



**CARPENTARIA SHIRE**

*Outback by the Sea*

***BUSINESS PAPER***

***18 JANUARY, 2023***

## **BUSINESS PAPERS**

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### **NOTICE OF MEETING**

**COUNCILLORS:**

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

Please find attached the Agenda for the Ordinary Council Meeting to be held in the Council Chambers, Haig Street, Normanton commencing at 9:00am.

Mark Crawley  
**CHIEF EXECUTIVE OFFICER**

# BUSINESS PAPERS

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

**RECOMMENDATION**

*That the Minutes of the Ordinary Council Meeting held 14 December 2022 be confirmed.*

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

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### 8 REPORTS FROM THE CHIEF EXECUTIVE OFFICER

#### 8.1 CEO REPORT

<b>Attachments:</b>	8.1.1. Email from LGAQ <a href="#">↓</a> 8.1.2. Carpentaria Profile - NEMA <a href="#">↓</a> 8.1.3. Critical Minerals Strategy - Federal Government <a href="#">↓</a>
<b>Author:</b>	Mark Crawley - Chief Executive Officer
<b>Date:</b>	12 January 2023

<b>Key Outcome:</b>	Day to day management of activities within the Office of the CEO
<b>Key Strategy:</b>	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
<b>Council</b>			
<b>18 January 2023</b>	9:00am	Ordinary Meeting of Council	Boardroom
<b>19 January 2023</b>	8:30am	Workshop – Councillors, CEO, Directors, and Managers	Boardroom
<b>15 February 2023</b>	9:00am	Ordinary Meeting of Council	Boardroom
<b>16 February 2023</b>	8:30am	Workshop – Councillors, CEO, Directors, and Managers	Boardroom
<b>NWQROC and LGAQ</b>			
<b>3 February 2023</b>	10:30 – 11:30am	Webinar – Federal Government Department of Education Update	Video Conference
<b>14 – 16 February 2023</b>		WH&S Conference	Brisbane

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Date	Time	Event	Location
<b>22 March 2023</b>		Local Government Heritage Conference	Maryborough
<b>16 May 2023</b>		LGx Communications Conference	State Library Brisbane
<b>30 May – 01 June 2023</b>		Disaster Management Conference	Brisbane
<b>Dates for the NWQROC and other LGAQ Events are yet to be released. As these are produced an update will be provided.</b>			
<b>Local Government Professionals Australia</b>			
<b>Now in 2023</b>		Local Government Professionals Aust – National Congress	

### FINANCIAL REPORT

Governance Income and Expenditure to 31 December 2022

**Tourism Budget – LWBDC Centre Manager  
Discovery Centre and Hatchery**

**Tourism**

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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
May 21	007	Recommend 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	GB	Pipeline Easement		Contact made with Dean Patchett to progress the inclusion of the northern section of the easement/road in our asset register
August 21	009	Advisory Committee Policy and Terms of Reference for Advisory Committees adopted	Complete for O/CEO.	TOR for the Office of the CEO Completed See update in report
December 21	GB	Promotional Material – development of a booklet for new residents	Complete	Have arranged to produce 100 hard copies for distribution.
November 21	018	Engage with the Department, the Small Business Commissioner to sign a Small Business Friendly Charter	Progressing	Advised the Department that we will be ready to progress in the New Year
November 21	022	Council to participate in Sarus Crane Awards for 2022-2023	Progressing	Advised NRM we will participate, and nominations will be advertised soon.
December 22	008	Adoption of the Corporate Values	Complete	Noted the change to the Values and these will be updated in Corporate Documents and Website etc.
December 22	009	Adoption of the Local Housing Action Plan	Complete	Action Plan has been added to the Council Website
December 22	010	Adoption of the Regional Biosecurity Plan including Carpentaria Shire	Complete	Document has been updated on the Website
December 22	011	Adoption of the Order of Engagement Policy	Complete	Policy to be updated on website and has been included in the RFT for 2023 Season
December 22	012	Adoption of Standing Orders Policy	Complete (But)	No changes made in Policy

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### **MATTERS FOR COUNCIL CONSIDERATION**

#### **1. Covered in separate reports**

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

**Recommendation:** NIL

### **MATTERS FOR COUNCIL INFORMATION**

#### **2. New Staff Member – Office of the CEO**

Natasha Glaskin commenced in the role of Executive Officer – Governance, Projects and Communications on Tuesday 3rd January 2023.

Natasha will be assisting the CEO with Governance matters as they arise, including updates to Policies and work on the many projects that are currently in various stages of development. Natasha will also be assisting in communications distribution.

**Recommendation:** For information

#### **3. QTC Project Decision Framework – (PDF)**

During the Christmas – New Year period I had the opportunity to prepare the Business Case and Project Plan for the School Dam Project utilizing the PDF from Queensland Treasury Corporation.

Individual Business Cases and Project Plans for the projects identified in the MIPP(2) are to be prepared to allow for better preparation for grant opportunities in the future.

Copies of the draft documents will be provided as hand-outs at the meeting for the information of Councillors.

**Recommendation:** For information

#### **4. Housing Strategy – Local Housing Action Plan**

The Local Housing Action Plan has now been adopted and is loaded and available on the Council Website under a new Advocacy Tab.

The next step in the Plan is to establish a Local Housing Action Plan Working Group of key representatives from Council, relevant State agencies, and community organisations, to oversee and progress actions, review findings, report quarterly on progress and further develop the LHAP in an open partnership to address and ultimately resolve the housing challenge. <https://www.carpentaria.qld.gov.au/advocacy>

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**Recommendation:** For feedback

**5. Call for submissions – Select Committee – Australia’s Disaster Resilience and IGEM – Review into Queensland’s Disaster Management Arrangements**

The LGAQ have advised that there are two separate opportunities for Councils to lodge submissions in relation to Emergency/Disaster arrangements at the State and Federal Government levels.

The Select Committee submissions close on 20 February 2023 and the IGEM review closes on 29 April 2023.

Information in relation to both are included in the attached email from LGAQ.

**Recommendation:** For information

**6. Carpentaria Profile**

Attached is a copy of the Carpentaria Profile from the Data section of the National Emergency Management Agency website for the information of Councillors.

The profile gives information in relation to the community profile, previous events, preparedness activities and funding provided within the local government area.

Access is available to download a community profile for all local government areas across the Nation. <https://nema.gov.au/data#/map>

**Recommendation:** For information

**7. Website**

Additional information has been added to the Carpentaria Shire Council website by way of advocacy, corporate structure, and community consultation to provide information and feedback to the community on Councils advocacy efforts and the Community Consultation meetings.

**Recommendation:** For information

**8. Memorandum of Understanding (MOU)**

A MOU has been signed between Council and CQ University in relation to the Normanton and Karumba Sculptures recently installed as part of the Savannah Way Arts Trail. Its purpose is to transfer ownership of the sculptures to Council and ensure they are maintained during the Maintenance Defects Liability period. A maintenance manual has been provided for both sculptures and this has been distributed to staff to ensure proper maintenance is undertaken.

**Recommendation:** For information

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### **9. Community Plan**

The Community Plan was a 10-year plan that was introduced into legislation by the Newman LNP Government and was subsequently removed following the State Election and Labor returned.

The Carpentaria Shire Council Community Plan was developed through community consultation and its 10-year life ended in 2022. There are some of the Focus Areas from the Plan that are yet to be completed.

There is no need to undertake and develop a Community Plan. Does Council have any desire to compile a 10-year Plan/Strategy based on the remaining items from the last Community Plan 2012-2022 or would Council prefer these are workshopped and included in a review of the Corporate Plan.

**Recommendation:** For feedback

### **10. Critical Minerals Strategy – Australian Government**

LGAQ have alerted us to the below strategy from the Australian Government and the discussion paper released on 2 December 2022. Information below from LGAQ.

*This strategy has elements of how to establish supply chains and build the industry for new economy minerals - critical minerals like lithium, vanadium, silicon, and rare earths that are the needed for clean energy technologies, such as batteries, solar panels and electric vehicles.*

*Of most interest to Councils are the ways that the industry needs to establish it's environmental, social and governance (ESG) credentials – which is where commentary on social impacts, regional opportunities, local jobs, and engaging with first nations become paramount.*

*Have a look at the discussion paper – and if you would like to submit a response to the discussion questions or give commentary – email [simon\\_booth@lgaq.asn.au](mailto:simon_booth@lgaq.asn.au)*

*Feedback is due to the federal government by 3 February 2023.*

A copy of the Discussion Paper is attached and a link to the website can be found below:

<https://consult.industry.gov.au/2023critminsstrategy>

**Recommendation:** For feedback

### **11. COVID Active Cases - Update**

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

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### Other Projects currently under the Office of the CEO

Project	Assistance/Delegate	Comments
QCoast <sub>2100</sub> Reference Group	CEO	Part of LGAQ Reference Group for Coastal Management
Queensland Climate Resilient Councils	CEO	Council registered to become part of the Climate Resilient Council
Liquor Accord	CEO	Member of Liquor Accord with QPS and Hoteliers
Staff Newsletter	CEO	Produced and distributed monthly to all staff to update on happenings at Council
Tourism Champion	CEO	CEO has picked up the work in this area following the completion of the Tourism Champions contract
Lilyvale	CEO / DOE / Mike Pickering	CEO is working on the sale of land and the development of a Buyers Booklet Lots on plan for the individual lots have been created.
Get-Ready 2022-2023	CEO	Four projects were submitted for the funding for this year
Welcome Booklet	CEO	Working with Consultant to produce a Welcome Booklet for new residents
Town Planning / Planning Scheme	CEO / Consultant	CEO has lead in the development of the new Planning Scheme with the assistance of the Consultant
Development of a Workforce Plan	CEO/MHR/Consultants	Working with Davidson's to develop a Workforce Plan and Strategy to deliver on the many strategies for Council and the Community
Dinah Island	CEO	On-going issue with the road into Dinah Island. Has paused, but sure it will rise again
RTI Applications	CEO	Processing of the RTI Applications are undertaken by CEO due to no Governance Staff. Assisted by Legal advice.
State Government Small Business Taskforce	CEO / MECD	Receipt of information to assist Small to Medium Enterprises with assistance from Government
Karumba Rec Club	CEO	Long standing MOU for works at the Rec Club. Contact with new President – still to meet and progress options.
Karumba Point to Town Walk	CEO/DOE/ENG	Funding has been allocated from Phase Three of the LRCIP program to undertake improvement works on the walking track
Asset Management	ELT	Work has commenced on the

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		development of Asset Management Plans for each of the individual Asset Classes
Website/Intranet/Discover Carpentaria	CEO / LGAQ / WH&S / Other Staff	CEO has been doing a major share of the updates to the Website. WH&S have updated a major portion of the WH&S information on the Intranet. Other staff have access and update some sections of site
Karumba Point Foreshore	CEO/DOE	Funding has been acquired through grants submitted with assistance of Peak Services and the Detailed Design is almost complete and infrastructure works can then commence
Karumba 150 Celebrations	CEO/Committee	This is mainly being run by Committee, minimal input required from CEO at this time
Council Depot Karumba	CEO	Commenced discussions with Department in relation to closure of road to include in depot area
Nature Based Tourism	CEO	Area identified at Dunbar/Koolatah in Camping and Water Reserve and Aircraft Landing Ground to maybe introduce Nature Tourism. Approach from Southern Gulf NRM
Regional Priorities and Opportunities	CEO	Identification of projects for Economic Recovery and Growth. More work required to develop Business Cases and Project Plans
Youth Strategy	MECD	The implementation plan from the Youth Strategy will need to be considered and additional funding sought to deliver on projects identified
Chief of Navy	CEO	Opportunity to provide Freedom of Entry to Chief of Navy
Pipeline Easement	CEO	Working with Preston Law to progress the development of agreements for the easement with landowners
Monsoon Centre	CEO	A new Business Case is required to update and modernise the opportunities for the development of a Monsoon Centre in the BP Building.
Housing	CEO	Working with WQAC to collate information to assist with the advocacy for additional funding and construction of new housing in the West.
Further Industrial Estate	CEO	Working with surveyor to develop options for the development of additional industrial land in Normanton

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Old Barramundi Discovery Centre	CEO/Amanda O'Malley	Working on options for the old Barramundi Discovery Centre site in Karumba. Some buildings will need to be disposed of.
Disaster Coordination Centre – Stage Two	CEO/DOE/Peak	Looking for additional grants to complete the Disaster Coordination Centre at the Council Depot – requires fit-out
Off-Street – Truck / Caravan Parking Area	CEO	Working with Surveyor to identify potential sites for off-street parking
Flood Risk Management Program	CEO/Erscon	Working up an application for funding to obtain reliable flood information to include in the new Planning Scheme. Funding available from QRA.
Flexible Funding Program	CEO/Peak	Have decided to hold off applying for funding in Round One until additional project plans and business cases have been prepared. Applications will be submitted for Round two
Residential Land Development – Future Township Expansion	CEO	Working with Department in relation to identified land for future residential development.  Also working with Surveyor and planner to ensure planning is completed in parallel to ensure the best opportunity to deliver in timely manner.
Social Media Postings	CEO and others	Also doing social media posts to inform community and spread message.
Outback Masters - Golf	CEO and Karumba Recreation Club and Karumba Golf Club	Council has provided a financial contribution towards the Outback Masters event which includes Karumba on the 15 <sup>th</sup> and 16 <sup>th</sup> July 2023.  <a href="https://www.outbackqldmasters.com/passes/">https://www.outbackqldmasters.com/passes/</a>
Housing Project – Gough Street	CEO	Council has purchased the adjoining parcel of land and plans and a planning application to amalgamate the lots is being prepared.  CEO is working with the surveyor to arrange for the application and survey plan of amalgamation.  Additional survey work is being incorporated to assist the architect with design for the proposed development of units on the amalgamated lot.

**From:** [Alison Lamb, LGAO Lead – Disaster Management and Coordinator, Advisory Services](#)  
**To:** [Mark Crawley](#)  
**Subject:** Foray #14 Disaster Management News  
**Date:** Wednesday, 4 January 2023 7:28:18 AM

[External Email] This email was sent from outside the organisation – be cautious, particularly with links and attachments.

Click [here](#) if you are having trouble viewing this message.



Hi Mark,

Happy New Year and welcome to the first edition of Foray Disaster Management Newsletter for 2023.

### Save the dates

The 2023 Queensland Disaster Management Conference will be held in Brisbane at the Brisbane Convention & Exhibition Centre on:

Tuesday 30 May 2023  
Wednesday 31 May 2023 and  
Thursday 1 June 2023

### The year that was

2022 was an incredibly busy year, which of course is stating the obvious, but let's cast our minds back for a quick summary...

'Ex-Tropical Cyclone Seth' was the first disaster event which commenced on 29 December 2021 and went for 20 days. The last was the 'Southern Queensland Severe Weather' event which lasted 36 days. In total there were 12 disaster events, with a total duration of 174 days (just short of half a year) – and excluding recovery, all of this with the COVID19 overlay.

2022 also saw the release of the long awaited QFES, SES and Volunteer Marine Rescue Reviews and the appointment of Deputy Police Commissioner Steve Gollschewski as Program Executive for Reform Implementation Taskforce Executive Steering Committee.

Deputy Police Commissioner Gollschewski has also been appointed as the Special Coordinator to lead the recommended police reforms. With Deputy Police Commissioner Gollschewski moving into his new role, Acting Deputy Police Commissioner Shane Chelepy was appointed the new State Disaster Co-ordinator.

### Submissions

Moving into 2023, there is much to be accomplished and we need your help! All councils can have a voice into the Select Committee – Australia's Disaster Resilience

inquiry into Australia's preparedness, response and recovery workforce models, and the IGEM – Review into Queensland's Disaster Management Arrangements. Both submissions must be evidenced based and include your local insights. Please see the articles below for more information.

Kind regards,

**Alison Lamb**  
**Disaster Management – Lead**  
Advisory Services  
0439 519 444

**Teresa Petzel**  
**Senior Research and Support**  
**Officer**  
Advisory Services  
0408 296 567

## Select Committee – Australia's Disaster Resilience

Our first focus will be on the submission for the [Select Committee – Australia's Disaster Resilience](#) inquiry into Australia's preparedness, response and recovery workforce models – **due 20 February 2023**.

What do we need from you? We NEED...

- Situations and experiences outlining your capacity and capability (including the areas identified where there are gaps).
- Your current preparedness, response and recovery workforce model.
- Council experiences with the role of the ADF when responding in your LGA and comments (what worked well, what didn't, suggestions/recommendations) – if applicable.
- The impacts of more frequent and more intense natural disasters (including the more current situations where LGAs are experiencing multiple events following on from each other).
- Council experiences in natural disasters working with local stakeholder groups including volunteer groups, not-for-profit organisations, agencies etc.
- Council considerations/suggestions on alternate models for:
  - repurposing or adapting existing local civil and volunteer groups, not-for-profit organisations and state-based services
  - overseas models, and
  - best practice.
- Council perspective on consideration of the practical, legislative, and administrative arrangements that would be required to support improving Australia's resilience and response to natural disasters.
- Any related matters.

A reminder will be sent to every council in a special edition of FORAY in coming weeks, but as a 'heads up' your council contribution will be due no later than **COB Friday 27 January 2023**.

## IGEM – Review into Queensland’s Disaster Management Arrangements

The IGEM – Review into Queensland’s Disaster Management Arrangements is due 29 April 2023.

For your contribution into the submission for the IGEM Review into QDMA, based on the ToR, suggested inclusions are:

- The roles and responsibilities of parties to the arrangements.
- The role and effectiveness of disaster management committees reflected, and not reflected, in the *Disaster Management Act 2003* (the Act) including the:
  - Queensland Disaster Management Committee
  - State Disaster Management Group
  - District Disaster Management Committees
  - Local Disaster Management Committees, and
  - recovery focused committees.
- Any matters to inform the appropriate allocation of State level disaster management functions across agencies in the context of outcomes from the Independent Review of QFES (noting the transition of the State Emergency Service and volunteer marine rescue functions to the QPS).
- Any matters to inform an update of the Act and State Disaster Management Plan to support: implementation of the structural elements of the Government Response; and clarification of roles and responsibilities of committees and parties to the arrangements.
- Ensure examples of good practice and any opportunities for improvement are highlighted along with relevant observations, insights, findings and recommendations.

## BOM Jan-Mar long-range forecast



Issued on 15 December, the long-range forecast provides a look at likely rainfall, streamflow, and temperature for the months ahead. Most of the country has close to equal chance of above or below median rainfall during January to March. Above median rainfall is likely (around 60% chance) for Cape York Peninsula and parts of the Queensland coast... [Read more](#)



### Summary – CQUniversity Research

This research project aimed to understand how rural and remote councils



### AFAC Bushfire Outlook

The Outlook shows that while many parts of Australia saw above average rainfall and significant flooding this year, the

with large Indigenous populations prepared for, and responded to, COVID-19 in their disaster management plans. The final report will be released in 2023. [Read the summary here.](#)

saturated ground in many of these regions supports enhanced vegetation and fuel load growth. Find out more at the [AFAC Seasonal Bushfire Outlook for Summer 2022.](#)



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# Carpentaria Profile

Data as at 30 November 2022

## Overview

**Total area:** 64,121 sq km

**Population:** 2,159

The median age in Carpentaria is **38** years, compared to the Australian median age of 38 years. The median age of the earning population is **42** years, the same as the median earning age of Queensland which is 42 years.

The Socio-Economic Indexes for Areas (SEIFA) score in Carpentaria is **1** (out of 10), reflecting considerable disadvantage.

## Economy

The median income of Carpentaria is **\$46,527**, lower than the Queensland median of \$48,826.

The overall proportion of Carpentaria government pensions and allowances recipients is lower than the average in Queensland:

**Age pension:** 6.5 per cent (Queensland 9.8 per cent)

**Carer allowance:** 1.1 per cent (Queensland 2.5 per cent)

**Disability support:** 2.8 per cent (Queensland 3.2 per cent)

**Commonwealth rent assistance:** 4.7 per cent (Queensland 6.8 per cent)

## Number of Businesses

Small Businesses (<20 employees)	165
Total Businesses	175

## Top Employing Industries

## Highest Value Agricultural Commodities

Agriculture, forestry and fishing	Livestock slaughtered and other disposals - Cattle and calves
Public administration and safety	Broadacre crops - All other crops n.e.c.
Health care and social assistance	Livestock products - Wool

## Disaster History

The following Disaster Recovery Funding Arrangements have been declared in Carpentaria since 1 July 2019:



Australian Government  
National Emergency Management Agency

121 Marcus Clarke Street, Canberra ACT 2601  
PO BOX 133, Canberra ACT 2601  
contact@nema.gov.au | nema.gov.au

AGRN	Event name	DRFA Category	AGDRP	DRA	Hazard Type(s)
AGRN 1019	QLD - Northern and Central Western Queensland Rainfall and Flooding (21 April - 12 May 2022)	B	N	N	Flood
AGRN 1008	QLD - Far North Queensland Low Pressure Trough (1-7 February 2022)	B	N	N	Storm
AGRN 994	QLD - Ex-Tropical Cyclone Seth (7-10 January 2022)	BCD	N	N	Cyclone
AGRN 946	QLD - Tropical Cyclone Imogen and associated low pressure system (2-12 January 2021)	B	N	N	Cyclone
AGRN 887	Queensland monsoonal flooding: 23 January - 3 February 2020	AB	N	N	Flood, Storm

For a full list of declarations visit [Disaster Assist](#).

## Disaster Preparedness Activities

### Preparing Australian Communities Program - Local Stream

The [Preparing Australian Communities Program](#) will support projects that mitigate or reduce the disaster risk, impact and consequence associated with large-scale natural hazards. The Local stream is one component of the program targeting support to locally identified and locally led projects that will improve the resilience of communities against natural hazards.

In Carpentaria, 1 project worth \$1.59 million has been supported under this program:

Project	Total Grant Amount
Karumba Point Shoreline Protection & Revitalisation Project	\$1.59 million

Carpentaria is included in 1 project worth \$1.27 million which is shared among multiple LGAs:

Project	Total Grant Amount
Resilient Futures for Queensland's Gulf Savannah	\$1.27 million

### 2020-21 National Flood Mitigation Infrastructure Program

The Australian Government established the [National Flood Mitigation Infrastructure Program](#) under the Emergency Response Fund to deliver \$50 million in 2020-21 to state and territory governments for the construction or improvement of flood mitigation infrastructure.

In Carpentaria, 1 project worth \$793,339 have been supported under this program:



Australian Government  
 National Emergency Management Agency

121 Marcus Clarke Street, Canberra ACT 2601  
 PO BOX 133, Canberra ACT 2601  
[contact@nema.gov.au](mailto:contact@nema.gov.au) | [nema.gov.au](http://nema.gov.au)

Project Title	Funding
Armstrong Creek Causeway: This project involves removing the existing floodway and install a new concrete base slab and box culverts through Armstrong Creek on Normanton - Burketown Road. This will raise the creek crossing to improve flood resilience.	\$793,339

### Strengthening Telecommunications Against Natural Disasters (STAND) package

The Government has allocated **\$27.1 million** through the National Bushfire Recovery Fund (as well as **\$10 million** from the Mobile Black Spot Program) to prevent, mitigate and manage telecommunications emergency outages.

The STAND package is a national initiative that supports the Government's response to telecommunication issues raised in the 2019-20 bushfires.

To boost portable telecommunications, Queensland was allocated **1 NBN Road Muster satellite truck** and **2 portable satellite kits**.

### North and Far North Queensland Monsoon Trough (2019) (AGRN 840)

Payment	Applications approved (no.)	Applications approved (\$)	Date
Australian Government Disaster Recovery Payments (AGDRP)	604	\$714,000	31 October 2020
Primary producer grants	30	\$1,937,440	30 September 2021

### Resilient Kids

Under the Resilient Kids program, \$2 million was allocated to support preventative mental health measures for children in the flood-affected areas. Children will be equipped with the skills to identify the early signs of mental stress, talk about mental wellbeing and know where to turn for help.



Projects	Funding
Kids Helpline @ High School: Kids Helpline @ High School is a school-based, early intervention and prevention program that aims to reduce the rate of mental health problems and suicide among high school students.	\$110,000
Kids Helpline @ School (primary) program: The Kids Helpline @ School (primary) program aims to improve students' mental health literacy and emotional intelligence, promote positive overall health and wellbeing.	\$100,000
Year Thirteen and Beyond: Year Thirteen and Beyond will provide continuity in support for students transitioning from high school.	\$360,000

### Economic Diversification Grants

Under the Economic Diversification Grants program, \$9 million was allocated for projects that support emerging industries, expand small-scale industries or add value for existing industries and their supply chains to generate economic and employment opportunities.

Projects	Funding
Water improvements to improve productivity and reduce sediment run off to Norman River	\$95,000

### Managing Disaster Risks

Under Managing Disaster Risks program, \$12 million was allocated for improved disaster risk management planning and risk mitigation activities. The funding will be available for individuals, enterprises, industries and communities to increase risk management capability and capacity building.

Carpentaria has received 2 projects valued at \$718,882 under this program.

### Recovery and Resilience Grants

Under the Recovery and Resilience Grants program, \$20 million was allocated to support locally-led solutions to locally identified recovery needs, including land management.

Projects	Funding
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

### Telecommunications and Energy Improvement Grants

Under the Telecommunications and Energy Improvement Grants program, \$15 million was allocated to support locally-led solutions that improve access to reliable affordable telecommunications and energy services to support business and community growth.

<b>Projects</b>	<b>Funding</b>
New mobile small cell	\$173,937
New mobile base station	\$786,867
New mobile base station	\$683,747
Upgrade and construction of 17 new telecommunications towers	\$1,000,000

### **Restocking, Replanting and On-Farm Infrastructure Grants**

Under the Restocking, Replanting and On-Farm Infrastructure Grants program, grants up to \$400,000 for primary producers to restock and re-plant, repair and re-build were made available.

Carpentaria received 9 grants worth \$3.12 million through this program.





Australian Government  
Department of Industry,  
Science and Resources

# Australia's Critical Minerals Strategy: Discussion Paper

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Discussion Paper

December 2022

Supporting economic growth and job creation for all Australians | [industry.gov.au](https://industry.gov.au)

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## Minister's foreword



The Australian Government is committed to taking ambitious action on climate change and seizing the opportunities of the net zero transformation.

A key element of this commitment is growing Australia's critical minerals resources and industries to support new clean energy technologies and emissions reduction targets.

Critical minerals like lithium, vanadium, silicon and rare earths are building blocks of clean energy technologies, such as batteries, solar panels and electric vehicles. Critical minerals are also essential inputs to technologies we take for granted everyday - and that help to power our homes, offices, factories, and mobile phones. As well as being central to our future energy needs, critical minerals play an important role in other ways. Rare earth magnets are a key component of the motors used in robotics, platinum is used in medical products such as pacemakers, and magnesium and scandium are used in fighter jets.

Without mining, the world cannot reach net zero by 2050. In fact, the minerals required to achieve our decarbonisation goals are of such magnitude that to reach net zero, we will need more mining, not less. This provides us with an unrivalled opportunity which Australia is well placed to capture. Our nation produces almost half of the world's lithium, is the second-largest producer of cobalt and the fourth-largest producer of rare earths. By leveraging our competitive advantages, the critical minerals that we mine and refine here, can help us to move up the value chain and into downstream manufacturing. But this will not happen by itself – significant effort is required to create an environment that supports challenging projects and brings them efficiently to market, while ensuring they uphold high environmental, social and governance (ESG) standards. We need to work together with our allies and partners overseas to help these projects link into emerging markets in countries like the United States, the United Kingdom, Japan, Korea, India and the European Union.

To ensure we have the right policy settings in place to advance the critical minerals sector, the Government is developing a new Critical Minerals Strategy. It will focus on creating economic opportunities, including for regional Australia, developing new sovereign capabilities and industries, and building reliable, competitive and diverse supply chains. The issues raised in this discussion paper reflect the importance of the critical minerals industry to the Government and our ambition of making Australia a clean energy superpower. It will also reflect the Government's broader priorities, such as tackling climate change, the Australia Made Battery Plan, growing industries in Northern Australia, implementing the Uluru Statement from the Heart, boosting women's economic equality, and strengthening international trade partnerships.

The Strategy will work to support clean energy technologies and will ensure that critical minerals are mined and processed in ways that make a positive contribution to the lives of local communities, First Nations Peoples and the quality of our natural environment. This is good for Australia and aligns with growing global requirements for products that accord with the highest ESG standards.

The Government will bring together stakeholders across a range of sectors to ensure we hear views on challenges and solutions that can inform Government policies. We are committed to ensuring First Nations Peoples have a seat at the table as a valued partner throughout these consultations. I encourage all those with an interest in the new Strategy to comment on this discussion paper.

# 1. Introduction

Australia has a narrow window of opportunity to capitalise on global critical minerals demand and unlock its potential as a clean energy superpower.

Critical minerals are essential inputs for a range of clean energy technologies, such as wind turbines, electric vehicles (EVs) and solar PV. For the world to achieve the goals under the Paris Agreement, renewable energy technologies will need to be adopted across all sectors of national economies. They also have important applications in other priority sectors such as defence, space, aviation, automotive, agritech, medicine and telecommunications.

Demand for these minerals is expected to grow significantly over the next three decades. It will be imperative to maintain a stable supply of critical minerals in the context of highly concentrated supply chains to meet this demand.

