



CARPENTARIA SHIRE

Outback by the Sea

BUSINESS PAPER

16 JULY, 2025

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NOTICE OF MEETING

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 Les Wilson Barramundi Discovery Centre, Yappar Street, Karumba commencing at 9:00 AM.

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 18 June 2025 be confirmed.

RECOMMENDATION

That the Minutes of the Ordinary Budget Meeting held 19 June 2025 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 Funding Agreement - Karumba Childcare Centre Inc

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 Gough Street Development - Expression of Interest

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 RFQ 25-0011 Supply and Delivery of Trucks

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.:

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11 REPORTS FROM THE CHIEF EXECUTIVE OFFICER

11.1 MONTHLY REPORT - CEO OFFICER

Attachments:	NIL
Author:	Anne Andrews - Chief Executive Officer
Date:	10 July 2025
Key Outcome:	Day to day management of activities within the Office of the CEO
Key Strategy:	As per the Departmental Plan for the Office of the CEO

Executive Summary:

This report provides Councillors with an update of the business of the Department of the CEO for June - July 2025.

RECOMMENDATION:

For information only.

Meeting Schedule July – August 2025.

Activity	Location	Date
Council Meeting	Karumba	16 July 2025
Council Workshop Day – if required	Normanton	17 July 2025
Her Excellency the Honourable Dr Jeannette Young AC PSM visit.	Normanton, Karumba and region	20 – 23 July 2025.
CEO Executive Management Program	Brisbane	July 22 - 24 2025
Outback Masters	Karumba	24 – 27 July 2025
GSD Board Meeting	Online	31 July 2025
Council Meeting	Normanton	20 August 2025
Council Workshop Day (if required)	Normanton	21 August 2025

CEO Activity June - July 2025

The CEO was on annual leave from Friday 20 June – Wednesday 9 July 2025.

Activity		Comment
Media	Media release budget.	29 June 2025
Annual audit	Ongoing.	Report tbc.
Normanton Show Day Holiday	Consultation with stakeholders.	Report presented to July 2025 Council meeting.

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Activity		Comment
Normanton Childcare Centre - partial reassessment and re-rating by Department of Education.	<p>Assessment May 8 2025 focussed on the National Quality Standard (NQS).</p> <ul style="list-style-type: none"> Quality Area 1 – educational and program practice Quality Area 2 – Children’s health and safety Standard 4.1 – staffing arrangements Quality Area 7 – governance and leadership. 	Report provided to July 2025 Council meeting.
Housing Strategy	1. The agreement has been signed and payment for the purchase of Ellis Street land from the State Government for new residential sub-division has been paid.	Completed.
	2. Council has received correspondence from the Department of Local Government Water and Volunteers that it was successful in receiving \$139,700 for the planning of the Ellis Street Subdivision through the Australian Government Housing Support Program. The Head Funding Agreement has been finalised.	Completed
	3. Application for the QLD Residential Activation Fund to deliver power to Lilyvale sub-division.	Approved.
	4. Gough Street Development. Expressions of interest (EOI) were sent out via Vendor Panel and have been received and presented to this Council meeting.	Planning Stage. In preparation to seek grant funding.
	5. Lilyvale Estate subdivision.	Lot 7 – sold.
Research application of interest in Country University Centre	In process. Initial meetings underway to develop plan project plan.	Ongoing

- Executive Leadership Team meet weekly.
- Senior Leadership Team meet monthly.

Consultation (Internal/External):

- Mayor
- Councillors
- Executive Leadership Team
- Senior Leadership Team
- Executive Assistant
- Gulf Savannah Development

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- Queensland Government and Agencies
- Audit Team.

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 NORMANTON CHILD CARE AUDIT 2025

Attachments:	NIL
Author:	Anne Andrews - Chief Executive Officer
Date:	9 July 2025
Key Outcome:	A well governed, responsive Council, providing effective leadership and management, and respecting community values
Key Strategy:	An efficient and effective organisation

Executive Summary:

Normanton Child Care Centre is a long day care service which provides education and care for up to 29 children, from birth up to and including school children. The service is regularly assessed against the National Quality Standards by the Queensland Department of Education.

This partial reassessment and re-rating was instigated by the Regulatory Authority on 24 April 2025 and is a partial reassessment of the previous assessment and rating completed on 1 November 2023. Quality Areas 1, 2 and 7 and Standards 4.1 and the elements within these standards were re-assessed. This partial re-assessment and re-rating was completed by the authorised officer visiting the service on 8 May 2025. The previous rating achieved was Working Towards NQS and the final report was issued on 18/12/2023 – ASR-00041283. This service was part of the Targeting Quality Program (TQP).

The final assessment and rating report for June 2025 includes final ratings for each of the seven quality areas in the National Quality Standard (NQS), significant improvements in the overall quality of childcare provided and an overall service rating of: Working Towards NQS.

RECOMMENDATION:

For information only.

Background:

Normanton Child Care Centre is audited regularly by the Department of education to ensure the service meets national standards of care. A partial reassessment and re-rating was instigated by the Regulatory Authority on 24 April 2025 reassessing the previous assessment and rating completed on 1 November 2023. Quality Areas 1, 2 and 7 and Standards 4.1 and the elements within these standards were re-assessed. These areas are described as:

- Quality Area 1 – educational and program practice
- Quality Area 2 – Children’s health and safety
- Standard 4.1 – staffing arrangements
- Quality Area 7 – governance and leadership.

This partial re-assessment and re-rating was completed by the Authorised Officer visiting the service on May 8, 2025.

The full report was circulated to Councillors on June 18, 2025.

The improvements in the report reflect the commitment to ongoing service improvements by the childcare team and the impact of a concentrated effort during the past 12 months to

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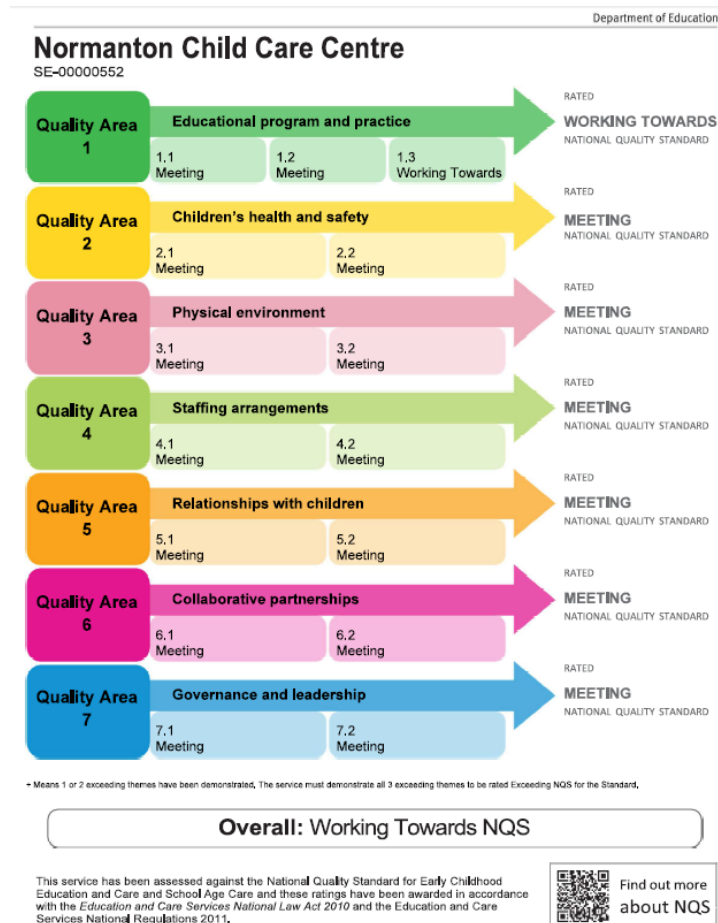
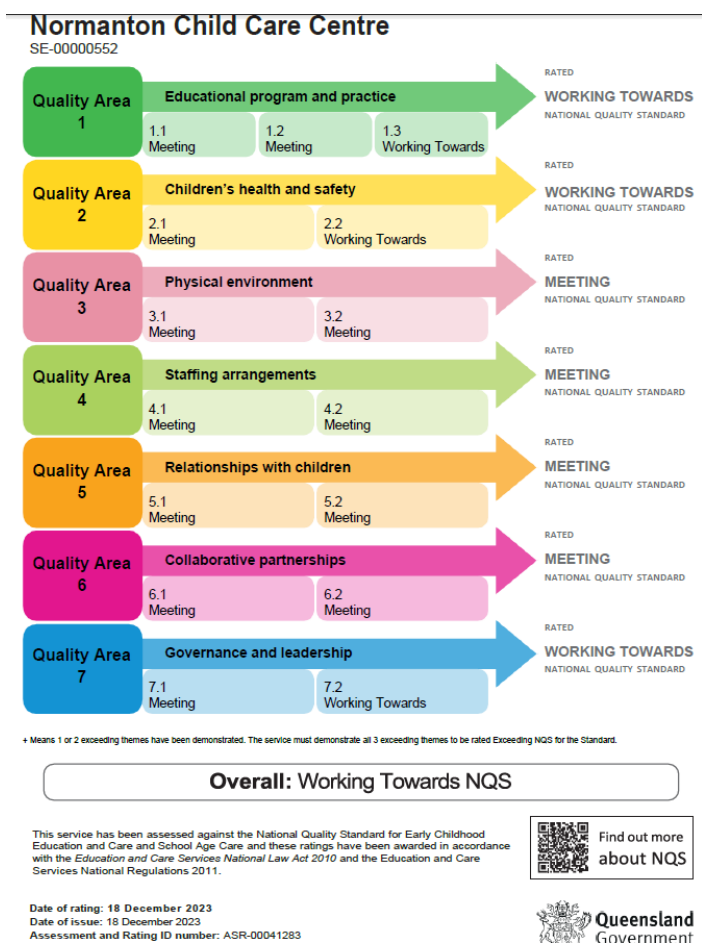
change the culture of the centre to encourage the Normanton Child Care educators to embrace in conversations about areas for improvement. There has been uplift in the areas of:

1. Quality Measure Governance and Leadership and;
2. Quality Measure Children's Health and Safety.

This result also reflects the collaborative approach to managing Carpentaria Shire Council services and the considerable time and effort invested in the team by Astute Services and Council's Executive Manager Community and Tourism and Human Resources Manager to support the Acting Service Manager during the transition. This support will continue as we step into a new era and welcome the new child services manager to the service. The new manager has strong experience in being the director of remote childcare services and focuses on systems improvement, mentoring, critical reflection and placing the child and family at the centre of all decision making. It should also be noted that all issues relating the compliance notice in 2023 have been addressed.

REPORT SUMMARY DECEMBER 2023

REPORT SUMMARY JUNE 2025



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Consultation (Internal/External):

- Chief Executive Officer
- Executive Manager Community Development and Tourism
- Human Resources Manager
- External Consultant – Early Years Specialist Pty Ltd ATF The Comerford Family Trust
- Acting Director of the Normanton Childcare Centre
- Normanton Childcare Centre Staff
- Queensland Department of Education

Legal Implications:

- Childcare is a highly regulated industry and non-compliance in regulatory matters is non-negotiable.

Financial and Resource Implications:

- The changes being addressed are in Council's annual budget for the Centre.

Risk Management Implications:

- High. The Child Care Centre supports Council's aim of engaging with the community as well as providing key activities and facilities. However, the legislative framework can be complicated, and governance requirements must be maintained. Failure to do so could result in lack of quality care being provided with a range of consequences from low to catastrophic.

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11.3 NORMANTON SHOW DAY 2026 - SPECIAL SHOW DAY REQUEST

Attachments:	11.3.1. Request for special holidays ↓
Author:	Anne Andrews - Chief Executive Officer
Date:	9 July 2025
Key Outcome:	Day to day management of activities within the Office of the CEO
Key Strategy:	As per the Departmental Plan for the Office of the CEO

Executive Summary:

Council as received correspondence from the Office of Industrial relations requesting application for special holidays for 2026.

RECOMMENDATION:

That Council approves the public holiday for Normanton Show Day to be held on June 5, 2026.

Background:

Each year in accordance with the *Holidays Act 1983*, local governments are invited to request special holidays to be observed during the following year.

Traditionally, Normanton Shire Council has nominated a special holiday to coincide with Normanton Show Day.

Historically, this has fallen on the second weekend of June.

- 2021 – 11 June (2nd Friday)
- 2022 -10 June (2nd Friday)
- 2023 9 June (2nd Friday)
- 2024 7 June (1st Friday with the first day of the month falling on the previous weekend)
- 2025 was nominated for second Friday but changed with approval of Minister following the show being planned for the first Friday in June.

For 2026, the Rodeo Committee has requested 5 June 2026. This request falls in an off-pay week but fits in with the regional events calendar with Cloncurry nominating 12 June 2026 for its show day.

On receiving Ministerial approval, the holidays will be published in the Queensland Government Gazette. The nomination must be completed by Friday 25 July, 2025.

Consultation (Internal/External):

- Mayor
 - Councillors
 - Chief Executive Officer
 - Normanton Rodeo Committee
-

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Legal Implications:

- Holidays Act 1983.
- The holiday is approved by the Minister for Industrial relations and publicised in the Gazette.

Financial and Resource Implications:

Council will be closed on 5 June, 2026.

Risk Management Implications:

Council's on call team will be available for emergency as normal.



**Queensland
Government**

Office of
Industrial Relations

**Department of State
Development and
Infrastructure**

10 June 2025

Dear Chief Executive Officer,

As you may be aware, each year in accordance with the *Holidays Act 1983*, local governments are invited to request special holidays to be observed during the following year for districts in their area.

If you wish to request special holidays to be observed during 2026 for districts in your local government area, please complete the attached request form and submit via email to info@oir.qld.gov.au by no later than **Friday, 25 July 2025**.

A local council requested special holiday is a public holiday only if it is in respect of an agricultural, horticultural or industrial show. Under federal industrial relations legislation, employees are entitled to be absent from work or may refuse to work in reasonable circumstances on a public holiday, without loss of ordinary pay. Employees who work on a public holiday are entitled to penalty rates in accordance with their award or agreement.

A special holiday for any other reason is not a public holiday but a bank holiday. The *Trading (Allowable Hours) Act 1990*, provides that a bank holiday is only a holiday for banks and insurance offices. Under a directive of the *Public Sector Act 2022*, a special holiday is a holiday for public service employees unless otherwise determined by a chief executive.

Upon receiving Ministerial approval, the holidays will be published in the Queensland Government Gazette. Confirmation of the approved special holidays together with a link to the Queensland Government Gazette will be emailed to your office.

Should you require further information regarding this process, please contact Patricia Faulkner, Office of Industrial Relations on (07) 3406 9845 or email patricia.faulkner@oir.qld.gov.au.

I also wish to advise a review of the administrative processes for the appointment of special holidays is currently underway. The review will investigate options for a more streamlined process for future special holiday appointments.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Shane Donovan', written over a horizontal line.

Shane Donovan
A/Executive Director, Industrial Relations
Office of Industrial Relations

1 William Street Brisbane
Queensland 4000 Australia
GPO Box 69 Brisbane
Queensland 4001 Australia
Telephone 13 QGOV (13 74 68)
WorkSafe 1300 362 128
Website www.worksafe.qld.gov.au
www.business.qld.gov.au

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11.4 LOCAL GOVERNMENT QUEENSLAND ANNUAL GENERAL CONFERENCE

Attachments:	11.4.1. LGAQ 2025 Preliminary Program ↓ 11.4.2. LGAQ Accommodation Options ↓ 11.4.3. LGAQ Invitation Young Councillor Cohort member participation at the LGAQ Annual Conference ↓
Author:	Anne Andrews - Chief Executive Officer
Date:	10 July 2025
Key Outcome:	A well governed, responsive Council, providing effective leadership and management, and respecting community values
Key Strategy:	Continue to represent the community through active Advocacy efforts - (State and Federal Government, regional bodies and others)

Executive Summary:

Council has received notification of the Local Government Association of Queensland (LGAQ) Annual Conference to be held in Brisbane from October 20 – 22 October 2025. There is an opportunity for Councillors to nominate to attend.

RECOMMENDATION:

- That Councillors interested in attending the 2025 LGAQ Annual Conference to be held in Brisbane from October 20 – 22 October 2025 nominate at this meeting.
- That Council endorses Cr Johnty O'Brien to attend as a as a member of the 2024-2028 term's Young Councillor Cohort (YCC) program.

Background:

The Local Government Association of Queensland (LGAQ) Annual Conference will be held in Brisbane from October 21-23, 2024. This is the Annual Conference and includes the Annual General Meeting where our sector's future policy priorities are debated, and Council's issues and achievement are highlighted. Councillors are invited to nominate to attend at this meeting.

The LGAQ has also written to Council requesting that Council endorses Cr Johnty O'Brien to attend as a member of the 2024-2028 term's Young Councillor Cohort (YCC) program.

Consultation (Internal/External):

- Mayor
- Chief Executive Officer
- LGAQ

Legal Implications:

- There are minimal legal implications relating to attending the LGAQ Conference.

Financial and Resource Implications:

- Attendance at the conference ranges from \$1,550.00 - \$1,700.00 per delegate (early bird rate prior to 3 October 2025), plus travel and accommodation.

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Risk Management Implications:

- Attendance at conference has minimal risk.



Every Queensland
community deserves
to be a liveable one

129th **LGAQ ANNUAL CONFERENCE**

Preliminary Program

20–22 October
**Gold Coast Convention
and Exhibition Centre**

Pathways to Liveability

#LGAQ2025

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WELCOME TO **GOLD COAST**



Welcome to Australia's greatest lifestyle city, the magical Gold Coast.

We are a city on the move, with record population growth and rapid expansion across key employment sectors including sport, screen, light manufacturing, medical research, marine and tourism.

Since 2012, our city economy has grown by 50 per cent, from \$30 billion in 2012-13 to \$45.8 billion today.

Today, the Gold Coast is the second largest local government in Australia, with a \$2.5 billion annual budget.

Like all councils, we are working hard to manage growth while maintaining frontline services. Our motto is to "deliver the services people expect, at a price they can afford".

The Local Government Association of Queensland (LGAQ) Annual Conference is an opportunity to exchange ideas, build partnerships and engage with industry peers.

Whether it's roads, rubbish, playgrounds or community events, local government has an impact on everyone's lives.

As mayor, I welcome delegates and encourage you to make the most of your time at the conference.

I'm sure there will be robust discussion about the pressures all councils face as we are forced to take on more costs and responsibilities from the State and Federal governments. What I have learned as mayor is that by working together at a local government level, we can collectively advocate for better outcomes for our communities.

I wish delegates and LGAQ officials well throughout the 2025 conference and encourage you to stay a little longer and soak up the fun in Australia's favourite holiday destination.

Mayor Tom Tate



SUNDAY 19 OCTOBER 2025

TIME

TOPIC

12:00pm – 4:30pm ➤ Policy Executive Meeting

9:00am – 12:00pm ➤ Peak Services Professional Development Courses

Media Relations and Community Engagement for Elected Members

Facilitator: Kim Skubris, Media and Communications Specialist

Designed for elected members and council media advisors, this workshop focuses on managing media, gaining coverage and crafting impactful speeches. Led by Kim Skubris, an experienced journalist and media expert with over 30 years in international journalism and a trusted advisor to Queensland councils, this session offers practical, insider knowledge and skills on how to craft compelling messages; how to understand what journalists want; writing and pitching inspiring speeches and managing the media during news events.

1:00pm – 4:00pm ➤ Conflicts of Interest for Councillors

Facilitator: Donna Neilson, Senior Local Government Advisor

Our Conflicts of Interest workshop will enable councillors to understand when they need to declare a conflict of interest in a matter being discussed or decided by Council, and their obligations under the *Local Government Act 2009*. This workshop will help clarify the difference between a Prescribed Conflict and a Declarable Conflict, and the actions to be taken in each situation. Topics will also include declaring conflicts; identifying close associates and related parties; duty to report conflicts; offences; unsuitable meeting conduct and outcomes; corrupt conduct; behavioural standards and recent changes to the Code of Conduct explained.

2:00pm – 5:00pm ➤ Registration

Delegates, observers, trade, corporate and accompanying persons.

MONDAY 20 OCTOBER 2025

TIME

TOPIC

8:00am – 5:00pm ➤ Registration

Delegates, observers, trade, corporate and accompanying persons.

8:30am – 12:30pm ➤ Roads and Transport Forum

Queensland's transport network serves as the backbone of our economic vitality and community wellbeing. At this year's Roads and Transport Forum, experts will delve into crucial themes such as sustainability in infrastructure, enhancing disaster resilience and response and the role of technology in modernising our transport systems. Each of these essential topics drives forward the progress of our transport networks to meet the dynamic needs of Queensland's communities.

10:00am – 10:30am ➤ Morning Tea

12:30pm – 1:30pm ➤ Lunch

1:15pm – 5:00pm ➤ Indigenous Leaders Forum

Since 2011, the Indigenous Leaders Forum (ILF) has been a valuable way for First Nations councils to come together to share their successes, discuss specific challenges and put forward issues they would like the LGAQ's support to address. The Forum is held twice-yearly.

1:30pm – 2:30pm ➤ Optional Sessions

Session 1: Governance Unpacked: Balancing Risk, Trust and Accountability

Session 2: Disaster Management – Council 2 Council

2:30pm – 3:00pm ➤ Afternoon Tea

3:00pm – 5:00pm ➤ Council Segment Forums

- Rural and Remote councils
- Resources councils
- SEQ councils
- Coastal councils

Come and join with your council peers in one of four forums to discuss, share and debate key issues. This is also your opportunity to talk with each other and Policy Executive members about ways the LGAQ can help and support your council.

5:15pm – 7:15pm ➤ Welcoming Ceremony and Networking Event

5:15pm Welcome to Country

5:20pm Welcome to the Gold Coast

5:25pm Response

Mayor Matt Burnett, President, LGAQ

5:30pm Sponsor Address

Tim Fynes-Clinton, Executive Partner, King & Company Solicitors

5:35pm – 7:15pm ➤ Networking Event in the Trade Exhibition Hall

7:00pm – 9:00pm ➤ Young Councillor Cohort Networking Event

Supported by Brighter Super

TUESDAY 21 OCTOBER 2025

TIME	TOPIC
7:00am – 8:15am	➤ CEO Breakfast Supported by Telstra
8:00am – 5:00am	➤ Registration Delegates, observers, trade, corporate and accompanying persons.
8:30am	➤ Welcome Master of Ceremonies Tim Cox, Senior Communications Advisor, LGAQ
8:35am	➤ Call to Order and Presidential Address Cr Matt Burnett, Mayor, Gladstone Regional Council and President, LGAQ
8:45am	➤ Presentation of the Policy Executive
8:55am	➤ Setting the Scene: Leadership and Pathways to Liveability Alison Smith, Chief Executive Officer, LGAQ
9:00am	➤ Official Opening
9:10am	➤ The Road Ahead: Futures Thinking and Leadership in Action
9:40am	➤ The AI Intersection of Risk vs Opportunity
9:55am	➤ Sponsor Address – Telstra
10:00am	➤ When Life Imitates Art
10:30am	➤ Morning Tea
11:00am	➤ Council Showcases Part 1
12:00pm	➤ Sponsor Address – Brighter Super
12:05pm	➤ Lunch
1:05pm	➤ Council Showcases Part 2
2:05pm	➤ Politics, Death and Religion – Let's Start the Conversation
2:35pm	➤ State Opposition Update

TUESDAY 21 OCTOBER 2025 Continued

TIME	TOPIC
2:45pm	➤ The 2032 Olympics & Paralympics – Will They Change Everything?
3:15pm	➤ Peak Services Update
3:25pm	➤ Afternoon Tea
3:50pm	➤ ALGA Update President Matt Burnett
4:00pm	➤ Policy Update
4:30pm	➤ Close Day 1
6:15pm	➤ Awards Ceremony and Gala Dinner – Supported by Hastings Deering Dinner theme/dress code: Surfs up–Beach Gala Get ready for a relaxed yet stylish evening! This year we embrace the laid-back charm of the Gold Coast with a touch of elegance. Ideas on What to Wear: <ul style="list-style-type: none">• For women: Flowy dresses, linen or resort-wear sets, dressy wedges. Think tropical prints, light fabrics, and a bit of glam.• For men: Lightweight shirts (linen), tailored pants or chinos. Jackets are optional, ties not required.• Accessories: Sunglasses, hats, and beach-inspired jewellery are welcome—but keep it elevated and evening-ready.
11:30pm	➤ Dinner Concludes

WEDNESDAY 22 OCTOBER 2025



TIME

TOPIC

8:15am

➤ **Conference Resumes**

8:20am

➤ **The Cost Shift Gridlock**

8:35am

➤ **Annual General Meeting – Voting Overview**

Darren Leckenby, Chief Financial Officer & Company Secretary, LGAQ

8:40am

➤ **Motions Debate**

10:15am

➤ **Sponsor Address – Oly Homes**

10:20am

➤ **Morning Tea**

10:50am

➤ **Motions Debate**

12:30pm

➤ **Lunch**

1:30pm

➤ **Motions Debate**

3:00pm

➤ **Emerging Issue**

3:10pm

➤ **Motions Debate**

4:10pm

➤ **Close of Conference**

CONFERENCE REGISTRATION (GST incl)

Registration prices are per person.

Early Bird Registration – prior to and including 3 October 2025

Council or State Government observer	\$1700.00
5 or more observers from one Council/Government Department	\$1550.00
Corporate (Private Sector)	\$3300.00

After 3 October 2025

Council or State Government observer	\$1800.00
5 or more observers from one Council/Government	\$1650.00
Department Corporate (Private Sector)	\$3400.00

Early Bird One Day Registration – prior to and including 3 October 2025

Council or State Government observer	\$850.00
Corporate (Private Sector)	\$1330.00

After 3 October 2025

Council or State Government observer	\$1060.00
Corporate (Private Sector)	\$1760.00

Functions

Welcoming Ceremony – Monday evening (20 October 2025) (Accompanying persons, day registrations and additional trade exhibitors)	\$85.00
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Dinner

Gala Dinner – Tuesday evening (21 October 2025)	\$195.00
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Please note that the Welcoming Ceremony on the Monday evening is included in the conference fee for delegates, observers and corporates attending the full three days of conference.

Accompanying persons are welcome to attend the Welcoming Ceremony and Gala Dinner.

Register via links below or online at www.lgaq.asn.au under the Events Tab 129th LGAQ Annual Conference.

Delegate/Observer Individual

► Registration Booking

Delegate Observer Group

► Registration Booking

Corporate

► Registration Booking

CONFERENCE SHIRT (Council delegates/observers only)

Council delegates and observers will be issued with **ONE** shirt whilst at conference. These need to be ordered online as part of your conference registration. Please select your size carefully, as there won't be the opportunity to change your size once at conference.

The sizing is as follows:



Mens Modern Fit  S M L XL 2XL 3XL 5XL



Ladies Modern Fit  8 10 12 14 16 18 20 22 24





**Every Queensland
community** deserves
to be a liveable one

CONFERENCE AND EXHIBITION ENQUIRIES

MEMBERS HOTLINE:

1300 542 700

EMAIL:

events@lgaq.asn.au

ADDRESS:

LOCAL GOVERNMENT HOUSE
25 EVELYN STREET
NEWSTEAD, QLD 4006



X

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20 – 22 October 2025

Gold Coast Convention
and Exhibition Centre

129th Annual Conference

Accommodation options



The Star Residences

The Star Gold Coast
500m from venue



The Star Grand

The Star Gold Coast
350m from venue



The Darling

The Star Gold Coast
350m from venue

Delegates can book this special promotion code two ways:

1. Directly online via www.star.com.au

Enter the code “**EVENT**” into the promotional code field when booking the accommodation online

2. Directly through The Star’s reservations team

Call 1800 074 344 and quote the promotional code “**EVENT**” to receive the discounted rates.

Please see below additional terms and conditions

- 25% off best available rate (The Star Grand, The Darling) or
- 15% off best available rate and minimum 2-night stay (The Star Residences Gold Coast)
- Please note discount is calculated from “best available flexible rate”
- Valid for all room types
- Rates are bookable three days pre- and post-event dates
- Rates are subject to availability and blackout dates apply
- Bookable via Star website and Central Reservations.

CONTACT US

NICOLE JOHNSON:
1300 542 700

EMAIL:
events@lgaq.asn.au



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20 – 22 October 2025

Gold Coast Convention
and Exhibition Centre

129th Annual Conference

Accommodation options



Dorsett Gold Coast

500m from venue

**LGAQ Annual Conference
Booking Link**



Avani Broadbeach Residences

450m from venue

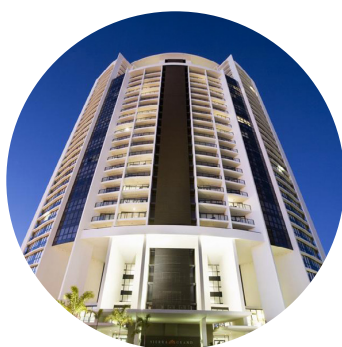
Code: OUREVENT



Mantra Broadbeach on the Park

300m from venue

Code: LGAQ129



Mantra Sierra Grand Broadbeach

750m from venue

Code: LGAQ129



Peppers Broadbeach

500m from venue

Code: LGAQ129

CONTACT US

NICOLE JOHNSON:
1300 542 700

EMAIL:
events@lgaq.asn.au



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11 April 2025

Jack Bawden
Mayor
Carpentaria Shire Council

Anne Andrews
Chief Executive Officer
Carpentaria Shire Council

By email: mayor@carpentaria.qld.gov.au

By email: anne.andrews@carpentaria.qld.gov.au

Dear Mayor Bawden and Anne,

RE: Young Councillor Cohort member participation at the LGAQ Annual Conference

The LGAQ is delighted to have Cr Johnty O'Brien from the Carpentaria Shire Council as a member of the 2024-2028 term's Young Councillor Cohort (YCC) program.

The program, which is delivered free to councils as part of your LGAQ membership, provides a peer networking group for councillors under 35 years of age – introducing them to one another, providing opportunities to meet online throughout the year to discuss common areas of interest, offering mentorships with experienced mayors/councillors, and delivering a networking dinner with special guests at the LGAQ Annual Conference.

I'm delighted to confirm that the LGAQ Annual Conference, taking place from 20-22 October this year on the Gold Coast, will feature a complimentary networking night for Cr Johnty O'Brien and their peers, as well as a special morning tea for the YCC with the state government Minister for Youth, the Hon Sam O'Connor MP.

As such, I would like to encourage you to enable Cr Johnty O'Brien to attend the LGAQ Annual Conference and benefit from both abovementioned opportunities, along with the experience, learnings and networking that come from attending the annual event in general.

The LGAQ Annual Conference event details for the YCC events are:

- Monday night, 20 October
YCC dinner and drinks, following the annual conference official opening
- Wednesday morning, 22 October
YCC morning tea with the Minister for Youth, the Hon Sam O'Connor MP

Should you have any questions regarding the YCC program or the upcoming annual conference, please contact either myself or Kayla Waterhouse Kayla.Waterhouse@lgaq.asn.au.

