where required, until the role has been replaced.

The budget below is included for review.

BUSINESS PAPERS

Row Labels	Sum of Original Budget	Sum of YTD Actual	Sum of Order Value	Sum of Total Actual
Operating Expenditure				
Animal Control	108,216	24,369	0	24,369
Environmental Health	73,481	0	0	0
Information Technology	406,759	184,504	6,567	191,071
Local Laws	162,716	48,400	6,083	54,482
Major Opex	400,000	297,239	279,607	576,847
Mosquito Control	67,083	561	0	561
Operational Plan	145,000	0	0	0
Pest Management Operations	77,943	15,892	12,236	28,129
Property And Leases	15,000	800	0	800
Regional Economic Development	0	3,500	0	3,500
Weed Control	119,083	187,741	0	187,741
Operating Expenditure Total	1,575,281	763,005	304,493	1,067,499
Operating Income				
Animal Control	-2,000	-1,060	0	-1,060
Environmental Health	0	-2,532	0	-2,532
Local Laws	-89,000	-1,898	0	-1,898
Major Opex	-400,000	-5,367	0	-5,367
Operational Plan	-10,000	0	0	0
Pest Management Operations	0	-40,000	0	-40,000
Property And Leases	-68,000	-4,000	0	-4,000
Records Management	0	-96	0	-96
Operating Income Total	-569,000	-54,952	0	-54,952
Grand Total	1,006,281	708,053	304,493	1,012,547

3. Program Update

Local Laws

The local laws report for the month of November is attached.

Illegal Dumping

Department of Environment and Science have another round of grant funding for Local Government Illegal Dumping Partnerships Program.

The Local Government Illegal Dumping Partnership Program (the Program) aims to collaboratively address the challenges caused by illegal dumping across the state. The Program enables a greater reach across Queensland to monitor, act on and prevent illegal dumping activities by:

- funding additional on-ground capacity to investigate and respond to illegal dumping occurrences;
- proactively developing local government capabilities through targeted training and support programs;

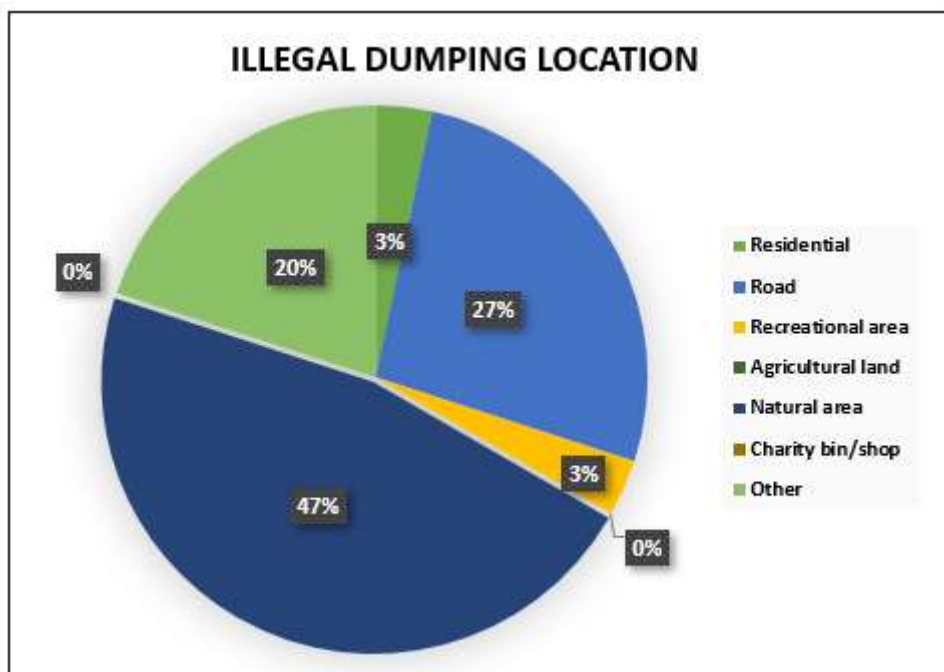
BUSINESS PAPERS

- introducing innovative solutions and new ways of working across government to prevent and mitigate illegal dumping;
- boosting intelligence and data reporting capabilities on illegal dumping activities;
- establishing a platform for neighbouring council collaboration;
- working collaboratively to develop long-term sustainable strategies.

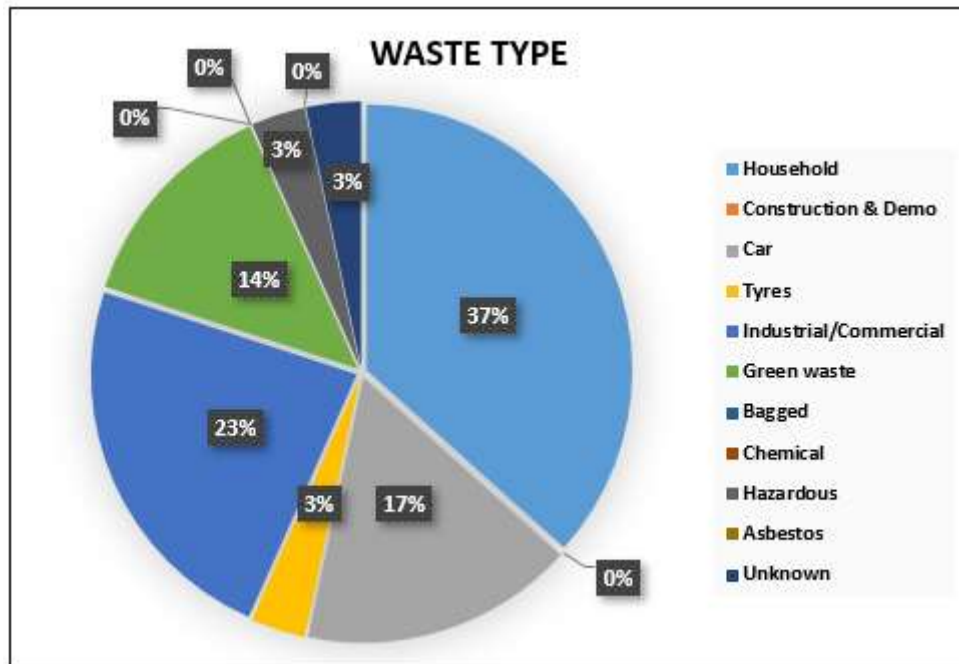
Council officers are in the process of applying for the second round as it will fund 1 full time employee. Council will either be able to use existing resources or recruit a full-time officer. The program will only fund employee wages, not the purchase of equipment. Council officers are of the view that this program has increased awareness within Council and externally. More can be done at little cost, by integrating the program into current patrols.

From the commencement of the program in May 2020 to the close at 30 October 2021, there was a total of 49,425 litres of illegally dumped waste reported, with 36,725 litres of reported waste, subsequently removed. There was a total of 28 incidents of illegal dumping recorded and 13 signs have been installed.

The graphs below show the percentages of incidents by location and waste type.



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Pest and Weed Management

Weed Control

Council has conducted clearing of a long strip of woody weed invested area along Karumba Development Road and Walker Street. The clearing was carried out with a dozer and stick rake in the presence of cultural monitors to ensure native and significant trees were not destroyed. A variety of woody weeds, mainly neem trees have been pushed into piles. The cleared areas may have also included other broad leave weeds like Chinee Apple and Rubber Vine.

There has been some regrowth that has sprung up and to avoid a high volume of regrowth taking hold.

An RFQ for follow up treatment on the initial clearing was issued on the 10th of November, closed on the 22nd of November 2022. We did request respondents clear the area before the Christmas closedown on 17th December 2021. Unfortunately, none of the respondents are available to undertake the works within the required timeframe.

For information and discussion.

Consultation (Internal/External):

- Phil Grieve - Local Laws Officer
- Michael Wanrooy - Director of Engineering
- Mark Crawley - Chief Executive Officer
- Carpentaria Land Council Aboriginal Corporation

Legal Implications:

- *Local Government Regulation 2012*
- *Local Government Act 2009*

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Financial and Resource Implications:

- Any capital expenditure will need a new budget provided; however operational expenditure is expected to be managed within budget.

Risk Management Implications:

- Risk is considered low, to ordinary operations of Council.

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10.2 MONTHLY FINANCIAL REPORT - NOVEMBER 2021

Attachments:	10.2.1. Monthly Financial Statements - November 2021 ↓ 10.2.2. Cash ↓ 10.2.3. Major Operating Expenditures ↓ 10.2.4. Capital Expenditures ↓
Author:	Jade Nacario - Manager Finance and Administration
Date:	2 December 2021
Key Outcome:	7.3 - Strategic management of Council
Key Strategy:	7.3.3 Implement sustainable financial management and effective procurement practices.

Executive Summary:

Presentation of the financial report for November 2021 as required under section 204 of the *Local Government Regulation 2012*. The report is presented for noting and indicates whether Council is progressing satisfactorily against its current budget.

RECOMMENDATION:

That Council accepts the Monthly Financial Report, as required under section 204 of the *Local Government Regulation 2012* for the period ended 30 November 2021.

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 s204*.

The following reports for 30 November 2021 are attached for Council's information.

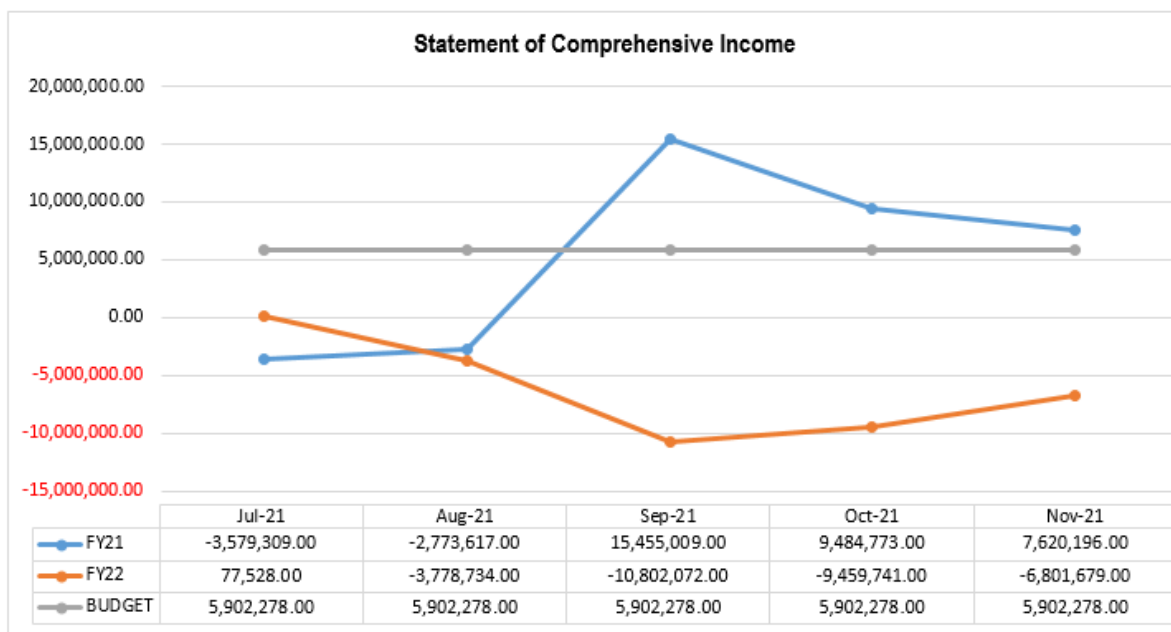
- Statement of Comprehensive Income
- Statement of Comprehensive Income by Category
- Statement of Financial Position
- Cashflow Statement
- Accounts Summary

Statement of Comprehensive Income

For the fifth month of the financial year 2021/2022, the comprehensive income statement indicated a net result of \$6,801,678 in deficit which is the sum of \$ 18,525,525 in recurrent revenue, \$ 28,634,432 in recurrent expenditure and \$3,307,228 in capital income. Depreciation expenditure for this month is not included in the report as the 2020/2021 asset year is not yet finalized. As per budget, the estimated depreciation expense for this month is \$ 4,144,288.33.

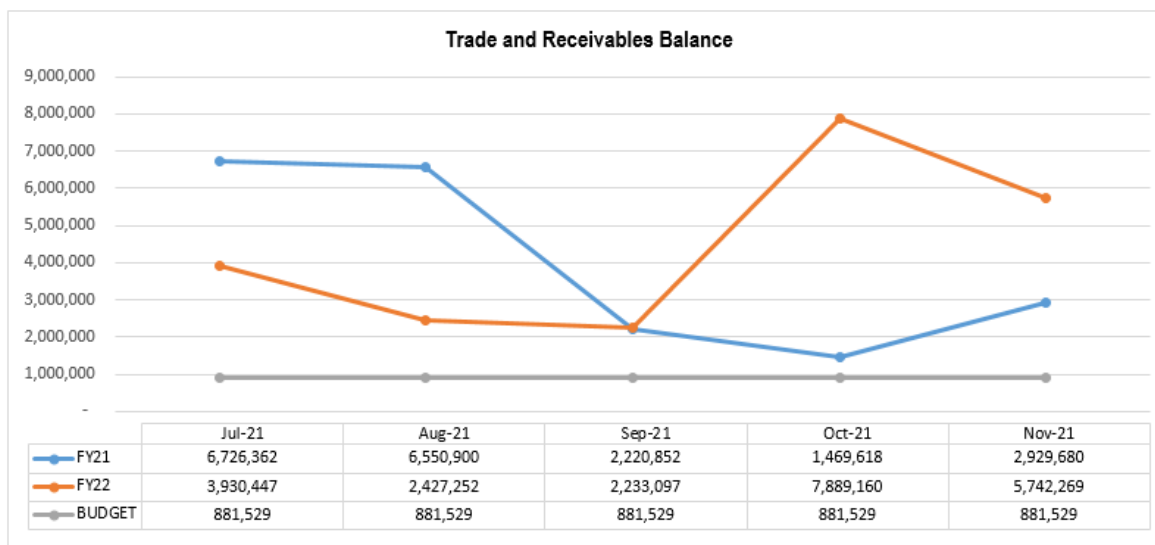
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Whilst the large deficit is concerning, much of it results from sales and recoverable works performed and expenditure incurred. The deficit will reduce once the works are signed off and the revenue subsequently recognized.



Financial Position Reports

The graph below shows Council's *Trade and Receivables* balance of \$ 5,742,269. The receivables balance is made up of rates receivable \$3,508,592 and the remaining balances are receivables from community loans, Main Roads recoverable works and airport charges.

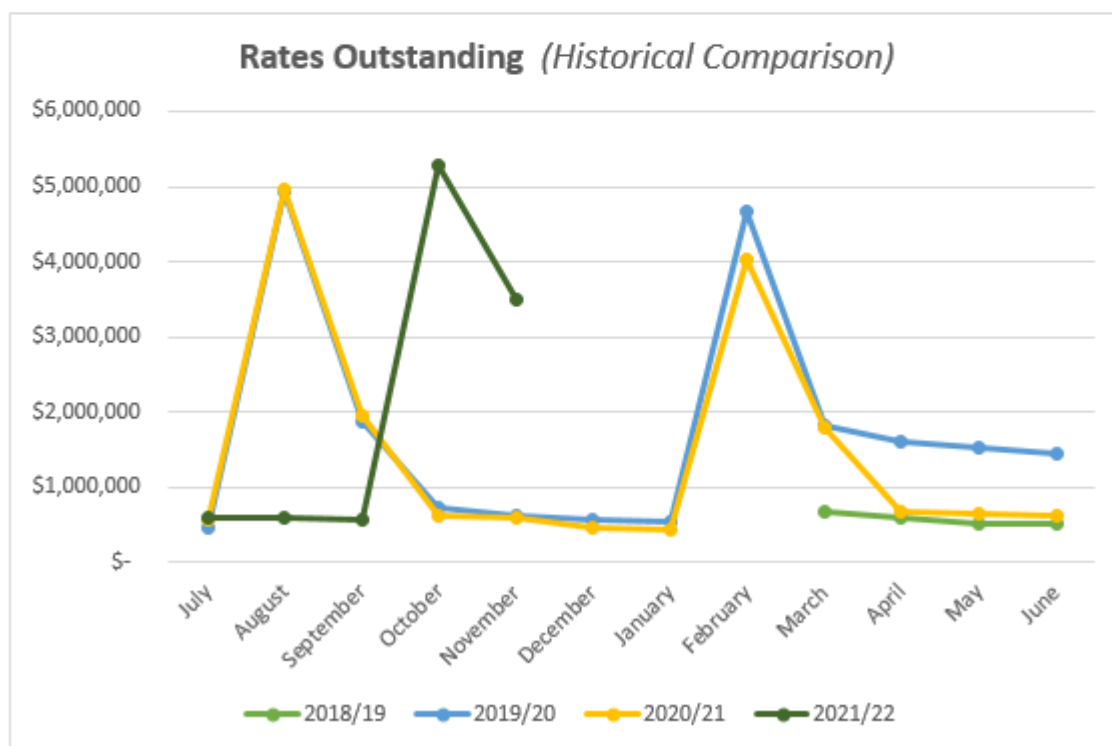


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Rates and Service Charges Receivables

The outstanding rates for the month of November 2021 is significantly higher compared to the balance of November last year. This is because the first levy was issued in August last year and this year was on the month of November. The discount period closed on the 1st of December 2021 and based on previous levies, significant amount of payments were received on the last day of the discount period.

