



CARPENTARIA SHIRE

Outback by the Sea

BUSINESS PAPER

23 FEBRUARY, 2022

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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 Shire Hall, Landsborough Street, Normanton commencing at 9:00am.

Mark Crawley
CHIEF EXECUTIVE OFFICER

Presentation

9:30am–10:00am:

Mark Forbes – Chief Executive Officer of Gulf Savannah Development

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

RECOMMENDATION

That the Minutes of the Ordinary Council Meeting held 19 January 2022 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 Request for Granting of Discount - A577

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 Request for Discount and Interest to be waived - Karumba Lodge Hotel

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.:

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9 REPORTS FROM THE CHIEF EXECUTIVE OFFICER

9.1 CEO REPORT

Attachments: NIL
Author: Mark Crawley - Chief Executive Officer
Date: 14 February 2022

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			
23 February 2022	9:00am	Ordinary Meeting of Council	Shire Hall
24 February 2022	8:30am	Workshop – Councillors, CEO, Directors and Managers	Boardroom
16 March 2022	9:00am	Ordinary Meeting of Council	Shire Hall
17 March 2022	8:30am	Workshop – Councillors, CEO, Directors and Managers	Boardroom
NWQROC and LGAQ			
9-11 March		WQAC Meeting	Charleville
5-6 May		NWQROC Meeting	Georgetown
7-8 July		NWQROC Meeting	Cloncurry
6-7 October		NWQROC Meeting	Julia Creek
17-19 October		LGAQ Annual Conference	Cairns
8-9 December		NWQROC Meeting	Hughenden

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Date	Time	Event	Location
Local Government Professionals Australia			
2nd half of 2022		Local Government Professionals Aust – National Congress	Queensland or N.T. (TBC)
6-8 September		Local Government Managers Australia – State Conference	Gladstone

FINANCIAL REPORT

Governance Income and Expenditure to 31 January 2022

Row Labels	Sum of Original Budget	Sum of YTD Actual	Sum of Order Value	Sum of Total Actual
Operating Expenditure	2,045,544	965,280	20,307	985,587
Communications	50,000	68,311	5,484	73,795
Community Recovery Officer	0	16,666	3,521	20,187
Disaster Events	0	54,662	0	54,662
Disaster Preparedness	7,000	52,246	8,873	61,119
Elected Members	548,207	290,650	1,824	292,474
Emergency Response	110,000	7,858	605	8,463
Governance	1,185,337	474,886	0	474,886
Operational Plan	145,000	0	0	0
Operating Income	-35,000	-28,357	0	-28,357
Disaster Preparedness	-7,000	-11,048	0	-11,048
Emergency Response	-18,000	-17,059	0	-17,059
Governance	0	-250	0	-250
Operational Plan	-10,000	0	0	0
Grand Total	2,010,544	936,923	20,307	957,230

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Tourism Budget – LWBDC Centre Manager

Discovery Centre

Row Labels	Sum of Original Budget	Sum of YTD Actual	Sum of Order Value	Sum of Total Actual
Operating Expenditure	1,095,648	514,643	94,652	609,295
Les Wilson Barramundi Discovery Centre	709,747	340,407	40,134	380,541
Tourism Events	120,000	75,731	38,302	114,033
Visitor Information	265,901	98,506	16,215	114,721
Operating Income	-336,500	-321,287	0	-321,287
Les Wilson Barramundi Discovery Centre	-316,500	-316,352	0	-316,352
Tourism Events	-10,000	0	0	0
Visitor Information	-10,000	-4,935	0	-4,935
Grand Total	759,148	193,357	94,652	288,008

Hatchery

Row Labels	Sum of Original Budget	Sum of YTD Actual	Sum of Order Value	Sum of Total Actual
Operating Expenditure	399,565	203,922	4,615	208,537
Hatchery	399,565	203,922	4,615	208,537
Operating Income	-13,000	-35,234	0	-35,234
Hatchery	-13,000	-35,234	0	-35,234
Grand Total	386,565	168,688	4,615	173,303

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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.	Extension to tender EOI for an additional week	No interest received to the EOI. Provided an additional week extension to allow additional time for receiving information
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	Met with Preston Law on 10/2/2022 to progress.
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
December 21	9.2	Adoption of Capability Statement and Regional Priorities and Opportunities Documents and include on Council Website	50% Complete	Capability Statement loaded, awaiting a final comment for the other Document before uploading to website
December 21	GB	Promotional Material – development of a booklet for new residents	Progressing	Have engaged the consultant working on the Get-Ready works to prepare a booklet for Council for distribution to new residents and will also have other content for the website.
January 22	003	Gulf Academy support – agreed to three of the seven requests	Complete	Advised Bynoe of the decision of Council to support three of the seven items requested
January 22	004	Award of tender to Royal Haskonings for the QRRRF funded project	Complete	Advised Peak Services to commence arrangements for contracts for this project

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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. Café Tender – Les Wilson Barramundi Discovery Centre

At the time of the EOI closure no expressions of interest were received via Vendor Panel. We have extended the closing date of the EOI to allow an additional week for interested persons to express their interest.

We are aware that two locals were interested, and these have been contacted to advise of the extension. A Facebook Post has also gone out to advise of the extension.

Recommendation: For information

3. Provision of the Queensland Valuation Roll and forthcoming MOU

Advice has been received from the Department to advise that an annual valuation should be provided to the owners of land as soon as practicable, but no later than 31 March.

Recommendation: For information

4. LWBDC Featured in the latest edition of LGAQ Council Leader

In the Summer 2022 Edition of the LGAQ publication Council Leader our very own Les Wilson Barramundi Discovery Centre features in an article on Councils serving communities from the cradle to the grave.

The article covers the many services that local government now provides within the communities, a far cry from the three r's of old (roads, rates and rubbish), services like tourism which was the angle for our inclusion in the article.

The LGAQ Article can be found by following the link provided below: -

[From the cradle to the grave: Councils are so much more than 'the three Rs' – LGAQ](#)

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Recommendation: For information

5. COVID Active Cases

Information in relation to active COVID cases and the statistics for each of the Regions and Local Government areas can be found at the link below.

[Queensland COVID-19 statistics | Health and wellbeing | Queensland Government \(www.qld.gov.au\)](https://www.qld.gov.au/health-and-wellbeing/queensland-covid-19-statistics).

Recommendation: For information

6. Councillor Conduct Tribunal

The Councillor Conduct Tribunal recently conducted a hearing relating to a councillor of the Carpentaria Shire Council, matter number F20/4386.

Pursuant to section 150DU of the Local Government Act 2009, the Department of State Development, Infrastructure, Local Government and Planning is in the process of recovering the Tribunal's costs associated with this matter.

Provided to advise Councillors that the costs associated with tribunal matters are recovered from the Council.

Recommendation: For information

7. Gulf Academy

During the week commencing 7 February I attended the briefing and meeting with the State and Federal Government Education Departments and others with representatives for the Gulf Academy.

Recommendation: For information

8. Training – Financial Sustainability – New Date

New date has been arranged for the training. Training will now be conducted face-to-face at the Shire Hall on 7 April 2022.

Please mark diaries to ensure attendance.

Recommendation: For information

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Tourism Champions Update

Prepared by: Julie Cullen

Date: 10/02/22

Destination Marketing Activity

RTO Memberships

Consideration of a Council membership option with Outback Queensland Tourism Association has led to the recommendation that better value for money can be obtained through an alternate approach with LWBDC becoming the member at a much lower level of investment.

Carpentaria is an emerging tourism destination that drives tourism visitation via events and destination marketing activity (which includes PR, advertising, social media etc.)

Under the current RTO guidelines Carpentaria can only apply for event funding through TTNQ however destination marketing activity can be sourced via TTNQ or OQTA. The difference being that TTNQ does not recognise Councils and will only co-fund destination marketing activity led by the LTO, while OQTA does recognise Councils but does not co-fund this activity.

OQTA does provide Council with opportunities to promote the destination such as Caravan and Camping Shows or partnering on sales calls with their representatives however these benefits can also be gained through lower levels of memberships.

The recommendation is that LWBDC maintains membership with both OQTA and TTNQ in order to leverage maximum benefit and value.

Gulf Savannah Development

As this organisation takes on the role of LTO for the region it would be helpful to be involved in the discussions regarding destination marketing activity. Having worked with LTO's across Queensland I perceive there is further value to be leveraged from engagement and collaboration with the LTO members.

Discover Carpentaria Website

Two further opportunities have been identified for this website to provide destination marketing support.

The recommendation is that this website provides a downloadable copy of the current Carpentaria Visitor Guide – Welcome to Gulf Country and includes the Facebook and Instagram links on the Home Page.

Welcome to Gulf Country can be provided in a digital format and future versions are best produced in this format. The social media links have the potential to lead to a larger audience and more engaged followers.

Influencers in Region

An application for federal funding for OBTSF through TTNQ has been nominally approved for \$20,000. This money, once confirmed, will pay for a PR company to source and manage media and travel influencers who will attend the festival in the same manner as the influencers who were in region for the 2020 festival. Their KPI's will be aligned to destination marketing outcomes.

The only outstanding item for formal confirmation is an outline of what the influencers would do while they attended the festival. This will be finalised during next week's visit.

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Industry Development

No update

Experience and Event Development

The 2022 OBTSF

The contracts with Adam Harvey and band and Rachael Whitchurch and back up have been finalised, with flights and accommodation also confirmed. Rex Airlines have generously agreed to sponsor their Cairns – Normanton return flights.

The third act the Roadtrippers were lost to another event on the same date (rescheduled from last year) and another act is being sought.

Other sponsors will also be sought to offset the increased costs of the musicians and travel and pay for suppliers of festival activities. If any Councillors have suggestions on suitable bodies to approach this would be welcomed.

The OBTSF 2023

It is noted that the Karumba 150th - 2023 Facebook page is active and trying to establish contact with their organisation via their email has not generated a reply.

It is understood that there are broader issues and considerations at hand that must be dealt with sensitively, however from early observations there is potential for the OBTSF brand to be diminished if discussions about event coordination cannot be achieved in the short term.

One option could be that the K150 Committee develops the program of events for the week, and we provide the marketing and promotional support – which we would have to do to obtain TTNQ or TEQ event funding. Coordination of the festival concert would also be ideal.

TEQ funding rounds for this event will open start of July and the inclusion of a program of activities would be well received.

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9.2 SEEKING COUNCIL VIEWS

Attachments:	9.2.1. Correspondence from Department, including maps ↓
Author:	Mark Crawley - Chief Executive Officer
Date:	14 February 2022
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:

Correspondence was received recently from the Department of Resources in relation to Term Lease 218858, described as Lot 77 on SP116588, locality of Karumba seeking Council's views on renewal of the lease.

RECOMMENDATION:

That Council offer no objection to the renewal of the subject tenure.

Background:

The Department of Resources are seeking Council views on the future dealing of the lease described as Term Lease 218858, described as Lot 77 on SP116588, locality of Karumba. Map attached.

A copy of the correspondence is provided as part of the report and contains all the background information.

Consultation (Internal/External):

- Department of Resources

Legal Implications:

- *Land Act 1994* section 159

Financial and Resource Implications:

- Not applicable

Risk Management Implications:

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

File/Ref number: 2021/000527

17 January 2022

Carpentaria Shire Council
PO Box 31
NORMANTON QLD 4890
Email: council@carpentaria.qld.gov.au



Dear Sir/Madam

Further Dealing over Term Lease 218858, described as Lot 77 on SP116588, locality of Karumba

The abovementioned Term Lease 218858 expires on 13th February 2023, subsequently the Department of Resources (department) is investigating the further dealing of this lease. The current use of the land is Port and Transport Related.

The enclosed SmartMap shows the subject land and the surrounding locality.

The application for renewal will be assessed in terms of Section 159 of the *Land Act 1994*, after considering the views of all interested parties and an inspection of the land.

Therefore, Trust views and comments is requested for the renewal of the subject tenure.

Please advise the department of the Trusts views or requirements, including any local non-indigenous cultural heritage values that the department should consider when assessing this application.

As this lease is expiring in the near future, The Trusts timely response would be appreciated. Objections to the application, and any views and/or requirements that may affect the future use of the land should be received **by close of business on 14th March 2022**. Should the Trust offer an objection to the application, a full explanation stating the reason for such objection should be forwarded to the department.

Where the Trust wishes to provide a response but is unable to do so before the due date, please contact the author before the due date to arrange a more suitable timeframe. An extension to this due date will only be granted in exceptional circumstances.

If a response is not received by the due date and no alternative arrangements have been made, it will be considered that the Trust has no objections or requirements in relation to this matter and the application will be progressed without receipt of Trust comment.

This information has been provided in confidence for the purpose of seeking views on this matter. It is not to be used for any other purpose, or distributed further to any person, company, or organisation, without the express written permission of the department.

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PO Box 937
Cairns 4870 Australia
Telephone +61 7 4222 5420
www.resources.qld.gov.au
ABN 59 020 847 551

All future correspondence relative to this matter is to be referred to the department at the address above or by email to lasslsteam1enq@resources.qld.gov.au. Any hard copy correspondence received will be electronically scanned and filed. For this reason, it is recommended that any attached plans, sketches, or maps be no larger than A3-sized.

Should you have any questions regarding this matter, please contact the department on telephone 4222 5420, quoting reference number 2021/000527.

Yours sincerely



Ruth Jacobi for

Natasha Bauld
Land Officer

Encs Plan NR5231
SmartMap



STANDARD MAP NUMBER
7062-14144



SmartMap
 An External Product of
 SmartMap Information Services

MAP WINDOW POSITION &
 NEAREST LOCATION



SUBJECT PARCEL DESCRIPTION

DCDB	
Lot/Plan	No Lot/Plan Selected.
Area/Volume	No Lot/Plan Selected.
Tenure	No Lot/Plan Selected.
Local Government	No Lot/Plan Selected.
Locality	No Lot/Plan Selected.
Segment/Parcel	No Lot/Plan Selected.

CLIENT SERVICE STANDARDS

PRINTED (dd/mm/yyyy) 15/02/2021

DCDB 15/02/2021

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For further information on SmartMap products visit
<https://www.sld.gov.au/housing/buying-owning-home/property-land-valuations/smartmaps>

Based upon an extraction from the
 Digital Cadastral Data Base



Queensland Government
 (c) The State of Queensland,
 (Department of
 Natural Resources,
 Mines and Energy) 2021.

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9.3 HUMAN RESOURCES REPORT

Attachments: 9.3.1. SafePlan Progress Report to January 2022 [↓](#)

Author: Lisa Ruyg - Manager Human Resources

Date: 17 February 2022

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 and Safety Matters

a. Random Drug and Alcohol Testing Tender

A tender was undertaken via Vender Panel for the provision of random drug and alcohol testing services for the 2022 Works Season.

The Drug Detection Agency (TDDA) were the successful tenderer. TDDA has operated with Carpentaria Shire for six of the past eight years.

b. Safe Plan Progress Report

The report to January 2022 is attached.

2. Health and Well Being

Rapid Antigen Tests

Council has ordered 100 Rapid Antigen Tests (RATS) for staff use. If a staff member thinks they may have been exposed to COVID-19 and wishes to self-test, they may obtain a RAT from HR.

As the RATS are self-tests, they will not be monitored or recorded by Council. The intent of providing RATS to staff is to provide peace of mind and to minimise the amount of time it may take to get tested at the hospital, clinic or wait for results to come back from a PCR test.

The RATS do not replace other protection measures at Council such as masks, social distancing, and frequent hand washing.

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3. Apprentices and Trainees

a. Trainee Intake 2022

The Trainee intake for 2022 has been finalised, with the appointment of a Trainee Operator – Karumba Treatment Plant and a Trainee in Finance and Administration in the Normanton Administration Building.

The respective appointees are Jordan Warusam and Luis Armas. Jordan and Luis will be signed up with the Department of Education, Small Business and Training on 1 March 2022 and will commence their studies with TAFE shortly thereafter.

b. Existing Worker Traineeships

Two Council Foreman, Brenton Murray and Cameron Young, will be commencing formal qualifications in Civil Construction early this year. Brenton and Cameron will also be signed up with the Department of Education, Small Business and Training on 1 March 2022 in order to formalise their status as Existing Worker Trainees.

Consultation (Internal/External):

- Executive Leadership Team
- The Drug Detection Agency
- Department of Education, Small Business and Training
- TAFE North Qld
- Skill360/ Busy@Work Apprenticeship Centre
- Queensland Health.

Legal Implications:

- Within normal operational parameters.

Financial and Resource Implications:

- Within allocated budget.

Risk Management Implications:

- Within normal operational parameters.



CSC Safety Management Plan Progress Report – January 2022 (Report for year 2021-2022)

SafetyPlan	Key Performance Indicators (KPIs)	Scheme	YTD Jan 2021	YTD Jan 2022	Safe Plan KPI 2021 - 2022	YTD 2021-2022 compared to SP KPI
Note - LGW data, legislation requires LGW to count part days lost as full days						
Progressive number of LTIs (Lost Time Incidents) YTD (Year to Date)						
(* scheme = Number of LTIs per million hrs worked)						
Progressive number of days Lost YTD			20.50	2	5 (annual)	
(**scheme = Avg days lost per LTI)			11.67	14	112 (annual)	
Progressive LTI/R (Lost Time Injury Frequency Rate) YTD			8.55	8.92	20.6 (annual)	
(B) group = wages greater than \$5 million – less than \$10 million			17.00	2.00	19.93 (annual)	
% of hazard inspections completed as per Matrixes			N/A	80%	90%	95.86%
No. RAPs outstanding vs. No. RAPs completed by EMTD – (15 outstanding, 1 completed Declan)			N/A	7%	90%	(24 completed since 1/07/2021)
Delivery of Take 5 information papers and successful completion of assessments			N/A	73%	85%	79%
% of Quarterly Action Plan (QAP) items completed			N/A	Due March		Due March
Quarter October – December 2021				Due March		Due March

Mechanism of Injury for claims submitted	YTD 2019/2020	Days Lost	Mechanism of Injury for claims submitted	YTD 2020/2021	Days Lost
28 Being hit by moving object	2	97	28 Being hit by moving object	1	0
12 Hitting Moving Objects	1	0	12 Hitting Moving Objects	0	0
42 Muscular stress while handling objects	2	4	42 Muscular stress while handling objects	3	0
43 Muscular stress with no objects being handled	1	0	43 Muscular stress with no objects being handled	2	69
41 Muscular stress while lifting	0	0	41 Muscular stress while lifting	3	54
01 Falls from a height	4	189	01 Falls from a height	0	0
26 Being trapped between Static objects	0	0	26 Being trapped between Static objects	2	7
84 Work pressure	1	0	84 Work pressure	0	0
Total	11	290	Total	11	130
Statutory Paid	\$195,925.33		Statutory Paid	\$53,039.21	

Mechanism of Injury for claims submitted	YTD 2021/2022	Days Lost
28 Being hit by moving object		
21 Being hit by falling objects	1	0
42 Muscular stress while handling objects		
43 Muscular stress with no objects being handled		
41 Muscular stress while lifting		
01 Falls from a height		
26 Being trapped between Static objects	1	2
92 Vehicle Accident		
Total	2	2
Statutory Paid	\$534.40	

LOW Data: 2021 - 2022 YTD	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
CSC LTI/R YTD LGW Data	0	0	0	15.61	12.49	10.41	8.92					
Group B LTI/R YTD (Councs with wages > \$5 Dec \$10 mil)	5.54	8.17	9.08	9.33	9.61	9.99	11.67					
CSC LTIs each month	0	0	0	1	0	0	1					

LOW Data: 2021 - 2022 YTD	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
CSC Duration Rate YTD LGW data	0	0	0	2.00	2.00	2.00	2.00					
Average duration rate by Group B (Councs with wages > \$5 Dec \$10 mil)	6.00	8.67	8.40	10.00	15.33	16.18	17.09					

There have been 2 Incident Reports submitted where an injury was sustained from 1 July 2021 to the current date of this Report. 2 of those incidents have resulted in loss time from work. There was an adjustment of the payout figures to the 2019/2020 of plus \$0, for 2020/2021 of plus \$962.20 and for 2021/2022 of plus \$0

Report Completed on Monday, February 7, 2022

BUSINESS PAPERS

9.4 LES WILSON BARRAMUNDI DISCOVERY CENTRE AND KARUMBA & NORMANTON VISITOR INFORMATION CENTRES

Attachments:	NIL
Author:	Amanda O'Malley - Centre Manager - LWBDC
Date:	17 February 2022
Key Outcome:	A dynamic and diverse economy creating industry development and employment opportunities
Key Strategy:	Provision of support for a sustainable Tourism sector

Executive Summary:

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

RECOMMENDATION:

That Council:

1. receive the Centre Manager's Report; and
2. that those matters not covered by resolution be noted.

Background:

1. Les Wilson Barramundi Discovery Centre – Hatchery Operations

- **Sea turtles**

The potential to hatch sea turtles is being investigated to enhance tourism offerings, addressing the need for additional tour experiences. This strategy will simultaneously offset mortality reported by the Department of Environment and Science (DES) due to turtle interactions with crab apparatus.

Activities are proposed to include:

- Collection of eggs by Carpentaria Land Council Aboriginal Corporation (CLCAC). CLCAC currently conduct sea turtle management practices including nest identification on Delta Downs Station. Anecdotal evidence suggests that over 90% of nests are destroyed due to predation.
- Incubation at LWBDC using the model adopted by Queensland Museum, whereby eggs are transferred to a public viewing transparent incubator made of Perspex for two days pre-hatching (photo below). We are able to build this using existing materials.
- Newborn turtles would be released by CLCAC in accordance with permit conditions, with a view toward contributing toward the Gulf of Carpentaria genetic stock.

There is a view toward enhancing conservation outcomes, such as by controlling offspring sex ratio via temperature manipulation to offset shortages in males caused by increasing temperatures.

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Local rookeries are year-round and known to include; Hawksbill (*Eretmochelys imbricata* – IUCN status critically endangered), flatback (*Natator depressa* – IUCN status endangered), green (*Chelonia mydas* – IUCN status endangered) & Olive Ridley (*Lepidochelys olivacea* - IUCN status - vulnerable).



Perspex sea turtle incubator

- **Student projects**

James Cook University students from the fields of Marine Biology, Aquaculture and Genetics have been engaged to perform projects on a volunteer basis for a duration of three months to one year. Topics are selected based on both cost reduction and enhancing the potential of the hatchery. Current topics under discussion include hormone trials, feed trials & genetic viability of broodstock.

The pilot phase focusing on undergraduate students initiated in 2021 has delivered operational benefits. Both Aquaculture and Veterinary Science students assisted with daily duties, as well as working on priority projects that lead to cost reduction.

- **Staff interchangeability and upskilling**

Staff, including Hatchery Technicians and Tour Guides, are now trained across essential service delivery areas. Allowing greater flexibility for coverage and ensuring prompt identification of failures. This has resulted in significant savings related to equipment failure.

- **Broodstock**

The new broodstock tanks are installed and have reduced cost related to heating (due to lower water volume), maintenance (due to Perspex window breakage) and cleaning (due to leaks).

Genetic profiling and PIT tagging of broodstock has commenced, in accordance with permit conditions. Involvement of students in this process results in nil cost to Council.

BUSINESS PAPERS

Hormone profiling is underway, data collected thus far has led to modifications that represent significant savings in future expenditure and a more reliable yield. Egg production under the newly revised schedule is the highest on record for the hatchery.

Potential permit modification was investigated, to capitalize on the high egg production, specifically by releasing excess egg directly into the Norman River. Although the benefits would have been considerable, with the release of over 800,000 eggs per breeding attempt, Department of Agriculture and Fisheries (DAF) are not supporting this amendment currently. We will raise this again next year.

- **Commercial supply of barramundi**

The potential to supply barramundi eggs and fingerlings in commercial quantities is being investigated, with demand exceeding supply. We are liaising with other hatcheries to determine potential solutions associated with transport to the east coast.

- **Food**

The cost of hand feeding exhibition fish is being reduced from \$12 to \$2.40/kg, utilizing small baitfish in place of squid. This also allows more tours to run, as the mass is also reduced. Local suppliers were approached but unable to supply food.

- **Signage**

The overhead banners have been erected in the hatchery (photos below). ABC are preparing a media release in coordination with the funding body.



'The Love Shack'

BUSINESS PAPERS



'Small Fry'



'Feed A Barra'

BUSINESS PAPERS

- **Old hatchery**

The site has been cleaned of debris and the fence restored. It is anticipated that the dongas will be auctioned off. The potential to redevelop the site utilizing funding currently available, however, the pilot phase for hatching turtles will be executed before proposals are put forward for consideration. It is likely that the value of charismatic megafauna in terms of both funding and tourism value will outweigh the value of refurbishing ponds for barramundi.

2. Merchandise and tours:

- Sales in 2021 were limited by stock availability, we have secured stock and diversified our suppliers to ensure more consistent supply in 2022.
- Local artists are continuing to be featured, as we phase out Northern Territory references and move toward artists within the region. Margaret Chatfield Henry, being the latest to submit works for printing on tea towels and other goods.
- Tour bookings for 2022 have increased compared to 2021, raising the need to address opportunities to diversify offerings and develop strategies to address limitations associated with fish feeding. Change of feed type to smaller, cheaper options and initiation of the turtle project have the potential to address these limitations.
- We continue to cold call and visit tour companies known to visit the region and are regularly signing up new groups. However, this has resulted in no tours available for the public on certain days in the short term.
- Interactive display screens are being installed in the hatchery; this will allow us to deliver educational sessions remotely. We are investigating the potential to be included in various programs designed to exposed 'city kids' to the outback.