Australia has the potential to supply a substantial portion of this demand, supporting global clean energy supply chains and decarbonisation, creating high-paying jobs – including in our regions - and contributing to a strong future for the resources sector.

However, Australian critical minerals projects face complex challenges, including:

- technical risks associated with complex mineralogy and the need for bespoke processing technology solutions
- project risks given deposits are located in remote areas, processing plants require substantial capital and many proponents are junior companies
- market risks given highly concentrated supply chains due to opaque markets with limited pricing data.

Despite this, Australia remains well positioned to cement itself as a global supplier of choice for processed critical minerals to meet rapidly growing global markets.

The Government has committed to developing a new Critical Minerals Strategy (the Strategy) to capture this opportunity and help Australia move up the global value chain. The Strategy will help Australia add value to our resources, grow our domestic downstream processing and manufacturing industries and support decarbonisation.

The new Strategy will reflect:

- the important role Australia's critical minerals can play in helping Australia and international partners achieve their emissions reduction targets
- the imperative to bring Australian projects online quickly to support diversified critical mineral supply chains and markets
- the growth of Australia's domestic manufacturing and industrial sectors
- Australia's ongoing commitment to the highest environmental, social and governance (ESG) standards.

This discussion paper marks the launch of the Government's consultation on the new Strategy which will be developed with input from industry and community stakeholders, including First Nations Peoples. This paper discusses the role of critical minerals in supporting clean energy technologies and considers how Australia might capture global clean energy opportunities by expanding the critical minerals sector into downstream processing.

Stakeholders are encouraged to provide written submissions in response to questions in the discussion paper alongside general feedback related to the Strategy or the critical minerals sector. The department will also hold a series of stakeholder roundtables over the next several months. Stakeholders can also contact the Critical Minerals Office directly to express their views. Submissions, feedback and views on the new Strategy can be sent to [CMOconsultation@industry.gov.au](mailto:CMOconsultation@industry.gov.au).

The Strategy will complement other Government priorities, including the \$15 billion National Reconstruction Fund (NRF), Powering Australia (including the National Electric Vehicle Strategy and Australia's emissions reduction target), the Australia Made Battery Plan and A Future Made in Australia.

It will work in concert with other elements of the Government's broader agenda, including economic growth, regional development, supporting the growth of new industries in Northern Australia and improving representation of women in mining and resources.

First Nations landholders and communities are core partners in mining. The Strategy will be developed in line with the implementation of the Uluru Statement from the Heart, to ensure that the economic opportunities associated with a growing critical minerals sector are shared with First Nations Peoples.

## 2. Creating economic opportunity

As the world shifts towards renewable energy, demand for critical minerals is expected to dramatically increase to 2030 and beyond.<sup>1</sup> Australia has a unique opportunity to meet the world's growing demand for critical minerals over the next decade and beyond, particularly in supporting countries seeking to deploy clean energy technologies to meet their emissions targets.

Australia's critical minerals sector has an important global role to play in addition to providing economic benefits for Australia. We have existing projects and significant geological reserves of the minerals needed to develop clean energy technologies. The economic opportunity presented by these projects could be multiplied into a pipeline of secure, well-paying regional jobs if we can expand the sector's footprint in value chains by moving into downstream processing. This is also an opportunity to explore how the benefits of a growing critical minerals sector can be distributed more equally across communities, to maximise economic benefits and improve social equity.

**The Government wants to work with stakeholders to understand how it can best enable regions and First Nations communities to maximise and capture the benefits of this opportunity, including by building on lessons learned from the development of Australia's traditional resources which may be relevant to critical minerals.**

### Leveraging Australia's resource abundance

Australia has significant, economically viable deposits of many critical minerals, which are increasingly important for technologies in sectors like clean energy, medicine and defence, among many others.

For example, Australia produced almost half the world's lithium in 2020, produces nine of the ten minerals used in lithium-ion battery anodes and cathodes, and has projects seeking to develop refineries for the tenth (graphite). Australia is the largest producer of titanium and zirconium and is the fourth largest producer of rare earth elements. Australia is also well placed to supply cobalt, tantalum and tungsten, and many other critical minerals (see Table 1).

Australia has a significant pipeline of projects, highlighted in the *Australian Critical Minerals Prospectus* released by Austrade, and Geoscience Australia's online critical minerals portal. We are looking to better understand how we could capture more value in the global resources market by bringing our rich mineral reserves online. Australia could use these projects to build on its existing competitive advantage in resources and grow its downstream processing capabilities to create a wider pool of jobs.

**We are seeking your views on how Australia can leverage its existing resource endowments and capabilities to support higher value-add activities by bringing more downstream processing projects online.**

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<sup>1</sup> International Energy Agency (IEA) World Energy Outlook, pg. 26.

**Table 1:**

Critical Mineral	Geological potential	Economic reserves ranking	Production ranking
Lithium	High	2nd in the world	World's largest producer
Rare earths	High	6 <sup>th</sup> in the world	4 <sup>th</sup> largest producer
Cobalt	High	2 <sup>nd</sup> in the world	3 <sup>rd</sup> largest producer
Graphite	Moderate	8 <sup>th</sup> in the world	-
Manganese	High	4 <sup>th</sup> in the world	3 largest producer
Bauxite (for High Purity Alumina)	Moderate (HPA)	2 <sup>nd</sup> in the world	World's largest producer
Silica	High	-	15 <sup>th</sup> largest <u>silicon</u> producer*
Vanadium	High	2 <sup>nd</sup> in the world	-

Source: Australia's Identified Minerals Resources 2021

Australia's list of critical minerals reflects our vast geological reserves and the opportunity to both meet the growing demands of our likeminded partners and strengthen international supply chains.

### Growing Australia's regions

As the International Energy Agency (IEA) notes, total energy sector employment is expected to increase globally from just over 65 million at present to up to 90 million by 2030.<sup>2</sup>

Critical minerals projects could support high-paying, skilled jobs for key regional areas and heavy industry hubs as the world shifts to net zero. The Australian Government sees potential for these projects to be a key driver of economic opportunity and empowerment for regional and First Nations communities through employment, training and benefit sharing arrangements.

These benefits may compound the further down the value chain Australian projects go. Increasing value-added processing onshore in Australia could attract further investment, create more jobs and deepen the economic opportunity for communities. For example, developing, Australia's battery industry and mineral value chains could support 34,700 jobs by 2030.<sup>3</sup>

Ongoing investment by industry in Australian mineral exploration, supported by Government investment in public precompetitive geoscience, could help drive the discovery of new, bigger and higher quality resources, including in new mineral frontiers. This is just one example of opportunities to drive a long-term pipeline of quality critical minerals projects for development.

These resources are widely dispersed across the country (see Diagram 1). This dispersion and the scale of the economic benefits of growing the sector means there is an opportunity to improve participation from, and outcomes for, under-represented talent (such as women, First Nations Peoples, people in regional areas, new career starters and those looking to retrain).

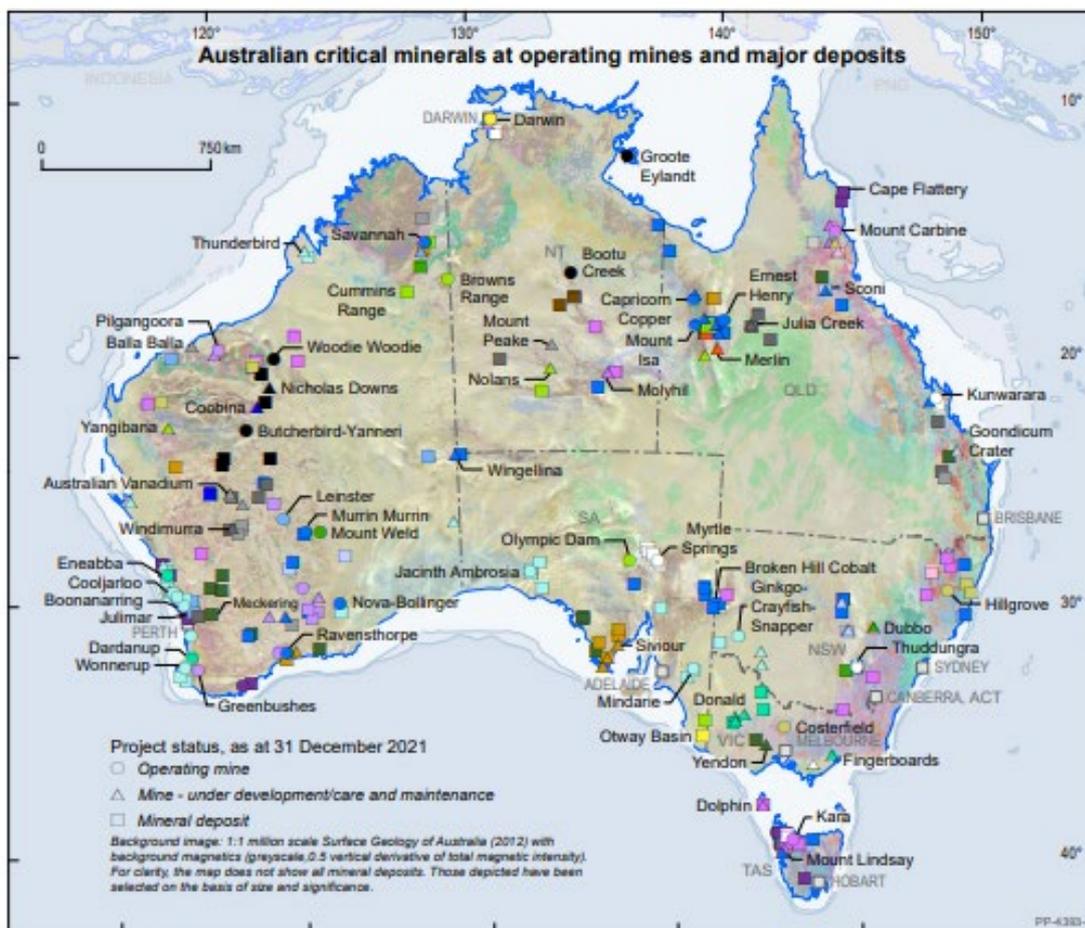
**We welcome submissions from stakeholders in the critical minerals sector, regional communities and First Nations communities on how to make the most of this opportunity.**

<sup>2</sup> IEA World Energy Outlook, pg. 122.

<sup>3</sup> Accenture, Future charge: Building Australia's Battery Industries, Future Battery Industries Cooperative Research Centre (FBICRC), 2021, p 3.

- Questions**
1. How can Australia capitalise on its existing advantages to create economic opportunity for all Australians – particularly regional communities and First Nations Peoples?
  2. What could be done to facilitate project development and ensure benefits flow to regional communities?
  3. What might be done to ensure maximum reasonable opportunity for local employment and local business participation in projects?
  4. What role can Government play to help ensure the sector maximises gender equality?

Diagram 1: Australian critical minerals at operating mines and major deposits



- Commodity type**
- Aluminium (HPA)
  - Antimony
  - Bismuth, +/- Cobalt, +/- Indium
  - Chromium, +/- Cobalt, +/- PGE
  - Cobalt
  - Platinum Group Elements (PGE), +/- Cobalt
  - Scandium, +/- Cobalt, +/- PGE
  - Graphite
  - Helium
  - Indium
  - Lithium, +/- Tantalum, +/- Niobium
  - Magnesium
  - Manganese ore
  - Heavy Mineral Sands (HMS) - Titanium, Zirconium
  - HMS - Titanium, Zirconium, REE
  - Rare Earth Elements (REE)
  - REE, Zirconium, Niobium, +/- Hafnium, Lithium, Tantalum, Gallium
  - Rhenium
  - Silicon
  - Tungsten
  - Titanium
  - Titanium, Vanadium
  - Vanadium

## 3. Developing new sovereign capabilities and industries

### Moving Australia's critical minerals capabilities downstream

The Government has committed to building a sovereign industrial base that creates new opportunities to value add to our raw materials and develop critical minerals downstream processing capabilities.

This could allow Australian projects to be involved in more of the downstream processing stages – for example to develop battery precursor materials, rare earth oxides and titanium powder used in additive manufacturing. This is an opportunity to capture additional value from our critical minerals by undertaking more advanced processing and manufacturing onshore. As an example, the Australia Made Battery Plan, currently under development, will guide governments and industry towards a shared vision of end-to-end battery manufacturing in Australia, including value adding to battery minerals.

Australia has advanced METS capabilities and a skilled workforce, coupled with a large project pipeline and emerging manufacturing capabilities. Our world-class research and development (R&D) capabilities could also build the intellectual property (IP) needed to grow the sector.

As partners increasingly look to Australia's mineral resources to secure supply in the context of increasing global demand, Australian projects could embed themselves into existing and emerging critical mineral supply chains.

Building these sovereign capabilities and industries could also strengthen Australia's supply chain resilience and minimise overreliance on other nations. It could also drive a deeper and more robust global market by ensuring multiple sources of mid-stream products, such as alloys and precursor chemicals – which may help overcome concentrated processing and manufacturing bottlenecks in supply chains.

**We are seeking your views on how the Government could help the Australian critical minerals sector move up the value chain to develop sovereign capabilities and industries.**

### Driving new investment in Australian projects

Building a pipeline of quality projects is key to delivering on these objectives. The Government is considering how to best target its efforts to help progress critical minerals projects at all stages of development towards a point where they are sufficiently advanced to seek final investment financing and become commercially viable.

Australia is known as a reliable trading partner and presents a strong market offering to encourage investment activity. Recognition must be given to the barriers faced by the critical minerals industry. Opaque markets and capital and technical complexity associated with these projects can be barriers to investment.

The Government can help de-risk projects by crowding in private investment. Already a range of initiatives are available or in development which are designed to encourage investment, incentivise adding value and moving into downstream manufacturing, and address known barriers to entry, such as:

- The NRF, including \$1 billion earmarked for Value Adding in Resources
- \$2 billion Critical Minerals Facility, administered by Export Finance Australia

- \$100 million Critical Minerals Development Program

Projects may also be eligible for equity or financing support through financing vehicles like the Northern Australia Infrastructure Facility (NAIF) or the Clean Energy Finance Corporation (CEFC).

Engagement with industry has highlighted the importance of supporting enabling infrastructure where this reduces the risk and cost of multiple projects. This could include upgrading or expanding road, rail, loading facilities, power, water or reagent capabilities. The Government's recent \$1.5 billion in planned equity to support the construction of common user marine infrastructure within the Middle Arm Sustainable Development Precinct and help emerging clean energy industries is an example of this type of investment.

**We would like to hear your views on what more is required to support strategically significant projects overcome barriers. This could include attracting new investment both domestically and internationally in Australia's critical minerals sector.**

### Leveraging Australia's R&D capabilities and IP

Developing domestic IP and sovereign capability, and attracting investment in IP, including from overseas, could help secure technological breakthroughs in critical minerals processing. This would allow Australia to build its expertise in critical minerals processing so the sector can capture a larger share of growing global markets for clean energy technologies.

Australia holds significant critical minerals processing expertise and R&D capability, with significant know-how and technical expertise across our national science agencies, industry and academia.

Notable examples include Geoscience Australia's national mineral systems data and Critical Minerals Mapping Initiative portal, CSIRO's in-house hydrometallurgy expertise and ANSTO's decades-long experience in developing novel rare earths processing and lithium extraction solutions for industry.

Better coordinating industry-government-academia R&D efforts have the potential to create a step change in advancing the critical minerals sector, particularly by stimulating industry investment in resource exploration, which could result in discovery and development, and targeting technical bottlenecks in supply chains. It could also help scale-up and commercialise critical minerals R&D at a faster rate than our competitors.

The Government has already committed to supporting critical minerals capability through the \$50 million Critical Minerals R&D Hub, which is designed to maximise the value of our R&D and IP by drawing on Australia's world-leading research capabilities by better aligning the critical minerals R&D activities of CSIRO, ANSTO and Geoscience Australia and progressing deeper international R&D collaboration.

**The Government is considering the role it could play to build links between national science agencies, industry and academia to advance key critical mineral processing capabilities and create new, world-leading IP.**

#### Questions

5. What are the specific opportunities Australia should seek to realise while developing downstream processing and manufacturing capabilities?
6. For key technologies and value chains, such as batteries, magnets, alloys and other clean energy technologies, what are the key obstacles to Australia moving up the value chain?

7. How can governments, industry, and researchers support Australia's critical minerals industry to move further downstream and develop new sovereign capabilities?
8. What can Australia do to better develop and retain IP and to attract IP investment from like minded partners?

## 4. Building reliable, competitive and diverse supply chains

### The case for supply chain diversification

Critical minerals supply chains are geographically concentrated, leaving them fragile and vulnerable to disruption. This is a global challenge requiring international cooperation. There is growing recognition of the importance of diverse global supply chains to ensure resilience, stability, and continuity of supply. Likeminded countries are increasingly concerned about the pressure growing demand can place on critical minerals supply chains, given many are vulnerable to supply chain disruption.

This was a key observation of the Sydney Energy Forum held in July 2022, with participants discussing the importance of both increasing production capacity as the world progresses the energy transformation, and improving the resilience of supply chains through diversification.

Concentration in critical minerals is particularly acute at the refining and processing end of critical minerals supply chains. The importance of bolstering the diversity and resilience of supply chains for these valuable materials will heighten as demand for these products continues to grow.

The United States (US) *Inflation Reduction Act* passed earlier this year is an example of how other countries are working to incentivise the diversification of critical minerals supply chains. It takes action on two fronts, providing support to grow the US' domestic processing capability while incentivising manufacturers sourcing their inputs outside established supply chains.

The Australian Government's objective in contributing to the diversification of supply chains is to make these markets stronger, more efficient, more resilient and more transparent. With world leading reserves of critical minerals, Australia could develop and expand its sector to support global diversification.

More diverse supply chains can mitigate supply chain risks such as production bottlenecks and price volatility, in part caused by the material-intensity of clean energy technologies compared to fuel-intensive energy, bringing new energy and trade dynamics into play.<sup>4</sup>

**We welcome comments on how Australia could contribute to supply chain diversification, moving projects downstream and supplying a more diverse range of critical mineral commodities from Australia into key markets.**

### Building strategic partnerships to attract investment

Building strategic international partnerships is fundamental for Australia's critical minerals projects to access global opportunities and contribute to diverse, competitive and resilient supply chains.

Foreign investment has always been – and remains – fundamental to Australia's prosperity. It helps drive economic growth, creates skilled jobs, improves access to overseas markets and enhances productivity.

Australia's domestic demand alone cannot sustain a large critical minerals sector. Attracting international investment and offtake can enable Australian projects to access key markets and create the scale needed to be commercially viable.

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<sup>4</sup> IEA, *The Role of Critical Minerals in Clean Energy Transitions* (2021), pg. 28-29.

Strengthened government-to-government collaboration could increase access to global markets and support emissions reduction efforts. There are many prospective Australian critical minerals projects that could directly support the economic needs of our key trading partners and their efforts to transition to net zero.

Australia could benefit from working closely with key like-minded economies such as the US, the United Kingdom (UK), the European Union, Japan, the Republic of Korea and India. Benefits could also be realised by partnering countries with an increasing interest in investing in clean energy technologies, such as key economies in the Indo-Pacific.

The increase in demand from our trading partners could create cost-advantages for these projects and allow Australia's critical minerals sector to mature, particularly as key markets move to increase their investment in clean energy technologies and bolster their manufacturing capabilities.

**We are seeking views on how Australia could leverage its international partnerships and collaborations to support Australia's critical minerals projects and contribute to a more diversified global market for clean energy technology.**

### Initiatives to support enhanced international collaboration

Strategic agreements with partner governments, government-to business and commercial arrangements may create opportunities that support investment or build critical minerals capability.

Austrade is the Australian Government's lead trade and investment facilitation agency. It supports the critical minerals sector by developing commercial partnerships that connect Australia with our trading partners, which includes facilitating offtake and foreign investment in prospective Australian projects. The Critical Minerals Office provides national policy and strategic advice and facilitates the development of the sector, including by deepening collaboration with key international partners.

Several existing bilateral collaborations include:

- The Australia-US *Joint Net Zero Technology Acceleration Partnership*
- The Australia-UK *Joint Working Group on Critical Minerals*
- India-Australia *Critical Minerals Investment Partnership* which aims to support Indian investment in Australian critical minerals projects and grow the sector.
- The Australia-Republic of Korea *Memorandum of Understanding on Cooperation in Critical Mineral Supply Chains*
- The Australia-Japan *Partnership between Australia's Department of Industry, Science and Resources and Department of Foreign Affairs and Trade and Japan's Ministry of Economy, Trade and Industry Concerning Critical Minerals*
- The Australia-France *Critical Minerals Dialogue*
- The Australia-Germany *Working Group on Raw Materials*
- Scientific partnerships such as the *Critical Minerals Mapping Initiative* between Geoscience Australia, the US Geological Survey and the Geological Survey of Canada.

Australia has an active presence in a range of multilateral fora, including:

- The *Minerals Strategic Partnership* which aims to bolster critical mineral supply chains essential for the energy transition

- The *IEA Critical Minerals Working Party* to enhance the quality and impact of the IEA's work on critical minerals with member countries, including Australia
- The *Conference on Critical Materials and Minerals* to exchange information on policies governing critical materials, R&D, and related efforts
- Chairing the *Strategic Advisory Group in the International Organization for Standardization (ISO)* which has analysed current and potential standardisation work in critical minerals
- The Quadrilateral Security Dialogue
- The G20.

Australia is also a founding partner of the Energy Resource Governance Initiative (ERGI), a US-led initiative which provides tools and technical assistance to countries with developing mineral resources to help establish best practice governance in mining.

**We are looking for feedback on what key activities the Australian Government could undertake in collaboration with its key international partners to secure tangible outcomes that help unlock Australia's critical minerals potential.**

#### Questions

9. How can government support the capability of critical minerals companies and other relevant entities to identify, engage and grow new target markets?
10. How should Australia engage with international partners to support the diversification of supply chains? What should this engagement focus on (including which countries)?
11. What actions can Australia take to ensure it leverages related investment by other countries, for example the US *Inflation Reduction Act*.
12. Is there more the Australian Government can do to facilitate business-to-business engagement and drive supply chains diversification?
13. How can Government and business work together to ensure private sector insights on the context and complexity of current supply chains and markets can inform policy design?

## 5. Supporting clean energy technologies

### The role of critical minerals in the clean energy transition

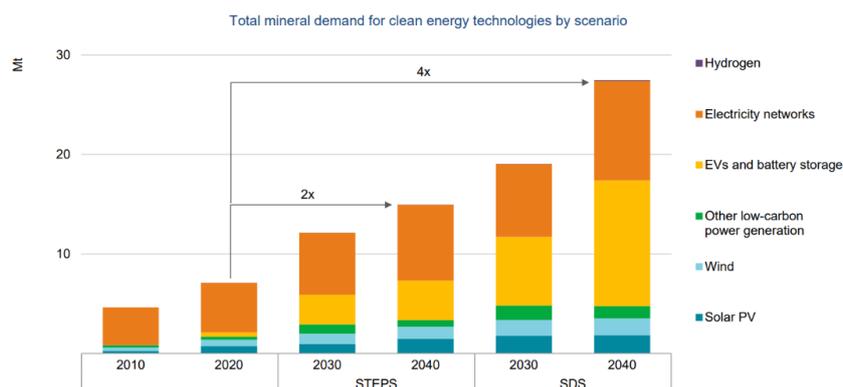
Critical minerals are vital to the decarbonisation efforts needed by countries to reach net zero emissions. They are the foundation for most, if not all, the technologies which underpin the renewable transition – including electric vehicles, batteries, solar, hydrogen electrolyzers and energy efficient technologies like LEDs.

Achieving the global Paris commitments requires a significant scale-up in production of the critical minerals underpinning these clean energy technologies, and other key metals to build the related infrastructure.

As noted by the IEA, low-emissions electricity systems differ significantly from traditional fossil fuel resources as they depend on a greater proportion of critical minerals. For example, compared to a natural gas-fired power plant:

- Solar PV requires six-times more critical minerals inputs
- An onshore wind installation requires nine-times more critical minerals inputs
- An offshore wind installation requires thirteen-times more critical minerals inputs.<sup>5</sup>

Forecasts indicate that total mineral demand from clean energy technologies could double or even quadruple by 2040. EVs alone are projected to increase by 30 per cent every year to 2050.<sup>6</sup>



International Energy Agency, *The Role of Critical Minerals in Clean Energy Transitions (2021)* \*

Demand for these minerals is expected to rise at an unprecedented rate, for example, by 2040 global demand for key battery minerals such as lithium will increase by 40 times its current rate while cobalt and graphite could rise by approximately 20 times their current rate. For rare earth elements, global demand could rise by seven times around 2040 compared to 2020 levels.<sup>7</sup>

As noted by the IEA, after the medium term, projected demand will surpass the expected supply from existing mines and projects under construction for most minerals, highlighting that significant additional sources of supply such as mines and processing facilities are needed.<sup>8</sup>

<sup>5</sup> IEA World Energy Outlook 2022, pg. 318.

<sup>6</sup> IEA World Energy Outlook 2022, pg. 46; Outlook for Selected Critical Minerals 2021, Department of Industry, Science and Resources (DISR), Australian Government, 2021, pg. 4.

<sup>7</sup> International Energy Agency, *The Role of Critical Minerals in Clean Energy Transitions (2021)*, pg. 8 and 53.

\* *Sustainable Development Scenario (SDS); Stated Policies Scenario (STEPS)*

<sup>8</sup> IEA, *The Role of Critical Minerals in Clean Energy Transitions (2021)*, pg. 120.

These trends highlight that the shift to meet emissions reduction targets will drive a rapid increase in critical minerals demand, signifying a significant increase in investment in key energy commodities.

### Australia as a clean energy superpower

Australia has enshrined in law its national emissions reduction targets of 43 per cent by 2030 and net zero by 2050. The Government is introducing initiatives that will help reduce emissions across our economy and position Australia to become a renewable energy superpower.

While the global transition to net zero emissions is a challenge, it represents an enormous opportunity as new policies in major markets could increase annual clean energy investment to over USD\$2 trillion by 2030 – a 50 per cent rise from today.<sup>9</sup>

Australia is an ideal destination for this investment and we can play a pivotal role in delivering the clean energy technologies the world needs.

For example, Australia can increase its refining capabilities to support battery grade chemicals, and cathode and anode active materials, and Australia already has three lithium hydroxide facilities in operation or under construction which could be leveraged to support battery supply chains.

Furthermore, the Government has committed investment of up to \$100 million for a battery manufacturing precinct as part of the Australia Made Battery Plan to boost onshore battery manufacturing.

Unlocking the full potential of our critical minerals endowments could therefore support global emissions reduction efforts and position Australia as a clean energy superpower.

Critical minerals mining and processing projects require significant amounts of energy to make the end products. In addition to electricity, natural gas is currently a key source of energy and industrial process feedstock for these projects – particularly where very high temperatures are required or reductants are needed for chemical reactions. In some situations, remote and isolated mine sites currently rely on standalone gas or diesel powered generators to provide reliable and cost effective power to their mining operations. Australia’s ambitious plans and investments in boosting renewable electricity generation, driving down the cost of Carbon Capture and Storage, bringing online massive-scale green hydrogen and developing high-quality carbon offsets, offer these projects a realistic pathway to decarbonising. We are interested in how Australia can best leverage our energy potential to ensure flexible and dispatchable power generation, transmission, direct-use and storage to support the development of critical minerals projects.

**We are seeking views on how the Government could support the integration of the Australian critical minerals sector with domestic and international clean energy supply chains.**

#### Questions

14. What are the opportunities for critical minerals projects to maximise their ability to support clean energy supply chains and technologies?
15. How could the Australian Government help industry address capability barriers to supporting clean energy supply chains for critical minerals projects?
16. How can the Australian Government support the sector’s integration with key clean energy supply chains, both domestic and international?

<sup>9</sup> IEA, World Energy Outlook 2022, pg. 20.

## 6. Supporting sustainable critical minerals development

Australia has a reputation as a reliable and responsible trading partner, with some of the world's most robust ESG credentials. This includes strong environmental protection frameworks at the national, state and local levels.

According to the World Bank's Worldwide Governance Indicators project, Australia has some of the strongest ESG performance across six dimensions of governance. These include political stability and absence of violence and terrorism, government effectiveness, regulatory quality, voice and accountability, rule of law and control of corruption.<sup>10</sup>

These findings are in line with those of other research, such as studies undertaken by the Fraser Institute, which ranked Western Australia – one of Australia's leading resources jurisdictions – as 1<sup>st</sup> in the 2021 Annual Survey of Mining Companies in the Best Practices Mineral Potential Index and Investment Attractiveness Index.<sup>11</sup>

While our credentials are strong, Australia must work to maintain this position by addressing challenges such as emissions reductions, workplace safety and inequality.

### Commitment to the highest ESG standards

ESG credentials are an important issue of concern for consumers, investors and markets as they are crucial to creating domestic social license. ESG encompasses issues such as environmental protection, native title, labour protections, workplace respect, gender equality and diversity, and anti-corruption.

ESG requirements are playing an increasing role in the critical minerals sector and companies are seeking to demonstrate their credentials as ethical and sustainable producers of critical minerals, in addition to state and commonwealth environmental regulations which aim to mitigate pollution or adverse impacts on biodiversity from mining.