Rates Outstanding					
	%	Nov-21	Oct-21	Sep-21	Nov-20
Current Year	81%	2,899,751	4,575,622	-	301,110
1 Year Arrears	7%	234,643	280,274	281,134	151,670
2 Year Arrears	3%	112,141	117,997	118,544	63,424
3+ Year Arrears	5%	193,697	195,492	195,492	158,643
Interest	4%	156,499	154,575	153,183	160,507
Credits		(88,140)	(58,343)	(174,562)	(252,688)
Balance	100%	3,508,592	5,265,616	573,791	582,667



Major Operating Expenditure Report 2021/2022

This report shows operational projects, some of which are grant funded, Council funded or a combination of both. Please see attached Major Operating Projects Report.

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Capital Expenditure Report 2021/2022

Council has a capital budget of \$16.1 million for the 2021/2022 financial year. The attached capital expenditure report shows some projects are multi-year projects and identifies how the project is funded and how the project is tracking against the budget. Council is heavily reliant on grant funding for most capital expenditure, however the following items are fully funded by Council:

- | | |
|--|-------------|
| • Fleet and Plant Replacement | \$1,557,699 |
| • Gilbert St Pontoon Repairs | \$ 15,000 |
| • Disability Access Footpaths in Karumba and Normanton | \$ 105,000 |

The following projects are partly funded by Council:

- Disaster Coordination Centre
- Normanton-Burketown Sealing
- Glenore Weir Rectification Stage 2
- Raw Water Irrigation
- Shire Office – External Repaint

For capital works that are externally funded, work shall not commence, other than minor preliminary costs, until the funding agreements have been executed. It is noted that any preliminary works are not able to be acquitted against the grant.

The Capital Expenditure budget will be continually assessed to ensure the projects are managed within the budget. Where savings from under expenditure are achieved, it is likely this saving will be offset against other unplanned works. Failure of critical assets is an example of reallocation of budgetary resources. Ideally Council would maintain assets to a standard and spend an amount equivalent to its annual depreciation to achieve this.

Council's capital expenditure for the month of November 2021 was \$9.5m of the \$16.1m budget. Additionally, there is \$992,385 in commitments shows works on those projects are underway.

There are some projects in the capital expenditure budget that don't have whole of project costs, and many of these represent carryover amounts from the prior year budget. An assessment shall be conducted in the coming weeks to determine whether these projects are finished and can be closed out.

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QTC Loans

Council currently has three loans with Queensland Treasury Corporation (QTC), the details are shown below:

Loan Purpose	Balance	Maturity Date
Glenore Weir	4,616,921	15 March 2035
Karumba Sewerage	1,785,763	15 June 2030
Normanton Water	982,656	15 March 2031
TOTAL	7,385,341	

Finance and Admin Budget

The Finance and Administration Budget is presented in the table below:

Row Labels	Sum of Original Budget	Sum of YTD Actual	Sum of Order Value	Sum of Total Actual
Operating Income				
Admin And Customer Service	-500	-1,487	0	-1,487
Financial Services	-4,471,302	-1,349,877	0	-1,349,877
Rates Management	-4,057,000	-2,167,499	0	-2,167,499
Stores & Purchasing	0	-569,129	0	-569,129
Operating Income Total	-8,528,802	-4,087,991	0	-4,087,991
Operating Expenditure				
Admin And Customer Service	650,873	164,206	5,734	169,940
Financial Services	978,630	334,107	23,987	358,093
Payroll	98,168	252,780	500	253,280
Rates Management	185,317	33,381	61,000	94,381
Records Management	80,032	15,729	0	15,729
Stores & Purchasing	-19,568	32,440	40,591	73,031
Operating Expenditure Total	1,973,452	832,644	131,811	964,455
Grand Total	-6,555,350	-3,255,347	131,811	-3,123,535

The finance budget is tracking well and not expected to have any significant deviations from the forecast. The Stores and Purchasing income line shows \$569,129 which is proceeds from Council's auction net of GST.

Consultation (Internal/External):

- Executive Leadership Team, Managers and relevant officers

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Legal Implications:

- *Local Government Regulation 2012*, section 204:
 1. The local government must prepare a financial report.
 2. The chief executive officer must present the financial report –
 - a. if the local government meets less frequently than monthly—at each meeting of the local government; or
 - b. otherwise — at a meeting of the local government once a month.
 3. The financial report must state the progress that has been made in relation to the local government's budget for the period of the financial year up to a day as near as practicable to the end of the month before the meeting is held.

Local Government Act 2009

Financial and Resource Implications:

- The report identifies how Council is tracking against the adopted operational and capital budgets for the financial year.

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 30 November 2021

	Core \$	QRA \$	Non-Core \$	Total \$	Budget \$
Income					
Revenue					
Recurrent revenue					
Rates, levies and charges	4,237,688	-	-	4,237,688	8,183,000
Fees and charges	751,844	-	303,850	1,055,694	539,000
Rental income	5,507	-	79,342	84,849	581,000
Interest received	79,683	-	-	79,683	200,000
Sales revenue	6,023,138	-	72,134	6,095,272	10,408,500
Other income	113,454	-	-	113,454	20,000
Grants, subsidies, contributions and donations	1,790,809	4,935,919	132,156	6,858,884	46,487,331
	13,002,124	4,935,919	587,482	18,525,525	66,418,831
Capital revenue					
Grants, subsidies, contributions and donations	3,307,228	-	-	3,307,228	11,143,759
Total revenue	16,309,352	4,935,919	587,482	21,832,753	77,562,590
Capital income	-	-	-	-	-
Total income	16,309,352	4,935,919	587,482	21,832,753	77,562,590
Expenses					
Recurrent expenses					
Employee benefits	(1,518,461)	(563,521)	(281,721)	(2,363,703)	(10,852,910)
Materials and services	(6,572,416)	(19,127,008)	(403,124)	(26,102,548)	(50,491,285)
Finance costs	(168,181)	-	-	(168,181)	(369,824)
Depreciation	-	-	-	0	(9,946,292)
	(8,259,058)	(19,690,529)	(684,845)	(28,634,432)	(71,660,312)
Capital expenses	0	0	0	0	-
Total expenses	(8,259,058)	(19,690,529)	(684,845)	(28,634,432)	(71,660,312)
Net result	8,050,295	(14,754,610)	(97,363)	(6,801,678)	5,902,278
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	-	-	-	-	-
Total comprehensive income for the year	8,050,295	(14,754,610)	(97,363)	(6,801,678)	5,902,278

Non Core activities include Les Wilson Barra Discovery Centre, Hatchery, Child Care, Gym, Staff Housing and Prisoner Housing



Statement of Comprehensive Income
for the period ended 30 November 2021

	30 November 2021	2021.2022
	Actual	Adopted Budget
	\$	\$
Income		
Recurrent Revenue		
Rates and Charges	4,237,688	8,183,000
Fees and Charges	1,055,694	539,000
Rental Income	84,849	581,000
Interest Received	79,683	200,000
Sales & Recoverable Works	6,095,272	10,408,500
Other Recurrent Income	113,454	20,000
Grants, Subsidies and Contributions	6,858,884	46,487,331
Total Recurrent Revenue	18,525,525	66,418,831
Capital Revenue		
Grants, Subsidies and Contributions	3,307,228	11,143,759
Capital Income	0	0
Total Income	21,832,753	77,562,590
Expenses		
Recurrent Expenses		
Administration and Governance	(1,611,911)	(5,040,129)
Community	(843,017)	(2,907,107)
Engineering	(1,639,377)	(4,474,418)
Fleet and Plant	1,755,564	4,877,878
Recoverable Works	(4,904,249)	(9,096,300)
Environment	(501,121)	(1,283,144)
DRFA	(19,690,529)	(40,031,791)
Tourism	(428,890)	(1,254,213)
Water and Sewerage	(602,721)	(2,134,971)
Finance Costs	(168,181)	(369,824)
Depreciation	0	(9,946,292)
Total Expenses	(28,634,431)	(71,660,312)
Capital Expenses	-	-
Total Expenses	(28,634,431)	(71,660,312)
Net Result	(6,801,679)	5,902,278



Statement of Financial Position
as at 30 November 2021

	30 November 2021	2021.2022
	Actual	Adopted Budget
	\$	\$
Current Assets		
Cash and Equivalents	12,501,484	36,376,615
Trade and Other Receivables	5,742,269	881,529
Inventories	948,928	424,693
Other Financial Assets	501,050	433,982
ATO Receivable	1,421,221	0
Contract Assets	6,036,520	14,435,566
Total Current Assets	27,151,472	52,552,385
Non-Current Assets		
Receivables	90,782	90,571
Property, Plant and Equipment	267,431,263	344,165,589
Capital Works in Progress	13,085,898	16,157,389
Total Non-Current Assets	280,607,942	360,413,549
TOTAL ASSETS	307,759,414	412,965,934
Current Liabilities		
Trade and Other Payables	722,850	7,530,468
ATO Payable	0	198,786
Interest Bearing Liabilities	502,189	512,809
Provisions	1,166,027	1,285,765
Other Accounts Payable	100,000	100,000
Contract Liabilities	15,268,496	20,415,906
Lease Liabilities	78,000	0
Total Current Liabilities	17,837,561	30,043,734
Non-Current Liabilities		
Interest Bearing Liabilities	6,883,152	6,439,150
Provisions	1,414,597	1,937,954
Other Accounts Payable	100,000	100,000
Lease Liabilities	68,152	0
Total Non-Current Liabilities	8,465,901	8,477,104
TOTAL LIABILITIES	26,303,462	38,520,838
NET COMMUNITY ASSETS	281,455,952	374,445,096
Community Equity		
Asset Revaluation Reserve	171,678,796	269,621,280
Retained Surplus	109,777,156	104,823,816
TOTAL COMMUNITY EQUITY	281,455,952	374,445,096



Cash Flow Statement
for the period ended 30 November 2021

	30 November 2021	2021-2022
	Actual	Adopted Budget
	\$	\$
Cash Flows From Operating Activities:		
Receipts From Customers	9,689,159	19,185,439
Payments to Suppliers and Employees	(34,539,980)	(61,444,195)
	(24,850,821)	(42,258,756)
Interest Received	79,683	200,000
Rental Income	84,849	581,000
Non Capital Grant and Contributions	6,858,884	46,487,331
Borrowing Costs	(168,181)	(369,824)
Net Cash Flows From Operating Activities	(17,995,585)	4,639,751
Cash Flows From Investing Activities:		
Payments for Property, Plant and Equipment	(9,459,876)	(16,157,389)
Proceeds From Sale of Property, Plant and Equipment	0	2,184,000
Grants, Subsidies and Contributions	3,307,228	11,143,759
Net Cash Flows From Investing Activities	(6,152,648)	(2,829,630)
Cash Flows From Financing Activities		
Repayment of Borrowings	(119,613)	(487,349)
Net Cash Flows From Financing Activities	(119,613)	(487,349)
Net Increase (Decrease) in Cash Held	(24,267,846)	1,322,772
Cash at Beginning of Reporting Period	36,769,331	35,053,843
Cash at End of Reporting Period	12,501,484	36,376,615

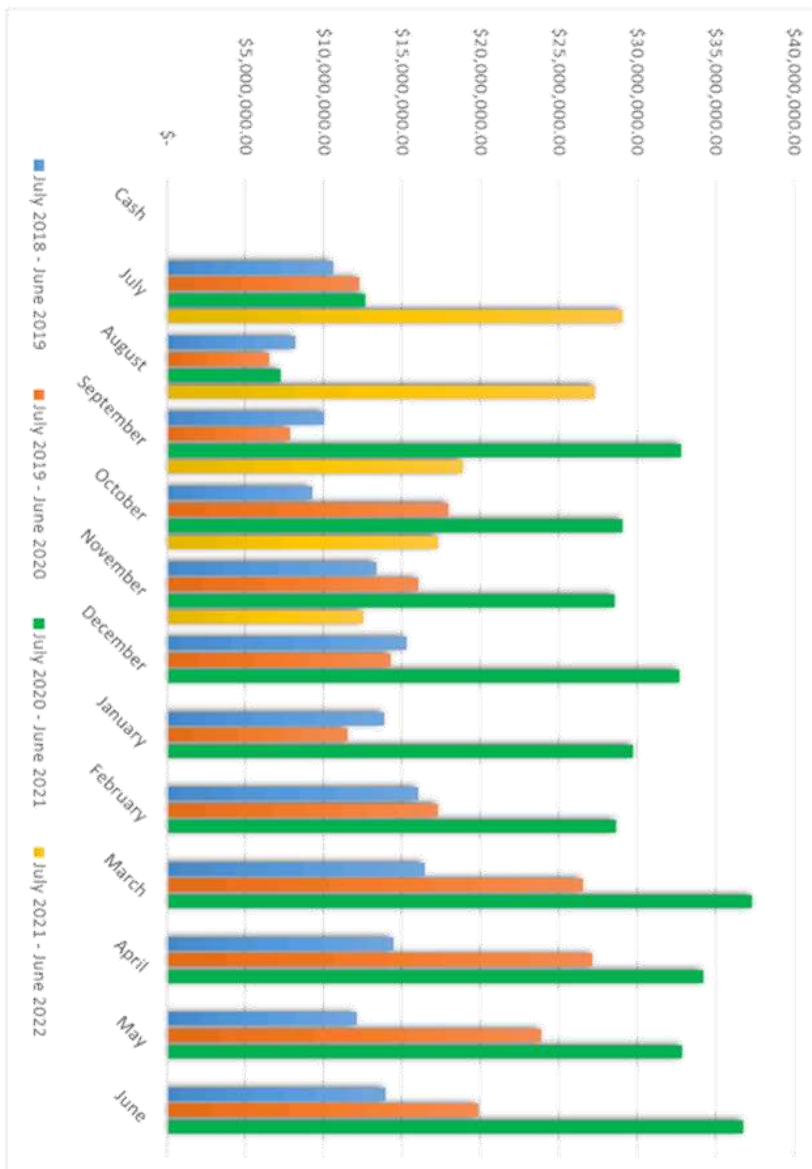


Accounts Summary

	30 November 2021	31 October 2021
	\$	\$
General Accounts		
Westpac General Operating Accounts	384,201	298,881
QTC General Fund	9,196,677	14,086,677
QTC Sewerage Reserve	477,745	477,745
QTC Airport Reserve	144,728	144,728
QTC Water Supply Reserve	716,313	716,313
QTC Land Development Reserve	0	0
QTC Plant Replacement Reserve	1,577,306	1,577,306
QTC Flood Damage Event 2021 Reserve	0	0
Total balance held in banks	12,496,971	17,301,650
Trust Accounts		
Queensland Treasury Corporation	91,378	91,378
Westpac Bank	35,529	35,529
Total balance held in trust	126,907	126,907
Other Balances		
CSC Reserves	11,070,235	11,070,235
CSC Provisions	2,580,624	2,568,274
Net of Contract Assets and Liabilities	9,231,976	13,818,992
Total balance reserves, provisions and contract liabilities	22,882,834	27,457,501
QTC Borrowings		
Karumba Sewerage	1,785,763	1,776,495
Normanton Water Upgrade	982,656	977,666
Glenore Weir	4,616,921	4,601,677
Total balance QTC borrowings	7,385,341	7,355,838
Net Council Position	-17,771,204	-17,511,689

