



CARPENTARIA SHIRE

*Outback by the Sea*

***BUSINESS PAPER***

***21 FEBRUARY, 2024***

## **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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## **BUSINESS PAPERS**

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

**RECOMMENDATION**

*That the Minutes of the Ordinary Council Meeting held 17 January 2024 be confirmed.*

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

## BUSINESS PAPERS

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### **8 CONFIDENTIAL BUSINESS – ADJOURNMENT INTO CLOSED SESSION**

In accordance with the *Local Government Act 2009*, and the *Local Government Regulation 2012*, in the opinion of the General manager, the following business is of a kind as referred to in clause 254J(3) of the Regulation, and should be dealt with in a Confidential Session of the Council meeting closed to the press and public.

#### **RECOMMENDATION**

*That Council adjourn into Closed Session and members of the press and public be excluded from the meeting of the Closed Session, and access to the correspondence and reports relating to the items considered during the course of the Closed Session be withheld unless declassified by separate resolution. This action is taken in accordance with clause 254J(3) of the Local Government Regulation 2012 as the items listed come within the following provisions*

#### **8.1 Native Title Determination Application QUD673/2014 – Cape York United #1**

*This item is classified CONFIDENTIAL under the provisions of clause 254J(3)(e) of the Local Government Regulation 2012, which permits the meeting to be closed to the public for business relating to legal advice obtained by the local government or legal proceedings involving the local government including, for example, legal proceedings that may be taken by or against the local government.:*

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### 9 REPORTS FROM THE CHIEF EXECUTIVE OFFICER

#### 9.1 CEO REPORT

**Attachments:** NIL  
**Author:** Mark Crawley - Chief Executive Officer  
**Date:** 13 February 2024

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

#### Executive Summary:

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

#### RECOMMENDATION:

That Council:

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

#### MEETINGS SCHEDULE

| Date                                       | Time   | Event  | Location  |
|--|--------|--|-----------|
| <b>Council</b>                             |        |  |           |
| <b>21 February 2024</b>                    | 9:00am | Ordinary Meeting of Council                          | Boardroom |
| <b>22 February 2024</b>                    | 8:30am | Workshop – Councillors, CEO, Directors, and Managers | Boardroom |
| <b>13 March 2024</b>                       | 9:00am | Ordinary Meeting of Council                          | Boardroom |
| <b>14 March 2024</b>                       | 8:30am | Workshop – Councillors, CEO, Directors, and Managers | Boardroom |
| <b>NWQROC and LGAQ</b>                     |        |  |           |
|  |        |  |           |
|  |        |  |           |
| <b>Local Government Managers Australia</b> |        |  |           |
| <b>28 February –</b>                       |        | LGMA CEO Forum                                       | Brisbane  |

## BUSINESS PAPERS

| Date           | Time | Event | Location |
|----------------|------|-------|----------|
| <b>1 March</b> |      |       |          |
|                |      |       |          |

### FINANCIAL REPORT

Governance Income and Expenditure to 31 January 2024

| Row Labels                         | Sum of Current Budget | Sum of YTD Actual | Sum of Order Value | Sum of Total Actual |
|------------------------------------|-----------------------|-------------------|--------------------|---------------------|
| <b>Operating Expenditure</b>       |                       |                   |                    |                     |
| Communications                     | 55,400                | 5,724             | 8,841              | 14,565              |
| Community Recovery                 | 0                     | -289              | 0                  | -289                |
| Disaster Events                    | 4,500                 | 63,255            | 0                  | 63,255              |
| Disaster Preparedness              | 74,000                | 80,587            | 0                  | 80,587              |
| Elected Members                    | 572,441               | 293,297           | 3,345              | 296,642             |
| Emergency Response                 | 51,400                | 24,729            | 0                  | 24,729              |
| Governance                         | 1,635,493             | 1,077,967         | 96,826             | 1,174,794           |
| Operational Plan                   | 0                     | 36,300            | 6,600              | 42,900              |
| <b>Operating Expenditure Total</b> | <b>2,393,234</b>      | <b>1,581,571</b>  | <b>115,612</b>     | <b>1,697,183</b>    |
| <b>Operating Income</b>            |                       |                   |                    |                     |
| Disaster Events                    | 0                     | -545,908          | 0                  | -545,908            |
| Disaster Preparedness              | -7,000                | -6,984            | 0                  | -6,984              |
| Emergency Response                 | -17,000               | -17,639           | 0                  | -17,639             |
| <b>Operating Income Total</b>      | <b>-24,000</b>        | <b>-570,531</b>   | <b>0</b>           | <b>-570,531</b>     |
| <b>Grand Total</b>                 | <b>2,369,234</b>      | <b>1,011,040</b>  | <b>115,612</b>     | <b>1,126,651</b>    |

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### ACTIONS OUTSTANDING FROM PREVIOUS MEETINGS

| <b>Date:</b> | <b>Ref:</b>  | <b>Action</b>   | <b>Status</b> | <b>Comment</b>   |
|--------------|--------------|---|---------------|--|
| 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          | Recommence the process to finalise the Water Supply Easements in negotiation with Landholders and finalise all agreements for the water supply at Glenore.  | Progressing   | Met with Preston Law on 10/2/2022 to progress.<br><br>Contact made with Dean Patchett to progress the inclusion of the northern section of the easement/road in our asset register |
| August 21    | GB           | Pipeline Easement   |               |  |
| June 23      | 004          | Authorise the Chief Executive Officer to make a global offer to settle the claim brought by the Landholder up to the amount of \$100,000 ex GST plus agreed interests and agreed legal costs.   | Progressing   | Solicitors have prepared offer and sent.<br><br>December 2023 Update - Offer rejected  |
| June 23      | 007          | Endorsement of the Local Disaster Management Plan and the Evacuation Plan and provide the public with access to the documents on the Council's Website.   | Progressing   | Documents being finalised for inclusion on the website. Some cosmetic changes required in formatting   |
| November 23  | 012          | 2. Call for Expressions of Interest from interested parties for the agistment of Lot 2 on Crown Plan LS11 at the conclusion of the community feedback and such Expressions of Interest be advertised for 4 weeks;                               | Progressing   | Awaiting feedback from consultation to include in the EOI  |
| November 23  | 016          | Authorise the Chief Executive Officer to negotiate with the tenderers to ascertain if they are prepared to increase their offer; and delegate authority to the Mayor and the Chief Executive Officer to set sale prices for the remaining lots. | Progressing   | Sale prices for the remaining lots have been established and distributed to Colliers.<br><br>Colliers to contact tenderers.  |
| November 23  | GB           | Artificial Reef – Community consultation / feedback for names for reef  | Progressing   | To be undertaken in the New Year Update, will work with Community Services team to progress  |
| November 23  | GB           | Old Croydon Road Grid – CEO to write to landowners and request that fencing be completed  | Progressing   | CEO inspection 4/12/2023 - Fencing has commenced   |
| December 23  | Bus. Arising | CEO to write to Regional Manager of Queensland Rail seeking update on installation of rail grid.  | Complete      | CEO has rung Head of Regional – Queensland Rail Head Office Brisbane   |

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|             |     |   |               |  |
|-------------|-----|---|---------------|--|
| December 23 | GB  | Follow up letters to families that are yet to arrange plaques at the lawn cemetery  | Complete      | Letters progressively being forwarded to families, responses have been very slow   |
| January 24  | 004 | Authorise CEO to negotiate purchase of property in Karumba from the State Government  | Progressing   | Contract under review  |
| January 24  | 006 | Adoption of the Governance Framework and copy for website   | Complete      | Uploaded to website  |
| January 24  | 007 | Adoption of Communications Strategy and Communications Action Plan and upload to website  | Complete      | Uploaded to website  |
| January 24  | 008 | Adoption of Brand Strategy, with amendments, and upload to website  | Complete      | Uploaded to website  |
| January 24  | 009 | Adoption of Social Media Policy and Community Guidelines and upload to website  | Complete      | Social Media Policy and Guidelines are available on website  |
| January 24  | GB  | Queensland Rail – Gulflander – Tour Operations. Monitor and Chase Up  | Complete      | CEO has prepared a briefing paper for deputation with Ministers on this subject  |
| January 24  | GB  | Lilyvale Subdivision – presentation of monthly sales report from Colliers<br><br>Caveat – CEO to liaise with Colliers and Preston Law to amend in contracts | Complete      | CEO has expressed Councils concerns with Colliers and requested the provision of a monthly sales report<br>CEO spoke with Preston Law about required change to contracts |
| January 24  | GB  | Mayor and CEO to take up lack of communications with residents from Ergon and Telstra   | Part Complete | Mayor has spoken to Telstra Regional Manager in relation to outages, yet to discuss with Ergon   |
| January 24  | GB  | CEO to arrange Facebook Post re: fogging for Normanton  | Complete      | Facebook post completed as requested   |

# BUSINESS PAPERS

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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. Personal Leave

Request for annual leave from 20<sup>th</sup> May 2024 to 7<sup>th</sup> June 2024 inclusive.

CEO has an invitation to attend the ICMA International Committee meeting in Belgium.

Attendance at the meeting is at the CEO own expense, including travel.

**Recommendation:** For feedback

### 3. Queensland Connects

The final Queensland Connects meeting for Cohort Four is to be held in Brisbane on 13<sup>th</sup> and 14<sup>th</sup> February.

CEO and Director Community Development, Tourism, and Regional Prosperity are attending the meeting to allow hand over to the Director following the CEO's departure from the organization in July 2024.

The expenses for the Director's attendance are being met by the State Government as part of the program.

**Recommendation:** For information

### 4. Rent to Buy

The Rent to Buy Scheme of Council Housing for staff has been drafted and is almost ready for submission to the Department and Treasury in accordance with the proposal / request from Council.

Once complete this will be forwarded to the Department and Treasury for review and approval, or otherwise, and brought back to Council for further consideration.

**Recommendation:** For information

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### **5. Bynoe Funeral Service Assistance**

Advice has been received from Bynoe that due to recent changes in their available staff resources, Bynoe regrets to inform the Council that they are no longer able to offer support to Council for funeral services. This decision was made after careful consideration of the current staffing capabilities and the need to prioritise their core services.

Effective immediately (6 February 2024), Bynoe will be handing back the responsibility of setting up chairs and marquees etc. for funeral arrangements back to the Council. Bynoe advised that they understand the importance of providing these services for community and apologise for any inconvenience this may cause.

**Recommendation:** For information

## BUSINESS PAPERS

### ACTIONS FROM STRATEGIC INTENT DOCUMENT

| Action  | Status | Comment   |
|---|--------|---|
| <u>Departmental Plans</u><br>CEO to work with Senior Leadership Team to complete documents for adoption.  | 60%    | The Water and Waste Departmental Plan has been updated recently.<br>Office of the CEO Departmental Plan is currently under review<br>Director Community Development, Tourism and Regional Prosperity has completed the Draft for Department   |
| <u>Business Cases</u><br>CEO to work with Senior Leadership Team to ensure the Business Case and Project Plans are completed in preparation for future grant opportunities.   | 5%     | The draft Business Case and Project Plan have been completed for the School Dam Project. The estimates for the works required and the Cost Benefit Analysis are yet to be completed, there are other Business Cases and Project Plans that are required to be completed.  |
| <u>SurePact</u><br>CEO to work with the Senior Leadership Team to ensure the use of SurePact system becomes part of the day-to-day operations within Council ensuring that projects are well managed, and grants acquitted and managed in accordance with Milestones contained in the Grant Agreements. | 25%    | CEO has met with DOE to ensure the use of SurePact is taken up to manage the many projects and contracts under the Engineering Department<br>SurePact provided further training for staff.<br>SurePact provided presentation of system to Councillors<br>Commitment from Team to progress finance and document management integration   |
| <u>Workforce Strategy and Plan</u><br>CEO to continue to progress the actions/recommendations contained in the Implementation Plan and regularly update outstanding items as a standard agenda item at the Senior Leadership Team Meetings.   | 55%    | In the documents provided through the engagement of Davidson's we were provided with an implementation plan to progress where we want to be as an organisation.<br>Some of this work is being undertaken in-house and through support from Peak Services.   |
| <u>Accountability</u><br>Senior Leadership Team to take a more proactive role in ensuring all staff are treated fairly.   | 10%    | Some training has been provided to the leadership team in relation to managing people under the new Psychosocial Guidelines.  |
| <u>Position Descriptions</u><br>CEO and Manager Human Resources to distribute new PDs to all staff throughout the organisation. New PD's to be utilised for all new recruitment for vacancies as advertised.  | 100%   | The new Position Descriptions have been completed by Peak Services and are uploaded into the records management system and old PDs are being archived   |
| <u>Performance Reviews</u><br>Senior Leadership Team to sign off on their individual Performance Plans prior to Christmas Closedown and a first performance review meeting to be held prior to June 2024.   | 75%    | Peak Services will move onto this work following to completion of the current body of work. This was listed as project five of five of the work to be undertaken by Chris Leck<br><br>Chris has now started this work in January<br><br>The draft performance plans have been provided by Chris<br>Planning for Chris to attend Council in February/March to complete works assigned to Peak Services |

## BUSINESS PAPERS

|  |      |   |
|--|------|---|
| <p><u>Governance and Policy Review</u><br/>CEO to work with the EO – GPC and the Senior Leadership Team to ensure all the outstanding governance issues are cleared up and completed prior to the hand over to the new CEO.</p>  | 60%  | <p>The EO-GPC has completed the “quick wins” from the recent review, and we are progressing through the remainder of the items identified in the Governance Review</p> <p>Two more policies are presented for adoption this month</p>   |
| <p><u>Governance Framework</u><br/>CEO to prepare a Governance Framework for formal adoption and inclusion on the Council Website.</p>   | 100% | <p>CEO has drafted the Governance Framework and will present to the January 2024 Council Meeting</p>  |
| <p><u>LHAP Housing Strategy</u><br/>CEO to continue to provide the secretarial role for the Advisory Committee and has responsibility for many of the response actions contained in the LHAP Implementation Tracker and continue to progress these in accordance with direction from the Advisory Committee and Council.</p>   | 55%  | <p>Carpentaria Shire Council has progressed further than the other member council of the WQAC.</p> <p>The Carpentaria Shire Council Housing Strategy is complete and included on the Council Website.</p> <p>Implementation Tracker is updated prior to each meeting of the LHAP Advisory Committee.</p>  |
| <p><u>Rent to Buy Scheme</u><br/>CEO to meet with the Department to progress this initiative and obtain support from the Department to progress</p>  | 75%  | <p>CEO has met with the Department in relation to this. Obtained examples of what some other Councils are doing in this space.</p> <p>CEO commenced drafting of the documentation to support scheme</p> <p>Document is now completed in Draft for the majority</p>  |
| <p><u>Residential Subdivision</u><br/>CEO to work with surveyor and the Department to progress this parcel of land for further development to provide additional residential lots in the Normanton community.</p>  | 50%  | <p>Draft survey layouts have been provided and the CEO has commenced discussions with the Department in relation to the acquisition of land for future urban expansion.</p> <p>Further discussed with Department during recent visit to Carpentaria Shire Council 25<sup>th</sup> October 2023</p> <p>Application has been lodged with Department to purchase the land from the State Government.</p>   |
| <p><u>Gough Street – Units (planning)</u><br/>CEO will continue to work with the architects to ensure the plans are provided to Council to allow for the development of a further scope of works to prepare tender documents that will allow for the calling of tenders for a design and construct for the multi-unit development for further staff accommodation when funds become available to progress this important initiative.</p> | 80%  | <p>Architect has been engaged and visited site. Also held discussions with Councillors to ascertain input into the layout, yield, and possible design</p> <p>First draft distributed to Councillors for feedback. Feedback sent to Architect for inclusion and amendment of first draft.</p> <p>Further plans provided by architect and forwarded to Councillors on 22 November 2023</p> <p>Further update from Council at December Meeting – One-bedroom units reduced to 4 only. Balance as two-bedroom units</p> <p>Architect advised of proposed change</p> <p>New drawings provided with 4x1 Bedroom units and balance as two bedroom (20)</p> <p>Now moving to obtain QS report to ascertain estimate to complete the build</p> |

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|   |      |   |
|---|------|---|
| <u>Candidate Information Session</u><br>CEO to prepare a presentation and conduct an information session for intending candidates prior to the close of nominations for the 2024 local government election.   | 400% | This information session will be held in conjunction with Departments Information Sessions on 6 <sup>th</sup> and 7 <sup>th</sup> December.   |
| <u>Councillor Induction Handbook</u><br>CEO to prepare the Induction Handbooks for the incoming Councillors and present at the Induction. Also, to prepare a presentation for the Induction Workshop with new elected members following the declaration of the poll and the Post-Election Meeting.  | 75%  | The template from the Handbook provided to the Councillors following the 2020 Election will be updated to ensure the latest information is available to the 2024 cohort of Councillors following the March/April 2024 Local Government Election   |
| <u>Company Limited by Guarantee/Shares</u><br>CEO to meet with the Department to ascertain if the establishment of a company limited by guarantee will be supported including the transfer of assets from Council to the newly established Company. CEO to also commence, following confirmation from the Department, the development of Policies and Procedures and the other Governance arrangements for the Company's establishment. | 50%  | The CEO has met with the Department and progressed discussions with King and Company Solicitors. In discussions with King and Company an option will be provided in relation to a Company Limited by Shares, pros, and cons for both will be provided for consideration.<br><br>King and Company have been advised to progress with the development of the constitution for the Company Limited by Shares following the resolution at the November meeting<br><br>King and Company have now provided the draft constitution for the Company Limited by Shares |
| <u>WH&amp;S and Psychosocial Health</u><br>CEO and Senior Leadership Team to ensure that WH&S continues to remain front of mind and we continue to strive to achieve the identified targets set in the WH&S Safety Management System.   | 30%  | We are implementing good practices in relation to WH&S and training has been provided to Supervisors in relation to Psychosocial Health. A new system – SkyTrust has been installed and rolled out throughout Council.  |
| <u>Small Business Friendly</u><br>CEO to work with the Director Community Services, Tourism and Regional Prosperity and the Manager Economic and Community Development to progress the Accelerator Program as part of the Small Business Friendly program   | 25%  | Charter has been signed and we are working through the documentation provided by the Office of the Small Business Commissioner in relation to the Accelerator Program.<br>First draft of Accelerator Program has been submitted to Small Business Commissioner for review and feedback.   |
| <u>Recruitment of new CEO</u><br>CEO to prepare a report and advertise a Special Meeting with agenda item to include the recruitment for new CEO as soon as possible following the Post-Election Meeting.   | 95%  | A report will be drafted for the Special Meeting to follow the Post-Election Meeting to allow the elected members to decide on the recruitment of the new CEO.<br><br>Draft report commenced  |
| <u>New CEO – Handover Notes</u><br>CEO to prepare detailed handover notes to provide to the new CEO as part of the smooth transition between current CEO and incoming CEO.  | 85%  | The compilation of Hand-Over Notes for the incoming CEO have been started.  |

## **BUSINESS PAPERS**

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### **9.2 COMMITTEE RECOMMENDATIONS - HOUSING ADVISORY COMMITTEE**

**Attachments:** NIL  
**Author:** Mark Crawley - Chief Executive Officer  
**Date:** 15 February 2024

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The following is presented for the consideration of Council from the Housing Advisory Committee.

#### **RECOMMENDATION:**

That Council endorse the Housing Advisory Committee Recommendations as contained in the Committee Report

|   |
|---|
| Attendance: Crs. Gallagher and Murphy, Mayor Bawden, Deputy Mayor Hawkins, CEO Mark Crawley, DCS Julianne Meier, Heather Jensen, and Robert Beard |
|---|

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|--|
| Recommendation one (SHAC01/2024) Allocate current vacant 3-bedroom houses to the vacant positions – Manager Human Resources and Manager Water and Waste, advise Diesel Fitter and Garbage Truck Operators that Council is unable to support their request for accommodation due to availability. |
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|  |
|--|
| Recommendation two (SHAC02/2024) CEO to draft a one-page checklist and one-page obligations for tenants occupying council accommodation based on the Housing Policy. |
|--|

|  |
|--|
| Recommendation three (SHAC03/2024) Work with BlueCHP to progress an application/submission for funding through the Housing Australia Future Fund Facility for the Gough Street Unit Development. |
|--|

|  |
|--|
| Recommendation four (SHAC04/2024) Note the current vacancies within the organization and limited housing to support recruitment. |
|--|

|   |
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| Recommendation five (SHAC05/2024) CEO to continue to draft the Rent-to-Buy Scheme for presentation to the Department and Treasury for approval. |
|---|

Meeting commenced at 1:57 pm and concluded at 3:00pm

## BUSINESS PAPERS

### 10 REPORTS FROM DIRECTOR OF CORPORATE SERVICES

#### 10.1 DCS REPORT

**Attachments:** 10.1.1. Karumba Weed Map [↓](#)  
 10.1.2. 2024 Round 1 - 1080 Baiting Schedule [↓](#)  
 10.1.3. Attachment A - Relevant information on self-help transmission sites [↓](#)

**Author:** Julianne Meier - Director Corporate Services

**Date:** 13 February 2024

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

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

#### Executive Summary:

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

#### RECOMMENDATION:

That Council:

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

#### Background:

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

| Date:  | Ref: | 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. |
| Apr 23 |      | Raw Water Policy  | In Progress | In liaison with MWW, the policy is now in draft. We do not expect to finalise until the Declared Service Areas have been mapped by the Water and Waste team.  |

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|        |    |  |                     |  |
|--------|----|--|---------------------|--|
| Jan 23 |    | Waste behind Karumba Transfer Station in Karumba | Ongoing             | Hoping to secure funding to support the clean-up of waste behind the Karumba Transfer Station that has accumulated over several years.<br>Discussing options with DOE, may consider moving part of this with the cyclone clean up. |
| Apr 23 |    | Agistment Agreements                             | In Progress         | Modernise agreements, confirm tenure and capacity to lease, go to market.<br>298/9/23 Have resumed discussions with Preston.   |
| Aug 23 | GB | Cemetery Masterplan                              | In Progress         | The Karumba Cemetery is under State Management Land and subject to Native Title. This process has not commenced.<br>The Cemetery Masterplan is now ready for final community consultation.   |
| Aug 23 |    | Weed spraying around Karumba Transfer Station    | Started and ongoing | Working on an annual plan to clear some infestations from Karumba.   |
| Aug 23 |    | Karumba Children's Centre Inc.                   | Complete            | Funding sourced to construct building on Council Land. Confirm ownership of building, prior to significant maintenance works being carried out.<br>Refer to the section in this report for further advice.                         |
| Sep 23 |    | Wi-Fi Access point in Council's Boardroom        | In Progress         | Discussing options with Air-Bridge   |

## 2. Budget Update

The 2023/2024 budget was adopted at the 22<sup>nd</sup> June 2023 Budget Meeting. An extract of the budget areas of responsibility of the Directorate are shown below.

## BUSINESS PAPERS

| Row Labels                         | Sum of Current Budget | Sum of YTD Actual | Sum of Order Value | Sum of Total Actual |
|------------------------------------|-----------------------|-------------------|--------------------|---------------------|
| <b>Operating Expenditure</b>       |                       |                   |                    |                     |
| Animal Control                     | 85,237                | 19,829            | 0                  | 19,829              |
| Cemeteries                         | 54,900                | 55,416            | 1,640              | 57,056              |
| Corporate Services                 | 50,000                | 14,500            | 37,475             | 51,975              |
| Environmental Health               | 19,400                | 6,395             | 0                  | 6,395               |
| Information Technology             | 735,932               | 504,300           | 26,642             | 530,942             |
| Local Laws                         | 120,206               | 41,583            | 0                  | 41,583              |
| Major Opex                         | 0                     | 10                | 0                  | 10                  |
| Mosquito Control                   | 51,000                | 0                 | 0                  | 0                   |
| Pensioner Housing                  | 43,000                | 23,844            | 0                  | 23,844              |
| Pest Management Operations         | 143,881               | 104,835           | 13,467             | 118,303             |
| Property And Leases                | 5,000                 | 897               | 0                  | 897                 |
| Stores & Purchasing                | 453,631               | 199,672           | 1,193              | 200,865             |
| Wages On-Costs                     | 0                     | 3,722             | 5,100              | 8,822               |
| Weed Control                       | 366,272               | 52,106            | 4,000              | 56,106              |
| <b>Operating Expenditure Total</b> | <b>2,128,458</b>      | <b>1,027,110</b>  | <b>89,517</b>      | <b>1,116,627</b>    |
| <b>Operating Income</b>            |                       |                   |                    |                     |
| Animal Control                     | -2,000                | -1,343            | 0                  | -1,343              |
| Cemeteries                         | -20,000               | -7,318            | 0                  | -7,318              |
| Environmental Health               | -2,500                | -2,300            | 0                  | -2,300              |
| Local Laws                         | -27,500               | -1,361            | 0                  | -1,361              |
| Pensioner Housing                  | -27,000               | -20,311           | 0                  | -20,311             |
| Property And Leases                | -83,000               | -7,343            | 0                  | -7,343              |
| Staff Housing                      | -253,500              | -105,777          | 0                  | -105,777            |
| <b>Operating Income Total</b>      | <b>-415,500</b>       | <b>-145,753</b>   | <b>0</b>           | <b>-145,753</b>     |
| <b>Grand Total</b>                 | <b>1,712,958</b>      | <b>881,357</b>    | <b>89,517</b>      | <b>970,874</b>      |

| Row Labels                         | Sum of Current Budget | Sum of YTD Actual | Sum of Order Value | Sum of Total Actual |
|------------------------------------|-----------------------|-------------------|--------------------|---------------------|
| <b>Operating Expenditure</b>       |                       |                   |                    |                     |
| Admin And Customer Service         | 553,997               | 252,105           | 18,382             | 270,487             |
| Financial Services                 | 1,263,068             | 580,936           | 122,199            | 703,136             |
| Payroll                            | 50,000                | 222,037           | 14,711             | 236,748             |
| Rates Management                   | 206,385               | 134,577           | 2,284              | 136,861             |
| Records Management                 | 193,533               | 55,289            | 284                | 55,573              |
| Wages On-Costs                     | -1,400,617            | -167,557          | 0                  | -167,557            |
| <b>Operating Expenditure Total</b> | <b>866,367</b>        | <b>1,077,387</b>  | <b>157,859</b>     | <b>1,235,247</b>    |
| <b>Operating Income</b>            |                       |                   |                    |                     |
| Admin And Customer Service         | -500                  | -2,903            | 0                  | -2,903              |
| Financial Services                 | -5,997,084            | -1,072,812        | 0                  | -1,072,812          |
| Rates Management                   | -4,699,000            | -2,420,687        | 0                  | -2,420,687          |
| <b>Operating Income Total</b>      | <b>-10,696,584</b>    | <b>-3,496,402</b> | <b>0</b>           | <b>-3,496,402</b>   |
| <b>Grand Total</b>                 | <b>-9,830,217</b>     | <b>-2,419,014</b> | <b>157,859</b>     | <b>-2,261,155</b>   |

### 3. Program Update

#### Local Laws

There are no stats for the months of December and January.

#### Abandoned Vehicles

## **BUSINESS PAPERS**

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Councils secure lot at the Normanton waste facility is full of abandoned vehicles that have been towed to the secure area. The next step is to hold an auction to dispose of these vehicles. Officers are in the process of liaising with the auctioneers to obtain some dates.

If the vehicles are not sold at auction Council may dispose of the abandoned vehicles as it sees fit.

### Approved Inspection Programs

Council carries out annual approved inspection programs to:

1. ensure that dogs in residence in the shire are registered; and
2. ensure compliance with animals that are prohibited, restricted or require local government approval in accordance with section s5 & 6 of the Local Law 2 (Keeping of Animals) 2015; and
3. ensure that residences do not have breeding grounds for mosquitos.

The program was advertised and commenced in early February and shall continue for three months, through to the end of April 2024.

For information.

### **Pest and Weed Management**

#### 1080 Baiting

A schedule for round one has been prepared, however not all stations have yet provided responses. The round is expected to commence in June through to early July.

#### Weeds

Weed spraying shall continue around the Karumba township during the year. The attached map shows the planned focus areas. Some weed control that has taken place over the past month is:

- spraying on the Karumba Golf Course
- bellyache bush at Normanton Rodeo Ground
- bellyache bush lay down storage area across from Normanton tip

Target species are Neem Tree, Calotrope, Chinee Apple and Rubber Vine.

For information.

### **4. Other Items**

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#### Karumba Airport Hangar Lease

Council has received an enquiry regarding a hangar lease at the Karumba Airport. We have advised that lots I and K are available, as Wrenn has lease J. A report shall be prepared in due course once a valuation has been obtained for Council to determine the rental.

For information.

#### Regional and Remote Television Transmission and Reception Audit – Request for Input

The Department of Infrastructure, Transport, Regional Development, Communications and the Arts (the department) is undertaking work to assess the current state of television transmission infrastructure in regional and remote Australia.

They are seeking your assistance in relation to sites in Karumba and Normanton.

### **Background**

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## **BUSINESS PAPERS**

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The Remote and Regional Television Transmission and Reception Audit (the Audit) is a small initiative being undertaken in 2023-24 to identify and quantify any gaps and deficiencies in television transmission and reception infrastructure in remote and regional areas of Australia. The Audit is intended to inform the future consideration of the television infrastructure needs of service providers and audiences in these communities.

### **How Council can help**

As part of the Audit, the department is looking to gather information on the current state of the transmission infrastructure at all 'self-help' retransmission facilities located in remote and regional areas of Australia. We understand that Carpentaria Shire Council operates such facilities at Karumba and Normanton.

At a minimum, we are seeking to gather information from the responsible parties regarding the state of the infrastructure and equipment at the locations listed above. More detail on the type of information sought is set out at Attachment A).

In addition, the department is also considering engaging a technician to undertake site inspections of self-help facilities. However – and importantly – this would only occur where the responsible party has agreed to a site visit. Any such site visits (if offered) would be optional and would only be undertaken in full consultation with the responsible party for each relevant site. If pursued, we expect that these site visits would involve a visual inspection of facilities and equipment.

### **What we need**

To assist with the Audit, we are seeking:

1. Confirmation that Carpentaria Shire Council operates (or has operated) the self-help transmission facilities mentioned above (or provide us with any relevant corrections), along with phone and email details for staff or individuals that we may contact regarding this process.
2. Any information or data you have on the state of this infrastructure and equipment. This could be in the form of reports, assessments, photos or other information.
3. An indication of whether you'd be open to a site assessment being undertaken at the facilities. This would enable the department to determine whether to proceed with any such site visits. If they are pursued, the costs of any site visits would be met by the department.

Seeking feedback.

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

- Mark Crawley - Chief Executive Officer
- Local Laws Officer – Phil Grieve
- Internal Auditor – Pacifica
- Rural Lands Officer – Carl Casey

### **Legal Implications:**

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

## **BUSINESS PAPERS**

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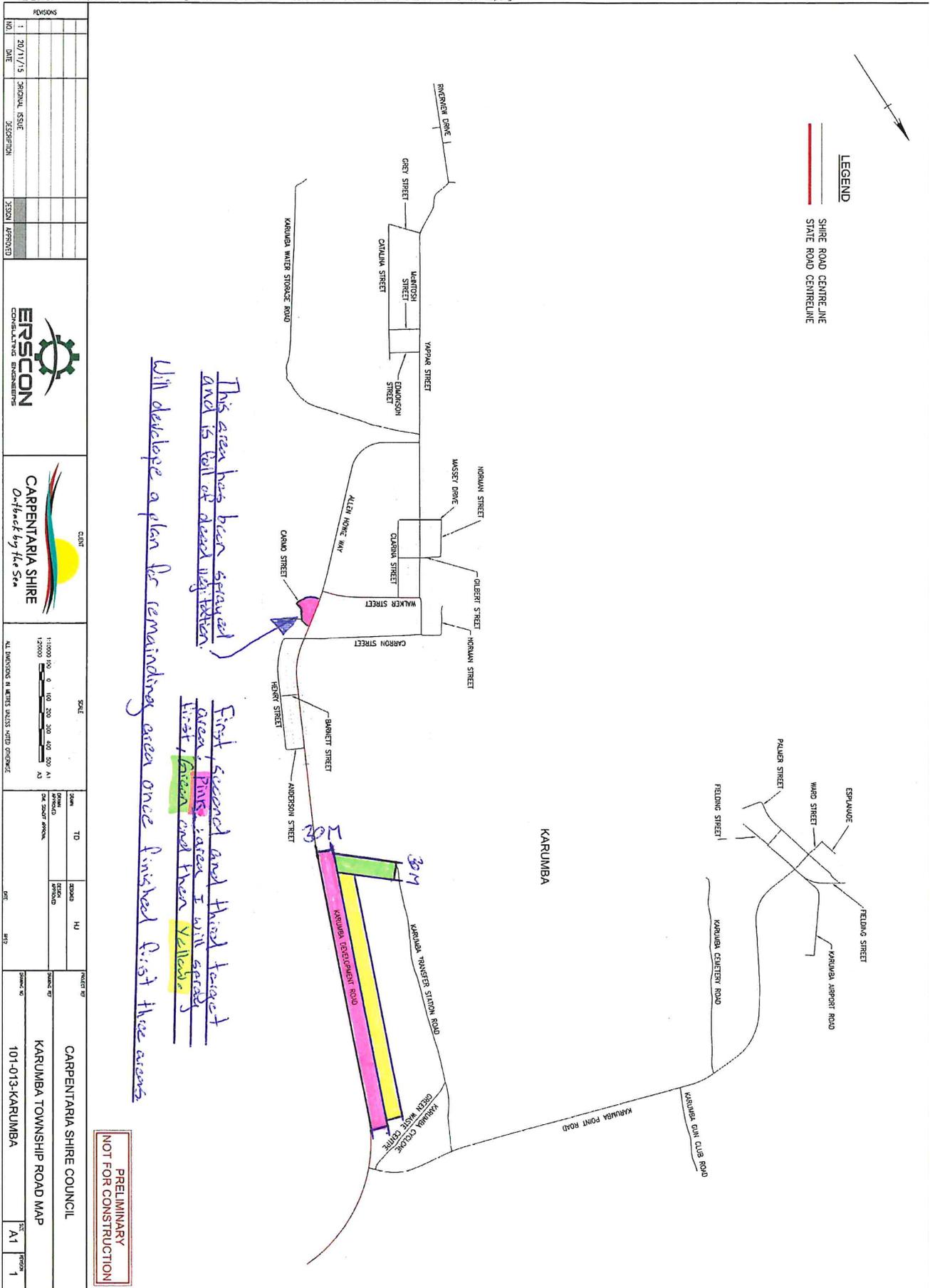
**Financial and Resource Implications:**

- Contained within the report.

