



CARPENTARIA SHIRE

*Outback by the Sea*

***BUSINESS PAPER***

***10 DECEMBER, 2024***

## **BUSINESS PAPERS**

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<b>NOTICE OF MEETING</b>
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**COUNCILLORS:**

Mayor Jack Bawden	Mayor
Cr Bradley Hawkins	
Cr Andrew Murphy	
Cr Glenn Smerdon	
Cr Cherie Schafer	
Cr Leslie Henry	
Cr Johnty O'Brien	

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

Anne Andrews  
**CHIEF EXECUTIVE OFFICER**

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

**RECOMMENDATION**

*That the Minutes of the Ordinary Council Meeting held 20 November 2024 be confirmed.*

- 6 BUSINESS ARISING FROM PREVIOUS MEETINGS**
- 7 RECEPTION OF PETITIONS & DEPUTATIONS**
- 8 MAYORAL MINUTES**
- 9 COUNCILLORS MONTHLY UPDATE**

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### 10 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*

#### 10.1 Rent-to-Buy Scheme

*This item is classified CONFIDENTIAL under the provisions of clause 254J(3)(g) of the Local Government Regulation 2012, which permits the meeting to be closed to the public for business relating to negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.*

#### 10.2 Management of Carpentaria Shire Aquatic Facilities

*This item is classified CONFIDENTIAL under the provisions of clause 254J(3)(g) of the Local Government Regulation 2012, which permits the meeting to be closed to the public for business relating to negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.*

#### 10.3 Community Loans

*This item is classified CONFIDENTIAL under the provisions of clause 254J(3)(g) of the Local Government Regulation 2012, which permits the meeting to be closed to the public for business relating to negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.*

#### 10.4 Concealed Water Leak Concession Request - 41 Old Croydon Road, Normanton

*This item is classified CONFIDENTIAL under the provisions of clause 254J(3)(d) of the Local Government Regulation 2012, which permits the meeting to be closed to the public for business relating to rating concessions.:*

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### 11 REPORTS FROM THE CHIEF EXECUTIVE OFFICER

#### 11.1 CEO MATTERS OF INTEREST REPORT

<b>Attachments:</b>	NIL
<b>Author:</b>	Anne Andrews - Chief Executive Officer
<b>Date:</b>	3 December 2024
<b>Key Outcome:</b>	Day to day management of activities within the Office of the CEO
<b>Key Strategy:</b>	As per the Departmental Plan for the Office of the CEO

#### Executive Summary:

This report provides Councillors with an update of the business of the Department of the CEO.

#### RECOMMENDATION:

That Council receive and note the Chief Executive Officers matters of interest only report.

#### Meeting Schedule

Date	Event	Location
<b>December 11 / 12, 2024</b>	North West Queensland Region Of Council Meeting	Richmond
<b>18 December, 2024 – 2 January 2025</b>	Christmas Shut Down	Council
<b>8 January 2024</b>	GSD Board Meeting catch up	Online
<b>22 / 23 January 2025</b>	Council Meeting	Normanton
<b>26 January 2025</b>	Australia Day	Normanton and Karumba

#### Executive Leadership Team Update

- An offer has been made and accepted by the successful applicant for Chief Operations Officer. They will start in the role in late January 2025. The Finance and Administration Manager continues to act the role.
- Recruitment is ongoing. The Community Development Coordinator continues to act in the Director role while recruitment is undertaken.

#### Christmas Shut Down

- CEO and DOE are on call over the Christmas shutdown.
- Works Coordinator and Acting Director Community Development, Tourism and Regional Prosperity are also on call and will be based in Normanton.

#### Meetings:

- The Local Emergency Disaster Management Committee was stood up on 3 December 2024. All agencies are following preparedness plans for the wet season.

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- Queensland Reconstruction Authority and Carpentaria Shire Council Meetings in Normanton and region on December 5 and 6, 2024 were deferred due to weather and will take place in 2025.
- Gulf Savannah Development Annual General Meeting: CEO attended the GSD AGM with the Mayor and Deputy Mayor in Cairns on Monday 25 November 2024. This was an opportunity to network with business and industry partners of GSD.
- CEO met with the Manager Sibanye Stillwater Port Operations to discuss future operations for Sibanye Stillwater and Port of Karumba operations.
- CEO met with Ports North representatives for an overview of operations and to advocate for the futures sustainability of the Port of Karumba.
- CEO and DOE met with GSD CEO and TerraPave to understand alternative road base opportunity.
- CEO, DOE and GSD CEO met with representatives from Chatham Rock Phosphate Limited / Avenir Makatea Pty Ltd to discuss opportunities for development in Northwest region.

### **Ellis Street Residential Sub-Division.**

This is being progressed. Council has received advice from the Department of Resources that a Deed of Grant over the land described as Lot 9 on SP329434 being part of a reserve for township purposes is being offered subject to conditions. Council is progressing with negotiation.

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

- Mayor
- Councillors
- Executive Leadership Team
- Senior Leadership Team
- Executive Assistant
- Executive Officer
- NWQROC

### **Legal Implications:**

- Local Government Regulation 2012.
- Local Government Act 2009.

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

- Current activities fall within the financial parameters of the Department. See monthly financial report.

### **Risk Management Implications:**

- Risk of these activities is considered low to ordinary operations of Council.

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### 11.2 ORGANISATIONAL STRUCTURE CHANGE

<b>Attachments:</b>	NIL
<b>Author:</b>	Anne Andrews - Chief Executive Officer
<b>Date:</b>	5 December 2024
<b>Key Outcome:</b>	A well governed, responsive Council, providing effective leadership and management, and respecting community values
<b>Key Strategy:</b>	Maintain a focus on excellence in customer service and improvements in service delivery

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#### Executive Summary:

Section 196 (1) of the Local Government Act 2009 ("the LG Act") requires that a local government must, by resolution, adopt an organisation structure that is appropriate to the performance of the local government's responsibilities and;

- (2) The local government may employ local government employees for the performance of the local government's responsibilities and;
- (3) The chief executive officer appoints local government employees.

This report recommends a change to the current organisational executive structure based on the opportunity for improved service delivery to the community, process improvement and the opportunity to invest in the community development and youth service function of Council.

#### RECOMMENDATION:

That Council resolves to:

1. Remove the position of Director Community, Tourism and Regional Prosperity from the organisational structure.
2. That Council's structure incorporates the Executive Manager Community Development and Tourism.
3. That Council notes the establishment of Sport, Recreation and Youth Services Coordinator.

#### Background:

Council's current structure was endorsed at the November 2024 meeting and is based on the existing structure that has been in place for the past 12 months. Council's new CEO has been monitoring and assessing the performance, needs and service gaps of the Council to provide best service to the community since being appointed in July.

A good organisation recognises the importance of flexibility in adapting its management and staffing structures to ensure optimal service delivery. By staying responsive to evolving needs and customer feedback, the Council can make timely adjustments to its workforce and leadership approach. Changes and opportunities at this time, makes this the right time for Carpentaria Shire to make adaptive changes to its structure. This adaptability will assist in fostering a culture of continuous improvement, where employees are empowered to take on new roles, managers are open to innovative strategies, and resources are allocated efficiently. Ultimately, this flexibility not only enhances operational performance but also builds resilience, ensuring the organisation can meet changing demands while maintaining high-quality service for residents and visitors.

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The significant growth of the community development function and the interaction with children and young people under the community development coordinator and funded youth officer positions has resulted in the sport centre being open every afternoon for three hours, increased sport and recreational programming and over 6,000 interactions with young people since July. The success of the festivals and events also provides opportunity to reorganise resources to ensure continued success going forward.

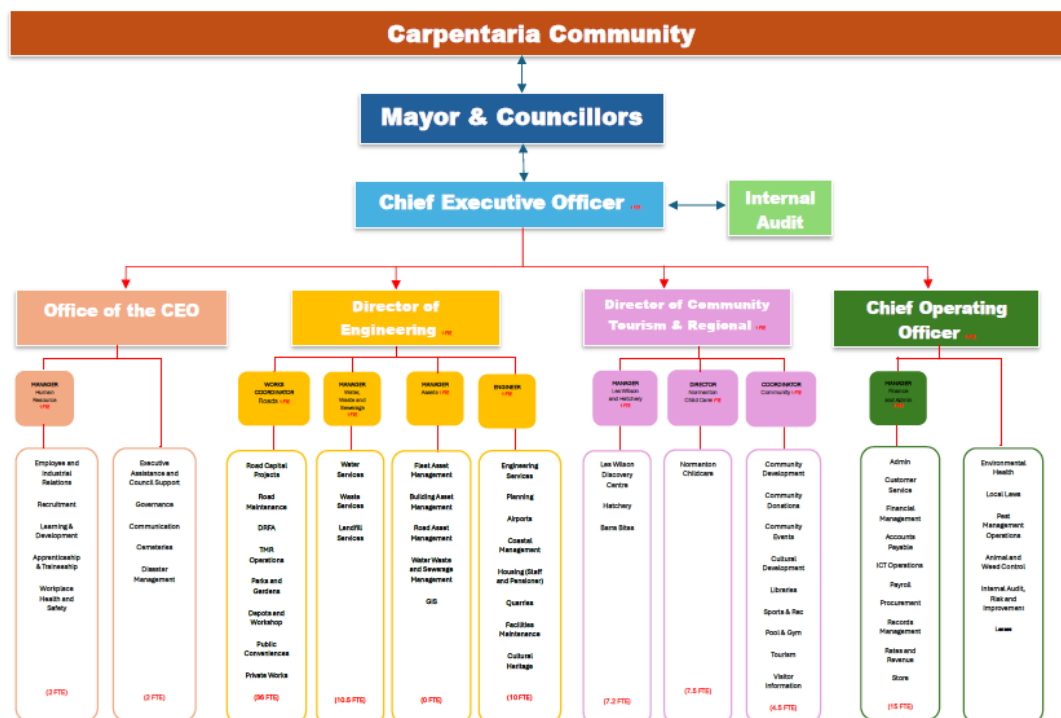
In 2025, Council can also resume management of the aquatic centre facilities as the current contract is due for renewal in September 2025.

The new model removes the position of Director Community Development, Tourism and Regional Prosperity and introduces an Executive Manager Community Development and Tourism and a Sport, Recreation and Youth Services Coordinator (SRYC). Both positions will be advertised.

The SRYC will be supported by a casual staffing roster which is already partially filled and can be supported by sport funding which is currently paying for the casual positions in this space.

Changes to the management structure will place emphasis on sport, recreation, childcare, youth, community development and services and visitor services. The CEO and Mayor will manage the organisation's economic development and advocacy function. Council's primary business unit - the Les Wilson Barramundi Discovery Centre will transition to the office of the Chief Executive Officer.

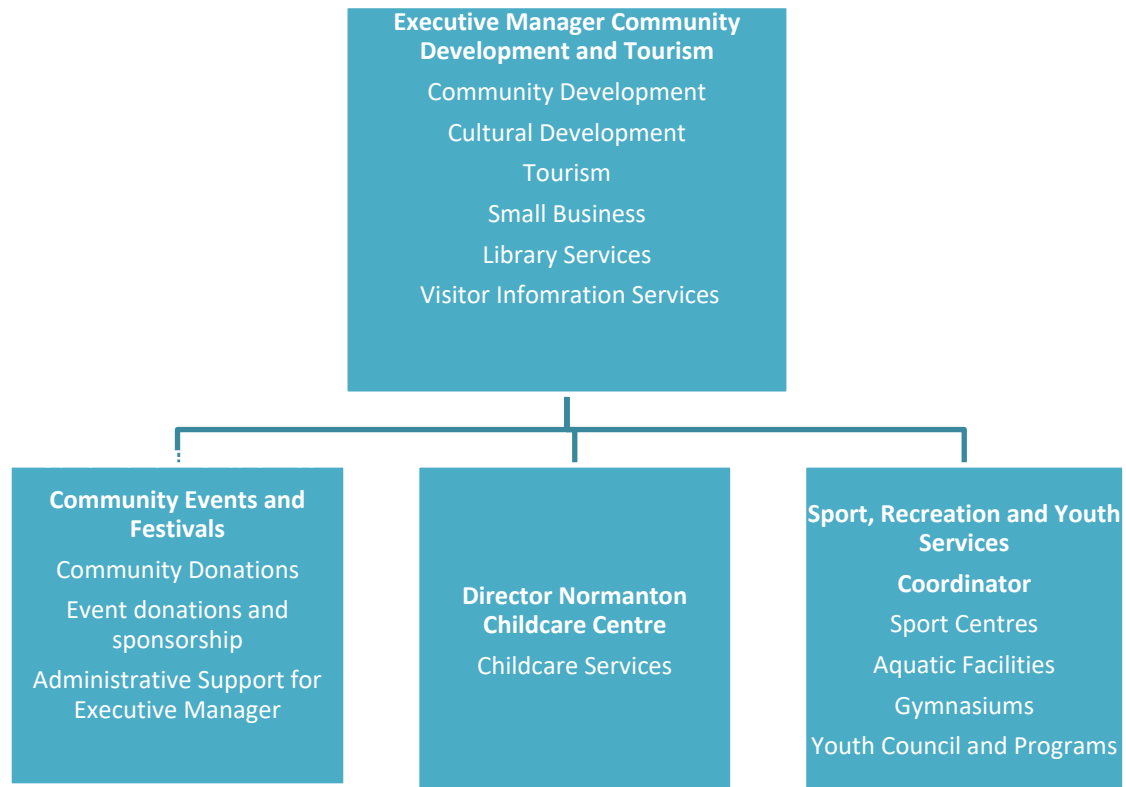
### Current Organisational Structure



### Proposed Structure of the Community Development and Tourism Department

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

- Mayor
- CEO
- Human Resources Manager

### **Legal Implications:**

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

Section 196 (1) of the Local Government Act 2009 ("the LG Act") requires that a local government must, by resolution, adopt an organisation structure that is appropriate to the performance of the local government's responsibilities and;

- (2) The local government may employ local government employees for the performance of the local government's responsibilities and;
- (3) The chief executive officer appoints local government employees.

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

- The new structure falls within the current FTE budget of Council.

### **Risk Management Implications:**

- With any organisational structure there is a risk of attracting suitable candidates for positions. Council's current structure will remain in place until suitable candidates are appointed.

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### 11.3 HUMAN RESOURCES REPORT

**Attachments:** NIL

**Author:** Peter Ryan - Manager Human Resources

**Date:** 5 December 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 general Human Resource matters and Work Health and Safety matters relevant to the team's daily business.

**RECOMMENDATION:**

That Council accepts the Human Resources Report for information.

### 1. Human Resources Management

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- During 2024 Council was invited to participate in the LGAQ First Start incentive program for trainees and apprentices. This program encourages Council's to engage trainees and apprentices. A bid was placed for four (4) trainees and one (1) apprentice. Council has received notification that on successful completion of each participant's tenure, Council will receive \$15,000 for each for the trainees (1 year traineeship) and \$30,000 over two years for the apprentice. The financial incentive is awarded with a view to assisting Council to offset wages for the trainees and apprentice.
- In keeping with Council's commitment to employ local people when possible, during November, three permanent positions and two casual positions were advertised and filled with five local residents.
- The Human Resources Department in conjunction with the A/Director Community, Tourism and Regional Growth continues to oversee and assist with the management of the Normanton Childcare Centre and ensure it is appropriately staffed to meet the ratios required of adults to children. Council and Astute are also assisting the acting manager of the centre with the day-to-day approach to effectively managing it.



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### 2. Work Health and Safety matters

The Safe Plan progress report for the previous month below.

CSC WHSMP Key Performance Indicators (KPIs)	Scheme Current	CSC Actual YTD 2023	CSC Actual YTD 2024	CSC KPI Year Target	KPI YTD Comparison
Average <b>Scheme</b> Frequency Rate (* Formula = Number of LTI for every million hrs worked)	8.49	1	0	<5 LTI	0
Average <b>Scheme</b> Duration Rate (*Formula = Average Number of days lost per LTI)	11.25	2	0	<112 Days	0
Progressive Frequency Rate YTD <b>(B) group</b> = wages greater than \$5 million – less than \$10 million	5.32	16.50	0	<20.60 Annual	0
Progressive duration rate YTD <b>(B) group</b> = wages greater than \$5 million – less than \$10 million	12.50	2.00	0	<19.93 Annual	0
Percentage of hazard inspections completed as per Matrices		75.00%	100.00%	95%	97.22%
Action Statistics from Skytrust – Percentage of actions completed against number added YTD from July 1 <sup>st</sup>		33.33%	68.54%	90%	62.41%
Delivery of Take 5 courses on Skytrust		71.48%	81.93%	90%	73.19%
Percentage of Quarterly Action Plan items completed – Oct to Dec 2024			Due end December	70%	76.61%
Note* Legislation requires LGW to count part days lost as full days.					

Mechanism of injury for claims submitted	YTD 2023/2024	Days Lost
Being hit by moving object	1	1
Muscular stress with no objects being handled	1	7
Muscular stress while lifting	1	2
Mental Stress (Claim Rejected)	1	0
<b>Total</b>	<b>4</b>	<b>10</b>
Outstanding estimated \$0 to pay	<b>Statutory Paid</b>	<b>\$13,611</b>

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Mechanism of injury for claims submitted		YTD 2024/2025	Days Lost
Being hit by moving object			
Muscular stress with no objects being handled			
Muscular stress while lifting			
Mental Stress			
<b>Total</b>		<b>0</b>	<b>0</b>
<b>Statutory Paid</b>		<b>\$0</b>	

LGW Data: 2024 – 2025 YTD	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
CSC LTIFR YTD LGW Data.	0	0	0	0								
Group B LTIFR YTD (Councils with wages > \$5 mil< \$10 mil)	0	0	0	0								
<b>CSC LTI's each month</b>	0	0	0	0								

LGW Data: 2024 – 2025 YTD	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
CSC Duration Rate YTD LGW data	0	0	0	0								
Average duration rate for Group B (Councils with wages > \$5 mil<\$10 mil))	0	0	0	0								
<b>CSC Days lost YTD (Progressive)</b>	0	0	0	0								

There was 1 incident report submitted for an injury sustained in October by a contractor (cut finger). There were seven (7) other incident reports. Five (5) reports for various minor vehicle damage, one (1) x property damage and one (1) x public incident in library where a child swallowed pin size magnet.

### 3. Staff Movements

#### Arrivals

- Normanton Library & Visitor Information Centre Officer – Permanent F/T
- Normanton Library & Visitor Information Centre Assistant – Casual
- Records Officer – Normanton Administration Building - Permanent F/T
- 2 x Childcare officers – Normanton Childcare Centre - Casual
- 1 x officer upgraded to Permanent F/T from a casual role – Customer Service
- 1 x Customer Service Assistant – Permanent P/T - Normanton

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### **Departures**

- 2 x Normanton Town Crew – Normanton Depot
- 1 x Lead Educator - Normanton Childcare Centre
- 1 x Childcare Assistant – Normanton Childcare Centre

### **Current Recruitments**

- Director Community, Tourism & Regional Prosperity – ongoing pending Council report December
- Chief Operations Officer – Formal offer pending
- Technical Officer Water - Commences 15 January 2025
- Project Officer (Engineering) – Probable start 15 January 2025
- Manager Assets – Probable start 15 January 2025

### **Current Vacancies**

- Casual positions at Childcare Centre      Ongoing
- Accountant      Filled by consultant; housing required

#### **4. Random Drug & Alcohol Testing Program**

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TDDA visited the Shire early in the month. Over 150 staff and contractors underwent testing for alcohol and drugs. This included office staff, depot staff and camp workers in the field.

Two detections for alcohol were made with readings recorded at 0.069 and 0.044. One detection for the drug Methamphetamine (Ice) was recorded against a contract plant operator. Council has received the laboratory results which have shown as 'positive'. The worker's contract owner has been advised of the outcome and in accordance with Council's Drug and Alcohol Policy the worker shall be unable to work for Council for at least 12 months as a result of drug detection.

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### **5. Training Activities**

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Fourteen Council employees underwent First Aid and / or CPR training. This was carried out by TAFE staff at the Normanton TAFE. Council is pleased to partner with TAFE training personnel and the facility in Normanton.

### **6. Operating Budget and Expenditure**

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Please refer to the Monthly Finance report.

### **7. Enterprise Bargaining Update**

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Nothing further to report on this matter at this time.

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

- The Drug Detection Agency
- Busy at work
- King & Co
- LGAQ
- Peak Services
- Apprentice and Trainee administrators from various organisations.
- Department of Trade, Employment & Training

#### **Legal Implications:**

- There is nothing of concern or for information from a legal perspective attached to this month's report.

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

- The amount of recruitment at the senior level and the issues surrounding the childcare centre with numerous engagements will have a financial impact upon Council. This is considered to be a medium risk. It is also understood that the expertise of those being placed into the roles, once finalised shall ensure that this investment is both required and worthwhile.

#### **Risk Management Implications:**

- The highest risk at this time are the issues surrounding loss of staff in the childcare centre. Council has worked hard to ensure local people are identified and placed into roles as reported earlier within this report. It is imperative that the adult to child ratio is in keeping with industry policy. The risk is that if ratios are not maintained there is a low to medium risk of closure. Now that further positions have been filled this risk potential is lowered considerably.

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### **11.4 STAFF HOUSING POLICY - REVIEW**

<b>Attachments:</b>	11.4.1. Staff Housing Policy <a href="#">1</a>
<b>Author:</b>	Peter Ryan - Manager Human Resources
<b>Date:</b>	5 December 2024
<b>Key Outcome:</b>	Day to day management of activities within the Human Resources Department
<b>Key Strategy:</b>	As per the Departmental Plan for Human Resources

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#### **Executive Summary:**

The Staff Housing Policy is being reviewed to reflect changes required by virtue of:

- The requirement for a second elected Councillor to sit on the Staff Housing Committee;
- The requirement to review the Staff Housing Policy which has not undergone a review since 8 December 2021; and
- To give Councillors the opportunity to agree to the changes suggested by NB Lawyers or to make further changes based on the tracked changes in the supplied document attached to this report.

#### **RECOMMENDATION:**

That Council:

1. Agree to and adopt the changes marked in red within the attached document.
2. That Council nominates two representatives for the Housing Committee.
3. That Council agrees to and adopts the addition of the executive house at 19 Greenaway Street being included in the Policy in accordance with Senior Executive Housing allocations.

#### **Background:**

As a result of discussions at Council's Ordinary Meeting in November. Council has prepared this report to include two elected officials to sit upon the Staff Housing Committee. This will change the Councillor representation from one (1) to two (2) elected officials.

A full review of the policy was undertaken earlier in 2024 by NB Lawyers as requested by the previous Chief Executive Officer. It is noted that the policy had not been reviewed since 2021. The draft version of the policy is attached for Council's consideration.

The Chief Executive Officer has requested the assignment of the Council house, being 19 Greenaway Street Normanton be added to the Senior Executive Housing list contained within the Policy document. This is currently the executive house for the Director Community Development, Tourism and Regional Prosperity.

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

- Chief Executive Officer
  - Mayor
  - Manager Human Resources
-

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- Executive Officer Governance, Communication and Projects.

### **Legal Implications:**

- Nil due to review conducted by NB Lawyers who have covered all such aspects within its comprehensive review.

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

- These changes and amendments will strengthen Council's ability to ensure that attraction and retention requirements remain in place for the foreseeable future.

The usual resources will continue to be expended to ensure appropriate furnishings and maintenance of the Council's housing assets will be met.

### **Risk Management Implications:**

- Risk concerning staff housing issues has been significantly lowered due to the legal review carried out by NB Lawyers. The resurrection of the housing committee through proper representation by Councilors and staff is present and will be in accordance with the Policy's requirements.



Style Definition: No Spacing,Policy Normal

## Staff Housing Policy

### Policy Details

Policy Category	Council Policy
Date Adopted	20 May 2020
Endorsed by	Chief Executive Officer
Approval Authority	Council
Effective Date	20 May 2020
Policy Version Number	7
Policy Owner	Manager Human Resources
Contact Officer	<a href="#">Lisa Ruyg</a> <a href="#">Peter Ryan</a>
Review Date	2 years from date of adoption

### Supporting documentation

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

### Version History:

Version	Adopted	Comment	eDRMS #
6	24/01/2018	Council Resolution 0118/030	
7	20/05/2020	Council Resolution 0520/014	384301



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## Intent

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

## Scope

This policy applies to permanent, temporary or casual employees of Council. The policy applies to the occupation and use of Council housing by any person or organisation, including contractors providing services to Council. Persons who are approved to use Council housing are referred to as tenants throughout this policy.

## Policy Statement

Council may make available staff housing for employees to ensure that Council can attract and retain staff to fulfil critical positions at both Normanton and Karumba. Whilst reasonable attempts will be made to attract and retain staff for these critical positions within the Shire, it may not always be practicable to do so. Council considers it is in the public interest to ensure critical positions are held by qualified persons, and part of its recruitment strategy is to provide housing as an incentive.

No guarantee of housing or an ongoing right to housing will be provided as demand for housing exceeds supply, and the allocation or withdrawal of housing will depend on the operational requirements of Council as approved by the Chief Executive Officer (CEO) following consideration by and recommendations from the Staff Housing Advisory Committee (SHAC) and recommendations from Council. including but not limited to budgetary considerations.

## Principles

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

- value for money;
- attraction and retention of staff to fulfill critical positions;
- encouragement of and support for local trades;
- provision of good quality housing that is compliant with legislation;
- responsibility and accountability of tenants.

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## Construction and/or Acquisition of Housing

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

It is Council's preference to generally construct housing rather than purchase existing housing. However, existing house properties may be purchased when a reasonably based view has been formed that housing stocks in the Shire's townships are considered sufficient. In exceptional circumstances, Council may source privately owned rental properties for its use, however all other options should be considered in the first instance.

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

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



## Allocation of Housing

Council will determine the allocation of housing following advice from the SHAC.

When determining the allocation of staff housing the following criteria will be taken into consideration by the SHAC as part of a merits based assessment for the allocation of housing, together with any other matters they consider to be relevant:

- i. Executive housing (reserved for senior executive positions);
- ii. Essential housing for critical positions (for filling a position that cannot be filled locally);
- iii. Family size, including the number of dependents and their needs (e.g. schooling);
- iv. Availability of properties capable of being allocated;
- v. Operational needs of Council, including the importance of the position.

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

Location	Position
87 Matilda Street Normanton Qld 4890	Chief Executive Officer
2 Airport Road Normanton Qld 4890	Director of Engineering
<u>22 Norman Street Normanton Qld 4890 17 Greenaway Street</u>	<u>Director of Corporate Services</u> <u>Chief Operations Officer</u>
<u>19 Greenaway Street</u>	<u>Director of Community Tourism &amp; Regional Prosperity</u>

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

Housing may be made non-available for locally based staff. Locally based staff are not eligible for housing if they or a related household member own (or have the beneficial use of) a private dwelling within a reasonable distance of their place of employment.

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

Council may allocate or withdraw a housing entitlement without reason subject to notice requirements pursuant to the ~~Residential Tenancies and Rooming Accommodation Act 2008 (RTA)~~ RTA. To avoid any doubt, the initial provision of housing does not constitute an ongoing right to housing, and a lack of withdrawal does not mean Council waives its rights to do so at a later point in time.

The CEO may terminate a tenancy where the tenant takes extended leave or unpaid leave of greater than 8 weeks. The CEO may also terminate a tenancy where the tenant leaves, or proposed to leave, the property vacant for an extended period of time.

Decisions of Council or ~~the~~ CEO as they relate to this policy will be final.

## Inspections and Reports

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Council will implement a regular inspection program of all staff housing with each house being inspected at a minimum of every six months. During these inspections, it is expected that any issues or areas of repair be identified, recorded, and scheduled for rectification work.

Council will comply with the requirements of the RTA with respect to inspections. This means giving the tenant written notice of an inspection using the appropriate RTA form with at least seven (7) days' notice, with the exception of emergencies and where the inspection is necessary in order to protect the property from further damage (e.g. to inspect the extent of storm damage).

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

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

Tenants should be aware that unlawful damage to Council property may be deemed improper conduct under section 199(4) of the Local Government Act 2009, and that reasonable management action may be taken by Council to address any unlawful destruction or damage to its properties, in addition to any rights under the RTA (such as issuing a notice of breach). Reasonable and expected wear and tear would not ordinarily constitute unlawful destruction or damage, but it depends on the extent of the wear and tear and whether it is reasonable.

## Pets and Pest Control

Pets are permitted to be kept at staff housing in compliance with Council's local laws, however the tenant must inform Council as to the type and number of pets proposed to be kept. Council may impose reasonable limits on the number or types of pets that can be kept in its housing. Any damage caused by pets to Council properties falls outside of reasonable wear and tear and must be remedied by the tenant prior to their exit from the property. It is the responsibility of tenants to ensure, as representatives of Council, that their pets do not disturb their neighbours.

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

Council is responsible for pest control, with the exception of the preventative stepseeding responsibility of staff, which includes regular inspections, hygienic practices, monitoring any pathways of entry, and treatments as required. When undertaking any required treatments, Council will take all reasonable steps to cause the least disruption to the tenant as possible such as arranging for the pest control to be done whilst the tenant is at work.

## Yard Maintenance

Tenants are responsible for the routine maintenance of yards and gardens. Whilst Council does not expect perfectly manicured yards and gardens, properties should not become unsightly or overrun with vegetation growth.

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

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standard safety procedures including the wearing of appropriate protective clothing. Unless the tenant is employed by Council specifically to perform landscaping or maintenance activities on Council housing as part of their duties, a tenant's routine maintenance of yards and gardens on the property they are residing in is a private activity and outside of their employment with Council.

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

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

### Natural Disaster Preparation

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

The following weblink may assist tenants in these preparations.

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

### Housing Standards

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

Outside of urgent repairs, Council will ensure its housing meets the prescribed minimum housing standards provided under section 17A of the RTA, which includes the following standards:

- i. waterproof, structurally sound and in good repair;
- ii. fixtures and fittings (including electrical appliances) must not be likely to cause injury;
- iii. windows and doors (accessible without a ladder) are secured against unauthorised entry;
- iv. free from vermin, damp and mould (except where as a result of the tenant's fault);
- v. coverings such as curtains or blinds for rooms where privacy is expected (e.g. bedroom);
- vi. plumbing is adequate with access to hot or cold potable water;
- vii. bathrooms and toilets provide privacy, with toilets connected to sewers or septic systems;
- viii. kitchens, where present, have functioning cook tops; and
- ix. laundries, where present, have sufficient fixtures so as to provide a functional laundry.

As there are limitations on Council's ability to carry out inspections, tenants must keep Council informed as to any issues which result in a property not meeting the minimum housing standards.

Council will regularly review and update the asset management plan and strategy to ensure housing is maintained to an acceptable standard.

### Improvements and modifications

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

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of the CEO. Limited exceptions exist for improvements or modifications done by a tenant on an emergent basis in order to prevent further damage to damage to the premises, in which case the tenant must notify the SHAC as soon as practicable and ensure the emergent work is done by qualified tradespersons who are licensed and insured to perform the work.

### **Rent, Bond and Payment**

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

It is a condition of the tenancy arrangement for staff housing, that staff complete all necessary documentation to have their rent paid fortnightly by payroll deduction. It is otherwise a requirement under this policy that, upon acceptance of allocated Council housing, staff consent to deductions from wages to cover rent and any such deductions will be considered authorised.

When approved leave is taken from Council employment or the tenant wishes to temporarily vacate the premises, rent remains payable to Council. Tenants may be required to pay rent in advance for the period of leave.

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

A bond equivalent to four times the weekly rental will be payable and this bond will be retained by the Residential Tenancies Authority. Bonds may be applied by Council to rectify property issues which exist at the time of the tenant exiting the property, to the extent permissible by the RTA. Bonds will be refunded to tenants in accordance with the requirements of the RTA.

### **Subsidised Rent Eligibility**

In certain circumstances and at the sole discretion of the CEO, staff members may be eligible for subsidised rent (i.e. rent payable below the prevailing market conditions). This may attract fringe benefits tax for staff members. Staff members who wish to participate in subsidised rent arrangements are responsible for obtaining their own financial advice, and Council cannot give any financial advice to a staff member. When considering requests for subsidised rent the CEO will take into consideration all relevant merits factors, which include but are not limited to:

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

Not all employees who are provided with staff housing will be eligible for subsidised rent.

### **Furniture**

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

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

Tenants must enter into a payroll deduction agreement with Council to cover the rental costs of



the furniture provided. This will be a separate deduction to the rental deduction.

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

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

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

### Tenancy Arrangements

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

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

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

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

### Smoke Alarms

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

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

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

### Former Employees

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



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

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

### **Leasing of Housing to Non-Council Employees**

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

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

### **Keys and Locks**

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

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

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

If keys are lost, tenants must also pay for the cost of replacing all locks in the house, including any sheds or other outbuildings, to ensure the property is secure from unauthorised access.