CASH

Cash	July	August	September	October	November	December	January	February	March	April	May	June
2019	\$10,624,212.00	\$8,210,979.00	\$10,052,874.00	\$9,230,314.00	\$13,365,287.00	\$15,294,953.00	\$13,866,629.00	\$16,004,746.00	\$16,406,721.00	\$14,429,103.00	\$12,076,778.00	\$13,940,891.00
2020	\$12,280,567.00	\$6,538,396.00	\$7,802,385.00	\$17,986,246.00	\$16,045,726.00	\$14,253,941.00	\$11,534,551.00	\$17,310,350.00	\$26,505,321.00	\$27,149,119.00	\$23,891,105.00	\$19,895,041.00
2021	\$12,668,763.00	\$7,267,828.00	\$32,799,197.00	\$29,061,031.00	\$28,569,461.00	\$32,701,782.00	\$29,755,429.00	\$28,656,349.42	\$37,318,356.00	\$34,226,338.00	\$32,854,549.00	\$36,769,988.00
2022	\$29,066,133.00	\$27,305,252.00	\$18,876,147.00	\$17,306,164.00								



[illegible]

GRANTS2002	Tyre Shredding at Normanton Landfill (DOSMIP)	DOE	DES	01-Jul-20	30-Nov-21	30-Jun-21	330,000	195,000	0	135,000	123,401	206,600	191,456	0	191,456	
LIB001	Community Childcare Fund - Open Competitive Act	DCS	AG	01-Jul-19	30-Jun-23		375,000	375,000	0	0	0	75,000	0	0	0	
	Apprenticeships/Traineeship x 3	CEO	Quid	01-Jul-21	30-Jun-22		45,000	45,000	0	0		45,000	0	0	0	
	RADP - Regional Arts Development Fund - Priorities identified by Committee	DCS	AQ	01-Jul-21	30-Jun-22		29,500	24,500	0	5,000		29,500	0	0	0	
	Libraries - First 5 Forever	DCS	SLQ	01-Jul-21	30-Jun-22		4,249	4,249	0	0	9,405	4,249	0	0	0	
	Illegal Dumping Grant	DCS	FINOROC	27-Jul-20	30-Nov-21	30-Nov-21	123,000	123,000	0	0	2,476	86,000	13,931	15,188	29,119	
450432																
RMPFC	RMPFC - Road Maintenance Performance Contracts	DOE	TMR	01-Jul-21	30-Jun-22		1,836,000	2,040,000	0	-204,000	1,177,281	1,836,000				
RMPCS9A2	TMR 88A Karumba Development Road	DOE	TMR										38,771	0	38,771	
RMPCS9A1	TMR 89A Burke Development Road	DOE	TMR										290,696	0	290,696	
RMPCS992	TMR 89B Burke Development Road (Sealed)	DOE	TMR										12,584	0	12,584	
RMPCS2A2	TMR 92A Gulf Development Road	DOE	TMR										12,066	0	12,066	
RMPCS9BU3	T898BU TMR 89B Burke Development Road (Unsealed)	DOE	TMR										50,442	0	50,442	
TMR84A21	Emergent Works - TMR	DOE														
TMR84A21	Tmr 2021 Emergent Works 84A	DOE											16,381	0	16,381	
TMR89A21	Tmr 2021 Emergent Works 89A	DOE											2,345	0	2,345	
TMR899A21	Tmr 2021 Emergent Works 89B	DOE											1,239,884	21,807	1,251,691	
TMR065	Recoverable Works - TMR - Projects	DOE	TMR	01-Jul-21	30-Jun-22		7,200,000	8,000,000	0	-800,000	13,118,858	7,200,000				
	CN16065 - 89A Walkers Bend Pavement and Culvert Works	DOE	TMR										885,167	0	885,167	
	CN16067 - 89A Bang Bang Pavement Works	DOE	TMR										779,755	150,240	929,995	
	89B Pave and Seal Stage 3 (CN-17218)	DOE	TMR										852,670	1,174,024	2,026,694	
	CN16288-89B Pavement and Seal Works Stage 2	DOE	TMR										35,201	0	35,201	
TMR238	CN-15388 89B Paving and Sealing (Ntn to Dimbulah) CN 30.68 to	DOE	TMR										18,899	26,400	45,299	
TMR386	Recoverable Works - TMR - Lilyvale Subdivision Slipplane	DOE	TMR											0	0	
LRC1P7	TIDS - 89B Culvert	DOE	LRC1P											0	0	
LIB004	Mental Health	DCS														
CEN2201	Funny Nummies	DCS	TMR	01-Jul-21	30-Jun-22		400,000	400,000	0	0		400,000	0	0	0	
CEN2202	Linu Orig	DCS					75,000	75,000	0	0	384	75,000	5,915	0	5,915	
OPEX1203	Move It NO	DCS		01-Jul-21	30-Jun-22		10,320	10,320	0	0		10,320	0	0	0	
	ICT Projects from the Strategy	DCS	CSC	01-Jul-21	30-Jun-22		30,000	0	0	30,000		30,000	0	0	0	
	ICT Governance Framework	DCS	CSC	01-Aug-21	30-Sep-21		75,000	0	0	75,000		75,000	13,000	0	13,000	
	Asset Management Plan	CEO	CSC	01-Jul-21	31-Dec-21		15,000	0	0	15,000		15,000	0	0	0	
	Revenue Review - Water Charges	DCS	CSC	15-Oct-21	31-Mar-22		30,000	0	0	30,000		30,000	0	0	0	
OP1201	Risk Management - Strategic and Operational Risk Registers	DCS	CSC	01-Nov-21	30-Jun-22		10,000	0	0			10,000	0	0	0	
OP1203	Develop and Implement a Youth Strategy for the Shire	DCS	CSC	01-Jul-21	30-Jun-22		20,000	0	0	20,000		20,000	0	0	0	
OP1202	Long-Term Financial Sustainability Strategy	CEO	CSC	01-Oct-21	30-Jun-22		0	0	0	20,000		20,000	0	0	0	
CN1120	Sisters of the North	DCS		01-Jul-21	30-Jun-22		11,000	11,000	0	0		11,000	1,549	36	1,585	
200634	Outback by the Sea Festival 2021	CEO	TEQ	01-Jul-21	10-Oct-21		69,000	10,000	9,000	50,000	108,989	69,000	0	0	0	
							10,765,063	11,390,069	9,000	-643,006	14,740,794	10,304,669	0	4,489,443	1,481,811	5,971,295

Carpentaria Shire Council - Capital Expenditure Budget - 2021-2022

Job No	Project Description	Type	Project Expense Budget	Project Funding Sources				Actuals from Prior Years	Original Budget 2021-2022	Grant 2021-2022	Asset Sale / Trade-in 2022	Council Contribution 2021-2022	Additional Items 2021-2022	YTD Expenses 2021-2022	Committed Orders	Total Expenses 2021-2022
				Project Grant Funding	Asset Sale / Trade-in	Councils Contribution to Project										
QRRR1	Disaster Coordination Centre - Construct, Demolish Depot Shed	R	426,259	376,259	0	50,000		0	426,259	376,259	0	50,000		0	6,000	6,000
CO2106	John Henry Oval - New Change Rooms/3 Bay Shed/Undercover Area	U	900,000	900,000	0	0		0	900,000	900,000	0	0		355,419	422,773	778,192
CP2101	PA138 - Graco Linelazer IV 250SPS (linemarket)	R	36,000	0	0	36,000		0	30,000	0	0	30,000		0	0	0
CP2102	CATERPILLAR 140M MOTOR GRADER (Skid P3018 & P3131)	R	516,000	0	320,000	196,000		0	516,000	0	320,000	196,000		516,252	0	516,252
CP2115	P1673 - Toyota Landcruiser Prado GXI Wagon (M Picking)	R	0	0	30,000	-30,000		0	0	0	30,000	-30,000		0	0	0
CP2104	P1653 - Toyota Hilux Single Cab - Electrician	R	62,370	0	15,000	47,370		0	62,370	0	15,000	47,370		0	62,370	62,370
CP2119	P1680 - Toyota Hilux SR Dual Cab 4x4 Utility	R	60,000	0	15,000	45,000		0	60,000	0	15,000	45,000		187	0	187
CP2112	P1665 - Toyota Landcruiser Single Cab Workmate - Plumber	R	78,000	0	25,000	53,000		0	78,000	0	25,000	53,000		87,346	0	87,346
CP2116	P1770 - Ford Ranger Extra Cab 4x4 Utility - Local Laws Works	R	56,890	0	15,000	41,890		0	56,890	0	15,000	41,890		53,409	0	53,409
CP2117	P1604 - Toyota Hilux SR Dual Cab 4x4 Utility - Engineer	R	78,000	0	15,000	63,000		0	78,000	0	15,000	63,000		58,426	0	58,426
CP2114	P1605 - Toyota Hilux SR 4x4 Single Cab Utility - Carpenter	R	72,273	0	7,000	65,273		0	72,273	0	7,000	65,273		72,265	0	72,265
CP2113	P1568 - Toyota Hilux SR DC Styleside Ute - WPHS	R	58,726	0	5,000	53,726		0	58,726	0	5,000	53,726		58,720	0	58,720
CP2120	P1608 - Toyota Landcruiser Workmate Utility - Workshop	R	72,745	0	5,000	67,745		0	72,745	0	5,000	67,745		72,737	0	72,737
CP2107	P1781 - Toyota Hilux SR TD 4x4 Dual Cab Utility - Foreman	R	59,438	0	0	59,438		0	59,438	0	0	59,438		59,432	0	59,432
CP2108	P1769 - Toyota Hilux SR TD 4x4 Dual Cab Utility - Foreman	R	59,438	0	0	59,438		0	59,438	0	0	59,438		59,432	0	59,432
CP2109	P1750 - Toyota Hilux SR 4x4 Dual Cab Utility - Foreman	R	59,438	0	8,000	51,438		0	59,438	0	8,000	51,438		59,432	0	59,432
CP2110	P1771 - Toyota Hilux SR 4x4 Dual Cab Utility - Foreman	R	59,438	0	8,000	51,438		0	59,438	0	8,000	51,438		59,432	0	59,432
CP2111	P1774 - Toyota Hilux SR TD 4x4 Dual Cab Utility - Foreman	R	59,438	0	8,000	51,438		0	59,438	0	8,000	51,438		59,432	0	59,432
CP2118	PA4016 - Jacobsen R-311T Wide area Mower	R	60,000	0	6,000	54,000		0	60,000	0	6,000	54,000		0	0	0
	PA4013 - Kubota F3680 Front Deck Mower	R	60,000	0	6,000	54,000		0	60,000	0	6,000	54,000		0	0	0
	P1772 - Toyota Landcruiser Dual Cab - Mayor	R	80,751	0	45,000	35,751		0	80,751	0	45,000	35,751		79,712	0	79,712
	PE500 Cardboard Shredder - Karumba Transfer St	R	0	0	7,000	-7,000		0	0	0	7,000	-7,000		0	0	0
	PA139 Vermeer BC1200XL Wood Chipper	R	0	0	6,000	-6,000		0	0	0	6,000	-6,000		0	0	0
	PA136 Caterpillar 936E Landfill Compactor	R	0	0	13,000	-13,000		0	0	0	13,000	-13,000		0	0	0
	New Forklift - Karumba Sewerage Treatment Plant	N	60,000	0	0	60,000		0	60,000	0	0	60,000		0	0	0
CR2102	Garbage Truck (disposal) Fleet Budget 2021-2022 (Priorities to be identified) Normanton-Burketown Seal Project 11/12 CSC 0017 1819E REC (Prev CR2004)	U	500,000	0	100,000	400,000		10,260	500,000	0	100,000	400,000	0	2,990,235	118,176	3,108,411
			744,059	717,649	0	26,410			744,059	717,649	0	26,410				

Carpentaria Shire Council - Capital Expenditure Budget - 2021-2022

Job No	Project Description	Type	Project Funding Sources				Actuals from Prior Years	Original Budget 2021-2022	Grant 2021-2022	Asset Sale / Trade-in 2021	Council Contribution 2021-2022	Additional Items 2021-2022	YTD Expenses 2021-2022	Committed Orders	Total Expenses 2021-2022
			Project Expense Budget	Project Grant Funding	Asset Sale / Trade-in	Councils Contrib'n to Project									
CR2103	Normanton-Burketown Seal Project 13 CSC 0016.1819E REC (Prev CR2003)	U	2,657,714	2,549,004	0	108,710	4,893	2,657,714	2,549,004	0	108,710		412,770	23,336	436,106
CW1902	Glenore Weir Rectification Stage 2 (UGSP)	U	2,800,000	1,680,000	0	1,120,000	1,540,756	1,500,000	900,000	0	600,000		230,982	65,334	296,317
CRBP2001	De-silting of Sewerage Lagoon (NDRP)	U	974,558	974,558	0	0	533	974,558	974,558	0	0		773,350	19,320	792,670
CRBP2002	Replace Damaged Manholes	R	8,000	6,000	0	2,000	0	8,000	6,000	0	2,000		7,091	0	7,091
CW2007	BBRF - Raw Water Irrigation	N	906,000	679,500	0	226,500	759,213	187,000	112,200	0	74,800		145,500	44,800	190,300
LRCP9	Karumba Pool Filtration Pumps (Replace existing pumps to increase efficiency)	R	20,000	20,000	0	0	0	20,000	20,000	0	0		10,164	885	11,049
WQ2201	Town Beautification - Landsborough St Development	N	200,000	200,000	0	0	0	10,000	10,000	0	0		0	0	0
WQ2202	Town Beautification - School Dam Precinct Development	N	300,000	300,000	0	0	0	5,000	5,000	0	0		3,843	0	3,843
WQ2203	Council Staff Housing - Renewals - Prioritised per condition assessments	R	400,000	400,000	0	0	0	135,000	135,000	0	0		0	0	0
WQ2204	Onsite Chlorine Generators - Normanton & Karumba Pools	U	320,000	320,000	0	0	0	320,000	320,000	0	0		0	0	0
WQ2205	Water Treatment Plant Controls/Monitoring - Priorities to be established	R	180,000	180,000	0	0	0	15,000	15,000	0	0		10,107	0	10,107
WQ2206	Karumba Airport Power Supply Upgrade	U	60,000	60,000	0	0	0	60,000	60,000	0	0		14,993	2,994	17,986
WQ2207	Water Treatment Plant - Normanton - Reservoir Repairs	R	210,000	210,000	0	0	0	0	0	0	0		0	0	0
RRF001	Glenore Weir Emergency Intake and Infrastructure	R	320,000	320,000	0	0	0	320,000	320,000	0	0		100,000	101,160	201,160
RRF002	Karumba Water Tower/Reservoirs On site Chlorine Generator	U	180,000	180,000	0	0	0	180,000	180,000	0	0		0	0	0
RRF003	Normanton Water Treatment Plant - Study & Design (increase potable supply)	N	40,000	40,000	0	0	0	40,000	40,000	0	0		0	2,750	2,750
RRF004	Karumba Sewerage System - System Review & Master Plan	N	80,000	80,000	0	0	0	10,000	10,000	0	0		0	34,630	34,630
RRF005	Water Treatment Plant - Normanton - Diversion of Pipework to improve operational efficiency	N	150,000	150,000	0	0	0	0	0	0	0		0	0	0
RRF006	Karumba Airport Weather Station	N	87,000	87,000	0	0	0	0	0	0	0		0	0	0
CR2104	Gilbert Street Portoon Repairs	R	15,000	0	0	15,000	0	15,000	0	0	15,000		0	0	0
CR2105	Disability Access Normanton - Footpaths	R	60,000	0	0	60,000	0	60,000	0	0	60,000		1,770	0	1,770
CR2106	Disability Access Karumba - Footpaths	R	45,000	0	0	45,000	0	45,000	0	0	45,000		0	0	0
CR2108	ATSI TTDS Dunbar Kowanyama Road Floodway	U	925,000	925,000	0	0	412,628	844,600	844,600	0	0		512,384	0	512,384
LRCP5	Normanton Entry Signage (Similar to Karumba Signage)	N	55,000	55,000	0	0	13,500	41,500	0	0	41,500		41,064	0	41,064
LRCP6	Shire Office - External Repaint	R	108,000	50,000	0	58,000	0	108,000	51,585	0	56,415		0	0	0
CP2201	Shire Office - Photocopier	R	17,000	0	0	17,000	0	17,000	0	0	17,000		16,547	0	16,547
	Roads of Strategic Importance (Ntn to Burketown Rd)	U	0	0	0	0	0	0	0	0	0		0	0	0
	(Sealing)	U	0	0	0	0	0	0	0	0	0		0	0	0
RR2201	TTDS/RR/Council - Normanton to Burketown - Sealing Works	U	1,820,000	1,621,924	0	198,076	0	1,820,000	1,621,904	0	198,096		1,671,076	1,782	1,672,858