The importance of sustainable production could also give rise to an increased focus on circular economy and recycling practices to ensure more sustainable growth and mitigate waste and harm to the environment, while reducing supply constraints. The rise of waste flowing from clean energy infrastructure reaching the end of its life is set to increase 30-fold by 2031.<sup>12</sup>

Australia has a reputation as a sustainable producer of minerals. Our environmental and planning approval processes are legislated at the federal and state levels, and ensure community consultation, environmental impact assessments, heritage protection and labour projections. Our credentials create a point of difference in global critical minerals markets which the Government seeks to better capitalise on for the benefit of our sector.

Jurisdictions such as the EU and the US are increasingly introducing new regulatory requirements to strengthen ESG standards. For example, the proposed EU *Critical Raw Materials Act* will place a

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<sup>10</sup> World Bank 2022 The Worldwide Governance Indicators, 2022 Update. Available at: <http://info.worldbank.org/governance/wgi/>.

<sup>11</sup> Fraser Institute, Annual Survey of Mining Companies (2021): Best Practices Mineral Potential Index and Investment Attractiveness Index. Available at: <https://www.fraserinstitute.org/studies/annual-survey-of-mining-companies-2021>.

<sup>12</sup> European Protection Agency, 2021 - *Emerging waste streams: Opportunities and challenges of the clean-energy transition from a circular economy perspective*. Available at: <https://www.eea.europa.eu/publications/emerging-waste-streams-opportunities-and>

strong emphasis on sustainable supplies with high ESG credentials. Provenance traceability is also a key aspect of this issue, both from the perspective of demonstrating high ESG standards and also complying with geographic restrictions, such as those set out in the *US Inflation Reduction Act*. Australia's regulatory and incentive frameworks need to be flexible and responsive to ensure companies are well-placed to continue to demonstrate international best practice while remaining competitive.

Environmental approvals that are fast and reliable, but which provide excellent protection of biodiversity and our natural resources, are crucial to ensuring our projects are both competitive and globally recognised as responsible and sustainable.

**The Government is considering options to strengthen Australia's critical minerals ESG credentials, including through increased focus on circular economy and recycling practices, and uptake of traceability tools. Views are sought on whether these issues should form a part of the Critical Minerals Strategy.**

### Partnerships with First Nations Peoples

All Australian governments are working with First Nations Peoples, their communities, organisations and businesses to implement the new National Agreement on Closing the Gap at the national, state and territory, and local levels. This new approach acknowledges that First Nations Peoples must determine, drive and own the desired outcomes, alongside all governments.

The resources sector has a key role to play in building on the strong foundations First Nations Peoples have, through their deep connection to family, community, land and culture, to ensure better and more inclusive economic and social outcomes for all Australians.

Genuine partnerships with First Nations Peoples are essential for the success of the critical minerals sector. Nationally, the mining industry as a proportion of its workforce employs First Nations Peoples at a higher rate than any other industry.

The resources sector is already partnering with First Nations communities through a range of initiatives to create opportunities for First Nations Peoples and to support an inclusive workforce. This includes BHP's Indigenous Development Program which helps to create career pathways for First Nations employees to move into new roles, including leadership. South32 has partnered with the Australian Indigenous Education Foundation to support Indigenous students' access to schooling, and to complete Year 12 while developing skills to make a successful transition to employment. Deepening these partnerships can help to improve economic rights and enable the benefits of a growing critical minerals sector to be shared more equitably.

The resources sector also operates in many regional areas of Australia that are in close proximity with First Nations communities. Working in genuine partnership with these communities will benefit the sector and First Nations Peoples, and can be a powerful avenue for closing the gap.

**We are seeking views on how the Government can build genuine partnerships with First Nations Peoples and which align with objectives of Closing the Gap and implementation of the Uluru Statement from the Heart.**

### Supporting a skilled, inclusive and safe workplace

Like Australia's resources sector more broadly, the critical minerals sector has a highly skilled workforce who are supporting a pipeline of planned critical minerals projects vital to the new energy economy.

Growing the sector may require a larger and wider talent pool of workers. Initiatives by industry are looking to address these shortages to ensure that the needs of the sector can be met, including by

supporting a more diverse and inclusive workplace, increasing the participation of women and ensuring that workplaces are safe and respectful environments.

The mining sector remains a highly male-dominated industry. Improving the participation of women is contingent on a range of factors, but key aspects include addressing unacceptable behaviour in the workplace and improving gender equality. For example, the Workplace Gender Equality Agency notes the mining, construction and manufacturing sectors employ the lowest share of women, typically under 30 per cent of the sector workforce.<sup>13</sup> The Government has committed to supporting gender equality through the National Plan to Achieve Gender Equality.

**We welcome the views and perspectives of the community on how the Government can encourage cultural change to help engage more people in a safer and more inclusive workplace in the critical minerals sector, including by working with industry and across jurisdictions.**

**Questions**

17. What more can Australia do to ensure we are the international best practise jurisdiction for ESG?
18. What role can Government play in supporting the critical minerals sector ensure workplaces are safe and inclusive, and can attract and retain underrepresented cohorts, such as women?
19. How can Government and industry create meaningful engagement with First Nations Peoples and ensure critical minerals projects benefit their communities?
20. What are the opportunities to further strengthen the ESG credentials of the sector? For example, helping industry showcase their high ESG projects or support enabling capabilities such as the adoption of mineral traceability measures.
21. What are the opportunities for Australia in increasing recycling and circular economy practices in the critical minerals sector?

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<sup>13</sup> Australian Government, Workplace Gender Equality Agency – *Gender Equity Insights 2022: The State of Inequality in Australia* (2022). Available at: <https://www.wgea.gov.au/publications/gender-equity-insights-series>.

## 7. Discussion questions

1. How can Australia capitalise on its existing advantages to create economic opportunity for all Australians – particularly regional communities and First Nations Peoples?
2. What could be done to facilitate project development and ensure benefits flow to regional communities?
3. What might be done to ensure maximum reasonable opportunity for local employment and local business participation in projects?
4. What role can Government play to help ensure the sector maximises gender equality?
5. What are the specific opportunities Australia should seek to realise while developing downstream processing and manufacturing capabilities?
6. For key technologies and value chains, such as batteries, magnets, alloys and other clean energy technologies, what are the key obstacles to Australia moving up the value chain?
7. How can governments, industry, and researchers support Australia’s critical minerals industry to move further downstream and develop new sovereign capabilities?
8. What can Australia do to better develop and retain IP and to attract IP investment from like minded partners?
9. How can government support the capability of critical minerals companies and other relevant entities to identify, engage and grow new target markets?
10. How should Australia engage with international partners to support the diversification of supply chains? What should this engagement focus on (including which countries)?
11. What actions can Australia take to ensure it leverages related investment by other countries, for example the US *Inflation Reduction Act*.
12. Is there more the Australian Government can do to facilitate business-to-business engagement and drive supply chains diversification?
13. How can Government and business work together to ensure private sector insights on the context and complexity of current supply chains and markets can inform policy design?
14. What are the opportunities for critical minerals projects to maximise their ability to support clean energy supply chains and technologies?
15. How could the Australian Government help industry address capability barriers to supporting clean energy supply chains for critical minerals projects?
16. How can the Australian Government support the sector’s integration with key clean energy supply chains, both domestic and international?
17. What more can Australia do to ensure we are the international best practise jurisdiction for ESG?
18. What role can Government play in supporting the critical minerals sector ensure workplaces are safe and inclusive, and can attract and retain underrepresented cohorts, such as women?
19. How can Government and industry create meaningful engagement with First Nations Peoples and ensure critical minerals projects benefit their communities?

20. What are the opportunities to further strengthen the ESG credentials of the sector? For example, helping industry showcase their high ESG projects or support enabling capabilities such as the adoption of mineral traceability measures.
21. What are the opportunities for Australia in increasing recycling and circular economy practices in the critical minerals sector?
22. Are there any other factors or issues the Government should consider in developing the new Critical Minerals Strategy.

## **BUSINESS PAPERS**

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### **8.2 DEVELOPMENT OF FIVE-YEAR BUSINESS PLAN**

<b>Attachments:</b>	8.2.1. Proposal from Astute <a href="#">↓</a>
<b>Author:</b>	Mark Crawley - Chief Executive Officer
<b>Date:</b>	4 January 2023
<b>Key Outcome:</b>	Day to day management of activities within the Economic and Community Development Department
<b>Key Strategy:</b>	As per the Departmental Plan for Economic and Community Development

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#### **Executive Summary:**

Council has discussed the development of a Business Plan for the Day Care Centre to assess the best business model. We have had trouble in attracting staff in recent years and have looked to recruit overseas candidates.

#### **RECOMMENDATION:**

That Council authorize the Chief Executive Officer to engage the service of Astute Early Learning Specialists as a provider of specialist services already working with Council to develop a five-year Business Plan and authorizes the engagement under section 235 (b) of the Local Government Regulation 2012.

#### **Background:**

Astute Early Learning Specialists were recommended to Council through contact with the Local Government Association of Queensland and Isaac Regional Council. IRC have been working with Astute for some time and they were highly recommended. We engaged with Astute to assist with the recruitment of Visa staff for the centre when we were having trouble with recruitment locally and regionally.

Council has mentioned a couple of times that we should understand the business better and the development of a business plan is a good business decision before progressing further. Prior to the Christmas break I approached Astute to provide a proposal for consideration by Council to develop a five-year business plan.

The proposal is attached for the information of Councillors.

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

- Isaac Regional Council – Councillor contact
- LGAQ -
- Astute Early Learning Specialists

#### **Legal Implications:**

- Not applicable

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

- Consultation is quoted at \$26,990 + GST, plus travel and accommodation

## **BUSINESS PAPERS**

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**Risk Management Implications:**

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

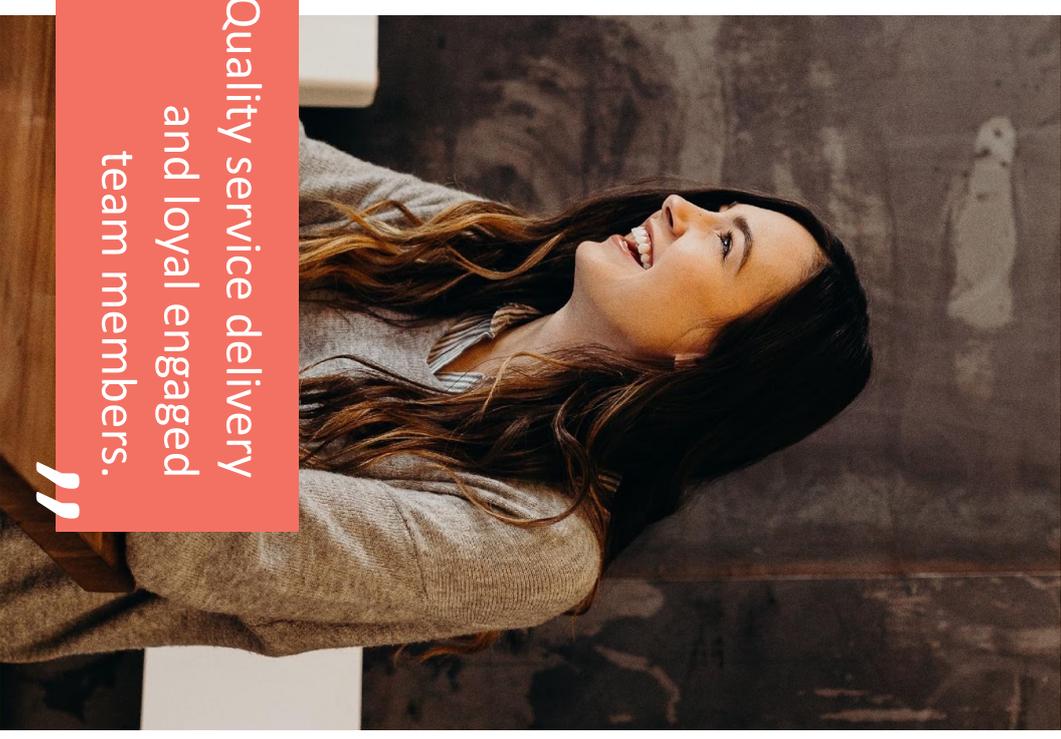


## About us

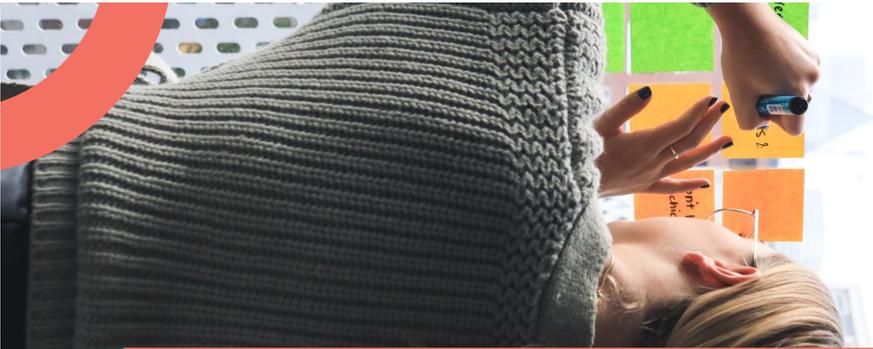
Astute Early Years Specialist solutions don't come out of a box ready to plug and play. We pride ourselves on identifying challenges quickly, and designing strategies to address them, always keeping top of mind the business's need for quality service delivery & loyal engaged team members.

The Astute team have experience that ranges from:

- Early childhood practice & pedagogy,
- Creation & delivery of professional learning & development,
- Operations, financial acumen & management,
- All things digital & marketing,
- Business improvement & development,
- Quality improvement & compliance, and
- Operating at scale.



“Quality service delivery and loyal engaged team members.”



The Astute team is a well-established group of highly skilled & innovative people that work together to transform Children's Services nationally and at scale. Many of us have worked together for more than 10 years across various projects and organisations bringing together a broad range of skills, experience, trust, friendship & professionalism. Our gifts, talents, friendship & professionalism ensure that while all use our specific skills daily, together we have a deep knowledge and understanding of each other's roles & responsibilities.

Growth and innovation are important to our long-term success, and the success of our clients. Over the past 6 years, Astute has worked with both commercial for profit & not-for-profit, plus regional & large city, at scale groups of services. Rarely do you see a consultant that is versed in both the commercial for profit and not-for-profit delivery of childcare at scale.

# Our Expert Team

*Astute Specialists*

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## Mel Comerford

Director & Founder

Astute Early Years Specialists recommend Mel Comerford for the role of Executive officer due to her extensive experience in leadership roles within the early childhood sector.

Mel Comerford founder and Director of Astute Early Years Specialists is a seasoned early childhood professional with more than 30 years' experience in the education and childcare profession and is passionate about and dedicated to the quality of education & care for all children and is a natural fit for the role of the Executive Officer.

Astute Early Years Specialists transform both not for profit and for-profit providers in the areas of governance, business, leadership, quality & practice. We are specialists in scaling care and education across groups, regions & service delivery using technological platforms, distributed leadership and by being planned and purposeful. Relationships and our core values lay at the heart of all we do for children, families and our trusted team





**Kylie Dawson**  
Innovation, Strategy &  
Design Specialist



**Natalie McDonald**  
Business &  
Marketing Manager



**Ashleigh Marshall-Payne**  
Account  
Manager



**Rebecca Donaldson**  
Early Years & Service Delivery  
Specialist



**Paul Moffat**  
HR & Project  
Management Specialist

# Strategic Approach

With experience in both the commercial for profit and not-for-profit sector aspects of delivering childcare at scale, the importance of strategic planning & following a strategic plan is not lost on the Astute team & Mel Comerford. It's critical Committees, Boards and Services are clear on their goals, their capacity, their team's capability and the financial resources they have (or need) to achieve these plans.

We have extensive experience in developing and implementing strategic plans, and we know the best way to do this is by taking the A to B approach. This approach encourages big thinking and strategic communication to set clear goals and objectives for the organisation.

STEP  
01

## WHERE WE ARE (A SPACE)

Define and understand the context and intent of the change by looking at how the organisation is currently placed. Assess the risks, issues, challenges and opportunities.

STEP  
02

## HOW WE WILL DO IT

Design the business model and develop the strategy to get there.

STEP  
03

## WHAT TO DO, BY WHEN AND BY WHO

Plan the detail and implement a project plan and team to make it happen.

STEP  
04

## WHERE WE DESIRE TO BE (B SPACE)

Visualise future success. Define the future, the values, the mission and the vision.

# UNDERSTANDING CURRENT STATE - A SPACE DISCOVERY

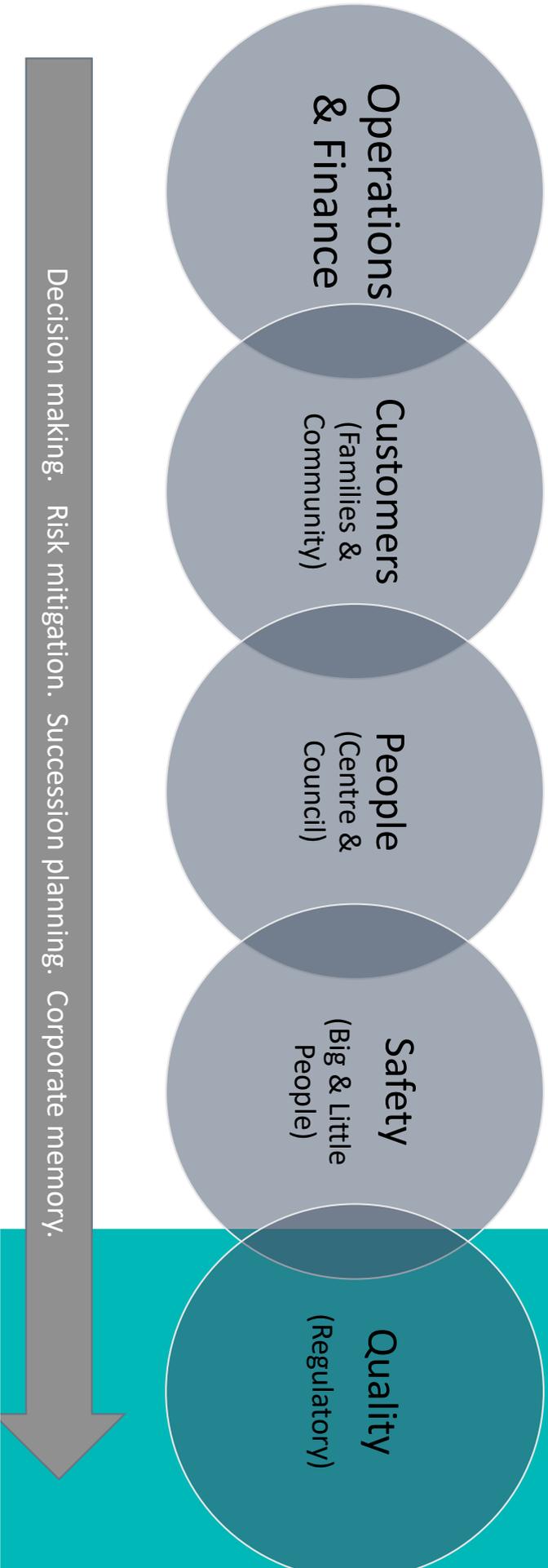
DESKTOP  
REVIEW

INTERVIEWS  
&  
DISCUSSIONS





## BUILDING THE BUSINESS PLAN IDEAL B SPACE



## NEXT STEPS

1. AGREE ON TIMEFRAMES
2. AGREE ON SCOPE & COST
3. DEVELOP PROJECT PLAN
4. IDENTIFY ROLES & RESPONSIBILITIES
5. VISIT TO DELIVER (Optional)

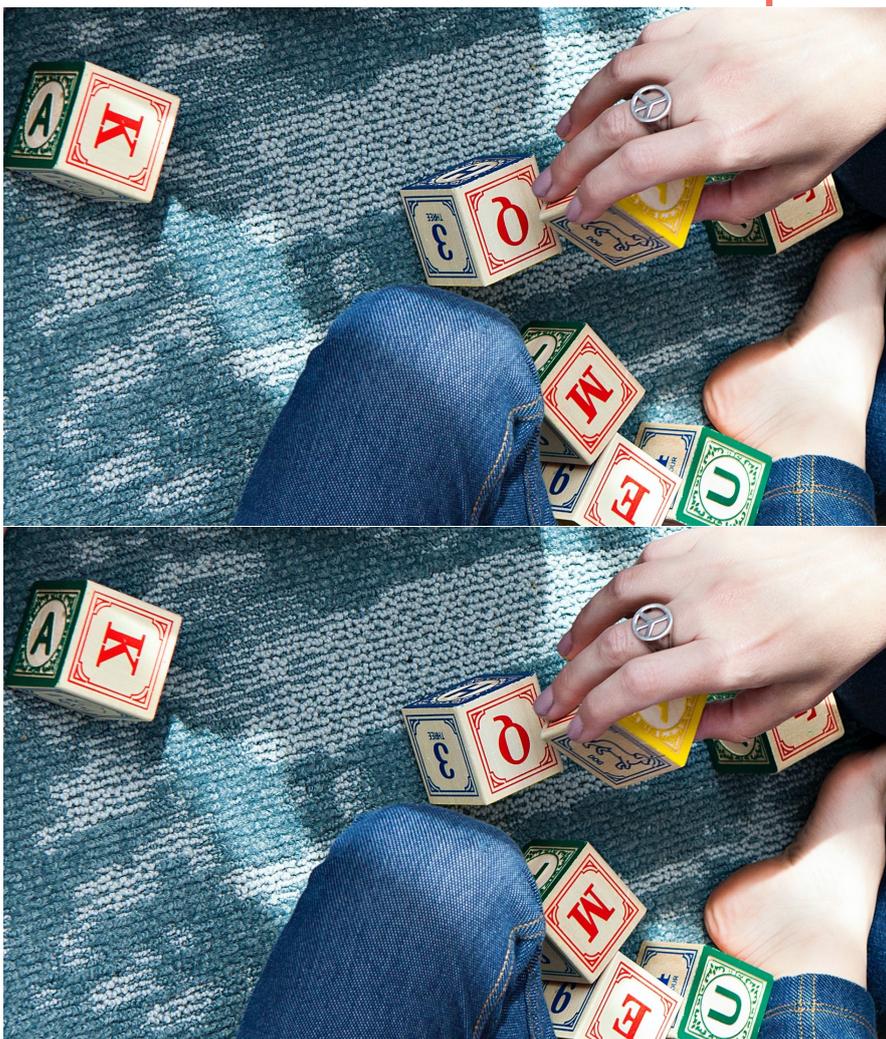




# TIMEFRAMES & INVESTMENT

PROJECT – 30 January 2023 to 24 March  
8 weeks

INVESTMENT - \$26,990 + GST  
Plus Travel & Accommodation



# Thank You



## **BUSINESS PAPERS**

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### **8.3 MARKETING - LILYVALE SUBDIVISION**

<b>Attachments:</b>	8.3.1. Land sale proposal - Lilyvale <a href="#">↓</a>
<b>Author:</b>	Mark Crawley - Chief Executive Officer
<b>Date:</b>	12 January 2023
<b>Key Outcome:</b>	A well governed, responsive Council, providing effective leadership and management, and respecting community values
<b>Key Strategy:</b>	Maintain a focus on integrity, Accountability and Transparency in all that we do

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#### **Executive Summary:**

Proposals have been sought from real estate companies for the marketing and sale of the lots in Lilyvale Estate. Three proposals have been received

#### **RECOMMENDATION:**

That Council engage Colliers to undertake the marketing and sale of the land as outlined in their proposal.

#### **Background:**

The titles have now been provided for the individual lots on the Lilyvale estate and all other works complete, drainage pipes have been ordered that will allow access to the individual lots upon completion of sale.

A potential buyer's booklet has been produced and proposals for the marketing and sale of the lots has been received from three separate real estate firms.

The preferred proposal is the one submitted by Colliers, which in the opinion of the officers assessing the proposals provides best better value for money, against delivery proposed.

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

- Projects Officer - Michael Pickering
- Mayor Jack Bawden
- Colliers, Ray White and LJ Hooker Commercial

#### **Legal Implications:**

- *Local Government Regulation 2012* – Disposal of assets via auction or tender

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

- As per proposals submitted and attached to the report.

#### **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

Quote Evaluation - Marketing and Sale Proposal - Lilyvale Estate						
Submitter	Method of Sale	Marketing Strategy	Marketing Campaign	Budget	Timeframe	Sale Fee
U Hooker Commercial	Expression of Interest 5 stages on release of land with 5/6 lots in each stage	Successfully identifying the likely purchaser, the chosen method of sale, timeframes for completion of the process and a budget that allow for effective and efficient use of funds	Web Marketing Email Blasts Networking Proactive Prospecting Signage Brochures Local Council Collateral	\$ 3,156,56		4.40%
Ray White	Auction of three or four of the land parcels of varying sizes. Conducted on-site	Local: - Facebook/Social media Campaign Local Print Media Residential Internet Websites On-Site Signage & Billboard Intra/Interstate: Fabebook; Internet; Print Media Publications International: Internet (Boosted)	* Professional Photography, Including Drone Images * Large Billboard Display in immediate area * Signboards for all lots * 60 Day Premier Realstate.com.au listing Package * Be Seen, Social Media Campaign * Print advertising campaign			3.30%
Colliers	Conduct a well publicised First Stage release of 6 lots to be sold by public auction "Upset" or minimum pricing on each individual lot	* To provide a realistic period for preparation of the marketing material and presentation * To provide sufficient time for potential purchasers to significantly complete their investigations in order to participate in the Auction campaign * To utilise connections with local area interest	* Press Advertising * Colliers.com.au * e-Brochure * Online Marketing * Information memorandum * PR/Editorial * Photography & Editing * Signage (Entry Statement & Individual Lot Signs)	\$ 8,701,00	13 Weeks	4%



## BUSINESS PAPERS

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the units is generally reserved for James Cook University students and the other unit was occupied by seasonal café workers last season.

- b) **For information purposes** - Jesse Callope is currently waiting on a 3 bedroom staff house to become available. A 3 bedroom property is currently vacant at 38 Woodward Street; however, we are waiting on the outcome of the Electrician recruitment to assess housing requirements for that position.

### 5. Alteration to Recognition of Service Policy

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A proposal is put forth to include the recognition of 35 years, 40 years, 45 years, and 50 years' service with Council in the Recognition of Service Policy as follows:

<b>Years of Service</b>	<b>Recognition</b>
<i>30 Years' Service (existing)</i>	<i>Trophy + \$1, 500 gift or voucher</i>
35 Years' Service	Trophy + \$1,750 gift or voucher
40 Years' Service	Trophy + \$2, 000 gift or voucher
45 Years' Service	Trophy + \$2, 500 gift or voucher
50 Years' Service	Trophy + \$3, 000 gift or voucher

**Consultation (Internal/External):**

- Executive Leadership Team
- WHS Advisor

**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 – December 2022 (Report for year 2022-2023)

Safety Plan		Key Performance Indicators (KPIs)		Scheme		Safe Plan KPI 2022 - 2023		YTD 2022-2023 compared to SP KPI	
Note* LGW data, legislation requires LGW to count part days lost as full days									
Average Scheme Frequency Rate (Formula = Number of LTI for every million hrs worked)		9.40		1		5 (annual)		1	
Average Scheme Duration Rate (Formula = Average Number of days lost per LTI)		16.52		2		112 (annual)		5+	
Progressive Frequency Rate YTD (B) group = wages greater than \$5 million – less than \$10 million		11.8		10.41		20.6 (annual)		10.41	
Progressive duration rate YTD (B) group = wages greater than \$5 million – less than \$10 million		16.54		2.00		19.93 (annual)		5.00	
% of hazard inspections completed as per Matrices		N/A		100.00%		90%		81.67%	
No. RAPs outstanding vs. No. RAPs completed by EMTD – (10 outstanding, 4 completed Nov/Dec)		N/A		14.00%		90%		38.22% (Month Average)	
Delivery of Take 5 information papers and successful completion of assessments		N/A		80.00%		85%		81.76%	
% of Quarterly Action Plan (QAP) items completed Quarter October – December 2022		N/A		95.80%		70%		82.38%	

Mechanism of Injury/for claims submitted	YTD 2020/2021	Days Lost	Mechanism of Injury/for claims submitted	YTD 2021/2022	Days Lost
28 Being hit by moving object	1	0	28 Being hit by moving object	1	73
12 Hitting Moving Objects	0	0	21 Being hit by falling objects	1	
42 Muscular stress while handling objects	3	0	42 Muscular stress while handling objects		
43 Muscular stress with no objects being handled	2	394	43 Muscular stress with no objects being handled		
41 Muscular stress while lifting	3	54	41 Muscular stress while lifting		
01 Falls from a height	0	0	01 Falls from a height		
26 Being trapped between Static objects	2	7	26 Being trapped between Static objects		2
84 Work pressure	0	0	92 Vehicle Accident		
<b>Total</b>	<b>11</b>	<b>455</b>	<b>Total</b>	<b>2</b>	<b>75</b>
<b>Statutory Paid</b>	<b>\$171,018.84</b>		<b>Statutory Paid</b>	<b>\$26,229.50</b>	

Mechanism of Injury for claims submitted	YTD 2022/2023	Days Lost
28 Being hit by moving object		
21 Being hit by falling objects		
42 Muscular stress while handling objects	1	5
43 Muscular stress with no objects being handled		
41 Muscular stress while lifting		
01 Falls from a height		
26 Being trapped between Static objects		
92 Vehicle Accident		
<b>Total</b>	<b>1</b>	<b>5</b>
<b>Statutory Paid</b>	<b>\$1,321.00</b>	

LGW Date, 2022 - 2023 YTD	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
CSC LTIHR YTD LGW Data	0	0	0	0	0	10.41						
Group B LTIHR YTD (Councils with wages > \$5 mil-\$10 mil)	0	5.45	9.08	8.17	10.9	11.8						
CSC LTIs each month	0	0	0	0	1	0						

LGW Date, 2022 - 2023 YTD	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
CSC Duration Rate YTD LGW Data	0	0	0	0	0	5.00						
Average duration rate for Group B (Councils with wages > \$5 mil-\$10 mil)	0	4.00	9.60	13.17	14.20	16.54						
CSC DR each month	0	0	0	0	0	5						

There was 1 Incident Report submitted where an injury was sustained in November. Five days lost time from work was recorded to 5/01/2023.