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

### **Loss or Damage**

Tenants will be responsible for the costs of repairing or rectifying any loss or damage to premises other than through normal wear and tear. This includes furniture should furniture form part of the tenancy agreement. Bond payments may be applied to rectify loss or damage to premises, where permitted by the RTA.

### **Utilities and Services**

Tenants are liable for the costs of power and gas utilities unless varied by a condition of the costs of utilities or services form part of a tenant's remuneration terms under their contract of employment.

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

### **Staff Housing Advisory Committee**

The ~~Staff Housing Committee (SHC)~~SHAC will be established to receive and consider all applications for staff housing and other uses of Council owned houses under this policy.

The SHAC will comprise of:



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

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

The SHAC will meet as required to consider the allocation, maintenance and general operation of Council owned staff housing facilities. The SHAC will provide recommendations to Council accordingly.

### Definitions

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

Adopted by Council 20 May 2020 by Resolution 0520/014.

**Mark Crawley**  
Chief Executive Officer





## BUSINESS PAPERS

### 11.5 LES WILSON BARRAMUNDI DISCOVERY CENTRE MONTHLY REPORT

**Attachments:** NIL

**Author:** Christopher O'Keefe - Centre Manager - LWBDC

**Date:** 3 December 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:

The Les Wilson Barramundi Discovery Centre is Carpentaria Shire's primary tourism asset and is a business unit of Council. The LWBDC is a state-of-the-art Interpretive Centre that provides the history, stories, lifecycle and habits barramundi. The Centre includes interpretive displays, theatre, saltwater lagoon, café, art gallery and provides visitors with guided tours throughout the Centre and Hatchery. It is the only hatchery in the world to breed the Southern Gulf strain of the barramundi. Diversity is the key to operations, managing multi-focal assets to satisfy demands of tourism/culture/retail/café, animal husbandry/ecology, legislative compliance, deliver community /events, meet the issues of seasonal demand and resultant employee management diversification/implication.

#### RECOMMENDATION:

That Council notes the Les Wilson Barramundi Discovery Centre Monthly Report.

#### Visitation:

LWBDC	2024				TOURS		
	Visitors	Tours #	Sales (POS)	Sales (Barra Bites)	RTBS (API – Online payment)	Sunlover/ Invoice	Total Sales
JAN 24	62	24	\$1,559.50		\$176.00	\$0.00	\$1,735.50
FEB 24	16	0	\$1,389.80		\$0.00	\$0.00	\$1,389.80
MAR 24	68	38	\$1123.50	\$169.00	\$799.00	\$0.00	\$2091.50
APR 24	804	329	\$16,979.20	4,314.00	2,210.00	0.00	23,503.20
May 24	1722	659	\$35,260.96	\$7,231.78	\$2783.00	\$912.25	\$46,187.99
June 24	3068	949	\$53,66.80	\$10,808.40	\$4064.00	\$1,848.00	\$70,388.70
July 24	4014	1339	\$75,700.35	\$16,394.80	\$6,924.00	\$4,701.75	\$102,720.90
Aug 24	3068	999	\$46,312.45	\$8,657.00	\$4,350.00	\$2,751.00	\$64,830.45

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<b>Sept 24</b>	2283	925	\$32 711.60	\$7,238.40	\$5,447.00	\$1,582.00	\$46,979.00
<b>Oct 24</b>	708	158	\$9,105.90	\$435.00	\$741.20	\$583.00	\$11,213.10
<b>Nov 24</b>	197	10	\$1,877.02	\$0.0	\$0.0	\$87.00	1,964.02

### Activity report:

Activity	Observation / action
<b>Centre Closure</b>	The centre will be closed from 14 January to February 10, 2025 to permit the manager and coordinator leave prior to the new visitor season. The hatchery will be under the supervision of the hatchery technician and the VIC will be open for minimal hours.
<b>VIC &amp; Café Staff</b>	VIC Staff were on leave from 7 – 30, 2024 November. VIC has been open from 9am – 12 noon Monday – Saturday and operated by the centre coordinator. VIC has had some late season tourist visitors, mostly from nearby communities, and a few international visitors. Visitors are spending time in the Interpretive Centre.
<b>Karumba VIC &amp; Barra Centre</b>	New season merchandise has been selected and quotes/ orders / shipping are in progress. Merchandise has been altered to reflect what has sold in the past and visitor requests. Local artists have verbally committed to displaying art works to sell at the Centre. Representing local artists at the centre has been a focus and priority. Advertising online and on public notice boards for the “12 Days of Christmas” sale at the VIC began in mid-November.
<b>Barra Bites Cafe</b>	The Café was open for two days in November but has been closed as there are no staff to run it. There is not enough traffic to merit keeping it open. Single serve Ice creams have been arranged to sell in the VIC. We have arranged for a free freezer from the supplier. Ice cream was a big request from visitors.
<b>Department Collaborations</b>	Collaboration with Park Rangers (Queensland Department of Environment, Science and Innovation) has been established. The concept is to share and post the most current information via interactive touch screen technology. Screens will be posted at VIC for visitors and locals to access directly. Vital information such as emergency broadcasts, weather update, fire updates and road conditions will be updated to the system directly by departments. This system will provide the most current updates and emergency information vital to travellers and residents in remote locations. Discussions of hosting community workshops/ meetings lead

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	by the Royal Flying Doctors has been initiated.
<b>Lagoon</b>	<p>Lagoon draining commenced on 8 November, 2024. The last time the Lagoon was drained/ dredged or cleaned was in 2017.</p> <p>Draining process was slow because of the buildup of sediment in the Lagoon and clogging of the drain. The process of cleaning Lagoon has been hampered by breakdown of pumps and staff absenteeism.</p> <p>Aerators, old equipment dumped in lagoon, and rocks have been pulled out from lagoon. Some of the old equipment will be cleaned and repaired to use in conjunction with the new aquajets.</p> <p>Grates and drainage equipment/ screens have been cleaned to improve and restore function.</p> <p>Machines could not be used to clear sediment from the Lagoon because of the risk of damage to the Lagoon Liner. Removing sediment build up has been done manually by using high pressure pumps, water hose and manually sweeping sediment to drain; this process commenced on 14 November, 2024.</p> <p>Approximately 200 cubic meters of sediment has been removed from lagoon.</p> <p>A freshwater Crocodile was discovered living in the lagoon during the draining process, it was wrangled out by the Manager and Coordinator and removed by the ranger for release.</p> <p>Pontoons, gardens and decking area have been off limits beginning on 13 November, 2024 during the Lagoon draining &amp; cleaning process.</p>
<b>Lagoon Future utilisation</b>	<p>Once the pond has been cleaned and water quality returned, the future use of the pond will be reassessed. Excess Larvae from hatchery production will be used to stock the pond for temporary grow out with an annual harvest for resale.</p> <p>Use of the pond for income generation will work with Tourist expectations of seeing small Barramundi in the pond. The sale of the larger fingerlings yearly will also help to generate additional income from the sale of fingerlings ranging from 150mm – 250mm.</p>
<b>Spawning</b>	<p>Spawning will commence once the lagoon has been cleaned and filled.</p> <p>Fertilized eggs wills will be raised in two methods:</p> <ol style="list-style-type: none"> <li>1. Eggs for fingerling production for release / restocking and fingerlings for shire on sale will be hatchery raised to approximately 30-50mm, or approximately 30-32 days in hatchery tanks. Then transported to restocking destinations.</li> </ol>

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	2. Surplus fertilized eggs will be released directly into the Lagoon. The Lagoon will be spiked with rotifer and algae for food source for fingerlings. They will grow-out in the Lagoon for 12 months. producing approximately 100,000 – 200,000 until 150-250mm size barramundi for commercial on sale.
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### **Consultation (Internal/External):**

- Chief Executive Officer
- A/Director Community Development, Tourism Regional Prosperity
- Human Resources Manager
- Queensland Department of Environment, Science and Innovation
- Visitors
- Suppliers

### **Legal Implications:**

- Fisheries Act 1994, Fisheries (Commercial Fisheries) Regulation 2019
- Fisheries (General Section 24HA of the Native Title Act 1993
- Queensland Aboriginal Cultural Heritage Act 2003
- Native Title Work Procedures. Section 24HA of the Native Title Act 1993
- General fisheries permit (expiry date March 2025)
- Food Act 2006

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

- Refer to the Monthly Financial Report.

### **Risk Management Implications:**

- The LWBDC is operating within approved risk parameters.

## BUSINESS PAPERS

### 12 REPORTS FROM DIRECTOR OF CORPORATE SERVICES

#### 12.1 DIRECTOR OF CORPORATE SERVICES REPORT

**Attachments:** NIL

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

**Date:** 5 December 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.

#### Background:

#### 1. Program Update

##### Local Laws

The local laws statistics for November 2024 are attached.

##### Bounty Scheme

The table below shows the bounties paid to date.

Month	Bounty Scheme 20224 to 2025		
	Wild dogs (Qty claimed)	Monthly Total	Budget Remaining
Jul-24		0	15,000
Aug-24		0	15,000
Sep-24	91	4,550	10,450
Oct-24	110	5,500	4,950
Nov-24	40	2,000	2,950
Dec-24		0	2,950
Jan-25		0	2,950
Feb-25		0	2,950
Mar-25		0	2,950
Apr-25		0	2,950
May-25		0	2,950
Jun-25		0	2,950
<b>Total</b>	<b>241</b>	<b>12,050</b>	<b>2,950</b>

## **BUSINESS PAPERS**

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For information.

**Consultation (Internal/External):**

- Anne Andrews - Chief Executive Officer
- Community Members
- Phil Grieve - Local Laws Officer
- Carl Casey - Rural Lands Officer
- Clive Eves – Environmental Health Officer
- Food Businesses and Caravan Parks

**Legal Implications:**

- *Local Government Regulation 2012*
- *Local Government Act 2009*
- *Food Act 2006*
- *Biosecurity Act 2014*
- *Council's Local Laws*

**Financial and Resource Implications:**

- Contained within the report.

**Risk Management Implications:**

- Failure to comply with the relevant legislative requirements could result in reputational and political risk.
- Risk is considered low, to ordinary operations of Council.

## BUSINESS PAPERS

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### 12.2 MONTHLY FINANCIAL REPORT - NOVEMBER 2024

**Attachments:** 12.2.1. Monthly Financial Statements - November 2024 [↓](#)

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

**Date:** 5 December 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 30 November 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. The contents of the report include:

1. Key Highlights
2. Operating Result
3. Cash Position
4. Trade and Receivables
5. Investments
6. QTC Loans
7. Sales, contracts and recoverable works

#### RECOMMENDATION:

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

### 1. Key Highlights

The key highlights are shown below, refer to the relevant sections of the report for more detail.

- Operating result indicated a surplus of \$10,437,591. Refer item 2.
  - The major factors that contributed to the operating result are:

Factors	Actual	Budget	Variance	Comments
Current Surplus/Deficit	5,696,225	-7,950,085	13,646,310	The current surplus in the actual operating result is due to the late payment of the 2024/25 Financial Assistance Grants (FAGS), the first levy of rates, and the timely submission of Main Roads claims.
Grant Revenue FAGS	8,438,240	3,618,680	4,819,560	24/25 FAGS allocation expected to be paid in June but was paid in July.
<b>Revised Operating Result</b>		<b>-4,331,405</b>		

- Cash Position – Refer item 3. Cash Position – Refer to Item 3
  - The current cash balance is **\$36,795,151**, reflecting a strong position primarily due to the timing of the **\$8,438,240** payment for Financial Assistance Grants (FAGS) and a prepayment received from the Queensland Reconstruction Authority (QRA) for the Mitchell River Bridge. For further details, please refer to Item 3.
  - Of the total cash held, **\$16,565,653** is restricted. See the Accounts Summary for additional context.
  - The cash available for operational purposes is **\$20,226,598**, which represents **6.25 months** of cover— above the minimum cash cover target of **4 months** for Tier 7 councils.
  - While medium-term forecasts remain positive, cash reserves have decreased due to the commencement of the **\$85 million** Mitchell River Bridge project and the subsequent expenditure of the QRA prepayment. As a result, the Council may experience cash constraints for ongoing construction activities related to the Mitchell River Bridge unless additional prepayments are secured. At the time of writing this report, the remaining cash balance allocated for the Mitchell River Bridge stands at **\$11,818,262**.

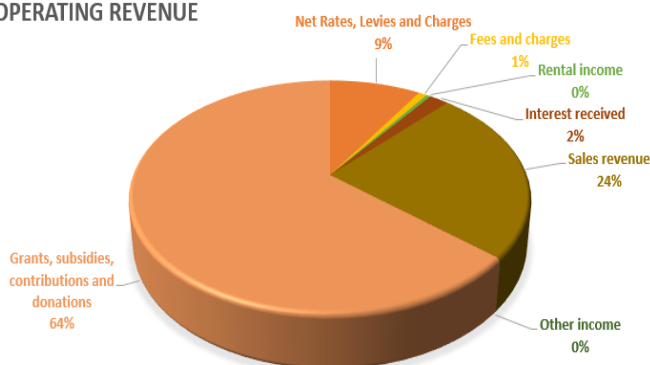
## BUSINESS PAPERS

### 2. Operating Result

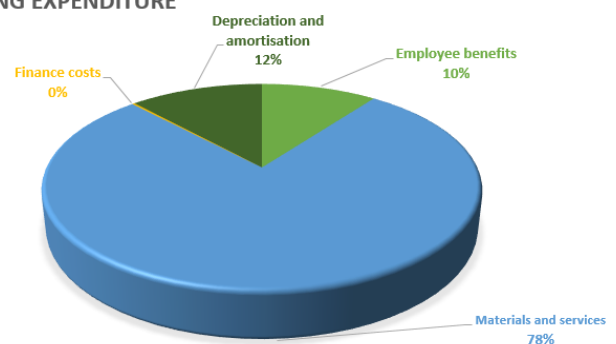
For the fifth month of the financial year 2024/2025, the comprehensive income statement operating result indicated a surplus of \$5,696,225. This is the sum of \$49,855,923 in recurrent revenue, \$44,159,698 in recurrent expenditure.

	Actual (1 July 2024 to 30 Nov 2024)	Budget (1 July 2024 to 30 June 2025)
Revenue	49,855,923	101,956,891
Expenses	44,159,698	109,906,976
<b>Net Operating</b>	<b>5,696,225</b>	<b>(7,950,085)</b>

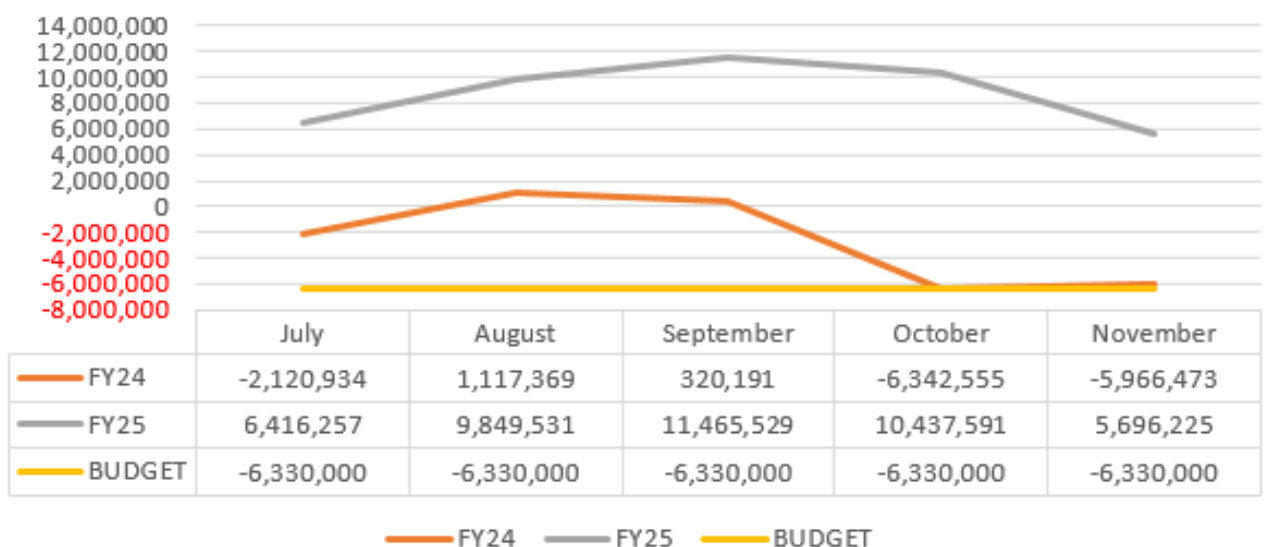
OPERATING REVENUE



OPERATING EXPENDITURE



### Operating Result



More detail budgets are prepared for internal review by the CEO and Directorates. These budgets are available to various Managers as required. These budgets are provided below:

## BUSINESS PAPERS

### Office of the Chief Executive Officer

Row Labels	Sum of Current Budget	Sum of YTD Actual
<b>Operating Expenditure</b>	<b>3,038,936</b>	<b>1,198,161</b>
Communications	18,000	1,665
Community Recovery	0	494
Disaster Events	10,000	30,230
Disaster Preparedness	22,500	0
Elected Members	562,257	234,751
Emergency Response	43,600	17,612
Governance	1,585,093	693,367
Regional Economic Development	11,000	8,010
Tourism Events	786,486	212,031
<b>Operating Income</b>	<b>-62,545</b>	<b>-821,311</b>
Disaster Events	0	-801,544
Disaster Preparedness	-7,000	0
Emergency Response	-20,545	-2,176
Tourism Events	-35,000	-17,591
<b>Grand Total</b>	<b>2,976,391</b>	<b>376,850</b>

### Human Resources

Row Labels	Sum of Current Budget	Sum of YTD Actual
<b>Operating Expenditure</b>	<b>1,403,926</b>	<b>532,101</b>
Apprenticeships / Traineeship	61,000	4,997
Enterprise Bargaining	5,000	46,258
Human Resource Operations	589,548	210,624
Learning & Development	209,500	15,965
Workplace Health And Safety	538,878	254,258
<b>Operating Income</b>	<b>-35,000</b>	<b>-4,295</b>
Apprenticeships / Traineeship	-35,000	-4,295
<b>Grand Total</b>	<b>1,368,926</b>	<b>527,806</b>

### Corporate Services

## BUSINESS PAPERS

Row Labels	Sum of Current Budget	Sum of YTD Actual
<b>Operating Expenditure</b>	<b>2,366,435</b>	<b>788,933</b>
Animal Control	125,801	29,961
Cemeteries	75,000	56,171
Corporate Services	363,000	13,525
Environmental Health	15,000	12,429
Information Technology	921,902	307,925
Local Laws	138,421	42,306
Mosquito Control	30,000	53
Pensioner Housing	26,000	20,979
Pest Management Operations	102,891	93,701
Property And Leases	13,500	13
Stores & Purchasing	257,428	189,693
Weed Control	297,491	22,178
<b>Operating Income</b>	<b>-480,500</b>	<b>-175,451</b>
Animal Control	-2,500	-667
Cemeteries	0	-3,976
Environmental Health	-3,000	-2,000
Information Technology	0	-300
Local Laws	-14,000	-1,241
Pensioner Housing	-38,000	-13,239
Property And Leases	-110,000	-56,440
Staff Housing	-313,000	-97,588
<b>Grand Total</b>	<b>1,885,935</b>	<b>613,482</b>

### Finance and Administration

Row Labels	Sum of Current	Sum of YTD Actual
<b>Operating Expenditure</b>	<b>257,533</b>	<b>593,605</b>
Admin And Customer Service	566,714	150,137
Financial Services	1,221,072	584,153
Payroll	41,000	195,643
Rates Management	214,352	119,864
Records Management	149,023	26,122
Wages On-Costs	-1,934,628	-482,315
<b>Operating Income</b>	<b>-8,612,000</b>	<b>-10,893,496</b>
Admin And Customer Service	-1,000	-1,938
Financial Services	-3,902,500	-8,550,208
Rates Management	-4,708,500	-2,341,351
<b>Grand Total</b>	<b>-8,354,467</b>	<b>-10,299,891</b>

The payment of the grant is beyond Council's control and has impacted the 23/24 budget, but it had a favorable impact on the 24/25 budget by more than 3 million. When the budget was prepared in May, Officers were unsure whether the Council would receive another

## BUSINESS PAPERS

100% early payment or whether the early payment would be 50% as it had routinely been for the past few years.

### Community Development

Row Labels	Sum of Current Budget	Sum of YTD Actual
<b>Operating Expenditure</b>	<b>3,681,736</b>	<b>1,748,366</b>
Arts & Culture	31,900	18,644
Business Development	5,500	237
Child Care	962,367	377,984
Community Development	192,013	118,041
Community Donations	90,000	31,514
Community Events	175,700	70,160
Cultural & Natural Heritage	104,500	48,067
Gym	75,966	28,953
Halls	186,700	117,328
Libraries	125,124	82,225
Recreational Sports Centre	483,966	285,175
Rodeo Grounds	110,000	62,980
Sports & Recreation	267,400	129,229
Swimming Pools	709,600	342,546
Youth Services	161,000	35,283
<b>Operating Income</b>	<b>-807,566</b>	<b>-553,378</b>
Arts & Culture	-30,375	0
Business Development	-2,000	0
Child Care	-500,000	-300,229
Community Development	0	-54,500
Community Events	12,400	27,755
Gym	-45,000	-19,047
Halls	-52,500	-25,001
Libraries	-3,000	-509
Regional Economic Development	0	-78,660
Sports & Recreation	-28,000	-102,155
Swimming Pools	0	-109
Youth Services	-159,091	0
Cultural Development	0	-923
<b>Grand Total</b>	<b>2,874,170</b>	<b>1,194,988</b>

### Les Wilson Barramundi Discovery Centre

## BUSINESS PAPERS

Row Labels	Sum of Current Budget	Sum of YTD Actual
<b>Operating Expenditure</b>	<b>1,889,063</b>	<b>590,696</b>
Barra Bites Café	138,891	22,574
Hatchery	514,694	129,860
Les Wilson Barramundi Discovery Centre	1,117,318	359,698
Visitor Information	118,161	78,563
<b>Operating Income</b>	<b>-435,000</b>	<b>-234,380</b>
Barra Bites Café	-65,000	-36,442
Hatchery	-20,000	-1,075
Les Wilson Barramundi Discovery Centre	-320,000	-179,414
Visitor Information	-30,000	-17,449
<b>Grand Total</b>	<b>1,454,063</b>	<b>356,316</b>

## BUSINESS PAPERS

### Engineering

Row Labels	Sum of Current Budget	Sum of YTD Actual
<b>Operating Expenditure</b>	<b>88,391,897</b>	<b>35,785,768</b>
Airports	417,545	169,857
Asset Management	280,120	7,191
Building Services	827,607	65,228
Depots & Workshop	443,144	354,956
Drfa (Ndrro)	63,014,000	21,428,446
Engineering Services	953,095	480,401
Fleet & Plant	-4,754,411	-2,901,727
Main Roads (Rmpc And Pw)	18,919,650	12,139,211
Parks & Gardens	1,585,119	683,611
Pensioner Housing	171,200	119,434
Private Works	0	6,914
Public Conveniences	314,185	109,612
Quarries	10,000	1,103
Reserves	16,600	28,587
Road	5,505,044	2,655,970
Staff Housing	603,000	421,935
Town Planning	86,000	14,230
Regional Planning	0	808
<b>Operating Income</b>	<b>-87,417,680</b>	<b>-35,019,739</b>
Airports	-360,000	-148,043
Building Services	-4,500	-11,350
Coastal Management	0	7,931
Drfa (Ndrro)	-64,314,000	-21,424,088
Engineering Services	-1,000	0
Fleet & Plant	0	-9,979
Main Roads (Rmpc And Pw)	-21,982,000	-12,027,575
Pensioner Housing	-38,000	-13,420
Road	-716,180	-1,388,899
Town Planning	-2,000	-4,317
<b>Grand Total</b>	<b>974,217</b>	<b>766,029</b>

### Asset Management



## BUSINESS PAPERS

Row Labels	Sum of Current Budget	Sum of YTD Actual
Operating Expenditure	862,100	343,407
Admin And Customer Service	41,200	34,149
Airports	30,000	3,744
Animal Control	1,000	1,764
Cemeteries	1,100	1,462
Child Care	22,300	10,281
Depots & Workshop	97,100	25,115
Emergency Response	4,500	951
Engineering Services	0	2,739
Gym	17,700	617
Halls	41,200	11,137
Hatchery	4,000	-3
Landfill/ Waste Transfer Operations	4,000	4,107
Les Wilson Barramundi Discovery Centre	37,500	31,990
Libraries	17,500	3,654
Parks & Gardens	20,000	0
Pensioner Housing	103,500	35,671
Property And Leases	4,000	483
Public Conveniences	4,500	3,054
Recreational Sports Centre	28,100	11,227
Rodeo Grounds	20,800	9,876
Sewerage	29,500	7,604
Staff Housing	256,000	118,453
Stores & Purchasing	1,000	6,467
Swimming Pools	26,500	5,873
Visitor Information	16,000	-3
Water	33,100	12,996
<b>Grand Total</b>	<b>862,100</b>	<b>343,407</b>



## BUSINESS PAPERS

### Water and Waste Management

Row Labels	Sum of Current Budget	Sum of YTD Actual
<b>Operating Expenditure</b>	<b>6,820,751</b>	<b>2,550,251</b>
Landfill/ Waste Transfer Operations	1,002,800	251,060
Raw Water Network	5,000	0
Refuse Collection	233,653	119,970
Sewerage	1,986,031	674,891
Water	3,593,267	1,504,330
<b>Operating Income</b>	<b>-4,212,000</b>	<b>-2,121,105</b>
Landfill/ Waste Transfer Operations	-779,000	-418,853
Refuse Collection	0	-5,790
Sewerage	-1,595,000	-822,133
Water	-1,838,000	-874,330
<b>Grand Total</b>	<b>2,608,751</b>	<b>429,145</b>

This budget includes operational and maintenance expenditure on Council's

- water and sewer treatment plants and reticulation networks
- landfill and waste transfer operations
- refuse collection

The income is from rates service charges for garbage, sewerage and water.

### 3. Cash Position

Council's healthy cash balance of \$36,792,251 is expected to generate additional interest revenue. However, it is important to note that this figure is subject to several external restrictions, primarily related to contract liabilities. These restrictions predominantly consist of prepayments received from Queensland Reconstruction Authority (QRA) for flood damage restoration and betterment projects, including \$11,646,829 allocated for the Mitchell River Bridge.

Additionally, Council has contract assets arising from works performed for the Department of Transport and Main Roads (TMR) and flood damage recovery projects, which are still pending payment. Contract assets represent work performed in advance. As of the end of the previous month, Council reported a net contract balance of \$16,565,653.

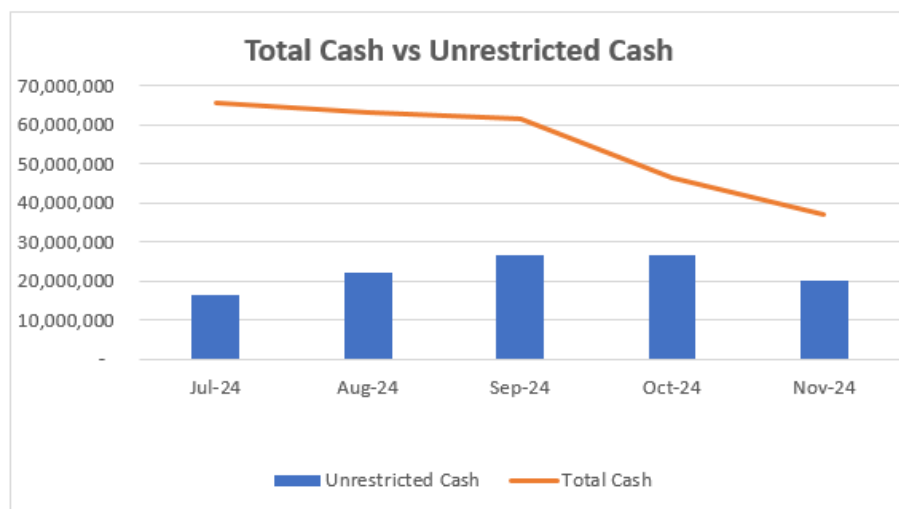
The graph below illustrates the total cash held (orange line) compared to the unrestricted cash available for routine operational expenditures (blue bars).

## BUSINESS PAPERS



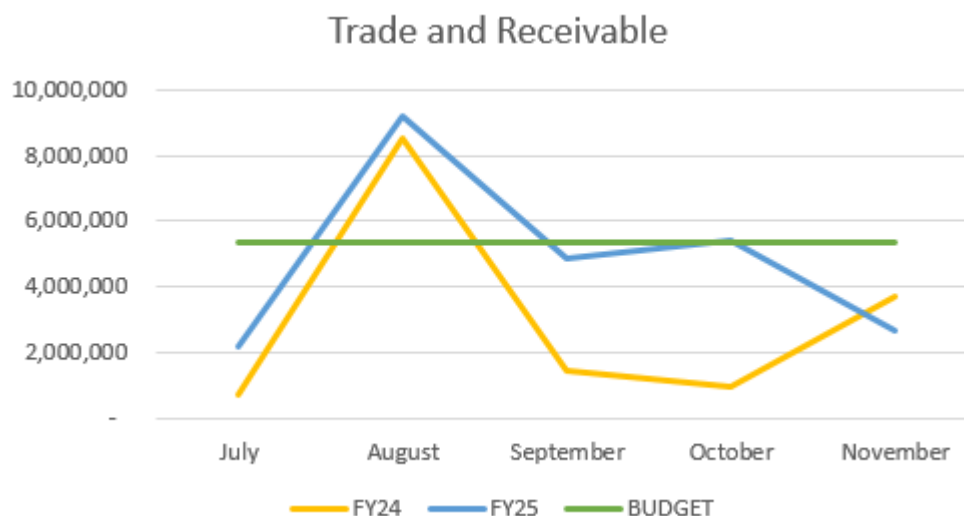
### Cash Balances

	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24
Unrestricted Cash	16,270,345	22,160,569	26,695,588	26,534,893	20,226,598
Total Cash	65,588,683	63,012,350	61,340,373	46,214,873	36,792,251



#### 4. Trade and Receivables

The graph below illustrates Council's Trade and Receivables balance of \$2,663,693 compared to a budgeted figure of \$5,386,218. A significant portion of the trade receivables is attributable to Main Roads receivables. The total outstanding rates of \$540,564 are included within the overall outstanding receivables balance.



The Budget is based on expected receivables at year end, however due to the nature of receivables there is no real impact if the actual does not reach the budget at year end.

## BUSINESS PAPERS

### 5. Investments

In accordance with Council's Investment Policy, available funds were invested in the Queensland Treasury Corporation Cash Fund, including the cash backing of all Council reserves. Due to the timing of the reporting deadline, QTC has not issued the November 2024 statement as at time of writing. The table below outlines the investment performance for the month of October 2024.

Investment Accounts	Financial Institutions	Funds Available Balance (30 Nov 2024)	Oct 2024 Interest Income	YTD Interest Earned
QTC General Fund	QTC	15,207,759	71,221	435,503
QTC Reserves Fund	QTC	21,404,030	152,539	532,670
<b>TOTAL</b>		<b>36,611,789</b>	<b>223,760</b>	<b>968,173</b>

Interest is higher than expected due to the current high cash balance.

### 6. QTC Loans

Council has no planned borrowings over the next ten years and remains committed to reducing its existing debt obligations. Currently, Council holds three loans with the Queensland Treasury Corporation (QTC), as detailed below:

Loan Purpose	Quarterly Repayments	Balance	Maturity Date
Glenore Weir	110,412.17	3,795,747	15 March 2035
Karumba Sewerage	66,099.08	1,281,094	15 June 2030
Normanton Water	34,031.88	732,187	15 March 2031
<b>TOTAL</b>	<b>210,543.13</b>	<b>5,809,028</b>	

### 7. Sales Contracts and Recoverable Works

Council's financial performance during the reporting period has been positively influenced by the Engineering team's timely submission of periodic claims. This proactive approach has significantly increased revenue from recoverable works, thereby contributing to the Council's favourable overall financial position. Timely claims have not only driven revenue growth but have also enhanced cash flow predictability, facilitating the faster recovery of project-related costs. This stability in cash flow has enabled the Council to maintain liquidity and effectively allocate resources for future projects and operational priorities.

The table below provides a detailed breakdown of revenue and expenditures related to Main Roads activities:

Main Roads	Revenue	Expenditures
RMPC	1,541,209	1,057,313
Recoverable Works	10,486,366	11,081,898

## **BUSINESS PAPERS**

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The financial outcomes and operational efficiencies achieved during the period demonstrate the effectiveness of the Council's strategies in contract management and cost recovery. These efforts underscore our ongoing commitment to fiscal responsibility, operational excellence, and community service.

