



CARPENTARIA SHIRE

Outback by the Sea

BUSINESS PAPER

19 NOVEMBER, 2020

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NOTICE OF MEETING

COUNCILLORS:

Mayor Jack Bawden	Chairperson
Cr Ashley Gallagher	
Cr Bradley Hawkins	
Cr Andrew Murphy	
Cr Peter Wells	
Cr Craig Young	
Cr Amanda Scott	

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

Mark Crawley
CHIEF EXECUTIVE OFFICER

10:00am Citizenship Ceremony

BUSINESS PAPERS

TABLE OF CONTENTS

ITEM	SUBJECT	PAGE NO
1	OPENING OF MEETING.....	6
2	RECORD OF ATTENDANCE	6
3	CONDOLENCES	6
4	CONFIRMATION OF MINUTES FROM PREVIOUS MEETINGS.....	6
5	BUSINESS ARISING FROM PREVIOUS MEETINGS	6
6	RECEPTION OF PETITIONS & DEPUTATIONS	6
7	MAYORAL MINUTES	6
8	CONFIDENTIAL BUSINESS – ADJOURNMENT INTO CLOSED SESSION	7
8.1	Request for Extension of Rates Discount Period: 13 Beard, 5 and 7-9 Wurrup Streets, Normanton	7
8.2	Request for Extension of Rates Discount Period: 1-3 Ward Street, Karumba.....	7
8.3	Amalgamation and Rates Refund, 65-69 Landsborough Street, Normanton.....	7
8.4	Request for Water and Sewer Refund - 130 Yappar Street, Karumba	7
9	REPORTS FROM THE CHIEF EXECUTIVE OFFICER	8
9.1	CEO Report.....	8
	Attachment 9.1.1 Councillors Expenses and Reimbursement Policy.....	15
9.2	Delegation - Stimulus Roadworks - State and Federal Government Funded	24
9.3	Human Resources Report	26
	Attachment 9.3.1 HR Budget Report to Council October 2020.....	30
9.4	Tourism Report - October 2020	31
	Attachment 9.4.1 Sales and visitation October.....	35
10	REPORTS FROM DIRECTOR OF CORPORATE & COMMUNITY SERVICES	36
10.1	DCS Report - October 2020.....	36
	Attachment 10.1.1 2020-2021 local laws report OCT	38
10.2	Monthly Financial Report - October 2020.....	40
	Attachment 10.2.1 Monthly Financial Statements	43

BUSINESS PAPERS

	Attachment 10.2.2 Cash	48
	Attachment 10.2.3 Monthly Local Spend.....	49
	Attachment 10.2.4 Finance and Admin Budget	50
	Attachment 10.2.5 Cap Ex October 2020.....	51
10.3	2020/2021 Operational Plan 1st Quarter Review (September 2020).....	55
	Attachment 10.3.1 Operational Plan 2020-2021 - Qtr 1.....	57
10.4	Expressions of Interest - Karumba Airport Hanger Lease	94
	Attachment 10.4.1 Karumba Airport Survey Plans	97
	Attachment 10.4.2 34-2020 Expressions of Interest - Lease of part of Karumba Airport land for establishment of hanger.....	99
	Attachment 10.4.3 Karumba Airport EOI Response	100
	Attachment 10.4.4 Karumba Airport EOI Response 2	101
10.5	Television and Radio Services - Normanton and Karumba	103
10.6	Contract - Awarding of Tender No. 20-0510 Supply and Installation of Solar PV at Nine Sites	106
10.7	Approval to Keep Animal - More than Two Dogs - Nicole Nash	109
	Attachment 10.7.1 More than 2 Dogs - Nash	111
10.8	2019/2020 Annual Report Including Audited Annual Financial Statements	113
10.9	Quarterly Procurement Report	115
	Attachment 10.9.1 Contracts Over \$200k	120
10.10	Community Development.....	121
	Attachment 10.10.1 Community Services Budget report	125
	Attachment 10.10.2 Monthly Youth activities	127
	Attachment 10.10.3 Pool monthly report.....	137
	Attachment 10.10.4 Monthly Library report.....	140
	Attachment 10.10.5 Interagency Minutes	145
11	REPORTS FROM DIRECTOR OF ENGINEERING - ROADS & SERVICES	149
11.1	DOE Report.....	149
	Attachment 11.1.1 Burketown Road.....	157
11.2	NDRRA/QDRF Report	159
	Attachment 11.2.1 Appendix A - QRA19 Expenditure Summary	165
	Attachment 11.2.2 Appendix B - QRA19 Completion Sketch	167
	Attachment 11.2.3 Appendix C - EOT Approvals	168
	Attachment 11.2.4 Appendix E - Wet Hire of Plant Tender.....	169
	Attachment 11.2.5 Appendix F - Materials Tender	171

BUSINESS PAPERS

	Attachment 11.2.6 Appendix G - Dry Hire of Plant Tender	173
11.3	Engineering Activity Update	175
11.4	Water and Waste Report - October 2020	178
11.5	Workshop Report	185
11.6	Update of Council's Road Network	188
	Attachment 11.6.1 Map 1	191
	Attachment 11.6.2 Map 2	192
11.7	Building and Planning Report	193
11.8	Town Planning Application - Material Change of Use - Extractive Industry	195
	Attachment 11.8.1 Attachment 1 - Wondoola Site Layout Plan	214
12	GENERAL BUSINESS.....	215
13	CLOSURE OF MEETING.....	215

BUSINESS PAPERS

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

RECOMMENDATION

That the Minutes of the Ordinary Council Meeting held 14 October 2020 be confirmed.

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

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8 CONFIDENTIAL BUSINESS – ADJOURNMENT INTO CLOSED SESSION

In accordance with the *Local Government Act 2009*, and the *Local Government Regulation 2012*, in the opinion of the General manager, the following business is of a kind as referred to in clause 275(1) of the Regulation, and should be dealt with in a Confidential Session of the Council meeting closed to the press and public.

RECOMMENDATION

That Council adjourn into Closed Session and members of the press and public be excluded from the meeting of the Closed Session, and access to the correspondence and reports relating to the items considered during the course of the Closed Session be withheld unless declassified by separate resolution. This action is taken in accordance with clause 275(1) of the Local Government Regulation 2012 as the items listed come within the following provisions

8.1 Request for Extension of Rates Discount Period: 13 Beard, 5 and 7-9 Wurrup Streets, Normanton

This item is classified CONFIDENTIAL under the provisions of clause 275(1)(d) of the Local Government Regulation 2012, which permits the meeting to be closed to the public for business relating to rating concessions.

8.2 Request for Extension of Rates Discount Period: 1-3 Ward Street, Karumba

This item is classified CONFIDENTIAL under the provisions of clause 275(1)(d) of the Local Government Regulation 2012, which permits the meeting to be closed to the public for business relating to rating concessions.

8.3 Amalgamation and Rates Refund, 65-69 Landsborough Street, Normanton

This item is classified CONFIDENTIAL under the provisions of clause 275(1)(d) of the Local Government Regulation 2012, which permits the meeting to be closed to the public for business relating to rating concessions.

8.4 Request for Water and Sewer Refund - 130 Yappar Street, Karumba

This item is classified CONFIDENTIAL under the provisions of clause 275(1)(d) of the Local Government Regulation 2012, which permits the meeting to be closed to the public for business relating to rating concessions.:

BUSINESS PAPERS

9 REPORTS FROM THE CHIEF EXECUTIVE OFFICER

9.1 CEO REPORT

Attachments: 9.1.1. Councillors Expenses and Reimbursement Policy [↓](#)
Author: Mark Crawley - Chief Executive Officer
Date: 12 November 2020

Key Outcome: 1.5 – Council has high quality governance
Key Strategy: 1.5.3 Council has good decision making processes in place.

Executive Summary:

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

RECOMMENDATION:

That Council:

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

MEETINGS SCHEDULE

Date	Time	Event	Location
Council			
19 November 2020	9:00am	Ordinary Meeting of Council	Boardroom
9 December 2020	9:00am	Ordinary Meeting of Council	Boardroom
10 December 2020	8:30am	Workshop – Councillors, CEO and Directors	Boardroom
NWQROC, FNQROC and LGAQ			
18-19 Nov 20		Governor-General Visit to Normanton/Karumba	Various
30 November	9:00am	Northern Alliance of Councils	Townsville
3-4 December	9:00am	NWQLGA Board Meeting	Hughenden
It is unsure if these conferences will be held due to the restrictions from COVID-19			

BUSINESS PAPERS

Date	Time	Event	Location
Local Government Professionals Australia			
1-2 December	8:30am	Hosting a Face to Face event for North Queensland Delegates.	Townsville
My time as the National President has ended and I move to the role as Immediate Past President. I continue my attendance at Board meetings; however, these are still held via Zoom due to COVID-19 and travel restrictions for some States.			
All interstate and international travel for LG Professionals has been cancelled. All future meetings will be via teleconference or Zoom.			

FINANCIAL REPORT

Governance Income and Expenditure to 31 October 2020

Description	Current Budget	YTD Actual	Percentage	Comments
Communication - Depreciation	\$0.00	\$132.77	100.00%	
Communications - Operating Expenses	\$139,000.00	\$12,787.42	9.20%	
Elected Members - Operating Expenses	\$542,000.00	\$168,069.03	31.01%	
Governance - Capital Grants and Contributions	-\$3,157,000.00	-\$1,783,689.27	56.50%	
Governance - Depreciation	\$0.00	\$66,194.46	100.00%	
Governance - Operating Expenses	\$1,082,000.00	\$431,766.93	39.90%	
Governance - Operating Grants, Subsidies and Contributions	-\$195,000.00	\$0.00	0.00%	
Governance - Operating Income	\$0.00	-\$452.73	100.00%	
Government Grant Funded Expenses	\$200,000.00	\$113,610.00	56.81%	
	-\$1,389,000.00	-\$991,581.39	71.39%	

BUSINESS PAPERS

Cemeteries Budget – Angeline Pascoe

Description	Current Budget	YTD Actual	Percentage	Comments
Cemeteries - Ntn Operating Expenses	\$6,000.00	\$2,103.41	35.06%	
Cemeteries - Ntn Maintenance	\$45,000.00	\$3,227.93	7.17%	Will need to adjust to Ntn Burial
Cemeteries - Ntn Burial	\$0.00	\$6,234.50	100.00%	
Cemeteries - Kba Operating Expenses	\$1,000.00	\$237.51	23.75%	
Cemeteries - Kba Maintenance	\$24,000.00	\$3,523.59	14.68%	Will need to adjust to Kba Burial
Cemeteries - Kba Burial	\$0.00	\$4,861.43		
Cemeteries - Ntn Operating Income	\$0.00	-\$4,903.18	100.00%	Will account for revenue in amended budget
Cemeteries - Kba Operating Income	\$0.00	-\$2,609.09	100.00%	Will account for revenue in amended budget
Cemeteries - Ntn Depreciation	\$2,000.00	\$620.27	31.01%	
Cemeteries - Kba Depreciation	\$1,000.00	\$246.13	24.61%	
	\$79,000.00	\$13,542.50	17.14%	

BUSINESS PAPERS

ACTIONS OUTSTANDING FROM PREVIOUS MEETINGS

Date:	Ref:	Action	Status	Comment
June 20		Advised Preston Law of Council desire to conduct a session with Contractors.	Progressing	Working with Works Team to arrange a suitable date
August 20		Supply survey plan of Lilyvale development to Councillors		
October 20	010	Adoption of the Administrative Actions Complaints Policy and Procedure	Progressing	To be uploaded onto the website and website updated also.
October 20	011	Adoption of the Public Interest Disclosure Policy, Procedures and Management Program	Progressing	To be uploaded onto the website and website updated also.
October 20	012	Concessions not granted. Upgrade the signage to provide passcode to airside traffic.	Progressing	Signage yet to be arranged.

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MATTERS FOR COUNCIL CONSIDERATION

1. Covered in separate reports

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

Recommendation: NIL

MATTERS FOR COUNCIL INFORMATION

2. Australia Day Celebrations

Council has received recent correspondence from a concerned Karumba resident in relation to future Australia Day celebrations in Karumba and the use (or not) of the Recreation Club. The correspondence highlights the Recreation Club has been used as the venue for this event for the past 30 years and locals feel it should still be held at the "People's" Club. They highlight that there is a new executive committee and that things will progress well with the new president at the helm.

Recommendation: For information

3. Gulf Savannah Development (GSD)

The Management Committee met in Karumba on Friday 6 November to progress the organisation. Some management members were unable to attend the meeting. The agenda included discussion on the recent Review, the Action Plan (from the review), the Constitution and Membership Categories.

CEO Clare Keenan from Burke Shire and I will need to meet soon to discuss the outstanding items from the Action Plan and prepare recommendations to progress outstanding matters.

GSD has been approached from the Regional Director Tammy Parry to assist in progressing GSD. Tammy has had an opportunity to review the Action Plan and held discussions with Mayor Camp and myself and has provided some feedback on how best to move forward with assistance from the Department.

Recommendation: For information

4. Savannah Way (Funding)

Hon Scott Buchholz MP attended the Region and was driven on the McAllister and Normanton – Burketown Roads as well the Burke Development Road. \$11.2 million has been allocated from the Federal Government towards a total project estimate of

BUSINESS PAPERS

\$14 million on the Burke Development Road for Progressive Sealing under the *Investment Road and Rail Program*.

As Council is aware there is \$40million remaining to be allocated on the Cairns to Northern Territory Border Corridor Upgrade under the *Roads of Strategic Importance Program*. Carpentaria Shire is compiling the Project Proposal Report (PPR) for the various sections of sealing required on the Normanton – Burketown (Doomadgee) section of the Corridor. Council has also engaged QSolutions Group (Townsville based) to assist in Council acquiring pre-qualification status for Federal and State works. Council will be one of only 10 Shires in Queensland with pre-qualification.

FNQROC has also, on behalf of the four western Councils, started to prepare a report for the Priority Road Projects for the Savannah Way.

Recommendation: For information

5. Councillors Expenses and Reimbursement Policy

The Councillors Expenses and Reimbursement Policy is due for review. We usually review this policy following the Quadrennial Election. Not much has changed however would be interested in your feedback in relation to the policy and content. Some Councillors have expressed an interest in purchasing the devices over the term of the Council again this term.

Recommendation: For information

6. Road Inspections

Following the recent Road Inspections, I have started to research the economics of the region and where possible to obtain some information in relation to cattle numbers and movements within the Region. I have been able to find information in relation to cattle numbers by NRM Regions and according to the information available Northern Gulf Catchment has 911,148 head and Southern Gulf Catchment 1,254,296 head. I don't yet have access to information by Council area, but still chasing up.

Recommendation: For information

7. Community Recovery Plan

Please advise if you are available on the below dates to participate in initial discussion for the development of the Community Recovery Plan.

- Monday 23 November - anytime between 2pm and 5pm
- Tuesday 24 November - 2pm to 3pm
- Wednesday 25 November - 9am to 10am.

Recommendation: For information

BUSINESS PAPERS

8. Funding Categories

There are currently three categories for eligibility for funding under the State Government's Building Our Regions (BOR) Program, Regional Capital Fund (RCF), Royalties for Resource Producing Communities Fund (RRPCF) and the Remote and Aboriginal and Torres Strait Islander Communities Fund (RATSICF).

Carpentaria Shire Council is currently in the Royalties category along with 16 other Councils. BOR is a contestable funding program where your application competes with other applications submitted by others in the category.

There are 22 Councils in the RCF, 17 in the RRPCF and 31 Councils in the RATSICF. If we were to move to the RATSICF we would be competing with 31 other Councils for funding rather than the 16 currently.

Funding guidelines have changed for the BOR program also over the past 5 rounds. Council was required to provide a 50% contribution when we sought funding in round one for the Barramundi Discovery Centre, however only contributed a small amount in round five for the pontoons and entertainment area.

Recommendation: For information

9. Local Roads of Regional Significance

Following the recent release of the LRRS register by the NWQRRRTG the following roads are listed as the LRRS Roads within the Carpentaria Shire: -

- Burketown Road
- Dunbar – Kowanyama Road
- Iffley Road
- Dunbar – Koolatah Road
- Koolatah – Dixie Road

With the last two being the most recent additions onto the Register.

I have enquired in relation to the Nardoo – Leichhardt Crossing Road and the Donor's Hill to Augustus Downs Road. The Nardoo – Leichhardt Crossing Road was on the LRRS Map in 2009 but has never been on the Register whereas the Donor's Hill – Augustus Downs Road has been on neither.

Staff have advised that these two roads have always been maintained to a LRRS standard which would indicate that at some point in time they were considered by Council as being LRRS roads

Recommendation: For information



EXPENSES REIMBURSEMENT POLICY

Document Details:

Document Reference Number:

Version Number: 7.0

Responsible Department: Finance

Next Scheduled Review Date: September 2020

Policy Objective: The intent of this policy is to provide information about the payment or reimbursement of expenses and the provision of facilities for Councillors of the Carpentaria Shire, including the Mayor.

- (a) ensure compliance with community expectations and statutory requirements relating to the payment or reimbursement of legitimate expenses; and
- (b) ensure that all councillors have the facilities and other support necessary to carrying out their duties and responsibilities as elected representatives of the Carpentaria Shire Council

Version History:

Version	Approval Date	Comment	eDRMS #
7.0	24/10/2018	Changes as per Resolution No. 1810/013	
6.0	18/04/2018	Changes as per Resolution No. 0418/026	
5.0	20/06/2016	Changes as per Resolution No. 0716/012	
4.0	23/06/2010	Changes as per Resolution No. 0610/008	
3.0	20/05/2009	Changes as per Resolution No. 0509/005	
2.0	02/04/2008	Adoption of model Expenses Reimbursement Policy	
1.0	16/06/2006	Changes as per Resolution No. 0606/027	

Expenses Reimbursement Policy

1. POLICY STATEMENT

- 1.1. The Carpentaria Shire Council is committed to ensuring that Councillors are provided with the facilities required to enable them to perform their duties.
- 1.2. Councillors should not be financially disadvantaged when carrying out their roles, and should be fairly and reasonably compensated in accordance with statutory requirements and community expectations.

2. PRINCIPLES

- 2.1. This policy ensures that the council's reimbursement of expenses incurred by councillors is consistent with the local government principles and financial sustainability criteria as defined in the Local Government Act 2009.
- 2.2. In addition the principles that underpin this policy are:
 - Councillors should not receive a private benefit through their role as a councillor;
 - the use of public monies in the public interest by responsible budgeting and accounting;
 - fair and reasonable allocation of council resources (allowances, facilities and other benefits) to enable all councillors to conduct the duties of their office;
 - transparent decision-making by public disclosure of policy and resolutions; and
 - accountability for expenditure and use of facilities through full justification and acquittal.

3. POLICY

Scope

- 3.1. Chapter 8 Part 1 Division 2 of the Local Government Regulation 2012 sets out the requirements for the payment of reasonable expenses incurred, or to be incurred, by councillors for discharging their duties and responsibilities as councillors and the provision of facilities to councillors for that purpose.
- 3.2. This policy applies to all councillors for the reimbursement of expenses incurred, or to be incurred, by them in undertaking their responsibilities.
- 3.3. Council will reimburse councillors for eligible expenses as set out in this policy. Any expenses not provided for by this policy will not be reimbursed without express approval from the Chief Executive Officer.
- 3.4. Councillor remuneration is not covered by this policy. Councillor remuneration is determined annually by the Local Government Remuneration and Disciplinary Tribunal.
- 3.5. Spouses, partners and family members of councillors are not entitled to reimbursement of expenses or have access to facilities allocated to councillors.
- 3.6. Failure to comply with this policy, falsifying claims or the misuse of facilities may breach the Councillors' Code of Conduct and/or represent an offence under the Criminal Code and may be referred to the Crime and Misconduct Commission.

PART 1 - FACILITIES

Category	Facilities Provided
Secretarial Support	The Mayor's office will be assisted with secretarial support by Council's Executive Assistant. Limited secretarial support will be provided to Councillors with prior approval by the Chief Executive Officer.
Administrative Tools	Councillors are entitled to use Council facilities as required to assist in discharging their duties and responsibilities including (but not limited to):

Expenses Reimbursement Policy

Category	Facilities Provided
	<ul style="list-style-type: none">• Shared office space and meeting rooms;• Shared access to photocopiers;• Shared access to printers;• Stationery;• Promotional material necessary for official Council business• Other resources as approved by the Mayor or Chief Executive Officer.
IT Equipment	<p>Councillors are provided with the following IT equipment to assist in discharging their duties and responsibilities:-</p> <ul style="list-style-type: none">• A laptop and/or desktop computer and necessary software;• Printer;• equipment to enable wireless internet access.
Mobile Tablets	<p>Councillors will be provided with a mobile tablet device of their own choice to enable them to carry out their duties and responsibilities in an efficient and effective manner.</p> <p>A maximum value of the mobile tablet purchased shall not exceed \$1,000 in total.</p> <p>Where a Councillor wishes to be provided with a tablet device with a value greater than \$1,000; the Councillor may enter into an agreement to retain the device at the end of the 4 year term.</p> <p>Where a Councillor has entered into an agreement to be provided with a tablet device with a value greater than the nominal value; the agreement will provide for the payment of the excess over the balance of the 4 year term.</p> <p>Due to the high rate of depreciation of mobile tablet devices and the low residual value after 4 years, Council considers the devices to be valueless at the end of the 4 year Council term and Councillors will have the option to retain the tablet at the end of the term at no cost.</p> <p>Councillor will be allowed private use of the tablet device.</p>
Software	<p>Council will provide all software necessary to enable Councillors to carry out their duties as elected members.</p> <p>All software is licensed to the Carpentaria Shire Council and remains the property of Council at the end of the term.</p> <p>All software licensed to council that has been installed on a councillor's tablet device will be removed prior to the end of the Councillor term.</p>
Telephone and Data	<p>The Mayor will be provided with a mobile phone by Council for Approved Council Business. Reasonable private use of the telephone is permitted.</p> <p>The Mayor may elect to use a private mobile phone.</p> <p>Where the Mayor has elect to use a private mobile phone, Council will pay an annual allowance of \$1,000.00 to cover the costs of council related calls.</p>

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Version: 7.0
Next Review Date: September 2020

Department: Corporate Services
Section: Finance
Page No: Page 3 of 9

Category	Facilities Provided
	<p>Councillors will be paid an annual allowance of \$600.00 to cover the costs of telephone calls and rental for a home and/or mobile telephone which are associated with the performance of their duties as Councillor. Actual expenses above this amount may be reimbursed upon the production of receipts.</p> <p>The Mayor and Councillors telephone allowance shall be paid monthly in conjunction with Councillor meeting fees.</p> <p>Council will be responsible for any Fringe Benefit Tax Payable.</p>
Safety Equipment	Council will provide all the necessary safety equipment for use on official Council business e.g. safety helmet/boots.
Corporate Uniform	Council will provide each Councillor with – <ul style="list-style-type: none">• A name badge;• Shirts embroidered with Council's logo (up to three shirts per annum);• Jacket or blazer embroidered with Council's logo (1 per term).
Corporate Credit Card	The Mayor will be provided with a corporate credit card for business expenses in accordance with this Policy and the Corporate Credit Card Policy.
Council Motor Vehicles	<p>The Mayor will be provided with a suitable vehicle as determined by Council.</p> <p>Other Councillors may use the Mayor's vehicle for Approved Council Business with the prior approval of and at the discretion of the Mayor.</p> <p>Council will pay all costs associated with the vehicle, including fuel, servicing, repairs, maintenance and insurance.</p> <p>The Mayor's vehicle may be used for all Approved Council Business, together with incidental private use.</p> <p>If there is any doubt, the Chief Executive Officer will determine if any use is incidental private use.</p> <p>Limited private use of Council owned vehicles that is not incidental private use, is permitted if prior approval has been granted by resolution of Council. Council will, in its resolution authorising private use, set out the terms for the Councillor to reimburse Council for such private use.</p>
Fuel Costs	<p>Fuel for Council owned vehicles used for official Council business will be provided or paid for by Council.</p> <p>The CEO may approve the issue of a fuel card to a Councillor.</p> <p>A Councillor who is issued a fuel card must keep all receipts and/or tax invoices for any purchases on the card and provide the documents to the Manager Administration or other designated officer in a timely manner.</p> <p>Where no fuel card has been provided, Council will reimburse actual costs incurred by a Councillor. Original documents sufficient to verify the actual expenditure must be provided.</p>

Maintenance of Facilities Provided

- 3.7. Council will be responsible for the ongoing maintenance and reasonable wear and tear costs of Council-owned equipment that is supplied to Councillors for official business use.

Expenses Reimbursement Policy

3.8. All facilities provided to Councillors, with the exception of mobile devices, remain the property of Council and must be returned to Council when a Councillor's term expires.

Private Use of Council Facilities

3.9. Based on the principle that no private benefit is to be gained, the facilities provided to Councillors by Council (with the exception of mobile tablet devices) are to be used only for official Council business unless prior approval has been granted by resolution of Council.

3.10. A Council resolution authorising private use of Council owned facilities must set out the terms under which the Councillor will reimburse Council for the percentage of private use.

PART 2 - EXPENSES

Category	Expense Reimbursement
Insurance Cover	<p>Council will indemnify or insure Councillors in the event of injury sustained while discharging their civic duties.</p> <p>Council will pay the excess for injury claims made by a Councillor resulting from conducting official Council business.</p>
Professional Development	<p>Council encourages Councillors to undertake relevant professional development and will reimburse expenses incurred for:</p> <ul style="list-style-type: none">• Mandatory professional development, and• Discretionary professional development deemed essential for the Councillor's role. <p>Mandatory Training</p> <p>Council will reimburse expenses for attendance and will pay for or reimburse Councillors for all associated reasonable costs (including registration, travel, accommodation, meals etc) at the following subject to attendance being approved by Council:</p> <ul style="list-style-type: none">• Training courses or workshops for skill development related to a Councillors role or portfolio;• Training courses or workshops relating to their legislative obligations i.e. Councillor Induction, Code of Conduct.• Regional, State or National Local Government associated conferences, symposiums, workshops and training courses. <p>Note: Registrations should be made in sufficient time to take advantage of any 'early bird' discounts.</p> <p>Discretionary Training</p> <p>Where a Councillor identifies the need to attend a conference, workshop or training to improve skills relevant to their role as a Councillor, other than mandatory professional development as above, the Councillor may request Council's approval to attend.</p> <p>The funding limit for discretionary training is \$5,000 for each councillor during their four (4) year term in office.</p> <p>All professional development activities must be approved in advance by resolution by Council or by the Mayor and later ratified by resolution of Council.</p>

Adopted/Approved: 1018/013
Version: 7.0
Next Review Date: September 2020

Department: Corporate Services
Section: Finance
Page No: Page 5 of 9

Category	Expense Reimbursement
Out of Pocket Expenses	<p>Councillors are entitled to reimbursement of reasonable out of pocket expenses incurred in the conduct of official Council business.</p> <p>The maximum amount of out of pocket expenses (excluding reimbursement of expenses for professional development and as approved by Council) that may be claimed is:</p> <ul style="list-style-type: none">• Mayor \$2,000 per annum.• Councillors \$500 per annum. <p>The Mayor may approve the reimbursement of reasonable out of pocket expenses by other councillors at official Council business at which the Mayor is not in attendance.</p> <p>Non-Council related expenditure or expenditure in relation to partners, spouses or family members is not permitted.</p> <p>In order to comply with s186 of the <i>Local Government Regulation 2012</i>, which requires Council to publish expenses incurred by each Councillor during the year under Council's Expenses Reimbursement Policy in its Annual Report, Councillors incurring hospitality expenses are required to maintain documentary evidence of all such expenditure which will be recorded in a register maintained by the Chief Executive Officer on a monthly basis.</p> <p>Where any conflict exists between this policy and Council's Entertainment and Hospitality Policy, this policy will take precedence.</p> <p>Councillors' expenses will be reported in Council's Annual Report.</p>
Travel Required to Represent Council	<p>All travel to represent the Council must be approved by Council or the CEO prior to any expenses being incurred. Councillors are to travel via the most direct route, using the most economical and efficient mode of transport.</p> <p>Overseas Travel</p> <p>Overseas travel can only be approved by a Council resolution.</p> <p>Accommodation</p> <p>All Councillor Accommodation for Council business will be booked and paid for by Council. Council will pay for the most economical deal best suited to the needs of Council business. Where possible, the maximum standards for Councillors' accommodation should be four (4) star rating.</p> <p>Where particular accommodation is recommended by conference organisers, Council will take advantage of the package deal that is the most economical and convenient to the event.</p> <p>Incidental Costs</p> <p>Council will reimburse any reasonable incidental costs incurred by Councillors required to travel, and who are away from home overnight, for official Council business upon provision of receipts.</p> <p>Meals</p> <p>Council will reimburse reasonable costs of meals and refreshments for a Councillor when:</p> <ul style="list-style-type: none">• the Councillor incurs the cost personally and can produce original documents sufficient to verify the actual meal cost; and• the meal was not provided within the registration costs of the approved activity/event; or during an approved flight.

Expenses Reimbursement Policy

Category	Expense Reimbursement
	<p>Reasonable costs of meals and refreshments will be calculated with reference to Australian Taxation Office Guidelines for Reasonable Allowances set for each income tax year.</p> <p>Should the cost be for a greater value than those listed above and the cost is deemed reasonable by the CEO, then reimbursement for the full cost may be provided.</p> <p>Travel Bookings</p> <p>All Councillor travel, approved by Council, will be booked and paid for by Council.</p> <p>Economy class is to be used where possible although the CEO and/or Mayor may approve business class if the particular circumstances warrant it.</p> <p>Airline tickets are not transferable and can only be procured for the Councillor's travel on official Council business. They cannot be used to offset other unapproved expenses (eg cost of partner or spouse accompanying the Councillor).</p> <p>Frequent Flyer points or other loyalty program benefits accrued on Council business must not be used for personal travel and, where possible, should be utilised to offset future Council travel expenses.</p> <p>Travel Transfer Costs</p> <p>Any travel transfer expenses associated with Councillors travelling for Council approved business will be reimbursed eg trains, taxis, buses and ferry fares.</p>
Use of Private Vehicle	<p>Councillors will be reimbursed for private vehicle usage on official Council business. Reimbursement calculations will be based on the relevant Australian Tax Office published rate for the vehicle type.</p> <p>Where a Councillor elects to use their private vehicle instead of other forms of travel, such as a plane travel, the total amount of reimbursement must be the lower of the calculated amounts plus the cost of taxi transfers.</p> <p><i>Example: if an airfare costs \$1,000.00, then the kilometric claim for the vehicle cannot exceed \$1,000.00 even if the actual kilometric claim was, say, \$1,300.00.</i></p> <p>Where a Councillor utilises their own aircraft or helicopter to attend approved Council business, Council will reimburse expenses equivalent to the ATO kilometric rates for the largest class of motor vehicle.</p> <p>If another Councillor travels in the aircraft or helicopter, a claim may also be submitted by the owner equivalent to the number of Councillors travelling.</p> <p><i>Example: the Councillor and one other Councillor travel in the aircraft or helicopter on approved Council business. The owner may claim the kilometric rate equivalent to travel by two motor vehicles. The passenger is not entitled to any claim</i></p>
Fines and Penalties	<p>Any fines or penalties incurred while travelling in Council owned vehicles or privately owned vehicles when attending to official Council business, will not be reimbursed and are the responsibility of the Councillor incurring the fine.</p>

Adopted/Approved: 1018/013
 Version: 7.0
 Next Review Date: September 2020

Department: Corporate Services
 Section: Finance
 Page No: Page 7 of 9

Claims for Reimbursement

- 3.11. All claims for reimbursement of expenses must be made on the approved form and submitted with original receipts to the Office of the CEO. Claims certified by a Councillor as complying with this policy will be authorised for payment by the Chief Executive Officer.
- 3.12. Claims must be presented within 3 months of incurring the expense.
- 3.13. When considering an application for approval of any matter related to this policy, the council or the Chief Executive Officer must have regard to the limits outlined in this policy and any relevant budget allocation.

4. RESPONSIBILITIES

Compliance, monitoring and review

The Chief Executive Officer is responsible for ensuring this policy is understood and adhered to by all councillors and relevant staff.

Reporting

5. DEFINITIONS

To assist in interpretation of this policy and associated guidelines, the following definitions shall apply:

Approved Council Business - includes-

- a) Formal meetings of Council, including Ordinary, Statutory and Special Meetings;
- b) Official committee meetings, including advisory committee meetings of which a Councillor is a member;
- c) Formal public consultation meetings;
- d) Civic functions at which a Councillor is attending in his/her official capacity as a Councillor;
- e) Community functions to which a Councillor has been invited in his/her official capacity as a Councillor;
- f) Official inspections;
- g) Formal training, professional development and conferences approved by Council;
- h) Other activities approved by the Mayor and ratified at a subsequent meeting of Council.

Council - means the Carpentaria Shire Council.

Councillors - means the Mayor, Deputy Mayor and Councillors unless otherwise specified.

Expenses - mean costs reasonably incurred, or to be incurred, in connection with Councillors discharging their duties. The expenses may be either reimbursed to Councillors or paid direct by Council for something that is deemed a necessary cost or charge. Expenses are not included as remuneration.

Entertainment and hospitality - means the cost to council of providing entertainment or hospitality as outlined in council's Entertainment and Hospitality Expenditure Policy.

Facilities - mean the facilities deemed necessary to assist Councillors in their role.

Incidental private use includes use incidental to Approved Council Business. (example - stopping at a shop on the way to or from Approved Council Business).

Professional development –includes activities undertaken by Councillors to improve their understanding, competence and knowledge of matters that specifically relate to local government functions, or to improve their competence and knowledge of matters that will assist them in carrying out their role as a Councillor.

Examples of professional development include (but are not limited to): Local Government industry training, conferences, workshops, seminars or specific events that are relevant to a Councillors role; or that are relevant to the development of a Councillor's individual knowledge and competence in conducting their role

Expenses Reimbursement Policy

Reasonable - shall mean Council must make sound judgements and consider what is prudent, responsible and acceptable to the community when determining reasonable levels of facilities and expenditure.

Training – any facilitated learning activity which is considered by council to be a requirement for councillors to discharge their duties and responsibilities as councillors.

6. SUPPORTING DOCUMENTATION

Legislation	<ul style="list-style-type: none">• Local Government Act 2009• Local Government Regulation 2012
Policies	<ul style="list-style-type: none">• Procurement Policy• Entertainment and Hospitality Policy• Passenger Vehicle Fleet Policy
Delegations	<ul style="list-style-type: none">•
Forms	<ul style="list-style-type: none">•
Supporting Documents	<ul style="list-style-type: none">• Taxation Rulings issued by the Australian Taxation Office

Adopted/Approved: 1018/013
Version: 7.0
Next Review Date: September 2020

Department: Corporate Services
Section: Finance
Page No: Page 9 of 9

BUSINESS PAPERS

9.2 DELEGATION - STIMULUS ROADWORKS - STATE AND FEDERAL GOVERNMENT FUNDED

Attachments:	NIL
Author:	Mark Crawley - Chief Executive Officer
Date:	12 November 2020
Key Outcome:	5.2 - A safe and sustainable road network
Key Strategy:	5.2.1 Plan and deliver a safe, sustainable and efficient road network.

Executive Summary:

The State and Federal Government are providing funding through economic stimulus for roadworks within the Carpentaria Shire. On recent occasions we have had requests to commence works immediately following the allocation announcements.

RECOMMENDATION:

That Council delegate authorization to the Chief Executive Officer to approve construction works funded through economic stimulus from the State and Federal Government, as required, when a fast turnaround is necessary to commence and complete works.

Background:

The State and Federal Government are providing stimulus for road construction like never before and Council has an excellent opportunity to ensure we are the best position to undertake works as they are announced and provided to Council.

In normal circumstances there is usually enough time to bring reports to Council to assess the projects and pass a resolution to undertake and accept the work. Some of these projects are \$2 - \$3 Million in total.