There was an adjustment of the payout figures to the 2020/2021 of plus 20 Days and \$5,403.00 and for 2021/2022 of plus 0 Days and \$0. (A \$157,263.00 down from \$175,000.00 Estimate is still recorded for 2019-2020)

Report Completed on 5 January 2023

## **BUSINESS PAPERS**

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### **8.5 LES WILSON BARRAMUNDI DISCOVERY CENTRE, KARUMBA AND NORMANTON VISITOR INFORMATION CENTRES**

<b>Attachments:</b>	NIL
<b>Author:</b>	Amanda O'Malley - Centre Manager - LWBDC
<b>Date:</b>	11 January 2023
<b>Key Outcome:</b>	A dynamic and diverse economy creating industry development and employment opportunities
<b>Key Strategy:</b>	Provision of support for a sustainable Tourism sector

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#### **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 report; and
2. that those matters not covered by resolution be noted.

#### **Les Wilson Barramundi Discovery Centre**

#### **HATCHERY**

##### **BROODSTOCK**

- The spawn is on hold until viable hormones can be sourced.
- Twelve new exhibition/wild brood stock fish have been captured and added to the exhibition tank population.
- We are developing a capture net to allow for retrieval of brood stock from the exhibition tank, giving us a broad genetic pool to draw from, and increasing the brood stock holding capability.

##### **PERMIT**

- The Gulf Barramundi Restocking Association constitution is under investigation to determine the best path forward for ensuring longevity and securing the permit to release fingerlings into the wild.
- Efforts continue to promote an adjustment of restocking permit conditions to permit the release of fertilised eggs into the wild and increase the number of fingerlings released. This will ensure maximum benefit to the local river system per spawn.

## BUSINESS PAPERS

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### Merchandise and tours:

- Patronage is characteristically low, due to flooding and wet weather associated with the low season. The panels on the ceiling of the Information Centre/Souvenir store roof are falling, posing a safety risk to staff and public in this area. Consequently, the Centre is closed (as of 03/01/2023). The cause appears to be use of an inadequate product for fixing (liquid nails). The Carpenter and Engineers are scheduled to inspect the site to determine if panels can be refixed using Sikaflex and fasteners. Once this is complete the Centre will open again. Inspection is estimated to occur late January, due to limited accessibility associated with flooding.
- Due to long lead times orders are being placed to ensure souvenirs are in stock for the 2023 season.
- Recruitment advertisements targeting grey nomads and locals are to be launched January 2023 for March/April 2023 commencement.

### Interpretive centre:

- Maintenance on existing displays is continuing, including repainting, electrical repairs etc where necessary.
- The LWBDC decking is degrading. We are determining what action can be taken based on the statutory warranty specified in the contract. The decking is a conforming product. It appears that the cost of repair will not be under warranty.

### Visitor Information Centres:

#### *Attendance*

1-31st December 2022	
Normanton VIC	Karumba VIC
<b>19</b>	<b>93</b>
Average of 1.6 people per day (1-30 <sup>th</sup> Nov average of 2.2 people per day)	Average of 3 people per day (1-30 <sup>th</sup> Nov average of 5.6 people per day)

## BUSINESS PAPERS

	2022			TOURS		
	Visitors	Tours #	Sales (POS)	RTBS (API – Online payment)	Sunlover/ Invoice	Total Sales
<b>JAN</b>	93	15	\$ 1,192.93	\$ 246.00	\$ 0	\$ 1,438.93
<b>FEB</b>	57	13	\$ 1,577.66	\$ 116.00	\$ 0	\$ 1,693.66
<b>MAR</b>	238	72	\$ 5,146.90	\$ 1,731.00	\$ 0	\$ 6,877.90
<b>APR</b>	1572	474	\$ 28,595.10	\$ 3,126.00	\$ 390.25	\$ 32,111.35
<b>MAY</b>	2559	1009	\$ 56,416.81	\$ 8,347.00	\$3,013.25	\$ 67,777.06
<b>JUN</b>	4434	1347	\$ 87,360.67	\$ 16,324.00	\$2,577.00	\$ 106,261.67
<b>JULY</b>	6489	1588	\$ 100,705.00	\$ 13,701.00	\$2,551.00	\$ 116,957.00
<b>AUG</b>	4308	1373	\$ 104,104.74	\$15,133.00	\$1,726.50	\$ 120,964.24
<b>SEP</b>	2875	1083	\$ 77,977.89	\$8,122.00	\$738.00	\$ 86,837.89
<b>OCT</b>	1189	233	\$ 19,397.60	\$804.00	\$652.50	\$ 20,854.10
<b>NOV</b>	168	0	\$ 2,421.90	\$0	\$0	\$ 2,421.90
<b>DEC</b>	93	0	\$ 2,933.95	\$0	\$0	\$ 2,933.95
<b><u>TOTAL</u></b>	19,767	5,834	\$383,726.41	\$ 52,517.00	\$9,922.00	\$ 567,129.65

### KARUMBA

- The Tourism Group have agreed to the following hours for the Karumba VIC in order to maintain accreditation: 01 Nov - 31 March opening hours 9.00 – 12.00 with the option at Councils' discretion to close on days identified as no visitors or extremely low visitation days. During these 5 months the Centre would be exempt from meeting the required operating hours for accredited Explore Visitor Centers. The only requirement would be to update the days of closure on the website as they are modified. 01 Apr - 31 Oct Opening hours from 9.00 – 4.00 daily as normal.
- Immediate proposal: once the souvenir shop ceiling is fixed, we propose to open the Karumba VIC on Fri, Sat, Sun from 9-12 for the months of January and February.
- Town walk books and revised maps are a continued work in progress, with a staff member assigned to this project in the low season.

### NORMANTON

## BUSINESS PAPERS

- Normanton VIC is no longer accredited, with opening hours of 9-12 weekdays (50% library services/50% VIC).
- Council hosted an event for the participants in the Indigenous Women's Display. Photographer David Prichard gifted funds to those involved in the portrait photography project. \$1,000 was also donated to the Council to be used toward a new display in the Normanton VIC.



### NORMANTON CAMP STATISTICS

1 – 30 <sup>th</sup> June 2022	1-31 <sup>st</sup> July 2022	1-31 <sup>st</sup> Aug 2022	1-30 <sup>th</sup> Sept 2022	1-31 <sup>st</sup> October	1-30 <sup>th</sup> November	1-31 <sup>st</sup> December
667	474	452	133	17	0 (closed)	0 (closed)

\*Statistics are unavailable for previous years for comparison, due to the paper forms not being filed or tallied.

Camping closed on 01/11/22 for the wet season and the signage has been updated at the entry point to the site by the Ranger.

**Digital marketing**

## **BUSINESS PAPERS**

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- Merv Hughes Fishing have proposed to visit Karumba in May 2022 to film an episode at a cost of \$10,000. They would like to feature the LWBDC; Merv swimming in the exhibition tank for a 'Swim with the Barra' experience. This is an offering that we would like to extend to visitors in the 2023 tourism season and would be a great opportunity to showcase the new experience. They are also interested in reaching out to local tourism operators, to determine if they would like to participate in the episode to share the cost.

*About the show: Merv Hughes Fishing will be dedicated to highlighting the many great destinations this country has to offer for both anglers and caravanners. Series 9 will feature on the 7mate network every Sunday afternoon starting in the spring of 2023 (10 episodes) in addition with weekly repeats, encore series repeats and catch-up TV [www.7plus.com](http://www.7plus.com) for the duration of 3 years.*

*In a 10-part series, Merv will open the minds of Australian anglers and caravanners to showcase some wonderful regions and locations. Whether it be the city or the bush, the beach, or the mountains, join Big Merv as he travels high and low in search of Australia's best fishing destinations and tackle some of this country's most sought-after fish.*

The reach & ratings

Merv Hughes Fishing will not only boast a traditional weekly TV audience, however with the all-new concept to engage further viewers, Merv Hughes Fishing will see the introduction of its very own YouTube channel sharing all the storylines, hints, tricks, and tips from the show reaching a much greater audience making Merv Hughes Fishing an ideal opportunity in becoming the cornerstone of your 2023 marketing strategies and campaigns. With an expanding social media presence planned for series 9 and with non-organic boosts as part of your package on both Facebook and YouTube, Merv Hughes Fishing will also be seen across TikTok, Instagram, Twitter and Pinterest, reaching further viewers throughout the series.

- Trip Advisor – maintaining top experience in Karumba and 4.5-star rating.
- Facebook is consistent, post engagements are up 52%.
- Instagram is up 150% on last month via use of reels.
- The art gallery Facebook page is live, and the first round of artist interviews have been finalised for posting to the page.

### **Grants & Awards:**

- Savannah Way Arts Trail sculptures have been unveiled, with base plates featuring QR codes linked to media and content filmed on the day, expected to arrive in February 2023.
- Regional Arts Services Network (RASN) representatives attended the arts trail unveiling and have offered support (funding and in kind) to promote and further establish the Karumba Art Gallery, including featuring in the Cairns Indigenous Art Fair (CIAF) in 2023. Representatives plan to revisit in February to discuss options further to assist with promoting local artists.

### **Outback by the Sea Festival 2023:**

- To be held from 25-29<sup>th</sup> September 2023.
-

## **BUSINESS PAPERS**

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- Tourism & Events Queensland (QDEP Round 21) \$60,000 awarded.
- Lee Kernaghan is already committed to an event on 29/09/23. We are pursuing alternate artists, e.g. The Wolfe Brothers, BullDust (who played for the Normanton Ball).

## BUSINESS PAPERS

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

#### 9.1 DCS REPORT

**Attachments:** NIL  
**Author:** Julianne Meier - Director Corporate Services  
**Date:** 11 January 2023

**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. provide a capital budget of \$63,330 for the purchase of an Archive Container; and
3. that those matters not covered by a resolution be noted.

#### Background:

##### 1. Actions Outstanding from Previous Meetings

Date:	Action	Status	Comment
	Liaise with relevant parties to improve connectivity at Normanton Rodeo Grounds	Ongoing	Ongoing – reported fault with Telstra about service dropouts. Officers to discussed issue with Telstra to see if we can increase bandwidth during specific events, however, have been advised we already have the maximum bandwidth. Officers are preparing to submit another grant for connectivity.
Jan-21	Lease / Water Agreements	In Progress	Raw Water Agreements have been mailed to ratepayers to sign and return.
Nov-21	Walkers Creek – Tourism Signage	In Progress	The posts have been installed; signage expected in coming weeks.
Oct 22	Contractors Copies of Worksheets	In Progress	Works Department considering possibility of providing yellow copy to Contractor, as the second copy it is likely to be more readable.

## **BUSINESS PAPERS**

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### **2. Program Update**

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#### **Local Laws**

##### Local Laws Report

The stats shall be provided with next month's report.

##### Pest and Weed Management

The second round of the 1080 baiting program has now been completed.

The Rural Lands Officer (RLO) commenced in early January. I have been speaking with the various bodies about training and upskilling. Carpentaria Land Council Aboriginal Corporation have suggested they can include the RLO in their training programs. Discussions are underway and the training is expected to commence in early February.

It would be beneficial for Council to have a weed program in place that will also provide a training platform for the RLO. The budget for pest and weed management will be provided at the meeting.

For discussion and feedback.

### **3. Other Items**

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#### Stores Stocktake – Fuel

There is no stocktake to report for the month. A report shall be provided for next month's meeting.

#### Review of Local Laws

A review of Council's local laws is planned for the current year, but as the planning scheme is also being reviewed, I have reached out to Rough Plan (the planner conducting the review) to see if they have any suggestions. See the response below.

*A review of the local laws relative to the planning scheme is a good idea. I had looked through them a while back and thought there were no major problems – but it is important to know where the planning scheme starts and stops and where the local laws start and stop.*

*The one major thing is that I have proposed that signage/advertising devices should be regulated entirely under local laws rather than the planning scheme. At the moment both the scheme and the local law are duplicating each other. For signage I think local laws are a better tool for council because the approval process is not as convoluted as under the Planning Act.*

*On caravan parks – the planning scheme will focus on suitable location and managing external impacts and I think it is better that local laws deal with things like ablutions. The planning scheme can't act retrospectively – so anything currently lawfully in place can't be influenced by the scheme whereas local laws probably give you more control.*

Further updates will be provided as the review progresses.

## **BUSINESS PAPERS**

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### Archive Container

Council currently stores archived records on the third floor of the Council Administration Building in Normanton. This storage space has become full and has limited capacity to take further storage. Whilst some Departments are working towards digitising most records, rather than retaining paper copies for several years, others will take much longer to do this. For example, Finance have commenced digitising cheques and EFT's. These documents are required to be retained for seven years and take up considerable space. The requirement to retain paper copies is then two months as per the Digitisation Policy. This will eventually free up space, but there are lot of records that must be retained for life such as building records.

Paper records retained by the works department and stores are generally not in a digital format. Some discussion has been had in respect of digitising, however there are challenges such as literacy of staff, compatibility of systems, Wi-Fi availability, digitising the paper copies etc. Discussions with the works team are that a records storage facility should be provided within the Depot compound, so those records are more easily archived and retrieved if required. Currently there are boxes stored under desks, and in stores.

The recording of all records shall remain the responsibility of the records team.

Another options was to consider relocation of unused containers at the old barra farm, however it was anticipated that the final costings would be similar to the quoted price.

Officers are of the view that a purpose-built container should be placed at the Normanton Depot. A 40 foot container, kitted out with an airconditioner, powerpoint, proper archive shelving, with a roof, and cyclone anchors freighted to Normanton is priced at \$63,330 ex GST. There will be an additional cost of getting power to the container.

Council are therefore asked for an additional capital budget of \$63,330 for the purchase or an archive container.

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

- Mark Crawley - Chief Executive Officer
- Carpentaria Land Council Aboriginal Corporation
- Environmental Health Officer – Contract
- Local Laws Officer

### **Legal Implications:**

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

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

- Contained within the report.

### **Risk Management Implications:**

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

## **BUSINESS PAPERS**

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### **9.2 COMMUNITY DEVELOPMENT REPORT**

**Attachments:**

- 9.2.1. Management Agreement - Normanton Sports Centre [↓](#)
- 9.2.2. Example of Library activity reporting [↓](#)
- 9.2.3. Normanton Sports Centre Monthly report [↓](#)
- 9.2.4. 2022 Christmas light winners [↓](#)
- 9.2.5. Monthly Pool report [↓](#)

**Author:** Cherie Schafer - Manager Economic & Community Development

**Date:** 12 January 2023

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**Key Outcome:** A safe, healthy, and equitable community that celebrates diversity and enjoys a quality lifestyle

**Key Strategy:** Continue to support activities and programs that provide for the youth within the Shire

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#### **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:**

## BUSINESS PAPERS

### 1.1 Normanton and Karumba Library Statistics

Statistics and general information for the Normanton and Karumba Library's for the month of December have been provided in the table below.

<u>Statistics</u>	Normanton			Karumba		
	Dec-20	Dec-21	Dec-22	Dec-20	Dec-21	Dec-22
Monthly Walk-Ins	76	49	28	93	37	39
Number of library loans	110	76	64	62	180	148
Number of people utilising the internet	32	13	5	10	32	8
Number of new members	2	3	1	2	0	0
Total Hours Public Internet Usage	12	9	2.5	1	11	6
Total hours open to the public	42	39	36	84	52	28

- The Normanton Library/VIC has experienced leaking from the ceiling in several different locations in the building during the December and January wet season. Council's Plumber and a local contractor have visited the building to investigate what can be done to fix the leaking through the ceiling. It was noted that four days after the rain has superseded that water was still leaking through the ceiling onto the floor.
- There have been several areas throughout the Normanton Library and VIC where mould has started to become evident on the walls and ceilings since the wet season has started. This has been raised as an area of concern and Council is looking into options.
- The Staff at both the Normanton and Karumba Library have been provided Monthly Strategic plans to increase the use of the libraries by the residence and visitors. From the month of February, a report will be represented to Council with specific actions taken by each staff member on the outlined objectives. The attached provides an example of what is expected from each staff member using the action items for the month of January. This is just an example and the actions have not yet taken place.

## **BUSINESS PAPERS**

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### **Normanton Library Activities – Update provided by the Normanton Centre Co-Ordinator**

- First 5 Forever – We had no attendances for the three (3) sessions I organised for the three Friday's we were open before the end-of-year holiday break.
- Book Club – We had one (1) attendance during the three weeks in December, but it continues to be a good morning with good discussions.

### **Karumba Activities – Update provided by the Karumba librarian**

- First Five Forever – We had 3 attendees for two sessions held on Wednesdays before the end of year break.

## **BUSINESS PAPERS**

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- The Karumba Library partnered with held a Normanton and Karumba Women's Group Christmas Lunch - Women's group held their Christmas Luncheon  
A total of 15 ladies attended.



### **1.2 Normanton Childcare Centre**

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The Normanton Childcare Centre provides an important service to the community and is currently operating at reduced hours, Monday to Friday from 8.30am to 2.30pm until fully qualified staff can be recruited.

Council conducted interviews during the first week of January for the fulltime Assistant Educators Role. Council has offered the position to a young lady who is halfway through her Certificate III in childcare and expects to be able to start towards the end of January.

With the start of the new Assistant Educator the Normanton Childcare Centre will be able to extend the hours of operation from 8.30 to 2.30 to 8am to 5pm.

Council is still required to look at back up staffing options to replace the Director during times of leave to keep within the ration of fully qualified staff.

#### **Update from the Centre Director**

The start of the New Year has seen 2 Lead Educators relocate to Normanton and start at the Centre. They are settling in nicely and starting to build relationships with the families, children, and other staff.

## **BUSINESS PAPERS**

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I was able to phone 6 families on the waitlist to offer positions to and in total that's an extra 8 children. These families will be starting the middle of Jan-first week in Feb with some still moving to town. The rest of the families on the list will be contacted once the new Assistant starts and this will then only leave 2 babies to start a little later in March/April.

The under 2's will have 2 staff to 8 children and the over 2's will have 2 staff to 10 children.

I will cover programming time which is 2 hours per Lead Educator and 2 hours for Educational Leader weekly as well as some lunch covers.

### **1.3 Normanton Sports Centre Monthly Report**

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Council entered into a management agreement for the Normanton Sports Centre with Bynoe CACS Ltd in July 2021 for a period of two years, which is due to expire July 2023.

The monthly report for the Normanton Sports Centre is attached for information.

### **1.4 Normanton and Karumba Pool Statistics**

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Statistics and general information for the Normanton and Karumba Pools for the month of December are attached for review.

#### **Events organised:**

##### Australia Day

Council received a total of 19 Australia Day applications which were assessed and voted on Friday the 13 January. Council has been successful in its grant application to support running of the Australia Day event and general activities in both Normanton and Karumba post the Australia Day ceremony.

##### Christmas Light Competition 2022

The 2022 Christmas Light Competition seen a lot of effort put in by members of both Normanton and Karumba. This made hard work for the judges to choose between 1<sup>st</sup> second and third for some categories. Attached is the list of winners for each category that went out to the community.

Winners have been contacted and provided with a certificate signed by the Mayor and prize money. All winners were invited to January Council meeting for morning tea to be presented their certificate.

##### Carpentaria Shire Ball 2023

The Carpentaria Charity Ball was held on the 6<sup>th</sup> of August 2022 which 190 residents and sponsors purchased tickets to attend.

Council was pleased to advise that the successful event raised \$42,320 which was donated to the Royal Flying Doctor Service (RFDS) for the lower Gulf region.

## **BUSINESS PAPERS**

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I am seeking advice from Council around the Ball for 2023 if it is to be another Charity ball and if so, which Charity would Council like to support. Knowing in advance will assist when it comes time to looking for grants to offset costs.

### Events scheduled to be ran by Council in 2023

- Australia Day – 26<sup>th</sup> January
- Clean Up Australia Day – 3<sup>rd</sup> March
- ANZAC Day – 25<sup>th</sup> April
- K150 Celebrations – 25<sup>th</sup> June to 1<sup>st</sup> July  
(Council to provided budget and support)
- Carpentaria Shire Gala Ball – 5<sup>th</sup> August
- Outback by the Sea Festival - 25<sup>th</sup> to the 29<sup>th</sup> of September  
(Organised by the Tourism Manager)
- Day for Daniel - 27<sup>th</sup> October
- Remembrance Day – 11<sup>th</sup> November
- Youth Christmas Party - December
- Christmas Light Competition - December
- RADF workshops – through the year
- Any other events allocated by Council during the year.

### **General update:**

Council officers will work with the CWA to keep the community noticeboard updated.

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

- Chief Executive Officer – Mark Crawley
- Director of Corporate Services – Julianne Meier
- Manager of Economic and Community Development – Cherie Schafer

### **Legal Implications:**

- Nil

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

- Within budget.

## **BUSINESS PAPERS**

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**Risk Management Implications:**

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



**CARPENTARIA SHIRE**  
*Outback by the Sea<sup>®</sup>*

# **MANAGEMENT AGREEMENT**

## **Normanton Sports Centre**

**Carpentaria Shire Council**

**(“Council”)**

**Bynoe Community Advancement Cooperative  
Society Limited ABN 80 493 126 872**

**(“Manager”)**

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## PARTIES

Carpentaria Shire Council of 29 – 33 Haig Street, Normanton Qld 4890

(“Council”)

Bynoe Community Advancement Cooperative Society Limited ABN 80 493 126 872 of 35 Old Croydon Road, Normanton Qld 4890

(“Manager”)

## BACKGROUND

- A. Council is the owner of the Land and owns the buildings and facilities that form part of the Centre.
- B. The Manager agrees to discharge their obligations in respect of the Premises in accordance with the terms and conditions contained in this Agreement.

## OPERATIVE PROVISIONS

**PART A  
REFERENCE SCHEDULE AND DEFINITIONS**

### 1. REFERENCE SCHEDULE

Item	Reference	Details
Item 1	Council	Carpentaria Shire Council
	Contact	Chief Executive Officer
	Address for Hand Delivery	29 – 33 Haig Street, Normanton Qld 4890
	Postal Address	PO Box 31, Normanton Qld 4890
	Email Address	<a href="mailto:ceo@carpentaria.qld.gov.au">ceo@carpentaria.qld.gov.au</a>
Item 2	Manager	Bynoe Community Advancement Cooperative Society Limited ABN 80 493 126 872
	Contact	TBC
	Address for Hand Delivery	35 Old Croydon Road, Normanton Qld 4890

	Postal Address	35 Old Croydon Road, Normanton Qld 4890
	Email Address	<a href="mailto:finman@bynoecacs.org.au">finman@bynoecacs.org.au</a>
<b>Item 3</b>	Term	2 years
	Commencement Date	TBC 14 July 2021 <i>MP</i>
	Expiry Date	TBC 14 July 2023 <i>MP</i>
	Option to Renew	2 years

**2. DEFINITIONS**

2.1. The following terms shall have the following meanings unless the context otherwise requires:

**Address for Service** means either party’s address to which notices may be served under the Agreement, by hand to the Address for Hand Delivery specified for the party in the Reference Schedule, by post to the Postal Address specified for the party in the Reference Schedule or by email to the Email Address specified for the party in the Reference Schedule.

**Agreement** means this Management Agreement.

**Centre** means all buildings and facilities associated with the Normanton Sports Centre, located on the Land. The Centre and all facilities contained in the Centre is owned by, and shall at all times remain the property of, Council. The Centre is the part of the Premises shown hatched in yellow on the plan in Schedule 1.

**Common Areas** means all those parts of the Premises not leased or licensed to any person and which are designated by the Council from time to time for use by other lessees or licensees of the Centre and neighbouring facilities and their respective employees, invitees and licensees in common with each other. At the Commencement Date, the Common Areas are:

- (i) Toilets;
- (ii) Showers.

The Common Areas are the part of the Premises shown hatched in red on the plan in Schedule 1. The Common Areas also include those parts of the land surrounding the Common Areas that might be reasonably required by the Manager to access the Common Areas.

**Commencement Date** means the date specified as the Commencement Date in Item 3 of the Reference Schedule.

**Confidential Information** means information and material (whether oral, in writing or electronic) relating to Council (and any entity connected with Council), that is not publicly available (other than by breach of this Agreement), including trade secrets, the terms and conditions of this Agreement, strategic, corporate and financial information; material and information relating to the

methods of operation of the Premises or the delivery of the Services, material and information relating to users of the Services and/or prospective users of the Services, sales and pricing information, marketing and business plans, software and hardware, programming information and data, intellectual property, and other information which is by its nature confidential.

**Council** means Carpentaria Shire Council, a party to this Agreement.

**Council Assets** means:

- (a) the plant and equipment which is the property of Council and as replaced and upgraded and includes new plant and equipment which may be purchased by Council during the Term and which is included in Schedule 2, as amended from time to time; and
- (b) any improvements or alterations thereto; and
- (c) any other personal property (as that term is defined in the PPSA) provided by Council to the Manager under this Agreement at any time.

**Council Contact** means the person specified in Item 1 of the Reference Schedule as the Contact for Council, or any other person nominated by Council from time to time.

**Expiry Date** means the earlier of:

- (d) date specified as the Expiry Date in Item 3 of the Reference Schedule; or
- (e) if this Agreement is terminated in accordance with this Agreement on another date, that date.

**GST** means the goods and services tax payable under the GST Legislation.

**GST Legislation** means *A New Tax System (Goods and Services Tax) Act 1999 (Cth)* and related legislation passed by the Federal Government.

**Land** means Lot 1 on SP 218122, being a Reserve held by Council as Trustee (RES 88-122) for Sport and Recreation purposes.

**Licence Fee** means the sum of \$1.00.

**Manager** means the party specified as the Manager in Item 2 of the Reference Schedule, being a party to this Agreement, and includes their successors and assigns.

**Minimum Opening Hours** means:

- (a) the hours of 3pm – 6pm Monday to Friday, other than where subclause (b) applies;
- (b) 10am – 6pm during school holidays for schools in the Carpentaria local government area.

**Option Period** means the period commencing on the day after the Expiry Date and ending on the second anniversary of the Expiry Date.

**PPSA** means the *Personal Property Securities Act 2009* (Cth).

**Premises** means the part of the Centre that contains the Normanton Sports Centre shown in Schedule 1 of this Agreement hatched, being the area which the Manager is entitled to occupy for the purpose of delivering the Services, including the Common Areas. The Premises also includes any neighbouring parts of the Land which the Manager and its invitees reasonably requires to access the Centre and the Common Areas.

**Reference Schedule** means the table in clause 1 of this Agreement.

**Services** means any and all obligations the Manager is required to deliver under this Agreement.

**Staff** means any employees, contractors, staff, subcontractors or agents of the Manager who perform or assist in performing any of the Services.

**Term** means the period commencing on the Commencement Date and ending on the Expiry Date, and includes the Option Period (if exercised) and any holding over period.

2.2. In this Agreement, unless the contrary contention appears:

2.1.1. Reference to:

- (a) business day means a day that is not a Saturday, Sunday or public holiday in Normanton;
- (b) one gender includes the other genders;
- (c) the singular includes the plural and the plural includes the singular;
- (d) a person includes a partnership and a body corporate;
- (e) a party includes the party's successors and permitted assigns;
- (f) a clause, sub-clause, paragraph or schedule is to a clause, sub-clause, paragraph or schedule of this Deed;
- (g) a statute, regulation or provision of a statute or regulation ("statutory provision") includes a reference to:
  - (i) that statutory provision as amended or re-enacted from time to time; and
  - (ii) a statutory provision enacted in replacement of that statutory provision; and
- (h) writing includes a reference to printing, typing and each other method of producing words in a visible form.

2.2.2. If a party consists of more than one person, this Agreement binds them jointly and each of them severally.

2.2.3. Headings are for convenience only and do not affect the interpretation of this Agreement.

2.2.4. Any party which is a trustee is bound in its capacity as a trustee and personally.

## APPOINTMENT AND TERM

### 3. APPOINTMENT AND TERM

#### 3.1. Appointment

Council appoints the Manager to provide the Services on the terms and conditions in this Agreement and the Manager accepts the appointment.

#### 3.2. Term

This Agreement will start on the Commencement Date and will continue for the Term until the Expiry Date, unless terminated prior.

### 4. LICENCE FEE

The parties acknowledge and agree that the Licence Fee for the Term shall be \$1.00, receipt of which is acknowledged by Council.