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

- Erscon – Consulting Engineers
- Executive Leadership Team
- Senior Leadership Team
- Supervisors and relevant officers

### **Legal Implications:**

- *Local Government Regulation 2012*, section 204:
  1. The local government must prepare a financial report.
  2. The chief executive officer must present the financial report –
    - a. if the local government meets less frequently than monthly—at each meeting of the local government; or
    - b. otherwise — at a meeting of the local government once a month.
  3. The financial report must state the progress that has been made in relation to the local government's budget for the period of the financial year up to a day as near as practicable to the end of the month before the meeting is held.
- *Local Government Act 2009*

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

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

### **Risk Management Implications:**

- Risk is considered low, and Council will be advised if major items deviate from the adopted budget and forecasts.
- Risk is high regarding depletion of cash during construction of the Mitchell River Bridge due to the high value of the contract. Council may not be able to fund the construction unless additional prepayments are received from QRA throughout the construction phase. This risk can be mitigated with early communication with QRA as detailed in the report.

## Carpentaria Shire Council

### Statement of Comprehensive Income

for the period ended 30 November 2024

	Actual 30-Nov-24	Budget 30-Jun-25	% Variance 41.67%
<b>Income</b>			
<b>Revenue</b>			
<b>Operating revenue</b>			
Net Rates, Levies and Charges	4,398,523	8,855,500	● 49.67%
Fees and charges	401,064	790,000	● 50.77%
Rental income	207,099	539,500	● 38.39%
Interest received	932,663	1,050,000	● 88.83%
Sales revenue	12,164,080	22,124,000	● 54.98%
Other income	11,315	6,900	● 163.99%
Grants, subsidies, contributions and donations	31,741,179	68,590,991	● 46.28%
<b>Total operating revenue</b>	<b>49,855,923</b>	<b>101,956,891</b>	<b>● 57.91%</b>
<b>Capital revenue</b>			
Grants, subsidies, contributions and donations	18,820,861	33,459,689	● 56.25%
<b>Total income</b>	<b>68,676,784</b>	<b>135,416,580</b>	<b>● 50.72%</b>
<b>Expenses</b>			
<b>Operating expenses</b>			
Employee benefits	4,515,632	12,833,445	● 35.19%
Materials and services	34,329,323	86,462,166	● 39.70%
Finance costs	102,975	299,365	● 34.40%
Depreciation and amortisation	5,211,768	10,312,000	● 50.54%
<b>Total operating expenses</b>	<b>44,159,698</b>	<b>109,906,976</b>	<b>● 40.18%</b>
<b>Capital expenses</b>			
Total capital expenses	-	-	0.00%
<b>Total expenses</b>	<b>44,159,698</b>	<b>109,906,976</b>	<b>● 40.18%</b>
<b>Net result</b>	<b>24,517,086</b>	<b>25,509,604</b>	<b>96.11%</b>
<b>Operating result</b>			
Operating revenue	49,855,923	101,956,891	● 48.90%
Operating expenses	44,159,698	109,906,976	● 40.18%
<b>Operating result</b>	<b>5,696,225</b>	<b>(7,950,085)</b>	<b>● -71.65%</b>

#### Key Points:

- 1 Rental Income is lower compared to the budgetted amount, this is due to rental income that were posted after the cut off date of this report.
- 2 Depreciation Expenses is expected to be higher that the budgeted amount as a result of a comprehensive valuation. A proposed budget amendment will be included in next month budget review.
- 3 The favourable variance in sales revenue is due to regular claims processes with TMR works during construction season.

## Carpentaria Shire Council

### Statement of Financial Position

as at 30 November 2024

	Actual 30-Nov-24	Budget 30-Jun-25
<b>Assets</b>		
<b>Current assets</b>		
Cash and cash equivalents	36,795,151	35,347,000
Trade and other receivables	2,663,693	5,386,218
Inventories	1,383,820	1,180,264
Contract Assets	17,779,443	11,558,828
ATO Receivables	2,389,618	422,278
<b>Total current assets</b>	<b>61,011,725</b>	<b>53,894,588</b>
<b>Non-current assets</b>		
Trade and other receivables	-	25,522
Property, plant & equipment	350,635,476	327,645,868
<b>Total non-current assets</b>	<b>350,635,476</b>	<b>327,671,390</b>
<b>Total assets</b>	<b>411,647,201</b>	<b>381,565,978</b>
<b>Liabilities</b>		
<b>Current liabilities</b>		
Trade and other payables	1,065,082	1,433,631
Contract Liabilities	34,345,096	28,101,443
Borrowings	579,625	597,911
Provisions	964,335	1,404,399
<b>Total current liabilities</b>	<b>36,954,138</b>	<b>31,537,384</b>
<b>Non-current liabilities</b>		
Borrowings	5,229,403	4,733,564
Provisions	1,025,064	1,022,786
<b>Total non-current liabilities</b>	<b>6,254,467</b>	<b>5,756,350</b>
<b>Total liabilities</b>	<b>43,208,605</b>	<b>37,293,734</b>
<b>Net community assets</b>	<b>368,438,596</b>	<b>344,272,244</b>
<b>Community equity</b>		
Asset revaluation surplus	222,067,754	200,688,181
Retained surplus	146,370,843	143,584,063
<b>Total community equity</b>	<b>368,438,596</b>	<b>344,272,244</b>

**Carpentaria Shire Council**  
**Statement of Cash Flows**  
for the period ended 30 November 2024

Actual  
31-Oct-24      Budget  
30-Jun-25

**Statement of Cash Flows**

**Cash flows from operating activities**

Receipts from customers	17,348,418	31,776,400
Payments to suppliers and employees	(38,039,165)	(99,295,611)
Interest received	932,663	1,050,000
Rental income	207,099	539,500
Non-capital grants and contributions	31,741,179	68,590,991
Borrowing costs	(102,975)	(274,166)

<b>Net cash inflow from operating activities</b>	<b>12,087,220</b>	<b>2,387,114</b>
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**Cash flows from investing activities**

Payments for property, plant and equipment	(32,480,503)	(38,631,769)
Grants, subsidies, contributions and donations	18,820,861	33,459,689

<b>Net cash inflow from investing activities</b>	<b>(13,659,642)</b>	<b>(5,172,080)</b>
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**Cash flows from financing activities**

<b>Net cash inflow from financing activities</b>	<b>(115,790)</b>	<b>(474,264)</b>
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**Total cash flows**

<b>Net increase in cash and cash equivalent held</b>	<b>(1,688,212)</b>	<b>(3,259,230)</b>
Opening cash and cash equivalents	38,483,363	38,606,230
Closing cash and cash equivalents	36,795,152	35,347,000



Statement of Income and Expenditure by Category  
for the period ended 30 November 2024

	Core	Fleet	ORA	RMPC	TMR Rec Works	LWBDC & Hatching	Childcare	Other Non-Core	Total	Budget
Income	\$	\$	\$	\$	\$			\$	\$	\$
Revenue										
Recurrent revenue										
Rates, levies and charges	4,398,523	-	-	-	-	-	-	-	4,398,523	8,855,500
Fees and charges	241,294	-	-	-	-	76,851	-	19,047	401,064	790,000
Rental income	67,853	-	-	-	-	-	15,000	124,246	207,099	539,500
Interest received	932,663	-	-	-	-	-	-	-	932,663	1,050,000
Sales revenue	21,381	-	-	1,541,209	10,486,366	115,124	-	-	12,164,080	22,124,000
Other income	9,468	1,847	-	-	-	-	-	-	11,315	6,900
Grants, subs, cont & donations	10,084,589	8,132	21,424,088	-	-	3,012	221,358	-	31,741,179	68,590,991
<b>Total income</b>	<b>15,755,771</b>	<b>9,979</b>	<b>21,424,088</b>	<b>1,541,209</b>	<b>10,486,366</b>	<b>194,987</b>	<b>300,230</b>	<b>143,293</b>	<b>49,855,923</b>	<b>101,956,891</b>
Expenses										
Recurrent expenses										
Employee benefits	(2,614,027)	(204,381)	(556,941)	(108,056)	(592,750)	(179,294)	(216,879)	(43,304)	(4,515,632)	(112,833,445)
Materials and services	(4,871,417)	3,523,212	(20,867,147)	(949,257)	(10,489,148)	(213,820)	(173,380)	(338,366)	(34,329,323)	(86,462,166)
Finance costs	855,569	(417,104)	-	-	-	(129,062)	(48,006)	(364,312)	(102,975)	(299,365)
Depreciation	(5,211,768)	-	-	-	-	-	-	-	(5,211,768)	(10,312,000)
<b>Total expenses</b>	<b>(11,841,643)</b>	<b>2,901,727</b>	<b>(21,424,088)</b>	<b>(1,057,313)</b>	<b>(11,081,898)</b>	<b>(522,176)</b>	<b>(388,265)</b>	<b>(746,042)</b>	<b>(44,159,698)</b>	<b>(109,906,976)</b>
<b>Operating Result</b>	<b>3,914,128</b>	<b>2,911,706</b>	<b>0</b>	<b>483,896</b>	<b>(595,532)</b>	<b>(327,189)</b>	<b>(88,035)</b>	<b>(602,749)</b>	<b>5,696,225</b>	<b>(7,950,085)</b>





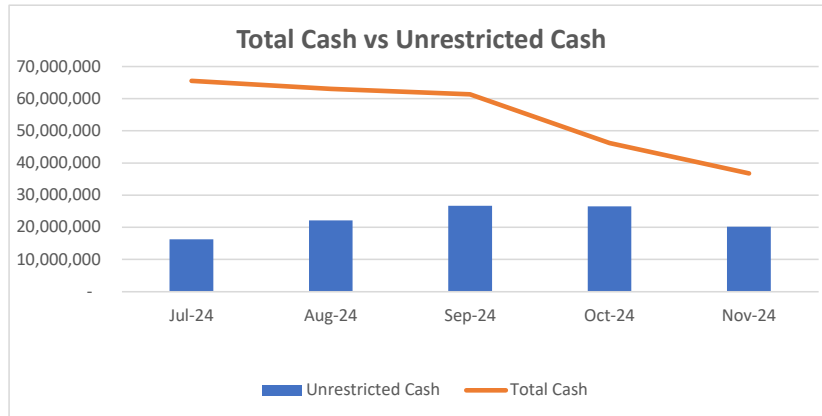
### Accounts Summary

	30 November 2024 \$	31 October 2024 \$
<b>General Accounts</b>		
Westpac General Operating Accounts	180,462	1,047,074
QTC General Fund	15,207,759	14,922,930
QTC Reserves Fund	21,404,030	30,244,869
<b>Total balance held in banks (incl Reserves)</b>	<b>36,792,251</b>	<b>46,214,873</b>
<b>Restricted</b>		
Contract Balances	16,565,653	19,679,980
	<b>16,565,653</b>	<b>19,679,980</b>
<b>Unrestricted Cash</b>	<b>20,226,598</b>	<b>26,534,893</b>
<b>QTC Borrowings</b>		
Karumba Sewerage	1,274,445	1,274,445
Normanton Water Upgrade	728,469	728,469
Glenore Weir	3,783,214	3,783,214
<b>Total balance QTC borrowings</b>	<b>5,786,128</b>	<b>5,786,128</b>
<b>Net Council Position after Borrowings</b>	<b>14,440,470</b>	<b>20,748,765</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	4,280,380	4,280,380
QTC Disaster Relief Reserve	55,767	55,767
QTC Mitchell River	11,646,829	29,666,936
<b>Total Reserves held in QTC</b>	<b>21,404,030</b>	<b>39,424,137</b>



Cash Balances

	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24
Unrestricted Cash	16,270,345	22,160,569	26,695,588	26,534,893	20,226,598
Total Cash	65,588,683	63,012,350	61,340,373	46,214,873	36,792,251



Carpentaria Shire Council  
Sustainability Ratios  
as at 30 November 2024

Type	Measure	Overview	Target (Tier 7)	Actual YTD	Council Narrative
Operating Performance	Operating Surplus Ratio	The operating surplus is an indicator of the extent to which operating revenues generated cover operational expenses. Any operating surplus would be available for capital funding or other purposes.	No target as contextual measure	11.43%	The favourable result is due to the timing of FA Grants. The budgeted ratio at 30 June 2025 is negative 0.07%.
	Operating Cash Ratio	The operating cash ratio is a measure of a council's ability to cover its core operational expenses and generate a cash surplus excluding depreciation, amortisation, and finance costs.	Greater than 0%	22.09%	The favourable result is due to the timing of FA Grants and rates first levy. The positive operating cash ratio indicates that Council is generating surplus cash from its core operations. The budgeted ratio at 30 June 2025 is 0.02%. This indicates Council is in a position to partially fund some capital renewals, and is heavily reliant on grant funding.
Liquidity	Unrestricted Cash Expense Cover Ratio	The unrestricted cash expense cover ratio is an indicator of the unconstrained liquidity available to a council to meet ongoing and emergent financial demands, which is a key component to solvency. It represents the number of months a council can continue operating based on current monthly expenses.	Greater than 4 months	6.25	The higher unrestricted cash ratio indicates Council has sufficient free cash available to contribute to the cost of debt.
Asset Management	Asset Sustainability Ratio	The asset sustainability ratio approximates the extent to which the infrastructure assets managed by a council are being replaced as they reach the end of their useful lives.	Greater than 90%	-	Insufficient data available as of reporting date.
	Asset Consumption Ratio	The asset consumption ratio approximates the extent to which council's infrastructure assets have been consumed compared to what it would cost to build a new asset with the same benefit to the community.	Greater than 60%	-	Insufficient data available as of reporting date.
Debt Servicing Capacity	Leverage Ratio	The leverage ratio is an indicator of a council's ability to repay its existing debt. It measures the relative size of the council's debt to its operating performance.	0 - 3 times	0.53	Council's borrowings are almost 1 times its earnings before depreciation (EBDA). The lower leverage ratio indicates Council is able to service its existing debt.
Financial Capacity	Council-Controlled Revenue	Council controlled revenue is an indicator of a council's financial flexibility, ability to influence its operating income, and capacity to respond to unexpected financial shocks.	No target as contextual measure	29.26%	This ratio is based on Net Rates and Fees and Charges.
	Population Growth	Population growth is a key driver of a council's operating income, service needs, and infrastructure requirements into the future.	No target as contextual measure	0.60%	The latest population estimates available on the Queensland Government Statistician's Office was published on the 1st September 2023.

Sustainability Ratios

A new Financial Management (Sustainability) Guidelines was developed by the Department following consultation with local governments and other stakeholders on the Local Government Sustainability Framework discussion paper. Councils are required to report on the ratios included in the Sustainability Guidelines as part of 2023/24 Annual General Purpose Financial Statements.

Queensland has one of the most diverse local government sectors in Australia, covering a large geographic area. In recognition to its diversity, the Department has allocated each council a category for sustainability reporting and monitoring purposes. As per the Sustainability Grouping for Council, Carpentaria Shire Council belongs to Tier 7.

## BUSINESS PAPERS

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

#### 13.1 COMMUNITY DEVELOPMENT, TOURISM AND REGIONAL PROSPERITY MATTERS OF INTEREST REPORT

<b>Attachments:</b>	NIL
<b>Author:</b>	Amanda Farraway - Community Development Coordinator
<b>Date:</b>	5 December 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 provided information only updates to Council on various activities and programs that are facilitated within the Community Development, Tourism and Regional Prosperity portfolio of Council.

#### RECOMMENDATION:

That Council:

1. receive and note the information provided in the Community Development, Tourism and Regional Prosperity Report; and
2. those matters not covered by resolution be noted.

#### Background:

This table notes ongoing actions from previous meetings of Council.

DATE	Ref:	Action	Status	Comment
<b>November 2024</b>	9.2 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 resolved to establish the new Company Limited by Shares.	In progress.	June 2024. On hold for further consideration.
<b>November 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.	July 2024: The CDTRP team has held kick of meetings with New Word Order. A project plan has been prepared for community consultation.

## BUSINESS PAPERS

			<p>August 2024: Consultation with New Word Order is ongoing and stakeholder engagement is underway.</p> <p>September 2024: Stakeholder engagement complete, Section List complete. New Word Order are moving forward on the copy material whilst waiting for the consultation with our first nations representatives.</p> <p>October 2024: Review of the flat lay in process complete.</p> <p>Photo shoot dates have been set for 30 November to 2 December 2024.</p>
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### Youth Activities

#### **Youth Project Officer and Casual Youth officer started in July, 2024.**

Funded by First Nations Sport Fund and Northwest Minerals Province, the youth workers are operating the Normanton Sport Centre five days a week in the afternoons from 3pm to 6pm Monday to Thursday and 3pm to 7pm on Fridays.

With the introduction of the Futsal program provided by Torres Strait & Cape York Peninsula Indigenous Futsal Association, we have seen an increase involvement with the junior girls and also a lot of new faces into the sport centre.

#### **NQ Cowboys Community Program Partnership**

7 November 2024 – Council had an introductory visit from the Try For Five team Fiona Pelling, Samantha Johnstone and Tahlulah Tillett. During the visit they attended the Normanton State School, Gulf Christian College, Gidgee Healing and Normanton Stingers the purpose of the visit was to talk about the Try For Five program and how it will be delivered to the schools and how they can collaborate within other community groups and organisations during their visits.



## **BUSINESS PAPERS**

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### **New Visitor Guide**

The photographic team were in the region on the weekend of November 29 – December 2 2024 to collate new imagery. Coordinated by the A/Director CDTRP, local families and businesses volunteered their time to highlight the experiences and landscapes around Karumba and Normanton. The new guide is expected to be in print prior to the start of the 2025 Visitor Season.

**Recommendation:** For information.

### **Events**

#### **Completed**

#### **Remembrance Day**

Both Karumba & Normanton held a service for Remembrance Day with a small crowd at both events. Karumba State School, Normanton State School and Gulf Christian College had school leaders and representatives in attendance.



#### **Normanton Seniors Christmas Lunch**

57 Normanton seniors plus their carers attended the annual Seniors Christmas Luncheon, where they enjoyed a selection of cold meats & salad followed by apple pie & custard or fruit salad for dessert. The Gulf Christian College junior students performed some songs and Santa handed out gifts and took the opportunity to have his photo taken with the seniors. The senior students from Normanton State School and Gulf Christian College were on hand with their waiting skills and dishwashing duties a job well done by all.

**Recommendation:** For information.

## BUSINESS PAPERS

### Monthly Visitation for Libraries and Visitor Information Centres

1- 25 November 2024			
Normanton VIC	Normanton Library	Karumba VIC	Karumba Library
62	6 Visitors	197  Average of 7.84 people per day Open from 9 am – 12 noon Monday – Saturday; closed Sunday  November average was 26.22 people per day.	31

#### **Karumba:**

- First 5 Forever – We had four sessions planned for the month of November with only 1 child & 1 adult in attendance due to regular families being away therefore has been a quiet month.

#### **Normanton:**

- Staffing has still been an issue this month, however we have filled the permanent position which will commence 6 January 2025. The casual position has also been filled.

With the School holidays approaching both library facilities are currently planning some School holiday activities for the children and will have the program ready for the start of the school holidays.

**Recommendation:** For information.

#### **Normanton Childcare Centre**

#### November Occupancy

	Utilization/Capacity	Waiting List	Occupancy %
Nursery	76/168	4	N-45.24%
Kindy	305/420	5	K-72.62%
			Overall - 52.56%

- Over the month of November, training continued for the Acting Director and Staff.
- Astute has onboarded two new local staff members who have enrolled in their Certificate III and a third staff member will onboard in January.
- WHS and risks assessments have been updated.

## **BUSINESS PAPERS**

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**Recommendation:** For information.

### **Normanton & Karumba Pools**

TOTAL ENTRIES			
	Adult	Child	Total
Normanton	65	854	919
Karumba	142	120	262

#### Normanton

- The pool was closed four times during the month. A lack of child hygiene seems to be the cause of the issue around the pool closure.
- Both school held their annual carnivals this month.
- School swimming lessons are complete for term four.
- Swim club is continuing with dinner making creating a great atmosphere.
- Normanton athletics had their annual breakup party at the pool.
- There was one known break-in on 25 November 2024.

#### Karumba

- Some maintenance issues have been identified and are being rectified.

### **Department meetings / conference / workshop attendance**

- Ongoing meetings with New Word Order for Visitor Information Guide.
- Swim QLD
- Department of Sport & Recreation
- Royal Flying Doctor Service

**Recommendation:** For information.

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

- Chief Executive Officer
- Mayor
- Executive Officer
- Manager Les Wilson Barramundi Discovery Centre
- Coordinator Les Wilson Barramundi Discovery Centre
- Library Coordinator



## **BUSINESS PAPERS**

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- Astute Early Years Specialist Pty Ltd ATF The Comerford Family Trust
- Childcare Centre Director
- Swimming Pools Operator
- Manager of Water & Waste
- State Library Queensland
- Peak Services
- Chief Executive Officer - Gulf Savannah Development
- Local Schools
- Normanton Police
- Normanton State School
- Gulf Christian College
- Gidgee Healing
- Film Festivals Australia
- Empire Touring
- Local Level Alliance
- New Word Order
- Community of Practice – Improving outcomes for older people
- Selectability
- North Queensland Toyota Cowboys
- Torres Strait & Cape York Peninsula Indigenous Futsal Association
- Services Australia
- Swim QLD
- Royal Flying Doctor Service
- Department of Sport & Recreation
- QRA
- Cancer Council Queensland

### **Legal Implications:**

- Local Government Regulation 2012.
- Local Government Act 2009.
- Water Quality Guidelines for Public Aquatic Facilities.
- National Health and Medical Research Council's Guidelines for managing risks in recreational water.
- Royal Life Saving Society Australia Guidelines for safe pool operations.
- Australian Pool Standards.

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

- Please see monthly finance report.
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## **BUSINESS PAPERS**

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**Risk Management Implications:**

- Risk is considered low to medium depending on service areas.

## BUSINESS PAPERS

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### 13.2 COMMUNITY DONATIONS AND SUPPORT

**Attachments:** NIL  
**Author:** Amanda Farraway - Community Development Coordinator  
**Date:** 5 December 2024

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**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

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#### Executive Summary:

During the period since the November 2024 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 notes the fee waiver approved under the delegation of the Chief Executive Officer since the November 2024 meeting of Council.

#### Background:

Council has a Community Donations and Support program for events held in the Carpentaria Shire. Requests for donations are called in two rounds each year for donations of over \$1,000.00. Applications for under \$1,000.00 can be approved under CEO delegation at any time during the financial year. The budget for the 2024/2025 financial year is \$89,000. At the date of this report there has been an expenditure of \$29,221.54 for this budget. Council has committed \$21,361.00 to future activities.

- The requests listed in this report total \$1,500.00.

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

1. Circa Cairns – has requested the fee waiver for the hire of the Normanton Shire hall to host free youth circus workshops from 16<sup>th</sup> to 19<sup>th</sup> December 2024

Normanton Shire hall	\$	600.00
<b>Total</b>	<b>\$</b>	<b>600.00</b>

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2. Bynoe CACS Ltd – has requested the fee waiver for the use of the Normanton Sport Centre to offer school holiday program for the youth of Normanton on the following dates 10, 11, 12 & 17, 18 & 19 December 2024.

Sport Centre Normanton	\$	900.00
<b>Total</b>	<b>\$</b>	<b>900.00</b>

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#### For noting only: Previously approved donations for 2024/2025 budget:

1. Gulf Christian College fee waiver for \$580.00 for the hire of the table and chair trailer for the Year 6 Graduation to be held on 2 December, 2024.

## **BUSINESS PAPERS**

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2. Gulf Christian College fee waiver of \$390.00 for the hire of the Normanton Shire Hall on 5 December, 2024 for the Annual Awards Night.
3. Normanton State School fee waiver of \$390.00 for the hire of the Normanton Shire Hall on 25 November, 2024 for the end of year Awards Ceremony.
4. Normanton QCWA Branch fee waivers of \$150.00 for the hire of the Normanton Shire Hall 23 November, 2024 for Community Markets.
5. Heels & Reels fee waiver of \$300.00 for the use of the Normanton Shire Hall and the tables and chair trailer to host an event for International Women's Day 7 and 8 March, 2025.
6. QCWA Normanton Branch fee waiver of \$450.00 for the Normanton Shire Hall for their monthly markets from April to June 2025.
7. Normanton Social Fishing Club fee waiver of \$801.00 for their 2025 Normanton Barra Classic to be held from the 18 to 20 April, 2025. For the use of the tables and chair trailer and assistance with a temporary road closure should they need it. A feed a Barra family tour and Behind the Scenes family tour to be use as prizes for the event.
8. Normanton State School fee waiver of \$2060.00 for the use of the John Henry Memorial Oval for their Athletics Carnival to be held on the 27 June, 2025. including the use of the amenities, four rubbish bins and the track and field to be line marked.
9. Normanton Rugby League Football Club (Stingers) fee waiver of \$2775.00 for the use of the John Henry Memorial Oval, the use of the amenities, line marking per event, 15 x bins & temporary fencing for the June 2025 Cluster.
10. Mounigibi Rugby League Club fee waiver of \$565.00 for the Normanton Rodeo Grounds to camp at for the June 2025 cluster.
11. Doomadgee Dragons Rugby League Football Club fee waiver of \$760.00 for the use of the Normanton Rodeo Grounds to camp at for the June 2025 Cluster.
12. Normanton Rodeo Association fee waiver of \$9,520.00 for the use of the Normanton Rodeo Ground to host the Annual Normanton Rodeo from the 5 to 8 June, 2025 along with the use of the grounds the use of the Tables & Chair Trailer, Rubbish collection of the existing bins, Road Closure for street parade, additional mow, use of light tower.
13. Riverside Christian College fee waiver of \$3,150.00 for the hire of the Normanton Rodeo grounds and facilities for 7 nights from 28 June to 5 July 2025 and the nightly camping fee for up to 40 people for a free youth and children's holiday program to align with local community stakeholders to deliver the programs.
14. Bynoe CAC's fee waiver of \$980.00 for the hire of the Normanton Sport Centre Family event for the Youth Christmas Party on the 6 December 2024.

**For noting only: Previously approved donations for 2025/2026 budget:**

1. QCWA Normanton Branch has requested fee waiver of \$450.00 for the Normanton Shire Hall for their monthly markets from July to November 2025 \$750.00

## **BUSINESS PAPERS**

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2. Normanton Rugby League Football Club (Stingers) fee waiver of \$11,100.00 for the use of the John Henry Memorial Oval, the use of the amenities, line marking per event, 15 x bins & temporary fencing for each of its clusters for the July, August, September, October Clusters in the 2025 season.
3. Mougibi Rugby League Club fee waiver of \$2,260.00 for the use of the Normanton Rodeo Grounds to camp at each of the clusters hosted by the Normanton Stingers for the July, August, September, October 2025 clusters.
4. Doomadgee Dragons Rugby League Football Club fee waiver of \$3,040.00 for the use of the Normanton Rodeo Grounds to camp at each of the clusters hosted by Normanton Stingers for the J July, August, September, October 2025 clusters.
5. Normanton State School fee waiver of \$2,210.00 to host the Gulf District Athletics Carnival 24<sup>th</sup> & 25<sup>th</sup> July 2025 at the John Henry Memorial Oval including the use of the amenities, 4 x bins and the line marking of the field.
6. Normanton State School fee waiver of \$2,\$730.00 for the hire of the Normanton Shire hall to host the annual school fete from the 17<sup>th</sup> August to 23<sup>rd</sup> August 2025.
7. Normanton State School fee waiver of \$410.00 for the use of the Normanton Golf Course 28<sup>th</sup> May 2025 for their annual School Cross Country.
8. Normanton State School fee waiver of \$780.00 for the use of the Shire Hall Normanton for 1<sup>st</sup> & 2<sup>nd</sup> December 2025 for the Normanton State School Awards Night Ceremony to celebrate the success of the students for the 2025 school year.
9. Gulf & Surrounds Walk to Remember 2025 fee waiver of \$150.00 for the use of the John Henry Memorial Oval on 12 October 2025 for their annual walk to raise awareness for pregnancy and infant loss.

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

- Chief Executive Officer
- Acting Director Community Development, Tourism and Regional Prosperity
- Customer Service Officer
- External Stakeholders (applicants)

### **Legal Implications:**

- Community Donations and Support Policy

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

- The requests in this report for the 2024/2025 budget total \$1,500.00

### **Risk Management Implications:**

- Risks are within normal operations parameters.

## BUSINESS PAPERS

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

#### 14.1 DOE REPORT

**Attachments:** NIL

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

**Date:** 5 December 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
2022 December Meeting		Add Premix to grooves at the Scrutton River Floodway.	Completed	➤ Work Completed
2023 June Meeting		Look at solar lights for footpath to Rodeo Grounds	In Progress	➤ W4Q Funding has been submitted – Queensland Government Funding Approved 3 <sup>rd</sup> Oct – Works being planned. ➤ Planning to install by April 2025
2023 November Meeting		Council to obtain quote to do minor repairs and possible fresh up paint job on Krys.	Completed	➤ Paul Stumkat has painted Krys
2023 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	In Progress	TMR has approved. Awaiting funding approval from TMR to undertake works. Exposed bolts have been

## BUSINESS PAPERS

Date:	Ref:	Action	Status	Comment
		infrastructure.		bent downwards to make safe
2023 December Meeting		Parking line marking in Normanton main street needs to be repainted	In Progress	➤ Town Services currently undertaking linemaking with 65% completed
2024 January Meeting		Council to look at a design for a Fish Attraction Device mould for future additional areas.	Not Started	➤
2024 January Meeting		Flood markers at Alexandria Crossing needs to be set at correct levels	In progress	➤ New flood gauges in Normanton. ➤ Crew arranged to install before Christmas breakup
2024 February Meeting		Walkway required along Yappar Street to the Barramundi Discovery Centre. Solar Lighting required Palmer St.	In Progress	➤ Limited funding for Footpath available – expected start March 2025. ➤ Solar lighting by April 2025 – W4Q funded
2024 February Meeting		Can metre marker at the bridge (Glenore) be moved to the other side of the road.	In Progress	➤ It can be moved. Council will install after the flooding ➤ Install before Christmas breakup
2024 April Meeting		Create 5 car parks at the boat parking area in front of the Hotel in Gilbert Street	In Progress	➤ Plans Completed ➤ Parking Stop and Hotel Customer Parking signs ordered. ➤ Looking to install December - January.
2024 May Meeting		Tourists are parking in the unloading zone for mail truck outside Karumba – Check linemarking	In Progress	➤ Linemarker arriving a few weeks' time. Paint ordered and will arrive in Normanton depot within 1 week
2024 May Meeting		Remove Information sign in Median Strip	In Progress	➤ Discussed with Works Coordinator to remove in the next few weeks
2024 July Meeting		Armstrong and Spring Creek requires flood markers	In Progress	➤ Install prior to Christmas breakup
2024 July Meeting		Flagpole to be installed at Normanton Shire Hall	In Progress	➤ Put in works program ➤ To be installed during the wet season
2024 July Meeting		Cricket Oval is dry	In Progress	PIMS (irrigation) has been engaged to improve water pressure to repair exist. Irrigation. Tentatively for December

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Date:	Ref:	Action	Status	Comment
2024 July Meeting		Find out costs for new camera at Karumba Point Boat Ramp to monitor tides	Completed	➤ Quote from Airbridge received. Quote to be presented in meeting.
2024 July Meeting		Future planning for footpath – Caravan Park to Ashes Palmer St.	In Progress	➤ Plans being drafted
2024 July Meeting		Investigate drain at back of Gulf Caravan Park Karumba	In Progress	➤ Council to do a drain clean prior to the wet season
2024 August Meeting		Allocate budget for perimeter fencing at rear and sides of Normanton Cemetery	Not Started	
2024 August Meeting		Clear vegetation to improve sight distance at 89B/84A intersection	Not Started	➤ Plan to undertake February March, weather depending.
2024 August Meeting		Install bollards at Sutherland Park entrance to prevent 4 Wheelers access	In Progress	➤ Works Coordinator will arrange
2024 August Meeting		Investigate narrow existing parking linemark at the State School	In Progress	➤ Park linemarking to be widened to 3m. Reseal over existing markings and repaint – April
2024 August Meeting		Reseal entrance and carpark in Normanton cemetery	In progress	➤ Put in reseal program ➤ Reseal to start around April to minimise bitumen bleeding
2024 October Meeting		Repair a washout on the McAllister Road	In progress	➤ Site identified. Look to repair early December
2024 October Meeting		New “No Standing Signs” along driveway at Haigh St	Not Started	➤
2024 November Meeting		Clean tank at Bang Bang and repair mesh to prevent frog access	Not Started	➤

## 2. Miscellaneous Projects

- 2.1. TMR Betterment Project 11km new pave and seal on 89B – The stabiliser crew have completed 7km of stabilised pavement works. Sealing, weather dependant is programmed for early December.
- 2.2. Mitchell River Bridge –The bridge contractor has demobilised from site. They have moved their equipment to higher ground at Dunbar Station.
- 2.3. Betterment Project – Burketown Road. Approximately 12.5km of new seal is being constructed to get bitumen to Inverleigh West. 4.5km of this section has been completed and the remaining 8km has had the first bitumen seal coat of 14mm



## **BUSINESS PAPERS**

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aggregate. The second bitumen coat of 10mm stones is expected to be completed by early December.