The purpose of this report is to seek delegation to allow the Chief Executive Officer to approve contracts to undertake the works funded by the State and Federal Government programs. All procurement must, and will, be undertaken in accordance with the procurement policy. Some projects may be undertaken under LocalBuy arrangements due to quick turnaround while others may be afforded some time to allow for the calling of tenders. Where this is possible those projects will be brought back to Council for decision.

Officers reports to Council will detail any/all of the projects awarded under this delegation.

Consultation (Internal/External):

- Mayor Jack Bawden
- Director of Engineering - Michael Wanrooy

Legal Implications:

- Must be carried out in accordance with funding guidelines

Financial and Resource Implications:

- Funding is provided from the State and Federal Government. Implication on Council resources and finances are minimal.

BUSINESS PAPERS

Risk Management Implications:

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

BUSINESS PAPERS

9.3 HUMAN RESOURCES REPORT

Attachments: 9.3.1. HR Budget Report to Council October 2020 [↓](#)
Author: Lisa Ruyg - Manager Human Resources
Date: 12 November 2020

Key Outcome: 1.1 – Responsive and effective service delivery
Key Strategy: 1.1.1 Foster appropriate corporate culture that aligns with Council's Mission, Values and Behaviours.

Executive Summary:

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

RECOMMENDATION:

That Council accepts the Human Resources Report for information.

1. Work, Health and Safety Report

- Safeplan Progress Report August 2020

KPI	Average Group B Councils	CSC YTD August 2019	CSC YTD August 2020	CSC YTD	Safe Plan Target Annual
Lost Time Injuries	7.68	0	2	2	5
Lost Time Days per Injury	9.13	0	0	0	112
Hazard Inspections	-	93%	82%	Av. 87.5%	90%
Take 5's Completed	-	82%	86%	Av. 84%	88%

Mechanism of Injury for Claims Submitted FYTD

i) Being hit by a moving object	0
ii) Hitting stationary objects	0
iii) Muscular stress while handling objects	0
iv) Muscular stress with no objects being handled	2
v) Muscular stress while lifting	0
vi) Falls from a height	0

BUSINESS PAPERS

- | | | |
|-------|------------------------------------|---|
| vii) | Being hit by a falling object | 0 |
| viii) | Work related harassment and stress | 0 |

2. Update – Certified Agreement 2020

An update will be given at the Council meeting.

3. Drug & Alcohol Testing

Random drug & alcohol testing was conducted by The Drug Detection Agency on the following dates:

a) **19 Sept – 22 Sept 2020**

Tests conducted:	98
Detections recorded:	2

b) **28 Sept – 5 Oct 2020**

Tests conducted:	130
Detections recorded:	2

c) **29 Oct – 3 Nov 2020**

Tests conducted:	71
Detections recorded:	1
Avoidance of test:	1

4. Training Activities – November 2020

- a) **Forklift training** was conducted at the Works Depot on 5 – 6 November 2020. Four Council staff members participated in the training and were able to obtain High Risk Work Licences.
- b) **Certificate II in Automotive Air Conditioning** was undertaken by Raymond Rainbow and Tibau Stephen at Cairns TAFE from 2 – 5 November 2020.
- c) **TAFE Exams** were undertaken by Shaun Petersen, Apprentice Electrician at Mount Isa TAFE on 13 October 2020.
- d) **Final TAFE Block** for Bodean Busch, Apprentice Plumber is being undertaken at Cairns TAFE from 16 Nov – 4 December 2020.

5. Update – Human Resources Budget August 2020

Attached to this report.

BUSINESS PAPERS

6. Work, Health & Safety Queensland (WHSQ) Audit – 21 & 22 October 2020

Bryan Badger, Principal Inspector with WHSQ, conducted individual site inspections at the Normanton Water Treatment Plant, Normanton Pool Complex, Normanton Works Depot and Child Care Centre on 21 & 22 October 2020. As a result, Council was issued with seven (7) Improvement Notices addressing identified WHS legislative non-compliance issues.

Improvement Notice	Rectification Action
<p>1. Water Treatment Plant – Confined Space Entries from Nov 2019 to March 2020.</p> <p>Issue: Contractors not signing off on documentation when confined spaces entry work is complete.</p>	<p>A more comprehensive Confined Space Safe Work Method Statement (SWMS) has been completed and includes benchmarking a contractor's Confined Space SWMS with Council's Confined Space SWMS.</p> <p>Status: Now marked as complete by WHSQ.</p>
<p>2. Child Care Centre – Worker Immunisation & Record Keeping.</p> <p>Issue: Requirement for additional immunisations for child care workers that Council previously unaware of. The additional immunisations include mumps, measles and rubella, diphtheria and polio</p>	<p>Infection Control Procedure updated and the Immunisation Nurse at Gidgee Healing has assisted with an immunisation register for all child care staff. Immunisations have commenced.</p> <p>Status: Now marked as complete by WHSQ.</p>
<p>3 – 5. Pool Complex – Safety Signage, Emergency Plan Notification QFES and Hazardous Chemicals Manifest.</p> <p>Issue: Requirements for all the above</p>	<p>Safety signage ordered. Emergency Plan Notification and Manifest being worked on.</p> <p>Status: Rectification in progress.</p>
<p>6 Depot – Combustible Liquids</p> <p>Issue: Bund required.</p>	<p>Combustible liquids contained and evidence provided to WHSQ.</p> <p>Status: Now marked as complete by WHSQ.</p>
<p>7 General – Hazardous Chemicals Management</p> <p>Issue: All workers required to undertake training in the Globally Harmonised System (GHS) of the classification and labelling of chemicals.</p>	<p>Take 5 in GHS developed and forwarded to WHSQ. The relevant Take 5 is included in the Take 5 list for November.</p> <p>Status: Now marked as complete by WHSQ.</p>

BUSINESS PAPERS

Consultation (Internal/External):

- Executive Leadership Team
- Work, Health and Safety Queensland
- WHS Advisor
- Peak Services
- The Drug Detection Agency
- Double D Australia Training Provider
- TAFE North

Legal Implications:

- Within normal operational parameters.

Financial and Resource Implications:

- Within allocated budget.

Risk Management Implications:

- Within normal operational parameters.

Responsible Officer	Description	Current Budget	YTD Actual	Percentage	Comments
Lisa Ruyg - Manager Human Resources	Apprenticeships / Traineeship - Operating Expenses	\$121,000.00	\$6,846.00	5.66%	
Lisa Ruyg - Manager Human Resources	Apprenticeships / Traineeship - Operating Grants, Subsidies and Cont	-\$30,000.00	-\$11,363.64	37.88%	
Lisa Ruyg - Manager Human Resources	Contract Employee Entitlement	\$82,000.00	\$11,549.17	14.08%	
Lisa Ruyg - Manager Human Resources	Enterprise Bargaining - Operating Expenses	\$35,000.00	\$0.00	0.00%	
Lisa Ruyg - Manager Human Resources	HR - Employee Allowances	\$18,000.00	\$5,426.28	30.15%	
Lisa Ruyg - Manager Human Resources	Human Resource - Staff Functions	\$23,000.00	\$0.00	0.00%	
Lisa Ruyg - Manager Human Resources	Human Resource Operations - Operating Expenses	\$686,000.00	\$99,644.75	14.53%	
Lisa Ruyg - Manager Human Resources	Learning & Development - Operating Expenses	\$182,000.00	\$49,683.97	27.30%	
Lisa Ruyg - Manager Human Resources	Workers Compensation	\$0.00	-\$22,792.18	100.00%	
Lisa Ruyg - Manager Human Resources	Workers Compensation Expenses	\$45,000.00	\$483.74	1.07%	
Lisa Ruyg - Manager Human Resources	Workplace Health and Safety - Operating Expenses	\$565,000.00	\$237,017.59	41.95%	
Lisa Ruyg - Manager Human Resources	Workplace Health and Safety Committee	\$30,000.00	\$4,047.69	13.49%	
		\$1,757,000.00	\$380,543.37	21.66%	

BUSINESS PAPERS

9.4 TOURISM REPORT - OCTOBER 2020

Attachments: 9.4.1. Sales and visitation October [↓](#)
Author: Verena Olesch - General Manager - Tourism
Date: 12 November 2020

Key Outcome: 6.1 - A strong and diverse economy
Key Strategy: 6.1.4 Promote and develop Carpentaria Shire as a unique destination and to manage tourism in a sustainable way.

Executive Summary:

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

RECOMMENDATION:

That Council:

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

1.1 Actions Outstanding from Previous Meetings

Reference	Action	Status
	Nil	

1.2 Visitor Information Centres:

- October tourism numbers:
 Normanton VIC:
 Karumba LWBDC & VIC: 2001 (1098 last October)
- Guided Tours and feeding: 915/ \$19,205.46
 398 / \$5,322.73 in October 2019
- Other Revenue
 Normanton: \$598.19 (\$131.37September 19)
 Karumba: \$ 22,773.48 (merchandise)
 \$ 9,611.68 in September 2019
- Donation Box \$ 360.00

BUSINESS PAPERS

1.3 LW Barramundi Discovery Centre:

Merchandise and tours:

- Numbers through the doors definitely slowing down, although still double compared to October 2019.
- Merchandise also up again.
- Online merchandise platform work-in-progress, PayPal approved, waiting on paperwork and will set up the online shop next month

LWBDC Entertainment Area

- BoR05 grant fully completed, acquittal sent

Visitor Information Centre

- Virtual Reality was a great success at the Cairns Expo, now installed at the Barra Centre reception
- One VR clip features fishing with A4A, catching a Barra out at Delta Downs
- We have also received the 360 camera and are now able to record our own videos (project for the wet season!)

Budget

Description	Current Budget	YTD Actual	Percentage	Comments
Visitor Information Ntn - Operating Income	-\$5,000.00	-\$3,993.20	79.86%	
Visitor Information Kba - Operating Income	\$0.00	-\$388.14	100.00%	
Visitor Information Ntn - Operating Expenses	\$91,000.00	\$34,837.44	38.28%	
Visitor Information Ntn - Maintenance	\$33,000.00	\$2,785.42	8.44%	
Visitor Information Ntn - Depreciation	\$0.00	\$1,616.11	100.00%	
Visitor Information Ntn - Grant Funded Expenses	\$0.00	\$9,320.08	100.00%	
Visitor Information Kba - Operating Expenses	\$103,000.00	\$39,890.99	38.73%	
Visitor Information Kba - Maintenance	\$0.00	\$142.10	100.00%	
Les Wilson Barramundi Discovery Centre - Operating Grants, Subs	\$0.00	-\$135,000.00	100.00%	icons grant
Les Wilson Barramundi Discovery Centre - Operating Income	-\$203,000.00	-\$201,858.69	99.44%	killing it...
Les Wilson Barramundi Discovery Centre - Operating Expenses	\$639,000.00	\$370,169.60	57.93%	a result of the income
Les Wilson Barramundi Discovery Centre - Maintenance	\$44,000.00	\$36,751.12	83.53%	
Les Wilson Barramundi Discovery Centre - Depreciation	\$213,000.00	\$76,077.24	35.72%	
Les Wilson Barramundi Discovery Centre - Grant Funded Expenses	\$0.00	\$48,277.90	100.00%	icons grant
Les Wilson Barramundi Discovery Centre - Capital Grants and Con	-\$250,000.00	-\$125,000.00	50.00%	
Hatchery - Operating Grants, Subsidies and Contributions	\$0.00	-\$72,837.00	100.00%	Zoos & Aquariums
Hatchery - Operating Income	-\$55,000.00	-\$1,986.36	3.61%	
Hatchery - Operating Expenses	\$294,000.00	\$140,032.95	47.63%	partly offset by Z&As
Hatchery - Maintenance	\$62,000.00	\$18,028.46	29.08%	
Hatchery - Depreciation	\$113,000.00	\$29,715.76	26.30%	
Regional Development - Operating Grants, Subsidies and Contrib	\$0.00	-\$25,000.00	100.00%	
Tourism Events - Operating Income	\$0.00	-\$2,727.27	100.00%	
Barra Blues Festival Income	-\$60,000.00	\$0.00	0.00%	
Tourism Operating Expenses	\$0.00	\$627.41	100.00%	
Outback by the Sea	\$110,000.00	\$57,293.12	52.08%	in process
Tourism - Grant Funded Projects Income & Expense	\$0.00	\$21,008.97	100.00%	
	\$1,129,000.00	\$317,784.01	28.15%	

Tracking ahead of budget, now heading into off season.

Detailed visitor numbers, tours and merchandise attached.

Revised budget sent to accounts – revenue adjusted upwards by an additional \$130k.

BUSINESS PAPERS

Grants:

- Signage grant of \$50k (unmatched) – signed and waiting for final execution before starting expenditure
- Outback Queensland Icons Grant of \$125k plus GST (unmatched) approved – still covering expenditure, we have until the end of 2020 to allocate funds.

1.4 Outback-by-the-Sea Festival

- Dates booked in for 2021 (25 Sep – 04 Oct 2021), Adam Harvey re-contracted as headline act
- Will start to look at grants over the next few weeks

1.5 Tourism

- LGMA Awards – have invitation to join the national ceremony on December 03 (TSV), where we will find out whether we won anything
- Grey Nomad Awards – have entered national awards, to be selected in March 2021
- Normanton: Indigenous Stockwomen's display in planning – applied for \$20k through Aurizon (display and interactive component) and \$5k through New Century (photography and travel) – still waiting on approval of funds
- Helloworld:
contracted for 2021, same rates
- Fun over 50 – booked 8 groups for 2021
- GG visit to Karumba and Normanton 17th/18th of November
- Today Show postponed due to border closure still in place
- All 4 Adventure trailer launched – with our own Mayor featuring prominently
<https://competition.all4adventure.com/prize>
- A4A still photographs can be accessed in the I-Drive I:\CSC Photo Series Copyright\All 4 Adventure 2020

1.6 Hatchery Operations

- We have some brood stock ready
- Grow-out tanks being plumbed at the moment
- Live food growing very successful with new artemia food
- Old hatchery: is a dump and contaminated – need to figure out a plan to clean up and/or redevelop

BUSINESS PAPERS

1.7 Digital Platforms

- Continue strong results across platforms

1.8 Other activities

- Rezdy cutover 1st of November, all has gone smoothly
- QTIC conference in BNE attended 12 Nov with emphasis on indigenous tourism
- Annual QLD tourism Dinner 13 Nov, networking and meeting new Tourism Minister
- Gulfland Motel big Barra: Amanda is looking to 'offload' the big barra, the Barra Centre could be a potential home – how does everyone feel about that?

LWBDC Performance 2020-21

	ACTUAL 2019-20				BUDGET 2020-21				ACTUAL 2020-21			
	Visitors	Tours #	Tours \$	Merchandise \$	Visitors	Tours #	Tours \$	Merchandise \$	Visitors	Tours #	Tours \$	Merchandise \$
JULY	4320	1673	\$ 22,731.82	\$ 15,292.34	4000	1600	\$ 24,000.00	\$ 40,000.00	3321	820	\$ 14,445.44	\$ 25,597.29
AUG	3469	1242	\$ 16,586.36	\$ 13,034.35	3400	1360	\$ 20,400.00	\$ 34,000.00	4278	1102	\$ 20,738.18	\$ 37,590.28
SEPT	2126	842	\$ 11,554.55	\$ 12,734.52	800	320	\$ 4,800.00	\$ 8,000.00	4010	1417	\$ 21,253.63	\$ 38,489.47
OCT	1098	398	\$ 5,322.73	\$ 9,611.68	800	320	\$ 4,800.00	\$ 8,000.00	2001	915	\$ 19,205.46	\$ 22,773.48
NOV	419	79	\$ 1,136.36	\$ 4,042.74	400	160	\$ 2,400.00	\$ 4,000.00				
DEC	402	30	\$ -	\$ 4,402.09	400	160	\$ 2,400.00	\$ 4,000.00				
JAN	202	0	\$ -	\$ 1,346.46	400	160	\$ 2,400.00	\$ 4,000.00				
FEB	173	0	\$ -	\$ 487.84	200	80	\$ 1,200.00	\$ 2,000.00				
MAR	235	74	\$ 236.36	\$ 1,788.25	200	80	\$ 1,200.00	\$ 2,000.00				
APR	0	0	\$ -	\$ -	2400	960	\$ 14,400.00	\$ 24,000.00				
MAY	99	0	\$ -	\$ 1,729.08	3200	1280	\$ 19,200.00	\$ 32,000.00				
JUN	1107	279	\$ 5,473.39	\$ 12,064.15	3800	1520	\$ 22,800.00	\$ 38,000.00				
TOTAL	13650	4617	\$ 63,041.57	\$ 76,533.49	20000	8000	\$ 120,000.00	\$ 200,000.00	13610	4254	\$ 75,642.71	\$ 124,450.52

COVID-19 impacted months

	% CHANGE TO ACTUAL LAST YEAR				% CHANGE TO BUDGET			
	Visitors	Tours #	Tours \$	Merchandise	Visitors	Tours #	Tours \$	Merchandise
JULY	77%	49%	64%	167%	83%	51%	60%	64%
AUG	123%	89%	125%	288%	126%	81%	102%	111%
SEPT	189%	168%	184%	302%	501%	443%	443%	481%
OCT	182%	230%	361%	237%	250%	286%	400%	285%
NOV	0%	0%	0%	0%	0%	0%	0%	0%
DEC	0%	0%	0%	0%	0%	0%	0%	0%
JAN	0%	0%	0%	0%	0%	0%	0%	0%
FEB	0%	0%	0%	0%	0%	0%	0%	0%
MAR	0%	0%	0%	0%	0%	0%	0%	0%
APR	0%	0%	0%	0%	0%	0%	0%	0%
MAY	0%	0%	0%	0%	0%	0%	0%	0%
JUN	0%	0%	0%	0%	0%	0%	0%	0%
TOTAL	100%	92%	120%	163%	68%	53%	63%	62%

All revenue figures are net - excluding GST

BUSINESS PAPERS

10 REPORTS FROM DIRECTOR OF CORPORATE & COMMUNITY SERVICES

10.1 DCS REPORT - OCTOBER 2020

Attachments: 10.1.1. 2020-2021 local laws report OCT [↓](#)
Author: Justin Hancock - Director of Corporate Services
Date: 11 November 2020

Key Outcome: 6.1 - A strong and diverse economy
Key Strategy: 6.1.3 Plan and support local economic development.

Executive Summary:

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

RECOMMENDATION:

That Council:

1. receive the Director of Corporate Services Report for the month of October 2020; and
2. that those matters not covered by resolution be noted.

Background:

1.1 Actions Outstanding from Previous Meetings [\[information\]](#)

Date:	Action	Status	Comment
A1017-014	Review the water allocation on all non-profit and sport and recreation users.	In Progress	Council are currently seeking quotes for contractors to undertake the review of General Rates and Utility Charges.
A0618-21	Liaise with Telstra to improve bandwidth at Normanton Rodeo Grounds	In Progress	Ongoing – reported fault with Telstra about service drop outs.
0918/0032	Implement weed control program to manage spread of noxious weeds in Karumba town area.	In Progress	Meeting held with CLCAC on 24/09 to implement Biosecurity Plan for noxious weeds.
April-19	That Council proceed with the upgrade to the lighting and that grant funds be sought to fund the upgrade.	In Progress	Grants Officer to work with Normanton Rodeo Association Inc to source grants.
Jan-20	Negotiations with IOR Aviation Pty Ltd to commence for the lease of a site at the Karumba Aerodrome.	In Progress	Draft lease provided to IOR Aviation Pty Ltd.
Jan-20	Local Laws Officer to follow up on return from leave	In Progress	LLO has issued warning for abandoned vehicles to be removed.

BUSINESS PAPERS

May-20	Apply exemption to enter into a lease of land at Karumba Airport with applicants; and delegate authority to CEO to obtain an independent market valuation and negotiate and finalise terms of the lease.	Ongoing	Survey plans have been received and draft agreement is currently being finalised with Councils lawyers.
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1.2 Budget [\[information\]](#)

As at 31 October 2020, the financial year had elapsed 33%. Attached is the budget and year to date expenses accountable by the Director of Corporate Services.

The Finance Department has commenced working with responsible officers to review the adopted budget in line with year to date revenue and expenditure. An amended Operational Budget, Capital Works Program and Long Term Financial Forecast will be presented to Council in December 2020.

1.3 LGGSP KNOF [\[information\]](#)

Telstra has finalised and commissioned the Normanton to Karumba Fibre Optic line. Council are in receipt of the final invoice from Telstra and have finalised the acquittal under the Local Government Grants and Subsidies Program. Signage for this project is currently being posted to Council and is to be erected outside of the Karumba Administration/ Civic Centre Building to recognize the contribution of the Queensland Government.

1.4 Karumba Aerodrome Fuel Facilities [\[information\]](#)

Council have finalised the draft leases and issued leases to those parties that have expressed their interest. Council's Chief Executive Officer will continue to liaise with the interested parties to finalise the terms of the Lease.

1.5 Land Held for Resale [\[information\]](#)

Inspections on vacant land were undertaken on 10 September 2020 and Council are now in receipt of land valuations. Draft tender documents and contracts have been provided to Council, these documents are currently being reviewed and tenders will be released in November.

2020/2021 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		Euth. Dogs		Euth. Cats		Euth. Other	
Jul-20	10	4			8	2	40	22	6		40	22		
Aug-20	17	9			19	1	46	38	15		46	38		
Sep-20	10	2			10	2	32	24	8		32	24		
Oct-20	6				5		8	5	5		8	5		
Nov-20					2	1	6	3	1		6	3		
Dec-20														
Jan-21														
Feb-21														
MAR 21														
Apr-21														
May-21														
Jun-21														
Total	43	15	0	0	44	6	132	92	35	0	132	92	0	0

Total 2020 & 2021

Rounded Current Penalty Unit

\$133.35

2020/2021 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	23	28	4						\$330.00	-			\$330.00	-
Aug	37	54	2						\$330.00	-			\$330.00	-
Sep	29	35							-	-			-	-
Oct	4	6		1					-	-			-	-
Nov									-	-			-	-
Dec									-	-			-	-
Jan									-	-			-	-
Feb									-	-			-	-
Mar									-	-			-	-
Apr									-	-			-	-
May									-	-			-	-
Jun									-	-			-	-
Total	93	123	6	1	0	0	0	0	660	0	0	0	660	0

BUSINESS PAPERS

10.2 MONTHLY FINANCIAL REPORT - OCTOBER 2020

Attachments: 10.2.1. Monthly Financial Statements [↓](#)
 10.2.2. Cash [↓](#)
 10.2.3. Monthly Local Spend [↓](#)
 10.2.4. Finance and Admin Budget [↓](#)
 10.2.5. Cap Ex October 2020 [↓](#)

Author: Jade Nacario - Manager Finance and Administration

Date: 13 November 2020

Key Outcome: 7.3 - Strategic management of Council

Key Strategy: 7.3.3 Implement sustainable financial management and effective procurement practices.

Executive Summary:

The Monthly Financial Report has been prepared for the period ending 31 October 2020.

RECOMMENDATION:

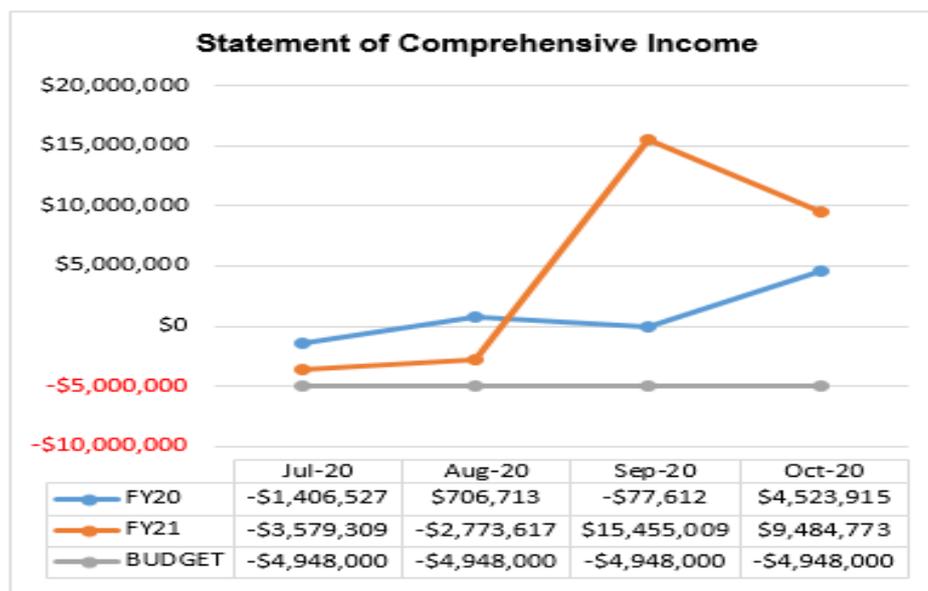
That Council:

1. accepts the Monthly Financial Report for the period ending 31 October 2020 as presented; and
2. that those matters not covered by resolution be noted.

FINANCIAL REPORT

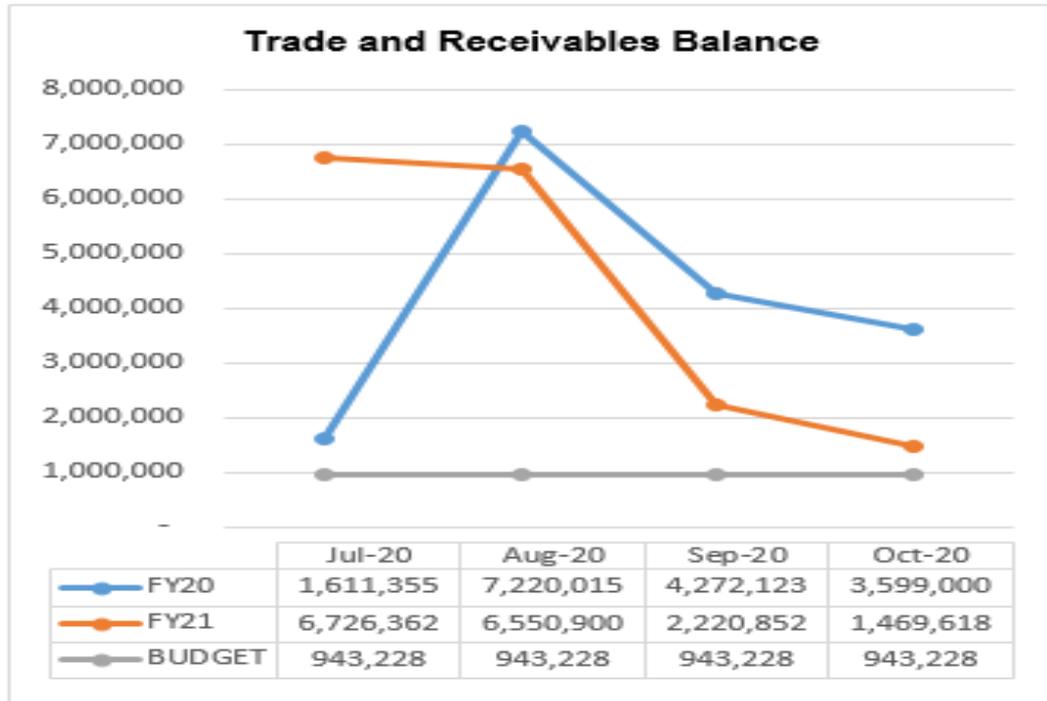
The Monthly Finance Reports are prepared in accordance with the reporting requirements of the *Local Government Act 2009* and *Local Government Regulation 2012*.

The Comprehensive Income Statement indicates a *Net Operating Surplus* result of \$9,484,773, for the fourth month of the current financial year.



BUSINESS PAPERS

Council has *Trade and Receivables* of \$ 1,469,618 as of 31 October 2020. This balance is made up of \$ 626,506.99 (in outstanding rates & utility charges – with the remaining balance comprising of debtors, community loans etc.)



Rates and Service Charges

Month	Apr-20	May-20	Jun-20	Jul-20	Aug-20	Sept 20	Oct-20
Current Year	1,226,100	1,171,766.14	-	-	4,328,088.24	1,455,376.83	319,587.05
1 Year Arrears	91,268.71	89,755.97	1,128,673.14	292,675.36	284,704.17	185,898.83	156,746.85
2 Year Arrears	49,356.84	47,476.12	79,535.25	75,705.59	70,532.08	71,134.95	64,492.47
3+ Year Arrears	125,950	124,500.87	168,146.77	166,896.77	165,071.49	164,271.49	159,542.67
Interest	177,853.69	177,972.57	181,222.30	178,051.94	175,318.03	167,844.88	161,813.42
Credits	-66,006.43	-97,861.74	-115,185.62	-147,188.25	- 52,254.21	- 100,397.23	-235,675.47
Balance	\$1,604,522.81	\$1,513,609.93	\$1,442,391.84	\$566,141.41	\$ 4,971,459.80	\$ 1,944,129.75	\$626,506.99

Procurement

Local Spend

In accordance with Council Procurement Policy, all procurement activities were carried out in a manner which ensure a regard for the sound contracting principle when entering a contract for either the supply of goods and/or services.

BUSINESS PAPERS

One of the five principles is the development of competitive local business and industry. Please refer to the attachments of this report, the table shows the monthly local spend on Council procurement activities since April 2019.

Capital Expenditures 2020-2021

Please see attachments for Council Capital Expenditures as of 31 October 2020.

Budget

As at 31 October 2020, the financial year had elapsed 33.32%. Attached is the budget and year to date expenses accountable by the Manager of Finance and Admin.

Consultation (Internal/External):

- Westpac Banking Corporation
- Queensland Treasury Corporation

Legal Implications:

- Failure to meet regulatory reporting requirements is a breach of the *Local Government Act 2009*.

Financial and Resource Implications:

- As provided for in current adopted 2020/2021 Annual Budget.

Risk Management Implications:

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



Statement of Comprehensive Income by Category
 for the period ended 31 October 2020

	Core \$	QRA \$	Non-Core \$	Total \$	Budget \$
Income					
Revenue					
Recurrent revenue					
Rates, levies and charges	3,620,265	-	-	3,620,265	7,867,000
Fees and charges	148,244	-	251,775	400,020	608,000
Rental income	32,673	-	196,918	229,590	531,000
Interest received	41,771	-	-	41,771	200,000
Sales revenue	2,840,885	-	927	2,841,812	10,061,000
Other income	69,431	-	-	69,431	7,000
Grants, subsidies, contributions and donations	1,669,827	30,224,376	337,505	32,231,708	60,698,000
	<u>8,423,095</u>	<u>30,224,376</u>	<u>787,125</u>	<u>39,434,597</u>	<u>79,972,000</u>
Capital revenue					
Grants, subsidies, contributions and donations	2,360,299	-	125,000	2,485,299	11,768,000
Total revenue	<u>10,783,394</u>	<u>30,224,376</u>	<u>912,125</u>	<u>41,919,897</u>	<u>91,740,000</u>
Capital income	14,727	-	-	14,727	-
Total income	<u>10,798,121</u>	<u>30,224,376</u>	<u>912,125</u>	<u>41,934,624</u>	<u>91,740,000</u>
Expenses					
Recurrent expenses					
Employee benefits	(2,034,687)	(789,075)	(445,486)	(3,269,248)	(11,720,000)
Materials and services	(5,106,058)	(18,528,506)	(664,144)	(24,298,708)	(70,340,000)
Finance costs	(140,542)	-	-	(140,542)	(399,000)
Depreciation	(4,430,849)	-	(310,504)	(4,741,353)	(14,229,000)
	<u>(11,712,136)</u>	<u>(19,317,581)</u>	<u>(1,420,134)</u>	<u>(32,449,851)</u>	<u>(96,688,000)</u>
Capital expenses	0	0	0	0	-
Total expenses	<u>(11,712,136)</u>	<u>(19,317,581)</u>	<u>(1,420,134)</u>	<u>(32,449,851)</u>	<u>(96,688,000)</u>
Net result	<u>(914,015)</u>	<u>10,906,795</u>	<u>(508,009)</u>	<u>9,484,773</u>	<u>(4,948,000)</u>
Other comprehensive income					
Items that will not be reclassified to net result					
Increase / (decrease) in asset revaluation surplus	-	-	-	-	-
Total other comprehensive income for the year	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total comprehensive income for the year	<u>(914,015)</u>	<u>10,906,795</u>	<u>(508,009)</u>	<u>9,484,773</u>	<u>(4,948,000)</u>



Statement of Comprehensive Income
 for the period ended 31 October 2020

	31 October 2020 Actual \$	2020.2021 Adopted Budget \$
Income		
Recurrent Revenue		
Rates and Charges	3,620,265	7,867,000
Fees and Charges	400,020	608,000
Rental Income	229,590	531,000
Interest Received	41,771	200,000
Sales & Recoverable Works Revenue	2,841,812	10,061,000
Other Recurrent Income	69,431	7,000
Grants, Subsidies and Contributions	32,231,708	60,698,000
Total Recurrent Revenue	39,434,597	79,972,000
Capital Revenue		
Grants, Subsidies and Contributions	2,485,299	11,768,000
Capital Income	14,727	0
Total Income	41,934,624	91,740,000
Expenses		
Recurrent Expenses		
Administration and Governance	(3,741,967)	(9,036,500)
Community	(1,005,219)	(3,494,500)
Engineering	(5,231,042)	(14,054,000)
Fleet and Plant	3,427,720	2,548,000
Environment	(353,046)	(1,889,000)
DRFA	(19,317,581)	(52,500,000)
Tourism	(783,127)	(1,376,000)
Water and Sewerage	(563,695)	(2,258,000)
Finance Costs	(140,542)	(399,000)
Depreciation	(4,741,353)	(14,229,000)
Total Expenses	(32,449,853)	(96,688,000)
Capital Expenses		
	-	-
Total Expenses	(32,449,852)	(96,688,000)
Net Operating Surplus / (Deficit)	9,484,773	(4,948,000)



Statement of Financial Position
 as at 31 October 2020

	31 October 2020 Actual \$	2020.2021 Adopted Budget \$
Current Assets		
Cash and Equivalents	30,213,905	11,865,705
Trade and Other Receivables	1,469,618	943,228
Inventories	643,389	535,632
Other Financial Assets	478,207	478,207
ATO Receivable	79,586	360,000
Investments	1,000,000	1,000,000
Contract Assets	9,566,721	0
Total Current Assets	43,451,426	15,182,772
Non-Current Assets		
Receivables	159,534	159,534
Property, Plant and Equipment	352,475,893	346,984,156
Capital Works in Progress	7,354,642	18,016,000
Total Non-Current Assets	359,990,069	365,159,690
TOTAL ASSETS	403,441,495	380,342,462
Current Liabilities		
Trade and Other Payables	2,652,316	3,981,672
Interest Bearing Liabilities	479,017	539,998
Provisions	1,143,510	919,872
Other Accounts Payable	100,000	100,000
Contract Liabilities	6,643,793	0
Total Current Liabilities	11,018,635	5,541,542
Non-Current Liabilities		
Interest Bearing Liabilities	7,348,978	7,057,920
Provisions	1,676,220	2,060,847
Other Accounts Payable	200,000	200,000
Total Non-Current Liabilities	9,225,198	9,318,767
TOTAL LIABILITIES	20,243,833	14,860,308
NET COMMUNITY ASSETS	383,197,662	365,482,153
Community Equity		
Asset Revaluation Reserve	269,621,280	268,161,543
Retained Surplus	113,576,382	97,320,610
TOTAL COMMUNITY EQUITY	383,197,662	365,482,153