**Risk Management Implications:**

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

PLOI DATE 4/12/2015 4:16:45 PM  
 FILE LOCATION P:\101 Carpentries SC\013 DRA 2013\Pre-construction docs\4 - Construction Sketch\z101-013-SK05 Karumba street map.dwg



## 2024 Round 1 - Proposed Dates & Locations

TBC

Confirmed

Not baiting

| PROPOSED: | DATES                        | Properties   | Baiting Station                    | Target species<br>Quantity | Comp |
|-----------|------------------------------|--|------------------------------------|----------------------------|------|
| Tuesday   | 4 June<br>(Travel on 3 June) | Rutland Plains,<br>Dunbar,<br>Koolatah                   | Rutland, Dunbar airstrip           |                            |      |
| Thursday  | 6 June                       | Vanrook<br>Dorunda<br>Inkerman<br>Lotusvale              | Vanrook airstrip                   |                            |      |
| Friday    | 7 June                       | Miranda Downs  | Miranda                            |                            |      |
| Tuesday   | 11 June                      | Delta Downs,<br>Karumba Holdings,<br>Maggieville         | Delta Downs                        |                            |      |
| Wednesday | 12 June                      | Double Lagoon  | Double Lagoon                      |                            |      |
| Thursday  | 13 June                      | Mutton hole  | Mutton hole                        |                            |      |
| Friday    | 14 June                      | Haydon/Timora  | Haydon                             |                            |      |
| Monday    | 17 June                      | Mundjurro  | Mundjurro                          |                            |      |
| Wednesday | 19 June                      | Iffley<br>Warren Vale<br>Glenore<br>Wondoola             | Glenore (twin turkey nest)         |                            |      |
| Friday    | 21 June                      | Lorraine<br>Cowan Downs                                  | Lorraine<br>(Cowan downs turn off) |                            |      |
| Tuesday   | 25 June                      | Donors Hill<br>Talwanta<br>Neumeyer Valley<br>McAllister | Donor's Hill<br>(Borrow pit)       |                            |      |
| Thursday  | 27 June                      | Augustus Downs,<br>Wernadinga                            | Augustus Downs<br>(sunrise)        |                            |      |
| Friday    | 28 June                      | Inverleigh   | Inverleigh                         |                            |      |
| Tuesday   | 2 July                       | Magowra  | Magowra                            |                            |      |
| Thursday  | 4 July                       | Broad Water  | Broad Water                        |                            |      |
| Friday    | 5 July                       | Shady Lagoon   | Shady Lagoon                       |                            |      |
| TBC       | TBC                          |  |                                    |                            |      |
| TBC       | TBC                          |  |                                    |                            |      |
| TBC       | TBC                          |  |                                    |                            |      |
| TBC       | TBC                          |  |                                    |                            |      |
| TBC       | TBC                          |  |                                    |                            |      |



*Attachment A*

# Details for self-help retransmission sites

## *Remote and Regional Television Transmission and Reception Audit*

The Department of Infrastructure, Transport, Regional Development, Communications and the Arts (the department) is undertaking work to assess the current state of television transmission infrastructure in regional and remote Australia, through the Remote and Regional Television Transmission and Reception Audit (the Audit). This is intended to inform the future consideration of the television infrastructure needs of service providers and audiences in these communities.

As part of the Audit, the department is looking to gather information on the current state of the transmission infrastructure at all remote and regional ‘self-help’ retransmission facilities. We are seeking any information you may be able to supply in relation to the site or sites that your organisation operates (or has operated). This could take the form of reports, assessments, photos or other information.

We’d ask that the information be supplied electronically via email, but we are also happy to receive documents in hard copy format.

|                          |  |
|--------------------------|--|
| <u>Preferred method:</u> | <a href="mailto:media.reform@communications.gov.au">media.reform@communications.gov.au</a>   |
| <u>Postal option:</u>    | Media Reform Branch<br>Online Safety, Media and Platforms Division<br>Department of Infrastructure, Transport, Regional Development, Communications and the Arts<br>GPO Box 594<br>CANBERRA ACT 2601 |

Any supplied information would be collected, used and stored in accordance with the Privacy Collection Notice at **Attachment B** and the Information Handling Protocol included at **Attachment C**.

The table below provides an indication of the type of information that would be helpful in progressing the Audit. The more information you can provide the better. However, partial responses will still be valuable and we’d encourage you to provide what information you can.

The list below is also not an exhaustive list, and we’d welcome any other information relevant to the state of infrastructure and equipment at self-help retransmission sites.

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| Component                                    | Details (for each self-help facility)  |
|--|--|
| <b>1. Location</b>                           | <ul style="list-style-type: none"> <li>• Confirming (or correcting) the details regarding the location of the site.</li> </ul>   |
| <b>2. Contacts</b>                           | <ul style="list-style-type: none"> <li>• Details of relevant individuals or staff who we may contact regarding the Audit.</li> </ul>   |
| <b>3. Technical site visit</b>               | <ul style="list-style-type: none"> <li>• An indication of whether your organisation would be open to a site visit being undertaken at the facility.                             <ul style="list-style-type: none"> <li>○ Any such site visit would be optional and would only be undertaken with the agreement of the relevant party.</li> <li>○ Expressing an interest in a site visit won't bind you to one taking place (you can change your mind). However, a response now would help the department to gauge the level of interest in site visits from all self-help providers, and to determine whether there is merit in engaging a technician to undertake this work.</li> <li>○ It is expected that any such visits would involve a visual inspection of equipment and facilities. All direct costs for the technician would be met by the department.</li> </ul> </li> <li>• Any information relevant to accessing the site, such as the need for permits or permissions.</li> </ul> |
| <b>4. TV services provided</b>               | <ul style="list-style-type: none"> <li>• The list of free-to-air television services that are broadcast from the site.</li> </ul>  |
| <b>5. Ownership and management</b>           | <ul style="list-style-type: none"> <li>• Details (whatever you can provide) regarding the ownership and management of the site, for example:                             <ul style="list-style-type: none"> <li>○ owned and operated by your organisation;</li> <li>○ owned by your organisation but operated (partially or fully) by a third party; or</li> <li>○ owned and operated by a third party under a service contract or similar arrangement.</li> </ul> </li> <li>• Details of whether particular components, equipment or facilities are shared with other services or with other parties, such as: towers / masts / poles; buildings; combiners; antennas.</li> </ul>   |
| <b>6. Input / feed and related equipment</b> | <ul style="list-style-type: none"> <li>• The type of input feed for the service, such as:                             <ul style="list-style-type: none"> <li>○ off-air;</li> <li>○ satellite (size &amp; type of receive dish);</li> <li>○ fibre;</li> <li>○ microwave,</li> <li>○ feeder cables &amp; connectors; or</li> <li>○ lightning protection.</li> </ul> </li> <li>• The age of this equipment, and the frequency and recency of any maintenance, including costs.</li> <li>• The dates and details for the last major upgrades (if any), including costs.</li> <li>• The expectation (if known) of future replacements or upgrades.</li> </ul>   |

**OFFICIAL**

|  |  |
|--|--|
| <p><b>7. Transmission components</b></p>         | <ul style="list-style-type: none"> <li>• The type of transmission components, such as:                             <ul style="list-style-type: none"> <li>○ distribution amplifiers;</li> <li>○ transmitters (model);</li> <li>○ combiners; or</li> <li>○ antennas.</li> </ul> </li> <li>• The age of this equipment, and the frequency and recency of any maintenance, including costs.</li> <li>• The dates and details for the last major upgrades, including costs.</li> <li>• The expectation (if known) of future replacements or upgrades.</li> </ul>   |
| <p><b>8. Plant and equipment</b></p>             | <ul style="list-style-type: none"> <li>• The type of plant and equipment at the site, such as:                             <ul style="list-style-type: none"> <li>○ towers (size &amp; type) / masts / poles;</li> <li>○ buildings;</li> <li>○ air conditioning (model &amp; capacity);</li> <li>○ monitoring and control systems;</li> <li>○ power systems; or</li> <li>○ earthing.</li> </ul> </li> <li>• The age of this plant and equipment, and the frequency and recency of any maintenance, including costs.</li> <li>• The expectation (if known) of future repairs or other works.</li> </ul> |
| <p><b>9. Transmission specs and coverage</b></p> | <ul style="list-style-type: none"> <li>• The height, power and directionality of the service.</li> <li>• The number of households or residents in the community that are able to receive the service.</li> </ul>   |
| <p><b>10. Other information</b></p>              | <ul style="list-style-type: none"> <li>• Any other information relevant to the site, such as:                             <ul style="list-style-type: none"> <li>○ the outage history for the site and the cause (if relevant); or</li> <li>○ the expectations of future maintenance, repairs and replacement (including costs).</li> </ul> </li> </ul>  |

## **BUSINESS PAPERS**

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### **10.2 MONTHLY FINANCIAL REPORT - JANUARY 2024**

**Attachments:** 10.2.1. Monthly Financial Statements - January 2024 [↓](#)  
10.2.2. Cash - January 2024 [↓](#)  
10.2.3. Rates and Service Charges Report [↓](#)

**Author:** Jade Nacario - Manager Finance and Administration

**Date:** 15 February 2024

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**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

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#### **Executive Summary:**

Presentation of the financial report for 31 January 2024 as required under section 204 of the *Local Government Regulation 2012*. The report is presented for noting and indicates whether Council is progressing satisfactorily against its current budget.

#### **RECOMMENDATION:**

That Council accepts the Monthly Financial Report, as required under section 204 of the *Local Government Regulation 2012* for the period ended 31 January 2024.

#### **FINANCIAL REPORT**

The Monthly Finance Reports are prepared in accordance with the reporting requirements of the *Local Government Act 2009* and *Local Government Regulation 2012 s204*.

The following reports for 31 January 2024 are attached for Council's information.

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

## BUSINESS PAPERS

### Sustainability Ratios

| Indicator   | Target          | Formula   | 31 January 2024 | Comment  |
|---|-----------------|---|-----------------|--|
| <b>Current Ratio</b><br>Is Council able to pay off its short-term liabilities with its current assets?  | 1.5-3.0         | Current Assets/Current Liabilities                                      | 1.46            | Council has 1.46 more current assets than current liabilities  |
| <b>Operating Surplus Ratio</b><br>Does Council have sufficient operating revenue to meet Council operating costs?   | Between 0 & 10% | Surplus/(Deficit) from Operations / Recurrent Revenue                   | (27.27%)        | The budget projection is at -9.4%.   |
| <b>Cash Expense Ratio</b><br>Has Council properly planned for when payments associated with Council activities are due? Indicates the number of months council can continue paying its immediate expenses without additional cash flows | 3 to 6 months   | Cash at Bank / Expected cash operating costs for one month              | 3.35            | Indicates Council can pay its operating expenses on the next three months with current cash balance.<br><b>Note:</b> Based on 23.24 budget and using Council total cash at bank less cash reserves |
| <b>EBITDA Ratio</b><br>(Earnings Before Income Tax, Depreciation and Amortisation)  | Breakeven       | Operating Result + Depreciation + QTC Finance Costs / Operating Revenue | \$(3,140,534)   | The EBIDA Ratio indicates Council's revenue is lower than operating expenses by \$3,140,534.   |

### Statement of Comprehensive Income

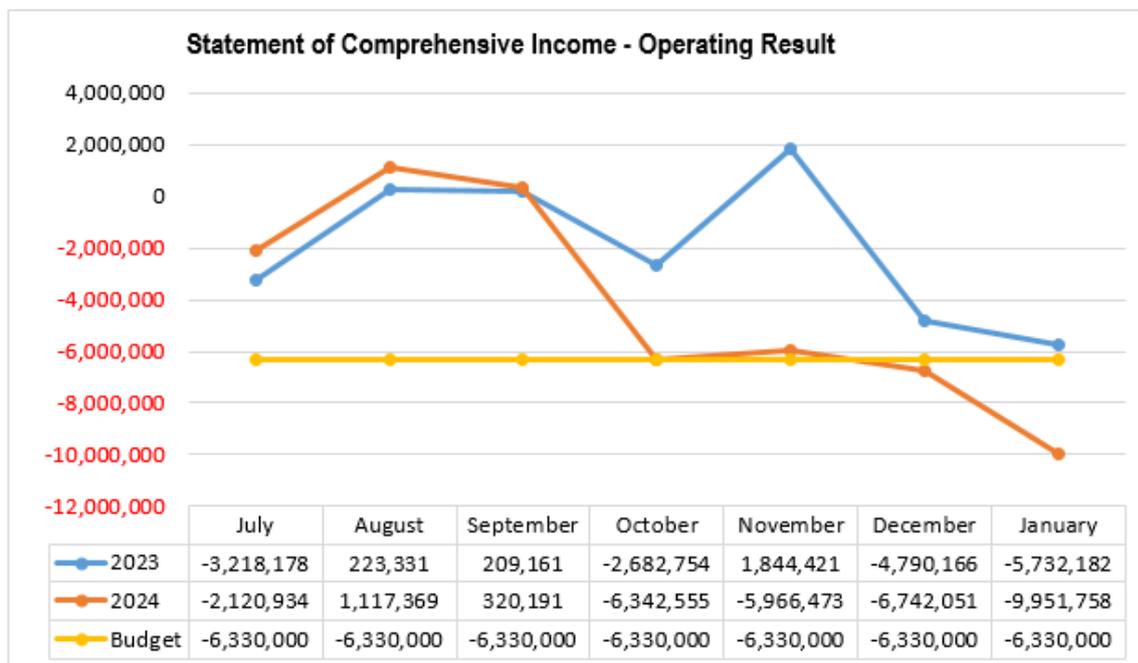
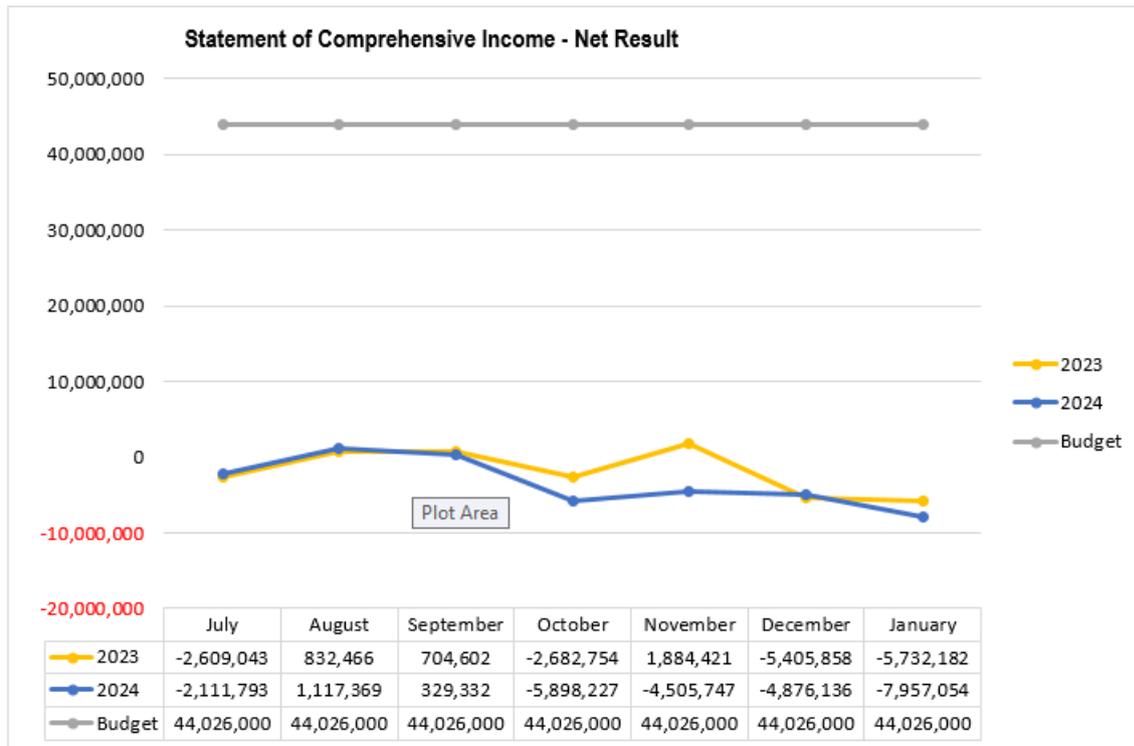
For the seventh month of the financial year 2023/2024, the comprehensive income statement net result indicated a deficit of \$7,957,054. This is the sum of \$36,491,920 in recurrent revenue, \$46,443,678 in recurrent expenditure and \$1,994,704 in capital revenue.

|                      | Actual<br>(1 July 2023 to 31 January 2024) | Budget<br>(1 July 2023 to 30 June 2024) |
|----------------------|--|---|
| Recurrent Revenue    | 36,491,920                                 | 67,539,000                              |
| Recurrent Expenses   | 46,443,678                                 | 73,689,000                              |
| <b>Net Operating</b> | <b>(9,951,758)</b>                         | <b>(6,150,000)</b>                      |
| Capital Revenue      | 1,994,704                                  | 50,356,000                              |
| Capital Expense      | 0  | 0                                       |
| <b>Net Result</b>    | <b>(7,957,054)</b>                         | <b>44,026,000</b>                       |

\*Please see attached Comprehensive Income Statement for details.

## BUSINESS PAPERS

The graph below shows the Net Result for the period, with prior year comparatives, against the budget.



### Operational Budget Analysis

## BUSINESS PAPERS

The Statement of Comprehensive Income shows a variance column which is only an indicator of where Council's operational budget is.

| Item                                  | Actual           | Budget     | %      | Analysis  |  |         |        |   |                 |           |            |       |                             |  |      |           |                       |           |                                       |                  |                                       |  |      |           |                       |           |                           |                  |                               |                  |
|---------------------------------------|------------------|------------|--------|---|--|---------|--------|---|-----------------|-----------|------------|-------|-----------------------------|--|------|-----------|-----------------------|-----------|---------------------------------------|------------------|---------------------------------------|--|------|-----------|-----------------------|-----------|---------------------------|------------------|-------------------------------|------------------|
| Rates                                 | 4,083,396        | 8,918,000  | 45.79% | <p>↑ Actual is higher than budgeted amount.</p> <p>Council levies rates and service charges twice yearly, in August (covering the period 1 January to 30 June) and February (covering the period 1 July to 31 December). The actual amount is the revenue for the first levy issued in August 23, excluding water consumption charges. As the water consumption charges levied in August are applicable to the prior accounting period (1 January to 30 June 2023) the accounting treatment requires water consumption charges be posted back to the previous financial year to which they relate. This is partly why the first levy is less than half of the budgeted amount.</p>  |  |         |        |   |                 |           |            |       |                             |  |      |           |                       |           |                                       |                  |                                       |  |      |           |                       |           |                           |                  |                               |                  |
| Interest Income                       | 998,987          | 300,000    | 333%   | <p>↑ Actual is significantly higher than budgeted amount.</p> <p>The favourable variance is a result of conservative budgeting, the increase interest rates this financial year and due to Council maintaining higher cash balance on its QTC Investment account.</p>   |  |         |        |   |                 |           |            |       |                             |  |      |           |                       |           |                                       |                  |                                       |  |      |           |                       |           |                           |                  |                               |                  |
| Income from Operations and Sales      | 6,160,467        | 14,665,000 | 41.99% | <p>↓ Actual is significantly lower than budgeted amount.</p> <p>The variance is mainly due to unclaimed Main Roads Projects.</p> <table border="1"> <thead> <tr> <th></th> <th>Actuals</th> <th>Budget</th> <th>%</th> </tr> </thead> <tbody> <tr> <td>TMR Recoverable</td> <td>4,281,632</td> <td>12,500,000</td> <td>34% ●</td> </tr> </tbody> </table> <p><b>Main Roads Income and Expenditures Statement</b></p> <table border="1"> <thead> <tr> <th colspan="2">Income (Claims made to TMR)</th> </tr> </thead> <tbody> <tr> <td>RMPC</td> <td>1,750,065</td> </tr> <tr> <td>TMR Recoverable Works</td> <td>4,281,632</td> </tr> <tr> <td><b>Total Income Received from TMR</b></td> <td><b>6,031,697</b></td> </tr> <tr> <th colspan="2">Expenditures (Funds Spent by Council)</th> </tr> <tr> <td>RMPC</td> <td>2,594,234</td> </tr> <tr> <td>TMR Recoverable Works</td> <td>6,065,022</td> </tr> <tr> <td><b>Total Expenditures</b></td> <td><b>8,659,256</b></td> </tr> <tr> <td><b>Unclaimed Expenditures</b></td> <td><b>2,627,559</b></td> </tr> </tbody> </table> <p>More information about TMR projects will be provided in the Director of Engineering report.</p> |  | Actuals | Budget | % | TMR Recoverable | 4,281,632 | 12,500,000 | 34% ● | Income (Claims made to TMR) |  | RMPC | 1,750,065 | TMR Recoverable Works | 4,281,632 | <b>Total Income Received from TMR</b> | <b>6,031,697</b> | Expenditures (Funds Spent by Council) |  | RMPC | 2,594,234 | TMR Recoverable Works | 6,065,022 | <b>Total Expenditures</b> | <b>8,659,256</b> | <b>Unclaimed Expenditures</b> | <b>2,627,559</b> |
|                                       | Actuals          | Budget     | %      |   |  |         |        |   |                 |           |            |       |                             |  |      |           |                       |           |                                       |                  |                                       |  |      |           |                       |           |                           |                  |                               |                  |
| TMR Recoverable                       | 4,281,632        | 12,500,000 | 34% ●  |   |  |         |        |   |                 |           |            |       |                             |  |      |           |                       |           |                                       |                  |                                       |  |      |           |                       |           |                           |                  |                               |                  |
| Income (Claims made to TMR)           |                  |            |        |   |  |         |        |   |                 |           |            |       |                             |  |      |           |                       |           |                                       |                  |                                       |  |      |           |                       |           |                           |                  |                               |                  |
| RMPC                                  | 1,750,065        |            |        |   |  |         |        |   |                 |           |            |       |                             |  |      |           |                       |           |                                       |                  |                                       |  |      |           |                       |           |                           |                  |                               |                  |
| TMR Recoverable Works                 | 4,281,632        |            |        |   |  |         |        |   |                 |           |            |       |                             |  |      |           |                       |           |                                       |                  |                                       |  |      |           |                       |           |                           |                  |                               |                  |
| <b>Total Income Received from TMR</b> | <b>6,031,697</b> |            |        |   |  |         |        |   |                 |           |            |       |                             |  |      |           |                       |           |                                       |                  |                                       |  |      |           |                       |           |                           |                  |                               |                  |
| Expenditures (Funds Spent by Council) |                  |            |        |   |  |         |        |   |                 |           |            |       |                             |  |      |           |                       |           |                                       |                  |                                       |  |      |           |                       |           |                           |                  |                               |                  |
| RMPC                                  | 2,594,234        |            |        |   |  |         |        |   |                 |           |            |       |                             |  |      |           |                       |           |                                       |                  |                                       |  |      |           |                       |           |                           |                  |                               |                  |
| TMR Recoverable Works                 | 6,065,022        |            |        |   |  |         |        |   |                 |           |            |       |                             |  |      |           |                       |           |                                       |                  |                                       |  |      |           |                       |           |                           |                  |                               |                  |
| <b>Total Expenditures</b>             | <b>8,659,256</b> |            |        |   |  |         |        |   |                 |           |            |       |                             |  |      |           |                       |           |                                       |                  |                                       |  |      |           |                       |           |                           |                  |                               |                  |
| <b>Unclaimed Expenditures</b>         | <b>2,627,559</b> |            |        |   |  |         |        |   |                 |           |            |       |                             |  |      |           |                       |           |                                       |                  |                                       |  |      |           |                       |           |                           |                  |                               |                  |
| Operating Grants                      | 24,516,729       | 42,450,000 | 57.75% | <p>↑ Actual is higher than budgeted amount.</p> <p>Operating grants are mostly made up of Disaster Recovery</p>   |  |         |        |   |                 |           |            |       |                             |  |      |           |                       |           |                                       |                  |                                       |  |      |           |                       |           |                           |                  |                               |                  |

## BUSINESS PAPERS

| Item                            | Actual     | Budget     | %      | Analysis   |  |         |        |   |  |      |            |            |     |   |      |           |           |      |   |                 |           |           |     |   |
|---------------------------------|------------|------------|--------|--|--|---------|--------|---|--|------|------------|------------|-----|---|------|-----------|-----------|------|---|-----------------|-----------|-----------|-----|---|
|                                 |            |            |        | <p>Funding Arrangements (DRFA) received for restoration of road assets. Other operating grants include financial assistance grants and other program grants.</p> <p>Council received an early payment of its financial assistance grant, and this was recognized in 2023. The payment for 2024 is forecasted to be paid later in the financial year.</p>   |  |         |        |   |  |      |            |            |     |   |      |           |           |      |   |                 |           |           |     |   |
| Non-Operating Grants            | 1,994,704  | 50,356,000 | 3.71%  | <p>↓ Actual is significantly lower than budgeted amount.</p> <p>Non-operating grants are funding received for the purpose of constructing roads, buildings, and other infrastructure assets, and purchasing equipment. Due to the nature of this income, the timing of the funding receipt depends on project approval or progress claims and project completion.</p> <p>The project team meets regularly to discuss the progress of capital jobs to monitor any risk such as project overruns.</p>  |  |         |        |   |  |      |            |            |     |   |      |           |           |      |   |                 |           |           |     |   |
| Employee Costs                  | 5,351,292  | 11,283,000 | 47.43% | <p>↓ Actual is Lower than budgeted amount. Council is carrying several vacant positions which accounts for some of the budgetary shortfall. Sometimes depending on the position, it may be filled with contractors and/or labour hire. Where this occurs the expense is costed to the Materials and Services line item, not Employee Costs.</p> <p>A review of the organizational structure and budget is currently in progress as of time of writing.</p>   |  |         |        |   |  |      |            |            |     |   |      |           |           |      |   |                 |           |           |     |   |
| Materials and Services Expenses | 34,281,162 | 51,825,000 | 66.15% | <p>↑ Actual is higher than budgeted amount.</p> <p>The unfavorable variance on Materials and Services operating expenses is due to the works completed in DRFA Road Programs and TMR Works Program.</p> <table border="1"> <thead> <tr> <th></th> <th>Actuals</th> <th>Budget</th> <th>%</th> <th></th> </tr> </thead> <tbody> <tr> <td>DRFA</td> <td>22,210,689</td> <td>33,917,458</td> <td>65%</td> <td>●</td> </tr> <tr> <td>RMPC</td> <td>2,460,851</td> <td>1,306,897</td> <td>188%</td> <td>●</td> </tr> <tr> <td>TMR Recoverable</td> <td>5,967,369</td> <td>8,807,633</td> <td>68%</td> <td>●</td> </tr> </tbody> </table> <p><b>TMR Recoverable Works</b> – the material expenditure has exceeded the budget to date, however there is no sufficient information available to date, to assess if the TMR recoverable works are on track or if it will be delivered within the agreed contract amount.</p> <p><b>RMPC</b> expenditure budget has been used up in the first six months of the financial year. The Engineering team has advised that the actual budget of RMPC contract was from \$2,040,000 to \$2,655,500 However, as of time of writing this report, Council Engineers are still working on the changes of RMPC expenditure budget.</p> <p><b>DRFA</b> – the actual is expected to be higher than the budget on the first six months of the financial year. As per review DRFA</p> |  | Actuals | Budget | % |  | DRFA | 22,210,689 | 33,917,458 | 65% | ● | RMPC | 2,460,851 | 1,306,897 | 188% | ● | TMR Recoverable | 5,967,369 | 8,807,633 | 68% | ● |
|                                 | Actuals    | Budget     | %      |  |  |         |        |   |  |      |            |            |     |   |      |           |           |      |   |                 |           |           |     |   |
| DRFA                            | 22,210,689 | 33,917,458 | 65%    | ●  |  |         |        |   |  |      |            |            |     |   |      |           |           |      |   |                 |           |           |     |   |
| RMPC                            | 2,460,851  | 1,306,897  | 188%   | ●  |  |         |        |   |  |      |            |            |     |   |      |           |           |      |   |                 |           |           |     |   |
| TMR Recoverable                 | 5,967,369  | 8,807,633  | 68%    | ●  |  |         |        |   |  |      |            |            |     |   |      |           |           |      |   |                 |           |           |     |   |