- 2.4. Seven dips between the 7 Mile Camp and West Inverleigh – Council will work on 7 dips by constructing upstream and downstream concrete protection or install culverts to prepare for the new bitumen works on the Burketown Road. At this stage 4 dips have been completed. This works is being funded through TIDs. We have till June 2025 to complete this project.
- 2.5. Landsborough Street Upgrade – Gulf Construction has been engaged to undertake slab and shed erection. They will start the construction of the slab and foundations Friday 6<sup>th</sup> weather depending. The tree loppers will arrive early next week to remove the two existing trees. The replacements are currently in transit. The shade structure is on route as well. Council's town services will do the landscaping.
- 2.6. Karumba Revetment Wall – This project is now complete. The footpath and staircase were completed late November.
- 2.7. ATSI TIDS - Floodway upgrade on the Dunbar - Kowanyama Road Days Creek. This project was completed early December..
- 2.8. Mentana Creek –The culvert and concrete protection works have been completed including general fill. The stabiliser crew have completed the pavement ready for seal. Weather depending the seal is expected early December.
- 2.9. Clark Creek – The base slab for the culverts have been constructed. The existing base have been covered by gravel and open to traffic. The culvert installation and associated concrete protection works will commence after the wet season and completed before June 2025.
- 2.10. ROSI Funding – Council is planning works to start after the wet season to continue bitumen sealing past Inverleigh West on the Burketown Road.
- 2.11. Kowanyama Road Betterment Works – Sealing Works. Council is planning to seal the last 5km prior to Christmas – Weather depending, the seal is expected early December.
- 2.12. Bird Hide Project (School Dam) – Stump footings for the bird hides have been installed at two locations along the school dam shoreline. The rest of the structure will be installed after the wet season. In addition, as part of the project, two shade structures have been ordered. They will be like the ones installed at the pump track.

## BUSINESS PAPERS

### December Accruals

Project	Description	Value (ex GST)	Comments
CN-21081	RMPC Claim 5	\$580,000.00	Claims being prepared
CN-22828	Formation Package 2	\$434,158.16	Claim sent for approval
CN-21599	Mentana Claim 4	\$277,312.50	Claim sent for approval
CN-23217	Clark Ck Claim 2	\$994,271.13	Claim sent for approval
CN-23259	Betterment Package 1	\$1,164,491.90	Claim sent for approval
CN-22446	TMR 89B REPA	\$931,786.24	Claim sent for approval
	TIDS	\$426,084.60	Invoice Sent
	TIDS	\$61,697.86	Claims being prepared
	ATSI TIDS Day Ck	\$835,000.00	Claims being prepared
CN-22267	Iffley RRUP milestone 3	\$1,262,006.00	Claim sent for approval
CN-22267	Iffley RRUP milestone 4	\$841,337.00	Claims being prepared
CN-22267	Dixie RRUP	\$743,293.00	Claim sent for approval
CN-22267	Dixie RRUP	\$495,528.00	Claims being prepared
<b>Total</b>		<b>\$8,551,438.39</b>	

**Table:** TMR Projects progress report for 2024 – 2025

Projects	Project Value	Claimed 2023-2024	Claim 2024-2025	Progress	Comments
ATSI-TIDS Dunbar Kowanyama Road - Days Creek	\$960,000.00	\$125,000.00	\$835,000.00	100%	Working on Claim
CN-21081 2023-25 RMPC	\$5,411,000.00	\$2,456,751.10	\$1,065,406.90	65%	
CN-21599 Mentana Creek Floodway	\$1,799,265.48	\$174,001.44	\$1,334,573.23	84%	
CN-21602 89B Formation Stage 1	\$1,900,000.00	\$0.00	\$1,900,000.00	100%	
CN-21603 89A and 84A REPA Works	\$1,038,059.82		\$626,171.99	60%	

## BUSINESS PAPERS

CN-22267 Remote Roads Upgrade Pilot program (RRUPP) Iffley Road Resheeting - gravel from Ch. 42.299km to 81.276km (Total \$5,258,359)	\$5,258,359.00	\$2,103,343.00	\$3,155,016.00	100%	Working on Final Claims
CN-22267 Remote Roads Upgrade Pilot program (RRUPP) Koolatah Road widening 0.007km to 30.307km (Total \$3,097,053)	\$3,097,053.00	\$1,238,821.00	\$1,858,232.00	100%	Working on Final Claims
CN-22446 89B REPA Works	\$12,690,179.57	\$2,030,475.62	\$6,747,359.43	69%	Working on Claims
CN-22447 - Replacement of Culverts 89B and 89A	\$510,774.69	\$302,410.06	\$12,900.00	62%	
CN-22464 Jasper Emergent Works	\$2,141,974.45		\$2,141,974.45	100%	
CN-22464 Kirrily Emergent Works	\$1,516,499.81		\$1,516,499.81	100%	
TIDS 2024-2025 Widening of Poingdestre Creek - Burketown Road	\$350,000.00		\$285,595.49	82%	Working on Claim
TIDS 2024-2025 Placement of floodways/culverts at Dips on Chainage 80.045km, 80.432km, 81.475km, 83.852km, 86.760km, 88.394km and 88.620km - Burketown Road	\$250,000.00		\$202,187.00	81%	Working on Claim
TIDS 2024-2025 - Bitumen Reseal - Burketown Road	\$300,000.00			0%	
CN-23259 Betterment 89B Package 1	\$7,726,797.15		\$3,652,707.15	47%	
CN-23368 Betterment 89B Package 2	\$7,715,388.90			0%	
CN-22828 Formation Works Stage 2	\$2,282,025.00		\$1,459,731.54	64%	
CN-23217 Clarke Creek Upgrade - 89B	\$3,626,295.72		\$1,287,224.12	35%	
<b>Total</b>	<b>\$58,573,672.59</b>	<b>\$8,430,802.22</b>	<b>\$28,080,579.11</b>	<b>62%</b>	

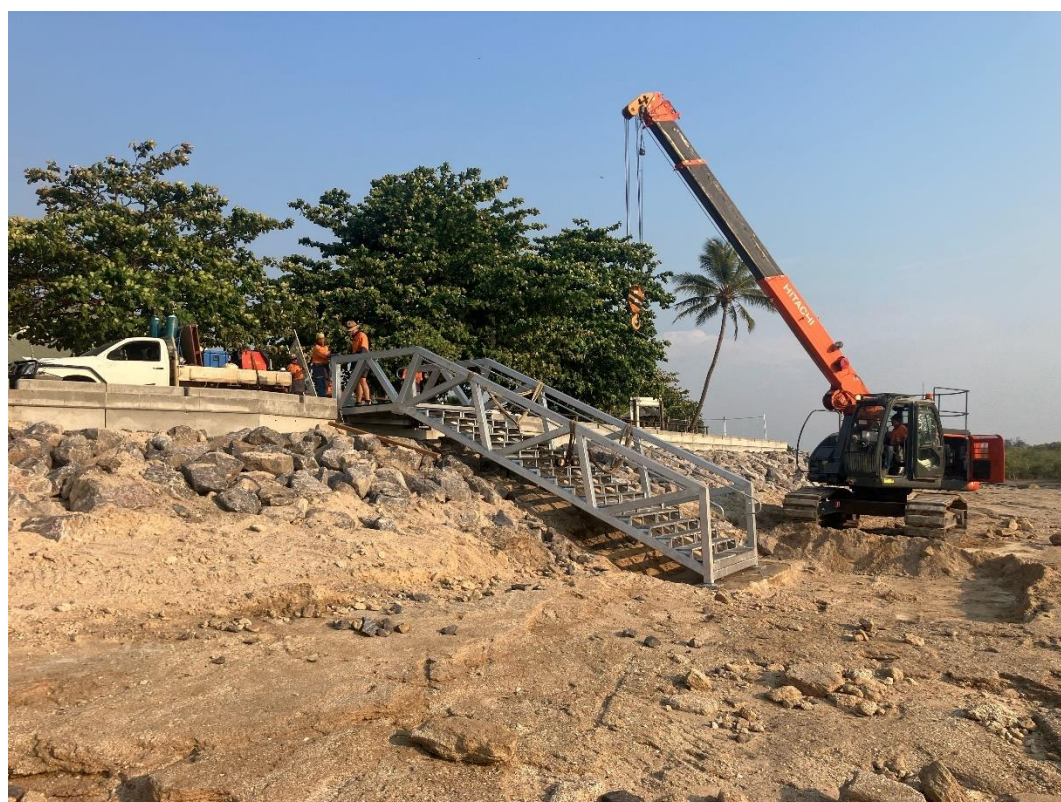


## **BUSINESS PAPERS**

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**Photo:** Sea Wall at the End of the Road Motel





## **BUSINESS PAPERS**

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**Photo:** Sea Wall - Staircase at the Sunset Tavern



**Photo:** Sea Wall – Footpath at top.



**Photo:** Sea Wall - Staircase at the Sunset Tavern



## **BUSINESS PAPERS**

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**Photo:** Freshly painted Kry's the Croc



**Photo:** Scrutton River Dip Repair



## **BUSINESS PAPERS**

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**Photo:** Scrutton River Groove Repairs

## **BUSINESS PAPERS**

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**Photo:** Days Creek



## **BUSINESS PAPERS**

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**Photo:** Days Creek



## **BUSINESS PAPERS**

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**Photo:** Days Creek



## **BUSINESS PAPERS**

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**Photo:** Burketown Road – 14mm first coat bitumen seal (Inverleigh West)



**Photo:** Burketown Road – 14mm first coat bitumen seal (Inverleigh West)

## **BUSINESS PAPERS**

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

- 3.1. Dunbar Camp – programmed to be moved by 4<sup>th</sup> December.
- 3.2. Koolatah Camp brought back 24<sup>th</sup> November.
- 3.3. Wondoola Camp – was brought back 20<sup>th</sup> of November.
- 3.4. Pioneer Camp – programmed to be brought back 9<sup>th</sup> December. Low risk as camp can get out via Croydon.
- 3.5. Stirling Camp –The camp was brought back 22<sup>nd</sup> of November.
- 3.6. Inkerman Camp – was brought back 27<sup>th</sup> November.
- 3.7. Miranda Camp – programmed to be moved 6<sup>th</sup> December.

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

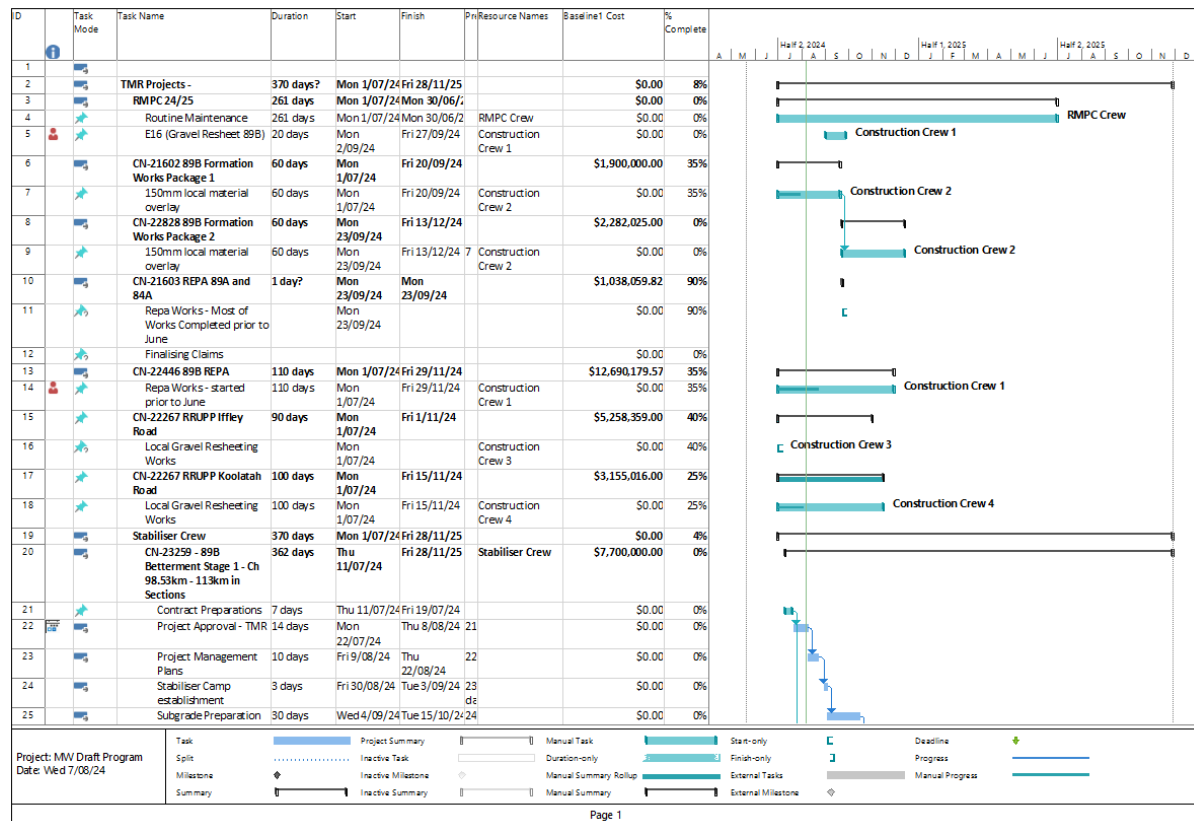
- 4.1. Council is working with TMR on a third Betterment Package on 89B to continue sealing works between Vanrook and Inkerman. We estimate this project to be around 9 million.

### **5. Reports**

#### **5.1. TMR Works Program**

A full A3 program will be presented at the meeting.

# BUSINESS PAPERS



## 5.2. Budget

- Refer to Monthly Finance Report

## Legal Implications:

- Local Government Regulation 2012
- Local Government Act 2009
- Council's Local Laws

## Financial and Resource Implications:

- Contained within the report.

## Risk Management Implications:

- Failure to comply with the relevant legislative requirements could result in reputational and political risk.
- Risk is considered low, to ordinary operations of Council.

## BUSINESS PAPERS

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### 14.2 NDRRA/QDRF REPORT

<b>Attachments:</b>	14.2.1. Appendix A - QRA23 Expenditure Summary <a href="#">↓</a> 14.2.2. Appendix B - 2023 Completed Works Sketch <a href="#">↓</a> 14.2.3. Appendix C - QRA22 Dunbar - Kowanyama Betterment Expenditure Summary <a href="#">↓</a> 14.2.4. Appendix D - Cash Flow Summary - November <a href="#">↓</a> 14.2.5. Appendix E - Betterment Projects <a href="#">↓</a>
<b>Author:</b>	John Martin - Consultant Engineering
<b>Date:</b>	5 December 2024
<b>Key Outcome:</b>	A well governed, responsive Council, providing effective leadership and management, and respecting community values
<b>Key Strategy:</b>	Provision of safe and reliable infrastructure (roads, water and sewer, buildings and facilities, etc.)

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#### Executive Summary:

**QRA22:** Acquittal documentation for three (3) submissions have been lodged to QRA with approval and payments of the final 10% subject to assurance audits which are currently in progress. Submission 6 (Dunbar – Kowanyama Road REPA and Betterment) remaining betterment works are expected to recommence shortly and is required to be completed by 31 December 2024.

**QRA23:** A total RV of approx. \$89.0million (construction budget of \$66.5million) has been approved with a deadline of 30 June 2025. To the end of November approximately 50.4% of reconstruction work has been completed with approximately 62.5% of project time now past. Based on current progress, it is estimated that 45% (\$28million) of the scope will need to be constructed after the wet season shutdown. QRA23 scope for Inkerman Road, Dorunda Access and Ten Mile Road have been rolled over (\$3.9million) into QRA24 submissions. Further opportunities will be explored after the 2024/25 wet season to rollover additional scope into future submissions to help alleviate deadline pressures. Based on current progress up to 8 crews will likely be required at the start of next year to complete all the work prior to the current deadline (excluding further rollovers and EOT).

Current QRA Cash Flow for road restoration/betterment is approximately \$11.1 million in advance. The total QRA (including Mitchell River Bridge) cash flow is approximately \$23 million in advance. Further payments are expected prior to Christmas in relation to progress claims, submission prepayments and acquittals (Approx. \$5million in total).

**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. CDO (Approx \$240k) and Emergency Works (Approx 1.6million) submissions have been fully acquitted and the final payments to Council have been received. A separate Emergency Works submission (approx. 258k) has been lodged for late Dunbar – Kowanyama Road and Mitchell River invoices. Submission 2 (South-Eastern Roads), Submission 3 (South-Western Roads) and Submission 5 (Northern Rollover Roads) have all been approved and prepayments received. Submission 4 (Dunbar - Kowanyama Road) has been lodged on MARS and a technical assessment report has been received. A proposed betterment project (Approx 10kms of pavement and sealing) will be added to this submission once QRA betterment funding has been announced. Submission 6 (Normanton – Burketown Road) is currently being prepared which will include sealed section repairs and a proposed bridge for



## BUSINESS PAPERS

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the Leichardt River Crossing. It is estimated once all six (6) submissions have been approved that the total RV will be approx. \$57million (construction budget of \$43million).

**RRUPP:** Construction of the two (2) approved projects have been completed. Processing of accrued costs and adjustments from the RRUPP projects to REPA projects to be finalised prior to acquittal.

**OTHER:** Work is currently underway on the Normanton to Burketown Road pavement and sealing project (RV Approx. 8.6million) as part of QRA23 betterment funding (approx. 12km). Pavement stabilisation works have been completed with seal works remaining to be completed. Betterment projects for Mitchell River Crossing Investigation and Poingdestre Causeway Upgrade have all be lodged for acquittal prior to 30 September deadline. A final outcome report has been received for Burke & Wills Monument Access (Sealing) and the final 10% payment is expected shortly. Karumba Foreshore Groyne has been fully acquitted and Council has received the final payment.

### **RECOMMENDATION:**

That Council:

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

### **Background:**

#### **2022 QRA Event**

1. Three (3) submissions have been lodged for acquittal prior to 30 September 2024 deadline.
2. Assurance audits are progressively being undertaken prior to final approval and payment of outstanding expenditure (final 10% payment) to Council.
3. Submission 6 (Dunbar – Kowanyama Road REPA and Betterment) has a completion deadline of 31 December 2024. The stabilizer crew is expected to commence remaining betterment works shortly, refer to Appendix C for construction progress.

#### **2023 QRA Event**

1. All six (6) QRA23 REPA submissions (including rollovers) have been approved with a total RV of approx. \$89.0million (construction budget of \$66.5million).
2. Approximately 50.4% of the program and 62.5% of the time has been completed at an Expenditure Ratio of 0.90. There will need to be some cost adjustments from the RRUPP projects to REPA projects which will increase the expenditure ratio closer to 1.0 as expected. Refer to Appendix A and B for further construction details.
3. Based on current progress approximately \$12million of work can be completed by the existing crews after the wet season and a further \$15million of work will need to be rolled over or completed by additional contract crews during May and June 2025.
4. REPA work north of Mitchell River stopped on 25/11/2024 with two crews now relocated to TMR works on 89B due to wet weather.

## **BUSINESS PAPERS**

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5. The QRA23 scope for Inkerman Road, Dorunda Access and Ten Mile Road has been lodged for rollover into QRA24 submissions. Opportunities to rollover additional scope will be explored after the 2024/25 wet season to alleviate deadline pressures.
6. The current QRA cash flow (refer Appendix D) shows the road restoration/betterment is approximately \$11.1million in advance. The total QRA (including Mitchell River Bridge) cash flow is approximately \$23million in advance. Further payments are expected prior to Christmas in relation to progress claims, submission prepayments and acquittals (Approx. \$5million in total).

### **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.
2. A CDO submission (Approx \$240k) has been fully acquitted and the final payment to Council has been received.
3. An Emergency Works submission (Approx \$1.6million) has been fully acquitted and the final payment to Council has been received. A separate emergency works submission has been lodged for late Dunbar – Kowanyama Road and Mitchell River invoices (Approx. 258k).
4. Submission 2 (South-Eastern Roads), Submission 3 (South-Western Roads) and Submission 5 (Northern Rollover Roads) have all been approved and the prepayments totalling approx. \$13.6million have been received by Council.
5. Submission 4 (Dunbar - Kowanyama Road) has been lodged on MARS and a technical assessment report has been received. A proposed betterment project (Approx 10kms of pavement and sealing) will be added to this submission once QRA betterment funding has been announced.
6. Submission 6 (Normanton – Burketown Road) is currently being prepared in MARS which will include sealed section repairs and a proposed bridge for the Leichardt River Crossing.
7. It is estimated once all six (6) submissions have been approved that the total RV for the project will be approx. \$57million (construction budget of \$43million).

### **Remote Roads Upgrade Pilot Program (RRUPP)**

Two (2) projects have been approved for construction under RRUPP funding.

1. The Iffley Road Gravel Upgrade project:
    - RV of approx. \$4.2million.
    - Construction work has been completed with cost apportionment and acquittal to follow.
  2. Koolatah – Dixie Road Widening project:
    - RV of approx. \$2.5million.
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## **BUSINESS PAPERS**

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- Construction work has been completed with cost apportionment and acquittal to follow.

### **Other**

1. Work is currently underway on the Normanton to Burketown Road pavement and sealing project (RV Approx. 8.6million) as part of QRA23 betterment funding (approx. 12km). Pavement stabilisation works have been completed with seal works remaining to be completed.
2. Betterment projects for Mitchell River Crossing Investigation and Poindestre Causeway Upgrade have all be lodged for acquittal prior to 30 September deadline. A final outcome report has been received for Burke & Wills Monument Access (Sealing) and the final 10% payment is expected shortly. A full list of current betterment projects can be seen in Appendix E.

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

- Anne Andrews - Chief Executive Officer.
- Michael Wanrooy - Director of Engineering.
- John Martin and Nick Lennon - ERSCON Consulting Engineers.

### **Legal Implications:**

- Nil.

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

- QRA 23 Trigger Point contribution - \$29,070
- QRA 24 Trigger Point contribution - \$33,293

### **Risk Management Implications:**

- High – QRA23 – All submissions have a construction deadline of 30 June 2025. There is a high risk that work will not be completed by this deadline based on the current construction programme.
- Low – QRA24 – It is expected the RV will significantly reduce compared to QRA23 requiring a 5 crew season.

## CARPENTARIA SHIRE COUNCIL

### SUMMARY OF QRA23 EXPENDITURE

CURRENT

Project Completed

Forecast Project Expenditure to RV Ratio

1/12/2024

50.4%

0.90



Submission 5 - CSC.0069.2223G REC					
Road Name	Construction Recommended Value	Expenditure	Complete (%)	Expected Expenditure Ratio	Notes
Iffley Road	\$ 9,346,235.99	\$ 8,936.58	22%	0.00	Accured costs processing construction currently in progress. Overlapping costs booked to the RRUPP job number due to scope being within the same chainages, cost adjustments to be performed after completion.
TOTAL	\$ 9,346,235.99	\$ 8,936.58			

\*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.0072.2223G REC					
Road Name	Construction Recommended Value	Expenditure	Complete (%)	Expected Expenditure Ratio	Notes
Dorunda Access	\$ 1,660,802.34	\$ -	100%	0.00	Due to significant additional damage incurred from the 2024 event, all scope has been rolled over into CSC.0082.2324P REC.
Dunbar - Kowanyama Road	\$ 1,239,780.10	\$ 2,691.28	0%	1.00	Preliminary costs booked, no construction has commenced. Actual start date to be updated to reflect the actual start date of construction.
Dunbar - Kowanyama Road (Secondary Access)	\$ 109,217.34	\$ -	0%	1.00	Cost variance against RV. Expected to align closely after works are completed
Inkerman Access	\$ 1,631,100.04	\$ -	100%	0.00	Due to significant additional damage incurred from the 2024 event, all scope has been rolled over into CSC.0082.2324P REC.
Koolatah - Dixie Road	\$ 5,759,502.97	\$ 3,086,722.17	88%	0.61	Accured costs processing, construction currently in progress.
Koolatah - Drumduff Road	\$ 1,424,067.05	\$ 2,028.52	0%	1.00	Preliminary costs booked, no construction has commenced. Actual start date to be updated to reflect the actual start date of construction.
TOTAL	\$ 11,824,469.84	\$ 3,091,441.97			

Submission 3 - CSC.0074.2223G REC					
Road Name	Construction Recommended Value	Expenditure	Complete (%)	Expected Expenditure Ratio	Notes
Barlawink Access	\$ 64,713.90	\$ -	0%	1.00	Cost variance against RV. Expected to align closely after works are completed
Broadwater - Iffley Road	\$ 509,861.51	\$ 6,524.92	0%	1.00	Preliminary costs booked, no construction has commenced. Actual start date to be updated to reflect the actual start date of construction.
Glenore Weir Service Access	\$ 13,974.13	\$ -	0%	1.00	Cost variance against RV. Expected to align closely after works are completed
Haydon Access	\$ 47,186.10	\$ -	0%	1.00	Cost variance against RV. Expected to align closely after works are completed
Karumba Pipeline Service Access	\$ 487,050.43	\$ -	0%	1.00	Cost variance against RV. Expected to align closely after works are completed
Lilvale Road	\$ 106,160.62	\$ -	0%	1.00	Cost variance against RV. Expected to align closely after works are completed
Lorraine Access	\$ 510,204.94	\$ 92,331.28	100%	0.18	Overlapping camp and establishment costs with simultaneously constructed QRA23 Nardoo Leichardt Road. When assessing roads together expenditure is expected to align closely with the combined RV.
Nardoo - Leichardt Road	\$ 3,635,210.55	\$ 3,402,796.53	100%	0.94	Overlapping camp and establishment costs with simultaneously constructed QRA23 Wernadanga Access and QRA23 Lorraine Access. When assessing roads together expenditure is expected to align closely with the combined RV.
Trenton Road	\$ 8,481,929.71	\$ 4,384,588.31	75%	0.69	Accured costs processing, construction currently in progress
Wernadanga Access	\$ 490,579.17	\$ 462,401.22	100%	0.94	Overlapping camp and establishment costs with simultaneously constructed QRA23 Nardoo Leichardt Road. When assessing roads together expenditure is expected to align closely with the combined RV.
Wondoola Access	\$ 855,477.93	\$ 74,524.64	33%	0.27	Preliminary costs booked, no construction has commenced. Actual start date to be updated to reflect the actual start date of construction.
Wondoola Bypass Road	\$ 1,661,333.50	\$ 2,511.61	0%	1.00	Preliminary costs booked, no construction has commenced. Actual start date to be updated to reflect the actual start date of construction.
TOTAL	\$ 16,863,682.49	\$ 8,425,678.51			

Submission 2 - CSC.0073.2223G REC					
Road Name	Construction Recommended Value	Expenditure	Complete (%)	Expected Expenditure Ratio	Notes
Delta Downs Road	\$ 3,938,668.34	\$ 1,256,573.97	0%	1.00	Preliminary costs booked, no construction has commenced. Actual start date to be updated to reflect the actual start date of construction.
Stirling - Miranda Downs Road	\$ 3,672,940.10	\$ 2,238,041.47	100%	0.61	Overlapping camp and establishment costs with simultaneously constructed QRA23 Lotusvale - Stirling Road and Stirling - Miranda Downs Road. When assessing roads together expenditure is expected to align closely with the combined RV.
Glencoe - Miranda Downs Road	\$ 3,401,968.46	\$ 253,851.46	100%	0.61	Overlapping camp and establishment costs with simultaneously constructed QRA23 Lotusvale - Stirling Road and Stirling - Miranda Downs Road. When assessing roads together expenditure is expected to align closely with the combined RV.
Lotus Vale - Stirling Road	\$ 1,708,813.12	\$ 539,195.55	53%	0.14	Accured costs processing, construction in progress
Vanrook Access	\$ 161,825.68	\$ -	0%	1.00	Cost variance against RV. Expected to align closely after works are completed
TOTAL	\$ 12,884,215.70	\$ 4,287,662.45			

Submission 4 - CSC.0075.2223G REC					
Road Name	Construction Recommended Value	Expenditure	Complete (%)	Expected Expenditure Ratio	Notes
Glenore Access	\$ 1,332,663.55	\$ 458,408.75	55%	0.62	Cost variance against RV. Expected to align closely after works are completed
Kelwood Access	\$ 569,396.34	\$ -	0%	1.00	Preliminary costs booked, no construction has commenced. Actual start date to be updated to reflect the actual start date of construction.
McAllister Road	\$ 4,693,540.87	\$ 51,621.47	0%	1.00	Preliminary costs booked, no construction has commenced. Actual start date to be updated to reflect the actual start date of construction.
Mundjuero Access	\$ 589,668.16	\$ 21,780.00	48%	0.08	Accured costs processing, construction in progress
Normanton - Burketown Road	\$ 1,740,803.60	\$ 1,475,837.10	0%	1.00	Preliminary costs booked, no construction has commenced. Actual start date to be updated to reflect the actual start date of construction.
Pioneer Access	\$ 34,106.44	\$ 5,510.00	100%	0.16	Overlapping camp and establishment costs with simultaneously constructed QRA23 Trenton Road. When assessing roads together expenditure is expected to align closely with the combined RV.
Ten Mile Road	\$ 585,725.70	\$ 4,367.93	100%	0.01	Due to significant additional damage incurred from the 2024 event, all scope has been rolled over into CSC.0082.2324P REC.
TOTAL	\$ 9,545,904.66	\$ 2,017,525.25			

Submission 6 - CSC.0076.2223G REC					
Road Name	Construction Recommended Value	Expenditure	Complete (%)	Expected Expenditure Ratio	Notes
Normanton - Burketown Road (Betterment)	\$ 6,055,511.46	\$ 5,176,030.59	81%	1.05	Accured costs processing, construction in progress
TOTAL	\$ 6,055,511.46	\$ 5,176,030.59			



CARPENTARIA SHIRE COUNCIL

SUMMARY OF QRA22 Dunbar - Kowanyama Road Betterment EXPENDITURE  
CURRENT  
Project Completed  
Forecast Project Expenditure to RV Ratio

1/12/2024  
80.0%  
0.73



Submission 4 (CSC.0064.2122D.REC)					
Road Name	Construction Recommended Value	Expenditure	Complete (%)	Expected Expenditure Ratio	Notes
Dunbar - Kowanyama Road (Betterment)	\$ 5,692,392.28	\$ 3,337,008.72	80%	0.73	Road was partially constructed before wet season shutdown, remaining works are scheduled in the 2024 Construction year
TOTAL	\$ 5,692,392.28	\$ 3,337,008.72			