Cash Flow Statement
 for the period ended 31 October 2020

	31 October 2020	2020.2021
	Actual	Adopted Budget
	\$	\$
Cash Flows From Operating Activities:		
Receipts From Customers	9,478,031	26,666,954
Payments to Suppliers and Employees	(32,680,133)	(82,160,000)
	<u>(23,202,103)</u>	<u>(55,493,046)</u>
Interest Received	41,771	200,000
Rental Income	229,590	531,000
Non Capital Grant and Contributions	32,231,708	53,091,790
Borrowing Costs	(140,542)	(399,000)
Net Cash Flows From Operating Activities	<u>9,160,425</u>	<u>(2,069,256)</u>
Cash Flows From Investing Activities:		
Payments for Property, Plant and Equipment	(1,292,841)	(17,540,868)
Proceeds From Sale of Property, Plant and Equipment	0	276,000
Grants, Subsidies and Contributions	2,485,299	11,768,000
Net Cash Flows From Investing Activities	<u>1,192,458</u>	<u>(5,496,868)</u>
Cash Flows From Financing Activities		
Repayment of Borrowings	(81,147)	(463,212)
Net Cash Flows From Financing Activities	<u>(81,147)</u>	<u>(463,212)</u>
Net Increase (Decrease) in Cash Held	10,271,735	(8,029,336)
Cash at Beginning of Reporting Period	19,942,170	19,895,041
Cash at End of Reporting Period	<u>30,213,905</u>	<u>11,865,705</u>

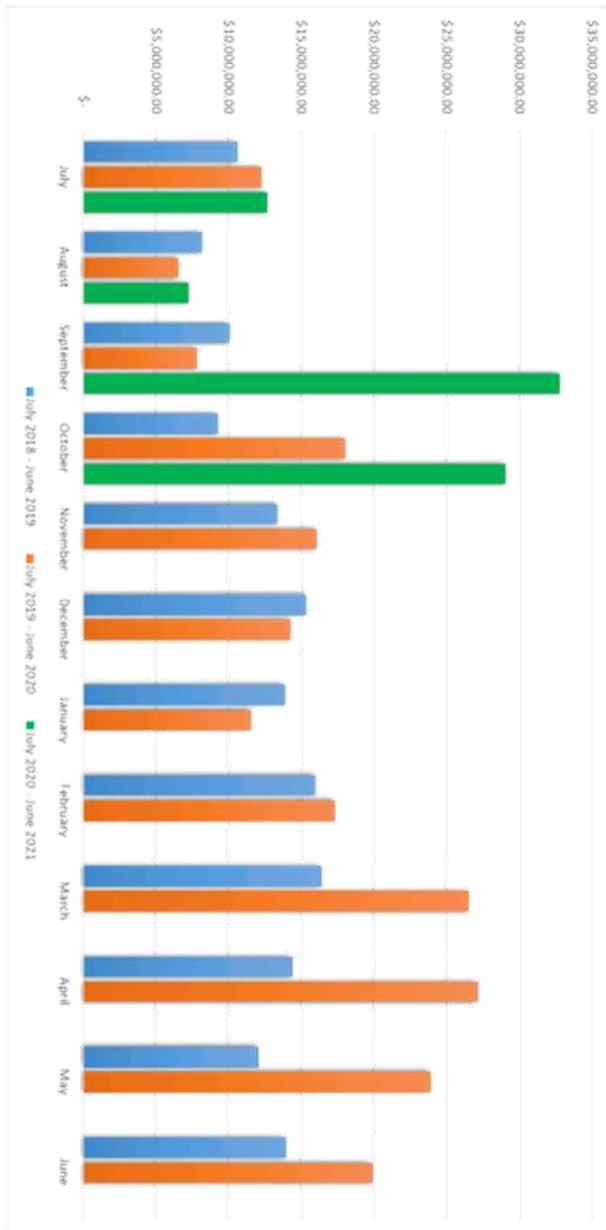


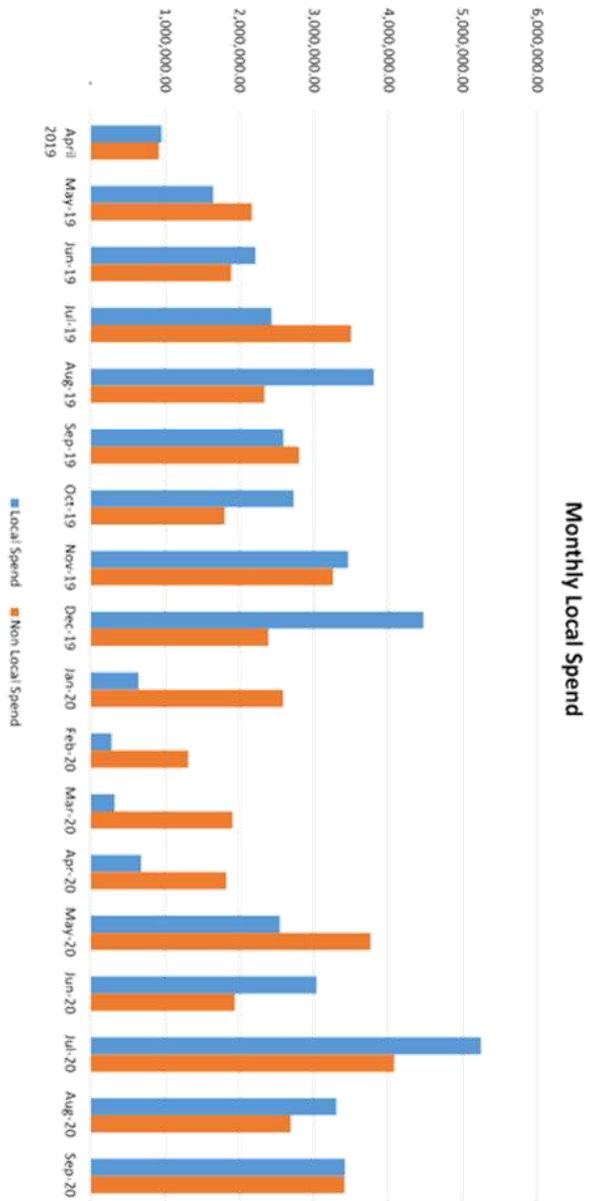
Accounts Summary

	31 October 2020	30 September 2020
	\$	\$
General Accounts		
Queensland Treasury Corporation	29,061,031	32,252,274
AMP Term Deposit	1,000,000	1,000,000
Westpac General Operating Accounts	1,148,124	542,173
Total balance held in banks	31,209,155	33,794,447
Trust Accounts		
Queensland Treasury Corporation	91,378	91,378
Westpac Bank	35,290	34,269
Total balance held in trust	126,668	125,647
Other Balances		
CSC Reserves	11,070,235	11,070,235
CSC Provisions	2,819,730	2,861,144
Total balance reserves and provisions	13,889,965	13,931,379
QTC Borrowings		
Karumba Sewerage	1,923,747	1,913,376
Normanton Water Upgrade	1,050,960	1,045,417
Raise Glenore Weir	4,853,288	4,836,674
Total balance QTC borrowings	7,827,995	7,795,467
Net Council Position	9,491,194	12,067,602

CASH

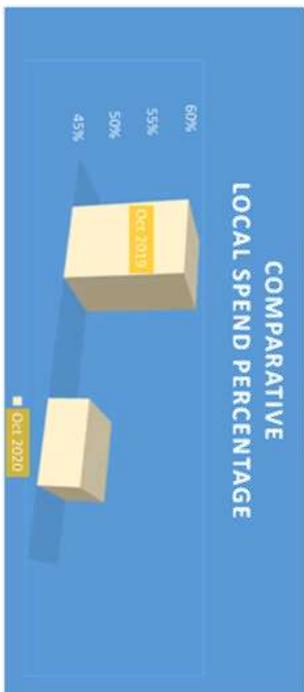
Cash	July	August	September	October	November	December	January	February	March	April	May	June
2019	\$10,624,212.00	\$8,210,979.00	\$10,052,874.00	\$9,230,314.00	\$13,365,287.00	\$15,294,953.00	\$13,886,829.00	\$16,004,746.00	\$16,406,721.00	\$14,428,103.00	\$12,076,778.00	\$13,940,891.00
2020	\$12,280,567.00	\$6,538,396.00	\$7,802,285.00	\$17,986,246.00	\$16,045,726.00	\$14,253,941.00	\$11,534,551.00	\$17,310,350.00	\$26,505,321.00	\$27,148,119.00	\$23,891,105.00	\$19,885,041.00
2021	\$12,868,763.00	\$7,287,828.00	\$32,799,197.00	\$23,061,031.00								





Suppliers	Oct-19	Oct-20
Local Spend %age	60%	50%

Suppliers	Oct-19	Oct-20
Local Spend	2,732,822	3,986,434
Non Local Spend	1,795,909	6,548,389
Total Spend	4,528,731	10,534,804
Local Spend %age	60%	38%



Responsible Officer	Description	Current Budget	YTD Actual	Percentage	Comments
Jade Nacario - Manager Finance & Administrative	Customer Service - Maintenance	\$28,000.00	\$2,367.43	8.46%	
Jade Nacario - Manager Finance & Administrative	Customer Service - Operating Expenses	\$477,000.00	\$164,163.07	34.42%	Annual insurance paid on the first month
Jade Nacario - Manager Finance & Administrative	Customer Service - Operating Income	-\$1,000.00	-\$111.36	11.14%	
Jade Nacario - Manager Finance & Administrative	FBT	\$0.00	\$52,331.48	100.00%	to be included in the budget amendment
Jade Nacario - Manager Finance & Administrative	Financial Services - Bank Fees	\$15,000.00	\$8,971.70	59.81%	to be included in the budget amendment
Jade Nacario - Manager Finance & Administrative	Financial Services - Operating Expenses	\$1,119,000.00	\$378,038.42	33.78%	
Jade Nacario - Manager Finance & Administrative	Financial Services - Operating Grants, Subsidies and Contributions	-\$4,040,000.00	-\$533,161.50	13.20%	
Jade Nacario - Manager Finance & Administrative	Information Technology - Operating Income	-\$202,000.00	-\$30,995.14	15.34%	
Jade Nacario - Manager Finance & Administrative	Information Technology - Depreciation	\$2,000.00	\$704.15	35.21%	
Jade Nacario - Manager Finance & Administrative	Information Technology - Maintenance	\$55,000.00	\$9,035.94	16.43%	
Jade Nacario - Manager Finance & Administrative	Information Technology - Operating Expenses	\$414,000.00	\$149,211.07	36.04%	Annual Subscriptions paid on the first quarter
Jade Nacario - Manager Finance & Administrative	Labour on Costs Allocated to Works and Services	-\$4,921,000.00	-\$1,499,192.21	30.47%	
Jade Nacario - Manager Finance & Administrative	Payroll - Operating Expenses	\$199,000.00	\$52,968.97	26.62%	
Jade Nacario - Manager Finance & Administrative	Rates Management - Discount on General Rates	\$900,000.00	\$248,533.87	49.71%	
Jade Nacario - Manager Finance & Administrative	Rates Management - General Rates	-\$4,400,000.00	-\$2,206,509.79	50.15%	
Jade Nacario - Manager Finance & Administrative	Rates Management - General Rates Write Offs	\$17,000.00	\$2,543.85	14.96%	
Jade Nacario - Manager Finance & Administrative	Rates Management - Operating Expenses	\$71,000.00	\$7,597.92	10.70%	
Jade Nacario - Manager Finance & Administrative	Rates Management - Operating Income	\$0.00	-\$10,580.48	100.00%	
Jade Nacario - Manager Finance & Administrative	Rates Management - Pensioner Discount on General Rates (Council)	\$48,000.00	\$23,112.67	48.15%	
Jade Nacario - Manager Finance & Administrative	Rates Management - Pensioner Discount on General Rates (State)	\$0.00	\$4,950.00	100.00%	
Jade Nacario - Manager Finance & Administrative	Rates Management - Rates Based Financial Assistance	\$20,000.00	\$12,943.12	64.72%	
Jade Nacario - Manager Finance & Administrative	Records Management - Operating Expenses	\$65,000.00	\$45,487.24	69.98%	Records management review and restructure had started on the first quarter of the year
Jade Nacario - Manager Finance & Administrative	Sick Leave	\$380,000.00	\$95,366.35	25.10%	
Jade Nacario - Manager Finance & Administrative	Special Leave	\$15,000.00	\$6,365.53	42.44%	
Jade Nacario - Manager Finance & Administrative	Statutory Holidays	\$260,000.00	\$25,826.85	9.93%	
Jade Nacario - Manager Finance & Administrative	Stores & Purchasing - Auction	\$14,000.00	\$0.00	0.00%	
Jade Nacario - Manager Finance & Administrative	Stores & Purchasing - Depreciation	\$1,000.00	\$616.84	61.68%	
Jade Nacario - Manager Finance & Administrative	Stores & Purchasing - Maintenance	\$15,000.00	\$0.00	0.00%	
Jade Nacario - Manager Finance & Administrative	Stores & Purchasing - On Costs Allocated to Works	-\$200,500.00	-\$52,413.26	26.14%	
Jade Nacario - Manager Finance & Administrative	Stores & Purchasing - Operating Expenses	\$161,000.00	\$49,121.62	30.51%	
Jade Nacario - Manager Finance & Administrative	Superannuation	\$1,050,000.00	\$320,726.12	30.55%	
		-\$7,384,500.00	-\$2,931,880.37	39.70%	

CARPENTARIA SHIRE COUNCIL
WIP Reconciliation
 For the year ended 30 June 2020

	Type	Category	Capital Budget	Brought Forward	2020/2021 CapEx	Capitalisations	31 October TOTAL Spent	Funds Available
WIP - Depots and Workshop								
Trades Shed	N	Buildings	200,000.00	197,211.91	10,173.55		207,385.46	-7,385.46
WIP - Fleet and Plant			1,395,000.00	0.00	0.00			1,395,000.00
P4138 - Graco Linelazer IV 2505PS (linemarket)	N	Plant	30,000.00	-			-	30,000.00
CATERPILLAR 140M MOTOR GRADER (Sell P3018 & P313	R	Plant	440,000.00	-			-	440,000.00
P1673 - Toyota Landcruiser Prado GXL Wagon	R	Plant	65,000.00	-			-	65,000.00
P1680 - Toyota Hilux SR Dual Cab 4x4 Utility	R	Plant	55,000.00	-			-	55,000.00
P1665 - Toyota Landcruiser Single Cab Utility	R	Plant	55,000.00	-			-	55,000.00
P1770 - Ford Ranger Extra Cab 4x4 Utility	R	Plant	55,000.00	-			-	55,000.00
P1604 - Toyota Hilux SR Dual Cab 4x4 Utility	R	Plant	55,000.00	-			-	55,000.00
Job Truck (Sell P1664 - Toyota Landcruiser Dual Cab Utilit	R	Plant	130,000.00	-			-	130,000.00
P1605 - Toyota Hilux SR 4x4 Single Cab Utility	R	Plant	45,000.00	-			-	45,000.00
P1568 - Toyota Hilux SR DC Styleside Ute	R	Plant	35,000.00	-			-	35,000.00
P1608 - Toyota Landcruiser Workmate Utility	R	Plant	35,000.00	-			-	35,000.00
P1781 - Toyota Hilux SR TD 4x4 Dual Cab Utility	R	Plant	55,000.00	-			-	55,000.00
P1769 - Toyota Hilux SR TD 4x4 Dual Cab Utility	R	Plant	55,000.00	-			-	55,000.00
P1750 - Toyota Hilux SR 4x4 Dual Cab Utility	R	Plant	55,000.00	-			-	55,000.00
P1771 - Toyota Hilux SR 4x4 Dual Cab Utility	R	Plant	55,000.00	-			-	55,000.00
P1774 - Toyota Hilux SR TD 4x4 Dual Cab Utility	R	Plant	55,000.00	-			-	55,000.00
P4016 - Jacobsen R-311T Wide area Mower	R	Plant	60,000.00	-			-	60,000.00
P4013 - Kubota F3690 Front Deck Mower	R	Plant	60,000.00	-			-	60,000.00
WIP - Airports			0.00	53,005.44	0.00		53,005.44	-53,005.44
Karumba Airport Upgrade	R	Other		53,005.44	-		53,005.44	-53,005.44
WIP - Parks and Garden			1,055,000.00	30,103.09	429,003.92		459,107.01	595,892.99
Normanton Barge Ramp	N	Other	950,000.00	-	429,003.92		429,003.92	520,996.08
Toilets - Karumba Boat Ramp	R	Other	105,000.00	30,103.09	-		30,103.09	74,896.91

	Type	Category	Capital Budget	Brought Forward	2020/2021 CapEx	Capitalisations	31 October TOTAL Spent	Funds Available
WIP - Rural Shire Roads			1,534,000.00					
Durbah-Kowaryamah Floodway	R	Roads	925,000.00	-	65,880.81		194,041.12	1,126,958.88
Old Croxdon Grid	N	Roads	35,000.00				65,880.81	859,119.19
Shire Grid Installations	N	Roads	40,000.00					
NDRRP Burke & Wills Monument Road	U	Roads	138,000.00					
Little Byrnoe Approaches	R	Roads	396,000.00	128,160.31	-		128,160.31	267,839.69
WIP - Normanton Town Streets			60,000.00					
Disability Access Normanton - Footpaths	U	Roads	60,000.00	-	0.00			60,000.00
WIP - Karumba Town Streets			45,000.00					
Disability Access Karumba - Footpaths	U	Roads	45,000.00	0.00	0.00			45,000.00
WIP - NDRRA Flood Damage			3,403,000.00					
Normanton-Burketown Seal Project 11/12 CSC.0011	U	Roads	2,658,000.00	2,400.00	13,149.00		15,549.00	2,642,451.00
Normanton-Burketown Seal Project 13 CSC.0016.14	U	Roads	745,000.00					
WIP - Roads to Recovery			3,640,000.00					
Normanton-Burketown Rd 2019.2020	R	Roads	1,820,000.00	1,820,086.77	25,816.22		1,845,902.99	1,794,097.01
Normanton-Burketown Rd 2020.2021	R	Roads	1,820,000.00	-	17,846.19		17,846.19	1,802,153.81
WIP - Water Maintenance			6,387,000.00					
Normanton Water Treatment Plant Upgrade	U	Water	1,000,000.00	-	340,091.82		1,555,131.74	4,431,868.26
W4Q COVID - Yappar Street Valve Replacement	R	Water	80,000		107,680.57		107,680.57	892,319.43
W4Q COVID - Normanton Water Filter Refurbishment PH	R	Water	200,000					
W4Q COVID - Recooing of Reservoir	R	Water	120,000					
Glenore Weir Scouring	R	Water	-	-	35,150.00		35,150.00	-35,150.00
Glenore Weir Recrification	R	Water	3,917,000.00	1,162,761.23	86,539.51		1,249,300.74	2,667,699.26
Raw Water Irrigation	R	Water	945,000.00	44,033.12	30,363.88		74,397.00	870,603.00
School Dam Water / Family Precinct	R	Water	-	5,720.00			5,720.00	-5,720.00
Office - Normanton WTP	R	Water	125,000.00	2,525.47	80,357.86		82,883.33	42,116.67

	Type	Category	Capital Budget	Brought Forward	2020/2021 CapEx	Capitalisations	31 October TOTAL Spent	Funds Available
WIP - Sewerage Maintenance								
Nin Sewerage Treatment Plant Effluent Irrigation	R	Sewerage	822,000.00	49,480.00	134,948.35		184,428.35	-123,720.38
Sewerage QRA Betterment Program	R	Sewerage		-	8,628.79		8,628.79	-8,628.79
De-sludging of Sewerage Lagoon (NDRP)	U	Sewerage	735,000.00		34,482.27		34,482.27	-34,482.27
W4Q COVID - Normanton STP effluent irrigation replacer	R	Sewerage	20,000.00					
Replace Screw Screen	R	Sewerage		15,752.00			15,752.00	-15,752.00
Office - Karumba STP	R	Sewerage	67,000.00	33,728.00	66,267.85		99,995.85	-32,995.85
Inlet Screen Karumba	N	Sewerage			25,569.44		25,569.44	-25,569.44
WIP - Les Wilson Barra Discovery Centre								
Entertainment Area	N	Buildings	260,000.00	1,111,595.52	194,634.42		1,306,229.94	-6,292.03
Barra Hatchery Upgrade - Phase 2	N	Other		49,661.40	188,206.33		237,867.73	22,132.27
Feasibility Study - Pontoons and Shade	N	Other		164,275.27	5,047.44		169,322.71	-169,322.71
Hatchery Upgrades	N	Other		1,500.00			1,500.00	-1,500.00
Feeding Facility Shade	N	Other		893,697.56			893,697.56	-893,697.56
				2,461.29	1,380.65		3,841.94	-3,841.94
WIP - Hatchery								
Aquaculture Tanks	N	Plant	31,000.00	0.00	31,600.00		31,600.00	1,039,937.91
LRCIP Hatchery Fence	N	Other			31,600.00		31,600.00	-600.00
WIP - Governance								
Solar PV Systems	N	Other	689,000.00	105,790.02	64,977.98		170,768.00	518,232.00
Administration Office Upgrade	R	Buildings	150,000.00	9,000.00	7,694.09		16,694.09	522,305.91
Installation of Solar PV Sites	N	Other		96,790.02	56,454.48		153,244.50	-3,244.50
					829.41		829.41	-829.41
WIP - Cemeteries								
Columbarium	N	Other	0.00	15,500.00	0.00		15,500.00	287,141.40
				15,500.00			15,500.00	-15,500.00
WIP - Sport and Recreation								
Showgrounds Transformer Upgrade	R	Other	62,000.00	21,978.69	0.00		21,978.69	188,129.23
Town Hall PA System	N	Buildings	22,000.00	1,600.00			1,600.00	38,400.00
				20,378.69			20,378.69	1,621.31
WIP - Staff Housing - Normanton								
38 Woodward St	R	Buildings	294,000.00	202,532.73	17,850.21		220,382.94	74,490.86
				28,000.00	17,068.81		28,533.62	-533.62
36 Woodward St	R	Buildings	74,000.00		85.45		85.45	73,914.55
23 Woodward St	R	Buildings	192,000.00	191,067.92	695.95		191,763.87	236.13

	Type	Category	Capital Budget	Brought Forward	2020/2021 CapEx	Capitalisations	31 October TOTAL Spent	Funds Available
WIP - Staff Housing - Karumba			45,000.00	44,563.10	0.00	0.00	44,563.10	436.90
140 Yapper St	R	Buildings	45,000.00	44,563.10	-		44,563.10	436.90
WIP - Landfill / Waste Transfer Station				89,059.33	475.60	0.00	89,534.93	-89,534.93
Stormwater Diversion	R	Other		18,711.60			18,711.60	-18,711.60
Security Cameras - Karumba Transfer Station	N	Other		17,423.00			17,423.00	-17,423.00
CCTV Tower - Karumba Transfer Station	N	Other		52,924.73	475.60		53,400.33	-53,400.33
WIP - Capital				975,240.18	0.00	35,706.69	939,533.49	-939,533.49
Other Brought Forward	R	Other		975,240.18		35,706.69	939,533.49	-939,533.49
ACCOUNT TOTALS			18,222,000	6,061,747	1,328,602	35,707	7,354,642	11,480,165

BUSINESS PAPERS

10.3 2020/2021 OPERATIONAL PLAN 1ST QUARTER REVIEW (SEPTEMBER 2020)

Attachments:	10.3.1. Operational Plan 2020-2021 - Qtr 1 ↓
Author:	Justin Hancock - Director of Corporate Services
Date:	12 November 2020

Key Outcome: 5.1 – Council is maintaining responsible financial and corporate management

Key Strategy: 5.1.6 Council develops, implements and submits all plans and reports as required under legislation and Council's policies.

Executive Summary:

The *Local Government Act 2009* requires that a local government must for each financial year prepare and by resolution adopt an Annual Operational Plan. A report on the Operational Plan is to be prepared and presented to Council on a quarterly basis outlining the year to date progress against key performance indicators for all operational activities.

RECOMMENDATION:

That Council accepts the first quarter review of the 2020 – 2021 Annual Operational Plan as of September 2020.

Background:

The Operational Plan is an annual document which outlines activities and actions Council will undertake for the financial year in accordance with the adopted Budget. S174 of the Local Government Regulation 2012 requires Council to “*prepare and adopt an annual operational plan for each financial year*”.

S174 of the Local Government Regulation 2012 also states that “*The chief executive officer must present a written assessment of the local government's progress towards implementing the annual operational plan at meetings of the local government held at regular intervals of not more than 3 months.*”

In line with S174, Council has elected to undertake a review as follows: 1st quarter (September 2020), 2nd quarter (December 2020) 3rd quarter (March 2021) and 4th Quarter (June 2021).

Consultation (Internal/External):

- Chief Executive Officer – Mark Crawley
- Executive Leadership Team

Legal Implications:

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

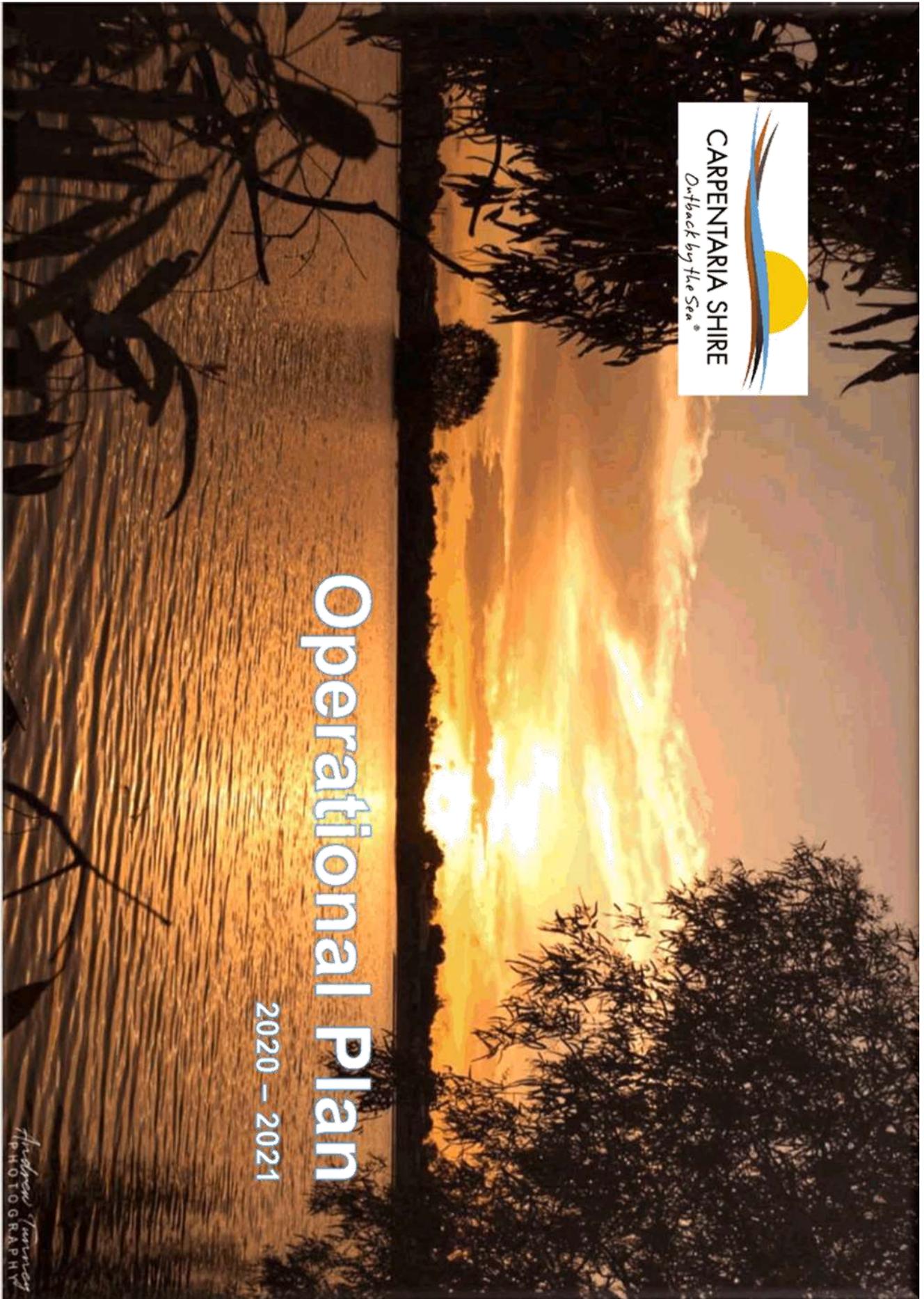
Financial and Resource Implications:

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

BUSINESS PAPERS

Risk Management Implications:

- Risks are within normal operational parameters.



Introduction

The Operational Plan is part of the important strategic documents in relation to the Integrated Planning Framework that Council operates within under legislation. The Operational Plan is a requirement under the Local Government Regulation 2012 and this plan has been prepared in accordance with those requirements.

The Operational Plan must –

- a) Be consistent with the annual budget; and
- b) State how the local government will-
 - i. Progress the implementation of the 5-year corporate plan during the period of the annual operational plan; and
 - ii. Manage operational risks; and
- c) Include an annual performance plan for each commercial business unit of the local government.

a) Consistent with the Annual Budget

In accordance with the *Local Government Regulation 2012*, Council's Budget 2020-2021 was developed in accordance with, and is directly aligned to, the Operational Plan 2020-2021.

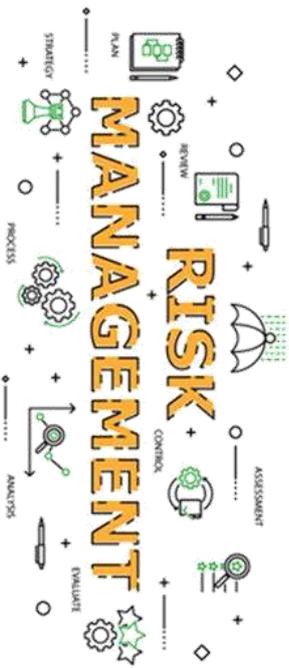
b) (i) Progress the implementation of the Corporate Plan

The Operational Plan focuses specifically on the Key Strategic Themes identified in the Corporate Plan and not the day to day delivery of other services, activities and programs, but seeks to highlight the planned actions and activities for the year that will further advance Council's Key Strategic Themes of:-

- Culture
- Community
- Natural Environment
- Built Environment
- Infrastructure and Asset Management
- Economy
- Governance
- Innovation and Technology

b) (ii) Managing Operational Risk

Carpentaria Shire Council has adopted a comprehensive Risk Management Framework which details how the organisation manages its risks. Council and the Executive Leadership Team are committed to the management of risk through entrenching appropriate enterprise risk management strategies to identify, treat and monitor organisational risks whilst ensuring maximisation of opportunities. Council monitors its strategic and operational risks on a continual basis through the Audit, Risk and Business Improvement Committee.



WORKPLACE HEALTH AND SAFETY

Council is committed to providing a safe, healthy and productive working environment for our workers, contractors and visitors to the workplace. Council's commitment is met through the conduct of regular toolbox meetings and compliance with Worksafe Plan. Adopting and promoting the provisions of the Work Health and Safety Act 2011 and its associated Regulations, Code and Standards is paramount, together with significant importance placed on the areas of hazard/risk management, injury prevention strategies and a focus of continual improvement will ensure WH&S plans are achieved.

c) Annual Performance Plan for Commercial Business Units

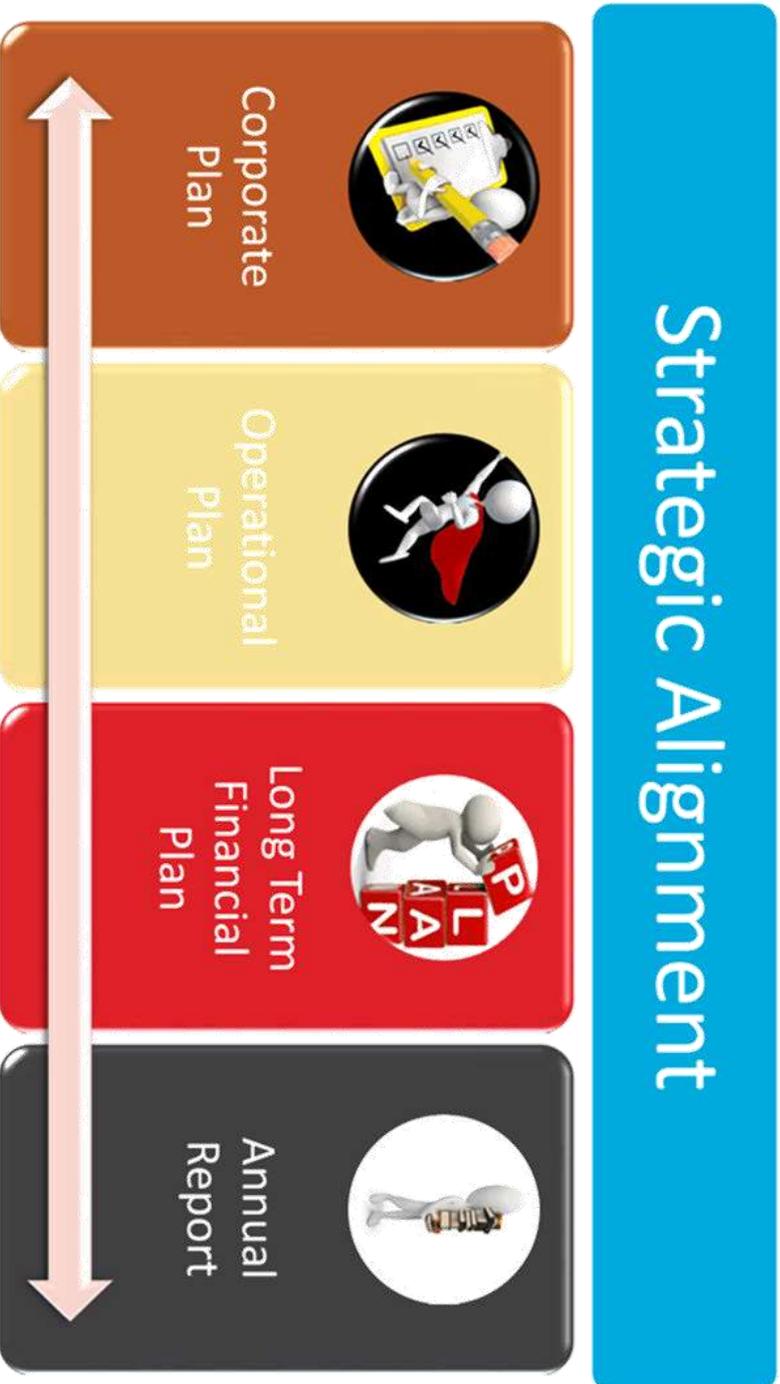
At the commencement of the 2020-2021 financial year, Carpentaria Shire Council did not have any commercial business units, however Council will reassess legislative criteria and make a determination as required.

Performance Reporting

The Operational Plan 2020-2021 will serve as the foundation for regular quarterly reporting of organisational progress of short and long term objectives. Furthermore, Council will conduct statutory annual reviews of organisational performance and report the results in an annual report.

Strategic Framework

The Operational Plan translates the Key Strategic Themes set out in our five-year Corporate Plan into key initiatives to be undertaken throughout the Financial Year. Our performance is reported each quarter by the Chief Executive Officer in a report to the Council and Community. At year end an Annual Review against the Corporate Plan is prepared by the Chief Executive Officer and reported in the Annual Report.