Carpentaria Shire Council - Capital Expenditure Budget - 2021-2022

Job No	Project Description	Type	Project Funding Sources				Actuals from Prior Years	Original Budget 2021-2022	Grant 2021-2022	Asset Sale / Trade-in 2021-2022	Council Contribution 2021-2022	Additional Items 2021-2022	YTD Expenses 2021-2022	Committed Orders	Total Expenses 2021-2022
			Project Expense Budget	Project Grant Funding	Asset Sale / Trade-in	Councils Contribution to Project									
CR2201	Magnificent Creek (Plains Creek) Causeway Upgrade	U	975,000	975,000	0	0	0	975,000	975,000	0	0	0	974,596	10,320	984,916
	Kovenyama Rd														
CL1801	Ulvale Subdivision Stage 1	N	1,500,000	0	1,500,000	0	0	1,500,000	0	1,500,000	0	0	28,112	0	28,112
New	Water Infrastructure	N											0	0	0
New	Road Construction - Access Road	N											0	0	0
New	Normanton Stormwater Upgrade	U	228,882	218,882		10,000	0					228,882	0	0	0
New	Karumba Point Shoreline	U	530,000	500,000		30,000	0					530,000	0	0	0
			20,467,171	14,775,776	2,184,000	3,507,395	2,741,785	16,157,389	11,143,759	2,184,000	2,829,630	758,882	9,595,614	992,385	10,587,999
Capital Expenditure by Asset Class			Project Expense Budget	Project Grant Funding	Asset Sale / Trade-in	Councils Contribution to Project		Original Budget 2021-2022	Grant 2021-2022	Asset Sale / Trade-in 2021-2022	Council Contribution 2021-2022				
Roads			7,226,773	6,788,577	0	438,196		7,146,573	6,708,157	0	438,216				
Plant and Equipment			2,241,699	0	684,000	1,551,699		2,235,699	0	684,000	1,551,699				
Land			1,500,000	0	1,500,000	0		1,500,000	0	1,500,000	0				
Sewer			1,291,440	1,279,440	0	12,000		992,558	990,558	0	2,000				
Water			4,786,000	3,439,500	0	1,346,500		2,242,000	1,567,200	0	674,800				
Other			2,427,000	2,382,000	0	45,000		1,311,500	1,255,000	0	56,500				
Buildings			994,259	886,259	0	108,000		729,259	622,844	0	106,415				
			20,467,171	14,775,776	2,184,000	3,507,395		16,157,389	11,143,759	2,184,000	2,829,630				
Capital Expenditure by Type			Project Expense Budget	Project Grant Funding	Asset Sale / Trade-in	Councils Contribution to Project		Original Budget 2021-2022	Grant 2021-2022	Asset Sale / Trade-in 2021-2022	Council Contribution 2021-2022				
U			12,585,213	11,122,017	0	1,465,196		10,975,931	10,042,715	0	933,216				
N			3,908,000	2,091,500	1,500,000	316,500		1,853,500	177,200	1,500,000	176,300				
R			3,973,958	1,562,259	684,000	1,727,699		3,327,958	923,844	684,000	1,720,114				
			20,467,171	14,775,776	2,184,000	3,507,395		16,157,389	11,143,759	2,184,000	2,829,630				

BUSINESS PAPERS

10.3 COMMUNITY DEVELOPMENT REPORT

Attachments:	NIL
Author:	Cherie Schafer - Manager Economic & Community Development
Date:	3 December 2021
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. note the Community Development Report; and
2. that those matters not covered by resolution be noted.

1. MATTERS FOR INFORMATION:

The 2021/2022 budget was adopted at the 30 June 2021 Special Meeting. The report below includes transactions to the end of the previous month, but there are no budgetary concerns at this time.

The budget below is included for review. Whilst some areas appear to be overspent such as Recreational Sports Centre with a budget of \$21,000 and expenditure to date of \$78,377', the is sufficient budget of \$570,000 in the Sports and Recreation area to offset this expenditure.

The Child Care Centre is also on track to exceed the budget allocation. User fees and charges for the user pays services were increased this year to move towards cost recovery of these services, except libraries.

BUSINESS PAPERS

Row Labels	Sum of Original Budget	Sum of YTD Actual	Sum of Order Value	Sum of Total Actual
Operating Expenditure				
Arts & Culture	29,500	14,960	4,600	19,560
Child Care	729,317	175,471	0	175,471
Community Development	249,821	58,317	474	58,791
Community Donations	97,500	52,375	0	52,375
Community Events	120,320	12,886	1,434	14,320
Cultural & Natural Heritage	108,500	4,059	0	4,059
Gym	146,000	12,596	3,323	15,919
Halls	188,000	52,597	8,841	61,437
Libraries	228,866	49,889	0	49,889
Recreational Sports Centre	21,000	73,403	4,974	78,377
Rodeo Grounds	110,500	25,867	3,660	29,527
Sports & Recreation	570,000	843	0	843
Swimming Pools	630,592	110,857	13,999	124,856
Operating Expenditure Total	3,229,916	644,119	41,305	685,424
Operating Income				
Arts & Culture	-24,500	-46,773	0	-46,773
Cemeteries	0	-955	0	-955
Child Care	-335,000	-201,366	0	-201,366
Community Events	-96,320	-2,944	0	-2,944
Cultural & Natural Heritage	0	-41	0	-41
Gym	-20,000	-26,377	0	-26,377
Halls	-14,000	-23,681	0	-23,681
Libraries	-5,749	-7,051	0	-7,051
Rodeo Grounds	-3,000	0	0	0
Sports & Recreation	0	-34,285	0	-34,285
Swimming Pools	-20,000	-5,674	1,091	-4,583
Operating Income Total	-518,569	-349,147	1,091	-348,056
Grand Total	2,711,347	294,973	42,396	337,369

1.1 Normanton and Karumba Library Statistics

- This month saw the installation of three brolgas which were installed hanging from the ceiling of the Library end of the facility. The Brolgas have been installed in a way that they move and change direction with the air circulation in the facility. This was an RADF project completed earlier in the year and has just been waiting for the installation to take place.
- The Visitor Information Centre in Normanton has had some minor works take place this month with the removal of the glass panels situated between the library and VIC area. With the removal of the panels, it opens the centre creating a nice flow between the two spaces.
- Council has advertised the weekly activities run from the Normanton library to increase attendance. The activity attendance has reduced over this month with participants expressing it is too hot to leave the house. The activities included:
 - First 5 Forever reading program
 - Book Club
 - Pop Culture/short films

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1.2 Normanton and Karumba Pool Statistics

Statistics and general information for the Normanton and Karumba Pools for the month of November have been provided in the table below.

Presently Council's operating hours for both pools are 3pm to 6pm seven days a week including school holidays and will continue to do so over the December/January period.

Council is in the process of putting out and expression of Interest (EOI) looking for a contractor to take over the management of the pools. The EOI is due to be published before the Christmas shut down period for a period of a month.

Monthly Statical report	Karumba		Normanton	
	3pm-6pm 7 days a week		3pm – 6pm 5 Days a week	
	October	November	October	November
Adults	152	142	37	69
youth	159	95	275	418
Total	311	237	312	487

1.3 Normanton Childcare

The Normanton Childcare Centre provides an important service to the community and is operated by Council Monday to Friday from 7.30am to 5.30pm. Updates around this month's activities are as per below:

- This month seen the graduation of the children who will be moving onto prep in 2022.

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- The older children have been working on school readiness skills over the past few months. The children have been working on writing their names, learning the Alphabet, and reducing their sleep times.
- The Childcare Christmas Party is due to be held 7th December this year at the childcare.

1.4 Community Donations approved under the CEO delegation

Council receives numerous requests for donations throughout the year to assist not for profit community groups with their sporting activities/community events. Council has advertised round two for events to be held between January and July 2022. Applications will be tabled during the January Council meeting.

A table of previously approved donation requests and total costings are listed below for review.

Acct Code	Account	Actual
14002310	Community Donations - In Kind Support budget	\$96,000.00
IK1000	In Kind - Bynoe	\$ 8,691.56
IK1020	In Kind - Country Womans Association	\$ 1,418.18
IK1040	In Kind - Gulf Christian College	\$ 6,997.92
IK1070	In Kind - Karumba Recreation Club	\$ 1,409.09
IK1080	In Kind - Karumba State School	\$ 21.82
IK1120	In Kind - Normanton Rodeo	\$ 1,609.44
IK1130	In Kind - Normanton State School	\$ 6,809.44
IK1140	In Kind - Normanton Stingers	\$ 6,698.59
IK1200	In Kind - Normanton Cricket Club	\$ 2,727.27
IK1230	In Kind - Kurtijar Aboriginal Corporation	\$ 153.44
IK1250	In Kind - Riverside Christian College	\$ 1,136.36
IK1252	In Kind - Junior Rugby League	\$ 3,580.00
IK1254	In Kind - Go Gulf	\$ 354.55
IK1258	In Kind - Normanton Athletics Club	\$ 3,418.18
IK1259	In Kind - Karumba Social Netball	\$ 2,727.27
IK1260	In Kind - Mount Isa School of the Air	\$ 2,604.54
IK1263	In Kind - Normanton Hope	\$ 272.73
IK1268	In Kind - Savannah Guides Limited	\$ 970.00
IK1290	In Kind - Karumba Markets Chair Installation	\$ 347.00
IK1558	In Kind - Mounigibi Buddaries	\$ 227.27
IK1559	In Kind - Department of Seniors and Disability Services	\$ 354.55
IK1660	In Kind - Normanton Arts Council	\$ 527.27
IK1661	In Kind - Queenslanders with Disability Network	\$ 881.82
IK1662	In Kind - Gulf Savanna NRM	\$ 709.10
	* Total *	\$54,647.39
	Remaining Budget	\$41,352.61

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1.5 General updates

Events organised by Council in November:

- *Seniors Christmas Lunch:* The Senior Christmas lunch was well attended with residence receiving a hot roast lunch followed by desert and prizes. The Normanton Gulf Christian Colledge littlies did a Christmas performance and Mrs Ester sang Christmas songs. Older students from both the Gulf Christian Colledge and Normanton State School assisted with table service and cleaning up which was much appreciated.
- *Remembrance Day:* Remembrance Day was run again this year in both Normanton and Karumba for the communities. As this event is during the heat of the day the services were kept to around 20 to 30 minutes to avoid spectators overheating.
- *Regions Rising:* The Regions rising event was hosted by Regional Development Australia Townsville (RDA), however Council officers assisted with organising the event locally which included setting and packing up. This event was of great benefit for the Businesses that attended with positive feedback overall.
- *Practically Preparing for the Unimageable workshop:* This event was run by CQ University to get discussion happening around guidelines and strategies to assist supporting organisation before and during a disaster. As this event was notified to Council only a few days out from the event Council contacted as many organisations as possible to notify them of the event.

Upcoming Events:

Carpentaria Youth Christmas Party: Due to be held 13th December at the Normanton Sports Centre. This event has been funded by Sisters of the North, New Century Mines, Save the Children, Carpentaria Shire Council and Bynoe CACS Ltd.

The event is always popular with an estimate of 120 youth and families attending. There will be a lolly drop, a visit from Santa who will be giving each child a gift and photo opportunity. Meals and drinks will be provided with either a disco or movie night to complete the event.

Light up our Community Christmas Lights Competition: has been advertised again for 2021 with categories including Residential Display, Commercial Display and Community Group Display. Members of the Shire are not required to nominate for this event and judging will take place late December.

Australia Day 2022: will be hosted at the Karumba Civic Centre in 2022. Nomination forms are out now, displayed in business in the Shire as well as on Council's website. Council has applied for funding to enhance the Australia Day Celebrations and ensure that it is run in a COVID safe manner.

John Henry Oval upgrades:

The Carpentaria Shire Council was awarded funding to build a new amenities block/change rooms, three-bay storage shed for not-for-profit sporting groups to use and build an undercover area on the railway side of the football field for players to sit during games days.

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The works started in October and are due to be completed in late December. Due to some of the materials being on back order for some time, in particular the three-bay shed Council requested an extension on the completion date which has been approved.

Youth continue to vandalise the building however this has reduced to smaller scale damage such as mixing mud and other left over cement residue on the ground and splattering it over the paint work.

Below shows pictures of the building as of 1 December 2021 and one picture of damage done to ceiling in each of the rooms of the building. This damage was done last month by the youth.

Ceiling damage caused by vandalism.



Pictures showing stage of completion to date, below.



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Savannah Way Arts Trail:

CQ University Australia's Manager Patty Preece and the successful Artist visited the Normanton and Karumba community to do the first round of community consultation to get ideas around the sculpture to be produced.

The artist is looking to come back to the Shire two more times to do consultation before providing a sculpture design for final approval.

It was suggested for their next visit that rather than hosting an arts workshop that the group make appointment to visit organisations and do consultation. Examples provided included Bynoe, the schools, The traditional owner groups, and Council to name a few. This will

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possibly have a better result and gain a broader range of feedback around sculptor ideas for the communities.

Any community members wishing to give feedback may contact Council for more information.

Normanton Town History Walk signs:

Council is seeking quotes to replace the Normanton Town History Walk signs as it is coming up to 7 years since these were last replaced.

Once quotes are obtained a Heritage meeting will be called with the committee to see if they would like to make any changes before the signs are ordered. The signs will not be installed until March/April to avoid some of the new signs going under water during the wet season.

Consultation (Internal/External):

- Mark Crawley - Chief Executive Officer
- Julianne Meier - Director Corporate Services
- Jade Nacario – Manager of Economic and Community Services

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.

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11 REPORTS FROM DIRECTOR OF ENGINEERING - ROADS & SERVICES

11.1 DOE REPORT

Attachments: NIL

Author: Michael Wanrooy - Director of Engineering

Date: 3 December 2021

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 and note the Director of Engineering Report as presented; and
2. that those matters not covered by resolution be noted.

1. Actions Arising from Previous Meetings

Reference	Action	Status
1/11/2018	Investigate and prepare a report including scope of works and estimate of costs to reinstate the grid on the Old Croydon Road for Council's consideration. ➤ Put on Works Program	In Progress
9/12/20	Install "No boat trailer" signs along Massey Drive to Clarina Street ➤ Terry Casey's crew to install	In Progress
17/03/21	Install bin at Corduroy ➤ Terry's crew to install	In Progress
18/08/21	Mr Gurney informed of erosion along the fence line at the Airport and that CASA will be in Normanton next month. ➤ Erosions will be repaired prior to Christmas. A joint inspection was held between Council's Engineers, Works Manager and the Normanton ARO to discuss repair methodology.	In Progress
October Meeting	Undertake a sign audit on Carpentaria LRRS network and present at December Meeting ➤ Audit is completed for Burketown Road. Iffley Road, Kowanyama Road and the Dunbar to Koolatah to Oriners Road are being	In Progress

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Reference	Action	Status
	arranged for audits.	