Meanwhile, thank you for your support of your YCC member, the LGAQ is proud of the diversity across our state's 77 councils and looks forward to supporting our members to help meet their needs.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Alison Smith', written in a cursive style.

Alison Smith
CHIEF EXECUTIVE OFFICER

BUSINESS PAPERS

11.5 HUMAN RESOURCES REPORT

Attachments: NIL

Author: Peter Ryan - Manager Human Resources

Date: 10 July 2025

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

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:

For information only.

1. Human Resources Management

Childcare

A contract has been offered to a recruit for the position of Manager Childcare Services. Negotiations are underway and it is expected to result in a positive outcome for Council regarding this recruitment & selection process. It is anticipated that the selected officer will commence duty with Council on 30 June 2025.

Work Experience

Council hosted four Normanton High School students from the 17 to 20 June for work experience in various fields. They were placed in Sport and Recreation, Community & Events, the Normanton Visitor Information Centre & Library and Childcare. Feedback from the high school, indicates that the students had positive experiences for this four-day sojourn with Council. Thanks to all that assisted.

Interviews

Assisted the Chief Operations Officer and the Executive Manager Community & Tourism to recruit officers into the roles of Manager Finance & Manager Childcare Services. This has involved sitting on recruitment panels, conferring with a recruitment agency and the Astute organisation, offering advice and liaison with other external agencies in relation to these matters.

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Annual Appraisals

Assistance and organisation for annual appraisals with the Engineering Directorate has been carried out. The aim of this assistance is to ensure consistency across the board to achieve a contemporary approach to this essential process. The appraisal approach for middle and senior management will now concentrate on identifying and putting in place Key Performance Indicators for officers to follow in accordance with their Position Descriptions and Council's Corporate Plan.

2. Work Health and Safety matters

I have not submitted a report for this month following the recent resignation of the Acting WHS Advisor.

It is my intention to redesign this report and to furnish more easily understood information concerning this issue for Council's information.

I am able to report that there have not been any Lost time Injuries (LTI's) this month

3. Staff Movements

Arrivals

- LWBDC – Hatchery Technician
- Apprentice Plumber
- Apprentice Carpenter
- Manager Childcare Services - Commenced 30 June 2025
- Internal promotion Karumba – Leading Hand

Departures

- Foreman - Karumba Town Crew

Current Recruitments

- Manager Finance – Contract offered and awaiting response
- Water & Waste Treatment Plant Operator – Karumba

Current Vacancies

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

4. Random Drug & Alcohol Testing Program

Testing has resumed during this month – To date no positive tests detected. Feedback from testers is that there is a general good feeling relative to Council's recent approach to culture change particularly within the camps.

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5. Training Activities

- One senior officer is undergoing the LGMA Ignite Leadership program
- One Administration officer is undergoing Human Resources Officer Training being held in Cairns on a month-by-month basis for a period of eight months this year
- A 4WD training course was carried out during the month
- Chainsaw use training was carried out during the month

Indigenous Capacity Building Project

- Human Resources is preparing a Training schedule to be supplied to LGAQ in accordance with the 'Indigenous Capacity Building Project' to take advantage of the 12-month extension to the program by the Queensland State Government. Funding for this project will go towards the establishment of a Certificate IV (Leadership & Management) Course for all personnel working for Council and engaged as a foreman. This development will raise the skill levels of foremen across the Council and introduce a standardized approach to their management skills. Camp foremen and other potential officers aspiring to this level will be offered the course to be commenced at the end of the dry season.
- Other higher-level development will be included in this funding offer to ensure the value for the money managed by LGAQ through the project.

6. Operating Budget and Expenditure

Please refer to the Monthly Finance report.

7. Enterprise Bargaining Update

Upcoming Wage Increase (1/7/2025)

- A 3% wage increase will be applied to all officers working under the 2023 Certified Agreement to commence on July 1.

Consultation (Internal/External):

- CEO
 - Executive Leadership Team
 - LGAQ
 - Apprentice and Trainee administrators from various organisations.
 - Astute Childcare Services
 - LGMA
 - Peak Services
-

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- Q Solutions (Shannon Franks)
- Telus EAP
- TDDA – drug and alcohol testing firm
- Works Coordinator – various operational issues
- Chief Operating Officer re accommodation for visiting contractors and staff

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 decision by the State Government to continue funding for a further 12 months towards the Indigenous Capacity Building Project will lighten the financial burden upon the HR Department and Council in general.
- There will be a final cost associated with the payment of the recruitment agency for the work on the Manager Finance role concerning the recruitment and selection.
- The 3% wage increase has been included in the 2025 – 2026 budget.

Risk Management Implications:

- No risks have been identified.

BUSINESS PAPERS

11.6 LES WILSON DISCOVERY CENTRE BARRAMUNDI CENTRE MONTHLY REPORT

Attachments:	NIL
Author:	Christopher O'Keefe - Centre Manager - LWBDC
Date:	10 July 2025
Key Outcome:	A dynamic and diverse economy creating industry development and employment opportunities
Key Strategy:	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:

For information only.

Background:

Statistics are from 1 – 30 June 2025

Karumba VIC & Barramundi Centre Statistics:

- Total visitors for June were.
- Total days open: 29 Days, Monday – Saturday; 9 am – 4 pm; Sunday 9 am – 12 noon. (Sunday 29th closed due to fire alarm activation)
- Visitation for June averaged visitors per open days.
- Barra Bites Café served 8 tour group lunches, 1 tour group dinner and 2 teas.
- Big Barra Cash Donations collected \$251.00 for June

LWBDC	Total Visitors	Total Tour	API Tour Payments	Invoiced Group Tours	Other Invoiced	VIC POS Sales	Barra Bites Sales	Monthly Total
Jan-25								
Feb-25	16	0	\$ -	\$0.00	\$0.00	\$311.60	\$13.00	
Mar-25	134	0	\$305.00	\$0.00	\$0.00	\$1,515.10	\$31.00	

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Apr-25	425	107	\$ 1,565.00	\$0.00	\$102.00	\$5,599.60	\$778.50	\$8,045.10
May-25	1621	514	\$3,140.00	\$525.00	\$1,480.00	\$34,805.00	\$9,650.85	\$48,120.85
Jun-25	2653	881	\$5,845.00	\$1,626.00	\$0.00	\$40,508.80	\$12,673.60	\$60,653.40

- API - income from on-line individual tour bookings
- Invoiced other – Conference Room Hire, Catering & Events

Financial Totals note:

Statistic and Activity Reports for May and April 2025 did not include the API totals; API totals have been added and the total income listed reflect the correct actual monthly income totals.

2024 comparison to 2025

LWBDC	Total Visitors	Total Tour	APT Tour Payments	Invoiced Group Tours	Other Invoiced	VIC POS Sales	Barra Bites Sales	Monthly Total
May-24	1722	659	\$ 2,783.00	\$912.25	nil	\$35,260.96	\$7,231.78	\$ 46,187.99
May-25	1621	514	\$ 3,140.00	\$525.00	\$1,480.00	\$34,805.00	\$9,650.85	\$ 48,120.85
Jun-24	3068	949	\$ 4,064.00	\$1,848.00	nil	\$53,667.80	\$10,808.40	\$ 70,388.20
Jun-25	2653	881	\$ 5,845.00	\$1,626.00	\$0.00	\$40,508.80	\$12,673.60	\$60,653.40

- Overall visitor numbers are down from June 2024 by 415 visitors;
- Tours are down by 70, this reflects the reduction in Operator Tour group numbers.
- API tour bookings (online direct individual bookings) are up by approximately 32% (increase of \$1,781.00)

Statistics for Karumba VIC, Barramundi Centre & Normanton VIC, Library & Free camp

Karumba	Local	QLD	NSW	ACT	VIC	TAZ	SA	WA	NT	Int
Adult	43	679	516	25	447	31	112	133	13	50
Child	7	106	50	0	23	2	0	21	1	2
Tour Group	0	142	103	13	75	13	25	4	2	15
Normanton	Local	QLD	NSW	ACT	VIC	TAZ	SA	WA	NT	Int

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Adult	9	792	107	2	109	12	35	38	11	39
Child	5	32	4	0	4	0	0	2	0	2

LWBDC - Google Web Page Monthly Statistics		
	Total #	% Up / Down to June 2024
Profile Views	1397	-1.4 %
Interactions	797	- 3.6%
Searches	277	-15.8%
Web Clicks	521	- 11.1%
Directions	228	+ 22.6%
Calls	48	- 12.7%
Reviews	10	7 @ 5Star / 2 @ 4Star / 1 @ 3Star

- Interaction is when a customer calls, makes a booking, is sent to website, or requests directions from business profile
- We are getting numerous Instagram mentions in stories and shared posts. WE have not had much activity on Instagram previously.

Normanton VIC & Library Statistics:

- Total visitors for Normanton
 - VIC - **1203**
 - Library - **53**
- Normanton sales total **\$ 4,479.50**
 - Retail Sales generated **\$ 4,281.50**
 - Library Services generated **\$ 198.00**

Normanton Campsite Statistics:

- Opened June 1st – 29th; Heavy rains Saturday 28th caused grounds to be bogged. attempts by campers to leave created heavy ruts forcing camp to shut for a few days
- **429** bookings made over 29 nights.

ACTIVITY – OBSERVATION / ACTION

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Karumba VIC	<p>EOFY Stock take was done on Wednesday 26 June 2025. Finance team member came down for the physical count, taking count reports to CFO and accounting for EOFY reports.</p> <p>New merchandise items have sold very well with stock almost sold out; reordering will be done first weeks of July. Excess old stock, women's tees, children's tees, lanyards and hat bands are slowly moving. The surplus stock of Ian McIntosh books is not moving.</p> <p>VIC Accreditation Audit was on June 11 June 2025. VIC Administrator has worked to displaying updates and additions on vital information on roads, weather and general area events, news and tourism outlets received accolades from QLD Tourism Auditor.</p> <p>We are noting some evidence of theft losses because we do not have proper monitoring in VIC during high traffic.</p>
Barra Bites Café	<p>Café was busy for June. It is up 17 % from June 2024 from both better counter sales and more catering bookings.</p> <p>Café has 8 Tour Group lunches, 1 Group Dinner and 2 teas booked in June.</p>
Tours	<p>APT Group have cancelled 3 of 6 bookings, because they did not get minimum number of bookings this season. APT caterers to higher end tours and always book the Custom Barramundi Tour.</p> <p>Tour Operator Group numbers in general are solid, but down from 2024 numbers; tours are receiving fantastic reviews.</p>
Staff	<p>Staff shortage is affecting income streams; Barra Bites Café cannot operate a full kitchen with one staff member. Tour offerings are limited because of staff cover. Short staff is being mentioned in reviews and costing lower start marks. Currently staff is on overtime to stay open 7 days a week.</p> <p>Monday Tours have been opened for school holidays. There are currently the centre has 2 staff who are qualified to lead tours.</p> <p>Casual VIC attendant application has been vetted and reference checked, waiting for HR to provide letter of offer.</p> <p>James Cook University student work program will begin on July 28 when the first international student arrives. She is meant to be housed in the unit at 150 Yappar Street.</p>
Buildings	<p>Internal repairs on 150 Yappar street unit have been done which is installing cupboard doors and replacing a door lock. External repairs to entry stairs and replacement of rotting decking have yet to be carried out. WHS officer has been requested to conduct site visit for advice on how entry to units can be accessed and meet WHS conditions.</p> <p>Fire alarm was engaged when staff arrived on Sunday June 29. Fire alarm protocols were enacted. Flaming North was contacted. Manager worked with Flaming North to track the point of origin that triggered the alarm. A fault in one sensor was identified and marked for attention by Flaming North; it will be in their report.</p>

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Grounds	White ants have been discovered in organic debris waiting to be carted to dump; large capacity transport was requested in May.
Hatchery	Due to staff shortage, manager has been required to conduct all tours and provide cover for VIC and Café staff shortages.
Live food production	Two large fiberglass tanks from the old hatchery have had fiberglass repair to bring them back into production of mass Algae grow out and rotifer production allowing a tenfold production capability without the expense of Algae past and Algae powders.
Brood Stock tanks	The existing Broodstock tanks are still problematic in the inducing of Broodstock fish maturation and two 20,000 ltr poly tanks from have been shifted from the old facility and are being modified to become new broodstock holding tanks. Once the tanks are refurbished, they will be installed in the Exhibition room with the existing biological filters. Plumbing of the systems will remain in the pumping room with plumbing rerouted to the tanks through the dividing wall. This will increase space for broodstock and allow the broodstock to all be in one room. The advantage of biosecurity isolation away from the nursery tanks with a secondary advantage of allowing tours to be conducted around the broodstock without the excessive noise from pumping and aeration drowning out the tours.
Nirrvara Global	<p>Micro Business Case - LWBDC</p> <p>Marine Biodiversity & Indigenous Aquaculture Enterprises</p> <p>Funding has been obtained to help facilitate a range of activities that will add to the experience at the Centre along with expanding the tour experience and add to the Glamping marketing potential.</p> <p>1. Business Opportunity</p> <p>The LWBDC is uniquely positioned to expand its marine enterprise footprint across multiple opportunity areas:</p> <ul style="list-style-type: none"> Indigenous Aquaculture: Expansion into Blacklip oysters, sea cucumber, aquaponics, and barramundi fingerlings for export and domestic food security. Eco-Tourism & Cultural Education: Premium glamping precinct, interpretive trails, and marine storytelling. Conservation & Carbon Markets: Seagrass and mangrove restoration aligned to blue carbon credit generation. <p>This project lays the foundation for Indigenous-owned supply chains across aquaculture, native plants, tourism, and ecological services.</p> <p>2. Market Demand</p> <ul style="list-style-type: none"> Traceable Seafood & Aquaculture: Surging consumer

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	<p>demand for sustainably farmed, locally sourced products.</p> <ul style="list-style-type: none"> Eco-Tourism & Cultural Experiences: Growing appetite for Indigenous-led, nature-based tourism offerings. Blue Carbon & Biodiversity Offsets: Alignment with Reef 2050, QLD Aquaculture Strategy, and investor-ready carbon frameworks. Training & Employment Pipelines: Critical shortage of skilled workers in Northern aquaculture and ecosystem restoration sectors.
Good Projects Au	<p>Collaborative works are being negotiated with Good Projects Australia to work on Blacklip Rock Oyster with funding from the Future industries Grants Program _ ILSC to establish grow out production trials in the Gulf of Carpentaria. This will work in conjunction with the Nirrwara Global initiatives with further training programs for indigenous Australians and international students from Fiji and the Pacific.</p>

Consultation (Internal/External):

- Chief Executive Officer
- Executive Manager Community Development and Tourism
- 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.

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12 REPORTS FROM CHIEF OPERATING OFFICER

12.1 CHIEF OPERATING OFFICER REPORT

Attachments: 12.1.1. Local laws report - June 2025 [↓](#)

Author: Andrew Shaw - Chief Operating Officer

Date: 10 July 2025

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

Key Strategy: The community has confidence in Council

Executive Summary:

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

RECOMMENDATION:

For information only.

Background:

This report covers activities conducted during June 2025.

1. Local Laws

General

Authorised Persons training (on-line) for Local Laws Officers was conducted by Peak Services on 6 June 2025.

Signage

- New signs were ordered for the Karumba pontoon:
No Glass or Bottles beyond this point; and
Cast Nets not to be used on Pontoon at any time.

Approved inspection program

Council's annual inspection program of residential yards in Normanton and Karumba is underway, having commenced in mid-June. It is authorised to run for three months but is likely to be completed during July.

The inspections by Council's authorised officer includes checking registration of animals, number of animals (only two dogs are allowed without further approval from Council), and adequate mosquito control measures.

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Bounty Scheme

The table below shows the bounties paid year-to-date.

Month	Bounty Scheme 2024-2025		
	Wild dogs (Qty claimed)	Monthly Total	Budget Remaining
Jul-24	-	-	\$15,000
Aug-24	-	-	\$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	-	-	\$2,950
Jan-25	-	-	\$2,950
Feb-25	15	\$750	\$2,200
Mar-25	-	-	\$2,200
Apr-25	-	-	\$2,200
May-25	34	\$1,700	\$500
Jun-25	-	-	\$500
Total	290	\$14,500	\$500

Statistics

The local laws statistics for June 2025 year-to-date are attached.

2. Pest and Weed Management

1080 Baiting

The 1080 Baiting Program Round 1 commenced in June 2025 and is expected to be mostly completed by the end of July.

Weeds

The annual weed management plan is currently being revised.

ELGBC – Enhancing Local Government Biosecurity Capability

Carpentaria Shire Council was invited to join this project, which aimed to strengthen the biosecurity capability of the five shire councils in South-western Cape York (Mareeba, Cook, Carpentaria, Kowanyama, Pormpuraaw).

The project has now concluded, and a report was released in early July, including Findings and Recommendations.

One key finding was the need to use existing formal networks to improve co-ordination and data-sharing (biosecurity, pests, weeds, management plans, risk) with the State and between councils, especially considering constrained local resources.

Recommendations include:

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- Use ROC and NRM to continue biosecurity knowledge exchange, co-ordinate training and support grant applications
- Develop local outbreak response plans
- Conduct tabletop exercises (mock scenarios)
- Establish formal escalation pathways to Dept Primary Industries and Biosecurity Qld

1. Environmental Health

Annual Food Business and Caravan Park Licences

Annual inspections for FY2025-26 will commence in July 2025.

Mosquitos

There were no complaints received about mosquitos, and no mosquito treatments were conducted in June.

2. Information Technology

Equipment upgrades

New Meraki switches were installed in both the Normanton administration building and the Shire Hall. In the former, all points in the existing switch were in use; in the latter, the old switch was burnt-out and old.

5. Leases

Airservices Australia has exercised its option for a further (and final) term of four years and 364 days over part of Normanton Airport used for its equipment ground station.

6. Finance

Annual Budget FY2025-26

The annual budget was adopted at the Budget Meeting on 19 June 2025.

Community consultation for materials that had been presented to earlier Councillor workshops was conducted in Karumba and Normanton on 10 June and 11 June 2025 respectively.

Finance Assistance Grant (FAG)

An early (or 'bring-forward') payment of 50% of the estimated 2025-26 Finance Assistance Grant (FA Grant) was received on 25 June. (The 2025-26 entitlement for Carpentaria Shire Council is based on population growth and CPI data and will be finalised in July).

The remaining amount of the 2025-26 FA Grant will be paid in four quarterly payments, with the first payment occurring on or around 15 August 2025.

Annual Financial Statements

The Cairns-based audit firm Crowe conducted Interim Testing for the audit of the annual financial statements in Normanton on 9-13 June.

The year-end visit by Crowe will take place in Normanton on 18-22 August.

Final sign-off of the annual financial statements is scheduled for early October.

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Consultation (Internal/External):

- Chief Executive Officer
- Local Laws Officer
- ICT Officer
- Rural Lands Officer
- Preston Law

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.

2024/2025 Local Laws Reporting														
Month	New Animal Registrations				Impounded Animals				Euthanized Animals					
	Ntn	Kba	Ntn	Kba	Ntn	Kba	Ntn	Kba	Ntn	Kba	Ntn	Kba	Ntn	Kba
	Dogs		Other		Dogs	Cats	Other		Euth. Dogs	Euth. Cats	Euth. Other			
Jul-24	14	1			8	54	15		7	-	54	15		
Aug-24	6	-			6	39	21		5	1	39	21		
Sep-24	-	-			5	25	10		3	1	25	10		
Oct-24	2	1			4	27	9		4	-	27	9		
Nov-24	2	3			8	28	6		6	-	28	6		
Dec-24	-	-			-	-	-		-	-	-	-		
Jan-25	-	-			-	-	-		-	-	-	-		
Feb-25	-	-			12	58	6		8	-	58	6		
Mar-25	-	2			8	55	8		4	-	55	8		
Apr-25	1	1			4	45	3		3	-	45	3		
May-25	4	3			12	45	25		9	-	45	25		
Jun-25	20	2			6	37	10		-	-	37	10		
Total	49	13	-	-	73	413	113	-	49	2	413	113	-	-

2024/2025 Local Laws Reporting														
Month	Illegal Campers		Snakes removed		Overgrown Allotment notices		Abandoned Vehicles		Pound Release fees		Infringements Issued		Fines Collected	
	Ntn	Kba	Ntn	Kba	Ntn	Kba	Ntn	Kba	Ntn	Kba	Ntn	Kba	Ntn	Kba
Jul	6	-	10	-					-	-	-	-	-	-
Aug	5	10	7	-					-	-	-	-	-	-
Sep	2	3	1	-					-	-	-	-	-	-
Oct	2	1	4	-					-	-	-	-	-	-
Nov	-	-	-	-					-	-	-	-	-	-
Dec	-	-	-	-					-	-	-	-	-	-
Jan	-	-	-	-					-	-	-	-	-	-
Feb	-	-	3	-					-	-	-	-	-	-
Mar	-	-	1	-					-	-	-	-	-	-
Apr	1	5	8	-					-	-	-	-	-	-
May	1	3	6	5	-	7	-	-	-	-	-	-	-	-
Jun	3	2	1	-	-	-	7	-	-	-	-	-	-	-
Total	20	24	41	5	-	7	7	-	-	-	-	-	-	-

BUSINESS PAPERS

12.2 MONTHLY FINANCIAL REPORT - JUNE 2025

Attachments:	12.2.1. Monthly Financial Statements - June 2025 ↓
Author:	Andrew Shaw - Chief Operating Officer
Date:	10 July 2025
Key Outcome:	A well governed, responsive Council, providing effective leadership and management, and respecting community values
Key Strategy:	A financially sustainable organisation

Executive Summary:

Presentation of the financial report for 30 June 2025 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 June 2025.

Background:

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 June 2025 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 presented below; refer to the relevant sections of the report for more detailed information.

- Operating result indicated an income of \$4,755,175. Refer to item 2.
 - o The major factors that contributed to the operating result are:

Factors	Actual	Budget	Variance	Comments
Current Surplus/Deficit	4,755,175	(7,950,085)	12,705,260	The current surplus in the actual operating result is due to the late payment of the 2024/25 Financial Assistance Grants (FAGS), early payment of 2025/26 Financial Assistance Grants (FAGS), and the timely submission of Main Roads claims.
Grant Revenue FAGS	15,463,149	3,618,680	11,844,469	24/25 FAGS allocation expected to be paid in June 2024 but was paid in July and 50% early payment of 25/26 FAGS allocation was received in June 2025.
Rates	8,998,995	8,855,500	143,495	The second rates levy was issued in February 2025, with the discount period ending on 21 March 2025. Ratepayers who pay on or before this date will receive a discount, which may result in a reduction in total rates revenue.
Interest Income	2,555,083	1,050,000	1,505,083	The favourable variance in interest income is attributed to the Council's sustained high cash balances, which include restricted cash from grants received in advance.

- Cash Position – Refer item 3. Cash Position – Refer to Item 3
 - o The current cash balance is **\$53,110,785** reflecting a strong position. For

BUSINESS PAPERS

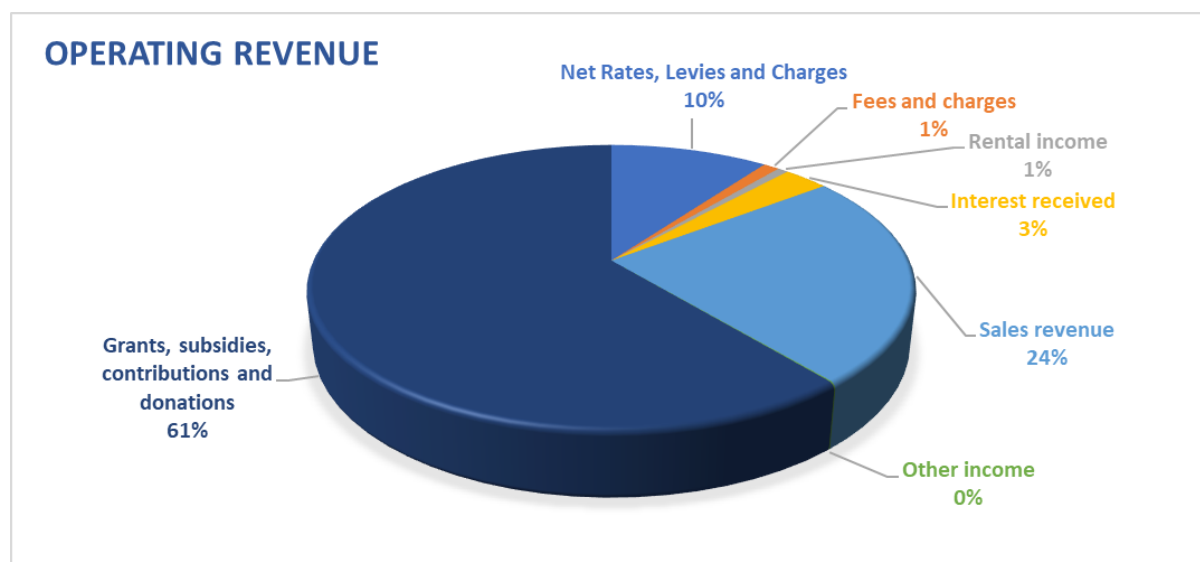
further details, please refer to Item 3.

- Of the total cash held, **\$20,311,352** is restricted. See the Accounts Summary for additional context.
- The cash available for operational purposes is **\$32,799,433**, which represents **5.52 months** of cover— above the minimum cash cover target of **4 months** for Tier 7 Councils. Management has internal restrictions on funds; please refer to the accounts summary.

2. Operating Result

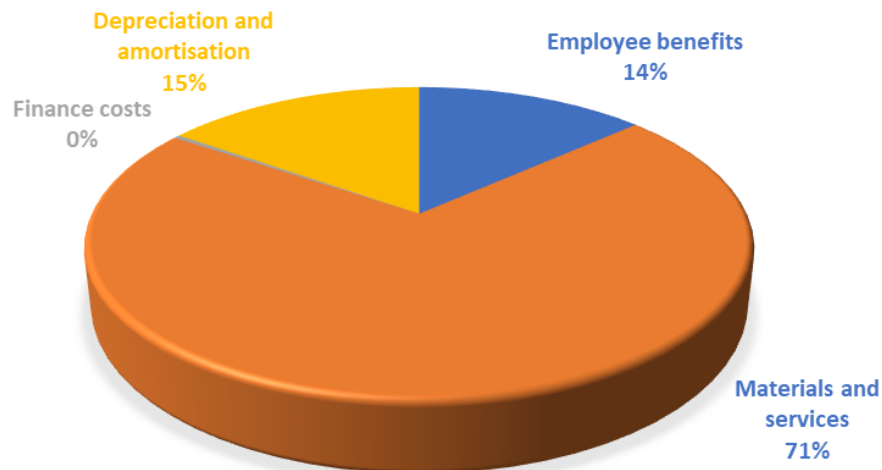
For the financial year 2024/2025, the comprehensive income statement operating result indicated an income of **\$4,755,175**. This is the net of **\$89,190,614** in recurrent revenue and **\$84,435,438** in recurrent expenditure.