Operational Plan 2020-2021

Function	Programme	Service
Culture	Human Resource Management	Recruitment & Selection
		Learning & Development
		Performance Management
		Industrial Relations
		Workplace Health & Safety
Community	Arts & Culture	RADF / Galleries
		Community Development
		Community Health
		Community Infrastructure
		Community Services
	Disaster Management	Preparedness
		Emergency Response / Recovery
		Sport & Recreation
		Sports Grounds
		Swimming Pools
		Sports Centres
		Parks & Open Spaces
		Natural Environment
		Bio-security
		Natural Resource Management
	Environmentally Relevant Activities	Pest and Weed Management
		Sewerage
		Waste Management
		Quarries
Built Environment	Town Planning	
		Engineering Services
		Operations
		Fleet & Plant

Operational Plan 2020-2021

Function	Programme	Service
Infrastructure and Asset Management	Infrastructure	Roads
	Asset Management	Water Supply
Economy	Economic Development	
	Tourism	Visitor Information
	Regional Development	
Governance	Administration	Complaints Management
		Records Management
		Local Laws
	Executive Services	Customer Service
	Financial Management	Member Services
		Community Engagement
		Procurement
		Accounts
	Risk Management	
	Organisational Development	
Innovation and Technology		Website

Operational Plan 2020-2021

1 Culture

Corporate Outcomes		Strategic Actions	
1.1 Responsive and effective service delivery	1.1.1	Foster appropriate corporate culture that aligns with Council's Mission, Values and Behaviours.	
	1.1.2	Develop and maintain healthy and safe working conditions and regularly review workplace health and safety practices.	
	1.1.3	Deliver professional development opportunities and pathways for all employees.	
	1.1.4	Support business operations with effective workforce planning including recognising emerging technologies and transitioning employment opportunities.	
	1.1.5	Attract and retain a skilled workforce through implementation of contemporary human resource practices and organisation development.	

Program	Service	Link	Key Initiative 2020-2021	Performance Measure	Budget	% Complete	Status Commentary	RO
Human Resource Management	Performance Management	1.1.1	<ul style="list-style-type: none"> Development and implementation of a performance management system that provides feedback for all employees in regard to job performance and satisfaction. 	<ul style="list-style-type: none"> Performance Management for all staff in place by 30 March 2021 				MHR
		1.1.3	<ul style="list-style-type: none"> Development of a training calendar which promoted and creates an environment for career pathways and multi-skilling opportunities 	<ul style="list-style-type: none"> All training programs identified in the training calendar are undertaken with 95% attendance 	\$130,000			MHR

Operational Plan 2020-2021

Program	Service	Link	Key Initiative 2020-2021	Performance Measure	Budget	% Complete	Status Commentary	RO
	Recruitment & Selection	1.1.4	<ul style="list-style-type: none"> Undertake a Review of Payroll processes and Employment Entitlements Application for apprentice and trainee positions for the 2020-2021 intake, with a focus on enhancing local employment 	<ul style="list-style-type: none"> Review to be undertaken and report provided - 30 September 20 Successful filling of positions funded under the program 			Review to be undertaken following the transition to the new Payroll Version Apprentice and Trainee positions advertised	CEO MHR
	Industrial Relations	1.1.5	<ul style="list-style-type: none"> Continue with open and fair enterprise bargaining negotiations Provide a standard of employee housing that encourages a stable workforce 	<ul style="list-style-type: none"> Enterprise bargaining completed before the end of calendar year 			Enterprise Bargaining negotiations are on-going	CEO MHR
	Workplace Health & Safety	1.1.2	<ul style="list-style-type: none"> Maintain compliant and effective Occupational Health & Safety Plan Implement Annual WHS Management through Quarterly Action Plans Undertake a review of the camp accommodation standard for operational works staff. With a focus on a safe and comfortable work environment. 	<ul style="list-style-type: none"> Audit results must always remain above the 70% threshold Quarterly Action Plans are presented to the CEO at the end of each quarter Review undertaken and trial of new accommodation to be undertaken in 2021. 				MHR DOE

Operational Plan 2020-2021

2 COMMUNITY

Corporate Outcomes		Strategic Actions	
2.1 A creative, educated community	2.1.1	Identify and promote opportunities for arts, cultural expression and the development of creative industries.	
	2.1.2	Ensure cultural facilities and programming meets the needs of the community and regional development.	
	2.1.3	Provide contemporary library facilities and services across the region to meet the needs of the community.	
2.2 An active and healthy community	2.2.1	Plan and provide an integrated and accessible network of open space.	
	2.2.2	Plan and provide facilities and programs that enable participation in sport and recreation.	
	2.2.3	Establish partnerships with stakeholders to increase opportunity for participation in sport, recreation and community activity.	
2.3 A safe, sustainable and resilient community	2.3.1	Maintain and improve health standards including food safety, immunisation and public health.	
	2.3.2	Maintain and improve environmental standards including animal and pest management.	
	2.3.3	Improve community safety through design, information and programs.	
	2.3.4	Enhance disaster management preparedness and capability in collaboration with the community.	
	2.3.5	Develop and implement effective community information and education programs in collaboration with key community stakeholders.	
2.4 A connected and inclusive community	2.4.1	Build social capital through provision of accessible community infrastructure and programs.	
	2.4.2	Provide equitable access to and advocate for a range of services, programs and facilities to address disadvantage and foster inclusion.	

Program	Service	Link	Key Initiative 2020-2021	Performance Measure	Budget	% Complete	Status Commentary	RO
Community Development	Arts & Culture	2.1.1	<ul style="list-style-type: none"> Seek grants for arts and cultural activities and facility development Support Regional Arts Development Fund (RADF) initiatives 	<ul style="list-style-type: none"> 90% success rate on grant applications submitted 100% of RADF grant expended 	\$30,000			MECD

Operational Plan 2020-2021

Program	Service	Link	Key Initiative 2020-2021	Performance Measure	Budget	% Complete	Status Commentary	RO
	Cultural Heritage	2.1.2	<ul style="list-style-type: none"> Identify cultural and natural heritage assets of the shire Work with traditional owners and local indigenous groups to identify and preserve significant sites Seek funding to implement opportunities identified in the cultural heritage plan 	<ul style="list-style-type: none"> All assets identified are maintained in a database All significant sites are captured and supervised significance to limit disturbance 100% of funding opportunities pursued 		10%	Aboriginal Cultural Heritage Policy reviewed and updated in February 2020.	DCS
	Events	2.4.1	<ul style="list-style-type: none"> Recognise community achievements through continued celebration of Anzac and Australia Day celebrations Development of an Events Calendar in consult with others 	<ul style="list-style-type: none"> Community events planned and run by Council have a good attendance rate 5% clash rate for events on similar weekends as other Council areas 	\$86,000			MECD
	Employment	2.4.1	<ul style="list-style-type: none"> Review the projects listing established to support employment opportunities and attracts funding within the Shire Invitation to local residents for access to 	<ul style="list-style-type: none"> Undertake quarterly reviews of establish project listing and pursue 100% of funding opportunities available. 				ALL

Operational Plan 2020-2021

Program	Service	Link	Key Initiative 2020-2021	Performance Measure	Budget	% Complete	Status Commentary	RO
			<ul style="list-style-type: none"> Council training opportunities Conduct Vendor Panel training sessions for local business to promote access to electronic Council tender/quotations Identify trades and service shortages currently within the Shire and greater Gulf region. 	<ul style="list-style-type: none"> All appropriate training programs open to members of the public Two separate sessions conducted during the financial year. 				
		2.3.5	<ul style="list-style-type: none"> Help develop community awareness of new technologies and digital applications Establish a community conference/ meeting facility. 	<ul style="list-style-type: none"> Information session arranged through representatives of the Department. Seek funding to support a community conference/ meeting facility. 		10%	Ongoing – Hardware is currently being assessed to identify what will best suite the communities needs.	DCS
	Services	2.4.2	<ul style="list-style-type: none"> Implement renewable energy initiatives identified as part of the Energy Management Plan. Complete the extension of fibre optic cable from Normanton to Karumba and advocate for 	<ul style="list-style-type: none"> Undertake a tender for the installation of Solar PV Units. Project completed in accordance with funding guidelines by 30 September 2020 	\$539,000	25%	Tender to be awarded in November 2020, with works to be completed by 30 June 2021.	CEO DCS
			<ul style="list-style-type: none"> Complete the extension of fibre optic cable from Normanton to Karumba and advocate for 	<ul style="list-style-type: none"> Project completed in accordance with funding guidelines by 30 September 2020 	\$2.49M	100%	Works completed in September 2020.	

Operational Plan 2020-2021

Program	Service	Link	Key Initiative 2020-2021	Performance Measure	Budget	% Complete	Status Commentary	RO
Community Resilience	Disaster Management	2.3.4	<ul style="list-style-type: none"> Maintain a current Local Disaster Management Plan Provide ongoing training for all LDMG members Advocate for, and develop aerodrome facilities that enhance RFDS access to remote areas of the shire 	<ul style="list-style-type: none"> Monitor Department of Innovation website and pass on opportunities for the community Plan reviewed and endorsed by Council & LDMG – December 20 90% attendance at training session for members and LDMG Applications completed for funding to improve facilities as they are announced 			<p>Some minor changes have been identified for inclusion in the LDMP</p> <p>Training to be arranged for the LDMG Members, Councillors and staff in accordance with training requirements</p> <p>Funding approved for new facility in 2020-2021</p>	CEO
	Emergency Response		<ul style="list-style-type: none"> Support and provide funding and resources to Shire emergency services groups Promote recruitment of volunteers to the Rural Fire Service and State Emergency Services Development of a business case for a new emergency services centre to 	<ul style="list-style-type: none"> 100% of available grant funds expended in accordance with criteria Call for volunteers completed prior to wet season. Second round called prior to 30 June 2021. 		<p>25%</p> <p>50%</p> <p>100%</p>	<p>Grants are monitored to ensure they are completed in accordance with approvals</p> <p>New SES Controller appointed recently. May assist with attraction of new volunteers</p> <p>Funding secured for a new Disaster Command Centre.</p>	DCS CEO

Operational Plan 2020-2021

Program	Service	Link	Key Initiative 2020-2021	Performance Measure	Budget	% Complete	Status Commentary	RO
			<ul style="list-style-type: none"> support SES, Rural Fire and Emergency Services throughout disaster events. Installation of additional telecommunication towers on the Norman River to help support resupply operations during disaster events. 	<ul style="list-style-type: none"> Finalise designs and source funding for a new emergency services centre. Project completed in accordance with funding guidelines by 31 December 2020 	\$85,000	25%	Preliminary designs complete, to be installed in first quarter of 2021.	

Operational Plan 2020-2021

Program	Service	Link	Key Initiative 2020-2021	Performance Measure	Budget	% Complete	Status Commentary	RO
Community Wellbeing	Health	2.3.1	<ul style="list-style-type: none"> Advocate for appropriate health needs and community expectations to services providers Advocate for essential Government services to be retained and/or provided to cater for communities needs Advocate to improve health outcomes through regional networks Provide information, education and training regarding public health issues and compliance 	<ul style="list-style-type: none"> Advocacy Action Plan developed by 30 December 2020 identifying the advocacy actions to be undertaken by the Council during the financial year 				MECD
		2.3.2	<ul style="list-style-type: none"> Provide measures to eradicate vermin and insect epidemics Implement strategies to improve public awareness of Singapore Ants. 	<ul style="list-style-type: none"> Immediate call to action when identified within the Shire Undertake two community awareness campaigns during the financial year 	\$96,000	25%	1080 Baiting program has been delivered on schedule, currently developing plans for Singapore Ant treatment in June/ October 2021. DAF assisting in the development of a Singapore Ant information flyer.	DCS MECD
	Sport & Recreation	2.2.2	<ul style="list-style-type: none"> Complete upgrades to the John Henry Oval to support the development and ongoing operations of Sports and Recreation groups 	<ul style="list-style-type: none"> Project completed in accordance with funding guidelines by 30 June 2021 	\$1M			MECD

Operational Plan 2020-2021

Program	Service	Link	Key Initiative 2020-2021	Performance Measure	Budget	% Complete	Status Commentary	RO
		2.2.3	<ul style="list-style-type: none"> Conduct an awareness session for current and new community groups that promotes good practice for events and maintenance of their infrastructure. 	<ul style="list-style-type: none"> Session conducted in conjunction with State Department of Sport and Recreation before 31 December 2020 				MECD
	Parks & Open Spaces	2.2.1	<ul style="list-style-type: none"> Seek funding to develop a plan for the staged development of parks, gardens and streetscapes using low maintenance and water efficient plant species and designs, taking into account the individuality of each community 	<ul style="list-style-type: none"> Funding sought through next stage of Maturing the Infrastructure Pipeline Program (when released) 				MECD
	Youth	2.4.1	<ul style="list-style-type: none"> Development of a series of programs for young people in consultation with Inter Agency Group. Seek funding for the development of a 5 year Youth Strategy. 	<ul style="list-style-type: none"> Two new initiatives developed for youth in reporting period Dependent on success of sourcing grant funding 			This has been stalled due to COVID-19. However some work continues in this space.	MECD CEO

Operational Plan 2020-2021

3 Natural Environment

Corporate Outcomes	Strategic Actions
3.1 Green spaces, natural areas and natural resources are protected and well managed	3.1.1 Plan and manage open space, parkland and natural areas to eradicate pests and noxious weeds and promote biodiversity, water quality and community use.

Program	Service	Link	Key Initiative 2020-2021	Performance Measure	Budget	% Complete	Status Commentary	RO
Bio-security	Pest Management	3.1.1	<ul style="list-style-type: none"> Manage noxious weeds, pest animals (in particular wild dogs) and disease in the shire in accordance with the Shire Biosecurity Plan Through the NWQROC and regional NRM groups seek regional cooperation to establish stronger compliance measure to control pest plants and animals and other biologicals 	<ul style="list-style-type: none"> Implement measures to control noxious weeds and pest animals in accordance with Councils Biosecurity Plan. Active participation in meetings to ensure a successful approach to controlling pests on a Regional basis 	\$105,000	25%	1080 Baiting program delivered, currently developing plans to undertake weed management program in the Normanton and Karumba townships in early 2021.	DCS
Natural Resource Management		3.1.1	<ul style="list-style-type: none"> Finalise phases 3 – 6 of the Coastal Hazard Adaptation Study Develop a business case incorporating recreational use (Rock Pool) for the foreshore at Karumba Make representations regarding land use 	<ul style="list-style-type: none"> Project completed in accordance with funding guidelines by 30 June 2021 Planning & Business Case completed for the development of Rock Pool – 	\$200,000		CHAS is progressing well. Work has commenced on Phase six and an application has been submitted for consideration for funding phases seven and eight.	CEO

Operational Plan 2020-2021

			<ul style="list-style-type: none"> management issues on behalf of shire residents, as required 	<ul style="list-style-type: none"> Karumba by 30 April 2021 95% attendance at meetings called specific to land use management 				<ul style="list-style-type: none"> Seek funding for phases 7-8 of the Coastal Hazard Adaption Study. Manage the impacts on environment in the vicinity of Karumba foreshore by storm and tide. 	<ul style="list-style-type: none"> Completion of CHAS on announcement of funding Implement recommendations from CHAS phases 3-6 			<ul style="list-style-type: none"> Funding sought, currently with LGAQ for consideration 	<ul style="list-style-type: none"> CEO 	
		3.1.1								<ul style="list-style-type: none"> As recommendations are received these are being factored into operations as required. 				

4 Built Environment

Corporate Outcomes		Strategic Actions	
4.1 Sustainable urban and rural development	4.1.1 Ensure development accords with Carpentaria Shire Council's planning scheme, planning instruments, codes and legislation	4.1.1	
4.2 A safe, equitable and integrated transport system	4.2.1 Implement an integrated and accessible transport system for the region, including a safe walking and cycling network.	4.2.1	

Program	Service	Link	Key Initiative 2020-2021	Performance Measure	Budget	% Complete	Status Commentary	RO
Planning & Development	Town Planning	4.1.1	<ul style="list-style-type: none"> Maintain a planning scheme in accordance with the requirements of the <i>Planning Act 2016</i> Establish resource sharing opportunities for development assessment Develop and implement a strategy to regularise land use tenure Development of an electronic Property Based Data System 	<ul style="list-style-type: none"> Ensure the Planning Scheme is 100% compliant with requirements in legislation Other member Councils within ROC prepared to consider Strategy complete by 30 March 2021 Implementation of a property based records management system within Magliq 	\$112,000			DOE ENG
	Land Use Management		<ul style="list-style-type: none"> Review land use tenure in consult with State Government as part of ILUA negotiations 	<ul style="list-style-type: none"> Discussions are concluded and land use determined by end of reporting period 30 June 2021 				DOE

Operational Plan 2020-2021

	Transport System	4.2.1	<ul style="list-style-type: none"> ▪ Seek funding to prepare business case for development in stages for Karumba foreshore. ▪ Seek funding for development of Karumba foreshore 	<ul style="list-style-type: none"> ▪ Dependent on success and funding applications ▪ Dependent on success of funding applications 					DOE
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5 INFRASTRUCTURE AND ASSET MANAGEMENT

Corporate Outcomes		Strategic Actions	
5.1 Integrated and timely provision and management of sustainable infrastructure and assets		5.1.1 Develop a Strategic Infrastructure and Asset Management Plan to guide the provision, maintenance, decommissioning, replacement and enhancement of Council assets and infrastructure.	
		5.1.2 Ensure the provision and management of infrastructure and assets meet the needs and priorities of Council, the community and industry.	
		5.1.3 Plan and implement urban improvement works which enhance local character and identity, conserve and improve the region's streetscapes and provide iconic parkland.	
5.2 A safe and sustainable road network		5.2.1 Plan and deliver a safe, sustainable and efficient road network.	
		5.2.2 Plan and deliver safe and effective stormwater management outcomes and a flood resilient region.	
		5.2.3 Plan and deliver safe, sustainable and efficient airports and aerodrome services.	
5.3 A safe and sustainable water network.		5.3.1 Plan, deliver and manage efficient and sustainable, high quality, water supply systems	
		5.3.2 Advance water use efficiency and water cycle innovation throughout the region.	
		5.4.1 Plan, deliver and manage efficient and sustainable waste and resource management services.	
5.4 Sustainable waste management		5.4.2 Plan and deliver an integrated waste infrastructure network.	
		5.4.3 Minimise the impacts of waste generation through modified consumer behaviour, effective recycling infrastructure and practices, and the reduction of emissions from landfill.	
		5.5.1 Plan, deliver and manage a high quality sewerage network and treatment facilities.	
5.5 A sustainable sewerage network		5.5.2 Effective and efficient use of recycled water.	

Program	Service	Link	Key Initiative 2020-2021	Performance Measure	Budget	% Complete	Status Commentary	RO
Engineering Services	Technical Support	5.1.1	<ul style="list-style-type: none"> Develop and implement AMP for Building and Road Assets in partnership with elected members 	<ul style="list-style-type: none"> Individual asset class plans reviewed and completed 30/06/2021 	\$115,000			DOE

Operational Plan 2020-2021

Program	Service	Link	Key Initiative 2020-2021	Performance Measure	Budget	% Complete	Status Commentary	RO
			<ul style="list-style-type: none"> Engage and manage resources to effectively manage council building assets Develop and implement Quality Assurance system across all works operations Develop harmonious working relationships with landholders in conjunction with infrastructure works Develop and implement protocols to ensure that all stakeholder interests are observed 	<ul style="list-style-type: none"> Development of a maintenance schedule for building maintenance by 30 September 2020 Quality Assurance System commenced prior to 31 December 2020 Procedure for engaging with landowners along the transport/road corridor developed Community consultation is undertaken prior to major changes to the 3-5 year program 				
		5.1.3	<ul style="list-style-type: none"> Develop and maintain a shire and state road infrastructure plan that identifies a 3-5 year schedule of designed projects Document scope of works for forward programed works 	<ul style="list-style-type: none"> 3-5 year schedule presented to Council with Budget. Updated at regular intervals with funding 100% of future works is well document and 				DOE

Operational Plan 2020-2021

Program	Service	Link	Key Initiative 2020-2021	Performance Measure	Budget	% Complete	Status Commentary	RO
Infrastructure	Roads	5.1.2	<ul style="list-style-type: none"> Advocate on behalf of the community and the region to State and Federal Governments regarding transport and roads matters Raise the profile of road network through Regional Organisation of Councils (FNQROC & NWQROC) Identify road infrastructure to support tourism in Normanton 	<ul style="list-style-type: none"> Advocacy Action Plan developed by 30 December 2020 identifying the advocacy actions to be undertaken by the Council during the financial year Identify potential off street parking in Normanton to support Camper Van/ Trailer parking. 				DOE
		5.2.1	<ul style="list-style-type: none"> Undertake a detailed assessment and determination of the Levels of Service requirements for each road Identification and asset inventory of all LRRS roads within the Shire Undertake a gap analysis of the Level of Service of existing infrastructure Undertake a review of the maintenance requirements for the existing infrastructure 	<ul style="list-style-type: none"> Completed as part of MIPP2 funded program (7.4 – Carpentaria Road Network) Completed as part of MIPP2 funded program (7.4) Completed as part of MIPP2 funded program (7.4) Completed as part of MIPP2 	\$120,000 (combined)			DOE

Operational Plan 2020-2021

Program	Service	Link	Key Initiative 2020-2021	Performance Measure	Budget	% Complete	Status Commentary	RO
			<ul style="list-style-type: none"> Identification and prioritisation of capital infrastructure projects required to raise the level of service of each road to meet its adopted Level of Service Undertake a review of the life cycle costs of the LRRS roads Undertake a detailed review of the materials required for the upgrade and maintenance of these assets with emphasis on base course sourcing and cost optimisations Develop costs estimates for both upgrade projects and maintenance requirements on all aspects of the life cycle costs of a road asset and consider upgrade requirements Assess and make recommended changes of the main intersection from a T intersection into a roundabout to reduce congestion at the Karumba Point intersection 	<ul style="list-style-type: none"> funded program (7.4) Completed as part of MIPP2 funded program (7.4) Completed as part of MIPP2 funded program (7.4) Completed as part of MIPP2 funded program (7.4) 	\$120,000 (combined)		MIPP2 funding used to business case and design raw water irrigation project.	MWW
	Water Supply	5.3.1	<ul style="list-style-type: none"> Provision of recommendations including design of 	<ul style="list-style-type: none"> Completed as part of MIPP2 				

Operational Plan 2020-2021

Program	Service	Link	Key Initiative 2020-2021	Performance Measure	Budget	% Complete	Status Commentary	RO
			<ul style="list-style-type: none"> upgrades to water reticulation as required in Karumba Manage water supply schemes in accordance with Council's TMP and implement water use restriction trigger point signage Provide safe and reliable potable water supplies in accordance with the Australian Drinking Water Standards Ensure the community's water security needs are met by continuing to monitor the capacity in water storages Implement energy efficiencies in delivery and treatment of water supply 	<ul style="list-style-type: none"> funded program (7.1) All variations to operations outside TMP are reported to Councilors within 12 hours of discovery All variance to water quality is reported to Councilors within 12 hours of occurrences Water levels are reported to Councilors within 12 hours of need to amend restrictions Project completed in accordance with funding guidelines by 31 December 2020 	<ul style="list-style-type: none"> \$120,000 (combined) 	<ul style="list-style-type: none"> 25% 25% 25% 25% 	<ul style="list-style-type: none"> Karumba town planning to be done by others. 25% of the year completed 25% of the year completed 25% of the year completed 	
		5.3.2	<ul style="list-style-type: none"> Continue community education on responsible water usage Investigate the implementation of a 2 part tariff system for water charging in Normanton and Karumba 	<ul style="list-style-type: none"> Two separate education programs during financial year Review undertaken and report provided 		<ul style="list-style-type: none"> 20% 10% 	<ul style="list-style-type: none"> Continual reminders through social media and websites. Discussions taking place with consultants for full utility rates review. 	MWW/MFAA

Operational Plan 2020-2021

Program	Service	Link	Key Initiative 2020-2021	Performance Measure	Budget	% Complete	Status Commentary	RO
Environmentally Relevant Activities	Sewerage	5.5.1	<ul style="list-style-type: none"> Investigate current water use and large business water v raw water irrigation opportunities Design a raw water irrigation network to reduce demand of treated water Undertake a cost benefit analysis of the project Undertake a whole of life costs assessment to determine appropriate staging 	<ul style="list-style-type: none"> to Council by 31 December 2020 Completed as part of MIPP2 funded program (7.2) 	<ul style="list-style-type: none"> Completed as part of MIPP2 funded program (7.2) 	<ul style="list-style-type: none"> 100% 100% 100% 	<ul style="list-style-type: none"> Completed as part of the raw water irrigation project. Raw water irrigation network has been designed. Complete 	MWW
				<ul style="list-style-type: none"> Completed as part of MIPP2 funded program (7.2) 				
		5.1.2	<ul style="list-style-type: none"> Design of a footpath network extending the existing infrastructure to form a walking circuit around Normanton and linking all tourist sites 	<ul style="list-style-type: none"> Completed as part of MIPP2 funded program (7.3) 	<ul style="list-style-type: none"> \$120,000 (combined) 	<ul style="list-style-type: none"> 10% 	<ul style="list-style-type: none"> Discussions with consultant Project Manager on how best to proceed with process. 	DOE
			<ul style="list-style-type: none"> Provision of recommendations including design of upgrades to sewer reticulation as required in Karumba Manage sewerage treatment scheme in accordance with EPA guidelines 	<ul style="list-style-type: none"> Completed as part of MIPP2 funded program (7.1) All variations to operations outside guidelines are reported to Councilors within 12 hours of notification 	<ul style="list-style-type: none"> \$120,000 (combined) 	<ul style="list-style-type: none"> 25% 	<ul style="list-style-type: none"> 25% of year complete 	

Operational Plan 2020-2021

Program	Service	Link	Key Initiative 2020-2021	Performance Measure	Budget	% Complete	Status Commentary	RO
	Waste Management	5.4.1	<ul style="list-style-type: none"> Manage waste facilities in accordance with EPA guidelines Investigate the feasibility of commencing a regular tyre recycling program. 	<ul style="list-style-type: none"> All variations to operations outside guidelines are reported to Councilors within 12 hours of notification Undertake tyre recycling under current program and investigate the feasibility for future programs 		25%	25% of the year completed	MWW
	Quarries	5.4.3	<ul style="list-style-type: none"> Investigate the feasibility of installing environmentally compliant incinerator at council transfer stations and landfills Implementation of systems that ensure quarry operations are managed in accordance with EPA guidelines Identify and map existing quarries and borrow pits Undertake a material quality assessment of all private and council operated quarry materials. 	<ul style="list-style-type: none"> All quarry operations are conducted in accordance with plans developed for that purpose 100% of quarry and borrow pits have Planning Approval All materials are tested to ensure the quarry materials are suitable for use 		85%	Feasibility study completed. Will need to report to Council in future months.	MWW
								DOE

Operational Plan 2020-2021

6 Economy

Corporate Outcomes		Strategic Actions	
6.1 A strong and diverse economy	6.1.1	In partnership promote the region by supporting the growth of new and existing businesses.	
	6.1.2	Ensure planning and infrastructure supports future economic growth.	
	6.1.3	Plan and support local economic development	
	6.1.4	Promote and develop Carpentaria shire as a unique destination and to manage tourism in a sustainable way	

Program	Service	Link	Key Initiative 2020-2021	Performance Measure	Budget	% Complete	Status Commentary	RO
Economic Development	Regional Development	6.1.1	<ul style="list-style-type: none"> Maintain relationships and memberships of all regional organisations and bodies Investigate opportunities for Regional Development through Gulf Savannah Development (GSD), NWQROC 	<ul style="list-style-type: none"> 100% of memberships maintained with attendance and active participation. 100% attendance at GSD and NWQROC meetings to ensure representation of Carpentaria Shire Council 	\$125,000		<p>Council continues its involvement with all the representative bodies and has representation at meetings and regional events</p> <p>100% attendance at all GSD and NWQROC meetings</p>	CEO DCS
Local Economic Development		6.1.3	<ul style="list-style-type: none"> Finalise the Economic Development Strategy for the Shire that supports other Strategies in the Region Promote community awareness of Council 	<ul style="list-style-type: none"> Strategy completed by 31 December 2020. Consultation with DSDMIP and GSD 5% increase in new local vendors 			EDS adopted by Council at October Meeting	ALL

Operational Plan 2020-2021

Program	Service	Link	Key Initiative 2020-2021	Performance Measure	Budget	% Complete	Status Commentary	RO
	Tourism	6.1.3	<ul style="list-style-type: none"> Establish and expand industry partnerships and distribution channels (Savannah Way, TTNO, TEQ, QTIC, OOTA, Helloworld) 	<ul style="list-style-type: none"> Report Months to Council on Local Spend figures. Conduct an all staff information session following adoption of budget. 				GMT
			<ul style="list-style-type: none"> Strengthen community links and partnerships within the shire and outside 	<ul style="list-style-type: none"> Work with tourism organisations, local and state government, domestic and international wholesalers Develop partnership programmes industry partners and distribution channels Provide accredited Visitor Information Centres Community consultation on a regular basis 				

Operational Plan 2020-2021

Program	Service	Link	Key Initiative 2020-2021	Performance Measure	Budget	% Complete	Status Commentary	RO
		6.1.4	<ul style="list-style-type: none"> Design, deliver and market authentic and genuine hero experiences that will showcase the essence of the Outback by the Sea® Calendar of events with the Outback by the Sea® Festival as the cornerstone 	<ul style="list-style-type: none"> Investigate government and corporate relationships as well as sponsorships Product development Produce a variety of promotional material Actively engage on digital media channels Outback by the Sea Festival, packaged with accommodation options and experiences, including annual Karumba Fishing Competition and opening of the new hatchery and LWBDC entertainment area Develop permanent and traveling art 				GMT

Operational Plan 2020-2021

Program	Service	Link	Key Initiative 2020-2021	Performance Measure	Budget	% Complete	Status Commentary	RO
				<ul style="list-style-type: none"> ▪ exhibitions, including indigenous art ▪ Normanton community events (Rodeo, Ball, Races) 				

Operational Plan 2020-2021

7 Governance

Corporate Outcomes		Strategic Actions	
7.1 A Shire governed in consultation and partnership with the community		7.1.1 Ensure leadership and decision making is transparent, accountable and represents the current and future interests of the region's communities.	
		7.1.2 Implement effective community consultation processes that enable participation, engagement and collaboration	
		7.1.3 Develop and maintain community participation, partnerships and volunteer programs.	
		7.1.4 Implement an effective information and education program to encourage community participation in decision making and build social capital.	
7.2 Responsive and efficient customer service delivery		7.2.1 Continually review and enhance service delivery to ensure Council's responsiveness to customer and community expectations.	
		7.2.2 Work collaboratively across Council to provide effective, efficient and coordinated outcomes.	
		7.2.3 Build a culture of continuous improvement which recognises best practice.	
7.3 Strategic management of Council		7.3.1 Develop and implement local laws, policies, standards and codes in accordance with legislative requirements and ensure compliance.	
		7.3.2 Implement integrated strategic planning approaches across Council, including efficient and effective risk management.	
		7.3.3 Implement sustainable financial management and effective procurement practices.	

Program	Service	Link	Key Initiative 2020-2021	Performance Measure	Budget	% Complete	Status Commentary	RO
Administration	Customer Service	7.2.2	<ul style="list-style-type: none"> Champion a customer service culture for internal and external customers of Council 	<ul style="list-style-type: none"> Undertake monthly reviews of customer service enquiries to ensure Councils Customer Service Charter is in effect. 				MFAA

Operational Plan 2020-2021

Program	Service	Link	Key Initiative 2020-2021	Performance Measure	Budget	% Complete	Status Commentary	RO
	Records Management	7.2.1	<ul style="list-style-type: none"> Ensure Council staff and elected members lead by example to promote a cohesive and respectful culture and strong community values Encourage and foster social cohesion between Council and the community 	<ul style="list-style-type: none"> Number of complaints received from the community through the complaints system are reduced by 25% Conduct a community attitude survey by 30 September 2020 			<p>Community Survey to move to March 2021 due to shortage of resources</p>	MFAA
	Records Management		<ul style="list-style-type: none"> Maintain an accurate records management system that captures all Corporate Correspondence Develop a Records Management Strategy to future proof Council's management of physical and electronic records. 	<ul style="list-style-type: none"> 95% of all corporate records are captured in the Records Management System (Magiq). Records Management Review to be completed by 30 September 2020. 			<p>Records Management Review is now complete. Reimplementation of InfoXpert and review of the council structure is on going. Development of Recordkeeping Policy and Digitisation Policy is in progress.</p>	MFAA

Operational Plan 2020-2021

Program	Service	Link	Key Initiative 2020-2021	Performance Measure	Budget	% Complete	Status Commentary	RO
Executive Services	Community Engagement	7.1.2	<ul style="list-style-type: none"> Council maintains effective communication with the community and the shire's key partners and stakeholders 	<ul style="list-style-type: none"> Include in the community attitude survey to be completed by 30 September 2020 a section on the communication style of Council 				DCS MFAA MECD
	Organisational Development	7.3.1	<ul style="list-style-type: none"> Identify the needs of and opportunities available in each community through annual meetings and regular consultation with community groups Undertake a review of all Policies in use by Council and ensure community access is provided to the policies effecting community members 	<ul style="list-style-type: none"> Conduct a series of community meetings within the towns and at the various locations during the road inspections Policy review is undertaken in relation to all policies to ensure they meet operational, legislative requirements and align with and support the Corporate Plan Review of the Organisational Structure annually as part of the budget process 			<p>Road inspection undertaken in October 2020, priority focus for rural residents is road maintenance.</p> <p>Policy development continues with Consultant. Policies are presented to Council for formal adoption as received and checked.</p>	CEO DCS
			<ul style="list-style-type: none"> Maintain an organisational structure that is effective, efficient 	<ul style="list-style-type: none"> Org Structure to be reviewed following review of the Corporate Plan 				

Operational Plan 2020-2021

Program	Service	Link	Key Initiative 2020-2021	Performance Measure	Budget	% Complete	Status Commentary	RO
			<ul style="list-style-type: none"> and financially responsible Review local laws and related policies in line with the annual budget Implement and maintain a reporting /complaints management system to better manage community and Council expectations and requirements 	<ul style="list-style-type: none"> Appropriate local laws and policies are reviewed annually Review the Complaints Management System to ensure compliance with legislation and Departmental requirements 				
	Risk Management	7.3.2	<ul style="list-style-type: none"> Undertake a review of the enterprise risk management system Undertake a comprehensive review of the corporate and operational risk registers Develop and implement a Footpath inspection program/policy Undertake a Disability Access Audit on Council Facilities. 	<ul style="list-style-type: none"> Review undertaken by 30 March 2021 Review undertaken and presented to Audit and Risk Committee by 31 December 2020 Develop a Footpath Inspection program and present to Council for endorsement by 31 December 2020. 			Planned for review in the new calendar year	ALL
Financial Management	Revenue	7.3.3	<ul style="list-style-type: none"> Capitalise on external revenue sources to 	<ul style="list-style-type: none"> Identify and report to Council on alternative revenue source opportunities 			Rates review is currently in progress.	MFAA SFO

Operational Plan 2020-2021

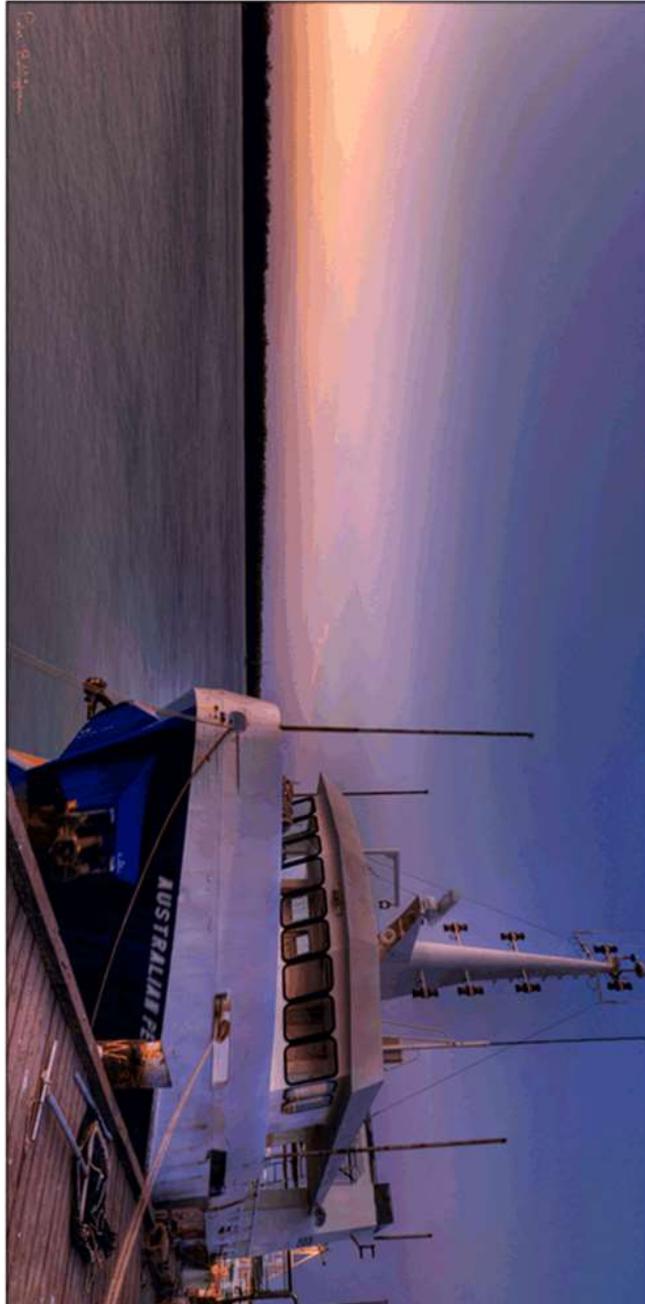
Program	Service	Link	Key Initiative 2020-2021	Performance Measure	Budget	% Complete	Status Commentary	RO
	Financial Planning	7.3.3	<ul style="list-style-type: none"> benefit and enhance the Shire Manage revenue collection from rates, fees, charges and internal sources efficiently and effectively Investigate subsidies, assistance and options available to sustain public transport. Identify and respond to community infrastructure funding opportunities 	<ul style="list-style-type: none"> Undertake a review of the current sources of revenue to ensure compliance with charges Carry out a review of available subsidies for community members and promote 			Asset Revaluation plan to move to December 2020.	MFAA
			<ul style="list-style-type: none"> Development of a 3 year asset revaluation program and asset management plan review program. Undertake a comprehensive review of Councils Investment Policy and develop an investment strategy for Councils united funds. 	<ul style="list-style-type: none"> Develop a plan by 30 September 2020 to undertake asset revaluations and review asset management plans. Review Councils Investment Policy and implement an investment strategy by 31 December 2020. 				