2. Miscellaneous Projects

- 2.1. CN-17218 - Pave and Seal AG Stimulus Package 3 on 89B (Last remaining 4.8km section between the Karumba turnoff and Glencoe) – The stabiliser crew under supervisor Shaun Henry is undertaking this project. They have completed profiling and shaping the entire subgrade works. All the gravel required for the new pavement layer have been carted to site and spread out onto the road. Four kilometres of new 200mm deep cement stabilised pavement have been constructed, have passed the compaction testing and is ready for bitumen seal. The remaining 800m of pavement requiring cement stabilisation will be completed by 7 December. Heavy storms in the area are affecting current works. Sealing has been programmed for 14 December. After 7 December the crew will move onto the Lilyvale subdivision to undertake the intersection works.
- 2.2. CN-17815 - 2021 DRFA works on 89B Ch. 0 to Ch. 180 have started under supervisor John Person. They will be working from Normanton to Walkers Creek and then working their way to the Chillagoe boundary. They are currently between the Glencoe turnoff and the Gilbert River after completing the shoulder scour at the edge of the existing bitumen section before the Glencoe turnoff. We have cancelled the works by another crew that has been assigned to work their way back to Normanton from the Chillagoe boundary due to major storms and flooding.
- 2.3. Terry's crew are installing signs and guideposts on the State Controlled Roads.
- 2.4. ATSI-TIDS Magnificent Creek Overflow (Topsy Creek) Crossing upgrade on the Dunbar Kowanyama Road have started and work has progressed well with nearly 95% of works complete. The approach slab, deck and cast-in-situ culvert are complete. Signage is currently being installed.
- 2.5. Update on Lilyvale Industrial Subdivision – Intersection road works are intended to commence 7 December with sealing during the next Boral visit on 14-16 December. All approvals from TMR are in place.

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Table: TMR Projects progress report for 2021 – 2022

Projects	Value	Claimed	Progress
2019 TMR DRFA REPA Works on 84A, 89A, 89B and 92A - Total Value \$2,146,085.20, claimed to June 2021 \$1997,841.66	\$ 148,243.54	\$ 148,243.54	100% completed
ATSI TIDS - Dunbar Creek - New Causeway and approach on the Kowanyama Road - Total Value \$925,000, claimed to June 2021 \$157,430.12	\$ 767,569.88	\$ 767,569.88	100% completed
89B CN-15386 Aus. Government Stimulus - Ch. 30680 - Ch. 35800 - Total Value \$2,215,489.68, claimed to June 2021 \$2,090,163.68	\$ 125,326.00	\$ 125,326.00	100% Completed
2021 TMR Emergent Works - Total Value \$1,450,000, claimed to June 2021 \$336,225.13	\$ 1,113,774.87	\$ 1,113,774.87	100% Completed
Additional 2021 TMR Emergent variation approved.	\$ 591,532.71	\$ 591,532.71	100% Completed
89B – CN16288 Aus. Government Stimulus - Ch. 35800 - Ch. 40800- Total Value \$2,387,935.00, claimed to June 2021 \$1,372,600.00	\$ 1,015,335.00	\$ 1,015,335.00	100% Completed
89A – CN16065 (North and South Approach of Flinders River)- Total Value \$5,433,960.70, claimed to June 2021 \$4,812,778.69	\$ 621,182.01	\$ 621,182.01	100% Completed
89A – CN1607 (Donors Hill, Approx. 130km south of Normanton) - Total Value \$4,516,126.80, claimed to June 2021 \$3,999,438.60	\$ 439,205.20	\$ 439,205.20	100% Completed
89A – Variation to CN1607 (Augustus Downs Intersection seal upgrade)- Total Value \$374,838, claimed to June 2021 \$262,386.60	\$ 112,451.40	\$ 112,451.40	100% completed
2021 - 2022 RMPC	\$2,044,550.00	\$1,077,843.00	Work in progress Dec Claims being prepared
2020 - 2021 TIDS (TMR Contribution) - Burketown Road Sealing	\$910,000.00	\$823,061.08	100% Completed Claims being Prepared

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ATSI-TIDS Magnificent Creek	\$989,212.00	\$974,596.09	Work in progress Signage and fish baffles left
TIDS - 2/1200x450 new culverts at gully 1 to 2km past the Gilbert River	\$67,000.00		
CN-17673 Pedestrian Crossing at Stop Shop	\$439,913.10		Contract Signed
CN-17218 - Pave and Seal AG Stimulus Package 3 on 89B (Last remaining 4.8km section between the Karumba turnoff and Glenco)	\$2,458,065.00	\$1,364,875.00	Estimating Bit. 14th Dec
CN-17815 - 2021 DRFA works on 89B Ch. 0 to Ch. 180	\$2,551,476.10	\$306,558.40	Work in progress Claims being prepared
Variation to CN-17815 - 2021 DRFA works on 89B Ch. 180 to Ch. 303	\$606,412.60		New Entry
CN-17937 - Pave and Seal AG Stimulus Package 4 on 89B (Ch.63.49 to 69.37) approx. 6km past the Glenco turnoff	\$2,924,640.60		Not Started
Total	\$ 17,925,890.01	\$ 9,481,554.18	53%

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Photo: 2021 DRFA repairing flood erosion at shoulder on 89B



Photo: 2021 DRFA works on 89B

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Photo: Pave and Seal AG Stimulus Package 4 on 89B - New 10m grid on 89B



Photo: Pave and Seal AG Stimulus Package 4 on 89B Cement Stabilisation Works

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Photo: Pave and Seal AG Stimulus Package 4 on 89B Cement Stabilisation Works



Photo: Pad and electrical meter box installed at Karumba Aerodrome for AVGas Bowser.

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Photo: New Hanger at Karumba Aerodrome



Photo: ATSI-TIDS - Magnificent Creek Overflow (Topsy Ck) – Finished slab approach

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Photo: ATSI-TIDS - Magnificent Creek Overflow (Topsy Ck) – Completed Causeway

3. Update on Shire Flood Damage Works

3.1. DRFA construction season

- Karl Pickering's crew – They have completed the works on the Kowanyama Road which involved mixing, laying out and compacting the imported gravel. They have completed DRFA works between Koolatah and the Mitchell River crossing. The camp was returned to Normanton on 27 November.
- Colin Charger's crew – At the Dunbar Camp. The crew have laid out all the transported gravel on the Koolatah - Dixie Road but will not complete all the required works before Christmas. Early storms have affected progress and their main camp was returned to Normanton on 30 November. The only camp remaining at Dunbar is the grader/roller maintenance camp.
- Brenton Murray's crew – At the Alexandra Camp. They are mixing and laying gravel between Leichhardt and Augustus. Camp to return to Normanton on 10 December.
- Cameron Young's crew – Camp returned to Normanton. Working on the Broadwater back to the Croydon Road.

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- Gavin Delacour's crew – At the Iffley Camp. Working on the Iffley road from the Iffley Station turnoff northwards. The camp will return to Normanton on 8 December.

4. Trades Report

4.1. Plumbing

- Repaired water metres
- Shifted Council Camps to Normanton
- Installed eyewash and sprinkle line for Normanton Dump
- Fixed public toilets
- Replaced toilet system at the Normanton Sports Centre
- General plumbing maintenance in Normanton and Karumba

4.2. Carpentry

- General housing and property maintenance in Normanton and Karumba
- Normanton Shire Hall PA Cabinet
- 140 Yappar Street, Karumba – Replaced locks and installed 2 new doors
- Camp Shifts – Moved camps to Town.
- 34 Philp Street – repaired screen door locks and rollers
- Karumba Depot – repaired shed doors and locks
- Normanton Aerodrome – repaired locks.
- Normanton Depot - Cleaned out old trade shed and prepared for Auction

4.3. Electrical

- Water and Sewerage electrical maintenance at the WTP
- Shifting Council Camps to Town
- General housing and property maintenance in Normanton and Karumba
- Fire alarms/ smoke detectors (compliance)
- Treating Singapore ants in electrical boxes.
- Glenore Weir harmonic filter and flow meter installation
- Airbridge network inspections

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Photo: Glenore weir harmonic filter and flow meter

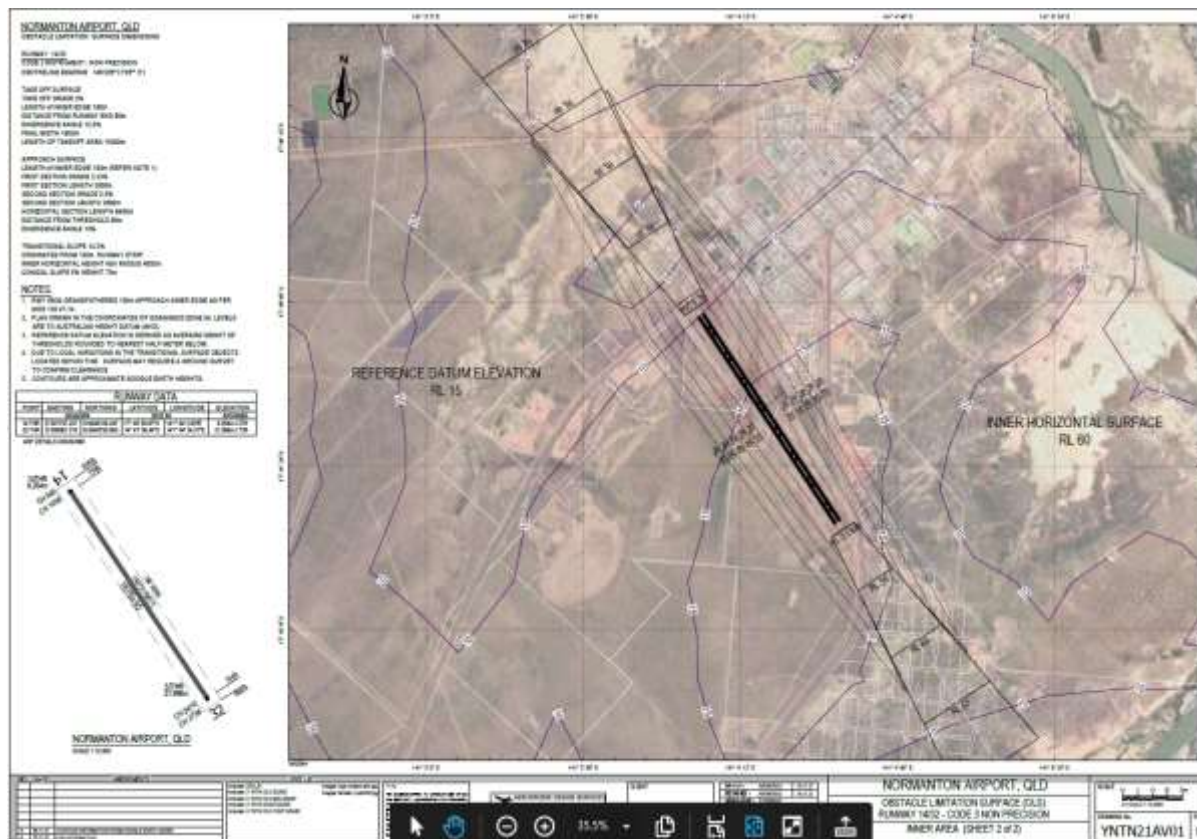
5. New Projects/Grant Applications

- 5.1. Council is working with TMR for a betterment package on 89B just past the Gilbert River of approximately 3.8km of new bitumen works.

6. Reports

- 6.1. Council has prepared an Obstacle Limitation Plan for the Normanton Aerodrome to determine if a future industrial estate is feasible at the southern end.

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- 6.2. Signage report for the Normanton - Burketown Road – A readable copy will be provided at the meeting
- 6.3. Disabled Parking Plans – readable copy will be provided at the meeting.

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6.4. Engineering Budget

Row Labels	Sum of Original Budget	Sum of YTD Actual	Sum of Order Value	Sum of Total Actual
Operating Expenditure				
Airports	352,782	91,291	37,544	128,834
Asset Management	46,000	35,523	33,713	69,236
Building Services	212,239	76,594	1,839	78,433
Depots & Workshop	563,826	234,308	30,352	264,660
Engineering Services	1,075,064	403,991	195,109	599,100
Fleet & Plant	-3,907,878	-1,755,468	1,001,599	-753,869
Main Roads (RMPC And Pw)	9,096,300	4,904,249	1,703,150	6,607,399
Parks & Gardens	1,244,181	317,447	3,683	321,130
Pensioner Housing	304,000	28,718	6,901	35,619
Private Works	-10,000	1,173	0	1,173
Public Conveniences	204,618	54,237	8,623	62,860
Quarries	83,000	108,163	0	108,163
Reserves	6,000	5,583	3,630	9,213
Road	6,078,811	407,783	39,190	446,973
Staff Housing	823,012	136,229	21,453	157,682
Town Planning	31,512	11,494	58,605	70,099
Operating Expenditure Total	16,203,467	5,061,314	3,145,391	8,206,705
Operating Income				
Airports	-230,000	-58,049	0	-58,049
Building Services	0	-5,120	0	-5,120
Fleet & Plant	-100,000	-17,258	0	-17,258
Main Roads (RMPC And Pw)	-10,107,000	-6,012,672	0	-6,012,672
Pensioner Housing	-63,000	-2,039	0	-2,039
Road	-1,043,000	-132,152	0	-132,152
Staff Housing	-410,000	-77,488	0	-77,488
Town Planning	-5,000	-2,325	0	-2,325
Operating Income Total	-11,958,000	-6,307,103	0	-6,307,103
Grand Total	4,245,467	-1,245,789	3,145,391	1,899,602

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11.2 NDRRA/QDRF REPORT

Attachments:	11.2.1. Appendix A - 2019 Expenditure Summary ↓ 11.2.2. Appendix B - QRA19 Completion Sketch ↓ 11.2.3. Appendix C - 2020 Expenditure Summary ↓ 11.2.4. Appendix D - QRA2020 Completion Sketch ↓ 11.2.5. Appendix E - Betterment Projects ↓ 11.2.6. Appendix F - EOT Approvals ↓
Author:	John Martin - Consultant Engineering
Date:	3 December 2021
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:

QRA19: The QRA19 project is approximately 99.0% complete. Construction on Dunbar - Kowanyama Road is now complete and expenditure is projected to align closely to the forecast budget. Deadlines for the QRA19 works are between September 30 and December 31, 2021.

QRA20: The QRA20 project is approximately 47.4% complete. Four (4) crews are currently working within the Shire with crews to be brought in progressively over the coming weeks for the end of season shutdown. Assets with both QRA19 and QRA20 scope have been programmed simultaneously where feasible to reduce camp and mobilisation costs. The QRA20 scope has a deadline of 30 June 2022. Work productivities have reduced due to wet weather days and reduced crew sizes.

QRA21: All assessments have been completed within the Shire. QRA have now approved Submission 4 (Far Northern Roads) and Council has received the prepayment. Submission 3 (Northern Roads) and Submission 5 (Koolatah – Dixie Road) have been lodged and an infield assessment for Submission 5 is currently in progress. The remaining roads will be progressively submitted to QRA. CDO and Emergency Works claims have been submitted to QRA for acquittal.

OTHER: The Desilting of the Normanton Sewerage Lagoons and Normanton to Burketown Road betterment projects (pavement and sealing) are now complete and undergoing the acquittal process. The Glenore Weir Scouring Project and the Monsoon Trough Flood Impact Study have been submitted to QRA for acquittal. Burke and Wills Monument Road has been acquitted and Council has received the final payment.

RECOMMENDATION:

That Council:

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

Background:

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2019 QRA Event

1. The QRA19 REPA submissions have a total RV of approx. \$68million (construction budget of \$54.2million).
2. Approximately 99.0% of the project has been completed with an estimated Expenditure Ratio of 1.01. Refer to Appendix A and B for construction progress.
3. Construction on Dunbar to Kowanyama Road is now complete ahead of the 31 December 2021 EOT deadline. Expenditure for the Dunbar to Kowanyama Road is projected to align closely to the forecast budget once lagging invoices and booking error adjustments are processed. Dunbar – Koolatah Road is currently under construction.
4. Extensions of time have been approved for six (6) QRA19 REPA submissions. The full list of projects is detailed in Appendix F.
5. Submission 3 (Construction RV approximately \$8.9million) was submitted to QRA for acquittal. During the audit process it was identified that not all booking errors identified in January November 2020 had been reallocated correctly. A full audit of the QRA19 project is underway and will be resubmitted for acquittal once all the booking errors are reallocated correctly.