	Actual (1 July 2024 to 30 June 2025)	Budget (1 July 2024 to 30 June 2025)
Revenue	89,190,614	101,956,89
Expenses	84,435,438	109,906,97
Net Operating Result	4,755,175	(7,950,085)

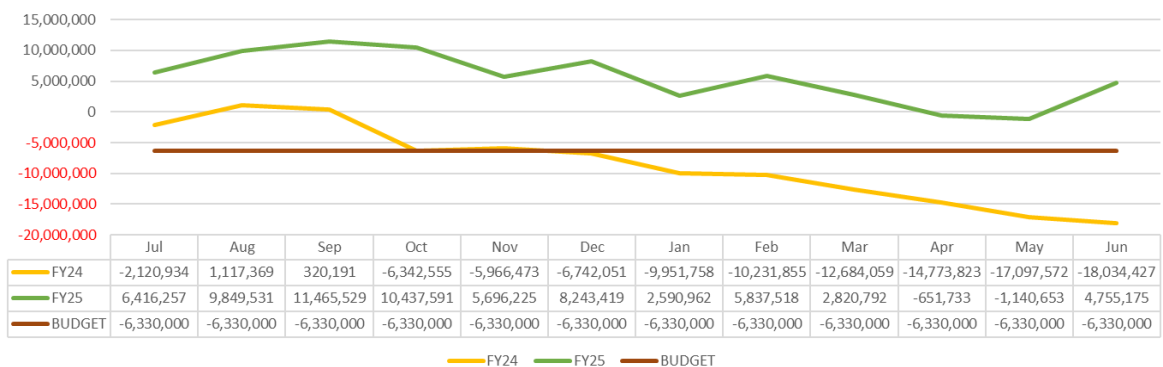


BUSINESS PAPERS

OPERATING EXPENDITURE



Operating Result



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

BUSINESS PAPERS

Office of the Chief Executive Officer

Account	Budget	30 Jun 2025
Operating Income	62,545	829,760
Disaster Events	0	735,896
Disaster Preparedness	7,000	45,062
Emergency Response	20,545	4,353
Tourism Events	35,000	44,450
Operating Expenditure	-3,038,936	-2,641,309
Communications	-18,000	-8,518
Community Recovery	0	-494
Disaster Events	-10,000	-72,076
Disaster Preparedness	-22,500	-45,087
Elected Members	-562,257	-560,433
Emergency Response	-43,600	-46,126
Governance	-1,585,093	-1,533,503
Regional Economic Development	-11,000	-12,910
Tourism Events	-786,486	-362,163
Net Result	-2,976,391	-1,811,549

Human Resources

Account	Budget	30 Jun 2025
Operating Income	35,000	7,262
Apprenticeships / Traineeship	35,000	4,295
Workplace Health And Safety	0	2,966
Operating Expenditure	-1,403,926	-1,302,213
Apprenticeships / Traineeship	-61,000	-39,706
Enterprise Bargaining	-5,000	-59,208
Human Resource Operations	-589,548	-632,133
Learning & Development	-209,500	-115,622
Workplace Health And Safety	-538,878	-455,545
Net Result	-1,368,926	-1,294,952

BUSINESS PAPERS

Les Wilson Barramundi Discovery Centre

Account	Budget	30 Jun 2025
Operating Income	275,000	285,169
Barra Bites Café	35,000	27,152
Hatchery	20,000	1,075
Les Wilson Barramundi Discovery Centre	190,000	230,376
Visitor Information	30,000	26,566
Operating Expenditure	-1,729,063	-1,212,689
Barra Bites Café	-108,891	-32,806
Hatchery	-514,694	-323,628
Les Wilson Barramundi Discovery Centre	-987,318	-699,233
Visitor Information	-118,161	-157,023
Net Result	-1,454,063	-927,520

Corporate Services

Account	Budget	30 Jun 2025
Operating Income	508,000	595,274
Animal Control	2,500	1,257
Cemeteries	27,500	35,373
Environmental Health	3,000	2,650
Information Technology	0	300
Local Laws	14,000	10,749
Pensioner Housing	38,000	31,011
Property And Leases	110,000	127,037
Staff Housing	313,000	386,898
Operating Expenditure	-2,393,935	-1,938,732
Animal Control	-125,801	-64,687
Cemeteries	-102,500	-150,492
Corporate Services	-363,000	-35,468
Environmental Health	-15,000	-13,702
Information Technology	-921,902	-891,123
Local Laws	-138,421	-83,200
Mosquito Control	-30,000	-30,666
Pensioner Housing	-26,000	-29,763
Pest Management Operations	-102,891	-166,192
Property And Leases	-13,500	-27

BUSINESS PAPERS

Stores & Purchasing	-257,428	-451,233
Weed Control	-297,491	-22,178
Net Result	-1,885,935	-1,343,457

Finance and Administration

Account	Budget	30 Jun 2025
Operating Income	8,612,000	19,673,739
Admin And Customer Service	1,000	4,485
Financial Services	3,902,500	14,851,202
Rates Management	4,708,500	4,818,053
Operating Expenditure	-257,533	-1,567,090
Admin And Customer Service	-566,714	-353,188
Financial Services	-1,221,072	-1,186,160
Payroll	-41,000	-234,200
Rates Management	-214,352	-292,277
Records Management	-149,023	-172,610
Wages On-Costs	1,934,628	671,346
Net Result	8,354,467	18,106,650

BUSINESS PAPERS

Community Development

Account	Budget	30 Jun 2025
Operating Income	814,566	910,255
Arts & Culture	30,375	0
Business Development	2,000	0
Child Care	500,000	512,295
Community Development	0	9,614
Community Events	-5,400	61,138
Cultural Development	0	923
Gym	45,000	43,003
Halls	52,500	37,666
Libraries	3,000	29,005
Regional Economic Development	0	78,660
Sports & Recreation	28,000	137,841
Swimming Pools	0	109
Youth Services	159,091	0
Operating Expenditure	-3,688,736	-3,985,791
Arts & Culture	-31,900	-28,394
Business Development	-5,500	-237
Child Care	-962,367	-849,241
Community Development	-192,013	-288,134
Community Donations	-90,000	-124,123
Community Events	-182,700	-154,091
Cultural & Natural Heritage	-104,500	-168,706
Gym	-75,966	-63,732
Halls	-186,700	-245,383
Libraries	-125,124	-201,272
Recreational Sports Centre	-483,966	-618,833
Rodeo Grounds	-110,000	-162,027
Sports & Recreation	-267,400	-284,617
Swimming Pools	-709,600	-710,094
Youth Services	-161,000	-86,908
Net Result	-2,874,170	-3,075,536

BUSINESS PAPERS

Engineering

Account	Budget	30 Jun 2025
Operating Income	23,103,680	25,086,414
Airports	360,000	355,860
Building Services	4,500	15,525
Coastal Management	0	0
Engineering Services	1,000	8,188
Fleet & Plant	0	33,991
Main Roads (Rmpc And Pw)	21,982,000	21,436,335
Pensioner Housing	38,000	33,731
Private Works	0	2,675
Regional Planning	0	-88
Road	716,180	3,191,540
Town Planning	2,000	8,657
Operating Expenditure	-25,377,897	-27,437,769
Airports	-417,545	-535,680
Asset Management	-280,120	-123,100
Building Services	-827,607	-175,852
Depots & Workshop	-443,144	-837,077
Engineering Services	-953,095	-1,080,647
Fleet & Plant	4,754,411	2,496,690
Main Roads (Rmpc And Pw)	-18,919,650	-17,378,646
Parks & Gardens	-1,585,119	-1,719,023
Pensioner Housing	-171,200	-267,178
Private Works	0	-12,703
Public Conveniences	-314,185	-288,257
Quarries	-10,000	-1,154
Regional Planning	0	-808
Reserves	-16,600	-50,879
Road	-5,505,044	-6,553,323
Staff Housing	-603,000	-874,564
Stormwater Maintenance	0	-3,445
Town Planning	-86,000	-32,121
Net Result	-2,274,217	-2,351,354

BUSINESS PAPERS

Asset Management

Account	Budget	30 Jun 2025
Operating Expenditure	-862,100	-873,927
Admin And Customer Service	-41,200	-102,333
Airports	-30,000	-10,995
Animal Control	-1,000	-27,504
Cemeteries	-1,100	-2,759
Child Care	-22,300	-31,939
Depots & Workshop	-97,100	-47,257
Emergency Response	-4,500	-951
Engineering Services	0	-3,048
Gym	-17,700	-5,647
Halls	-41,200	-27,731
Hatchery	-4,000	-3,770
Landfill/ Waste Transfer Operations	-4,000	-4,415
Les Wilson Barramundi Discovery Centre	-37,500	-54,826
Libraries	-17,500	-18,897
Parks & Gardens	-20,000	0
Pensioner Housing	-103,500	-84,447
Property And Leases	-4,000	-483
Public Conveniences	-4,500	-10,190
Recreational Sports Centre	-28,100	-28,798
Rodeo Grounds	-20,800	-21,749
Sewerage	-29,500	-12,153
Staff Housing	-256,000	-333,526
Stores & Purchasing	-1,000	-6,962
Swimming Pools	-26,500	-10,793
Visitor Information	-16,000	-2,782
Water	-33,100	-19,970
Net Result	-862,100	-873,927

BUSINESS PAPERS

Water and Waste Management

Account	Budget	30 Jun 2025
Operating Income	4,212,000	4,853,164
Landfill/ Waste Transfer Operations	779,000	839,667
Refuse Collection	0	11,786
Sewerage	1,595,000	1,649,215
Water	1,838,000	2,352,496
Operating Expenditure	-6,820,751	-6,478,508
Landfill/ Waste Transfer Operations	-1,002,800	-760,735
Raw Water Network	-5,000	0
Refuse Collection	-233,653	-310,659
Sewerage	-1,986,031	-1,487,779
Water	-3,593,267	-3,919,335
Net Result	-2,608,751	-1,625,344

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

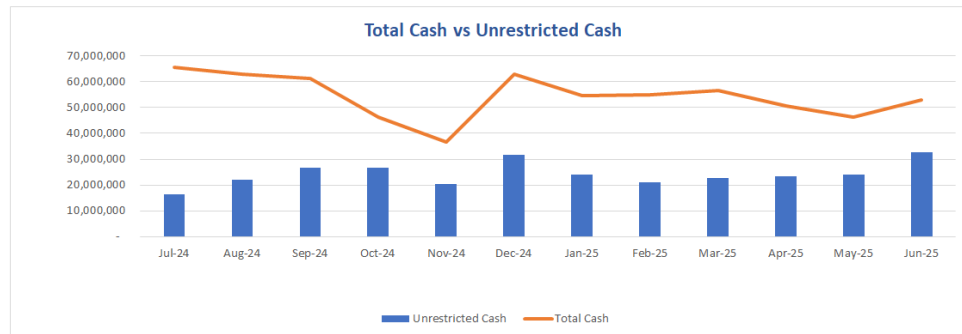
Council's healthy cash balance of **\$53,110,785** is expected to generate additional interest revenue. However, it is important to note that this figure is subject to several external restrictions, primarily related to contract liabilities. These restrictions predominantly consist of prepayments received from Queensland Reconstruction Authority (QRA) for flood damage restoration and betterment projects, including **\$9,210,779** allocated for the Mitchell River Bridge.

Additionally, Council has contract assets arising from works performed for other funding bodies 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 liability balance of **\$20,311,352**.

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

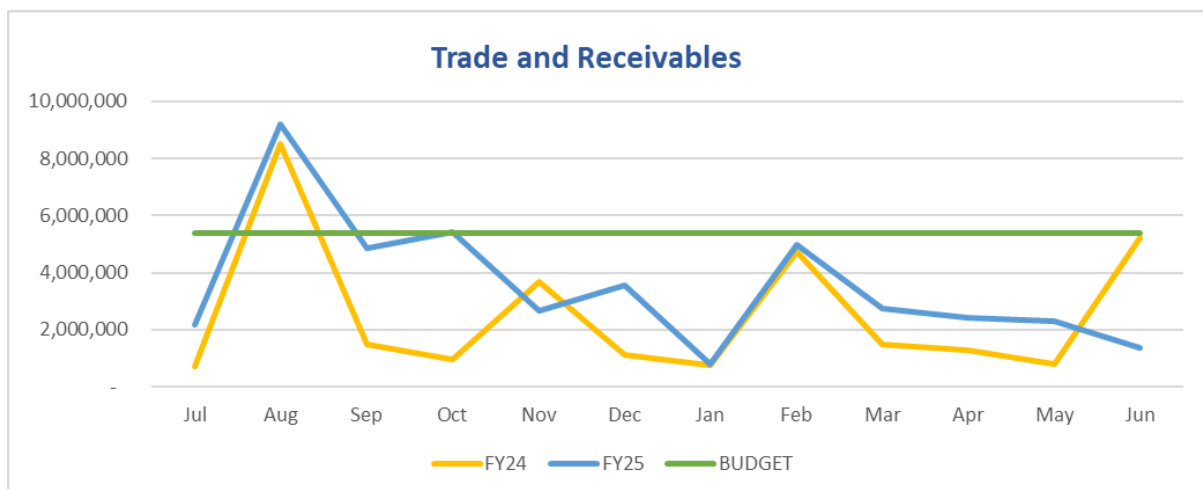
BUSINESS PAPERS

	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25
Unrestricted Cash	16,270,345	22,160,569	26,695,588	26,534,893	20,226,598	31,517,265	24,047,984	21,180,920	22,558,474	23,282,659	23,935,152	32,799,433
Total Cash	65,588,683	63,012,350	61,340,373	46,214,873	36,792,251	62,981,782	54,548,797	55,039,264	56,661,558	50,714,543	46,438,327	53,110,785



4. Trade and Receivables

The graph below illustrates Council's Trade and Receivables balance of **\$1,370,789** compared to a budgeted figure of **\$5,386,218**. The total outstanding rates of **\$628,586** 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. The table below outlines the investment performance for the month of June 2025.

Investment Accounts	Financial Institutions	Funds Available Balance	June 2025 Interest Income	YTD Interest Earned
QTC General Fund	QTC	30,442,655	91,284	1,237,243
QTC Reserves Fund	QTC	18,593,016	94,300	1,297,169
TOTAL		49,035,670	185,584	2,534,412

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	3,550,446	15 March 2035
Karumba Sewerage	66,099	1,127,171	15 June 2030
Normanton Water	34,032	655,100	15 March 2031
TOTAL	210,543	5,332,717	

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:

BUSINESS PAPERS

Main Roads	Revenue	Expenditures
RMPC	2,563,897	1,509,898
Recoverable Works	18,986,925	15,868,748

The financial outcomes and operational efficiencies achieved during the period demonstrate the effectiveness of the Council's strategies in contract management and cost recovery.

8. Fleet and Plant

Plant and Fleet Operations for the period ending 30 June 2025			
	Budget	Actual	% (Actual vs Budget)
Plant Recovery (Or Plant Hire)	11,800,000	10,253,895	87%
Operating Expenditure			
Depreciation On Non-Current Assets	-809,000	-1,013,926	125%
Depreciation - Other Plant & Equipment	-32,000	-14,581	46%
Depreciation - Plant & Equipment	-777,000	-999,344	129%
Employee Costs	-522,889	-479,520	92%
Labour On Costs	-133,164	-163,886	123%
Salaries & Wages	-389,724	-315,634	81%
Materials & Services	-5,713,700	-6,263,759	110%
Consultants	-10,000	-5,300	53%
Consumables	-25,000	-4,152	17%
Contractors - Others	-120,000	-15,392	13%
Contractors - Road Works	0	-1,950	0%
Freight	-50,000	-148,233	296%
Insurance Premiums	-136,000	-189,909	140%
Materials	-537,000	-417,261	78%
Plant Hire Payments	-3,000,000	-3,950,694	132%
Service Contracts	-2,500	-20,688	828%
Stores Issues	-1,675,000	-1,377,652	82%
Stores On Costs	-135,000	0	0%
Subscriptions	-2,000	-1,650	83%
Telephone	-15,700	-47,187	301%
Other Expenses	-5,500	-83,692	1522%
	-7,045,589	-7,757,205	110%

BUSINESS PAPERS

Plant and Fleet Net Operating Results	4,754,411	2,496,690	53%
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The Fleet & Plant operation yields a positive variance, but the net result remains lower than expected.

- Operating Expenditure: \$7,757,205 (110% of the budgeted \$7,045,589)
- Key Cost Drivers
 - Plant Hire Payments are a major cost contributor, with the budget currently 132% expended
 - Other Expenses spent on third-party repairs for hired plant damages
 - Freight: \$148,233 total spent, significantly exceeding the \$50,000 budget

Revenue & Charge-Out Issues

- Underutilised Fleet: Several Council-owned and hired plant items are not being charged out, leading to potential revenue loss.
- Plant Hire Recovery: Currently at \$10,253,895 (87% of budgeted \$11,800,000)

While the Fleet & Plant operation remains within budget, the high expenditure and under-recovery of plant hire revenue require immediate corrective actions. Addressing these inefficiencies will help improve financial sustainability and ensure full cost recovery.

These efforts underscore our ongoing commitment to fiscal responsibility, operational excellence, and community service.

Consultation (Internal/External):

- 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*

BUSINESS PAPERS

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.

16 July 2025

Carpentaria Shire Council

Statement of Comprehensive Income

for the period ended 30 June 2025

	Actual 30-Jun-25	Budget 30-Jun-25	% (Actual vs Budget) 100.00%
Income			
Revenue			
Operating revenue			
Net Rates, Levies and Charges	8,998,995	8,855,500	101.62%
Fees and charges	910,854	790,000	115.30%
Rental income	605,090	539,500	112.16%
Interest received	2,555,083	1,050,000	243.34%
Sales revenue	21,600,739	22,124,000	97.63%
Other income	66,145	6,900	958.62%
Grants, subsidies, contributions and donations	54,453,708	68,590,991	79.39%
Total operating revenue	89,190,614	101,956,891	87.48%
Capital revenue			
Grants, subsidies, contributions and donations	55,626,824	33,459,689	166.25%
Capital income	80,449	-	0.00%
Total revenue	144,897,886	135,416,580	107.00%
Total income	144,897,886	135,416,580	107.00%
Expenses			
Operating expenses			
Employee benefits	11,314,087	12,833,445	88.16%
Materials and services	59,982,979	86,462,166	69.37%
Finance costs	301,989	299,365	100.88%
Depreciation and amortisation	12,836,384	10,312,000	124.48%
Total operating expenses	84,435,438	109,906,976	76.82%
Total expenses	84,435,438	109,906,976	76.82%
Net result	60,462,448	25,509,604	237.02%
Operating result			
Operating revenue	89,190,614	101,956,891	87.48%
Operating expenses	84,435,438	109,906,976	76.82%
Operating result	4,755,175	(7,950,085)	-59.81%

Key Points:

- 1 Operating EBITDA (Earnings Before Interest, Taxes, Depreciation and Amortisation): **\$17,893,548**
- 2 Depreciation expenses are expected to exceed the budgeted amount due to the comprehensive valuation completed after the adoption of the 2024-25 budget. This variance will be addressed in the budget review.
- 3 The favourable variance in interest income is attributed to the Council's sustained high cash balances, which include restricted cash from grants received in advance.

16 July 2025

Carpentaria Shire Council

Statement of Financial Position

as at 30 June 2025

	Actual 30-Jun-25	Budget 30-Jun-25
Assets		
Current assets		
Cash and cash equivalents	53,110,785	35,347,000
Trade and other receivables	1,370,789	5,386,218
Inventories	1,429,264	1,180,264
Contract Assets	15,278,893	11,558,828
ATO Receivables	374,975	422,278
Total current assets	71,564,707	53,894,588
Non-current assets		
Trade and other receivables	-	25,522
Property, plant & equipment	369,423,396	327,645,868
Total non-current assets	369,423,396	327,671,390
Total assets	440,988,103	381,565,978
Liabilities		
Current liabilities		
Trade and other payables	2,063,698	1,433,631
Contract Liabilities	35,590,245	28,101,443
Borrowings	579,625	597,911
Provisions	1,021,922	1,404,399
Total current liabilities	39,255,490	31,537,384
Non-current liabilities		
Borrowings	4,753,092	4,733,564
Provisions	1,002,902	1,022,786
Total non-current liabilities	5,755,993	5,756,350
Total liabilities	45,011,484	37,293,734
Net community assets	395,976,619	344,272,244
Community equity		
Asset revaluation surplus	222,067,753	200,688,181
Retained surplus	173,908,866	143,584,063
Total community equity	395,976,619	344,272,244


16 July 2025


Carpentaria Shire Council

Statement of Cash Flows

for the period ended 30 June 2025

	Actual 30-Jun-25	Budget 30-Jun-25
Cash flows from operating activities		
Receipts from customers	38,274,075	31,776,400
Payments to suppliers and employees	(77,156,085)	(99,295,611)
Interest received	2,555,083	1,050,000
Rental income	605,090	539,500
Non-capital grants and contributions	54,453,708	68,590,991
Borrowing costs	(301,989)	(274,166)
Net cash inflow from operating activities	18,429,881	2,387,114
Cash flows from investing activities		
Payments for property, plant and equipment	(58,860,082)	(38,631,769)
Grants, subsidies, contributions and donations	55,626,824	33,459,689
Net cash outflow from investing activities	(3,233,258)	(5,172,080)
Cash flows from financing activities		
Net cash outflow from financing activities	(569,201)	(474,264)
Total cash flows		
Net increase in cash and cash equivalent held	14,627,422	(3,259,230)
Opening cash and cash equivalents	38,483,363	38,606,230
Closing cash and cash equivalents	53,110,785	35,347,000

 Statement of Income and Expenditure by Category for the period ended 30 June 2025										
	Core	Fleet	QRA	RMPC	TMR Rec Works	LWBDC & Hatchery	Childcare	Other Non-Core	Total	Budget
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Income										
Revenue										
Recurrent revenue										
Net Rates, Levies and Charges	8,998,995	-	-	-	-	-	-	-	8,998,995	8,855,500
Fees and charges	600,725	8,416	-	-	-	122,742	135,968	43,003	910,854	790,000
Rental income	138,450	-	-	-	-	-	15,000	451,640	605,090	539,500
Interest received	2,555,083	-	-	-	-	-	-	-	2,555,083	1,050,000
Sales revenue	32,058	-	-	2,563,897	18,872,438	132,346	-	-	21,600,739	22,124,000
Other income	61,438	4,624	-	-	-	-	83	-	66,145	6,900
Grants, subsidies, contributions and donations	17,035,309	20,951	36,913,203	-	114,486	3,514	366,244	-	54,453,708	68,590,991
Total income	29,422,057	33,991	36,913,203	2,563,897	18,986,925	258,603	517,295	494,642	89,190,614	101,956,891
Expenses										
Recurrent expenses										
Employee benefits	(7,407,381)	(479,520)	(1,114,630)	(299,258)	(1,018,546)	(425,803)	(482,712)	(86,237)	(11,314,087)	(12,833,445)
Materials and services	(10,803,413)	3,990,135	(35,798,573)	(1,210,640)	(14,850,202)	(382,503)	(268,390)	(659,393)	(59,982,979)	(86,462,166)
Finance costs	(301,989)	-	-	-	-	-	-	-	(301,989)	(299,365)
Depreciation and amortisation	(10,471,260)	(1,013,926)	-	-	-	(307,892)	(130,078)	(913,228)	(12,836,384)	(10,312,000)
Total expenses	(28,984,043)	2,496,690	(36,913,203)	(1,509,898)	(15,868,748)	(1,116,198)	(881,180)	(1,658,858)	(84,435,438)	(109,906,976)
Operating Result	438,014	2,530,681	-	1,053,999	3,118,177	(857,595)	(363,885)	(1,164,215)	4,755,175	(7,950,085)

 CARPENTARIA SHIRE <i>Outback by the Sea*</i>			Accounts Summary	
	30 June 2025	31 May 2025		
	\$	\$		
General Accounts				
Westpac General Operating Accounts	4,072,515	475,098		
Cash on Hand	2,600	2,600		
QTC General Fund	30,442,655	21,924,171		
QTC Reserves Fund	18,593,016	24,036,458		
Total balance held in banks (incl Reserves)	53,110,785	46,438,327		
Restricted				
Contract Balances	20,311,352	22,503,175		
	20,311,352	22,503,175		
Unrestricted Cash	32,799,433	23,935,152		
Internal Restrictions*				
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	1,014,200	1,014,200		
QTC Road Reseals Reserve	4,280,380	4,280,380		
QTC Disaster Relief Reserve	55,767	55,767		
	9,382,237	9,382,237		
Unrestricted Cash after Internal Restrictions	23,417,196	14,552,916		
QTC Borrowings				
Karumba Sewerage	1,127,171	1,187,298		
Normanton Water Upgrade	655,100	685,747		
Glenore Weir	3,550,446	3,649,062		
Total balance QTC borrowings	5,332,717	5,522,108		
Net Council Position after Borrowings and all Restrictions	18,084,479	9,030,808		

* Internal Restrictions are excluded of QTC Mitchell River Bridge since it is already captured in the restricted contract balance.



	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25
Unrestricted Cash	16,270,345	22,160,569	26,695,588	26,534,893	20,226,598	31,517,265	24,047,984	21,180,920	22,558,474	23,282,659	23,935,152	32,799,433
Total Cash	65,588,683	63,012,350	61,340,373	46,214,873	36,792,251	62,981,782	54,548,797	55,039,264	56,661,558	50,714,543	46,438,327	53,110,785



Carpentaria Shire Council
Sustainability Ratios
as at 30 June 2025

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.	0% to 10%	5.33%	The favourable result is due to the timing of FA Grants and is attributed to regular claims processing for TMR works during the construction season. 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%	20.06%	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	5.52	The higher unrestricted cash ratio indicates Council has sufficient free cash available.
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 to 3 times	0.30	Council's borrowings are almost 1 times its earnings before depreciation (EBITDA).
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	11.11%	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	1.89%	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) Guideline 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 Guideline as part of 2024-25 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

12.3 COUNCIL WEBSITE - 2025/2026 REVENUE STATEMENT

Attachments: 12.3.1. 2025/2026 Revenue Statement [↓](#)
Author: Andrew Shaw - Chief Operating Officer
Date: 10 July 2025

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

Key Strategy: Quality Financial Management

Executive Summary:

The 2025/2026 Revenue Statement adopted at the Budget Meeting on 19 June 2025 will be corrected for typographical and grammatical inaccuracies before being placed on Council's website.

RECOMMENDATION:

For information only.

Background:

The 2025/2026 Revenue Statement was adopted at the Budget Meeting on 19 June 2025. However, the Revenue Statement document contained some typographical and grammatical inaccuracies.

To aid transparency, the marked-up, corrected version of the Revenue Statement that will be placed on Council's website is attached to this paper.

Consultation (Internal/External):

- King & Company Solicitors
- Chief Executive Officer

Legal Implications:

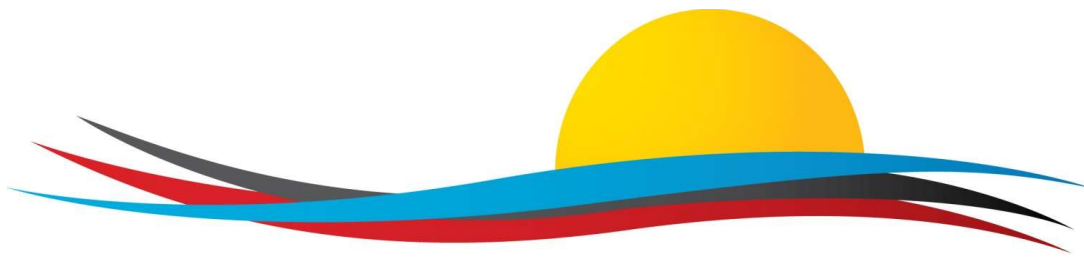
- *Local Government Act 2009*
- *Local Government Regulation 2012*

Financial and Resource Implications:

- Nil

Risk Management Implications:

- Disclosure of the mark-ups addresses possible queries about the document.



CARPENTARIA SHIRE

Outback by the Sea®

C a r p e n t a r i a S h i r e C o u n c i l

2025/2026

R e v e n u e S t a t e m e n t

REVENUE STATEMENT FOR THE 2025/2026 FINANCIAL YEAR

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REVENUE STATEMENT FOR THE 2025/2026 FINANCIAL YEAR

REVENUE STATEMENT 2025/2026

STATEMENT

The revenue statement has been prepared in accordance with section 104(5) of the *Local Government Act 2009* and in accordance with sections 169(2)(b) and 172 of the *Local Government Regulation 2012*. The revenue statement applies to revenue raising activities of the Council.

PURPOSE

A revenue statement is required to accompany the budget each year. Section 172 of the *Local Government Regulation 2012* outlines the matters that a local government must include in its revenue statement.

The revenue statement includes an explanatory statement outlining and explaining the revenue measures adopted in the budget.

The purpose of the revenue statement is:

- To enunciate the methods used to achieve Council's objectives set out in the Revenue Policy; and
- To explain material matters that guide the development and implementation of revenue practices within the Council; and
- To comply in all respects with legislative requirements.

APPLICABILITY

This revenue statement applies to the financial period from 1 July 2025 to 30 June 2026. It is approved in conjunction with the Budget as presented to Council.

It is not intended that this revenue statement reproduce all related policies. Related adopted policies will be referred to within the revenue statement where appropriate.

RATES AND CHARGES

For the financial year beginning 1 July 2025, Carpentaria Shire Council resolves pursuant to section 94 (2) of the *Local Government Act 2009* to make and levy rates and charges. Rates and charges to be levied pursuant to sections 80, 81 and 99 of the *Local Government Regulation 2012* will include:

a) Differential General Rates

b) Utility Charges for:-

- Water
- Sewerage
- Waste Management

DIFFERENTIAL GENERAL RATES

General rates are for services, facilities and activities that are supplied or undertaken for the benefit of the community in general (rather than a particular person).

Council calculates and rates and charges utilising the rateable value of the land; this valuation is set by the Department of [Natural Resources and Mines, Manufacturing, and Regional and Rural Development](#).

Council has decided that in accordance with section 81 of the *Local Government Regulation 2012*, differential general rates will be levied on all rateable land in the shire. Furthermore, in accordance with section 77 of the

REVENUE STATEMENT FOR THE 2025/2026 FINANCIAL YEAR

Local Government Regulation 2012, Council has decided to fix a minimum amount of general rates that differs depending upon the differential rating category of rateable land.

In Council's opinion, differential general rating and fixing a minimum amount of general rates enables there to be a more equitable relationship between revenue raised from particular land and the circumstances relevant to that land, than would be the case under a standard rating system where rates are levied at a single rate in the dollar on all rateable land.

In determining its differential rating system, including fixing minimum amounts of general rates, Council's objective is to ensure the fair and consistent application of lawful rating and charging principles, without bias, taking account of all relevant considerations and disregarding irrelevances such as the perceived personal wealth of individual ratepayers or ratepayer classes.

In summary, the differential rating categories have been determined having regard to matters such as:

- Land use;
- Availability of services;
- Consumption of services,
- Valuation; and
- Income producing capacity of land.

Table 1 - Differential Rating Categories

Category	Differential	Description
1	Vacant Urban Land <10,000 m ²	All vacant urban land of less than 10,000m ² in size, within the areas defined as Normanton Township or Karumba Township in the Carpentaria Shire Council Planning Scheme 2008 (Map 3).
2	Residential Land <4,000 m ² - PPR	All residential land, that is the owner's principal place of residence, and is less than 4,000m ² in size, and is within the areas defined as Normanton Township or Karumba or Karumba Point, in the Carpentaria Shire Council Planning Scheme 2008 (Map 3).
3	Residential Land ≥4,000m ² & <100Ha	All land within the council area that is 4,000m ² or more but less than 100Ha in size, that is used for residential or rural residential purposes.
4	Residential Multi-Units	All land within the council area which consists of multi residential dwellings.
5	Vacant Land ≥4,000m ² & <100Ha	All land within the council area that is 4,000m ² or more but less than 100Ha in size, that could be used for residential or rural residential purposes but is currently vacant.
6	Rural Areas <\$5,000,000	All rural land within the council area not included in other Categories, with a rateable value of less than \$5,000,000.
7	Rural \$5,000,000 – <\$19,999,999	All rural land within the council area with a rateable value of between \$5,000,000 and \$19,999,999.
8	Rural ≥\$20,000,000	All rural land within the council area with a rateable value of \$20,000,000 or more.
9	Rural - Agriculture	All rural land within the council area used for agricultural purposes, other than grazing or other rural uses.

REVENUE STATEMENT FOR THE 2025/2026 FINANCIAL YEAR

Category	Differential	Description
10	Commercial	All commercial land in Karumba and Normanton that is zoned "Commercial" in the Carpentaria Shire Council Planning Scheme 2008 (Map's 3 and 5) and land zoned as 'Residential' used to operateoperating commercial tourism operations.
11	Motels	All land within the council area used for public accommodation such as motels and guest houses.
12	Commercial - Other	All land within the council area that is used by not for profit groups or organisations.
13	Electrical Reticulation and Telecommunications Infrastructure – Rural	All land predominately used for Commercial Electrical, Reticulation or Telecommunication purposes and which is located outside the Normanton and Environs and Karumba and Environs (Maps 2,3,4 & 5 Carpentaria Shire Planning Scheme 2008).
14	Electrical Reticulation and Telecommunications Infrastructure – Normanton and Karumba	All land predominately used for Commercial Electrical, Reticulation or Telecommunication purposes and is located within Normanton and Environs and Karumba and Environs (Maps 2,3,4 & 5 Carpentaria Shire Planning Scheme 2008).
15	Intensive Accommodation – 10 to 30 Persons	All land predominately used for intensive accommodation capable of accommodating 10 to 30 persons (other than the ordinary travelling public) in rooms, suites or caravan sites specifically built or provided for this purpose. Land within this category is commonly known as "workers accommodation", "single persons quarters", "work camps", "accommodation village" or "barracks".
16	Intensive Accommodation – 31 to 50 Persons	All land predominately used for intensive accommodation capable of accommodating 31 to 50 persons (other than the ordinary travelling public) in rooms, suites or caravan sites specifically built or provided for this purpose. Land within this category is commonly known as "workers accommodation", "single persons quarters", "work camps", "accommodation village" or "barracks".
17	Intensive Accommodation ≥51 Persons	All land predominately used for intensive accommodation capable of accommodating 51 or more persons (other than the ordinary travelling public) in rooms, suites or caravan sites specifically built or provided for this purpose. Land within this category is commonly known as "workers accommodation", "single persons quarters", "work camps", "accommodation village" or "barracks".
20	Light Industry	All industrial land in Karumba and Normanton that is zoned "Industry" in the Carpentaria Shire Council Planning Scheme 2008 (Map's 3 and 5) excluding land identified in other Categories.
21	Transport and Heavy Industry <1Ha	All land used for the purposes of and incidental to transport operation, freight companies, batching plant, stockpiling, and or hazardous industries that is less than 1.0 Hectare in land size.
22	Service Stations	All land used for the purpose of and incidental to retail or wholesale fuel distribution, with a holding capacity of one million litres or less.