Interpretive Centre:

- The donated sawfish display is complete.
- The donated crab and prawn display is in progress and will highlight the importance of this industry, as well as fun and engaging facts.
- Local Saratoga being sought to compliment the baby Saratoga on display.
- Ghost net display to be updated to accommodate community feedback.

Art gallery:

Funding (non-matched) is being sought to purchase display stands for the gallery. Peter Sloane, Rod Lucas, David Hammann, Sylvia Hammann & Margaret Chatfield-Henry are working on exhibits for the gallery.

BUSINESS PAPERS

Café:

The tender opportunity for the café has been extended, due to lack of applicants despite strong verbal interest. I am liaising with interested parties to determine the cause. If there are no applicants it may be in our interest to run the café with a limited offering, including: boiled prawns, barra, hot chips, bidfest cakes & coffee.

3. Visitor Information Centre:

- Statistics – visitation now recorded using the Point of Sale (POS) system. This allows peaks and troughs to be accurately recorded and staffing schedules to be modified to address need.
- Tear drop banners to be erected this month to attract attention from street
- Town map to be revised to double sided, A2 size, with Karumba and Normanton featured on one map.
- Town walk books have not been in use for over three years. We have placed QR codes on the new town walk signs to allow the database of videos and photos to grow, offering a more engaging town walk experience. Is a town walk book also needed?
- Birdlife Australia are working on a Gulf Country Bird book in coordination with the LWBDC, with the sale price to cover the cost of colour printing. Is there support to charge to cover the cost of production?
- Pigeons have been eradicated from Normanton VIC, with bays to be cleaned before tourist season commences.
- New merchandise has been designed for Normanton VIC, with a slatwall to facilitate display.

4. Digital marketing

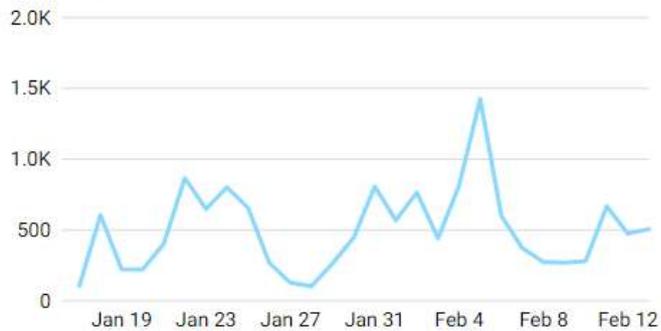
- ABC running media releases in relation to LWBDC, local artists and experiences. LWBDC are continuing to facilitate varied stories and liaise with locals to promote participation. For example, 'Local Artist uses work to combat illegal fishing wiping out endangered Sawfish' – Rod Lucas, as well as features relating to Midnight Emporium soaps, Peter Sloane metal works, CLCAC regarding marine monitoring etc.
- Trip Advisor – maintaining top experience in Karumba and 4.5 star rating
- Facebook and Instagram engagement increasing since LWBDC staff began facilitation

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Reach

Facebook Page Reach ⓘ

6,135 ↑ 11.5%



New likes and followers

New Facebook Page Likes ⓘ

23 ↑ 228.6%



Page and profile visits

Facebook Page Visits ⓘ

162 ↑ 30.6%



- Photo bank continuing to grow, including drone footage, enhancing value of content

BUSINESS PAPERS

Grants & Awards:

Signage grant update:

- Karumba Town Walk panels replaced
- Entry and exit point signs to be installed this month for the Karumba to Karumba Point track
- Normanton VIC signage installed, logos will be added this month
- Hatchery banners installed
- Interactive screens to be installed this month
- LWBDC entry and hatchery signs shown below for consideration



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Savannah Way Arts Trail:

- Community have expressed strong support for the sculpture design during consultation sessions.
- Survey Monkey utilised to ensure residents had an opportunity to provide feedback in a non-confrontational setting. Over 40 responses, with 97% being in support of location, as shown below.
- Proposed to include the unveiling in the 2022 Outback by the Sea Festival.



Proposed location: Between the Sunset Tavern & binoculars.

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- Queensland Tourism Industry Council (QTIC) are seeking applicants for the Top Tourism Town Awards. Benefits are associated with marketing. We are eligible to submit for the Top Tiny Tourism Town (population below 1,500). Application fee is \$150.

Individual artist grants

- Australia Council for the Arts and Arts Queensland funding acquitted for local artists, with two books being delivered by local Artist Rod Lucas
- New application underway for local artist Alwyn Owens
- Potential to focus on applications in late 2022 to compliment festival funding

Outback by the Sea Festival:

- Continuing to engage with local suppliers and contacts to promote inclusion in the schedule in co-ordination with Tourism Champion. Experiences secured thus far include stargazing, ghost net workshops, art lessons, photography lessons & weaving sessions.
- Is there support of funding a cleaner for the golf course toilets and grounds for the duration of the festival? Proposal is to open the grounds to facilitate camping and/or self-contained vans. We can charge a small fee for site bookings to cover the costs associated with cleaning. We can facilitate bookings using the LWBDC booking system.

Other

Formal review requested for listing of Singapore ants as an invasive species in Queensland. Economic, biosecurity, health and amenity impact highlighted. Outcome expected next month.

Consultation (Internal/External):

- Mark Crawley - Chief Executive Officer

Legal Implications:

- N/A

Financial and Resource Implications:

- Financial implications will depend on feedback (i.e. Café)

Risk Management Implications:

- Within acceptable risk parameters

BUSINESS PAPERS

10 REPORTS FROM DIRECTOR OF CORPORATE & COMMUNITY SERVICES

10.1 DCS REPORT

Attachments: 10.1.1. Car Park Area at Normanton Waste Facility [↓](#)
Author: Julianne Meier - Director Corporate Services
Date: 15 February 2022

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. resolve to provide a capital budget of \$20,200 to construct a secure fenced area for storage of Abandoned Vehicles at the Normanton Waste Facility; and
3. 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 workshop was conducted in December, and options have been considered. Impact on non-profit and recreational users still to be assessed. No update for February.

BUSINESS PAPERS

	Liaise with relevant parties to improve connectivity at Normanton Rodeo Grounds	Ongoing	<p>Ongoing – reported fault with Telstra about service dropouts.</p> <p>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.</p> <p>Liaising with ICT and Electrician to investigate opportunities to optimise wi-fi capacity at Rodeo Grounds.</p> <p>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.</p> <p>Grant was unsuccessful.</p>
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> <p>No update for January.</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. No responses have been received to date.</p> <p>No update for January.</p> <p>Quotations have been sourced with the lowest \$20,200. Officers seeking a capital budget to proceed.</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> <p>DCS to finalise with Preston following December discussions.</p> <p>Water Agreement finalised, currently with Preston. Expect to be finalised and sent to landowners in later February.</p>

BUSINESS PAPERS

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> <p>The signs have arrived, and expected installation when crews can access site.</p>
Nov-21	Karumba Progress Association	In Progress	<p>Karumba Progress Association have requested Council consider the following projects:</p> <ol style="list-style-type: none"> 1. Karumba Walking Track Improvements 2. Footpath – Karumba Town to Barra Centre <p>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.</p>

2. Budget

The 2021/2022 budget was adopted at the 30 June 2021 Special Meeting. An extract of the budget areas of responsibility are shown below. Each line item is discussed in detail below.

BUSINESS PAPERS

Row Labels	Sum of Original	Sum of YTD Act	Sum of Order V	Sum of Total Ac
Operating Expenditure	1,509,472	1,112,532	337,440	1,449,972
Animal Control	108,216	32,141	0	32,141
Cemeteries	79,191	16,886	3,432	20,318
Environmental Health	73,481	371	0	371
Information Technology	406,759	228,032	32,260	260,293
Local Laws	162,716	58,802	6,083	64,885
Major Opex	400,000	536,680	287,064	823,745
Mosquito Control	67,083	561	1,500	2,061
Pest Management Operations	77,943	24,977	0	24,977
Property And Leases	15,000	3,212	1,000	4,212
Regional Economic Development	0	3,500	0	3,500
Weed Control	119,083	207,369	6,100	213,469
Operating Income	-559,000	-220,127	0	-220,127
Animal Control	-2,000	-1,974	0	-1,974
Environmental Health	0	-2,532	0	-2,532
Local Laws	-89,000	-42,193	0	-42,193
Major Opex	-400,000	-10,651	0	-10,651
Pest Management Operations	0	-40,000	0	-40,000
Property And Leases	-68,000	-54,644	0	-54,644
Records Management	0	-1,133	0	-1,133
Weed Control	0	-67,000	0	-67,000
Grand Total	950,472	892,405	337,440	1,229,845

Animal Control - Tracking well against Budget.

Cemeteries - Tracking well against Budget.

Environmental Health - Budget not yet expended but will need to use a contractor for various food business and caravan park inspections prior to 30 June.

Information Technology - Budget expected to be fully expended. ICT items such as laptops, desktop computers and monitors have not been replaced at estimated end of life and have lasted beyond expected lives. This may result in greater than usual purchases in the current year as several computers, monitors and printers have failed and have had to be replaced.

Local Laws - Some wages shall be offset against the Illegal Dumping Grant Round 2, for monitoring illegal dumping. The total grant is for 0.25 of an FTE and is only able to fund wages.

Major Op Ex - This expenditure typically includes operational projects, that are not business as usual. We would usually include these projects in the Operational Projects Budget as a separate attachment. Projects included here include:

- Curry PM - Flood Warning Infrastructure Network – Grant Funded by QRA
- Lilyvale Sliplane - \$400k funded by LRCIP
- SurePact Implementation - Contract Management Software

BUSINESS PAPERS

- GWIP Infrastructure - (Telstra to TerreCom Migration) – Somewhat funded by operational savings over a three-year period.

There is a carryover project IT Vision Synergy Soft Implementation - Definitiv (Online Timesheet Program), where current expenditure is \$71,749. Unfortunately, due to Covid this project was not fully implemented prior to June 30.

At this stage officers anticipate these costs may be able to be absorbed into the current administration budget, and no further budget is requested at this time.

Mosquito Control - Budget not yet expended but will need to use a contractor to carry out fogging work regularly during wet season.

Pest Management Operations - Budget not yet expended but will need to use a contractor to carry out 1080 Baiting Program.

Weed Control - Budget fully expended, due to works carried out in Karumba to clear woody weeds and pest from Col Kitching Drive and Walker St areas. Most of the expenditure related to cultural monitoring of the areas during the clearing period.

3. Program Update

Local Laws

Approved Inspection Program

The Local Laws officer has commenced the Approved Inspection Program for:

- Dog Registration – to ensure dogs are registered.
- Keeping of Animals – to ensure compliance with Local Law No. 2
- Mosquito Breeding Sites – to ensure residences to not have breeding grounds for mosquitos.

The inspections commenced on 1st February 2022 and shall continue in the townships of Normanton and Karumba, for three months until 30th April 2022.

The inspection program has commenced and to date 10 unregistered dogs have been identified, and owners have been advised they have 14 days to register their dogs.

One property in Normanton has three dogs, and the owners have been advised the required process.

The public have been quite diligent at keeping items in their yards free of water, but the Local Laws Officer will continue to inform and educate.

However there are some yards that will receive overgrown allotment notices in due course.

Illegal Dumping Compliance

There have been no noticeable instances of Illegal Dumping recently, though routine inspections shall continue. No cameras have been installed to date as we are awaiting the camera hides and stumps to arrive, they are currently on back order.

Pest and Weed Management

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We are expecting to receive a payment from Biosecurity Queensland for \$9,136 to support Council's transition to the new legislation and fund the purchase of poison for another year. The budget for Pest Management Operations is shown below:

Row Labels	Sum of Original Budget	Sum of YTD Actual	Sum of Order Value	Sum of Total Actual
Operating Expenditure	77,943	24,977	0	24,977
Consumables	500	0	0	0
Contractors - Others	0	1,350	0	1,350
Labour On Costs	8,573	0	0	0
Other Expenses	2,000	2,450	0	2,450
Salaries & Wages	16,870	0	0	0
Service Contracts	50,000	21,177	0	21,177
Operating Income	0	-40,000	0	-40,000
Contributions - Operating	0	-40,000	0	-40,000
Grand Total	77,943	-15,023	0	-15,023

Council received grants of \$40,000 during the year, but this should not be anticipated in future. We use contractors to deliver the current program so staff wages are also no required.

It is expected costs would be \$50,000 to the contractor to deliver 2 rounds of the program, and an additional \$10,000 for poison. Therefore, the program budget would usually be around \$60,000 per year to deliver 2 rounds of baiting.

If Council wishes to recover these costs it could consider introducing a special charge or simply recovering this amount in general rates. Officers are currently planning for the next round of baiting for the financial year and seek feedback from Council in respect of the continuity of the program.

There was an area set aside at Council's depot for storage of poisons, however this has now been demolished. Council would need to consider storage of the poison that is accessible externally to the Depot, to continue the program.

For Feedback.

Mosquito Management

There have been requests from the community of Karumba and Normanton to conduct some mosquito fogging to reduce the number of mosquitos. A contractor has been engaged to carry out a treatment in both townships on Monday 14th and Tuesday 15th respectively.

Ideally, we can provide an adequate level of service with planning in advance, so the contractor is able to schedule the works in advance. There is some available funds for contractors within the budget. The current mosquito budget is shown below.

Row Labels	Sum of Original Budget	Sum of YTD Actual	Sum of Order Value	Sum of Total Actual
Operating Expenditure	67,083	561	1,500	2,061
Advertising	1,000	0	0	0
Chemicals	25,000	0	0	0
Contractors - Others	20,000	0	1,500	1,500
Labour On Costs	6,430	235	0	235
Materials	2,000	0	0	0
Salaries & Wages	12,653	325	0	325
Grand Total	67,083	561	1,500	2,061

It is not anticipated wages and salaries will be required for this program as Council engages a contractor to do the works.

For feedback.

BUSINESS PAPERS

4. Other Items

Network Upgrade Project and Normanton Depot Switch Project

The Council network sites in Karumba are all serviced from the Karumba Community Centre currently. The existing Telstra network service for Karumba, provisioned at the Community Centre, is an Ethernet over Copper service. Telstra is retiring this legacy network infrastructure in late 2022 and all services need to be migrated to an alternate technology or cancelled.

As part of the broader network upgrade for Council, the intention is to provide a Telstra fibre service to the Barra Centre (as it has better infrastructure on site) and service all Council sites from this location instead.

Telstra has advised that a contribution from Council is needed to complete the extension of their network to the Barra Centre.

The estimated contribution cost is \$66k plus we have allowed an additional \$5k for on-site/internal building works, hence an estimated total of \$71k. Most of this cost is likely mobilisation of a contractor from Cairns.

The options are limited (there is no NBN fibre infrastructure) but are also reviewing the following.

- Community Centre – Feasibility request submitted (22/12/2021) with Telstra for delivery of a fibre service to this site. Awaiting outcome, still in the queue when checked a week ago.
 - This may prove to be less costly to extend fibre to the location.
 - If this site is feasible and selected, the current data rack will need to be replaced as it is not suitable for the additional equipment.

Officers are seeking Feedback from Council on which option they wish to pursue, so we can update Telstra project group about what to do with the order for the fibre link.

Option 1 - Extension of Telstra network to the Barra Centre – Approx \$71k

Option 2 – Delivery of fibre to Community Centre – Awaiting outcome.

For feedback

Abandoned Vehicles Fenced Area

Council's Local Laws Officer has identified several abandoned vehicles in Normanton and Karumba town areas.

The current process is Council's Authorised Officer will inspect the vehicle and if it is considered abandoned or a safety issue, a notice to remove an apparently abandoned vehicle issued under the *Transport Operations (Road Use Management) Act 1995* will be placed on the vehicle giving owners a minimum of 24 hours to remove the vehicle or it will be towed.

The issue is Council currently has no storage area to town the vehicles to. The Manager of Water and Waste has liaised with the current contractors at the waste facility, and they have identified an area at the Normanton Waste Facility to be fenced. The facility is not currently secure as the gates are not locked. Officers have sourced quotations, with the cheapest being \$20,200. A proposed plan is attached.

Without a designated area to town abandoned vehicles to, Council officers are not able to progress to the next stage.

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A capital budget of \$20,200 is requested to construct a secure area for Abandoned Vehicles at the Normanton Waste Facility.

Consultation (Internal/External):

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

Legal Implications:

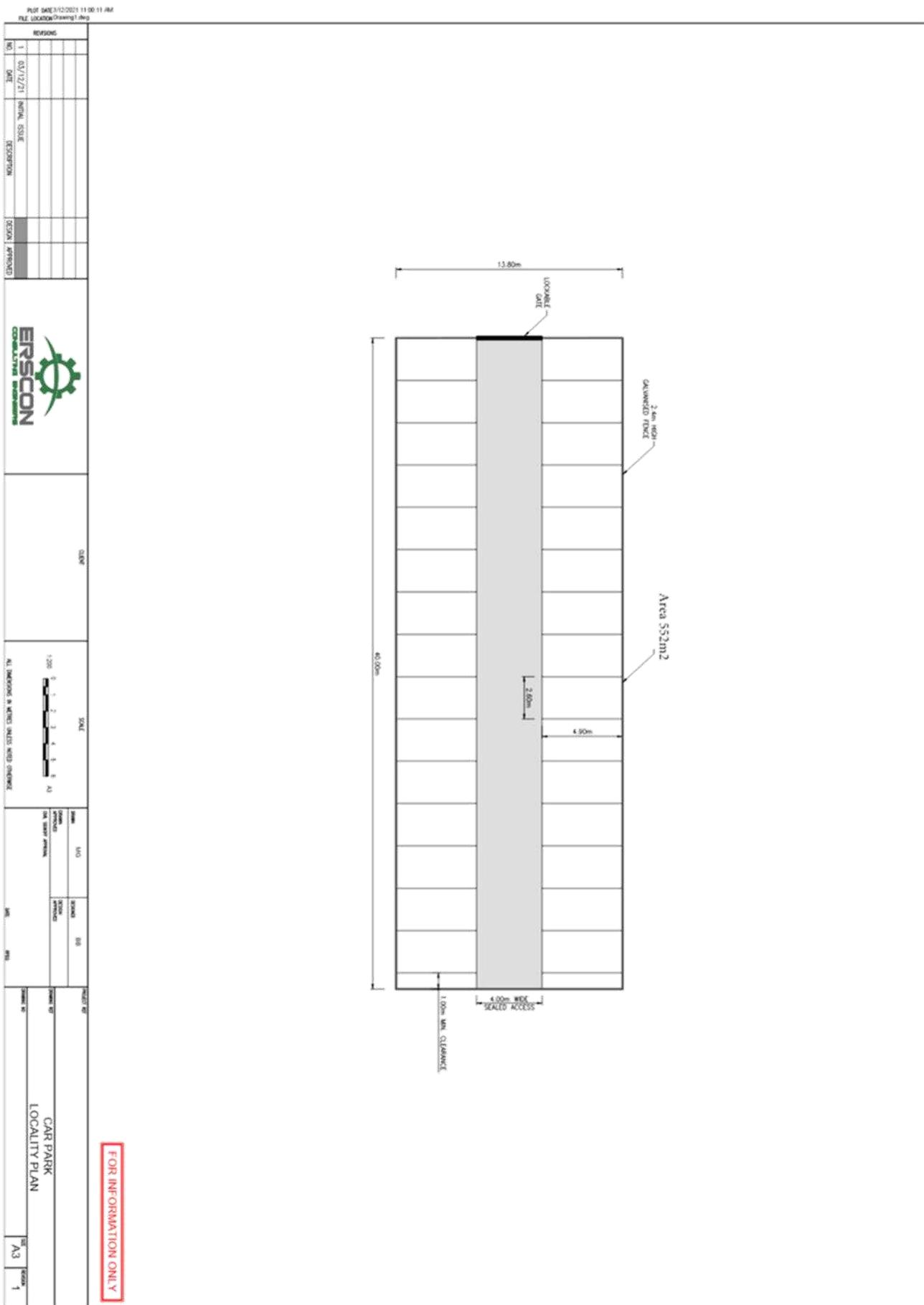
- *Local Government Regulation 2012*
- *Local Government Act 2009*

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.



BUSINESS PAPERS

10.2 MONTHLY FINANCIAL REPORT - JANUARY 2022

Attachments: 10.2.1. Monthly Financial Statements - January 2022 [↓](#)
10.2.2. Cash - January 2022 [↓](#)
10.2.3. Capital Projects - January 2022 [↓](#)
10.2.4. Major Initiatives Expenditures - January 2022 [↓](#)

Author: Jade Nacario - Manager Finance and Administration

Date: 17 February 2022

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 January 2022 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 31 January 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 31 January 2022 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 seventh month of the financial year 2021/2022, the comprehensive income statement indicated a net result of \$242,190 in surplus which is the sum of \$ 38,456,091 in recurrent revenue, \$ 44,764,552 in recurrent expenditure and \$6,550,650 in capital income.

The rates and charges line item shows the first rates levy has been issued and is approximately half of the budget.

Fees and charges line indicates revenue of \$877,194. This item includes auction proceeds from the day of \$569,125.50. The auction proceeds have not been included in the initial

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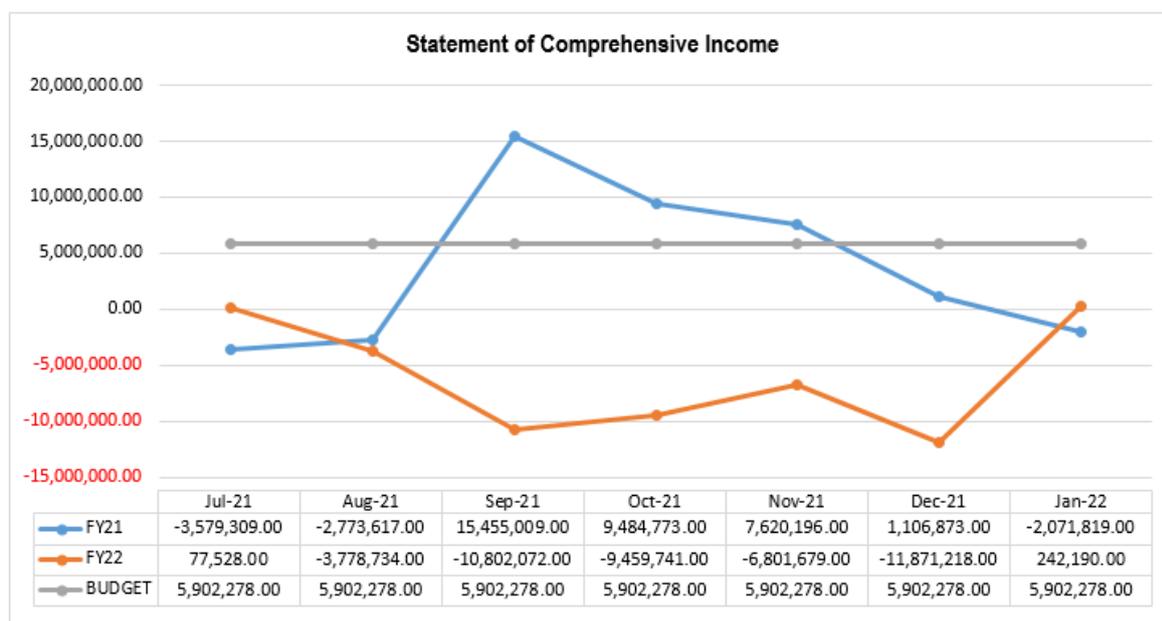
budget. Fees and charges net of auction proceeds amount to \$308,069 and are tracking satisfactorily against the budgeted \$877,194.

The sales revenue line includes \$1,064,524.79 in additional plant items sold through Pickles Auctions. Once the accounting process for the sale of these plant items has been finalised, it is anticipated the \$569,125.50 plus the \$1,064,524.79 (\$1,633,650.29) net of any losses on sales shall be placed in a cash backed (QTC Cash Fund) Plant Reserve for future purchases. More information on the Plant Reserve transfer shall be provided to Council next month.

Sales revenue is mostly made up of road maintenance and construction contracts but does include other revenues from the Hatchery \$32,416, the Barra Centre \$33,517 and Normanton Visitor Information Centre \$4,979.

The line item employee benefits has a budget of \$10,852,910, with total expenditure at \$5,620,308 seems to be under budget for period, however a number of staff have taken leave over the Christmas period and expenditure will likely catch up when the works programs start up again.

Overall the expenditure against budget is tracking as expected.



Financial Position Reports

The graph below shows Council's *Trade and Receivables* balance of \$ 2,404,908. The receivables balance is made up of rates receivable \$873,592 and the remaining balances are receivables from community loans, Main Roads recoverable works and airport charges.