2020 QRA Event

1. Four (4) REPA submissions have been approved with a total RV of \$48.7million (construction budget of \$38.2million).
2. Approximately 47.4% of the project has been completed with an estimated Expenditure Ratio of 0.87. Refer Appendix C and D for construction progress.
3. Construction is currently underway simultaneously with the QRA19 project. The QRA19 scope is being prioritised to ensure deadlines are met, however roads with both QRA19 and QRA20 scope have been programmed together where possible to reduce camp and mobilisation costs, which is reflected in the current Expenditure Ratio.
4. QRA has approved a total of twelve (12) betterment projects for construction. The full list of projects is provided in Appendix E.
5. The QRA20 program of work has a deadline of 30 June 2022.
6. Four (4) crews are currently working within the Shire. One (1) crew has been disestablished back to the Normanton Depot after construction on Dunbar – Kowanyama Road was completed. Remaining crews will be brought in progressively over the coming weeks for the end of season shutdown. Crews are currently experiencing losses to productivities due to wet weather days and reduced crew sizes.

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2021 QRA Event

1. On January 4, 2021 Carpentaria Shire Council was activated for REPA and CDO relief measures in response to Tropical Cyclone Imogen and the Associated Low-Pressure System.
2. An Emergency Works claim for urgent activities performed in response to the impact of Tropical Cyclone Imogen has been submitted with approximately \$1.3million expended. A final outcome report has been received from QRA with payment to Council expected shortly.
3. A CDO claim for operational activities performed during Tropical Cyclone Imogen in response to the loss of power has been submitted to QRA for acquittal with approximately \$2,103 expended.
4. All submissions have been uploaded within the QRA MARS system. Submission 4 (Far Northern Roads) has now been approved by QRA and Council has received the prepayment for the submission. Submission 3 (Northern Roads) and Submission 5 (Koolatah – Dixie Road) have now been lodged and an infield assessment for Submission 5 is currently in progress.

Other

1. The desilting of the Normanton Sewerage Lagoons reached completion on 3 September 2021. Approximately 2588t of material has been removed from the lagoons and transported to the Normanton landfill. Testing and classification results have been received from the Cairns Water Lab. The material is now dry and ready for reuse where suitable.
2. Work on the Normanton to Burketown betterment projects is now complete. An additional 4km of seal has been delivered (CH70.54 to CH74.54).
3. The Glenore Weir Scouring Project (RV \$66,487) has been submitted to QRA for acquittal with \$67,835 expended. A final outcome report has been received from QRA with payment to Council expected shortly.
4. The Burke and Wills Monument Road (RV \$137,692) has been acquitted and Council has received the final payment from QRA.
5. The Monsoon Trough Flood Impact Study (RV \$60,000) has been submitted to QRA for acquittal with \$60,443 expended

Consultation (Internal/External):

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

Legal Implications:

- Nil.

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Financial and Resource Implications:

- QRA 19 Trigger Point contribution - \$32,408
- QRA 20 Trigger Point contribution - \$29,363
- QRA 21 Trigger Point contribution - \$30,180

Risk Management Implications:

- Moderate – QRA19 – Incorrectly bookings are at risk of not being paid if errors are not rectified.
- Moderate – QRA20 – Construction has commenced with a deadline of 30 June 2022.
- Low – QRA19 – An extension of time has been granted for requested submissions due to productivity losses from COVID-19.

CARPENTARIA SHIRE COUNCIL
SUMMARY OF QRA19 EXPENDITURE

CURRENT
Project Completed
Forecast Project Expenditure to RV Ratio

30/11/2021
99.0%
1.01



Submission 1 - CSC.0006.1819_REC					
Road Name	Construction Recommended Value	Expenditure	Complete (%)	Expected Expenditure Ratio	Notes
Dunbar Koolatah Road	\$ 40,500.00	\$ 15,456.00	84%	0.46	Market rate to be adjusted to reflect the actual cost of Mitchell River Flood Camera.
Donners Hill to Augustus Downs Road	\$ 1,445,604.64	\$ 1,227,629.21	100%	0.85	Booking errors have been identified, transfers are currently being made to reflect the actual expenditure for this road.
Ilffey Road	\$ 7,360,093.97	\$ 6,207,050.89	100%	0.84	Booking errors have been identified, transfers are currently being made to reflect the actual expenditure for this road.
Normanton to Burketown Road	\$ 7,225,068.50	\$ 10,353,165.54	100%	1.43	Booking errors have been identified, transfers are currently being made to reflect the actual expenditure for this road.
TOTAL	\$ 16,071,267.11	\$ 17,801,301.64			

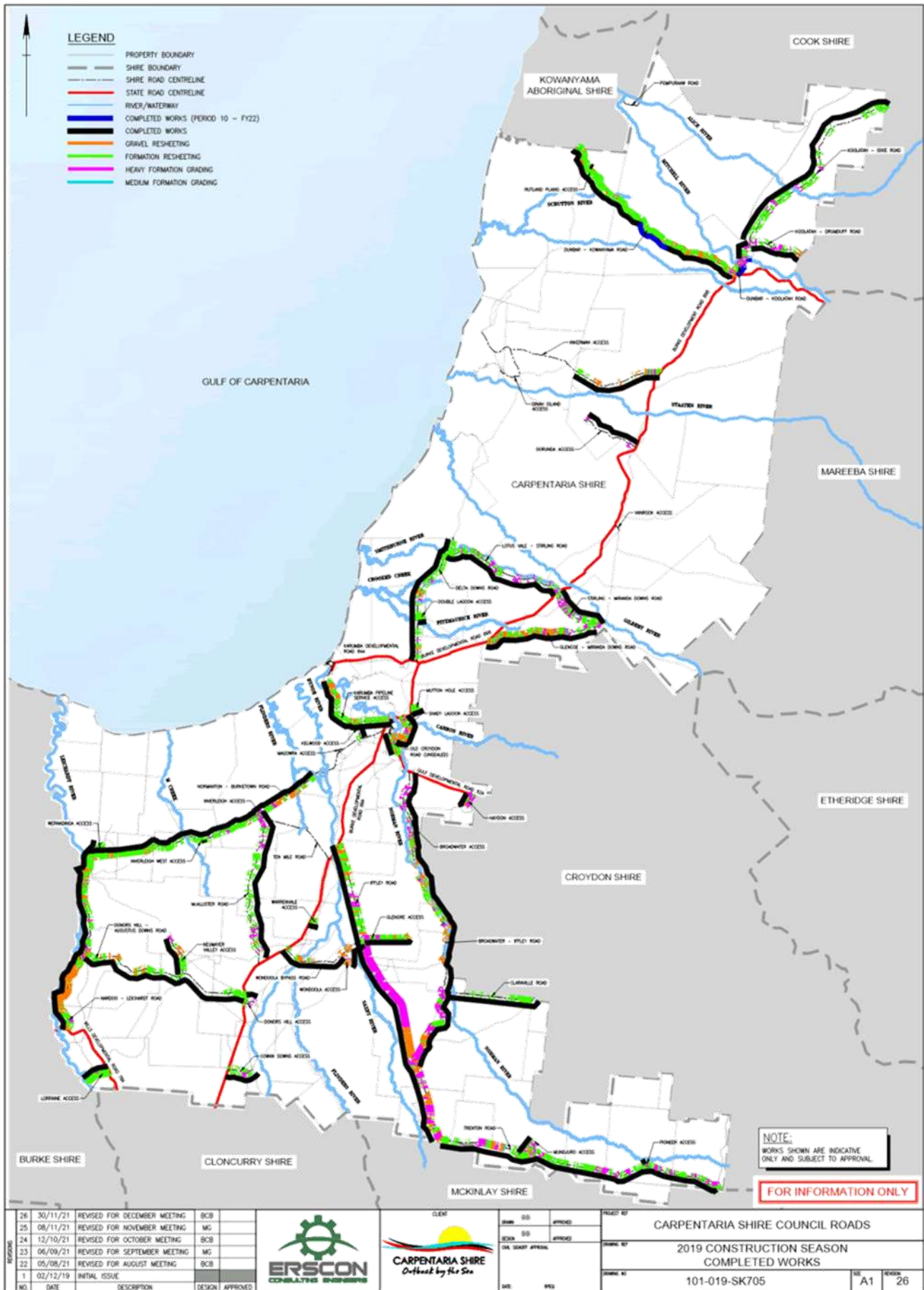
*Expected expenditure ratio is the ratio of final expenditure divided by the recommended value. (i.e. 1.5 is 50% over budget, 0.8 is 20% under budget)

Submission 3 - CSC.0009.1819_REC					
Road Name	Construction Recommended Value	Expenditure	Complete (%)	Expected Expenditure Ratio	Notes
Koolatah to Dixie Road	\$ 926,965.19	\$ 1,071,369.57	100%	1.16	Booking errors have been identified, transfers are currently being made to reflect the actual expenditure for this road.
Nardoo to Leichardt Road	\$ 5,141,264.01	\$ 3,440,751.82	100%	0.67	Booking errors have been identified, transfers are currently being made to reflect the actual expenditure for this road.
Trenton Road	\$ 2,798,987.71	\$ 3,056,346.60	100%	1.09	Booking errors have been identified, transfers are currently being made to reflect the actual expenditure for this road.
TOTAL	\$ 8,867,216.91	\$ 7,570,467.99			

Submission 5 CSC.0015.1819_REC					
Road Name	Construction Recommended Value	Expenditure	Complete (%)	Expected Expenditure Ratio	Notes
Stirling to Miranda Downs	\$ 619,559.74	\$ 1,522,152.18	100%	2.46	Booking errors have been identified, transfers are currently being made to reflect the actual expenditure for this road.
Koolatah to Drumduff	\$ 328,481.44	\$ 726,651.03	100%	2.21	Booking errors have been identified, transfers are currently being made to reflect the actual expenditure for this road.
Lotusvale to Stirling	\$ 886,520.02	\$ 919,883.30	100%	1.04	Booking errors have been identified, transfers are currently being made to reflect the actual expenditure for this road.
Glencoe to Miranda Downs	\$ 2,147,220.96	\$ 1,316,360.81	100%	0.61	Booking errors have been identified, transfers are currently being made to reflect the actual expenditure for this road.
Inkerman Access	\$ 496,648.83	\$ 707,871.64	100%	1.43	Booking errors have been identified, transfers are currently being made to reflect the actual expenditure for this road.
Double Lagoon Access	\$ 152,260.02	\$ 64,872.76	100%	0.43	Cost savings as camp and mobilisation costs booked to Delta Downs Road.
Delta Downs Road	\$ 1,109,261.09	\$ 1,680,489.11	100%	1.51	Booking errors have been identified, transfers are currently being made to reflect the actual expenditure for this road.
Shady Lagoon Access	\$ 687,326.20	\$ 506,656.54	100%	0.74	Booking errors have been identified, transfers are currently being made to reflect the actual expenditure for this road.
Mutton Hole Access	\$ 177,693.65	\$ 115,310.57	100%	0.65	Booking errors have been identified, transfers are currently being made to reflect the actual expenditure for this road.
Rutland Plains Access	\$ 122,507.79	\$ 23,117.60	100%	0.19	Overlapping camp and establishment costs with Dunbar - Kowaryama Road. When assessing roads together, expenditure aligns closely with combined RV.
Derunda Access	\$ 32,878.62	\$ 9,263.84	100%	0.28	Accrued costs processing, construction recently completed.
Dunbar to Koolatah	\$ 695,191.97	\$ 348,265.27	48%	1.05	Booking errors have been identified, transfers are currently being made to reflect the actual expenditure for this road.
TOTAL	\$ 7,455,550.33	\$ 7,940,895.25			

Submission 4 CSC.0019.1819F.REC					
Road Name	Construction Recommended Value	Expenditure	Complete (%)	Expected Expenditure Ratio	Notes
Glenore Access	\$ 908,509.81	\$ 884,425.32	100%	0.97	Booking errors have been identified, transfers are currently being made to reflect the actual expenditure for this road.
Inverleigh Access	\$ 5,671.11	\$ 1,006.35	100%	0.18	Construction completed in less than one day, majority of costs booked to adjacent Normanton to Burketown Road.
Inverleigh Access (Secondary)	\$ 6,592.06	\$ -	100%	0.00	Construction completed in less than one day, majority of costs booked to adjacent Normanton to Burketown Road.
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	\$ 521,767.79	\$ 348,973.75	100%	0.67	Booking errors have been identified, transfers are currently being made to reflect the actual expenditure for this road.
McAllister	\$ 807,881.37	\$ 1,049,775.21	100%	1.30	Booking errors have been identified, transfers are currently being made to reflect the actual expenditure for this road.
Mundjura Access	\$ 249,585.23	\$ 287,828.55	100%	1.15	Booking errors have been identified, transfers are currently being made to reflect the actual expenditure for this road.
Pioneer Access	\$ 43,036.66	\$ 21,435.99	100%	0.50	Overlapping camp and establishment costs with Trenton Road and Mundjura Access. When assessing roads together, expenditure aligns closely with combined RV.
Warrenvale Access	\$ 116,685.20	\$ 81,295.30	100%	0.70	Booking errors have been identified, transfers are currently being made to reflect the actual expenditure for this road.
Wernadanga Access	\$ 358,899.18	\$ 184,917.42	100%	0.52	Booking errors have been identified, transfers are currently being made to reflect the actual expenditure for this road.
Wondoola Bypass	\$ 364,937.20	\$ 406,914.93	100%	1.12	Booking errors have been identified, transfers are currently being made to reflect the actual expenditure for this road.
Wondoola Access	\$ 224,681.17	\$ 174,319.91	100%	0.78	Booking errors have been identified, transfers are currently being made to reflect the actual expenditure for this road.
Broadwater to Ilfey	\$ 2,980,296.59	\$ 2,773,322.74	100%	0.93	Booking errors have been identified, transfers are currently being made to reflect the actual expenditure for this road.
Clarville	\$ 554,687.54	\$ 677,722.82	100%	1.22	Booking errors have been identified, transfers are currently being made to reflect the actual expenditure for this road.
Broadwater Access	\$ 7,458.24	\$ 14,200.36	100%	1.90	Overlapping camp and establishment costs with Broadwater to Ilfey Road. When assessing roads together, expenditure expected to align closer to combined RV.
Haydon Access	\$ 157,107.01	\$ 135,883.38	100%	0.86	Overlapping camp and establishment costs with Broadwater to Ilfey Road. When assessing roads together, expenditure expected to align closer to combined RV.
Reumayer Valley Access	\$ 346,224.08	\$ 282,920.11	100%	0.82	Overlapping camp and establishment costs with Donors to Augustus Downs Road. When assessing roads together, expenditure expected to align closer to combined RV.
Old Croyden (Unsealed)	\$ 407,664.35	\$ 188,414.49	100%	0.46	Costs saving incurred due to no camp establishment costs required as the crew worked from town.
Cowan Downs Access	\$ 154,166.61	\$ 59,744.94	100%	0.39	Overlapping camp and establishment costs with simultaneously constructed Donors Hill Access and Donors Hill to Augustus Downs, when assessing roads together expenditure is expected to align closely with the combined RV.
Kelwood Access	\$ 44,232.75	\$ 74,048.69	100%	1.67	QRA19 and QRA20 scope were constructed together and booked to the same QRA19 job number. When assessing together expenditure is expected to align below the combined RV due to reduced scope.
Donors Hill Access	\$ 33,867.33	\$ 23,777.64	100%	0.70	Overlapping camp and establishment costs with simultaneously constructed Cowan Downs and Donors Hill to Augustus Downs, when assessing roads together expenditure is expected to align closely with the combined RV.
Karumba Pipeline Service Access	\$ 1,631,989.21	\$ 1,337,390.55	100%	0.82	Booking errors have been identified, transfers are currently being made to reflect the actual expenditure for this road.
TOTAL	\$ 9,953,599.54	\$ 9,010,722.94			