## BUSINESS PAPERS

| Item                          | Actual     | Budget       | %    | Analysis  |  |         |        |   |                               |           |           |     |                |          |           |     |                  |           |           |     |                   |           |            |     |                    |          |            |    |                |        |           |    |                     |           |           |     |                    |           |           |     |                 |           |            |     |     |           |           |     |       |           |            |     |                           |           |            |     |                        |           |            |     |            |          |           |     |                   |           |            |     |          |          |           |     |                   |        |           |    |                    |          |           |    |                            |           |            |     |               |           |            |     |          |            |            |     |                |           |            |    |                     |           |           |     |       |            |              |     |              |           |            |     |  |         |        |   |          |            |            |     |                  |           |          |      |            |           |           |     |            |            |            |     |
|-------------------------------|------------|--------------|------|---|--|---------|--------|---|-------------------------------|-----------|-----------|-----|----------------|----------|-----------|-----|------------------|-----------|-----------|-----|-------------------|-----------|------------|-----|--------------------|----------|------------|----|----------------|--------|-----------|----|---------------------|-----------|-----------|-----|--------------------|-----------|-----------|-----|-----------------|-----------|------------|-----|-----|-----------|-----------|-----|-------|-----------|------------|-----|---------------------------|-----------|------------|-----|------------------------|-----------|------------|-----|------------|----------|-----------|-----|-------------------|-----------|------------|-----|----------|----------|-----------|-----|-------------------|--------|-----------|----|--------------------|----------|-----------|----|----------------------------|-----------|------------|-----|---------------|-----------|------------|-----|----------|------------|------------|-----|----------------|-----------|------------|----|---------------------|-----------|-----------|-----|-------|------------|--------------|-----|--------------|-----------|------------|-----|--|---------|--------|---|----------|------------|------------|-----|------------------|-----------|----------|------|------------|-----------|-----------|-----|------------|------------|------------|-----|
|                               |            |              |      | <p>expenditures is on track as per budget. The review considered the number of months of actual work per financial year with DRFA projects based on historical data.</p> <p>Other variances in Materials and Services are the following:</p> <p><b>Favorable significant variances</b></p> <table border="1"> <thead> <tr> <th></th> <th>Actuals</th> <th>Budget</th> <th>%</th> </tr> </thead> <tbody> <tr> <td>Apprenticeships / Traineeship</td> <td>24,291.30</td> <td>67,000.00</td> <td>36%</td> </tr> <tr> <td>Arts &amp; Culture</td> <td>2,830.91</td> <td>29,500.00</td> <td>10%</td> </tr> <tr> <td>Asset Management</td> <td>14,473.78</td> <td>95,000.00</td> <td>15%</td> </tr> <tr> <td>Building Services</td> <td>37,311.60</td> <td>127,449.80</td> <td>29%</td> </tr> <tr> <td>Coastal Management</td> <td>3,603.75</td> <td>200,000.00</td> <td>2%</td> </tr> <tr> <td>Communications</td> <td>600.00</td> <td>55,000.00</td> <td>1%</td> </tr> <tr> <td>Community Donations</td> <td>35,919.88</td> <td>96,000.00</td> <td>37%</td> </tr> <tr> <td>Corporate Services</td> <td>14,500.00</td> <td>50,000.00</td> <td>29%</td> </tr> <tr> <td>Elected Members</td> <td>29,014.67</td> <td>104,409.50</td> <td>28%</td> </tr> <tr> <td>Gym</td> <td>19,977.00</td> <td>60,200.00</td> <td>33%</td> </tr> <tr> <td>Halls</td> <td>69,190.60</td> <td>171,300.00</td> <td>40%</td> </tr> <tr> <td>Human Resource Operations</td> <td>93,043.52</td> <td>216,900.00</td> <td>43%</td> </tr> <tr> <td>Learning &amp; Development</td> <td>40,060.33</td> <td>208,800.00</td> <td>19%</td> </tr> <tr> <td>Local Laws</td> <td>7,671.23</td> <td>44,268.60</td> <td>17%</td> </tr> <tr> <td>Pensioner Housing</td> <td>85,057.72</td> <td>184,900.00</td> <td>46%</td> </tr> <tr> <td>Quarries</td> <td>7,674.58</td> <td>52,000.00</td> <td>15%</td> </tr> <tr> <td>Raw Water Network</td> <td>198.00</td> <td>55,000.00</td> <td>0%</td> </tr> <tr> <td>Records Management</td> <td>4,298.38</td> <td>64,000.00</td> <td>7%</td> </tr> <tr> <td>Recreational Sports Centre</td> <td>91,408.43</td> <td>356,600.00</td> <td>26%</td> </tr> <tr> <td>Rodeo Grounds</td> <td>50,280.60</td> <td>109,300.00</td> <td>46%</td> </tr> <tr> <td>Sewerage</td> <td>298,814.43</td> <td>630,589.35</td> <td>47%</td> </tr> <tr> <td>Tourism Events</td> <td>14,574.85</td> <td>404,588.00</td> <td>4%</td> </tr> <tr> <td>Visitor Information</td> <td>38,387.48</td> <td>89,960.00</td> <td>43%</td> </tr> <tr> <td>Water</td> <td>504,655.32</td> <td>1,326,844.21</td> <td>38%</td> </tr> <tr> <td>Weed Control</td> <td>38,025.14</td> <td>298,390.50</td> <td>13%</td> </tr> </tbody> </table> <p><b>Unfavorable significant variances</b></p> <table border="1"> <thead> <tr> <th></th> <th>Actuals</th> <th>Budget</th> <th>%</th> </tr> </thead> <tbody> <tr> <td>Airports</td> <td>237,011.17</td> <td>243,000.00</td> <td>98%</td> </tr> <tr> <td>Barra Bites Café</td> <td>16,108.43</td> <td>5,000.00</td> <td>322%</td> </tr> <tr> <td>Cemeteries</td> <td>38,009.19</td> <td>54,500.00</td> <td>70%</td> </tr> <tr> <td>Child Care</td> <td>140,726.05</td> <td>146,400.00</td> <td>96%</td> </tr> </tbody> </table> |  | Actuals | Budget | % | Apprenticeships / Traineeship | 24,291.30 | 67,000.00 | 36% | Arts & Culture | 2,830.91 | 29,500.00 | 10% | Asset Management | 14,473.78 | 95,000.00 | 15% | Building Services | 37,311.60 | 127,449.80 | 29% | Coastal Management | 3,603.75 | 200,000.00 | 2% | Communications | 600.00 | 55,000.00 | 1% | Community Donations | 35,919.88 | 96,000.00 | 37% | Corporate Services | 14,500.00 | 50,000.00 | 29% | Elected Members | 29,014.67 | 104,409.50 | 28% | Gym | 19,977.00 | 60,200.00 | 33% | Halls | 69,190.60 | 171,300.00 | 40% | Human Resource Operations | 93,043.52 | 216,900.00 | 43% | Learning & Development | 40,060.33 | 208,800.00 | 19% | Local Laws | 7,671.23 | 44,268.60 | 17% | Pensioner Housing | 85,057.72 | 184,900.00 | 46% | Quarries | 7,674.58 | 52,000.00 | 15% | Raw Water Network | 198.00 | 55,000.00 | 0% | Records Management | 4,298.38 | 64,000.00 | 7% | Recreational Sports Centre | 91,408.43 | 356,600.00 | 26% | Rodeo Grounds | 50,280.60 | 109,300.00 | 46% | Sewerage | 298,814.43 | 630,589.35 | 47% | Tourism Events | 14,574.85 | 404,588.00 | 4% | Visitor Information | 38,387.48 | 89,960.00 | 43% | Water | 504,655.32 | 1,326,844.21 | 38% | Weed Control | 38,025.14 | 298,390.50 | 13% |  | Actuals | Budget | % | Airports | 237,011.17 | 243,000.00 | 98% | Barra Bites Café | 16,108.43 | 5,000.00 | 322% | Cemeteries | 38,009.19 | 54,500.00 | 70% | Child Care | 140,726.05 | 146,400.00 | 96% |
|                               | Actuals    | Budget       | %    |   |  |         |        |   |                               |           |           |     |                |          |           |     |                  |           |           |     |                   |           |            |     |                    |          |            |    |                |        |           |    |                     |           |           |     |                    |           |           |     |                 |           |            |     |     |           |           |     |       |           |            |     |                           |           |            |     |                        |           |            |     |            |          |           |     |                   |           |            |     |          |          |           |     |                   |        |           |    |                    |          |           |    |                            |           |            |     |               |           |            |     |          |            |            |     |                |           |            |    |                     |           |           |     |       |            |              |     |              |           |            |     |  |         |        |   |          |            |            |     |                  |           |          |      |            |           |           |     |            |            |            |     |
| Apprenticeships / Traineeship | 24,291.30  | 67,000.00    | 36%  |   |  |         |        |   |                               |           |           |     |                |          |           |     |                  |           |           |     |                   |           |            |     |                    |          |            |    |                |        |           |    |                     |           |           |     |                    |           |           |     |                 |           |            |     |     |           |           |     |       |           |            |     |                           |           |            |     |                        |           |            |     |            |          |           |     |                   |           |            |     |          |          |           |     |                   |        |           |    |                    |          |           |    |                            |           |            |     |               |           |            |     |          |            |            |     |                |           |            |    |                     |           |           |     |       |            |              |     |              |           |            |     |  |         |        |   |          |            |            |     |                  |           |          |      |            |           |           |     |            |            |            |     |
| Arts & Culture                | 2,830.91   | 29,500.00    | 10%  |   |  |         |        |   |                               |           |           |     |                |          |           |     |                  |           |           |     |                   |           |            |     |                    |          |            |    |                |        |           |    |                     |           |           |     |                    |           |           |     |                 |           |            |     |     |           |           |     |       |           |            |     |                           |           |            |     |                        |           |            |     |            |          |           |     |                   |           |            |     |          |          |           |     |                   |        |           |    |                    |          |           |    |                            |           |            |     |               |           |            |     |          |            |            |     |                |           |            |    |                     |           |           |     |       |            |              |     |              |           |            |     |  |         |        |   |          |            |            |     |                  |           |          |      |            |           |           |     |            |            |            |     |
| Asset Management              | 14,473.78  | 95,000.00    | 15%  |   |  |         |        |   |                               |           |           |     |                |          |           |     |                  |           |           |     |                   |           |            |     |                    |          |            |    |                |        |           |    |                     |           |           |     |                    |           |           |     |                 |           |            |     |     |           |           |     |       |           |            |     |                           |           |            |     |                        |           |            |     |            |          |           |     |                   |           |            |     |          |          |           |     |                   |        |           |    |                    |          |           |    |                            |           |            |     |               |           |            |     |          |            |            |     |                |           |            |    |                     |           |           |     |       |            |              |     |              |           |            |     |  |         |        |   |          |            |            |     |                  |           |          |      |            |           |           |     |            |            |            |     |
| Building Services             | 37,311.60  | 127,449.80   | 29%  |   |  |         |        |   |                               |           |           |     |                |          |           |     |                  |           |           |     |                   |           |            |     |                    |          |            |    |                |        |           |    |                     |           |           |     |                    |           |           |     |                 |           |            |     |     |           |           |     |       |           |            |     |                           |           |            |     |                        |           |            |     |            |          |           |     |                   |           |            |     |          |          |           |     |                   |        |           |    |                    |          |           |    |                            |           |            |     |               |           |            |     |          |            |            |     |                |           |            |    |                     |           |           |     |       |            |              |     |              |           |            |     |  |         |        |   |          |            |            |     |                  |           |          |      |            |           |           |     |            |            |            |     |
| Coastal Management            | 3,603.75   | 200,000.00   | 2%   |   |  |         |        |   |                               |           |           |     |                |          |           |     |                  |           |           |     |                   |           |            |     |                    |          |            |    |                |        |           |    |                     |           |           |     |                    |           |           |     |                 |           |            |     |     |           |           |     |       |           |            |     |                           |           |            |     |                        |           |            |     |            |          |           |     |                   |           |            |     |          |          |           |     |                   |        |           |    |                    |          |           |    |                            |           |            |     |               |           |            |     |          |            |            |     |                |           |            |    |                     |           |           |     |       |            |              |     |              |           |            |     |  |         |        |   |          |            |            |     |                  |           |          |      |            |           |           |     |            |            |            |     |
| Communications                | 600.00     | 55,000.00    | 1%   |   |  |         |        |   |                               |           |           |     |                |          |           |     |                  |           |           |     |                   |           |            |     |                    |          |            |    |                |        |           |    |                     |           |           |     |                    |           |           |     |                 |           |            |     |     |           |           |     |       |           |            |     |                           |           |            |     |                        |           |            |     |            |          |           |     |                   |           |            |     |          |          |           |     |                   |        |           |    |                    |          |           |    |                            |           |            |     |               |           |            |     |          |            |            |     |                |           |            |    |                     |           |           |     |       |            |              |     |              |           |            |     |  |         |        |   |          |            |            |     |                  |           |          |      |            |           |           |     |            |            |            |     |
| Community Donations           | 35,919.88  | 96,000.00    | 37%  |   |  |         |        |   |                               |           |           |     |                |          |           |     |                  |           |           |     |                   |           |            |     |                    |          |            |    |                |        |           |    |                     |           |           |     |                    |           |           |     |                 |           |            |     |     |           |           |     |       |           |            |     |                           |           |            |     |                        |           |            |     |            |          |           |     |                   |           |            |     |          |          |           |     |                   |        |           |    |                    |          |           |    |                            |           |            |     |               |           |            |     |          |            |            |     |                |           |            |    |                     |           |           |     |       |            |              |     |              |           |            |     |  |         |        |   |          |            |            |     |                  |           |          |      |            |           |           |     |            |            |            |     |
| Corporate Services            | 14,500.00  | 50,000.00    | 29%  |   |  |         |        |   |                               |           |           |     |                |          |           |     |                  |           |           |     |                   |           |            |     |                    |          |            |    |                |        |           |    |                     |           |           |     |                    |           |           |     |                 |           |            |     |     |           |           |     |       |           |            |     |                           |           |            |     |                        |           |            |     |            |          |           |     |                   |           |            |     |          |          |           |     |                   |        |           |    |                    |          |           |    |                            |           |            |     |               |           |            |     |          |            |            |     |                |           |            |    |                     |           |           |     |       |            |              |     |              |           |            |     |  |         |        |   |          |            |            |     |                  |           |          |      |            |           |           |     |            |            |            |     |
| Elected Members               | 29,014.67  | 104,409.50   | 28%  |   |  |         |        |   |                               |           |           |     |                |          |           |     |                  |           |           |     |                   |           |            |     |                    |          |            |    |                |        |           |    |                     |           |           |     |                    |           |           |     |                 |           |            |     |     |           |           |     |       |           |            |     |                           |           |            |     |                        |           |            |     |            |          |           |     |                   |           |            |     |          |          |           |     |                   |        |           |    |                    |          |           |    |                            |           |            |     |               |           |            |     |          |            |            |     |                |           |            |    |                     |           |           |     |       |            |              |     |              |           |            |     |  |         |        |   |          |            |            |     |                  |           |          |      |            |           |           |     |            |            |            |     |
| Gym                           | 19,977.00  | 60,200.00    | 33%  |   |  |         |        |   |                               |           |           |     |                |          |           |     |                  |           |           |     |                   |           |            |     |                    |          |            |    |                |        |           |    |                     |           |           |     |                    |           |           |     |                 |           |            |     |     |           |           |     |       |           |            |     |                           |           |            |     |                        |           |            |     |            |          |           |     |                   |           |            |     |          |          |           |     |                   |        |           |    |                    |          |           |    |                            |           |            |     |               |           |            |     |          |            |            |     |                |           |            |    |                     |           |           |     |       |            |              |     |              |           |            |     |  |         |        |   |          |            |            |     |                  |           |          |      |            |           |           |     |            |            |            |     |
| Halls                         | 69,190.60  | 171,300.00   | 40%  |   |  |         |        |   |                               |           |           |     |                |          |           |     |                  |           |           |     |                   |           |            |     |                    |          |            |    |                |        |           |    |                     |           |           |     |                    |           |           |     |                 |           |            |     |     |           |           |     |       |           |            |     |                           |           |            |     |                        |           |            |     |            |          |           |     |                   |           |            |     |          |          |           |     |                   |        |           |    |                    |          |           |    |                            |           |            |     |               |           |            |     |          |            |            |     |                |           |            |    |                     |           |           |     |       |            |              |     |              |           |            |     |  |         |        |   |          |            |            |     |                  |           |          |      |            |           |           |     |            |            |            |     |
| Human Resource Operations     | 93,043.52  | 216,900.00   | 43%  |   |  |         |        |   |                               |           |           |     |                |          |           |     |                  |           |           |     |                   |           |            |     |                    |          |            |    |                |        |           |    |                     |           |           |     |                    |           |           |     |                 |           |            |     |     |           |           |     |       |           |            |     |                           |           |            |     |                        |           |            |     |            |          |           |     |                   |           |            |     |          |          |           |     |                   |        |           |    |                    |          |           |    |                            |           |            |     |               |           |            |     |          |            |            |     |                |           |            |    |                     |           |           |     |       |            |              |     |              |           |            |     |  |         |        |   |          |            |            |     |                  |           |          |      |            |           |           |     |            |            |            |     |
| Learning & Development        | 40,060.33  | 208,800.00   | 19%  |   |  |         |        |   |                               |           |           |     |                |          |           |     |                  |           |           |     |                   |           |            |     |                    |          |            |    |                |        |           |    |                     |           |           |     |                    |           |           |     |                 |           |            |     |     |           |           |     |       |           |            |     |                           |           |            |     |                        |           |            |     |            |          |           |     |                   |           |            |     |          |          |           |     |                   |        |           |    |                    |          |           |    |                            |           |            |     |               |           |            |     |          |            |            |     |                |           |            |    |                     |           |           |     |       |            |              |     |              |           |            |     |  |         |        |   |          |            |            |     |                  |           |          |      |            |           |           |     |            |            |            |     |
| Local Laws                    | 7,671.23   | 44,268.60    | 17%  |   |  |         |        |   |                               |           |           |     |                |          |           |     |                  |           |           |     |                   |           |            |     |                    |          |            |    |                |        |           |    |                     |           |           |     |                    |           |           |     |                 |           |            |     |     |           |           |     |       |           |            |     |                           |           |            |     |                        |           |            |     |            |          |           |     |                   |           |            |     |          |          |           |     |                   |        |           |    |                    |          |           |    |                            |           |            |     |               |           |            |     |          |            |            |     |                |           |            |    |                     |           |           |     |       |            |              |     |              |           |            |     |  |         |        |   |          |            |            |     |                  |           |          |      |            |           |           |     |            |            |            |     |
| Pensioner Housing             | 85,057.72  | 184,900.00   | 46%  |   |  |         |        |   |                               |           |           |     |                |          |           |     |                  |           |           |     |                   |           |            |     |                    |          |            |    |                |        |           |    |                     |           |           |     |                    |           |           |     |                 |           |            |     |     |           |           |     |       |           |            |     |                           |           |            |     |                        |           |            |     |            |          |           |     |                   |           |            |     |          |          |           |     |                   |        |           |    |                    |          |           |    |                            |           |            |     |               |           |            |     |          |            |            |     |                |           |            |    |                     |           |           |     |       |            |              |     |              |           |            |     |  |         |        |   |          |            |            |     |                  |           |          |      |            |           |           |     |            |            |            |     |
| Quarries                      | 7,674.58   | 52,000.00    | 15%  |   |  |         |        |   |                               |           |           |     |                |          |           |     |                  |           |           |     |                   |           |            |     |                    |          |            |    |                |        |           |    |                     |           |           |     |                    |           |           |     |                 |           |            |     |     |           |           |     |       |           |            |     |                           |           |            |     |                        |           |            |     |            |          |           |     |                   |           |            |     |          |          |           |     |                   |        |           |    |                    |          |           |    |                            |           |            |     |               |           |            |     |          |            |            |     |                |           |            |    |                     |           |           |     |       |            |              |     |              |           |            |     |  |         |        |   |          |            |            |     |                  |           |          |      |            |           |           |     |            |            |            |     |
| Raw Water Network             | 198.00     | 55,000.00    | 0%   |   |  |         |        |   |                               |           |           |     |                |          |           |     |                  |           |           |     |                   |           |            |     |                    |          |            |    |                |        |           |    |                     |           |           |     |                    |           |           |     |                 |           |            |     |     |           |           |     |       |           |            |     |                           |           |            |     |                        |           |            |     |            |          |           |     |                   |           |            |     |          |          |           |     |                   |        |           |    |                    |          |           |    |                            |           |            |     |               |           |            |     |          |            |            |     |                |           |            |    |                     |           |           |     |       |            |              |     |              |           |            |     |  |         |        |   |          |            |            |     |                  |           |          |      |            |           |           |     |            |            |            |     |
| Records Management            | 4,298.38   | 64,000.00    | 7%   |   |  |         |        |   |                               |           |           |     |                |          |           |     |                  |           |           |     |                   |           |            |     |                    |          |            |    |                |        |           |    |                     |           |           |     |                    |           |           |     |                 |           |            |     |     |           |           |     |       |           |            |     |                           |           |            |     |                        |           |            |     |            |          |           |     |                   |           |            |     |          |          |           |     |                   |        |           |    |                    |          |           |    |                            |           |            |     |               |           |            |     |          |            |            |     |                |           |            |    |                     |           |           |     |       |            |              |     |              |           |            |     |  |         |        |   |          |            |            |     |                  |           |          |      |            |           |           |     |            |            |            |     |
| Recreational Sports Centre    | 91,408.43  | 356,600.00   | 26%  |   |  |         |        |   |                               |           |           |     |                |          |           |     |                  |           |           |     |                   |           |            |     |                    |          |            |    |                |        |           |    |                     |           |           |     |                    |           |           |     |                 |           |            |     |     |           |           |     |       |           |            |     |                           |           |            |     |                        |           |            |     |            |          |           |     |                   |           |            |     |          |          |           |     |                   |        |           |    |                    |          |           |    |                            |           |            |     |               |           |            |     |          |            |            |     |                |           |            |    |                     |           |           |     |       |            |              |     |              |           |            |     |  |         |        |   |          |            |            |     |                  |           |          |      |            |           |           |     |            |            |            |     |
| Rodeo Grounds                 | 50,280.60  | 109,300.00   | 46%  |   |  |         |        |   |                               |           |           |     |                |          |           |     |                  |           |           |     |                   |           |            |     |                    |          |            |    |                |        |           |    |                     |           |           |     |                    |           |           |     |                 |           |            |     |     |           |           |     |       |           |            |     |                           |           |            |     |                        |           |            |     |            |          |           |     |                   |           |            |     |          |          |           |     |                   |        |           |    |                    |          |           |    |                            |           |            |     |               |           |            |     |          |            |            |     |                |           |            |    |                     |           |           |     |       |            |              |     |              |           |            |     |  |         |        |   |          |            |            |     |                  |           |          |      |            |           |           |     |            |            |            |     |
| Sewerage                      | 298,814.43 | 630,589.35   | 47%  |   |  |         |        |   |                               |           |           |     |                |          |           |     |                  |           |           |     |                   |           |            |     |                    |          |            |    |                |        |           |    |                     |           |           |     |                    |           |           |     |                 |           |            |     |     |           |           |     |       |           |            |     |                           |           |            |     |                        |           |            |     |            |          |           |     |                   |           |            |     |          |          |           |     |                   |        |           |    |                    |          |           |    |                            |           |            |     |               |           |            |     |          |            |            |     |                |           |            |    |                     |           |           |     |       |            |              |     |              |           |            |     |  |         |        |   |          |            |            |     |                  |           |          |      |            |           |           |     |            |            |            |     |
| Tourism Events                | 14,574.85  | 404,588.00   | 4%   |   |  |         |        |   |                               |           |           |     |                |          |           |     |                  |           |           |     |                   |           |            |     |                    |          |            |    |                |        |           |    |                     |           |           |     |                    |           |           |     |                 |           |            |     |     |           |           |     |       |           |            |     |                           |           |            |     |                        |           |            |     |            |          |           |     |                   |           |            |     |          |          |           |     |                   |        |           |    |                    |          |           |    |                            |           |            |     |               |           |            |     |          |            |            |     |                |           |            |    |                     |           |           |     |       |            |              |     |              |           |            |     |  |         |        |   |          |            |            |     |                  |           |          |      |            |           |           |     |            |            |            |     |
| Visitor Information           | 38,387.48  | 89,960.00    | 43%  |   |  |         |        |   |                               |           |           |     |                |          |           |     |                  |           |           |     |                   |           |            |     |                    |          |            |    |                |        |           |    |                     |           |           |     |                    |           |           |     |                 |           |            |     |     |           |           |     |       |           |            |     |                           |           |            |     |                        |           |            |     |            |          |           |     |                   |           |            |     |          |          |           |     |                   |        |           |    |                    |          |           |    |                            |           |            |     |               |           |            |     |          |            |            |     |                |           |            |    |                     |           |           |     |       |            |              |     |              |           |            |     |  |         |        |   |          |            |            |     |                  |           |          |      |            |           |           |     |            |            |            |     |
| Water                         | 504,655.32 | 1,326,844.21 | 38%  |   |  |         |        |   |                               |           |           |     |                |          |           |     |                  |           |           |     |                   |           |            |     |                    |          |            |    |                |        |           |    |                     |           |           |     |                    |           |           |     |                 |           |            |     |     |           |           |     |       |           |            |     |                           |           |            |     |                        |           |            |     |            |          |           |     |                   |           |            |     |          |          |           |     |                   |        |           |    |                    |          |           |    |                            |           |            |     |               |           |            |     |          |            |            |     |                |           |            |    |                     |           |           |     |       |            |              |     |              |           |            |     |  |         |        |   |          |            |            |     |                  |           |          |      |            |           |           |     |            |            |            |     |
| Weed Control                  | 38,025.14  | 298,390.50   | 13%  |   |  |         |        |   |                               |           |           |     |                |          |           |     |                  |           |           |     |                   |           |            |     |                    |          |            |    |                |        |           |    |                     |           |           |     |                    |           |           |     |                 |           |            |     |     |           |           |     |       |           |            |     |                           |           |            |     |                        |           |            |     |            |          |           |     |                   |           |            |     |          |          |           |     |                   |        |           |    |                    |          |           |    |                            |           |            |     |               |           |            |     |          |            |            |     |                |           |            |    |                     |           |           |     |       |            |              |     |              |           |            |     |  |         |        |   |          |            |            |     |                  |           |          |      |            |           |           |     |            |            |            |     |
|                               | Actuals    | Budget       | %    |   |  |         |        |   |                               |           |           |     |                |          |           |     |                  |           |           |     |                   |           |            |     |                    |          |            |    |                |        |           |    |                     |           |           |     |                    |           |           |     |                 |           |            |     |     |           |           |     |       |           |            |     |                           |           |            |     |                        |           |            |     |            |          |           |     |                   |           |            |     |          |          |           |     |                   |        |           |    |                    |          |           |    |                            |           |            |     |               |           |            |     |          |            |            |     |                |           |            |    |                     |           |           |     |       |            |              |     |              |           |            |     |  |         |        |   |          |            |            |     |                  |           |          |      |            |           |           |     |            |            |            |     |
| Airports                      | 237,011.17 | 243,000.00   | 98%  |   |  |         |        |   |                               |           |           |     |                |          |           |     |                  |           |           |     |                   |           |            |     |                    |          |            |    |                |        |           |    |                     |           |           |     |                    |           |           |     |                 |           |            |     |     |           |           |     |       |           |            |     |                           |           |            |     |                        |           |            |     |            |          |           |     |                   |           |            |     |          |          |           |     |                   |        |           |    |                    |          |           |    |                            |           |            |     |               |           |            |     |          |            |            |     |                |           |            |    |                     |           |           |     |       |            |              |     |              |           |            |     |  |         |        |   |          |            |            |     |                  |           |          |      |            |           |           |     |            |            |            |     |
| Barra Bites Café              | 16,108.43  | 5,000.00     | 322% |   |  |         |        |   |                               |           |           |     |                |          |           |     |                  |           |           |     |                   |           |            |     |                    |          |            |    |                |        |           |    |                     |           |           |     |                    |           |           |     |                 |           |            |     |     |           |           |     |       |           |            |     |                           |           |            |     |                        |           |            |     |            |          |           |     |                   |           |            |     |          |          |           |     |                   |        |           |    |                    |          |           |    |                            |           |            |     |               |           |            |     |          |            |            |     |                |           |            |    |                     |           |           |     |       |            |              |     |              |           |            |     |  |         |        |   |          |            |            |     |                  |           |          |      |            |           |           |     |            |            |            |     |
| Cemeteries                    | 38,009.19  | 54,500.00    | 70%  |   |  |         |        |   |                               |           |           |     |                |          |           |     |                  |           |           |     |                   |           |            |     |                    |          |            |    |                |        |           |    |                     |           |           |     |                    |           |           |     |                 |           |            |     |     |           |           |     |       |           |            |     |                           |           |            |     |                        |           |            |     |            |          |           |     |                   |           |            |     |          |          |           |     |                   |        |           |    |                    |          |           |    |                            |           |            |     |               |           |            |     |          |            |            |     |                |           |            |    |                     |           |           |     |       |            |              |     |              |           |            |     |  |         |        |   |          |            |            |     |                  |           |          |      |            |           |           |     |            |            |            |     |
| Child Care                    | 140,726.05 | 146,400.00   | 96%  |   |  |         |        |   |                               |           |           |     |                |          |           |     |                  |           |           |     |                   |           |            |     |                    |          |            |    |                |        |           |    |                     |           |           |     |                    |           |           |     |                 |           |            |     |     |           |           |     |       |           |            |     |                           |           |            |     |                        |           |            |     |            |          |           |     |                   |           |            |     |          |          |           |     |                   |        |           |    |                    |          |           |    |                            |           |            |     |               |           |            |     |          |            |            |     |                |           |            |    |                     |           |           |     |       |            |              |     |              |           |            |     |  |         |        |   |          |            |            |     |                  |           |          |      |            |           |           |     |            |            |            |     |

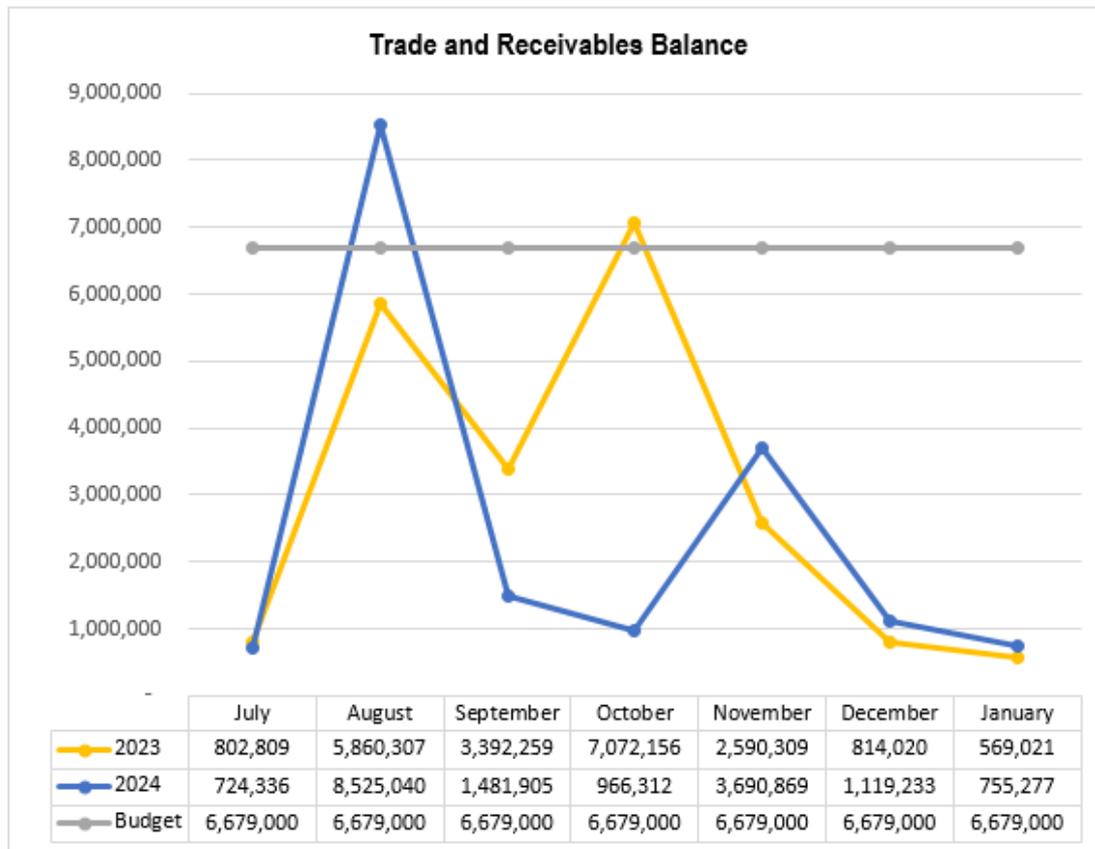
## BUSINESS PAPERS

| Item | Actual | Budget | % | Analysis                      |
|------|--------|--------|---|-------------------------------|
|      |        |        |   | Community Development         |
|      |        |        |   | Community Events              |
|      |        |        |   | Disaster Events               |
|      |        |        |   | Disaster Preparedness         |
|      |        |        |   | Engineering Services          |
|      |        |        |   | Governance                    |
|      |        |        |   | Hatchery                      |
|      |        |        |   | Information Technology        |
|      |        |        |   | Parks & Gardens               |
|      |        |        |   | Pest Management Operations    |
|      |        |        |   | Public Conveniences           |
|      |        |        |   | Rates Management              |
|      |        |        |   | Refuse Collection             |
|      |        |        |   | Regional Economic Development |
|      |        |        |   | Reserves                      |
|      |        |        |   | Road                          |
|      |        |        |   | Staff Housing                 |
|      |        |        |   | Swimming Pools                |

### Financial Position Reports

The graph below shows the Council's *Trade and Receivables* balance of \$755,277, against a budget of \$6,679,000.

## BUSINESS PAPERS



### Rates and Service Charges

Please see attached detailed Rates and Service Charges Receivables Report showing outstanding rates and charges of \$696,171. Council had received an excess rate receipt of \$107,036. Some long outstanding rates and charges have been recovered from recent payment arrangements, and payments in full of outstanding amounts.

### Investments

As per Council Investment Policy, available funds were invested in Queensland Treasury Corporation – Cash Fund, including the cash back of all Council reserves. The table below shows the month of January 2024 investment performance.

## BUSINESS PAPERS

| Investment Accounts | Financial Institutions | Funds Available Balance* | January 2024 Interest Earned | YTD Interest Earned |
|---------------------|------------------------|--------------------------|------------------------------|---------------------|
| QTC General Fund    | QTC                    | 12,141,892               | 54,227                       | 674,973             |
| QTC Reserves Fund   | QTC                    | 8,056,338                | 33,466                       | 219,660             |
| <b>TOTAL</b>        |                        | <b>20,198,230</b>        | <b>87,693</b>                | <b>894,633</b>      |

\*The funds available balance excludes accrued interest and accrued administration charges.

| Gross Earnings Rate         | July  | Aug   | Sept  | Oct   | Nov   | Dec   | Jan   |
|-----------------------------|-------|-------|-------|-------|-------|-------|-------|
| Annual Rate Payable Monthly | 4.98% | 4.92% | 4.70% | 4.40% | 5.13% | 5.05% | 5.04% |
| Annual Effective Rate*      | 5.10% | 5.04% | 4.80% | 4.49% | 5.26% | 5.17% | 5.16% |

\*To allow comparison to industry benchmarks, Council monthly earnings rate has been converted to an annual effective rate.