REVENUE STATEMENT FOR THE 2025/2026 FINANCIAL YEAR

Category	Differential	Description
23	Bulk Fuel Storage	All land used for the purpose of and incidental to bulk fuel storage operations with a holding capacity greater than one million litres.
24	Shipping and Other Industry	All land zoned as "Strategic Port Land" and land used for the purpose of shipping operations and other industry located on the Norman River side of Yappar Street Industrial Area not identified in category 11, 13, 14, 15, 16, 17, 23, 25, 26, 27 and 28.
25	Processing Plant	All land used for the purpose of and incidental to the processing of goods and services for wholesale purposes.
26	Mine Product Operations	All land used, or capable of being used, for the purpose of, and incidental to: -the bulk handling of mining products; -the storage of mining products; -the distribution of mining products; and/or -the storage of other mining related products and equipment. This category includes land previously used for any one or more of the other purposes identified in this category, being rehabilitated (including the removal of structures).
27	Electricity Generation ≤5MW	All land used or intended to be used for or ancillary to the generation of electricity from a facility with an output capacity of 5 Mega Watts or less.
28	Electricity Generation >5MW	All land used or intended to be used for or ancillary to the generation of electricity from a facility with an output capacity of greater than 5 Mega Watts.
31	Quarry 5,000 – 100,000 Tonnes	All land in the council area used or intended to be used as a quarry extracting between 5,000 and 100,000 tonnes as authorised by the appropriate State Government Department.
32	Quarry >100,000 Tonnes	All land in the council area used or intended to be used as a quarry extracting greater than 100,000 tonnes as authorised by the appropriate State Government Department.
33	Petroleum Lease	All petroleum leases located in the council area.
34	Mining Leases <25 people	All mining leases located in the council area, that employ less than 25 people in mining activities and has no on-site accommodation.
35	Mining Leases 25-99 people	All mining leases located in the council area, that employ 25 to 99 people in mining activities and has no on-site accommodation.
36	Mining Leases ≥100 people	All mining leases located in the council area, that employ 100 people or more in mining activities and has no on-site accommodation.
37	Mining Leases <25 people with accommodation	All mining leases located in the council area, that employ less than 25 people in mining activities and has on-site accommodation.
38	Mining Leases 25-99 people with accommodation	All mining leases located in the council area, that employ 25 to 99 people in mining activities and has on-site accommodation.
39	Mining Leases ≥100 people with accommodation	All mining leases located in the council area, that employ 100 people or more in mining activities and has on-site accommodation.

REVENUE STATEMENT FOR THE 2025/2026 FINANCIAL YEAR

Category	Differential	Description
41	Caravan Parks <50 sites	All land within the council area used as a caravan park with less than 50 sites or accommodation units.
42	Caravan Parks 50 - 100 sites	All land within the council area used as a caravan park with 50 to 100 sites or accommodation units.
43	Caravan Parks >100 sites	All land within the council area used as a caravan park with more than 100 sites or accommodation units.
44	Hotels/Licensed Venue <20 Rooms	All land within the council area used for the purposes of hotels and licensed venues and may include less than 20 accommodation units.
45	Hotels/Licensed Venue ≥20 Rooms	All land within the council area used for the purposes of hotels and licensed venues and may include 20 or more accommodation units.
50	Transport and Heavy Industry ≥1.0Ha	All land used for the purposes of and incidental to transport operation, freight companies, batching plant, stockpiling and hazardous industries that is 1.0 Hectare or more in land size.
51	Residential Home Business	All land within the Council area that is used as a commercial home business.
52	Shopping Facility with >25 on-site carparks	All land within the Council area used as a shopping facility with greater than 25 onsite carparks.
53	Residential Land <4,000 m ² - Non-PPR	All residential land, that is not the owner's principal place of residence, and is less than 4,000m ² in size, and is within the areas defined as Normanton Township or Karumba or Karumba Point, in the Carpentaria Shire Council Planning Scheme 2008 (Map 3).

The term 'Principal place of residence' means land that is the place of residence at which at least one natural person who constitutes the owner/s of the land predominantly resides.

In establishing whether land is the owner's principal place of residence, Council may consider, but not be limited to the owner's declared address for electoral, taxation, government social security or national health registration purposes, or any other form of evidence deemed acceptable by the Council. Residential premises that have not met these criteria will be deemed a secondary residence.

For the avoidance of doubt, land will not be the owner's principal place of residence where it is:

- 1) not occupied by at least one person/s who constitute the owner/s, but occupied by any other person/s, whether in return for rent or remuneration or not, including members of the owner's family;
- 2) vacant, whether permanently or temporarily (for more than 120 days of the financial year), including for the purposes of renovation or redevelopment, except in the case where:
 - a) premises that are being renovated are and remain the principal place of residence of the owner, and the owner does not during the renovation period own any other property which is used as, or asserted by the owner for any purpose to be, the owner's place of residence;
 - b) a property is vacant for a period longer than 120 continuous days of the financial year due to the owner/s absence on an extended holiday, provided that the property remains completely vacant for the entire period of their absence;
 - c) a property is vacant due to the owner/s absence due to work commitments, provided that the absence is confirmed in writing by the owner's employer to Council's satisfaction and the property

REVENUE STATEMENT FOR THE 2025/2026 FINANCIAL YEAR

- remains vacant or is occupied by immediate family members only during the period of the owner's absence; or
- d) the owner is absent due to medical reasons of the owner or a close relative and this is confirmed in writing by a health professional to Council's satisfaction;
- 3) not owned by a natural person, e.g., owned by a company, except where the ratepayer residing at the property as their principal place of residence is the company owner; or
- 4) flats and other multiple tenement residential properties, even where the owner of the land resides in one of the flats or tenements.

OBJECTION AGAINST CATEGORISATION

Pursuant to section 90 of the *Local Government Regulation 2012* the owners of rateable land will be informed that they have the right of objection to the category their land is included in.

All objections shall be to the Chief Executive Officer of the Carpentaria Shire Council and the only basis for objection shall be that at the date of issue of the rate notice, the land should belong to a different rating category.

MINIMUM DIFFERENTIAL GENERAL RATE

A minimum differential general rate is set for each differential general rate category to achieve an appropriate contribution from all property owners.

In accordance with section 77 of the *Local Government Regulation 2012*, Council considers that a minimum general rate should be applied to ensure a sufficient contribution is made to cover the cost of public services that benefit all properties irrespective of the valuation of a property.

No minimum will apply to land to which Chapter 2, Part 2, Division 5, Subdivision 3 of the *Land Valuation Act 2010* applies.

GENERAL RATING CATEGORIES

For the financial period from 1 July 2025 to 30 June 2026 the Differential General Rates and Minimum General Rates will be levied on the Differential General Rate categories as follows:

Table 2 - Differential General Rates and Minimum General Rates - 2025/2026

Category	Differential	General Rate (cent in the dollar)	Minimum \$
1	Vacant Urban Land <10,000 m ²	1.6605	\$776
2	Residential Land <4,000 m ² - PPR	1.5748	\$676
3	Residential Land ≥4,000m ² & <100Ha	0.8618	\$688
4	Residential Multi-units	1.8902	\$946
5	Vacant Land ≥4,000m ² & <100Ha	0.7869	\$822
6	Rural Areas <\$5,000,000	0.3943	\$1,313
7	Rural \$5,000,000 - \$19,999,999	0.4710	\$20,297
8	Rural ≥\$20,000,000	0.5530	\$97,008
9	Rural - Agriculture	0.5477	\$6,271
10	Commercial	1.9045	\$986
11	Motels	1.7402	\$2,364
12	Commercial - Other	1.1118	\$669
13	Electrical Reticulation and Telecommunications	10.0065	\$1,671

REVENUE STATEMENT FOR THE 2025/2026 FINANCIAL YEAR

Category	Differential	General Rate (cent in the dollar)	Minimum \$
	Infrastructure – Rural		
14	Electrical Reticulation and Telecommunications Infrastructure – Normanton and Karumba	18.1097	\$7,240
15	Intensive Accommodation – 10 to 30 Person	3.6279	\$1,466
16	Intensive Accommodation – 31 to 50 Person	3.6279	\$2,946
17	Intensive Accommodation ≥51 Person	3.6279	\$4,844
20	Light Industry	1.7309	\$1,000
21	Transport and Heavy Industry <1Ha	3.5120	\$2,340
22	Service Stations	1.9755	\$1,217
23	Bulk Fuel Storage	3.5445	\$2,434
24	Shipping and Other Industry	4.1748	\$2,434
25	Processing Plant	5.1122	\$2,434
26	Mine Product Operations	76.3206	\$1,739,085
27	Electricity Generation ≤5MW	2.1945	\$5,044
28	Electricity Generation >5MW	2.1945	\$10,073
31	Quarry 5,000–100,000 Tonnes	4.3330	\$6,084
32	Quarry >100,000 Tonnes	4.7153	\$34,436
33	Petroleum Lease	2.5227	\$3,319
34	Mining Leases <25 people	2.5227	\$2,652
35	Mining Leases 25-99 people	2.5227	\$13,244
36	Mining Leases ≥100 people	2.5227	\$132,440
37	Mining Leases <25 people with accommodation	2.5227	\$3,974
38	Mining Leases 25-99 people with accommodation	2.5227	\$19,869
39	Mining Leases ≥100 people with accommodation	2.5227	\$145,684
41	Caravan Parks <50 sites	2.2040	\$847
42	Caravan Parks 50-100 sites	1.1575	\$1,182
43	Caravan Parks >100 sites	2.2040	\$2,364
44	Hotels/ Licensed Venue <20 Rooms	1.7402	\$1,182
45	Hotels/ Licensed Venue ≥20 Rooms	1.9731	\$2,364
50	Transport and Heavy Industry ≥1.0Ha	2.0670	\$3,510
51	Residential Home Business	1.7318	\$775
52	Shopping Facility with >25 on-site carparks	2.0502	\$1,015
53	Residential Land <4,000 m ² - Non-PPR	1.8176	\$776

LIMITATION ON RATE INCREASE

Pursuant to Section 116 of the *Local Government Regulation 2012*, for the 2025/2026 financial year, Council has not made, and will not make, a resolution limiting an increase of Rates and Charges.

UTILITY CHARGES

Council resolves that, pursuant to section 94 of the *Local Government Act 2009* and section 99 of the *Local Government Regulation 2012*, it will make and levy charges for the supply of water, sewerage and cleansing services (Utility Charges) for the financial year beginning 1 July 2025.

REVENUE STATEMENT FOR THE 2025/2026 FINANCIAL YEAR

Water Utility Charges

The Carpentaria Shire Council water supply system includes the raw water pipeline from Glenore Weir to Normanton water treatment works. All water utility charge revenue shall be used to cover the costs associated with the operation, maintenance, replacement, upgrade, and funding of the Carpentaria water supply infrastructure, including ensuring long-term sustainability.

The water utility charges are established for both treated water supply and raw water supply. Where an assessment is part of a community titles scheme (including a building units or group titles plan) and the assessment within the scheme is not separately metered, the applicable Water Utility Charges will be apportioned in accordance with the registered contribution schedule lot entitlement for the assessment.

Use of water, whether raw or treated, is subject to any water conservation measures (water restrictions) that are currently in place, or that may be imposed by Council at any time during the financial year.

Council has determined in 2025/2026 to make and levy water utility charges for treated water supply based on a two-part tariff, made up of a fixed Water Access Charge (being a charge for the use of infrastructure that supplies water) and a variable Water Consumption Charge (being a charge for using the water based on the amount of water that is actually used).

Water utility charges are levied on a user pays, two-part tariff basis consisting of an access charge and a variable consumption (kl) charge. The different tiers are outlined in Table 3 Water Utility Charges.

Table 3 - Water Utility Charges

Charge Type	Category	Access Charge	KL Tier 1	KL Tier 2
Vacant	Vacant	\$1,040	\$0.25 (<900kl)	\$2.70 (>900kl)
Residential 1	Single Dwelling	\$1,040	\$0.25 (<900kl)	\$2.70 (>900kl)
Residential 2	Multiple Dwellings	\$1,622	\$0.25 (<900kl)	\$2.70 (>900kl)
Residential 3	Lilyvale Estate	\$1,040	\$0.25 (<900kl)	\$2.70 (>900kl)
Commercial 1	Non-Residential	\$1,040	\$1.90	
Commercial 2	1 st Meter – Hotels & Caravan Parks	\$6,500	\$1.90	
Commercial 3	Hospital	\$16,640	\$1.90	
Raw Water 1	Rural Domestic	\$260	\$0.25	
Raw Water 2	Rural Stock	\$520	\$1.19	
Raw Water 3	Town – non-domestic	\$520	\$0.25	

Definitions for the access charge types in Table 3 are as follows:

- 1) Land used solely for residential purposes:
 - a) Residential 1 – where no more than two separate dwellings or living units, an access charge of ~~\$1,040,000~~ per meter; and
 - b) Residential 2 – where three or more separate dwellings or living units, an access charge of ~~\$1,622,560~~ for the first meter.
 - c) Residential 2 – Additional meters will be ~~\$1,040,000~~ per meter
 - d) Residential 3 – Water supplied from the water treatment plant to the Lilyvale Estate.
- 2) Land used in whole or part for non-residential purposes:
 - a) Commercial 2 – where land is used for caravan parks with more than 50 sites, or for hotels and licensed venues, an access charge of ~~\$6,500,250~~ for the first meter and ~~\$1,622,560~~ for each additional Commercial water meter;

REVENUE STATEMENT FOR THE 2025/2026 FINANCIAL YEAR

- b) Commercial 2 – where non-rateable land that has a water connection of 40mm or larger (except where used as described in paragraph 2 (c)), an access charge of \$~~6,5006,250~~ for the first meter and \$~~1,6224,560~~ for each additional Commercial water meter
 - c) Commercial 3 – where non-rateable land used as a hospital, that also has multiple single unit dwellings and/or multiple dwelling units/flats, an access charge of \$~~16,64016,000~~ per meter; and
 - d) Commercial 1 – otherwise, an access charge of \$~~1,0401,000~~ per meter.
- 3) Vacant land:
- a) Any land that is vacant and is within the water network
- 4) Raw Water is supplied to:
- a) Raw Water 1 – Rural land, water solely used for domestic purposes;
 - b) Raw Water 2 – Rural land, water used for stock watering;
 - c) Raw Water 3 – Supplied to Land within Normanton but used solely for non-domestic purposes.

Sewerage Utility Charges

In 2020/2021, the Sewerage Utility Charges in Karumba were based on a unit Equivalent Tenement basis. In the 2021/2022 financial year the Sewerage Utility Charges for Karumba were changed from the unit Equivalent Tenement basis to a per unit basis to harmonise the charging methodology for both Karumba and Normanton townships. ~~This change will be implemented over five years for residential properties, with the goal to have the same unit charge for both Normanton and Karumba. This change was implemented over five years, with the goal to have the same unit charge for both Normanton and Karumba having been achieved for the 2025/26 financial year.~~

In keeping with Subsection 94(2) of the *Local Government Act 2009* and Sections 99 and 100 of *Local Government Regulation 2012*, Council has determined to make and levy Sewerage Utility Charges on all land within the Normanton and Karumba townships declared sewerage areas, whether vacant or occupied, that Council has or is able to provide with sewerage services.

Where a rateable parcel of land is used for both Residential and Commercial purposes, then both the applicable Residential Sewerage Charges and Commercial Sewerage Charges may be levied on the land.

The Sewerage Utility Charges detailed in Tables 5 and 6 below will be applied as follows:

Definition of pedestal

A pedestal is defined as each toilet, urinal, or similar device that is either: -

1. Connected to Council's sewerage system; or
2. Required by Council's Local Laws to be installed and connected to Council's sewerage system.

Application of Residential Sewerage Charge

This charge will be applied to each dwelling unit (e.g. house, community title unit, flat) situated upon the land being charged.

Examples –

- *A rateable assessment that has 1 dwelling house upon it will be charged a single Residential Sewerage Charge*
- *A rateable assessment that has 2 dwelling houses upon it will be charged 2 Residential Sewerage Charges*
- *A rateable assessment that has one community titles unit upon it will be charged a single Residential Sewerage Charge*
- *A rateable assessment that has 6 separate residential flats upon it will be charged 6 Residential Sewerage Charges*

REVENUE STATEMENT FOR THE 2025/2026 FINANCIAL YEAR

- A parcel of non-rateable land (e.g. land owned by the State, a State Government Department or a State Government entity) that has 4 separate residential flats upon it will be charged 4 Residential Sewerage Charges

The Residential Charge will also be applied to each religious institution situated upon the land being charged.

Application of Commercial Sewerage Charge and Additional Commercial Sewerage Charge

For all other land within Council's declared sewerage area, the Commercial Sewerage Charge shall apply for the first two pedestals on the land being charged, with the Additional Commercial Sewerage Charge being applied to each additional pedestal.

Examples –

- A rateable assessment used as a café that has 1 or 2 pedestals will be charged the Commercial Sewerage Charge
- A rateable assessment used as a café that has 3 pedestals will be charged the Commercial Sewerage Charge + 1 Additional Commercial Sewerage Charge
- A rateable assessment used as a hotel that has 10 pedestals will be charged the Commercial Sewerage Charge + 8 Additional Commercial Sewerage Charges
- A parcel of non-rateable land (e.g. land owned by the State, a State Government Department or a State Government entity) that has 25 pedestals will be charged the Commercial Sewerage Charge + 23 Additional Commercial Sewerage Charges

Application of Vacant Sewerage Charge

Each parcel of vacant rateable land within Council's declared sewerage area will be charged a single Vacant Sewerage Charge.

Table 5 - Sewerage Utility Charges - Normanton

Normanton – Type	Charge
Residential Sewerage Charge	\$1,100
Vacant Sewerage Charge	\$825
Base Commercial Sewerage Charge	\$1,595
Additional Commercial Sewerage Charge	\$825

Table 6 - Sewerage Utility Charges - Karumba

Karumba – Type	Charge
Residential Sewerage Charge	\$1,100
Vacant Sewerage Charge	\$825
Base Commercial Sewerage Charge	\$1,595
Additional Commercial Sewerage Charge	\$825

Waste Management Utility Charges

Council will provide a garbage collection service and disposal facilities to all domestic and commercial premises within the townships of Normanton and Karumba.

A Waste Management Charge will be levied on all assessments within the townships of Normanton and Karumba. This utility charge is intended to cover the full cost of collection and disposal of household and commercial refuse, as well as for the operation, maintenance, and upkeep of the waste management facilities. A portion of the

REVENUE STATEMENT FOR THE 2025/2026 FINANCIAL YEAR

charges shall be associated with capital works in the refuse disposal area and future cost of restoration of the refuse disposal area.

The charges for the service are annual charges and are not reduced for periods of time when the premises are unoccupied.

Calculation of waste charges

Each property is allocated Cleansing Units calculated as follows:

1. Table 8 - Garbage Charges Schedule sets out:
 - a. a minimum number of bins for each property classification and
 - b. the number of services per week.
2. Table 9 – Cleansing Units Applied is used for:
 - a. Determining the number of bins, which is:
 - i. the minimum number of bins from table 8 and any additional bins.
 - b. Showing the number of services per week.
 - c. Calculating the number of Cleansing Units to be applied.

Examples of Cleansing Units to be applied from table 9:

Residential with a minimum of 1 bin + 1 extra bin or a total of 2 bins (2 units)

Shop with a minimum of 2 bins + 1 extra bin or a total of 3 bins (6 units)

School with a minimum of 8 bins + 6 extra bins or a total of 14 Bins (28 units)

- d. Waste Management Charges is Cleansing Units applied x the Cleansing Unit Charge.

Table 8 – Garbage Charges Schedule – Minimum Number of Bins

No	Classification	Minimum No of Bins	No of Services per Week
1	Residential including: Dwelling House Accommodation Building Accommodation Units – Non-Serviced (1 bin per 2 units) Multiple Dwelling (per unit) Place of Worship Halls	1	1
2	Medical Centre / Pharmacy Special Purpose Facility Indoor Entertainment Protective Services including: Police Station Ambulance Station Fire Station SES building Light Industry including: Aerodrome Service Station Truck Depot, Council Depot and Other Waterfront Industry - Category 1	1	3
3	TAFE	2	1

REVENUE STATEMENT FOR THE 2025/2026 FINANCIAL YEAR

No	Classification	Minimum No of Bins	No of Services per Week
4	Aged Persons Home Recreation Club Outdoor Entertainment Facilities Other Commercial Premises including: Shops Café's	2	3
5	Hotels, Motels, Serviced Units (1 bin per 4 units) Caravan Park (1 bin per 4 units)	1	3
6	Hotel/Motel/Restaurant Complex Licensed Venue Shopping Centre	5	3
7	Hospital Schools	8	3
8	Waterfront Industry - Category 2	9	3
9	Tourist Facility	11	3

Definition Waterfront Industries

Category 1 Boat repair, storage, commercial fishing operations, fish market or construction.

Category 2 Manufacture, storage or transportation of raw materials.

Example Calculations

- 4 flats/units/residential dwellings would be a minimum of 4 bins x 1 service a week; and
- 4 industrial sheds would be a minimum of 4 bins x 3 services a week; and
- 4 commercial shops would be a minimum 8 bins x 3 services a week; and with commercial or industrial with a residential dwelling will be rated for both services.

Table 9 – Cleansing Units Applied

Residential Waste Management Utility Charges

Type	Basis of Charge	Charge
Waste Management Charge - Residential	Per unit	\$513.00

Commercial Waste Management Utility Charges

REVENUE STATEMENT FOR THE 2025/2026 FINANCIAL YEAR

Number of Bins	Number of Services per week	Cleansing Units Applied	Waste Management Charge (Non-residential) Classification No. 2-9
1	1	1	\$477
1 (3 Services)	3	3	\$1,431
2 - 4	3	6	\$2,862
5 - 7	3	10	\$4,770
8 - 10	3	16	\$7,632
11 - 13	3	22	\$10,494
14 - 16	3	28	\$13,356
17 - 19	3	34	\$16,218
20 - 29	3	40	\$19,080
30 - 39	3	60	\$28,620
40 - 49	3	80	\$38,160
50 +	3	100	\$47,700

SEPARATE CHARGES

Emergency Management, ~~Fire and Rescue~~ Levy.

The Emergency Management Levy (EML) is a State Government levy. Council is required to collect the levy on behalf of the Queensland State Government, in accordance with the provisions of the *Fire and Emergency Services Act 1990* and *Fire and Emergency Services Regulation 2011*, and such are levied in accordance with the prescribed fees as defined in schedule 2 of the *Fire and Emergency Services Regulation 2011*.

The levy is not a Council Charge and the Funds collected are remitted to [the State Queensland Fire and Emergency Services](#). It provides for the prevention of, and responses to, fires and other emergency incidents.

CONCESSIONS

Pensioner Rates Remission

Pursuant to section 120 (1)(a) of the *Local Government Regulation 2012*, Council may grant a concession if it is satisfied that the rateable land is owned or occupied by a Pensioner.

Pursuant to section 122 (1) (b) of the *Local Government Regulation 2012*, Council resolves to grant a concession on differential general rates, water, sewerage, and garbage utility charges, to eligible Pensioners in accordance with the Pensioner Rates Concession Policy.

Under Council's remission scheme any arrears of rates and charges associated with the residential allotment must be paid in full before a Pensioner becomes entitled to receive the Council rates remission.

Not for Profit / Community Organisations

Pursuant to section 122 (1) (b) of the *Local Government Regulation 2012*, Council resolves to grant a concession on differential general rates, water (excluding water consumption charges), sewerage and garbage utility charges, to not for profit / community organisations as detailed in the Rates Based Financial Assistance for Community Organisations Policy. A summary of these concessions appears at the end of this Revenue Statement.

REVENUE STATEMENT FOR THE 2025/2026 FINANCIAL YEAR

Financial Hardship

Pursuant to section 120 (1) (c) of the *Local Government Regulation 2012*, Council may grant a concession if it is satisfied that the rateable land is owned or occupied by a ratepayer where the payment of the rates and charges would cause hardship to the ratepayer.

Council may at its discretion provide to other ratepayers who are suffering financial hardship, extended payment arrangements. Further information is set out in the Financial Hardship Policy.

OTHER MATTERS CONCERNING RATES AND CHARGES

Interest

In accordance with section 133 of the *Local Government Regulation 2012*, Council will apply to all overdue rates and charges compound interest at the rate of 12.12% per annum, calculated on daily rests from the day after the Rates and Charges become overdue.

All rates and charges remaining outstanding after the due date stated in the rate notice will be deemed to be overdue rates.

Discount

To encourage the prompt payment of rates and charges pursuant to section 130(4) of the *Local Government Regulation 2012* Council resolves to allow a discount on gross rates and charges (excluding water consumption charges).

Discount for prompt payment is subject to the following provisions:

1. all rates and charges levied are paid not later than 30 days from the date of issue of the rate notice; and
2. all other rates and charges appearing on the rate notice (that are not subject to a discount) are paid not later than 30 days from the date of issue of the rate notice; and
3. all other overdue rates and charges relating to the rateable assessment are paid not later than 30 days from the date of issue of the rate notice.

Pursuant to section 130 (5) the discount allowed for all differential rating categories, excluding:

Rural \geq \$20,000,000; and

Mine Product Operations

is 10% of the rates and charges which are levied with respect to:

- general rates
- utility charges excluding water consumption charges

Pursuant to section 130 (5) the discount allowed for differential rating categories:

Rural \geq \$20,000,000; and

Mine Product Operations

is fixed at \$5,000 for rates and charges which are levied with respect to:

- general rates
- utility charges excluding excess water consumption charges

No discount will be allowed on overdue rates and charges or water consumption charges.

Collection of Outstanding Rates and Charges

Council requires payment of Rates and Charges within the specified period and it is Council's policy to pursue the collection of outstanding Rates and Charges diligently, but with due concern for the financial hardship faced by some members of the community.

REVENUE STATEMENT FOR THE 2025/2026 FINANCIAL YEAR

To this end Council will recover any outstanding Rates and Charges in accordance with, Section 95 of the *Local Government Act 2009*, Chapter 4, Part 12 of the *Local Government Regulation 2012* and Carpentaria Shire Council's Debt Recovery Policy. For further information refer to the following policies on Council's website www.carpentaria.qld.gov.au:-

- Debt Recovery Policy
- Financial Hardship Policy
- Revenue Policy
- Rates Based Financial Assistance for Community Organisations Policy

Payments in Advance

Council accepts payments in advance of future rate levies. Interest is not payable on any credit balances held.

Interim Rate Notices

In instances where adjustments to rates and charges occur throughout the year, an Interim Rates Notice will be issued as required.

Some examples of when adjustments may be made include:

- reconfiguration of allotment
- valuation changes
- additional services
- change of ownership

Where an adjustment results in an amount of less than \$10, Council will not issue a notice to the ratepayer.

Prior Year Amendments

Notification from Department of [Natural Resources and Mines Manufacturing, and Regional and Rural Development](#) Resources ("[the Department](#)"~~DOR~~) for valuations will be effective from the date stipulated by [the Department](#)~~DOR~~.

Any Council errors/mistakes in service charges, will only be backdated to the financial year in which the issue was raised in writing.

Levy Dates and Due Date for Payment of Rates

Council has determined, in accordance with the provisions of Section 107 of the *Local Government Regulation 2012* that all Rates and Charges will be levied in two (2) half-yearly instalments covering the periods 1 July 2025 to 31 December 2025 and 1 January 2026 to 30 June 2026.

In accordance with Section 118 of the *Local Government Regulation 2012* payment must be made not later than the date that it is at least 30 days after the date of issue of the rate notice.

Levy Number	Proposed Issue Date	Proposed Due Date
Levy 1	Tuesday, 19 August 2025	Thursday, 18 September 2025
Levy 2	Tuesday, 17 February 2026	Thursday, 19 March 2026

FEES AND CHARGES

Fees and charges are reviewed annually by Council. Council's adopted Fees and Charges register includes a mixture of regulatory and user pays fees. The regulatory charges are identified as such in Council's Fees and Charges

REVENUE STATEMENT FOR THE 2025/2026 FINANCIAL YEAR

Schedule and have been determined with reference to the relevant legislation and where applicable recover the cost of performing the function.

Council's Fees and Charges register contains full details of fees and charges adopted by Council for the financial year and is available on Council's website.

Cost Recovery

Cost recovery fees are fixed pursuant to Section 97 of the *Local Government Act 2009*.

The criteria used by Council when deciding the amount of the cost-recovery fee are: -

- The cost-recovery fee must not exceed the cost of providing the service for which the fee has been fixed.
- The cost-recovery fee must be broadly based on the "user pays" principle (except where Council decides to subsidise any fee or charge as a community service obligation).

Business Activity Fees

Council has the power to conduct business activities and fix business activity fees for services and facilities it provides on this basis. Business activity fees are fixed where Council provides a service and the other party to the transaction can choose whether to avail itself of the service. Business activity fees are a class of charge, which are purely commercial in application and are subject to the Commonwealth's Goods and Services Tax.

Business activity fees include but are not confined to rents, plant hire, private works and hire of facilities as contained in Council's statement of fees and charges.

REVENUE STATEMENT FOR THE 2025/2026 FINANCIAL YEAR

CONCESSIONS GRANTED

Council Resolution XXXX/XXX – Council resolved to grant a concession on differential general rates, water (excluding water consumption charges), sewerage and garbage utility charges to not for profit/community organisations as follows:

Assessment	Name of Organisation	Concession Granted
A194	Karumba Childrens Centre Inc.	100% - General Rates 100% - Commercial Water 1 100% - Commercial Sewerage 100% - Addit Comm Sewerage 100% - Garbage
A431	Carpentaria Kindergarten Association Inc.	100% - General Rates 100% - Commercial Water 1 100% - Commercial Sewerage 100% - Addit Comm Sewerage 100% - Garbage
A1142	Normanton Bowls Club Inc.	50% - Commercial Water 1 50% - Commercial Sewerage 50% - Garbage
A258	Karumba Recreation Club	50% - General Rates 50% - Commercial Water 1 50% - Commercial Sewerage 50% - Garbage
A406	Karuma Sporting Shooters Inc.	50% - General Rates
A1076	Normanton Rodeo Association	50% - General Rates
A1031	Normanton Gun Club	50% - Raw Water 3 Access
A608	Normanton Christian Fellowship Ltd	50% - General Rates 50% - Residential Water 1 50% - Residential Sewerage 50% - Garbage
A432	The Corporation of the Synod of the Diocese of Carpentaria	50% - Commercial Water 1 50% - Vacant Water 50% - Vacant Sewerage 50% - Garbage
A459	Churches of Christ in Qld	50% - General Rates 50% - Commercial Water 1 50% - Vacant Water 50% - Residential Sewerage 50% - Commercial Sewerage 50% - Vacant Sewerage 50% - Garbage
A664	Normanton Christian Fellowship Ltd	50% - Commercial Water 1 50% - Commercial Sewerage 50% - Garbage

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Assessment	Name of Organisation	Concession Granted
A70	Karumba Community Church of St James & St John	50% - Commercial Water 1 50% - Commercial Sewerage 50% - Garbage
A709	Roman Catholic Trust Corporation Diocese of Cairns	50% - Commercial Water 1 50% - Commercial Sewerage 50% - Residential Sewerage 50% - Garbage
A690	Bynoe CACS Ltd - Park	100% - Vacant Water 100% - Vacant Sewerage 100% - Garbage

AUTHORITY

It is a requirement of section 104 (5) of the *Local Government Act 2009* that for each financial year Council adopt, by resolution, a budget that includes the Revenue statement.