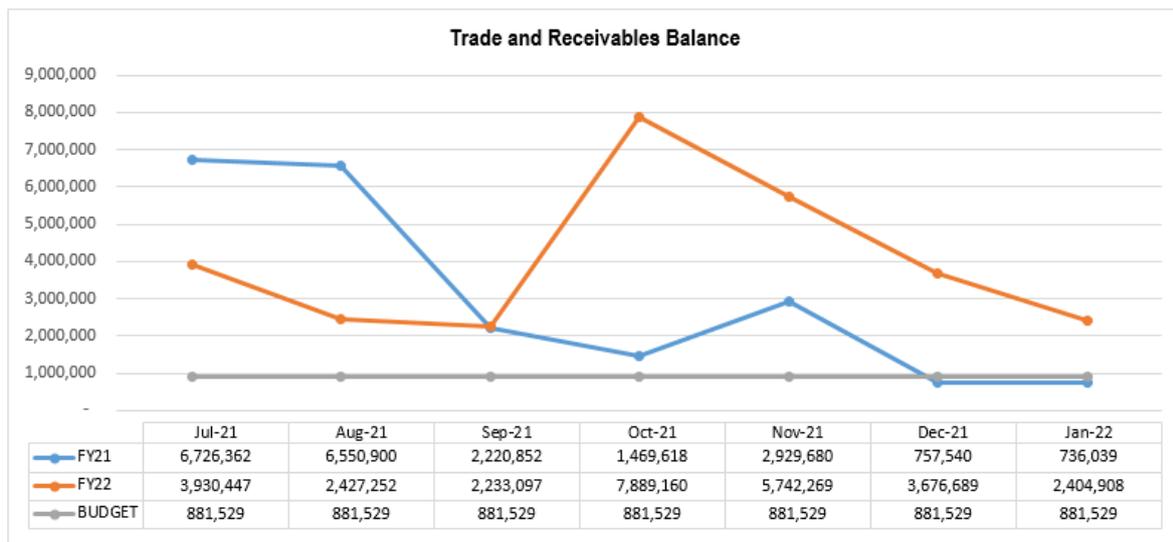
Council currently has three community loans, that were issued for a term of 10 years, and these are reflected as assets in Council's accounts. The outstanding balances in last year's accounts and expected annual payments were:

Community Organisation	Balance	Estimated Payment
------------------------	---------	-------------------

BUSINESS PAPERS

Normanton Rugby League Club	\$59,437	\$ 9,969
Karumba Recreation Club	\$ 5,385	\$ 2,587
Normanton Rodeo Association	\$83,307	\$16,118

All community organisations have been making payments to reduce their loans annually. The estimated payment amount is reflected as the amount expected to be paid in the next twelve months.



Rates and Service Charges Receivables

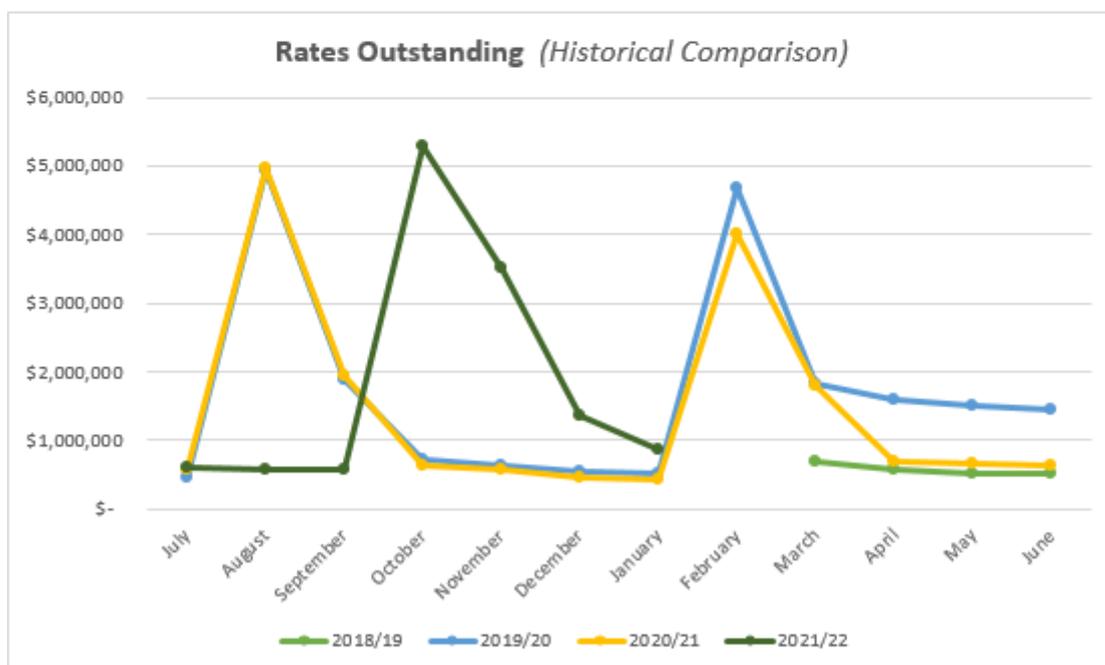
The outstanding rates for the month of January 2022 is higher compared to the balance of January last year. This is due to the timing difference of the first levy between the two years. The Rates team has sent out reminder letters during the month of January. These were not completed after two weeks of due date, as per Council's Debt Recovery Policy. This is due to the period being very close to Christmas.

The second rates levy for the financial year is scheduled to be issued on the 28th February 2022 with discount date closing on the 30th March 2022. Public notice will be posted on Council's Facebook account on the website and on public notice boards.

The table below shows the outstanding rates balances are slightly higher \$873k compared to the comparative period \$500k estimated.

BUSINESS PAPERS

Rates Outstanding					
	%	Jan-22	Dec-21	Nov-21	Jan-21
Current Year	34%	337,193	797,069	2,899,751	160,059
1 Year Arrears	19%	189,997	209,550	234,643	140,666
2 Year Arrears	11%	111,977	111,977	112,141	59,429
3+ Year Arrears	18%	173,533	193,632	193,697	156,393
Interest	18%	175,536	156,010	156,499	155,837
Credits		(114,644)	(101,003)	(88,140)	(244,071)
Balance	100%	873,592	1,367,236	3,508,592	428,312



Capital Expenditure Report 2021/2022

Council has a capital budget of \$16.1 million for the 2021/2022 financial year. Some projects have been added since the original budget, and these also have a Council contribution. 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

BUSINESS PAPERS

- Glenore Weir Rectification Stage 2
- Raw Water Irrigation
- Shire Office – External Repaint
- Normanton Stormwater Upgrade
- Karumba Point Shoreline

Additional Items represents grants sourced during the year that have been added to the capital report, and items requested by Council resolution.

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 January 2022 was almost \$9.7m of the \$16.1m budget. Additionally, there is \$748k 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.

QTC Loans

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

Loan Purpose	Balance	Maturity Date
Glenore Weir	4,537,941	15 March 2035
Karumba Sewerage	1,738,663	15 June 2030
Normanton Water	958,870	15 March 2031
TOTAL	7,235,474	

Consultation (Internal/External):

- Executive Leadership Team
- Managers and relevant officers

BUSINESS PAPERS

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 31 January 2021

	Core \$	QRA \$	Non-Core \$	Total \$	Budget \$
Income					
Revenue					
Recurrent revenue					
Rates, levies and charges	4,197,786	-	-	4,197,786	8,183,000
Fees and charges	877,194	-	333,929	1,211,123	539,000
Rental income	56,151	-	259,395	315,546	581,000
Interest received	104,012	-	-	104,012	200,000
Sales revenue	10,080,113	-	65,934	10,146,047	10,408,500
Other income	207,336	-	-	207,336	20,000
Grants, subsidies, contributions and donations	1,882,925	20,236,654	154,662	22,274,241	46,487,331
	17,405,517	20,236,654	813,920	38,456,091	66,418,831
Capital revenue					
Grants, subsidies, contributions and donations	4,978,374	1,572,276	-	6,550,650	11,143,759
Total revenue	22,383,891	21,808,930	813,920	45,006,741	77,562,590
Capital income	-	-	-	-	-
Total income	22,383,891	21,808,930	813,920	45,006,741	77,562,590
Expenses					
Recurrent expenses					
Employee benefits	(4,431,495)	(770,960)	(417,853)	(5,620,308)	(10,852,910)
Materials and services	(12,120,392)	(20,366,624)	(620,723)	(33,107,739)	(50,491,285)
Finance costs	(238,653)	-	-	(238,653)	(369,824)
Depreciation	(5,314,845)	-	(483,007)	(5,797,852)	(9,946,292)
	(22,105,385)	(21,137,584)	(1,521,583)	(44,764,552)	(71,660,312)
Capital expenses	0	0	0	0	-
Total expenses	(22,105,385)	(21,137,584)	(1,521,583)	(44,764,552)	(71,660,312)
Net result	278,507	671,346	(707,663)	242,190	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	278,507	671,346	(707,663)	242,190	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 31 January 2022

	31 January 2022	2021.2022
	Actual	Adopted Budget
	\$	\$
Income		
Recurrent Revenue		
Rates and Charges	4,197,786	8,183,000
Fees and Charges	1,211,123	539,000
Rental Income	315,546	581,000
Interest Received	104,012	200,000
Sales & Recoverable Works	10,146,047	10,408,500
Other Recurrent Income	207,336	20,000
Grants, Subsidies and Contributions	22,274,241	46,487,331
Total Recurrent Revenue	38,456,091	66,418,831
Capital Revenue		
Grants, Subsidies and Contributions	6,550,650	11,143,759
Capital Income	0	0
Total Income	45,006,741	77,562,590
Expenses		
Recurrent Expenses		
Administration and Governance	(4,345,865)	(5,040,129)
Community	(1,240,008)	(2,907,107)
Engineering	(2,561,991)	(4,474,418)
Fleet and Plant	1,007,187	4,877,878
Recoverable Works	(8,173,693)	(9,096,300)
Environment	(644,305)	(1,283,144)
DRFA	(21,137,584)	(40,031,791)
Tourism	(661,934)	(1,254,213)
Water and Sewerage	(969,855)	(2,134,971)
Finance Costs	(238,653)	(369,824)
Depreciation	(5,797,852)	(9,946,292)
Total Expenses	(44,764,552)	(71,660,312)
Capital Expenses		
	-	-
Total Expenses	(44,764,552)	(71,660,312)
Net Result	242,190	5,902,278



Statement of Financial Position
 as at 31 January 2022

	31 January 2022 Actual \$	2021.2022 Adopted Budget \$
Current Assets		
Cash and Equivalents	19,521,847	36,376,615
Trade and Other Receivables	2,404,908	881,529
Inventories	991,570	424,693
Other Financial Assets	501,050	433,982
Contract Assets	7,254,546	14,435,566
Total Current Assets	30,673,921	52,552,385
Non-Current Assets		
Receivables	90,571	90,571
Property, Plant and Equipment	261,608,661	344,165,589
Capital Works in Progress	13,926,034	16,157,389
Total Non-Current Assets	275,625,266	360,413,549
TOTAL ASSETS	306,299,187	412,965,934
Current Liabilities		
Trade and Other Payables	729,687	7,530,468
ATO Payable	994,060	198,786
Interest Bearing Liabilities	502,189	512,809
Provisions	1,016,045	1,285,765
Other Accounts Payable	100,000	100,000
Contract Liabilities	6,090,090	20,415,906
Lease Liabilities	78,000	0
Total Current Liabilities	9,510,070	30,043,734
Non-Current Liabilities		
Interest Bearing Liabilities	6,733,285	6,439,150
Provisions	1,388,420	1,937,954
Other Accounts Payable	100,000	100,000
Lease Liabilities	68,152	0
Total Non-Current Liabilities	8,289,857	8,477,104
TOTAL LIABILITIES	17,799,927	38,520,838
NET COMMUNITY ASSETS	288,499,260	374,445,096
Community Equity		
Asset Revaluation Reserve	171,678,796	269,621,280
Retained Surplus	116,820,464	104,823,816
TOTAL COMMUNITY EQUITY	288,499,260	374,445,096



Cash Flow Statement
 for the period ended 31 January 2022

	31 January 2022	2021-2022
	Actual	Adopted Budget
	\$	\$
Cash Flows From Operating Activities:		
Receipts From Customers	18,507,381	19,185,439
Payments to Suppliers and Employees	(54,251,192)	(61,444,195)
	<u>(35,743,811)</u>	<u>(42,258,756)</u>
Interest Received	104,012	200,000
Rental Income	315,546	581,000
Non Capital Grant and Contributions	22,274,241	46,487,331
Borrowing Costs	(238,653)	(369,824)
Net Cash Flows From Operating Activities	<u>(13,288,665)</u>	<u>4,639,751</u>
Cash Flows From Investing Activities:		
Payments for Property, Plant and Equipment	(10,299,977)	(16,157,389)
Proceeds From Sale of Property, Plant and Equipment	0	2,184,000
Grants, Subsidies and Contributions	6,550,650	11,143,759
Net Cash Flows From Investing Activities	<u>(3,749,327)</u>	<u>(2,829,630)</u>
Cash Flows From Financing Activities		
Repayment of Borrowings	(209,491)	(487,349)
Net Cash Flows From Financing Activities	<u>(209,491)</u>	<u>(487,349)</u>
Net Increase (Decrease) in Cash Held	(17,247,483)	1,322,772
Cash at Beginning of Reporting Period	36,769,331	35,053,843
Cash at End of Reporting Period	<u>19,521,847</u>	<u>36,376,615</u>

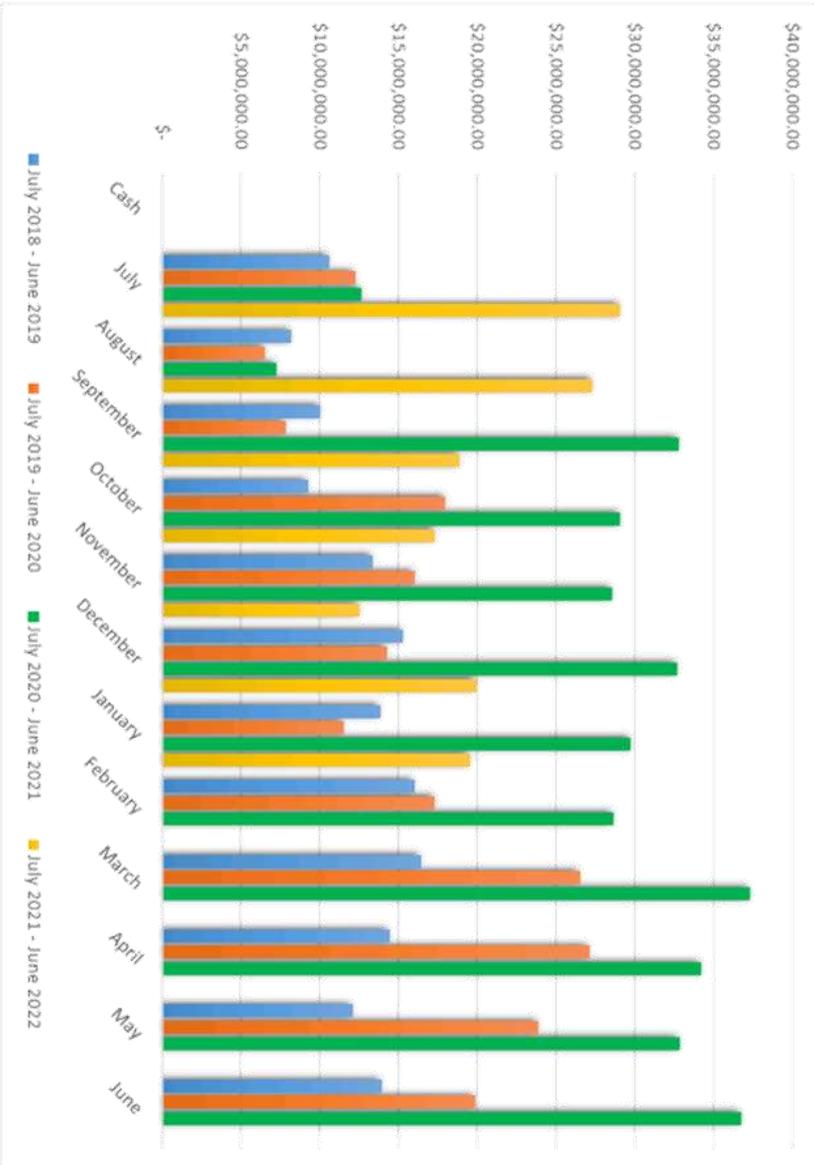


Accounts Summary

	31 January 2022	31 December 2021
	\$	\$
General Accounts		
Westpac General Operating Accounts	358,993	948,851
Westpac Term Deposit	100,000	0
QTC General Fund	16,142,549	16,036,673
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	19,517,634	19,901,616
Trust Accounts		
Queensland Treasury Corporation	91,378	91,378
Westpac Bank	36,029	36,029
Total balance held in trust	127,407	127,407
Other Balances		
CSC Reserves	11,070,235	11,070,235
CSC Provisions	2,404,465	3,223,719
Net of Contract Assets and Liabilities	-1,164,456	5,980,340
Total balance reserves, provisions and contract liabilities	12,310,243	20,274,294
QTC Borrowings		
Karumba Sewerage	1,738,663	1,729,188
Normanton Water Upgrade	958,870	953,758
Glenore Weir	4,537,941	4,522,237
Total balance QTC borrowings	7,235,474	7,205,183
Net Council Position	-28,084	-7,577,861

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	\$12,501,484.00	\$19,906,129.00	\$19,521,847.00					



Carpentaria Shire Council - Capital Expenditure Budget - 2021-2022

Job No	Project Description	Type	Project Funding Sources														
			Project Expenditure Budget	Project Grant Funding	Asset Sale / Trade-In	Councils Contri to Project	Accruals 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		
WQ2203	Buildings - Council Staff Housing - Renewals - Prioritized per condition assessments	R	400,000	400,000	0	0	0	135,000	135,000	0	0	0	0	0	0	0	0
CO2220	Buildings - Demolition of Old Traders Shed	R	50,000	0	0	50,000	0	50,000	0	0	0	0	0	0	0	0	0
QR8RF1	Buildings - Disaster Coordination Centre - Construct, Demolish Depot Shed	R	376,259	376,259	0	0	0	376,259	376,259	0	0	0	0	0	0	0	0
CO2106	Buildings - 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	0	0	0	0	0	0
WQ2206	Buildings - Karumba Airport Power Supply Upgrade	U	60,000	60,000	0	0	0	60,000	60,000	0	0	0	0	0	0	0	0
n/a	Fleet - Budget 2021-2022 (Priorities to be identified)	R	2,560	0	-1,000	3,560	0	0	0	0	0	0	0	0	0	0	0
CP2102	Fleet - Caterpillar 140M Motor Grader (588 29018 & P1311)	R	516,000	0	320,000	196,000	0	516,000	0	320,000	196,000	0	0	0	0	0	0
CP2102	Fleet - New Forklift - Karumba Sewerage Treatment Plant	R	60,000	0	0	60,000	0	60,000	0	0	60,000	0	0	0	0	0	0
CP2113	Fleet - P1568 - Toyota Hilux SR DC Stylish Ute - WPHS	R	58,726	0	5,000	53,726	0	58,726	0	5,000	53,726	0	0	0	0	0	0
CP2116	Fleet - 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	0	0	0	0	0	0
CP2114	Fleet - 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	0	0	0	0	0	0
CP2120	Fleet - P1608 - Toyota Landcruiser Workmate Utility - Workshop	R	72,745	0	5,000	67,745	0	72,745	0	5,000	67,745	0	0	0	0	0	0
CP2115	Fleet - P1653 - Toyota Hilux Single Cab - Electrician	R	62,370	0	15,000	47,370	0	62,370	0	15,000	47,370	0	0	0	0	0	0
CP2117	Fleet - P1664 - Toyota Landcruiser Dual Cab Utility - Lone Patrol - Works	R	75,754	0	25,000	50,754	0	75,754	0	25,000	50,754	0	0	0	0	0	0
CP2119	Fleet - P1665 - Toyota Landcruiser Single Cab Workmate - Plumber	R	78,000	0	25,000	53,000	0	78,000	0	25,000	53,000	0	0	0	0	0	0
n/a	Fleet - P1673 - Toyota Landcruiser Prado GX, Wagon (M Rickering)	R	0	0	30,000	-30,000	0	0	0	30,000	-30,000	0	0	0	0	0	0
CP2104	Fleet - P1680 - Toyota Hilux SR Dual Cab 4x4 Utility	R	60,000	0	15,000	45,000	0	60,000	0	15,000	45,000	0	0	0	0	0	0
CP2109	Fleet - 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	0	0	0	0	0	0
CP2108	Fleet - P1769 - Toyota Hilux SR 10 4x4 Dual Cab Utility - Foreman	R	59,438	0	0	59,438	0	59,438	0	0	59,438	0	0	0	0	0	0
CP2112	Fleet - P1770 - Ford Ranger Extra Cab 4x4 Utility - Local Laws	R	56,890	0	15,000	41,890	0	56,890	0	15,000	41,890	0	0	0	0	0	0
CP2110	Fleet - 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	0	0	0	0	0	0
CP2118	Fleet - P1772 - Toyota Landcruiser Dual Cab - Mayor	R	80,751	0	45,000	35,751	0	80,751	0	45,000	35,751	0	0	0	0	0	0
CP2111	Fleet - P1774 - Toyota Hilux SR 10 4x4 Dual Cab Utility - Foreman	R	59,438	0	8,000	51,438	0	59,438	0	8,000	51,438	0	0	0	0	0	0
CP2107	Fleet - P1781 - Toyota Hilux SR 10 4x4 Dual Cab Utility - Foreman	R	59,438	0	0	59,438	0	59,438	0	0	59,438	0	0	0	0	0	0
n/a	Fleet - P1836 Caterpillar 936E Landfill Compactor	R	60,000	0	13,000	-13,000	0	60,000	0	13,000	-13,000	0	0	0	0	0	0
CP2212	Fleet - P4513 - Kubota F3680 Front Deck Mower	R	60,000	0	6,000	54,000	0	60,000	0	6,000	54,000	0	0	0	0	0	0
n/a	Fleet - P4016 - 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	0	0	0
CP2101	Fleet - P4138 - Grace Lineaker IV 2505P5 (linearker)	R	36,000	0	0	36,000	0	30,000	0	6,000	30,000	0	0	0	0	0	0
n/a	Fleet - P4139 Vermeer BC1200XL Wood Chipper	R	0	0	0	-6,000	0	0	0	6,000	-6,000	0	0	0	0	0	0
n/a	Fleet - P6500 Cardboard Shredder - Karumba Transfer St	R	0	0	0	-7,000	0	0	0	7,000	-7,000	0	0	0	0	0	0
CP2211	Fleet Budget - Plumbers Issu Job Truck	N	145,000	0	0	145,000	0	145,000	0	0	145,000	0	0	0	0	0	0
CP2207	Fleet Budget - Replace P1512 Town Services - 4x2 Workmate Hilux Single Cab Ute (Cleaners)	R	35,000	0	8,000	27,000	0	35,000	0	8,000	27,000	0	0	0	0	0	0
CP2205	Fleet Budget - Replace P1582 WTP - Hilux SR 4x2 Single Cab Ute	R	35,000	0	8,000	27,000	0	35,000	0	8,000	27,000	0	0	0	0	0	0
CP2206	Fleet Budget - Replace P1605 WTP 4x4 Single Cab Hilux Utility	R	55,000	0	18,000	37,000	0	55,000	0	18,000	37,000	0	0	0	0	0	0
CP2206	Fleet Budget - Replace P1653 Electrician - Hilux 4 x 4 Single Cab	R	55,000	0	18,000	37,000	0	55,000	0	18,000	37,000	0	0	0	0	0	0
CP2203	Landcruiser	R	82,440	0	35,000	47,440	0	82,440	0	35,000	47,440	0	0	0	0	0	0
CP2210	Fleet Budget - Replace P2402 WTP - Isuzu N Series NPR Tipper	R	65,000	0	12,000	53,000	0	65,000	0	12,000	53,000	0	0	0	0	0	0
CP2208	Fleet Budget - Replace P4136 Quad UTV with 2 seats	R	25,000	0	2,000	23,000	0	25,000	0	2,000	23,000	0	0	0	0	0	0
CR2106	Footpaths - Disability Access Karumba	R	45,000	0	0	45,000	0	45,000	0	0	45,000	0	0	0	0	0	0
CR2105	Footpaths - Disability Access Normanton	R	60,000	0	0	60,000	0	60,000	0	0	60,000	0	0	0	0	0	0
CP2202	ICT - Depot - Switchboard 48 Port	R	9,000	0	0	9,000	0	9,000	0	0	9,000	0	0	0	0	0	0
CP2201	ICT - Shire Office - Photocopier	R	17,000	0	0	17,000	0	17,000	0	0	17,000	0	0	0	0	0	0
CP2204	ICT - TV Radio - Satellite Infrastructure Upgrade Karumba	R	50,000	0	0	50,000	0	50,000	0	0	50,000	0	0	0	0	0	0
CO2104	Other - Gilbert Street Pontoon Repairs	R	15,000	0	0	15,000	0	15,000	0	0	15,000	0	0	0	0	0	0
RR5006	Other - Karumba Airport Weather Station	N	87,000	0	0	87,000	0	87,000	0	0	87,000	0	0	0	0	0	0
QR8RF2	Other - Karumba Point Shoreline Detailed Design	N	530,000	500,000	0	30,000	0	0	0	0	530,000	0	0	0	0	0	0