QRA Cash Flow Summary

Expenditure as at 26/11/2024

Submission lodged for audit  
Submission fully audited



Event	Funding Stream	QRA Submission	CSC Submission	Recommended Value	Synergy Job Number	22/23 SYN	23/24 SYN	24/25 SYN	Total Expenditure	Payments FY23	Payments FY24	Payments FY25	Total Payments to Date	Outstanding Amount
2022	ORRF	CSC 0056.2122M-RH	Karimra Foreshore	\$ 1,335,604	ORRF4	\$ -	\$ 1,271,862	\$ 3,097	\$ 1,274,959	\$ 379,681	\$ -	\$ 828,073	\$ 1,207,754	\$ -
2022	ORRF	CSC 0057.2122M-RH	Inverleith West Causeway	\$ 500,000	CR2302	\$ 104,950	\$ 635,299	\$ 88	\$ 740,337	\$ 142,500	\$ 285,000	\$ -	\$ 427,500	\$ 47,500
2022	ORRF	CSC 0058.2122M-RFA	Mitchell River Investigation	\$ 300,000	CR2203	\$ 16,616	\$ 302,449	\$ 31,191	\$ 287,874	\$ 85,500	\$ 171,000	\$ -	\$ 256,500	\$ 16,980
2022	CNC	CSC 0065.2122D-CNC	Burre & Willis Monument Access	\$ 364,268	CR2410	\$ -	\$ 311,341	\$ 6,064	\$ 317,405	\$ 109,280	\$ -	\$ 176,384	\$ 285,664	\$ 31,798
2022	WPF	CSC 0067.2112D-WPF	Flood Risk Management Program	\$ 171,785	FRMP2201, FRMP2203	\$ -	\$ 42,240	\$ -	\$ 42,240	\$ 51,536	\$ -	\$ -	\$ 51,536	\$ 9,296
2022	REPA	CSC 0060.2122D-REC	2022 Submission 1	\$ 15,463,772	FD6022	\$ 276,972	\$ 5,162,405	\$ 158,016	\$ 5,597,393	\$ 4,639,132	\$ -	\$ 944,316	\$ 5,583,448	\$ 508,700
2022	REPA	CSC 0061.2122D-REC	2022 Submission 3	\$ 6,453,776	FD6122	\$ 474,858	\$ 14,011	\$ 951	\$ 487,918	\$ 1,935,983	\$ 998,879	\$ 390,537	\$ 546,567	\$ 21,647
2022	REPA	CSC 0063.2122D-REC	2022 Submission 2	\$ 12,077,559	FD6322	\$ 888,287	\$ 6,792,957	\$ 146,346	\$ 7,777,389	\$ 3,623,268	\$ 1,979,910	\$ 1,979,910	\$ 7,532,169	\$ 846,614
2022	REPA	CSC 0064.2122D-REC	2022 Submission 4	\$ 12,963,489	FD6422, CR2406	\$ 62,381	\$ 11,095,068	\$ 620,539	\$ 10,504,909	\$ 2,963,160	\$ 7,854,204	\$ 373,123	\$ 11,190,487	\$ 649,577
2022	REPA	All QRA22 Submissions	2022 Project Management	\$ -	FD2022	\$ 506,379	\$ 1,045,932	\$ 1,552,311	\$ 1,552,311	\$ -	\$ -	\$ -	\$ -	\$ 1,552,311
2023	REPA	CSC 0069.2223G-REC	2023 Submission 5	\$ 12,412,252	FD6293	\$ -	\$ 61,940	\$ 8,937	\$ 70,876	\$ -	\$ 3,715,105	\$ -	\$ 3,715,105	\$ 3,643,229
2023	REPA	CSC 0072.2223G-REC	2023 Submission 1	\$ 15,213,023	FD2723	\$ -	\$ 59,853	\$ 3,090,482	\$ 3,150,335	\$ -	\$ 4,713,207	\$ -	\$ 4,713,207	\$ 1,563,371
2023	REPA	CSC 0073.2223G-REC	2023 Submission 2	\$ 17,111,475	FD7323	\$ -	\$ 1,130,958	\$ 4,273,212	\$ 5,404,098	\$ -	\$ 5,133,443	\$ -	\$ 5,133,443	\$ 2,705,655
2023	REPA	CSC 0074.2223G-REC	2023 Submission 3	\$ 22,396,589	FD7423	\$ -	\$ 961,456	\$ 8,326,541	\$ 9,288,377	\$ -	\$ 6,718,977	\$ -	\$ 6,718,977	\$ 2,569,400
2023	REPA	CSC 0075.2223G-REC	2023 Submission 4	\$ 12,743,486	FD7523	\$ -	\$ 92,155	\$ 2,017,525	\$ 2,109,680	\$ -	\$ 3,823,046	\$ -	\$ 3,823,046	\$ 1,713,365
2023	REPA	CSC 0076.2223G-REC	2023 Submission 6	\$ 7,997,031	CR2411	\$ -	\$ 24,044	\$ 5,176,031	\$ 5,200,075	\$ -	\$ 2,279,109	\$ -	\$ 2,279,109	\$ 2,920,966
2023	REPA	All QRA23 Submissions	2023 Project Management	\$ -	FD2023	\$ -	\$ -	\$ 1,044,891	\$ 1,044,891	\$ -	\$ -	\$ -	\$ -	\$ 1,044,891
2024	CDO	CSC 0080.2324P-CDO	2024 CSC CDO	\$ 240,979	CDO224	\$ -	\$ 237,592	\$ 3,387	\$ 240,979	\$ -	\$ -	\$ -	\$ -	\$ -
2024	EW	CSC 0081.2324U-EWK	2024 CSC Emergency Works	\$ 1,831,725.44	FD0124	\$ -	\$ 1,193,989	\$ 384,051	\$ 1,578,040	\$ -	\$ -	\$ -	\$ 1,540,384	\$ 258,079
2024	REPA	CSC 0078.2324P-REC	2024 Submission 1 - Mitchell River Bridge	\$ 87,996,922.23	CR2407	\$ -	\$ 645,913	\$ 17,948,642	\$ 18,592,755	\$ -	\$ 5,000,000	\$ 25,411,017	\$ 30,411,017	\$ 11,618,263
2024	REPA	CSC 0079.2324P-REC	2024 Submission 2 - Eastern Roads	\$ 14,467,984.31	FD7924	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,340,395
2024	REPA	CSC 0082.2324P-REC	2024 Submission 3 - Fowler Roads	\$ 16,099,986.59	FD8224	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,829,996
2024	REPA	CSC 0083.2324P-REC	2024 Submission 4 - Western Roads	\$ 14,908,400.63	FD8324	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,472,520
2024	REPA	CSC 0086.2324P-REC	2024 Submission 5 - Kowariya Road	\$ 5,828,974.76	FD8624	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,472,520
2024	REPA	TBA on Approval	2024 Submission 6 - (Nerraman - Burkdown Road)	\$ -	TBA	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2024	REPA	All QRA24 Submissions	2024 Project Management	\$ -	FD2024	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
														\$ 22,951,511

### Approved Betterment Projects

Funding Source	Project Name	Total Project Value	Deadline
Queensland Betterment Funding	Dunbar - Kowanyama Road (Pavement and Sealing)	\$6,712,951	31/12/2024
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	
Flood Risk Management Program (FRMP)	WP3 Flood studies, risk assessments, management studies and intelligence systems	\$171,785	31/12/2024
Queensland Betterment Funding	Normanton - Burketown Road (Pavement and Sealing)	\$7,997,031	30/06/2025

Project has been completed

## BUSINESS PAPERS

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### 14.3 WATER AND WASTE MONTHLY REPORT

<b>Attachments:</b>	NIL
<b>Author:</b>	Joe Beddows - Technical Officer - Water and Waste
<b>Date:</b>	5 December 2024
<b>Key Outcome:</b>	A well governed, responsive Council, providing effective leadership and management, and respecting community values
<b>Key Strategy:</b>	Provision of safe and reliable infrastructure (roads, water and sewer, buildings and facilities, etc.)

---

#### 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 November.

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

- Total treated water consumption (Normanton and Karumba) was 68.6ML for the month of November.
- Six (6) eOne pump replacements occurred for the month of November.

#### RECOMMENDATION:

That Council:

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

#### Background:

##### Water Industry Update

The NW-QWRAP group held its final 2024 meeting on 14 December in Burketown, addressing regional strategies for water supply and infrastructure improvements. The next meeting will take place in Mount Isa on the 13<sup>th</sup> February 2025.

##### Operations

##### Normanton-Karumba Water Supply Scheme

Since 12 October 2024, the Department of Natural Resources, Mines and Energy (DNRME) level gauge at Glenore Weir has been non-operational, limiting access to external data on river heights and flow rates. In response, Council has relied on its own level gauge installed at the weir to ensure continuous monitoring of water levels. This internal system has provided accurate and timely data, enabling the effective management of raw water extractions and ensuring compliance with regulatory requirements. Efforts are ongoing to liaise with DNRME for the repair or replacement of their gauge to restore redundancy in monitoring systems.

## BUSINESS PAPERS

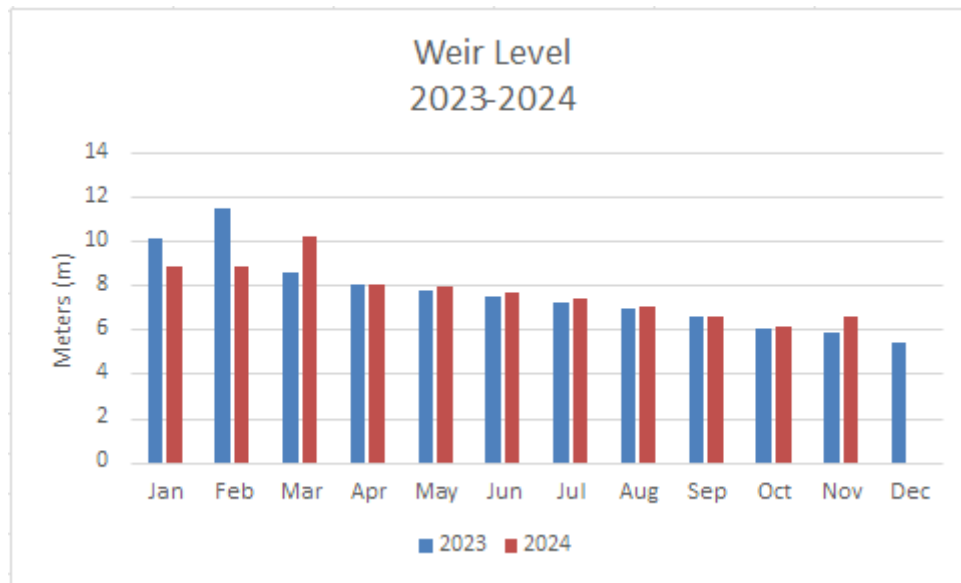


Figure 1 – Glenore Weir River Height at end of month

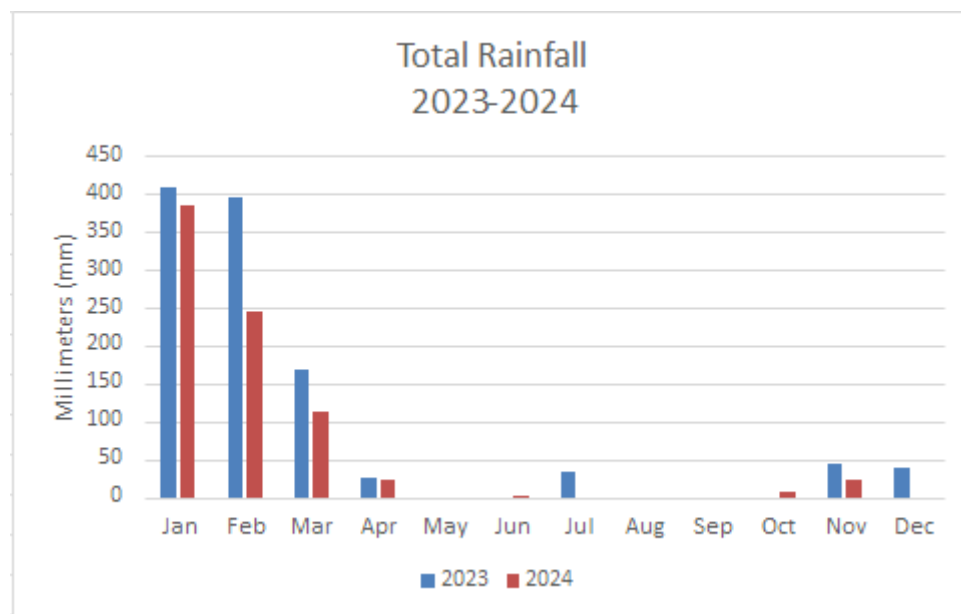


Figure 2 – Monthly Rainfall

For the month of November, approximately 73.9ML was pumped from Glenore Weir and 3.9ML from the Normanton bore for a total of 77.8ML of raw water.



## BUSINESS PAPERS

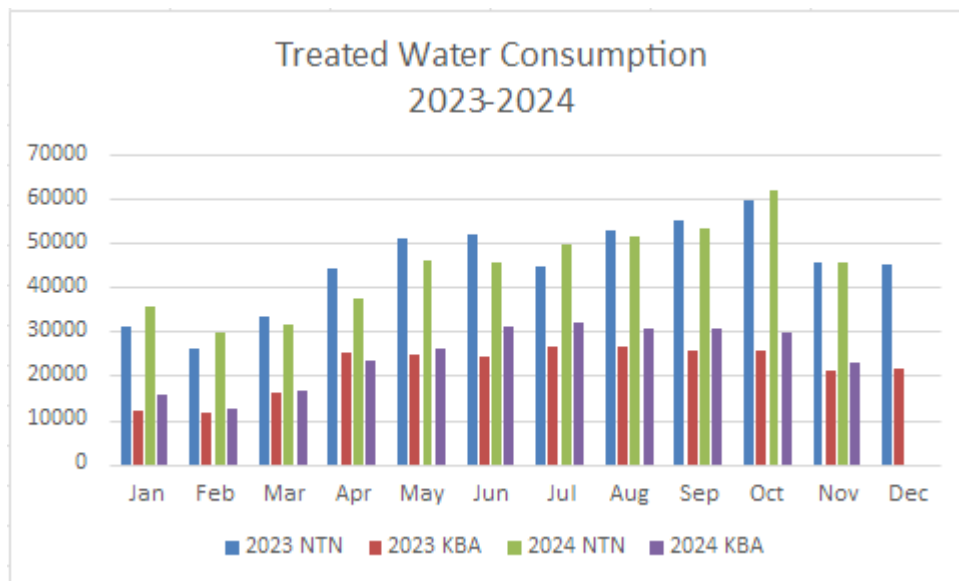


Figure 3 – Treated Water Consumption by Zone

### Normanton Sewerage Scheme

- The Normanton Sewage Treatment Plant (STP) lagoons are currently operating as expected, effectively treating wastewater in accordance with environmental and regulatory standards. Routine monitoring and maintenance have ensured optimal performance, with no significant issues detected in the lagoon system.
- Investigation into installing inlet and outlet flow meters at the Normanton STP has begun.

### Karumba Sewerage Scheme

- During November, again six (6) low pressure pumps were replaced. Similarly to October, the jump in pump replacements compared to previous months is likely attributed to a number of planned and unplanned power outages during November.
- Technicians from Conexa attended Karumba STP to perform site inspections in preparation for the Membrane System Upgrade. Conexa will develop a technical specification that outlines all of the projects requirements. This document will enable council to proceed to market for tender.
- Karumba Sewage Treatment facility treated approximately 2.32ML of sewerage during November.

## BUSINESS PAPERS

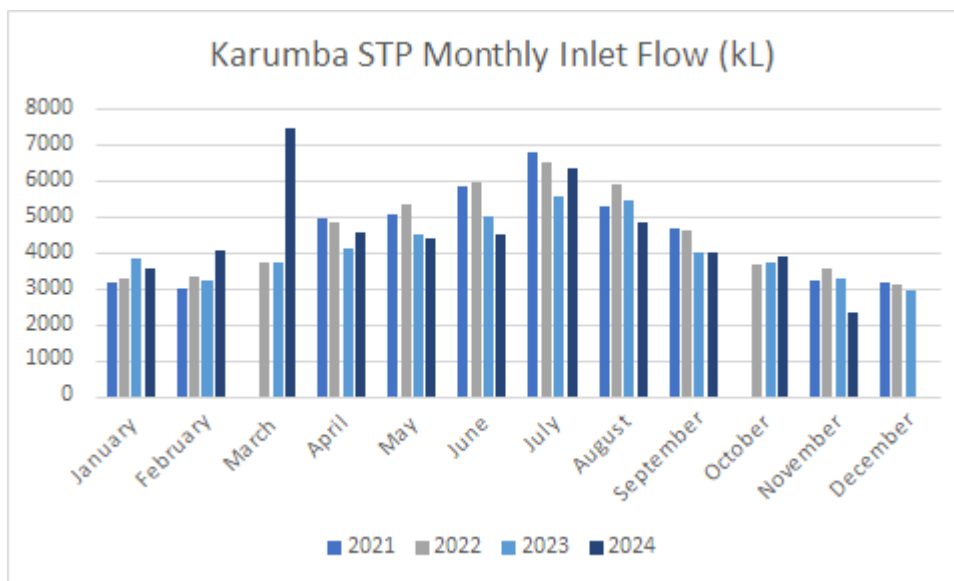


Figure 4 – Total Monthly inlet flow for Karumba STP

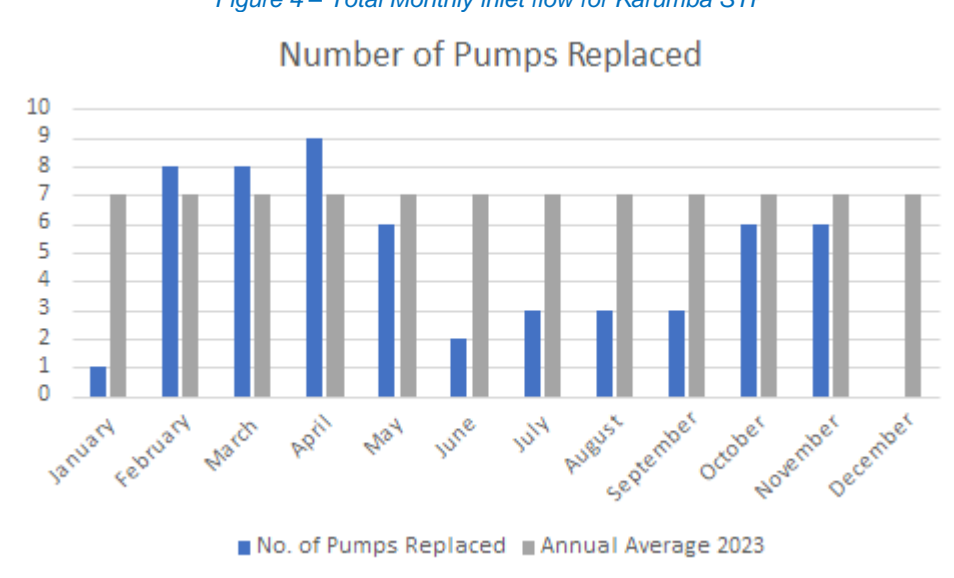


Figure 5 – Sewer Reticulation Pump Replacements

### Waste Services

- 41 pallets of used batteries were transported to Sims Metal in Townville. This was at no cost to council as Wanless were able to negotiate a rebate with Sims to offset the transport costs.

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

- Michael Wanrooy - Director of Engineering
- Joe Beddows – Manager Water and Waste
- Matthew Brennan – Project Engineer
- Trades and operational staff
- qldwater
- Viridis Consultants
- SCADA Engineering

## **BUSINESS PAPERS**

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- *Wanless Pty Ltd*
- Department of Environment and Science

### **Legal Implications:**

- The *Water Supply (Safety & Reliability) Act 2008* requires Council to prepare and publish the standard of supply to be expected and declare the respective service areas. It is essential Council documents and communicates the intended purposes of the respective Raw and Non-Potable supplies to protect public health.

### **Risk Management Implications:**

- Complying with Council's policy, departmental legislative requirements in the intended uses of the Raw and Non-Potable supplies, mitigates potential compliance risks for Council.

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

- All operational expenditure are within the budget set for Water and Waste.

## BUSINESS PAPERS

### 14.4 BUILDING AND PLANNING REPORT

<b>Attachments:</b>	NIL
<b>Author:</b>	Elizabeth Browning - Engineering Records Operator
<b>Date:</b>	5 December 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 November 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/2425	Ergon Energy Corporation Ltd	1 Bell Street Normanton QLD 4890 (Lot 28 SP136520)	MCU Community Infrastructure – new sheds 2410-42812 SRA	Referral agency response from SARA

##### Planning Applications Approved

DA No.	Applicant	Address	Application Type	Status
N/A				

##### Building Applications Received by Building Certifier

DA No.	Applicant	Address	Application Type	Value
N/A				

## BUSINESS PAPERS

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### 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 (Lot 26 N14849)	Dual occupancy	tba
I/2304	tba	Karumba Point Caravan Park, Karumba QLD 4891 (Lot 11 SP258858)	Purchase State Land (boundary realignment – Lot 11 SP258858)	tba

### Non-Conformance

DA No.	Applicant	Address	Application Type	Status
N/A				

### Consultation (internal/external)

- Jennifer Roughan – Consultant Town Planner
- Keanu Johnston – Principal Planner
- Scott Pearson – Senior Town Planner

### Legal implications

- Shire of Carpentaria Planning Scheme May 2008
- Draft Carpentaria Planning Scheme
- Minister's Guidance and Rules 2023
- Planning Act 2016
- Planning Regulation 2017
- Planning and Environment Court Act 2016
- Planning and Environment Court Rules 2018
- Regional Planning Interests Act 2014
- Queensland Development Code
- National Construction Code 2022
- Building Regulation 2021
- Plumbing and Drainage Act 2018
- Plumbing and Drainage Regulation 2019

## **BUSINESS PAPERS**

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### **Policy Implications:**

- Procurement Policy

### **Financial and Resource Implications**

- Town Planners availability and terms of Purchase Orders
- Building Certifiers supply of documentation
- 2024-2025 Commercial and Regulatory Fees and Charges

### **Risk Management Implications**

- Planning, Building, Plumbing and Drainage monitoring continues.
- Low – risks are within normal operational parameters while monitoring continues.

## BUSINESS PAPERS

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### 14.5 DEVELOPMENT APPLICATION I/2425 - MATERIAL CHANGE OF USE FOR COMMUNITY INFRASTRUCTURE – ERGON DEPOT - 1 BELL STREET, NORMANTON (LOT 28 ON SP136520)

**Attachments:** 14.5.1. 1 Bell Street Normanton Combined Report and Appendices I2425 [1](#)  
14.5.2. I2425 Plans - EQL New Shed - 1 Bell Street Normanton QLD 4890 [2](#)

**Author:** Elizabeth Browning - Engineering Records Operator

**Date:** 5 December 2024

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**Key Outcome:** 4.1 - Sustainable urban and rural development

**Key Strategy:** 4.1.1 Ensure development accords with Carpentaria Shire Council's planning scheme, planning instruments, codes and legislation.

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#### Executive Summary:

Council is in receipt of an application for a development permit for a Material Change of Use for community infrastructure, being extension of an existing Ergon facility. The property is located at 1 Bell Street Normanton and is properly described as Lot 28 on SP136520 within the Residential zone. The proposed development is code assessable and assessed against the applicable planning scheme and State Planning Policy assessment benchmarks. It complies with all relevant requirements and therefore must be approved.

#### RECOMMENDATION:

That Council resolve in accordance with the Planning Act 2016, that the applicant be notified that the application for a development permit for Material Change of Use for community infrastructure, being extension of an existing Ergon facility at 1 Bell Street, Normanton (formally described as Lot 28 SP136520), be approved subject to the conditions in the report.

#### Background:

##### Summary of assessment

The proposed development complies or can be conditioned to comply with all applicable assessment benchmarks, including:

- Residential zone code
- Community infrastructure zone code
- General development code
- the State Planning Policy.

It has been assessed against the applicable planning scheme and State Planning Policy assessment benchmarks and complies with all relevant requirements and therefore must be approved in accordance with the Planning Act section 60(2).

Overall, the proposed development is consistent with the intentions for the residential zone. It will improve the existing Ergon facility, providing an important community service.

## **BUSINESS PAPERS**

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### **Conditions**

#### **General**

1. The development shall be undertaken in accordance with proposal plans dated 7.06.24:
  - (i) Cover page – project no. 220904.03, sheet no. CD0-00 (print date 29/08/2024)
  - (ii) New shed site plan - project no. 220904.03, sheet no. CD0-03 rev A (print date 29/08/2024)
  - (iii) New shed floor plan - project no. 220904.03, sheet no. CD0-04 rev A (print date 29/08/2024)
  - (iv) New shed sections - project no. 220904.03, sheet no. CD0-05 rev A (print date 29/08/2024)
  - (v) New shed elevations north and south - project no. 220904.03, sheet no. CD3-02 (print date 29/08/2024)
  - (vi) New shed elevations east and west - project no. 220904.03, sheet no. CD3-03 (print date 29/08/2024)
  - (vii) Proposed new shed perspectives - SD10-01 A (24/10/23)
  - (viii) Exist shed - new bay - project no. 220904.03, sheet no. CD1-06 (print date 29/08/2024)
  - (ix) Exist shed - elevations - project no. 220904.03, sheet no. CD3-04 (print date 29/08/2024)
  - (x) Proposed new shed perspectives - SD10-02 (24/10/23)
  - (xi) Site stormwater drainage plan – plan no 23039.01 - C08 P2 (29/08/24)
  - (xii) Typical stormwater bubbler detail — plan no 23039.01 - C09 P1 (21/08/24)
2. Access to the site for construction or maintenance is to be via the existing cross over, constructed and maintained in accordance with FNQROC Development Manual Standard Drawing S1015 for commercial and industrial crossing.
3. Should any of the Council's assets be altered or damaged during the construction of any associated works or subsequent maintenance of the facility, the cost of the reinstatement of all such assets shall be met by the proponent. This may include, but is not limited to kerb and channel, footpath, road surface, or other surface.
4. Construction of the facility is limited to the hours of 7am to 5pm Monday to Saturday.
5. Erosion and sediment control measures consistent with FNQROC Development Manual standards or equivalent are established during construction.
6. Dust suppression through ground wetting is to be undertaken during construction.
7. Stormwater drainage is to be provided as indicated on the approved plans to a lawful point of discharge.
8. Landscaping is to be provided on the site in the areas indicated on the approved plans.



## **BUSINESS PAPERS**

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9. Any lighting associated with the use does not exceed 8 lux measured at any level upwards from the ground level and is shielded or screened in a manner that causes minimal impact on adjoining properties.
10. The development site is to be maintained in a clean and tidy condition at all times, to the satisfaction of the Chief Executive Officer or delegate.

### Advisory notes

1. In accordance with section 85 of the Planning Act 2016, this approval will lapse six (6) years from the day the approval takes effect.

### **TOWN PLANNING REPORT**

The attached report has been prepared by Jennifer Roughan, Council's Town Planning Consultant.

### **Consultation: (internal/external)**

- Jennifer Roughan – Consultant Town Planner
- Scott Pearson – Senior Town Planner, Energy Queensland

### **Legal implications:**

- Application has followed required Planning Act process and assessment report sets out Council's decision-making requirements under the Planning Act. The applicant has a right of appeal following Council's decision.

### **Policy Implications:**

- Policy implications are set out in the assessment report. Based on this assessment, application warrants approval.

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

- Conditions of approval are proposed to ensure impacts of the development are adequately managed. There are no other implications.

### **Risk Management Implications:**

- Low – risks are within normal operational parameters.

# ROUGH PLAN

DEVELOPMENT APPLICATION – MATERIAL CHANGE OF USE  
FOR COMMUNITY INFRASTRUCTURE - ERGON DEPOT  
1 BELL STREET, NORMANTON  
APPLICATION NO: I/2425

ROUGH PLAN

## Version Control

Revision	Date issued	Author	Revision type
1	24/11/2024	J. Roughan	Final for Council agenda

ROUGH PLAN

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ROUGH PLAN

## 1.0 Executive Summary

### 1.1 Development application details

<b>Proposed development:</b>	The application seeks a development permit for a material change of use for community infrastructure, being extension of an existing Ergon facility
<b>Planning scheme definition</b>	Community infrastructure
<b>Site address:</b>	1 Bell Street, Normanton
<b>Real property description:</b>	Lot 28 on SP136520
<b>Site area:</b>	3.42 hectares (proposal takes up part of the total area)
<b>Zone:</b>	Residential zone
<b>Applicable overlays:</b>	Aerodrome and aviation facilities overlay Acid sulfate soils overlay
<b>Category of assessment:</b>	Code assessable
<b>Applicable assessment benchmarks:</b>	Whole of the Planning Scheme, including: <ul style="list-style-type: none"><li>• Community infrastructure zone code</li><li>• General development code</li><li>• State Planning Policy assessment benchmark for natural hazards risk and resilience</li></ul>
<b>Referrals</b>	The application was referred to the State Assessment and Referral Agency (SARA) as a material change of use within 25m of a railway corridor, under schedule 10, part 9, division 4, subdivision 2, table 4, item 1 of the Planning Regulation 2017.

### 1.2 Summary of Assessment

The proposed development is code assessable and has been assessed against the applicable planning scheme and State Planning Policy assessment benchmarks. It complies with all relevant requirements and therefore must be approved.

Overall, the proposed development is consistent with the intentions for the residential zone. It will improve the existing Ergon facility, providing an important community service.

## ROUGH PLAN

## 2.0 The Site and Proposed Development

### 2.1 The Site

The subject land is the existing Ergon Depot at 1 Bell Street, Normanton, located to the north of the rail station and John Henry Memorial Park, and opposite residential properties. It has a total area of around 2.26ha. However, the proposed development has a limited footprint in the north eastern part of the lot.

The existing depot consists of existing buildings, hardstand areas and pole racking and vehicle parking. Its use is associated with developing and maintaining the local electricity distribution network.



Figure 1: Aerial view



Figure 2: Site street view



ROUGH PLAN

## 2.2 The Proposed Development

The proposed changes include an extension to the existing shed and construction of a new shed to accommodate vehicles. This would involve an increase in the gross floor area on the site from 409m<sup>2</sup> to a total of 814m<sup>2</sup>.

Other proposed changes consist of a new hardstand area, 7 car parking bays and relocation of existing fencing to encompass the extended facility.

The proposed new shed is setback a minimum of 6m from every site boundary, and space has been provided for a 6m wide planting zone along the front and northern boundaries, to improve amenity.

There are no changes proposed to the activities undertaken at the site and no change in on-site staff numbers or vehicle movements.

Stormwater from the site is to be directed to existing drainage infrastructure at Bell Street.

Proposed plans are included in Appendix A. Snapshots are provided in figure 3 below.

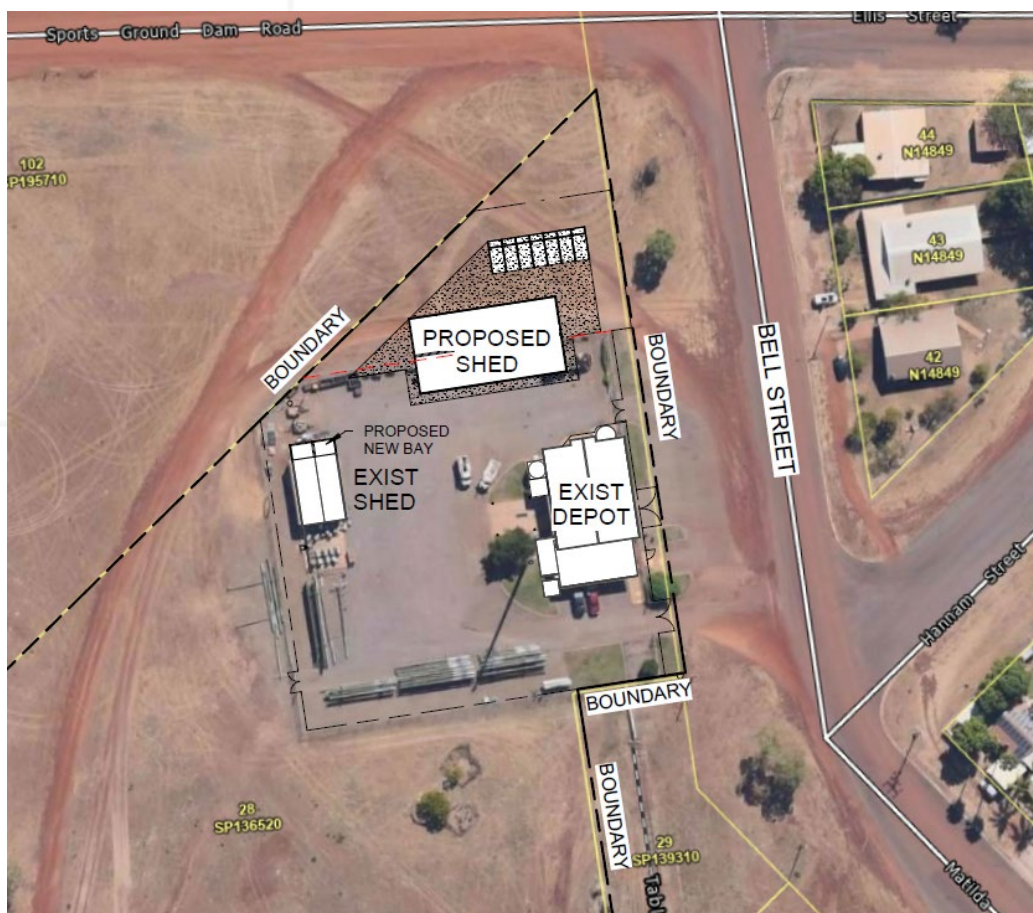


Figure 3: Site layout plan

ROUGH PLAN

### 3.0 Assessment

#### Decision Making Requirements for Code Assessable Development

*The Planning Act 2016 requirements for code assessment are set out in section 45 (3). It requires that a code assessable application must be carried out only:*

- (a) against the applicable assessment benchmarks (including the relevant codes in the planning scheme and the relevant assessment benchmarks set out in the State Planning Policy ; and*
- (b) having regard to any matters prescribed by regulation (which include the State Planning Policy and the material submitted with the application).*

*Section 60 (2) of the Planning Act states that, after carrying out the assessment, the assessment manager:*

- (a) must decide to approve the application to the extent the development complies with all of the assessment benchmarks for the development;*
- (b) may decide to approve the application even if the development does not comply with some of the assessment benchmarks;*
- (c) may impose development conditions on an approval; and*
- (d) may, to the extent the development does not comply with some or all the assessment benchmarks, decide to refuse the application only if compliance can not be achieved by imposing development conditions.*

#### 3.1 Shire of Carpentaria Planning Scheme Assessment Benchmarks

Under the table of assessment for the residential zone, the proposed development is code assessable, and is to be assessed against:

- the residential zone code;
- the community infrastructure zone code;
- the general development code; and
- the aerodromes and aviation facilities overlay code.<sup>1</sup>

The residential zone is intended to accommodate community infrastructure, which is necessary to provide the community with key services facilities. The zone also intends that development is located and designed to minimise impacts and maximise safe operation of the infrastructure.