## THE SERVICES

### 5. OPERATION OF CENTRE

5.1. The Manager must do all things reasonably necessary to:

5.1.1. open the Centre located on the Premises to the general public for at least the Minimum Opening Hours;

5.1.2. operate the Centre as a community sporting facility directed towards youth activities and programs;

5.1.3. coordinate the day-to-day usage of the Centre in such a way that ensures full utilisation of the Centre.

5.2. Council may request use of the Centre from Bynoe on giving reasonable notice to the Manager, and Bynoe shall make the Centre available to Council for such use free of charge (unless the Centre is otherwise booked for events that are unable to be rescheduled).

5.3. The Manager will take reasonable steps to advertise and encourage shared use of the Centre by schools, sports groups, charitable and community groups, clubs, associations, societies and the general public.

- 5.4. The Manager will ensure that it engages sufficient suitably qualified and accredited Staff to perform the Services, including Staff to carry out youth activities and programs associated with the performance of the Centre.
- 5.5. Without limiting the generality of the preceding subclause, the Manager must permit children of at least the age of 6 to attend and use the Centre and must ensure that it engages suitably qualified and accredited Staff to supervise children of that age using the Centre, even if those users are not supervised by an adult guardian.
- 5.6. **Steering Committee**
- 5.6.1. Within two (2) months of the Commencement Date, Council and Bynoe agree to establish a steering committee, comprised of no more than three (3) nominees of each of Council and Bynoe ("**Steering Committee**").
- 5.6.2. One of the Council nominees on the Steering Committee will be the person occupying the role of Manager of Economic and Community Services, or that person's delegate.
- 5.6.3. The role of the Steering Committee shall be to:
- (a) identify any events or uses that may be made of the Centre by Bynoe;
  - (b) identify and agree upon any Key Performance Indicators by Bynoe's use.
- 5.6.4. The Manager agree to comply with any terms of reference adopted by the Steering Committee (or any other document adopted by the Steering Committee which is intended to bind the Steering Committee) as though those terms of reference form part of this Agreement.
- 5.6.5. The parties may, but are not required to, adopt any recommendations of the Steering Committee.

## 6. GENERAL PERFORMANCE STANDARDS

- 6.1. The Manager must at all times carry out the Services and other duties and obligations under this Agreement in accordance with the terms of this Agreement.
- 6.2. The Manager warrants that the Manager (including any Staff of the Manager) has and will utilise the necessary skills, experience and expertise to perform the Services in accordance with this Agreement.
- 6.3. The Manager warrants that the Manager (including any Staff of the Manager) hold and will maintain for the Term all relevant qualifications, permits, licences and other approvals that may be required in order to provide the Services at the Premises.
- 6.4. The Manager shall ensure that the Services are performed with due care, skill and diligence in a professional and ethical manner.

- 6.5. The Manager must adopt policies and procedures that ensure its users do not conduct themselves at the Centre in a manner that is insulting or disorderly and that the Manager has the ability to exclude such users from utilising the Centre.
- 6.6. The Manager must adhere to any legislative standards and accreditations that may apply to the operation of the Services, including, without limitation, health and safety standards imposed by Council or the State.
- 6.7. The Manager must comply with any work health and safety requirements applicable under legislation or directed by Council.
- 6.8. The Manager must not sub-contract the provision of the Services under this Agreement without the prior written consent of Council.
- 6.9. If for any reason the Manager is unable to perform the Services for an extended period of time the Manager must, with Council's prior written consent, make alternative arrangements and engage suitable Staff to carry out necessary duties in their absence.
- 6.10. The Manager must ensure that, to the greatest extent possible, the Services are provided in such a way that Council's interests are protected.
- 6.11. Where Services involve the delivery of sporting or other recreational programs for youth at Normanton, the Manager must ensure that such programs are delivered for all youth in a non-discriminatory manner.
- 6.12. The Manager must ensure that it encourages all users of the Centre to attend training days and participate in other events in which the Manager may be aware that those users are enrolled, whether or not those events are conducted at the Centre or carried out by the Manager.

## **7. RESPONSIBILITY FOR STAFF**

- 7.1. The Manager acknowledges that the Manager is:
  - 7.1.1. responsible for supplying any Staff required to operate the Centre;
  - 7.1.2. responsible for ensuring the health, safety and welfare of its Staff while performing the Services, including providing all necessary training and safety equipment; and
  - 7.1.3. solely responsible for all remuneration, expenses, taxes, leave entitlements, superannuation, workers' compensation and other insurances in respect of its Staff.
- 7.2. The Manager indemnifies Council and keeps Council indemnified (on a full indemnity basis) against any loss, cost, expense or damage suffered or incurred to any person or property and Council arising directly or indirectly from any claim by any Staff in relation to this clause.
- 7.3. The Manager must ensure that any Staff working with children hold a Blue Card issued pursuant to the *Working with Children (Risk Management and Screening) Act 2000*.

## 8. INSTRUCTIONS AND COMPLIANCE

- 8.1. The Manager will liaise with and obtain instructions from the Council Contact or any other person nominated by Council in relation to providing the Services.
- 8.2. The Manager will comply with all reasonable guidelines, requirements and instructions provided by Council and its authorised officers concerning the provision of the Services.
- 8.3. The parties agree that it is the Manager's obligation to determine how the Services are to be delivered (provided that they are delivered in compliance with this Agreement), and the Manager has full responsibility for the payment, supervision and daily direction and control of its Staff.
- 8.4. The Manager must comply with all applicable laws concerning the provision of the Services, including but not limited to State and Federal laws and policies relating to:
  - 8.4.1. workplace health and safety;
  - 8.4.2. discrimination and harassment;
  - 8.4.3. security;
  - 8.4.4. privacy; and
  - 8.4.5. use of Council's Equipment.

## 9. REQUEST FOR INFORMATION

- 9.1. **Manager to Provide Information**
  - 9.1.1. The Manager agrees to provide any information requested by Council about the operation of the Centre or the Manager's performance of obligations under this Agreement, within a reasonable time of Council's request.
  - 9.1.2. Without limiting the types of request that Council is entitled to make under the preceding subclause, Council may request, and the Manager must provide, information about:
    - (a) the types of programs and activities operated from the Premises during the reporting period;
    - (b) the numbers of patrons who used the Premises during the reporting period;
    - (c) any financial records so as to enable Council to identify all revenue and expenditure related to the Premises.

## THE PREMISES

### 10. MAINTENANCE OF PREMISES

- 10.1. The Manager acknowledges and agrees that:
- 10.1.1. at its cost unless otherwise specified it shall maintain the Premises in a neat and tidy condition at all times throughout the Term; and
  - 10.1.2. it is responsible to carry out any minor non-capital maintenance and repairs to the Premises, including but not limited to repairing and replacing light fittings at the Premises.
- 10.2. The Manager is responsible for removing any graffiti applied to any internal surface at the Premises.
- 10.3. **Security System**
- 10.3.1. The Manager must not interfere with, disconnect or do anything that may prevent the effective operation of the security system contained within the Premises and which is located at the main administration office in the Sports Centre, and which comprises a closed-circuit television system, television screens and a hard drive ("**the Security System**").
  - 10.3.2. Council may, upon the Manager's request, provide the Manager with access details for the Security System so that the Manager can assist law enforcement authorities with investigating any offences that may have occurred at the Centre.
  - 10.3.3. The Manager acknowledges and agrees that at all times when dealing with the Security System and any information generated by the Security System, the Manager must comply with the *Information Privacy Act 2009* ("**IP Act**"), including the Information Privacy Principles contained in the IP Act, as though the Manager were Council and were bound by the IP Act. Without limiting the generality of this clause, the Manager must not disclose any information generated via the Security System, including any footage obtained, other than strictly in accordance with the IP Act.
  - 10.3.4. The Manager must not make any copies or duplicates of any information generated via the Security System (including but not limited to by filming any television screens that form part of the Security System).

- 10.4. The Manager shall be responsible for any costs associated with capital repairs to the Premises where such repair, maintenance or replacement is required as a result of the Manager's (or its Staff, subcontractors or invitees) negligent or wilful acts or omissions.

## **11. OPERATING EXPENSES, OUTLAYS AND UTILITIES**

- 11.1. The Manager is responsible for paying the cost of all operating expenses, outlays and utilities associated with the Premises and the delivery of the Services.
- 11.2. The Manager is responsible for:
- 11.1.1. connecting water to the Premises;
  - 11.1.2. connecting electricity to the Premises;
  - 11.1.3. maintaining an Internet connection to the Premises (but the costs of accessing such connection shall be wholly borne by the Manager);
  - 11.1.4. ensuring all utilities are separately levied to the Premises.
- 11.3. Where any utilities are charged to Council and:
- 11.3.1. are separately levied to the Premises, Council will pass on any invoice to the Manager to pay in accordance with the terms of the invoice, and the Manager must do so in accordance with the invoice;
  - 11.3.2. where utilities are not separately levied, Council will calculate the proportion of utilities attributable to the Premises and will invoice the Manager for that cost, and the Manager must pay the invoice in accordance with the terms specified on that invoice.

## **12. PROVISION OF EQUIPMENT TO DELIVER THE SERVICES**

- 12.1. The Manager must supply at its cost all equipment, consumables, ancillary equipment and supplies necessary for the effective provision of the Services.
- 12.2. The Manager is entitled to use Council's Assets to deliver the Services.
- 12.3. The Manager shall maintain and take care of any Council Assets in the Manager's possession. If a Council Asset requires replacement because of the negligent acts or omissions of the Manager, Council shall be entitled to recover the replacement cost from the Manager as a liquidated debt.
- 12.4. Despite the preceding subclause, Council is under no obligation to replace any Council Asset.
- 12.5. The Manager must ensure that all the Manager's equipment and consumables is maintained in good working order and condition.

### **13. KEYS, LOCKS AND SECURITY**

- 13.1. Council shall issue the Manager with keys or access passes to access the Premises, including a key to any lockable parts of the Common Areas, to relevant staff members as reasonably required by the Manager.
- 13.2. The keys and access passes shall at all times remain the property of Council. The Manager may not make copies of the keys without Council's prior written consent.
- 13.3. The Manager must provide Council with the names and contact details of the persons nominated by the Manager to hold the keys and any replacement of the nominated persons during the Term.
- 13.4. The Manager must ensure that all of the facilities at the Premises are fully secured after each and every use.
- 13.5. If the Manager loses any keys or access passes, then:
  - 13.5.1. the Manager must immediately notify the Council so the Council can cancel any electronic access pass issued;
  - 13.5.2. pay the replacement cost nominated by Council for the lost key or access pass;
  - 13.5.3. Council will provide a replacement key or access pass to the Manager, and the Manager shall bear the cost of Council supplying such replacement keys.

### **14. NO MODIFICATION**

The Manager is not permitted to upgrade, improve, extend or modify any part of the Premises without obtaining the written consent of Council, which may be given or withheld in Council's absolute discretion.

### **15. COUNCIL'S OBLIGATIONS**

- 15.1. To enable the Manager to provide the Services, Council will at its cost (unless otherwise specified):
  - 15.1.1. maintain and repair major damage and any capital repairs required at the Premises as it sees fit and necessary and/or where such needs are reported to Council or the designated Council Contact and approved by Council;
  - 15.1.2. notify the Manager promptly of any information received from other parties in relation to the operation of the Premises which Council considers may be reasonable for the Manager to be aware of, or may be relevant to the discharge of the Manager's duties.
- 15.2. Council agrees to carry out its duties and obligations under this clause when required and in such a manner as to enable the Manager to deliver the Services under this Agreement in accordance with the terms of this Agreement.

**16. ENTRY TO PREMISES BY COUNCIL**

- 16.1. Council may enter and remain upon the Premises for any reason (including but not limited to entering the Premises and re-taking possession of any Council Asset located on the Premises) upon providing the Manager with notice of its intention to do so. Notice pursuant to this clause may be provided in writing or verbally.
- 16.2. Without limiting the generality of the preceding subclause, Council may enter the Premises to access, view and deal with the security system that is located at the Premises and which is referred to in Clause 10.3.
- 16.3. In entering and remaining upon the Premises, Council will endeavour to minimise any disruption to the Manager and the performance of the Services.

**17. MANAGER'S RIGHT TO ACCESS LAND AND CENTRE**

- 17.1. The Manager shall have a non-exclusive licence to traverse any parts of the Land and the Centre that is reasonably required to access the Premises and carry out its obligations with respect to the Premises.
- 17.2. The Manager acknowledges and agrees that its right pursuant to the preceding subclause is in common with Council, the operators of the Centre, and the general public, and the Manager must comply with any reasonable direction given by Council or the person or persons in control of the Centre or the Land from time to time.

**18. COMMON AREAS**

- 18.1. Council permits the Manager in common with others having the like rights, to use any Common Areas.
- 18.2. **Cleaning**
  - 18.2.1. The Manager shall be responsible for cleaning all Common Areas and replacing any consumable items ordinarily kept at the showers and toilets in the Common Areas (including without limitation soap and toilet paper), other than in circumstances set out in the following subclause.
  - 18.2.2. Council shall be responsible for cleaning those parts of the Common Areas that contain showers and toilets and replacing any consumable items ordinarily kept at the showers and toilets in the Common Areas at all times during the open season for the Normanton Swimming Pool, located on the Land.
  - 18.2.3. For avoidance of doubt, the Manager when discharging its obligations under this clause must supply its own equipment and cleaning products at its own cost.
  - 18.2.4. Notwithstanding the preceding subclause, the Manager is required to ensure that its Staff and invitees do not cause the Common Areas to become unclean or untidy at any time during the Term, and the Manager shall be responsible for the costs of any cleaning required to be carried out by Council pursuant to the preceding subclause, in

circumstances where Council, acting reasonably, considers that the Manager has not complied with its obligations under this subclause.

- 18.3. Council may in its absolute discretion restrict access to all or part of the Common Areas during the periods outside the normal trading hours from time to time prevailing in the Centre.
- 18.4. The Manager must prohibit its employees and others over whom it has control, from parking vehicles or otherwise obstructing the entrances, exits and driveways in and to the Common Areas.
- 18.5. The Manager and any person under its control must not interfere with the airconditioning equipment, appurtenances or services within or about the Common Areas.
- 18.6. Council may, by giving written notice to the Manager and others with access to the Common Areas, formulate and enforce rules and regulations relating to the Common Areas not inconsistent with the rights of the Licensee.

#### **19. PERSONAL PROPERTY SECURITIES**

- 19.1. Notwithstanding anything to the contrary express or implied in this Agreement, the parties agree that Council retains full title to the Council Assets and title will not at any time pass to the Manager notwithstanding:
  - 19.1.1. the delivery or collection of the Council Assets to/by the Manager (as the case may be); and/or
  - 19.1.2. the possession and use of the Council Assets by the Manager.
- 19.2. The Manager acknowledges that the Manager has the right to possess the Council Assets as a mere bailee only and may only deal with the Council Assets in accordance with the terms of this Agreement.
- 19.3. The Manager acknowledges and agrees that:
  - 19.3.1. it will not agree, attempt, offer or purport to sell, assign, sub-let, lend, pledge, mortgage, let, hire, grant a security interest or otherwise part or attempt to part with personal possession of or otherwise deal with the Council Assets without the express written consent of Council (which Council may refuse to provide or grant in its absolute and unfettered discretion);
  - 19.3.2. it will deliver up the Council Assets at the end of the Term in accordance with the terms of this Agreement.
- 19.4. The Manager acknowledges and agrees that notwithstanding any other provision of this Agreement:
  - 19.4.1. the PPSA applies to any provision of the Council Assets by Council to the Manager;
  - 19.4.2. the Council Assets are commercial property;

- 19.4.3. by agreeing to and/or accepting or adopting this Agreement the Manager grants a purchase money security interest to Council in the Council Assets to secure Council's interest in the Council Assets and all moneys owing or payable by the Manager under this Agreement;
- 19.4.4. if a purchase money security interest is not able to be claimed on the Council Assets by Council for any reason, Council will have a security interest in the Council Assets; and
- 19.4.5. Council's security interest in the Council Assets may be registered on the Personal Property Securities Register.
- 19.5. The enforcement provisions contained in this Agreement are in addition to any rights available to Council under the PPSA and apply to the maximum extent permitted by law.
- 19.6. The Lessee waives its right to receive any verification statement (or notice of any verification statement) in respect of any financing statement or financing change statement relating to any security interest created by this Agreement.
- 19.7. Neither party is permitted to disclose any information under section 275(4) of the PPSA, unless section 275(7) of the PPSA applies.
- 19.8. Council and the Manager contract out of Council's obligation to dispose of or retain collateral under section 125 of the PPSA, and the Manager's right to receive any notice under section 130 and section 135 of the PPSA and to receive any statement and account under section 132 of the PPSA.
- 19.9. A term used in this clause is taken to have the meaning defined under the PPSA.

## INSURANCES, RELEASES AND INDEMNITIES AND WARRANTIES

### 20. INSURANCES

#### 20.1. Required Insurances

- 20.1.1. The Manager must hold and keep current, at the Manager's own cost, with a level of coverage specified by Council and with Council's interests noted where appropriate, the following insurances:
  - (a) workers' compensation insurance to cover the performance of the duties to be carried out in accordance with the terms and conditions of this Agreement;
  - (b) public liability insurance in respect of the Manager and any Staff of the Manager who are connected with the provision of the Services under this Agreement, with cover of not less than twenty million dollars (\$20,000,000) in respect of any one occurrence and for an unlimited number of claims; and

- (c) any other insurances required by law, or reasonably required by Council, or regarded as sound commercial practice.
  - 20.1.2. The insurances must be effected with an insurer that is authorised and licensed to operate in Australia.
  - 20.1.3. All insurance policies of the Manager must be endorsed to note the Council for respective rights and interests pursuant to the Contract.
  - 20.1.4. Each insurance policy must:
    - (a) limit the insurer's entitlement to avoid the policy to be available only against whichever of the insured has actually breached its obligation of disclosure or an obligation under the policy; and
    - (b) cover the Manager's liability upon the obligations it has assumed and the indemnities it has given in the Contract; and
    - (c) contain no exclusions, endorsements, or alterations not approved in writing by Council (that approval not to be unreasonably withheld); and
    - (d) otherwise contain provisions acceptable to, or required by Council (but Council may not require unreasonably the inclusion, retention, modification or exclusion of a provision); and
    - (e) remain current at all times during the Term, including any holding over period.
  - 20.1.5. The Manager must indemnify Council against any cost attributable to the deductible.
  - 20.1.6. The Manager must promptly pay all premiums, stamp duty, GST and other money entailed in maintaining any insurance required under this clause.
  - 20.1.7. The Manager must inform Council in writing of any claim or of the occurrence of any event that may give rise to a claim under any policy of insurance effected pursuant to this clause within seven (7) days thereof and must ensure that Council is kept fully informed of subsequent actions and developments concerning the event or claim.
  - 20.1.8. This clause shall survive termination or expiration of this Agreement.
- 20.2. **Evidence of Insurances**
- 20.2.1. The Manager must, on request, provide satisfactory evidence to Council of the existence and currency of the insurance policies referred to in this clause prior to the Commencement Date and from time to time upon request.

20.2.2. Such evidence includes, but is not limited to, a certificate of currency.

20.2.3. If the Manager fails to provide such evidence, Council may prevent the Manager from accessing the Premises until the evidence is provided.

## **21. RELEASE AND INDEMNITY**

21.1. The Manager will be liable for loss or damage (including personal injury whether or not resulting in death) suffered by Council, any officer, servant or agent of Council arising from the negligence or other wrongful acts or omissions of the Manager, its employees, subcontractors or agents, in the course of the supply (or attempted or purported supply) of Goods and/or Services under the Contract.

21.2. The Manager acknowledges and agrees that it occupies the Premises and delivers the Services at its own risk.

21.3. The Manager indemnifies Council, and shall keep Council indemnified against, any loss, cost, expense or damage suffered or incurred by Council or any other person arising directly or indirectly from or related to the provision of the Services or from the Manager's management or occupation of the Premises and the delivery of the Services, including (but not limited to):

21.1.1. any negligence or other wrongful act or omission of the Manager or any person for whose conduct the Manager is liable; and

21.1.2. any negligence or other wrongful act or omission of the visitors, invitees or licensees of the Manager; and

21.1.3. death, injury, loss or damage suffered by the Manager, its employees, subcontractors or agents, or any of its visitors, invitees or licensees except where the death, injury, loss or damage is caused by the negligence or other wrongful act or omission of Council or any officer, servant or agent of Council;

21.1.4. any breach or non-observance by the Manager or its Staff of any provision of this Agreement or warranty given under this Agreement;

21.1.5. any breach of any law or statute by the Manager or its Staff; and

21.1.6. any right or claim by any third party.

21.4. In the event that the Manager is liable or in the event the Manager is required to indemnify the Council under this clause and in the further event that the Manager's insurance taken out by the Manager pursuant to clause 20 is not payable or is insufficient, then in the event of any claim or action being made or brought against Council, Council may retain any money due to the Manager under the Contract for the purpose of settling or defending the claim or action. If the money retained is not sufficient for the purpose of settling or defending the claim or action, the balance outstanding in respect of the claim or action may be recovered from the Manager as a debt due and payable to Council.

## 22. MANAGER'S WARRANTIES

- 22.1. The Manager warrants and agrees that:
- 22.1.1. prior to entering into this Agreement, the Manager was given a reasonable opportunity to obtain any advice (legal or otherwise) about this Agreement and the obligations and restraints contained in it;
  - 22.1.2. the Manager has had sufficient time to consider the terms of this Agreement, its implications and the advice given to them in respect of it;
  - 22.1.3. the Manager understands this Agreement and agree that its terms are fair and reasonable in the circumstances;
  - 22.1.4. the Manager has entered into this Agreement voluntarily of their own freewill without duress, coercion, undue influence or pressure from either Council or any other person;
- 22.2. Council is relying upon these warranties in executing this Agreement.

### OPTION TO RENEW AND TERMINATION

## 23. OPTION TO RENEW

If the Manager has punctually and properly performed its obligations under this Agreement and is not in default, the Manager has the option, exercisable no earlier than six (6) months prior to the Expiry Date and no later than three (3) months prior to the Expiry Date, to renew this Agreement for the Option Period, commencing on the day after the Expiry Date and continuing on the same terms as this Licence, except that this clause has no further effect.

## 24. SUSPENSION

- 24.1.1. In the event Council becomes aware of a dispute or complaint about any aspect of the Manager's operation of the Centre (including a dispute or complaint raised by a third party), Council may direct the Manager to suspend any right or obligation under this Agreement (including, without limitation, by closing the Centre for the Minimum Opening Hours) by giving written notice to the Manager.
- 24.1.2. The Manager must comply with all reasonable directions of Council in relation to a suspension, including any directions in relation to recommencement.
- 24.1.3. If Council suspends this Agreement for a period exceeding one (1) month, then either party may terminate this Agreement upon giving no less than one (1) week's written notice to the other. If Council recommences the Agreement during the period of notice specified in the termination notice, then the termination notice shall have no effect. Neither party shall have any claim against the other if the Agreement is terminated pursuant to this clause.

## 25. TERMINATION

### 25.1. Termination by Council without cause

- 25.1.1. Council may terminate this Agreement without cause upon the provision of not less than three (3) months' written notice to the Manager.
- 25.1.2. If Council terminates this Agreement in accordance with the preceding subclause, then Council will not be liable in any way whatsoever to the Manager for any loss or damage arising as a result of the termination of this Agreement.

### 25.2. Termination on default

- 25.2.1. Council may immediately terminate this Agreement by written notice to the Manager, if at any time:
  - (a) the Manager or a member of its Staff commits a serious or persistent breach of any provision of this Agreement which is incapable of being remedied to Council's reasonable satisfaction;
  - (b) the Manager fails to remedy, to Council's reasonable satisfaction, a breach of any provision of this Agreement within five days of receiving a notice from Council identifying the breach and requiring the breach to be remedied (or such other period as Council allows in its discretion);
  - (c) subject to Chapter 5 of the *Corporations Act 2001 (Cth)*, the Manager becomes, or in the reasonable opinion of Council is in jeopardy of becoming, subject to any form of insolvency administration or bankruptcy (as the case may be);
  - (d) the Manager, if a natural person, dies or becomes incapacitated by illness or injury from performing obligations under this Agreement.
- 25.2.2. Council will not be liable in any way whatsoever to the Manager for any loss or damage arising as a result of the termination of this Agreement under this clause.

### 25.3. Termination on Expiry Date

This Agreement will automatically come to an end on the Expiry Date.

### 25.4. Return of property

- 25.4.1. Upon expiry or termination of this Agreement for any reason, or at any other time at Council's request, the Manager must immediately return to Council the following items in their possession or control:
  - (a) all Confidential Information of Council; and

- (b) Council's Equipment, and any other property at the Premises which belongs to Council.

25.4.2. The Manager must ensure that it has removed all of the Manager's property from the Land on the Expiry Date. Any property that continues to be contained on the Land may, in Council's absolute discretion:

- (a) become the property of Council, without any liability to pay compensation to the Manager; or
- (b) be disposed of by Council, with all costs associated with such disposal wholly recoverable from the Manager as a liquidated debt.

#### 25.5. Condition of Premises

25.5.1. Upon expiry or termination of this Agreement, the Manager must ensure the Premises is left in the condition the Premises was in at the Commencement Date, fair wear and tear excepted.

25.5.2. If Council is required to undertake any repair or maintenance work to the Premises because the Manager has failed to comply with the preceding subclause, the cost of such work shall be recoverable from the Manager as a liquidated debt.

### GENERAL PROVISIONS

#### 26. THIRD PARTY DISPUTE RESOLUTION

- 26.1. In the event of any dispute between the Manager and a third party that in any way relates to a provision of this Agreement, or generally relates to the Manager's operation of the Premises, the Manager must, as soon as practicable after becoming aware of the dispute, advise the Council of the existence of the dispute and attempt to resolve the dispute with the relevant third party.
- 26.2. The Council Contact may, in their discretion assist the Manager to resolve the dispute, and when agreed, that determination shall be binding on the Manager. Nothing in this clause places an obligation on Council to assist in the resolution of a dispute or to make a determination about a dispute.
- 26.3. The Manager acknowledges and agrees that where the Council, acting reasonably, as a result of the request for assistance considers that an amendment to this Agreement is required in order to determine the dispute, and to avoid similar disputes from occurring, the Council may give notice to the Manager of an amendment to this Agreement ("an **Amendment Notice**"), and the amendment to the Agreement identified in the Amendment Notice shall come into effect on and from the date of the Amendment Notice.

## **27. HOLDING OVER**

- 27.1. If the Manager remains in occupation of the Premises after the expiration of the Term with the consent of Council, then this Agreement continues on the same terms and conditions.
- 27.2. If this Agreement continues pursuant to the preceding subclause, then either party shall be entitled to terminate this Agreement without cause upon providing one month's written notice to the other party.

## **28. GOODS AND SERVICES TAX**

### **28.1. Payment of GST**

- 28.1.1. The fees, charges, taxes and expenses payable under this Agreement include GST.
- 28.1.2. Where GST is payable on any supply made by a party under or in connection with this Agreement, the consideration provided (or to be provided) for that supply will be increased by an amount equal to the GST liability properly incurred by the party making the supply (the "GST Amount").
- 28.1.3. The party making the supply must promptly provide a tax invoice or receipt, which is in an approved form for GST purposes, for any supply for which the party making the supply may recover GST.
- 28.1.4. If a party has incurred a cost on which GST is payable, that party may claim the cost plus GST, unless the party is entitled to an Input tax credit in respect of such GST.

### **28.2. Registration and ABN**

- 28.1.1. Each party warrants that at the time any supply is made under this Agreement on which GST is payable that party is or will be registered under the GST Legislation.
- 28.1.2. The Manager must provide Council with written evidence of registration and its Australian Business Number ("ABN") prior to the Commencement Date.
- 28.3. Council is entitled to withhold such amounts necessary to be withheld in order for Council to comply with its taxation obligations in respect of the Manager until the Manager provides its ABN.

## **29. NO SET OFF**

The Manager must make payments under this Agreement to Council by the method which Council reasonably requires without set-off, counterclaim, withholding or deduction.

## **30. NATURE OF RELATIONSHIP**

- 30.1. The parties acknowledge and agree that the Manager provides the Services to Council as an independent Manager.

30.2. Nothing in this Agreement creates an employment, agency, joint venture or partnership relationship between Council and the Manager.

### **31. CONFIDENTIALITY AND PERSONAL INFORMATION**

#### **31.1. Disclosure of Confidential Information**

31.1.1. The Manager must not, during this Agreement and at all times after the Expiry Date, disclose to any third party any Confidential Information, either directly or indirectly, knowingly or inadvertently, except:

- (a) if such disclosure is required in the course of providing the Services and the person to whom the Confidential Information is disclosed warrants not to disclose the Confidential Information in accordance with this clause,
- (b) with the prior written consent of Council;
- (c) if that part of the Confidential Information which is to be disclosed is available in the public domain (other than as a result of a breach by the Manager of this Agreement); or
- (d) if the disclosure is required by law.

#### **31.2. Use of Confidential Information**

The Manager must not, during this Agreement and at all times after the Expiry Date, use, for their own benefit or the benefit of any third party, any Confidential Information other than in the proper provision of the Services during this Agreement, without the prior written consent of Council.