Carpentaria Shire Council - Capital Expenditure Budget - 2021-2022

Job No	Project Description	Type	Project Funding Sources					Councils Contrib'n to Project	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 Contrib'n to Project	Trade-In										
LACIP9	Other - Karumba Pool Filtration Pumps (Replace existing pumps to increase efficiency)	R	20,000	20,000	0	0	0	0	20,000	20,000	0	0	0	10,164	885	11,049	
LACIP5	Other - Normanton Entry Storage (Similar to Karumba Storage)	N	55,000	55,000	0	0	13,500	0	41,500	0	0	41,500	0	41,064	0	41,064	
WQ2204	Other - Onsite Chlorine Generators - Normanton & Karumba Pools	U	320,000	320,000	0	0	0	0	320,000	320,000	0	0	0	0	0	0	
WQ2201	Other - Town Beautification - Landborough St Development	N	200,000	200,000	0	0	0	0	10,000	10,000	0	0	0	0	0	0	
WQ2202	Other - Town Beautification - School Dam Precinct Development	N	300,000	300,000	0	0	0	0	5,000	5,000	0	0	0	3,943	0	3,943	
n/a	Project - Lilyvale Subdivision Stage 1 - Access Road	N	1,500,000	0	1,500,000	0	0	0	1,500,000	0	1,500,000	0	0	0	0	0	
CL2201	Project - Lilyvale Subdivision Stage 1 - Water Infrastructure	N	925,000	925,000	0	0	412,628	0	844,600	844,600	0	0	0	43,752	0	43,752	
CL1801	Roads - A151 T105 Dunbar Kowanyama Road Floodway	U	228,882	218,882	0	10,000	0	0	0	0	0	0	228,882	512,384	5,306	512,384	
QR2108	Roads - Kerb and Challen across from Christian College, Thompson St	U	975,000	975,000	0	0	0	0	975,000	975,000	0	0	0	988,862	10,320	999,182	
CR2201	Roads - Magnificent Creek (Plains Creek) Causeway Upgrade Kowanyama Rd	U	744,059	717,649	0	26,410	10,260	0	744,059	717,649	0	26,410	0	3,041,601	34,540	3,076,141	
CR2102	Roads - Normanton Burketown Seal Project 13 CSC 0016 1819E REC (Prev CR2003)	U	2,657,714	2,549,004	0	108,710	4,893	0	2,657,714	2,549,004	0	108,710	0	412,770	23,336	436,106	
CR2103	Roads - Roads of Strategic Importance (Nto to Burketown Rd) [Sealing]	U	1,820,000	1,621,924	0	198,076	0	0	1,820,000	1,621,904	0	198,096	0	1,721,516	1,782	1,723,298	
RR2201	Roads - T105/R2/R/Council - Normanton to Burketown - Sealing Works	U	974,558	974,558	0	0	533	0	974,558	974,558	0	0	0	772,816	19,320	792,137	
QRBP2001	Sewerage - De-sludging of Sewerage Lagoon - (NDRP) CSC 0040 1819E OWS	U	8,000	6,000	0	2,000	0	0	8,000	6,000	0	2,000	0	7,091	0	7,091	
QRBP2005	Sewerage - De-sludging of Sewerage Lagoon - Purchase And Install Amenities Block	U	80,000	80,000	0	0	0	0	10,000	10,000	0	0	0	0	0	0	
RRF004	Sewerage - Karumba Sewerage System - System Review & Master Plan	R	108,000	50,000	0	58,000	0	0	108,000	51,585	0	56,415	0	0	0	0	
LRC1PE	Buildings - Shire Office - External Repaint	R	906,000	679,500	0	226,500	759,213	0	187,000	112,200	0	74,800	0	0	0	0	
CW2007	Water - BBRF - Raw Water Irrigation	R	320,000	320,000	0	0	0	0	320,000	320,000	0	0	0	145,500	0	145,500	
RRF001	Water - BBRF - Raw Water Irrigation - Delivery Line Replacement	R	320,000	320,000	0	0	0	0	320,000	320,000	0	0	0	0	0	0	
RRF001A	Water - Glenore Weir Emergency Intake and Infrastructure	R	320,000	320,000	0	0	0	0	320,000	320,000	0	0	0	0	0	0	
RRF001B	Water - Glenore Weir Raw Water Upgrade - Emergency Intake Structure	R	320,000	320,000	0	0	0	0	320,000	320,000	0	0	0	0	0	0	
RRF002	Water - Glenore Weir Raw Water Upgrade - Pipework Installation	R	320,000	320,000	0	0	0	0	320,000	320,000	0	0	0	0	0	0	
CW1902	Water - Glenore Weir Rectification Stage 2 (IGSSP)	U	2,800,000	1,680,000	0	1,120,000	1,540,758	0	1,500,000	900,000	0	600,000	0	0	0	0	
RRF002	Water - Karumba Water Tower/Reservoir On site Chlorine Generator	U	180,000	180,000	0	0	0	0	180,000	180,000	0	0	0	0	0	0	
RRF003	Water - Normanton Water Treatment Plant - Study & Design (increase potable supply)	N	40,000	40,000	0	0	0	0	40,000	40,000	0	0	0	0	0	0	
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	0	0	
WQ2207	Water - Treatment Plant - Normanton - Reservoir Repairs	R	210,000	210,000	0	0	0	0	0	0	0	0	0	0	0	0	
WQ2205	Water - Treatment Plant Controls/Monitoring - Priorities to be established	R	180,000	180,000	0	0	0	0	15,000	15,000	0	0	0	0	0	0	
			20,526,171	14,775,776	2,184,000	3,566,395	2,741,785	16,157,389	11,143,759	2,184,000	2,829,630	792,882	9,688,059	748,642	10,436,701		

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 Expenditure Budget	Project Grant Funding	Asset Sale / Trade-In	Councils Contribution to Project									
Capital Expenditure by Asset Class															
Roads			7,226,773	6,788,577	0	438,196	7,146,373	6,708,157	0	438,216					
Plant and Equipment			2,300,699	0	684,000	1,551,699	2,235,699	0	1,500,000	0					
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					
			20,526,171	14,775,776	2,184,000	3,566,395	16,157,389	11,143,759	2,184,000	2,823,630					
Capital Expenditure by Type															
U			12,585,213	11,122,017	0	1,463,196	10,975,931	10,042,715	0	933,216					
N			4,053,000	2,091,500	1,500,000	641,500	1,998,500	177,200	1,500,000	321,300					
R			3,887,958	1,562,259	684,000	1,641,699	3,182,958	923,844	684,000	1,575,114					
			20,526,171	14,775,776	2,184,000	3,566,395	16,157,389	11,143,759	2,184,000	2,823,630					

Carpentaria Shire Council - Operational Projects Budget - 2021-2022

Job No	Project Description	Project Funding Sources					Prior Actuals	Original Budget 2021-2022	Grants 2021-2022	Other Revenue 2021-2022	Council Contribution In 2021-2022	Additional Items 2021-2022	YTD Expenses 2021-2022 Work Orders	YTD Expenses 2021-2022	Committed Orders Work Order	Committed Orders	Total Expenses 2021-2022
		Project Expense Budget	Project Grant Funding	Other Revenue	Councils General Revenue												
GRANT32002	Tyre Shredding at Normanton Landfill (DSDM1)	330,000	195,000	0	135,000	123,401	206,600	123,960	0	82,640	0	191,456	191,456	0	0	191,456	
	Community Childcare Fund - Open Competitive Act	375,000	375,000	0	0	0	75,000	75,000	0	0	0	0	0	0	0	0	
	Apprenticeships/Training x 3	45,000	45,000	0	0	0	45,000	45,000	0	0	0	0	0	0	0	0	
	RAoF - Regional Arts Development Fund - Priorities Identified by	29,500	24,500	0	5,000	29,500	29,500	24,500	0	5,000	0	0	0	0	0	0	
LIB001	Libraries - First 5 Forever	4,249	4,249	0	0	9,405	4,249	86,000	0	0	0	0	0	0	0	0	
450432	Illegal Dumping Grant	133,000	133,000	0	0	2,476	86,000	2,040,000	0	-204,000	0	13,931	63,221	0	15,188	29,119	
RMPC	RMPC - Road Maintenance Performance Contracts	1,836,000	2,040,000	0	-204,000	1,177,281	1,836,000	0	0	-204,000	0	63,221	63,221	0	0	63,221	
RMPC04A2	TMR 84A Karumba Development Road											63,221	63,221	0	0	63,221	
RMPC09A4	TMR 89A Burke Development Road											423,838	423,838	0	0	423,838	
RMPC09B2	TMR 89B Burke Development Road (Sealed)											13,788	13,788	0	0	13,788	
RMPC09A2	TMR 92A Gulf Development Road											14,713	14,713	0	0	14,713	
RMPC09A2	TMR 92A Gulf Development Road											60,710	60,710	0	0	60,710	
RMPC09B3	TR891U TMR EV 89B Burke Development Road (Unsealed)													0	0	0	
	Emergent Works - TMR																
TMRE04A21	Trm 2021 Emergent Works 84A											16,381	16,381	0	0	16,381	
TMRE09A21	Trm 2021 Emergent Works 89A											2,345	2,345	0	0	2,345	
TMRE09B21	Trm 2021 Emergent Works 89B											1,234,200	1,234,200	17,491	17,491	1,251,691	
	Recoverable Works - TMR - Projects	7,200,000	8,000,000	0	-800,000	13,318,855	7,200,000	8,000,000	0	-800,000	0	0	0	0	0	0	
TMR065	CN16067 - 89A Walkers Bend Pavement and Culvert Works											0	0	0	0	0	
TMR067	CN16067 - 89A Walkers Bend Pavement and Culvert Works											0	0	0	0	0	
TMR218	89B Pave and Seal Stage 3 (CN-17218)											0	0	0	0	0	
TMR288	CN16288-89B Pavement and Seal Works Stage 2											0	0	0	0	0	
TMR386	CN-15386 89B Paving and Sealing (Nn to Dhoubah) (N 30 68 to	400,000	400,000	0	0	400,000	400,000	400,000	0	0	0	163,224	163,224	87,740	87,740	250,964	
OPX2201	Recoverable Works - TMR - Lilyvale Subdivision Sipline	67,000	67,000	0	0	67,000	67,000	67,000	0	0	0	0	0	0	0	0	
	TDS - 89B Culvert	75,000	75,000	0	0	384	75,000	75,000	0	0	0	9,415	9,415	0	0	9,415	
LIB004	Mental Health											0	0	0	0	0	
CEN2201	Funny Mummies											0	0	0	0	0	
CEN2202	Learn On!											0	0	0	0	0	
	Move it NO!	10,320	10,320	0	0	10,320	10,320	10,320	0	0	0	6,000	6,000	0	0	6,000	
OPX2203	ICT Projects from the Strategy	30,000	0	0	30,000	0	30,000	0	0	0	0	0	13,000	0	0	13,000	
	ICT Governance Framework	75,000	0	0	75,000	0	75,000	0	0	0	0	0	0	0	0	0	
	Asset Management Plan	15,000	0	0	15,000	0	15,000	0	0	0	0	0	0	0	0	0	
	Revenue Review - Water Charges	30,000	0	0	30,000	0	30,000	0	0	0	0	0	0	0	0	0	
OP1201	Risk Management - Strategic and Operational Risk Registers	20,000	10,000	0	10,000	0	20,000	10,000	0	10,000	0	0	0	0	0	0	
OP1203	Develop and Implement a Touch Strategy for the Shire	20,000	0	0	20,000	0	20,000	0	0	0	0	0	0	0	0	0	
OP1202	Long-Term Financial Sustainability Strategy	338,351	338,351	0	0	338,351	0	0	0	0	0	0	0	0	0	0	
OPX2210	Curry Pk - Flood Warning Infrastructure Network	10,000	0	0	10,000	0	10,000	0	0	0	0	124,839	124,839	166,971	166,971	291,809	
OPX2220	SmartPact Implementation - Contract Management Software	10,000	0	0	10,000	0	10,000	0	0	0	0	10,000	10,000	0	0	10,000	
OPX2202	GVIP Infrastructure - (Telstra to TerraCom Migration)	42,000	0	0	42,000	0	0	0	0	0	0	31,767	31,767	9,975	9,975	41,742	
OP1901	IT Vision Strategy SdM Implementation	71,748	0	0	71,748	0	0	0	0	0	0	71,749	71,749	0	0	71,749	
CN1120	Shires of the North	11,000	0	0	11,000	0	11,000	0	0	0	0	0	0	0	0	0	
200634	Outback By the Sea Festival 2021	69,000	11,000	0	50,000	108,989	69,000	11,000	0	0	0	0	0	0	0	0	
LIBAN2201	First for Illegal Dumping Partnerships Program Round 2A	50,000	10,000	0	50,000	0	0	10,000	0	0	0	0	0	0	0	0	
		11,277,168	11,778,430	9,000	-518,264	14,740,794	10,904,659	10,982,020	9,000	-887,368	501,867	2,529,347	2,529,347	297,401	2,826,748		

BUSINESS PAPERS

10.3 2021/2022 OPERATIONAL PLAN 2ND QUARTER REVIEW (DECEMBER 2021)

Attachments: 10.3.1. Operational Plan 2021/2022 - 2nd Quarter Review [↓](#)

Author: Julianne Meier - Director Corporate Services

Date: 15 February 2022

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:

The *Local Government Regulation 2012* requires that a local government must for each financial year prepare and by resolution adopt an Annual Operational Plan. A report on the Operational Plan is to be prepared and presented to Council on a regular basis outlining the progress towards implementing the key initiatives therein.

RECOMMENDATION:

That Council notes the second quarter review of the 2021 – 2022 Operational Plan as of December 2021.

Background:

The Annual Operational Plan 2021/2022 was adopted at the Special Budget meeting held on the 30th June 2021. The Operational Plan is an annual document which outlines activities and actions Council will undertake for the financial year.

Section 174 of the *Local Government Regulation 2012* states:

- (1) *A local government must prepare and adopt an annual operational plan for each financial year.*
- (2) *The local government may, but need not, adopt the annual operation plan for a financial year at the same time the local government adopts its budget for the financial year.*
- (3) *The chief executive officer must present a written assessment of the local government's progress towards implementing the annual operational plan at meetings of the local government held at regular intervals of not more than 3 months.*
- (4) *A local government may, by resolution, amend its annual operational plan at any time before the end of the financial year.*
- (5) *A local government must discharge its responsibilities in a way that is consistent with its annual operational plan.*

The attached report shows the progress towards implementing the Annual Operational Plan for 2021/2022.

BUSINESS PAPERS

Consultation (Internal/External):

- Mark Crawley – Chief Executive Officer
- Executive Leadership Team

Legal Implications:

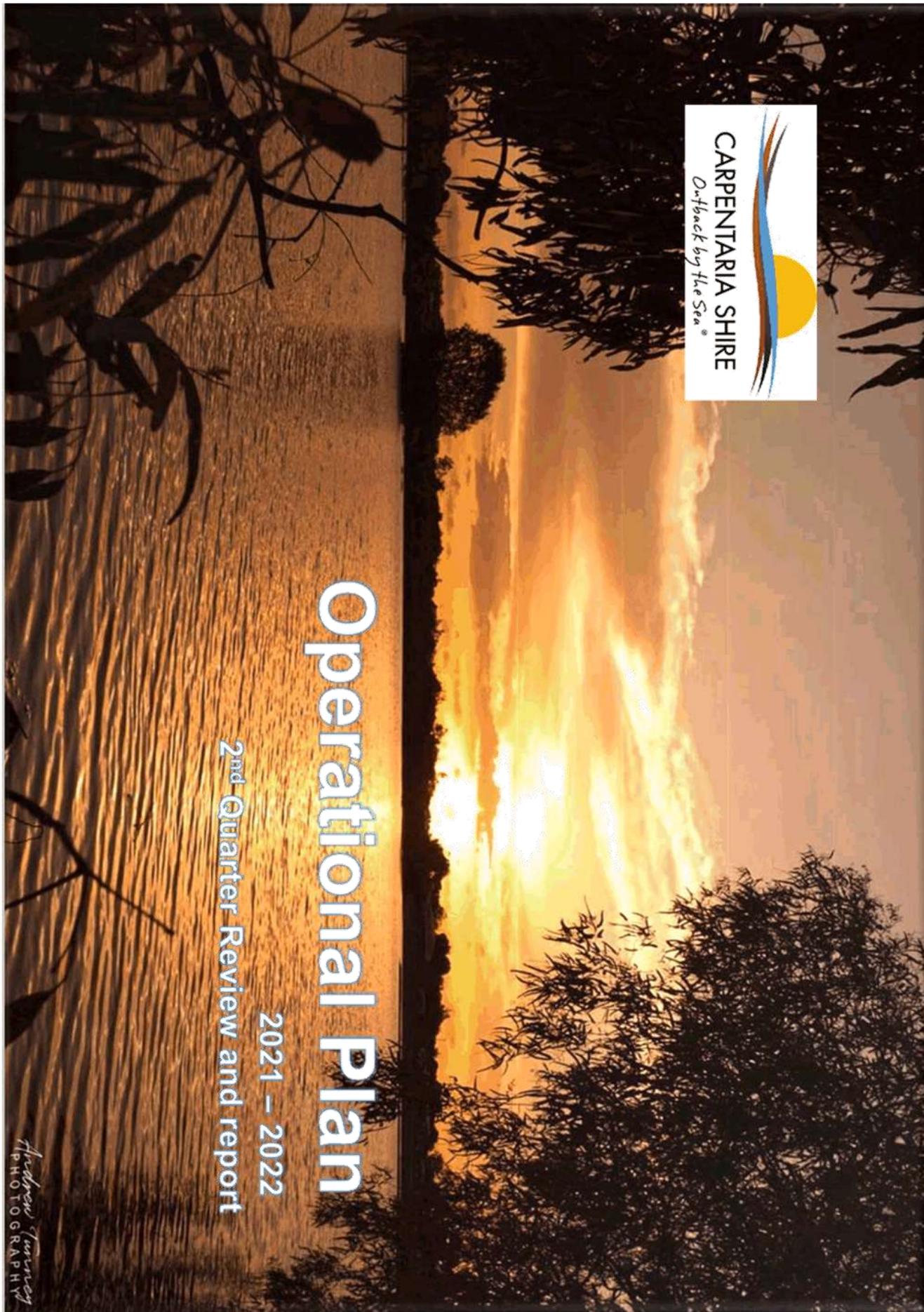
- *Local Government Act 2009*
- *Local Government Regulation 2012*

Financial and Resource Implications:

- The Operational Plan identifies the annual objectives as defined in Council's Corporate Plan

Risk Management Implications:

- Risks are within normal operational parameters.



Operational Plan 2021-2022
2nd Quarter report to Council**1 Carpentaria Community**

Corporate Outcomes		2021-2022 Key Initiative	
1.1 A safe, healthy, and equitable community that celebrates diversity and enjoys a quality lifestyle.	1.1.1	Development of, and implementation of, a Youth Strategy for the Shire.	
	1.1.2	Development of standard leases for the community groups who utilise Council facilities.	
	1.1.3	Develop an action plan from the recommendations contained in the Carpentaria Sport and Recreation Plan.	
	1.1.4	Annual review the Local Disaster Management Plan.	

Program	Service	Link	Key Initiative	Performance Measure	Budget	% Complete	Status Commentary	RO
Community and Cultural Development	Community Development	1.1.1	Development of a Youth Strategy for the Shire.	Youth Strategy implemented	Grant Funding	5%	The requests for quotation have closed, and evaluation is underway.	MECD
		1.1.2	Development of standard leases for the community groups who utilise Council facilities.	Draft leases are presented to Council for formal adoption before May 2022	Operational Budget	50%	Two leases outstanding One going to the February Council meeting and the last Agreement to be finalised in the next quarter.	MECD
	Sports and Recreation	1.1.3	Develop an action plan from the recommendations contained in the Carpentaria Sport and Recreation Plan.	Undertake an in-house review of the Plan	In-house	2%	Planning has commenced. MECD to provide status updates on the 35 recommendations, and present to Council to consider and prioritise.	MECD
		1.1.4	Annual review the Local Disaster Management Plan.	Undertake a desktop review of the plan with QFES		10%	As information is provided to Council the plan is checked to ensure inclusion. Annual review undertaken with QFES	CEO

2 Carpentaria Environment

Corporate Outcomes		2021-2022 Key Initiative	
2.1 The region's environmental assets including natural areas and resources, open spaces, and agricultural land, are conserved and enhanced for future generations.	2.1.1 Advocate with various government departments on initiatives identified in the Coastal Hazard Adaptation Study and including Karumba Levee pre-feasibility.	2.1.2 Participation in the development of a Regional Biosecurity Plan.	

Program	Service	Link	Key Initiative	Performance Measure	Budget	% Complete	Status Commentary	RO
Coastal Management	Foreshore Protection	2.1.1	<ul style="list-style-type: none"> Advocate with various government departments on initiatives identified in the Coastal Hazard Adaptation Study and including Karumba Levee pre-feasibility. 	<ul style="list-style-type: none"> Funding provided to Council secured the necessary approvals to move on the recommendation provided 	In-house Grant Funding	30%	Council has been successful in obtaining funding through QRRRF for the Detailed Design and Approvals for work identified in the CHAS Application prepared under the PACP Commonwealth grant for infrastructure works	CEO
Natural Resource Management	Pest Management Operations	2.1.2	<ul style="list-style-type: none"> Participation in the development of a Regional Biosecurity Plan. 	<ul style="list-style-type: none"> Councils concerns are adequately addressed in the proposed Regional Plan 	In-house	30%	Council is working with the other member councils of the NWQROC and Southern Gulf NRM group to prepare a Regional Plan. Approaching first draft stage	CEO

Operational Plan 2021-2022
2nd Quarter report to Council**3 Carpentaria Economy**

Corporate Outcomes		2021-2022 Key Initiative	
3.1 A dynamic and diverse economy creating industry development and employment opportunities.	3.1.1 Promote and encourage support from interested parties to pursue initiatives in the Economic Development Strategy.	3.1.1 Promote and encourage support from interested parties to pursue initiatives in the Economic Development Strategy.	
	3.1.2 Continued participation in the North West Minerals Provenance with other councils and state government.	3.1.2 Continued participation in the North West Minerals Provenance with other councils and state government.	
	3.1.3 Promote and encourage support from interested parties to pursue initiatives in the Tourism Strategy.	3.1.3 Promote and encourage support from interested parties to pursue initiatives in the Tourism Strategy.	

Program	Service	Link	Key Initiative	Performance Measure	Budget	% Complete	Status Commentary	RO
Economic Development	Regional Economic Development	3.1.1	<ul style="list-style-type: none"> Promote and encourage support from interested parties to pursue initiatives in the Economic Development Strategy. 	<ul style="list-style-type: none"> 10% of initiatives identified in the EDS are progressed before fourth quarter 		10%	<ul style="list-style-type: none"> Lilly Vale Subdivision is in progress Gulf Academy is in consultation stage Improving digital connectivity Tourism Manager is working towards tourism objective 	MECD
		3.1.2	<ul style="list-style-type: none"> Continued participation in the North West Minerals Provenance with other councils and state government. 	<ul style="list-style-type: none"> Attendance at 90% of all meetings called and held in relation to the NWMMP 		5%	No meetings have been scheduled recently that required our attendance	CEO MECD
		3.1.3	<ul style="list-style-type: none"> Promote and encourage support from interested parties to pursue initiatives in the Tourism Strategy 	<ul style="list-style-type: none"> Workshop held in Region with representatives from within the Industry 		25%	The Tourism Champion has scheduled a trip to the Gulf to work with the Tourism operators in the Shire to progress initiative in the Tourism Strategy	CEO Tourism Champion Barra Hatchery Manager

4 Carpentaria Governance

Corporate Outcomes		2021-2022 Key Initiative	
4.1 A well governed, responsive Council, providing effective leadership and management, and respecting community values.	4.1.1 Development of Strategic Risk Register and Operational Risk Register.		
	4.1.2 Development of individual asset class management plans.		
	4.1.3 Update the Long-Term Financial Sustainability indicators and develop a sustainability plan highlighting the assumptions that make up the strategy.		
	4.1.4 Regional representation on the NWQROC and WQAC.		