BUSINESS PAPERS

12.4 FINANCIAL HARDSHIP POLICY

Attachments: 12.4.1. Financial Hardship Policy (updated)[↓](#)

Author: Andrew Shaw - Chief Operating Officer

Date: 10 July 2025

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

Key Strategy: A financially sustainable organisation

Executive Summary:

The Financial Hardship Policy has been updated to include a requirement that a ratepayer applying for a concession for financial hardship must provide certain financial information to Council to assist it in assessing the application.

RECOMMENDATION:

That pursuant to sections 119, 120, 121 and 122 of the *Local Government Regulation 2012*, Council resolve to adopt the updated Financial Hardship Policy.

Background:

A local government may grant a ratepayer a concession for rates or charges for land only under Part 10 of the *Local Government Regulation 2012* (sections 119 to 126).

Section 120 of the *Local Government Regulation 2012* allows Council to only grant a concession on land that is owned or occupied by a stated ratepayer or class of ratepayer. These include but are not limited to:

- A pensioner;
- An entity whose objective do not include making a profit; or
- An entity that provides assistance or encouragement for arts or cultural development.
- Where payment of rates and charges will cause hardship to the ratepayer.

Under section 121 of the *Local Government Regulation 2012*, concessions may only be of the following types: -

- A rebate of all or part of the rates or charges;
- An agreement to defer payment of the rates or charges;
- An agreement to accept a transfer of unencumbered land in full or part payment of the rates or charges.

Under section 122 of the *Local Government Regulation 2012*, Council may grant the concession only by a resolution granting the concession to a stated ratepayer or class of ratepayer.

BUSINESS PAPERS

The inclusion in the Financial Hardship Policy of a list of information that must be provided to council about the financial situation of a ratepayer making an application for a concession will assist in administering the policy.

The existing Financial Hardship Policy has been marked-up to reflect the proposed changes, and is attached to this report.

Consultation (Internal/External):

- Mead Perry Group
- Chief Executive Officer
- Finance team

Legal Implications:

- *Local Government Regulation 2012*

Financial and Resource Implications:

- As provided in the report.

Risk Management Implications:

- Adoption of this updated policy assists with meeting the requirements of the *Local Government Act 2009* and *Local Government Regulation 2012*.



Financial Hardship Policy

Policy Details

Policy Category	Council Policy
Date Adopted	<u>1 July</u> XX June 2025
Resolution Number	BM0625/0XX <u>0725/XX</u>
Approval Authority	Council
Effective Date	<u>16</u> July 2025
Policy Version Number	2-03.0
Policy Owner	Chief Operating Officer
Contact Officer	Manager Finance and Administration

Supporting documentation

Legislation	<ul style="list-style-type: none">Local Government Act 2009Local Government Regulation 2012
Policies	<ul style="list-style-type: none">Revenue StatementRevenue PolicyDebt Recovery Policy
Delegations	<ul style="list-style-type: none">Nil
Forms	<ul style="list-style-type: none">Application to Pay by Arrangement Form
Supporting Documents	<ul style="list-style-type: none">Corporate Plan 2025 - 202<u>9</u>6

Version History:

Version	Adopted	Comment	eDRMS #
1.0.0	30/6/2021	Council Resolution No. SM0621/015	
2.0.0	30/6/2022	Council Resolution No. SM0622/015	
<u>3.0.0</u>	<u>19/07/2025</u>	<u>Council Resolution No. 0725/0xx</u>	



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Intent

To detail the manner in which Council will provide relief to ratepayers who are unable to pay their rates and charges due to genuine financial difficulties or hardship.

Scope

The policy applies to all ratepayers with overdue rates and charges levied by Council who are experiencing genuine financial hardship.

Policy Statement

Background

Under section 120(1)(c) of the Regulation, Council may grant a concession if it is satisfied that "the payment of rates or charges will cause hardship to the landowner". ~~Council has determined it will grant such a concession for rates relief as set out in this policy.~~

Where a ratepayer can show that the payment of the full amount of rates and charges owed in the time required would entail "serious hardship" because of a loss the ratepayer has suffered, Council seeks to provide a framework for assistance ~~deemed~~ appropriate to the circumstances experienced, and may offer concessions under section 121 of the Regulation.

Financial hardship exists when ratepayers are unable to meet basic requirements, including food, clothing, medicine, accommodation, and children's education. This hardship may occur because of illness, long-term unemployment, or death of a partner.

Rates relief provided under this policy does not forgo Council's normal debt recovery action, including Council's ability to sell land for arrears of rates.

Information Required to Assess Applications

The following information must be provided by the ratepayer to enable Council to assess the application for a financial hardship concession:

- a. Estimated income and expenditure from all sources for the current financial year, and previous financial years as requested;
- b. Current balances of all bank accounts and, if applicable, investment accounts;
- c. Details of any property owned and their estimated value, including information on the listing of any property for sale;
- d. Details of any other assets (i.e. shares, boats, cars, livestock etc) and estimated value;
- e. Details of all debts (e.g. personal loans, mortgages, credit cards) including descriptions, interest rates, balances and whether or not the ratepayer is in arrears;



f. Details of any refusal of loans or credit arrangements that have been sought to assist in paying the debts;

g. Details of all superannuation fund balances and if an early release has been sought to assist in paying debts;

h. Details of any insurance payouts, Government grants, or other Government assistance received in the past twelve months;

i. Any other information that is relevant to the ratepayer's current financial situation; and

j. Any further supporting evidence required by Council.

Applications may also be supported by information provided by financial counselling services authorised to act on behalf of the ratepayer.

Applicants who have provided insufficient information will be contacted requested further information. If requested information is not provided, or information cannot be substantiated, the application will not be considered.

Payment Arrangements

On application, and pursuant to section 121(b) and 122 of the Regulation, Council may provide alternative short-term, or long-term payment arrangements for outstanding rates and charges.

Ratepayers will be advised of an approved, amended or cancelled payment arrangement in writing, and are responsible for ensuring that Council are advised of any changes to their contact details and postal address.

Where a ratepayer defaults on a payment arrangement and fails to contact Council to advise of their circumstances, the arrangement may be cancelled, and debt recovery may commence pursuant to section 134 of the Regulation.

Short-Term Payment Arrangements

Short term payment arrangements may be entered into where Council agrees to allow the ratepayer to pay the rates and charges in arrears before the next rates notice is issued. No recovery action will be undertaken whilst this arrangement is in place and payments are up to date.

At the end of the agreed term, any amount that remains outstanding will be carried over to the subsequent rating period as overdue rates and charges are outlined on the rate notice.

Approved short term payment arrangements are for a finite period and ratepayers are required to reapply for separate payment arrangements for each rating period as required.

Interest would continue to accrue on overdue rates and charges at the rate specified in the Revenue Statement for the relevant financial year.



Long-Term Payment Arrangements

Financial circumstances may differ between ratepayers, so an alternative long-term payment arrangement is available where ratepayers cannot meet the financial requirements of a short term payment arrangement.

A long term payment arrangement will include all projected rates and charges payable within the agreed period up to two years.

Interest would continue to accrue on overdue rates and charges at the rate specified in the Revenue Statement for the relevant financial year.

Principal Place of Residence

Where the property is the ratepayer's principle place of residence, additional concessions may be provided where:

- no commercial benefit is derived from the property.
- the property owner:
 - has suffered a recent adverse incident leaving them unable to meet these basic needs; or
 - is experiencing serious hardship where the payment of the rates and charges would leave the ratepayer unable to meet reasonable needs for food, clothing, medicine, accommodation, education for children and other basic requirements.

Additional assistance that can be recommended:

- The ratepayer may be eligible for a reduction of interest on rates and charges
- Payment terms outside the scope of the short term and long term payment arrangements

Pensioners and Self-funded Retirees

Pensioners and self-funded retirees may be eligible for additional concessions where they are:

- endeavouring to meet their rate account by regular instalments; or
- part owner of the property they reside in and because of extreme hardship are unable to pay rates and/or do not qualify for full pensioner remission; or
- in serious financial hardship.

Additional assistance that can be recommended:

- The ratepayer may be eligible for a reduction of interest on rates and charges
- Payment terms outside the scope of the short term and long term payment arrangements
- Deferral of payment of the rates and charges for the lifetime of a pensioner and self-funded retiree experiencing hardship under Section 125 of the Regulation with the rates and charges to remain a charge on the land.

Natural Disaster or Drought Relief

Pursuant to section 119 and 120 (1) (c) of the Regulation Council may grant a concession if it is satisfied that the rateable land is owned or occupied by a ratepayer whose financial position has been adversely impacted by natural disaster or drought and where payment of the rates and charges would cause hardship to the ratepayer.



The Department of Primary Industries shall be the determining body for the process of declaration of a drought.

Additional assistance that can be recommended:

- Payment terms outside the scope of the short-term and long-term payment arrangements

However, under this arrangement Interest charges would continue to accrue on outstanding rates.

Lodging a Request for Relief

Requests for Rates Relief must be on the prescribed form, available from the Council website, www.carpentaria.qld.gov.au, and will involve a full financial assessment undertaken by Council. For ratepayers who have difficulty accessing the website, the relevant documents can be posted or provided by e-mail. E-mail Council's Rates Officer at rates@carpentaria.qld.gov.au

Process for Application

The process for assessing applications will remain simple and accessible as possible in recognition that at the very least, the ratepayers are experiencing financial difficulties. All applications are assessed confidentially and on merit.

- 1) Eligible ratepayers are requested to complete and lodge application on the prescribed form.
- 2) Register of Application – Application form including attachments as to financial position under a Statutory Declaration and certified copies in Council's Records System.
- 3) Cross check of application data.
- 4) Preparation of a briefing report to Council.
- 5) Council pass a resolution to decide the outcome of the application.
- 6) Advice of the decision provided to the applicant.

Assessment of Request for Relief

Assessment by the Council is to consider applications for rates and charges relief to deter the most appropriate form of assistance to be provided to a Property Owner.

It may take up to 2 months for applications to be assessed, depending on when they are submitted to Council.



Financial Counselling Services

Commonwealth Financial Counselling services are delivered to help people in personal financial difficulty to address their financial problems, managing the debt and make informed choices about their money in the future. The following link may provide more information <https://www.dss.gov.au/our-responsibilities/communities-and-vulnerable-people/programs-services/commonwealth-financial-counselling-cfc>

These services are voluntary, free and confidential, and can be accessed through:

- face-to-face meetings; or
- the National Debt Helpline on **1800 007 007** (calls from public phones/mobile phones may be timed and charged at a higher rate).
- or visit www.ndh.org.au

Responsibilities

RESPONSIBLE OFFICER	RESPONSIBILITY
Council	Consider applications under this policy in accordance with the policy position determined by Council.
Manager Finance and Administration	Review of the policy on an annual basis and making recommendations to Council on the contents of the policy.
Rates	Assessment of application and provision of assistance to rate payers, primary point of contact. Development of Council report for consideration to determine applications and make recommendations to Council.

Definitions

TERM	DEFINITION
Council	shall mean the Mayor and Councillors of Carpentaria Shire Council.
Chronic Illness	shall mean an illness that is permanent or lasts longer than three (3) months.
The Act	Shall mean the <i>Local Government Act 2009</i>
The Regulation	Shall mean the <i>Local Government Regulation 2012</i>
Death of a Partner	shall mean the unexpected expenses (funeral costs) and reduction or loss of family income because of the death of a member of a couple (married, registered relationship or de facto relationship).
DHS	shall mean the Department of Human Services



TERM	DEFINITION
Financial Hardship	Factors contributing to financial hardship generally include: Family tragedy; financial misfortune; serious illness; medical conditions or disability affecting earning capacity; impacts of natural disaster or pandemic; and other serious or difficult circumstances beyond the ratepayer's control. It means an inability to fulfill a financial obligation, not an unwillingness to do so.
Long Term Unemployment	shall mean a ratepayer who has received income support payment continuously for 26 weeks.
Pensioner	shall mean an elderly, invalid, disabled, or disadvantaged citizen, who is: (a) An eligible holder of a Queensland 'Pensioner Concession Card' issued by Centrelink, on behalf of the Department of Human Services <u>Australia</u> , or the Department of Veterans' Affairs, or a Queensland 'Repatriation Health Card – For All Conditions (Gold Card)' issued by the Department of Veterans' Affairs; and (b) The owner (either solely or jointly) or life tenant/s of a property which is his/her principal place of residence; and (c) Has, either solely or jointly with a co-owner, the legal responsibility for the payment of rates and charges as defined which are levied in respect of the said property by the Local Authority in whose area the property is situated.
Property Owner	shall mean the 'owner of the land' as defined under the <i>Local Government Act 2009</i> .
Regulation	shall mean the <i>Local Government Regulation 2012</i>
Residential Property	shall mean property that has as its primary use 'use for residential purposes'.

Adopted by Council by Resolution Number 0725/0XX

Anne Andrews
Chief Executive Officer

BUSINESS PAPERS

12.5 RELATED PARTY DISCLOSURE POLICY (UPDATED)

Attachments: 12.5.1. Related Party Disclosure Policy (clean)[↓](#)
12.5.2. Related Party Disclosure Policy (marked-up)[↓](#)
12.5.3. Related Party Declaration by KMP (Form)[↓](#)

Author: Andrew Shaw - Chief Operating Officer

Date: 10 July 2025

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

Key Strategy: A financially sustainable organisation

Executive Summary:

The Related Party Disclosure Policy has been updated following a scheduled review. The changes reflect updated legislation, and changes have been made to the format and presentation.

RECOMMENDATION:

That Council resolve to adopt the updated Related Party Disclosure Policy.

Background:

Section 177 of the *Local Government Regulation 2012* requires that general purpose financial statements be prepared by Council in compliance with Australian Accounting Standards.

AASB 124 *Related Party Disclosures* requires that the financial statements include disclosures in relation to transactions with related parties.

The Related Party Disclosure Policy, attached, sets out how Council will apply AASB 124 to Council's circumstances.

The Policy includes a requirement that the *Related Party Declaration by KMP* form be completed by Key Management Personnel (Mayor, Councillors, Executives) each year. This form differs from the Register of Interests form in that the KMP form requires the names of spouse/partner and children, and only requires the names of entities in which KMP have a *controlling* interest (and not any other financial interests e.g. shares). The purpose of the KMP form is to enable the finance team to identify, aggregate and disclose transactions with related parties during the year and outstanding balances as at year-end.

Completion of the *Related Party Declaration by KMP* form annually is standard practice for large companies, not-for-profits and councils in Australia.

BUSINESS PAPERS

Consultation (Internal/External):

- Chief Executive Officer

Legal Implications:

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

Financial and Resource Implications:

- Nil

Risk Management Implications:

- This policy assists Council in complying with Australian Accounting Standards, including AASB 124 *Related Party Disclosures*.



Related Party Disclosure Policy

Policy Details

Policy Category	Council Policy
Date Adopted	16 July 2025
Endorsed by	Chief Executive Officer
Approval Authority	Council
Effective Date	1 June 2025
Policy Version Number	3
Policy Owner	Chief Operating Officer
Contact Officer	Andrew Shaw
Review Date	2 years from date of adoption

Supporting documentation

Legislation	<ul style="list-style-type: none">• <i>Local Government Act 2009</i>• <i>Local Government Regulation 2012</i>
Policies	<ul style="list-style-type: none">• Code of Conduct for Councillors• Code of Conduct for Employees
Delegations	<ul style="list-style-type: none">• Nil
Forms	<ul style="list-style-type: none">• Related Party Declaration by Key Management Personnel
Supporting Documents	<ul style="list-style-type: none">• Australian Accounting Standard AASB 124 <i>Related Party Disclosures</i>

Version History:

Version	Adopted	Comment	eDRMS #
1	21/07/2016	Council Resolution 0716/010	
2	15/01/2020	Council Resolution 0120/021	525359
3	16/01/2025	Council Resolution 0725/0XX	



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1. Intent

This Policy provides guidance to Councillors and Management to ensure Council's compliance with AASB 124 *Related Party Disclosures*.

It provides a systematic approach to discern related parties, and for the proper identification, recording and reporting of such transactions.

This Policy will be applied in:

- Identifying Key Management Personnel (KMP)
- Identifying related party relationships and transactions
- Identifying outstanding balances, including commitments, between Council and its related parties
- Identifying the circumstances in which disclosure is required; and
- Determining the specific disclosures to be made.

2. Scope

This Policy applies to all Councillors, Key Management Personnel (KMP) and their Related Parties, and to all transactions undertaken and commitments made by Carpentaria Shire Council.

3. Policy Statement

Section 177 of the *Local Government Regulation 2012* requires that general purpose financial statements be prepared in compliance with the following documents published by the Australian Accounting Standards Board (AASB):

1. Australian Accounting Standards
2. Statements of Accounting Concepts
3. Interpretations; and
4. Framework for the preparation and presentation of financial statements.

The requirements of AASB 124 *Related Party Disclosures* apply to local government annual reporting periods beginning 1 July 2016.

The objective of AASB 124 is to ensure that an entity's financial statements contain the disclosures necessary to draw attention to the possibility that its financial position may have been affected by the existence of related parties and by transactions and outstanding balances, including commitments, with such parties.



4. Identification of Related Parties

Subsidiaries

In accordance with AASB 10, AASB11 and AASB 128, Council will need to determine if there are any entities that are controlled by Council, jointly controlled by Council or over which Council has significant influence.

Persons

A person or a *close member of that person's family* is related to Carpentaria Shire Council if that person:

- (i) has control or joint control of Carpentaria Shire Council;
- (ii) has significant influence over Carpentaria Shire Council; or
- (iii) is a **KMP** of Carpentaria Shire Council.

Key Management Personnel (KMP)

KMP are defined in AASB 124 *Related Party Disclosures* as those persons having authority and responsibility for planning, directing and controlling the activities of the entity, directly or indirectly, including any director (whether executive or otherwise) of that entity.

Council has determined that the following positions meet the definition of KMP:

- Mayor, Deputy Mayor and Councillors
- Chief Executive Officer (CEO)
- Director of Engineering (DOE)
- Chief Operating Officer (COO)
- Human Resources Manager (HRM)
- Executive Manager Community Development & Tourism (EMCDT)
- Any person acting in one of the above roles for a period in excess of one month (that is not already identified as a KMP)



Close Family Members of KMP

Close members of the family of a person are those family members who may be expected to influence, or be influenced by, that relevant person in their dealings with Carpentaria Shire Council and include:

- (i) that person's children and spouse or domestic partner;
- (ii) children of that person's spouse or domestic partner; and
- (iii) dependants of that person or that person's spouse or domestic partner.

The following are considered as close family members of KMP:

- Spouse/domestic partner of the Mayor, Councillors and CEO/DOE/COO/HRM/EMCDT
- Children and dependents of the Mayor, Councillors and CEO/DOE/COO/HRM/EMCDT
- Children and dependents of a spouse/domestic partner of the Mayor, Councillors and CEO/DOE/COO/HRM/EMCDT
- Other Family Members of a KMP that may be expected to influence, or be influenced by, that person in their dealings with Council.

Entities that are Controlled or Jointly Controlled by a KMP or Their Close Family Members

Entities include companies, trusts, joint ventures, partnerships and non-profit associations.

5. Responsibility for the Identification of Related Parties

KMP are to provide an annual **Related Party Declaration by KMP** form identifying:

- their close family members; and
- entities that they control or jointly control; and
- entities that their close family members control or jointly control.

6. Review

A review of all related parties (KMP, close family members and related entities) will be conducted annually, or in the event of one or more of the following triggers:

- a) Change of Councillor/s (including Mayor and Deputy Mayor) or CEO;
- b) Change in other KMP;
- c) Corporate restructure;
- d) Change in family structure of KMP.



7. Related Party Register

Related Parties will be collated into a Related Party Register for audit and reporting purposes.

8. Disclosing Related Party Transactions

Categories of Disclosure

Disclosure of related party transactions shall be made separately for each of the following categories:

- subsidiaries
- associates
- joint ventures in which the entity is a joint venturer
- KMP
- Other related parties.

KMP Compensation

Under paragraph 17 of *AASB 124*, Council discloses Key Management Personnel compensation in total and for each of the following categories:

- Short-term employee benefits
- Post-employment benefits
- Other long-term benefits
- Termination benefits

Other Related Parties

Paragraph 18 of *AASB 124* requires that Council is also required to disclose information about transactions that have occurred between Council and its related parties, including transactions between Council and its KMPs, that is necessary for users to understand the potential effect of the relationship on the financial statements.

All material and significant related party transactions will be disclosed in the annual financial statements and include the following detail, where relevant:

- i. The nature of the related party relationship; and
- ii. Relevant information about the transactions including:
 - a. The amount of the transaction;
 - b. The amount of outstanding balances, including commitments, and:
- iii. Their terms and conditions, including whether they are secured, and the nature of the consideration to be provided in the settlement; and
- iv. Details of any guarantee given or received;
 - a. Provision for doubtful debts related to the amount of outstanding balances; and
 - b. The expense recognised during the period in respect of bad or doubtful debts due



from related parties.

Disclosure that related party transactions were made on terms that prevail arm's length transactions are made only if such terms can be substantiated, per paragraph 23 of AASB 124.

Items of a similar nature may be disclosed *in aggregate* except when separate disclosure is necessary for an understanding of the effects of the related party transactions on the financial statements.

All non-exempt transactions involving related parties will be captured and reviewed to determine materiality or otherwise of such transactions, and to determine the significance of such transactions.

Exempt - Identifying Ordinary Customer Transactions (OCTs)

Transactions or balances that occur within an ordinary citizen transaction (OCT) shall be excluded from the detailed disclosures.

Council has determined that the following transactions constitute an OCT:

- a) Paying Council fees, rates or charges
- b) Attending Council functions that are open to the public
- c) Payment for goods or services from Council at rates published in Council's Register of Fees and Charges.

All other types of transactions above Council's external audit materiality limit for related party will be disclosed.

Where a transaction occurs on terms and conditions that are different to those offered to the general public, the transaction may be deemed to be material and require disclosure.

Exempt – government-related entities

Under paragraph 25 of AASB 124, Council is exempt from the disclosure requirements in relation to related party transactions and outstanding balances, including commitments, with government entities that have control, joint control or significant influence over Council.

Examples of Related Party transactions

- Purchase or sale of goods
- Purchase or sale of property and other assets
- Rendering or receiving services
- Leases
- Commitments
- Settlement of liabilities on behalf of Carpentaria Shire Council
- Settlement by Carpentaria Shire Council on behalf of the related party.



9. Materiality

Disclosures are made under AASB 124 when they are material. However, all transactions with KMP are deemed to be material by nature, and often audit materiality for disclosure is \$0, meaning all transactions are usually disclosed (usually in aggregate).

10. Definitions

TERM	DEFINITION
Arm's Length Transaction	Is a transaction in which all parties act freely and independently and have no relationship to each other.
Close Family Member of Key Management Personnel (KMP)	Is a family member who may be expected to influence, or be influenced by, that person in their dealings with Council, and include: <ul style="list-style-type: none"> (i) that person's children and spouse or domestic partner; (ii) children of that person's spouse or domestic partner; and (iii) dependants of that person or that person's spouse or domestic partner.
Control of an investee	is defined in AASB 10 <i>Consolidated Financial Statements</i> as "An investor controls an investee when the investor is exposed, or has rights, to variable returns from its involvement with the investee and has the ability to affect those returns through its power over the investee.
Entity	Can include a body corporate, a partnership or a trust, incorporated association, or unincorporated group or body.
Key Management Personnel (KMP)	Is defined in AASB 124 <i>Related Party Disclosures</i> as "those persons having authority and responsibility for planning, directing and controlling the activities of the entity, directly or indirectly, including any director (whether executive or otherwise) of that entity".
Key Management Personnel (KMP) Compensation	Includes all forms of consideration paid, payable or provided by, or on behalf of, Council in exchange for services provided, and includes: <ol style="list-style-type: none"> 1. Short-term employee benefits, such as wages, salaries, paid annual leave and paid sick leave, profit sharing and bonuses (if payable within twelve months of the end of the period) and non-monetary benefits (such as housing, cars and free and subsidised goods or services) for current employees; 2. Post-employment benefits such as superannuation and other retirement benefits; 3. Other long-term employee benefits, including long-service leave or sabbatical leave, long-term disability benefits and, if they are not payable wholly within twelve months after the end of the period, bonuses and deferred compensation; and 4. Termination benefits.



TERM	DEFINITION
Material (materiality)	Means the assessment of whether omitting or misstating a transaction (either individually or in aggregate with other transactions) could influence decisions that users make on the basis of the entity's financial statements. For the purpose of this policy it is not considered appropriate to set either a dollar value or a percentage value to determine materiality.
Non-financial Benefit	A benefit received that is non-monetary or contains a component that is non-monetary.
Ordinary Citizen Transactions (OCTs)	Are transactions that an ordinary citizen would undertake with Council, that do not need to be captured and reported for disclosure.
Related Party	Is a person or entity defined above that is related to the entity that is preparing its financial statements.
Related Party Transactions	Is a transfer of resources, services or obligations between a reporting entity and a related party, regardless of whether a price is charged.
Significant (significance)	means likely to influence the decisions that users of the Council's financial statements make having regard to both the extent (value and frequency) of the transactions, and that the transactions have occurred between the Council and a related party outside of a public service provider/ taxpayer relationship.

Adopted by Council 16 July 2025 by Resolution 0725/OXX

Anne Andrews
Chief Executive Officer



Related Party Disclosure Policy

Policy Details

Policy Category	Council Policy
Date Adopted	15/01/2020 <u>16 July 2025</u>
Endorsed by	Chief Executive Officer
Approval Authority	Council
Effective Date	21st July 2016 <u>1 June 2025</u>
Policy Version Number	<u>23</u>
Policy Owner	Director Corporate Services <u>Chief Operating Officer</u>
Contact Officer	Justin Hancock <u>Andrew Shaw</u>
Review Date	2 years from date of adoption

Supporting documentation

Legislation	<ul style="list-style-type: none">• Crime and Corruption Act 2001• Local Government Act 2009• Local Government Regulation 2012• Public Sector Ethics Act 1994
Policies	<ul style="list-style-type: none">• Code of Conduct for Councillors• Code of Conduct for Employees
Delegations	<ul style="list-style-type: none">• Nil
Forms	<ul style="list-style-type: none">• <u>Related Party Declaration by</u> Key Management Personnel Declaration
Supporting Documents	<ul style="list-style-type: none">• Australian Accounting Standards s <u>AASB 124 Related Party Disclosures</u>

Version History:

Version	Adopted	Comment	eDRMS #
1	21/07/2016	Council Resolution 0716/010	
2	15/01/2020	Council Resolution 0120/021	<u>525359</u>
<u>3</u>	<u>16/01/2025</u>	<u>Council Resolution 0725/0XX</u>	



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1. Intent

~~To provide a framework for governing related party transactions, reporting related party transactions, balances and commitments to achieve the level of disclosures required by the Australian Accounting Standard AASB 124 *Related party disclosures*. This Policy provides guidance to Councillors and Management to ensure Council's compliance with AASB 124 *Related Party Disclosures*.~~

~~It provides a systematic approach to discern related parties, and for the proper identification, recording and reporting of such transactions.~~

~~This Policy will be applied in:~~

- ~~• Identifying Key Management Personnel (KMP)~~
- ~~• Identifying related party relationships and transactions~~
- ~~• Identifying outstanding balances, including commitments, between Council and its related parties~~
- ~~• Identifying the circumstances in which disclosure is required; and~~
- ~~• Determining the specific disclosures to be made.~~

2. Scope

~~This Policy will apply~~iesy to all Councillors, Key Management Personnel (KMP) and their Related Parties, and to all transactions undertaken and commitments made by: Carpentaria Shire Council.

3. Policy Statement

~~Under the provisions of the *Local Government Act 2009* and the *Local Government Regulation 2012*, Council must produce annual financial statements that comply with Australian Accounting Standards.~~

~~From 1 July 2016, the Australian Accounting Standards Board (AASB) has determined that AASB 124 *Related Party Disclosures*, will apply to government entities, including local governments. Related parties include government related entities, key management personnel (KMP), their close family members and any entities that they control or jointly control.~~

~~In accordance with paragraph 14 of AASB 124, to enable users of financial statements to form a view about the effects of related party relationships on an entity it is appropriate to disclose the related party relationship when control exists, irrespective of whether there have been transactions between the related parties. Any transactions with these parties, whether monetary or a non financial benefit, need to be identified for inclusion in Council's annual financial statements.~~

~~This policy seeks to reduce the risk that Council's transactions may be influenced by the interests of parties related to the transaction. This occurs where the parties are in a position to influence the decision of whether a benefit is provided to them and the terms of the provision of that benefit.~~

~~It is therefore important that Key Management Personnel act honestly and with reasonable care and diligence whilst avoiding improper use of their position and information. It is equally important that Key Management Personnel of the Council are subject to a high level of accountability, including appropriate disclosure of their transactions with the Council in the annual financial statements.~~



Section 177 of the *Local Government Regulation 2012* requires that general purpose financial statements be prepared in compliance with the following documents published by the Australian Accounting Standards Board (AASB):

1. Australian Accounting Standards
2. Statements of Accounting Concepts
3. Interpretations; and
4. Framework for the preparation and presentation of financial statements.

The requirements of AASB 124 *Related Party Disclosures* apply to local government annual reporting periods beginning 1 July 2016.

The objective of AASB 124 is to ensure that an entity's financial statements contain the disclosures necessary to draw attention to the possibility that its financial position may have been affected by the existence of related parties and by transactions and outstanding balances, including commitments, with such parties.

Government Related Entities

In accordance with, AASB 10, AASB11 and AASB 128, Council will need to determine if there are any entities that are controlled by Council, jointly controlled by Council or over which Council has significant influence.