### QTC Loans

Council has no planned borrowings over the next ten years and is committed to paying down existing debt. Council currently has three loans with Queensland Treasury Corporation (QTC), the details are shown below:

| Loan Purpose     | Quarterly Repayments | Balance          | Maturity Date |
|------------------|----------------------|------------------|---------------|
| Glenore Weir     | 110,412.17           | 3,997,615        | 15 March 2035 |
| Karumba Sewerage | 66,099.08            | 1,409,278        | 15 June 2030  |
| Normanton Water  | 34,031.88            | 795,309          | 15 March 2031 |
| <b>TOTAL</b>     | <b>210,543.13</b>    | <b>6,202,202</b> |               |

### Consultation (Internal/External):

- Mark Crawley – Chief Executive Officer
- Erscon – Consulting Engineers
- Executive Leadership Team
- Managers and relevant officers

### Legal Implications:

- *Local Government Regulation 2012*, section 204:

## **BUSINESS PAPERS**

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

- *Local Government Act 2009*

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

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

### **Risk Management Implications:**

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

**Carpentaria Shire Council**  
**Statement of Comprehensive Income**  
 for the period ended 31 January 2024

|  | Actual<br>31-Jan-24 | Budget<br>30-Jun-24 | % Variance<br>58.33% |
|--|---------------------|---------------------|----------------------|
| <b>Income</b>                                  |                     |                     |                      |
| <b>Revenue</b>                                 |                     |                     |                      |
| <b>Operating revenue</b>                       |                     |                     |                      |
| Net rates, levies and charges                  | 4,083,396           | 8,918,000           | 45.79%               |
| Fees and charges                               | 570,821             | 568,000             | 100.50%              |
| Rental income                                  | 157,234             | 450,000             | 34.94%               |
| Interest received                              | 998,987             | 300,000             | 333.00%              |
| Sales revenue                                  | 6,160,467           | 14,665,000          | 42.01%               |
| Other income                                   | 4,286               | 8,000               | 53.57%               |
| Grants, subsidies, contributions and donations | 24,516,729          | 42,450,000          | 57.75%               |
| <b>Total operating revenue</b>                 | <b>36,491,920</b>   | <b>67,359,000</b>   | <b>57.91%</b>        |
| <b>Capital revenue</b>                         |                     |                     |                      |
| Grants, subsidies, contributions and donations | 1,994,704           | 50,356,000          | 3.96%                |
| <b>Total revenue</b>                           | <b>38,486,624</b>   | <b>117,715,000</b>  | <b>44.87%</b>        |
| <b>Capital income</b>                          |                     |                     |                      |
| Total Capital Income                           | -                   | -                   | 0.00%                |
| <b>Total income</b>                            | <b>38,486,624</b>   | <b>117,715,000</b>  | <b>44.87%</b>        |
| <b>Expenses</b>                                |                     |                     |                      |
| <b>Operating expenses</b>                      |                     |                     |                      |
| Employee benefits                              | 5,351,292           | 11,283,000          | 47.43%               |
| Materials and services                         | 34,281,162          | 51,825,000          | 66.15%               |
| Finance costs                                  | 243,548             | 320,000             | 76.11%               |
| Depreciation and amortisation                  | 6,567,676           | 10,261,000          | 64.01%               |
| <b>Total operating expenses</b>                | <b>46,443,678</b>   | <b>73,689,000</b>   | <b>63.03%</b>        |
| <b>Capital expenses</b>                        |                     |                     |                      |
| Total Capital expenses                         | -                   | -                   | 0.00%                |
| <b>Total expenses</b>                          | <b>46,443,678</b>   | <b>73,689,000</b>   | <b>63.03%</b>        |
| <b>Net result</b>                              | <b>(7,957,054)</b>  | <b>44,026,000</b>   | <b>-18.07%</b>       |
| <b>Operating result</b>                        |                     |                     |                      |
| Operating revenue                              | 36,491,920          | 67,359,000          |                      |
| Operating expenses                             | 46,443,678          | 73,689,000          |                      |
| <b>Operating result</b>                        | <b>(9,951,758)</b>  | <b>(6,330,000)</b>  | <b>157.22%</b>       |

## Statement of Financial Position

as at 31 January 2024

|                                      | Actual<br>31-Jan-24 | Budget<br>30-Jun-24 |
|--------------------------------------|---------------------|---------------------|
| <b>Assets</b>                        |                     |                     |
| <b>Current assets</b>                |                     |                     |
| Cash and cash equivalents            | 25,679,602          | 25,221,000          |
| Trade and other receivables          | 755,277             | 6,679,000           |
| Inventories                          | 1,265,288           | 1,218,000           |
| Contract Assets                      | 18,410,867          | 5,690,000           |
| ATO Receivables                      | -                   | 508,000             |
| <b>Total current assets</b>          | <b>46,111,035</b>   | <b>39,316,000</b>   |
| <b>Non-current assets</b>            |                     |                     |
| Trade and other receivables          | 25,522              | 91,000              |
| Property, plant & equipment          | 329,258,943         | 349,385,000         |
| <b>Total non-current assets</b>      | <b>329,284,465</b>  | <b>349,476,000</b>  |
| <b>Total assets</b>                  | <b>375,395,500</b>  | <b>388,792,000</b>  |
| <b>Liabilities</b>                   |                     |                     |
| <b>Current liabilities</b>           |                     |                     |
| Trade and other payables             | 540,527             | 2,414,000           |
| Contract Liabilities                 | 29,122,615          | 17,070,000          |
| Borrowings                           | 526,632             | 572,000             |
| ATO Receivables                      | 931,356             | -                   |
| Provisions                           | 1,304,479           | 1,371,000           |
| <b>Total current liabilities</b>     | <b>31,494,253</b>   | <b>21,427,000</b>   |
| <b>Non-current liabilities</b>       |                     |                     |
| Borrowings                           | 5,675,570           | 5,398,000           |
| Provisions                           | 1,047,923           | 1,127,000           |
| <b>Total non-current liabilities</b> | <b>6,723,493</b>    | <b>6,525,000</b>    |
| <b>Total liabilities</b>             | <b>38,217,747</b>   | <b>27,952,000</b>   |
| <b>Net community assets</b>          | <b>337,177,753</b>  | <b>360,840,000</b>  |
| <b>Community equity</b>              |                     |                     |
| Asset revaluation surplus            | 229,432,845         | 189,438,000         |
| Retained surplus                     | 107,744,908         | 171,402,000         |
| <b>Total community equity</b>        | <b>337,177,753</b>  | <b>360,840,000</b>  |

**Statement of Cash Flows**  
 for the period ended 31 January 2024

**Actual**  
31-Jan-24      **Budget**  
30-Jun-24

**Statement of Cash Flows**

**Cash flows from operating activities**

|  |                    |                  |
|--|--------------------|------------------|
| Receipts from customers                          | 4,742,973          | 23,708,000       |
| Payments to suppliers and employees              | (39,983,032)       | (63,208,000)     |
| Interest received                                | 998,987            | 300,000          |
| Rental income                                    | 157,234            | 450,000          |
| Non-capital grants and contributions             | 24,516,729         | 42,450,000       |
| Borrowing costs                                  | (243,548)          | (299,000)        |
| <b>Net cash inflow from operating activities</b> | <b>(9,810,656)</b> | <b>3,401,000</b> |

**Cash flows from investing activities**

|  |                     |                    |
|--|---------------------|--------------------|
| Payments for property, plant and equipment       | (13,732,991)        | (57,307,000)       |
| Grants, subsidies, contributions and donations   | 1,994,704           | 50,356,000         |
| <b>Net cash inflow from investing activities</b> | <b>(11,738,287)</b> | <b>(6,951,000)</b> |

**Cash flows from financing activities**

|  |           |           |
|--|-----------|-----------|
| <b>Net cash inflow from financing activities</b> | (187,815) | (543,000) |
|--|-----------|-----------|

**Total cash flows**

|  |                     |                    |
|--|---------------------|--------------------|
| <b>Net increase in cash and cash equivalent held</b> | <b>(21,736,759)</b> | <b>(4,093,000)</b> |
| <b>Opening cash and cash equivalents</b>             | 47,416,360          | 29,314,000         |
| <b>Closing cash and cash equivalents</b>             | <b>25,679,602</b>   | <b>25,221,000</b>  |



**Statement of Comprehensive Income by Category**  
 for the period ended 31 January 2024

|  | Core<br>\$   | QRA<br>\$    | Non-Core<br>\$ | Total<br>\$  | Budget<br>\$ |
|--|--------------|--------------|----------------|--------------|--------------|
| <b>Income</b>  |              |              |                |              |              |
| <b>Revenue</b>   |              |              |                |              |              |
| <b>Recurrent revenue</b>                                 |              |              |                |              |              |
| Rates, levies and charges                                | 4,083,396    | -            | -              | 4,083,396    | 8,918,000    |
| Fees and charges   | 396,639      | -            | 174,182        | 570,821      | 568,000      |
| Rental income  | 7,933        | -            | 149,301        | 157,234      | 450,000      |
| Interest received  | 998,987      | -            | -              | 998,987      | 300,000      |
| Sales revenue  | 6,047,505    | -            | 112,962        | 6,160,467    | 14,665,000   |
| Other income   | 4,286        | -            | -              | 4,286        | 8,000        |
| Grants, subsidies, contributions and donations           | 1,515,495    | 22,837,585   | 163,649        | 24,516,729   | 42,450,000   |
|  | 13,054,241   | 22,837,585   | 600,094        | 36,491,920   | 67,359,000   |
| <b>Capital revenue</b>                                   |              |              |                |              |              |
| Grants, subsidies, contributions and donations           | 114,003      | 1,880,701    | -              | 1,994,704    | 50,356,000   |
| <b>Total revenue</b>                                     | 13,168,244   | 24,718,286   | 600,094        | 38,486,624   | 117,715,000  |
| Capital income   | -            | -            | -              | -            | -            |
| <b>Total income</b>                                      | 13,168,244   | 24,718,286   | 600,094        | 38,486,624   | 117,715,000  |
| <b>Expenses</b>  |              |              |                |              |              |
| <b>Recurrent expenses</b>                                |              |              |                |              |              |
| Employee benefits  | (4,253,794)  | (626,896)    | (470,602)      | (5,351,292)  | (11,283,000) |
| Materials and services                                   | (11,243,128) | (22,210,689) | (827,345)      | (34,281,162) | (51,825,000) |
| Finance costs  | (243,548)    | -            | -              | (243,548)    | (320,000)    |
| Depreciation   | (5,975,019)  | -            | (592,657)      | (6,567,676)  | (10,261,000) |
|  | (21,715,489) | (22,837,585) | (1,890,604)    | (46,443,678) | (73,689,000) |
| <b>Capital expenses</b>                                  | -            | -            | -              | -            | -            |
| <b>Total expenses</b>                                    | (21,715,489) | (22,837,585) | (1,890,604)    | (46,443,678) | (73,689,000) |
| <b>Net result</b>  | (8,547,245)  | 1,880,701    | (1,290,510)    | (7,957,054)  | 44,026,000   |
| <b>Other comprehensive income</b>                        |              |              |                |              |              |
| <b>Items that will not be reclassified to net result</b> |              |              |                |              |              |
| Increase / (decrease) in asset revaluation surplus       | -            | -            | -              | -            | -            |
| <b>Total other comprehensive income for the year</b>     | -            | -            | -              | -            | -            |
| <b>Total comprehensive income for the year</b>           | (8,547,245)  | 1,880,701    | (1,290,510)    | (7,957,054)  | 44,026,000   |

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

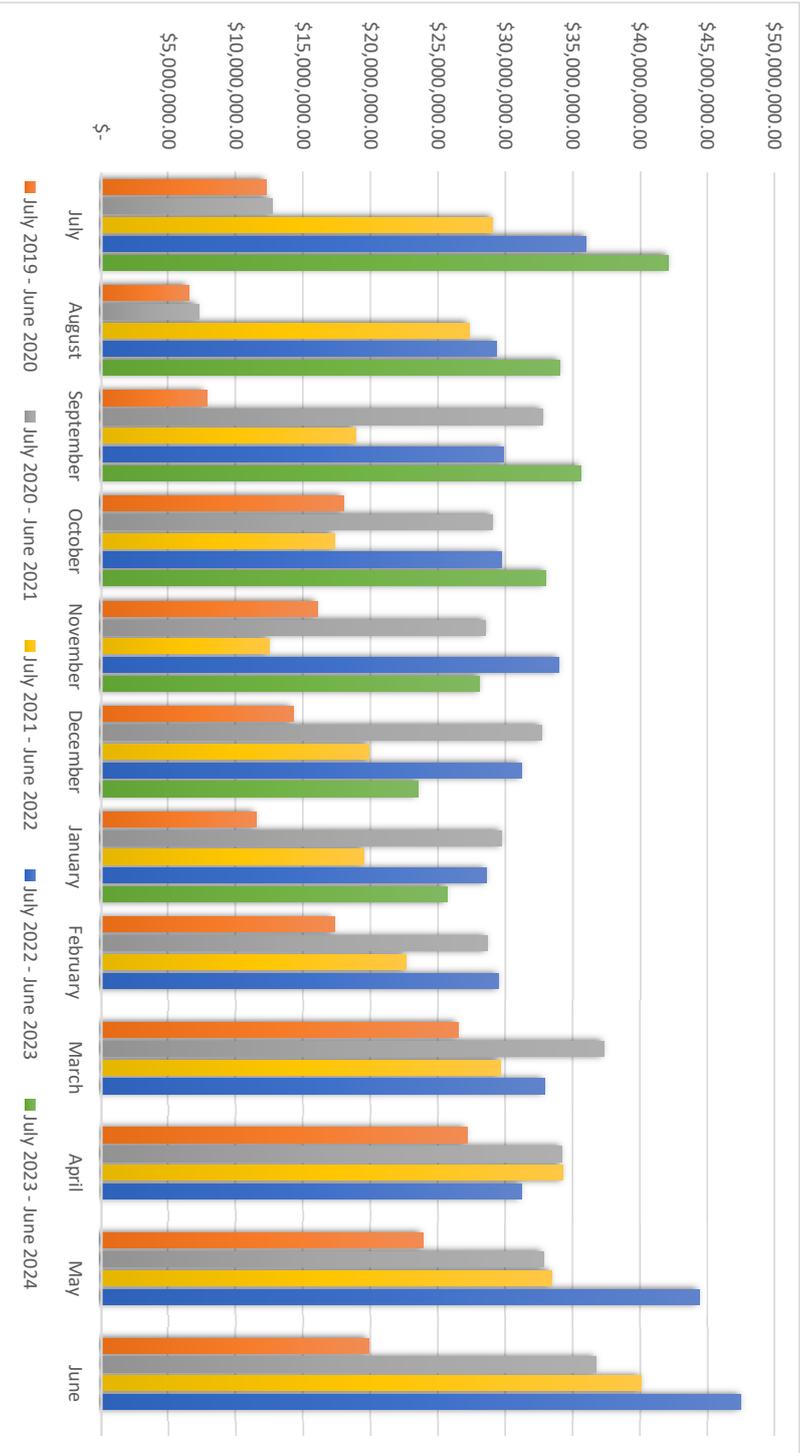


### Accounts Summary

|   | 31 January 2024<br>\$ | 31 December 2023<br>\$ |
|---|-----------------------|------------------------|
| <b>General Accounts</b>   |                       |                        |
| Westpac General Operating Accounts  | 5,533,939             | 2,280,431              |
| QTC General Fund  | 12,086,125            | 13,043,737             |
| QTC Reserves Fund   | 8,056,338             | 8,056,338              |
| <b>Total balance held in banks (excl Reserves)</b>  | <b>25,676,402</b>     | <b>23,380,506</b>      |
| <b>Other Balances</b>   |                       |                        |
| QTC Reserves Fund   | 8,056,338             | 8,056,338              |
| CSC Provisions  | 2,352,403             | 2,559,116              |
| Net of Contract Assets and Liabilities  | 10,711,748            | 6,491,330              |
| <b>Total balance reserves, provisions and contract liabilities</b>  | <b>21,120,489</b>     | <b>17,106,785</b>      |
| <b>Net Council Position before QTC Borrowings</b>   | <b>4,555,914</b>      | <b>6,273,721</b>       |
| <b>QTC Borrowings</b>   |                       |                        |
| Karumba Sewerage  | 1,409,278             | 1,401,682              |
| Normanton Water Upgrade   | 795,309               | 791,115                |
| Glenore Weir  | 3,997,615             | 3,983,932              |
| <b>Total balance QTC borrowings</b>   | <b>6,202,202</b>      | <b>6,176,729</b>       |
| <b>Net Council Position after Borrowings</b>  | <b>-1,646,288</b>     | <b>96,992</b>          |
| <b>RESERVES</b>   |                       |                        |
| <b>Cashed Back Reserves Accounts</b>  |                       |                        |
| QTC Sewerage Reserve  | 477,745               | 477,745                |
| QTC Airport Reserve   | 132,275               | 132,275                |
| QTC Water Supply Reserve  | 716,313               | 716,313                |
| QTC Land Development Reserve  | 12,453                | 12,453                 |
| QTC Plant Replacement Reserve   | 2,693,104             | 2,693,104              |
| QTC Future Capital Grants   | 1,389,164             | 1,389,164              |
| QTC Road Reseals Reserve  | 2,579,517             | 2,579,517              |
| QTC Disaster Relief Reserve   | 55,767                | 55,767                 |
| <b>Total Reserves held in QTC</b>   | <b>8,056,338</b>      | <b>7,528,458</b>       |
| <i>*QTC Road Reseals Reserve was previously QTC Sustainability Account of 1,150,000 as per Council Resolution</i> |                       |                        |
| <b>TRUST</b>  |                       |                        |
| <b>Trust Accounts</b>   |                       |                        |
| Queensland Treasury Corporation   | 91,378                | 91,378                 |
| Westpac Bank  | 39,949                | 39,949                 |
| <b>Total balance held in trust</b>  | <b>131,327</b>        | <b>131,327</b>         |

CASH

| Cash | July            | August          | September       | October         | November        | December        | January         | February        | March           | April           | May             | June            |
|------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|
| 2020 | \$12,280,567.00 | \$6,538,396.00  | \$7,802,385.00  | \$17,986,246.00 | \$16,045,726.00 | \$14,253,941.00 | \$11,534,551.00 | \$17,310,350.00 | \$26,505,321.00 | \$27,149,119.00 | \$23,891,105.00 | \$19,895,041.00 |
| 2021 | \$12,668,763.00 | \$7,267,828.00  | \$32,799,197.00 | \$29,061,031.00 | \$28,569,461.00 | \$32,701,782.00 | \$29,755,429.00 | \$28,656,349.42 | \$37,318,356.00 | \$34,226,338.00 | \$32,854,549.00 | \$36,769,988.00 |
| 2022 | \$29,066,133.00 | \$27,305,252.00 | \$18,876,147.00 | \$17,306,164.00 | \$12,501,484.00 | \$19,906,129.00 | \$19,521,847.00 | \$22,627,835.00 | \$29,625,892.00 | \$34,300,881.00 | \$33,474,702.00 | \$40,097,628.00 |
| 2023 | \$36,016,895.12 | \$29,324,952.00 | \$29,916,342.00 | \$29,764,622.00 | \$34,019,634.00 | \$31,208,774.91 | \$28,614,115.00 | \$29,516,827.00 | \$32,925,760.00 | \$31,205,087.00 | \$44,404,416.00 | \$47,514,968.00 |
| 2024 | \$42,100,294.74 | \$34,068,431.00 | \$35,589,540.00 | \$32,999,885.49 | \$28,118,105.00 | \$23,538,245.00 | \$25,679,602.00 |                 |                 |                 |                 |                 |



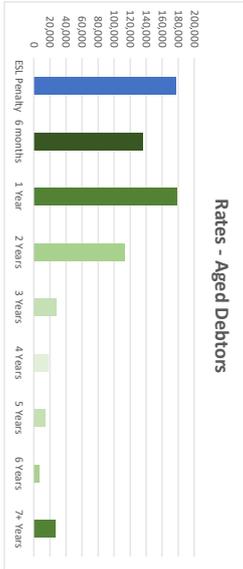
**Rates and Service Charges Receivables Report**  
 Jan-24

**Number of Assessments**  
 Total Active 1183  
 Non Valued 349 Non-Rateable, but Utility charges & ESL may still apply.  
 Valued 834 Valuations issued by State Valuations Office

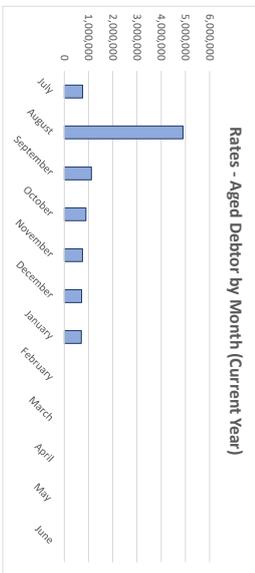
**Number of Assessments**  
 Total Active 1183  
 Non Valued 349 Non-Rateable, but Utility charges & ESL may still apply.  
 Valued 834 Valuations issued by State Valuations Office

**Payment Arrangements**  
 No. of Asses Amount  
 6 85,638

| Aged Debtor Breakdown |            |             |         |          |         |         |         |         |         |          |
|-----------------------|------------|-------------|---------|----------|---------|---------|---------|---------|---------|----------|
| TOTAL                 | Legal Fees | ESL Penalty | Current | 6 months | 1 Year  | 2 Years | 3 Years | 4 Years | 5 Years | 7+ Years |
| 698,922               | 0          | 177,310     | 0       | 135,850  | 178,441 | 113,496 | 28,184  | 17,724  | 14,680  | 6,967    |
|                       |            |             |         |          |         |         |         |         |         | 26,270   |



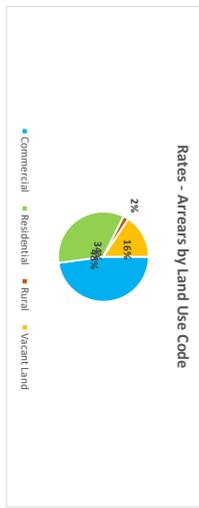
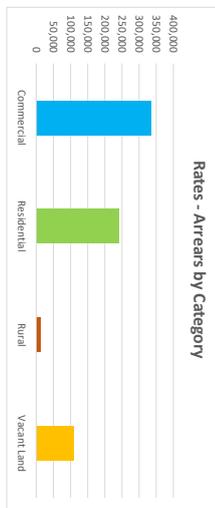
| Aged Debtor by Month |           |           |         |          |          |         |          |       |       |     |      |
|----------------------|-----------|-----------|---------|----------|----------|---------|----------|-------|-------|-----|------|
| July                 | August    | September | October | November | December | January | February | March | April | May | June |
| 752,191              | 4,897,044 | 1,116,188 | 886,847 | 745,547  | 711,371  | 698,922 |          |       |       |     |      |



| Interest by Month | July  | August | September | October | November | December | January | February | March | April | May | June |
|-------------------|-------|--------|-----------|---------|----------|----------|---------|----------|-------|-------|-----|------|
| July 7,566        | 5,656 | 10,382 | 9,285     | 6,521   | 6,001    | 14,725   |         |          |       |       |     |      |

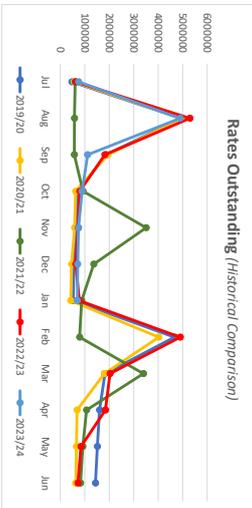
| Aged Debtor Breakdown by Category | Total          | ES1 Penalty    | Current  | 6 months       |                |                |               |               |               |              |               |
|-----------------------------------|----------------|----------------|----------|----------------|----------------|----------------|---------------|---------------|---------------|--------------|---------------|
|                                   |                |                |          | 1 Year         | 2 Years        | 3 Years        | 4 Years       | 5 Years       | 6 Years       | 7+ Years     |               |
| Commercial                        | 334,166        | 63,722         | 0        | 72,054         | 82,656         | 80,652         | 11,624        | 3,944         | 3,876         | 3,778        | 11,882        |
| Residential                       | 241,253        | 72,594         | 0        | 47,180         | 74,286         | 23,425         | 11,493        | 7,748         | 4,727         | 0            | 0             |
| Rural                             | 13,543         | 938            | 0        | 7,931          | 4,675          | 0              | 0             | 0             | 0             | 0            | 0             |
| Vacant Land                       | 109,960        | 40,256         | 0        | 8,685          | 16,845         | 9,419          | 5,066         | 6,035         | 6,077         | 3,188        | 14,388        |
| <b>Totals</b>                     | <b>698,922</b> | <b>177,310</b> | <b>0</b> | <b>135,850</b> | <b>178,441</b> | <b>113,496</b> | <b>28,184</b> | <b>17,724</b> | <b>14,680</b> | <b>6,967</b> | <b>26,270</b> |

\*\* The GL Account balance and Outstanding Debtors Report show a difference of \$109,303.45. This is the Rates Paid in Advance Total.



| Breakdown by Land Usage | No. of Assess | Total          | Percentage |
|-------------------------|---------------|----------------|------------|
| Commercial              | 206           | 334,166        | 48%        |
| Residential             | 645           | 241,253        | 35%        |
| Rural                   | 55            | 13,543         | 2%         |
| Vacant Land             | 277           | 109,960        | 16%        |
| <b>Total</b>            | <b>1,183</b>  | <b>698,922</b> |            |

| Historical Comparison by Month | Jul        | Aug          | Sep          | Oct        | Nov          | Dec          | Jan        | Feb          | Mar          | Apr          | May          | Jun          |
|--------------------------------|------------|--------------|--------------|------------|--------------|--------------|------------|--------------|--------------|--------------|--------------|--------------|
| 2019/20                        | \$ 470,641 | \$ 4,926,161 | \$ 1,880,488 | \$ 717,757 | \$ 630,432   | \$ 559,597   | \$ 530,335 | \$ 4,655,873 | \$ 1,822,510 | \$ 1,602,662 | \$ 1,513,610 | \$ 1,437,098 |
| 2020/21                        | \$ 566,141 | \$ 4,974,460 | \$ 1,944,130 | \$ 626,507 | \$ 582,667   | \$ 459,510   | \$ 428,312 | \$ 4,020,974 | \$ 1,799,963 | \$ 682,334   | \$ 658,186   | \$ 628,928   |
| 2021/22                        | \$ 606,708 | \$ 580,412   | \$ 573,791   | \$ 925,817 | \$ 3,508,592 | \$ 1,367,235 | \$ 873,592 | \$ 788,448   | \$ 3,394,719 | \$ 1,072,555 | \$ 921,857   | \$ 825,409   |
| 2022/23                        | \$ 630,158 | \$ 5,295,845 | \$ 1,820,687 | \$ 796,847 | \$ 733,637   | \$ 633,310   | \$ 778,159 | \$ 4,901,807 | \$ 2,028,993 | \$ 1,843,538 | \$ 843,598   | \$ 718,600   |
| 2023/24                        | \$ 752,191 | \$ 4,397,044 | \$ 1,116,188 | \$ 886,847 | \$ 745,547   | \$ 711,371   | \$ 698,922 |              |              |              |              |              |



Historical Comparison by Year

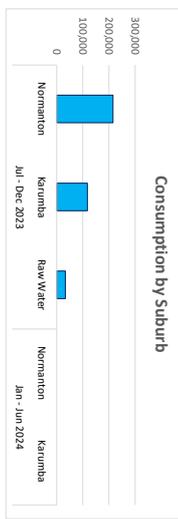
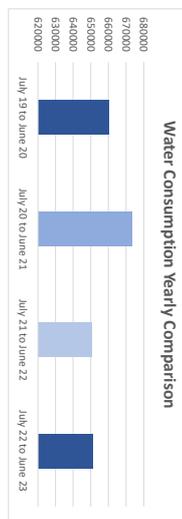
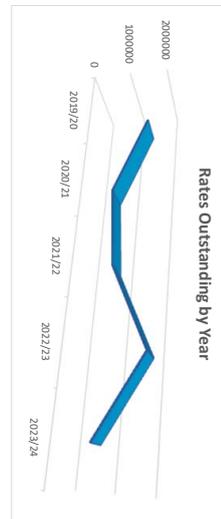
|         |              |
|---------|--------------|
| 2019/20 | \$ 1,437,098 |
| 2020/21 | \$ 628,928   |
| 2021/22 | \$ 825,409   |
| 2022/23 | \$ 1,843,638 |
| 2023/24 | \$ 698,922   |

Water Consumption Comparison

| Year               | Total Cons | \$ Rated   |
|--------------------|------------|------------|
| July 18 to June 19 | 660249     | \$ 226,556 |
| July 19 to June 20 | 673160     | \$ 384,477 |
| July 20 to June 21 | 650686     | \$ 507,505 |
| July 21 to June 22 | 651262     | \$ 662,887 |

Water Consumption Comparison by Suburb

| Cons Period    | Suburb    | Total Cons | \$ Rated  |
|----------------|-----------|------------|-----------|
| Jul - Dec 2023 | Normanton | 215,295    | \$168,016 |
|                | Karumba   | 117,292    | \$124,968 |
|                | Raw Water | 33,363     | \$7,690   |
| Jan - Jun 2024 | Normanton |            |           |
|                | Karumba   |            |           |
|                | Raw Water |            |           |



## BUSINESS PAPERS

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### 10.3 HUMAN RESOURCES REPORT

**Attachments:** 10.3.1. SafePlan Progress Report - YTD Jan 2024 [↓](#)

**Author:** Julianne Meier - Director Corporate Services

**Date:** 13 February 2024

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

**Key Strategy:** Ensure that workforce planning is in place and the safety of employees is maintained and improved

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**Executive Summary:**

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

**RECOMMENDATION:**

That Council accepts the report for information.

### 1. Work, Health & Safety Report

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The SafePlan progress report to January 2024 is attached.

### 2. Staff Movements

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**Arrivals**

|                     |  |                     |
|---------------------|--|---------------------|
| Chris O'Keefe       | LWBDC Manager                              | Commence 18th March |
| Amy Jensen          | LWBDC & VIC Coordinator                    | Commence 18th March |
| Frances Mitchell    | Childcare Educator                         |                     |
| Patrick Arabilla    | Childcare Lead Educator                    |                     |
| Paccee Body-Dempsey | Childcare Assistant Educator               | Casual to full time |
| Hayden Annabel      | Hatchery Technician                        |                     |
| David Wallace       | Water Treatment Plant Operator Normanton   |                     |
| Lauren Quirk        | Trainee Treatment Plant Operator Normanton |                     |
| Ethan Hammann       | Trainee Treatment Plant Operator Karumba   |                     |
| Tatiana Burnett     | Trainee Finance                            |                     |

**Departures**

|                  |                              |
|------------------|------------------------------|
| Natasha Glaskin  | Manager of Water and Waste   |
| Sean Glaskin     | Electrical Technical Officer |
| Tom Loadsman     | Asset Manager                |
| Louise Loadsman  | VIC Attendant                |
| Dominic Augustus | Graduate Accountant          |
| Hayden Annabel   | Hatchery Technician          |

### 3. Current Recruitments

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|                         |             |
|-------------------------|-------------|
| Human Resources Manager | In progress |
|-------------------------|-------------|

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### CSC WHSMP Progress Report – Jan 2024 (Report for year 2023-2024)

| CSC WHSMP Key Performance Indicators (KPIs)   | Scheme Current | CSC Actual YTD 2022 | CSC Actual YTD 2023 | CSC KPI Year Target | KPI YTD Comparison |
|---|----------------|---------------------|---------------------|---------------------|--------------------|
| Average <b>Scheme</b> Frequency Rate (* Formula = Number of LTI for every million hrs worked)               | 10.52          | 1                   | 2                   | <5 LTI              | 2                  |
| Average <b>Scheme</b> Duration Rate (*Formula = Average Number of days lost per LTI)                        | 17.96          | 5                   | 9                   | <112 Days           | 9                  |
| Progressive Frequency Rate YTD ( <b>B</b> ) group = wages greater than \$5 million – less than \$10 million | 13.86          | 8.92                | 19.03               | <20.60 Annual       | 19.03              |
| Progressive duration rate YTD ( <b>B</b> ) group = wages greater than \$5 million – less than \$10 million  | 17.39          | 5.00                | 4.50                | <19.93 Annual       | 4.50               |
| Percentage of hazard inspections completed as per Matrices  |                | 90.00%              | 100.00%             | 95%                 | 94.13%             |
| Action Statistics from Skytrust – Percentage of actions completed against number added YTD from July 1st    |                | 00.00%              | 73.68%              | 90%                 | 73.68%             |
| Delivery of Take 5 courses on Skytrust  |                | 93.68%              | 62.71%              | 90%                 | 87.82%             |
| Percentage of Quarterly Action Plan items completed - Oct to Dec 2023                                       |                | Due end March       | Due end March       | 70%                 | 89.63%             |
| Note* Legislation requires LGW to count part days lost as full days.  |                |                     |                     |                     |                    |

| Mechanism of injury for claims submitted  | YTD 2022/2023     | Days Lost |
|---|-------------------|-----------|
| 42 Muscular stress while handling objects | 1                 | 5         |
| <b>Total</b>                              | <b>1</b>          | <b>5</b>  |
| <b>Statutory Paid</b>                     | <b>\$1,321.20</b> |           |

| Mechanism of injury for claims submitted         | YTD 2023/2024     | Days Lost |
|--|-------------------|-----------|
| 28 Being hit by moving object                    |                   |           |
| 21 Being hit by falling objects                  |                   |           |
| 42 Muscular stress while handling objects        |                   |           |
| 43 Muscular stress with no objects being handled | 1                 | 7         |
| 41 Muscular stress while lifting                 | 1                 | 2         |
| 01 Falls from a height                           |                   |           |
| 26 Being trapped between Static objects          |                   |           |
| 92 Vehicle Accident                              |                   |           |
| <b>Total</b>                                     | <b>2</b>          | <b>9</b>  |
| <b>Statutory Paid</b>                            | <b>\$2,612.91</b> |           |

| LGW Data: 2022 – 2023 YTD                                    | Jul  | Aug  | Sep   | Oct   | Nov   | Dec   | Jan   | Feb | Mar | Apr | May | Jun |
|--|------|------|-------|-------|-------|-------|-------|-----|-----|-----|-----|-----|
| CSC LTIFR YTD LGW Data                                       | 0    | 0    | 22.20 | 16.65 | 26.64 | 22.20 | 19.03 |     |     |     |     |     |
| Group B LTIFR YTD (Councils with wages > \$5 mil-< \$10 mil) | 5.39 | 8.08 | 10.78 | 10.78 | 10.78 | 13.47 | 13.86 |     |     |     |     |     |
| CSC LTI's each month   | 0    | 1    | 0     | 0     | 1     | 0     | 0     |     |     |     |     |     |

| LGW Data: 2022 – 2023 YTD   | Jul  | Aug   | Sep   | Oct   | Nov   | Dec   | Jan   | Feb | Mar | Apr | May | Jun |
|---|------|-------|-------|-------|-------|-------|-------|-----|-----|-----|-----|-----|
| CSC Duration Rate YTD LGW data  | 0    | 0     | 2.00  | 2.00  | 4.50  | 4.50  | 4.50  |     |     |     |     |     |
| Average duration rate for Group B (Councils with wages > \$5 mil-<\$10 mil) | 8.00 | 16.67 | 16.50 | 16.88 | 19.00 | 15.47 | 17.39 |     |     |     |     |     |
| CSC Days lost YTD (Progressive)   | 0    | 2     | 2     | 2     | 9     | 9     | 9     |     |     |     |     |     |

There was 1 Incident Reports submitted where an injury was sustained in January. Employee has since left, so incident logged and NFA. There were 2 x incident reports relating to public trespass/issues in Karumba.