As a relatively minor extension to the existing facilities on the site, the proposed development is unlikely to create any noticeable change to noise, activity or other characteristics that may affect amenity or safety of the locality. The proposed changes are intended to better accommodate existing activities and equipment kept at the site and there is no intensification of the on-site activities. The additional landscaping proposed should also improve its appearance.

The proposal does not result in impediments that would impact on the ongoing operation of the airport.

A detailed assessment against the specific benchmarks nominated in each of the applicable planning scheme codes is provided in Appendix B. The proposal complies with all relevant benchmarks.

<sup>1</sup> The subject land also falls within the acid sulphate soils overlay area. However, because no earthworks are involved, the overlay code is not relevant to the proposal.

ROUGH PLAN

### 3.2 The Proposed New Planning Scheme

The new planning scheme include the land in the general residential zoning, which continues to provide predominantly for housing but anticipates other supporting facilities may occur provided impacts can be managed. As for the current planning scheme, the proposed development is consistent with the new planning scheme intentions.

The part of the lot to be used for the depot are not affected by mapped bushfire or flood overlays, but continues to be covered by the airport and acid sulfate soils overlays.

### 3.3 State Planning Policy Assessment Benchmarks and Regional Plan

The site is covered by the following state interests under the State Planning Policy (SPP) and its associated mapping:

- stock route network – the proposal will not create any detrimental impacts on the network, which is at odds with the urban zoning of the land in any event;
- state heritage place (the railway station) - the new sheds are around 90m distant from the state heritage place and will not have any impact on its heritage values (referral to SARA was also not triggered for this aspect);
- flood hazard area - Level 1 - Queensland floodplain assessment - the is also above 8.8m AHD (the assumed level of the 1974 flood) and is therefore likely to be above a 1% AEP event and above the flood risk area identified in the new planning scheme;
- bushfire prone area – the site is also well separated from hazardous vegetation, such that the risk is acceptable; and
- railway corridor - there will be no impact to the railway corridor (the application was also referred to SARA to assess this aspect, whose conditions of approval are included at Appendix D).

The proposal has been assessed against the specific SPP assessment benchmarks for natural hazards, as set out in Appendix C. The proposal complies with these benchmarks and will not worsen disaster management or recovery capacity.

Carpentaria Shire is also subject to the Gulf Regional Development Plan 2000. There are no provisions of relevance to this application.

### 3.4 Conclusion

The proposed development complies with all applicable assessment benchmarks. As a code assessable, the application must therefore be approved under the Planning Act decision making rules (section 60(2)).

The facility will improve the existing Ergon depot and provide an important service for the community.

ROUGH PLAN

## 4.0 Recommendation

### Recommendation

That Council resolve:

*In accordance with the Planning Act 2016, the applicant be notified that the application for a development permit for material change of use for community infrastructure, being extension of an existing Ergon facility at 1 Bell Street, Normanton (formally described as Lot 28 SP136520), be approved subject to the conditions set out below.*

### Reasons for the decision

The proposed development complies or can be conditioned to comply with all applicable assessment benchmarks, including:

- Residential zone code
- Community infrastructure zone code
- General development code
- the State Planning Policy

It therefore must be approved in accordance with the Planning Act section 60(2).

Overall, the proposed development is consistent with the intentions for the residential zone. It will improve the existing Ergon facility, providing an important community service.

### Conditions

1. The development shall be undertaken in accordance with the proposal plans dated 7.06.24:
  - (i) Cover page – project no. 220904.03, sheet no. CD0-00 (print date 29/08/2024)
  - (ii) New shed site plan - project no. 220904.03, sheet no. CD0-03 rev A (print date 29/08/2024)
  - (iii) New shed floor plan - project no. 220904.03, sheet no. CD0-04 rev A (print date 29/08/2024)
  - (iv) New shed sections - project no. 220904.03, sheet no. CD0-05 rev A (print date 29/08/2024)
  - (v) New shed elevations north and south - project no. 220904.03, sheet no. CD3-02 (print date 29/08/2024)
  - (vi) New shed elevations east and west - project no. 220904.03, sheet no. CD3-03 (print date 29/08/2024)
  - (vii) Proposed new shed perspectives - SD10-01 A (24/10/23)
  - (viii) Exist shed - new bay - project no. 220904.03, sheet no. CD1-06 (print date 29/08/2024)
  - (ix) Exist shed - elevations - project no. 220904.03, sheet no. CD3-04 (print date 29/08/2024)
  - (x) Proposed new shed perspectives - SD10-02 (24/10/23)
  - (xi) Site stormwater drainage plan – plan no 23039.01 - C08 P2 (29/08/24)
  - (xii) Typical stormwater bubbler detail — plan no 23039.01 - C09 P1 (21/08/24)
2. Access to the site for construction or maintenance is to be via the existing cross over, constructed and maintained in accordance with FNQROC Development Manual Standard Drawing S1015 for commercial and industrial crossing.
3. Should any of the Council's assets be altered or damaged during the construction of any associated works or subsequent maintenance of the facility, the cost of the reinstatement of

ROUGH PLAN

all such assets shall be met by the proponent. This may include, but is not limited to kerb and channel, footpath, road surface, or other surface.

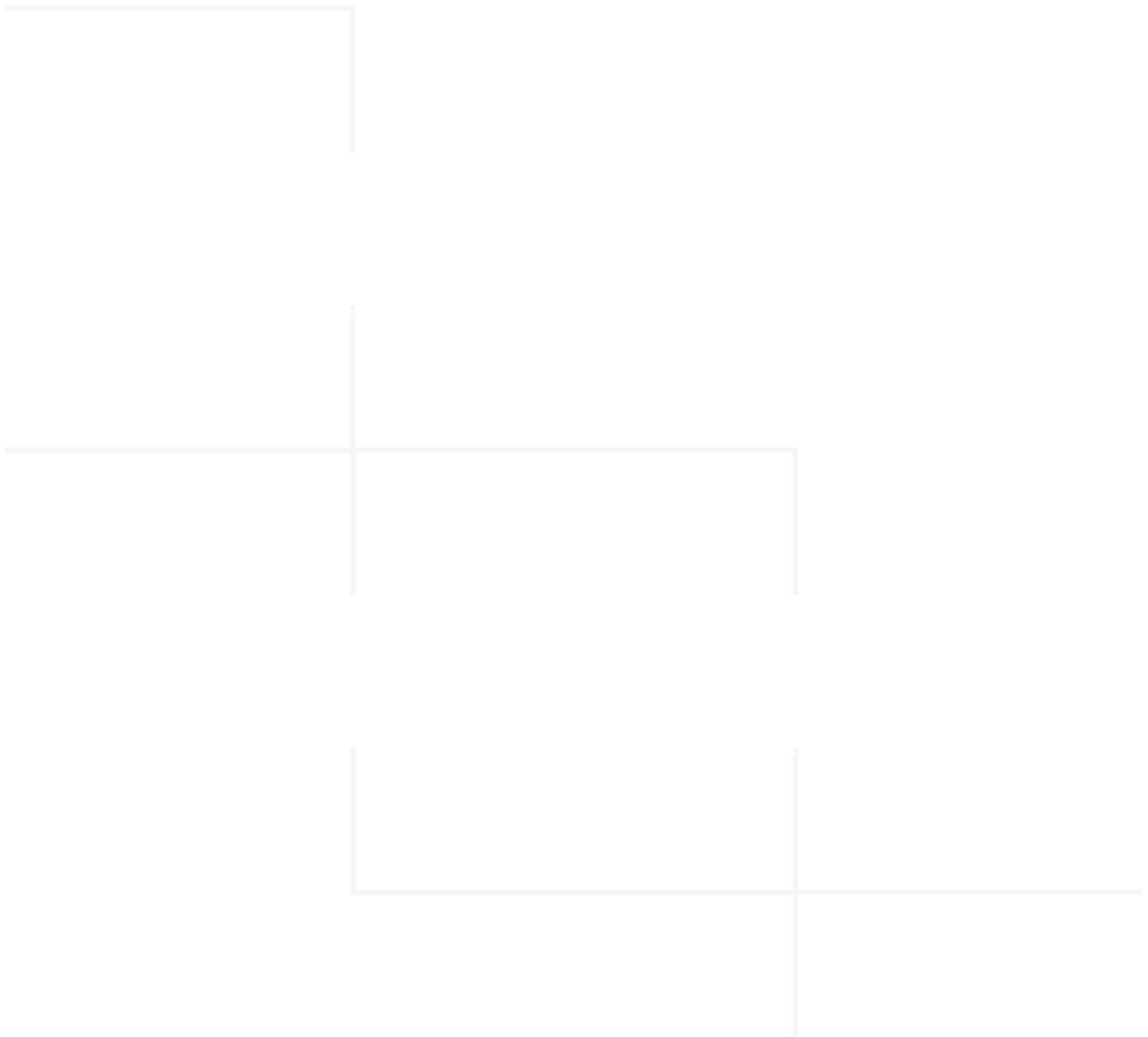
4. Construction of the facility is limited to the hours of 7am to 5pm Monday to Saturday.
5. Erosion and sediment control measures consistent with FNQROC Development Manual standards or equivalent are established during construction.
6. Dust suppression through ground wetting is to be undertaken during construction.
7. Stormwater drainage is to be provided as indicated on the approved plans to a lawful point of discharge.
8. Landscaping is to be provided on the site in the areas indicated on the approved plans.
9. Any lighting associated with the use does not exceed 8 lux measured at any level upwards from the ground level, and is shielded or screened in a manner that causes minimal impact on adjoining properties.
10. The development site is to be maintained in a clean and tidy condition at all times, to the satisfaction of the Chief Executive Officer or delegate.

Advisory notes

1. In accordance with section 85 of the Planning Act 2016, this approval will lapse six (6) years from the day the approval takes effect.

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## Appendix A: Plans of the Proposed Development

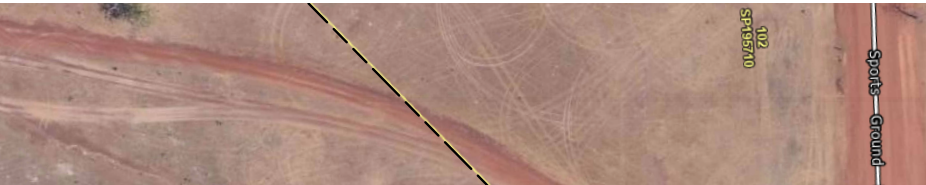




# EQ L NORMANTON DEPOT AMENITI NEW SHED 1 BELL ST, NORMANTON QLD, 4890

## ARCHITECTURAL DRAWING LIST - NEW SHED

SHEET NO.	SHEET NAME
SD0-00	COVER PAGE - NEW SHED
SD0-03	NEW SHED - SITE PLAN
SD1-04	NEW SHED - FLOOR PLAN
SD1-05	NEW SHED - ROOF PLAN
SD1-06	EXIST SHED - NEW BAY
SD2-05	NEW SHED - SECTIONS
SD3-02	NEW SHED - ELEVATIONS NORTH & SOUTH
SD3-03	NEW SHED - ELEVATIONS EAST & WEST
SD3-04	EXIST SHED - ELEVATIONS
SD4-02	NEW SHED - CEILING PLAN
SD4-03	EXIST SHED - CEILING PLAN
SD5-02	NEW SHED - DOOR SCHEDULE
SD6-02	NEW SHED - INTERIOR ELEVATIONS



SP DATA	
LOT:	28
PLAN:	SP136520
LOCALITY:	NORMAN
AUTHORITY:	CARPENTARIA SHIRE COUNCIL
AREAS	
SITE AREA:	34420 m <sup>2</sup>
EXIST BUILD AREA:	409 m <sup>2</sup>
PROPOSED BUILD AREA:	405 m <sup>2</sup>
TOTAL:	814 m <sup>2</sup>



all figured dimensions in preference to scale.  
to determine the accuracy of the drawings, the dimensions must be reported to architect  
before proceeding with work.

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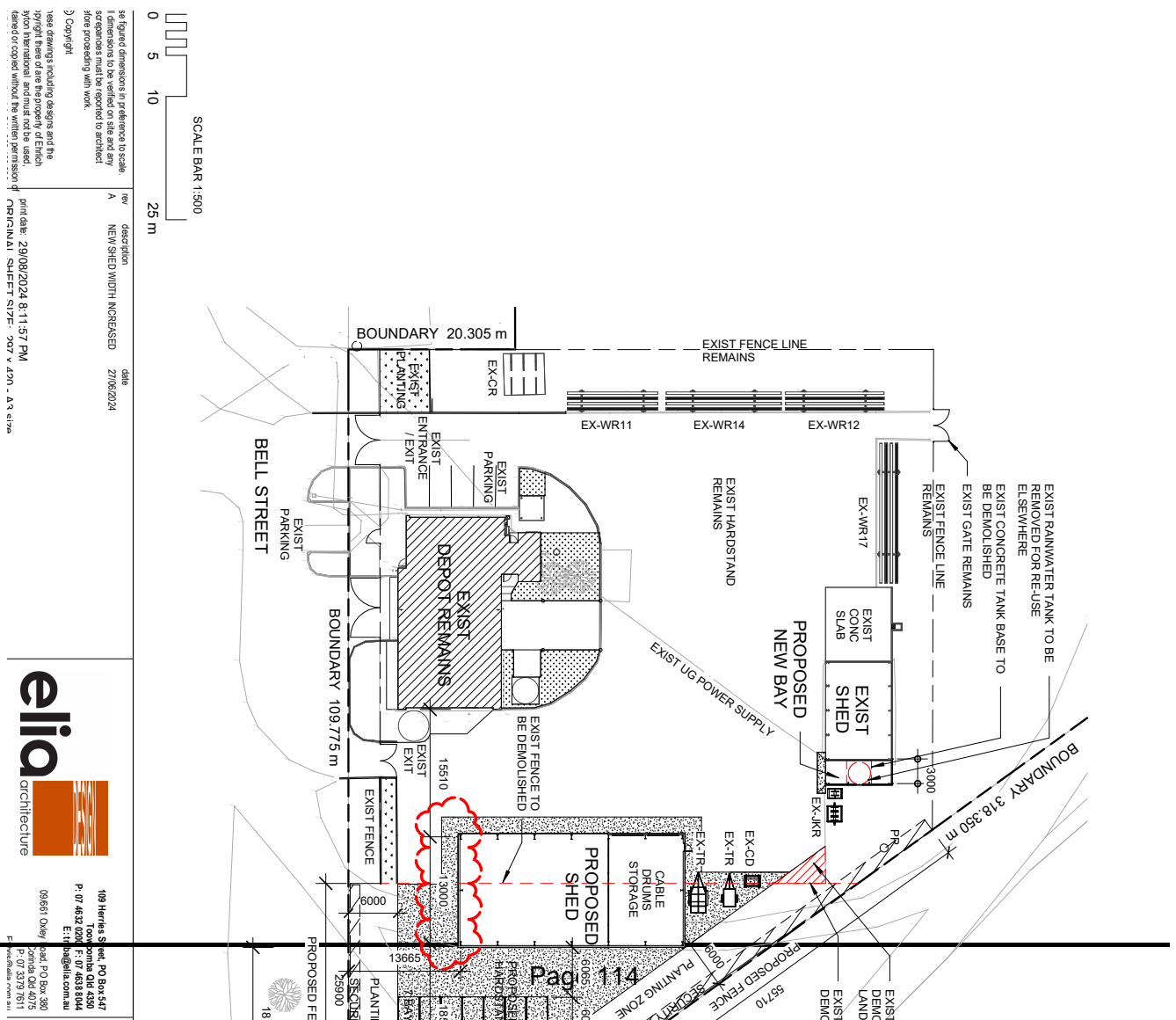
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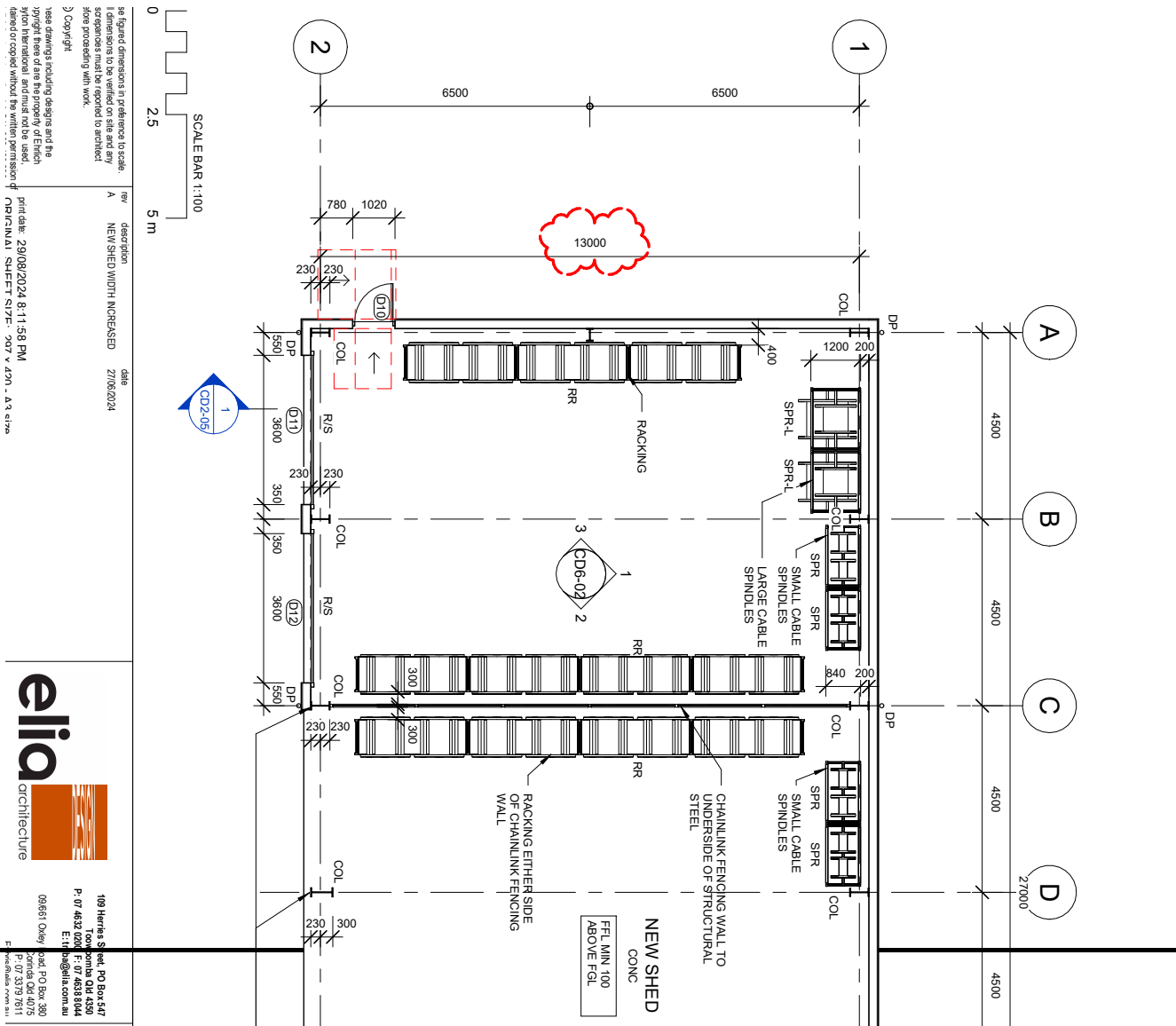
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1  
TYPICAL SECTION - NEW SHED  
1 : 100

2  
TYPICAL SECTION - EXIST SHED - NEW BAY  
1 : 100

se figured dimensions in preference to scaled dimensions to be verified on site and any discrepancies must be reported to architect before proceeding with work.

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rev	description	date
A	NEW SHED WIDTH INCREASED	27/06/2024

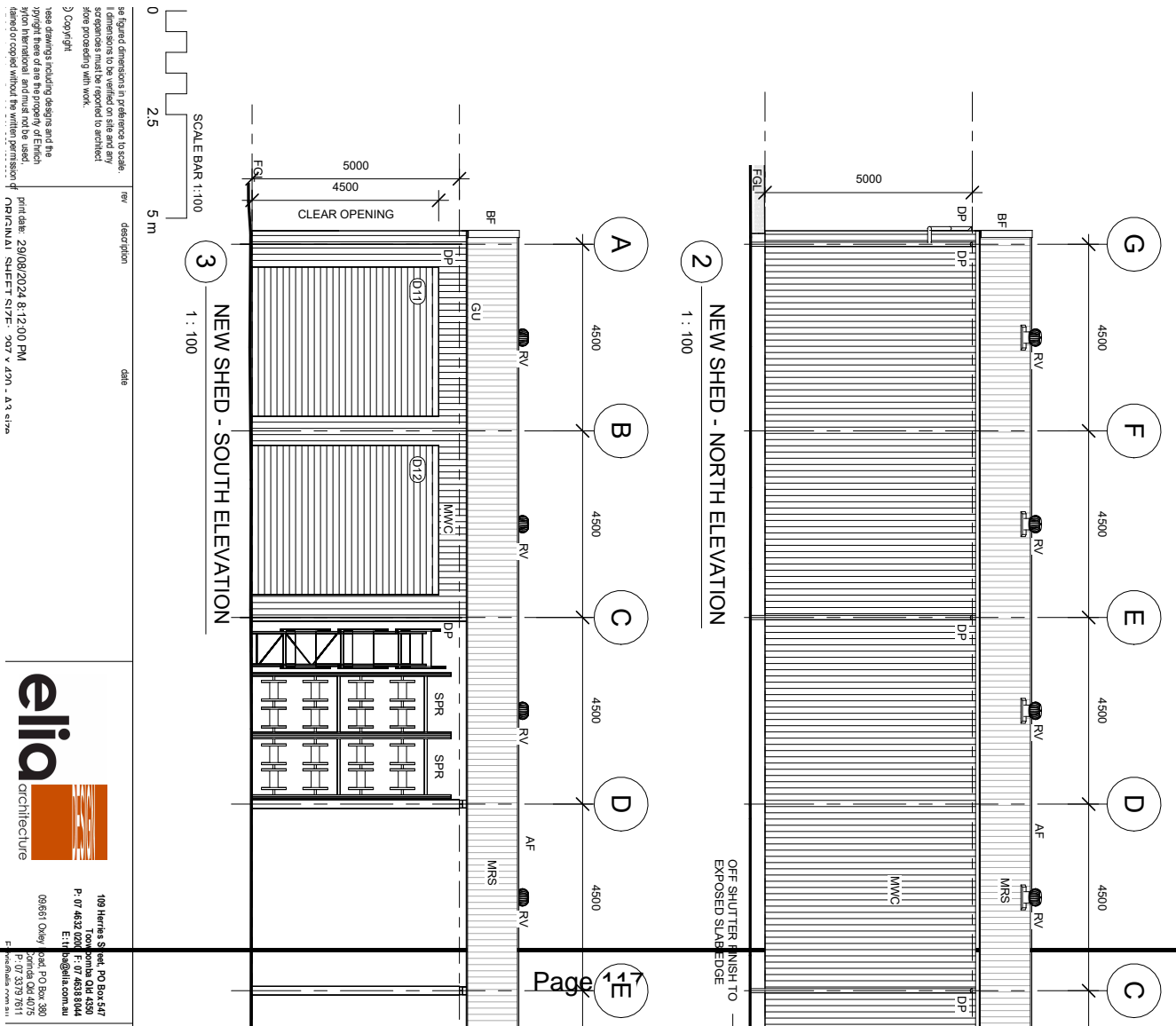
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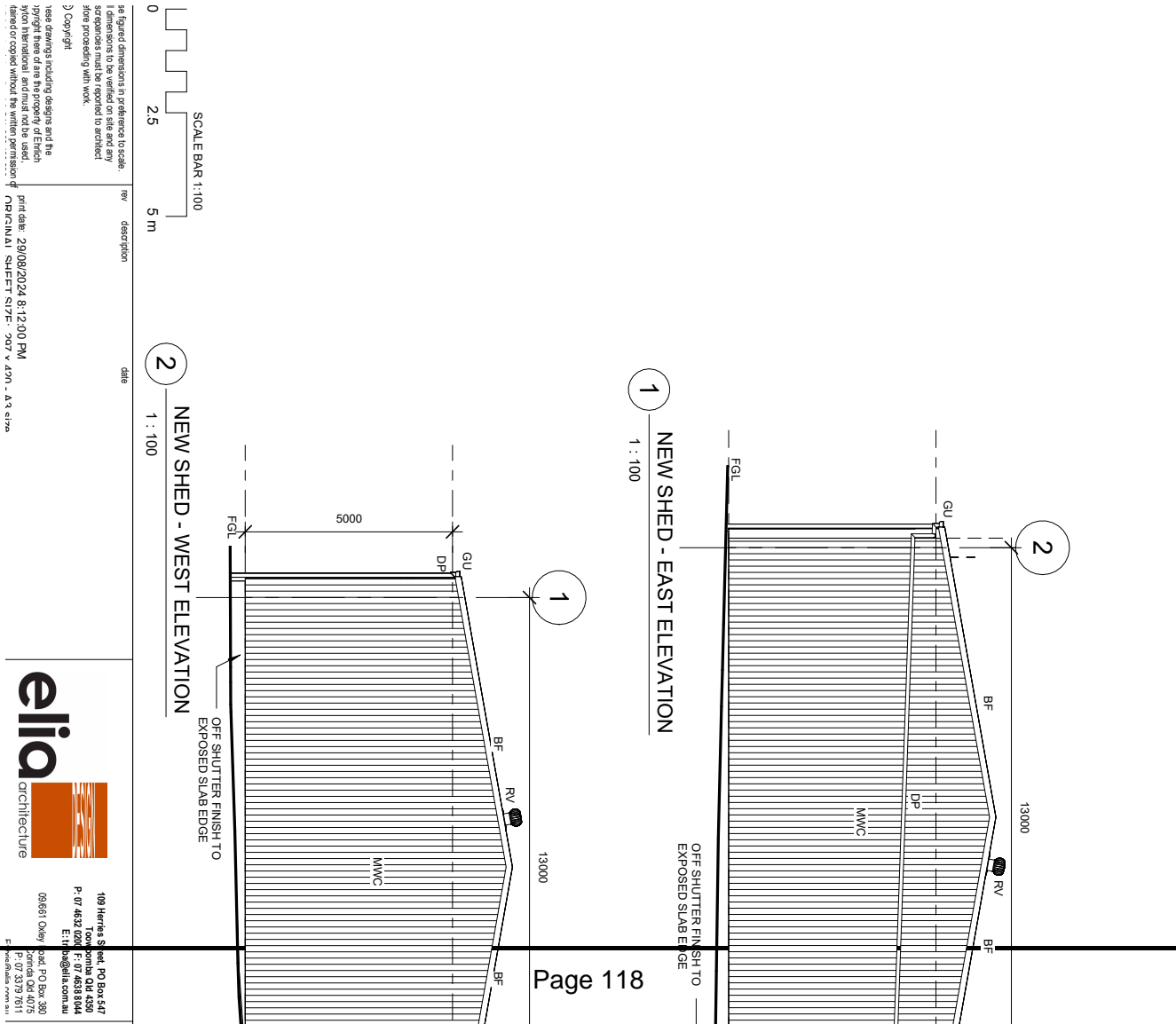
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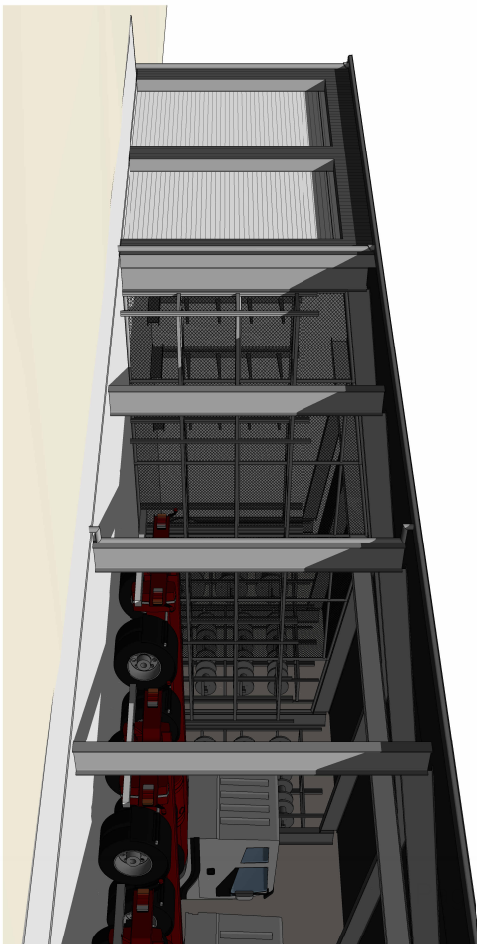
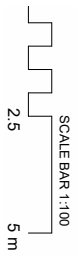
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architecture

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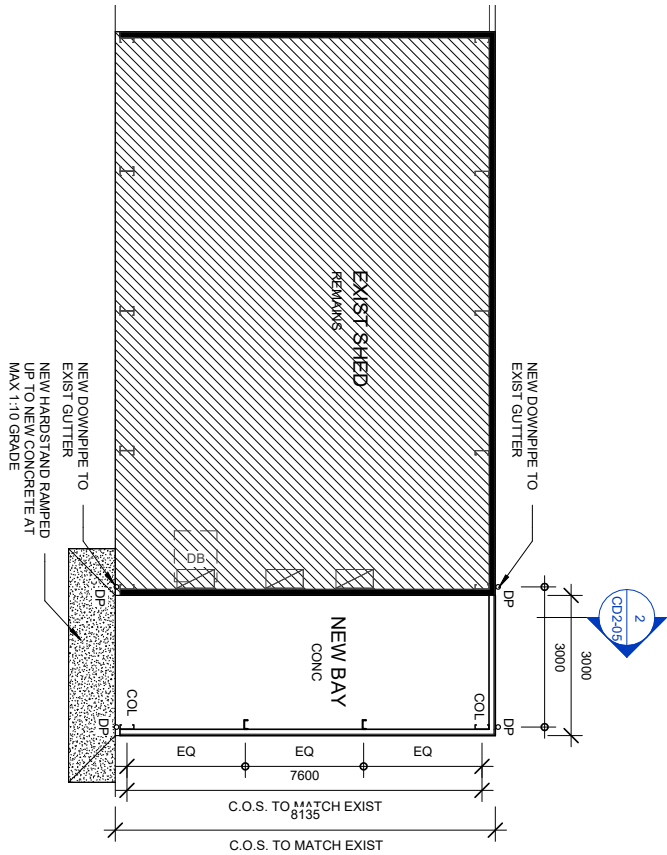
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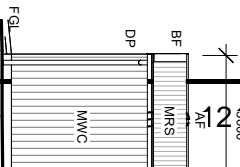
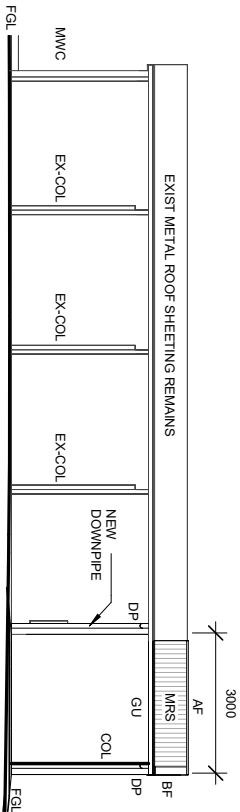
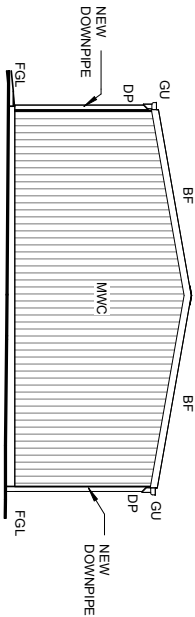
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1 EXIST SHED - NEW BAY  
1 : 100



2 EXIST SHED - NEW BAY  
1 : 100



all figured dimensions in preference to scale.  
if dimensions in drawings are inconsistent, the written dimensions shall prevail.  
before proceeding with work.