Any transactions with these parties, whether monetary or a non-financial benefit, need to be identified for inclusion in Council's annual financial statements.

Under paragraph 25 of AASB 124, Council is exempt from the disclosure requirements in relation to related party transactions and outstanding balances, including commitments, with government entities that have control, joint control or significant influence over Council.



4. Identification of Related Parties

Subsidiaries

In accordance with AASB 10, AASB11 and AASB 128, Council will need to determine if there are any entities that are controlled by Council, jointly controlled by Council or over which Council has significant influence.

Persons

A person or a close member of that person's family is related to Carpentaria Shire Council if that person:

- (i) has control or joint control of Carpentaria Shire Council;
- (ii) has significant influence over Carpentaria Shire Council; or
- (iii) is a KMP of Carpentaria Shire Council.

Key Management Personnel (KMP)

KMP are defined in AASB 124 Related Party Disclosures as those persons having authority and responsibility for planning, directing and controlling the activities of the entity, directly or indirectly, including any director (whether executive or otherwise) of that entity.

Council has determined ~~in accordance with AASB 124~~, that the following positions meet the definition of KMP:

- Mayor, Deputy Mayor and Councillors
- Chief Executive Officer (CEO)
- ~~A senior executive employee (defined by s196(6) of the Local Government Act 2009)~~Director of Engineering (DOE)
- Chief Operating Officer (COO)
- Human Resources Manager (HRM)
- Executive Manager Community Development & Tourism (EMCDT)
- Any person acting in one of the above roles for a period in excess of one month (that is not already identified as a KMP)



~~KMP are to provide an annual Related Party Declaration identifying:~~

- ~~• their close family members; and~~
- ~~• entities that they control or jointly control; and~~
- ~~• entities that their close family members control or jointly control.~~

~~Related parties of KMP will be determined by Council's Related Party Register.~~

Close Family Members of KMP

Close members of the family of a person are those family members who may be expected to influence, or be influenced by, that relevant person in their dealings with Carpentaria Shire Council and include:

- (i) that person's children and spouse or domestic partner;
- (ii) children of that person's spouse or domestic partner; and
- (iii) dependants of that person or that person's spouse or domestic partner.

The following ~~are~~will be considered as close family members of KMP:

- Spouse/domestic partner of the Mayor, Councillors and ~~the~~ CEO/DOE/COO/HRM/EMCDT
- Children and dependents of the Mayor, Councillors and ~~the~~ CEO/DOE/COO/HRM/EMCDT ~~GEO~~
- Children and dependents of a spouse/domestic partner of the Mayor, Councillors and ~~the~~ CEO/DOE/COO/HRM/EMCDT ~~GEO~~
- ~~• Children and dependents of a senior executive employee~~
- ~~• Spouse/domestic partner of a senior executive employee~~
- ~~• Children and dependents of a spouse/domestic partner of a senior executive employee~~
- Other Family Members of a KMP that may be expected to influence, or be influenced by, that person in their dealings with Council.

~~Close family members will be identified in the Related Party Declaration made by a KMP.~~

Entities that are Controlled or Jointly Controlled by a KMP or Their Close Family Members

Entities include companies, trusts, joint ventures, partnerships and non-profit associations. ~~Key management personnel will identify all entities through the Related Party Declaration form.~~

5. Responsibility for the Identification of Related Parties

KMP are to provide an annual **Related Party Declaration by KMP form** identifying:

- their close family members; and
- entities that they control or jointly control; and
- entities that their close family members control or jointly control.



4.6. Review

A review of all related parties (KMP, close family members and related entities) will be conducted annually, or in the event of one or more of the following triggers:

- a) Change of Councillor/s (including Mayor and Deputy Mayor) or CEO;
- b) Change in other KMP ~~Senior Executive Employees~~;
- c) Corporate restructure;
- d) Change in family structure of KMP.



Identifying Ordinary Customer Transactions (OCTs)

~~Council has determined that the following transactions constitute an OCT and are therefore not material for disclosure. All other transactions above Council's external audit materiality limit will be disclosed.~~

- ~~a) Paying Council fees, rates or charges~~
- ~~b) Attending Council functions that are open to the public~~
- ~~c) Payment for goods or services from Council at rates published in Council's Register of Fees and Charges.~~

~~In the event that the transaction was to occur on terms and conditions that are different to those offered to the general public, then the transaction may become material.~~

5.7. Related Party Register

~~Related Parties y Transactions~~ will be collated into a Related Party Register for audit and reporting purposes.

6.8. Disclosing Related Party Transactions

Categories of Disclosure

~~Disclosure of related party transactions shall be made separately for each of the following categories:~~

- ~~• subsidiaries~~
- ~~• associates~~
- ~~• joint ventures in which the entity is a joint venturer~~
- ~~• KMP~~
- ~~• Other related parties.~~

KMP Compensation

~~Council will disclose KMP compensation in accordance with the requirements of Under paragraph 17 of AASB 124. Council discloses Key Management Personnel compensation in total and for each of the following categories:~~

- ~~• Short-term employee benefits~~
- ~~• Post-employment benefits~~
- ~~• Other long-term benefits~~
- ~~• Termination benefits~~

Other Related Parties

~~In accordance with~~ paragraph 18 of AASB 124 requires that Council is also required to disclose information about transactions that have occurred between Council and its related parties, including transactions between Council and its KMPs, that is necessary for users to understand



the potential effect of the relationship on the financial statements.

~~Once the related party transactions have been identified they will be analysed by the Director Corporate Services and the Manager Finance & Administration. Where transactions are found to be of material or significant nature, they will be disclosed in the financial statements.~~

~~The following matters must be considered in determining the materiality and significance of any related party transactions:~~

- ~~• Significance of transaction in terms of quantum~~
- ~~• Whether the transaction was carried out on non-market terms~~
- ~~• Whether the transaction is outside normal day-to-day business operations, such as the purchase and sale of assets~~
- ~~• Whether the transaction is disclosed to regulatory or supervisory authorities~~
- ~~• Whether the transaction has been reported to senior management~~
- ~~• Whether the transaction was subject to Council approval.~~

All material and significant related party transactions will be disclosed in the annual financial statements and include the following detail, where relevant:

- i. The nature of the related party relationship; and
- ii. Relevant information about the transactions including:
 - a. The amount of the transaction;
 - b. The amount of outstanding balances, including commitments, and:
- iii. Their terms and conditions, including whether they are secured, and the nature of the consideration to be provided in the settlement; and
- iv. Details of any guarantee given or received;
 - a. Provision for doubtful debts related to the amount of outstanding balances; and
 - b. The expense recognised during the period in respect of bad or doubtful debts due from related parties.

Disclosure that related party transactions were made on terms that prevail arm's length transactions are made only if such terms can be substantiated, per paragraph 23 of AASB 124.

Items of a similar nature may be disclosed in aggregate except when separate disclosure is necessary for an understanding of the effects of the related party transactions on the financial statements.

All non-exempt transactions involving related parties will be captured and reviewed to determine materiality or otherwise of such transactions, and to determine the significance of such transactions. Transactions or balances that occur within an ordinary citizen transaction shall be excluded from the detailed disclosures. An exception to this would be if the terms and conditions differ from those offered to the general public the transaction may be material therefore a disclosure would be required.

Exempt - Identifying Ordinary Customer Transactions (OCTs)

Transactions or balances that occur within an ordinary citizen transaction (OCT) shall be excluded from the detailed disclosures. An exception to this would be if the terms and conditions differ from those offered to the general public the transaction may be material therefore a disclosure would be required.

Council has determined that the following transactions constitute an OCT:



- a) Paying Council fees, rates or charges
- b) Attending Council functions that are open to the public
- c) Payment for goods or services from Council at rates published in Council's Register of Fees and Charges.

All other types of transactions above Council's external audit materiality limit for related party will be disclosed.

Where a transaction occurs on terms and conditions that are different to those offered to the general public, the transaction may be deemed to be material and require disclosure.

Exempt – government-related entities

Under paragraph 25 of AASB 124, Council is exempt from the disclosure requirements in relation to related party transactions and outstanding balances, including commitments, with government entities that have control, joint control or significant influence over Council.

Examples of Related Party transactions

- Purchase or sale of goods
- Purchase or sale of property and other assets
- Rendering or receiving services
- Leases
- Commitments
- Settlement of liabilities on behalf of Carpentaria Shire Council
- Settlement by Carpentaria Shire Council on behalf of the related party.



9. Materiality

Disclosures are made under AASB 124 when they are material. However, all transactions with KMP are deemed to be material by nature, and often audit materiality for disclosure is \$0, meaning all transactions are usually disclosed (usually in aggregate).

- ~~Below are some practical examples of transactions, which may be considered to be disclosed:~~
- ~~A KMP of Carpentaria Shire Council is the Director of a company, which provided services to Carpentaria Shire Council during the relevant period.~~
- ~~A KMP of Carpentaria Shire Council is a Director of an entity, which Carpentaria Shire Council paid a membership fee to for the relevant period.~~

10. Definitions

TERM	DEFINITION
Arm's Length Transaction	Is a transaction in which all parties act freely and independently and have no relationship to each other.
Close Family Member of Key Management Personnel (KMP)	Is a family member who may be expected to influence, or be influenced by, that person in their dealings with Council, <u>and include:</u> (i) <u>that person's children and spouse or domestic partner;</u> (ii) <u>children of that person's spouse or domestic partner; and</u> (iii) <u>dependants of that person or that person's spouse or domestic partner.</u>
Control <u>of an investee</u>	<u>is defined in AASB 10 Consolidated Financial Statements as "An investor controls an investee when the investor is exposed, or has rights, to variable returns from its involvement with the investee and has the ability to affect those returns through its power over the investee. Is the power to govern the financial and operating policies of an entity so as to obtain benefits from its activities."</u>
Entity	Can include a body corporate, a partnership or a trust, incorporated association, or unincorporated group or body.
Key Management Personnel (KMP)	Is defined in the Local Government Regulation 2012 to include Councillors, the Chief Executive Officer and Senior Executive Employees. It is further defined in AASB 124 -Related Party Disclosures as "those persons having authority and responsibility for planning, directing and controlling the activities of the entity, directly or indirectly, including any director (whether executive or otherwise) of that entity". For the purpose of this policy, key management personnel will be aligned with the definition within the Local Government Regulation 2012.
Key Management Personnel (KMP) Compensation	Includes all forms of consideration paid, payable or provided by, <u>or on behalf of,</u> Council in exchange for services provided, <u>and includes:-</u>



TERM	DEFINITION
	<p><u>1. Short-term employee benefits, such as wages, salaries, paid annual leave and paid sick leave, profit sharing and bonuses (if payable within twelve months of the end of the period) and non-monetary benefits (such as housing, cars and free and subsidised goods or services) for current employees;</u></p> <p><u>2. Post-employment benefits such as superannuation and other retirement benefits;</u></p> <p><u>3. Other long-term employee benefits, including long-service leave or sabbatical leave, long-term disability benefits and, if they are not payable wholly within twelve months after the end of the period, bonuses and deferred compensation; and</u></p> <p><u>4.4. Termination benefits.</u></p>
Material (mMateriality)	<p>Means the assessment of whether by-omitting it or misstating at the transaction (either individually or in aggregate with other transactions) it could influence decisions that users make on <u>the basis of</u> the entity's financial statements.</p> <p>For the purpose of this policy it is not considered appropriate to set either a dollar value or a percentage value to determine materiality.</p>
Non-financial Benefit	A benefit received that is non-monetary or contains a component that is non-monetary.
Ordinary Citizen Transactions (OCTs)	Are transactions that an ordinary citizen would undertake with Council, that do not need to be captured and reported for disclosure.
Related Party	Is an affiliate; an employee; members of the immediate family of an employee; and persons having a controlling influence on controlled entities. <u>Is a person or entity defined above that is related to the entity that is preparing its financial statements.</u>
Related Party Transactions	Is a transfer of resources, services or obligations between a reporting entity and a related party, regardless of whether a price is charged.
Significant (significance)Influence	means likely to influence the decisions that users of the Council's financial statements make having regard to both the extent (value and frequency) of the transactions, and that the transactions have occurred between the Council and a related party outside of a public service provider/ taxpayer relationship. <u>Is the power to participate in the financial and operating policy decisions of an entity, but is not control over those policies.</u>

Adopted by Council 16 July 2025 by Resolution 0725/OXX

Anne Andrews
Chief Executive Officer

Related Party Declaration by Key Management Personnel

Australian Accounting Standard AASB 124 Related Party Disclosures



Postal Address
PO Box 31
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Executive
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Internet
www.carpentaria.qld.gov.au
council@carpentaria.qld.gov.au

This form is to be completed by Council's key management personnel pursuant to the *Related Party Disclosures Policy*. The information collected in this declaration will be used for the purposes of identifying related party transactions, which may be disclosed in the annual financial statements of Council and its controlled entities in accordance with Australian Accounting Standard AASB 124 *Related Party Disclosures*.

Return the completed form to the Chief Executive Officer.

Reporting Period:

Section A – Your Details

Name:

Position:

Section B – Your Close Family Members

1. Name of Close Family Member:

Relationship to You:

2. Name of Close Family Member:

Relationship to You:

3. Name of Close Family Member:

Relationship to You:

4. Name of Close Family Member:

Relationship to You:

Section C – Entities Controlled or Jointly Controlled by You and/or Close Family Members

1. Name of Entity:

ABN or ACN of Entity:

Period Related (if not for full period):

2. Name of Entity:

ABN or ACN of Entity:

Period Related (if not for full period):

3. Name of Entity:

ABN or ACN of Entity:

Period Related (if not for full period):

4. Name of Entity:

ABN or ACN of Entity:

Period Related (if not for full period):

Section D – Declaration

I declare that, to the best of my knowledge, the above information is a complete and accurate record of my close family members and the entities controlled, or jointly controlled, by myself or my close family members. I make this declaration after reading the *Related Party Disclosures Policy* which details the purposes for which this information will be used and disclosed.

Full Name:

Signature:

Date:

Section E – Related Party Transactions with Council

Details of Transaction (e.g. Provision of cleaning services):

Details and Nature of Relationship (e.g. ABC Ltd – Company wholly owned by my son <name of son>):

Total Value of Transactions for Period (GST incl) (e.g. \$100,000):

Outstanding Balances as at Year End (e.g. \$50,000 receivable from Council):

Commitment as at Year End (e.g. \$400,000 over following 4 years):

Comments / Terms and Conditions of Transaction (e.g. Won through open tender, standard terms and conditions)

Section F – Declaration

I declare that, to the best of my knowledge, the above information is a complete and accurate record of related party transactions with Council involving myself, close family members and the entities controlled, or jointly controlled, by myself or my close family members. I have also informed you of any updates to my related parties since my last declaration.

I make this declaration after reading the *Related Party Disclosures Policy*.

Full Name:

Signature:

Date:

BUSINESS PAPERS

12.6 APPROVAL TO KEEP ANIMAL - MORE THAN TWO DOGS

Attachments:	NIL
Author:	Andrew Shaw - Chief Operating Officer
Date:	10 July 2025
Key Outcome:	Day to day management of activities within Corporate Services Directorate
Key Strategy:	As per the Departmental Plan for Corporate Service

Executive Summary:

The purpose of *Subordinate Local Law No. 2 (Animal Management) 2015* local law is to supplement Local Law No. 2 (Animal Management) 2015, which provides for regulation of the keeping and control of animals within the local government's area.

RECOMMENDATIONS:

That Council accept and approve the application to keep more than two (2) dogs for the property located at 54 Green Street, Normanton.

That Council accept and approve the application to keep more than two (2) dogs for the property located at 13 Greenaway Street, Normanton.

Background:

TWO (2) applications on Form 102 – Dog Registration have been received as set out below:

The first application was received on 18th June 2025 requesting approval to keep more than two (2) dogs on the following property:

Property Address:	54 Green Street, Normanton
Parcel:	Lot 100 N14851
Land Size:	1012 m ²

BUSINESS PAPERS

Details of the animals are as follows:

Animal Name	MAGGIE	DUDLEY	WHOPPER
Breed	Blue Heeler	Pomeranian	Smithfield
Age	6 years 3 months	5 years 3 months	1 year 8 months
Sex	Female	Male	Male
Microchipped	No	Yes	Yes
Desexed	Yes	No	No
Declared Dangerous	No	No	No
Tag No	260106	260105	On Approval
Registration Expiry	03/06/2026	03/06/2026	

The second application was received on 1st July 2025 requesting approval to keep more than two (2) dogs on the following property:

Property Address: 13 Greenaway Street, Normanton

Parcel: Lot 56 SP218124

Land Size: 809 m²

Details of the animals are as follows:

Animal Name	TESS	DYSON	CHARLIE
Breed	Rottweiler	Wolfhound	Rottweiler
Age	6 years 3 months	2 years 3 months	1 year 1 month
Sex	Female	Male	Male
Microchipped	Yes	Yes	No
Desexed	Yes	No	No
Declared Dangerous	No	No	No
Tag No	260028	260029	On Approval
Registration Expiry	03/06/2026	03/06/2026	

BUSINESS PAPERS

Under section 6 of *Subordinate Local Law No. 2 (Animal Management) 2015*, Schedule 2 outlines circumstances in which keeping animals requires approval by local government. In the case of dogs, the keeping of 3 or more dogs over the age of 3 months on an allotment in a designated town area requires approval.

Also, Schedule 4 of *Subordinate Local Law No. 2 (Animal Management) 2015* outlines the minimum standards for keeping of a dog/s. A person who keeps an animal on premises must:

- (a) *ensure that the animal is adequately identified so that the owner's name, address and telephone number are readily ascertainable; and*
- (b) *ensure that waste waters from enclosures are drained in a nuisance free manner and that run-off is kept off adjoining premises or as otherwise directed by an authorised person; and*
- (c) *ensure that excreta, food scraps and other material that is, or is likely to become, offensive is collected at least daily and, if not immediately removed from the premises, is kept in a waste container of a kind approved by an authorised person; and*
- (d) *ensure that any enclosure in which the animal is kept is properly maintained in—*
 - (i) *a clean and sanitary condition; and*
 - (ii) *an aesthetically acceptable condition; and*
- (e) *take all reasonable steps to prevent the animal from making a noise or disturbance that causes a nuisance; and*
- (f) *ensure that the area available to the animal kept on the premises is appropriately sized so that the animal can be effectively and comfortably kept.*

The Local Laws Officer inspected the property and did not identify any standards currently not being met in order to keep an animal/s on the premises. The Local Laws Officer also inspected the premises for potential noise complaints from neighbours and identified the risk as low.

Consultation (Internal/External):

- Chief Operations Officer
- Phillip Grieve - Local Laws Officer

Legal Implications:

- As per standards outlined in Council's *Subordinate Local Law No. 2 (Animal Management) 2015* and *Animal Management (Cats and Dogs) Act 2008*.

Financial and Resource Implications:

- A permit fee of \$250.00 will be due and payable if the permit is granted.

Risk Management Implications:

- Low Risk – Inspections and assessment undertaken by Local Laws Officer.

BUSINESS PAPERS

13 REPORTS FROM DIRECTOR COMMUNITY DEVELOPMENT, TOURISM & REGIONAL

13.1 COMMUNITY DEVELOPMENT, TOURISM & REGIONAL PROSPERITY MATTERS OF INTEREST REPORT

Attachments:	NIL
Author:	Amanda Farraway - Executive Manager Community Development and Tourism
Date:	10 July 2025
Key Outcome:	Day to day management of activities within the Economic and Community Development Department
Key Strategy:	As per the Departmental Plan for Economic and Community Development

Executive Summary:

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:

For information only

Background:

Background:

January 2025	Master plans for Rodeo Grounds and Sports Precinct	Normanton and Normanton	In Progress	Community Consultation was held on 4 October 2024. December 2024 Council received the revised draft of the Master Plans with initial community feedback representing the aspirational goals of the community for both Precincts. Master plans on display for public exhibition for 28 days in Normanton & Karumba from the 3 February 2025 to 3 March 2025. Final report to Council March 2025 meeting.
May 2025	Early Explorers Project		In Progress	Northern History Services has been engaged to research and prepare material to support an exhibition and tourism signage conveying the history of exploration of the Carpentaria Shire Council region.

BUSINESS PAPERS

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.

The June program has continued with Basketball, Futsal & Touch Football to the program. We have seen over 1100 youth throughout the month.



SPORT CENTRE

SCHOOL HOLIDAY OPEN TIMES

<p>Week 1 30th June to 4th July 2025</p> <p>Monday - 9am to 12 noon & 3pm to 6pm Tuesday - 3pm to 6pm Wednesday - 9am to 12 noon & 3pm to 6pm Thursday - 3pm to 6pm Friday - CLOSED</p>	<p>Week 2 7th to 11th July 2025</p> <p>Monday - 10am to 1pm & 3pm to 6pm Tuesday - 10am to 1pm & 3pm to 6pm Wednesday - 9am to 12 noon & 3pm to 6pm Thursday - 9am to 12 noon & 3pm to 6pm Friday - 9am to 12 noon & 3pm to 7pm</p>
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Normanton Childcare Centre

- Centre Manager Position has been filled.
- Recruitment is ongoing for the full-time educator positions.
- Mandatory training is being coordinated to maintain training requirements.
- Communication between the Centre & Astute Marketing is underway to create a new Facebook page.

June 2025 Occupancy

	Utilization/Capacity	Waiting List	Occupancy %
Nursery	N/A	7	N/A
Kindy	N/A	11	

BUSINESS PAPERS

Monthly Visitation for Libraries and Visitor Information Centers

The tourist season is in full swing with an increase in numbers at the Normanton & Karumba Visitor Information Centre's.

1 – 30 June 2025			
Normanton VIC	Normanton Library	Karumba VIC	Karumba Library
1181	147	2653	64

Normanton Library

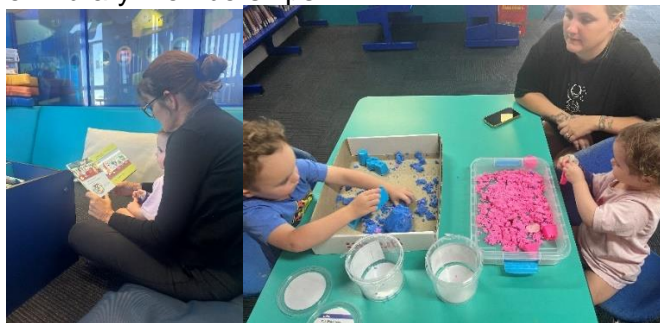
First Five Forever Program attendees for the month of June is 18 adults & 31 children.

There have been 15 new library memberships.

Karumba Library

First Five Forever program attendees for the month of June 1 adult & 3 children.

There have been 2 new library memberships.



New York to Normanton – The Peoples Cup Tour

The Peoples Cup will be in Normanton from the 9th to 14th July 2025. The Community Development Team has the following events planned –

Thursday 10 July

- Train ride from Critters camp to Normanton.
- Afternoon tea with the residents at Kukatja Place.
- An Evening with the Cup from 6pm at the Normanton Railway Station.

Friday 11 July

- Gulf Coast Agriculture – Station visit

Saturday 12 July

- Normanton Rodeo & Race Committee.

Sunday 13 July

- Morning Tea with the Cup at the Normanton VIC & Library, Burns Philp Building.
- Bare Foot Bowls from 2:30pm at the Normanton Bowls Club.

Monday 14 July

- NAIDOC March from 9:00am with the schools & community
- Visit at the Gidgee Healing Normanton Recovery & Community Wellbeing Centre.
- Barra Bites from 6pm at the Les Wilson Barramundi Discovery Centre.

BUSINESS PAPERS



Department meetings / conference / workshop attendance

- LGMA Ignite leadership programme
- 2025 Normanton NAIDOC Committee Meeting

Consultation (Internal/External):

- Chief Executive Officer
- Mayor
- Director of Engineering
- Youth Services Project Officer
- Manager Les Wilson Barramundi Discovery Centre
- Coordinator Les Wilson Barramundi Discovery Centre
- Library Officers
- Astute Early Years Specialist Pty Ltd ATF The Comerford Family Trust
- QLD Rail
- Acting Childcare Centre Director
- Swimming Pools Operator
- State Library Queensland
- Peak Services
- Gulf Savannah Development
- Normanton Police
- Normanton State School
- Karumba State School
- Gulf Christian College
- Gidgee Healing
- Film Festivals Australia
- Empire Touring
- Local Level Alliance
- New Word Order
- Selectability
- North West Remote Health
- North Queensland Toyota Cowboys
- Torres Strait & Cape York Peninsula Indigenous Futsal Association
- Swimming QLD
- Football Queensland
- LGMA
- Victoria Racing Club

BUSINESS PAPERS

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.

Financial and Resource Implications:

- Please see the Monthly Finance Report.

Risk Management Implications:

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

BUSINESS PAPERS

13.2 COMMUNITY DONATIONS & SUPPORT

Attachments:	NIL
Author:	Amanda Farraway - Executive Manager Community Development and Tourism
Date:	10 July 2025
Key Outcome:	Day to day management of activities within the Economic and Community Development Department
Key Strategy:	As per the Departmental Plan for Economic and Community Development

Executive Summary:

During the period since the June 2025 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 waivers under the delegation of the Acting Chief Executive Officer since the June 2025 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 2025/2026 financial year is \$89,000.

- The requests listed in this report total \$ 1,790.00

Donations approved under the delegation of the Chief Executive Officer

1. Gulf Christian College has requested the hire of the Normanton Shire Hall on Thursday the 27 November 2025 for their Annual School Awards night to celebrate the achievements of the children throughout the year.

Normanton Shire Hall Hire	\$ 440.00
Total	\$ 440.00

2. Gulf Christian College has requested the hire of the Normanton Swimming Pool Friday the 14 November 2025 to host their Annual Swimming Carnival.

Normanton Shire Hall Hire	\$ 500.00
Total	\$ 500.00

3. ADA Disability Services has requested the fee waiver for the use of the John Henry Memorial Oval to host a free community NAIDOC movie night Thursday 17 July 2025. The movie of choice will be PG Indigenous film – Bran Nue Dae, they will have a sausage sizzle with popcorn and water available.

Normanton Shire Hall Hire	\$ 340.00
Total	\$ 340.00

BUSINESS PAPERS

4. Gkuthaarn & Kukatj Aboriginal Council has requested the hire of the Normanton Shire Hall on Wednesday 16 July 2025 for the NAIDOC elders luncheon all locals are welcome.

Normanton Shire Hall Hire	\$ 170.00
Total	\$ 170.00

5. Gkuthaarn & Kukatj Aboriginal Council has requested the hire of the Normanton Shire Hall on Friday the 18 July 2025 for the NAIDOC talent quest celebrating NAIDOC week.

Normanton Shire Hall Hire	\$ 170.00
Total	\$ 170.00

6. Gkuthaarn & Kukatj Aboriginal Council has requested the hire of the Normanton Shire Hall on Saturday 19 July 2025 for the NAIDOC Community Markets.

Normanton Shire Hall Hire	\$ 170.00
Total	\$ 170.00

Consultation (Internal/External):

- Acting Chief Executive Officer
- Executive Manager Community and Tourism Services
- Customer Service Officer
- External Stakeholders (applicants)

Legal Implications:

- Community Donations and Support Policy.

Financial and Resource Implications:

- The requests in this report for the 2025/2026 budget total \$1,790.00

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: 10 July 2025

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:

For information only.

1. Actions Arising from Previous Meetings

Date:	Ref:	Action	Status	Comment
2023 June Meeting		Look at solar lights for footpath to Rodeo Grounds	In Progress	<ul style="list-style-type: none"> Solar Lights have arrived. Awaiting poles to arrive Planning to install by May -June 2025
2024 January Meeting		Council to look at a design for a Fish Attraction Device mould for future additional areas.	Not Started	<ul style="list-style-type: none">
2024 February Meeting		Walkway required along Yappar Street to the Barramundi Discovery Centre.	In Progress	<ul style="list-style-type: none"> Footpath started
2024 February Meeting		Solar Lighting required Palmer St.	In Progress	<ul style="list-style-type: none"> Solar Lights have arrived. Awaiting poles to arrive Planning to install by May -June 2025
2024 April Meeting		Create 5 car parks at the boat parking area in front of the Hotel in Gilbert Street	50% completed	<ul style="list-style-type: none"> New Line marking completed Awaiting Parking Stop and Hotel Customer Parking signs to arrive. Looking to install May.

BUSINESS PAPERS

Date:	Ref:	Action	Status	Comment
2024 July Meeting		Cricket Oval is dry	In Progress	Gui has been working to get repairs done.
2024 August Meeting		Allocate budget for perimeter fencing at rear and sides of Normanton Cemetery	Completed	Budget allocated and project put in works program.
2024 August Meeting		Clear vegetation to improve sight distance at 89B/84A intersection	Not Started	➤ Plan to undertake March-April, weather depending.
2024 August Meeting		Investigate narrow existing parking linemark at the State School	Completed	➤ Completed
2024 August Meeting		Reseal entrance and carpark in Normanton cemetery	In progress	➤ Bitumen truck due in August
2024 October Meeting		New "No Standing Signs" along driveway at Haig St	In Progress	➤ Awaiting new signs to arrive
2025 Feb Meeting		Construct concrete ramp further into the cul-de-sac for pensioner unit at Little Brown Street	Not Started	➤
2025 Feb Meeting		Spray clear protectant to protect K150 tiles	In progress	➤ Contractor being arranged
2025 March Meeting		Flood Marker at Jenny Lynd needs to be moved so it can be seen on camera	Not Started	➤ Look to start after flooding
2025 April Meeting		Work up time for outside Contractors to attend Rodeo	Completed	➤ Program completed and letters sent to business owners
2025 June meeting		Yellow line marking at driveway Landsborough St on the other side of the Sports Centre	Not Started	➤

2. Miscellaneous Projects

- 2.1. Residential Activation Fund – Lilyvale low voltage power supply. Council had a prestart meeting with UDCS Consulting to design the low voltage power to Ergon standards.
- 2.2. Karumba Revetment Wall extension project – Council is obtaining quotes from Dave Wren Construction for the construction of the rock groyne at the picnic shelter site. Council had a prestart meeting with Moffat & Nichol to begin extension designs and to obtain marine and environmental permits.
- 2.3. Active Transport Fund and Council Contribution - Footpath between the Town Centre and the Les Wilson Discovery Centre has started. Concrete has been laid between Massey Drive and the Bypass Road.
- 2.4. Street reseals under LRCIP have been completed in Karumba and Normanton prior to the end of June.