Program	Service	Link	Key Initiative	Performance Measure	Budget	% Complete	Status Commentary	RO
Corporate Governance	Financial Services	4.1.1	<ul style="list-style-type: none"> Development of Strategic Risk Register and Operational Risk Register. 	<ul style="list-style-type: none"> Registers are developed, presented for formal adoption and implemented by reporting period end 		5%	Workshops scheduled with Pacifica to be onsite February and March to conduct workshops and finalise Registers.	DCS
Engineering	Asset Management	4.1.2	<ul style="list-style-type: none"> Development of individual asset class management plans. 	<ul style="list-style-type: none"> All classes of assets have a detailed plan 		5%	Contractor engaged, to conduct site visit and prepare individual AMP's	CDO DOE
Corporate Governance	Financial Services	4.1.3	<ul style="list-style-type: none"> Update the Long-Term Financial Sustainability indicators and develop a sustainability plan highlighting the assumptions that make up the strategy. 	<ul style="list-style-type: none"> Updated following the completion of the detailed asset management plans for the individual asset classes 		15%	Working with QTC to arrange training for the Elected Members and the Executive Leadership Team. Training scheduled in April	CEO DCS DOE
Economic Development	Business Development	4.1.4	<ul style="list-style-type: none"> Regional representation on the NWQROC and WQAC. 	<ul style="list-style-type: none"> 100% attendance at all NWQROC and WQAC meetings 		25%	Mayor, Deputy Mayor and CEO attend these meetings as scheduled. Some face to face, others virtually.	CEO

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live and play*

BUSINESS PAPERS

10.4 ASSET DISPOSAL POLICY

Attachments:	10.4.1. Asset Disposal Policy ↓
Author:	Julianne Meier - Director Corporate Services
Date:	14 February 2022
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:

Pursuant to the principles that underpin the Local Government Legislation, there are statutory requirements that Council is obliged to follow when disposing an asset that is no longer useful for Council operations or is surplus to requirements.

This policy has been developed in accordance with legislative requirements and provides Council staff with clear guidelines as to procedures to be followed through all stages of the asset disposal process.

RECOMMENDATION:

That Council adopts the Asset Disposal Policy as presented.

Background:

During the normal course of business operations, there will be instances when Council identifies assets that are no longer required which is the result of obsolescence or surplus to requirements. At these times it may be appropriate for Council to dispose of these assets and the disposal process will be undertaken in accordance with relevant legislation and the guidelines established in this policy.

Whilst this policy covers all Council assets, the legislation is focused on valuable non-current assets. Valuable non-current assets include any land and assets that have a market value higher than the asset recognition thresholds established by Council. These asset recognition thresholds are detailed in Council's Non-Current Asset Policy and these financial thresholds are:

Asset Class	Amount
Road Infrastructure	\$10,000
Sewerage Infrastructure	\$10,000
Water Infrastructure	\$10,000
Buildings	\$10,000
Other Infrastructure Assets	\$10,000
Land and Improvements	\$1
Plant and Equipment	\$5,000

BUSINESS PAPERS

Valuable non-current assets can only be disposed by Council through a tender process or by auction. There are certain circumstances when exceptions may apply to this legislative requirement and these exceptions are contained with section 236 of the *Local Government Regulation 2012*.

Compliance to the legislative requirements and policy guidelines will ensure that all decisions and actions undertaken in the disposal of assets will be in the public interest.

Consultation (Internal/External):

- This policy has been reviewed by senior management prior to presentation to Council for adoption.

Legal Implications:

- Section 227 of the *Local Government Regulation 2012* states that Council can only dispose of a valuable non-current asset through either a tender process or by an auction. Section 236 of the *Local Government Regulation 2012* allows in certain circumstances exceptions to this requirement. This policy provides clear guidelines to follow when disposing of valuable non-current assets which are consistent to these legislative requirements.

Financial and Resource Implications:

- There are no financial and/or resource implications with the administration of this policy.

Risk Management Implications:

- Following the guidelines established in this policy mitigates any potential risk of legislative non-compliance.



Asset Disposal Policy

Policy Details

Policy Category	Council Policy
Date Adopted	23 February 2022
Endorsed by	Chief Executive Officer
Approval Authority	Council
Effective Date	17 December 2016
Policy Version Number	3
Policy Owner	Manager Finance and Administration
Contact Officer	Jade Nacario
Review Date	As required by legislation or otherwise.

Supporting documentation

Legislation	<ul style="list-style-type: none"> Local Government Act 2009 Local Government Regulation 2012 Electrical Safety Regulation 2013
Policies	<ul style="list-style-type: none"> Code of Conduct for Councillors Code of Conduct for Employees Fraud and Corruption Prevention Policy Gifts and Benefits Policy Non-Current Asset Policy
Delegations	<ul style="list-style-type: none"> Nil
Forms	<ul style="list-style-type: none"> Asset Disposal Form
Supporting Documents	<ul style="list-style-type: none"> Nil

Version History:

Version	Adopted	Comment	eDRMS #
1	17/12/2016	Council Resolution 1216/011	
2	26/02/2020	Council Resolution 0220/016	
3	23/2/2022	Council Resolution	



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Intent

To provide a framework consistent with legislative requirements that provides clear guidelines relating to the sale or disposal of assets or materials surplus to the operational needs of Council, in a manner that:

- achieves value for money; and
- promotes fair and effective competition; and
- considers any potential benefit to the community.

Scope

This policy applies to all Council staff who are involved in any aspect of disposal of Council property or assets.

Policy

During the normal course of business operations, there will be instances when Council identifies assets that are no longer required which is the result of obsolescence or surplus to requirements. At these times it may be appropriate for Council to dispose of these assets and the disposal process will be undertaken in accordance with relevant legislation and this policy.

Recommendation for Disposal

Before any asset is disposed, it is necessary to determine that it is appropriate for disposal and staff must consider the following common criteria for determining whether assets may be suitable for disposal:

- Consultation to ensure the asset is not suitable for re-use internally
- Surplus to current or immediately foreseeable requirements
- Non-compliance to Workplace Health and Safety standards
- Unserviceable or beyond economic repair
- Technologically obsolete
- Operationally inefficient
- Part of an asset replacement program
- Contains any environmentally sensitive or hazardous material

Upon determination that an asset is suitable for disposal, staff will need to submit in writing to their Director the reasons for disposal and recommended option for disposal and obtain written approval prior to proceeding.

Ideally staff would use the Asset Disposal Form but may attach a list of items on a separate page for multiple assets.

Otherwise, operational items, surplus to Council's requirements may be set aside for Council Auction and collated in an auction register.

A list of disposed items is to be returned to Finance to remove from Council's asset register.



Disposing of the Asset

Section 224(7) of the *Local Government Regulation 2012* states that –

A valuable non-current asset is: -

- (a) Land; or
- (b) Another non-current assets that has an apparent value that is equal to or more than a limit set by the local government.

Further, section 224(8) states that –

A limit set by the local government cannot be more than the following amount -

- (a) for plant or equipment - \$5,000;
- (b) for another type of non-current asset - \$10,000.

Council has set the limits to be the same as the *Local Government Regulation 2012* in this Policy. The limits are:

Asset Class	Amount
Road Infrastructure	\$10,000
Sewerage Infrastructure	\$10,000
Water Infrastructure	\$10,000
Buildings	\$10,000
Other Infrastructure Assets	\$10,000
Land and Improvements	\$1
Plant and Equipment	\$5,000

The disposal method is determined by the relevant Director on a case by case basis considering:

- market forces and impact on return from the sale of the asset;
- purchase price, lifecycle maintenance costs and remaining useful life to maximise where possible the return on investment of the asset;
- strategic worth of the asset and its long term benefit to the community;
- Community need for the asset and alternative resources; and
- how the funds received from the disposal of the asset are to be allocated.

The accepted means of disposal under this category as per section 227 and section 236 of the *Local Government Regulation 2012* may include, but not limited to:

- Public Tender;
- Public Auction;
- Can be sold in any way as long as the sale price is more than the highest bid received at a previous tender or auction. Noting in this instance the asset must have been the subject of an earlier tender/auction process;
- Trade-in;
- Disposal to another government agency; or
- Disposal to a community organisation.

There are exceptions under section 236 of the *Local Government Regulation 2012*.



All information available to determine the relevant value should be documented and retained with disposal records. Copies of all disposal records are to be forwarded to the Manager of Finance and Administration for audit purposes.

Disposal of Data Storing Equipment / Devices

It is a requirement that when disposing any type of computer equipment or any device storing Council data or containing Council software programs (e.g. hard drives, usb drives, photocopiers, etc.) that the Council information and any software licenced to Council is confirmed by ICT as being permanently removed prior to disposal.

Donations to Community Organisations

Assets can only be donated to another organisation if that organisation can:

- Provide written acknowledgement of receipt of the asset;
- Acknowledge Council will not be responsible for any repair or maintenance of the asset;
- Acknowledge all copyright or licensed content has been removed (for example computer software); and
- Take responsibility for the timely removal of the asset and any associated costs that arise from the asset's removal.

Purchaser's Responsibilities

Irrespective of the disposal method applied, all prospective purchasers are to be advised that the assets being sold are on an "as where is" basis and are to rely on their own due diligence investigations regarding the condition and workability of the assets for sale. Council will not be responsible for any costs upon change of ownership.

Disposal of Electrical Equipment

Staff responsible for the disposal of any electrical equipment must ensure compliance with all relevant conditions detailed in the *Electrical Safety Regulation 2013* for the sale of electrical equipment prior to disposal of the asset.

All faulty electrical equipment is to be rendered physically inoperable (e.g. cut and removal; of electrical cords and plug or removal of a vital operational component) prior to disposal at the nearest transfer station or regulated recycling point.

Documentation

The relevant Director, or their delegate, is to ensure:

- The disposal methodology is fully documented, and all documentation is filed under the appropriate disposal file in Council's recordkeeping system; and
- A copy of the documentation is to be forwarded to the Manager of Finance and Administration to make any necessary adjustments to Council's Asset Registers; and
- Any conflict-of-interest issues, perceived or otherwise, in relation to the chosen means of disposal or with employees involved in the disposal process should be declared and registered in accordance with the Code of Conduct.



Definitions

TERM	DEFINITION
Asset	A resource controlled by Council e.g., infrastructure assets, real property, motor vehicles, plant and equipment, furniture, inventory.
Asset Disposal	A process where Council divests itself of an asset in a systematic and authorised manner as directed by this policy.
Carrying Value	The amount at which an asset is recognised after deducting any accumulated depreciation and accumulated impairment losses. Also known as written down value.
Community organisation	As defined in the Local Government Regulation 2012: (a) An entity that carries on activities for a public purpose; or (b) Another entity whose primary object is not directed at making a profit.
Surplus Materials	Materials and items of plant and equipment that have not been capitalised as an asset, but have been expensed by Council and may still have a residual value that may be achieved if disposed of by Council (e.g. scrap and low value assets).
Scrap	When an asset (or material) no longer functions, is obsolete (is legally out of date), or has been deemed non-compliant by Workplace Health and Safety regulations.
Staff	Any person who has been an employee of Council (permanent, part-time and/or casual), volunteers, work experience, contractors or consultants either current or past.
Valuable Non-Current Asset	Section 224 of the <i>Local Government Regulation 2012</i> provides the following definition – Is land or another non-current asset that has an apparent value that is equal, or more than a limit set by the local government.

Adopted by Council 23 February 2022 by Resolution **0220/016**.

Mark Crawley
Chief Executive Officer

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10.5 COMMUNITY DEVELOPMENT REPORT

Attachments: NIL
Author: Cherie Schafer - Manager Economic & Community Development
Date: 16 February 2022

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:

1.1 Normanton and Karumba Library Statistics

Statistics and general information have been provided for the Normanton and Karumba Libraries for the month of January (refer to the table below).

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Carpentaria Shire Library Services Statistics	Normanton			Karumba		
	Jan-20	Jan-21	Jan-22	Jan-20	Jan-21	Jan-22
Monthly Walk-Ins	119	40	17	218	82	29
Number of library loans	183	135	191	69	101	199
Number of people utilising the internet	32	5	12	6	14	6
Number of new members	3	1	0	1	0	2
Total Hours Public Internet Usage	16	3	5	3	7	14
Total hours open to the public	80	57	42	84	76	80

1.2 Normanton and Karumba Pool Statistics

Statistics and general information for the Normanton and Karumba Pools for the month of January 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.

Monthly Statical report	Karumba		Normanton	
	3pm-6pm 7 days a week		3pm – 6pm 5 Days a week	
	December	January	December	January
Adults	78	138	48	46
Youth	149	169	366	328
Total	227	307	414	374

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:

- The start of the year has seen busy planning and settling in the new children.
- This year has seen 6 children go off to Prep and 4 children start kindy while also attending the childcare.

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- 5 New families have children start late February early March.
- The centre has been fully cleaned over the Christmas break and has been set up with a slightly different layout to excite the returning children.
- Last year the parent committee applied for funding to solar panels to reduce the cost of power and some water tanks. Unfortunately, these grants were declined however the committee will look to re-apply during 2022.
- The Normanton Childcare Parent committee would like to purchase additional pool fencing and cover the cost of freight to barricade off the undercover area in the big kids' area. This will allow additional space that can be used during the wet where children can't go out into the rain. The committee requests Council approval for the fence to be installed and for the Council to meet them halfway with the cost by allowing the Council builders to install the fence.

1.4 General updates

Events organised by Council in January:

Australia Day

Australia Day 2022 was held at the Karumba Civic Centre, approximately 60 people attended. The BBQ Breakfast was cooked and served by the Karumba Children's Centre for a donation. Traditional Owners from the Gkuthaarn and Kukatj tribes attended to Welcome everyone to Country as well as educate the public on our history. 10 community members from the Shire were recognised with Australia Day Awards. The Australia Day Council also funded multiple community groups and not for profit organisations to host afternoon activities including a damper and pie eating competition, barefoot bowls, BBQ's, Athletics Come and Try's, Golf afternoon and free swims at the pools.

Upcoming Events:

Clean up Australia Day – 4th March

Livin Org Event, Funded through QLD Health – 16th March

The Livin Org event will bring guest speakers to the community to talk about mental health by sharing stories and education programs. Guest speakers from Livin Org Alex Gen former rugby league footballer and Disability advocate John Coutis will run a series of talks with the school children followed by a community event.

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Community Meeting re Juvenile crime:

On the 27 January Council in partnership Normanton Police officer in charge Dave Perry invited members to a public meeting to discuss community concerns regarding juvenile crime and kids being out late at night.

During the meeting there was a lot of discussion around recent incidents/crimes that has taken place in the community and members of the public expressed their deep frustrations. It was also acknowledged that this is going on in townships broader than Normanton and their changes that needs to be made at higher levels of state government to make a change.

Council advised the community that funding has been received for the development of a Youth Strategy. The Youth Strategy will prove a five-year framework that will enable Council to strategically meet the current and future needs of its young people and families. This will be developed through consultations, engagement and liaison with community and key stakeholders. The aim of the strategy is not specifically targeted at juvenile crime however an overall approach around service delivery and activities ran for youth in the community.

A separate committee targeted at providing ideas and long-term solutions for the youth involved in Juvenile crime has been established. The committee will be community run and is made up of Council, Police, agencies in community who work in the youth space and members of the community who are willing to take on an active role.

The committee will look at short term and long-term actions that may assist with the prevention of juvenile crime. Agencies/groups involved will be expected to assist with applying for funding and delivering programmes identified through consultation.

Grants and Funding:

Successful funding:

Councils' application for \$150,000 under the Saluting Their Service Commemorative Grants programme has been approved. The "We are One" project is to construct two life size bronze statues at the Normanton cenotaph, one indigenous soldier and one non-Indigenous soldier.

The funding agreement has not yet been received which outlines the timings of when the project is to be completed by.

Upcoming funding applications:

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Female Faces in public spaces.

Council conducted a survey over a two-month period to get feedback on what female industry should be recognised under the Female faces in public Spaces grant initiative.

Response results are as per below which indicated the community would like females in the professional fishing Industry recognised and the monument be placed in Karumba.

ANSWER CHOICES	RESPONSES	
Police	14.29%	3
Teachers & Education	9.52%	2
Nursing and Healthcare	14.29%	3
Queensland Ambulance Service	0.00%	0
Fishing Industry	33.33%	7
Cattle and Agriculture	23.81%	5
Family Carers	0.00%	0
Volunteers	4.76%	1

Based on the community feedback Council is in the process of applying for funding to get a monument, under the Community Gambling banner. If successful, the life size sculpture will be mounted in Karumba in a location to be discussed further with the Karumba community.

John Henry Oval upgrades:

The Carpentaria Shire Council was awarded funding to build a new amenities block/change room, 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.

Works are due to be completed by 28 February. There are a few items which have been on back order to complete the amenities block however these are only small items such as the internal bench seating and the canteen roller door. The three-bay shed is fully completed and the undercover seating area is also waiting on the bench seating to be installed.

Please see progress pictures below as at the time of writing the council report:

Three bay shed – the seating out the front are to be removed as placed in error. Two of the seats are to be placed under the undercover area and one at the amenities block. This project is fully completed.

It is expected that a notice will be put out to community sporting groups in the month of March around the use of the three-bay shed to store sporting equipment.

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Amenities block – this is waiting for the internal seating for players and the kitchen roller door which has been on back order. Once these items have been installed this project is fully completed.

The amenities block has a room which has been allocated as a canteen area for groups to be able to use. Additional funding will need to be sorted to complete this space at a later date.



Undercover seating – The undercover area will have one full length seat at the back and the smaller seat which is currently installed at the three-bay shed placed at the front of the longer seat. Once the seating has been installed this project is fully completed.

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Savannah Way Arts Trail Concept designs:

Manning Daly Art is a collaborative and creative designer of significant public art and have been engaged to design the Savannah Way art trail public pieces across the six sites. Community consultation has been conducted at each Shire to give the artist an idea of what sorts of public art that the community thinks will sit well in each community along the Savannah Way.

Below are the details of the community consultation delivered in Normanton with one final visit to be conducted. Also below are the draft designs of two sculpture option with only one of the two being the final version to be installed.

Community engagement conducted:

- 29 November 2021 - Normanton Launch
- 30 November 2021 - Manning Daly Art Workshop Field trip
- 28 January 2022 - Community engagement via zoom meeting

The 23 February will be the last round of community consultation held to gain feedback around which of the two draft concepts design is more favourable.

A full copy of the draft concept for the 6 sites can be supplied upon request.

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Consultation (Internal/External):

- Chief Executive Officer
- Director Corporate Services
- 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.

BUSINESS PAPERS

10.6 COMMUNITY DONATIONS AND SUPPORT

Attachments: NIL
Author: Cherie Schafer - Manager Economic & Community Development
Date: 16 February 2022

Key Outcome: 2.2 – Council supports our community organisations
Key Strategy: 2.2.2 Council provides support for local community organisations.

Executive Summary:

Council receives numerous requests for donations throughout the year. The applications listed in the recommendation are applications that have been received in the month of January.

RECOMMENDATION:

That Council approves the following requests for Donations and Support and waivers of fees and charges:

1. A fee waiver of \$1,017 be provided to Gulf Christian College for their term 4, 2022 swimming lessons.
2. A fee waiver of \$1,600 be provided to Normanton Athletics Club for the initial marking up of the 400-metre running track.

Background:

Council holds Community Donations and Support funding program for events held in the Carpentaria Shire. The table below contains a list of the expenditure \$62,011 against the budget of \$96,000 related to local non-profit groups for the financial year.

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Acct Code	Account	Current Budget	Actual
IK1000	In Kind - Bynoe	0.00	9541.56
IK1020	In Kind - Country Womans Association	0.00	1418.18
IK1040	In Kind - Gulf Christian College	0.00	6997.92
IK1070	In Kind - Karumba Recreation Club	0.00	1409.09
IK1080	In Kind - Karumba State School	0.00	21.82
IK1120	In Kind - Normanton Rodeo	0.00	2289.44
IK1130	In Kind - Normanton State School	0.00	7309.44
IK1140	In Kind - Normanton Stingers	0.00	6698.59
IK1150	In Kind - Normanton Swim Club	0.00	90.91
IK1200	In Kind - Normanton Cricket Club	0.00	2727.27
IK1230	In Kind - Kurtijar Aboriginal Corporation	0.00	153.44
IK1250	In Kind - Riverside Christian College	0.00	1136.36
IK1252	In Kind - Junior Rugby League	0.00	3580.00
IK1254	In Kind - Go Gulf	0.00	354.55
IK1258	In Kind - Normanton Athletics Club	0.00	3418.18
IK1259	In Kind - Karumba Social Netball	0.00	2727.27
IK1260	In Kind - Mount Isa School of the Air	0.00	2604.54
IK1263	In Kind - Normanton Hope	0.00	272.73
IK1268	In Kind - Savannah Guides Limited	0.00	970.00
IK1290	In Kind - Karumba Markets Chair Installation	0.00	347.00
IK1558	In Kind - Mougibi Buddaries	0.00	227.27
IK1559	In Kind - Department of Seniors and Disability Services	0.00	354.55
IK1660	In Kind - Normanton Arts Council	0.00	527.27
IK1661	In Kind - Queenslanders with Disability Network	0.00	1236.37
IK1662	In Kind - Gulf Savanna NRM	0.00	709.10
IK1663	In Kind - Sister House	0.00	3980.00
IK1710	In Kind - Normanton Hospital COVID	0.00	909.09
	* Total *	96000.00	62011.00

Donations and Fee Waivers for Council consideration.

1. The Gulf Christian College has requested a fee waiver of fees and charges for the children to attend swim lessons in term 4. Swim lessons provides the opportunity for the students to learn how to swim and enhance their current level of swimming. Student numbers have been provided by the school to calculate costings. The lessons are provided during school hours and are \$2 for child entry. The College is requesting the fee be reduced to \$1.

Recommendation:

Reduce the child entry fee from \$2 to \$1 and provide a fee waiver of \$1,017 Gulf Christian College for use of the Normanton pool to conduct swim lessons during term 4.

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2. The Normanton Athletics Club has requested a fee waiver to use the John Henry Oval running track for training most afternoons of the week, and initial mark-up of the 400 metre running track.

Recommendation:

It is recommended that Council provide a fee waiver of \$1,600 for the initial mark-up of the 400-metre running track.

Donations and Fee Waivers approved under the CEO delegation.

3. Gulf Christian College swim lessons provide the opportunity for the students to learn how to swim and enhance their current level of swimming throughout term 1. Student numbers have been supplied by the school to calculate costings.

The College expects around 904 children to use of the Normanton Pool during the term, so the estimated cost of reducing the fees from \$2 to \$1 per child is \$904.

A fee waiver of \$904 has been approved under the Delegation of the Chief Executive Officer as requested.

4. Queensland with a Disability Network has requested a fee waiver of the Normanton Shire Hall, for the use of tables and chairs for the 15th of March 2022. Queensland Disability Network will be hosting a community peer support group meeting for all local community members with a disability. The meeting is to support community connection and socialisation for members living with a disability.

The estimated costs for use of the Normanton Shire Hall and tables and chairs is \$390.

A fee waiver for the Normanton Shire Hall, tables and chairs of \$390 has been approved under the Delegation of the Chief Executive Officer as requested.

Consultation (Internal/External):

- Mark Crawley - Chief Executive Officer
- Julianne Meier - Director Corporate Services
- Cherie Schafer - Manager Economic and Community Services
- External Stakeholders (applicants)

Legal Implications:

- Community Donation and Support Policy

Financial and Resource Implications:

- Within budget.

Risk Management Implications:

- Risks are within normal operational parameters.

BUSINESS PAPERS

10.7 USER AGREEMENT - NORMANTON RODEO ASSOCIATION INCORPORATED

Attachments:	10.7.1. Draft User Agreement ↓
Author:	Cherie Schafer - Manager Economic & Community Development
Date:	15 February 2022
Key Outcome:	2.2 - An active and healthy community
Key Strategy:	2.2.2 Plan and provide facilities and programs that enable participation in sport and recreation.

Executive Summary:

The User Agreement established between Council and the Normanton Rodeo Association in 2010 has been reviewed by Preston Law. The updated Draft User Agreement has been sent to the Normanton Rodeo Association for review and the proposed changes recommended by the Association have been identified in the attached document.

RECOMMENDATION:

That Council:

1. note the marked-up version of the agreement; and
2. provide the CEO with feedback in relation to what items are negotiable, and what items are not negotiable; and
3. authorise the Chief Executive Officer to sign the agreement.

Background:

Attached is a copy of the updated Draft User Agreement reviewed by Preston Law. The updates to the agreement include:

- A full list of inventory items (still to be established and attached); and
- Removal of annual contribution of \$2,200 per year payable to Council; and
- Removal of the Normanton Rodeo Association allowing short term accommodation (up to six weeks) within the designated areas for working volunteers; and
- Removal of the clause that Council is to obtain consent from the Normanton Rodeo Association prior to activity or use of designated areas. Council will advise the Normanton Rodeo Association of any bookings to ensure there is no clashes of events before taking bookings; and
- Inclusion of cost recovery for the use of electricity for extended periods outside of events.

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The agreement has been reviewed by Council officers and is now provided to Council for feedback.

Consultation (Internal/External):

- Mark Crawley - Chief Executive Officer
- Julianne Meier - Director of Corporate Services
- Cherie Schafer - Manager Economic & Community Development
- Preston Law
- Normanton Rodeo Association

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.



USER AGREEMENT
NORMANTON RACECOURSE
RESERVE

Carpentaria Shire Council
ABN 59 242 797 822

(Council)

Normanton Rodeo Association Incorporated
ABN 31 846 621 857

(User)

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USER AGREEMENT

This Agreement is made this day of 2021.

PARTIES

1. **Carpentaria Shire Council** of 29-33 Haig Street, Normanton in the State of Queensland
(Council)

2. **Normanton Rodeo Association Incorporated ABN 31 846 621 857** of [insert Address] ¹
[Racecourse Rd Normanton in the state of Queensland](#)
(User)

BACKGROUND

- A. Council is the Trustee of the Land.