#### **31.3. Personal Information**

31.3.1. If the Manager collects or has access to Personal Information in order to provide the Services under the Agreement, the Manager must:

- (a) comply with the *Information Privacy Act 2009* and Councils' privacy policies as amended from time to time in relation to the discharge of its obligations under this Agreement as if the Manager was Council.

#### **31.4. Notification**

The Manager must immediately notify Council on becoming aware of any breach of this clause.

#### **31.5. Survival of clause**

This clause will survive the expiry or termination of this Agreement.

### **32. ASSIGNMENT**

The Manager may not assign, sell, subcontract or otherwise transfer its rights, interests and obligations under this Agreement without the prior written consent of Council,

which may be given, withheld or given subject to conditions, in Council's absolute discretion.

### 33. GENERAL PROVISIONS

#### 33.1. PCYC Funding

33.1.1. The parties acknowledge and agree that:

- (a) the Manager may receive sport and recreation funding from the Queensland Police-Citizens Youth Welfare Association ("PCYC") to discharge obligations under this Agreement ("Funding");
- (b) if this Agreement was not current, the Funding would be available to Council to access and utilise to operate the Centre.

33.1.2. If this Agreement comes to an end (including if it is terminated prior to the Expiry Date or end of an option period), then the Manager agrees to do all things reasonably required by Council to:

- (a) relinquish any unexpended Funding;
- (b) return any unexpended Funding to PCYC;
- (c) disclaim any right to any further Funding; and
- (d) facilitate an application by Council to PCYC to access that Funding and otherwise do all things reasonably required by Council to assist Council in applying to PCYC for the Funding.

#### 33.2. Jurisdiction

This Agreement is governed by the laws of Queensland and the Commonwealth of Australia which are enforced in Queensland. The parties submit to the jurisdiction of the Courts of Queensland, relevant federal Courts and the Courts competent to hear appeals from them.

#### 33.2. Notices

33.2.1. All notices required under this Agreement to be given by a party to the other shall be in writing and delivered by hand, sent by post or transmitted by email to the party's Address for Service.

33.2.2. Receipt of a notice given under this Agreement will be deemed to occur:

- (a) in the case of a communication delivered by hand – on the business day immediately following delivery;
- (b) in the case of a communication sent by pre-paid mail – on the third business day after posting;

- (c) in the case of an email transmission – on the business day immediately following the day of dispatch.

**33.3. Further Assurances**

The parties must execute and deliver all documents and must do all things as are necessary for the complete performance of their respective obligations under this Agreement.

**33.4. Waiver**

No waiver by a party of a provision of this Agreement is binding unless made in writing.

**33.5. Severance**

If a provision of this Agreement is void or unenforceable it must be severed from this Agreement and the provisions that are not void or unenforceable are unaffected by the severance.

**33.6. Cumulative Rights**

The rights and remedies of a party to this Agreement are in addition to the rights or remedies conferred on the party at law or in equity.

**33.7. Liability of Parties**

If any party to this Agreement consists of more than one person then the liability of those persons in all respects under this Agreement is a joint liability of all those persons and a separate liability of each of those persons.

**33.8. Counterparts**

This Agreement may be executed in any number of counterparts and when executed communication of the fact of execution to the other parties may be made by sending evidence of execution by email.

**33.9. Costs**

Each party must bear their own costs of and incidental to the negotiation, preparation and execution of this Agreement.

**33.10. Contra Proferentem**

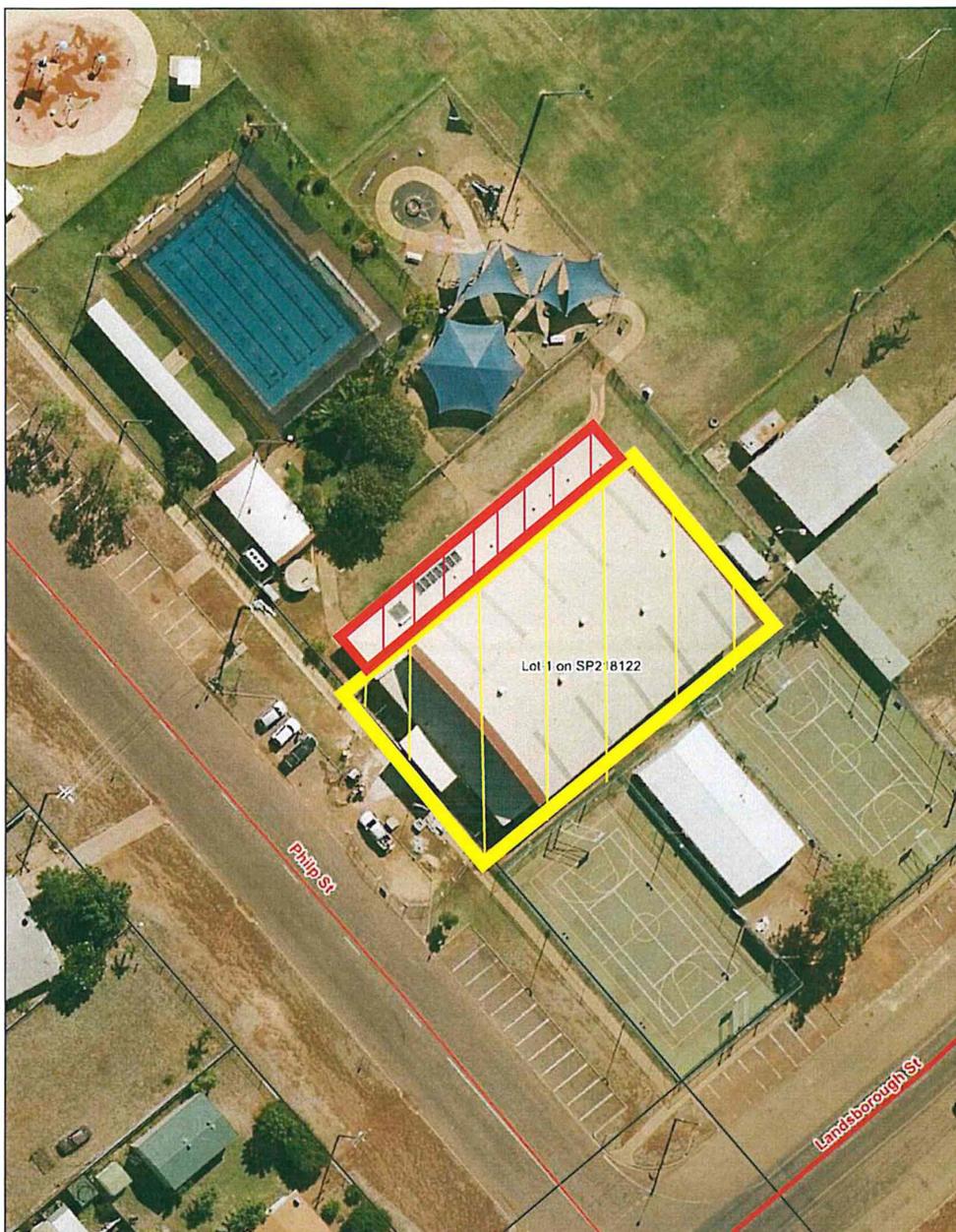
The *contra proferentem* rule and other rules of construction will not apply to disadvantage a party whether that party put the clause forward, was responsible for drafting all or part of it or would otherwise benefit from it.

**33.11. Time of the Essence**

Time is in all cases and in every respect of the essence of this Agreement.

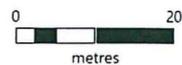
## SCHEDULE 1 PREMISES

### Normanton Sports Centre



©2020 Carpentaria Shire Council (CSC). Based on or contains data provided by CSC and the State of Queensland Department of Natural Resources & Mines (NR&M) [2020]. In consideration of these agencies permitting use of this data you acknowledge and agree that these agencies give no warranty in relation to the data (including accuracy, reliability, completeness, currency or suitability) and accept no liability (including without limitation, liability in negligence) for any loss, damage or costs (including consequential damage) relating to any use of the data. Data must not be used for direct marketing or be used in breach of the privacy laws.

Plans generated by MapInfo Professional - MGA Zone 54 (GDA94)



## SCHEDULE 2 COUNCIL ASSETS

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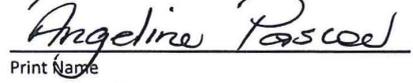
*[To be inserted]*

**EXECUTED AS AN AGREEMENT**

SIGNED by the CHIEF EXECUTIVE OFFICER )  
for and on behalf of the CARPENTARIA )  
SHIRE COUNCIL in the presence of: )

  
\_\_\_\_\_  
Chief Executive Officer

  
\_\_\_\_\_  
Signature of Witness

  
\_\_\_\_\_  
Print Name

  
\_\_\_\_\_  
Date

EXECUTED by BYNOE COMMUNITY )  
ADVANCEMENT COOPERATIVE SOCIETY )  
LIMITED ABN 80 493 126 872 pursuant to )  
its Constitution in the presence of: )

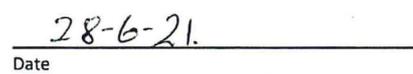
  
\_\_\_\_\_  
Signature of duly authorised signatory

  
\_\_\_\_\_  
Signature of Witness

  
\_\_\_\_\_  
Name of duly authorised signatory

  
\_\_\_\_\_  
Print Name

  
\_\_\_\_\_  
Signature of duly authorised signatory

  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Name of duly authorised signatory

Month	Initiative	Actions required	Normanton Actions completed	Karumba Actions Completed
January	Improve marketing and promotion of library services	<ol style="list-style-type: none"> <li>1. Include library updates on Council face book site.</li> <li>2. Promote information in council newsletter when this is issued and publish flyers around town for regular activities.</li> <li>3. Create a mail out list to organisations, Schools, days cares, kindergartens and members of the public using mail chimp.</li> <li>4. update information on CSC web site as required.</li> <li>5. Event calendar</li> <li>6. Word of mouth</li> <li>7. Public notices</li> </ol>	<ol style="list-style-type: none"> <li>1. Provided a fly of updates for the month On January to MECD on 20.01.2023to publish on council FB and Website</li> <li>2. Sent the first 5 reading flyer and monthly activity list on the 10/01/2023 to &gt;&gt;&gt;&gt; to be published in the next newsletter</li> <li>3. Have created an outgoing mail out list and provided the spreadsheet of the contacts to the MECD on 20.01/2023. This list will be used to email regular updates around library activities and events</li> <li>4. Have reviewed Council website on 20/01/2023 current information is correct or have provided information to update around the</li> </ol>	As per Normanton's example of completed action items

			<p>opening hours to ....</p> <p>5. Have created an annual event calendar for the library and provided to MECD to review before implementing. Jointly discussed with Karumba Librarian to ensure like for like service delivery.</p> <p>6. Actively promote the library to customers when visiting the library</p> <p>7. No public notices issued this month however flyers on the first 5 programme were put up around town on FB and sent to the radio station.</p>	
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# Normanton Sports Centre

MONTHLY REPORT - DECEMBER

### **EXECUTIVE SUMMARY**

*The month of December has been a hectic month with the start of the school holiday program and the xmas party. We have organized all day programs for different parts of the day depending on the weather The January, one is included in this report.*

*Christel Barry the centers supervisor has implemented some changes, we are trying to bring in no school no Centre but we are finding this difficulty to police, we are looking at some different options on how we might be able to manage this.*

*We have set up the room that we have called the quite room, the children have now got access to computers, video games, TV and movies. Most of the new equipment has arrived just waiting on small items like the popcorn making machine.*

*We encourage the kids to the keep the Sports Centre tidy inside and out before they head home with rewarding them with Icy Cups that are made by Staff Members the day before.*

*We are continually replacing sports equipment and art supplies as things go missing, get damaged or are being used. We have just spent another \$4000.00 to have equipment and art supplies on hand for the holiday program. We are still having staff meetings regularly but will not have one now until school goes back now.*

### ***ATTENDANCES***

Total Attendances for Centre Programs Weekdays: we are averaging around 40 to 50 students per day during the xmas break.

Total Attendances for Centre Programs Weekends: 0

We have joined up with some of the other providers in town to deliver a girls and boys information day when the holiday return in January,2023.

During some of the days that it was extremely hot we have used the council pool as part of our activities as it was too hot inside the centre to play or do to many activities. Also, Bynoe had a small camp on over to Cairns which took a few students out of the Centre in the second week of the holidays.

### **Total Attendances for the Month:**

#### **Week one**

28/11/2022: 34

29/11/2022 19

30/11/2022: 29

01/12/2022: 21

02/12/2022: 33

#### **Week two**

05/12/2022: 42

06/12/2022: 51

07/12/2022: 39

08/12/2022: 47

09/12/2022: 103 Including the xmas party

#### **Week three**

12/12/2022: 49

13/12/2022: 42

14/12/2022: 38

14/12/2022: 44

15/12/2022: 31

16/12/2022: 34

**Total Attendances for Last Month: 656 this also includes the xmas party**

**Impacts on service delivery:**

Hours of operation

Monday to Friday: 2:30-6:00pm

**GRANT APPLICATIONS Applied / Received**

Grant	Program	Amount	Status
o	Nil applied for		

**MEETINGS ATTENDED IN RELATION TO SPORTS CENTRE OPERATIONS**

Meeting	Outcomes / Action Items
We have been meeting once a week for the month of December.	Organizing the Christmas party and school holiday program

**CALENDAR – No events on calendar as yet.**



# 2022 Light Up Our Community Christmas Lights Competition

## NORMANTON WINNERS

### Residential Display

- 1st Place - Will & Veralyn Bollen
- 2nd Place - Darcie Donnelly
- 3rd Place - Alan & Megan Glasgow

### Commercial Display

- 1st Place - Normanton S&E Car Hire
- 2nd Place - Gulflander Caravan Park
- 3rd Place - Gallagher Butchering

### Community Group Display

- 1st Place - St. Peter's Anglican Church
- 2nd Place - Normanton Recovery Centre

## KARUMBA WINNERS

### Residential Display

- 1st Place - Steve Bogdanovic
- 2nd Place - Lee-anne Pedersen
- 3rd Place - Gunther & Sylvia Hammann

### Commercial Display

- 1st Place - B Block Accommodation
- 2nd Place - Carpentaria Freight
- 3rd Place - Kerry D Charters



## Monthly Report for Normanton and Karumba Pools

TOTAL ENTRIES			
	Adult	Child	Total
Normanton	24	307	331
Karumba	116	51	167

### General Update

- The month started well but with the finish of the school year the numbers at Normanton have really died right down.
- Karumba pool is still fairly quiet with only the regulars coming
- The equipment and pool pump is working well. The water quality is great.
- Having a few issues with chemical supply but I assume it is that time of the year.



### Issues

#### Normanton

- Lack of parent supervision is still an issue at Normanton.
- The toilets are still a problem as when they are open the children in the indoor centre are constantly running in and out of them unsupervised causing damage and a lot of mess.
- Children in the indoor centre are still coming into the pool to use the water bubbler causing issues for supervision.
- Children under the age of 10 are currently hanging around the gate harassing people coming in to the pool to try and get someone to watch them. This is stopping other members of the community from coming to use the facility.

## Karumba

- Computer systems for the pool keep stopping due to dosing issues. We will look at it at the end of the season as we can continue to run the pool with the issue.
- The rain is causing issues for mowing as it doesn't run off because it is below the concrete line. We are still mowing but it is very difficult and not very clean.

## Maintenance Notes

### Normanton

- The front gate needs repairing as it doesn't self close all the time. If the planned upgrade goes ahead then this can be left for the season and monitored
- Shade sail is not getting worse so could be left for the time being hopefully it can be done in the off season.



### Karumba

- The shade sail over the pool need to be reattached to the top pulleys before the rainy season to avoid the breaking under the strain of rain water pooling

With the close of the schools for Christmas and the start of the rain the numbers have really come down. Maintaining water quality is an issue which we are working on due to the sheer volume of rain. Otherwise it has been another good month without any major issues and hopefully the numbers will start to pickup when the rains slow.

## **BUSINESS PAPERS**

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### **9.3 COMMUNITY DONATIONS AND SUPPORT**

<b>Attachments:</b>	9.3.1. Deadly Choices Community Donation <a href="#">↓</a>
<b>Author:</b>	Cherie Schafer - Manager Economic & Community Development
<b>Date:</b>	12 January 2023

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

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#### **Executive Summary:**

Council receives numerous requests for donations throughout the year. The applications for donations and fee waivers listed in this report are presented for Council consideration, or advising those applications already approved by the Chief Executive Officer's delegation.

#### **RECOMMENDATION:**

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

1. provide a fee waiver of \$3,240 to Deadly Choices for the hire of Council facilities for the purpose of Elders games over the eight-week period. The remaining charge of \$200 per week, \$1600 over 8 weeks will cover the cost of electricity and Council cleaning fees.

#### **Background:**

Council has a Community Donations and Support funding program for events held in the Carpentaria Shire.

There is no specific budget set aside for the in-kind type of expenditure because it is not actual expenditure. For example, for a fee waiver it may represent a potential loss of revenue, or for the use of Council resources such as wages and plant these are generally budgeted within the areas of responsibility.

There is no real way to measure the value of in-kind support provide by Council to these community organisations, so we use the forgone revenue. On the other hand, cash donations represent a true outflow of Council resources, and there is a small budget set aside for this.

The value of in-kind support provided to local non-profit groups for the financial year is as set out in the table below.

## BUSINESS PAPERS

Acct Cod	Account	Actual
IK1000	In Kind - Bynoe	5,064
IK1030	In Kind - Gidgee Healing	1,100
IK1040	In Kind - Gulf Christian College	527
IK1070	In Kind - Karumba Recreation Club	2,354
IK1110	In Kind - Normanton Police	873
IK1120	In Kind - Normanton Rodeo	8,429
IK1130	In Kind - Normanton State School	7,460
IK1230	In Kind - Kurtijar Aboriginal Corporation	355
IK1260	In Kind - Mount Isa School of the Air	2,355
IK1264	In Kind - VMR Karumba	409
IK1721	In Kind - NWHHS	390
IK1722	In Kind - Aspire Cairns Community	1,845
<b>* Total *</b>		<b>31,159</b>

The budget for cash donations is \$1,100. To date \$700 has been provided to the Karumba Seniors Luncheon, and \$200 to Karumba State School for Awards Night.

### Donations and Fee Waivers for Council's Consideration

Deadly Choices have requested a waiver of fees for the hire of the Normanton Shire Hall to facilitate a Senior Games for elders ages 50 years and above for a period of eight weeks. The event will take place every Tuesday from 31/01/2023 to the 21/03/2023.

Deadly Choices would like access to the Shire Hall table and chair room, the Kitchen and the projector and screen.

- Hall Hire \$390.00 x 8                      total \$3120
- Kitchen Hire \$215.00 x 8                total \$1720

Total cost to Council                      \$4840

### Officers Recommendation:

That Council provide a fee waiver of \$3240 to Deadly Choices for the hire of Council facilities for the purpose of Elders games over the eight-week period. The remaining charge of \$200 per week, \$1600 over 8 weeks will cover the cost of electricity and Council cleaning fees.

### Donations and Fee Waivers approved under the Chief Executive Delegation.

1. There have been no requests for donations or fee waivers within the Chief Executive Officer's delegation.

### Consultation (Internal/External):

- Mark Crawley - Chief Executive Officer

## **BUSINESS PAPERS**

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- 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.

## Form 402 - Application for Community Donation and Support



CARPENTARIA SHIRE

*Outback by the Sea®*

**Postal Address**  
PO Box 31  
Normanton QLD 4890

**Community Services**  
Ph: 07 4745 2200  
Fax: 07 4745 1340

**Internet**  
[www.carpentaria.qld.gov.au](http://www.carpentaria.qld.gov.au)  
[council@carpentaria.qld.gov.au](mailto:council@carpentaria.qld.gov.au)

### Section A - Applicant Details

Name/Business Name:

Deadly Choices

Surname:

Contact Person: Alyssia Edwards

Residential Address:

35 Old Croydon Road

Suburb:

Normanton

Postcode:

4890

Postal Address:  As Above

PO BOX 414

Town/Suburb: Postcode:

Normanton

4890

State:

QLD

Home/Work Phone:

Mobile Phone:

0499834471

Email:

dccoordinator@bynoecacs.org.au

### Section B - Event Details

Name of Event:

Deadly Choices Indigenous Senior Games

Location of Event:

Shire Hall

Date/s of Event:

31/1/2023 - 21/3/2023 (8 weeks) - Every Tuesday

Details of Event:

The Deadly Choices Indigenous Seniors Games is a program for elders aged 50 years or older. The games are open to clients, including those with disability, wheelchairs or mobility aides. It helps promote physical activity & social connection.

Operating Times of Event (e.g. 5pm - 10pm):

9am - 12pm

With the event provide a direct benefit to the community?

Yes

No

If yes, please give details:

To promote physical activity and social connection to elders in the community.

### Section C - Support Requested

Please provide details of support requested from Council in the section below. Complete only those sections that apply to your application.

Cash Donation Amount (complete only if you are requesting a cash contribution):

\$

In Kind Support:

Tables and Chairs - Community Trailer with Fee Waiver (please advise if you require more than 20 tables and/or 100 chairs)

**Complete Section D**

Facility Hire with Fee Waiver

**Complete Section E**

Provisions of Bins

**Complete Section F**

Temporary Road Closure

**Complete Section G**

Other Support

**Complete Section H**

### Section D - Tables and Chairs - Community Trailer with Fee Waiver

Number of Additional Tables Required (Max 29):

Number of Additional Chairs Required (Max 170):

Advise Pick up Date/Time of Community Trailer:

Advise Return Date/Time of Community Trailer:

I (the Applicant) acknowledge that the use of the community trailer along with the tables & chairs it contains may pose danger by:

- the serviceability and condition of the trailer and tables and chairs;
- the risk of physical injury involved with the use of the trailer and tables and chairs;
- operations being conducted;
- the actions, intentional or carelessness of persons using the trailer and tables and chairs, including persons not authorised; and
- weather conditions (e.g. lightning or strong winds).

**Supervision for Use of Community Trailer and the Tables & Chairs it Contains**

Further, I acknowledge that:

- Adults must ensure their own safety while using or being near the trailer and tables and chairs.
- The supervision of children and others unable to properly ensure their own safety remains **AT ALL TIMES** the responsibility of their **PARENTS OR GUARDIANS** and **NOT** the responsibility of Carpentaria Shire Council ("Council"), irrespective of whether Council provides an instructor or any other form of monitoring or supervision.

**Section E – Facility Hire with Fee Waiver**

Facility:

- Normanton Shire Hall
- Normanton Shire Hall Meeting Room
- Normanton Show Grounds
- Boardroom - Normanton
- Karumba Civic Centre
- Other – Please specify below:

Start Date:

31/1/2023

Finish Date:

21/3/2023

Will alcohol be consumed at the facility?

- Yes
- No

*If yes, the hirer consents to Council notifying Queensland Police of the event in the interest of public safety.*

**Section F – Provision of Bins**

Number of Bins Required:

Delivery Time and Date:

Pick Up Time and Date:

Location:

**Section G – Temporary Road Closure**

Do you require Council to deliver and pick up the signs?

- Yes
- No

Delivery Time and Date:

Pick Up Time and Date:

Location:

**Section H – Other Support**

Details of Other Support:

1. Access to Shire Hall projector and screen
2. Access to Table and Chair room
3. Access to Kitchen

Additional Information

HIRE DATES - Every Tuesday for 8 weeks

31/01/2023  
7/02/2023  
14/02/2023  
21/02/2023  
28/02/2023  
7/03/2023  
14/03/2023  
21/03/2023

**Section I – Authorisation**

Name of Applicant:

Alyssia Edwards

Date:

10/1/2023

Signature of Applicant:



**Section J – Office Use Only**

Approved by Delegated Officer:

Yes

No

Signature:

Applicant Advised

Internal Advice Given

Entered in CDAS Spreadsheet

Job Number:

**Section K – Indemnity**

The applicant indemnifies Carpentaria Shire Council (the Council) from and against any claim, demand, action, suit or proceedings that may be made or brought by any person, company or body corporate against the Council, the Council's Chief Executive Officer or any servants or agents of the Council in respect of personal injuries to, or death of, any person or loss or damage to any property arising out of, or as a consequence of access approval to the Council controlled area for any purpose; or the use of any Council facility; and also from any costs or expenses that may be incurred with any claim, demand, action, suit or proceeding. The Applicant HEREBY RELEASES AND DISCHARGES the Council, the Council's Chief Executive Officer, and the servants and agents of the Council from any such claim, demand, action, suit or proceedings which, but for this provision, might be brought against or made upon the Council, the Council's Chief Executive Officer, and the servants and agents of the Council, AND this indemnity may be pleaded in bar to any such claim, demand, action, suit or proceeding which may be brought against the Council, the Council's Chief Executive Officer, and the servants and agents of the Council.

I, the Applicant, declare that the information supplied by is true and correct at the time of lodgment of this application with Council. Should any of the details given relating to this application change in the future I shall notify Council in writing prior to the change being implemented. I have read the applicable terms and conditions and agree to abide by these. I further acknowledge and agree that Council at no time makes any claim statement or inference to the suitability or otherwise of the proposed facility or land for our use or intended use. At all times I will, prior to the use of the facility, inspect and establish the suitability or otherwise of the council facility including the approaches to the council controlled area to ensure the proposed activity can be carried out safely.

Collection Notice: Carpentaria Shire Council is collecting your personal information for the purpose of assessing your application to conduct a permitted business in a public place.

The collection of this information is authorised under the Local Government Act 2009.

Your information will not be given to any other person or agency unless you have given us permission or we are required by law.

**Section L – All Approvals Subject to Following Conditions**

- 1) The approval holder must maintain a public liability insurance policy to the value of \$20,000,000 together with an indemnity in the local government's favour executed by the applicant; and
  - a) Evidence of the currency of the public liability insurance policy must be submitted to the local government prior to carrying out the activity; and
  - b) The Chief Executive Officer may decide to approve certain events under Council's public liability policy where the event is in the public interest.
- 2) The approval holder must indemnify and keep indemnified the local government against claims for personal injury (including death) and damage to property (including economic loss) arising by, through or in connection with the approval; and
- 3) If the approval holder or their employee or their agent damages the road, or any public infrastructure within the road or on a local government controlled area, it must
  - a) Take immediate steps to make the area safe and maintain the area in a safe condition until all necessary repairs are effected; and
  - b) Report all damage to the local government; and
  - c) Provide payment to the local government to have all damage rectified or with the local government's prior approval carry out repairs at its own expense to the satisfaction of the local government; and
- 4) If the approval holder abandons the temporary business site or the approval is cancelled, the approval holder must take immediate steps to reinstate the site to a condition which satisfies the local government; and
- 5) The approval holder must keep the temporary business site in a clean and tidy condition and must comply with notices from the local government to clean the site within the time specified within the notice; and
- 6) All goods, equipment, materials and rubbish must be removed from the temporary business site each day at the end of the approved time; and

- 7) Amplified music is not permitted. Any noise associated with the operation of the operator's temporary business site that, in an Authorised Officer's opinion is a nuisance, is not permitted; and
- 8) Approved signage for the temporary business site must be contained wholly within the approved area, and the placement of signage must not obstruct pedestrians or other traffic. Signage is limited to one (1)
- 9) A-frame sign or similar and the area of the sign must not exceed 1.2m<sup>2</sup>; and
- 10) The approval holder must comply with the operating days, hours and dates of operation, and location of the temporary business site specified on the approval; and
- 11) Council reserves the right to prevent access to Local Government Controlled Areas and Roads without notice for any reasonable reason. Compensation is not payable to any permit holder that may suffer loss as a result of such action by Council; and
- 12) The approval holder must comply with any other conditions that the local government considers necessary.

#### **Section M – Conditions of Hire – Tables and Chairs – Community Trailer**

- 1) The bond shall be paid by the Hirer five (5) working days prior to the date of use of the Tables & Chairs. Carpentaria Shire Council ("Council") reserves the right to hire the tables
- 2) & chairs to other interested parties should this Bond not be received.
- 3) Hire fees shall be paid in full, two (2) working days prior to the date of hire of the tables & chairs.
- 4) Hirers found misusing tables & chairs shall be charged for cleaning and for any damage incurred. Therefore this may jeopardise the future use of Council's equipment and facilities by the Hirer or their organisation. The property must only be used for the purposes described on this Application Form.
- 5) Council will ensure the tables & chairs are in a clean and tidy state prior to the commencement of hire.
- 6) The tables & chairs shall be left by the Hirer in a clean and tidy state. This includes:
- 7) Wiping down each individual table and chair to ensure it is clean.
- 8) Neatly stacking tables & chairs awaiting pick up by Council or on return to designated area.