BUSINESS PAPERS

- 2.5. TMR Betterment Project 11km new pave and seal on 89B – Sean Henry's crew have mobilised back to site. They are working on the final 4km of new bitumen works. June late rains delayed works for a few weeks and 89B was closed due to bogged vehicles.
- 2.6. Mitchell River Bridge –The bridge contractor has started reestablishing their camp at the crossing. Bridge planks for the decks have been arriving to Normanton on a regular basis and being temporarily stored opposite the town dump. Work has started reinstating the earthworks along the piles.
- 2.7. Seven dips between the 7 Mile Camp and West Inverleigh under the TID's 2024-2025 program has been completed prior to the end of June.
- 2.8. TID's 2024-2025 reseal works on the Burketown Road has been completed prior to the end of June.
- 2.9. Mentana Creek –The culvert, concrete protection and stabilised pavement have been completed prior to Christmas. Bitumen sealing over Mentana was completed prior to the end of June. This project is now complete.
- 2.10. Clark Creek – The base slab for the culverts have been constructed. The works is due to start in the next few weeks. Sand deposits over the slab will be removed as part of the emergent works.
- 2.11. ROSI Funding – Council is planning works to start after the wet season to continue bitumen sealing. Council have scoped the site. Looking to start work after August 2025 between Inverleigh West station – M Creek – jump up on the Burketown Road.
- 2.12. Kowanyama Road Betterment Works – Sealing Works. Council is planning to seal the last 5km in late June, weather and access depending. Over 70% of sealing was completed, unfortunately due to rains and road closures the rest of the sealing is postponed to August.
- 2.13. Bird Hide Project (School Dam) – Two bird hides have been completed and the project has been finalised.

June Report

Project	Description	Value (ex GST)	Comments
Claims submitted prior to close of June			
CN-21081	RMPC Claim 10	\$ 599,091.52	Claim under review by TMR
CN-23460	TID's Claim 4	\$ 412,217.53	Invoice Sent
CN-22447	Culvert on 84A	\$ 195,464.63	Invoice Sent
CN-22828	Formation Works Package 2	\$ 393,180.49	Invoice Sent
CN-23217	Claim 3 Clark Creek	\$ 114,658.79	Invoice Sent
CN-21599	Claim 5 Mentana Creek	\$ 290,690.82	Invoice Sent
CN-22446	89B REPA Works Claim 7	\$ 536,102.30	Invoice Sent

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CN-23259	Claim 5 Pave and Seal Betterment 89B Package 1	\$ 1,344,186.32	Invoice Sent
CN-21603	TMR DRFA 89A&84A	\$ 114,486.45	Invoice Sent
	Total	\$4,000,078.85	
July Accruals			
	2025 TMR Emergent Works	\$1,233,975.32	Preparing claim
	Total	\$1,233,975.32	

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%	
CN-21081 2023-25 RMPC	\$5,619,739.52	\$2,456,751.10	\$3,162,988.42	100%	
CN-21599 Mentana Creek Floodway	\$1,799,265.48	\$174,001.44	\$1,625,264.04	100%	
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		\$1,038,059.82	100%	
CN-22267 Remote Roads Upgrade Pilot program (RRUPP)Iffley Road Resheeting - gravel from Ch. 42.299km to 81.276km (Total \$5,258,359)	\$5,240,059.00	\$2,103,343.00	\$3,136,716.00	100%	
CN-22267 Remote Roads Upgrade Pilot program (RRUPP)Koolatah Road widening 0.007km to 30.307km (Total \$3,097,053)	\$3,084,767.00	\$1,238,821.00	\$1,845,946.00	100%	
CN-22446 89B REPA Works	\$12,789,624.86	\$2,030,475.62	\$7,283,461.72	73%	Forward balance to 25/26
CN-22447 - Replacement of Culverts 89B and 89A	\$510,774.69	\$302,410.06	\$208,364.63	100%	
CN-22464 Jasper Emergent Works	\$2,141,974.45		\$2,141,974.45	100%	

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CN-22464 Kirrily Emergent Works	\$1,516,499.81		\$1,516,499.81	100%	
TIDS 2024-2025 Widening of Poindestre Creek - Burketown Road	\$350,000.00		\$350,000.00	100%	
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		\$250,000.00	100%	
TIDS 2024-2025 - Bitumen Reseal - Burketown Road	\$300,000.00		\$300,000.00	100%	
CN-23259 Betterment 89B Package 1	\$7,726,797.15		\$6,004,157.95	78%	Forward balance to 25/26
CN-23368 Betterment 89B Package 2	\$7,715,388.90			0%	Forward balance to 25/26
CN-22828 Formation Works Stage 2	\$2,282,025.00		\$2,282,025.00	100%	
CN-23217 Clarke Creek Upgrade - 89B	\$3,626,295.72		\$1,401,882.90	39%	Forward balance to 25/26
Total	\$58,851,271.40	\$8,430,802.22	\$35,282,340.74	74%	



Photo: Work restarted on 89B Betterment Package 1

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Photo: Normanton Pool Change Room



Photo: Normanton Pool Kiosk

BUSINESS PAPERS



Photo: New Footpath Yappar St Karumba



Photo: New Footpath Yappar St Karumba

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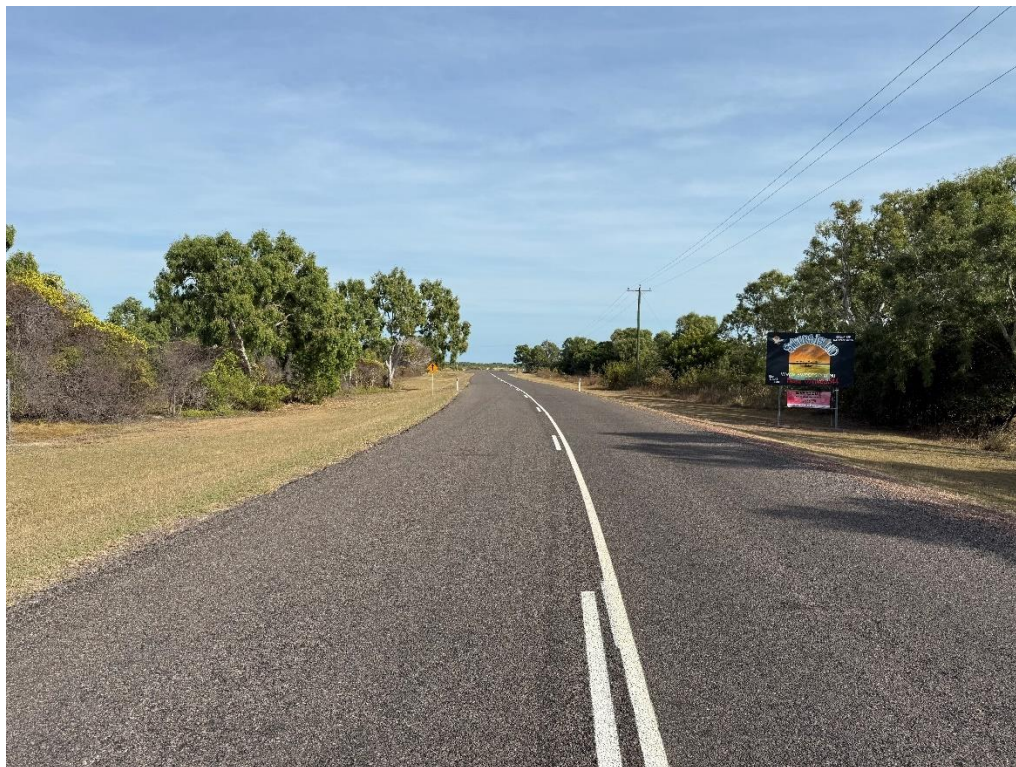


Photo: New line marking – Col Kitching Drive



Photo: New 10mm reseal – Truck Bypass Road Karumba

BUSINESS PAPERS



Photo: New Mentana Creek Causeway on 89B

3. Update on Shire Flood Damage Works

- 3.1. Augustus Camp - Clarence Bynoe's crew working Nardoo to Augustus, all side tipper work completed for this road. Side tippers are now carting to Lorraine Access / Donors Hills Access and Cowan Downs Access out of Pixie Pit.
- 3.2. Donors Hill Camp – Sorren Owens crew have completed the Donors Hill to Augustus Downs Road. They have started working on the Neumayer Valley Access, tippers carting out of Pixie Pit.
- 3.3. Deadcalf Camp – Geoff Hays crew working from Iffley Station end towards Broadwater Station and picking up Claraville Road as well. Load and cart out of Deadcalf Pit. Have been advised by ERSCON that Dead Calf Pit will be closed in December, which will make this a valuable water point.
- 3.4. McAllister Camp – Josie Bond's crew working from Intersection 89A and McAllister Road towards McAllister Station. Side tippers work completed for this project, and they have been sent to Deadcalf Camp.
- 3.5. Inkerman Camp – Eddie Brown's crew working on three fronts, Grader 1 maintaining the road from Vanrook to the Boundary. Grader 2 REPA works working on a front with Cameron Young picking up works on RADAR as completed, Grader 3 Formation Works.
- 3.6. Lotus Vale Camp - Brendan Beasley's crew, load and cart out of Lilyvale Pit working from Maggieville to Delta.
- 3.7. The Augustus Camp / Donors Hill Camp and McAllister Camp will finish works over the next couple of swings. There is only work in the North and we have no work on the Iffley to Trenton Road this year.

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4. New Projects/Grant Applications

- 4.1. Council was successful for funding of new low voltage mains to the Lilyvale Subdivision under the Residential Activation Fund (RAF) valued at approximately \$701K.

5. Reports

5.1. Grant Projects Program

Emailed to Councillors and a full A3 copies will be provided at the meeting.

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.

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14.2 NDRRA/QDRF REPORT

Attachments:	14.2.1. Appendix A - QRA23 Expenditure Summary ↓
	14.2.2. Appendix B - 2023 Completed Works Sketch ↓
	14.2.3. Appendix C - QRA24 Expenditure Summary ↓
	14.2.4. Appendix D - 2024 Completed Works Sketch ↓
	14.2.5. Appendix E - QRA22 Expenditure Summary ↓
	14.2.6. Appendix F - Cash Flow Summary: July ↓
	14.2.7. Appendix G - Betterment Projects ↓
Author:	John Martin - Consultant Engineering
Date:	10 July 2025
Key Outcome:	Day to day management of activities undertaken as Major Projects within Council
Key Strategy:	As per the Departmental Plan for Major Projects

Executive Summary:

QRA22: Acquittal documentation for three (3) submissions was lodged in September 2024.

QRA has been requested to finalise the assessment and payment of final 10% to allow Council to close out these projects. An EOT has been approved for Submission 6 (Dunbar – Kowanyama Road REPA and Betterment) until 30 September 2025.

QRA23: A total Construction RV of approx. \$66.5million (Total RV of \$89.0million) was originally approved. Approximately \$40.0million was expended by the original deadline of 30 June 2025. Of the remaining \$26.5million, \$10.5 million has been granted EOT's to 31 December 2025 and the remaining \$16.0million has been rolled over into the QRA25 construction package. Crews have been progressively mobilising to camps around the Shire, with five (5) crews mobilised at the time of this report. The remaining QRA23 scope is being prioritised ahead of QRA24 scope to ensure deadlines are met. The current QRA Cash Flow for road restoration/betterment is approximately \$12.8million in advance. The total QRA (including Mitchell River Bridge) cash flow is approximately \$22million in advance.

QRA24: Council was activated for REPA, Emergency Works and CDO relief measures in response to the Tropical Cyclone Jasper and Tropical Cyclone Kirrily respectively. The estimated Total RV for all QRA24 REPA and Betterment submissions will be approx. \$70million (construction budget of \$52million). The total (including QRA23 EOTs) will be approximately \$62.5million. All approved QRA24 submissions have a completion deadline of 30 June 2026. Approximately 7% of the scope has been completed with an Expenditure Ratio of 0.90. Three (3) Betterment Submissions have been approved by QRA, these include realignment, sealing and floodway upgrades on Normanton – Burketown Road, Dunbar – Kowanyama Road and Dunbar – Koolatah Road.

QRA25: Carpentaria Shire Council was activated for REPA, Emergency Works and CDO relief measures on 10 February 2025 and 11 April 2025, in response to two (2) rainfall and flooding events. Damage pickup and Emergency Works are in progress on roads that are accessible and will continue in the upcoming months as areas North of the Mitchell River become accessible. Damage assessments are in progress with submissions currently being prepared in the QRA MARS system, with scope to be rolled over into QRA25 submissions due to significant additional damage from recent events.

BUSINESS PAPERS

OTHER: A final outcome has been received for six (6) concrete floodways on Normanton - Burketown Road (\$1million) under Local Recovery and Resilience Grants (LRRG) funding, with approval and prepayment to Council expected shortly. Two (2) pavement and sealing projects on Normanton - Burketown Road (\$5million each) have been submitted under Country Roads Connect (CRC) and Disaster Ready Fund (DRF) Round 3 funding, with outcomes expected during June and September 2025.

RECOMMENDATION:

For Information Only.

Background:

2022 QRA Event

1. Three (3) submissions were lodged for acquittal prior to 30 September 2024 deadline, with the final payment (10%) of each of the submissions still outstanding. QRA has been requested again to finalise assessment as a priority to allow Council to close out these projects prior to EOFY.
2. A further EOT has been approved by QRA (Submission 6 Dunbar – Kowanyama Road REPA and Betterment) to extend the completion deadline from 30 June 2025 to 30 September 2025. Refer to Appendix E for construction progress.

2023 QRA Event

1. QRA23 REPA has a construction budget of approx. \$66.5million (Total RV of \$89.0million). Approximately \$40.0million was expended by the original deadline of 30 June 2025. \$16.0million has been rolled over into the QRA25 construction package.
2. Two (2) submissions have been completed prior to their 30 June 2025 deadline, closeout and acquittal documents are being prepared
3. Submission 1 (Northern Roads) has an approved EOT deadline until 30 September 2025. Submission 2 (Northern Roads), Submission 3 (Southern Roads) and Submission 4 (Southern Rollover Roads) have been approved for EOTs until 31 December 2025.
4. Approximately 83% of the remaining scope has been completed with an Expenditure Ratio of 0.95. Refer to Appendix A and B for further construction details.
5. A construction value of approximately \$10.5million in scope remains to be constructed prior to current submissions deadlines. Crews have been progressively mobilising to camps around the Shire to construct remaining works, with a full six (6) crews expected to be mobilised shortly. Remaining QRA23 scope is being prioritised ahead of QRA24 scope to ensure deadlines are met
6. The current QRA cash flow (refer Appendix F) shows the road restoration/betterment is approximately \$12.8million in advance. The total QRA (including Mitchell River Bridge) cash flow is approximately \$22million in advance.

BUSINESS PAPERS

2024 QRA Event

1. Carpentaria Shire Council was activated for REPA, Emergency Works and CDO relief measures on 29 December 2023 and 7 March 2024, in response to Tropical Cyclone Jasper and Tropical Cyclone Kirrily.
2. The estimated RV for all QRA24 REPA and Betterment submissions will be approx. \$70million (construction budget of \$52million).
3. Approximately 7% of the scope has been completed with an Expenditure Ratio of 0.90. Refer to Appendix C and D for further construction details.
4. Three (3) Betterment Submissions have been approved, these are; Dunbar – Kowanyama Road (Realignment, Pavement and Sealing), Dunbar – Koolatah Road (Realignment, floodway upgrades, Pavement and Sealing) and Normanton – Burketown (Pavement and Sealing). Refer to Appendix G for further details.
5. All approved QRA24 submissions have a completion deadline of 30 June 2026.

2025 QRA Event

1. Carpentaria Shire Council was activated for REPA, Emergency Works and CDO relief measures on 10 February 2025 and 11 April 2025, in response to North and Far North Tropical Low and Western Queensland Surface Trough and Associated Rainfall and Flooding.
2. Emergency works are in progress throughout the Shire on roads that are currently accessible (up to the Mitchell River Crossing) and will continue North of the Mitchell River Crossing once current clearing works have been completed.
3. Damage pickup has been completed for the majority of the Shire with remaining roads North of the Mitchell River Crossing to be completed once accessible.
4. Damage assessments are in progress with submissions currently being prepared in the QRA MARS system. Scope has been identified to be rolled over into QRA25 submissions due to significant additional damage from the recent events.

Other

1. A final outcome has been received for six (6) concrete floodways on Normanton - Burketown Road (\$1million) submitted under Local Recovery and Resilience Grants (LRRG) funding, with final approval and prepayment (30%) to Council expected shortly.
2. A pavement and sealing project on Normanton - Burketown Road (approx. 7.5km and \$5million) has been submitted under Country Roads Connect (CRC) funding. An outcome is expected to be received by Council shortly.

BUSINESS PAPERS

3. A pavement and sealing project on Normanton to Burketown Road (approx. 7.1km and \$5million) has been submitted under Disaster Ready Fund (DRF) Round 3 funding. An outcome is expected to be received by Council during September 2025. Refer to Appendix G for all approved betterment projects.

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 - \$66,586
- QRA 25 Trigger Point contribution - \$68,086

Risk Management Implications:

- Medium – QRA23 – Further EOTs have been approved until 31 December 2025 which has helped alleviate deadline pressures. A construction value of \$11.3million in scope remains to be constructed prior to current deadlines.
- High – QRA24 – It is expected the construction RV will be \$52million. Further EOTs approved for QRA23 submissions will push back the delivery of the QRA24 program.
- Low – QRA25 – The full extent of damage is currently under investigation and will not be understood until access to all roads is permitted. However, the RV is expected to be lower than QRA24 as a significant extent of road has not been re-constructed and cannot be reclaimed.

CARPENTARIA SHIRE COUNCIL

SUMMARY OF QRA23 EXPENDITURE

CURRENT

Project Completed

Forecast Project Expenditure to RV Ratio

1/07/2025

83%

0.95



Submission 5 - CSC.0069.2223G REC					
Road Name	Construction Recommended Value	Expenditure	Complete (%)	Expected Expenditure Ratio	Notes
Iffley Road	\$ 9,346,235.99	\$ 2,201,077.18	100%	0.24	Cost savings incurred due to overlapping construction costs with simultaneously constructed Remote Roads Upgrade Pilot Program scope on Iffley Road. Due to significant additional damage incurred from the 2024/25 event, remaining line items to be rolled over into 2024/25 submissions.
TOTAL	\$ 9,346,235.99	\$ 2,201,077.18			

* 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 2023/24 event, all scope has been rolled over into CSC.0082.2324P REC
Dunbar - Kowanyama Road	\$ 1,239,780.10	\$ 10,964.28	0%	1.00	Preliminary costs booked, no construction has commenced. Actual start date to be updated to reflect the actual start date of construction. Due to significant additional damage incurred from the 2024 and 2025 events, line items have been rolled over into CSC.0086.2324P REC and 2024/25 submissions.
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	\$ 12,096.00	100%	0.01	Due to significant additional damage incurred from the 2023/24 event, all scope has been rolled over into CSC.0082.2324P REC
Koolatah - Dixie Road	\$ 5,759,502.97	\$ 4,313,553.23	100%	0.75	Cost savings incurred due to overlapping construction costs with simultaneously constructed Remote Roads Upgrade Pilot Program scope on Koolatah - Dixie Road.
Koolatah - Drumduff Road	\$ 1,424,067.05	\$ 7,457.62	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	\$ 4,344,071.13			

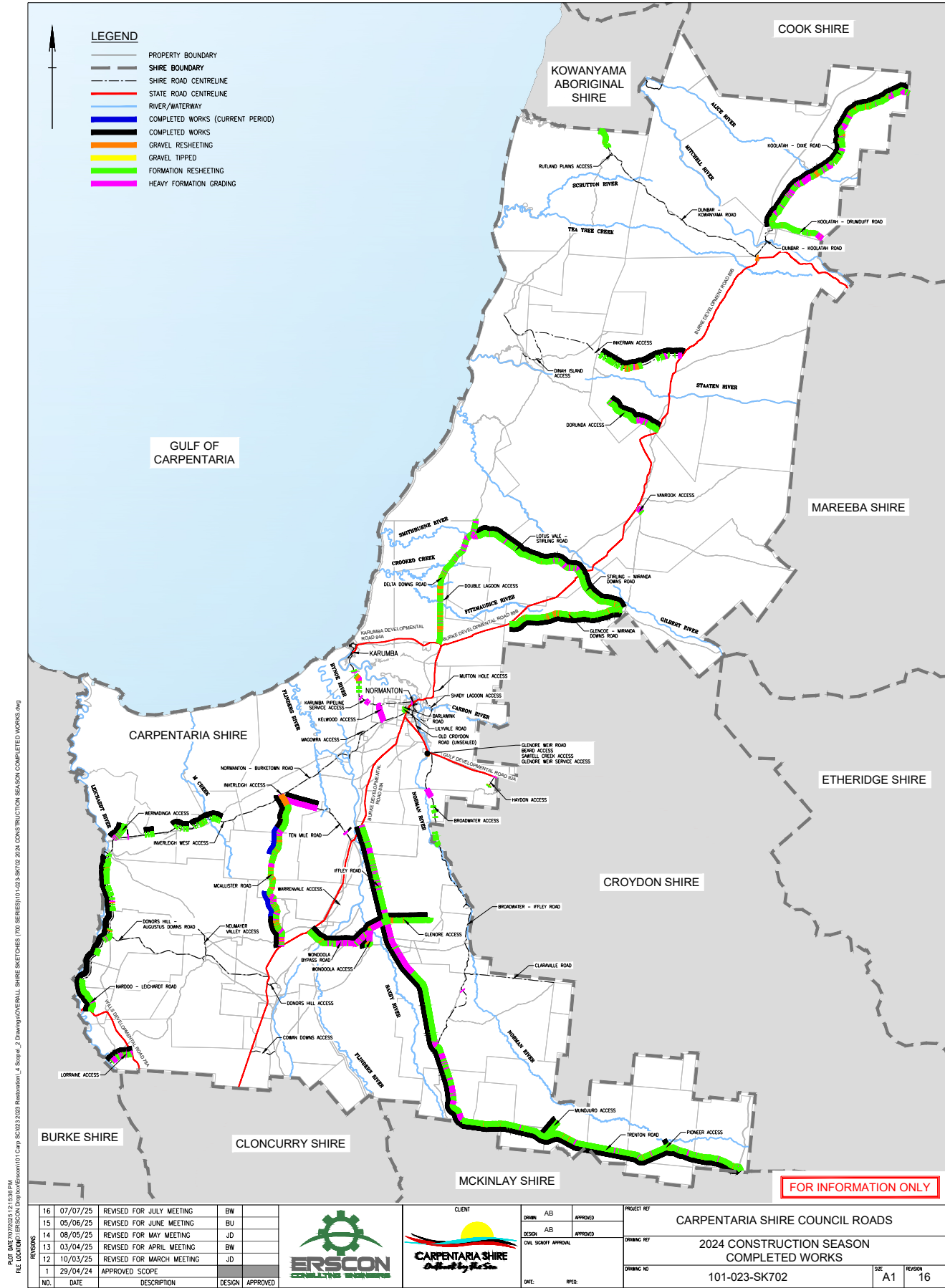
Submission 3 - CSC.0074.2223G REC					
Road Name	Construction Recommended Value	Expenditure	Complete (%)	Expected Expenditure Ratio	Notes
Barlawink Access	\$ 64,713.90	\$ -	0%	1.00	Cost variance against RV. Expected to align closely after works are completed.
Broadwater - Iffley Road	\$ 509,861.51	\$ 137,864.54	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	\$ 1,469.37	0%	1.00	Preliminary costs booked, no construction has commenced. Actual start date to be updated to reflect the actual start date of construction.
Haydon Access	\$ 47,186.10	\$ 49,648.76	0%	1.00	Preliminary costs booked, no construction has commenced. Actual start date to be updated to reflect the actual start date of construction.
Karumba Pipeline Service Access	\$ 487,050.43	\$ -	0%	1.00	Cost variance against RV. Expected to align closely after works are completed.
Lilyvale Road	\$ 106,160.62	\$ -	0%	1.00	Cost variance against RV. Expected to align closely after works are completed.
Lorraine Access	\$ 510,204.94	\$ 394,290.85	100%	0.77	Overlapping camp and establishment costs with simultaneously constructed QRA23 Nardoo Leichardt Road. When assessing scope together expenditure is expected to align closely with the combined RV.
Nardoo - Leichardt Road	\$ 3,635,210.55	\$ 3,866,956.79	100%	1.06	Overlapping camp and establishment costs with simultaneously constructed QRA23 Wernadinga Access and QRA23 Lorraine Access. When assessing scope together expenditure is expected to align closely with the combined RV.
Trenton Road	\$ 8,481,929.71	\$ 5,774,099.67	100%	0.68	Cost savings were achieved due to the close proximity of gravel pits along this road, the average haul distance was below the Shire average. The scope was also approved creating long continuous work fronts which enabled proficient construction.
Wernadinga Access	\$ 490,579.17	\$ 464,761.06	100%	0.95	Overlapping camp and establishment costs with simultaneously constructed QRA23 Nardoo Leichardt Road. When assessing scope together expenditure is expected to align closely with the combined RV.
Wondoola Access	\$ 855,477.93	\$ 321,789.46	100%	0.38	Overlapping camp and establishment costs with simultaneously constructed Glenore Access and Iffley Road REPA/RRUPP scope. When assessing scope together expenditure is expected to align closely with the combined RV. Due to significant additional damage incurred from the 2024/25 event, remaining line items to be rolled over into 2024/25 submissions.
Wondoola Bypass Road	\$ 1,661,333.50	\$ 195,777.32	100%	0.12	Due to significant additional damage incurred from the 2025 event, all scope has been rolled over.
TOTAL	\$ 16,863,682.49	\$ 11,206,657.82			

Submission 2 - CSC.0073.2223G REC					
Road Name	Construction Recommended Value	Expenditure	Complete (%)	Expected Expenditure Ratio	Notes
Delta Downs Road	\$ 3,938,668.34	\$ 1,324,315.36	10%	3.38	Accured costs processing, currently under construction
Stirling - Miranda Downs Road	\$ 3,672,940.10	\$ 2,425,627.93	100%	0.66	Overlapping camp and establishment costs with simultaneously constructed QRA23 Lotusvale - Stirling Road and Stirling - Miranda Downs Road. When assessing scope together expenditure is expected to align closely with the combined RV.
Glencoe - Miranda Downs Road	\$ 3,401,968.46	\$ 2,537,083.85	100%	0.75	Due to significant additional damage incurred from the 2024/25 event, remaining line items to be rolled over into 2024/25 submissions.
Lotus Vale - Stirling Road	\$ 1,708,813.12	\$ 885,279.95	100%	0.52	Overlapping camp and establishment costs with simultaneously constructed QRA23 Lotusvale - Stirling Road and Glencoe - Miranda Downs Road. When assessing scope together expenditure is expected to align closely with the combined RV.
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	\$ 7,172,307.09			

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Submission 4 - CSC.0075.2223G.REC					
Road Name	Construction Recommended Value	Expenditure	Complete (%)	Expected Expenditure Ratio	Notes
Glenore Access	\$ 1,332,663.55	\$ 1,097,942.15	100%	0.82	Overlapping camp and establishment costs with simultaneously constructed Wondolla Access and Iffley Road REPA/RRUPP scope. When assessing scope together expenditure is expected to align closely with the combined RV.
Kelwood Access	\$ 569,396.34	\$ 1,469.37	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	\$ 2,719,498.01	74%	0.78	Accured costs processing, currently under construction
Mundjuro Access	\$ 589,668.16	\$ 116,904.80	100%	0.20	Overlapping camp and establishment costs with simultaneously constructed ORA23 Trenton Road. When assessing scope together expenditure is expected to align closely with the combined RV.
Normanton - Burketown Road	\$ 1,740,803.60	\$ 1,967,664.42	92%	1.23	Boredrain Creek culvert upgrade has been completed Accured costs processing, currently under construction. Due to significant additional damage incurred from the 2024/25 event, remaining line items to be rolled over into 2024/25 submissions.
Pioneer Access	\$ 34,106.44	\$ 6,563.10	100%	0.19	Overlapping camp and establishment costs with simultaneously constructed ORA23 Trenton Road. When assessing scope together expenditure is expected to align closely with the combined RV.
Ten Mile Road	\$ 585,725.70	\$ 5,552.27	100%	0.01	Due to significant additional damage incurred from the 2023/24 event, all scope has been rolled over into CSC.0082.2324P.REC.
TOTAL	\$ 9,545,904.66	\$ 5,915,594.12			

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	\$ 6,684,811.13	100%	1.10	Project Complete, acquittal documentation is currently being prepared Efficiencies were experienced during the execution of the project which resulted in the full allocated contingency amount not being required.
TOTAL	\$ 6,055,511.46	\$ 6,684,811.13			



CARPENTARIA SHIRE COUNCIL

SUMMARY OF QRA24 EXPENDITURE

CURRENT

Project Completed

Forecast Project Expenditure to RV Ratio

1/07/2025

7%

0.90



Submission 2 (CSC.0079.2324P REC)					
Road Name	Construction Recommended Value	Expenditure	Complete (%)	Expected Expenditure Ratio	Notes
Beard Access	\$ 33,952.20	\$ -	0%	1.00	
Broadwater - Iffey Road	\$ 5,684,283.53	\$ -	0%	1.00	
Broadwater Access	\$ 24,586.87	\$ -	0%	1.00	
Claraville Road	\$ 2,713,332.81	\$ 1,140.00	0%	1.00	Preliminary Costs booked, no construction has commenced. Actual start date to be updated upon construction
Glenore Weir Road	\$ 11,871.44	\$ -	0%	1.00	
Glenore Weir Service Access	\$ 65,579.44	\$ -	0%	1.00	
Haydon Access	\$ 288,727.01	\$ 9,383.94	0%	1.00	Preliminary Costs booked, no construction has commenced. Actual start date to be updated upon construction
Mutton Hole Access	\$ 221,844.85	\$ -	0%	1.00	
Nine Mile Road	\$ 49,285.10	\$ -	0%	1.00	
Old Croydon Road (Unsealed)	\$ 511,017.22	\$ 37,500.67	0%	1.00	Preliminary Costs booked, no construction has commenced. Actual start date to be updated upon construction
Pioneer Access	\$ 60,542.79	\$ -	100%	0.00	Due to significant additional damages caused by the 2024/25 event, all scope to be rolled over into 2024/25 submissions.
Sawtell Creek Access	\$ 54,218.59	\$ -	0%	1.00	
Shady Lagoon Access	\$ 967,689.19	\$ -	0%	1.00	
Warrenvale Access	\$ 110,282.35	\$ -	0%	1.00	
Yappar River Access	\$ 95,776.99	\$ -	0%	1.00	
Yappar River Access (Secondary Access)	\$ 46,453.97	\$ -	0%	1.00	
TOTAL	\$ 10,939,444.35	\$ 48,024.61			

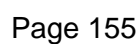
* Expected expenditure ratio is the ratio of final expenditure divided by the recommended value. (i.e. 1.5 is 50% over budget, 0.8 is 20% under budget)