- B. Council has agreed to accept the User's request to use the Designated Area for the Permitted Use subject to the User entering into this Agreement on terms set out herein.

THE PARTIES COVENANT AND AGREE

1. REFERENCE SCHEDULE		
ITEM NO.	DATA	DETAILS
Item 1	<u>PARTIES</u>	
	Council:	Carpentaria Shire Council ABN 59 242 797 822
	Address for Notices:	29-33 Haig Street, Normanton, QLD, 4890
	Telephone:	{07} 4745 2200

	User: Address for Notices: Telephone:	Normanton Rodeo Association Incorporated ABN 31 846 621 857 PO Box 108 Normanton QLD 4890 0417 882 562
Item 2	<u>TERM</u> Commencement Date: Expiry Date:	[TO BE ADVISED] 2021 [TO BE ADVISED] 2026
Item 4	<u>ANNUAL USER CHARGE</u> Date Annual User Charge commences: Amount of Annual User Charge (exclusive of GST): Amount of Monthly User Charge (exclusive of GST):	Commencement Date [TO BE ADVISED] Nil [TO BE ADVISED] Nil
Item 5	<u>PERMITTED USE</u> Permitted Use:	Means the use of the Designated Area and the Normanton Rodeo Grounds for the conduct of events on an as is needed basis, in conjunction with other users, including, but not limited to, the Normanton Rodeo
Item 7	<u>PUBLIC LIABILITY INSURANCE</u> Public Liability Insurance:	\$20 Million

2. DEFINITIONS

In this Agreement unless inconsistent with the context or subject matter:

- 2.1. "Agreement" means this User Agreement;
- 2.2. "Business Day" means Monday to Friday, except public holidays in Normanton, Queensland;
- 2.3. "Council" means Carpentaria Shire Council ABN 59 242 797 822;
- 2.4. "Commencement Date" means the commencement date specified in the Reference Schedule or such other date as the parties mutually agree;

- 2.5. "Designated Area" means the part of the Land identified on the Plan and shown enclosed in blue, which includes the Normanton Rodeo Ground;
- 2.6. "Event of Default" means failure by the User to perform, keep or fulfil any other covenant, undertaking, obligation or condition in this Agreement;
- 2.7. "Expiry Date" means the expiry date specified in the Reference Schedule;
- 2.8. "Item" means an item of the Reference Schedule;
- 2.9. "Land" mean Lot 6 on Survey Plan 235283;
- 2.10. "Normanton Rodeo Ground" means the improvements to the Designated Area and includes all buildings, arena, yards and paddocks, and including the items set out in the inventory specified in Annexure B of this Agreement. The Normanton Rodeo Ground, including all items included in the inventory in Annexure B, is and at all times shall remain the property of, Council.
- 2.11. "Permitted Use" means the use outlined in the Reference Schedule;
- 2.12. "Plan" means the plan in Annexure A;
- 2.13. "Reference Schedule" means the reference schedule contained in clause 1 of this Agreement;
- 2.14. "Services" means all services of any nature from time to time provided as the context requires to the Designated Area for use or available for use by the User;
- 2.15. "Term" means the period commencing on the Commencement Date and ending on the Expiry Date or such other date in accordance with this Agreement;
- 2.16. "User" means the user party specified the Reference Schedule;
- 2.17. "User Charge" means the Annual User Charge specified in the Reference Schedule;

3. INTERPRETATIONS

In this Agreement unless inconsistent with the context or subject matter:

- 3.1. clause and other headings are for reference only. They shall not be deemed to form any part of the context or to affect the interpretation of this Agreement;
- 3.2. a reference to a person includes any other legal entity and vice versa;
- 3.3. words expressed in the singular include the plural and vice versa;
- 3.4. words expressed in one gender include the other genders, as is appropriate in the context;
- 3.5. a reference to a statute includes all regulations and subordinate legislation and amendments;
- 3.6. an obligation of two or more parties binds them jointly and each of them severally;

- 3.7. an obligation incurred in favour of two or more parties is enforceable by them severally;
- 3.8. when a thing is required to be done or money required to be paid under this document on a day which is not a Business Day, the thing must be done and the money paid on the immediately succeeding Business Day; and
- 3.9. this document may not be construed adversely to a party only because that party was responsible for preparing it.

4. PERMITTED USE

4.1. Permitted Use

Council agrees to allow the User to use the Designated Area for the Permitted Use on the terms and conditions contained in this Agreement.

4.2. User's covenants

- (a) The User shall ensure that the use and access of the Designated Area does not cause any nuisance to any neighbours or users in common of the Land, Designated Area or adjoining areas.
- (b) The User acknowledges that the use of the Designated Area is not exclusive to it and Council reserves the right to grant other parties the right to use and occupy the Designated Area in conjunction with the User. Council may grant other parties the right to use and occupy the Designated Area following reasonable consultation with the User.
- (c) The User shall abide by and comply with all directions of Council in relation to the use of and access to the Designated Area and the Land from time to time ("Directions"). Without limiting the generality of this clause, the User agrees that:
 - i) any Directions, whether verbal or in writing shall form part of this Agreement but in the event of any inconsistency, the terms of this Agreement shall prevail; and
 - ii) it shall cause all invitees, employees, contractors, guests, etc to comply with the Directions.
- (d) The User, at its cost and expense, must:
 - i) observe all directions, rules and regulations for the time being in force relating to the means of access to and use of the Designated Area and the Land;
 - ii) comply with all laws and regulations in relation to the Permitted Use;
 - iii) comply at all times with all applicable laws, including any local laws and all relevant environmental protection laws and orders, and the requirements of authorities in connection with the Designated Area and Land, the User's property and the use or occupation of the Designated Area and Land;

Commented [MCS1]: The Rodeo Committee would like it acknowledged of all the facilities constructed by the Rodeo committee that Council may allow others to use.

- iv) know, understand and adhere to all workplace health and safety requirements and all environmental laws, including any particular requirements notified by the Council to the User from time to time;
 - v) promptly notify Council of any damage to the Designated Area and Land;
 - vi) ensure that any property provided by Council with the Normanton Rodeo Grounds, including that property specified in Annexure B, is kept in a good condition. This obligation includes an obligation on the part of the User to enter into service contracts for any items required to be serviced or maintained.
- (e) The User acknowledges and agrees that, without limiting or otherwise fettering anything else in this Agreement or Council's rights at law generally, if the User installs anything at the Designated Area, or brings anything on to the Designated Area, that Council, acting reasonably, considers to be a health and safety risk or a breach of any law (including any local law), then:
- i) Council may direct the User to remove the item or take such steps in respect of the item to remove the health and safety risk or otherwise make the item compliant with any law;
 - ii) If the User does not take the steps required by Council in the timeframe nominated by Council, then Council may enter upon the Designated Area and take the step itself, and recover all costs associated with doing so from the User. If Council exercises this right, it shall not be liable to pay any compensation, howsoever arising, to the User.
- (f) The parties acknowledge and agree that Council's right in subclause (e)(ii) of this clause includes a right to demolish and remove any buildings or other structures or fixtures

5. **USER CHARGE [TBC IF REQUIRED]**

- 5.1. The User must pay the User Charge to Council as directed monthly in advance or at such other intervals as Council directs from time to time.
- 5.2. If this Agreement ends at a time other than the Expiry Date, the User must pay to Council prior to the end of this Agreement the proportion of the User Fee due at that time together with any other monies due under this Agreement.
- 5.3. Any payments due to be made under this Agreement by the User to Council must be paid on time and the User must not withhold or set off any payment under this Agreement for any reason.

6. **MAINTENANCE OBLIGATIONS**

- 6.1. The Council must maintain the supply of power, electrical lighting and fittings, water supply, amenity blocks, roads and access to the Designated Area.

7. **THE USER MUST MAINTAIN THE NORMANTON RODEO GROUND AND ALL IMPROVEMENTS ON THE DESIGNATED AREA INCLUDING, BUT NOT LIMITED TO, THE ARENA, STOCK YARDS, STOCK WATERING FACILITIES (OTHER THAN WATER SUPPLY), ALL FENCING BORDERING AND WITHIN THE DESIGNATED AREA, LOUDSPEAKER**

Commented [MCS2]:

Commented [MCS3R2]: The NRA committee would like to see this updated to: Council agrees not to charge any fees in acknowledgement of NRA's ongoing improvements and contributions over the years.

Commented [MCS4]: It was discussed that the NRA committee would be responsible for paying for the running of the fridges for extended periods of time.

The NRA committee would like to be able to run all the large fridges one month out from the Rodeo and one to two weeks after the Rodeo.

The Races would be one week before and after the event. The Rodeo would be happy to discuss fee for power if they wish to extend the periods between Rodeo and Races.

Commented [MCS5]: The NRA committee would like: Council to also maintain the grounds in a neat and tidy manner i.e. mowing, upkeep of grounds.

Commented [MCS6]: Does this need to be in capitals and bold?

Commented [MCS7R6]: NRA committee would like this to be updated to: Users must maintain only those facilities that are for the sole use of the NRA. Items would include the secretary's box and the loudspeakers.

All other items are owned by Council and should then be maintained by council unless agreed upon.

Item 7 should be completely removed and updated to the above – and not in bold.

SYSTEM, GRANDSTAND SEATING AND ANY OTHER ITEMS OWNED BY THE USER LOCATED WITHIN THE DESIGNATED AREA, INCLUDING BUT NOT LIMITED TO MOWING THE DESIGNATED AREA AND GENERALLY KEEPING THE DESIGNATED AREA IN GOOD CONDITION AND REPAIR. RESPONSIBILITIES FOR STOCK

- 7.1. The User is responsible for the control and management of stock within the Designated Area for all purposes related to the keeping of stock within the Designated Area, other than stock under the control of Council. This includes stock entering and leaving the Designated Area.
- 7.2. The User must follow any reasonable directions given by Council with respect to control and management of stock.

8. DESTRUCTION OR DAMAGE

8.1. Reinstatement

- (a) If the Designated Area shall during the Term of this Agreement be destroyed or damaged, whether remaining partially available for use by the User or incapable of use and if there shall be sufficient insurance moneys to repair and reinstate fully, Council shall proceed with all reasonable speed to repair and reinstate the Designated Area, subject to Council adhering to its requirements, and the requirements of its insurer, with respect to calling upon Council's policies of insurance.
- (a) If there shall be insufficient moneys to repair and reinstate the Designated Area or any necessary part of the Designated Area fully or, if any necessary permit or consent to fully rebuild the Designated Area cannot reasonably be obtained, then Council may elect, by giving written notice to the User within one (1) month of the date of such damage or destruction, either to:
 - i) proceed with such repair, as may be possible, or
 - ii) revoke this Agreement in which event this Agreement shall be terminated.

8.2. Any repair or reinstatement under this clause will be carried out by the Council using such materials and forms of construction and according to such plans as shall be reasonably determined by the Council.

8.3. The User shall be:

- (a) liable for any damage, excluding normal wear and tear, where that damage is caused by the User; and
- (b) in such case the cost of the repair of such damage shall be as determined by the Council's insurers or Council, acting reasonably. There shall be no right of relocation pursuant to Clause 10, and the User Charge shall continue to be paid in respect of the Designated Area.

Commented [HCS8]: Remove all items around user charges

9. ASSIGNMENT AND SUBLICENSING

9.1. This User Agreement is granted by Council to the User and shall be personal to the User. The User covenants with Council that the User shall not assign, sublicense or

allow any other person the right to use the Designated Area and Land area without the prior written consent of the Council.

10. RIGHT OF ENTRY

10.1. The Council reserves the right to:

- 10.1.1. at all reasonable times access and use the Designated Area for any purpose, other than during the User's annual rodeo meet; and
- 10.1.2. at all times effect any works to the Designated Area considered necessary by the Council for the safety or preservation of the Designated Area or to comply with any Laws. The Council will (except in an emergency, the existence of which shall be determined by Council acting reasonably) carry out the works in a manner which minimises, so far as practicable, interruption to the Permitted Use.

11. DEFAULT

11.1. **Termination upon provision of notice**

- 11.1.1. If an Event of Default occurs, Council shall give the User a notice in writing requesting that the Event of Default be remedied.
- 11.1.2. If the Event of Default is not remedied within fourteen (14) days of the date of the notice provided pursuant to paragraph (a) of this clause, Council may give to the User notice of its intention to terminate its obligations under this Agreement after the expiration of fourteen (14) days from the date such notice is served.
- 11.1.3. Upon the expiration of such period referred to in sub-clause (b) of this clause, Council shall (without prejudice to any rights arising prior to such date) have no further obligations to the User under this Agreement and this Agreement shall be deemed to be terminated.
- 11.1.4. If upon receipt of such notice the User cures the default within the said fourteen (14) day period then such notice shall be of no force and effect.

11.2. **Rights in Addition to Other Remedies**

The rights contained in this clause shall be in addition to any and all rights and remedies for breach of contract or otherwise available to Council.

12. INDEMNITIES

- 12.1. The User occupies and uses the Designated Area and Land at its own risk. The Council is not liable in any circumstances to the User for any damage to the User's property in or about the Designated Area, interruption to the Services nor any loss of profits by the User.
- 12.2. The User must indemnify and keep indemnified the Council (during and after the Term) against all actions, losses and expenses incurred by the Council:

- 12.2.1. for any loss, damage, death or injury caused by, or incidental to, the User's use of the Designated Area or the Land or by an escape of any water, fire, gas, electricity or other such agent from the Designated Area or the Land except where the Council has caused or contributed by negligence, wilful act or omission;
- 12.2.2. which are caused by, or incidental to, the User's failure to comply with this Agreement.
- 12.3. Notwithstanding anything in this Agreement to the contrary, Council will not be in default of this Agreement for a remediable breach, unless the User has given written notice to Council of the breach, and Council has failed to remedy the breach within a reasonable period of time.

13. INSURANCES

- 13.1. The User must take out and maintain in the User's name with Council's interest noted, a standard public liability insurance policy with an insurance company approved by Council, for at least the amount specified in the Reference Schedule. If required by Council, the User must extend this policy to cover risks of an insurable nature regarding indemnities that the User has provided to the Council under this Agreement.
- 13.2. If requested by Council, the User must produce to Council evidence of any insurance policies (including renewals) effected by the User under this clause 21.
- 13.3. The User must not do anything which could:
 - 13.3.1. prejudice any insurance of the Land or property at the Land;
 - 13.3.2. increase the premium for that insurance without Council's consent.
- 13.4. If the User does anything that increases the premium of any insurance Council has in connection to the Land, the User must pay the amount of that increase to Council on demand.

14. END OF AGREEMENT

- 14.1. The User must at the expiry of the Agreement peacefully yield up the Designated Area to the Council.
- 14.2. The User must, during the last 14 days of the Term remove all items and equipment including fittings, additions, chattels, signage and other branding it has erected or affixed to the Designated Area and Land during the Term. The User must make good any damage caused in the removal.
- 14.3. At the expiry of the Agreement, the Council may elect to either:
 - 14.3.1. deem any fittings, additions, signage, chattels or other property not removed from the Designated Area and Land as abandoned and such items shall become the property of Council; or
 - 14.3.2. remove any fittings, additions, signage, chattels or other property not removed from the Designated Area and Land and dispose of them, with any costs associated with such removal and disposal recoverable from the User as a liquidated debt, payable on demand.
- 14.4. The ending of this Agreement does not affect any of Council's rights against the User on account of any antecedent breach by the User of a term of this Agreement.

15. EXTENSION OF AGREEMENT

- 15.1. This clause applies whereby both Council and the User agree to extend the Term of this Agreement.
- 15.2. If the Council and User agree to extend the Term of this Agreement, Council reserves the right to amend the terms of this Agreement.

16. MISCELLANEOUS

- 16.1. This Agreement constitutes the agreement of the parties hereto with respect to the subject matter and supersedes any prior agreement.
- 16.2. If any provision of this Agreement is found to be void or unenforceable, the remaining provisions shall not be in any way affected.
- 16.3. Any notice by either party in respect of this Agreement shall be deemed served if in writing, by prepaid mail, email or hand delivered to the respective addresses specified in Item 1 of the Reference Schedule and shall be deemed effective three (3) business days later.

17. GOVERNING LAW

- 17.1. This Agreement shall be governed and construed in accordance with the laws of the State of Queensland and the parties agree to submit to the jurisdiction of the Courts of Queensland.

18. GOODS AND SERVICES TAX

- 18.1. For the purposes of this clause the following words shall have their corresponding meaning:-
- "Act" means the A New Tax System (Goods and Services Tax) Act 1999;
- "Creditable Acquisition" has the meaning attributed to that term in the GST Law;
- "GST" has the meaning attributed to that term in the GST Law;
- "GST Date" means the date upon which this Agreement becomes subject to GST under the GST Law;
- "GST Exclusive Market Value" has the meaning attributed to that term in the GST Law;
- "GST Free" has the meaning attributed to that term in the GST Law;
- "GST Law" has the meaning given to that term in the Act or if the Act is not valid or has been repealed, means any act of parliament imposing or relating to the imposition or administration of a goods and services tax in Australia and any regulation made under that act of parliament;
- "GST Rate" means the rate of GST applying to the transaction in question under the GST Law at the time the Supply is made;
- "Input Tax Credit" has the meaning attributed to that term in the GST Law;
- "Payee" means the party receiving the Payment;
- "Payer" means the party making the Payment;
- "Payment" means:-
- (a) the amount of monetary consideration (exclusive of GST); or

- (b) the GST Exclusive Market Value of any non-monetary consideration (including any act or forbearance)

required to be paid or provided by the Payer to the Payee for any Supply under, or for the purposes of, this Agreement;

"Supply" has the meaning attributed to that term in the GST Law;

"Tax Invoice" has the meaning attributed to that term in the GST Law.

- 18.2. Subject to sub-clause 8.4 of this clause, any Payment required to be paid under this Agreement after the GST Date, other than a Payment for a GST Free Supply, shall be increased by the GST Rate.
- 18.3. Before or at the time a Payment is due, the Payee must deliver a Tax Invoice for that Payment to the Payer.
- 18.4. Where a Payment required to be paid under this Agreement is a reimbursement for, or contribution to, a Creditable Acquisition made by the Payee (including any reimbursement or contribution to outgoings, charges or expenses in respect of the Apron Area), the Payment shall, prior to the increase provided for by sub-clause 8.2 of this clause, be discounted by an amount equal to the Input Tax Credit which the Payee is entitled to claim for that Creditable Acquisition under the GST Law.

DATED THIS _____ day of _____ 2021

EXECUTED AS AN AGREEMENT

COUNCIL

EXECUTED by Carpentaria Shire Council in accordance with Section 236 of the *Local Government Act 2009* (QLD) in the presence of:

Signature of Mayor

Witness

Signature of Chief Executive Officer

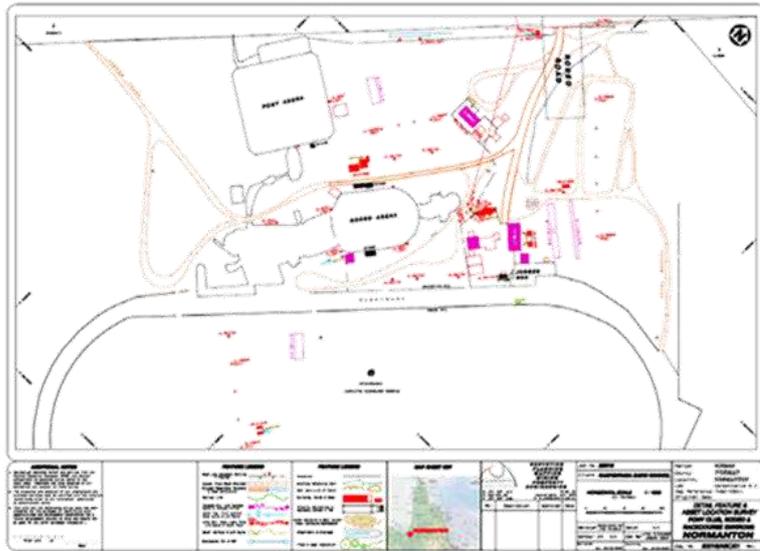
EXECUTED by Normanton Rodeo Association Incorporated in accordance with the *Associations Incorporation Act 1981 (Qld)* in the presence of:

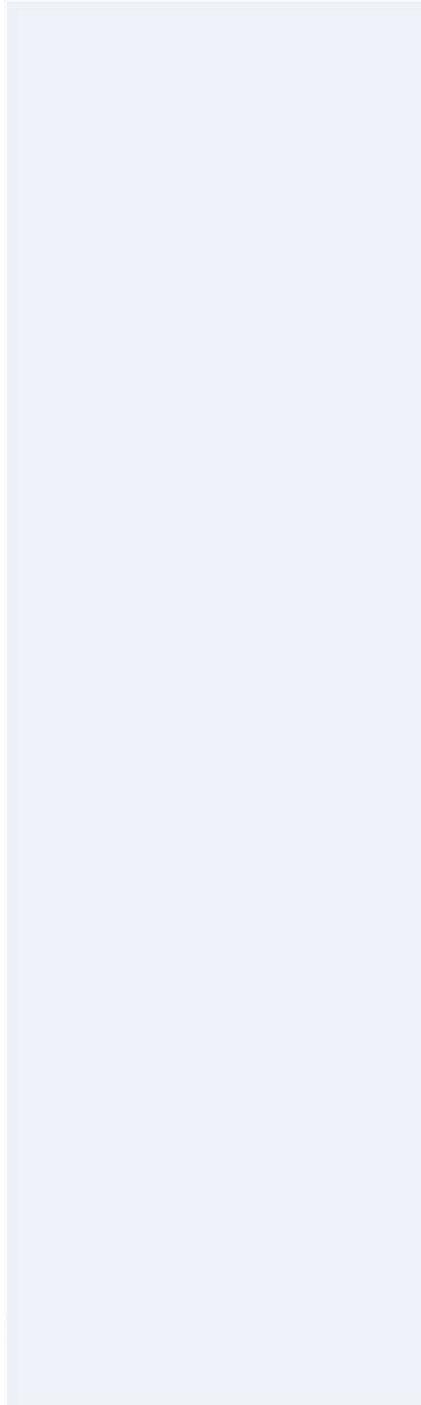
[President](#)

WITNESS

Secretary

ANNEXURE A - PLAN





ANNEXURE B

INVENTORY

Normanton Rodeo Committee items include

- Two cold rooms in the races area
- Wooden tables and chairs in the races area
- Bookkeepers stall in the races area
- Shipping container in the races area
- 2 x starting stalls
- 3 x container toilets
- Secretaries box
- Loudspeakers
- Grandstands owned by Rodeo and football committee
- Rodeo shed (placed besides care takers house)
- Gate keeps stall (placed at the entry of the Rodeo grounds)
- The Owen Grives memorial cook house
- Fencing around bar and padockpaddock
- Portable panels

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BUSINESS PAPERS

11 REPORTS FROM DIRECTOR OF ENGINEERING - ROADS & SERVICES

11.1 DOE REPORT

Attachments: NIL

Author: Michael Wanrooy - Director of Engineering

Date: 18 February 2022

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 – Grid is at the Depot	In Progress
9/12/20	Install "No boat trailer" signs along Massey Drive to Clarina Street ➤ Terry Casey's crew has installed the boat trailer parking signs advertising the new boat trailer park.	In Progress
17/03/21	Install bin at Corduroy ➤ Installed by Malcolm	Completed
October Meeting	Undertake a sign audit on Carpentaria LRRS network and present at December Meeting ➤ Audit is completed for Burketown Road. Audits ➤ Wet season delaying audits on Iffley Road, Kowanyama Road and the Dunbar to Koolatah to Oriners Road.	In Progress
December Meeting	Add Premix to grooves at the Scrutton River Floodway.	Not Started
December	Design for Armstrong Creek to include straightening	In

BUSINESS PAPERS

Reference	Action	Status
Meeting	➤ Will present design to Council	Progress
January Meeting	Repair copper log fencing at NTN Cemetery ➤ Council made an inspection and most of the copper log fence is in poor condition. A replacement fence is being organised.	In Progress

2. Miscellaneous Projects

- 2.1. Lilyvale subdivision intersection works – Planning to start the internal road once the weather allows.
- 2.2. CN-17815 - 2021 DRFA works on 89B Ch. 0 to Ch. 180. One third of the works have been completed. Looking to restart this works within the next few weeks depending on the weather.
- 2.3. Terry's crew have undertaken road runs, signage repairs, patching and whipper snipping on the State Controlled Roads.
- 2.4. Repairs to the Normanton wharf has been completed by Malcolm's crew. He has replaced all the burnt out sections with new hard wood timber.
- 2.5. The designs for the Armstrong creek floodway and realignment is underway.
- 2.6. The old tradies shed has been demolished and the rubble cleared up.
- 2.7. The pad for the proposed Disaster Coordination Centre has been completed by Council. The tender for the new building has been released and is closing on 28 February.