- 9) All tables & chairs are to be maintained by Council to ensure that they are in a safe and working condition.
- 10) A Council officer will complete a checklist relating to the condition of the tables & chairs once they have been returned. A copy of this report will be available from Council's Head Office. This report will be used to determine whether or not the security deposit will be refunded.
- 11) The Hirer will be responsible for any damage to the tables & chairs during the period of hire and agrees to bear the full cost of reinstatement of such damage or loss.
- 12) Council is entitled to deduct from the security deposit the costs associated with repairing and/or replacing any breakages, or damage to, the tables & chairs
- 13) The Hirer must obtain and maintain in force the following insurances:
- 14) Public liability insurance covering legal liability to pay for personal injury, property damage and any other liability arising out of or in any way connected with the Hirer's use or occupation of Council's tables and chairs; and
- 15) Property damage insurance covering all property for which the Hirer is responsible (including all Plant and Equipment where applicable) for its full replacement value; with a limit of liability of not less than \$10,000,000.00 on a per occurrence basis.
- 16) Each insurance policy must bear an endorsement noting Council as an interested party on each and any policy of insurance obtained by the Hirer. The endorsement of a Certificate of Currency will not comply with this requirement.
- 17) All insurance arranged by the Hirer must be effected with a reputable insurer on terms approved by Council, such approval not to be unreasonably withheld.
- 18) The Hirer must, upon written request, provide Council with copies of any policy of insurance and evidence of its currency within 14 days of receipt of such request.
- 19) The Hirer is responsible for the cost of obtaining insurance, including the payment of any deductible or excess amount, with no contribution from Council.
- 20) The Hirer is responsible for bringing to the attention of all who use the table and chairs of the Conditions of Hire.

#### **Section N – Catered Event Conditions**

- 1) The provisions of the Food Hygiene Regulations, with particular reference to the Public Health requirements relating to the preparation and storage of food for sale,

are to be conformed with.

- 2) The name and address of any proposed caterers are to be supplied to Council's Environmental Health Officer prior to the event being conducted.
- 3) Caterers are to provide Council's Environmental Health Officers with a completed "Temporary Food Stall" application prior to the event.

A copy of a Liquor Licence relevant for the event is to be provided to Council before the event occurs.

## BUSINESS PAPERS

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

#### 10.1 DOE REPORT

**Attachments:** NIL

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

**Date:** 11 January 2023

**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
October Meeting	Undertake a sign audit on Carpentaria LRRS network and present at December Meeting ➤ Signs for Little Bynoe, Bynoe and Flinders River including no parking on bridge are being ordered from the signs manufacturer as per the plan submitted to Council December 2022 meeting.	In Progress
December Meeting	Add Premix to grooves at the Scruton River Floodway.	Not Started
January Meeting	Repair copper log fencing at NTN Cemetery ➤ Malcolm will undertake copper log replacement starting Monday 14th. Materials in Normanton. ➤ Heritage documents sent to Department for approval to undertake rotunda and wallaby fence construction ➤ Heritage documents accepted and works can proceed. Copper log fencing replacement nearly completed.	In Progress
March Meeting	Are there alternatives to repair scour on the footpath in Philp Street besides filling with gravel as every wet season it erodes repeatedly ➤ Repairs put in works program as per plan submitted in December 2022 Meeting	In Progress

## BUSINESS PAPERS

Reference	Action	Status
August Meeting	Shorten median island at Intersection of Landsborough and Caroline St. to tree line at Curley's end ➤ Works being planned	In Progress
August Meeting	Discuss with TMR for slip lane at: Right turn from 92A to Glenore Weir – Near miss incident Right turn to 89B towards Dunbar at Walkers Creek Shady Lagoon turnoff ➤ Discussed with TMR briefly – Getting plans drawn up to help push it along with TMR ➤ Will look at improving site distance in the road reserve at Walkers Creek bend	In Progress
September Meeting	Arrange for yellow bin outside the Chemist ➤ Put on works program	In Progress
October Meeting	Move existing football posts in Karumba to Hockey fields ➤ Being arranged with Town Services	In Progress
October Meeting	Extend concrete footpath from Carrol's to Sam's. ➤ Works being planned	In Progress
November Meeting	Look at drainage for Karumba Developmental Road as water crosses over low lying residential homes around Bill Knights home. ➤ Council has inspected and surveyed the area and will look at undertaking works before Christmas to drain the problem areas.	In Progress
November Meeting	Council to undertake Singapore and white ant control at the rodeo grounds. ➤ A full pest control for Singapore ants, cockroaches was undertaken in early November. Council was informed by Irene and Council had full pest control done immediately. Council will monitor. ➤ Council will check for white ants	In Progress
November Meeting	Council to obtain quote to do minor repairs and possible fresh up paint job on Kris.	Not Started

## **BUSINESS PAPERS**

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### **2. Miscellaneous Projects**

- 2.1. Thompson St Kerb and Channel Project – New Kerb and Channel complete. Bitumen works will commence March depending on the weather.
- 2.2. ATSI TIDS - Floodway upgrade on the Dunbar - Kowanyama Road. Two raised causeways are planned for Plains Creek and Cabbage Tree Creek. Survey, design drawings and DAF approvals have been completed. Culverts have been ordered and expected delivery in March 2023. Council has put in a variation for Extension of Time up to 30<sup>th</sup> August which has been approved by TMR.
- 2.3. CN-17815 - 2021 TMR DRFA works on 89B from Normanton to the Mareeba Shire Boundary. Work on hold due to flooding.
- 2.4. Stop Shop Crossing – Existing luminaire upgraded to LED and an extra LED luminaire outreach installed on same pole by Ergon located at the corner of the basketball/tennis courts.
- 2.5. Reef Project: A site visit was made to inspect suitability and other environmental requirements for 2 sites – 15 and 20km from shore. The 20km site is looking the best. Further meetings will be held with the local fishing charter groups. A senior DAF personnel did the underwater surveillance using an underwater drone. DAF is looking to contribute buoys to add to the reef structures to attract pelagic fish.
- 2.6. Normanton Cemetery – Council has submitted Heritage approval documents for the installation of the Rotunda, wallaby fence and internal copper log fence replacement. They have approved the works to go ahead. Planning to construct the rotunda ASAP.
- 2.7. TIDS/Betterment Works – Armstrong Realignment. Council has completed designs and approvals. Attempts have been made to construct the base slab for the culverts prior to the Christmas break, but early flooding have disrupted works. Culverts have been ordered and delivery is expected in February. The new causeway will be roughly 900mm higher than the old crossing and 9m wide.
- 2.8. TIDS – Reseal on the Normanton - Burketown Road, various length, from the intersection to Little Bynoe – Borals planned to do the works on 12 December but was forced to reschedule the works around January due to delayed projects on the east coast caused by rain delays. Due to flooding in the area, sealing has been pushed back to March.
- 2.9. TMR bridge Inspectors have inspected the Flinders River bridge and 89A is now open from 10<sup>th</sup> January. They are on standby for other bridges when flood waters recede.
- 2.10. Daily road runs on all roads where accessible to check road conditions, place signage, monitor water levels, and remove silt and debris where possible.
- 2.11. Some roads cannot be accessed such as the Iffley Road, Broadwater Road, and 89B.
- 2.12. Crews have been patching potholes around Normanton and assisting the town crew.

## BUSINESS PAPERS

Table: TMR Projects progress report for 2022 – 2023

Projects	Value	Claimed	Progress
TIDS - 2/1200x450 new culverts at gully 1 to 2km past the Gilbert River. Total Value \$67,000. Claimed to June 2022 \$24,315.40. Remaining \$42,684.60	\$42,684.60	\$42,684.60	100% Completed
CN-17815 - 2021 DRFA works on 89B Ch. 0 to Ch. 180. Total Value \$2,551,476.10. Claimed to June 2022 \$879,185.30. Remaining \$1,672,290.80	\$1,672,290.80	\$1,454,514.60	87% Completed
Variation to CN-17815 - 2021 DRFA works on 89B Ch. 180 to Ch. 303	\$606,412.60	\$132,440.60	22% Completed
CN-17937 - Pave and Seal AG Stimulus Package 4 on 89B (Ch.63.49 to 69.37) approx. 6km past the Glencoe turnoff. Total Value \$2,924,640.60. Claimed to June 2022 \$2,859,372.60. Remaining \$65,268.80	\$65,268.00	\$65,268.00	100% Completed
CN-18809 Pave and Seal AG Stimulus Package 5 on 89B Ch. 70.4km to 77.70km. Total Value \$3,416,320.60. Claimed to June 2022 \$2,241,886.80. Remaining \$1,174,433.80	\$1,174,433.80	\$1,174,433.80	100% Completed
CN-18939 - 2022 89B DRFA Emergent Works - to the Gilbert River - requesting variation to 850K. Total Value \$850,000. Claimed \$126,071.19. Remaining \$723,928.81	\$723,928.81	\$723,928.81	100% Completed
ATSI TIDS Dunbar Kowanyama Road	\$1,340,000.00	\$448,106.87	33%
CN-18939 - 2022 89B DRFA Emergent Works variation	\$982,000.00	\$982,000.00	100% Completed
TIDS 2022-2023	\$910,000.00	\$13,342.15	
CN-16542 2022-23 RMPC	\$2,044,550.00	\$707,372.00	35%
<b>Total</b>	<b>\$9,561,568.61</b>	<b>\$5,744,091.43</b>	<b>60%</b>

## **BUSINESS PAPERS**

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**Photo:** New upgraded lighting on power pole

### **3. Update on Shire Flood Damage Works**

- 3.1. All camps back in Normanton depot
- 3.2. All Tutt's Hire gear have a blanket stand down for the season on 13/12/22.
- 3.3. All Fleet Crew vehicles have been returned by 13/12/22

### **4. Trades Report**

- 4.1 Nil.

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

- 5.1. Nil

### **6. Reports**

- 6.1. Nil
- 6.2. Budget – Nil

## **BUSINESS PAPERS**

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### **10.2 NDRRA/QDRF REPORT**

**Attachments:** 10.2.1. Appendix A - 2020 Expenditure Summary [↓](#)  
10.2.2. Appendix B - QRA20 Completion Sketch [↓](#)  
10.2.3. Appendix C - 2021 Expenditure Summary [↓](#)  
10.2.4. Appendix D - QRA21 Completion Sketch [↓](#)

**Author:** John Martin - Consultant Engineering

**Date:** 12 January 2023

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

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

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#### **Executive Summary:**

**QRA20:** The QRA20 project is 100% complete. Submission 1 acquittal documentation has been lodged for approval. Submissions 2, 3 and 4 were completed prior to the deadline and final invoices are being reviewed and acquittal documents are being prepared.

**QRA21:** The QRA21 project is approximately 52% complete. Six (6) crews were working on the project, but all have now been disestablished for the wet season. The deadline for the QRA21 works is 30 June 2023.

**QRA22** Three (3) REPA Submissions have been approved and Council has received the 30% pre-payments from QRA. Two REPA Submissions are currently awaiting approval. The 2022 Emergency Works submission was paid in full in mid-December

**QRA23** Carpentaria Shire Council has requested activation for REPA, Emergency Works and CDO relief measures for flooding related to ex Tropical Cyclone Ellie / Monsoon Trough. Initial reports indicate significant damage to Council's transport infrastructure.

#### **OTHER:**

The Mitchell River Crossing Investigation project is progressing with preliminary geotechnical investigations being performed to guide options analysis and structural design.

The Disaster Coordination Centre has approved and paid up to the capped funding amount.

The Short listed QRA Betterment project on Dunbar – Kowanyama Road has been lodged on the QRA Mars System and is awaiting approval.

Detailed Submissions have been lodged to QRA for the Burke and Wills Monument Access Road Pavement and Sealing and Normanton Racetrack Lighting Upgrade.

#### **RECOMMENDATION:**

That Council:

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

## **BUSINESS PAPERS**

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### **Background:**

#### **2020 QRA Event**

1. Four (4) REPA submissions have been approved with a total RV of \$48.7million (construction budget of \$38.2million).
2. The project is now 100% complete with an estimated Expenditure Ratio of 0.88. Refer Appendix A and B for final construction summaries.
3. All four (4) submissions were completed prior to their approved QRA submission deadlines ranging from June 30, 2022 to September 30 2022.
4. Acquittal documentation for Submissions 1 has been lodged and is currently undergoing audits by QRA. The remaining three (3) submissions are being prepared for acquittal pending the finalisation of expenditure.

#### **2021 QRA Event**

1. All five (5) lodged QRA21 REPA submissions have now been approved with a total RV of approx. \$39.9million (construction budget of \$31.1million).
2. Approximately 52% of the project has been completed with an estimated Expenditure Ratio of 0.86. Refer to Appendix C and D for construction progress summaries.
3. There is currently no Construction work being undertaken due to the wet season shutdown.
4. The program for the 2023 construction season is being compiled to assess the need for additional crews to complete the approved scope prior to the deadline.
5. The QRA21 program of work has a deadline of 30 June 2023.

#### **2022 QRA Event**

1. Approx. \$232k has been paid to Council for the completion of the 2022 Emergency Works. No ineligible costs were identified.
2. Three (3) REPA Submissions have been approved and Council has received the 30% pre-payments from QRA. Two (2) Submissions have been lodged on the QRA MARS system, pending an outcome from QRA.
3. Construction of the QRA22 program is expected to commence during the 2023 construction season with scope to be prioritised to ensure QRA21 submission deadlines are met.

## **BUSINESS PAPERS**

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4. The QRA22 program of work has a deadline of 30 June 2024.

### **Other**

1. A Fuel Levy for September and to mid-October has been calculated and sent to the Council. The remaining Levies for November and December are currently being calculated.
2. The Mitchell River Crossing Investigation project is progressing with preliminary geotechnical investigations being performed to guide options analysis and structural design. Alternative options are being considered and discussed with QRA.
3. The Disaster Coordination Centre has approved and paid up to the capped price (\$376,259.30 ex GST). The project had an over expenditure of \$13,831.61.
4. Short listed QRA Betterment project on Dunbar – Kowanyama Road has been lodged in the QRA MARS system awaiting an outcome from QRA.
5. Detailed Submissions have been lodged for two Community and Recreational Asset funding projects – Burke and Wills Monument Access Road Pavement and Sealing and Normanton Racetrack Lighting Upgrade and are awaiting outcomes from QRA.

### **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 20 Trigger Point contribution - \$29,363
- QRA 21 Trigger Point contribution - \$30,180
- QRA 22 Trigger Point contribution - \$30,015
- QRA 23 Trigger Point contribution - \$29,070
- CSC.0031 (Disaster Coordination Shed) - \$13,831.61 expenditure over capped funding amount.

### **Risk Management Implications:**

- Moderate – QRA21 – Construction has a deadline of 30 June 2023. There is a moderate risk that work will not be completed by this deadline based on residual work from the 2022 construction season and the forecast work for the 2023 season.

**CARPENTARIA SHIRE COUNCIL**  
**SUMMARY OF QRA20 EXPENDITURE**

**CURRENT** **9/01/2023**  
**Project Completed** **100%**  
**Expenditure to RV Ratio** **0.88**



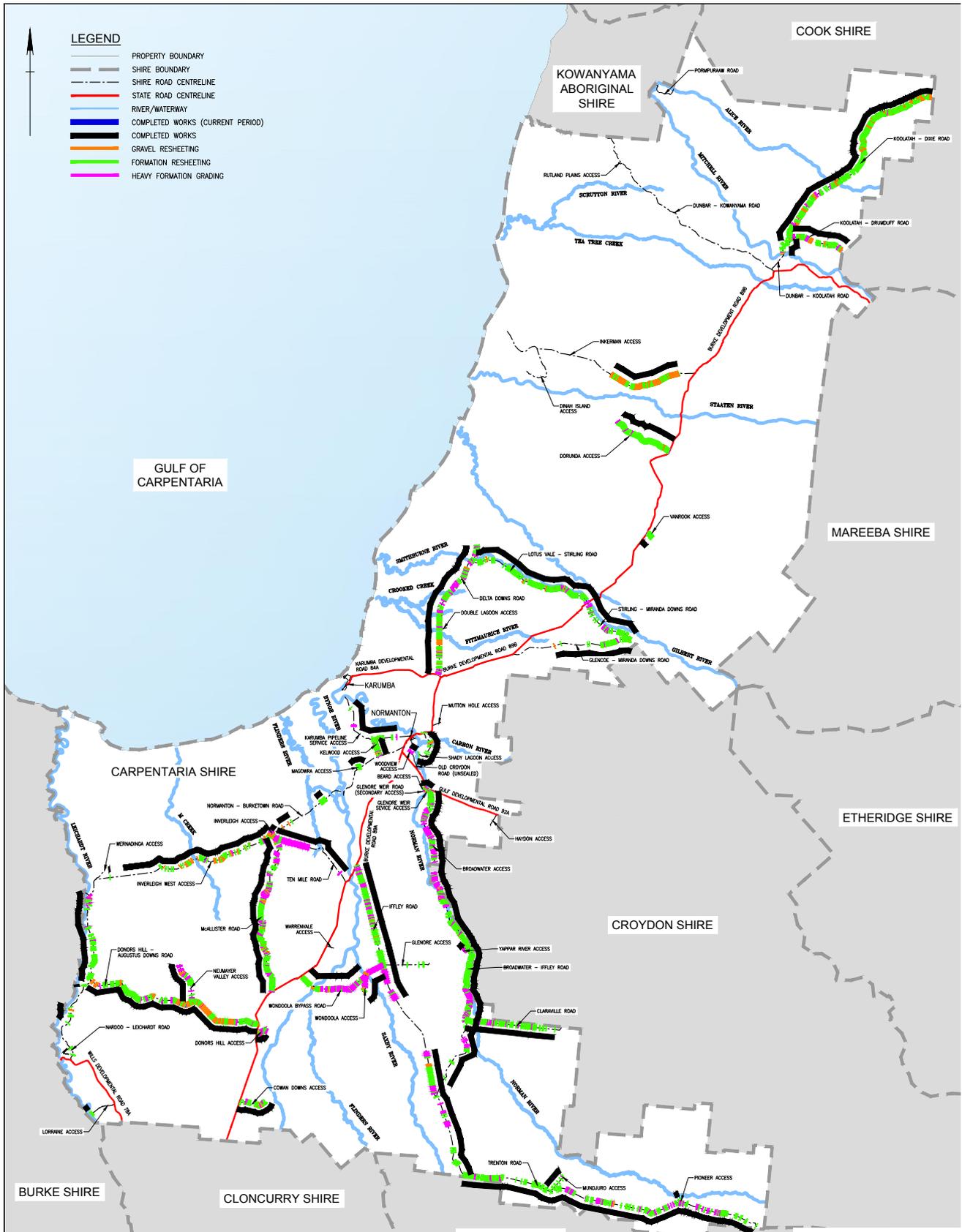
Submission 1 - CSC.0039.1920E.REC					
Road Name	Construction Recommended Value	Expenditure	Complete (%)	Expected Expenditure Ratio	Notes
Magowra Access	\$ 83,030.08	\$ 57,567.40	100%	0.69	Savings incurred due to crew working from town and no camp establishment required.
Cowan Downs Access	\$ 295,151.76	\$ 302,771.60	100%	1.03	Overlapping camp and establishment costs with simultaneously constructed Neumayer Valley Access, Donors Hill Access and Donors Hill - Augustus Downs Road. When assessing roads together expenditure aligns closely with the combined RV.
Donors Hill Access	\$ 205,044.23	\$ 154,818.28	100%	0.76	Overlapping camp and establishment costs with simultaneously constructed Neumayer Valley Access, Cowan Downs Access and Donors Hill - Augustus Downs Road. When assessing roads together expenditure aligns closely with the combined RV.
Kelwood Access	\$ 327,771.72	\$ 1,451.21	100%	0.00	Overlapping expenditure with simultaneously constructed QRA19 Kelwood Access Scope of work. Significant cost savings were achieved as some treatments were reduced to Heavy Formation Grading as sufficient gravel was able to be recovered from table drains and no imported material was required for these line items. Savings were also incurred due to the construction crew working from town with no camp costs required.
Ten Mile Road	\$ 540,570.23	\$ 387,263.76	100%	0.72	Overlapping costs with simultaneously constructed Inverleigh Access. When assessing roads together expenditure aligns closely with the combined RV. Savings incurred due to crew working from town and no camp establishment required.
Karumba Pipeline Service Access	\$ 168,026.92	\$ 154,471.88	100%	0.92	Overlapping camp and establishment costs with simultaneously constructed QRA19 Karumba Pipeline Service Access. When assessing roads together expenditure aligns closely with the combined RV.
Neumayer Valley Access	\$ 371,655.57	\$ 348,165.75	100%	0.94	Overlapping camp and establishment costs with simultaneously constructed Cowan Downs Access, Donors Hill Access and Donors Hill - Augustus Downs Road. When assessing roads together expenditure aligns closely with the combined RV.
Inverleigh Access	\$ 27,275.28	\$ 2,211.71	100%	0.08	Overlapping camp and establishment costs with simultaneously constructed Ten Mile Road. When assessing roads together expenditure aligns closely with the combined Recommended Value. Savings incurred due to crew working from town and no camp establishment required.
Donors Hill - Augustus Downs Road	\$ 4,556,053.77	\$ 4,082,829.99	100%	0.90	Overlapping camp and establishment costs with simultaneously constructed Neumayer Valley Access, Donors Hill Access and Cowan Downs Access. When assessing roads together expenditure aligns 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 aligns closely with the combined RV.
Nardoo - Leichardt Road	\$ 1,169,208.38	\$ 1,079,910.18	100%	0.92	Overlapping camp and establishment costs with simultaneously constructed Augustus Downs Access and Lorraine Access. When assessing roads together expenditure aligns closely with combined RV.
Normanton - Burketown Road	\$ 1,630,691.51	\$ 1,707,419.15	100%	1.05	
Lorraine Access	\$ 43,982.34	\$ 95,742.73	100%	2.18	Overlapping expenditure booked to the simultaneously constructed 2021 Nardoo to Leichardt. When assessing roads together expenditure aligns closely with the combined RV.
McAllister Road	\$ 2,474,714.58	\$ 1,972,369.82	100%	0.80	Overlapping camp and establishment costs with simultaneously constructed QRA21 McAllister Road. When assessing roads together expenditure aligns closely with the combined RV.
<b>TOTAL</b>	<b>\$ 11,921,389.43</b>	<b>\$ 10,351,668.59</b>			

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

Submission 3 CSC.0037.1920E.REC					
Road Name	Construction Recommended Value	Expenditure	Complete (%)	Expected Expenditure Ratio	Notes
Shady Lagoon Access	\$ 73,713.47	\$ 67,552.95	100%	0.92	Overlapping camp and establishment costs with simultaneously constructed QRA19 Shady Lagoon Access. When assessing roads together expenditure is expected to align closely with combined RV.
Delta Downs Road	\$ 1,598,239.95	\$ 3,287,768.69	100%	2.06	Expenditure exceeded the Recommended Value due to push up of gravel costs for Lilyvale Pit being heavily booked to this road despite being utilised for other REPA works and the road has a higher than average gravel haul distance from Lilyvale Pit.
Lotus Vale - Stirling Road	\$ 1,627,243.38	\$ 1,867,071.50	100%	1.15	Overlapping camp and establishment costs with simultaneously constructed Glencoe - Miranda Downs Road and Stirling - Miranda Downs Road. When assessing roads together expenditure aligns well with the combined RV.
Dorunda Access	\$ 1,288,533.76	\$ 729,072.89	100%	0.57	Overlapping camp and establishment costs with simultaneously constructed Vanrook Access. When assessing roads together expenditure aligns well with the combined RV. Cost savings were achieved due to the long continuous work fronts approved. Significant time was saved on plant as there was less time tying into the existing pavement and moving between work fronts.
Vanrook Access	\$ 149,018.33	\$ 185,565.53	100%	1.25	Overlapping camp and establishment costs with simultaneously constructed Dorunda Access. When assessing roads together expenditure aligns well with the combined RV. Cost savings were achieved due to the long continuous work fronts approved. Significant time was saved on plant as there was less time tying into the existing pavement and moving between work fronts.
Glencoe - Miranda Downs Road	\$ 516,884.05	\$ 408,970.29	100%	0.79	Overlapping camp and establishment costs with simultaneously constructed Lotus Vale - Stirling Road and Stirling - Miranda Downs Road. When assessing roads together expenditure aligns well with the combined RV.
Stirling - Miranda Downs Road	\$ 389,425.85	\$ 194,315.46	100%	0.50	Overlapping camp and establishment costs with simultaneously constructed Glencoe - Miranda Downs Road and Lotus Vale - Stirling Road. When assessing roads together expenditure aligns well with the combined RV.
Inkerman Access	\$ 1,804,651.21	\$ 898,143.58	100%	0.50	Overlapping camp and establishment costs with simultaneously constructed QRA21 Inkerman Access. When assessing roads together expenditure aligns closely with the combined RV.
<b>TOTAL</b>	<b>\$ 7,447,710.00</b>	<b>\$ 7,638,460.89</b>			

Submission 4 CSC.0038.1920E.REC					
Road Name	Construction Recommended Value	Expenditure	Complete (%)	Expected Expenditure Ratio	Notes
Koolatah - Drumduff Road	\$ 793,815.29	\$ 756,358.67	100%	0.95	Overlapping camp and establishment costs with simultaneously constructed 2020/21 Koolatah - Dixie Road, 2020/21 Dunbar - Koolatah Road and 2021 Koolatah - Drumduff Road. When assessing roads together expenditure aligns well with the combined RV.
Koolatah - Dixie Road	\$ 4,041,152.28	\$ 3,350,920.13	100%	0.83	Overlapping camp and establishment costs with simultaneously constructed 2020/21 Koolatah - Drumduff Road, 2020/21 Dunbar - Koolatah Road and 2021 Koolatah - Dixie Road. When assessing roads together expenditure aligns well with the combined RV.
Dunbar - Koolatah Road	\$ 217,384.80	\$ 106,838.02	100%	0.49	Overlapping camp and establishment costs with simultaneously constructed 2020/21 Koolatah - Drumduff Road, 2020/21 Koolatah - Dixie Road and 2021 Dunbar - Koolatah Road. When assessing roads together expenditure aligns well with the combined RV.
<b>TOTAL</b>	<b>\$ 5,052,352.37</b>	<b>\$ 4,214,116.82</b>			

Submission 2 - CSC.0036.1920E.REC					
Road Name	Construction Recommended Value	Expenditure	Complete (%)	Expected Expenditure Ratio	Notes
Beard Access	\$ 25,561.73	\$ 7,809.22	100%	0.31	Savings incurred due to crew working from town and no camp establishment required.
Broadwater - Iffley Road	\$ 3,524,272.79	\$ 3,050,374.87	100%	0.87	Overlapping camp and establishment costs with simultaneously constructed Claraville Road and Yappar River Access. When assessing roads together expenditure aligns well with the combined RV. Cost savings were achieved due to the long continuous work fronts approved. Significant time was saved on plant as there was less time tying into the existing pavement and moving between work fronts.
Claraville Road	\$ 1,229,536.07	\$ 785,449.38	100%	0.64	Overlapping camp and establishment costs with simultaneously constructed Broadwater - Iffley Road and Yappar River Access. When assessing roads together expenditure aligns well with the combined RV. Cost savings were achieved due to the long continuous work fronts approved. Significant time was saved on plant as there was less time tying into the existing pavement and moving between work fronts.
Glenore Access	\$ 52,564.27	\$ 69,154.71	100%	1.32	Overlapping camp and establishment costs with simultaneously constructed Wondoola Access, Wondoola Bypass and Iffley Road. When assessing roads together expenditure is expected to align closely with the combined RV.
Glenore Weir Road (Secondary Access)	\$ 11,743.38	\$ 14,903.00	100%	1.27	Overlapping costs with adjacent Glenore Weir Service Access, when assessing together expenditure aligns well with the combined RV. 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 aligns well with the combined RV. Savings incurred due to crew working from town and no camp establishment required.
Iffley Road	\$ 4,365,707.86	\$ 3,673,248.31	100%	0.84	Overlapping camp and establishment costs with simultaneously constructed Wondoola Access, Wondoola Bypass and Glenore Access. When assessing roads together expenditure is expected to align closely with the combined RV.
Mundjuro Access	\$ 94,246.86	\$ 46,087.12	100%	0.49	Overlapping camp and establishment costs with simultaneously constructed Trenton Road and Pioneer Access. When assessing roads together expenditure aligns well with the combined RV. Cost savings were achieved due to the proximity of the three gravel pits to these roads, the average haul distance was below the shire average.
Pioneer Access	\$ 34,977.91	\$ 44,262.44	100%	1.27	Overlapping camp and establishment costs with simultaneously constructed Trenton Road and Mundjuro Access. When assessing roads together expenditure aligns well with the combined RV. Cost savings were achieved due to the proximity of the three gravel pits to these roads, the average haul distance was below the shire average.
Trenton Road	\$ 2,751,917.36	\$ 1,968,855.67	100%	0.72	Overlapping camp and establishment costs with simultaneously constructed Pioneer Access and Mundjuro Access. When assessing roads together expenditure aligns well with the combined RV. Cost savings were achieved due to the proximity of the three gravel pits to these roads, the average haul distance was below the shire average.
Wondoola Access	\$ 471,158.12	\$ 642,409.65	100%	1.36	Overlapping camp and establishment costs with simultaneously constructed Iffley Road, Wondoola Bypass and Glenore Access. When assessing roads together expenditure is expected to align closely with the combined RV.
Wondoola Bypass Road	\$ 1,021,560.02	\$ 1,081,929.71	100%	1.06	Overlapping camp and establishment costs with simultaneously constructed Wondoola Access, Iffley Road and Glenore Access. When assessing roads together expenditure is expected to align closely with the combined RV.
Woodview Access	\$ 27,893.25	\$ 12,173.40	100%	0.44	Savings incurred due to crew working from town and no camp establishment required.
Yappar River Access	\$ 72,257.77	\$ 46,034.15	100%	0.64	Overlapping camp and establishment costs with simultaneously constructed Broadwater - Iffley Road and Claraville Road. When assessing roads together expenditure aligns well with the combined RV. Cost savings were achieved due to the long continuous work fronts approved. Significant time was saved on plant as there was less time tying into the existing pavement and moving between work fronts.
Yappar River Access (Secondary Access)	\$ 43,445.97	\$ 1,158.33	100%	0.03	Overlapping camp and establishment costs with simultaneously constructed Broadwater - Iffley Road and Claraville Road. When assessing roads together expenditure aligns well with the combined RV. Cost savings were achieved due to the long continuous work fronts approved. Significant time was saved on plant as there was less time tying into the existing pavement and moving between work fronts.
<b>TOTAL</b>	<b>\$ 13,768,314.21</b>	<b>\$ 11,475,160.32</b>			