Submission 5 (CSC.0082.2324P REC)					
Road Name	Construction Recommended Value	Expenditure	Complete (%)	Expected Expenditure Ratio	Notes
Dorunda Access	\$ 1,476,358.27	\$ -	0%	1.00	
Double Lagoon Access	\$ 183,861.98	\$ -	0%	1.00	
Dunbar - Koolatah Road	\$ 6,678,993.45	\$ -	0%	1.00	
Inkerman Access	\$ 2,282,080.73	\$ -	0%	1.00	
Maggieville Access	\$ 2,314.79	\$ -	0%	1.00	
Rutland Plains Access	\$ 96,908.54	\$ -	0%	1.00	
Ten Mile Road	\$ 1,418,041.33	\$ -	0%	1.00	
Yappar Street	\$ 45,337.97	\$ -	0%	1.00	
TOTAL	\$ 12,183,897.06	\$ -			

Submission 3 (CSC.0083.2324P REC)					
Road Name	Construction Recommended Value	Expenditure	Complete (%)	Expected Expenditure Ratio	Notes
Augustus Downs Access	\$ 31,218.44	\$ -	0%	1.00	
Cowan Downs Access	\$ 631,795.04	\$ -	0%	1.00	
Donors Hill Access	\$ 19,832.16	\$ 513.28	0%	1.00	Preliminary Costs booked, no construction has commenced. Actual start date to be updated upon construction
Donors Hill - Augustus Downs Road	\$ 1,104,531.19	\$ 575,609.09	82%	0.64	Accured costs processing, construction in progress
Inverleigh Access	\$ 51,159.41	\$ -	0%	1.00	
Inverleigh Access (Secondary Access)	\$ 7,257.19	\$ -	0%	1.00	
Inverleigh West Access	\$ 22,243.59	\$ -	0%	1.00	
Karumba Pipeline Service Access	\$ 1,706,875.88	\$ -	0%	1.00	
Liljvale Road	\$ 53,849.66	\$ -	0%	1.00	
Lorraine Access	\$ 66,474.31	\$ -	0%	1.00	
Magowra Access	\$ 68,987.60	\$ -	0%	1.00	
Nardoo - Leichardt Road	\$ 2,682,058.20	\$ 823,073.26	57%	0.54	Accured costs processing, construction in progress
Neumayer Valley Access	\$ 991,649.29	\$ -	0%	1.00	
Normanton - Burketown Road	\$ 3,834,517.39	\$ 932,126.89	9%	2.56	Accured costs processing, construction in progress. Due to significant additional damages caused by the 2024/25 event, line items to be rolled over into 2024/25 submissions.
TOTAL	\$ 11,272,449.35	\$ 2,331,322.52			

Submission 4 (CSC.0086.2324P REC)					
Road Name	Construction Recommended Value	Expenditure	Complete (%)	Expected Expenditure Ratio	Notes
Dunbar - Kowanyama Road	\$ 6,344,618.80	\$ -	0%	1.00	Due to significant additional damages caused by the 2024/25 event, line items to be rolled over into 2024/25 submissions.
TOTAL	\$ 6,344,618.80	\$ -			

Submission 6 (CSC.0087.2324P REC)					
Road Name	Construction Recommended Value	Expenditure	Complete (%)	Expected Expenditure Ratio	Notes
Normanton - Burketown Road	\$ 4,539,831.91	\$ 382,544.68	100%	0.08	Due to significant additional damages caused by the 2024/25 event, all scope to be rolled over into 2024/25 submissions.
TOTAL	\$ 4,539,831.91	\$ 382,544.68			



CARPENTARIA SHIRE COUNCIL

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

1/07/2025
 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. Approximately 3km of remaining seal works to be completed in July 2025
TOTAL	\$ 5,692,392.28	\$ 3,337,008.72			

ORA Cash Flow Summary

Expenditure as at 1/7/2025

Submission lodged for acquittal
Submission fully acquitted



Event	Funding Stream	ORA Submission	CSC Submission	Recommended Value	Synergy Job Number	22/23 SVN	23/24 SVN	24/25 SVN	Total Expenditure	Payments FY23	Payments FY24	Payments FY25	Total Payments to Date	Outstanding Amount
2022	WPE	CSC 0067 21220 WPE	Flood Risk Management Program	\$ 171,785	FRMP2201, FRMP2202	-	\$ 42,240	\$ 45,087	\$ 87,327	\$ 51,536	-	-	\$ 51,536	\$ 35,791
2022	REPA	CSC 0060 21220 REC	2022 Submission 1	\$ 15,463,712	FD0622	\$ 276,972	\$ 5,162,405	\$ 158,016	\$ 5,927,393	\$ 4,639,132	\$ 944,316	\$ 5,583,448	\$ 508,700	\$ 508,700
2022	REPA	CSC 0061 21220 REC	2022 Submission 3	\$ 6,453,276	FD0622	\$ 474,868	\$ 14,011	\$ 951	\$ 487,918	\$ 1,935,983	\$ 998,879	\$ 390,537	\$ 586,567	\$ 21,647
2022	REPA	CSC 0063 21220 REC	2022 Submission 2	\$ 12,077,599	FD0622	\$ 838,287	\$ 6,792,957	\$ 146,146	\$ 7,777,389	\$ 3,623,268	\$ 1,928,991	\$ 1,979,910	\$ 7,532,169	\$ 846,614
2022	REPA	CSC 0064 21220 REC	2022 Submission 4	\$ 12,963,489	FD0422, CR0406	\$ 62,381	\$ 11,396,865	\$ 640,792	\$ 10,818,453	\$ 2,963,160	\$ 7,854,204	\$ 373,123	\$ 11,190,487	\$ 372,034
2022	REPA	All ORA23 Submissions	2022 Project Management	\$ 12,412,752	FD0202	\$ 506,379	\$ 1,045,932	\$ 2,139,138	\$ 2,201,077	-	-	-	\$ 3,715,105	\$ 1,552,311
2023	REPA	CSC 0069 22236 REC	2023 Submission 5	\$ 15,713,023	FD0202	-	\$ 61,940	\$ 2,459,977	\$ 2,201,077	-	-	-	\$ 3,715,105	\$ 1,514,028
2023	REPA	CSC 0072 22236 REC	2023 Submission 1	\$ 15,713,023	FD0223	-	\$ 59,853	\$ 4,283,458	\$ 4,343,311	-	\$ 4,713,907	\$ 85,151	\$ 4,799,058	\$ 455,746
2023	REPA	CSC 0073 22236 REC	2023 Submission 2	\$ 17,111,475	FD0223	-	\$ 1,130,885	\$ 6,040,593	\$ 7,171,478	-	\$ 5,133,443	\$ 2,584,763	\$ 7,718,205	\$ 546,727
2023	REPA	CSC 0074 22236 REC	2023 Submission 3	\$ 22,396,589	FD0223	-	\$ 961,435	\$ 10,239,899	\$ 11,201,333	-	\$ 6,718,977	\$ 4,986,242	\$ 11,685,219	\$ 483,884
2023	REPA	CSC 0075 22236 REC	2023 Submission 4	\$ 12,743,486	FD0223	-	\$ 92,155	\$ 5,823,439	\$ 5,915,594	-	\$ 3,823,046	\$ 541,572	\$ 4,364,618	\$ 1,550,976
2023	REPA	CSC 0076 22236 REC	2023 Submission 6	\$ 7,997,031	CR0411	-	\$ 24,044	\$ 6,670,997	\$ 6,695,041	-	\$ 2,279,109	\$ 3,908,559	\$ 6,187,668	\$ 507,373
2023	REPA	All ORA23 Submissions	2023 Project Management	\$ 87,996,922.23	CR0407	-	\$ -	\$ 2,459,977	\$ 2,459,977	-	-	-	\$ 45,411,017	\$ 9,310,948
2024	REPA	CSC 0078 2324P REC	2024 Submission 1 - Mitchell River Bridge	\$ 14,467,984.31	FD0924	-	\$ 643,913	\$ 40,456,157	\$ 41,100,070	-	\$ 5,000,000	\$ 4,340,395	\$ 4,340,395	\$ 4,292,371
2024	REPA	CSC 0082 2324P REC	2024 Submission 2 - Eastern Roads	\$ 16,115,278.40	FD0824	-	-	\$ 48,025	\$ 48,025	-	-	-	\$ 4,829,996	\$ 4,829,996
2024	REPA	CSC 0083 2324P REC	2024 Submission 5 - Rollover Roads	\$ 14,908,400.63	FD0824	-	-	\$ 2,331,323	\$ 2,331,323	-	-	-	\$ 4,472,530	\$ 2,141,198
2024	REPA	CSC 0086 2324P REC	2024 Submission 3 - Western Roads	\$ 8,010,557.19	FD0824	-	-	-	-	-	-	-	\$ 1,748,692	\$ 1,748,692
2024	REPA	CSC 0090 2324P REC	2024 Submission 4 - (Dunbar - Kowariyana Road)	\$ 713,955.76	FD0824	-	-	\$ 382,545	\$ 382,545	-	-	-	\$ 214,187	\$ 168,358
2024	BETT	CSC 0092 2324P REC	2024 Submission 6 - (Normanton - Burketown Road)	\$ 3,978,163.48	TBA	-	-	-	-	-	-	-	\$ 1,193,449	\$ 1,193,449
2024	BETT	CSC 0091 2324P REC	2024 Submission 7 - (Bettemun - Normanton - Burketown Road)	\$ 9,860,029.81	TBA	-	-	-	-	-	-	-	\$ 1,934,449	\$ 1,934,449
2024	REPA	All ORA24 Submissions	2024 Project Management	\$ 4,547,830.00	FD0202	-	-	\$ 101,120	\$ 101,120	-	-	-	\$ 2,958,009	\$ 2,958,009
2025	GMF	CSC 0093 2425S GMF	Karumba Foreshore Protection Project	\$ 550,000.00	TBA	-	-	-	-	-	-	-	\$ 1,364,349	\$ 1,364,349
2025	CDO	TBA on Acquittal	2025 CSC CDO	\$ -	CDO225	-	-	\$ 175,955	\$ 175,955	-	-	-	\$ 165,000	\$ 165,000
2025	FW	TBA on Acquittal	2025 CSC Emergency Works	\$ -	FW0225	-	-	\$ 1,385,285	\$ 1,385,285	-	-	-	\$ -	\$ -
TOTAL														\$ 22,062,323

Approved Betterment Projects

Funding Source	Project Name	Total Project Value	Deadline
Queensland Betterment Funding	Dunbar - Kowanyama Road (Pavement and Sealing)	\$6,712,951	30/09/2025
Flood Risk Management Program (FRMP)	WP3 Flood studies, risk assessments, management studies and intelligence systems	\$171,785	30/06/2026
Queensland Betterment Funding	Normanton - Burketown Road (Pavement and Sealing)	\$7,997,031	30/06/2025
National Resilience Fund - Infrastructure	Karumba Foreshore Protection Project	\$4,547,830	30/06/2026
Queensland Betterment Funding	Dunbar - Kowanyama Road (Realignment, Pavement and Sealing)	\$2,291,200	30/06/2026
Queensland Betterment Funding	Dunbar - Koolatah Road (Realignment, floodway upgrades, Pavement and Sealing)	\$9,860,030	30/06/2026
Queensland Betterment Funding	Normanton - Burketown Road (Pavement and Sealing)	\$3,978,163	30/06/2026

Project has been completed

Project approved June 2025

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14.3 WATER AND WASTE MONTHLY REPORT

Attachments:	NIL
Author:	Joe Beddows - Technical Officer - Water and Waste
Date:	10 July 2025
Key Outcome:	Day to day management of activities within the Water and Waste Department
Key Strategy:	As per the Departmental Plan for Water and Waste

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 June 2025.

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

- Normanton-Karumba Water Supply Scheme
 - Operations Update
 - Leak Repair At Karumba
 - DOC/TOC Update
- Backflow Prevention
- Sewer Update
- Waste Services

RECOMMENDATION:

That Council receive and note for information the Water and Waste Monthly Report for June 2025.

Background:

Water Industry Update

Council's Drinking Water Quality Management Plan (DWQMP) audit is scheduled to be undertaken in late August 2025. The audit will be delivered as part of a collaborative engagement through the NW-QWRAP group, ensuring a consistent and cost-effective approach across participating Councils.

Normanton-Karumba Water Supply Scheme

Operations Update

For the month of June, approximately 88.4ML was pumped from Glenore Weir and 4.7ML from the Normanton bore for a total of 93.1ML of raw water. Total treated water consumption (Normanton and Karumba) was 82.1ML for the month of June.

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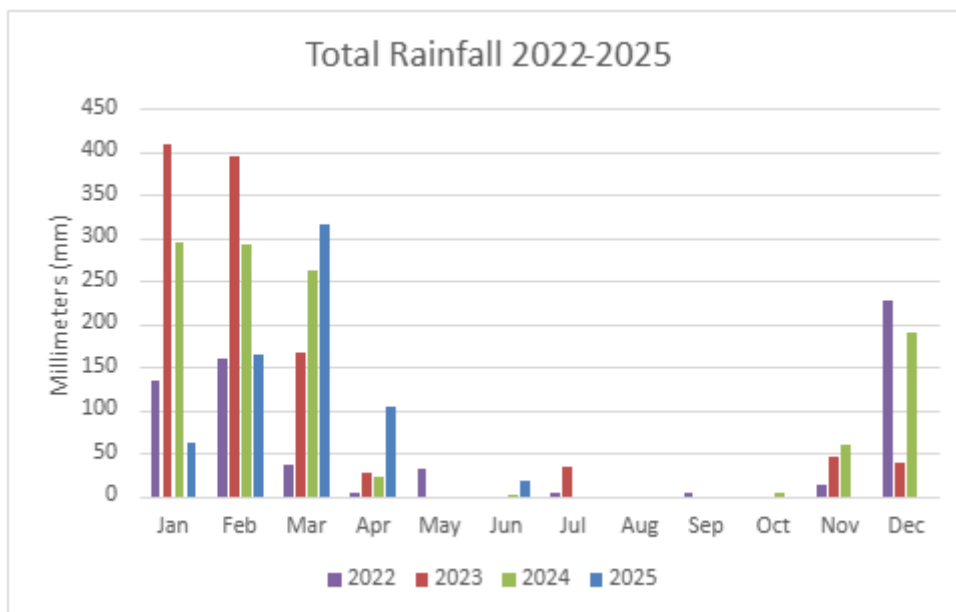


Figure 1 – Monthly Rainfall

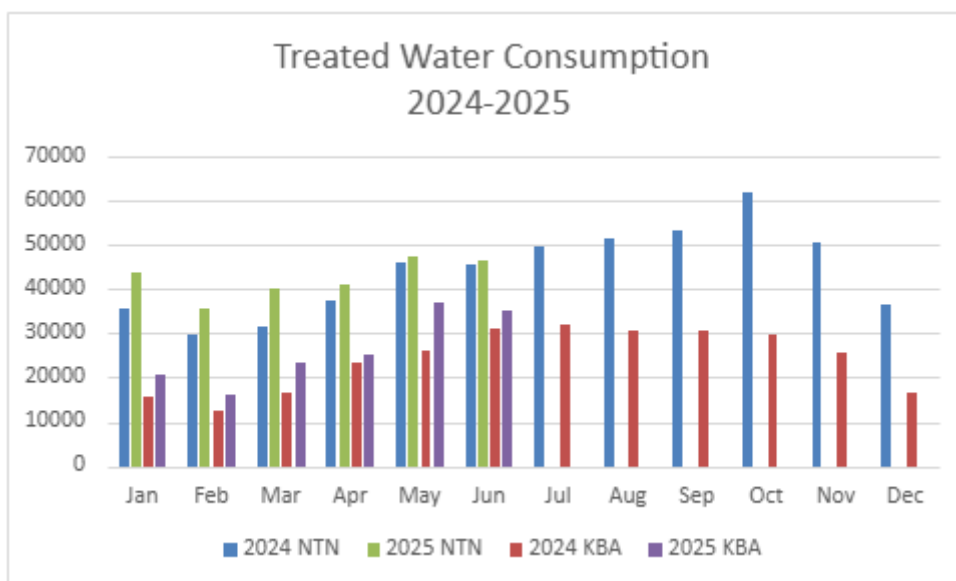


Figure 2 – Treated Water Consumption by Zone

Normanton Water Treatment Plant recently surpassed the challenges that we've been facing for the past couple of months. These major challenges were (1): high consumption of Normanton and Karumba which exceeds the production capacity of the plant, and (2): Discoloration of raw water caused by Dissolved and Total Organic Carbons (DOC/TOC), making the water treatment less efficient and further compounding the supply issue.

Upgrades

Demolition of Reservoirs 1 and 2 was successfully completed in June with no major issues

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or incidents reported throughout the project. Site cleanup and final inspections confirmed that all activities were completed.



Leak Repair At Karumba

A major leak of 150mm uPVC pipe at a section along the walkway between Karumba town and Karumba point was discovered surfacing from a creek on the 10th of June, and due to site conditions/location could not be excavated. Instead, a 100mm bypass line was laid and connected to both sides of the creek. This enables the system to bypass the leak. This temporary solution was completed on the 18th of June. This activity ended up reducing the water consumption significantly, with estimates up to 10L/s of potable water saved.

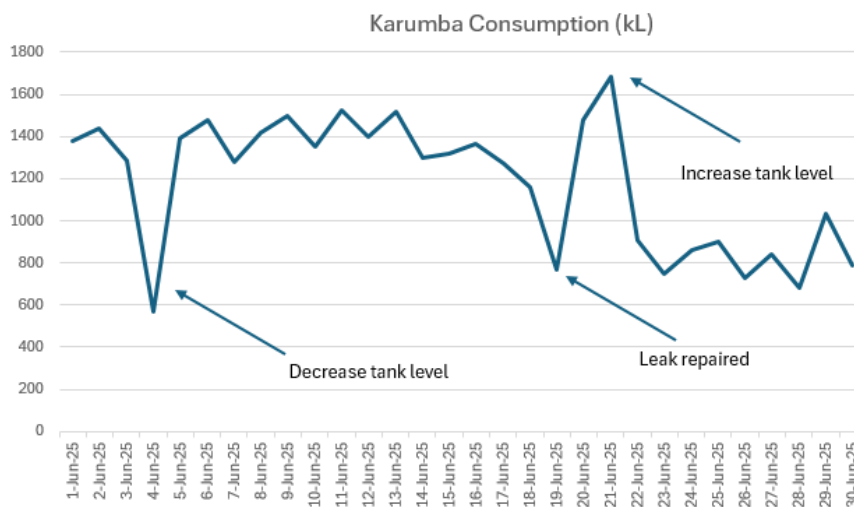


Figure 3 – Karumba June Consumption

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Photo 1 – Karumba Watermain Bypass

DOC/TOC Update

The discoloration of the raw water has also subsided in the past month which is evident in Figure 4. This is an indication of lower TOC and DOC which were reducing the efficiency of treatment chemicals, especially chlorine. This therefore enabled us to treat larger volumes of water.

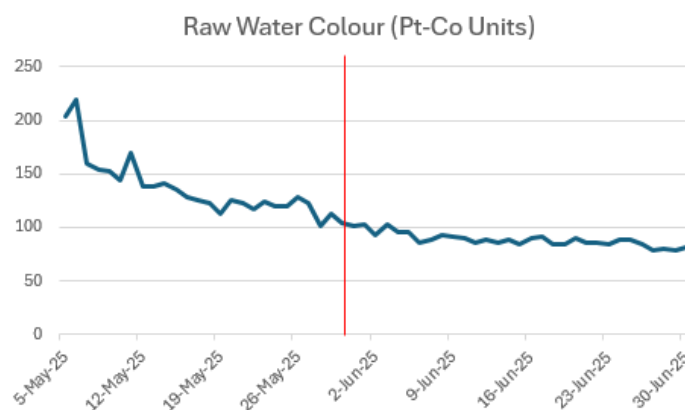


Figure 4 – Raw Water Colour

Backflow Prevention

In June, Council issued formal notifications to property owners identified as potentially requiring testable backflow prevention devices under the Plumbing and Drainage Regulation 2019. The letters outlined the property owner's responsibility to engage a licensed plumber to assess their connection and, where necessary, install and annually test an appropriate device. A 12-month amnesty period from the date of letter receipt has been granted to allow owners sufficient time to comply. This initiative forms part of Council's broader efforts to

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protect the Normanton-Karumba water supply and meet regulatory requirements under the Drinking Water Quality Management Plan.

Sewer Update

Normanton Sewerage Scheme

Normanton Sewage Treatment Plant exceeded the parameter for thermotolerant coliform on a sample submitted to Cairns lab late May, with a result of 2100 CFU/100mL. As a response, lagoon aerators have been replaced. June result came back with a passing coliform result of 560 CFU/100mL.

For sewer reticulation, pump 1 at sewer pump station 2 was serviced after several faults due to overloading.

Karumba Sewerage Scheme

Karumba Sewerage treatment plant ran without major issues for the month of June, with three 3 recorded power outages. The facility treated approximately 5.11ML of sewerage during June. Regulatory compliance has been maintained for all treated sewer parameters.

For sewer reticulation, three 3 Eone pumps were replaced for the month.

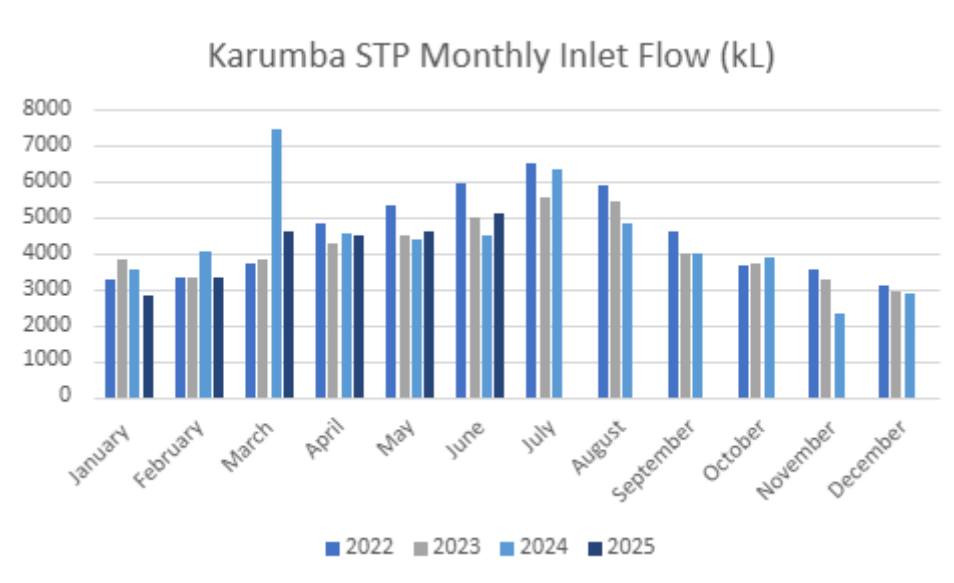


Figure 5– Total Monthly inlet flow for Karumba STP

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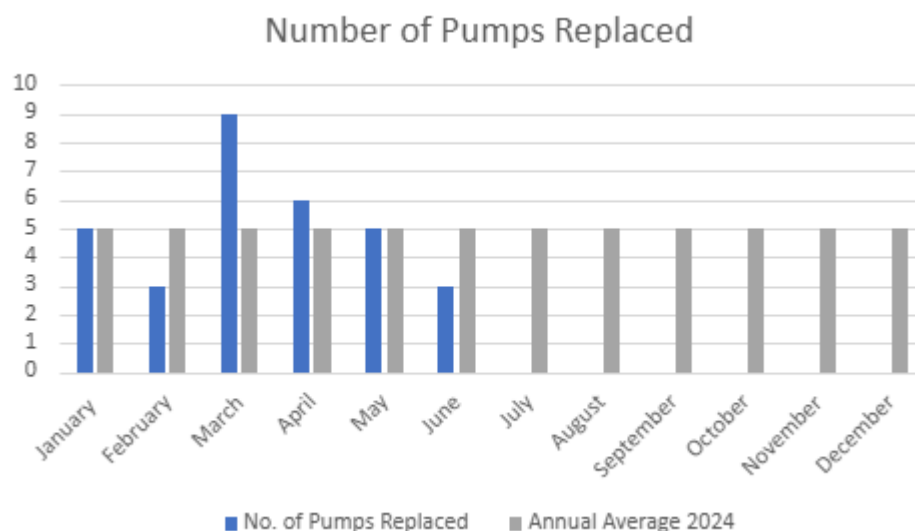


Figure 6 – Sewer Reticulation Pump Replacements

Waste Services

- Regular discussions continue with the site supervisors to maintain operations as well as monthly virtual meetings with managers and directors.
- Illegal and improper dumping continues in Normanton and Karumba.

Consultation (Internal/External):

- Director of Engineering
- Manager Water and Waste
- Project Engineer
- Trades and operational staff
- qldwater
- Viridis Consultants
- SCADA Engineering
- Wanless Pty Ltd
- Department of Environment and Science

Legal Implications:

- Low – Within operational parameters.

Risk Management Implications:

- Compliance with regulatory conditions is non-negotiable.

Financial and Resource Implications:

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

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14.4 BUILDING AND PLANNING REPORT

Attachments: NIL

Author: Elizabeth Browning - Engineering Records Operator

Date: 10 July 2025

Key Outcome: Day to day management of activities within Engineering Services Directorate

Key Strategy: As per the Departmental Plan for Engineering Services

Executive Summary:

The report is to advise Council of relevant planning and building activities within the Shire for the month of June 2025.

RECOMMENDATION:

For Information Only.

Background:

Planning Applications Received

DA No.	Applicant	Address	Application Type	Status
N/A				

Planning Applications Approved

DA No.	Applicant	Address	Application Type	Status
N/A				

Building Applications Received by Building Certifier

DA No.	Applicant	Address	Application Type	Value
N/A				

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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

Legal implications

- Shire of Carpentaria Planning Scheme May 2008
- Draft Carpentaria Planning Scheme
- Planning Act 2016
- Planning Regulation 2017
- 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

Policy Implications

- Procurement Policy

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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.

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14.5 BUILDING MAINTENANCE REPORT

Attachments:	NIL
Author:	Guilherme Ribeiro - Assets Manager
Date:	10 July 2025
Key Outcome:	Day to day management of activities within Engineering Services Directorate
Key Strategy:	As per the Departmental Plan for Engineering Services

Executive Summary:

This report presents the findings from Council's recent inspections of its housing portfolio, focusing on the condition ratings and required maintenance of Council-owned properties. The majority of the houses were assessed to be in fair condition. To maintain acceptable living standards for Council staff and pensioners, it is recommended that repairs and upgrades be carried out on approximately 10% of the housing stock annually. This equates to roughly six houses per year, which is considered a manageable and sustainable target for ongoing maintenance and improvement.

Council has a register that identified houses for repairs, to be undertaken within the scope of the approved 2025/26 Capital Expenditure (Capex) budget. These repairs are essential to maintain the quality and liveability of Council-owned housing and align with the strategic goal of sustaining suitable accommodation for staff and pensioners.

RECOMMENDATION:

For Information Only.

Background:

Council has initiated a biannual inspection program for its housing portfolio to assess the condition of each property and assign a condition rating. This process is designed to support ongoing asset management by enabling better tracking of expenditure and informing future capital allocation for necessary repairs and upgrades.

The inspections aim to ensure that Council-owned housing remains safe, functional, and suitable for its occupants. A list of priority repairs has been compiled based on the findings to date, and a list of the worse properties will be attached to this report for reference.

As of this report, inspections have been completed for the majority of the housing portfolio. However, ten properties remain pending due to tenant availability. These inspections will be scheduled as soon as access can be arranged.

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Address	Last Inspection Date	Next Inspection Date	Inspector	Condition Rate	Inspection Status	Notes
12 Norman St. Normanton	17/03/2025	17/09/2025	Gui Ribeiro	5	Completed	The house is in bad shape. It needs a roof inspection to identify water leaks. The walls have mould, cracks, and peeling paint. The lino is cracking, and parts of the floor are sinking. Exhaust fans need to be replaced, lights are missing and need to be changed from fluorescent to LED. The kitchen handles need fixing, and there are holes in the ceiling. The bathroom ceilings also have mould, and all the rooms have water leaks and damaged walls.
74 Landsborough St. Normanton	17/04/2025	17/10/2025	Gui Ribeiro	5	Completed	The house is in very poor condition and requires extensive repairs. The external cladding has visible gaps, exposing the interior of the house. Most of the internal walls have holes, and there is a hole in the floor of one of the bedrooms. Many of the window seals are deteriorated and need replacement. Several doors are damaged, with holes present, and many cupboard doors have come off their hinges. The bathroom is in particularly bad shape, with significant mould, a completely broken vanity, a blocked sink, and a shower screen that needs replacement. The bathroom glass door is also broken. Some blinds throughout the house require replacement. Additionally, the shed needs fixing, and several roof sheets are damaged and must be replaced.

Address	Last Inspection Date	Next Inspection Date	Inspector	Condition Rate	Inspection Status	Notes
Unit 1,2 150 Yappar st. Karumba	6/05/2025	6/11/2025	Gui Ribeiro	4	Completed	Both units require substantial work. The decking and the external veranda roof need to be completely redone. A few power points are faulty and need replacement. The external blinds are worn out and should be replaced. The oven is no longer functional and needs to be replaced as well. In the kitchen, the sink installation is incomplete and needs to be finished. Additionally, the laundry area is missing a tap, which must be installed.
37 Yappar st. Karumba	17/04/2025	17/10/2025	Gui Ribeiro	4	Completed	House is in poor shape. Front gate needs fixing, downstairs windows don't have blinds, furniture is old, stains on the floor, walls need painting, part of the tiles is missing on the floor, carpet is damaged, shed needs fixing.
140 Yappar St. Karumba	16/06/2025	16/12/2025	Gui Ribeiro	4	Completed	The house is currently in poor condition. Although the roof was recently redone, there is significant damage caused by previous water leaks. Rotten timber needs to be replaced, and several damaged areas must be sanded down and repainted throughout the interior. On the exterior, there are several holes that require repair. The linoleum flooring in the bedrooms is either coming loose or needs to be replaced entirely. Some of the support props under the house are heavily rusted due to exposure to sea water and need to be galvanized. Additionally, all flyscreen meshes need replacing, and the light fitting in the bedroom must be replaced. The balcony handrails are loose and need to be securely bolted down. Need to remove old aircon units, as new ones were installed, but old one still there.

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Consultation (internal/external)

- Michael Wanrooy – DOE

Legal implications

- Council must ensure compliance with tenancy laws and property standards.
- Repairs must meet health and safety regulations to avoid liability.

Financial and Resource Implications

- Repair costs must be managed within the approved 2025/26 Capex budget.
- Ongoing inspections and maintenance require dedicated staff time and operational resources.

Risk Management Implications

- Regular inspections reduce the risk of asset deterioration and emergency repairs.
- Incomplete inspections due to tenant availability pose a risk to accurate asset planning.
- Failure to maintain properties may impact tenant wellbeing and Council reputation.

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15 GENERAL BUSINESS

16 CLOSURE OF MEETING