## BUSINESS PAPERS

### 11 REPORTS FROM DIRECTOR COMMUNITY DEVELOPMENT, TOURISM & REGIONAL

#### 11.1 COMMUNITY DEVELOPMENT, TOURISM, REGIONAL PROSPERITY MONTHLY REPORT

|                      |  |
|----------------------|--|
| <b>Attachments:</b>  | NIL  |
| <b>Author:</b>       | Anne Andrews - Director Community Development, Tourism & Regional Prosperity                 |
| <b>Date:</b>         | 15 February 2024   |
| <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                          |

#### Executive Summary:

This report provides and updates Council on various activities and programs that are facilitated within the Community Development, Tourism and Regional Prosperity portfolio of Council.

#### RECOMMENDATION:

That Council:

- Notes the Community Development, Tourism and Regional Prosperity report; and
- That those matters not covered by resolution be noted.

#### Background:

#### 1. ACTIONS OUTSTANDING FROM PREVIOUS MEETINGS

| DATE             | Ref: | Action   | Status       | Comment  |
|------------------|------|--|--------------|--|
| January 17, 2024 | GB   | Director CDTRP to progress the operations of the Barra Bites Café in preparation for the season. | In progress. | Council has appointed a new manager and coordinator to the Centre with start date of mid-March. The new coordinator is experienced in retail and hospitality and will manage the Café as a part of their role. |
| January 17, 2024 | GB   | Karumba Swimming Pool break in to be reported to police.   | Complete.    | The report was reported to police. Director CDTRP has spoken to pool manager and staff member.   |
| January 17, 2024 | GB   | Director CDTRP arrange for the installation of new gym equipment                                 | In progress. | Waiting for parts for equipment and once   |

## BUSINESS PAPERS

|                          |            |   |              |   |
|--------------------------|------------|---|--------------|---|
|                          |            | as soon as is possible.   |              | arrived the contractor will return to finalise maintenance of equipment and install the treadmills.   |
| <b>November 15, 2024</b> | 9.2<br>9.4 | Council resolved to repeal Resolution No. 0823/012 made at its Ordinary Council Meeting on Wednesday, 16 <sup>th</sup> August 2023 to authorise the Chief Executive Officer establish a Company Limited by Guarantee as an overarching Company for the Normanton Child Care and the Les Wilson Barramundi Discovery Centre and resolved to establish the new Company Limited by Shares. | In progress. | Feb 2024: Draft Constitution and next steps have been provided by King and Company Solicitors to CEO.   |
| <b>November 15, 2023</b> | GB         | Director CDTRP to obtain quotes for the reprint of the Outback By The Sea tourism brochure and distribute to other VICs.  | In progress. | Plan to advertise early in 2024.  |
| <b>October 11, 2023</b>  | GB         | Tourism Advisory Committee. The Director CDTRP to arrange EOIs from interested persons to form the Tourism Advisory Committee.  | In progress  | Terms of Reference endorsed at November meeting.<br><br>Dec 2023 update: Expressions of Interest are open and close on January 31, 2024.<br><br>Jan 2024 update:<br>Advertising ongoing:<br>Application close January 31, 2024.<br><br>Feb 2024 update: Applications extended to February 29, 2024. |
| <b>October 11, 2023</b>  | GB         | Town Walk Maps: The Director CDTRP to ascertain if maps are still available for the Normanton and Karumba Walks.  | In progress  | Business consultation completed and new town maps have been approved. Internal review finalised. Director CDTRP has approved maps to be forwarded to designer and printer for printing. To be reviewed every six months.<br><br>Feb 2024: Ongoing.  |
| <b>October 11, 2023</b>  | GB         | Souvenir sales at the Normanton Visitor Information Centre. The   | In progress  | Jan 2024 update: Draft Souvenir Policy  |

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|  |  |  |              |
|--|--|--|--------------|
|  | Director CDTRP to work with the local businesses on this matter and develop local souvenir policy. |  | in progress. |
|--|--|--|--------------|

**Recommendation:** For information.

### 2. FINANCIAL REPORT

Community Development and Regional Prosperity Income and Expenditure to January 2024.

| Row Labels                             | Sum of Current Budget | Sum of YTD Actual | Sum of Order Value | Sum of Total A   |
|--|-----------------------|-------------------|--------------------|------------------|
| <b>Operating Expenditure</b>           |                       |                   |                    |                  |
| Arts & Culture                         | 29,500                | 2,831             | 909                | 3,740            |
| Barra Bites Café                       | 173,308               | 68,143            | 614                | 68,757           |
| Business Development                   | 0                     | 4,268             | 0                  | 4,268            |
| Child Care                             | 819,281               | 412,885           | 77,105             | 489,989          |
| Community Development                  | 306,227               | 46,270            | 0                  | 46,270           |
| Community Donations                    | 96,000                | 40,068            | 0                  | 40,068           |
| Community Events                       | 116,000               | 70,102            | 20,995             | 91,096           |
| Community Sponsorship                  | 0                     | 254               | 0                  | 254              |
| Cultural & Natural Heritage            | 129,000               | 60,979            | 0                  | 60,979           |
| Gym                                    | 57,000                | 32,140            | 20,687             | 52,827           |
| Halls                                  | 244,300               | 133,798           | 434                | 134,231          |
| Hatchery                               | 340,748               | 211,044           | 15,929             | 226,974          |
| Les Wilson Barramundi Discovery Centre | 735,816               | 514,995           | 7,239              | 522,233          |
| Libraries                              | 140,777               | 90,903            | 400                | 91,303           |
| Recreational Sports Centre             | 727,400               | 346,218           | 3,511              | 349,729          |
| Regional Economic Development          | 4,000                 | 3,500             | 0                  | 3,500            |
| Rodeo Grounds                          | 147,000               | 68,612            | 10,137             | 78,749           |
| Sports & Recreation                    | 160,400               | 169,570           | 4,320              | 173,890          |
| Swimming Pools                         | 685,800               | 464,631           | 107,509            | 572,140          |
| Tourism Events                         | 500,210               | 106,164           | 8,955              | 115,119          |
| Visitor Information                    | 303,397               | 153,372           | 1,182              | 154,555          |
| Youth Services                         | 0                     | 257               | 0                  | 257              |
| <b>Operating Expenditure Total</b>     | <b>5,716,163</b>      | <b>3,001,005</b>  | <b>279,926</b>     | <b>3,280,931</b> |
| <b>Operating Income</b>                |                       |                   |                    |                  |
| Arts & Culture                         | -24,500               | -1,500            | 0                  | -1,500           |
| Barra Bites Café                       | -50,000               | -61,356           | 0                  | -61,356          |
| Child Care                             | -137,500              | -219,937          | 0                  | -219,937         |
| Community Events                       | -52,000               | -54,105           | 0                  | -54,105          |
| Gym                                    | -30,000               | -31,632           | 0                  | -31,632          |
| Halls                                  | -21,500               | -42,065           | 0                  | -42,065          |
| Hatchery                               | -20,000               | 0                 | 0                  | 0                |
| Les Wilson Barramundi Discovery Centre | -320,000              | -250,045          | 0                  | -250,045         |
| Libraries                              | -8,000                | -1,034            | 0                  | -1,034           |
| Sports & Recreation                    | 0                     | -4,941            | 0                  | -4,941           |
| Swimming Pools                         | 0                     | 0                 | 0                  | 0                |
| Tourism Events                         | -118,000              | -341              | 0                  | -341             |
| Visitor Information                    | -15,000               | -17,376           | 0                  | -17,376          |
| Youth Services                         | 0                     | -109,091          | 0                  | -109,091         |
| <b>Operating Income Total</b>          | <b>-796,500</b>       | <b>-793,422</b>   | <b>0</b>           | <b>-793,422</b>  |

**Recommendation:** For Information.

## BUSINESS PAPERS

### 3. MONTHLY REPORT FOR VISITOR INFORMATION CENTRES

| 1-31 <sup>st</sup> January 2024  |   |
|--|---|
| Normanton VIC  | Karumba VIC   |
| <p><b>38</b><br/>Average of 1.8 people per day (open Wed – Sun each week 9am to 12pm for a total of 21 days)</p> <p>(December average was 1.9 people per day open 5 days per week 9am to 12pm)</p> <p>Road Closures<br/>Cairns to Normanton Road closed due to Routh Creek bridge washout from 19/01/24 – 29/01/24</p> | <p><b>62</b><br/>Average of 2.81 people per day (open Fri – Tues each week 9am to 12pm for a total of 22 day)</p> <p>(November was 5.04 people per day open 5 days per week 9am to 12pm)</p> <p>Road Closures<br/>Cairns to Normanton Road closed due to Routh Creek bridge washout from 19/01/24 – 29/01/24</p> <p>Normanton to Karumba Road closed 20/01/24 to 04/02/24 due to Walkers Creek flooding</p> |

#### Library attendances

| 1-31 <sup>st</sup> January 2024 |            |    |    |           |
|---------------------------------|------------|----|----|-----------|
| Normanton Library               |            |    |    |           |
| 37                              |            |    |    |           |
|                                 | Date       | Ad | Ch | Total     |
| Wednesday                       | 3/01/2024  | 1  | 1  | 2         |
| Wednesday                       | 10/01/2024 | 5  | 2  | 7         |
| Thursday                        | 11/01/2024 | 1  | 0  | 1         |
| Friday                          | 12/01/2024 | 2  | 2  | 4         |
| Wednesday                       | 17/01/2024 | 5  | 2  | 7         |
| Thursday                        | 18/01/2024 | 1  | 2  | 3         |
| Friday                          | 19/01/2024 | 1  | 0  | 1         |
| Wednesday                       | 24/01/2024 | 3  | 2  | 5         |
| Thursday                        | 25/01/2024 | 3  | 1  | 4         |
| Sunday                          | 28/01/2024 | 1  | 0  | 1         |
| Wednesday                       | 31/01/2024 | 2  | 0  | 2         |
| <b>Total</b>                    |            |    |    | <b>37</b> |

#### Visitor Information Services

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|        | 2023-2024 |         |              | TOURS                       |                   |              |
|--------|-----------|---------|--------------|-----------------------------|-------------------|--------------|
|        | Visitors  | Tours # | Sales (POS)  | RTBS (API – Online payment) | Sunlover/ Invoice | Total Sales  |
| JAN 23 | 4         | 0       | \$178.00     | \$0                         | \$0               | \$178.00     |
| FEB 23 | 0         | 0       | \$28.00      | \$0                         | \$0               | \$0          |
| MAR 23 | 150       | 15      | \$1,943.00   | \$1,290                     | \$0               | \$3,233      |
| APR 23 | 972       | 394     | \$29,088.90  | \$3,000                     | \$130.50          | \$32,219.40  |
| MAY 23 | 1494      | 682     | \$51,279.10  | \$1,950                     | \$217.50          | \$53,446.60  |
| JUN 23 | 3806      | 950     | \$80,147.36  | \$4,405                     | \$217.50          | \$84,769.86  |
| JUL 23 | 4115      | 1346    | \$117,000.90 | \$9,979                     | \$3171.25         | \$126,979.90 |
| AUG 23 | 3245      | 1207    | \$105,651.70 | \$6,457                     | \$1,773.00        | \$113,881.70 |
| SEP 23 | 1925      | 845     | \$50,230.18  | \$4,387                     | \$5,411.50        | \$60,028.68  |
| OCT 23 | 782       | 336     | \$16,460.20  | \$2,359                     | \$445.50          | \$19,264.70  |
| NOV 23 | 279       | 62      | \$7,273.85   | \$196.00                    | \$0.00            | \$7,469.85   |
| DEC 23 | 106       | 27      | \$2,916.65   | \$0.00                      | \$0.00            | \$2,916.65   |
| JAN 24 | 62        | 24      | \$1,559.50   | \$176.00                    | \$0.00            | \$1,735.50   |

### Karumba Visitor Information Service

Visitation has increased 1,450% compared to January 2023 due to roads being open for longer before the wet season flooding arrived. In 2023, the roads closed on the 1 and in 2024 remained open until 20 January 2024, when Walkers Creek went over the bridge. The Cairns to Normanton Road closed due to the approach to Routh Creek washing out on the 19, opening again on the 29<sup>th</sup> of January. The Mount Isa to Normanton Road remained open until the Flinders River flooding closed it on the 3 February and Flinders Highway between Julia Creek and Cloncurry closed on the 29 January.

### Normanton Camp Statistics

|           | 2022 – Nights booked | 2023 – Nights booked                           |
|-----------|----------------------|--|
| APRIL     | 30                   | 0 (closed due to risk of bogging)              |
| MAY       | 117                  | 61   |
| JUNE      | 474                  | 360  |
| JULY      | 667                  | 461 (closed 2-11 July, due to risk of bogging) |
| AUGUST    | 452                  | 469  |
| SEPTEMBER | 133                  | 171  |
| OCTOBER   | 17                   | 22   |

Normanton free camp closed for the season on the 31 October 2023. The campgrounds are due to reopen around April 2024.

**Recommendation:** For Information.

#### 4. MONTHLY REPORT FOR NORMANTON AND KARUMBA POOLS - JANUARY 2023.

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| TOTAL ENTRIES |       |       |       |
|---------------|-------|-------|-------|
|               | Adult | Child | Total |
| Normanton     | 220   | 383   | 603   |
| Karumba       | 10    | 25    | 35    |
|               |       |       |       |

- January numbers are down due to the effects of the cyclone.
- There has been an improved uptake of out of hours passes at both pools.
- Equipment is functioning well with good water quality.
- Swim Club is back on and numbers are growing.
- The shade sail had to be removed from Normanton to be repaired due to the storms and has arrived back.
- We have had a lot of new families to town and they are making the most of the pool in Normanton.
- Australia Day was a great success not only at the pool but with the indoor centre despite the midday storm about 30 young people attended for basketball workshops and games.
- School lessons were booked for the Gulf Christian College but are deferred until the School secures a PE teacher.

**Recommendation:** For Information.

### 5. DEPARTMENT APPOINTMENTS

Normanton Childcare Centre

- 1 x Lead Educator
- 1 x Educator

Les Wilson Barramundi Discovery Centre

- 1 x Manager
- 1 x Coordinator

Vacant

- Community Development Coordinator

### 6. DEPARTMENT MEETINGS / CONFERENCE / WORKSHOP ATTENDANCE

- Local agency Service Provider Meeting – collaboration for community events calendar and grant funding
- Small Business Friendly Roundtable
- LGMA Community Services Village Exchange

### 7. EVENTS

## **BUSINESS PAPERS**

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- Announcement Christmas Lights 2023 winners
- 26 January Australia Day – activities at Normanton in collaboration with Stingers Rugby League Club
- 12 January Youth Disco in partnership with the QPS and agencies
- 19 January Youth Disco in partnership with the QPS and agencies
- Youth calendar of events – First Nation Sport funding to start early March
- Next event ANZAC Day - Anzac Day

### **8. GRANT APPLICATIONS FINALISED**

- Queensland Tourism Events Fund – Outback by The Sea Festival - \$25,000.00
- Building Bush Tourism Fund – School Dam barbecues and bird hatches - \$200,000.00
- North-West Queensland Economic Diversification Strategy – Explorers Experience - \$98,325.00

### **9. OUTBACK BT THE SEA FESTIVAL PLANNING**

- Marketing plan completed
- Calendar of events in draft form with expansion of activities to include Karumba and Normanton
- Advertising in REX Magazine, Camping and Caravanning Magazine and Matilda Way magazine being finalised
- Discussions being held with artist management on opportunities for entertainment for finale concert
- Planning with Film Festivals Australia on short film festival ongoing.

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

- Chief Executive Officer
- Mayor
- Director Corporate Services
- Tourism and Events Officer
- Manager Les Wilson Barramundi Discovery Centre
- Carpentaria Shire Pool Manager
- Library Coordinators
- Astute Early Years Specialist Pty Ltd ATF The Comerford Family Trust
- Peak Services
- James Cook University
- Centra Queensland University
- Childcare Centre Director

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- CEO Gulf Savannah Development
- Local Schools
- Police
- Bynoe CACS Ltd
- Deadly Choices
- Gidgee Healing
- Sport and Recreation - Department of Tourism, Innovation and Sport
- Elder Abuse Prevention Unit
- Stingers Rugby League Club
- Empire Touring
- AusTruly REX Magazine
- Caravan and Camping Magazine

### **Legal Implications:**

- Local Government Regulation 2012
- Local Government Act 2009

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

- Within allocated budget.

### **Risk Management Implications:**

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

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### 11.2 COMMUNITY DONATIONS AND SUPPORT

**Attachments:** NIL  
**Author:** Anne Andrews - Director Community Development, Tourism & Regional Prosperity  
**Date:** 9 February 2024

**Key Outcome:** Day to day management of activities within the Economic and Community Development Department

**Key Strategy:** As per the Departmental Plan for Economic and Community Development

#### Executive Summary:

During the period since the January 2023 meeting of Council, the requests listed in this report have been received for consideration in the Carpentaria Shire Council Community Donations and Support program.

#### RECOMMENDATION:

That Council:

1. Considers the fee waivers presented for approval in this report and;
2. Notes the fee waivers approved under the delegation of the Chief Executive Officer since the January 2024 meeting of Council.

#### Background:

Council has a Community Donations and Support program for events held in the Carpentaria Shire. There has been an expenditure of \$39,368.46 against the budget of \$96,000.00 related to local non-profit groups for the financial YTD which are displayed in the table.

| Acct Code       | Account  | Current Budget  | Actual          | Variance        |
|-----------------|--|-----------------|-----------------|-----------------|
| <b>14002310</b> | <b>Community Donations - In Kind Support</b>   | <b>96000.00</b> | <b>39368.46</b> | <b>56631.54</b> |
| IK1000          | In Kind - Bynoe                                | 0.00            | 4772.72         | -4772.72        |
| IK1010          | In Kind - Carpentaria Kindergarten             | 0.00            | 527.27          | -527.27         |
| IK1040          | In Kind - Gulf Christian College               | 0.00            | 1345.44         | -1345.44        |
| IK1070          | In Kind - Karumba Recreation Club              | 0.00            | 2746.49         | -2746.49        |
| IK1120          | In Kind - Normanton Rodeo                      | 0.00            | 4742.32         | -4742.32        |
| IK1130          | In Kind - Normanton State School               | 0.00            | 3610.83         | -3610.83        |
| IK1140          | In Kind - Normanton Stingers                   | 0.00            | 2367.93         | -2367.93        |
| IK1200          | In Kind - Normanton Cricket Club               | 0.00            | 704.55          | -704.55         |
| IK1230          | In Kind - Kurtijar Aboriginal Corporation      | 0.00            | 181.81          | -181.81         |
| IK1256          | In Kind - Carpentaria Kindergarten Association | 0.00            | 580.00          | -580.00         |
| IK1265          | In Kind - Normanton Christian Centre           | 0.00            | 354.55          | -354.55         |
| IK1557          | In Kind - Centacare NQ                         | 0.00            | 3900.00         | -3900.00        |
| IK1722          | In Kind - Aspire Cairns Community              | 0.00            | 1205.47         | -1205.47        |
| IK1723          | In Kind - Deadly Choices                       | 0.00            | 10590.90        | 10590.90        |
| IK1724          | In Kind - NAIDOC Dinner/Ball                   | 0.00            | 799.99          | -799.99         |
| IK1728          | In Kind - Doomadgee State School               | 0.00            | 709.10          | -709.10         |
| IK1729          | In Kind - Lynette Russell                      | 0.00            | 229.09          | -229.09         |

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|                  |                 |                 |                 |
|------------------|-----------------|-----------------|-----------------|
| <b>* Total *</b> | <b>96000.00</b> | <b>39368.46</b> | <b>17263.08</b> |
|------------------|-----------------|-----------------|-----------------|

### Donations and Fee Waivers for Council Consideration

1. Normanton State School has requested a fee waiver for the hire of the Normanton Shire Hall from August 19-24, 2024 for the annual fete and community cent sale fundraiser.  
Normanton Shire Hall Government rate \$390.00 x 5 \$1,950.00  
**Total** **\$1,950.00**
  
2. Normanton State School has requested a fee waiver for the hire of John Henry Memorial Oval on July 12, 2024 for the school athletic carnival.  
Bins 4 x \$65 \$ 260.00  
Oval 1 x \$150.00 \$ 150.00  
Amenities 1 x \$150.00 \$ 150.00  
Line marking 1 x \$1400.00 \$1,400.00  
**Total** **\$1,960.00**
  
3. Riverside Christian College has requested a fee waiver for the hire of the Normanton Showgrounds from 21-28, June 2024 for children and youth holiday program and accommodation.  
Normanton Show Grounds @ \$5.00 per person x 40 pax x 7 nights \$1,400.00  
Facility hire @ \$250.00 per day \$1,750.00  
**Total** **\$3,150.00**
  
4. Normanton Stingers Rugby League Club has requested a fee waiver for the use of Jon Henry Oval on Monday – Thursday nights from 4 March to 30 June 2024 for junior and senior football training.  
Oval hire @ \$600.00 per week for 17 weeks \$10,200.00  
**Total** **\$10,200.00**
  
5. Melboe P/L C2K Bike Ride Cairns to Karumba has requested a fee waiver for overnight use of the Normanton Show Grounds on 27 June 2024.  
Casual use x 1 \$ 250.00  
Bins 20 x \$65 \$1,300.00  
Amenities x 1 \$ 150.00  
**Total:** **\$1,700.00**

## BUSINESS PAPERS

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### Donations approved under the delegation of the Chief Executive Officer

1. Melboe P/L C2K Bike Ride Cairns to Karumba has requested a fee waiver for overnight use of the Karumba Sport Centre on 28 June 2024.  
Hall hire community with alcohol consumption rate x 1 \$390.00  
**Total** **\$390.00**
  
2. Normanton Social Fishing Club has requested a fee waiver for the hire of the trailer and chairs over the Easter weekend (29 March – 01 April 2024) for the Normanton Barra Competition.  
Trailer hire x 1 \$580.00  
**Total** **\$580.00**
  
3. Normanton Neighborhood Centre has requested a fee waiver for the Normanton Shire Hall on April 7-8, 2024, to host two community resin workshops.  
Hall hire NFP \$150.00 x 2 \$300.00  
Kitchen x \$50.00 x 2 \$100.00  
**Total** **\$400.00**
  
4. The Gulf Christian College has requested a fee waiver for the school athletic carnival to be held on 19 – 20 June 2024.  
Bins 2 x \$65 \$130.00  
Oval hire 2 x \$150.00 \$300.00  
Amenities 1 x \$150 \$150.00  
**Total:** **\$580.00**
  
5. Heels and Reels has requested a fee waiver for the Normanton Shire Hall from 7-9 March 2024 for an International Women’s Day event to be held on March 8, 2024.  
1 x hall hire NFP \$150.00  
**Total** **\$150.00**

### Consultation (Internal/External):

- Chief Executive Officer
- Tourism and Events Officer
- Customer Service Officer
- External stakeholders (applicants)

### Legal Implications:

- Community Donations and Support Policy.

### Financial and Resource Implications:

- The requests in this report total \$21,060.00.

### Risk Management Implications:

- Risks are within the normal operations parameters.

## BUSINESS PAPERS

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### 11.3 NORMANTON CHILDCARE CENTRE - TRANSITION TO ASTUTUE MANAGEMENT

|                      |   |
|----------------------|---|
| <b>Attachments:</b>  | 11.3.1. Normanton Childcare Centre Astute December - January Monthly Report <a href="#">↓</a> |
| <b>Author:</b>       | Anne Andrews - Director Community Development, Tourism & Regional Prosperity                  |
| <b>Date:</b>         | 9 February 2024   |
| <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:

In March 2023, the Carpentaria Shire Council engaged Astute Early Years Specialist Pty Ltd ATF The Comerford Family Trust (Astute) to create a business plan for the Normanton Child Care Centre and in September 2023, resolved that pursuant to s235 (b) of the Local Government Regulation 2012, enter into an agreement with Astute to support Council with the implementation of the business plan over a period of five years to be reviewed annually.

#### RECOMMENDATION:

That Council notes the attached information and report.

#### Background:

Astute has met weekly with the Director Community Development, Tourism and Regional Prosperity and Childcare Centre Director to address issues of governance, human resourcing, policy development and non-compliance and meetings with the Chief Executive Officer and Director CDTRP have been held as required to address governance and management issues. This has included management control of the centre being transitioned to Chief Executive Officer and Director CDTRP as required under the Childcare Legislation. The operational management of the Centre transitioned to Astute on January 1, 2024 with the Governance arrangements to continue to be co-managed until the Company Limited by Shares is established as endorsed at the November 2023 meeting of Council. Operational and governance meetings are continuing in 2024.

Attached for Councillor information is the report from Astute on the transition's progress. Work to transition the Normanton Childcare Centre to Astute has continued to progress this month with the following areas of priority being the focus:

| Workstreams                         |  |
|-------------------------------------|--|
| Transition to Astute Management     | <ul style="list-style-type: none"> <li>● Policy and Procedures</li> </ul>  |
| Operational Support                 | <ul style="list-style-type: none"> <li>● Operational support</li> <li>● Systems support and training</li> <li>● Mandatory Training</li> <li>● Workforce Funding Application</li> </ul> |
| CCMS Admin and Enrolment Management | <ul style="list-style-type: none"> <li>● Update PRODA and CCMS</li> </ul>  |
| Marketing                           | <ul style="list-style-type: none"> <li>● Branding and logo</li> <li>● Stakeholder engagement</li> </ul>  |
| Human Resource Operations           | <ul style="list-style-type: none"> <li>● Recruitment</li> <li>● Audit of human resources</li> </ul>  |

Key actions include:

## BUSINESS PAPERS

- Transition to Astute Management (provider compliance, engagement plan, policy and procedures)
- Operational support (weekly operational meetings)
- Human resource operations – audit of staffing, accreditation and pay rates complete and the appointment of a lead educator and educator have been employed and will start in March 2024.

### Consultation (Internal/External):

- Chief Executive Officer
- Director Community Development, Tourism and Regional Prosperity
- Director Normanton Childcare Centre and staff
- Astute Early Years Specialist Pty Ltd ATF The Comerford Family Trust

### Meetings

Working Group: attended by Childcare Director Nicole Nash, Astute Child Services Coordinator Paula Moffat, Astute Partnerships and Funding Manager Priscilla Mulcahy and Director CDTRP Anne Andrews.

- 12 December

Operational meeting dates: attended by Paula Moffat and Childcare Director Nicole Nash.

- 12 January
- 19 January
- 24 January
- 2 February

### Legal Implications:

|   |   |
|---|---|
| <a href="#">National Law</a>                                      | The National law sets a national standard for children’s education and care across Australia  |
| <a href="#">National Regulations</a>                              | The National Regulations support the National Law by providing detail on a range of operational requirements for an education and care service. |
| <a href="#">National Quality Standards</a>                        | The National Quality Standard (NQS) sets a high national benchmark for early childhood education and care and outside school hours care.        |
| <a href="#">Approved Learning Frameworks</a>                      | Under the National Law and Regulations, services are required to base their educational program on an approved learning framework               |
| <a href="#">Early Years Learning Framework (EYLF)</a>             | National approved learning framework under the NQF for young children from birth to 5 years of age.   |
| <a href="#">Queensland Kindergarten Learning Guideline (QKLG)</a> | The QKLG provides advice for planning, documenting and assessing children’s learning and development – service funded under QLD Kindy.          |

## **BUSINESS PAPERS**

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**Financial and Resource Implications:**

- Within approved budget.

**Risk Management Implications:**

- Medium risk. Council must continue to work towards mitigating the non-compliance issues and establish a management and governance framework that aligns with the legislation.



Astute Early Years Specialists  
Monthly Report – DECEMBER / JANUARY

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## Summary

### Achievements

- Final Assessment and Rating report received
- Continuation of Policy Framework Review. On track
  - Action plan to be developed by Astute for working towards elements
- Enrolment numbers for Jan 2024
  - Kindy x 10
  - Nursery x 4
- Positive waitlist numbers for March (post Easter) enrolment
  - Kindy x 4
  - Nursery x 4
- Weekly operations report has been implemented. Nicole to complete first report 02/02/24.
- Preece commences at Full time on 02/02/24
- Patrick has signed his contract and is starting on 18 March 2024
- Frances was issued a new contract for 35hrs on 01/02/24. Yet to be signed and start date to be confirmed
- Audit of all staff payrates:
  - Astute has prepared a table of staff payroll data collected from staff original contracts
  - Astute to present findings to council in next meeting - Friday Feb 9th
- Graphic designer has been briefed on logo and brand refresh project
- Web developer has been briefed on website build once the brand is refreshed
- Nicole advised 02/02/24 that Kane (maintenance) had attended the service and advised that he will be replacing the full nursery fence. He is waiting on another builder to be available to do this work with him. No eta on this work yet.

### Challenges / Issues for consideration

- Staff leave for Quarter 1
  - Peta off for the month of Jan
  - Rosie at Tafe 29 Jan - 2 Feb
  - Nicole off from 19th Feb to 22 March
- No HR person at Council
- Maintenance
  - Several outstanding jobs logged with council
  - Fence work - when will it commence, will it be weekend work? etc

### Next Steps / Coming up

- Roll Out of policy framework over 7 sessions is on track
- System implementation plan for NCCC - Kidsoft, Story Park, 1Place etc

### Projects update

- Service management transition plan as outlined below:



## Workstreams

|                                     |  |
|-------------------------------------|--|
| Transition to Astute Management     | <ul style="list-style-type: none"> <li>● Policy and Procedures</li> </ul>  |
| Operational Support                 | <ul style="list-style-type: none"> <li>● Operational support</li> <li>● Systems support and training</li> <li>● Mandatory Training</li> <li>● Workforce Funding Application</li> </ul> |
| CCMS Admin and Enrolment Management | <ul style="list-style-type: none"> <li>● Update PRODA and CCMS</li> </ul>  |
| Marketing                           | <ul style="list-style-type: none"> <li>● Branding and logo</li> <li>● Stakeholder engagement</li> </ul>  |
| Human Resource Operations           | <ul style="list-style-type: none"> <li>● Recruitment</li> <li>● Audit of human resources</li> </ul>  |

## Astute consultation

### Meetings

Meetings have occurred at the following times.

Working Group: attended by Nicole Nash, Paula Moffat, Anne Andrews and Priscilla Mulcahy

- 12 December

Ops Meeting Dates: attended by Paula and Nicole

- 12 January
- 19 January
- 24 January
- 2 February

## Operations

### Occupancy

Occupancy remains steady, with no new starters or exits this month

## Incidents

Two incidents to report for the month of January:

- 23/01/24. [redacted]: finger jam in door. Ice pack applied. No further treatment or time away from care.
- 24/01/24. [redacted] climbing fall on soft fall. Ice applied. No further treatment or time away from care.