Operational Plan 2020-2021

8 Innovation and Technology

Corporate Outcomes		Strategic Actions	
8.1	Responsive and innovative processes & systems	8.1.1	Implement reliable and contemporary information, knowledge and management systems.
		8.1.2	Identify and implement process and system improvements, facilitating improved decision making.

Program	Service	Link	Key Initiative 2020-2021	Performance Measure	Budget	% Complete	Status Commentary	RO
Administration	Information Technology	8.1.1	<ul style="list-style-type: none"> Investigate and implement system improvement Investigate opportunities to flatten Councils digital network and reduce annual operating expenses 	<ul style="list-style-type: none"> Implementation of a fully electronic payroll system by 30 June 2020. Review Councils Telstra invoices monthly and develop a strategy to streamline Council digital network. 			Implementation of a fully electronic payroll system (Altus Payroll) is scheduled to go live on the 25th of February 2021	MFAA ICT
Human Resource Management	Workplace Health & Safety	8.1.1	<ul style="list-style-type: none"> Improve worker safety through training and awareness Fleet monitor reporting is provided monthly to inform decision making in relation to plant optimisation through vehicle tracking system 	<ul style="list-style-type: none"> 20% reduction in WH&S injuries 90% success rate in reporting. All initiatives identified to increase optimisation are trialled within 2 month of identification 				MHR WHSO



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BUSINESS PAPERS

10.4 EXPRESSIONS OF INTEREST - KARUMBA AIRPORT HANGER LEASE

Attachments:	10.4.1. Karumba Airport Survey Plans ↓ 10.4.2. 34-2020 Expressions of Interest - Lease of part of Karumba Airport land for establishment of hanger ↓ 10.4.3. Karumba Airport EOI Response ↓ 10.4.4. Karumba Airport EOI Response 2 ↓
Author:	Justin Hancock - Director of Corporate Services
Date:	12 November 2020
Key Outcome:	6.1 - A strong and diverse economy
Key Strategy:	6.1.1 In partnership promote the region by supporting the growth of new and existing businesses.

Executive Summary:

Council has undertaken a review of available land at the Karumba Airport to identify land to be used for refuelling and hanger purposes. As a result of community interest received for the establishment of additional hangers at the Karumba Airport, an Expression of Interest was run for community members to nominate their interest to Council.

RECOMMENDATION:

That Council:

1. pursuant to section 236(2) of the Local Government Regulation 2012 to apply the exemption set out in section 236(1)(a) to enter into a lease of land described as 'Lease J' at the Karumba Airport with David Wren;
2. pursuant to section 236(2) of the Local Government Regulation 2012 to apply the exemption set out in section 236(1)(a) to enter into a lease of land described as 'Lease K' at the Karumba Airport with James & Rachel Crozier; and
3. resolves to delegate authority to the Chief Executive Officer to negotiate and finalise the terms of this lease.

Background:

Council is the owner and operator of the Karumba Aerodrome (L48 SP127905), Council has historically approved several Leases at this site for Commercial and Private purposes. In early 2020, Council undertook a review of available land at the Karumba Airport for the establishment for Refuelling and hanger purposes. In line with the attached survey plans, there were 4 sites identified for refueling purposes (Lease M, N, O and P) and 3 sites identified for the establishment of hangers (Lease I, J and K).

An Expression of Interest was released on 25 September 2020 for a period of 3 weeks, closing on 16 October 2020. The EOI was advertised on Council's Facebook page, website and on notice board in Normanton and Karumba. Council received one response requesting for a lease to establish a hanger facility on Lease J.

BUSINESS PAPERS

On 10 November 2020 Council received an enquiry for available land at the Karumba Airport for the establishment of a hanger. The applicant(s), James and Rachel Crozier were advised that in line with the survey plans, there was one available lease area which currently did not have an expression, the applicants therefore asked to express their interest to establish a lease over this area.

Under Section 236 (Exceptions for valuable non-current asset contracts) of the Local Government Regulation 2012, Council may enter into a Lease/ License arrangement as follows:

S236 1(a) - the valuable non-current asset:

- (i) was previously offered for sale by tender or auction but was not sold; and*
- (ii) is sold for more than the highest tender or auction bid that was received.*

S236 1(c) - for the disposal of land or an interest in land:

- (vii) the disposal is of an interest in land that is used as an airport or for related purposes if—*
 - (A) it is in the public interest to dispose of the interest in land without a tender or auction; and*
 - (B) the disposal is otherwise in accordance with sound contracting principles*

Council has previously sought to undertake commercial land valuations on the sites to establish updated market rates, however due to the lack of data available Council were unable to receive updated rates. Therefore, it is recommended that Council continues to charge lease fees in line with re-established sites in Karumba.

It was also established that Council may wish to keep Lease I vacant as to allow for future expansions of the Karumba Airport. Due to current land restriction at the Karumba Airport, Council may wish to acquire unallocated State Land surrounding the Karumba Airport for future expansions. To allow for this to occur Council would need to utilise Lease I as a 'taxi way' to allow aircrafts to move to and from hangers while meeting CASA guidelines regarding encroaching upon the main airstrip. As to ensure Council do not become 'land locked', Council should exclude Lease I from all future lease arrangements.

Consultation (Internal/External):

- Chief Executive Officer – Mark Crawley
- Director of Engineering – Michael Wanrooy

Legal Implications:

- *Local Government Regulation 2012 Section 236*
236 of the Regulation and relevantly include where the valuable non-current asset, which in this case is the disposal of an interest in land:
 - (1) (a) was previously offered for sale by tender or auction but was not sold; and
 - (b) is sold for more than the highest tender or auction bid that was received.
 - (c) (vii) the disposal is of an interest in land that is used as an airport or for a related purpose if-

BUSINESS PAPERS

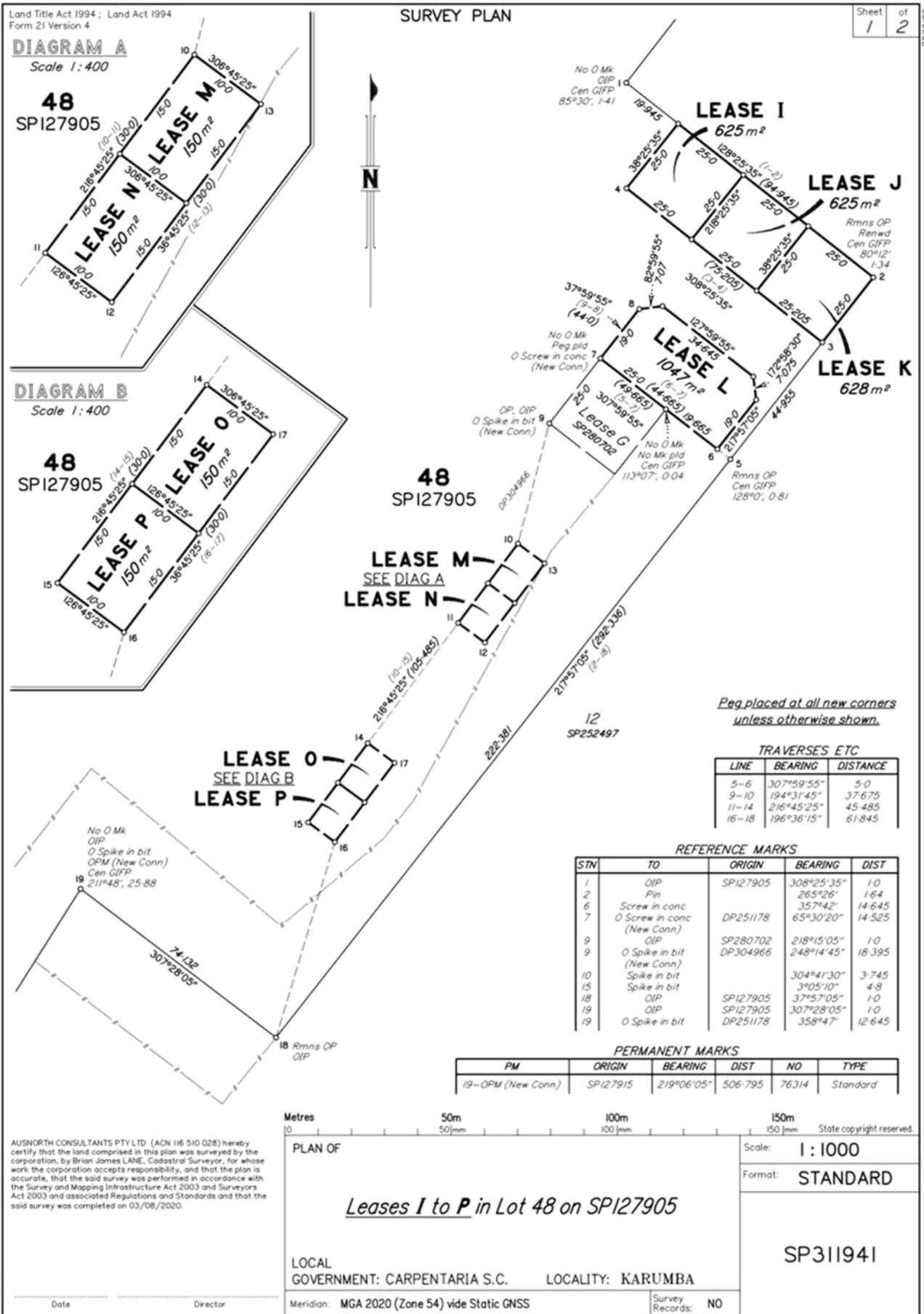
- (A) It is in the public interest to dispose of the interest in land without a tender or suction; and
- (B) The disposal is otherwise in accordance with sound contracting principles.

Financial and Resource Implications:

- Lease payments and expenditure to establish area for non-commercial purpose.

Risk Management Implications:

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



Land Title Act 1994 ; Land Act 1994 Form 21B Version 2		WARNING : Folded or Mutilated Plans will not be accepted. Plans may be rolled. Information may not be placed in the outer margins.		
(Dealing No.)		4 Lodged by <small>(Include address, phone number, reference, and Lodger Code)</small>		
i. Existing		Created		
Title Reference TBA	Description Lot 48 on SP127905	New Lots -	Road -	Secondary Interests Leases I to P
Leases I to P do not affect any other leases registered against CT as at / /2020.				
SURVEY REPORT The objective of Survey Plan SP311941 is to establish the land boundary framework for the management and commercial valuation of a number of proposed Term Leases at the Karumba Airport.				
BOUNDARY REINSTATEMENT REPORT The survey document search has included the following plans in chronological order : SP127905, DP136517, DP139307, DP251178, SP280702 & DP304966. The surround perimeter boundary of the subject allotment have been established & reinstated directly from existing monuments and survey infrastructure with no departures from information already on the Public Record. Upon project completion, long-period Static GNSS measurements were observed for the purposes of enhanced MGA2020 (Zone 54) meridian rotation.				
Lots		Orig		
2. Orig Grant Allocation :		5. Passed & Endorsed : By: Allan Ross TANNOCK Date : Signed : Designation : Accredited Surveyor		
3. References : Dept File : Local Govt : Surveyor : 20054		6. Building Format Plans only. I certify that : * As far as it is practical to determine, no part of the building shown on this plan encroaches onto adjoining lots or road; * Part of the building shown on this plan encroaches onto adjoining * lots and road Cadastral Surveyor/Director * Date *delete words not required		
8. Insert Plan Number		7. Lodgement Fees : Survey Deposit \$ Lodgement \$ New Titles \$ Photocopy \$ Postage \$ TOTAL \$ SP311941		



CARPENTARIA SHIRE

Outback by the Sea[®]

EXPRESSIONS OF INTEREST

Carpentaria Shire Council is inviting expressions of interest for the lease of part of Karumba Airport land for the establishment of a private hanger and sealed landing pad.

Please submit all Expressions of Interest to the Chief Executive Officer by 4:00pm, Friday 16 October 2020.

Mark Crawley
CHIEF EXECUTIVE OFFICER
25 September 2020
34-2020

29-33 Haig Street
PO Box 31
NORMANTON QLD 4890
Ph: 074745 2200



9th September 2020

Mr Jack Bawden
Mayor
Carpentaria Shire Council
mayor@carpentaria.qld.gov.au

Jack

Please refer attached Survey plans for Karumba Airport. Wren Fishing Pty Ltd wish to lease Plot "J". Please advise what is required from me to get the process underway.

Yours sincerely,

A handwritten signature in black ink that reads "David Wren".

David Wren
MANAGING DIRECTOR

WREN FISHING PTY LTD



M: 0439 788 376
E: david@wrengroup.com.au
P: PO Box 407N Cairns North Qld 4870

WRENGROUP
PO BOX 407N CAIRNS NORTH QLD 4870

Justin Hancock

From: Records
Sent: Tuesday, 10 November 2020 4:40 PM
To: Justin Hancock
Subject: FW: Expression of Interest in Leasing Land Karumba Airport

Records
Records & Complaints Coordinator
CARPENTARIA SHIRE COUNCIL
Ph: 07 4745 2219 | Fax: 07 4745 1340
PO Box 31, NORMANTON QLD 4890
records@carpentaria.qld.gov.au
<http://www.carpentaria.qld.gov.au>



Find us on Facebook



From: James Crozier <hawkeyeexp@bigpond.com>
Sent: Tuesday, 10 November 2020 4:17 PM
To: Records <records@carpentaria.qld.gov.au>
Subject: Expression of Interest in Leasing Land Karumba Airport

To whom it may concern as per conversation with Justin we are interested in leasing a block of land at the Karumba Airport. If we could get some feedback on this would be great

Regards,

James & Rachel Crozier
Cranellie Station, Hughenden Qld, 4821
Ph: 07 4741 0461



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BUSINESS PAPERS

10.5 TELEVISION AND RADIO SERVICES - NORMANTON AND KARUMBA

Attachments:	NIL
Author:	Justin Hancock - Director of Corporate Services
Date:	12 November 2020
Key Outcome:	5.1 - Integrated and timely provision and management of sustainable infrastructure and assets
Key Strategy:	5.1.1 Develop a Strategic Infrastructure and Asset Management Plan to guide the provision, maintenance, decommissioning, replacement and enhancement of Council assets and infrastructure.

Executive Summary:

Council owns and maintains satellite infrastructure for the distribution of television and radio services (excluding ABC) in Normanton and Karumba. As a result of the network degrading due to the age of the infrastructure, an increase in complaints have been received regarding the current level of service provided.

RECOMMENDATION:

That Council prepare and advertise an Expression of Interest in accordance with S228 of the Local Government Regulation 2012 for the upgrade of Council's TV & Radio Transmission.

Background:

Council owns and maintains satellite infrastructure for the distribution of television and radio services (excluding ABC) in Normanton and Karumba. The current network receives the feed through a satellite service which is then re-broadcasted from the Normanton and Karumba Water Towers throughout the townships. From the complaints received and research undertaken by Council officers it has been identified that 2 main issues currently exist:

- 1) Network interruptions received due to weather events (cloud coverage) as the signal is received via a satellite; and
- 2) The current amplification of the service through the townships is experience interference which is resulting in residents unable to connect to certain channels.

As a preliminary exercise, Council approached 2 suppliers regarding the upgrade of the television and radio services. Council's existing service provided offered a stages approach for which 4 key upgrades can occur:

- 1) Extension of existing Remote Control System and upgrade of Rebel FM equipment - the current Remote Control System allows us to log into the site and monitor both TV and FM transmitters, receive alarms, monitor mains power, room temperature and door's closure, reboot of processing equipment (satellite receivers and multiplexers). The proposed extension will allow us to access remotely to every single unit currently installed, we would be able to reprogram them if needed and monitor their status. Physical presence on site would be reduced to only cases of hardware failure, but only after assessing the system remotely. Regarding Rebel FM, both the computer and FM

BUSINESS PAPERS

transmitter are very old units and they need to be replaced with new more efficient equipment, which would provide wider coverage as well.

- 2) Upgrade of offset satellite dishes - The current dishes have been working properly since their installation: however, due to their size, they do not provide optimal signal during storm activity. As result, the TV channels can be affected by pixilation or cut outs during rain; this is particularly evident with SBS service (its satellite transmission was upgraded in 2016 to a newer standard which requires higher receiving signal). Our recommendation is to upgrade those dishes to bigger ones (4.3m size) which would provide plenty of signal all year round.
- 3) Upgrade of satellite receivers (excluding SBS TV one) - All the receivers have been working properly since installation; however, they are reaching the end of their life span which causes minor issues like freezing or not reading decryption cards properly. Usually a reboot fixes them; however, we recommend a programmed phase out of those units in favour of newer and more reliable models.
- 4) 50W UHF DVB-T Transmitters for TV services – This will increase the signal distributed from Council’s Water towers throughout the townships.

These upgrades have been estimated to cost \$215,000 therefore Council would need to go to tender for the works.

Council has also approached another supplier who has provided a proposal for the complete rebuild of the Normanton and Karumba sites. This proposal has multiple options Council can select from and the pricing to upgrade both the Normanton and Karumba sites range from \$345,000 up to \$460,000.

The ongoing maintenance of each option ranges between \$5,000 - \$10,000 annually, this includes all off-site monitoring etc. Additional costs for Council would be the requirement to replace hardware and wages for Council staff to attend the site if the remote support cannot resolve the issue.

Due to the high costs involved with both proposals, alternative options have been explored as an option for Council. At present, services provided by surrounding Shire’s vary, Burke Shire and Richmond Shire have both advised that they currently operate television and radio huts similar to Carpentaria Shire. Whereas McKinlay Shire, Croydon Shire and Etheridge Shire have all advised that they do not operate a television service and residents access television through a Vast satellite box system.

Therefore, Council have also explored the option of providing a one-off subsidy to residents for the installation of a vast box if Council were to cease providing a television service. It is estimated that the cost to supply and install 1 satellite and vast box would be \$750. It is estimated that if Council were to provide 1 system per house/ rates notice, Council would incur a one-off expense of \$750,000. This option would however have some negative impacts to the community as households wishing to watch television in multiple bedrooms would require multiple vast boxes, services such as the hospital, motels etc. would also be required to purchase a vast box per room, the traveling public would require a satellite and

BUSINESS PAPERS

vast box for television services, which mean many tourists may not have access to television or radio when visiting the region.

After assessing the options above, it has also been raised if alternative options, such as accessing television through fibre optic, may be a possibility moving forward. Council have contacted Local Buy to assist with the development of an expression of interest for the upgrade of Council's TV & Radio Transmission. This EOI will be released to the marketplace for proposals to be provided to Council. Once the proposals have been received, they will be assessed, and Council can elect to proceed with the preferred option which will provide the best service to the community moving forward. It is estimated that the cost to prepare and advertise the EOI will be \$15,000.

Consultation (Internal/External):

- Chief Executive Officer – Mark Crawley
- Electrician – Tom Loadsman
- A/ICT Support Officer – Nigel Grimstrup

Legal Implications:

- S228 of the Local Government Regulation 2012 allows for Council to call for the Expressions of Interest for the supply of Goods or services.

Financial and Resource Implications:

- The preparation and advertising of an Expression of Interest is estimated to cost Council \$15,000, these funds would be allocated to the Governance Consultants expense account. Other options presented above exceed Council's procurement policy and would require a public tender to be released.

Risk Management Implications:

- Medium Risk – The continued degrading network may interfere with the current television and radio broadcasting, in the event of a disaster, this may impact on Council's ability to distribute warnings to the community.

BUSINESS PAPERS

10.6 CONTRACT - AWARDING OF TENDER NO. 20-0510 SUPPLY AND INSTALLATION OF SOLAR PV AT NINE SITES

Attachments:	NIL
Author:	Justin Hancock - Director of Corporate Services
Date:	12 November 2020
Key Outcome:	5.1 - Integrated and timely provision and management of sustainable infrastructure and assets
Key Strategy:	5.1.2 Ensure the provision and management of infrastructure and assets meet the needs and priorities of Council, the community and industry.

Executive Summary:

Council were successful in applying for funding under the Works for Queensland (W4Q) 2019-2021 program for the supply and installation of Solar PV. A tender for these works was released on 25 August 2020 and closed on 1 October 2020, this report provides an overview of the tender process and recommendation for awarding the tender.

RECOMMENDATION:

That Council:

1. Award Tender No. 20-0510 Supply and Installation of Solar PV at Nine Sites to Solgen Energy Pty Ltd for the total lump sum of \$470,739 excluding GST; and
2. Delegates authority to the Chief Executive Officer in accordance with the Local Government Act 2009 to enter into contracts, finalise and negotiate any and all matters relating to this project and contract, subject to normal procurement policies and practices.

Background:

Council engaged the services of the Energy Project in late 2019 to undertake energy reduction opportunities at priority facilities. This work included an assessment of the feasibility, capital investment, operational savings and payback for a wide range of energy and cost reduction options and solar photovoltaic (PV) opportunities. At the January 2020 Ordinary Meeting, Council adopted the Energy Investigation Report and Energy Management Plan as presented.

Council released tender No. 20-0510 Supply and Installation of Solar PV at Nine Sites on 25 August 2020. Mandatory onsite inspections as part of the tender were undertaken between 8-10 September, with those who submitted tenders and were not present at the mandatory inspections deemed as non-conforming. Tenders closed on 1 October 2020 with seven responses being received, an initial review of the submission identified that a number of the responses were deemed as non-conforming or did not fall within the scope of works. The four conforming responses were compiled into a shortlist for further review and evaluation.

BUSINESS PAPERS

Throughout the initial review, it was identified that the dollar per watt price of the tender submission varied between 70% to 100% higher than prices incurred for the installation in Brisbane or Cairns. Pricing for the installation of solar at all nine sites ranged between \$616,227 - \$767,544, whereas pricing for roof top installations only (excluding Normanton Administration and Glenore Weir) ranged between \$393,735 and \$526,282. It was identified as part of this review that Glenore Weir was much higher than first estimated and would need to be excluded from the tender in order to fall within the budget allocation.

On 16 October 2020, the remaining four tenderers were contacted in order to obtain additional clarifications around varying aspects of the responses. An additional Microsoft Teams meeting was held with each applicant on 23 October 2020 to further assess the responses and identify potential cost saving due to each response being in excess of the allocated budget.

A meeting was held between the assessment panel on 30 October 2020 to review the additional responses provided and a final meeting was held on 6 November 2020 to finalise the evaluation of the tender. Based on the further clarification, the below pricing schedules were offered for eight sites excluding Glenore Weir:

Company	Final Offer Price (ex. GST)	Final Offer Size (kWp)	\$/watt	Yield (kWh p.a.)	Rooftop only \$/W
All Energy QLD	\$522,114	291.3	\$1.79	527,850	\$1.45
DKJ Electrical	\$598,9652	278.9	\$2.15	437,743	\$1.84
Solgen	\$470,739	298.5	\$1.58	523,501	\$1.28
Yurika	\$515,825	248.5	\$2.08	353,368	\$1.82

In evaluating the tender, each tender was assessed against the below criteria:

Criteria	Weight
Value for Money	40%
Relevant Experience	15%
Key Personnel	10%
Resources and Management Systems	10%
Understanding and Methodology	10%
Local Content, Social Benefit and Sustainability	15%

Council nominated 3 officers as the evaluation panel for this tender:

1. Director of Corporate Services- Justin Hancock

BUSINESS PAPERS

2. Manager Water and Waste – Ben Hill
3. Electrician – Tom Loadsman

Each panel member undertook an individual assessment of each response, based on the criteria the below scores were awarded. Due to the split in the preferred supplier, a final meeting was held on 6 November 2020 where all 3 panel members agreed to nominate Solgen Energy Pty Ltd as the preferred supplier.

Company	Evaluation 1	Evaluation 2	Evaluation 3	Rank
All Energy	82%	80%	84%	2
DJK	73%	75%	76%	3
Solgen	85%	82%	78%	1
Yurika	77%	73%	71%	4

Consultation (Internal/External):

- The Energy Project – Patrick Greene
- The Energy Project – Daniel Stronggrove
- Manager Water and Waste – Ben Hill
- Electrician – Tom Loadsman

Legal Implications:

- S226 Local Government Regulation 2012- Tender process has been run in accordance with S228 of the LGR 2012.

Financial and Resource Implications:

- Budget allocation of \$539,000 – Project Management \$41,400, Tender Price - \$470,739 & \$26,861 Contingency.

Risk Management Implications:

- Low Risk – High quality assurance standards have been set as part of the tender, Council to also have project management staff on site to inspect works prior to commissioning.

BUSINESS PAPERS

10.7 APPROVAL TO KEEP ANIMAL - MORE THAN TWO DOGS - NICOLE NASH

Attachments:	10.7.1. More than 2 Dogs - Nash ↓
Author:	Justin Hancock - Director of Corporate Services
Date:	13 November 2020
Key Outcome:	7.2 - Responsive and efficient customer service delivery
Key Strategy:	7.2.2 Work collaboratively across Council to provide effective, efficient and coordinated outcomes.

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.

RECOMMENDATION:

That Council accept and approve the application to keep more than two (2) dogs for the property located at 72 Landsborough Street, Normanton (L139 N1481).

Background:

An application was received in 29 September 2020 requesting the approval to keep more than two (2) dogs on the following property:

Property Address:	72 Landsborough Street, Normanton
Parcel:	L139 N1481
Land Size:	1,012 m2

The applicant has requested that three (3) dogs are to be located on the premises above, details of the animals are as follows:

Animal Name	Trigger	Lily	Skye
Breed	Cross Breed	Jack Russell	Cross Breed
Age	1 Year 3 Months	2 Years	2 Years
Microchipped	No	No	No
Desexed	No	No	Yes
Declared/ Dangerous	No	No	No
Tag No	210365	210366	TBA
Registration Expiry	30/06/2021	30/06/2021	

BUSINESS PAPERS

Section 6 of *Subordinate Local Law No. 2 (Animal Management) 2015* outlines circumstances in which keeping animals requires approval, for Dog's approval is required for the keeping of 3 or more dogs over the age of 3 months on an allotment in a designated town area.

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.*

Council's Local Laws Officer inspected the property on 30 September 2020 and did not identify any standards currently not being met in order to keep an animal/s on the premises. Council's LLO also inspected the premises for potential noise complaints from neighbors and identified the risk as low due to the location of the property.

Consultation (Internal/External):

- Chief Executive Officer – Mark Crawley
- Local Laws Officer – Phil Grieve

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 \$220.00 will be due and payable if the permit is granted.

Risk Management Implications:

- Low Risk – Inspections and assessment undertaken by LLO.

Section C - Animal Address

As Above

Address: 72 Landsborough St

Town/Suburb: Normanton

Post Code: 4890

Section D - Regulated Dogs (only if applicable)

Dangerous Dog

Menacing Dog

Restricted Dog (Contact Council for Restricted Dog applications)

Approval Number:

Section E - Authorisation

I hereby apply declare that the information I have provided is true and correct to the best of my knowledge.

Full Name: Nicole Nash

Signature: *Nicole Nash*

Date: 29/09/2020

Note: please allow up to 14 business days for Council to process your application. When your application has been processed, the registration tag/s and/or approval will be sent to your postal address.

Section F - Office Use Only

Tag Number:

Application Fee Paid - Receipt Number:

Processing Officer:

Date:

Section A - Approval Sought

More than two (2) Dogs.

More than two (2) Cats.

More than one (1) Horse or Donkey.

One (1) or more Cow(s) or Bull(s).

One (1) or more Sheep, goat, alpaca or llama.

One (1) or more roosters.

More than twenty (20) poultry.

One (1) or more deer.

One (1) or more pig(s).

More than five (5) ducks or geese.

Yes - Desexed and Tattooed

No

Section B - Animal Details

Name: Skye Henry

DOB:

Age: 2 yrs

Primary Colour: Brown

Secondary Colour: White

Other Distinguishing Marks/Features:

Breed: mixed breed

Male

Female

NLIS tag/Brand/Microchip Number:

Note: Please allow up to 14 days for processing and issue of approval.

New Approval

Change of Details



Executive Services
 Ph: 07 4745 2200
 Fax: 07 4745 1340

Postal Address
 PO Box 31
 Normanton QLD 4890

Form 204 - Keeping of Animals
 Local Law No 2 (Animal Management) 2015

Version 1
 Dog Registration - FRM_E_EXLL_102
 Page 1 of 2

Section A - Applicant Details

Name: Nicole
 Surname: Nash
 Residential Address: 7A Landsborough
 Postal Address: As Above PO Box 324
 Town/Suburb: Normanton Postcode: 4890
 State: QLD
 Home Phone: _____
 Mobile Phone: 0477 493 557
 Email: Nicole.nash@gmail.com
 Breeder Identification Number (BIN): _____

Section B - Animal Details

Desexed and/or Tattoo: (evidence (eg. veterinarian's certificate) to be provided)
 No
 Yes - Desexed and Tattooed

Dog Name: Skye Henry
 DOB: _____
 Age: 2 yrs
 Primary Colour: Brown
 Secondary Colour: White
 Other Distinguishing Marks/Features: _____

Section C - Animal Address

As Above
 Address: _____
 Suburb: _____
 Post Code: _____

Section D - Regulated Dogs Only (if applicable)

Dangerous Dog
 Menacing Dog
 Restricted Dog (Contact Council for Restricted Dog applications)

Permit Number: _____

Section E - Authorisation

I hereby apply for registration of the dog/s described on this form. The information I have provided is true and correct to the best of my knowledge.

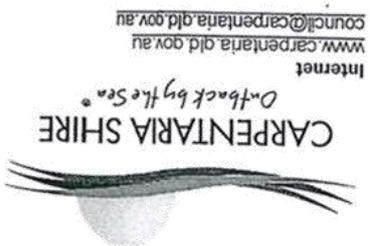
Full Name: Nicole Nash
 Signature: Nash
 Date: 29.9.2020
 Note: please allow up to 5 business days for Council to process your application. When your application has been processed, the registration tags will be posted to your postal address.

Section F - Office Use Only

Tag Number: _____
 Receipt Number: _____

Breed: Mixed breed
 Male
 Female
 Microchip Number: _____

Note: Use this form for new dog registration or changes to existing registration details. Registrations renewals will be sent to owners 14 days before the expiry of registration.
 New Registration
 Change of Details



Postal Address
 PO Box 31
 Normanton QLD 4890
 Executive Services
 Ph: 07 4745 2200
 Fax: 07 4745 1340

Form 102 - Dog Registration
 Animal Management (Cats and Dogs) Act 2008

BUSINESS PAPERS

10.8 2019/2020 ANNUAL REPORT INCLUDING AUDITED ANNUAL FINANCIAL STATEMENTS

Attachments:	NIL
Author:	Jade Nacario - Manager Finance and Administration
Date:	12 November 2020
Key Outcome:	7.3 - Strategic management of Council
Key Strategy:	7.3.3 Implement sustainable financial management and effective procurement practices.

Executive Summary:

Pursuant to Section 181 of the *Local Government Regulation 2012*, a local government must prepare an annual report and it must be presented to Council for adoption. The content of the Annual Report is made up of a number of documents, including the audited Annual Financial Statements for the year ended 30 June 2020, along with the Independent Auditor's Report. Hardcopies of the 2019-2020 Audited Financial Statements and the QAO Transmittal Letter will be printed and distributed to Councillors.

RECOMMENDATION:

That Council:

1. endorses the General Purpose Financial Statements for the year ended 30 June 2020 and Independent Auditor's Report;
2. adopt the Carpentaria Shire Council Annual Report for 2019/2020 as presented: and
3. that the Annual Report be published on Council's website in accordance with the requirements of the Local Government Regulation 2012.

Background:

The General Purpose Financial Statements for the financial year ended 30 June 2020, were received, after having been signed off by the Queensland Audit Office (QAO), on 30 October 2020.

The QAO have provided an unmodified audit opinion for Council, indicating that in their opinion Council has provided all required material in accessing the accounts and that the financial report presents a true and fair view of the financial performance, cash flows and financial position of Council for the financial year 1 July 2019 to 30 June 2020.

Section 182(2) of the *Local Government Regulation 2012* (the **Regulation**) requires that Council adopt its annual report within 1 month after the day the Auditor-General gives the Auditor-General's report about Council's financial statements. The Regulation further requires that the annual report be published on Council's website within 2 weeks of being adopted by Council.

The Auditor-General's report was received 02 November 2020 – Annual Report (hard copy to be provided on day of meeting)

BUSINESS PAPERS

Consultation (Internal/External):

- Chief Executive Officer – Mark Crawley
- Director of Corporate Services – Justin Hancock
- Director of Engineering – Michael Wanrooy
- Managers
- External – Crowe Horwath (QAO appointed auditors)

Legal Implications:

- Failure to meet regulatory reporting requirements is a breach of the *Local Government Act 2009*.

Financial and Resource Implications:

- The preparation of sound financial reporting is in line with Council's strategic direction.

Risk Management Implications:

- Risk is considered low and Council will work through identified matters outlined in the auditors report.

BUSINESS PAPERS

10.9 QUARTERLY PROCUREMENT REPORT

Attachments:	10.9.1. Contracts Over \$200k ↓
Author:	Nicole Jones - Senior Procurement & Purchasing Officer
Date:	12 November 2020
Key Outcome:	7.3 - Strategic management of Council
Key Strategy:	7.3.3 Implement sustainable financial management and effective procurement practices.

Executive Summary:

The purpose of this report is to provide a quarterly update on Council procurement.