FOR INFORMATION ONLY

NO.	DATE	DESCRIPTION	DESIGN	APPROVED	DATE	ISSUED
22	09/01/23	REVISED FOR JANUARY MEETING	MG			
21	06/12/22	REVISED FOR DECEMBER MEETING	MG			
20	07/11/22	REVISED FOR NOVEMBER MEETING	MG			
19	04/10/22	REVISED FOR OCTOBER MEETING	MG			
18	08/09/22	REVISED FOR SEPT. MEETING	MG			
1	08/04/21	INITIAL ISSUE FOR APRIL MEETING				

	CLIENT		DESIGN: MG APPROVED: MG DIAL SKETCH APPROVAL:	PROJECT REF: CARPENTARIA SHIRE COUNCIL ROADS DRAWING REF: 2020 CONSTRUCTION SEASON COMPLETED WORKS DRAWING NO: 101-020-SK713
	DATE:	ISSUED:	DATE:	ISSUED:
	SIZE: A1	REVISION: 22		

**CARPENTARIA SHIRE COUNCIL**

**SUMMARY OF QRA21 EXPENDITURE**

**CURRENT**

**Project Completed**

**Forecast Project Expenditure to RV Ratio**

**9/01/2023**

**52.01%**

**0.86**



Submission 1 - CSC.0052.2021E.REC					
Road Name	Construction Recommended Value	Expenditure	Complete (%)	Expected Expenditure Ratio	Notes
Pioneer Access	\$ 43,477.20	\$ 2,545.40	100%	0.06	Overlapping camp and establishment costs with simultaneously constructed Trenton Road. When assessing roads together expenditure is expected to align well with the combined RV.
Wondoola Access	\$ 145,923.99	\$ 91,981.30	100%	0.63	Accrued costs processing, construction recently completed.
Wondoola Bypass Road	\$ 335,719.59	\$ 151,977.17	100%	0.45	Accrued costs processing, construction recently completed.
Trenton Road	\$ 2,759,624.32	\$ 1,721,073.78	77%	0.81	Accrued costs processing, road currently under construction.
Broadwater - Iffley Road	\$ 3,253,190.35	\$ 2,385.55	0%	1.00	Preliminary costs booked, no construction has commenced.
Broadwater Access	\$ 15,718.68	\$ -	0%	1.00	
Claraville Road	\$ 802,925.42	\$ 5,304.78	0%	1.00	Preliminary costs booked, no construction has commenced.
Cowan Downs Access	\$ 109,883.67	\$ -	0%	1.00	
Glenore Access	\$ 954,142.42	\$ -	0%	1.00	
Haydon Access	\$ 294,418.51	\$ -	0%	1.00	
Iffley Road	\$ 48,565.72	\$ 22,582.41	0%	1.00	Preliminary costs booked, no construction has commenced.
Mundjuro Access	\$ 269,163.15	\$ 917.73	0%	1.00	Preliminary costs booked, no construction has commenced.
Old Croydon Road (Unsealed)	\$ 410,198.93	\$ -	0%	1.00	
Sawtell Creek Access	\$ 46,052.54	\$ -	0%	1.00	
Warrenvale Access	\$ 112,183.94	\$ -	0%	1.00	
<b>TOTAL</b>	<b>\$ 9,601,188.43</b>	<b>\$ 1,998,768.12</b>			

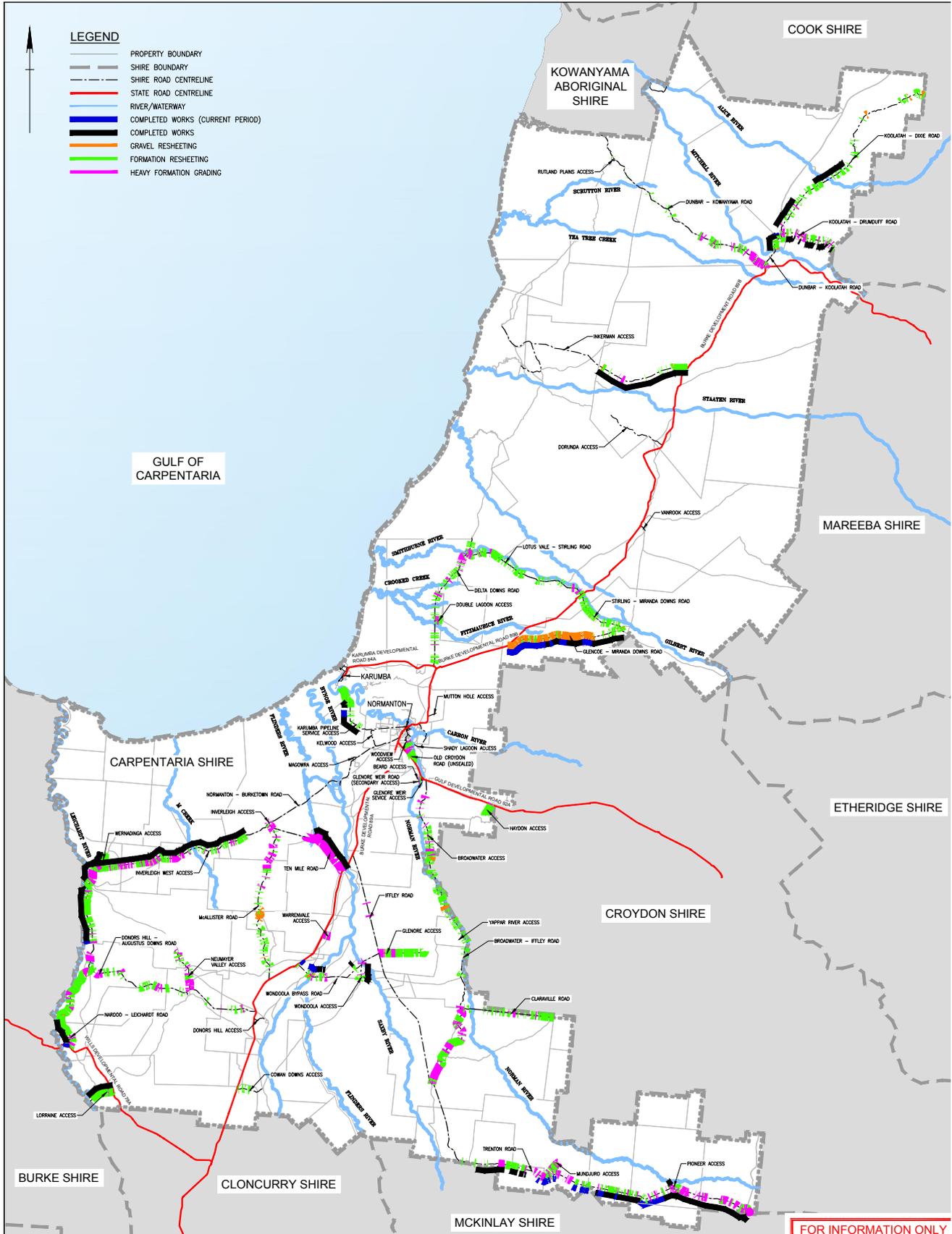
\*Expected expenditure ratio is the ratio of final expenditure divided by the recommended value. (i.e. 1.5 is 50% over budget, 0.8 is 20% under budget)

Submission 2 - CSC.0054.2021E.REC					
Road Name	Construction Recommended Value	Expenditure	Complete (%)	Expected Expenditure Ratio	Notes
Wernadinga Access	\$ 408,403.56	\$ 206,933.00	100%	0.51	Overlapping camp and establishment costs with simultaneously constructed Normanton - Burketown. When assessing roads together expenditure is expected to align well with the combined RV.
Normanton - Burketown Road	\$ 3,384,537.60	\$ 2,027,024.62	98%	0.61	Accrued costs processing, construction recently completed.
Lorraine Access	\$ 537,639.45	\$ 540,578.68	100%	1.01	Accrued costs processing, construction recently completed.
Ten Mile Road	\$ 812,165.79	\$ 508,069.10	82%	0.77	Accrued costs processing, road currently under construction.
Karumba Pipeline Service Access	\$ 732,792.98	\$ 556,176.38	73%	1.04	Accrued costs processing, road currently under construction.
Nardoo - Leichardt Road	\$ 4,089,855.77	\$ 1,730,375.48	65%	0.65	Accrued costs processing, road currently under construction.
McAllister Road	\$ 1,111,966.62	\$ 46,317.75	4%	1.19	Preliminary costs booked, no construction has commenced.
Donors Hill - Augustus Downs Road	\$ 1,141,343.18	\$ 8,036.70	0%	1.00	Preliminary costs booked, no construction has commenced.
Inverleigh Access	\$ 2,341.08	\$ -	0%	1.00	
Inverleigh Access (Secondary Access)	\$ 6,577.32	\$ -	0%	1.00	
Neumayer Valley Access	\$ 408,933.45	\$ -	0%	1.00	
Yappar Street	\$ 32,194.71	\$ -	0%	1.00	
<b>TOTAL</b>	<b>\$ 12,668,751.51</b>	<b>\$ 5,623,511.71</b>			

Submission 3 - CSC.0048.2021E.REC					
Road Name	Construction Recommended Value	Expenditure	Complete (%)	Expected Expenditure Ratio	Notes
Inkerman Access	\$ 562,783.25	\$ 481,354.26	100%	0.86	Overlapping camp and establishment costs with simultaneously constructed 2020 Inkerman Access. When assessing roads together expenditure is expected to align well with the combined RV.
Glencoe - Miranda Downs Road	\$ 3,529,821.76	\$ 2,355,777.38	100%	0.67	Accrued costs processing, construction recently completed.
Stirling - Miranda Downs Road	\$ 924,687.03	\$ 198,069.95	20%	1.07	Accrued costs processing, road currently under construction.
Delta Downs Road	\$ 1,121,390.34	\$ 148,906.08	0%	1.00	Preliminary costs booked, no construction has commenced.
Double Lagoon Access	\$ 165,580.92	\$ -	0%	1.00	
Lotus Vale - Stirling Road	\$ 1,128,254.06	\$ 492,098.13	0%	1.00	Preliminary costs booked, no construction has commenced.
<b>TOTAL</b>	<b>\$ 7,432,517.36</b>	<b>\$ 3,676,205.80</b>			

Submission 4 - CSC.0042.2021E.REC					
Road Name	Construction Recommended Value	Expenditure	Complete (%)	Expected Expenditure Ratio	Notes
Dunbar - Koolatah Road	\$ 254,319.58	\$ 327,746.92	100%	1.29	Accrued costs processing, construction recently completed.
Koolatah - Drumduff Road	\$ 408,762.84	\$ 341,812.90	100%	0.84	Accrued costs processing, construction recently completed.
Dunbar - Kowanyama Road	\$ 254,319.58	\$ 481.52	0%	1.00	Preliminary costs booked, no construction has commenced.
<b>TOTAL</b>	<b>\$ 917,402.00</b>	<b>\$ 670,041.34</b>			

Submission 5 - CSC.0049.2021E.REC					
Road Name	Construction Recommended Value	Expenditure	Complete (%)	Expected Expenditure Ratio	Notes
Koolatah - Dixie Road	\$ 1,359,200.81	\$ 1,455,822.23	100%	1.07	Accrued costs processing, construction recently completed.
<b>TOTAL</b>	<b>\$ 1,359,200.81</b>	<b>\$ 1,455,822.23</b>			



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## **BUSINESS PAPERS**

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### **10.3 WATER AND WASTE REPORT**

**Attachments:** NIL  
**Author:** Ben Hill - Manager Water and Sewerage  
**Date:** 10 January 2023

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

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#### **Executive Summary:**

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

- Water levels at Glenore Weir are approximately 8.69m (4.39m AHD).
- Total treated water was 70.2ML for the month.
- Contractor scheduled for January 16 to refurbish the old clarifier.
- Discoloured and dirty water issue has been resolved in Normanton.
- Consideration needs to be given to upgrading the soda ash system.
- Pre-filtration dosing continues to precipitate manganese.
- Nine pressure sewer pumps were replaced in Karumba.

#### **RECOMMENDATION:**

That Council:

1. accepts the Water and Wastewater Report as presented for the period ending 31<sup>st</sup> December 2022; and
2. that those matters not covered by resolution be noted.

#### **Background:**

##### **Glenore Weir**

The water level at Glenore Weir was measured at 8.69m on the DNRME gauge (4.39m AHD). The Bureau of Meteorology recorded 237mm of rainfall at Normanton Airport during the month.

## BUSINESS PAPERS

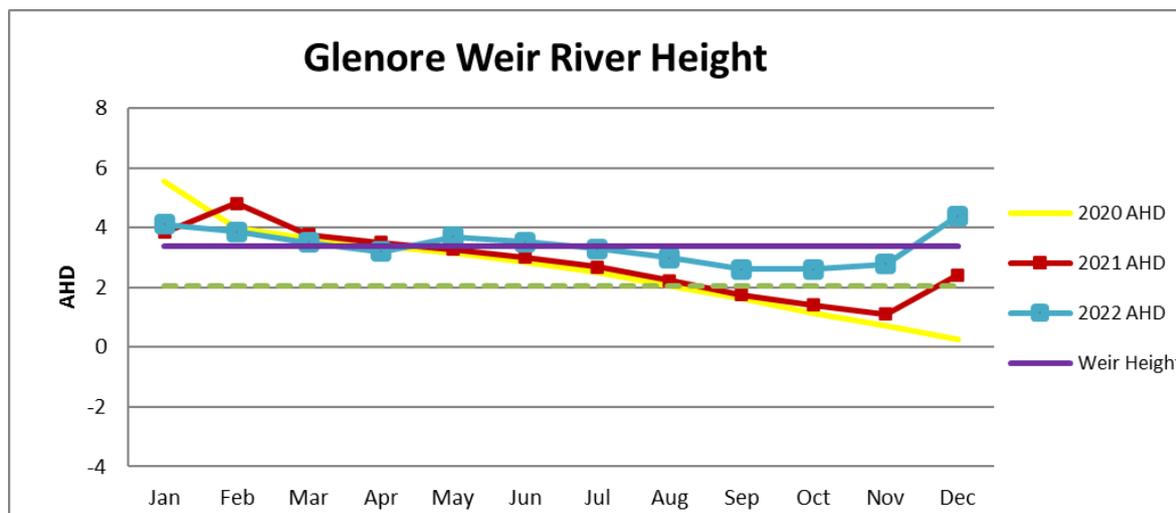


Figure 1: Glenore Weir River Height on the last day of the month.

### Normanton Water Treatment Plant

For the month, 66.6ML was pumped from Glenore Weir and 3.6ML from the Normanton bore for a total of 70.2ML of raw water (see Figure 1).

Normanton used 44.8ML (63.8%) and 21.7ML (30.9%) was pumped to Karumba, approximately 3.0ML (4.3%) was used for backwashing and bulk water supply/storage. The remaining 1% was recorded as systems losses and flushing.

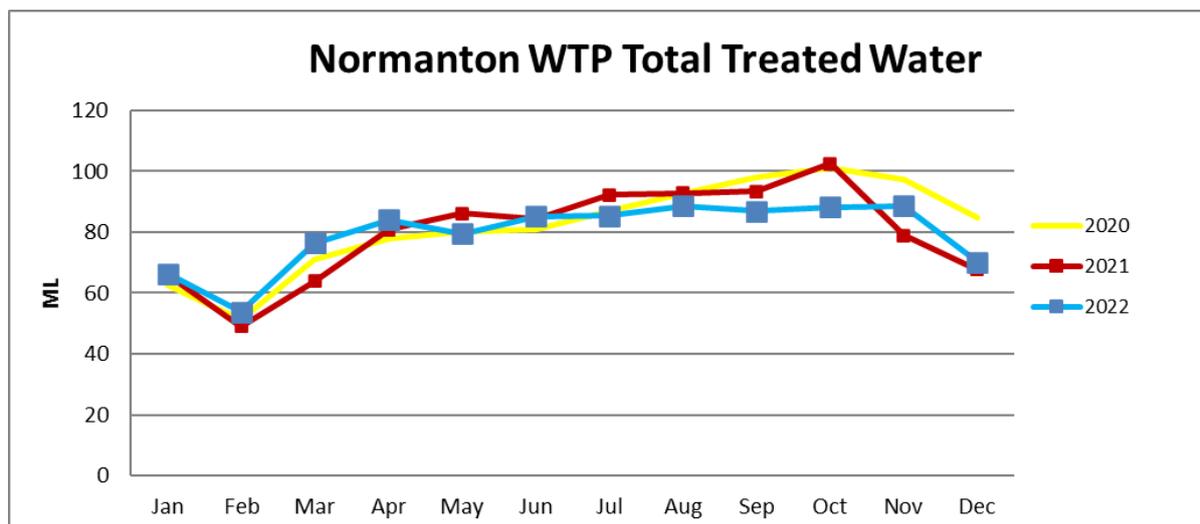


Figure 2: Total raw water treated

### **Maintenance and Upgrades**

A contractor has been engaged and will perform all necessary repairs and assist with recommissioning of the old clarifier at the Water Plant. The contractors have been delayed and are now scheduled to be on site on January 16 (weather dependent). This will allow for increased redundancy and capacity at the treatment plant.

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Low levels of manganese in the catchment were still experienced at times during the month from the forest waters. Pre-filtration dosing and increased monitoring continues to minimize the issue and it is expected that high rainfall should flush the main river water and reduce the concentration of manganese in the catchment.

The soda ash system at the water plant has continually caused issues over the past couple of years and needs to be upgraded. The breakdowns are costly with call outs and increased labour costs. A replacement was unable to be passed through the 2022/23 budget, however it should strongly be considered with initial estimates of approximately \$150,000 for a complete upgrade.

### Normanton Sewage Treatment Plant and Reticulation Network

Normanton Sewerage Treatment Plant (STP) received approximately 10ML (see Figure 3) of wastewater for the month. This number is an estimate, as the flow meter is currently out of service.

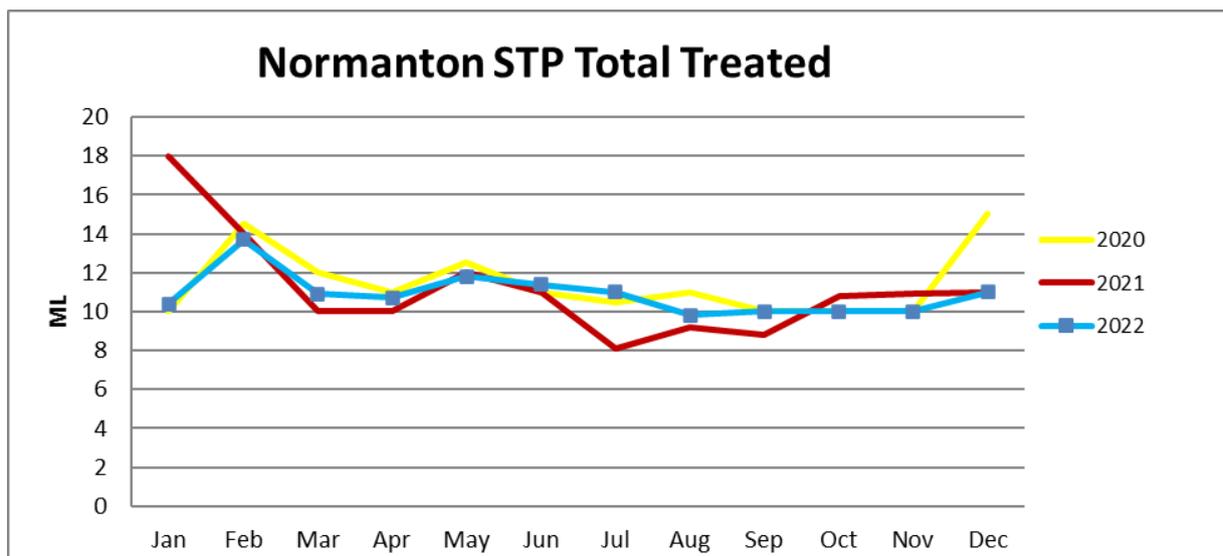


Figure 3: Total volume treated at Normanton STP

### **Maintenance and Upgrades**

A new assistant has started in Normanton who will continue to assist the Senior Operator for water and wastewater operations. Initially he will focus mostly on sewer operations while learning other aspects of the treatment processes.

### Karumba STP and Low Pressure Network

Karumba Sewage Treatment facility treated approximately 3.1ML (see Figure 4) for the month.

## BUSINESS PAPERS

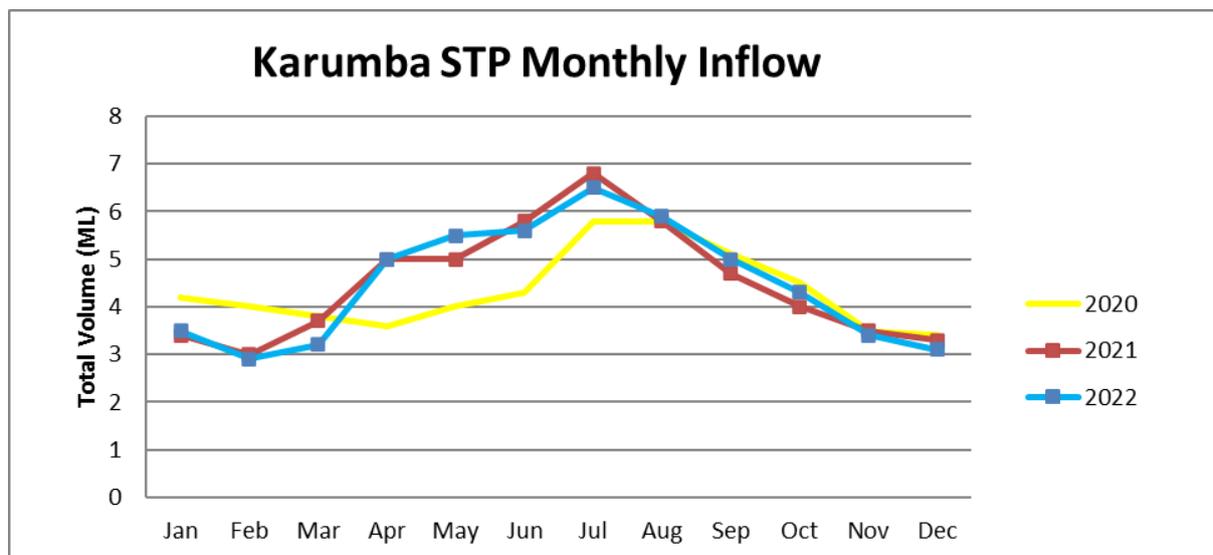


Figure 4: Total Monthly inlet flow for Karumba STP.

### Maintenance and Upgrades

For the month, nine low pressure pumps were replaced with new pumps. The figure for November has been reviewed and was a typo and should have been 3.4ML.

Reduced staff numbers have presented challenges to membrane maintenance which needs to continue to ensure they are able to be nursed through to replacement. If cared for properly, they should last, however, they need to be replaced no later than the 2023/24 financial year.

### Karumba Waste Transfer and Normanton Landfill

Regular discussions continue with the site supervisors to maintain operations as well as monthly virtual meetings with managers and directors. Work continues in a business-as-usual fashion.

### Consultation (Internal/External):

- Michael Wanrooy - Director of Engineering.
- Ben Hill - Manager Water and Waste.
- Executive Leadership Team
- Trades and operational staff.
- Wanless Pty Ltd.

### Legal Implications:

- Low – within normal operational parameters.

### Financial and Resource Implications:

- Medium – upgrades required for 2022/23 financial year to remain compliant.

## **BUSINESS PAPERS**

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**Risk Management Implications:**

- Nil.

## **BUSINESS PAPERS**

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### **10.4 BUILDING OUR REGIONS 6 GLENORE WEIR WATER PIPE REPLACEMENT PLANNING PROJECT**

**Attachments:** NIL

**Author:** Ben Hill - Manager Water and Sewerage

**Date:** 11 January 2023

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**Key Outcome:** 5.3 - A safe and sustainable water network

**Key Strategy:** 5.3.1 Plan, deliver and manage efficient and sustainable, high quality, water supply systems.

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#### **Executive Summary:**

Carpentaria Shire Council has received \$295,000 of funding from the Department of State Development, Infrastructure, Local Government and Planning (DSDILGP) to undertake a full planning project for any future requirement to upgrade the raw supply pipeline. In order to receive the funding, Council is required to resolve to support the project.

#### **RECOMMENDATION:**

That Council:

1. accepts the proposal for the \$295,000 of grant funding as provided by DSDILGP;
2. committing to deliver the project and acknowledges the responsibility for any funding shortfall if costs change.

#### **Background:**

##### **Project**

In 2022, the Department of State Development, Infrastructure, Local Government and Planning (DSDILGP) invited Councils to bid for competitive funding for water infrastructure planning projects. Council has been concerned for a number of years with the ageing raw water delivery pipeline running from Glenore Weir to Normanton Water Treatment Plant. The pipeline is the main supply line for the townships of both Normanton and Karumba and has been given a poor condition assessment rating in the most recent inspections.

Council submitted an application to the DSDILGP with the assistance of Peak Services for \$295,000 to complete the project. The Department has selected Council's proposal as one of the successful projects for the competitive funding. While the project has been awarded, a Council resolution is required noting that Council is committed to delivering the project and will be responsible for any funding shortfall if costs change to have the grant executed.

The funding will allow Council to undertake a full feasibility study which is critical to thoroughly investigate the condition of the existing mains water pipe and to ensure that any maintenance/upgrade/replacement works is the most appropriate use of Council funds.

The objectives and outcomes of the Project, and the completed feasibility study, will:

- a) include an assessment of the condition of the existing mains water pipe;
-

## **BUSINESS PAPERS**

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- b) include an assessment of existing and future water supply demands;
- c) include a detailed assessment of any maintenance/upgrade/replacement works required; and
- d) include detailed designs, scope of works and project costings for any maintenance/upgrade/replacement works required.

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

- Michael Wanrooy - Director of Engineering.
- Ben Hill - Manager Water and Waste.
- Joe Beddows – Technical Officer.
- Peak Services.
- Department of State Development, Infrastructure, Local Government and Planning.

### **Legal Implications:**

- Low – within normal operational parameters.

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

- Medium – Council only required to outlay funds if there is project overrun.

### **Risk Management Implications:**

- Nil.

## BUSINESS PAPERS

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### 10.5 BUILDING AND PLANNING REPORT

<b>Attachments:</b>	NIL
<b>Author:</b>	Elizabeth Browning - Engineering Records Operator
<b>Date:</b>	11 January 2023
<b>Key Outcome:</b>	4.1 - Sustainable urban and rural development
<b>Key Strategy:</b>	4.1.1 Ensure development accords with Carpentaria Shire Council's planning scheme, planning instruments, codes and legislation.

The report is to advise Council of relevant planning and building activities within the Shire for the month of December 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
I/2229	Aurecon for Telstra Limited	Lot 3 Gulf Dev Rd, and Lot 1 Burke Dev Rd, Normanton QLD 4890 (Lot 3 OK810526 and Lot 1 NM112 )	Notification - Upgrades to mobile base stations	

#### Planning Applications Approved

DA No.	Applicant	Address	Application Type	Status
N/A				

#### Building Applications Received by Building Certifier

DA No.	Applicant	Address	Application Type	Value
I/2228	Wren Constructions Pty Ltd	4 Lynch Close Karumba QLD 4891	Pergola and Carport Shed (2x Class 10a)	\$30,000.00

#### Building Permits Issued

DA No.	Applicant	Address	Application Type	Value
N/A				

## BUSINESS PAPERS

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

DA No.	Applicant	Address	Application Type	Date Received
I/2209	D Wren Pty Ltd & F Wren Pty Ltd c/-RPS Australia East Pty Ltd	132-138 Yappar Street Karumba QLD 4891	Operational Works (Karumba Revetment Wall – Karumba Seawall)	SARA advice: Application not properly made. Lot 103 SP118075 to be included as part of the subject site for proposed works
I/2227	Epic Environmental Pty Ltd on behalf of AACo	(Lot 2 TD1, Lot 1 & 2 on TD4, &) Lot 166 SP276509	Assessment Determination – Gulf Irrigation Project	01/12/2022

### Consultation (internal/external)

- Jennifer Roughan – Consultant Town Planner
- Peter Watton – Building Certifier
- Ian Doust – Town Planner
- Kenton Byrne – Building Surveyor

### Legal implications

- N/A

### Policy Implications

- N/A

### Financial and Resource Implications

- N/A

### Risk Management Implications

- Low – risks are within normal operational parameters.
- Exemption Certificates

## **BUSINESS PAPERS**

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