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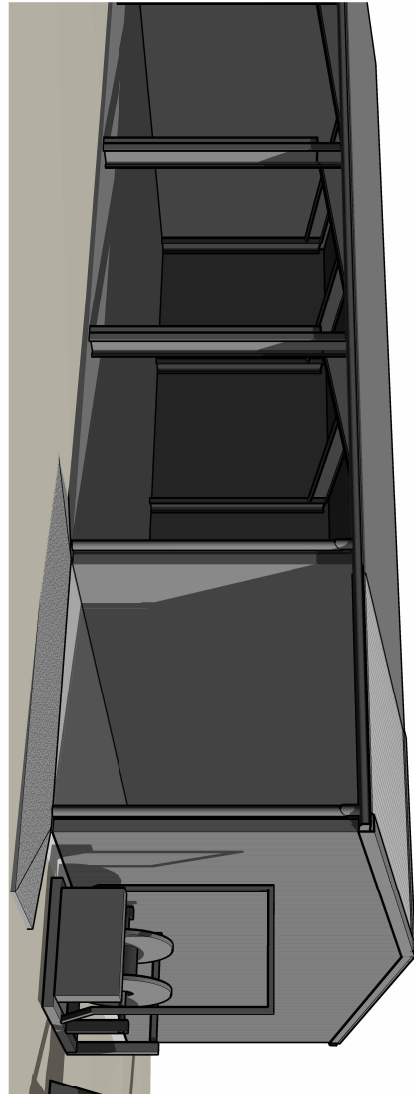
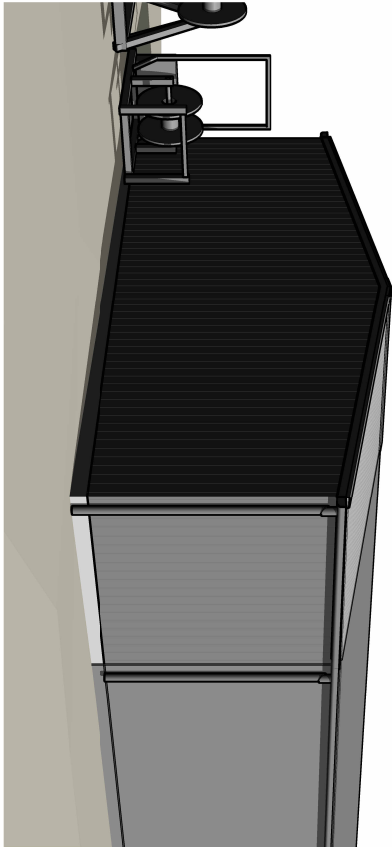
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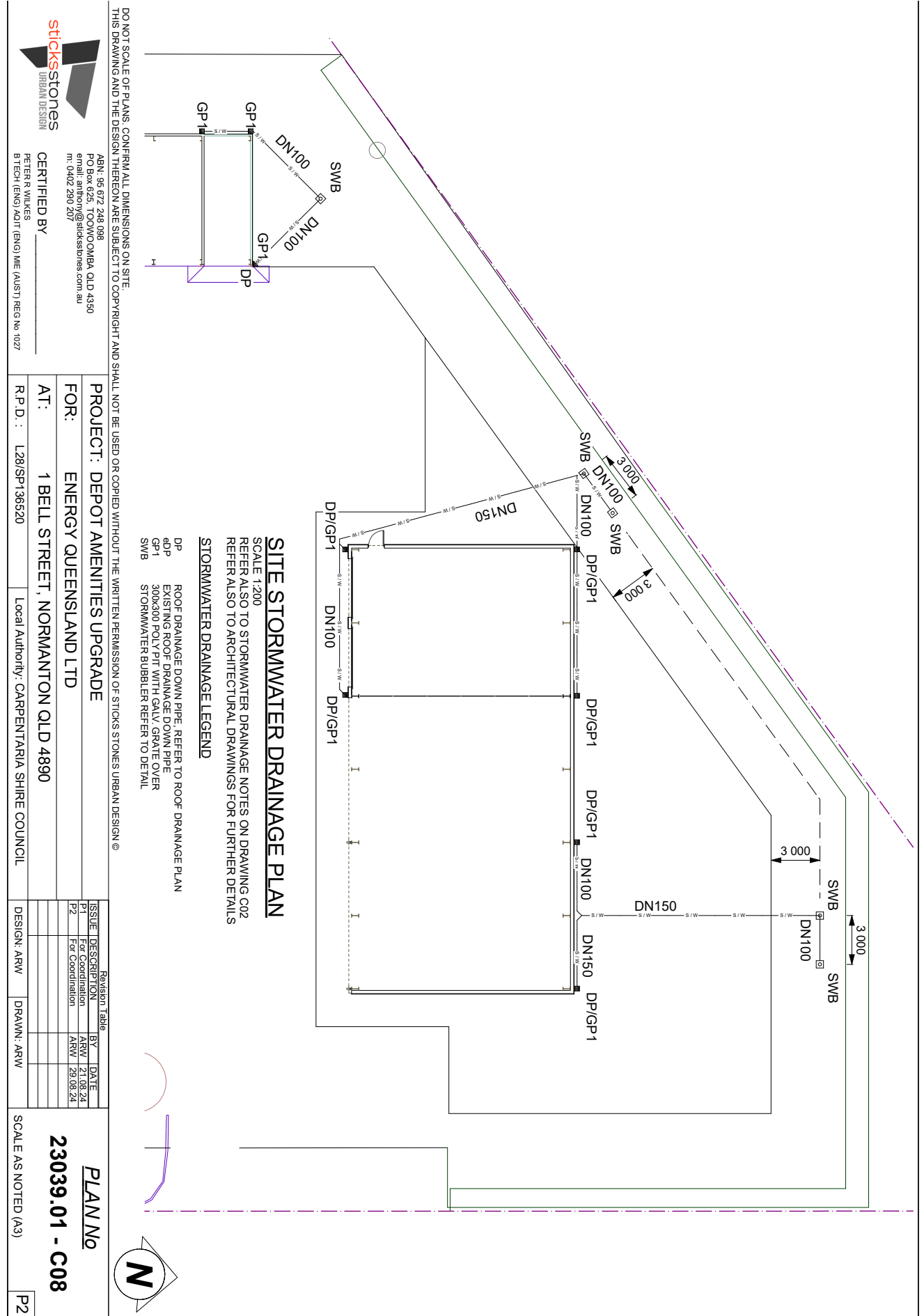
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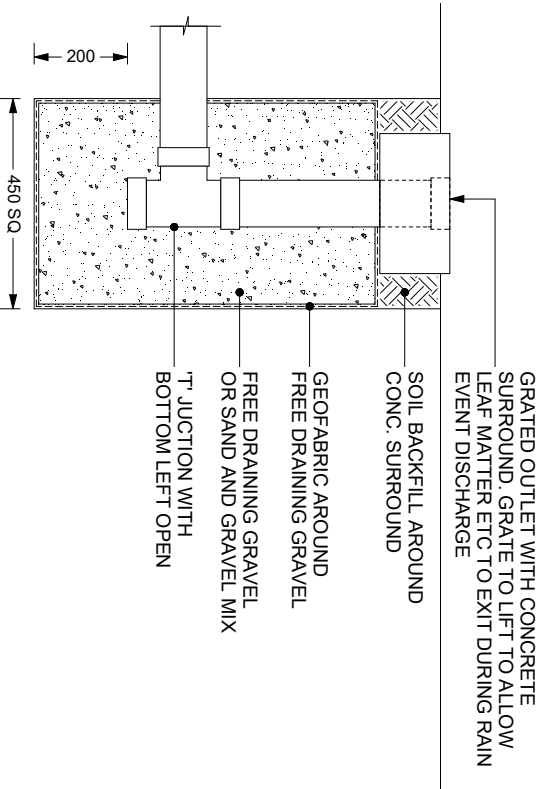


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Normanton QLD 4075  
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E: info@elinia.com.au







### TYPICAL STORMWATER BUBBLER DETAIL

SCALE 1:10  
STORMWATER BUBBLERS TO BE LOCATED MINIMUM 3m AWAY, DOWN SLOPE OF BUILDING AND MINIMUM 3m AWAY FROM PROPERTY BOUNDARY SUCH THAT STORMWATER DISCHARGE SPREADS AND SHEET FLOWS OVER GROUND.  
**NOTE** - STANDARD LOOSE uPVC GRATE NOT ACCEPTABLE. MUST USE uPVC GRATE THAT LIFTS/RAISES TO ALLOW LEAF MATTER TO ESCAPE BUT REMAINS CONNECTED TO uPVC COLLAR.

DO NOT SCALE OF PLANS. CONFIRM ALL DIMENSIONS ON SITE.  
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email: anthony@sticksstones.com.au  
m: 0402 290 207



CERTIFIED BY

PETER R WILKES  
B TECH (ENG) / AUST (ENG) / ME (AUST) REG No 1027

PROJECT: DEPOT AMENITIES UPGRADE  
FOR: ENERGY QUEENSLAND LTD

AT: 1 BELL STREET, NORMANTON QLD 4890

R.P.D. : L28/SP136520 Local Authority: CARPENTARIA SHIRE COUNCIL

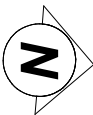
Revision Table			
ISSUE	DESCRIPTION	BY	DATE
P1	For Coordination	ARW	21.08.24

PLAN No

23039.01 - C09

SCALE AS NOTED (A3)

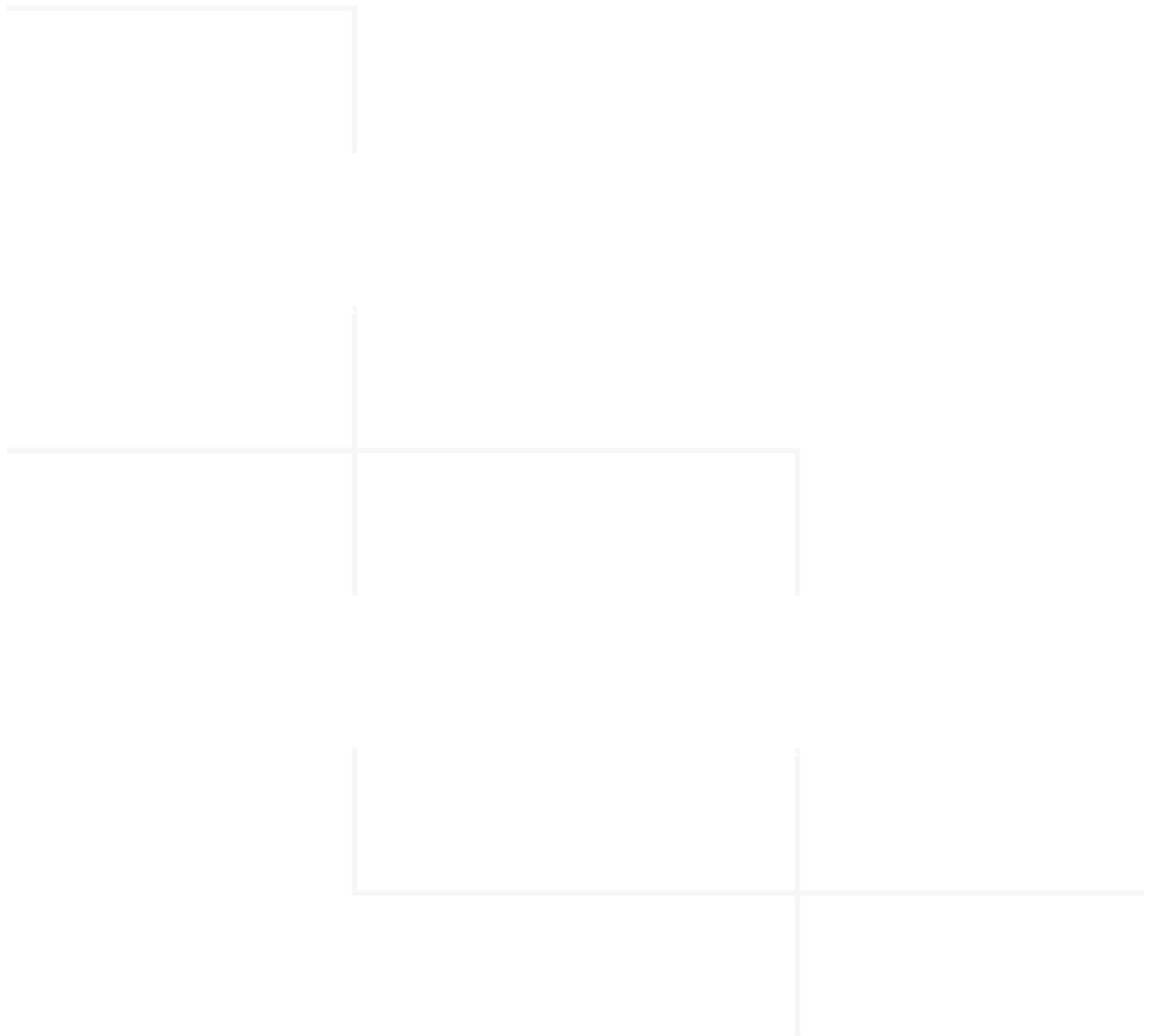
P1





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## Appendix B: Assessment Against Applicable Planning Scheme Codes



#### 4.9 Residential Zone Code

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Column 1 Specific Outcomes	Column 2 Probable Solutions for Assessable Development	Performance of the Proposed Development
<p><b>Consistent and Inconsistent Activities in the Commercial Zone</b></p> <p>The following defined uses or use classes are consistent with the Overall Outcomes sought by the Zone:-</p> <p>Accommodation                      Home-based Industry; Building;                      Medical Centre; Caretaker's Residence;                      Motel; Community Facilities;                      Multiple Dwelling; Community                      Shop; Infrastructure;                      Sport and Recreation; Duplex Dwelling;                      and Dwelling House;                      Tourism - minor.</p> <p>The following defined uses or use classes are inconsistent with the Overall Outcomes sought by the Zone:-</p> <p>Aerodromes and                      Intensive Agriculture; Aviation Facilities;                      Minor Aquaculture; Agriculture;                      Service Station; Animal Husbandry;                      Showroom; Business;                      Special Industry; Extractive Industry;                      Station Homestead; and Hotel;                      Tourism - major. Industry</p>	<p>No probable solutions are prescribed.</p> <p>No probable solutions are prescribed.</p>	<p><b>Complies</b></p> <p>Community Infrastructure is listed as a consistent use in the zone.</p>
<p><b>Amenity, Public Health or Safety</b></p> <p>There are no significant adverse effects on amenity, public health or safety with regard to the following:-</p> <p>(i) sewage disposal;</p> <p>(ii) water supply for human use; or</p> <p>(iii) permanent or temporary occupation of, or access to, areas subject to natural hazards.</p>	<p>No probable solutions are prescribed.</p>	<p><b>Complies</b></p> <p>This outcome relates to impacts associated with servicing or natural hazards. The site is connected to reticulated water supply system and sewerage, and electricity and will not exceed capacity of these services. It is not significantly exposed to natural hazards.</p>
<b>Operation and Provision of Infrastructure</b>	No probable solutions are prescribed	<b>Complies</b>

ROUGH PLAN

Column 1 Specific Outcomes	Column 2 Probable Solutions for Assessable Development	Performance of the Proposed Development
Uses are of a type and scale that maintain the standards of service identified in Schedule 1, Part 1.		The proposed development is within the serviced area of Normanton and will be compatible with standards of service identified in Schedule 1, Part 1.
Water supply, sewerage and roads are provided to:- (i) meet appropriate standards at the least whole-of-life cost, including avoiding unnecessary duplication; (ii) be robust and fit for the purposes and intended period of operation; (iii) be easily maintained without unnecessarily requiring specialist expertise or equipment; (iv) be comprised of components and materials that are readily accessible and available from numerous local sources; and (v) be readily integrated with existing systems and facilitate the orderly provision of future systems.	Water supply, sewerage and roads are constructed to relevant standards stated in Schedule 1, Part 3.	<b>Not relevant</b>  The proposal will not be constructing new water supply, sewerage or road works, but is connected to services.
The safe and efficient operation of roads and railways are maintained having regard to:- (i) the nature of vehicles using the road; (ii) the location of uses that may be adversely affected by noise and dust generated from use of the road or railway; (iii) the location and design of access points; and (iv) the design of stormwater drainage.	No probable solutions are prescribed	<b>Complies</b>  The use does not introduce additional traffic and the likely vehicular traffic, while non-residential in nature, will not be of a scale that reduces the safety or efficiency of the streets providing access to the site. Access to the site is designed to a residential standard and is not sufficient for heavy vehicles.
Uses and works are located and designed to avoid significant adverse effects on safe aircraft operations due to:- (i) physical intrusions; (ii) reduced visibility; (iii) collisions with birds; (iv) electromagnetic interference with aircraft navigation systems; or (v) other functional problems for aircraft (including artificial lighting hazards).	No probable solutions are prescribed	<b>Complies</b>  The proposed development will have no impact on aircraft operations.

ROUGH PLAN

Column 1 Specific Outcomes	Column 2 Probable Solutions for Assessable Development	Performance of the Proposed Development
<b>Water Quality Maintenance</b> All activities maintain the water quality of Carpentaria Shire's groundwater, waterways and surface water storages.	Any activities which:- d) involve the handling of water-borne pollutants are provided with bunded, impervious surfaces linked to an integrated drainage and treatment system; e) involve the storage of waste water are provided with properly designed and constructed, secure, sealed storage facilities; or f) contain all liquid wastes and discharge them to a sewer or removed from the site for treatment and disposal to an approved facility.	<b>Complies</b>
<b>Home-based Industries</b> If a Home-based Industry, the predominance of the primary residential activity is retained and there are no significant adverse effects on the local amenity.	No probable solutions are prescribed	Not relevant
<b>Any Business, Medical Centre or Shop</b> Any business, medical centre, or shop so located as to provide a local service centre to serve the adjacent residents rather than locate in different parts of a residential area.	No probable solutions are prescribed	Not relevant
<b>Built Form</b> The built form is compatible with the desired character and amenity of the surrounding area and does not adversely affect the visual amenity.	The maximum height of a building, structure or object, or height at which an activity is carried out, is 8.5m.	<b>Complies</b> Although the shed is larger than a typical domestic outbuilding, the proposal involves existing buildings established lawfully in the residential zone. These buildings meet the probable solution for building height.
<b>Other</b> In order to operate effectively the use needs to be located close to a particular cultural feature, natural feature or resource, infrastructure item or activity that occurs in the locality.	No probable solutions are prescribed	<b>Complies</b> The proposal is necessarily located with the existing Ergon depot.

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4.15 Community Infrastructure Zone Code

Column 1 Specific Outcomes	Column 2 Probable Solutions for Assessable Development	Performance of the Proposed Development
<b>Consistent and Inconsistent Activities in the Community Infrastructure Zone</b> The following defined uses or use classes are consistent with the Overall Outcomes sought by the zone:- (i) Aerodromes and Aviation Facilities; (ii) Caretaker's Residence; (iii) Community Facilities; (iv) Community Infrastructure; (v) Medical Centre (near hospital); and (vi) Sport and Recreation.	No probable solutions are prescribed.	<b>Not relevant</b> Although this zone code applies, the use is not proposed in the community infrastructure zone.
<b>Natural and Cultural Values</b> There are no significant adverse effects on the cultural and natural values of the environment, including water pollution, arising from, but not limited to:- (i) disturbance of the land; (ii) siting of buildings and other works; (iii) waste disposal; (iv) public access; or (v) fire hazard.	No probable solutions are prescribed.	<b>Complies</b> There are no impacts likely to arise from the proposed development relevant to the listed matters.
<b>Amenity, Public Health or Safety</b> There are no significant adverse effects on amenity, public health or safety with regard to the following:- (i) sewage disposal; (ii) water supply for human use; or (iii) permanent or temporary occupation of, or access to, areas subject to natural hazards.	No probable solutions are prescribed.	<b>Complies</b> This outcome relates to impacts associated with servicing and natural hazards. The proposal does not require water supply or sewerage and will have no impacts as a result. It will not impact public health or safety during a natural hazard. Refer also to SPP assessment benchmark review for comment on natural hazards (Appendix C).
<b>Operation and Provision of Infrastructure</b>	No probable solutions are prescribed.	<b>Complies</b> – as noted above

ROUGH PLAN

Column 1 Specific Outcomes	Column 2 Probable Solutions for Assessable Development	Performance of the Proposed Development
<p>Uses are of a type and scale that maintain the standards of service identified in Schedule 1, Part 1.</p> <p>Water supply, sewerage and roads are provided to:-</p> <ul style="list-style-type: none"> <li>(i) meet appropriate standards at the least whole-of-life cost, including avoiding unnecessary duplication;</li> <li>(ii) be robust and fit for the purposes and intended period of operation;</li> <li>(iii) be easily maintained without unnecessarily requiring specialist expertise or equipment;</li> <li>(iv) be comprised of components and materials that are readily accessible and available from numerous local sources; and</li> <li>(v) be readily integrated with existing systems and facilitate the orderly provision of future systems.</li> </ul> <p>The safe and efficient operation of roads and railways are maintained having regard to:-</p> <ul style="list-style-type: none"> <li>(i) the nature of vehicles using the road;</li> <li>(ii) the location of uses that may be adversely affected by noise and dust generated from use of the road or railway;</li> <li>(iii) the location and design of access points; and</li> <li>(iv) the design of stormwater drainage.</li> </ul> <p>Uses and works are located and designed to avoid significant adverse effects on safe aircraft operations due to:-</p> <ul style="list-style-type: none"> <li>(i) physical intrusions;</li> <li>(ii) reduced visibility;</li> <li>(iii) collisions with birds;</li> <li>(iv) electromagnetic interference with aircraft navigation systems; or</li> <li>(v) other functional problems for aircraft (including artificial lighting hazards).</li> </ul>	<p>Water supply, sewerage and roads are constructed to relevant standards stated in Schedule 1, Part 3.</p>	<p><b>Not relevant</b> - as noted above.</p> <p><b>Complies</b> – as noted above.</p> <p><b>Complies</b> – as noted above.</p>

ROUGH PLAN

Column 1 Specific Outcomes	Column 2 Probable Solutions for Assessable Development	Performance of the Proposed Development
<b>Water Quality Maintenance</b> All activities maintain the water quality of Carpentaria Shire's groundwater, waterways and surface water storages.	Any activities which:- a) involve the handling of water-borne pollutants are provided with bunded, impervious surfaces linked to an integrated drainage and treatment system; b) involve the storage of waste water are provided with properly designed and constructed, secure, sealed storage facilities; or c) contain all liquid wastes and discharge them to a sewer or removed from the site for treatment and disposal to an approved facility.	<b>Complies</b> - as noted above.
<b>Built Form</b> The built form is compatible with the desired character and amenity of the surrounding area and does not adversely affect the visual amenity	The maximum height of a building, structure or object, or height at which an activity is carried out, is 8.5m.	<b>Complies</b> – As noted above.
<b>Other Uses</b> The predominance of the primary community facilities is retained and there are no significant adverse effects on the local amenity.  Any use to be located to provide a local service for the adjacent residents rather than be located in different parts of a residential area.  In order to operate effectively the use needs to be located close to a particular cultural feature, natural feature or resource, infrastructure item or activity that occurs in the locality.  Accommodation buildings, dwelling houses and multiple dwellings are able to locate in the community infrastructure zone if the use:-	No probable solutions are prescribed.	<b>Complies</b> – as noted above.

PROPOSED COMMUNITY INFRASTRUCTURE - ERGON DEPOT  
1 BELL STREET, NORMANTON



ROUGH PLAN

Column 1 Specific Outcomes	Column 2 Probable Solutions for Assessable Development	Performance of the Proposed Development
(i) satisfies a community need or is associated with some community facilities or community infrastructure; and  (ii) is located on or on land adjacent to the site of the community facilities or community infrastructure.		

PROPOSED COMMUNITY INFRASTRUCTURE - ERGON DEPOT  
1 BELL STREET, NORMANTON

ROUGH PLAN

6.9 General Development Code

Column 1 Specific Outcomes	Column 2 Probable Solutions for Assessable Development	Performance of the Proposed Development
<b>Boundary Roads</b> Proposals aid in the orderly and proper acquisition of land.	A new road having one half the width of any other road in that locality is provided where a proposal for such a road occurs at the boundary of the land and the land is in two or more ownerships. Concrete kerb and channel is required along the frontage or frontages in urban areas.	<b>Not relevant</b> - The proposal does not involve the construction of new roads
<b>Electricity</b> Residential, commercial and industrial uses are supplied with electricity where supply is practical.	The proposal demonstrates that a supply of electricity is approved, where a supply is practical, prior to Council's endorsement on the plan of survey.	<b>Complies</b> - Power is available to the site.
<b>External Works</b> Any defined uses or use classes are to provide for external works relative to its size and scale and location in an urban or rural area.	Proposals include:- (i) in non-urban areas the construction of concrete kerb and channel is to be for the full length of the frontage or frontages of the site if such standard of kerb and channel exists within 100m of the development; (ii) grading of the footpath for the full length of the frontage or frontages of the site; (iii) crossings over channel and footpath; (iv) a constructed footpath for the full length of the frontage or frontages of the site if such standard of constructed footpath exists within 100m of the development; (v) where the road is not fully paved, the paving of the road with bitumen between the existing pavement and the channel if such standard of paved road exists within 100m of the development; and (vi) where the road is not paved, the construction of the carriageway and the paving with bitumen from the lip of the channel to the centre-line for half the width of the carriageway or for a width of 6 metres, whichever is greater. Where concrete kerb and channel is not required, for a width of 6 metres if such standard of road exists within 100m of the development.	<b>Complies</b> – Existing external works at the site are consistent with the setting and are appropriate to support the facility.  Conditions can be imposed to ensure existing cross overs are used and all external works are reinstated if any damage caused during construction.
<b>Landscaping</b> The visual amenity in any locality is enhanced by proposals that incorporate landscaping	Existing vegetation to be retained.	<b>Complies</b> - No change to current vegetation or landscaping is proposed.

ROUGH PLAN

Column 1 Specific Outcomes	Column 2 Probable Solutions for Assessable Development	Performance of the Proposed Development
appropriate to the area in the density and height of the vegetation proposed.  Visual screening by mounds, screen walls, or the planting of trees and shrubs.		Conditions can be imposed to ensure landscaping is provided as shown on the proposed plans.
<b>Lighting</b>  Any proposed lighting has no adverse impacts on the surrounding residential areas	The level of illumination at the boundary of the site does not exceed 8 lux measured at any level upwards from the ground level.  Lighting is shielded or screened in a manner that causes minimal impact on adjoining properties.	<b>Complies</b> - lighting is able to comply.
<b>Parking, Loading and Unloading</b>  Car parking does not hinder or obstruct the use of any area by pedestrians or other vehicles.  Parking areas are laid out in such a manner as to provide adequate access to each parking space and to permit free circulation of vehicles entering, leaving and parking.	Parking spaces comply with Table 6.10 - Areas and Dimensions.  Access to parking spaces is provided from an aisle with an unobstructed width of at least 6.2 metres.  For a parallel parking space the minimum dimensions are 6.2 metres by 2.6 metres.  Car parking spaces for particular uses are in accordance with Table 6.11 - Number of Car Parking Spaces Required.  The gradient of a parking space does not exceed 10 per cent.  Parking areas are:- (i) drained, sealed, marked and signed; (ii) readily accessible for vehicular use and designed so that vehicles can enter and leave the premises in forward gear; (iii) not closer than 3 metres from the alignment of any structure; (iv) not closer than 3 metres to any boundary of the site; (v) landscaped; (vi) provided with trolley bay areas, pedestrian walkways and devices to facilitate safe pedestrian circulation; and (vii) provided with motorbike and cycle parking spaces.  Parking areas are located within the site on which the use is to be conducted.	<b>Complies</b> – parking indicated on the site plans has appropriate dimensions and layout.

ROUGH PLAN

Column 1 Specific Outcomes	Column 2 Probable Solutions for Assessable Development	Performance of the Proposed Development
Parking of heavy vehicles has no detrimental effect on the amenity of residential areas.	Adequate space is provided for the loading, unloading and fuelling of vehicles, for the parking of trailers and for the picking up and setting down of passengers.  Heavy vehicles used for the cartage of livestock are not parked in a Residential Zone except for the prime mover exclusive of any trailers. Where parking a heavy vehicle on land used for residential purposes occurs, provision is made to house the vehicle in a Class 1 or Class 10 building;  or  The vehicle is parked behind the front building alignment.	<b>Complies</b> – The site is not used for residential purposes and heavy vehicle parking is adequately accommodated within site boundaries.
<b>Provision of Water</b>  Every residential, commercial or industrial building outside the Council service area is provided with an adequate potable water supply.	Rainwater storage tanks have a minimum capacity of 4,500 litres.  Where rainwater storage tanks are not supplied, a dam, dams or bore supply is available.	<b>Not relevant</b> - The site is within the serviced area.
<b>Sewerage</b>  Outside the Council service area acceptable methods of sewage and sullage waste disposal protect the environment and the health of residents	Methods of sewage disposal comply with the Department of Natural Resources and Mines On-site Sewerage Code and AS/NZS 1547:2000.	<b>Not relevant</b> - The site is within the serviced area.
<b>Storage</b>  Storage of equipment, materials, machinery or tools has no detrimental effect on the visual amenity of a residential area	All equipment, materials, machinery or tools of trade in any business, profession, trade or hobby are housed in a Class 1 or Class 10 building or screened	Some external storage will continue to occur, with the proposed changes increasing storage capacity within existing and proposed sheds.

ROUGH PLAN

Column 1 Specific Outcomes	Column 2 Probable Solutions for Assessable Development	Performance of the Proposed Development
<b>Vegetation</b> The visual amenity of the surrounding uses and of the Shire is protected.  A defined use or use class does not adversely impact on the ecological or landscape values of vegetation.	Trees and shrubs whether natural growth or planted are retained on the site except where on the site of a proposed building construction or posing a fire hazard to the development.  Vegetation is retained within:- (i) 50 metres of the high bank of a river; and/or (ii) 25 metres of the bank of any other watercourse.	<b>Complies</b> – There is no change to existing vegetation. No native vegetation of ecological value will be affected. Additional landscaping will be provided.
<b>Drainage and Filling</b> The drainage or filling of land to enable its use	Council requirements, which will be a condition of development, are met.  The movement of material shall not cause a dust nuisance.  There is no adverse impact on adjacent premises	<b>Complies</b> - There is no change to existing ground levels.
<b>Site Access</b> The movement of vehicles, including emergency vehicles, into and out of the site is facilitated.	The site layout facilitates the movement of traffic without impacting on the flow of traffic on the adjoining road or roads.	<b>Complies</b> – Adequate access is already provided.
<b>Awnings Over Footpaths</b> In the Commercial Zone protection for pedestrians from severe climatic conditions is to be provided	Proposals to provide covered walkways or awnings over pedestrian walkways.	<b>Not relevant</b>

PROPOSED COMMUNITY INFRASTRUCTURE - ERGON DEPOT  
1 BELL STREET, NORMANTON

ROUGH PLAN

5.4 Aerodromes and Aviation Facilities Overlay Code

Column 1 Specific Outcomes	Column 2 Probable Solutions for Assessable Development	Performance of the Proposed Development
<b>Height of Buildings and Structures</b> Buildings or other structures must not interfere with the movement of aircraft or the safe operation of the Normanton Aviation Facility.	Buildings or other structures do not protrude into any Obstacle Limitation Surface.  Facilities, such as masts, do not protrude into any Obstacle Limitation Surface.  Refer to the State Planning Policy 1/02 for design specification relating the construction of buildings and other structures within the obstacle limitation surface.	<b>Complies</b> - The proposal does not protrude into the obstacle limitation surface.
<b>Emissions</b> Emissions do not significantly affect air turbulence, visibility or engine operation in operational airspace.	No probable solutions are prescribed.	<b>Complies</b> - The proposal does not involve emissions or any attribute that would affect air safety.
<b>Potential Interference for Wildlife</b> Wildlife, particularly flying vertebrates, such as birds and bats, are not attracted into operational airspace in significant numbers.	Potential food and waste sources are covered and collected so that accessibility by wildlife is minimised. Wildlife deterrence measures are carries out e.g. bird scarers, netting.	<b>Complies</b> -The proposal does not involve potential waste sources or other attributes that would attract wildlife.
<b>Public Safety Area</b> A significant increase in the number of people living, working or congregating in public safety areas is avoided, unless this is an existing 'development commitment'.	No Probable Solutions are prescribed.	<b>Complies</b> - The proposal is not within the public safety area.
<b>Advertising Devices and Other Lighting</b> Illuminated advertising devices and other lighting must not create a visual hazard to pilots flying in or out of the Normanton Aviation Facility.	The illuminated advertising devices or other lighting does not exceed the background illumination level when viewed from the air.	<b>Complies</b> -The proposal does not involve signage.
<b>Function of Aviation Facility</b> A defined use or use class does not impair the function of the Normanton Non-directional Beacon/Satellite Ground Station (Airservices Australia Reference No. 552) by	Works or uses are not located within the sensitive areas of the beacon, as shown on Map 1 - Aerodrome and Aviation Facilities Overlay Map that involve any:- (i) buildings, structures or any other physical obstructions within 60 metres of the site;	<b>Complies</b> -The proposal will not impact aviation facilities or operation.