## People

### Staffing update:

- Paccee commences at full time on 02/02/24
- Patrick has signed his contract and is starting on 18 March 2024
- Frances was issued a new contract for 35hrs on 01/02/24. Yet to be signed and start date to be confirmed

## BUSINESS PAPERS

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

**Attachments:** NIL  
**Author:** Amanda O'Malley - Centre Manager - LWBDC  
**Date:** 15 February 2024

**Key Outcome:** A dynamic and diverse economy creating industry development and employment opportunities

**Key Strategy:** Provision of support for a sustainable Tourism sector

#### Executive Summary:

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

#### RECOMMENDATION:

That Council:

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

#### ACTIONS OUTSTANDING FROM PREVIOUS MEETINGS

| Date:                   | Ref: | Action                    | Status | Comment   |
|-------------------------|------|---------------------------|--------|---|
| <b>LWBDC - Hatchery</b> |      |                           |        |   |
| September 20            | 002  | Cannulation of broodstock | Hold   | <p>Awaiting hormone delivery. This includes expansion to pimozide, testosterone and LHRHa from international and national laboratories. As well as laboratory grade EDTA to use with an adsorbent. Once delivered approximately two years' worth of hormone supplies will be in storage to facilitate further trials.</p> <p>Worldwide shortages of precursor are expected to continue for several years, hence security of supply and trial of alternatives and complimentary treatments are being prioritized.</p> <p>Australian Institute of Marine Science (AIMS) have agreed to conduct complimentary experiments, and the research design and proposal has been put forward. This project will proceed pending review from the newly appointment Manager.</p> |

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|                  |     |  |         |  |
|------------------|-----|--|---------|--|
| November 15      | 018 | Hormone, supplement & water treatment trials | Ongoing | <p>New hormone has been identified and trialed, contributing toward prolonged ripeness of broodstock. It is less effective than LHRHa but able to be used as an alternative if the shortage continues.</p> <p>To date there have been 14 successful spawns in this season, marked by no survivorship at the larval stage, post hatching from eggs.</p> <p>Water quality appears to be a major factor affecting survivorship of larvae. Testing is underway to determine appropriate water and broodstock treatment regimes.</p> <p>This includes removing contaminants from the body of the fish (e.g. application of vitamin C), and the treatment of the water itself (e.g. application of EDTA to stock tanks). Adsorbents are also being investigated.</p> <p>A scientific report is prepared for hand over to the new manager and hatchery technician, including a long-term spawning plan.</p> <p>The new hatchery technician has yet to be recruited following the short tenure of the previous tech.</p> |
| February 13 2024 | 025 | Secure water supply to hatchery              | Ongoing | <p>Vandalism and interference with infrastructure is recurring and the risk to operations and infrastructure remains high. Repairs are conducted regularly in response to these events.</p> <p>Responsiveness to these continued events is planned for via: - purchase of an ancillary river spearpoint pump – securing of power points to negate the need to monitor the pond 3 hourly when performing regular 24-</p>  |

## BUSINESS PAPERS

|  |     |   |         |  |
|--|-----|---|---------|--|
|  |     |   |         | hour exchanges – an adequate supply of lay flat and fixings are kept in stock in the hatchery - a heavy-duty alternative to lay flat is also being trialed that may be more resistant to damage  |
| February 13 2024                       | 026 | Exhibition tank drum filter fix   | Ongoing | <p>The drum filter was not compatible with the hatchery design and appears to have been selected based on availability rather than suitability. Regular maintenance has extended the expected life of the unit. However, it is essential to replace this unit in line with the risk management register for the hatchery, as part of the rectification plan to overcome the shortcoming associated with hatchery design.</p> <p>The expected cost of the fit for purpose replacement unit is approximately \$20,000 and would include warm sea water and high salinity warranty.</p> |
| <b>LWBDC - Merchandise &amp; Tours</b> |     |   |         |  |
| September 20                           | 004 | Develop new merchandise   | Hold    | Local artwork has been sourced for custom lanyards. No orders to be placed until Tourism Advisory Committee meeting. Impacts are expected on revenue in 2024 due to 3–4-month minimum lead time for fulfilment of orders.  |
| November 15                            | 021 | Secure additional funding for purchase of an outdoor projector and initiate stargazing experience | Ongoing | <p>‘Carpentaria Champions’ Queensland Day Series sponsorship was awarded. Projections of local heroes will be displayed on iconic buildings throughout the week of Queensland Day.</p> <p>This will enable us to honor those that have helped to shape our region instilling a sense of community pride.</p>   |

## BUSINESS PAPERS

|                                    |     |   |          |   |
|------------------------------------|-----|---|----------|---|
|                                    |     |   |          | Purchase of the projector is proceeding and will be used across a range of community events.  |
| <b>LWBDC – Interpretive Centre</b> |     |   |          |   |
| September 20                       | 006 | Create new broilga display for the bird hut   | Ongoing  | Concept finalized and animation work underway. The original display is in place and the new projector has been installed.   |
| November 15                        | 020 | Algae-free ultrasound trial in pond   | Ongoing  | Trial has concluded. Recommend purchase at \$20,000 for a new unit, or the secondhand unit at \$5,940.00.<br><br>The use of the unit during phases of cyanobacteria outbreak typical in the wet season necessitates regular turnover of the pond but prevents toxic blooms. |
| November 15                        | 023 | Create new display ‘Ode to the originals’   | Ongoing  | Gathering contact details and reaching out to persons of interest.  |
| <b>LWBDC – Karumba Art Gallery</b> |     |   |          |   |
| September 20                       | 007 | Flooded with Art project delivery   | Hold     | Insufficient staff and prioritization of hatchery duties has led to this project being placed on hold.  |
| <b>Visitor Information Centers</b> |     |   |          |   |
| September 20                       | 009 | Crocodile warning stencil to be used across Normanton and Karumba   | Ongoing  | Trial complete. Final sites to be selected in coordination with LLO and community.  |
| September 20                       | 012 | Release EOI for QR code content on Karumba Town Walk  | Complete | Content being gathered, response is minimal.  |
| October 7                          | 015 | Normanton town map to be revised due to missing signs, misprinted sign outside Krys the croc, and inaccurate portrayal of streets | Ongoing  | Revisions complete, small print run required, as Heritage Committee to review recommended changes and guide design of new signs.  |
| October 7                          | 016 | Karumba town map to be revised  | Complete | To decide if printing single sided to allow more space for Normanton town map to have descriptions for historic landmarks.  |
| November 15                        | 022 | Installation of Savannah Way Art Trail signs  | Ongoing  | Signs have been delivered and are awaiting installation, pending proposed revisions   |

## BUSINESS PAPERS

|                          |     |   |         |   |
|--------------------------|-----|---|---------|---|
|                          |     |   |         | based on community and engineering feedback reported to Council.  |
| November 15              | 024 | State Library of Queensland stock worker interviews and short film. | Ongoing | Funding has been offered, however, lack of response from potential participants has slowed the process.   |
| <b>Digital marketing</b> |     |   |         |   |
| September 20             | 013 | Develop media policy and instigate enhancement plan                 | Hold    | Division of duties to be refined in consultation with DCDTRP and newly appointed Tourism Officer. On hold pending the appointment of the new LWBDC Manager & Coordinator. |
| September 20             | 014 | Deliver staff training in social media                              | Hold    | On hold pending the appointment of the new LWBDC Manager & Coordinator.   |

### VISITOR INFORMATION CENTRE STATISTICS

*Attendance*

**1-31<sup>st</sup> January 2024**

| <b>Normanton VIC</b>   | <b>Karumba VIC</b>  |
|--|---|
| <b>38</b>  | <b>62</b>   |
| Average of 1.8 people per day<br>(open Wed – Sun each week 9am to 12pm for a total of 21 days) | Average of 2.81 people per day<br>(open Fri – Tues each week 9am to 12pm for a total of 22 day)   |
| (December average was 1.9 people per day open 5 days per week 9am to 12pm)                     | (November was 5.04 people per day open 5 days per week 9am to 12pm)   |
| Road Closures  | Road Closures   |
| Cairns to Normanton road closed due to Routh Creek bridge washout from 19/01/24 – 29/01/24     | Cairns to Normanton road closed due to Routh Creek bridge washout from 19/01/24 – 29/01/24<br>Normanton to Karumba road closed 20/01/24 to 04/02/24 due to Walkers Creek flooding |

## BUSINESS PAPERS

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|               | 2023-2024 |         |              | TOURS                       |                   |              |
|---------------|-----------|---------|--------------|-----------------------------|-------------------|--------------|
|               | Visitors  | Tours # | Sales (POS)  | RTBS (API – Online payment) | Sunlover/ Invoice | Total Sales  |
| <b>JAN 23</b> | 4         | 0       | \$178.00     | \$0                         | \$0               | \$178.00     |
| <b>FEB 23</b> | 0         | 0       | \$28.00      | \$0                         | \$0               | \$0          |
| <b>MAR 23</b> | 150       | 15      | \$1,943.00   | \$1,290                     | \$0               | \$3,233      |
| <b>APR 23</b> | 972       | 394     | \$29,088.90  | \$3,000                     | \$130.50          | \$32,219.40  |
| <b>MAY 23</b> | 1494      | 682     | \$51,279.10  | \$1,950                     | \$217.50          | \$53,446.60  |
| <b>JUN 23</b> | 3806      | 950     | \$80,147.36  | \$4,405                     | \$217.50          | \$84,769.86  |
| <b>JUL 23</b> | 4115      | 1346    | \$117,000.90 | \$9,979                     | \$3171.25         | \$126,979.90 |
| <b>AUG 23</b> | 3245      | 1207    | \$105,651.70 | \$6,457                     | \$1,773.00        | \$113,881.70 |
| <b>SEP 23</b> | 1925      | 845     | \$50,230.18  | \$4,387                     | \$5,411.50        | \$60,028.68  |
| <b>OCT 23</b> | 782       | 336     | \$16,460.20  | \$2,359                     | \$445.50          | \$19,264.70  |
| <b>NOV 23</b> | 279       | 62      | \$7,273.85   | \$196.00                    | \$0.00            | \$7,469.85   |
| <b>DEC 23</b> | 106       | 27      | \$2,916.65   | \$0.00                      | \$0.00            | \$2,916.65   |
| <b>JAN 24</b> | 62        | 24      | \$1,559.50   | \$176.00                    | \$0.00            | \$1,735.50   |

### KARUMBA

- Visitation has increased 1450% compared to January last year. This is attributed to shorter periods of road closure during the month.
- Regular hours of operation are planned to resume in the week leading up to Easter holidays, or sooner if patronage necessitates.

### NORMANTON VIC

- Accurate comparative statistics will be available from June 2023.
- Regular hours of operation are planned to resume in the week leading up to Easter holidays, or sooner if patronage necessitates.

### NORMANTON LIBRARY (for comparison)

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## BUSINESS PAPERS

- 50.7% of patronage to Burns Philp Building is for VIC services and 49.3% is for library services.

| 1-31 <sup>st</sup> January 2024 |            |       |       |       |
|---------------------------------|------------|-------|-------|-------|
| Normanton Library               |            |       |       |       |
| 37                              |            |       |       |       |
|                                 | Date       | Adult | Child | Total |
| Wednesday                       | 3/01/2024  | 1     | 1     | 2     |
| Wednesday                       | 10/01/2024 | 5     | 2     | 7     |
| Thursday                        | 11/01/2024 | 1     | 0     | 1     |
| Friday                          | 12/01/2024 | 2     | 2     | 4     |
| Wednesday                       | 17/01/2024 | 5     | 2     | 7     |
| Thursday                        | 18/01/2024 | 1     | 2     | 3     |
| Friday                          | 19/01/2024 | 1     | 0     | 1     |
| Wednesday                       | 24/01/2024 | 3     | 2     | 5     |
| Thursday                        | 25/01/2024 | 3     | 1     | 4     |
| Sunday                          | 28/01/2024 | 1     | 0     | 1     |
| Wednesday                       | 31/01/2024 | 2     | 0     | 2     |
|                                 |            |       |       | 37    |

### NORMANTON CAMP STATISTICS

|                  | 2022 – Nights booked | 2023 – Nights booked                           |
|------------------|----------------------|--|
| <b>APRIL</b>     | 30                   | 0 (closed due to risk of bogging)              |
| <b>MAY</b>       | 117                  | 61   |
| <b>JUNE</b>      | 474                  | 360  |
| <b>JULY</b>      | 667                  | 461 (closed 2-11 July, due to risk of bogging) |
| <b>AUGUST</b>    | 452                  | 469  |
| <b>SEPTEMBER</b> | 133                  | 171  |
| <b>OCTOBER</b>   | 17                   | 22   |

Normanton free camp closed for the season on the 31<sup>st</sup> October 2023. The campgrounds are due to reopen around April 2024 or sooner depending on the wet season.

## BUSINESS PAPERS

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

#### 12.1 DOE REPORT

**Attachments:** NIL  
**Author:** Michael Wanrooy - Director of Engineering  
**Date:** 15 February 2024

**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

| Date:            | Ref: | Action   | Status      | Comment  |
|------------------|------|--|-------------|--|
| December Meeting |      | Add Premix to grooves at the Scrutton River Floodway.  | In Progress | ➤ In works program.  |
| January Meeting  |      | Repair copper log fencing at NTN Cemetery  | In Progress | <ul style="list-style-type: none"> <li>➤ Malcolm will undertake copper log replacement starting Monday 14th. Materials in Normanton.</li> <li>➤ Heritage documents sent to Department for approval to undertake rotunda and wallaby fence construction.</li> <li>➤ Heritage documents accepted and works can proceed. Copper log fencing replacement nearly completed.</li> <li>➤ The rotunda construction completed.</li> <li>➤ Quote to be received this week as fencers will be in town.</li> </ul> |
| March Meeting    |      | Are there alternatives to repair scour on the footpath in Philp Street besides filling with gravel | In Progress | ➤ Repairs put in works program as per plan submitted in December   |

## BUSINESS PAPERS

| Date:            | Ref: | Action   | Status      | Comment   |
|------------------|------|--|-------------|---|
|                  |      | as every wet season it erodes repeatedly.  |             | <p>2022 Meeting</p> <ul style="list-style-type: none"> <li>➤ In works program – took foreman out to site to show scope of works</li> <li>➤ Scouring along footpath repaired. Premix to lay at median strip to divert water is put into works program</li> </ul>   |
| August Meeting   |      | Shorten median island at Intersection of Landsborough and Caroline St. to tree line at Curley's end.   | In Progress | <ul style="list-style-type: none"> <li>➤ Contractor has been engaged</li> <li>➤ Works 90% completed. Require kerbing only to complete shortening of island.</li> <li>➤ Works to start this week</li> </ul>  |
| August Meeting   |      | <p>Discuss with TMR for slip lane at:</p> <p>Right turn from 92A to Glenore Weir – Near miss incident</p> <p>Right turn to 89B towards Dunbar at Walkers Creek</p> <p>Shady Lagoon turnoff</p> | In Progress | <ul style="list-style-type: none"> <li>➤ Discussed with TMR briefly – Getting plans drawn up to help push it along with TMR</li> <li>➤ Will look at improving site distance in the road reserve at Walkers Creek bend</li> <li>➤ Had meeting with TMR about extra slip lanes. They have tried to get funding for similar projects in the region without success. They won't be able to get funding for slip lanes here. I will try to get funding through blackspot into Glenore Weir. Will require a safety report, including near miss accident statements.</li> <li>➤ Undertaking Safety audit and collected a statement.</li> </ul> |
| November Meeting |      | Council to obtain quote to do minor repairs and possible fresh up paint job on Krys.   | Not Started | <p>Contacted the designer a few times to repaint.</p> <p>Met with Nick De Jong from Karumba Marine Services to look at Chris to repair fibreglass damage. He is working on a quote.</p>   |
| March Meeting    |      | Depth gauge and flood marker would need to be erected at the boat/barge ramp (at Burns Philp   | Completed   | <ul style="list-style-type: none"> <li>➤ Survey of river bank level and barge channel underway.</li> </ul>  |

## BUSINESS PAPERS

| Date:             | Ref: | Action  | Status      | Comment  |
|-------------------|------|---|-------------|--|
|                   |      | Building).  |             | <ul style="list-style-type: none"> <li>➤ Depth markers being arranged through Artcraft. This will be fixed to galvanised box posts.</li> <li>➤ Completed</li> </ul>  |
| May Meeting       |      | Street lights at Palmer Street  | In Progress | <ul style="list-style-type: none"> <li>➤ Discussions with electrical designers</li> <li>➤ 2 Solar street lights ordered and delivered to Hawkins transport in Townsville.</li> <li>➤ Installation of 1 solar light will commence this week</li> </ul>  |
| June Meeting      |      | Look at solar lights for footpath to Rodeo Grounds  | Not Started | <ul style="list-style-type: none"> <li>➤ Inspected site</li> </ul>   |
|                   |      | Install toilet signage in median strip directing to Burns Philp public toilets  | In Progress | <ul style="list-style-type: none"> <li>➤ New signage have arrived and RMPC crew will install</li> </ul>  |
| September Meeting |      | Can the Savannah Art sculpture outside the Burns Philp Building can be raised to 500mm for better photo opportunity     | In Progress | <ul style="list-style-type: none"> <li>➤ Council will construct a concrete plinth under the sculpture to raise it by 500mm. This is being arranged. New stainless steel hold down bolts being arranged.</li> <li>➤ Concrete works will start this week.</li> </ul>   |
| September Meeting |      | Chase up the no scooter/skating/riding signage for installation on the footpath in the vicinity of the shops in Karumba | In Progress | <ul style="list-style-type: none"> <li>➤ Signage have been ordered and have arrived in Normanton. Peter Casey RMPC crew to install.</li> </ul>   |
| September Meeting |      | Burketown Road - call points at the Flinders, Bynoe & Little Bynoe Rivers and 92A - Norman River at Glenore.            | In Progress | <ul style="list-style-type: none"> <li>➤ Call point signs for the Bynoe, Little Bynoe, Flinders R, Armstrong Ck, Station Ck and L Ck have arrived. RMPC crew to install.</li> <li>➤ TMR has held up the call point signs at 92A - Norman R at Glenore and 89A Flinders River until they have completed the designs. They will also fund those</li> </ul> |

## BUSINESS PAPERS

| Date:            | Ref: | Action  | Status      | Comment   |
|------------------|------|---|-------------|---|
|                  |      |   |             | signs.  |
| December Meeting |      | Provide a detailed report on the Karumba Childcare structural defects   | Completed   | ➤ Report included in the business paper   |
| December Meeting |      | Clean up Karumba Transfer Station   | In Progress | ➤   |
| December Meeting |      | Remove stoppers at Karumba Point Boat ramp as they are starting to degrade, and bolts are being exposed – Seek TMR’s permission as they own the infrastructure. | In Progress | ➤ Had preliminary discussions with TMR. They need to refer back to their marine division.   |
| December Meeting |      | Place rubbish bins and portable toilets at Critters Camp  | Completed   | ➤ Bins placed and were vandalised.  |
| December Meeting |      | Parking line marking in Normanton main street needs to be repainted   | In Progress | Put in Works Program  |
| December Meeting |      | A panel is down in the Normanton Cemetery near the water meter  | Completed   | ➤ Panel installed.  |
| December Meeting |      | Southerland Street needs to be bitumen sealed   | In Progress | ➤ Put in Works program to be sealed<br>➤ Site inspected with foremans.  |
| December Meeting |      | Remove temporary light pole at Kids Crossing  | Completed   | ➤ Pole to remain as it was installed for “pedestrian give way to traffic” signage.<br>➤ Remains of vandalised lighting was removed.<br>➤ One missing pedestrian signage has been reordered. They will be mounted above head height. |
| December Meeting |      | Check lighting at the Karumba Town boat ramp to see if there is sufficient lighting   | In Progress | ➤ More lighting is required<br>➤ Council will look at additional lights to be installed   |
| January Meeting  |      | Council look at a design for a Fish Attraction Device mould for future additional areas.  | Not Started | ➤   |
| January Meeting  |      | Flood Camera at Flinders River is not working   | Completed   | ➤ Council has installed a Celfi device used to boost mobile signals. It seems to have helped. Heavy clouds have prevented signal at   |

## BUSINESS PAPERS

| Date:           | Ref: | Action   | Status      | Comment  |
|-----------------|------|--|-------------|--|
|                 |      |  |             | certain times, but we are getting pictures.  |
| January Meeting |      | Mosquito fogging for Normanton and Karumba   | Completed   | ➤ Works were in progress for January - February  |
| January Meeting |      | House numbers on gutters have long grass or may have faded   | Completed   | ➤ The wet season has caused grass to grow quickly. Council have been whipper snipping to expose the numbers. Any faded numbers will be repainted. The local law officer has been continuously repainting faded numbers over the years.                     |
| January Meeting |      | Faded 'No Standing" sign for Haig Street to be replaced  | In Progress | ➤ Council has ordered the new signs.   |
| January Meeting |      | Landsborough Street Upgrade – Plans to be brought to next Council meeting for discussion             | Completed   | ➤ A3 Plans to be presented at Feb Meeting  |
| January Meeting |      | Flood markers at Alexandria Crossing needs to be set at correct levels                               | In progress | ➤ Council has arranged to go out and reset the flood markers to correct once we can gain access to the site.   |
| January Meeting |      | M-Creek – inspect to check to see if there are large washouts on the crossing detrimental to traffic | Completed   | ➤ Council took an opportunity to take an arial photo. There are bitumen damage, but traffic will still be able to cross. Emergency works will commence once we can gain access.  |
| January Meeting |      | New Normanton columbarium wall   | In progress | <ul style="list-style-type: none"> <li>➤ New columbarium has arrived.</li> <li>➤ Malcolm will install the new columbarium ASAP</li> <li>➤ We can use the existing plagues by gluing it onto the granite caps supplied with the new columbarium.</li> </ul> |
| January Meeting |      | Needs a light at the intersection of Philp's and Old Croydon Road                                    | In progress | ➤ Council will install a solar street light this week.   |

### 2. Miscellaneous Projects

2.1. Road closures and wet weather throughout the Shire have delayed progress.

## **BUSINESS PAPERS**

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- 2.2. Karumba Revetment Wall and Rock Groyne – Rock are being stockpiled near the end of the Karumba Aerodrome. Bigger rocks are being made and have been delayed due to road closures. Acceptance letters have been sent out to Wren Constructions. They have ordered the reinforcements for the precast wall component of the wall and are having it galvanised.
- 2.3. ATSI TIDS - Floodway upgrade on the Dunbar - Kowanyama Road. Two raised causeways at Plains Creek and Cabbage Tree Creek have been completed prior to the Christmas break. Council has another floodway to undertake known as Days Creek from the same funding source. Days Creek is between the Scrutton River and Rutland Plains Station and near Middle Camp. Culverts have been ordered by Council for Days creek.
- 2.4. Mentana Creek – Council have been awarded the construction for Mentana Creek Causeway. The works will include the installation of four (4) 2700 x 1200 box culverts and the construction of concrete batter protection. Council have ordered the culverts. Council will undertake earthworks and road works for the project.
- 2.5. RMPC Crew – undertaking patching / road patrols / herbicide / guideposts / signs / mowing as required. We have ordered call points signage for Leichhardt River, Alexandra River and Poingdestre Creek for the crew to install.
- 2.6. ROSI Funding – Council undertook an independent Infrastructure Investment Program (IIP) review and are hoping that the Burketown - Normanton Rd project will be confirmed. Financials and milestones have been updated with the Department of Infrastructure, Transport, Regional Development, Communications, and the Arts with a new estimated award date for March 2024 if successful. Since last week, Council have been formally notified that the funding will not be removed as part of the Federal Government review which is great news.
- 2.7. Kowanyama Road Betterment Works – Sealing Works. This project has been put on hold until after the flood season. Shaun Henry's stabilising Crew are working to complete 10km of new sealing works under betterment on the Kowanyama Road between the Scrutton River and Rutland Plains. The crew have completed the first 5km of stabilised pavement which was sealed by two (14/10) coat bitumen mid-November by Borals. They have completed the cement stabilisation of the gravel pavement for the second 5km. Council is planning to seal the last 5km early 2024 access depending.
- 2.8. Council have been awarded a contract from TMR to undertake 23-24 reconstruction works on 84A Karumba Developmental Road and 89A Burke Developmental Road valued at \$1,038,059.82
- 2.9. Emergency Supplies Request - Council have received requests for help to deliver emergency supplies to isolated properties due to road closures by helicopter. To date Council have assisted Koolatah twice, Dunbar twice, Inkermann twice, Vanrook, Lotusvale, Delta Downs twice, and Miranda Downs.
- 2.10. Council have been awarded a contract from TMR to undertake 23-24 reconstruction works on 89B valued at \$12,690,197.57.

## BUSINESS PAPERS

**Table:** TMR Projects progress report for 2023 – 2024

| Projects   | Value                  | Claimed                | Progress   |
|--|------------------------|------------------------|------------|
| ATSI TIDS Dunbar Kowanyama Road - EOT granted. Original budget is \$1,340,000. TMR wants remaining balance of \$891,893.13 to be claimed after June 30th | \$891,893.13           | \$891,893.13           | 100%       |
| ATSI TIDS Dunbar Kowanyama Road - Variation request (Cabbage Tree and Plains Ck)   | \$250,000.00           | \$250,000.00           | 100%       |
| ATSI-TIDS Dunbar Kowanyama Road - Days Creek   | \$960,000.00           | \$0.00                 | 0%         |
| TIDS 2023-2024 - 100% completed, claims being arranged   | \$835,000.00           | \$835,000.00           | 100%       |
| CN-21081 2023-24 RMPC  | \$2,655,500.00         | \$1,750,065.00         | 66%        |
| CN-20676 2023 TMR Emergent Works - Working to verify estimated total with TMR. \$698,652.83 claimed prior to June  | \$3,910,000.00         | \$3,910,000.00         | 100%       |
| CN-21599 Mentana Creek Floodway  | \$1,799,265.48         | \$0.00                 | 0%         |
| CN-21602 89B Formation   | \$1,900,000.00         | \$0.00                 | 0%         |
| CN-21603 89A and 84A Repa Works  | \$1,038,059.82         |                        | 0%         |
| CN-22267 Remote Roads Upgrade Pilot program (RRUPP)Iffley Road Resheeting - gravel from Ch. 42.299km to 81.276km   | \$5,258,359.00         | \$1,238,821.00         | 24%        |
| CN-22267 Remote Roads Upgrade Pilot program (RRUPP)Koolatah Road widening 0.007km to 30.307km  | \$3,097,053.00         | \$1,238,821.00         | 40%        |
| CN-22446 89B REPA Works  | \$12,690,179.57        |                        |            |
| <b>Total</b>   | <b>\$35,285,310.00</b> | <b>\$10,114,600.13</b> | <b>29%</b> |

## **BUSINESS PAPERS**

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**Photo:** 89A Flinders River

## **BUSINESS PAPERS**

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**Photo:** Mitchell River crossing

## **BUSINESS PAPERS**

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**Photo:** Kowanyama Road – Dunbar end

## **BUSINESS PAPERS**

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**Photo:** Kowanyama Road – Dunbar end

## **BUSINESS PAPERS**

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**Photo:** Burketown Road - Armstrong Creek and overflow – facing towards Normanton

## **BUSINESS PAPERS**

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**Photo:** Burketown Road – M Creek

## **BUSINESS PAPERS**

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

- 3.1. All camps back in Depot
- 3.2. Council have applied and activated due to flooding from Cyclone Jasper – 13 to 28 December 2023.

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

- 4.1. Council is working with TMR on Betterment projects on 89B to continue sealing. Council have signed a contract for TMR for the 89B REPA works valued in excess of 12M. Council has submitted another causeway upgrade at Plains Creek for the Kowanyama Road at Burkes Lagoon.

### **5. Reports**

#### **5.1. Karumba Childcare Structural Damage Report.**

##### **Introduction:**

Council received reports that the Karumba Childcare had significant structural cracks in the walls. It was suggested that some areas along the walls was subsiding and causing visible gaps and cracks. An existing septic tank was removed at the rear of the building, and some felt that this had caused some subsiding to occur on the building foundations which may have led to the cracks on the walls.

##### **History:**

The construction for the Karumba Childcare started in 1996 and formed part of a tender which included the construction of the Normanton Childcare and the new extension to the Council Normanton Main Office. Records showed minor defects were completed by 1998. The Karumba Childcare used the same plans as the one designed for the Normanton Childcare, thus both Centres are identical regarding materials and structural layout.

## **BUSINESS PAPERS**

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**Plan** – Karumba Childcare

### **Site visit:**

Council made a site visit to the Karumba Childcare on Tuesday 30<sup>th</sup> January to inspect the building and to determine the extent of the damage.

It was noted that:

- The internal walls were lined with flushed jointed fibre cement sheets.
- The ceiling was lined with flushed jointed fibre cement sheets.
- The external walls was lined with custom orb metal sheeting on the long sides of the building. Fibre cement sheets were used at the short end of the building.
- The soffit was lined with fibre cement sheets.
- The flooring was composed of 19mm plywood floor sheeting fixed to 120mm galvanized metal top hat joists at 400 - 450 Centres. The top hat was fixed to 155x75x10mm galvanized C-section bearer at 1900 Centres. The bearers are supported on 75x75 square hollow galvanized steel stumps.

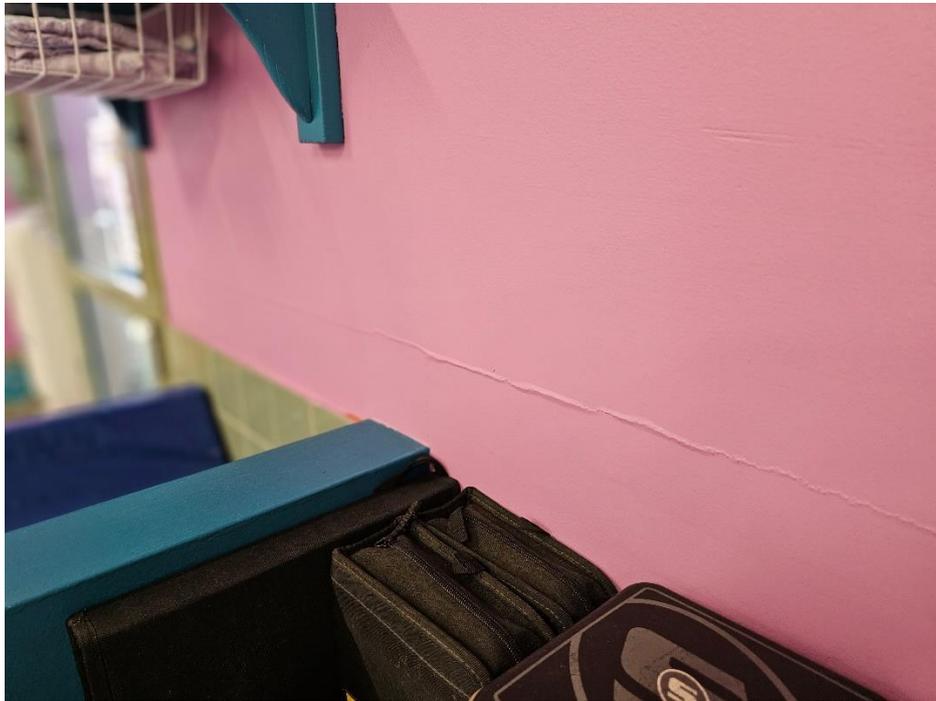
## **BUSINESS PAPERS**

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### **Observations:**

There was no noticeable deflection whilst walking on the floor which suggest the floor structure was in sound condition and built for purpose. There was no unevenness seen on the floor and all floor edges were straight with no cracks or gaps. There was no evidence which could point to foundation subsidence.

The inside was repainted around November 2022 and there were no visible cracks in the lining observed. We were shown existing cracks on the internal walls, but we explained that those were sheet joints and are easily recognizable. Tape was paced over the joints prior to painting which is a common practice by plasterers and painters. Overtime due to minor contraction and expansion, the tape would stretch and form a visible straight jagged lip or fine crack which is often commonly mistaken as a failure by the untrained.



**Photo:** Existing joints with tape stretched overtime

## **BUSINESS PAPERS**

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**Photo:** Existing joints with tape stretched overtime

An inspection on the joists and bearers showed no defects or unevenness. There was no twisting of the steel to indicate soil subsidence.

The galvanized stumps under the building showed no signs of sinking and there was no indication of disturbed ground around the stumps which could indicate subsidence.



**Photo:** Foundations show no signs of subsidence.

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**Photo:** No damage to the sealing or joints along the roof line.

### **Damage found:**

The only failures found was at the fibre cement sheeting placed externally at the short end of the building.

Fibre cement sheets are designed to not burn, resistant to permanent water and termite damage, resistant to rotting and warping. They are meant to be low maintenance. However it's not fail proof. Exposed sheeting at the edges soak moisture overtime and cause damage. The fibre cement sheets were made with cement-based products as an alternative to asbestos.

The existing fibre sheeting at the northern end of the building has been exposed to extreme weather, especially at the bottom. The bottom of the sheet rests on a metal flashing and sits on a lip which would trap moisture. As the edge of the sheeting is not painted, over a long period of time the moisture would migrate into the cement fibre and cause cracks and breakages which results in small pieces falling out.

Limited paint coatings, faded paint and poor fixing techniques would have caused further cracks higher up on the wall. Those cracks have caused water to ingress into the sheeting. Swelling due to moisture ingress and exposure to elements have caused the breakage and cracks to appear. The fibre cement sheeting is designed not to disintegrate, however when water is able to penetrate, the damage will decrease the cladding performance. Single cracks are usually caused by thermal expansion and contraction and leads to moisture penetration.

The photographs below show the extent of damage to the external wall. Neglecting to use sealant or adhesive at joints, edges, and intersections can lead to moisture penetration, which can cause rot and other issues over time. Proper sealing is crucial for weather resistance which includes multiple coats of paint.

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**Photo:** Northern Wall using Fibre Cement Sheets.