Submission 5 CSC.0025.1819F.REC					
Road Name	Construction Recommended Value	Expenditure	Complete (%)	Expected Expenditure Ratio	Notes
Wondoola Access (Flood Gauge)	\$ 50,000.00	\$ 36,383.00	100%	0.73	Market rate to be adjusted to reflect the actual cost of Flood Gauge.
Col Kitching Drive	\$ 5,611.27	\$ 1,958.07	100%	0.35	Expenditure incorrectly booked, expected to align closer to RV.
Dunbar - Koolatah Road (Mitchell River Crossing)	\$ 503,158.00	\$ -	0%	1.00	
Ellis Street	\$ 88.56	\$ -	0%	1.00	
Jubilee Way	\$ 239.11	\$ -	0%	1.00	
Old Hospital Road	\$ 1,434.10	\$ 811.24	0%	1.00	Expenditure incorrectly booked, no construction has commenced.
Palmer Street KBA	\$ 6,025.50	\$ 1,958.07	0%	1.00	Expenditure incorrectly booked, no construction has commenced.
Russell Street	\$ 1,176.50	\$ -	0%	1.00	
Simpson Street	\$ 117.65	\$ 811.24	0%	1.00	Expenditure incorrectly booked, no construction has commenced.
TOTAL	\$ 567,850.69	\$ 41,921.62			



CARPENTARIA SHIRE COUNCIL

SUMMARY OF QRA20 EXPENDITURE
CURRENT
Project Completed
Forecast Project Expenditure to RV Ratio

30/11/2021
47.4%
0.87



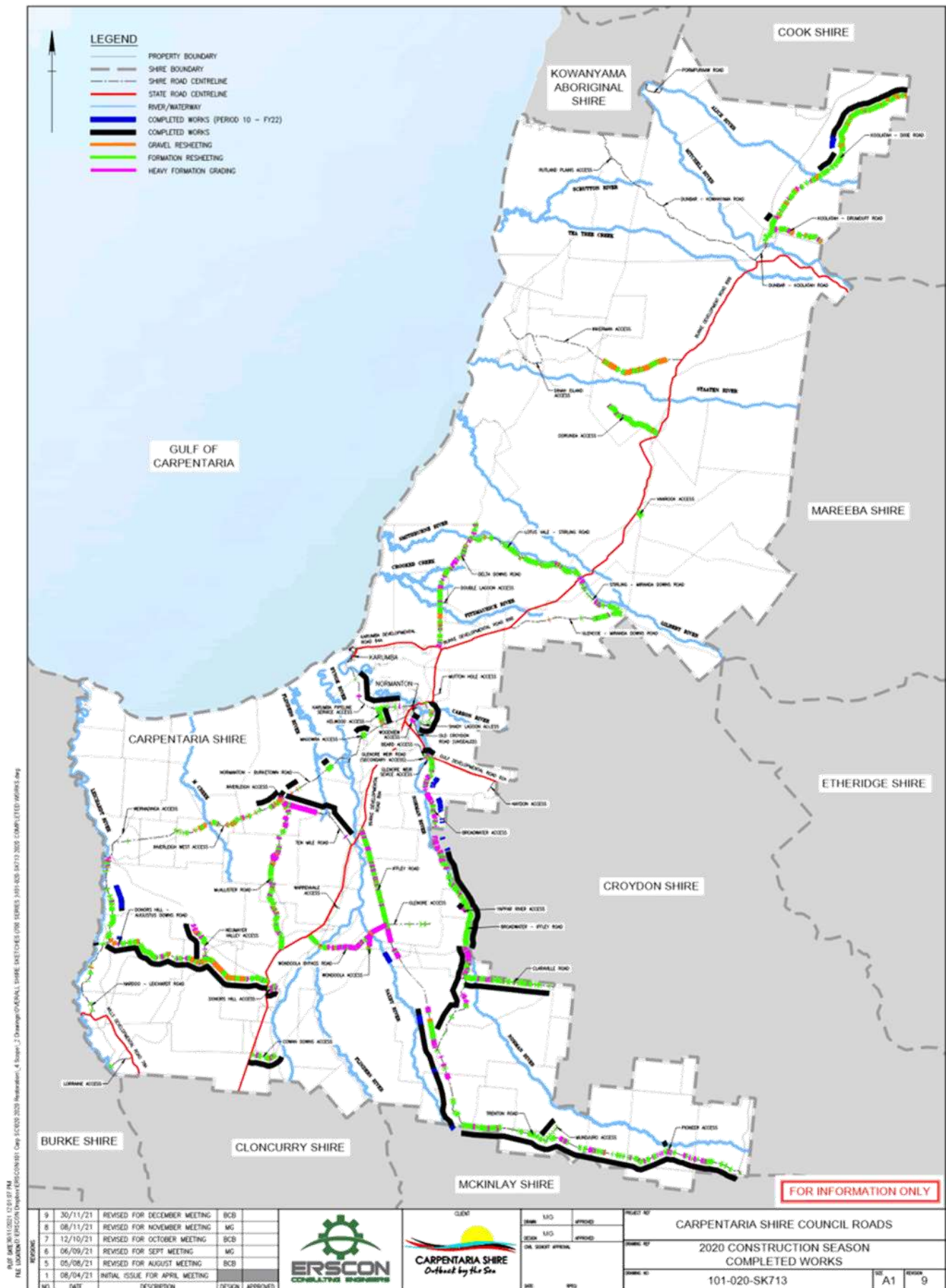
Submission 1 - CSC.0039.1920E.REC					
Road Name	Construction Recommended Value	Expenditure	Complete (%)	Expected Expenditure Ratio	Notes
Magovera Access	\$ 83,030.08	\$ 56,625.38	100%	0.68	Savings incurred due to crew working from town and no camp establishment required.
Cowan Downs Access	\$ 295,151.76	\$ 290,955.99	100%	0.99	
Donors Hill Access	\$ 205,044.23	\$ 149,183.38	100%	0.73	Overlapping camp and establishment costs with simultaneously constructed QRA19/20 Cowan Downs, QRA19/20 Donors Hill to Augustus Downs and QRA19 Donors Hill Access. When assessing roads together expenditure is expected to align closely with the combined RV.
Kelwood Access	\$ 327,771.72	\$ 1,451.21	100%	0.00	All expenditure booked to the simultaneously constructed QRA19 Kelwood Access.
Ten Mile Road	\$ 540,570.23	\$ 364,124.49	100%	0.67	Savings incurred due to crew working from town and no camp establishment required.
Karumba Pipeline Service Access	\$ 168,036.92	\$ 95,185.18	100%	0.57	Overlapping camp and establishment costs with simultaneously constructed QRA19 Karumba Pipeline Service Access. When assessing roads together expenditure is expected to align closely with the combined RV.
Neumayer Valley Access	\$ 371,655.57	\$ 335,979.52	100%	0.90	Overlapping camp and establishment costs with simultaneously constructed Donors Hill - Augustus Downs Road. When assessing roads together expenditure is expected to align closely with the combined RV.
Inverleigh Access	\$ 27,275.28	\$ 2,405.86	100%	0.09	Overlapping camp and establishment costs with simultaneously constructed Ten Mile Road. When assessing roads together expenditure is expected to align closely with the combined RV.
Donors Hill - Augustus Downs Road	\$ 4,556,053.77	\$ 3,753,658.76	100%	0.82	Overlapping camp and establishment costs with simultaneously constructed Neumayer Valley Access. When assessing roads together expenditure is expected to align closely with the combined RV.
Nardoo - Leichardt Road	\$ 1,169,208.38	\$ 288,865.24	39%	0.63	Accrued expenditure processing, road currently under construction.
Augustus Downs Access	\$ 28,213.06	\$ 124.91	0%	1.00	
Lorraine Access	\$ 43,982.34	\$ 194.73	0%	1.00	
McAlister Road	\$ 2,474,714.58	\$ 274,178.87	0%	1.00	
Normanton - Burketown Road	\$ 1,630,691.51	\$ 508,297.30	0%	1.00	
TOTAL	\$ 11,921,389.43	\$ 6,121,230.82			

*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.0036.1920E.REC					
Road Name	Construction Recommended Value	Expenditure	Complete (%)	Expected Expenditure Ratio	Notes
Woodview Access	\$ 27,893.25	\$ 12,173.40	100%	0.44	Savings incurred due to crew working from town and no camp establishment required.
Beard Access	\$ 25,561.73	\$ 7,809.22	100%	0.31	Construction completed in less than one day, savings incurred due to crew working from town and no camp establishment required.
Glenore Weir Service Access	\$ 41,470.85	\$ 31,310.36	100%	0.75	Overlapping costs with adjacent Glenore Weir Road (Secondary Access), when assessing together expenditure is expected to align closely with the combined RV.
Glenore Weir Road (Secondary Access)	\$ 11,743.38	\$ 13,417.00	100%	1.14	Overlapping costs with adjacent Glenore Weir Service Access, when assessing Assets together expenditure is expected to align closely with the combined RV.
Pioneer Access	\$ 34,977.91	\$ 21,032.69	100%	0.60	Overlapping camp and establishment costs with simultaneously constructed Trenton Road and Mundjuro Access. When assessing roads together expenditure is expected to align closely with the combined RV.
Clareville Road	\$ 1,229,536.07	\$ 750,426.13	100%	0.61	Overlapping camp and establishment costs with simultaneously constructed Broadwater - Ifley Road. When assessing roads together expenditure is expected to align closely with the combined RV.
Trenton Road	\$ 2,751,917.36	\$ 1,770,353.61	100%	0.64	Overlapping camp and establishment costs with simultaneously constructed Mundjuro Access and Pioneer Access. When assessing roads together expenditure is expected to align closely with the combined RV.
Mundjuro Access	\$ 94,246.86	\$ 37,504.33	100%	0.40	Overlapping camp and establishment costs with simultaneously constructed Trenton Road and Pioneer Access. When assessing roads together expenditure is expected to align closely with the combined RV.
Yappar River Access	\$ 72,257.77	\$ 43,336.63	100%	0.60	Overlapping camp and establishment costs with simultaneously constructed Broadwater - Ifley Road. When assessing roads together expenditure is expected to align closely with the combined RV.
Yappar River Access (Secondary Access)	\$ 43,445.97	\$ 883.17	100%	0.02	Overlapping camp and establishment costs with simultaneously constructed Broadwater - Ifley Road. When assessing roads together expenditure is expected to align closely with the combined RV.
Broadwater - Ifley Road	\$ 3,524,272.79	\$ 1,989,372.56	74%	0.76	Accrued expenditure processing, road currently under construction.
Ifley Road	\$ 4,365,707.86	\$ 1,439,439.51	34%	0.36	Accrued expenditure processing, road currently under construction.
Glenore Access	\$ 52,564.27	\$ 1,019.93	0%	1.00	
Wondoola Access	\$ 471,158.32	\$ 212,784.26	0%	1.00	
Wondoola Bypass Road	\$ 1,021,560.02	\$ 21,795.57	0%	1.00	
TOTAL	\$ 13,768,316.21	\$ 6,351,658.37			

Submission 3 CSC.0037.19206.REC					
Road Name	Construction Recommended Value	Expenditure	Complete (%)	Expected Expenditure Ratio	Notes
Shady Lagoon Access	\$ 73,713.47	\$ 33,938.70	100%	0.46	Overlapping camp and establishment costs with simultaneously constructed QRA19 Shady Lagoon Access. When assessing roads together expenditure is expected to align closely with the combined RV.
Delta Downs Road	\$ 1,598,239.95	\$ 519,178.52	0%	1.00	
Dorunda Access	\$ 1,288,533.76	\$ 5,704.99	0%	1.00	
Glencoe - Miranda Downs Road	\$ 556,884.95	\$ 6,208.10	0%	1.00	
Inkerman Access	\$ 1,804,651.21	\$ 159,453.54	0%	1.00	
Lotas Vale - Stirling Road	\$ 1,627,243.38	\$ 19,787.72	0%	1.00	
Stirling - Miranda Downs Road	\$ 389,425.85	\$ 1,724.19	0%	1.00	
Vanhook Access	\$ 149,058.33	\$ 659.78	0%	1.00	
TOTAL	\$ 7,447,710.00	\$ 700,655.54			

Submission 4 CSC.0038.19206.REC					
Road Name	Construction Recommended Value	Expenditure	Complete (%)	Expected Expenditure Ratio	Notes
Koolatah - Dixie Road	\$ 4,041,152.28	\$ 2,289,395.35	64%	0.89	Accrued expenditure processing, road currently under construction.
Dunbar - Koolatah Road	\$ 217,384.80	\$ 42,468.82	0%	1.00	
Koolatah - Drumduff Road	\$ 793,815.29	\$ 6,293.33	0%	1.00	
TOTAL	\$ 5,052,352.37	\$ 2,338,157.50			



Appendix E - Approved Betterment Projects

Project	Value
Normanton to Burketown Pavement Improvements and Sealing (Project 11/12)	Project RV \$3.1million Construction value \$2.5million
Normanton to Burketown Pavement Improvements and Sealing (Project 13)	Project RV \$0.96million Construction value \$0.76million
Desludging of the Normanton Sewerage Lagoon	\$974,558
Disaster Coordination Shed	\$375,000
Karumba Airport Weather Station	\$87,000
Karumba Chlorine Generator	\$180,000
Normanton Water Treatment Plant Pipework Upgrades	\$150,000
Normanton Water Treatment Plant Storage Upgrades	\$40,000
Investigation into New Karumba Sewage System	\$80,000
Glenore Weir Intake, Pipework and Valve Set Upgrades	\$320,000
Karumba Foreshore	\$500,000
Normanton Stormwater Upgrades	\$228,882

Project has been completed

Appendix F – EOT Approvals

Submission Reference	Funding Type	Project	Previous Time Limit	EOT Duration (months)	EOT approval
CSC.0006.1819E.REC	QRA19 REPA	Submission 1	30-Jun-21	3	30-Sep-21
CSC.0010.1819E.REC	QRA19 REPA	Submission 2	30-Jun-21	6	31-Dec-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	6	31-Dec-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	4	31-Oct-21
CSC.0017.1819E.REC	2018-19 Betterment	Normanton to Burketown Sealing P13	30-Jun-21	4	31-Oct-21
CSC.0011.1819E.DWS	2018-19 Betterment	Desilting of the Normanton Sewer Lagoons	30-Jun-21	3	30-Sep-21

BUSINESS PAPERS

11.3 WATER AND WASTE REPORT - NOVEMBER 2021

Attachments: NIL

Author: Ben Hill - Manager Water and Sewerage

Date: 2 December 2021

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:

- Water levels at Glenore Weir are approximately 1.1m (AHD).
- Total treated water was 79.0ML for the month.
- New flow meters and controls installed at Glenore Weir.
- Resulting DWQMP review to be undertaken early November.
- Eleven low pressure sewer pumps were replaced in Karumba.
- Representative of E-One pumps repaired twenty pumps while on site.
- The waste operations contract has commenced.

RECOMMENDATION:

That Council:

1. accepts the Water and Wastewater Report as presented for the period ending 30th November 2021; and
2. that those matters not covered by resolution be noted.

Background:

Glenore Weir

The water level at Glenore Weir is estimated to be approximately 5.4m (1.1m AHD). The Bureau of Meteorology recorded 86.2mm rainfall at Normanton Airport during the month.

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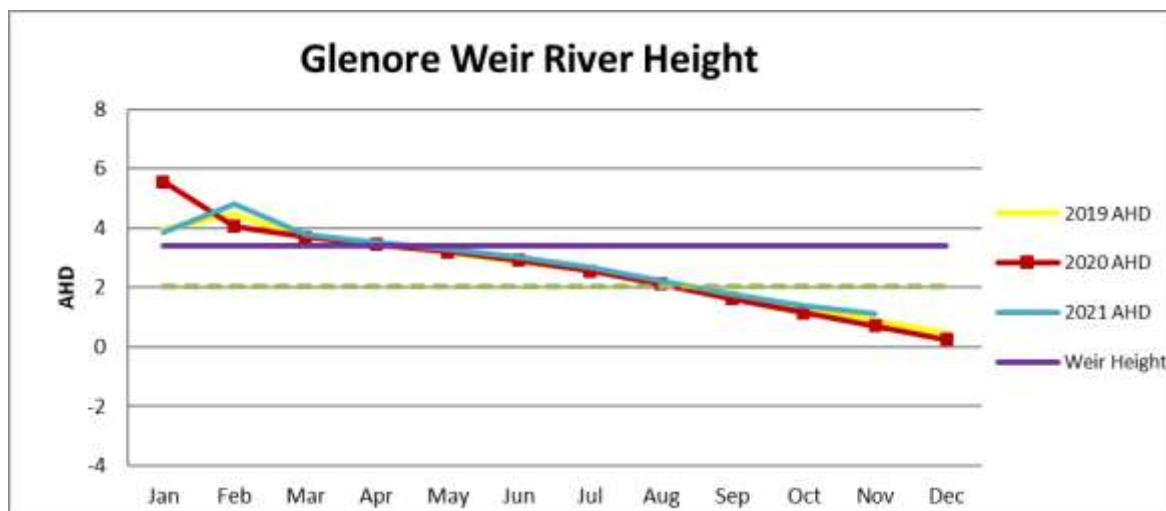


Figure 1: Glenore Weir River Height on the last day of the month.