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

BUSINESS PAPERS

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	\$1,324,938.00	65% Completed
2020 - 2021 TIDS (TMR Contribution) - Burketown Road Sealing	\$910,000.00	\$861,434.43	100% Completed Claims being Prepared
ATSI-TIDS Magnificent Creek	\$989,212.00	\$989,212.00	100% completed.
TIDS - 2/1200x450 new culverts at gully 1 to 2km past the Gilbert River	\$67,000.00	\$24,315.40	Culverts ordered
CN-17673 Pedestrian Crossing at Stop Shop	\$439,913.10		Not started
CN-17218 - Pave and Seal AG Stimulus Package 3 on 89B (Last remaining 4.8km section between the Karumba turnoff and Glenco)	\$2,393,605.80	\$2,318,080.80	99% Complete. Linemarking remaining
CN-17815 - 2021 DRFA works on 89B Ch. 0 to Ch. 180	\$2,551,476.10	\$829,180.30	32% Completed
Variation to CN-17815 - 2021 DRFA works on 89B Ch. 180 to Ch. 303	\$606,412.60		Not Started
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	\$17,861,430.81	\$11,281,781.54	63%

BUSINESS PAPERS



Photo: Repairs to the Normanton Wharf



Photo: AVGAS Bowser installed at the Karumba Aerodrome.

BUSINESS PAPERS



Photo: Flooding at Rocky Creek – 89B

BUSINESS PAPERS



Photo: Flooding at Walkers Creek – 89B

3. Update on Shire Flood Damage Works

3.1. 2022-23 DRFA construction season gravel pits, wet hire and dry hire tenders out.

4. Trades Report

4.1. Plumbing

- General housing plumbing maintenance in Normanton and Karumba
- Demolish exiting water and dump point and installing new due to new Disaster Coordination Centre site being prepared.
- Repairs to leak between the WTP and Alfred's house.

4.2. Carpentry

- General housing and property maintenance in Normanton and Karumba
- Completed repairs to Normanton wharf
- Repairs to 34 Philp Street
- Repairs to pensioner units

4.3. Electrical

BUSINESS PAPERS

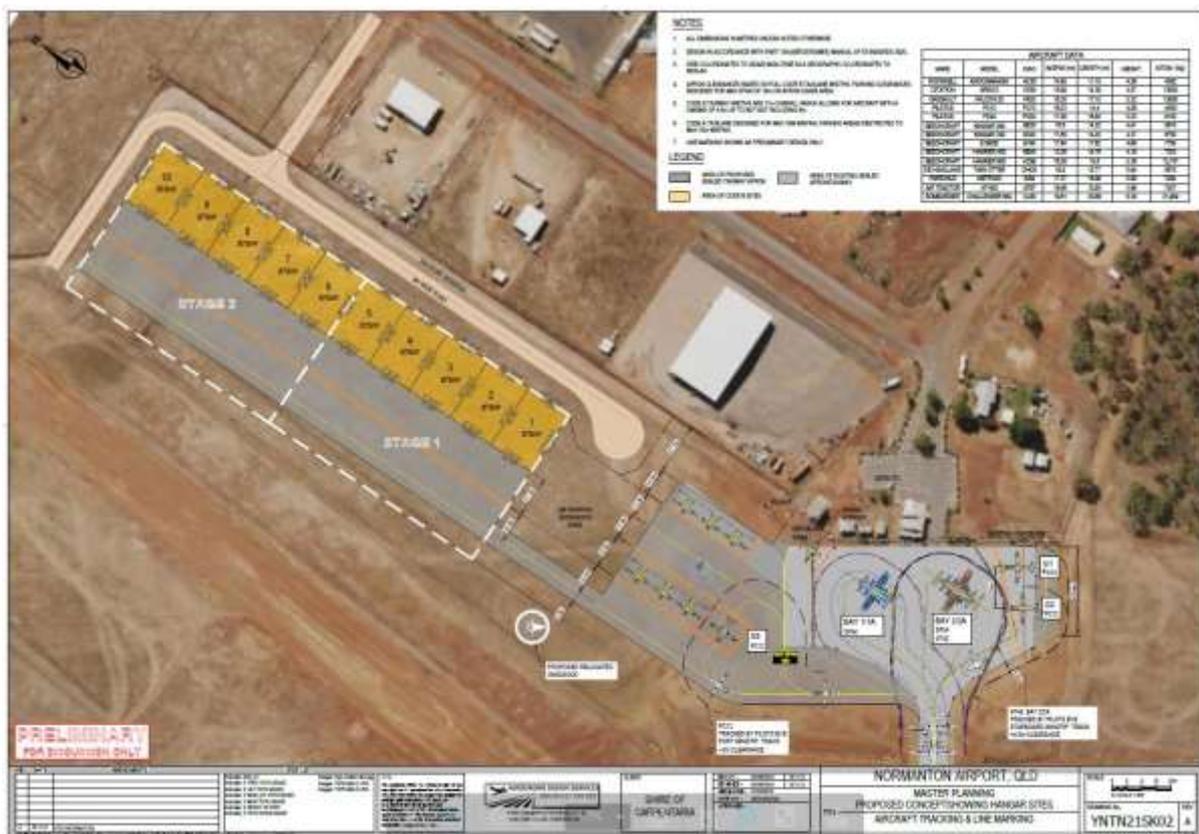
- General housing and property maintenance in Normanton and Karumba
- Undertaking electrical works at the WTP

5. New Projects/Grant Applications

- 5.1. Council is working with TMR for a Contract in March for a 6km section on 89B approximately 70km North of Normanton which will become package 5 of the Australian Government Stimulus package.
- 5.2. Council submitted an application for \$1.34 Million for a new causeway at Plains Creek and a nearby creek for ATSI-TIDS funding on the Kowanyama Road.

6. Reports

- 6.1. FYI – Proposed Future Normanton Aerodrome Apron Expansion



- 6.2. Budget

Row Labels	Sum of Original Budget	Sum of YTD Actual	Sum of Order Value	Sum of Total Actual
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BUSINESS PAPERS

Operating Expenditure	16,203,467	9,913,018	1,620,918	11,533,936
Airports	352,782	173,668	37,034	210,703
Asset Management	46,000	38,427	60,098	98,525
Building Services	212,239	123,739	19,610	143,349
Depots & Workshop	563,826	380,324	14,227	394,550
Engineering Services	1,075,064	575,680	203,120	778,801
Fleet & Plant	-3,907,878	-1,011,997	708,377	-303,620
Main Roads (Rmpc And Pw)	9,096,300	8,173,693	423,140	8,596,833
Parks & Gardens	1,244,181	442,255	13,234	455,489
Pensioner Housing	304,000	38,554	4,610	43,164
Private Works	-10,000	982	0	982
Public Conveniences	204,618	91,633	1,951	93,584
Quarries	83,000	129,790	0	129,790
Reserves	6,000	5,583	3,630	9,213
Road	6,078,811	553,866	64,718	618,584
Staff Housing	823,012	182,349	8,564	190,913
Stormwater Maintenance	0	789	0	789
Town Planning	31,512	13,682	58,605	72,287
Operating Income	-11,958,000	-9,534,965	0	-9,534,965
Airports	-230,000	-107,486	0	-107,486
Building Services	0	-4,960	0	-4,960
Fleet & Plant	-100,000	-23,487	0	-23,487
Main Roads (Rmpc And Pw)	-10,107,000	-9,004,053	0	-9,004,053
Pensioner Housing	-63,000	-45,736	0	-45,736
Road	-1,043,000	-132,152	0	-132,152
Staff Housing	-410,000	-214,029	0	-214,029
Town Planning	-5,000	-3,061	0	-3,061
Grand Total	4,245,467	378,053	1,620,918	1,998,971

BUSINESS PAPERS

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 - QRA20 Completion Sketch ↓
	11.2.5. Appendix E - Betterment Projects ↓
	11.2.6. Appendix F - EOT Approvals ↓

Author: John Martin - Consultant Engineering

Date: 17 February 2022

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 99.1% complete. Submissions 1 to 5 were completed ahead of their deadlines between 30 September and 31 December 2021. Submission 6 (Mitchell River and Town Streets) is the only active submission within the QRA19 Project and currently has an EOT until 30 June 2022.

QRA20: The QRA20 project is approximately 52.7% complete. Construction work has ceased for the wet season and will recommence on the remaining roads once accessible during the 2022 construction season. The deadline for the QRA20 works is 30 June 2022.

QRA21: Submission 4 (Far Northern Roads) and Submission 3 (Northern Roads) have now been approved by QRA and Council has received the 30% prepayment. Remaining submissions have all been lodged on QRA MARS system. Construction work will commence once all QRA20 scope has been completed with the deadline for the QRA21 works being 30 June 2023. CDO and Emergency Works claims have been acquitted and Council has received final payments.

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 Burke and Wills Monument Road and Glenore Weir Scouring projects have been acquitted and Council has received the final payments. The Monsoon Trough Flood Impact Study project has been submitted to QRA for acquittal.

2022 CONSTRUCTION SEASON TENDERS: The Request for Tenders for Wet Hire Plant, Dry Hire Plant and Gravel Pit Packages have been released and Civil Construction Materials is planned to be released mid-February. The outcome of all 2022 construction season tenders will be presented in the March Council Meeting.

REMOTE ROADS UPGRADE PILOT PROGRAM: Two (2) applications are currently being prepared for funding under the Remote Roads Upgrade Pilot Program. Applications close on 20 February 2022.

QUEENSLAND RESILIENCE AND RISK REDUCTION FUND: One (1) expression of interest (EOI) is being prepared for funding under the Queensland Resilience and Risk Reduction Funding Program. Applications close on 18 February 2022 and short-listed applicants will be invited by QRA to submit a detailed project application.

NORTH QUEENSLAND NATURAL DISASTERS MITIGATION PROGRAM: One (1) expression of interest (EOI) is being prepared for funding under the North Queensland Natural Disasters Mitigation Program. Applications close on 18 February 2022 and short-listed applicants will be invited by QRA to submit a detailed project application.

BUSINESS PAPERS

RECOMMENDATION:

That Council:

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

Background:

2019 QRA Event

1. The QRA19 REPA submissions have a total RV of approx. \$68million (construction budget of \$54.2million).
2. Approximately 99.1% of the project has been completed with an estimated Expenditure Ratio of 0.95. Refer to Appendix A and B for construction progress.
3. Construction on Dunbar - Kowanyama Road and Dunbar – Koolatah Road were completed ahead of the 31 December 2021 EOT deadline. Dunbar - Kowanyama Road is aligning closely with recommended value and has a current expenditure ratio of 0.90.
4. Submissions 1 to 5 were completed ahead of their deadlines between 30 September and 31 December 2021. Submission 6 (Mitchell River and Town Streets) is the only active submission within the QRA19 Project with an EOT until 30 June 2022. The full list of projects is detailed in Appendix F.
5. Submission 3 is in the acquittal process with audits currently taking place at the request of QRA. Acquittal documentation for the remaining submissions within the QRA19 project are currently being prepared with the aim of two submissions being submitted for acquittal by the end of February 2022.

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 52.7% of the project has been completed with an estimated Expenditure Ratio of 0.89. Refer Appendix C and D for construction progress.
3. QRA20 construction work has ceased for the wet season. A total construction RV of approximately \$18million is remaining to be constructed. Construction will recommence on the remaining roads once accessible during the 2022 construction season.
4. The QRA20 program of work has a deadline of 30 June 2022.

BUSINESS PAPERS

5. QRA has approved a total of twelve (12) betterment projects for construction. The full list of projects is provided in Appendix E.

2021 QRA Event

1. Carpentaria Shire Council has been activated for REPA and CDO relief measures in response to Tropical Cyclone Imogen and the Associated Low-Pressure System.
2. Emergency Works (\$1.3million) and CDO (\$2,103) claims have been acquitted and Council has received the final payments from QRA.
3. Submission 4 (Far Northern Roads) and Submission 3 (Northern Roads) have now been approved by QRA and Council has received the prepayment for the submissions. A final outcome report for Submission 5 (Koolatah – Dixie Road) has been received and remains subject to final QRA endorsement. Remaining submissions have been lodged on QRA MARS system.
4. QRA21 construction work will commence once all QRA20 scope has been completed in the 2022 construction season to ensure that submission deadlines for the QRA20 project are met.
5. The QRA21 program of work has a deadline of 30 June 2023.

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. The project is currently in the process of being acquitted.
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). Both projects are currently in the process of being acquitted.
3. The Glenore Weir Scouring Project (RV \$66,487) has been acquitted and Council has received the final payment from QRA.
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.

BUSINESS PAPERS

2022 Construction Season Tenders

1. The Request for Tender for Pre-qualified Suppliers of Wet Hire of Plant was released on 24 January 2022 and closes on 22 February 2022.
2. The Request for Tender for Pre-qualified Suppliers of Dry Hire of Plant was released on 3 February 2022 and closes on 25 February 2022.
3. The Request for Tender for Gravel Pit Packages was released on 14 February 2022 and closes on 7 March 2022.
4. The Request for Tender for Preferred Suppliers of Civil Construction Materials is planned to be released mid-February allowing for presentation to the March Council Meeting.

Remote Roads Upgrade Pilot Program (RRUPP)

1. Two (2) applications are currently being prepared for funding under the Remote Roads Upgrade Pilot Program. The Federal Government has committed \$150 million for upgrades to unsealed roads throughout remote Australia and applications close on 20 February 2022. The projects are summarised in the Table 1 below.

Table 1: RRUPP Projects

Priority	Project Name	Project Description	Requested Funding
1	Iffley Road Gravel Upgrade	Import and place gravel on black soil sections of Iffley Road from chainages 42.299km to 81.276km	Approx. \$4.2million
2	Koolatah – Dixie Road Widening	Widen Koolatah - Dixie Road (6m to 8m) from the beginning of the road to the Alice River (0.007km to 30.307km)	Approx. \$2.5million

Queensland Resilience and Risk Reduction Fund (QRRRF)

1. One (1) expression of interest (EOI) is being prepared for funding under the Queensland Resilience and Risk Reduction Funding Program. Applications close on 18 February 2022 and short-listed applicants will be invited by QRA to submit a detailed project application. Details of the project are summarised in the Table 2 below.

Table 2: QRRRF EOI Project

Priority	Project Name	Project Description	Requested Funding
1	Inverleigh West Causeway Upgrade	Upgrade the Inverleigh West crossing to incorporate reinforced concrete box culverts and construct an associated concrete crossing.	Approx. \$513,000

North Queensland Natural Disasters Mitigation Program (NQNDMP)

1. One (1) expression of interest (EOI) is being prepared for funding under the North Queensland Natural Disasters Mitigation Program. Applications close on 18 February

BUSINESS PAPERS

2022 and short-listed applicants will be invited by QRA to submit a detailed project application. Details of the project are summarised in the Table 3 below.

Table 3: NQNDMP EOI Project

Priority	Project Name	Project Description	Requested Funding
1	Mitchell River Crossing Upgrade	Investigation into the upgrade the Mitchell River crossing to incorporate a bridge structure.	Approx. \$2million

Consultation (Internal/External):

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

Legal Implications:

- Nil.

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 – QRA20 – Construction has a deadline of 30 June 2022. There is a moderate risk that work will not be completed by this deadline based on current programming and anticipated wet season.

CARPENTARIA SHIRE COUNCIL
 SUMMARY OF QRA19 EXPENDITURE

CURRENT
Project Completed
Forecast Project Expenditure to RV Ratio

31/01/2022
99.1%
0.95



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	100%	0.38	Market rate to be adjusted to reflect the actual cost of Mitchell River Flood Camera.
Donors Hill to Augustus Downs Road	\$ 1,445,604.64	\$ 1,536,201.94	100%	1.06	
Ifley Road	\$ 7,360,093.97	\$ 6,210,253.08	100%	0.84	Overlapping camp and establishment costs with QRA20 Ifley Road. When assessing roads together, expenditure expected to align closer to combined RV.
Normanton to Burketown Road	\$ 7,225,068.50	\$ 6,175,279.30	100%	0.85	Cost savings incurred due to reduced gravel haul distances as a result of utilising several gravel pits along the road. Scope was unable to be completed before the approved deadline. Expenditure aligns closer to RV of the completed scope.
TOTAL	\$ 16,071,267.11	\$ 13,937,190.32			

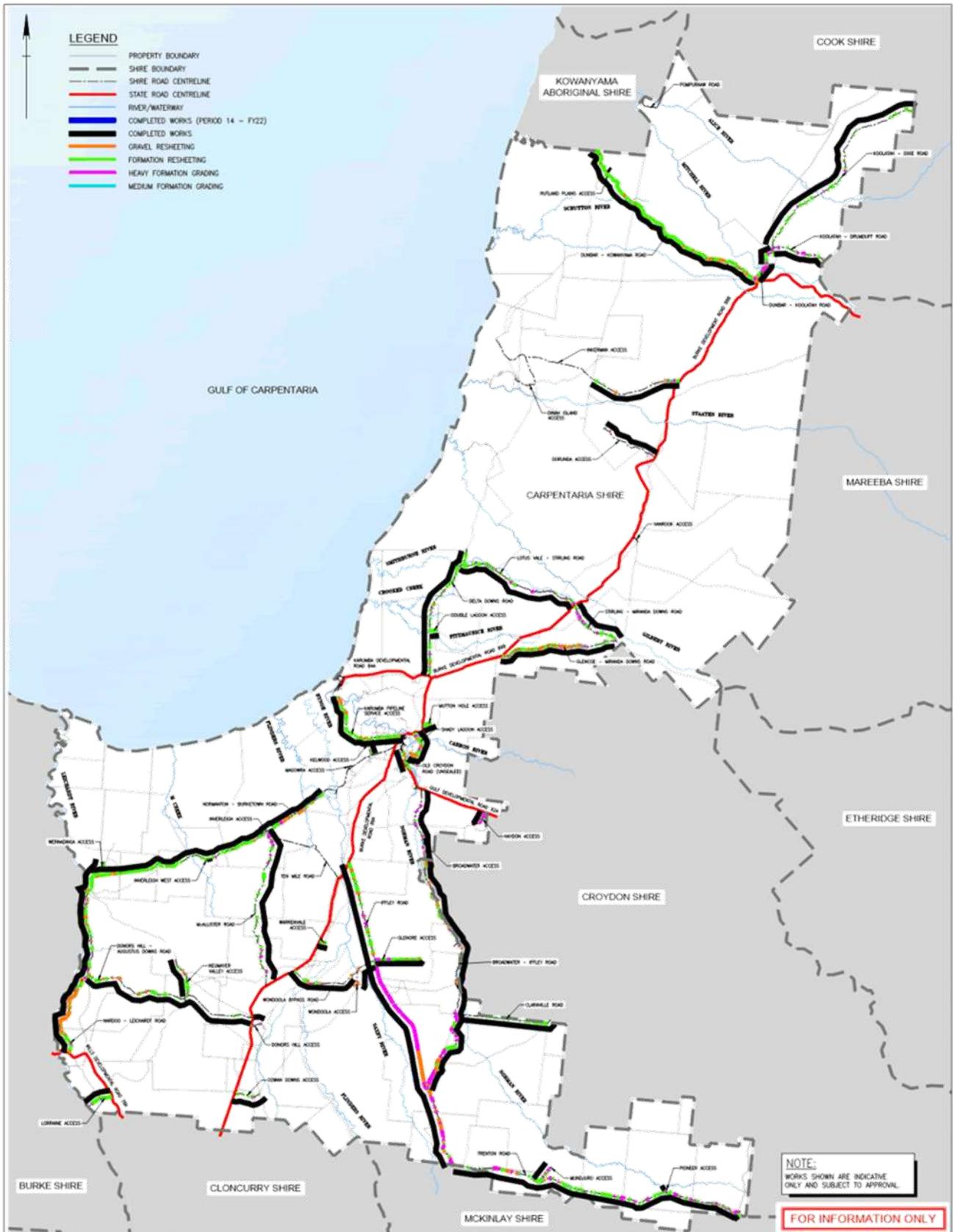
*Expected expenditure ratio is the ratio of final expenditure divided by the recommended value. (i.e. 1.5 is 50% over budget, 0.8 is 20% under budget)

Submission 3 - CSC_0008_1819_REC					
Road Name	Construction Recommended Value	Expenditure	Complete (%)	Expected Expenditure Ratio	Notes
Koolatah to Dixie Road	\$ 926,965.19	\$ 1,138,759.03	100%	1.23	Overlapping camp and establishment costs with Koolatah - Drumduff Road. When assessing roads together, expenditure aligns closely with the combined RV.
Nardoo to Leichardt Road	\$ 5,141,264.01	\$ 3,695,517.87	100%	0.72	Gravel push up costs for Washpool pit (used for Normanton to Burketown and Nardoo to Leichardt Road) booked to Normanton to Burketown Road. When assessing both simultaneously expenditure is predicted to be less than the combined RV.
Trenton Road	\$ 2,796,987.71	\$ 2,962,733.54	100%	1.06	
TOTAL	\$ 8,867,216.91	\$ 7,797,012.54			

Submission 5 CSC_0015_1819_REC					
Road Name	Construction Recommended Value	Expenditure	Complete (%)	Expected Expenditure Ratio	Notes
Stirling to Miranda Downs	\$ 619,559.74	\$ 1,236,859.79	100%	2.00	Costs for pit establishment, pushing up of gravel and stockpiling for Glencoe to Miranda and Lotusvale to Stirling booked to this road. When assessing all roads together the expenditure aligns closer to the RV.
Koolatah to Drumduff	\$ 328,481.44	\$ 767,991.85	100%	2.34	Overlapping camp and establishment costs with Koolatah - Dixie Road and Dunbar - Koolatah Road. When assessing roads together, expenditure expected to align closer to RV.
Lotusvale to Stirling	\$ 886,520.02	\$ 789,866.77	100%	0.89	Some savings expected as costs for pushing up gravel booked to Stirling to Miranda Downs Road.
Glencoe to Miranda Downs	\$ 2,147,220.96	\$ 1,595,013.87	100%	0.74	Some savings expected as costs for pushing up gravel booked to Stirling to Miranda Downs Road.
Inkerman Access	\$ 496,648.83	\$ 760,964.00	100%	1.53	Significant costs to push up material at Clarke Pit solely booked to this road, despite being utilised by other roads within the Shire.
Double Lagoon Access	\$ 152,280.02	\$ 84,872.76	100%	0.43	Cost savings as camp and mobilisation costs booked to Delta Downs Road.
Delta Downs Road	\$ 1,109,261.09	\$ 1,670,170.21	100%	1.69	Costs to push up material at Lilyvale Pit booked to this road, despite being utilised by several roads within the Shire. Excessive gravel haul distance.
Shady Lagoon Access	\$ 687,326.20	\$ 499,431.99	100%	0.73	Overlapping camp and establishment costs with simultaneously constructed QRA20 Shady Lagoon Access. When assessing roads together expenditure is expected to align closely with the combined RV.
Mutton Hole Access	\$ 177,693.65	\$ 129,496.94	100%	0.73	Costs saving incurred due to no camp establishment costs required as the crew worked from town.
Rutland Plains Access	\$ 122,507.79	\$ 23,117.60	100%	0.19	Overlapping camp and establishment costs with Dunbar - Kowanyama Road. When assessing roads together, expenditure aligns closely with combined RV.
Dorunda Access	\$ 82,878.62	\$ 9,263.84	100%	0.28	Costs saving incurred due to no camp establishment costs required and a reduced crew size to complete the small scope of works.
Dunbar to Koolatah	\$ 695,191.97	\$ 527,893.29	100%	0.76	Overlapping camp and establishment costs with Dunbar - Kowanyama Road. When assessing roads together, expenditure aligns closely with combined RV.
TOTAL	\$ 7,455,550.33	\$ 8,274,962.91			

Submission 4 CSC.0019.1819F_REC					
Road Name	Construction Recommended Value	Expenditure	Complete (%)	Expected Expenditure Ratio	Notes
Glenore Access	\$ 909,509.81	\$ 996,811.47	100%	1.10	
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	\$ 592,896.65	100%	1.14	Camp and establishment overlaps with simultaneously constructed Nardoo to Leichardt, when assessing roads together expenditure aligns closer to combined RV.
McAlister	\$ 807,881.37	\$ 913,616.35	100%	1.13	Overlapping camp and establishment costs for the remaining QRA18 Ten Mile scope booked to this road.
Mundjuro Access	\$ 249,585.28	\$ 306,975.68	100%	1.23	Overlapping camp and establishment costs with Tranton Road and Pioneer Access. When assessing roads together, expenditure aligns closely with combined RV.
Pioneer Access	\$ 43,026.66	\$ 41,464.03	100%	0.96	
Warrenvale Access	\$ 116,685.20	\$ 156,498.87	100%	1.34	Cost savings as construction was completed simultaneously with QRA18 scope of work with overlapping camp and mobilisation costs.
Wernadings Access	\$ 358,899.18	\$ 197,117.92	100%	0.55	Cost savings from simultaneous construction with QRA18 Wernadings Access Scope of work.
Wondoola Bypass	\$ 364,937.20	\$ 454,607.18	100%	1.25	Cost overlaps with simultaneously constructed Wondoola Access. When assessing roads together, expenditure aligns closer to RV.
Wondoola Access	\$ 224,681.17	\$ 251,321.21	100%	1.12	Cost overlaps with simultaneously constructed Wondoola Bypass. When assessing roads together, expenditure aligns closer to RV.
Broadwater to Ifley	\$ 2,980,296.59	\$ 3,439,521.20	100%	1.15	Overlapping camp and establishment costs with Claraville Road, Haydon Access and Broadwater Access. Cost savings due to proximity of road from Normanton.
Claraville	\$ 554,687.54	\$ 604,058.82	100%	1.09	
Broadwater Access	\$ 7,458.24	\$ 7,218.54	100%	0.97	
Haydon Access	\$ 157,107.01	\$ 157,880.88	100%	1.00	
Neumayer Valley Access	\$ 346,224.08	\$ 368,745.11	100%	1.07	
Old Croydon (Unsealed)	\$ 407,664.35	\$ 209,049.49	100%	0.51	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	\$ 31,867.33	\$ 21,777.64	100%	0.70	Overlapping camp and establishment costs with simultaneously constructed Cowan Downs, Neumayer Valley Access 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	\$ 1,442,706.39	100%	0.88	Overlapping camp and establishment costs with simultaneously constructed QRA20 Karumba Pipeline Service Access. When assessing roads together expenditure is expected to align closely with the combined RV.
TOTAL	\$ 9,953,599.54	\$ 10,300,233.90			