**Photo:** Faded Paint, unpainted edge resting on lip causing moisture ingress.

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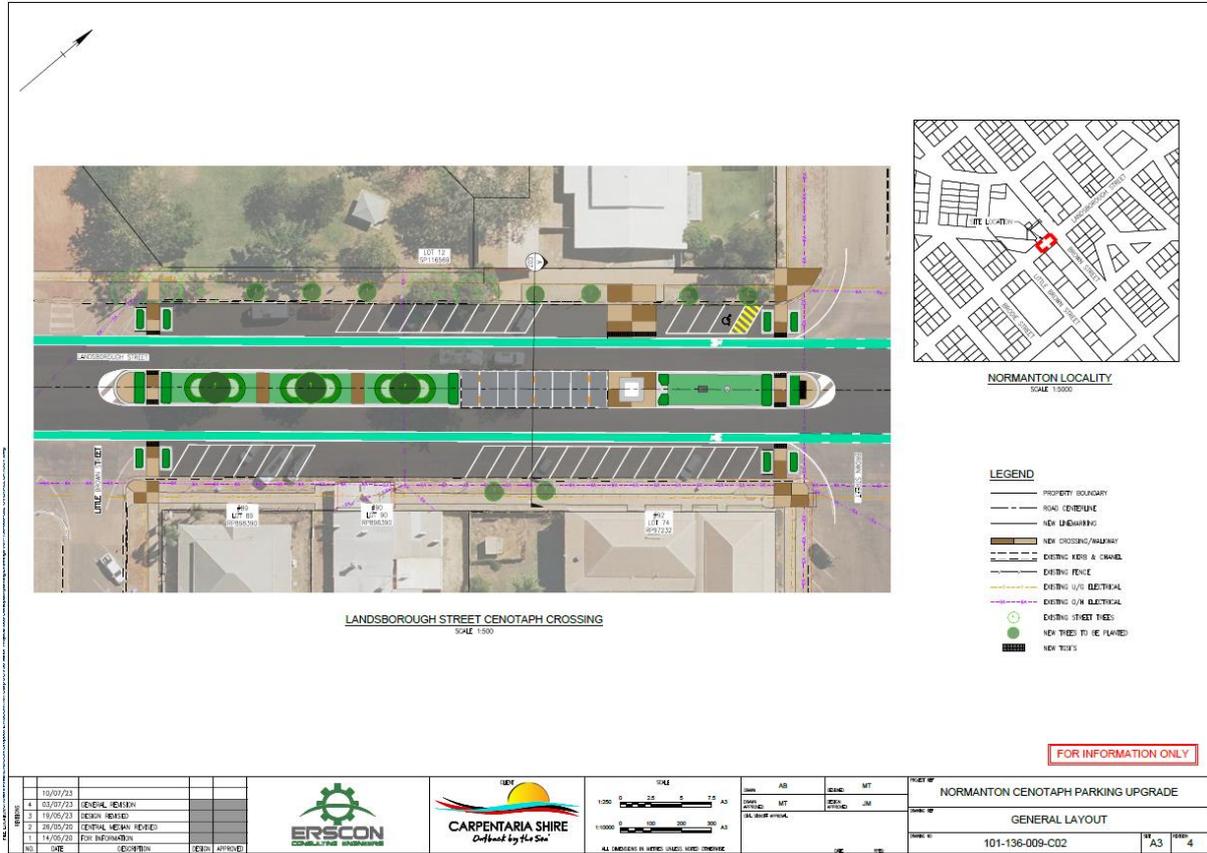
**Photo:** No sealant at the joint causing moisture ingress and minor lifting at the edge.

**Recommendations:**

- Remove old damaged external sheathing and replace with new;
- Ensure all edges and joints are sealed with multiple coats of quality external paint or moisture resistant sealant coating as per manufacturers recommendations.

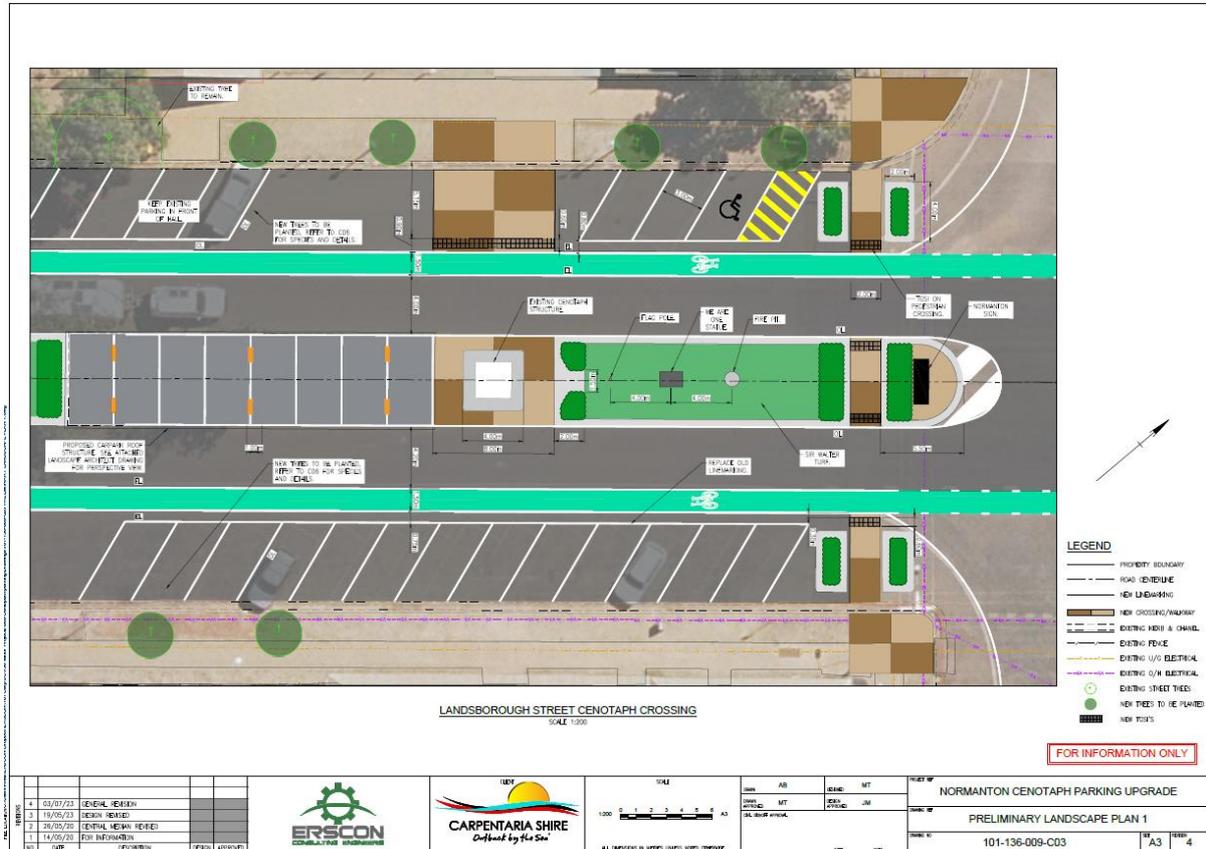
# BUSINESS PAPERS

## 5.2. Landsborough Street Upgrade



**Plan:** Landsborough St upgrade Project – A3 Plans to be supplied at meeting

# BUSINESS PAPERS



Plan: Landsborough St upgrade Project – A3 Plans to be supplied at meeting

## **BUSINESS PAPERS**

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### **12.2 NDRRA/QDRF REPORT**

|                      |  |
|----------------------|--|
| <b>Attachments:</b>  | 12.2.1. Appendix A - 2021 Expenditure Summary <a href="#">↓</a><br>12.2.2. Appendix B - 2021 Completed Works <a href="#">↓</a><br>12.2.3. Appendix C - 2022 Expenditure Summary <a href="#">↓</a><br>12.2.4. Appendix D - 2022 Completed Works <a href="#">↓</a><br>12.2.5. Appendix E - Betterment Projects <a href="#">↓</a> |
| <b>Author:</b>       | John Martin - Consultant Engineering   |
| <b>Date:</b>         | 15 February 2024   |
| <b>Key Outcome:</b>  | 5.2 - A safe and sustainable road network  |
| <b>Key Strategy:</b> | 5.2.1 Plan and deliver a safe, sustainable and efficient road network.   |

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#### **Executive Summary:**

**QRA21:** The QRA21 project is approximately 98.6% complete, an extension of time has been requested on remaining scope that was not completed before the December 31 2023 deadline. Acquittal documentation is being prepared for completed submissions.

**QRA22:** The QRA22 project is approximately 84.7% complete. The QRA22 program of work has a deadline of 30 June 2024. No construction is currently being undertaken due to the wet season shutdown and an updated construction programme is being prepared.

**QRA23:** Submission 5 (Iffley Road Incl Rollover) and Submission 1 (Far Northern Roads) have now been approved and Council has received prepayment. Submission 2 (Northern Roads) has now been lodged in the QRA MARS system. QRA21 and QRA22 scope that received significant additional damage will be rolled over into the QRA23 submissions.

**QRA24:** Carpentaria Shire Council was activated for REPA, Emergency Works and CDO relief measures on 29 December 2023 in response to the Tropical Cyclone Jasper event.

**RRUPP:** Two (2) Remote Roads Upgrade Pilot Program (RRUPP) projects have been approved for construction. Construction on the Iffley Road project in conjunction with QRA23 scope as per the funding agreement was partially completed before the wet season shutdown. Works on the Dixie Road and remaining works on Iffley Road will take place this year.

**MITCHELL RIVER BRIDGE:** The Mitchell River Bridge options analysis has been finalised and final costings are under review. The detailed design is currently being completed by others.

**OTHER:** Dunbar – Kowanyama (pavement stabilization and sealing) betterment project is near completion with seal works to be completed in the 2024 construction season. The fit out of the Disaster Coordination Centre (approx. \$800k) has been submitted for QRRRF funding. Two (2) projects are being prepared for submission under 2024 Betterment funding.

#### **RECOMMENDATION:**

That Council:

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

#### **Background:**

##### **2021 QRA Event**

1. All five (5) QRA21 REPA submissions have been approved with a total RV of approx. \$39.9million (construction budget of \$31.1million).

## **BUSINESS PAPERS**

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2. Approximately 98.6% of the project has been completed with an estimated Expenditure Ratio of 0.90. Refer Appendix A and B for final construction summaries.
3. An extension of time has been requested for Old Croydon Road, Dunbar – Kowanyama Road and Yappar Street.
4. Completed QRA21 submissions are being prepared for acquittal pending the finalisation of expenditure.

### **2022 QRA Event**

1. All six (6) QRA22 REPA submissions have been approved with a total RV of approx. \$66.8million (construction budget of \$46.8million).
2. Approximately 84.7% of the project has been completed with an estimated Expenditure Ratio of 1.02. 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. The 2024 construction season programme is currently being prepared.
4. The QRA22 program of work has a deadline of 30 June 2024.

### **2023 QRA Event**

1. Carpentaria Shire Council was activated for REPA, Emergency Works and CDO relief measures on 6 January 2023 in response to the Northern and Central Queensland Monsoon and Flooding event.
2. Scope within QRA21 and QRA22 projects that received significant additional damage during the most recent flood event will be submitted to be rolled over into the QRA23 submissions.
3. Submission 5 (Iffley Road Incl Rollover) and Submission 1 (Far Northern Roads) have both now been approved and Council has received the prepayment. Submission 2 (Northern Roads) has now also been lodged in the QRA MARS system.

### **2024 QRA Event**

1. Carpentaria Shire Council was activated for REPA, Emergency Works and CDO relief measures on 29 December 2023 in response to the Tropical Cyclone Jasper event.

### **Remote Roads Upgrade Pilot Program**

1. Two (2) Remote Roads Upgrade Pilot Program (RRUPP) projects have been approved for construction. The Iffley Road Gravel Upgrade project has a RV of approx. \$4.2million and Koolatah – Dixie Road Widening project has a RV of approx. \$2.5million.
2. The Iffley Road project was partially constructed before the wet season shut down, it is being built in conjunction with the QRA23 Iffley Road scope. Remaining works will be constructed in the 2024 construction season.
3. The Koolatah – Dixie Road Widening project is to be constructed in conjunction with the QRA23 Koolatah - Dixie Road scope during the 2024 construction season.

### **Mitchell River Bridge**

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## BUSINESS PAPERS

1. The Mitchell River Bridge (NQNDMP) options analysis has been finalised including the preliminary design of three (3) bridge and three (3) alignment options. Costs for precast items, piling and insitu construction work have been sourced and the final costings are under review.
2. The options analysis report and detailed design have a deadline of 30 June 2024. Cost estimates are to be provided to QRA for confirmation of funding quantum. The detailed design is currently being completed by others.

### **Other**

1. Construction for the Dunbar – Kowanyama (pavement and sealing) betterment project is near completion with remaining scope (seal works) being scheduled for the 2024 construction season. A full list of betterment projects can be seen in Appendix E.
2. One (1) project has been submitted for funding under the Queensland Resilience and Risk Reduction Funding Program (Table 1 below), with an outcome from QRA expected by 28 June 2024.

**Table 1: QRRRF Project Details**

| Priority | Project Name                         | Project Description   | Requested Funding |
|----------|--------------------------------------|---|-------------------|
| 1        | Disaster Coordination Centre Fit out | Fit out of the Disaster Coordination Centre to allow for increased capacity and utilization of the centre during disaster recovery, allowing for increased resilience within the local community. | Approx. \$800,400 |

3. Two (2) projects are being prepared for submission under 2024 betterment funding. The projects include the upgrade of a causeway and seal section on Normanton to Burketown Road. (The seal section will comprise of REPA, gravel supply under betterment and ROSI funding for the seal).

### **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 21 Trigger Point contribution - \$30,180
- QRA 22 Trigger Point contribution - \$30,015
- QRA 23 Trigger Point contribution - \$29,070

## **BUSINESS PAPERS**

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### **Risk Management Implications:**

- Low – QRA22 – All submissions have a construction deadline of 30 June 2024. An updated construction programme is currently being prepared to ensure submission deadlines are met.

**CARPENTARIA SHIRE COUNCIL**

**SUMMARY OF QRA21 EXPENDITURE**

**CURRENT**

**Project Completed**

**Forecast Project Expenditure to RV Ratio**

**1/02/2024**

**98.6%**

**0.90**



| 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                  | \$ 93,239.01           | 100%         | 0.64                       | Overlapping camp and establishment costs with simultaneously constructed QRA20 Wondoola Access and QRA20/21 Wondoola Bypass Road. When assessing roads together expenditure is expected to align closely with the combined RV. |
| Wondoola Bypass Road              | \$ 335,719.59                  | \$ 165,292.28          | 100%         | 0.49                       | Overlapping camp and establishment costs with simultaneously constructed QRA20 Wondoola Bypass Road and QRA20/21 Wondoola Access. When assessing roads together expenditure is expected to align closely with the combined RV. |
| Glenore Access                    | \$ 954,142.42                  | \$ -                   | 100%         | 0.00                       | Road marked at 100% due to significant additional damage incurred from 2023 event. All scope is expected to rollover into QRA23 works.   |
| Haydon Access                     | \$ 294,418.51                  | \$ 171,847.17          | 100%         | 0.58                       | Significant cost savings were achieved due to the construction crew working from town with no camp establishment and ongoing camp costs required during construction.  |
| Sawtell Creek Access              | \$ 46,052.54                   | \$ 31,371.31           | 100%         | 0.68                       | Significant cost savings were achieved due to the construction crew working from town with no camp establishment and ongoing camp costs required during construction.  |
| Warrenvale Access                 | \$ 112,183.94                  | \$ 71,178.92           | 100%         | 0.63                       | Overlapping camp and establishment costs with simultaneously constructed QRA21 Donors Hill Access. When assessing the roads together expenditure is expected to align closely with the combined RV.                            |
| Mundjuro Access                   | \$ 269,163.15                  | \$ 917.73              | 100%         | 0.00                       | Road marked at 100% due to significant additional damage incurred from 2023 event. All scope is expected to rollover into QRA23 works.   |
| Trenton Road                      | \$ 2,759,624.32                | \$ 1,818,405.82        | 100%         | 0.66                       | Road partially constructed before wet season shutdown, remaining scope will be rolledover into QRA23 scope   |
| Iffley Road                       | \$ 48,565.72                   | \$ 50,989.60           | 100%         | 1.05                       | Road marked at 100% due to significant additional damage incurred from 2023 event. All scope is expected to rollover into QRA23 works.   |
| Broadwater Access                 | \$ 15,718.68                   | \$ 12.05               | 100%         | 0.00                       | Overlapping camp and establishment costs with simultaneously constructed Broadwater - Iffley Road and Claraville Road. When assessing roads together expenditure is expected to align closely with the combined RV.            |
| Broadwater - Iffley Road          | \$ 3,253,190.35                | \$ 2,706,692.15        | 100%         | 0.83                       | Overlapping camp and establishment costs with simultaneously constructed Claraville Road and Broadwater Access. When assessing roads together expenditure is expected to align closely with the combined RV.                   |
| Cowan Downs Access                | \$ 109,883.67                  | \$ 17,172.96           | 100%         | 0.16                       | Overlapping camp and establishment costs with simultaneously constructed QRA22 Cowan Downs Access scope. When assessing roads together expenditure is expected to align closely with the combined RV.                          |
| Claraville Road                   | \$ 802,925.42                  | \$ 41,677.43           | 100%         | 0.05                       | Overlapping camp and establishment costs with simultaneously constructed Broadwater - Iffley Road and Broadwater Access. When assessing roads together expenditure is expected to align closely with the combined RV.          |
| Old Croydon Road (Unsealed)       | \$ 410,198.93                  | \$ 201,474.78          | 48%          | 1.02                       | An extension of time has been requested for remaining uncompleted line items   |
| <b>TOTAL</b>                      | <b>\$ 9,601,188.43</b>         | <b>\$ 5,372,816.61</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.  |
| Lorraine Access                      | \$ 537,639.45                  | \$ 549,594.98          | 100%         | 1.02                       |  |
| Ten Mile Road                        | \$ 812,165.79                  | \$ 577,623.55          | 100%         | 0.71                       | Significant cost savings were achieved due to the construction crew working from town with no camp establishment and ongoing camp costs required during construction.  |
| Neumayer Valley Access               | \$ 408,933.45                  | \$ 128,648.64          | 100%         | 0.31                       | Overlapping camp and establishment costs with simultaneously constructed QRA21 Donors Hill - Augustus Downs Access and QRA22 Neumayer Valley Access. When assessing roads together expenditure is expected to align closely with the combined RV.  |
| Inverleigh Access                    | \$ 2,341.08                    | \$ 3,237.50            | 100%         | 1.38                       | Overlapping camp and establishment costs with simultaneously constructed QRA21 Inverleigh Access (Secondary Access) and QRA22 Inverleigh and Inverleigh West Access. When assessing roads together expenditure is expected to align closely with the combined RV.                        |
| Normanton - Burketown Road           | \$ 3,384,537.60                | \$ 2,127,501.51        | 100%         | 0.63                       | Road partially constructed before wet season shutdown, remaining scope will be rolledover into QRA23 scope   |
| McAllister Road                      | \$ 1,111,966.62                | \$ 58,503.91           | 100%         | 0.05                       | Road partially constructed before wet season shutdown, remaining scope will be rolledover into QRA23 scope   |
| Inverleigh Access (Secondary Access) | \$ 6,577.32                    | \$ -                   | 100%         | 0.00                       | Significant cost savings were achieved due to the construction crew working from town with no camp establishment and ongoing camp costs required during construction.  |
| Donors Hill - Augustus Downs Road    | \$ 1,141,343.18                | \$ 1,647,012.23        | 100%         | 1.44                       | Overlapping camp and establishment costs with simultaneously constructed QRA21 and QRA22 Nardoo - Leichardt Road and Neumayer Valley Access. When assessing roads together expenditure is expected to align closely with the combined RV.  |
| Karumba Pipeline Service Access      | \$ 732,792.98                  | \$ 627,124.71          | 100%         | 0.86                       | Cost savings were achieved due to the construction crew working from town with no camp establishment and ongoing camp costs required during construction.  |
| Nardoo - Leichardt Road              | \$ 4,089,855.77                | \$ 3,027,534.95        | 100%         | 0.74                       | Overlapping camp and establishment costs with simultaneously constructed QRA22 Nardoo - Leichardt Road, QRA21 Donors Hill - Augustus Downs Road and QRA21 and QRA22 Neumayer Valley Access. When assessing roads together expenditure is expected to align closely with the combined RV. |
| Yappar Street                        | \$ 32,194.71                   | \$ -                   | 0%           | 1.00                       | An extension of time has been requested for remaining uncompleted line items   |
| <b>TOTAL</b>                         | <b>\$ 12,668,751.51</b>        | <b>\$ 8,953,714.98</b> |              |                            |  |

| Submission 3 - CSC.0048.2021E.REC |                                |                        |              |                            |  |
|-----------------------------------|--------------------------------|------------------------|--------------|----------------------------|--|
| Road Name                         | Construction Recommended Value | Expenditure            | Complete (%) | Expected Expenditure Ratio | Notes  |
| Inkerman Access                   | \$ 562,783.25                  | \$ 488,934.26          | 100%         | 0.87                       | 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                | \$ 2,577,328.41        | 100%         | 0.73                       | Overlapping camp and establishment costs with simultaneously constructed Lotus Vale - Stirling Road and Stirling - Miranda Downs Road. When assessing roads together expenditure is expected to align well with the combined RV. |
| Stirling - Miranda Downs Road     | \$ 924,687.03                  | \$ 231,518.96          | 100%         | 0.25                       | Road partially constructed before wet season shutdown, remaining scope will be rolledover into QRA23 scope   |
| Delta Downs Road                  | \$ 1,121,390.34                | \$ 211,719.55          | 100%         | 0.19                       | Road marked at 100% due to significant additional damage incurred from 2023 event. All scope is expected to rollover into QRA23 works.   |
| Lotus Vale - Stirling Road        | \$ 1,128,254.06                | \$ 518,820.87          | 100%         | 0.46                       | Road partially constructed before wet season shutdown, remaining scope will be rolledover into QRA23 scope   |
| Double Lagoon Access              | \$ 165,580.92                  | \$ 68,314.46           | 100%         | 0.41                       | Significant cost savings were achieved due to the construction crew working from town with no camp establishment and ongoing camp costs required during construction.  |
| <b>TOTAL</b>                      | <b>\$ 7,432,517.36</b>         | <b>\$ 4,096,636.51</b> |              |                            |  |

| Submission 4 - CSC.0042.2021E.REC |                                |                        |              |                            |   |
|-----------------------------------|--------------------------------|------------------------|--------------|----------------------------|---|
| Road Name                         | Construction Recommended Value | Expenditure            | Complete (%) | Expected Expenditure Ratio | Notes   |
| Dunbar - Koolatah Road            | \$ 254,319.58                  | \$ 378,030.26          | 100%         | 1.49                       | 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 is expected to align well with the combined RV.                   |
| Koolatah - Drumduff Road          | \$ 408,762.84                  | \$ 378,959.21          | 100%         | 0.93                       | 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 is expected to align well with the combined RV.                   |
| Dunbar - Kowanyama Road           | \$ 254,319.58                  | \$ 1,602,438.75        | 55%          | 3.15                       | Overlapping camp and establishment costs with simultaneously constructed QRA22 Dunbar Kowanyama Road scope. When assessing roads together expenditure is expected to align closely with the combined RV. An extension of time has been requested for remaining uncompleted line items |
| <b>TOTAL</b>                      | <b>\$ 917,402.00</b>           | <b>\$ 2,359,428.22</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                | \$ 1,847,570.85        | 100%         | 1.36                       | Road partially constructed before wet season shutdown, remaining scope will be rolledover into QRA23 scope |
| <b>TOTAL</b>                      | <b>\$ 1,359,200.81</b>         | <b>\$ 1,847,570.85</b> |              |                            |  |



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| NO. | DATE     | DESCRIPTION             | DESIGN | APPROVED |
|-----|----------|-------------------------|--------|----------|
| 21  | 12/02/24 | REVISED FOR FEB MEETING | AB     |          |
| 20  | 09/01/24 | REVISED FOR JAN MEETING | AB     |          |
| 19  | 05/12/23 | REVISED FOR DEC MEETING | AB     |          |
| 18  | 06/11/23 | REVISED FOR NOV MEETING | AB     |          |
| 17  | 03/10/23 | REVISED FOR OCT MEETING | AB     |          |
| 1   | 19/11/21 | INITIAL ISSUE           |        |          |



|                       |           |        |
|-----------------------|-----------|--------|
| CLIENT                | DATE:     | ISSUE: |
| DESIGN: IMG           | APPROVED: |        |
| DESIGN: IMG           | APPROVED: |        |
| DATE: SKOFF APPROVAL: |           |        |

|             |  |
|-------------|--|
| PROJECT REF | CARPENTARIA SHIRE COUNCIL ROADS          |
| DRAWING REF | 2021 CONSTRUCTION SEASON COMPLETED WORKS |
| DRAWING NO  | 101-021-SK703                            |
| SIZE        | A1                                       |
| REVISION    | 21                                       |

**CARPENTARIA SHIRE COUNCIL**

**SUMMARY OF QRA22 EXPENDITURE**

**CURRENT**

**Project Completed**

**Forecast Project Expenditure to RV Ratio**

**1/02/2024**

**84.7%**

**1.02**



| Submission 5 - CSC.0059.2122D.REC |                                |             |              |                            |   |
|-----------------------------------|--------------------------------|-------------|--------------|----------------------------|---|
| Road Name                         | Construction Recommended Value | Expenditure | Complete (%) | Expected Expenditure Ratio | Notes   |
| Mundjuro Access                   | \$ 63,144.41                   | \$ -        | 100%         | 0.00                       | Asset marked at 100% due to significant extra damage being identified, a rollover is expected |
| Pioneer Access                    | \$ 11,827.88                   | \$ -        | 100%         | 0.00                       | Asset marked at 100% due to significant extra damage being identified, a rollover is expected |
| Trenton Road                      | \$ 3,930,081.52                | \$ -        | 100%         | 0.00                       | Asset marked at 100% due to significant extra damage being identified, a rollover is expected |
| <b>TOTAL</b>                      | <b>\$ 4,005,053.81</b>         | <b>\$ -</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 1 - CSC.0060.2122D.REC      |                                |                        |              |                            |   |
|--|--------------------------------|------------------------|--------------|----------------------------|---|
| Road Name                              | Construction Recommended Value | Expenditure            | Complete (%) | Expected Expenditure Ratio | Notes   |
| Yappar River Access                    | \$ 96,778.87                   | \$ 90,508.65           | 100%         | 0.94                       | Overlapping camp and establishment costs with simultaneously constructed Yappar River Access (Secondary Access) and QRA21 Broadwater - Iffley Road. When assessing roads together expenditure is expected to align closely with the combined RV.        |
| Yappar River Access (Secondary Access) | \$ 39,976.45                   | \$ -                   | 100%         | 0.00                       | Overlapping camp and establishment costs with simultaneously constructed Yappar River Access and QRA21 Broadwater - Iffley Road. When assessing roads together expenditure is expected to align closely with the combined RV.                           |
| Beard Access                           | \$ 21,971.41                   | \$ -                   | 100%         | 0.00                       | Overlapping camp and establishment costs with simultaneously constructed Glenore Weir Road, Glenore Weir Secondary Access and Glenore Weir Service Access. When assessing roads together expenditure is expected to align closely with the combined RV. |
| Iffley Road                            | \$ 4,856,868.60                | \$ 1,680.00            | 100%         | 0.00                       | Asset marked at 100% due to significant extra damage being identified, a rollover is expected   |
| Glenore Weir Road                      | \$ 9,544.65                    | \$ 31,987.03           | 100%         | 3.35                       | Overlapping camp and establishment costs with simultaneously constructed Beard Access, Glenore Weir Secondary Access and Glenore Weir Service Access. When assessing roads together expenditure is expected to align closely with the combined RV.      |
| Glenore Weir Road (Secondary Access)   | \$ 5,146.14                    | \$ -                   | 100%         | 0.00                       | Overlapping camp and establishment costs with simultaneously constructed Beard Access, Glenore Weir Road and Glenore Weir Secondary Access. When assessing roads together expenditure is expected to align closely with the combined RV.                |
| Glenore Weir Service Access            | \$ 63,999.36                   | \$ 34,877.56           | 100%         | 0.54                       | Overlapping camp and establishment costs with simultaneously constructed Beard Access, Glenore Weir Road and Glenore Weir Secondary Access. When assessing roads together expenditure is expected to align closely with the combined RV.                |
| Claraville Road                        | \$ 1,665,824.70                | \$ 1,147,373.59        | 100%         | 0.69                       | Overlapping camp and establishment costs with simultaneously constructed QRA21 and QRA22 Broadwater - Iffley Road. When assessing roads together expenditure is expected to align closely with the combined RV.   |
| Broadwater - Iffley Road               | \$ 4,346,661.50                | \$ 2,620,604.51        | 54%          | 1.11                       | Accrued costs processing, road was partially constructed before wet season shutdown, remaining works will be undertaken in 2024 construction season   |
| <b>TOTAL</b>                           | <b>\$ 10,970,016.36</b>        | <b>\$ 3,836,522.69</b> |              |                            |   |

| Submission 3 - CSC.0061.2122D.REC |                                |                      |              |                            |   |
|-----------------------------------|--------------------------------|----------------------|--------------|----------------------------|---|
| Road Name                         | Construction Recommended Value | Expenditure          | Complete (%) | Expected Expenditure Ratio | Notes   |
| Mutton Hole Access                | \$ 136,902.94                  | \$ 75,358.03         | 100%         | 0.55                       | Significant cost savings were achieved due to the construction crew working from town with no camp establishment and ongoing camp costs required during construction. |
| Shady Lagoon Access               | \$ 851,206.58                  | \$ 399,507.93        | 100%         | 0.47                       | Significant cost savings were achieved due to the construction crew working from town with no camp establishment and ongoing camp costs required during construction. |
| Delta Downs Road                  | \$ 175,940.26                  | \$ -                 | 100%         | 0.00                       | Asset marked at 100% due to significant extra damage being identified, a rollover is expected   |
| Dorunda Access                    | \$ 51,340.15                   | \$ -                 | 100%         | 0.00                       | Asset marked at 100% due to significant extra damage being identified, a rollover is expected   |
| Dunbar - Koolatah Road            | \$ 545,549.26                  | \$ 3,522.40          | 100%         | 0.01                       | Asset marked at 100% due to significant extra damage being identified, a rollover is expected   |
| Koolatah - Dixie Road             | \$ 2,773,859.17                | \$ -                 | 100%         | 0.00                       | Asset marked at 100% due to significant extra damage being identified, a rollover is expected   |
| Maggierville Access               | \$ 2,604.28                    | \$ 1,706.25          | 100%         | 0.66                       | Asset marked at 100% due to significant extra damage being identified, a rollover is expected   |
| Rutland Plains Access             | \$ 97,628.71                   | \$ -                 | 0%           | 1.00                       |   |
| <b>TOTAL</b>                      | <b>\$ 4,635,031.35</b>         | <b>\$ 480,094.61</b> |              |                            |   |