RECOMMENDATION:

That Council:

1. accepts the quarterly procurement report as presented; and
2. endorse the below listed plant be auctioned via Pickles Auctions Townsville:
 - Plant# 0130 Isuzu Truck FRR500 Garbage Compactor Rego:326-IUQ
 - Plant# 3136 Caterpillar 936E Landfill Compactor Engine No. 07Z27067
 - Plant# 3018 Caterpillar 140M Motor Grader Rego:C89-508
 - Plant# 3131 Caterpillar 140M Motor Grader Rego:072-71C
3. exercise its discretion to extend the term of the contract by a further period of 1 year for contract 19-0502 External Labour Hire Services, pursuant to clause 3.2 of the General Conditions.

Background:

Auction

Council wishes to auction four items of heavy plant via Pickles Auctions Townsville as part of Council's plant replacement program. This will allow Council to recover monies on these non-current Council assets.

It is our intention to hold an onsite auction as per previous years to potentially recuperate monies on all slow moving and obsolete stores stock and non-current Council assets that are currently being held by Council.

However, an onsite auction cannot happen until Council receives its new plant as per Council's plant replacement program. This will allow for plant that has been replaced to be offered to locals onsite.

There are currently significant delays in getting new cars as the ongoing and unpredictable flow down from Covid-19 affects production from car factories and shipments. Therefore, the onsite auction may not take place until March/April 2021.

BUSINESS PAPERS

Procurement

Goods Issue Books are no longer in use, all books were collected from local businesses in Normanton and Karumba on 1-2 September 2020. Subsequently, petty cash has been issued to the Normanton & Karumba Pools, VIC & Library, as well as the Normanton Depot, Karumba Civic Centre and Normanton Childcare Centre.

Corporate credit cards have now been issued to the following staff after resolving a few delays with Westpac.

Director of Engineering	Manager of Water and Waste	Senior Foreman
Karumba Senior WTO	Town Foreman	Karumba Leading Hand
Normanton Senior WTO	Electrician	Carpenter
Plumber	Workshop Foreman	

Works Coordinator declined to have a corporate credit card.

Local Spend

In the first quarter of the year, Council spent \$11,971,591.49 locally to 49 business. This is up 54% on the same period last year (\$7,758,604.96).

	JULY 2019	JULY 2020
Total Local Spend	\$2,435,047.95	\$5,247,013.47
Total Non Local Spend	\$3,504,271.95	\$4,082,517.33
Grand Total	\$5,939,319.90	\$9,329,530.80
Local Spend Percentage	41%	56%

	AUG 2019	AUG 2020
Total Local Spend	\$2,591,735.32	\$3,303,155.04
Total Non Local Spend	\$2,806,454.98	\$2,692,344.85
Grand Total	\$5,398,190.30	\$5,995,499.89
Local Spend Percentage	48%	55%

	SEP 2019	SEP 2020
Total Local Spend	\$2,732,821.69	\$3,421,422.98
Total Non Local Spend	\$1,799,909.29	\$3,418,540.39
Grand Total	\$4,532,730.98	\$6,839,963.37
Local Spend Percentage	60%	50%

Contracts Valued Over \$200k

Attached is the Contracts Valued at \$200,00 or more for November 2019 to October 2020, report for your pursual, this is in compliance with section 237 of the Local Government Regulation 2012. Council also publishes this report on its website monthly.

Below is a listing of current contracts and proposed upcoming tenders.

BUSINESS PAPERS

Current Contracts 2020-2021										
Contract No.	Status	Project Description	Responsible Officer	Contract Term	Contract Expiry	Council Resolution Award Contract	Contract Value	Budget	Expenditure to Date	
19-0498	Current	Bulk Fuel Supply	Justin Hancock	3 Years	31-Oct-21	1015/031 Gulf Engineering & Construction	N/A	N/A	N/A	
19-0502	Current	External Labour Hire Services	Lisa Ruyg	1 Year	30-Nov-20	- First Grade Group - Gulf Labour Hire - Lo-Go Appointments - Western Labour Hire	N/A	N/A	N/A	
20-0505	Current	ROPS Wet Hired Plant 2020 Season	John Martin	1 year	30-Dec-20		N/A	N/A	N/A	
20-0509	Current	ROPS for Dry Hired Plant	Michael Wanrooy	1 year	30-Dec-20	9 Suppliers	N/A	N/A	N/A	
20-0512	Current	Preferred Supplier Arrangement Civil Construction Material	Michael Wanrooy	1 year	30-Dec-20	6 Suppliers	N/A	N/A	N/A	
20-0513	Current	Dry Hire of 28 Tonne Refuse Compactor	Ben Hill	3 Years	30-Jun-20	0720/009 North West Services Pty Ltd	\$6,500.00 per month ex GST	N/A	\$13,000.00	
20-0514	Current	Desilting of the Normanton Waste Water (Sewage) Lagoons	Ben Hill	Completion of Works	Completion of Works	SM0920/005 Dredging Solutions Pty Ltd	≤ \$600,000.00	\$735,000.00	\$533.27	
20-0515	Current	Construction of NTN Raw Water Irrigation Network	Ben Hill	Completion of Works	Completion of Works	SM0920/0006 Barto's Construction Pty Ltd	\$569,050.00 ex GST	\$954,000.00	\$30,363.88	
20-0516	Current	ROPQS for the supply of Trade and Professional Services	Nicole Jones	2 Years	15/09/2022	40 Suppliers	N/A	N/A	N/A	

BUSINESS PAPERS

Proposed Tender Schedule 2020-2021									
Contract No.	Procurement Action	Status	Project Description	Responsible Officer	Proposed Release Date	Actual Release Date	Close Date & Time	Budget	
20-0510	RFT	In Progress	Supply and Installation of Solar PV at Nine Sites	Justin Hancock	1-Jul-20	25/08/2020	2pm 01/10/2020	\$539,000.00	
20-0517	RFT	Documents are being prepared	Normanton Water Treatment Plant Clarifier Replacement	Ben Hill	TBA			\$1,000,000.00	
20-0518	RFT	Documents are being prepared	ATSI TIDS Dunbar Kowanyama Road Floodway	Michael Wanrooy	TBA			\$925,000.00	
20-0519	RFQ Local Buy	Documents are being prepared	LRCIP - John Henry Oval Playground	Cherie Schafer	Nov-20			\$275,000.00	
20-0521	RFT	Documents are being prepared	ROPS Wet Hired Plant 2021 Construction Season	John Martin	Nov-20				
20-0522	RFT	Documents are being prepared	ROPS Dry Hired Plant 2021 Construction Season	Michael Wanrooy	Nov-20				
20-0523	RFT	Documents are being prepared	Preferred Supplier Arrangement for Civil Construction Material 2021 Season	Michael Wanrooy	Nov-20				
20-0524	RFT	Not Started	BOR LWBDC Entertainment Area	Verena Olesch	TBA			\$260,000.00	
	RFT	Not Started	New Cat 140M Motor Grader	Michael Wanrooy	Nov-20			\$44,000.00	
	RFT	Not Started	New Job Truck	Michael Wanrooy	Nov-20			\$130,000.00	
	RFQ Local Buy	Not Started	13 x New Toyota Passenger Fleet Vehicles	Michael Wanrooy	Nov-20			\$675,000.00	
	RFT	Not Started	John Henry Oval Upgrade (Active Community Infrastructure)	Cherie Schafer	TBA			\$1,000,000.00	
	RFT	Not Started	LRCIP - Cemetery - Rodeo Grounds Footpath	Michael Wanrooy	TBA			\$375,000.00	

BUSINESS PAPERS

There are three contracts to expire on 31 December and one 30 November 2020. Contract;

1. 20-0505 ROPS Wet Hired Plant 2020 Season
2. 20-0509 ROPS for Dry Hired Plant
3. 20-0512 Preferred Supplier Arrangement Civil Construction Material
4. 19-0502 External Labour Hire Services

Recommendation:

Contract 1 – 3:

Let current contracts expire and re-tender for the 2021 road construction season.

Contract 4:

Extend the term of the contract by 1 year. On review of the current contract term, it was recommended that this contract be extended as it's an ongoing benefit to Council and has delivered on required outcomes.

Consultation (internal/External):

- Director of Corporate Services – Justin Hancock
- Director of Engineering – Michael Wanrooy
- Manager Finance and Administration – Jade Nacario
- Manager Human Resources – Lisa Ruyg



Contracts Valued at \$200,000 or more - November 2019 - October 2020

In compliance with section 237 of the Local Government Regulation 2012, Council is obliged to publish details of all contracts valued \$200,000 or more. These details must be published monthly on Councils website and also on notice boards located at the customer contact area at both Normanton and Karumba.

Information to be documented in these publications includes the following:

- The person/company with whom Council has entered into the contract.
- The value of the contract.
- The purpose of the contract.

Supplier Name	Purpose of Contract	Contract Value
A & G Contracting Qld	Flood Damage Restorations Works	270,861.36
AirBridge Networks Pty Ltd	Critters Camp Cell Tower	309,943.81
Alluvium Consulting Australia	Coastal Hazard Adaptation	231,220.00
Arkey Haulage Pty Ltd	Flood Damage Restorations Works	238,128.00
Barto's Construction Pty Ltd T	Construction	2,568,331.26
Boral Construction Materials G	Flood Damage Restorations Works	805,753.41
Cheyenne Earthmoving Pty Ltd	Flood Damage Restorations Works	1,044,559.04
D.G MCGOWAN & P.L MURRIHY	Flood Damage Restorations Works	205,360.00
DAF Forest Products - North FM	Flood Damage Restorations Works	296,157.98
DELIGHT WATER PTY LTD	Flood Damage Restorations Works	301,740.72
DF & LJ Turner	Flood Damage Restorations Works	236,188.50
Doug & Anne Sivyer Water Truck	Flood Damage Restorations Works	229,672.77
Ergon Energy Queensland Pty Ltd	Energy Supply Contract	686,801.10
Erscon Pty Ltd	Engineering Consultancy Works	3,229,921.91
F.R Ireland Pty Ltd	Plant Replacement	639,910.75
Fleet Crew Commercial Fleet	Vehicle Hire	525,357.04
GE & DR Schneekloth	Flood Damage Restorations Works	745,361.60
Gulf Concrete Pty Ltd	Flood Damage Restorations Works	1,188,642.49
Gulf Constructions (QLD) Pty L	Construction	449,121.91
Gulf Engineering & Construction	Fuel Supply Contract	1,094,353.13
Gulf Labour Hire Pty Ltd	Labour Hire	4,407,651.70
Hawkins Transport Pty Ltd	Flood Damage Restorations Works	6,669,900.83
J SAUNDERS & W.D SAUNDERS	Flood Damage Restorations Works	208,628.95
J. & E. COLE PTY. LTD.	Plant Replacement	227,366.92
JT & SJ Murririhy	Flood Damage Restorations Works	627,084.52
Koppen Developments Pty Ltd	Glenore Weir Project	464,120.76
Norwest Plant & Pastoral Pty Ltd	Flood Damage Restorations Works	3,503,497.63
O'Brien Grader Hire Pty Ltd	Flood Damage Restorations Works	2,018,505.35
Pickering Earthmoving	Flood Damage Restorations Works	462,647.50
QLeave	Portable Long Service Leave	399,188.03
Qld Local Government Mutual Liability LGM A	Insurance Cover Contract	531,119.69
Queensland Local Government Workcare Sch	Workers Compensation	235,684.57
R.C Kilah & W.M Schneekloth	Flood Damage Restorations Works	479,852.00
Robinson Civil Group (RCG)	Flood Damage Restorations Works	795,456.25
S & K Civil Contracting	Flood Damage Restorations Works	201,163.67
Scott Freight Company Pty Ltd	Flood Damage Restorations Works	2,382,294.62
Stabilised Pavements of Australia	Flood Damage Restorations Works	518,001.89
Telstra	Telecom Services Contract	1,872,523.17
Thuriba Civil Pty Ltd	Flood Damage Restorations Works	661,037.82
Thuriba Grazing Company	Flood Damage Restorations Works	200,444.19
Tom's Tonkas Pty Ltd	Flood Damage Restorations Works	2,164,059.00
Tutt Bryant Hire Pty Ltd	Plant Hire Contract	1,422,148.70
Water Treatment Australia Pty	WTP Filter Upgrade	446,848.68
Wells Plant Hire Pty Ltd	Flood Damage Restorations Works	1,630,396.73

BUSINESS PAPERS

10.10 COMMUNITY DEVELOPMENT

Attachments:	10.10.1. Community Services Budget report ↓
	10.10.2. Monthly Youth activities ↓
	10.10.3. Pool monthly report ↓
	10.10.4. Monthly Library report ↓
	10.10.5. Interagency Minutes ↓
Author:	Cherie Schafer - Manager Economic & Community Development
Date:	13 November 2020

Key Outcome: 2.1 - A creative, educated community

Key Strategy: 2.1.3 Provide contemporary library facilities and services across the region to meet the needs of the community.

Executive Summary:

This report provides information and updates to Council on various activities and programs that are facilitated within the Community, Cultural Services and Economic Development portfolio of Council.

RECOMMENDATION:

That Council:

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

1. MATTERS FOR INFORMATION:

1.1 Community Services Budget

- Budgets items for the month of October (Attached)

1.2 Normanton Sports Centre

- During the month of August, the fence at the front of the Normanton Sports Centre was removed from joining to the front of the building due to concerns raised by Workplace Health and Safety (WH&S) with children climbing on the roof. The fence has been positioned straight across the Centre with double gates being placed at the entry way.

The Elected members have express concerns during general business in September that the new fence detracts from the Sports Centre being a welcoming space for the youth to attend and would like the fence to be removed/re-instated.

WH&S have advised against removing the fence or re-instating the fence back to its original form as this would allow children to re-climb on the roof and hurt themselves.

BUSINESS PAPERS

Removing completely will make it easier for youth to break into the pool and not put Council in a good position if investigated if an incident was to occur.

Council's Electrician has ordered new security cameras and lighting to be placed around the Sports Centre for better detection of future break-ins. Works can be done to soften the look of the fence in the way of colourful signage on the left of the fence advertising opening hours and open banners on the right of the fence leaving the fence as is.

Action: Council to provide direction around intentions for the front fence.

- Statistics have been provided on the stats and general information for the Normanton Sports Centre for the month of October (attached).

1.3 Karumba and Normanton Swimming Pool Precinct

- Statistics have been provided on the stats and general information for the Normanton and Karumba Pools for the month of October (attached).

Out of hours access is currently being offered to Karumba residents from 5am to 10am and 6pm to 9pm. Members pay for the out of hours access memberships and the member can swim unaccompanied at the Karumba pool. There are currently nine out of hours access memberships in Karumba.

Normanton does not have out of hours access for their residents however residents can join Normanton Swim Club under their MOU. Members pay for an out of hours access and a separate membership to join the Normanton Swim Club. Swimming can only take place under observation by a member holding a bronze medallion and the dates and times outlines in the Normanton Swim Club MOU.

During the last two months of school, both schools use the pools a number of days a week from 9am to 2.30 to take different grades for swim training so this would have an impact on out of hours access for these months of the year for day swimmers if implemented.

Preston Law updated Council out of hours memberships application and provided information for signage which has been put up at both pools to reduce the risk to Council if an incident is to arise

Available options:

1. Bring both pools inline by offering out of hours access to residents in Normanton. This could be done allowing two lanes for the community to use and four lanes for the Normanton Swim Club. The same hours would be offered 5am to 10am 6pm to 9pm (excluding Tuesdays and Thursday afternoons). This may not work during swim carnival season as there are larger number of kids doing laps in the mornings.
2. Update the Karumba out of hours access so that members require a bronze medallion to be able to swim. This would reduce the risk to Council and allow children to participate in laps under observation. Currently the aim residents that

BUSINESS PAPERS

have bronze medallion or lifeguard qualifications are Council staff so it would be relied on them to volunteer their time.

3. Discuss with the Normanton Swim Club if they will extend their MOU to the Karumba Pool to include Karumba members including children. All members are then required to fall under the same arrangement as Normanton and the Swim Club.
4. Offer a token/out of hours to all of community members like surrounding Councils. Staff the pools during peak times of use for school children to attend without a parent 2.30pm to 6pm (all children under 10 years of age requires a guardian). There may be an added risk to Council for incidents.
5. Do nothing and run under the current arrangement provided in both Normanton and Karumba.
6. There has also been a request to extend the out of hours access in Karumba from 10am to 1pm. If approved this may not always be suitable due to pool cleaning however cleaning times can be advertised.

Action: Council to select one of the options provided or offer alternate options for adoption

1.4 Normanton and Karumba Library Statistics

- Statistics have been provided on the stats and general information for the Normanton and Karumba Libraries for the month of October (attached).

1.5 Normanton Childcare

- The Childcare parent committee are looking to apply for two grants. The first is to cover the costs for new Ipad's and apps that assist recording the children's sleep, meals, toileting etc that parents can sign in and view. The second is to do an undercover walkway entering the childcare as it gets slippery in the wet season. If approved the parent committee will be required to put in a cash contribution \$6000. Currently they have \$3900 in the bank and have started to fundraise to make up the difference.
- The Centre held an event for Halloween and is looking to hold a graduation and Christmas event.

Action: Council approves parent committee to submit funding to build an undercover walkway over the cemented walkway. If approved this will be altering Council's infrastructure.

1.6 Interagency meeting

- Minutes from the November meeting attached.

BUSINESS PAPERS

1.7 Community Christmas Lights

- Each year Council runs the Community Christmas Lights competition. The categories as per below.
 - Residential Display
 - Commercial Display and;
 - Community Group Display.

1st place prize money is \$300, 2nd place \$200 and 3rd place \$100 for each category. A total of \$3600 prize money.

Action: Council approved the Christmas Lights Competition

Consultation (Internal/External):

- Chief Executive Officer – Mark Crawley
- Director Corporate Services – Justin Hancock

Legal Implications:

- Nil

Financial and Resource Implications:

- Within budget.

Risk Management Implications:

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

Responsible Officer	Description	Current Budget	YTD Actual	Percentage	Comments
Cherie Schafer - Manager Economic & Communit	Arts & Culture - Maintenance	\$0.00	\$79.32	100.00%	
Cherie Schafer - Manager Economic & Communit	Arts & Culture - Operating Expenses	\$0.00	\$390.00	100.00%	
Cherie Schafer - Manager Economic & Communit	Arts & Culture - Operating Grants, Subsidies and Contributions	-\$225,000.00	-\$24,500.00	98.00%	
Cherie Schafer - Manager Economic & Communit	Arts & Culture - RAAF	\$30,000.00	\$2,340.00	7.80%	
Cherie Schafer - Manager Economic & Communit	Child Care - Kja Operating Expenses	\$45,000.00	\$45,000.00	100.00%	
Cherie Schafer - Manager Economic & Communit	Child Care - Ntn Depreciation	\$74,000.00	\$27,933.54	37.75%	
Cherie Schafer - Manager Economic & Communit	Child Care - Ntn Maintenance	\$75,000.00	\$5,695.47	7.59%	
Cherie Schafer - Manager Economic & Communit	Child Care - Ntn Operating Grants, Subsidies and Contributions (GST Inc.)	\$677,000.00	\$186,846.78	27.60%	
Cherie Schafer - Manager Economic & Communit	Child Care - Ntn Operating Income	\$0.00	-\$37,355.22	33.96%	
Cherie Schafer - Manager Economic & Communit	Child Care - Ntn Operating Subsidies (GST not reportable)	-\$110,000.00	-\$89,982.87	39.99%	
Cherie Schafer - Manager Economic & Communit	Community - Grants (NO GST)	-\$225,000.00	-\$25,000.00	17.86%	
Cherie Schafer - Manager Economic & Communit	Community Development - Kja Operating Expenses	\$0.00	\$184.60	100.00%	
Cherie Schafer - Manager Economic & Communit	Community Development - Ntn Operating Expenses	\$219,000.00	\$49,090.28	22.42%	
Cherie Schafer - Manager Economic & Communit	Community Donations - Cash Donations	\$5,000.00	\$792.56	15.85%	
Cherie Schafer - Manager Economic & Communit	Community Donations - In Kind Support	\$100,000.00	\$33,936.07	33.94%	
Cherie Schafer - Manager Economic & Communit	Community Events Kja Operating Expenses	\$6,000.00	\$2,000.00	33.33%	
Cherie Schafer - Manager Economic & Communit	Community Events Ntn - Operating Expenses	\$86,000.00	\$0.00	0.00%	
Cherie Schafer - Manager Economic & Communit	Community Events Ntn - Operating Grants, Subsidies and Contributions	\$0.00	-\$21,000.00	100.00%	
Cherie Schafer - Manager Economic & Communit	Cultural & Natural Heritage - Depreciation	\$145,000.00	\$48,742.62	33.62%	
Cherie Schafer - Manager Economic & Communit	Cultural & Natural Heritage - Operating Expenses	\$14,000.00	\$3,753.59	26.81%	
Cherie Schafer - Manager Economic & Communit	Gym - Kja Maintenance	\$54,000.00	\$3,412.63	6.32%	
Cherie Schafer - Manager Economic & Communit	Gym - Kja Operating Expenses	\$43,000.00	\$6,584.72	15.31%	
Cherie Schafer - Manager Economic & Communit	Gym - Ntn Maintenance	\$33,000.00	\$273.90	0.83%	
Cherie Schafer - Manager Economic & Communit	Gym - Ntn Operating Expenses	\$23,000.00	\$2,291.05	9.96%	
Cherie Schafer - Manager Economic & Communit	Gym Ntn - Operating Income	-\$3,000.00	-\$4,485.90	149.53%	
Cherie Schafer - Manager Economic & Communit	Gym Ntn - Depreciation	\$12,000.00	\$3,884.30	32.37%	
Cherie Schafer - Manager Economic & Communit	Gym Ntn - Operating Expenses	-\$13,000.00	-\$9,003.07	69.25%	
Cherie Schafer - Manager Economic & Communit	Hall - Depreciation	\$117,000.00	\$39,642.49	33.88%	
Cherie Schafer - Manager Economic & Communit	Hall - Ntn Operating Expenses	\$52,000.00	\$5,604.27	10.78%	
Cherie Schafer - Manager Economic & Communit	Hall - Ntn Operating Income	\$64,000.00	\$19,618.34	30.65%	
Cherie Schafer - Manager Economic & Communit	Halls - Karumba Maintenance	-\$14,000.00	-\$11,289.17	80.64%	
Cherie Schafer - Manager Economic & Communit	Halls - Karumba Operating Expenses	\$15,000.00	\$1,777.23	12.69%	
Cherie Schafer - Manager Economic & Communit	Halls - Grant Expenses	\$0.00	\$7,005.40	46.70%	
Cherie Schafer - Manager Economic & Communit	Halls - Kja Depreciation	\$16,000.00	\$290.96	100.00%	
Cherie Schafer - Manager Economic & Communit	Halls - Kja Maintenance	\$24,000.00	\$5,472.53	34.20%	
Cherie Schafer - Manager Economic & Communit	Halls - Kja Operating Expenses	\$99,000.00	\$3,732.38	15.55%	
Cherie Schafer - Manager Economic & Communit	Halls - Kja Operating Income	-\$5,000.00	-\$883.63	176.73%	
Cherie Schafer - Manager Economic & Communit	Halls - Ntn Maintenance	\$35,000.00	\$2,304.79	6.59%	
Cherie Schafer - Manager Economic & Communit	Halls - Ntn Operating Expenses	\$88,000.00	\$31,137.52	35.38%	
Cherie Schafer - Manager Economic & Communit	Halls - Ntn Operating Grants, Subsidies and Contributions	-\$16,000.00	-\$1,363.64	8.52%	
Cherie Schafer - Manager Economic & Communit	Halls - Ntn Operating Income	-\$2,500.00	-\$81.82	3.27%	
Cherie Schafer - Manager Economic & Communit	Recreation Sports Centre - Ntn Operating Income	\$0.00	-\$13,383.34	100.00%	
Cherie Schafer - Manager Economic & Communit	Recreation Sports Centres - Kja Depreciation	\$0.00	\$45,371.20	100.00%	

Cherie Schafer - Manager Economic & Communit	Recreation Sports Centres - Kba Maintenance	\$0.00	\$4,704.98	100.00%	
Cherie Schafer - Manager Economic & Communit	Recreation Sports Centres - Kba Operating Expenses	\$0.00	\$19,874.55	100.00%	
Cherie Schafer - Manager Economic & Communit	Recreation Sports Centres - Kba Operating Income	\$0.00	-\$5,181.82	100.00%	
Cherie Schafer - Manager Economic & Communit	Recreation Sports Centres - Ntn Depreciation	\$0.00	\$76,409.93	100.00%	
Cherie Schafer - Manager Economic & Communit	Recreation Sports Centres - Ntn Maintenance	\$0.00	\$15,944.01	100.00%	
Cherie Schafer - Manager Economic & Communit	Recreation Sports Centres - Ntn Operating Expenses	\$0.00	\$33,576.75	100.00%	
Cherie Schafer - Manager Economic & Communit	Rodeo Grounds - Depreciation	\$53,000.00	\$17,907.97	33.79%	
Cherie Schafer - Manager Economic & Communit	Rodeo Grounds - Maintenance	\$43,000.00	\$10,367.49	24.11%	
Cherie Schafer - Manager Economic & Communit	Rodeo Grounds - Operating Expenses	\$59,000.00	\$18,069.88	30.63%	
Cherie Schafer - Manager Economic & Communit	Rodeo Grounds - Operating Income	-\$3,000.00	-\$272.72	9.09%	
Cherie Schafer - Manager Economic & Communit	Grants Expenses	\$0.00	\$1,888.34	100.00%	
Cherie Schafer - Manager Economic & Communit	FRRR Grant - Media Room	\$0.00	\$1,040.81	100.00%	
Cherie Schafer - Manager Economic & Communit	Sports & Recreation - Kba Depreciation	\$135,000.00	\$0.00	0.00%	
Cherie Schafer - Manager Economic & Communit	Sports & Recreation - Kba Maintenance	\$21,000.00	\$67.00	0.32%	
Cherie Schafer - Manager Economic & Communit	Sports & Recreation - Kba Operating Expenses	\$22,000.00	\$0.00	0.00%	
Cherie Schafer - Manager Economic & Communit	Sports & Recreation - Ntn Depreciation	\$386,000.00	\$53,048.69	13.74%	
Cherie Schafer - Manager Economic & Communit	Sports & Recreation - Ntn Maintenance	\$62,000.00	\$23.96	0.04%	
Cherie Schafer - Manager Economic & Communit	Sports & Recreation - Ntn Operating Expenses	\$191,000.00	\$43,904.69	22.99%	
Cherie Schafer - Manager Economic & Communit	Sports & Recreation - Operating Grants, Subsidies and Contributions	-\$68,000.00	-\$32,650.00	48.01%	
Cherie Schafer - Manager Economic & Communit	Sports & Recreation - Operating Income Normanton	\$0.00	-\$859.08	100.00%	
Cherie Schafer - Manager Economic & Communit	Swimming Pools - Kba Depreciation	\$77,500.00	\$21,651.77	27.94%	
Cherie Schafer - Manager Economic & Communit	Swimming Pools - Kba Maintenance	\$148,000.00	\$56,813.69	38.39%	
Cherie Schafer - Manager Economic & Communit	Swimming Pools - Kba Operating Expenses	\$36,000.00	\$6,027.39	16.74%	
Cherie Schafer - Manager Economic & Communit	Swimming Pools - Kba Operating Income	\$242,000.00	\$57,468.83	23.75%	
Cherie Schafer - Manager Economic & Communit	Swimming Pools - Ntn Depreciation	-\$5,000.00	-\$4,711.82	94.24%	
Cherie Schafer - Manager Economic & Communit	Swimming Pools - Ntn Operating Expenses	\$72,000.00	\$22,626.26	31.43%	
Cherie Schafer - Manager Economic & Communit	Swimming Pools - Ntn Maintenance	\$55,000.00	\$13,804.52	25.10%	
Cherie Schafer - Manager Economic & Communit	Swimming Pools - Ntn Operating Income	\$186,000.00	\$46,780.08	25.15%	
Cherie Schafer - Manager Economic & Communit	Swimming Pools - Ntn - Operating Income	-\$5,000.00	-\$3,940.42	78.81%	
		\$3,323,500.00	\$814,238.14	24.50%	



Youth Activities
Normanton & Karumba
MONTHLY REPORT – OCTOBER 2020

EXECUTIVE SUMMARY

The Normanton Sports Centre numbers have increased slightly again this month thanks to the help we now provide helping junior sporting groups, such as the Jr Muddies, Jr Athletics and the Normanton Swimming Club.

The children are finding it too hot to play most of the activities we play in winter, but are loving the Media room for its air conditioning, computers, books and colouring in. Every afternoon after school, we try and run at least 1 activity to try and include everyone to join in and burn off a little excess energy but with this warmer weather we are finding it hard to encourage everyone to join in.

This month was a busy one! We have held 3 community events and have had excellent response. On Thursday 1st of October we held a movie night on the John Henry Oval where we presented Sonic the Hedgehog for the end of the school holiday program we partnered with BYNOE, on Friday 30th October we had over 70 movie goers, we hosted the Day for Daniel safe talk from Constable Adam Harwood and liaison officer Katrina Rapson offering a free swim and sausage sizzle for all who participated and topping the month off, we held a Halloween movie night by the pool playing the Adams Family, seeing 90 people enjoying the spooky evening.

The pool is pumping in this warmer weather!

Cricket has seen some great games with Top end vs Bottom end and even a Town vs Country match with station hands coming in from near and far to join in on the fun.

Soccer with Fola (Center Care) has taken a break over the school holidays but will start back this coming weekend at 3pm on the John Henry Oval with the new Soccer Goals by the Normanton Sports Centre.

ATTENDANCES

Total Attendances for the Month: Approx. 1378

Total Attendances for Last Month: Approx. 675 (due to COVID)

Total Attendances for Centre Programs Weekdays: Approx. Total with an average of people per day 66

Total Attendances for Centre Programs Weekends: Approx. Total 0 with an average of people per day **Closed weekends**

Centre closed for a total of 1 days this month

Total Attendances for Partnership Programs:

CALENDAR – Upcoming Events

NAIDOC week is coming up (see below for all events) Here at the Normanton Sports Centre we are helping with the

Monday 9th - Free swim and sausage sizzle for the NAIDOC walk

Tuesday 10th - Arts and crafts – Painting Boomerangs and stones

Wednesday 11th – State of origin of the big screen on John Henry Oval

Friday 13th – Pool party disco at the Normanton Pool

PAGE 2

PHOTOS FROM EVENT

Daniel for Daniel Normanton 2020



PAGE 3



Day for Daniel was held on Friday 30th October and was a huge success

We had Constable Adam Harwood and Liaison Officer Katrina Rapson from Normanton Police Station come down and do their annual safety talk

With the children and parents of Normanton reminding them of stranger danger.

We had over 120 people involved this year where we held a free sausage sizzle and free swim for everyone who participated in this great cause.

PAGE 4



Halloween 2020





Halloween 2020 at the Normanton Pool

Friday 30th was a huge day for the Normanton Sports Centre, where we held our Annual Halloween movie night by the pool where we had 90 people come down to have a cool dip and watch the fun family fun movie the Adams Family and have a scary good time.



PAGE 6

Karumba Community Events

Karumba has been busy this month with 3 community events. Our first movie Jumanji in the pool brought in 29 people. I think more swimming got done than the watching the movie.

Walk for Daniel was supported by Karumba State School and Constable Jesse who escorted the school with sirens and horn, drawing attention to the crowd to Kath Alexander Park for a free sausage sizzle and a well-deserved swim.

We have had a few families from Mornington Island move to town, the parent approached me and said thank you as they don't have anything like this event over there. Awareness is definitely the key.

A huge big thank you to Rose and Jockey Bouwens and Constable Jesse for their continual support on this day.

Halloween was the following night with lots of trick or treaters who knocked the doors of Henry Street and Karumba Development Road gaining plenty of treats. Finishing up at Kath Alexander park with Foods and Drinks from a wonderful.





Normanton and Karumba Pool Monthly Report – October 2020

Normanton

Statistics

Patrons	September 2020	October 2020
Adults	116	327
Children	885	1234
Water Park	398	524
Total Attendance	1399	2085

These numbers include Normanton Swimming Club on Tuesdays and Thursdays

Normanton opening hours are:

Monday, Wednesday and Fridays 2.30pm to 6pm

Tuesday and Thursdays 2.30 to 4.30pm

Saturday and Sundays 1pm to 6pm

Special Events

Water aerobics Wednesday evenings 6pm run by Amanda Scott was a big hit! Due to personal reasons, water aerobics is finished until further notice.

We were lucky enough to have the Mt Isa School of the Air hold their cluster swimming day here at the Normanton Pool on Monday 19th October. These days are important part of distance education, not only for the children's social skills and swimming skills it is a great way for families to meet face to face.

Normanton Swimming Club are training twice on Tuesdays and Thursdays and are expected to continue until end of school term, with their first swimming competition of the season coming up in Richmond on Saturday 5th December, best of luck swimmers.

Normanton State School and Gulf Christian College both utilizing the pool Monday to Friday to have their school swimming lessons with there swimming carnivals also coming up at the end of November.

General Update

During the month of October, the pool and water park operated effectively, with the average daily temperature of the pool 30°C with the heater operating in 'Stand by' mode. Thank you to Malcom we now have shad half and half over the pool making it a little more pleasant for lap swimmers. The Normanton water park average daily temperature of 29°C.

Council also invested in a new pool cleaner, that goes in almost every night to keep our pool sparkling! We have nick named it Wall-E.

Karumba

Statistics

Patrons	January 2020	February 2020
Adults	133	135
Children	234	89
Water Park	36	23
Total Attendance	403	247

Karumba opening hours

Monday to Sunday 10am-6pm

Saturday & Sunday 1pm - 6pm

Public Holidays 1.00pm-6.00pm

Special events

Clean Up Australia Day was a great turnout, was a great way to cool off with a swim. Please see photos attached.

General update

Pool temp has been at 30 degrees most of the month. The waterpark has been sitting on 35 degrees.

With no shade on the Normanton Pool we have had a few Normanton folks come in enjoying the pool.

Shade half and half over the Normanton Pool



Meet Wall-E our new pool cleaner, who by the way is doing a fantastic job!





CARPENTARIA SHIRE
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Library Services Monthly Report

October 2020

<u>Statistics</u>	Normanton			Karumba		
	Oct-18	Oct-19	Oct-20	Oct-18	Oct-19	Oct-20
Monthly Walk-Ins	139	107	74	174	161	93
Number of library loans	143	54	94	74	145	62
Number of people utilising the internet	57	42	43	12	17	10
Number of new members	3	2	6	6	5	2
Total Hours Public Internet Usage	28	1	1	1	2	1
Total hours open to the public	88	63	63	88	92	84

Activities

Normanton Library

General walk-ins and activity in our library has lessened this month mainly because of the numbers of tourist coming into the Centre and using the Library has slowed right down although we still averaged the usual daily local walk-ins. October saw a continued, steady attendance of Parents and Children for the weekly First 5 Forever Reading Program - about 12 parents and children per session. We're looking at increasing the size of our reading area to allow growth of this group while staying COVID safe.

From the 12th – 16th October we also hosted activities to highlight QLD Mental Health Week. Staff member Mandy Reiffle hosted this event and delivered Arts & Crafts activities for an hour or two each day all that week and on the 15th we had guest speakers James Cripps, Senior Prevention Officer from QLD Health Mount Isa and Ann-Marie Taney – Senior Clinical Councillor from the Royal Flying Doctor Service here in Normanton give brief talks about the kinds of services their respective agencies offer to rural and remote communities. It was poorly attended due to (I think) inadequate advertising; something we can improve on for the next event.



Karumba Library

The month of October has been a little quite in the library due to less people coming to town who would normally join the library on their yearly travel from the south.

Over the month of October, we are in the mist of getting information flyers out to the public for the Summer Reading Club. Hoping to better our membership numbers this on previous years.