Submission 6 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.
Carl 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)	\$ 505,158.00	\$ -	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			



NO.	DATE	DESCRIPTION	DESIGN	APPROVED
28	15/02/22	REVISED FOR FEBRUARY MEETING	LV	
27	11/01/22	REVISED FOR JANUARY MEETING	BCB	
26	30/11/21	REVISED FOR DECEMBER MEETING	BCB	
25	08/11/21	REVISED FOR NOVEMBER MEETING	MG	
24	12/10/21	REVISED FOR OCTOBER MEETING	BCB	
1	02/12/19	INITIAL ISSUE		



NO.	DATE	DESCRIPTION	DESIGN	APPROVED
1	02/12/19	INITIAL ISSUE		

CLIENT		PROJECT REF	
NAME	DOB	APPROVED	
NAME	DOB	APPROVED	
DATE		ISSUE NO	
		101-019-SK705	
		ISS	REVISED
		A1	28

CARPENTARIA SHIRE COUNCIL ROADS
 2019 CONSTRUCTION SEASON
 COMPLETED WORKS

FOR INFORMATION ONLY

CARPENTARIA SHIRE COUNCIL

SUMMARY OF QRA20 EXPENDITURE

CURRENT

Project Completed

Forecast Project Expenditure to RV Ratio

31/01/2022

52.7%

0.89



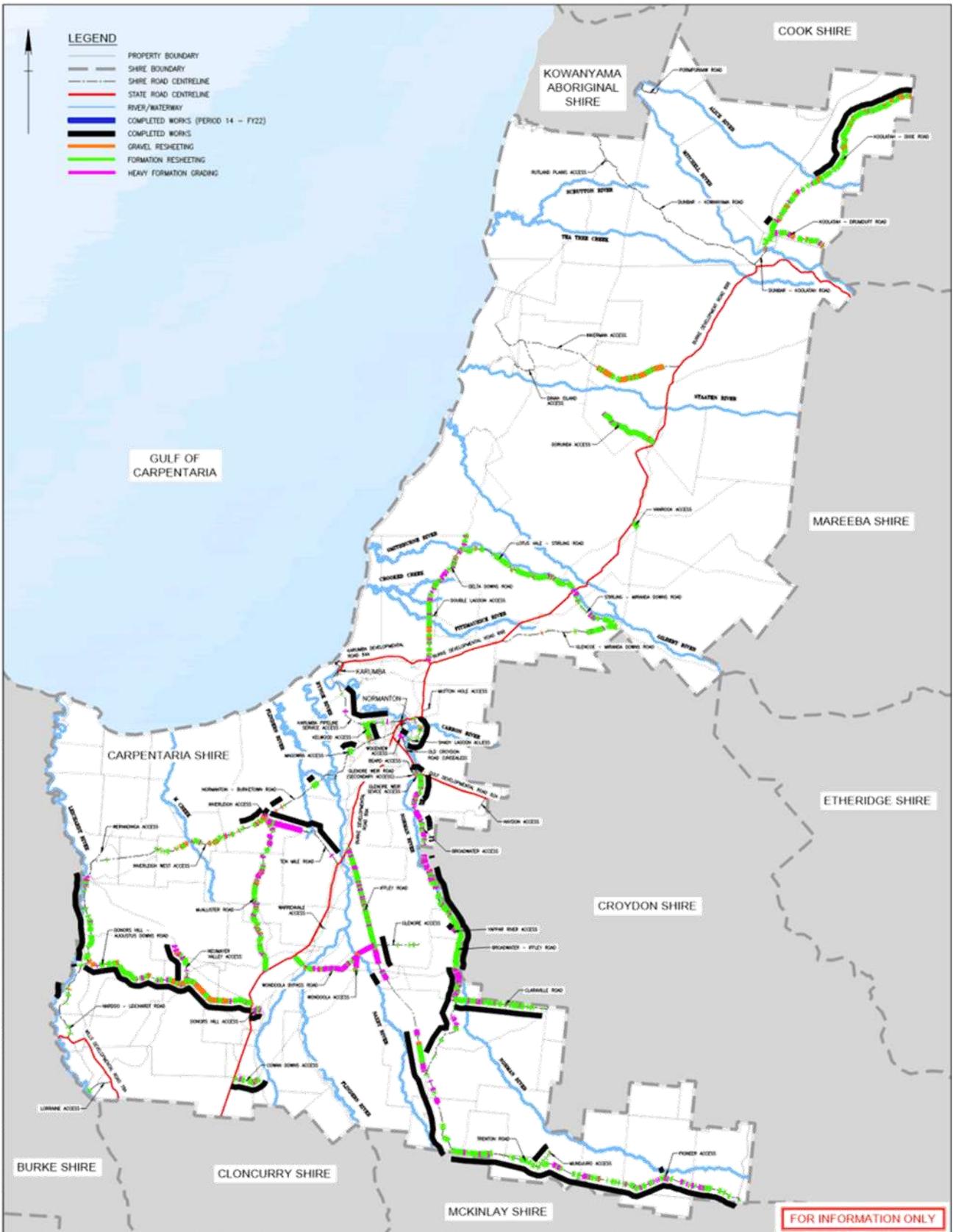
Submission 3 - CSC.0038.1920E_REC					
Road Name	Construction Recommended Value	Expenditure	Complete (%)	Expected Expenditure Ratio	Notes
Magovra Access	\$ 83,030.08	\$ 56,625.38	100%	0.68	Savings incurred due to crew working from town and no camp establishment required.
Cowan Downs Access	\$ 295,151.76	\$ 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	\$ 168,026.92	\$ 98,185.18	100%	0.58	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	\$ 3,781,816.99	100%	0.83	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.
Augustus Downs Access	\$ 28,213.06	\$ 4,675.13	100%	0.17	Overlapping camp and establishment costs with simultaneously constructed Nardoo to Leichardt Road. When assessing roads together expenditure is expected to align closely with the combined RV.
Nardoo - Leichardt Road	\$ 1,169,208.38	\$ 795,973.95	95%	0.71	Road partially constructed before wetseason shutdown, re-establishment costs required to construct remaining works are expected to increase expenditure and align closer to RV.
Lorraine Access	\$ 43,982.34	\$ 194.73	0%	1.00	
McAllister Road	\$ 2,474,714.58	\$ 333,758.87	0%	1.00	
Normanton - Burketown Road	\$ 1,630,691.51	\$ 508,297.30	0%	1.00	
TOTAL	\$ 11,921,189.43	\$ 6,701,627.98			

*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.0037.1920E_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	\$ 520,198.52	0%	1.00	
Dorunda Access	\$ 1,288,533.76	\$ 5,704.99	0%	1.00	
Glencoe - Miranda Downs Road	\$ 516,884.05	\$ 6,208.10	0%	1.00	
Inkerman Access	\$ 1,804,651.21	\$ 119,453.54	0%	1.00	
Lotus Vale - Stirling Road	\$ 1,627,249.38	\$ 144,015.33	0%	1.00	
Stirling - Miranda Downs Road	\$ 389,425.85	\$ 1,724.19	0%	1.00	
Vanhook Access	\$ 149,018.33	\$ 659.78	0%	1.00	
TOTAL	\$ 7,447,710.00	\$ 831,901.15			

Submission 4 CSC.0038.1920E_REC					
Road Name	Construction Recommended Value	Expenditure	Complete (%)	Expected Expenditure Ratio	Notes
Koolatah - Dixie Road	\$ 4,041,152.28	\$ 2,737,390.70	67%	1.01	Road partially constructed before wetseason shutdown, remaining works will be completed as soon as accessible in the 2022 construction season.
Dunbar - Koolatah Road	\$ 217,384.80	\$ 47,083.82	0%	1.00	
Koolatah - Drumduff Road	\$ 793,815.29	\$ 6,293.33	0%	1.00	
TOTAL	\$ 5,052,352.37	\$ 2,790,767.85			

Submission 2 - CSC 09/06/19/20/ 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	\$ 41,893.69	100%	1.20	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.
Clarville Road	\$ 1,229,536.07	\$ 752,562.35	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	\$ 1,796,299.16	100%	0.65	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	\$ 17,504.33	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.
Yappari 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.
Yappari 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	\$ 2,326,313.24	86%	0.76	Road partially constructed before wetseason shutdown, re-establishment costs required to construct remaining works are expected to increase expenditure and align closer to RV.
Ifley Road	\$ 4,365,707.86	\$ 2,035,726.54	47%	0.39	Road partially constructed before wetseason shutdown, remaining works will be completed as soon as accessible in the 2022 construction season.
Glenore Access	\$ 52,564.27	\$ 1,019.93	0%	1.00	
Wondoola Access	\$ 471,158.12	\$ 223,574.26	0%	1.00	
Wondoola Bypass Road	\$ 1,021,560.02	\$ 11,795.57	0%	1.00	
TOTAL	\$ 18,768,124.21	\$ 7,845,619.09			



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 FILE DATE: 08/02/2022 11:46:39 AM

NO.	DATE	DESCRIPTION	DESIGN	APPROVED
11	15/02/22	REVISED FOR FEBRUARY MEETING	LV	
10	11/01/22	REVISED FOR JANUARY MEETING	BCB	
9	30/11/21	REVISED FOR DECEMBER MEETING	BCB	
8	08/11/21	REVISED FOR NOVEMBER MEETING	MG	
7	12/10/21	REVISED FOR OCTOBER MEETING	BCB	
1	08/04/21	INITIAL ISSUE FOR APRIL MEETING		



DATE	MG	APPROVED
DATE	MG	APPROVED
DATE	MG	APPROVED

PROJECT NO	CARPENTARIA SHIRE COUNCIL ROADS
PROJECT NO	2020 CONSTRUCTION SEASON COMPLETED WORKS
DRAWING NO	101-020-SK713
ISSUE	A1
REVISIONS	11

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	12	30-Jun-22
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

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11.3 WATER AND WASTE REPORT

Attachments: NIL
Author: Ben Hill - Manager Water and Sewerage
Date: 17 February 2022

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 4.10m (AHD).
- Total treated water was 66.4ML for the month.
- Initial phase of SCADA upgrades taking place.
- Courtesy mid-year water meter readings currently being undertaken.
- Nine low pressure sewer pumps were replaced in Karumba.

RECOMMENDATION:

That Council:

1. accepts the Water and Wastewater Report as presented for the period ending 31st December 2021; and
2. that those matters not covered by resolution be noted.

Background:

Glenore Weir

The water level at Glenore Weir was measured at 8.40m on the DNRME gauge (4.10m AHD). The Bureau of Meteorology recorded 182.2mm rainfall at Normanton Airport during the month.

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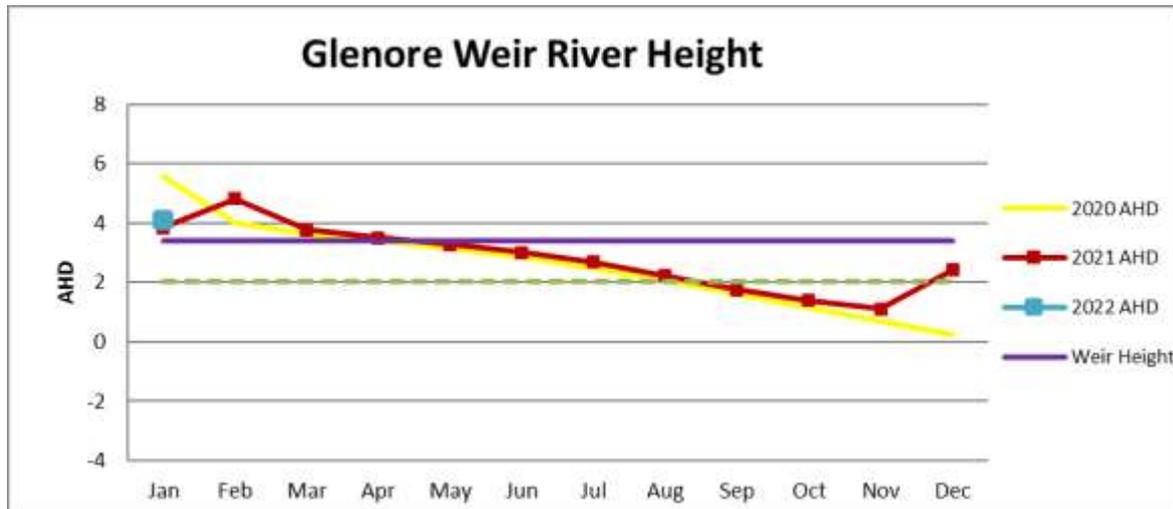


Figure 1: Glenore Weir River Height on the last day of the month.

Normanton Water Treatment Plant

For the month, 63.0ML was pumped from Glenore Weir and 3.4ML from the Normanton bore for a total of 66.4ML of raw water. As can be seen in Figure 1, water consumption is much lower than usual for this time of year due to early rain.

Normanton consumed 40.4ML (60.8%) and 22.1ML (33.3%) was pumped to Karumba, approximately 3.6ML (5.4%) was used for backwashing and bulk water supply/storage. The remaining 0.5% was recorded as systems losses.

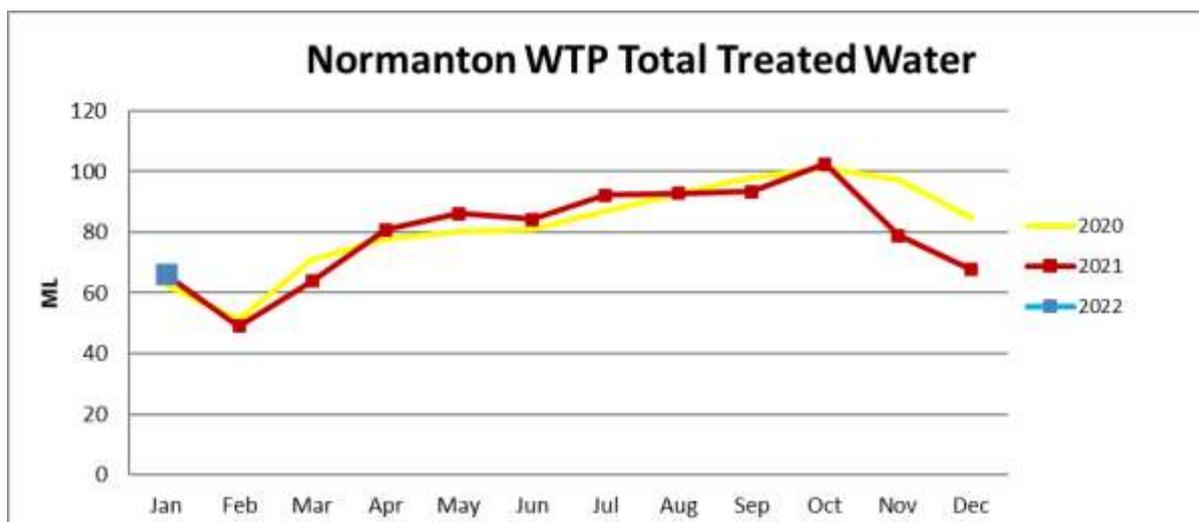


Figure 2: Total raw water treated

Maintenance and Upgrades

With the shutdown over the Christmas break, there was a skeleton staff for the first half of January. The senior operator looked after Normanton with the assistant looking after Karumba to assist with staff coverage. Mostly it was general operations and reactive maintenance as required. The rain did cause the raw water characteristics to change, however the operator was able to ensure the treatment plant ran effectively throughout.

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SCADA Engineering came to site to perform maintenance and upgrade works on the treatment system that will improve operations and make them more reliable. The upgrades will allow the operators more control of the automation process and will be more reliable for system alarms.

Courtesy mid-year water meter readings are currently being undertaken to provide residents information around any potential excess water bills. Note that this is a courtesy read for information purposes only and will not be used to charge to rate payers.

Normanton Sewage Treatment Plant and Reticulation Network

Normanton Sewerage Treatment Plant (STP) received approximately 10.4ML (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).

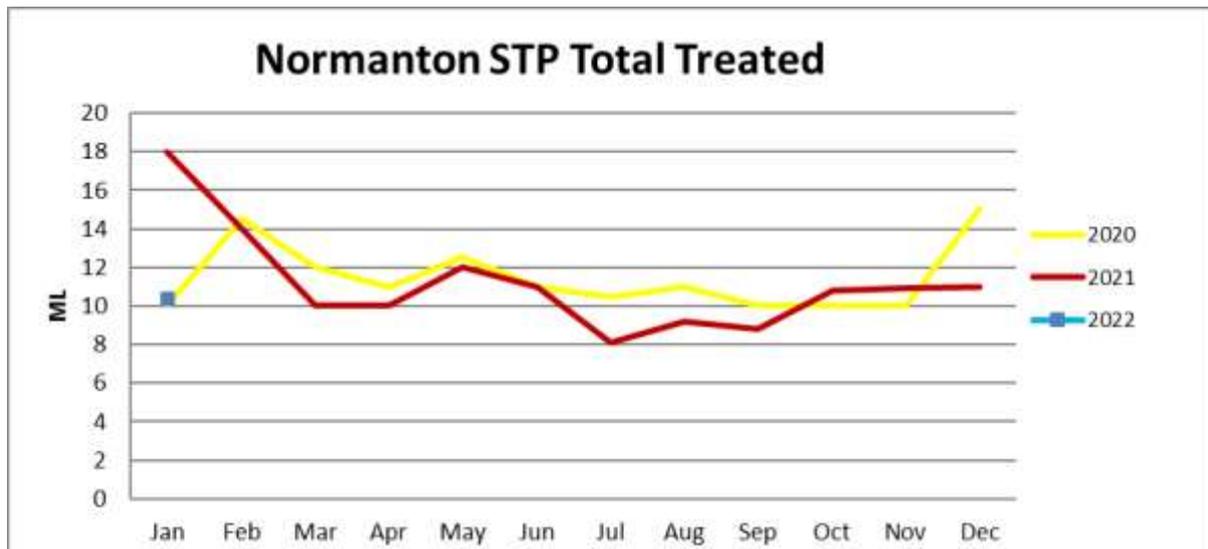


Figure 3: Total volume treated at Normanton STP

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.

Karumba STP and Low Pressure Network

Karumba Sewage Treatment facility treated approximately 3.3ML (see Figure 4) for the month.

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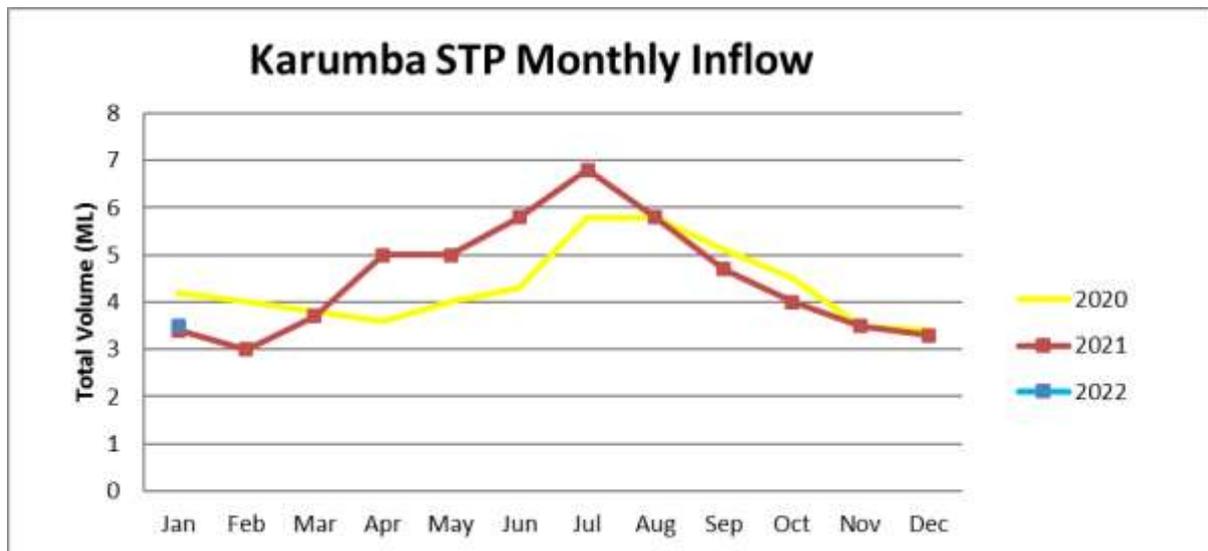


Figure 4: Total Monthly inlet flow for Karumba STP.

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, nine low pressure pumps were replaced after failing. The membranes continue to be nursed through until funding can be allocated for their replacement. While they are still producing high quality effluent, they are becoming costly to operate with ongoing downtime and maintenance. They are only working at approximately half the flow capacity, which leads to longer runtimes and increased pump and blower runtimes shortening their lifespan and significantly increasing power costs.

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.

Regular discussions continue with the site supervisors to maintain operations.

Finance

Table 1 below shows the Water and Waste budget and expenditure for the year to date.

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Table 1. Finance and budget for the year to date

Row Labels	Sum of Original Budget	Sum of YTD Actual	Sum of Order Value	Sum of Total Actual
Operating Expenditure	5,092,324	1,749,163	533,976	2,283,139
Landfill/ Waste Transfer Operations	751,328	457,241	445,615	902,856
Refuse Collection	262,536	125,269	0	125,269
Sewerage	1,510,568	459,917	38,340	498,258
Water	2,567,893	706,735	50,022	756,757
Operating Income	-4,284,960	-2,296,049	0	-2,296,049
Landfill/ Waste Transfer Operations	-845,960	-551,487	0	-551,487
Sewerage	-1,599,000	-754,512	0	-754,512
Water	-1,840,000	-990,050	0	-990,050
Grand Total	807,364	-546,886	533,976	-12,910

Consultation (Internal/External):

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

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:	17 February 2022
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:

Full wet season work is currently being carried out.

Current & Completed Tasks:

P1181	Hilux Mount fridge and rotate tyres
P3516	Grader 2000hrs Service
P2512	Giga repair brake valve brackets Weld and refit, adjust brakes
P2001	Garbage Truck replace steer tyres
P2403	Prime Mover bulbar repairs, bonnet ball joint replaced, suspension blocks replaced, led lights replaced, air drier kit on order, drive tyres replaced, vents replaced
P4016	triple deck mower parts on order, deck parts, complete bonnet
P2534	parts on order, driver's window, rear wheel seals and brake parts.
P3717	Grader 2000hrs service being completed
P3118	Grader 1000hrs service being completed
P0387	Camp Trailer parts needed- Cross members in skid plate are completely gone due to rust, Track rods have snapped, Drums/brakes/s-cams need replacing

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P0388	Dolly parts needed - A Frame bushes, tow hitch eye needs replacing, brakes/drums and s-cams need replacing, turn table feet- bushes and pins need replacing along with the turn table jaw.
P0358	Fuel Trailer/Generator parts needed- Torque rod bushes, brake shores/drums/s-cams, rocker box bushes, brake lines, king pin, full wiring for lights.
P0305	Dolly parts needed- Towing eye needs replacing, torque rod bushes, turn table bushes and pins, all tyres, free up brakes up
P2703	RMPC, new PTO fitted, generator repaired and fitted, A/C compressor arrived and ready to fit.
P2520	Service truck, full service, steering components, suspension, bearings diesel particulate filters parts, engine parts.
P7021	Generator Hall, starter and batteries replaced
P1938	Prado, Logbook service
P1908	Hilux battery replaced
P1907	Hilux windscreen replaced
P2529	Crane truck, crane removed and will be sent to Fassi Cranes for repairs

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

Plant not currently being used:

All Council Plant Currently undergoing Wet Season Maintenance.

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:	17 February 2022
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 January 2022.

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
N/A				

Building Permits Issued

DA No.	Applicant	Address	Application Type	Value
N/A				

Applications pending waiting on further information (Applicants advised)

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DA No.	Applicant	Address	Application Type	Date Received
I/2201	Beep Beep Pty Ltd T/A Richardsons Building Service	Gulf Christian College Lot 85 Brown Street Normanton QLD 4890	Water/ Plumbing	tba

Consultation (internal/external)

- Elizabeth Taylor – Consultant Town Planner
- Michael Pickering – Consultant Town Planner
- Jenny Roughan – Consultant Town Planner
- Harald Weber – Building Certifier
- Peter Watton – Building Certifier
- Nicholas Kinbacher – Building Certifier

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**