ROUGH PLAN

Column 1 Specific Outcomes	Column 2 Probable Solutions for Assessable Development	Performance of the Proposed Development
creating physical obstructions, electrical or electro-magnetic interference or deflection of signals.	<ul style="list-style-type: none"> <li>(ii) metallic buildings or structures between 60 metres and 150 metres of the site;</li> <li>(iii) buildings or structures with a size greater than 2.5 metres in any dimension between 60 metres and 150 metres of the site;</li> <li>(iv) any other physical obstructions between 60 metres and 150 metres of the site which exceed 3 metres in height; or</li> <li>(v) buildings, structures or any other physical obstructions between 150 metres and 500 metres of the site which exceed 7.9 metres in height.</li> </ul>	
A defined use or use class does not impair the function of the Normanton Aviation Facility by creating physical obstructions.	<p>Works or uses are not located within the glide path that involve any:-</p> <ul style="list-style-type: none"> <li>(i) buildings, structures or any other physical obstructions within 1000m of the end of the runway or 175m from the centre line of the runway of the Existing Normanton Aerodrome and Aviation Facility identified on Maps 1 and 2 - Aerodromes and Aviation Facilities Overlay Maps or, the Existing Karumba Aerodrome and Aviation Facility identified on Maps 4 and 5 - Aerodromes and Aviation Facilities Overlay Maps; or</li> <li>(ii) buildings, structures or any other physical obstructions within 1000m of the end or 175m of the side boundaries of the Proposed Karumba Aerodrome and Aviation Facility identified on Maps 6 and 7 - Aerodromes and Aviation Facilities Overlay Maps; or</li> <li>(iii) buildings, structures or any other physical obstructions within the NDB 500m buffer identified on Map 3 - Aerodromes and Aviation Facilities Overlay Maps;</li> </ul>	<b>Complies</b> -The proposal will not impact aviation facilities or operation.

PROPOSED COMMUNITY INFRASTRUCTURE - ERGON DEPOT  
1 BELL STREET, NORMANTON



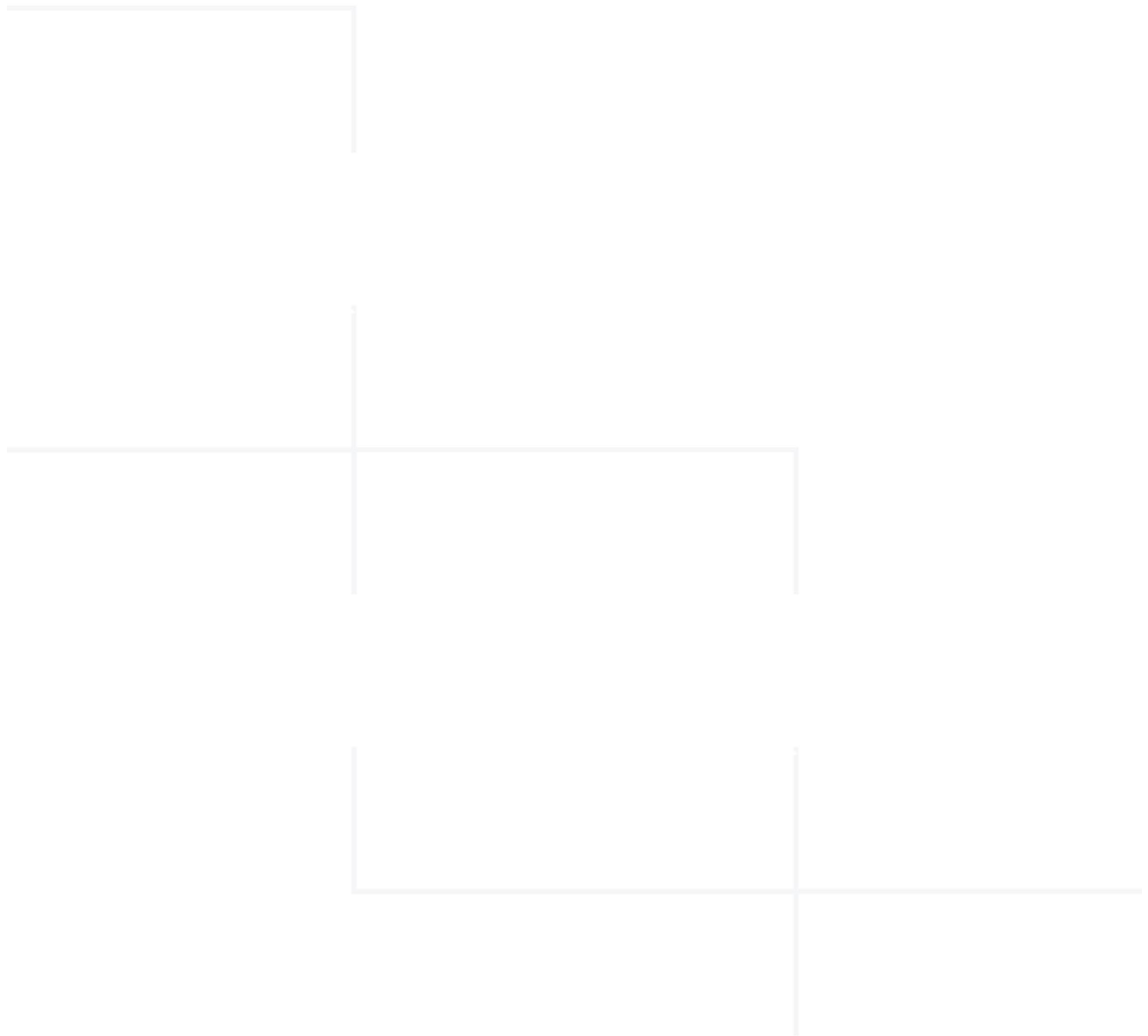
ROUGH PLAN

## Appendix C: Assessment Against SPP Natural Hazards Assessment Benchmark

SPP Assessment Benchmark	Performance of the Proposed Development
(3) Development ... avoids natural hazard areas, or where it is not possible to avoid the natural hazard area, development mitigates the risks to people and property to an acceptable or tolerable level.	<p>The parent lot in which the site is included is within state mapped bushfire and flooding hazard extents. However, it is above the known 1974 event and assumed 1% AEP flood adopted for the new planning scheme. Flood risk is therefore likely to be low.</p> <p>Bushfire potentially affects parts of the site that are significantly distant from the Ergon facility. The risk to the depot is likely to be low.</p> <p>It is also an existing and necessary facility that requires location within the community it serves.</p> <p>Overall, the risk associated with the relatively minor extensions is acceptable.</p>
(4) Development supports and does not hinder disaster management response or recovery capacity and capabilities.	The proposed development will not worsen disaster management or recovery capacity.
(5) Development directly, indirectly and cumulatively avoids an increase in the severity of the natural hazard and the potential for damage on the site or to other properties.	The facility is not of a sufficient scale to change to the impact of flood or storm tide on other properties.
(6) Risks to public safety and the environment from the location of hazardous materials and the release of these materials as a result of a natural hazard are avoided.	The proposed development will not involve the handling of hazardous materials.
(7) The natural processes and the protective function of landforms and the vegetation that can mitigate risks associated with the natural hazard are maintained or enhanced.	There will be no change to protective landforms or vegetation.

ROUGH PLAN

## Appendix D: State Referral Agency Response



RA6-N



SARA reference: 2410-42812 SRA  
Council reference: I/2425

7 November 2024

Chief Executive Officer  
Carpentaria Shire Council  
PO Box 31  
Normanton QLD 4890  
council@carpentaria.qld.gov.au

Attention: Ms Elizabeth Browning

Dear Ms Browning

## SARA referral agency response—1 Bell Street, Normanton

(Referral agency response given under section 56 of the *Planning Act 2016*)

The development application described below was confirmed as properly referred by the State Assessment and Referral Agency (SARA) on 14 October 2024.

### Response

Outcome:	Referral agency response – with conditions
Date of response:	7 November 2024
Conditions:	The conditions in <b>Attachment 1</b> must be attached to any development approval
Advice:	Advice to the applicant is in <b>Attachment 2</b>
Reasons:	The reasons for the referral agency response are in <b>Attachment 3</b>

### Development details

Description:	Development permit	Material Change of Use for Community Infrastructure - new sheds at existing Ergon Depot
SARA role:	Referral agency	
SARA trigger:	Schedule 10, Part 9, Division 4, Subdivision 2, Table 4, Item 1— Material Change of Use of premises within 25m of a railway corridor (Planning Regulation 2017)	
SARA reference:	2410-42812 SRA	

2410-42812 SRA

Assessment manager: Carpentaria Shire Council  
Street address: 1 Bell Street, Normanton  
Real property description: Lot 28 on SP136520  
Applicant name: Ergon Energy Corporation Limited  
Applicant contact details: Level 1, 26 Reddacliff Street  
Newstead QLD 4006  
scott.pearson@energyq.com.au  
  
*Human Rights Act 2019* considerations: A consideration of the *Human Rights Act 2019* sections 15 to 35 has been undertaken as part of this response. It has been determined that this response does not limit human rights.

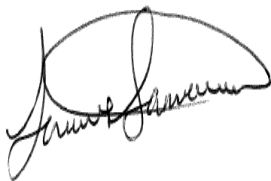
## Representations

An applicant may make representations to a concurrence agency, at any time before the application is decided, about changing a matter in the referral agency response (s.30 Development Assessment Rules). Copies of the relevant provisions are in **Attachment 4**.

A copy of this response has been sent to the applicant for their information.

For further information please contact Helena Xu, Senior Planning Officer, on (07) 3452 6724 or via email [NQSARA@dsdilgp.qld.gov.au](mailto:NQSARA@dsdilgp.qld.gov.au) who will be pleased to assist.

Yours sincerely



Javier Samanes  
A/ Manager (Planning)

cc Ergon Energy Corporation Limited, [scott.pearson@energyq.com.au](mailto:scott.pearson@energyq.com.au)  
enc Attachment 1 - Referral agency conditions  
Attachment 2 - Advice to the applicant  
Attachment 3 - Reasons for referral agency response  
Attachment 4 - Representations about a referral agency response provisions

2410-42812 SRA

## Attachment 1—Referral agency conditions

(Under section 56(1)(b)(i) of the *Planning Act 2016* the following conditions must be attached to any development approval relating to this application)

No.	Conditions	Condition timing
<b>Material Change of Use – Community Infrastructure</b>		
10.9.4.2.4.1 – Material Change of Use of premises within 25m of a railway corridor —The chief executive administering the <i>Planning Act 2016</i> nominates the Director-General of Department of Transport and Main Roads to be the enforcement authority for the development to which this development approval relates for the administration and enforcement of any matter relating to the following condition:		
1.	<p>The stormwater management of the development must not cause worsening to the operating performance of the railway corridor such that any works on the land must not:</p> <ul style="list-style-type: none"><li>(i) create any new discharge points for stormwater runoff onto the railway corridor;</li><li>(ii) concentrate or increase the velocity of flows to the railway corridor;</li><li>(iii) interfere with and/or cause damage to the existing stormwater drainage on the railway corridor;</li><li>(iv) surcharge any existing culvert or drain on the railway corridor;</li><li>(v) reduce the quality of stormwater discharge onto the railway corridor.</li></ul>	At all times

2410-42812 SRA

## Attachment 2—Advice to the applicant

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General advice	
1.	Terms and phrases used in this document are defined in the <i>Planning Act 2016</i> , its regulation or the State Development Assessment Provisions (SDAP) (version 3.1). If a word remains undefined it has its ordinary meaning.

2410-42812 SRA

### **Attachment 3—Reasons for referral agency response**

(Given under section 56(7) of the *Planning Act 2016*)

#### **The reasons for the SARA's decision are:**

The proposed development is considered to achieve the relevant assessment benchmarks of State code 2 of SDAP. Specifically, the development:

- does not result in an increase in the likelihood or frequency of accidents, fatalities or serious injury for users of a railway;
- does not adversely impact the structural integrity or physical condition of railways, rail transport infrastructure or other rail infrastructure within a railway corridor; and,
- does not compromise the operating performance of railway corridors.

#### **Material used in the assessment of the application:**

- the development application material and submitted plans
- *Planning Act 2016*
- Planning Regulation 2017
- the SDAP (version 3.1), as published by SARA
- the Development Assessment Rules
- SARA DA Mapping system
- section 58 of the *Human Rights Act 2019*

### **Attachment 4—Representations about a referral agency response provisions**

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## ARCHITECTURAL DRAWING LIST - NEW SHED

CD340	CORNER PLANE - NEW SHED
CD341	NEW SHED - SITE PLAN
CD344	NEW SHED - FLOOR PLAN
CD345	NEW SHED - ROOF PLAN
CD346	EXIST SHED - NEW LAY
CD347	NEW SHED - SECTION
CD348	NEW SHED - ELEVATIONS NORTH & SOUTH
CD349	NEW SHED - ELEVATIONS EAST & WEST
CD350	EXIST SHED - ELEVATIONS
CD351	NEW SHED - CEILING PLAN
CD352	EXIST SHED - CEILING PLAN
CD353	NEW SHED - DOOR SCHEDULE
CD354	NEW SHED - WINDOW ELEVATIONS





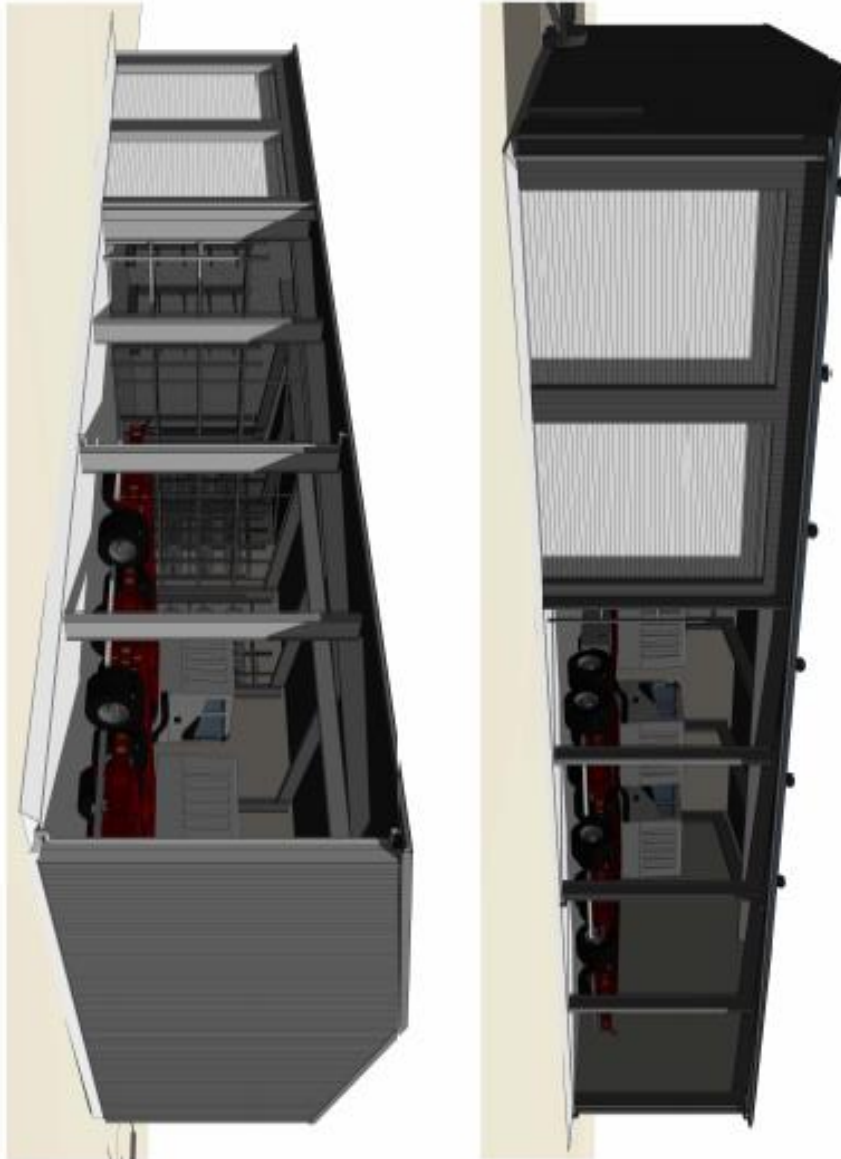












**elija**  
CREATING THE FUTURE

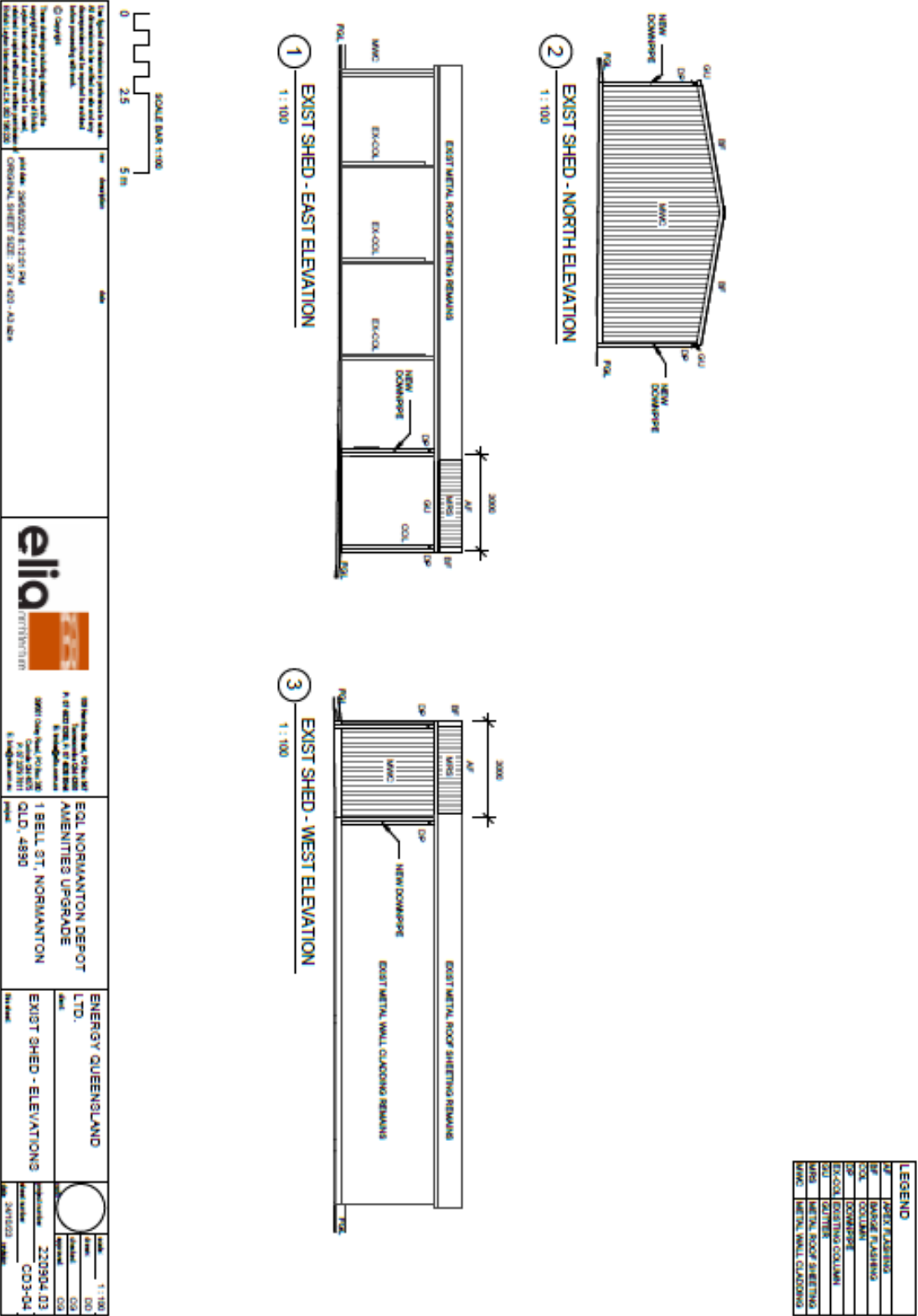


**EQL NORMANTON DEPOT  
AMENITIES UPGRADE**

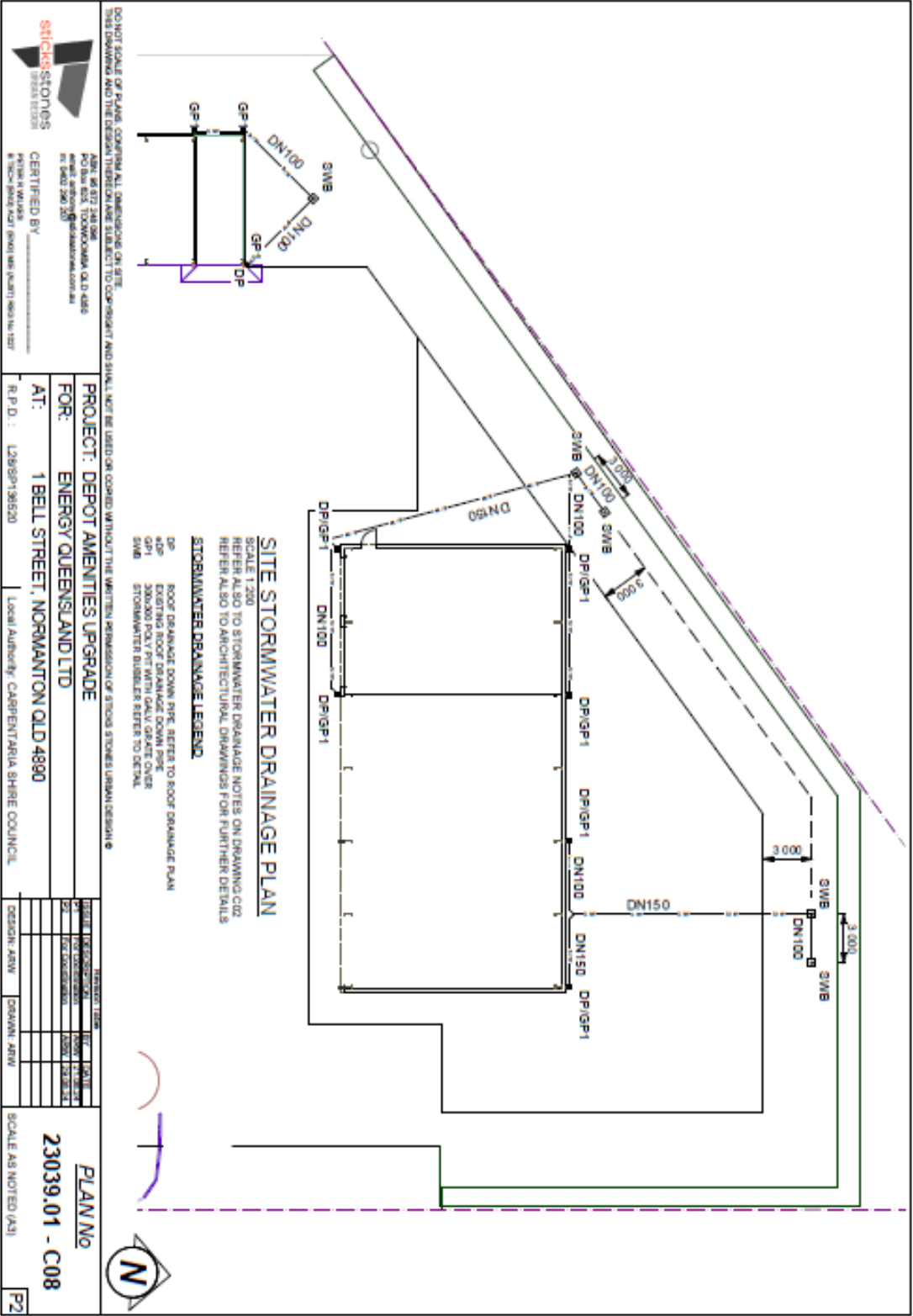
FOR: ENERGY QUEENSLAND LTD.  
1 BELL ST. NORMANTON QLD 4890  
PROPOSED NEW SHED PERSPECTIVES  
15/12/2024 10:15 AM  
2210904.03  
@ AS  
34/10/2024  
SHED 1 - Energy Queensland Ltd. 1 Bell St. Normanton QLD 4890  
15/12/2024 10:15 AM

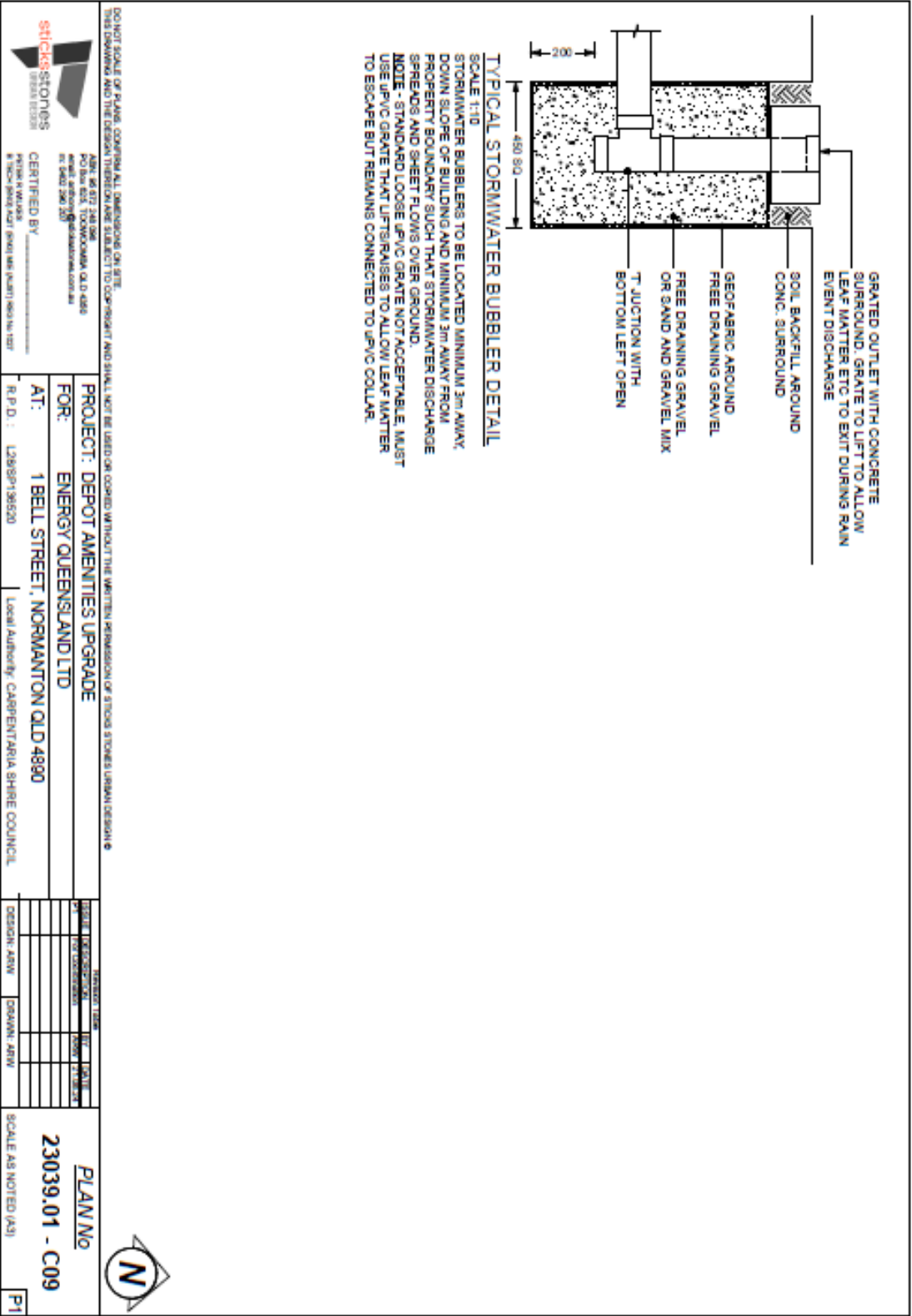












## BUSINESS PAPERS

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### 14.6 REQUEST TO INSTALL LED RADAR SPEED SIGN IN KARUMBA

<b>Attachments:</b>	14.6.1. Attachment A - Voxson Quote <a href="#">↓</a>
<b>Author:</b>	Kerrod Giles - Engineer
<b>Date:</b>	5 December 2024
<b>Key Outcome:</b>	Day to day management of activities within Engineering Services Directorate
<b>Key Strategy:</b>	As per the Departmental Plan for Engineering Services

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#### Executive Summary:

Kyra Hill as written to Council requesting the installation of a LED Radar Speed Sign, similar to that installed at the intersection of Anderson Street and the Karumba Developmental Road, on Col Kitching Drive where the speed drops to 50km/h.

#### RECOMMENDATION:

That Council approves the supply and installation of the sign on the condition that the funds for supply be provided.

#### Background:

In November 2018, the Mayor, Cr Bawden advised Council that the Karumba Goose Club had offered to fund the supply and installation of a speed advisory sign at the intersection of Anderson Street and the Karumba Developmental Road. This was approved and installed in 2019.

Kyra Hill as written to Council requesting the installation of a LED Radar Speed Sign, similar to that installed at the intersection of Anderson Street and the Karumba Developmental Road, on Col Kitching Drive where the speed drops to 50km/h.

Kyra has offered to organise community funds.

A quote has been obtained from Voxson Sales Pty Ltd (same supplier as previously) for \$6,120.00 (ex. GST) which includes the sign, battery, solar panel and freight.

Council would supply the other materials and labour required to install the sign.

#### Consultation (Internal/External):

- Director of Engineering – Michael Wanrooy

#### Legal Implications:

- Works are within Council road reserves.

#### Financial and Resource Implications:

- There will be minor costs to the budget for the installation.

#### Risk Management Implications:

- Risk is considered low as the works has the cost implications to Council is minimal.
- Works are within Council's capability to deliver.

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

Hi Kerrod

Thank you for your email received this morning. We continue to sell the same product as you have previously purchased in 2019. Please see below pricing and information on the SAS-20 **Solar/Battery powered** permanent installed radar speed advisory signs.

**Please note that this product is in stock ready to be shipped right away.**

The Voxson radar speed advisory sign has a rotating switch to set the appropriate speed limit. Voxson's pre-programmed default settings are as below:

1. When an approaching vehicle is travelling within the speed limit, the sign will display a smiley face.
2. When an approaching vehicle is travelling over the speed limit, the sign will display their speed and immediately display "**SLOW DOWN**".
3. When an approaching vehicle is travelling more than 5KMS over the speed limit, the sign **will not** display the speed and immediately display "**SLOW DOWN**". This is to prevent "road racers trying to clock their high speed.

**Please note that this product is a high end industrial quality device designed with proven performance in many mining and construction applications.**

#### **Solar/Battery Powered radar speed sign**

<b>Voxson Radar speed sign</b>	
Minimum trigger speed	Radar Trigger 2 kmh
Pixel Pitch:	P20
Screen Size:	<b>480x480mm</b>
Screen Resolution:	24x24 pixels
Brightness:	6000 nits
Cabinet	Aluminium 680mmH x 590mmW x 23mmD
Radar:	Australian compliant radar unit
Speed range:	2-350 kmh
Speed changeable by internal switch or Software	rotary adjustable speed switch inside the cabinet
Features:	Vehicle activated
Low energy LED's with acrylic overlays increase the brightness	
SAS20 Classic Radar speed advisory Sign – Solar/Battery powered model	<b>\$5,700+GST</b> per unit (Freight cost is not included) Freight cost - \$420+GST

**Installation to be carried out by Customer**



**The post is not included**

I look forward to hearing from you

Kind Regards  
Andrew Longginou  
Voxson Sales Pty Ltd  
Direct line – 07 3268 0703  
Mobile - 0412 770000  
[www.voxson.com.au](http://www.voxson.com.au)

**From:** Kerrod Giles <[Kerrod.Giles@carpentaria.qld.gov.au](mailto:Kerrod.Giles@carpentaria.qld.gov.au)>  
**Sent:** Friday, 22 November 2024 11:34 AM  
**To:** sales <[sales@voxson.com.au](mailto:sales@voxson.com.au)>  
**Cc:** DOE - Michael Wanrooy <[doe@carpentaria.qld.gov.au](mailto:doe@carpentaria.qld.gov.au)>  
**Subject:** LED Radar Speed Sign

Voxson,

Council is looking to install a new LED Radar Speed Sign at the request of the community. Can you please provide me with a quote?

I have attached some photos of the one we purchased and installed a few years ago. Can you please provide us with the same or equivalent setup?

Please include in your price delivery to:  
Carpentaria Shire Council Depot, 15-19 Old Croydon Road, Normanton, QLD 4890

Thanks,

**Kerrod Giles**  
Engineer  
CARPENTARIA SHIRE COUNCIL  
Ph: 07 4745 2244 | Mob: 0400 744 107  
PO Box 31, NORMANTON QLD 4890  
[Kerrod.Giles@carpentaria.qld.gov.au](mailto:Kerrod.Giles@carpentaria.qld.gov.au)  
<http://www.carpentaria.qld.gov.au>



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## **BUSINESS PAPERS**

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**15 GENERAL BUSINESS**

**16 CLOSURE OF MEETING**