First 5 Reading has been happening each week with attend around the same as previous months. Parents enjoy the morning catch up and their children get to enjoy the library and see other children.

In the month of October, Mental Health week happened. Carpentaria Shire Council on behalf of the libraries was successful in getting a grant to hold actives for this week. After talking with people in the community it was decided to hold some craft activities and get a couple of guess speakers in. This resulted in a well-attended week. Our casual were staff were very keen this week and volunteered their and experiance to help and enjoy the activities.

At the Karumba Library the following was achieved over the week.

Monday, we held our very first Blue Tree Project. (we are planning on holding many more in the community) <https://www.bluetreeproject.com.au/> (for more information). This project over the last 4 years has not only spread through Australia 'The Blue Tree Trail' it has now hit England. People in the community kept an eye out for dead trees, branches etc to paint blue. Some branches and dead mangroves were brought in and they have turned lovely. Now the Carpentaria Shire may become part of this trail in the future.

Tuesday was the day to learn how to crochet, this was well attended. We had one young lady learn the basics of crochet and even got the start of her first poppy.

Wednesday Flower making, this was exciting staff gather books from the Library services on paper flowers and surfed the net for 'How To' and watched a lot of YouTube. This in turn made a great morning of flower making. We now are going to have some of our flowers grace the tables as centre pieces at the Karumba Senior Luncheon in November.

Thursday Stars Stars and more stars. Most of our attendees had already helped a couple of years back with the 10 000 stars project for the Gulf. They all enjoyed talking about what they did a and caught up again. The new people really enjoyed making stars from strips of ribbon.

Friday James Cripps, Ann-Marie Taney and Shani Day found their way to the Karumba library. James talked about what his organisation is for which was very interesting. Ann-Marie showed us how to use Tapping to help distress in our busy days. Shani gave us a talk about her new project and we all shared ideas on how to have a resilient community. The group on this day left with more knowledge on what is available to the public and enjoyed the talking and tapping.



Stars



Blue trees

(and fishing)



Flowers



Poppy



CARPENTARIA SHIRE

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Interagency Meeting Minutes

Date: Tuesday, 4th November 2020

Venue: Council Boardroom

Commencement: 3.30pm

Chairperson: Cherie Schafer

Apologies: Cr Amanda Scott Patricia Richard DATSIP, Jacki Carter Normanton Court house,

Present:

Sharni Day CSC, Denise Price Mental Health and ATODS, Cherie Schafer CSC, Candice Hill CSC, Kerry Sturmfels Centrelink, Emily Bruce Bynoe CDP, Shannon Gallagher CDP, Lin Youth Justice, Mark Corey QPS, David Drage Normanton Hope, Chris Ruyg Save the Children, Sean Wild Child Safety.

MINUTES ACCEPTED

Sharni:

Family Fun Day for Disaster Management progressing. Still looking for volunteers and agencies to set up a stall.

96 registered for first aid.

The Cooking with Council book is still progressing.

David:

Sister house is moving along video security currently going in.

Re-vamping the op shop and start a market on the church site. Will be the first Saturday of every month for the community. Will start in March next year, open for all community groups to have a table and join.

Denise Price:

Covering two roles – flood recover and TRAIC

TRAIC has \$66k funding for an organisation to run so this would be a project that is identified by the community would be.

Looking for an organisation to pick up the funding and run for the community. A facilitator would come in a meet with community and work out what the need was and then the \$66k would be used to run events/workshops etc

Candice:

Large month with school holidays. Movie nights, Day for Daniel 130 kids attended, Halloween movie night approx. 90 kids attended that one.

NAIDOC Celebration Council partnering with Bynoe and several other local agencies. Flyer attached with information.

Community Christmas Party – looking for agencies to assist to get this great event happening.

Santa needs a way to get to the sports centre.

Cherie has obtained a grant for two Big Ass fans which will be installed in the sports centre with the hopes to reduce the temperature inside while the kids are playing.

Kerry:

No updates to provide. Attends meeting to gain a good understanding around what is happening in the community to be able to provide support when needed.

Anne-Maree:

Royal flying doctor's family and children's service Croydon Normanton and Karumba – mainly counselling to kids she is very busy.

Need parents consent ages range from babies to 12 yrs. can extend to 18. (school age in Normanton is the main working age)

Fola:

Covers Julia Creek, Richmond and Normanton, Girls group is up and running, looking to extend to two days a week. Thinking about starting a boys group looking for 5 or 6 boys. Possibly do some camping with the boys.

NAIDOC – working with Bynoe and Council with the fashion event. Centre Care is looking for clothes for the boys and girls visiting Cairns to see if they can get any clothing.

Doing a calendar which will be a sense of achievement.

Have been away on training – soccer will start back on the 14th looking to run a soccer festival start 3pm to 5pm around. What to get a Normanton and Karumba team and team name. would like to get adults involved and get teams form organisations.

Will be getting ping pong tables for Normanton.

Working with Zane to get some activities running like gym equipment as some kids want to get fit.

Training – trauma workshop its free if you would like to attend please send Fola an EOI

Emily:

New to Normanton post placement support officer to help participant to get and stay in employment. Trying to meet as many people as she can and business as she can.

Looking for upcoming job opportunities. Cherie advised to keep an eye out on Council website for employment opportunities.

Shannon:

Introduce Emily. Please keep Emily in mind as there is financial support to employers for the first 12 months of employment.

Bynoe running NAIDOC. Started up with mutual obligations the suspension has all been lifted and participants need to start back doing activities.

Compliance action may be applied to those who don't attend which could affect there Centrelink payments.

Nomination for NAIDOC awards are still out please nominating anyone you think of that would suite that awards.

Christmas Close down Friday 18th December open 4th January.

Lin:

Mt Isa to Normanton fortnightly Monday returns Thursday report in on young people.

Sean Wild Child Safety:

People in Normanton now – Lisa Freeman is moving to Isa next week so child safety will be servicing Normanton fortnightly.

Sean will be up at the end of month.

Chris:

Men's group finalised a person to be on the ground in Normanton regular program will be running weekly until December 27th.

Mark:

Mango madness has hit 30% increase DV and 10 young people attempted to commit suicide. Suicide attempts is a lot to do with social media. None of the kids were sent out to Mount Isa for review and all released after a tele-link meeting with the doctor.

Anne-Mare and Fola said they haven't been advised and child safety weren't aware of the suicide attempts. There was concerns raised around the services not being notified and asked who should have been reporting it. The police advised they are notified by the hospital.

Denise Price will follow up but there needs to be a consent for the information to be passed on to the other services.

Dave asked if anyone has contacts in DV connect. How does other services find them as Dave has not had great success? Past approaching opening the house but needs services to be able to refers to

The station is now fully staffed Corey and Tania have returned to community for another approx. 3 yrs.

Crimes – break and enters and stealing cars two in custody for now.

Cherie:

Economic Development Strategy (EDS) has been adapted by Council. The next step is to form an advisory committee have up of key stakeholders that will be required to drive that actions out lines in the EDS paper. I may be contacting some of the agencies around the table to invite them to be a part of that group.

Seniors Lunch 26th 11am

Australia Day – Council has been successful in gaining \$20000 to ensure that the event and other events held during the day have all the resources and training to run the event in a COVID safe manner.

Remembrance Day 11th 10.45

December will be the last meeting and the next will be February.

Council last day is the 18th December and will be re-opened 4th January.

Meeting closed at 4.50

BUSINESS PAPERS

11 REPORTS FROM DIRECTOR OF ENGINEERING - ROADS & SERVICES

11.1 DOE REPORT

Attachments: 11.1.1. Burketown Road [↓](#)

Author: Michael Wanrooy - Director of Engineering

Date: 13 November 2020

Key Outcome: 5.1 - Integrated and timely provision and management of sustainable infrastructure and assets

Key Strategy: 5.1.3 Plan and implement urban improvement works which enhance local character and identify, conserve and improve the region's streetscapes and provide iconic parkland.

Executive Summary:

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

RECOMMENDATION:

That Council:

1. receive the Director of Engineering Report; and
2. that those matters not covered by resolution be noted.

1. Actions Arising from Previous Meetings

Reference	Action	Status
A0318-18	<p>Liase with TMR to obtain approval to install a pedestrian crossing on Landsborough Street in the vicinity of the Stop Shop</p> <ul style="list-style-type: none"> ➤ The assessment is currently in progress with TMR's team in Brisbane through the Targeted Road Safety Program (TRSP) and the Queensland Safer Roads Sooner Program. 	In Progress
1/11/2018	<p>Investigate and prepare a report including scope of works and estimate of costs to reinstate the grid on the Old Croydon Road for Councils consideration.</p> <ul style="list-style-type: none"> ➤ 	Not Started
	<p>Look at the line marking at Karumba business district</p> <ul style="list-style-type: none"> ➤ Tying it with Aerodrome line marking to be done. Normanton Aerodrome to be Line marked late November, with Karumba in early December 	In Progress

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2. Miscellaneous Projects

- 2.1. Terry Casey's RMPC crew are currently undertaking RMPC maintenance on all State Controlled Roads and installing signage on the Kowanyama Road.
- 2.2. Shelton Turner's Stabiliser Crew have been busy the last month undertaking urgent TMR projects.

On 89B for the 5.82 million DRFA/Betterment Works, Shelton' crew has completed:

- 15km of subgrade works, 10km of stabilisation pavement works which has been sealed with two coats of bitumen. All works have passed TMR specifications and inspections.
- SPA's stabilization crew have completed the final 5km of pavement stabilisation works whilst Shelton's Crew have been moved on to other urgent TMR projects. This section has now been sealed. All works have passed TMR specifications and inspections.

Other Projects Shelton's crew have completed are:

- Completed 1.24 million Rehabilitation Works on 89A. While they were there, the crew has repaired the dip in the highway.
 - Completed 50% of the works at Glenore on 92A with one side sealed with 14mm first coat. The other side is currently being stabilised and sealing is expected on 18th November. The second coat of bitumen will cover the full width.
 - After completing the Glenore project, Shelton's crew will be sent to the Burketown Road to begin 6km of sealed works under the TIDS funding starting from Inverleigh and working back to Normanton.
- 2.3. Casuarina She Oaks have been planted at the sand replacement project at the Karumba Point. Automated irrigation has been installed to keep the plants alive. This work was funded by the DRFA program and managed by through the Department of Environmental Science (DES). DES representatives have visited the site and approved of the work done to date.

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Table: TMR Projects progress report for 2020 – 2021

Projects	Value	Claimed	Progress
89B TMR 2020 DRFA Emergent Works	\$ 200,000.00	\$ 195,552.70	Completed
CN-12531 89B TMR 2019 DRFA Betterment Works	\$ 5,817,000.00	\$ 3,105,096.69	98% Completed - Claims being prepared
2019 TMR DRFA REPA Works on 84A, 89A, 89B and 92A	\$ 2,146,085.20	\$ 807,066.85	50% completed Glenore section claims being prepared
Grid Replacement at the Flinders River 89A	\$ 84,515.00	\$ 84,515.00	100%
2020-2021 RMPC	\$ 1,965,500.00	\$ 998,204.00	50% Completed New claims being prepared
2020-2021 RMPC Variation	\$ 480,000.00		
ATSI TIDS - Dunbar Creek - New Causeway and approach on the Kowanyama Road	\$ 925,000.00		
TMR Contribution to 2020-2021 TIDS on the Normanton Burketown Road	\$ 910,000.00		Sheltons Crew to start
Rehabilitation Works on 89A and Various Other Works	\$ 1,237,000.00	\$ 501,434.00	Completed. claims being prepared
89B Aus. Government Stimulus - Ch. 30680 - Ch. 35800	\$ 2,309,058.07		To start mid november by subcontractor
Total	\$ 16,074,158.27	\$ 5,691,869.24	

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Photo: The final 5km sealed section on 89B DRFA/Betterment Works



Photo: Sealing the repaired section where the dip was originally located on 89A.

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Photo: Completed Rehabilitation Work on 89A.



Photo: Sealing one side at Glenore on 92A.

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Photo: Casuarina She Oaks at the sand replacement project at Karumba Point.



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3. Update on Shire Flood Damage Works

3.1. Colin Charger / Delta Camp:

- Currently undertaking 2019 Restoration works on Delta Road.

3.2. Ronnie Kerr / Moved from Armstrong Camp to the Dunbar Camp:

- Currently working on the 2019 Restoration works on the Kowanyama Road.
- Will be there till closing down.

3.3. Gavin Delacour / Augustus Camp:

- 2019 Restoration Works - Completed Nardoo to Augustus Rd
- Currently working on the 2019 Restoration Works on the Donors Hill to Augustus Road.

3.4. Dave Atu / Inkerman Camp:

- Completed 2019 Restoration Works Koolatah to Oriners Road
- Undertaking maintenance works on 89B funded by the 480K RMPC variation.
- Will be working on TMR flood damage works on 89B as well.

3.5. Brenton Murray / Deadcalf Camp

- 2019 Restoration Works – Completed his section of the Iffley to Broadwater Road.
- Completed 2019 Restoration Works on the Clareville Road.
- They are currently working on the 2019 Restoration Works on the Trenton Road.
- Next job will be on the pipeline road.

3.6. Karl Pickering / Armstrong Camp after moving from Broadwater Camp:

- 2019 Restoration - Completed the Broadwater to Croydon Road.
- Currently working on the Burketown Road spreading out gravel between Armstrong Creek and Inverleigh.
- The next job will be on the Old Croydon Road.

BUSINESS PAPERS

4. Trades Report

- 4.1. Moving Camps
- 4.2. Standard housing, electrical and plumbing maintenance.

5. New Projects/Grant Applications

- 5.1. Council has applied for the Remote Aerodrome Upgrade Program (RAUP) Round 8 funding. The proposed work, if successful will replace the current deteriorated primary runway lighting circuit. This will bring it into compliance with Australian Standards but will also allow future work to install LED lighting which will improve compliance and lower operating costs and improve maintenance requirements for the Normanton Aerodrome. Council is seeking \$148,500 from the program. Costs less than \$150,000 does not need to be matched by Council.

6. Reports

- 6.1. Nil

REGIONAL ROADS AND TRANSPORT GROUP PROFILES

NORTH WEST QUEENSLAND RRTG (continued)

Burketown Road, Carpentaria Shire Council Sealing

Submitted by Michael Wanrooy (Director of Engineering and Technical Committee Chair, Carpentaria Shire Council) and Gerard Read (Technical Coordinator), NWQRRTG.

One of the primary objectives for the NWQRRTG has been, and will continue to be, the progressive sealing of key routes which connect the small towns and communities in the region. These are high priority Local Roads of Regional Significance and are critical to the economic and social prosperity of this vast area. They are characterised by:

- Relatively low, but important, traffic volumes with a high proportion of heavy vehicles.
- Marginal subgrades and available paving materials.
- Extreme susceptibility to wet weather which greatly hinders trafficability.
- Major and minor watercourse crossings with a low level of immunity which lead to extended outage periods.

One of the highest priorities is the Normanton to Burketown Road. Burketown is the oldest town in the southern Gulf of Carpentaria, established in 1865 as a port to support the growing trade in the cattle industry. In the early years it became obvious Burketown and surrounding areas were prone to prolonged flooding. To compound

this problem, a typhoid pandemic at the time struck and decimated Burketown's population. Normanton was established in 1867 as a result, with better port access from the Norman River. Normanton is home to the Gulflander train and home to the largest crocodile (8.63m) ever caught, a replica of which proudly sits on the main street outside the Carpentaria Shire Council offices. Normanton is also the gateway to Karumba which is known as the prawn and barramundi capital of Australia.

The Normanton to Burketown Road is the direct link between the two remote towns and is part of the nationally recognised Savannah Way across the tropical surrounds of northern Australia, linking Cairns in Queensland with Broome in Western Australia. It is a popular drive tourism route and caters for heavy vehicle transport servicing the cattle industry. The road also provides important indirect access to the port of Karumba which forms a key plank for Northern Australian development. It is a crucial Council-controlled Local Roads of Regional Significance 226 kilometres in length, with approximately 150 kilometres located in



Burketown Road

REGIONAL ROADS AND TRANSPORT GROUP PROFILES

NORTH WEST QUEENSLAND RRTG (continued)



Burketown Road

the Carpentaria Shire Council area and the balance in the Burke Shire Council area (where the road is known as the Floraville Road). The road is fully sealed within Burke Shire, however just under 100 kilometres within Carpentaria Shire is unsealed.

The road passes “Camp CXIX”, Burke and Wills’ final camp site before setting out for the final push to the gulf. The camp is situated at the edge of the Bynoe River, a tributary of the Flinders River. Flinders River is Queensland’s longest river (1,004 kilometres) and has a mean annual discharge of 3,857 Gigalitres, all of which enters the Gulf of Carpentaria approximately 36 kilometres west of Normanton. In February 2019, Flinders River was in flood and grew into a “mega-river” stretching to a width of 70 kilometres in places. The recorded flood levels were 1.5m higher than the 1974 floods and could be seen from space.

Through the NWQRRTG works program, significant funding has been allocated and spent in the past 10 years or more, upgrading and progressively sealing the Normanton to Burketown Road towards achieving the ultimate goal of a fully sealed link. Further Roads and Transport Alliance TIDS funding (matched by Carpentaria Shire Council funding) was spent in 2019–20 sealing another 6 kilometres section. The work included some minor realignment, shaping and repairing the existing formation, placement of 200mm deep gravel paving material (cement stabilised) and a final two-coat bitumen seal to a width of

7.2m. Works were undertaken in-house by the Council workforce, commencing in July 2019, and were completed in three phases; two phases prior to Christmas 2019 and the third phase in March-April 2020.

Carpentaria Shire Council Director of Engineering and NWQRRTG Technical Committee Chair, Michael Wanrooy stated, “The original scheduled scope of works was completed under budget which allowed an additional length of the road to be constructed in May 2020 which was great. Council had recently purchased a new Wirtgen stabiliser and this was the first project the plant was used on. It is a welcome addition to Council’s plant fleet.”

Carpentaria Shire Council Mayor and NWQROC Chair, Cr Jack Bawden, “The Normanton Burketown Road is one of Council’s and the NWQ region’s highest priorities. Council is determined to see the seal completed to deliver improved road safety for all road users and develop local employment opportunities. The road services the cattle industry and is used by large numbers of tourists towing caravans on adventure tours visiting numerous tourist sites along the Savannah Way. A ‘Normanton Burketown Road, Savannah Way Access Strategy’ was commissioned by Council and released in September 2019. It is 170 pages long and details the work required and associated costs for every single kilometre of the road – just under \$100 million and the seal will be completed.”

BUSINESS PAPERS

11.2 NDRRA/QDRF REPORT

Attachments:	11.2.1. Appendix A - QRA19 Expenditure Summary ↓
	11.2.2. Appendix B - QRA19 Completion Sketch ↓
	11.2.3. Appendix C - EOT Approvals ↓
	11.2.4. Appendix E - Wet Hire of Plant Tender ↓
	11.2.5. Appendix F - Materials Tender ↓
	11.2.6. Appendix G - Dry Hire of Plant Tender ↓

Author: John Martin - Consultant Engineering

Date: 12 November 2020

Key Outcome: 5.2 - A safe and sustainable road network

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

Executive Summary:

QRA18: REPA closeout documentation was submitted to QRA prior to the September 30 deadline. Responses to QRA assurance and compliance audits are being prioritised and provided to expediate the acquittal process.

QRA19: REPA funding has been approved with a total RV of \$73 million and construction budget of \$59 million. Six crews have completed approximately \$36.4million (74.2%) of the reconstruction works at an Expenditure Ratio of 0.90. Approximately 26% of gravel has been delivered to Dunbar – Kowanyama Road and is currently tracking within budget requirements.

QRA have currently approved seven (7) betterment projects.

QRA20: REPA submissions have all been approved with a total RV of \$52.8million. Council has received the 30% pre-payment of \$15.8million.

QRA have approved approx. \$375k of funding to construct a new Disaster Coordination Shed through the 2019/20 QRRRF program.

Previous QRA Projects: Approximately \$141million has been spent on QRA projects between the QRA16 and QRA19 projects. Approximately 69% of the total value expended has been to local contractors and suppliers. The average local expenditure excluding the QRA16 project is 76% as more recent years are trending higher in local expenditure and ability to deliver.

Cultural Heritage: Implementation of the new ILUA process has commenced following introduction and training in early September 2020. Several issues have been identified that has delayed gravel pit works and may affect supply of gravel in the new year.

To progress gravel pit maintenance and stockpiles it is proposed to investigate appropriate options to rehabilitate strategic pits and extract material at depth where significant disturbance has already occurred.

Pre-qualified Suppliers for 2021 Construction Season: Tenders for Wet Hire, Dry Hire and Construction Materials for the 2021 construction season are currently being prepared. The proposed scope and special conditions have been attached for Council comment. The three (3) tenders are planned to be released in early December and close mid-January.

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RECOMMENDATION:

That Council:

1. accepts the NDRRA/QDRF Report as presented; and
2. that those matters not covered by resolution be noted.
3. That Council endorse the proposal to investigate appropriate options to rehabilitate existing pits and extract further gravel at depth.
4. That Council endorse the release of Wet Hire, Dry Hire and Construction Materials tenders for the 2021 construction season.

Background:

2018 QRA Restoration

1. The QRA18 REPA closeouts have been submitted. Audits are progressively being received from QRA and responded to within required timeframes to finalise the acquittal. QRA are currently holding approximately 30% until the final acquittal is processed.

2019 QRA Event

1. QRA19 REPA submissions have been approved with a total RV of approx. \$73million (construction budget of \$59million).
2. The 30% prepayment has been exceeded and progress claims are now being submitted fortnightly to assist with Council's cash flow.
3. Six (6) crews are currently constructing QRA19 projects. The construction programme is currently 74% complete with a forecast final construction cost of \$55.4million and estimated Expenditure Ratio of 0.90. Refer Appendix A and B for construction progress.
4. Construction crews will continue working into December with camps coming back into town from late November until mid-December. Several crews will continue working from Normanton on roads close to town until the end of year shutdown or until wet weather prevents any additional work.
5. The Gravel Haulage for the Dunbar to Kowanyama Road project is progressing well with expenditure currently below budget forecast. A detailed summary is provided in Appendix D.
6. QRA has approved the following betterment projects for construction in 2020/21:
 - Normanton to Burketown Pavement Improvements and Sealing CH37.458 – 43.185 – Project RV \$3.1million, Construction value \$2.5million.
 - Normanton to Burketown Pavement Improvements and Sealing CH53.218 – 55.742 – Project RV \$0.96million, Construction value \$0.76million.

BUSINESS PAPERS

- Burke and Wills Monument Road pavement improvements (\$138,000).
 - Monsoon Trough Flood Impact Study (\$60,000).
 - Desludging of the Normanton Sewerage Lagoon (\$734,508) (additional funding has been requested for this project).
 - Glenore Weir Scouring Rectification (\$66,487).
7. Extensions of time have been approved on five (5) QRA19 REPA submissions and three (3) QRA betterment projects. The full list of projects is detailed in Appendix C. Notably the following projects have been approved within the EOT to 30 September 2021:
- Dunbar to Kowanyama Road.
 - Dunbar to Koolatah Road.
 - Rutland Plains Access.

2020 QRA Event

1. Due to significant rainfall and flooding from the Queensland Monsoonal Flooding event (23 January to 3 February 2020), Carpentaria Shire has been “activated” for Counter Disaster Operations (CDO), Emergency Works (EW) and Reconstruction of Essential Public Assets (REPA).
2. Four (4) REPA submissions have been approved with a total RV of \$52.8 million (construction budget of \$41.2million).
 - Submission 1 – Southwest Roads – RV \$16.8million, construction \$13.1million
 - Submission 2 – Southeast Roads – RV \$19.2million, construction \$15million
 - Submission 3 – Northern Roads – RV \$10.3million, construction \$8.1million
 - Submission 4 – Far Northern Roads – RV \$6.5million, construction \$5million
3. Council has received the 30% pre-payment of \$15.8million.
4. Emergency work on all Shire roads has been completed, with approximately \$335k expended and all works deemed eligible by QRA. The payment is expected to be received by Council in November.
5. Funding for construction of a new Disaster Coordination Shed has been approved by QRA through the 2019/20 QRRRF program. Approximately \$376k has been approved with construction to be complete by 30 June 2022.
6. QRA have met with Council to review benchmarking rates for the 2020 project. The approved QRA20 rates are approximately 10% higher than the QRA19 rates. It is noted that QRA are investigating costs associated with establishment and disestablishment of camps.

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Previous QRA Projects

A review has been completed detailing the value of recent QRA projects completed within the Shire between QRA16 and QRA20 to date are shown in the table below.

Project	Construction RV	Expenditure	Gravel (t)	Local Expenditure	% Local Expenditure
QRA15	\$0	\$0	0	\$0	0%
QRA16 REPA	\$58,069,629	\$57,175,671.04	1,211,696	\$33,302,672	58.3%
QRA18 EW	N/A	\$317,848	N/A	\$301,089	94.8%
QRA17 REPA	\$13,771,620	\$20,957,483	371,091	\$15,667,010	74.8%
QRA19 EW	N/A	\$4,432,991	N/A	\$4,001,395	90.3%
QRA18 REPA	\$13,867,138	\$23,493,303	127,824	\$18,935,277	80.6%
QRA20 EW	N/A	\$334,721	N/A	\$319,988	95.6%
QRA19 REPA	\$58,519,888	\$34,364,438*	772,859	\$24,536,389*	71.4%
QRA20 REPA	\$41,200,000	\$0 [#]	495,000	\$0 [#]	0%
Total	\$185,428,000	\$141,076,000	2,978,470	\$97,063,820	68.8%

Project currently under construction.

Project approved but not yet commenced.

As highlighted in the significant QRA16 programme, the percentage of local expenditure drops as contractors from surrounding shires are required to deliver the scope of work within the required project timeframes. The average local expenditure excluding the QRA16 programme is 76% as more recent years are trending higher in local expenditure and ability to deliver.

Each QRA project has two years (from the end of the financial year when the approved event occurred) to finalise construction. As the size of each project varies between years the scope is balanced between calendar years to even out the amount of work to be delivered and ensure consistent work for local contractors while still meeting construction deadlines. This involves fast tracking projects and bringing work forward following smaller construction seasons and holding work into the final financial year for large projects. The intent is to minimise the requirement for non-local contractors and keep all local contractors working as consistently as possible.

The ratio of local expenditure on Emergency work is significantly high. It is important to prioritise emergency work to get local contractors working early in the year and ensure a safe and efficient road network.

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Calendar Year	Total Expenditure
2016	\$19.6 million
2017	\$34.6 million
2018	\$24.5 million
2019	\$29.4 million
2020	\$32.9 million*

Estimated by the end of 2020

Cultural Heritage

The Gkuthaarn and Kukatj Native Title Claim was registered on 28 November 2012 with Determination granted 27 September 2020.

The “Carpentaria Shire Council Gkuthaarn and Kukatj Indigenous Land Use (Area) Agreement” (ILUA) was officially agreed on 3 February 2020 with training workshops conducted on 4 September 2020. A Cultural Heritage Consultation Notice (Notice) has been issued through Preston Law to P&E Law / Carpentaria Land Council Aboriginal Corporation (CLCAC) / Gkuthaarn and Kukatj Aboriginal Corporation (GKAC) for the remaining gravel pit works for 2020. The Cultural Heritage Consultation Plan for proposed works during the 2021 construction season (CHCP2021) has been sent to Preston Law for review prior to issue through P&E Law to CLCAC / GKAC.

Currently there is no approved mechanism for GKAC to receive payment for the Cultural Heritage Coordinator or Field Officer/Monitor. Under the ILUA, no work (in particular clearing of trees, vegetation and topsoil) can proceed in gravel pits without appropriate inspection and monitoring and previous gravel stockpiles are now almost completely exhausted. This will have an impact on gravel haulage at the start of the 2021 construction season.

In order to complete a number of critical works, preliminary discussions with Preston Law indicate that rehabilitation works in a number of pits (particularly Talawanta) may be considered “low risk” under the Duty of Care Guidelines in particular if there is an anthropologist or archaeologist to assist with the inspections and/or monitoring. Further gravel extraction may also be considered appropriate where previously endorsed excavation has occurred to significant depth and the bedrock rock can be shown to of an age and/or weather patterns that make the existence of Cultural Heritage artefacts extremely unlikely.

Currently Council is investigating extracting silicified sandstone from Lilyvale pit as excavation has previously occurred to significant depth. There is an opportunity to trial using the existing compactor to break down the sandstone into a robust road base material. This will allow gravel extraction to continue to be extracted for use and reduce the potential impact on the 2021 construction season.

Pre-qualified Suppliers for 2021 Construction Season

1. Pre-qualified supplier of Wet Hire Plant

The scope and special conditions for the pre-qualified supplier of wet hire plant is provided in Appendix E for Council comment before the tender is finalised. The tender is planned to be released in early December and close in mid-January.

2. Pre-qualified Supplier of Civil Construction Materials

The scope and special conditions for the pre-qualified supplier of civil construction materials tender is provided in Appendix F for Council comment before the tender is finalised. The tender is planned to be released in early December and close in mid-January.

3. Pre-qualified supplier of Dry Hire Plant

BUSINESS PAPERS

The scope and special conditions for the pre-qualified supplier of dry hire plant is provided in Appendix G for Council comment before the tender is finalised. The tender is planned to be released in early December and close in mid-January.

Consultation (Internal/External):

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

Legal Implications:

- Nil.

Financial and Resource Implications:

- QRA 19 Trigger Point contribution - \$32,408
- QRA 19 10% Council contribution to day labour - \$149,177.34
- QRA 20 Trigger Point contribution - \$29,363

Risk Management Implications:

- Low – QRA19 – An extension of time has been granted for requested submissions due to productivity losses from COVID-19.
- Moderate – QRA19 – Camp costs for the QRA19 project have been queried if eligible by QRA. Discussions with QRA are ongoing to clarify why this has been raised after final approval has been granted and how it can be resolved without affecting the project.
- Low – QRA20 – Construction to commence in early 2021.

CARPENTARIA SHIRE COUNCIL

SUMMARY OF QRA19 EXPENDITURE

CURRENT

31/10/2020

Project Completed

74.2%

Forecast Project Expenditure to RV Ratio

0.90



Submission 1 - CSC.0004.1819E.REC					
Road Name	Construction Recommended Value	Expenditure	Complete (%)	Expected Expenditure Ratio	Notes
Iffley Road	\$ 7,965,253.97	\$ 3,948,831.21	52%	0.96	
Normanton to Burketown Road	\$ 8,345,264.72	\$ 8,794,125.95	90%	1.17	Gravel push up costs for Washpool pit (used for Normanton to Burketown and Nardoo to Leichardt Road) booked to this road. When assessing both simultaneously expenditure is predicted to be less than the RV.
Donors Hill to Augustus Downs Road	\$ 1,235,778.13	\$ 181,752.95	19%	0.59	Road recently commenced construction. Accrued costs processing and expected to align closer to RV as construction progresses.
Dunbar Koolatah Road	\$ 40,500.00	\$ 15,456.00	85%	0.45	Costs incurred to order flood camera parts and install pole and footing, camera not yet installed.
TOTAL	\$ 17,586,796.82	\$ 12,940,166.11			

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

Submission 3 - CSC.0009.1819E.REC					
Road Name	Construction Recommended Value	Expenditure	Complete (%)	Expected Expenditure Ratio	Notes
Trenton Road	\$ 3,087,067.71	\$ 3,137,748.62	99%	1.03	
Nardoo to Leichardt Road	\$ 5,457,880.01	\$ 2,493,485.80	100%	0.46	Significant cost savings from haulage of gravel. Two primary gravel pits located along Nardoo to Leichardt resulted in significantly shorter haulage than other roads within the Shire.
Koolatah to Dixie Road	\$ 1,037,829.19	\$ 482,900.76	79%	0.59	Overlapping camp and establishment costs with Koolatah - Drumduff Road. When assessing roads together, expenditure expected to align closer to RV.
TOTAL	\$ 9,582,776.91	\$ 6,114,135.18			

Submission 4 CSC.0015.1819E.REC					
Road Name	Construction Recommended Value	Expenditure	Complete (%)	Expected Expenditure Ratio	Notes
Stirling to Miranda Downs	\$ 714,067.74	\$ 1,772,394.38	100%	2.48	Costs for pit establishment, pushing up of gravel and stockpiling for Glencoe to Miranda and Lotusvale to Stirling booked to this road. When assessing all roads together the expenditure aligns closer to the RV.
Koolatah to Drumduff	\$ 400,021.44	\$ 956,259.55	100%	2.39	Overlapping camp and establishment costs with Koolatah - Dixie Road. When assessing roads together, expenditure expected to align closer to RV.
Lotusvale to Stirling	\$ 886,520.02	\$ 1,360,019.58	100%	1.53	Overlapping costs with Stirling to Miranda and Glencoe to Miranda Downs Road. When assessing all together expenditure aligns closer to RV.
Glencoe to Miranda Downs	\$ 2,336,152.96	\$ 892,225.76	100%	0.38	Road recently finished construction. Some savings expected as costs for pushing up gravel booked to Stirling to Miranda Downs Road.
Delta Downs Road	\$ 1,234,393.09	\$ 341,505.86	51%	0.55	Accrued costs processing. Road currently under construction and costs expected to increase closer to align with RV.
Dunbar to Koolatah	\$ 621,749.80	\$ 22,943.42	18%	0.20	Accrued costs processing. Road currently under construction.
Dorunda Access	\$ 61,616.91	\$ -	0%	1.00	
Double Lagoon Access	\$ 152,260.02	\$ 24,958.41	0%	1.00	
Inkerman Access	\$ 575,844.83	\$ 48,100.45	0%	1.00	Gravel has started being tipped, no construction has commenced.
Mutton Hole Access	\$ 197,093.65	\$ -	0%	1.00	
Rutland Plains Access	\$ 62,784.92	\$ -	0%	1.00	
Shady Lagoon Access	\$ 706,726.20	\$ -	0%	1.00	
TOTAL	\$ 7,949,231.58	\$ 5,418,407.41			

Submission 5 CSC.0019.1819E.REC					
Road Name	Construction Recommended Value	Expenditure	Complete (%)	Expected Expenditure Ratio	Notes
Glenore Access	\$ 909,509.81	\$ 874,847.77	100%	0.96	
Inverleigh Access	\$ 5,671.11	\$ 1,006.35	100%	0.18	Construction completed in less than one day, majority of costs booked to adjacent Normanton to Burketown Road.
Inverleigh Access (Secondary)	\$ 6,592.06	\$ -	100%	0.00	Construction completed in less than one day, majority of costs booked to adjacent Normanton to Burketown Road.
Inverleigh West Access	\$ 26,659.05	\$ 2,164.49	100%	0.08	Construction complete. Costs booked to adjacent Normanton to Burketown road as construction was completed in less than one day.
Lorraine Access	\$ 603,515.79	\$ 725,417.04	100%	1.20	Camp and establishment overlaps with simultaneously constructed Nardoo to Leichardt, when assessing roads together expenditure aligns closer to combined RV.
McAllister	\$ 917,701.37	\$ 984,180.32	100%	1.07	
Mundjuro Access	\$ 249,585.23	\$ 139,379.07	100%	0.56	Cost savings as camp and mobilisation costs booked to adjacent Trenton Road.
Pioneer Access	\$ 43,036.66	\$ 17,071.24	100%	0.40	Cost savings as camp and mobilisation costs booked to adjacent Trenton Road.
Warrenvale Access	\$ 155,485.20	\$ 71,374.32	100%	0.46	Cost savings as construction was completed simultaneously with QRA18 scope of work with overlapping camp and mobilisation costs.
Wernadinga Access	\$ 358,899.18	\$ 184,957.42	100%	0.52	Cost savings from simultaneous construction with QRA18 Wernadinga Access Scope of work.
Wondoola Bypass	\$ 364,937.20	\$ 471,823.03	100%	1.29	Cost overlaps with simultaneously constructed Wondoola Access. When assessing roads together, expenditure aligns closer to RV.
Wondoola Access	\$ 224,681.17	\$ 128,468.20	100%	0.57	Cost overlaps with simultaneously constructed Wondoola Bypass. When assessing roads together, expenditure aligns closer to RV.
Broadwater to Iffley	\$ 3,317,286.59	\$ 3,190,030.44	100%	0.96	
Claraville	\$ 631,331.54	\$ 150,043.47	100%	0.24	Accrued costs processing, road recently finished construction. Overlapping camp and establishment costs with Broadwater to Iffley Road. When assessing roads together, expenditure expected to align closer to combined RV.
Broadwater Access	\$ 7,458.24	\$ 13.99	100%	0.00	Construction completed in less than one day, majority of costs booked to adjacent Broadwater - Iffley Road.
Haydon Access	\$ 195,907.01	\$ -	37%	0.14	Accrued costs processing. Road currently under construction.
Karumba Pipeline Service Access	\$ 1,631,989.21	\$ 370,847.26	28%	0.82	Road partially constructed, remaining works to be completed during the wet season while crews are working from town.
Cowan Downs Access	\$ 192,966.61	\$ -	0%	1.00	
Donors Hill Access	\$ 72,667.33	\$ -	0%	1.00	
Kelwood Access	\$ 63,632.75	\$ -	0%	1.00	
Neumayer Valley Access	\$ 346,224.08	\$ -	0%	1.00	
Old Croydon (Unsealed)	\$ 407,664.35	\$ -	0%	1.00	
TOTAL	\$ 10,733,401.54	\$ 7,311,624.41			

Submission Reference	Funding Type	Project	Previous Time Limit	EOT Duration (months)	EOT approval
CSC.0010.1819E.REC	QRA19 REPA	Submission 2	30-Jun-21	3	30-Sep-21
CSC.0009.1819E.REC	QRA19 REPA	Submission 3	30-Jun-21	3	30-Sep-21
CSC.0019.1819E.REC	QRA19 REPA	Submission 4	30-Jun-21	3	30-Sep-21
CSC.0015.1819E.REC	QRA19 REPA	Submission 5	30-Jun-21	3	30-Sep-21
CSC.0025.1819E.REC	QRA19 REPA	Submission 6	30-Jun-21	6	31-Dec-21
CSC.0016.1819E.REC	2018-19 Betterment	Normanton to Burketown Sealing P11/12	30-Jun-21	3	30-Sep-21
CSC.0017.1819E.REC	2018-19 Betterment	Normanton to Burketown Sealing P13	30-Jun-21	3	30-Sep-21
CSC.0011.1819E.DWS	2018-19 Betterment	Desilting of the Normanton Sewer Lagoons	30-Jun-21	3	30-Sep-21

Appendix E – Pre-qualified supplier of Wet Hire Plant

Special Conditions

- All rates to be provided excluding GST.
- Establishment is to and from the Normanton Works Depot (or relevant camp) and shall be at the expense of the supplier and is deemed to be included in the supplied rates.
- Only with written approval from the Principal will any item be exchanged for an alternative equivalent item.
- Plant, equipment and/or machinery will be located in mobile camps anywhere within Carpentaria Shire boundaries. Location of camps and engaged plant is at the sole discretion of the Principal.
- Plant, equipment and/or machinery may be left on site over night and the supplier will be responsible for ensuring adequate security measures of their plant.
- Scheduled and ongoing maintenance of plant and equipment - The Supplier is responsible for all ongoing general and scheduled maintenance requirements.
- All routine maintenance shall be completed outside the rostered working times.
- The tenderer should note that acceptance of a tender does not guarantee that the tenderer will be engaged and there is no obligation on behalf of the Principal to purchase any material during the Term.
- Tenders must be submitted through Vendor Panel in the appropriate format with adequate time for the Tender (including all supporting documentation) to upload to the Tender Box prior to the Tender Closing Time. No late Tenders will be considered.
- A compulsory tender briefing meeting will be held prior to the closure of tenders.
- Tenderers will advise the Principal of change of operators or inability to supply operators as soon as possible.
- All plant must comply with relevant laws/regulations/specifications outlined in the Tender.