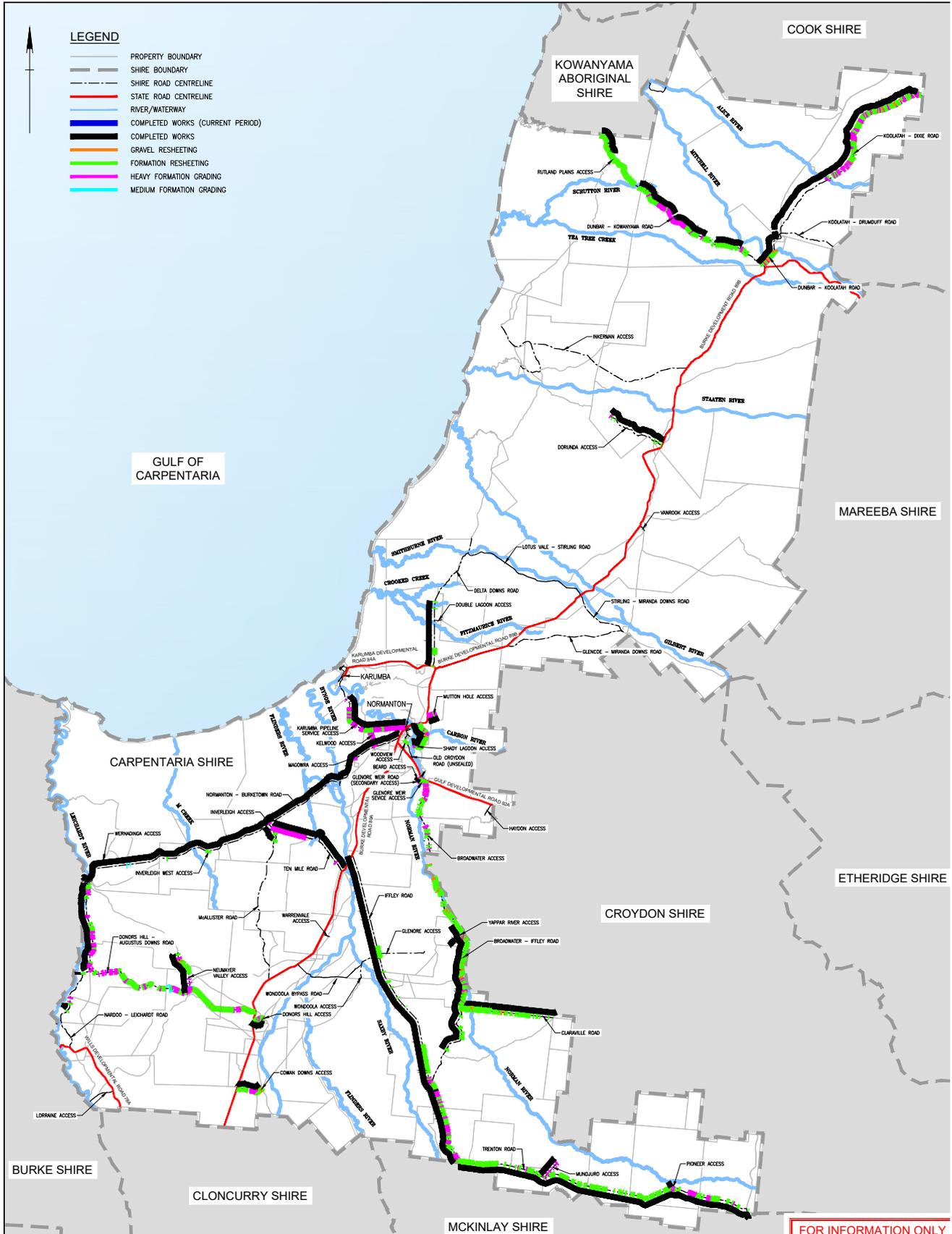
| Submission 2 (CSC.0063.2122D.REC) |                                |                        |              |                            |   |
|-----------------------------------|--------------------------------|------------------------|--------------|----------------------------|---|
| Road Name                         | Construction Recommended Value | Expenditure            | Complete (%) | Expected Expenditure Ratio | Notes   |
| Neumayer Valley Access            | \$ 432,541.55                  | \$ 393,490.85          | 100%         | 0.91                       | Overlapping camp and establishment costs with simultaneously constructed QRA21 Donors Hill - Augustus Downs Access and QRA21 Neumayer Valley Access. When assessing roads together expenditure is expected to align closely with the combined RV. |
| Donors Hill Access                | \$ 289,892.91                  | \$ 149,116.83          | 100%         | 0.51                       | Overlapping camp and establishment costs with simultaneously constructed with QRA21 Warrenvale Access and QRA21 Donors Hill - Augustus Downs Road. When assessing roads together expenditure is expected to align closely with the combined RV.   |
| Inverleigh Access                 | \$ 27,124.21                   | \$ 1,718.26            | 100%         | 0.06                       | Significant cost savings were achieved due to the construction crew working from town with no camp establishment and ongoing camp costs required during construction.   |
| McAllister Road                   | \$ 146,560.60                  | \$ 571.48              | 100%         | 0.00                       | Asset marked at 100% due to significant extra damage being identified, a rollover is expected   |
| Normanton - Burketown Road        | \$ 162,302.51                  | \$ 1,921.48            | 100%         | 0.01                       | Asset marked at 100% due to significant extra damage being identified, a rollover is expected   |
| Ten Mile Road                     | \$ 537,906.53                  | \$ -                   | 100%         | 0.00                       | Asset marked at 100% due to significant extra damage being identified, a rollover is expected   |
| Cowan Downs Access                | \$ 516,686.65                  | \$ 401,612.50          | 100%         | 0.78                       | Overlapping camp and establishment costs with simultaneously constructed with QRA21 Cowan Downs Access. When assessing roads together expenditure is expected to align closely with the combined RV.  |
| Karumba Pipeline Service Access   | \$ 1,125,778.01                | \$ 823,063.60          | 100%         | 0.73                       | Significant cost savings were achieved due to the construction crew working from town with no camp establishment and ongoing camp costs required during construction.   |
| Augustus Downs Access             | \$ 31,886.54                   | \$ 21,528.19           | 100%         | 0.68                       | Overlapping camp and establishment costs with simultaneously constructed QRA21 Donors Hill - Augustus Downs Road. When assessing roads together expenditure is expected to align closely with the combined RV.                                    |
| Nardoo - Leichardt Road           | \$ 853,337.09                  | \$ 1,151,277.53        | 100%         | 1.35                       | Accrued costs processing, currently recently completed  |
| Donors Hill - Augustus Downs Road | \$ 4,133,078.25                | \$ 2,165,435.95        | 0%           | 1.00                       | Preliminary costs booked for gravel push-up, no construction has commenced. Actual start date to be updated to reflect the actual start date of construction.   |
| Inverleigh West Access            | \$ 29,980.97                   | \$ 57,998.50           | 0%           | 1.00                       | Preliminary costs booked, no construction has commenced. Actual start date to be updated to reflect the actual start date of construction.  |
| Kelwood Access                    | \$ 287,341.93                  | \$ -                   | 0%           | 1.00                       |   |
| Magowra Access                    | \$ 55,471.26                   | \$ -                   | 0%           | 1.00                       |   |
| Woodview Access                   | \$ 43,891.63                   | \$ 917.51              | 0%           | 1.00                       | Preliminary costs booked, no construction has commenced. Actual start date to be updated to reflect the actual start date of construction.  |
| <b>TOTAL</b>                      | <b>\$ 8,673,780.64</b>         | <b>\$ 5,168,652.68</b> |              |                            |   |

| Submission 4 (CSC.0064.2122D.REC) |                                |                        |              |                            |  |
|-----------------------------------|--------------------------------|------------------------|--------------|----------------------------|--|
| Road Name                         | Construction Recommended Value | Expenditure            | Complete (%) | Expected Expenditure Ratio | Notes  |
| Dunbar - Kowanyama Road           | \$ 3,499,367.68                | \$ 7,778,537.68        | 65%          | 2.65                       | Overlapping camp and establishment costs with simultaneously constructed QRA21 Dunbar Kowanyama Road scope. When assessing roads together expenditure is expected to align closely with the combined RV. |
| <b>TOTAL</b>                      | <b>\$ 3,499,367.68</b>         | <b>\$ 7,778,537.68</b> |              |                            |  |

| Submission 6 (CSC.0066.2122D.REC) |                                |             |              |                            |   |
|-----------------------------------|--------------------------------|-------------|--------------|----------------------------|---|
| Road Name                         | Construction Recommended Value | Expenditure | Complete (%) | Expected Expenditure Ratio | Notes   |
| Mitchell River Crossing           | \$ 15,000,000.00               | \$ -        | 100%         | 0.00                       | Asset marked at 100% due to significant extra damage being identified, a rollover is expected |
| <b>TOTAL</b>                      | <b>\$ 15,000,000.00</b>        | <b>\$ -</b> |              |                            |   |



FOR INFORMATION ONLY

| NO. | DATE     | DESCRIPTION             | DESIGN | APPROVED |
|-----|----------|-------------------------|--------|----------|
| 11  | 12/02/24 | REVISED FOR FEB MEETING | AB     |          |
| 10  | 09/01/24 | REVISED FOR JAN MEETING | AB     |          |
| 9   | 05/12/23 | REVISED FOR DEC MEETING | AB     |          |
| 8   | 06/11/23 | REVISED FOR NOV MEETING | AB     |          |
| 7   | 03/10/23 | REVISED FOR OCT MEETING | AB     |          |
| 1   | 08/05/23 | INITIAL ISSUE           |        |          |



|        |    |          |
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| CLIENT | AB | APPROVED |
| DESIGN | AB | APPROVED |
| DATE   |    | ISSUE    |

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|-------------|--|-------------|
| PROJECT REF | CARPENTARIA SHIRE COUNCIL ROADS          |             |
| DRAWING REF | 2022 CONSTRUCTION SEASON COMPLETED WORKS |             |
| DRAWING NO  | 101-022-SK701                            | SIZE A1     |
|             |  | REVISION 11 |

### Appendix E - Approved Betterment Projects

| Funding Source   | Project Name   | Total Project Value | Deadline   |
|--|--|---------------------|------------|
| Recovery and Resilience Grants (RRG)                             | Karumba Airport Weather Station  | \$87,000            | 01/12/2023 |
| Recovery and Resilience Grants (RRG)                             | Soda Ash Batching Machine  | \$180,000           | 01/12/2023 |
| Recovery and Resilience Grants (RRG)                             | Normanton WTP Chlorine Generator Cell Upgrade & Karumba Sewerage Upgrades        | \$150,000           | 01/12/2023 |
| Recovery and Resilience Grants (RRG)                             | Normanton Water Treatment Plant Storage Upgrades                                 | \$40,000            | 01/12/2023 |
| Recovery and Resilience Grants (RRG)                             | Investigation into New Karumba Sewerage System                                   | \$80,000            | 01/12/2023 |
| Recovery and Resilience Grants (RRG)                             | Glenore Weir Intake, Pipework and Valve Set Upgrades                             | \$320,000           | 01/12/2023 |
| Queensland Resilience and Risk Reduction Fund (QRRRF)            | Normanton Stormwater Upgrades  | \$228,882           | 30/06/2023 |
| Flood Mitigation Infrastructure (FMI)                            | Armstrong Creek Causeway   | \$793,339           | 31/12/2023 |
| Queensland Resilience and Risk Reduction Fund (QRRRF)            | Inverleigh West Causeway Upgrade   | \$500,000           | 30/06/2024 |
| Queensland Resilience and Risk Reduction Fund (QRRRF)            | Karumba Foreshore  | \$500,000           | 31/12/2023 |
| Remote Roads Upgrade Pilot Program (RRUPP)                       | Iffley Road gravel upgrade   | \$4,206,687         |            |
| Remote Roads Upgrade Pilot Program (RRUPP)                       | Koolatah – Dixie Road widening   | \$2,477,642         |            |
| Queensland Resilience and Risk Reduction Fund (QRRRF)            | Karumba Shoreline Protection & Revitalisation – Beach Sand Retention Project     | \$1,335,604         | 30/06/2024 |
| Queensland Resilience and Risk Reduction Fund (QRRRF)            | Mitchell River Crossing Upgrade Investigation                                    | \$300,000           | 30/06/2024 |
| Queensland Betterment Funding                                    | Dunbar - Kowanyama Road (Pavement and Sealing)                                   | \$5,255,089         | 30/06/2024 |
| Community and Recreational Asset Recovery and Resilience Program | Burke and Wills Monument Access Road (Pavement and Sealing)                      | \$364,268           | 30/06/2024 |
| Flood Risk Management Program (FRMP)                             | WP3 Flood studies, risk assessments, management studies and intelligence systems | \$171,785           | 30/06/2024 |

Project has been completed

## **BUSINESS PAPERS**

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### **12.3 WATER AND WASTE MONTHLY REPORT**

**Attachments:** NIL  
**Author:** Natasha Glaskin - Manager Water and Sewerage  
**Date:** 15 February 2024

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

**Key Strategy:** Provision of safe and reliable infrastructure (roads, water and sewer, buildings and facilities, etc.)

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#### **Executive Summary:**

This report has been prepared to provide Council with an overview of actions completed and underway within the Water and Waste Department throughout January.

The following items of interest are presented in further detail within the report:

- Total treated water consumption (Normanton and Karumba) was 51.0ML for the month.
- Reservoir cleaning planned to recommence mid march.
- New trainees have commenced, one based in Normanton and one based in Karumba
- One eOne replacement occurred for the month of January.

#### **RECOMMENDATION:**

That Council:

1. receive and note the Water and Waste Monthly Report for January 2024; and
2. that those matters not covered by resolution be noted.

#### **Background:**

##### **Water Industry Update**

The next NW-QWRAP is scheduled for 29 of February 2024.

- As part of the joint procurement initiatives, the Reservoir Cleaning is due to recommence in mid march. The program was delayed due to the contractor having an equipment failure in Julia Creek prior to wet season.

##### **Operations**

###### **Normanton-Karumba Water Supply Scheme**

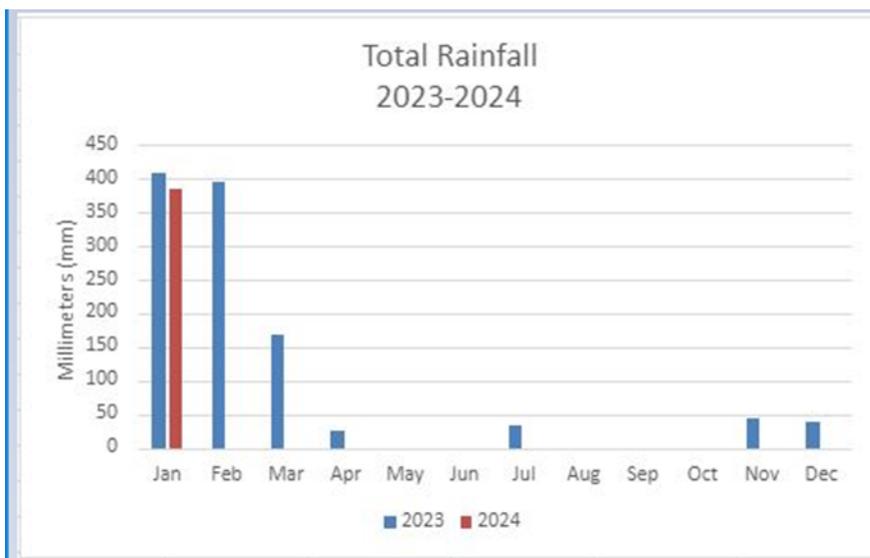
- Wet season precautions continue and chemical supplies are being maintained as required with varying road closures during the month.
- New generators are being installed at the Normanton WTP and Sewer Pump Stations 2 and 3.
- No major leaks reported for the Karumba water main distribution network.

The water level at Glenore Weir was measured at 8.82m on the last day of the month. The Bureau of Meteorology recorded 384.4mm of rain at Normanton Airport during the month.

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*Figure 1 – Glenore Weir River Height at end of month*



*Figure 2 – Monthly Rainfall*

For the month of January, approximately 59.4ML was pumped from Glenore Weir and 2.9ML from the Normanton bore for a total of 62.3ML of raw water.

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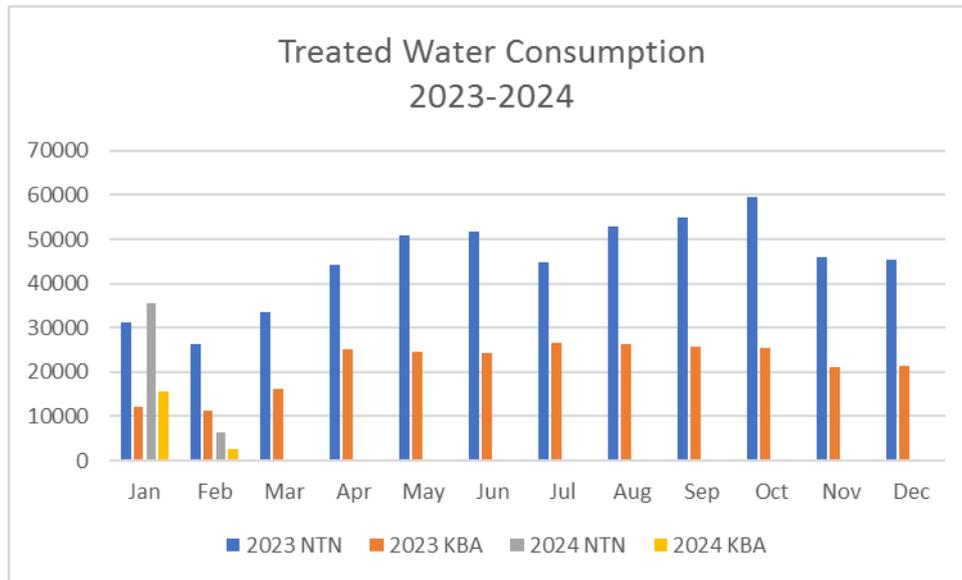


Figure 3 – Treated Water Consumption by Zone

### Normanton Sewerage Scheme

Normanton STP continues to operate effectively since the renewal works completed for the inlet in November.

### Karumba Sewerage Scheme

- During January, one (1) low pressure pump was replaced.
- Both Membrane's are not running on their full capacity to produce permeate for the month of January. Extensive de-ragging and inspection of the membranes was conducted over multiple days, with multiple cracks on air delivery and suction hoses discovered and fixed.



**Photo:** Membrane De-ragging and inspection

- Karumba Sewage Treatment facility treated approximately 3.5ML during January.

## BUSINESS PAPERS

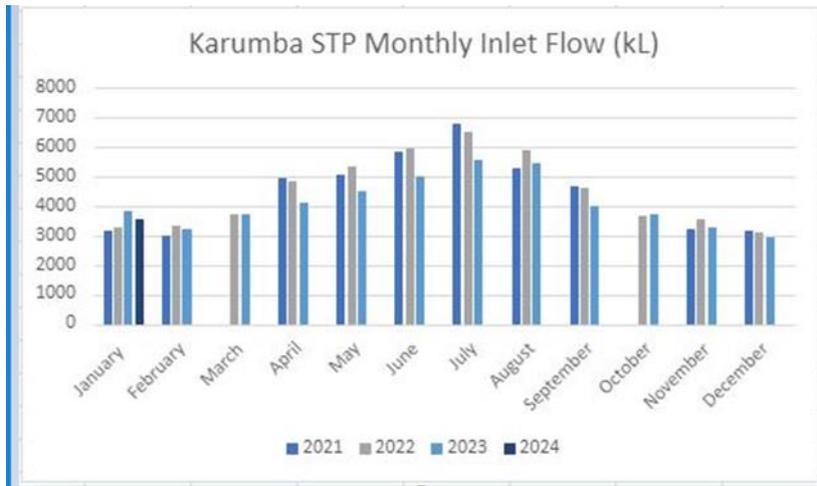


Figure 4 – Total Monthly inlet flow for Karumba STP

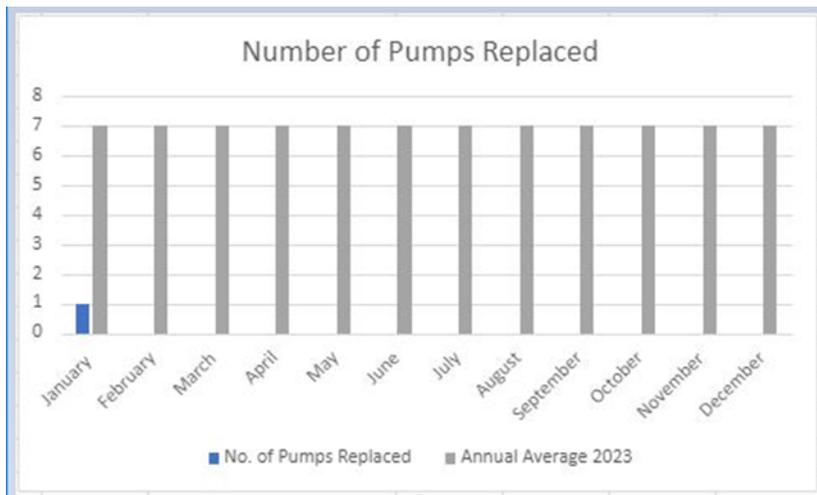


Figure 5 – Sewer Reticulation Pump Replacements

### Waste Services

Regular discussions were held 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.

### Compliance

The Drinking Water Quality Management Plan amendment has been submitted. Water and Waste have engaged a suitably qualified consultant to support the team to meet this legislative requirement.

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| Item | Description   | Due     | Status | Comment   |
|------|---|---------|--------|---|
| 1    | <a href="#">Service Provider Annual Registration</a>                                | July 23 | ✓      | <u>Complete.</u>  |
| 2    | <a href="#">Waste Annual Data Survey</a>  | Aug 23  | ✓      | <u>Complete.</u><br>Data has been estimated as Councils systems do not support data management for the indicators.      |
| 3    | <a href="#">Queensland Government Key Performance Indicator Reporting</a>           | Oct 23  | ✓      | <u>Complete.</u><br>Some data has been estimated as Councils systems do not support data management for all indicators. |
| 4    | <a href="#">Waste Environmental Permit Report</a>                                   | Nov 23  | ○      | Report has been written.  |
| 5    | <a href="#">Sewerage Environmental Permit Report</a>                                | Nov 23  | ○      | Report has been written.  |
| 6    | <a href="#">Drinking Water Quality Management Plan Annual Report</a>                | Dec 23  | ✓      | <u>Complete.</u>  |
| 7    | <a href="#">Fluoride Public Health Report</a><br>- March, June, September, December | Dec 23  | ✓      | <u>Complete.</u>  |
| 8    | <a href="#">Drinking Water Quality Management Plan Review</a>                       | Jan 24  | ✓      | <u>Complete</u>   |

### **Projects – Capital & Funded Works Underway**

| Project No.            | Project Name   | On Time | On Budget | Comment  |
|------------------------|--|---------|-----------|--|
| <a href="#">CO2411</a> | <a href="#">Waste - New fencing and repair fencing at Normanton Landfill</a> | ✓       | ✓         | <u>Complete.</u>   |
| <a href="#">CO2410</a> | <a href="#">Waste - Security System Design and install - Karumba</a>         | ✓       | ✓         | <u>Complete.</u>   |
| <a href="#">CO2409</a> | <a href="#">Waste - Security System Design and install - Normanton</a>       | ✓       | ✓         | <u>Complete.</u>   |
| <b>CS2403</b>          | Sewer - Analyser Upgrades / Replacement Program                              | ✓       | ✓         | To be completed this calendar year.  |
| <a href="#">CS2401</a> | <a href="#">Sewer - Generator for Pump Station 3</a>                         | ○       | ○         | Pending install.   |
| <a href="#">CS2202</a> | <a href="#">Sewer - Karumba - Pump Replacement (eOne)</a>                    | ✓       | ✓         | Stage 2 complete.  |
| <b>CS2405</b>          | Sewer - Karumba Sewerage Upgrades and Renewals                               | ○       | ○         | Progressing.   |
| <b>CS2201</b>          | Sewer - Karumba STP - Membrane Replacement & Skid Renewal                    | ○       | ○         | Options analysis and specification being finalized and will be presented to Council once options are received from the market. |
| <a href="#">CS2404</a> | <a href="#">Sewer - Pump Replacement Program</a>                             | ✓       | ✓         | <u>Complete.</u>   |
| <a href="#">CS2402</a> | <a href="#">Sewer - STP – Aerators</a>                                       | ✓       | ✓         | <u>Complete.</u>   |
| <b>CW2406</b>          | Water - Analyser Upgrades / Replacement Program                              | ✓       | ✓         | Quotes being sought for remainder of scope.  |
| <b>RRF001A</b>         | Water - Glenore Weir Raw Water Upgrade - Emergency Intake Structure          | ○       | ○         | On track.  |

## BUSINESS PAPERS

| <u>Project No.</u> | <u>Project Name</u>  | <u>On Time</u> | <u>On Budget</u> | <u>Comment</u>  |
|--------------------|--|----------------|------------------|---|
| CW2204             | Water - Glenore Weir Water Pipe Replacement Planning Project                       | ✓              | ✓                | On track.   |
| CW2405             | Water - Karumba Chlorination Renewal   | ✓              | ✓                | Commenced. Quotes being sought to extend the Chemical storage area and dosing arrangement updates to ensure compliance. |
| RRF002             | Water - Karumba Water Tower/Reservoirs On site Chlorine Generator                  | ✓              | ✓                | <u>Complete.</u>  |
| CW2402             | Water - Meter Replacement Program - Pending advice in Smart Metering Business Case | ○              | ○                | Ongoing.  |
| RRF005             | Water - Normanton Treatment Plant - Replacement of Soda Ash Dosing system          | ✓              | ✓                | <u>Complete.</u>  |
| CW2401             | Water - Normanton Water Treatment Plant Storage Upgrades                           | ○              | ✓                | Ongoing.  |
| CW2408             | Water - Pump Replacement Program   | ✓              | ✓                | Ongoing.  |
| CW2403             | Water - SCADA / Telemetry Renewals   | ✓              | ✓                | Awaiting install.   |
| WQ2205             | Water - Treatment Plant - Controls/Monitoring - Priorities to be established.      | ✓              | ✓                | <u>Complete.</u>  |

### Operational Works / Projects raised by Council

| <u>Date</u> | <u>Ref</u> | <u>Description</u>   | <u>On Time</u> | <u>On Budget</u> | <u>Comment</u>  |
|-------------|------------|--|----------------|------------------|---|
| 21/06/23    | 3          | <b>Customer Service Standards</b>  | ✓              | ✓                | Report is being presented to Council in March Meeting.  |
| 20/11/23    | 4          | <b>Water and Waste Resourcing</b><br>Investigate alternate arrangements to deliver services. | ○              | ✓                | <ul style="list-style-type: none"> <li>- Onboarding for the 2x Trainees continues.</li> <li>- eOne Service agreement (On Hold)</li> <li>- recruitment for Karumba Operator (On Hold pending Housing)</li> </ul> |

### Consultation (Internal/External):

- Michael Wanrooy - Director of Engineering
- Natasha Glaskin – Manager Water and Waste
- Joe Beddows – Technical Officer (Water and Waste)
- Matthew Brennan – Project Engineer
- Trades and operational staff
- *qldwater*
- *Viridis Consultants*
- *AgNr Consultants*
- *Wanless Pty Ltd*
- Department of Environment and Science

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### Legal Implications:

- Low.

### Financial and Resource Implications:

- Medium.

#### Financial

| Row Labels                          | Sum of Current Budget | Sum of YTD Actual | Sum of Order Value | Sum of Total Actual |
|-------------------------------------|-----------------------|-------------------|--------------------|---------------------|
| <b>Operating Expenditure</b>        |                       |                   |                    |                     |
| Landfill/ Waste Transfer Operations | 979,853               | 358,399           | 474,612            | 833,011             |
| Raw Water Network                   | 55,000                | 632               | 0                  | 632                 |
| Refuse Collection                   | 203,083               | 91,416            | 0                  | 91,416              |
| Sewerage                            | 1,923,140             | 500,440           | 99,239             | 599,680             |
| Water                               | 3,563,313             | 1,182,370         | 274,380            | 1,456,750           |
| <b>Operating Expenditure Total</b>  | <b>6,724,388</b>      | <b>2,133,258</b>  | <b>848,232</b>     | <b>2,981,490</b>    |
| <b>Operating Income</b>             |                       |                   |                    |                     |
| Landfill/ Waste Transfer Operations | -737,000              | -388,129          | 0                  | -388,129            |
| Refuse Collection                   | 0                     | -3,865            | 0                  | -3,865              |
| Sewerage                            | -1,695,000            | -772,854          | 0                  | -772,854            |
| Water                               | -1,852,500            | -605,192          | 0                  | -605,192            |
| <b>Operating Income Total</b>       | <b>-4,284,500</b>     | <b>-1,770,040</b> | <b>0</b>           | <b>-1,770,040</b>   |
| <b>Grand Total</b>                  | <b>2,439,888</b>      | <b>363,218</b>    | <b>848,232</b>     | <b>1,211,449</b>    |

### Risk Management Implications:

- Continue to monitor.

## BUSINESS PAPERS

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### 12.4 WORKSHOP REPORT

|                      |  |
|----------------------|--|
| <b>Attachments:</b>  | NIL  |
| <b>Author:</b>       | William Bollen - Workshop Foreman  |
| <b>Date:</b>         | 15 February 2024   |
| <b>Key Outcome:</b>  | 5.1 - Integrated and timely provision and management of sustainable infrastructure and assets  |
| <b>Key Strategy:</b> | 5.1.1 Develop a Strategic Infrastructure and Asset Management Plan to guide the provision, maintenance, decommissioning, replacement and enhancement of Council assets and infrastructure. |

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#### Executive Summary:

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

#### RECOMMENDATION:

That Council:

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

#### Background:

Please note majority of these service and repairs include travel time and some minor defects are not recorded below.

| Current and Completed Tasks          |  |
|--------------------------------------|--|
| P3516 Grader                         | Clean full machine by removing all guards and pressure blasting. Replace cabin fan assembly and start wet season maintenance |
| P3717 Grader                         | Full Service, tandem thrust washers replaced and set, hoses repaired, seals replaced.  |
| P2512 RMPC Hino                      | Replace coolant bottles, replace brake air hose, full grease.  |
| P2511 Water Truck                    | Grease all grease points and replace steer tyres.  |
| P9918 Hilux                          | Check over and top up fluids   |
| Current and Completed Tasks (contd.) |  |
| P9919 Hilux                          | Inspect and top up fluids  |
| P9808 Hilux                          | Inspect and top up fluids  |
| P9919 Hilux                          | Inspect and top up fluids  |
| P9930 Cruiser                        | Inspect and top up fluids  |
| P9930 Cruiser                        | Inspect and top up fluids  |

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|                |  |
|----------------|--|
| P9926 Hilux    | Inspect and top up fluids  |
| P9921 Hilux    | Vehicle logbook service and replace rear tyres                         |
| P9925 Cruiser  | Replace rear calipers and all brake pads                               |
| P9933 Cruiser  | Replace rear shoes   |
| P9931 Cruiser  | 60,000klm Logbook Service, windscreen replaced                         |
| P9936 Cruiser  | Adjust handbrake and complete vehicle inspection                       |
| P9934 Cruiser  | Replace windscreen   |
| P4511 Kubota   | Replace bent PTO Shaft   |
| P4512 Kubota   | Replace deck blades, replace hydraulic hoses grease and top all fluids |
| NTN Generators | All checked and re-fueled  |

|                   |   |
|-------------------|---|
| KBA Generators    | All checked and re-fueled   |
| P2703 RMPC Hino   | Check over and diagnose faulty exhaust brake  |
| P1108 Cruiser     | Replace front shocks and rear spring bushes   |
| P4013 Kubota      | Service and replace throttle cable  |
| P0130 Compactor   | Service, replace batteries, grease and replace hydraulic return hoses   |
| P1165 Cruiser     | Service and vehicle checks  |
| P2001 Compactor   | Replace 3 drive tyres   |
| P2512 Water Truck | Fit new tie rod ends and drag link  |
| P1172 Cruiser     | Service and windscreen replacement  |
| P1210 Cruiser     | Service and windscreen replacement  |
| P1771 Hilux       | Service, replace all fluids because of water, lube top of transmission, replace windscreen and clean vehicle. |
| P1909 Hilux       | Windscreen Replace and ADAS calibration completed.  |
| P1771 Hilux       | Requires a clutch kit, vehicle has extensive panel damage.  |
| P2403 Prime Mover | EGR actuator installed and DPD forced regen completed. New rear arches and guards to be fitted.               |
| P2703 RMPC        | New exhaust brake solenoid to be fitted.  |
| P1877 Hilux       | Windscreen replaced and require A/C pipe  |

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|               |  |
|---------------|--|
| P2903 Truck   | Alternator replaced  |
| P2902 Truck   | Transmission at Irelands for repairs   |
| P3609 Backhoe | Engine in Suppliers depot ready for their inspection and delivery.                 |
| P3033 Tractor | Waiting on parts to arrive to repair/replace control cables and repair A/C system. |

**Consultation (Internal/External):**

- Nil.

**Legal Implications:**

- Nil.

**Financial and Resource Implications:**

- Nil.

**Risk Management Implications:**

- Within normal operating parameters.

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### 12.5 BUILDING AND PLANNING REPORT

|                      |   |
|----------------------|---|
| <b>Attachments:</b>  | NIL   |
| <b>Author:</b>       | Elizabeth Browning - Engineering Records Operator   |
| <b>Date:</b>         | 15 February 2024  |
| <b>Key Outcome:</b>  | 4.1 - Sustainable urban and rural development   |
| <b>Key Strategy:</b> | 4.1.1 Ensure development accords with Carpentaria Shire Council's planning scheme, planning instruments, codes and legislation. |

#### Executive Summary:

The report is to advise Council of relevant planning and building activities within the Shire for the month of January 2024.

#### 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/2329 | Paul Prenzler,<br>Royal Haskoning<br>DHV | Palmer Street<br>Karumba QLD 4891<br>(Lot 11 NM843281 and<br>Lot 68 NM98)  | Operational Tidal<br>Works (Coastal<br>protection works,<br>rock revetment wall<br>and groyne)<br>Stage1      | Confirmation<br>Notice from<br>SARA 2310-<br>37292 |
| I/2334 | Paul Prenzler,<br>Royal Haskoning<br>DHV | 2 Ward Street Karumba<br>QLD 4891<br>(Lot 60 RP818020);<br>24-28 Palmer Street<br>Karumba QLD 4891<br>(Lot 1 SP168781);<br>Esplanade, Karumba<br>QLD 4891<br>(Lot 56 K3645);<br>30 Palmer Street<br>Karumba QLD 4891<br>(Lot 55 K3645);<br>(Lot 54 K3645);<br>(Lot 14 SP252497). | Operational Tidal<br>Works (Coastal<br>protection works,<br>rock revetment wall<br>and groyne)<br>Stage 2 & 3 | Revival<br>Referral<br>Confirmation<br>Notice      |
| I/2335 | Dylan Leschke                            | 23 Matilda Street  | MCU (Industry on  | Public   |

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|  |                      |                                    |       |              |
|--|----------------------|------------------------------------|-------|--------------|
|  | c/- Gilvear Planning | Normanton QLD 4890 (Lot 98 N14812) | land) | Notification |
|--|----------------------|------------------------------------|-------|--------------|

### 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/2404 | Bartley Burns for Stanbroke Pty Ltd | McAllister Station, MacAllister Mail Run, Carpentaria QLD 4823 (Lot 5107 SP287779) | Telecommunication Facility- BP23/1801 (Class 10a & 10b) |       |
| I/2405 | Bartley Burns for Stanbroke Pty Ltd | (Augustus Station) Burketown Road Stokes QLD 4823 (Lot 4 SP329452)                 | Telecommunication Facility- BP24/0004 (Class 10a & 10b) |       |

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

| DA No. | Applicant                                    | Address   | Application Type   | Date Received                                |
|--------|--|---|--|--|
| 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. (Request for Third Party advice) |
| I/2302 | tba  | 3 Ellis Street, Normanton 4890                    | Dual occupancy   | tba  |
| I/2304 | tba  | Karumba Point Caravan Park, Karumba QLD 4891      | Purchase State Land (boundary realignment – Lot 11 SP258858) | tba  |
|        | Tba  |   | New Normanton Hospital                                       |  |

### Non-Conformance

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| DA No. | Applicant | Address | Application Type | Status |
|--------|-----------|---------|------------------|--------|
| N/A    |           |         |                  |        |

### Consultation (internal/external)

- Jennifer Roughan – Consultant Town Planner
- Liz Mansell – Town Planner (Telstra Small Cell – exemption requests)
- Amy Griffiths – Project Manager QBuild (MMC Due Diligence)
- Harry Baumann – Design Manager Hutchinson Builders (NTN Hospital)
- Emma Meiklejohn – Hutchinson Builders (Normanton Hospital)
- Department of Housing, Local Government, Planning & Public Works – Notice of Pause to Timeframe
- Department of Housing, Local Government, Planning & Public Works – Additional Matters re a notice to pause a timeframe

### Legal implications

- N/A

### Policy Implications

- N/A

### Financial and Resource Implications

- N/A

### Risk Management Implications

- Low – risks are within normal operational parameters.

## **BUSINESS PAPERS**

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