Normanton Water Treatment Plant

For the month, 74.9ML was pumped from Glenore Weir and 4.1ML from the Normanton bore for a total of 79.0ML of raw water. As can be seen in Figure 1, water consumption is much lower than usual for this time of year.

Normanton consumed 48.8ML (61.8%) and 25.6ML (32.4%) was pumped to Karumba, approximately 4.0ML (5.1%) was used for backwashing and bulk water supply/storage. The remaining 2.8% was recorded as systems losses.

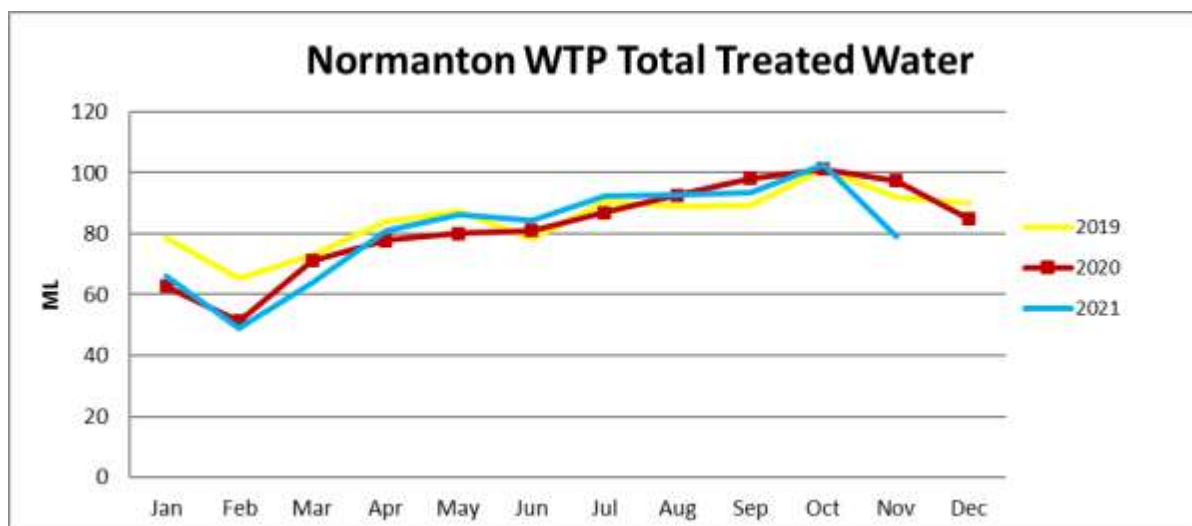


Figure 2: Total raw water treated

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Maintenance and Upgrades

Barto's Construction are still working on the raw water duplication project which is being partly funded by the Building Better Regions Funding and North Queensland Recovery and Resilience. Discussions are being held with the contractor to ensure the works are finalized before the wet season while ensuring all contract requirements are met.

With various staff members taking leave over the Christmas break, a relief operator has been engaged through Lo-Go appointments. He will be staying in Karumba and looking after the sewage and water systems.

Council trades and operations staff installed new flow meters at Glenore Weir after the existing ones failed. New variable speed drives have been installed for the pumping system and the new pumps have also arrived on site. These works were funded by the LGGSP weir rectifications variation approved last financial year. The pumps will be installed after the wet season to allow any post flood maintenance to take place at the same time and upgrade the pumping platform.

An application for funding has been submitted for the Federal Government's Building Our Regions (Round 6). The application is to refurbish and upgrade the two decommissioned reservoirs at Normanton Water Treatment Plant. A further application is also being developed for a Planning Project to assess and design any required upgrades to the raw water supply mains from Glenore to Normanton WTP.

Normanton Sewage Treatment Plant and Reticulation Network

Normanton Sewerage Treatment Plant (STP) received 10.9ML (see Figure 3) of wastewater for the month. The treated effluent has seen improvement since the completion of the de-silting project and met the requirements of Council's Environmental Authority (licence).

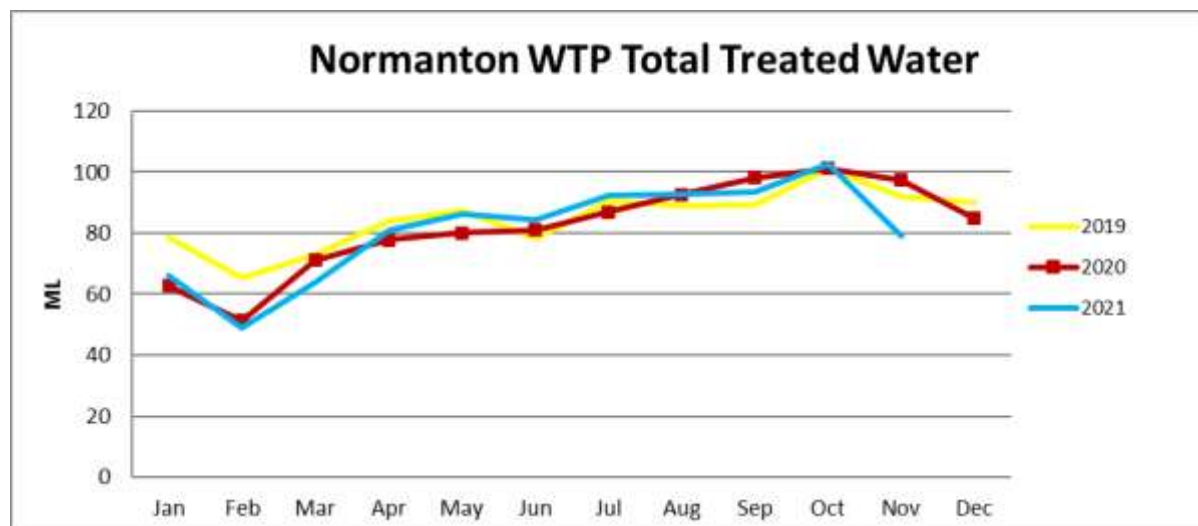


Figure 3: Total volume treated at Normanton STP

Maintenance and Upgrades

Plant performance and clarity continue to improve since the de-silting project has been completed. Additional maintenance work is now being carried out with the new operator being engaged to assist in Normanton.

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Karumba STP and Low Pressure Network

Karumba Sewage Treatment facility treated approximately 3.5ML (see Figure 4) for the month.

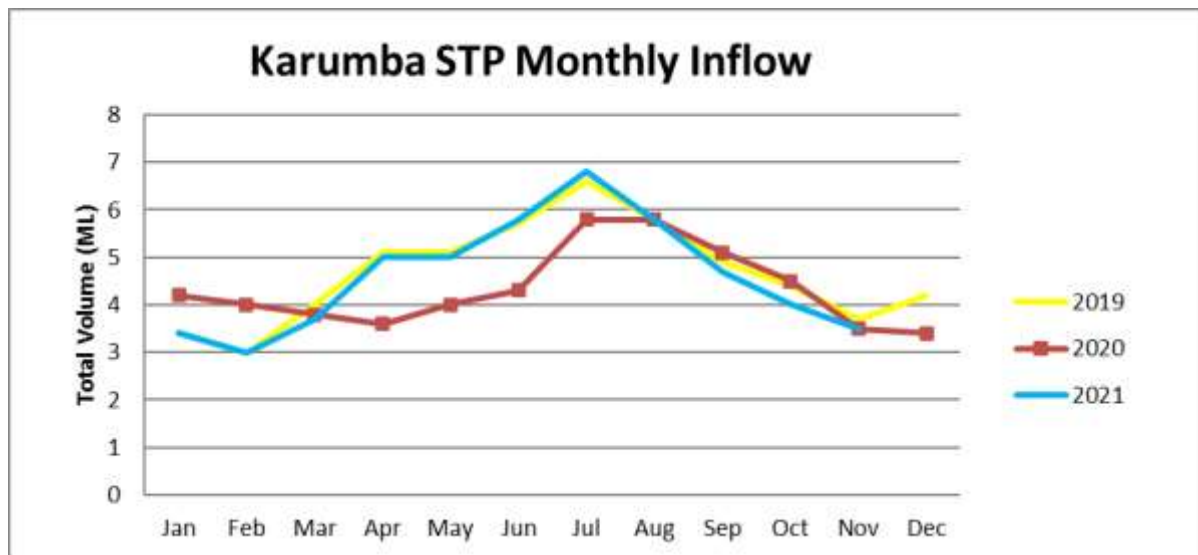


Figure 4: Total Monthly inlet flow for Karumba STP.

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

For the month, eleven low pressure pumps were replaced after failing. This was somewhat to be expected after the lengthy power outage experienced which always leads to the pods filling up and flooding the pumps. A representative of Enviro-one was able to come to site and repaired approximately twenty pumps. This procedure is working much better than the previous method of operations staff fixing pumps as they have time.

Karumba Waste Transfer and Normanton Landfill

Wanless Pty Ltd have taken over the management of the waste operations (excluding rubbish collection) since early October. The facilities are beginning to become cleaner and over time should operate in an efficient manner. Additional reporting information will now also be collected with points of note to be presented in future Water and Waste reports.

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Finance and Budget

Table 1: Year to date financials.

Responsible Officer	Ben Hill - Manager Water And Sewerage			
Type	(Multiple Items)			
Row Labels	Sum of Original Budget	Sum of YTD Actual	Sum of Order Value	Sum of Total Actual
Operating Expenditure				
Landfill/ Waste Transfer Operations	751,328	347,126	534,255	881,380
Refuse Collection	262,536	105,035	0	105,035
Sewerage	1,510,568	300,781	63,730	364,511
Water	2,567,893	423,356	101,729	525,084
Operating Expenditure Total	5,092,324	1,176,297	699,713	1,876,010
Operating Income				
Landfill/ Waste Transfer Operations	-845,960	-484,903	0	-484,903
Sewerage	-1,599,000	-754,512	0	-754,512
Water	-1,840,000	-989,716	0	-989,716
Operating Income Total	-4,284,960	-2,229,131	0	-2,229,131
Grand Total	807,364	-1,052,834	699,713	-353,121

Consultation (Internal/External):

- Michael Wanrooy - Director of Engineering.
- Ben Hill - Manager Water and Waste.
- Trades and operational staff.
- Wanless (Nth Qld Pty Ltd)
- Enviro-One Services.

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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11.4 WORKSHOP REPORT

Attachments:	NIL
Author:	William Bollen - Workshop Foreman
Date:	2 December 2021
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. receive the Workshop Report as presented; and
2. that those matters not covered by resolution be noted.

Background:

Scheduled Maintenance ongoing on all Plant.

Service, repairs and maintenance

Completed Tasks:

Below is the works carried out over the last month.

Please note majority of these services and repairs include travel time.

P1039	Fleet Crew Hilux - Clean mud from tyres and balance
P9938	Smooth Drum - Failed isolator
P1771	Hilux - Clutch replacement
P3516	Grader - Faulty solenoid gear selector, repaired wiring to steering sensor
P2512	Giga - Replace airline and headlights units
P2511	Giga - Check over and replace batteries with N120's
P2903	Isuzu - Vehicles check over, EGR sensor and valve cleaned
P2902	Isuzu - Replace wipers and check over
P1165	Cruiser - Operational inspection and repairs
P9997	Traffic Lights - Replaced 2x deep 6v sets Batteries

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P9984	Traffic Lights - Replaced 2x deep 6v sets Batteries
P9985	Traffic lights - Charge original batteries and refit
P9998	Traffic Lights - Replace multiple times with 12v car battery over the weekend as requested by Mick
P1169	Hilux - Replace CV under warranty by Toyota
P2736	Isuzu - Replace Windscreen
P2511	Giga - Repair and re-grease trunnion grease cap
P1774	Hilux - Replace windscreen
P1512	Hilux - Replace fan switch and resistor
P2902	Isuzu - Logbook service, repair fuel pump on auxiliary tank, replace spare tyre
P9924	Cruiser - Replace headlight bulbs and windscreen
P9709	Padfoot - Injector pipe leaking at rear of engine repaired
P2520	Isuzu - Replace windscreen
P1767	Hilux - Replace windscreen
P1710	Prado - Replace front right bottom and top control arms
P9999	Cruiser - Complete logbook service
P1907	Hilux - Logbook service and replace windscreen
P9936	Landcruiser - Replace fuel cap, re-seal windscreen and repair door lock.
P2511	Giga - Replace front drive brake shoes
P0394	Float - Remove deck and replace main power cable to ramp pump
P1108	Cruiser - Replace rear brakes and rotors. Rotate tyres
P7019	Generator - Service and refuel
P0632	Generator - Service and refuel
P7009	Generator - Service and refuel
P7030	Generator - Service and refuel
P7010	Generator - Service and refuel
P7012	Generator - Service and refuel
	Depot Fuel Bowser - Repair leak, replace swivel fitting and order new hose
P9719	Multi - Check oil leak on hub- bung was broken (not by council workers) check operation. Issues reported to Tutt's about brakes locking on intermittently
P2403	Western Star - Replace drive tyres, check for other damages because of bulbar coming free. Parts ordered- Booster Air vents, Detroit digital screen and bulbar mounts
P2001	Garbage Truck - Replaced Steer Tyres
P2703	Hino - Adjust fan belts

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P4016	Jacobson Mower - Check over machine and order required parts
P3033	Tractor - Check machine and order required parts
P3137	Backhoe - Replace Blinker fuse and clean out radiator/condenser, parts ordered
P9924	Cruiser - Replace brake shoes and rotors rear
P7723	Generator - Service and refuel
P7008	Generator - Service and refuel
P0650	Generator - Service and refuel
P7824	Generator - Service and refuel and replace battery
P0623	Generator - Service and refuel
P7001	Generator - Service and refuel
P0633	Generator - Service and refuel and replace battery
P7001	Generator - Service and refuel and tension fan belt
P9923	Cruiser - Full service and brakes replaced
P9711	Multi - Replace bolts on A/C mounting block
P9938	Padfoot - Replace 2x Hydraulic hoses
P9943	Smooth Drum - No A/C hose had come off compressor
P2626	Sweeper - Replace steer tyre Karumba

Plant currently on the waiting list for repairs for either parts or diagnosing:

Plant not currently being used:

Consultation (Internal/External):

- Nil.

Legal Implications:

- Nil.

Financial and Resource Implications:

- Nil.

Risk Management Implications:

- Within normal operating parameters.

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11.5 BUILDING AND PLANNING REPORT

Attachments:	NIL
Author:	Elizabeth Browning - Engineering Records Operator
Date:	2 December 2021
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 November 2021.

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
N/A				

Planning Applications Approved

DA No.	Applicant	Address	Application Type	Status
N/A				

Building Applications Received by Building Certifier

DA No.	Applicant	Address	Application Type	Value
I/2119	Wren Constructions Pty Ltd	Lease J, Karumba Airport Karumba QLD 4891	Aircraft Hangar	TBA
I/2120	Gulf Constructions (QLD) Pty Ltd	12 Beard Crescent, Normanton QLD 4890	Workshop (Class 8)	TBA

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Building Permits Issued

DA No.	Applicant	Address	Application Type	Value
N/A				

Applications pending waiting on further information (Applicants advised)

DA No.	Applicant	Address	Application Type	Date Received
N/A				

Consultation (internal/external)

- Elizabeth Taylor – Consultant Town Planner
- Michael Pickering – Consultant Town Planner
- Kenton Byrne – Northern Building Approvals
- Harald Weber – All Construction Approvals

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