Tenders are proposed for the following items of plant:

1. Grader (hourly rate)
2. Front End Loader (hourly rate)
3. Excavator (hourly rate)
4. Crane (hourly rate)
5. Water Truck (hourly rate)
6. Side Tippers (hourly rate)
7. Low Loader (Float) (hourly rate)
8. Miscellaneous (hourly rate)
9. Scraper (hourly rate)
10. Bulldozer (hourly rate)
11. Gravel Pit Package (Sandy material) (m3 rate)
12. Gravel Pit Package (Ridge gravel) (m3 rate)
13. Gravel Pit Package (Rippable rock) (m3 rate)

Appendix F - Pre-qualified Supplier of Civil Construction Materials

Schedule 3 – Special Conditions

- All rates to be provided excluding GST.
- The Principal may elect to organise their own transport from the Suppliers yard. The "base rate" will be for material ex plant including loading into Principal supplied trucks.
- Delivery prices to Normanton/Karumba are to be priced as an extra over rate to the base rate.
- All extra over haulage will be by fully loaded triple road train.
- Price to deliver to Normanton will include locations within 5km of the Council Depot.
- Price to deliver to Karumba will include locations within 5km of the Karumba Post Office and including to Karumba Point.
- The tenderer should note that acceptance of a tender does not guarantee that the tenderer will be engaged and there is no obligation on behalf of the Principal to purchase any material during the Term.

Part 5 – Scope

The following Pricing Schedule defines the scope of materials required for the 2021 Construction Season.

Material	Unit	Base Rate (\$/unit) ex GST	Extra Over Delivery Rates (ex GST)			
			Delivery Normanton and Surrounds (\$/unit) ^[1]	Karumba and Surrounds (\$/unit) ^[1]	Haul on Bitumen Road (\$/unit/km) ^[2]	Haul on Gravel Road (\$/unit/km) ^[2]
Gravel / Rock						
Type 2.2 Gravel	tonne					
Type 2.3 Gravel	tonne					
Type 3.2 Gravel	tonne					
Ridge Gravel	tonne					
General Fill	tonne					
Rock - 200mm	tonne					
Rock - 300mm	tonne					
Rock - 500mm	tonne					
75mm Minus	tonne					
20/40 Trench Rock	tonne					
10mm Aggregate	tonne					
20mm Aggregate	tonne					
10mm Screenings	tonne					
14mm Screenings	tonne					
Crusher Dust	tonne					
Sand	tonne					
Garden Loam	tonne					
Pre-coated 7mm Aggregate	tonne					
Pre-coated 10mm Aggregate	tonne					
Pre-coated 14mm Aggregate	tonne					
Pre-coated 16mm Aggregate	tonne					
10mm Blend	tonne					
20mm Blend	tonne					
10mm Stone	tonne					
20mm Stone	tonne					
40mm Stone	tonne					
Concrete						
Stabilised Sand	m ³					
20MPa	m ³					
25MPa	m ³					
32MPa	m ³					
40MPa	m ³					
Bulk Cement Powder for Stabiliser	tonne					

[1] – Includes up to 5 km from town.

[2] – Rate to come into effect beyond 5 km from town.

Appendix G - Pre-qualified Supplier of Dry Hire Plant

Schedule 3 – Special Conditions

- ^ All rates to be provided excluding GST.
- ^ Establishment to and from the Normanton Works Depot shall be at the expense of the supplier and is deemed to be included in the monthly rates.
- ^ Only with written agreement from Council will any item be approved to remain in Council's Depot past December 2021 or over the wet season period.
- ^ The plant or equipment may be left on site over night and the supplier will be responsible for ensuring adequate security measures available for the plant or equipment.
- ^ Scheduled and ongoing maintenance of plant and equipment - The Supplier is responsible for all ongoing general and scheduled maintenance requirements.
- ^ The nominated maintenance mechanic is to be available on call at all times during the work roster and be familiar with local road conditions. All routine maintenance shall be completed outside the rostered working times.
- ^ Scheduled maintenance of 4x4 Landcruiser's and Utility vehicles – Council will undertake the scheduled maintenance at its workshop in Normanton. The supplier shall be responsible for supplying all parts.
- ^ The tenderer should note that acceptance of a tender does not guarantee that the tenderer will be engaged and there is no obligation on behalf of the Principal to purchase any material during the Term.
- ^ Tenders must be submitted through Vendor Panel in the appropriate format with adequate time for the Tender (including all supporting documentation) to upload to the Tender Box prior to the Tender Closing Time.
- ^ The Tenderer must attend any tender briefing identified in the Tender Information, unless the Tender Information provides that attendance is optional.

Part 5 - Scope

The following Pricing Schedule defines the scope of dry hire plant required for the 2021 Construction Season

Plant Item	Hire Rate per Month ex GST	Registration No.	Registration Expiry	Manufacturer	Model	Machine Hours	Year of Manufacture	Nominated Mechanic
Vibrating Single Drum Roller (Operating weight 20,000kg)								
Multi Tyre Roller								
Vibrating Pad Foot Roller with Removable Pad-foot shell kit (Operating weight 20,000kg)								
4 Door 4x4 V8 LandCruiser with Tray Back								
4 Door 4x4 Ute with Tray Back								
Skid Mounted Generator								
Standpipe								
Wheel Mounted Water Pump								
3 Man Ablution Block								
2 Man Accommodation Donga								
Miscellaneous								

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11.3 ENGINEERING ACTIVITY UPDATE

Attachments: NIL
Author: Michael Pickering - Engineering Support
Date: 12 November 2020

Key Outcome: 5.1 - Integrated and timely provision and management of sustainable infrastructure and assets

Key Strategy: 5.1.2 Ensure the provision and management of infrastructure and assets meet the needs and priorities of Council, the community and industry.

Executive Summary:

This report provides information and updates to Council on various activities and programs that are facilitated within the Engineering Support portfolio.

RECOMMENDATION:

That Council:

1. receives the Activity Update Report; and
2. that those matters not covered by resolution be noted.

Background:

The main activities undertaken to date are:

1. Continuing work on the preparation of a Project Proposal Report (PPR) for the upgrading of the **Burketown to Normanton Road** - from Normanton westward to the end of the proposed new crossing of the Leichhardt River (just falls into Burke Shire at the western end).

The major outcome of this work will see the Savannah Way a fully sealed road from Doomadgee to Cairns.

Concept design drawings have now been completed and are included in the report. Initial estimates have also been completed. Major elements identified to date are:

- 78.4 km of new sealed roads in 4 major sections - **\$40.7 million**;
- 5.2 km of new or upgraded floodways in 45 sections - **\$27.9 million**;
- 14.1 km of re-alignments in 30 sections - **\$ 5.7 million**; and
- 0.64 km new Leichhardt river crossing - **\$14.4 million**.

Total \$87.7 million.

Further work is underway to complete the PPR, the further work mainly involves the completion of the cost benefit sections including detailed analysis of economic benefits and impacts. Further assistance will likely be required from Cummings Economics who have previously undertaken a Shire wide Road network Study in 2019.

It is also proposed to meet with TMR soon to discuss the draft to date and ensure that we are approaching the submission to their satisfaction.

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Further strategies to obtain the funding should also be developed to determine the most appropriate actions to lobby Federal and State politicians.

2. **Glenore Weir** – there is a need to undertake a hydraulic and flood modelling study to determine if any further works are needed following the emergency works that have been undertaken recently. For the modelling to be carried out, further survey work has had to be commissioned to define the rock protection extent and size. We understand that survey has now been undertaken and the information should be with Council soon. GHD have been asked to provide a revised proposal to undertake the modelling and this is also expected to be received shortly.

3. Other matters that have arisen and some that may be on-going;
 - Review of the Economic Development Strategy (EDS) and provision of comments/assistance to MECD (also needed to review the Tourism Strategy to see how it might integrate with the EDS.

 - High-level review of Council's water, sewerage and waste infrastructure. Initial findings would seem to indicate the need to do a Water Security Assessment, at least at a high level to identify possible weakness' in the infrastructure and to develop strategies to reduce the risk of supply issues. The Karumba sewerage system also may need some further review as the current system has a very high maintenance requirement and in the long-term there may be better strategy to move ultimately to a more conventional system.

 - Also dealt with a number of minor matters relating to contract administration, town planning and building certification matters.

Consultation (Internal/External):

- Director of Engineering – Michael Wanrooy
- Manager Economic and Community Development – Cherie Schafer
- Manager Water and Sewerage – Ben Hill
- ERSCON
- GHD
- Jill Taylor
- other relevant officers in Council.

Legal Implications:

- Nothing significant

Financial and Resource Implications:

- All within current budget allocations.

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Risk Management Implications:

- The Glenore weir and the Water Security project have potential risk implications for Council.

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11.4 WATER AND WASTE REPORT - OCTOBER 2020

Attachments: NIL
Author: Ben Hill - Manager Water and Sewerage
Date: 12 November 2020

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

Executive Summary:

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

- Water levels at Glenore Weir are approximately 4m above pump levels.
- Total treated water was 101.2ML for the month.
- Another burst main occurred along Yappar Street which was repaired by operations staff.
- Department of Environment and Science (DES) completed a regulatory inspection of Normanton Landfill on October 14.
- DES rated the landfill as one of the best operated regional landfills (Grade A minus).
- The Normanton reservoir recoating job has commenced.
- A relief operator has been hired to assist at the water plant while leave is taken.
- Many upcoming funded projects to be delivered during the new financial year.
- Karumba STP inlet screen currently being by-passed.
- Six E-one pumps were replaced in Karumba during the month.

RECOMMENDATION:

That Council:

1. accepts the Water and Wastewater Report as presented for the period ending 31st October 2020; and
2. that those matters not covered by resolution be noted.

Background:

Glenore Weir

The DNRME level gauge at Glenore Weir is currently not reading correctly, however a manual measurement showed that approximately 4m of water was above the top of the submersible pumps. The Bureau of Meteorology recorded 2.6mm of rainfall at Normanton Airport during the month.

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Normanton Water Treatment Plant

For the month, 96.0ML was pumped from Glenore Weir and 5.2ML from the Normanton bore for a total of 101.2ML of raw water. As can be seen in Figure 1, water consumption has continued to increase this year and is consistent with the same period last year. As has been discussed previously, water consumption in our region is very high on a per capita basis and the restriction of our pipeline delivery network prevents us from treating any additional water.

Normanton consumed 61.3ML (60.6%) and 34.1ML (33.7%) was pumped to Karumba, 5.0ML (4.9%) was used for backwashing and bulk water supply/storage. The remaining 0.8% was recorded to systems losses.

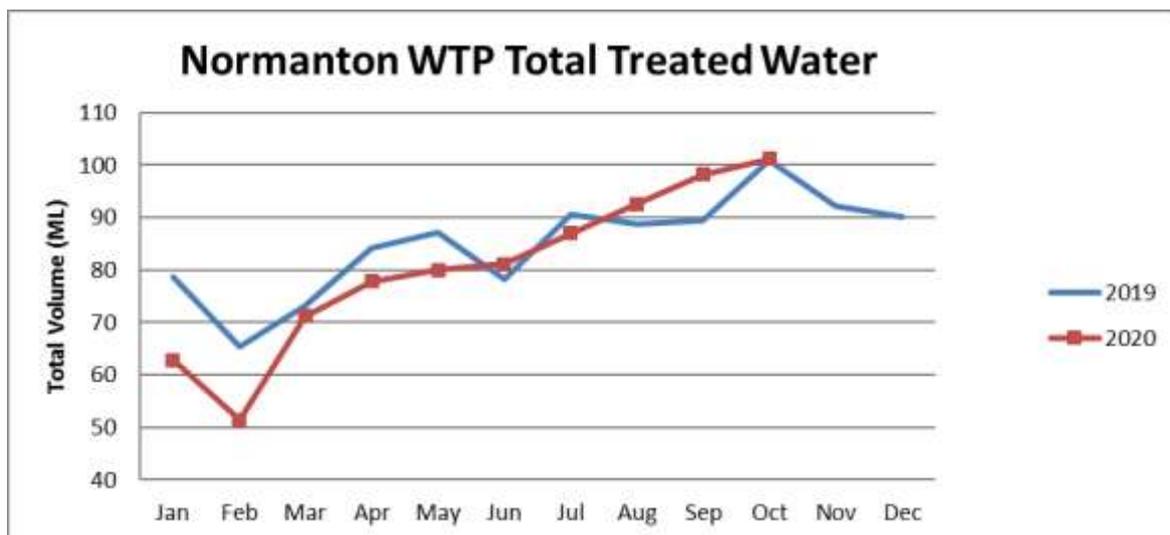


Figure 1: Total raw water treated

Maintenance and Upgrades

Water consumption continues to be very high with the raw water delivery line and pumps struggling to keep up with the additional flow rates. The raw water lines have been flushed and investigated to ensure all the cross connections are open between the 150mm and 250mm pipes. Further investigation also continues into the existing raw water lines and ways to cost effectively alleviate some of the pressures on the system. The initial focus will be on replicating the last 1.2 kilometres of pipeline from where the 150mm pipeline ends.

The ground reservoir recoating has commenced with an anticipated completion by the middle of November. It is necessary to perform the works before the wet season in order to ensure groundwater levels are not an issue. This will be followed by the completion of the final stage of the filter refurbishment project which will require two filters to be taken offline.

The clarifier has been purchased from Actiflo as presented during the Ordinary Council meeting in October. It has a long lead time and is due to be on site in no later than May 8

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2021. The tender for the civil works, installation and commissioning is currently being put together by Permeate Partners.

A relief operator has been engaged through LO-GO Appointments to assist with leave that will be taken by the senior Normanton operator. He will also make up for the shortfall left by the recent departure of the former water plant operator who has moved to one of the construction crews.

Another burst main occurred along Yappar Street in Karumba on the 9th of October which required the town to be shutdown while repairs were carried out. As previously mentioned, funding has been provided for strategically placed valves to be installed that will improve isolation and reduce the impacts of future burst pipes. Quotations have been sought from a local contractor on the pre-qualified supplier's list for the required works.

Normanton Sewage Treatment Plant and Reticulation Network

Normanton Sewerage Treatment Plant (STP) received an estimated 10.5ML (see Figure 2) of wastewater in October which was evaporated or retained in storage.

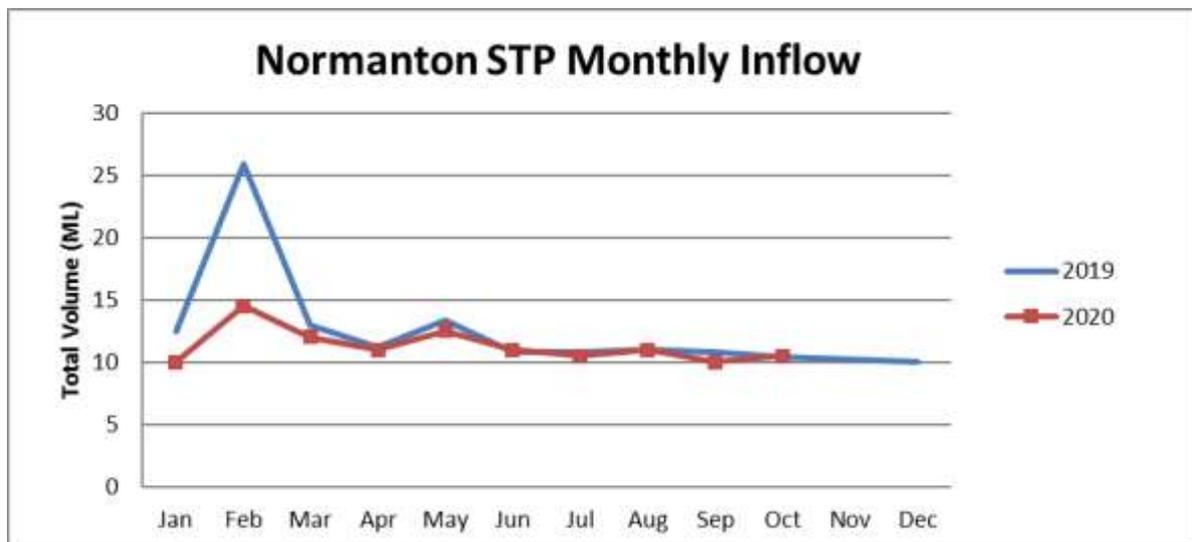


Figure 2: Total volume treated at Normanton STP

Maintenance and Upgrades

General maintenance tasks and repairs were carried out by operations staff members throughout the month. Repairs to the effluent irrigation pipework are being carried out and additional works are scheduled throughout the next few months such as replacing valves, fittings and damaged irrigation flumes. Works have been hampered by the loss of operations staff in recent months.

Currently, irrigation is turned off due to high thermotolerant coliform levels. If the results do not improve during the next round of sampling, temporary chemical disinfection may be necessary to reduce coliforms to within licence limits as pond levels need to be low heading into the wet season to ensure there is suitable storage space available.

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Karumba STP and Low Pressure Network

Karumba sewage treatment facility treated approximately 4.5ML (see Figure 3) for September.

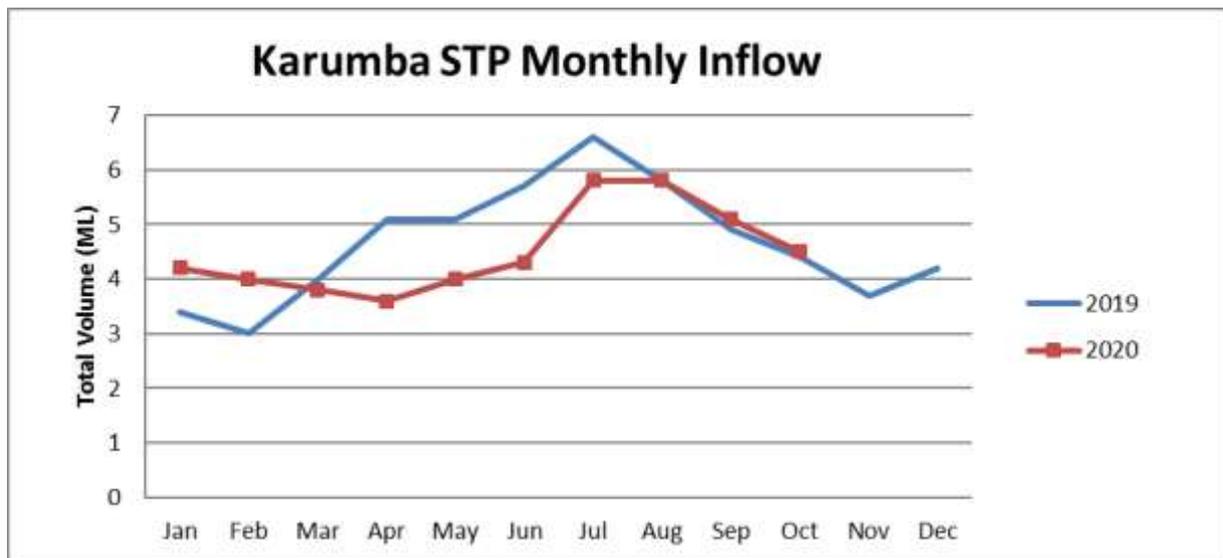


Figure 3: Total Monthly inlet flow for Karumba STP.

Compliance

Samples from the treatment plant were analysed and found to be within range of all parameters as set out in the Environmental Authority.

Maintenance and Upgrades

Karumba STP had general maintenance carried out as necessary. The issue with the low pressure pumps continues, with six pumps replaced and repaired for the month. While this is a significant improvement on previous months, it is still much higher than the rate promised by the supplier (3 per month).

As described in recent reports, the inlet screen has had an issue and needs to be by-passed while repairs are carried out. A new replacement screen had already been ordered in April this year but has experienced delays in getting to Australia due to COVID. With this in mind, the company is now building a new unit from scratch in Australia, with delivery scheduled for January. Staff and suppliers are continuing to try and speed up manufacture and delivery with minimal success.

Karumba Waste Transfer and Normanton Landfill

General operations and maintenance continue within the waste facilities, with the Normanton Landfill continuing to clean up and treat leachate. The new landfill compactor has been working and increased compaction is being achieved. S and J Australian Scrap Tyre Disposal are organising and managing the logistics for the removal of tyres as per the funding agreement with the Department of Environment and Science. They have a scheduled commencement date of November 5.

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The seconded operator at the Normanton landfill has been working away consistently and is keeping it quite tidy. The fulltime operator is due back on site in December, however it has been beneficial to have additional staff trained in the landfill operation which will assist over the Christmas break. The Karumba Transfer station operator has cleaned up the site in Karumba and is spending additional time assisting with the clean up of illegal dumping and the operation of the water and sewage systems in Karumba.

The Department of Environment and Science (DES) conducted a regulatory inspection of Normanton Landfill Facility on October 14. At the time of writing this report, Council had not received any official feedback, however at the exit meeting, the DES officers spoke of a couple of matters that need to be addressed, as follows:

- One IBC of cooking oil was contained, but not banded correctly
- Wind blown rubbish needs to be collected and returned to the active cell
- Directional signage could be improved

The DES officers noted that the issues were minor and that the rating of the site has improved significantly. They were happy with the progress and commented on the difference that the compactor had made to site operations. The lead officer graded the current operation at “A minus” and said it is now one of the best regionally operated landfills.

Projects/Budgets

The following Tables are a brief overview/summary of the ongoing projects in Water and Waste along with year to date budget figures.

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Table 1: Project summary for Water and Waste

Area	Description	Funding body	Budget	Status
W a t e r	Yappar Street valve replacement	W4Q	\$ 80,000.00	On site meeting with local contractor - currently awaiting pricing
	Recoat Reservoir #3 at Ntn WTP	W4Q	\$ 120,000.00	commenced
	Office/control building at Ntn WTP	W4Q	\$ 125,000.00	civil works commenced - due for arrival early November
	Installation of second clarifier	W4Q	\$ 950,000.00	Council has procured directly, tendering out installation, commissioning and associated works
	Conversion/upgrade of PLC	W4Q	\$ 50,000.00	coupled with above project
	Filter upgrade at Ntn WTP	W4Q	\$ 200,000.00	media on site, contractors engaged (to be completed after the reservoir recoating completed)
	Repair and upgrade Ntn WTP shed	W4Q	\$ 145,000.00	seeking quotes for upgrade - Gulf Construction to complete initial repairs. May be better to put these funds into raw water pipe upgrade
	Repair scouring on left hand weir embankment	QRA	\$ 60,000.00	completed
	Raw water irrigation project	BBRF	\$712,000/ \$238,000	Tender has been awarded to Barto's Plumbing. Michael Pickering taking up the role
S e w a g e	Ntn STP de-silting project	QRA	\$ 734,000.00	Tender has been awarded to Dredging Solutions - department has granted an extension of time due to COVID restrictions. Have provisionally been awarded and additional \$240,000
	Ntn STP irrigation repairs	QRA	\$ 20,000.00	Materials have arrived on site, works ongoing
	Kba STP inlet screen replacement	CSC	\$ 60,000.00	ordered in 19/20 FY - COVID delayed delivery from Europe. After discussion, the manufacturer has agreed to fabricate a new system in Australia. ETA of early 2021
	Kba STP Office/control building	W4Q	\$ 100,000.00	civil works commenced - due for arrival early November
W a s t e	Tyre recycling project	DES	\$200,000/ \$130,000	S and J Australian Scrap Tyre Disposal to undertake, scheduled start for November 5.
	Karumba CCTV tower	DES	\$ 60,000.00	tower complete, additional electronics/monitoring equipment to be purchased using funding - awaiting IT Officer
	Illegal dumping compliance officer	DES	\$ 123,182.00	role ongoing - reports to the Department

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Table 2: Year to date budget summary

Description	Current Budget	YTD Actual	Percentage
Water Maintenance Ntn - Operating Income			
Water Maintenance Kba - Operating Income			
Water Maintenance - Water Charges			
Water Maintenance - Excess Water Charges			
Water Ntn - Operating Expenses			
Water Ntn - Maintenance			
Water Ntn - Depreciation			
Water Ntn - Connection			
Water Kba - Operating Expenses			
Water Kba - Maintenance			
Water Kba - Depreciation			
Water Ntn - Capital Grants and Contributions			
Sewerage Maintenance Ntn - Sewerage Charges			
Sewerage Maintenance Kba - Operating Income			
Sewerage Maintenance Kba - Sewerage Charges			
Sewerage Ntn - Operating Expenses			
Sewerage Ntn - Maintenance			
Sewerage Ntn - Depreciation			
Sewerage Kba - Operating Expenses			
Sewerage Kba - Maintenance			
Sewerage Kba - Depreciation			
Sewerage Kba - Installation			
Sewerage Maintenance Ntn - Capital Grants and Contributions			
Refuse Collection - Operating Income			
Refuse Collection Ntn - Operating Expenses			
Refuse Collection - Maintenance			
Refuse Collection Karumba - Operating Expenses			
Refuse - Kba Maintenance			
Landfill/Waste Transfer Operations - Ntn - Operating Grants, Subsidies			
Landfill/Waste Transfer Operations - Ntn - Operating Income			
Landfill/Waste Transfer Operations - Ntn - Landfill Charges			
Landfill/Waste Transfer Operations - Ntn - Operating Expenses			
Landfill/Waste Transfer Operations - Ntn - Maintenance			
Landfill/Waste Transfer Operations - Ntn - Depreciation			
Landfill/Waste Transfer Operation - Grant Funded Expenses			
Landfill/Waste Transfer Operations - Kba - Operating Expenses			
Landfill/Waste Transfer Operations - Kba - Maintenance			
Landfill/Waste Transfer Operations - Kba - Depreciation			

Consultation (Internal/External):

- Director of Engineering - Michael Wanrooy.
- Manager Water and Waste - Ben Hill.
- DES Authorised Officers - Kerwin Swanson and Thom as Cobban.

Legal Implications:

- Low – within normal operational parameters.

Financial and Resource Implications:

- Medium – upgrades required for 2020/21 financial year to remain compliant.

Risk Management Implications:

- Nil.

BUSINESS PAPERS

11.5 WORKSHOP REPORT

Attachments: NIL
Author: William Bollen - Workshop Foreman
Date: 13 November 2020

Key Outcome: 5.1 - Integrated and timely provision and management of sustainable infrastructure and assets

Key Strategy: 5.1.1 Develop a Strategic Infrastructure and Asset Management Plan to guide the provision, maintenance, decommissioning, replacement and enhancement of Council assets and infrastructure.

Executive Summary:

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

RECOMMENDATION:

That Council:

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

Background:

Completed Tasks:	
CAT Drum rollers	Have dropped in reliability considering the age and treatment but again parts are the biggest factor.
CAT Multi Rollers	Have been tagged Out of Service. Common issues with the steering ram coming free during operation.
Fleet Crew vehicles	Are not handling the northern road conditions. ABS wiring looms are being ripped off throwing the motor in to limp mode
Air-conditioning	In most plant has been serviced after operator complaints since temperature is rising. Most Aircon repairs are delayed because only one workshop fitter has the relevant refrigerant license. Raymond Rainbow and Tibau Stephen have just completed the Cert II Automotive Airconditioning Course

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P3401 CAT Multi	Has significant damage to the front of machine pushing the fuel tank in.
Float P0394	The hydraulic ramp pump has been replaced.
P1568 WHSA Hilux	Left steering rack arm bent, currently waiting for part.
P2403 Western Star	A/C Compressor, drier and now awaiting taillights and brackets.
P3402 Multi:	Steering Arm broke free will be temporarily repaired and brought back to town.
P3811 Stabilizer	Underwent its 500hr service last month.
P4136 Line Marker	Is due for replacement asap, major components are now failing. The latest casualty is the main control board.
P3137 Backhoe	Has been transported to Normanton to replace condenser and hoses that were damaged during operation.
P3011 Skid Steer	Has been transported to Normanton. Cab will be removed to allow cleaning and replacement of evaporator.
P3717 Grader	Will undergo its wet season service and be parked north for the 2021 open grade.
Drum roller tyres, prep replacement vehicles, roller repairs etc	Service and repairs are also being completed over the weekend just to free up time Monday - Friday for priority works.

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

Plant not currently being used:

P3131	Awaiting fitment-Compressor, hydraulic lines, tandem
P3406	Injector lines, fuel pump, common rail – Awaiting Parts
P3134	Radiator - Awaiting Parts
P2036	Window, steering issue.
P3011	Skid Steer A/C parts, door window, bucket edge
P3137	KBA Backhoe A/C condenser and grill damaged during operation
P2403	Taillight & Bracket, A/C parts
P4136	Paint/Line marker control board failure

Consultation (Internal/External):

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- Nil

Legal Implications:

- Nil

Financial and Resource Implications:

- Nil

Risk Management Implications:

- Within normal operating parameters

BUSINESS PAPERS

11.6 UPDATE OF COUNCIL'S ROAD NETWORK

Attachments:	11.6.1. Map 1 ↓ 11.6.2. Map 2 ↓
Author:	Tamara O'Kane - Assets Officer
Date:	12 November 2020
Key Outcome:	5.1 - Integrated and timely provision and management of sustainable infrastructure and assets
Key Strategy:	5.1.1 Develop a Strategic Infrastructure and Asset Management Plan to guide the provision, maintenance, decommissioning, replacement and enhancement of Council assets and infrastructure.

Executive Summary:

The Carpentaria Shire Road Register has had some minor updates of roads to unify naming conventions used and will enable uniformity between claiming, reporting and auditing, and assist in associating Council's financial, mapping and asset databases.

RECOMMENDATION:

That Council accept the contents and make recommendations where required, relating to the Shire Roads Register, Town Street Register and associated Maps 1 and 2.

Background:

Two accompanying maps have been attached that coincide with the spreadsheets below, for clarity and discussion. The alignment and name title of some roads will be altered and added to the roads database to capture maintenance costs and to ensure the roads are eligible for Disaster Recovery Funding Arrangements (DRFA), previously Natural Disaster Relief and Recovery Arrangements (NDRRA).

SHIRE ROADS			
Name	Classification	Comments	For Council's Consideration
Koolatah – Dixie Road	LRRS	See below Dunbar – Koolatah Road comment.	
Nardoo – Leichhardt Road	LRRS	Currently not classed as a LRRS road by NWQROC even though it has been considered a LRRS road by Council for a long period of time.	That Council consider adding this road to the LRRS network as it considered a link road to Burketown.
		Currently all signage that has been installed recently states Nardoo Burketown Road.	That Council consider the naming convention to reflect the current signage of Nardoo Burketown Road or stay with the current name of Nardoo

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			Leichhardt Road.
Broadwater Road	Primary Road	Currently the Broadwater Road covers the road from Glenore to Iffley Road and doesn't really reflect that it is a link road.	That Council consider the following names or leave it as it is named. Suggestions Glenore Iffley Road, Broadwater Iffley Road.
Dunbar – Koolatah Road	Primary Road	Currently Classified as a LRRS Road by NWQROC - as this is a link road consideration should be given to combining this section of road with Koolatah Dixie Road and renaming the road as one single road as shown on the attached map 1. This would also need to be taken back to the NWQROC for ratification if Council decides to combine both roads.	That Council consider the following names or leave it as named. Dunbar Dixie Road or Dunbar Oriners Road.
		This would also include renaming the section shown on the attached map as the Koolatah Access	That Council consider the following name change of Koolatah Access.
TOWN STREETS			
Name	Classification	Comments	For Council's Consideration
Esplanade	Urban	The current road name suggests a road "type", as an example it should be Fishing Bridge Esplanade or something similar.	That Council consider creating a name for both sections internally or go out to the Public for naming ideas.
		Also, during asset collection, it became evident that the section of road on the other side of the fishing bridge is not on the current road register and should be for asset purposes see attached map 2 for location.	

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Consultation (Internal/External):

- Jack Parry – Carpentaria
- Nick Lennon - ERSCON
- George Mani – Mangoes Mapping

Legal Implications:

- N/A

Financial and Resource Implications:

- N/A

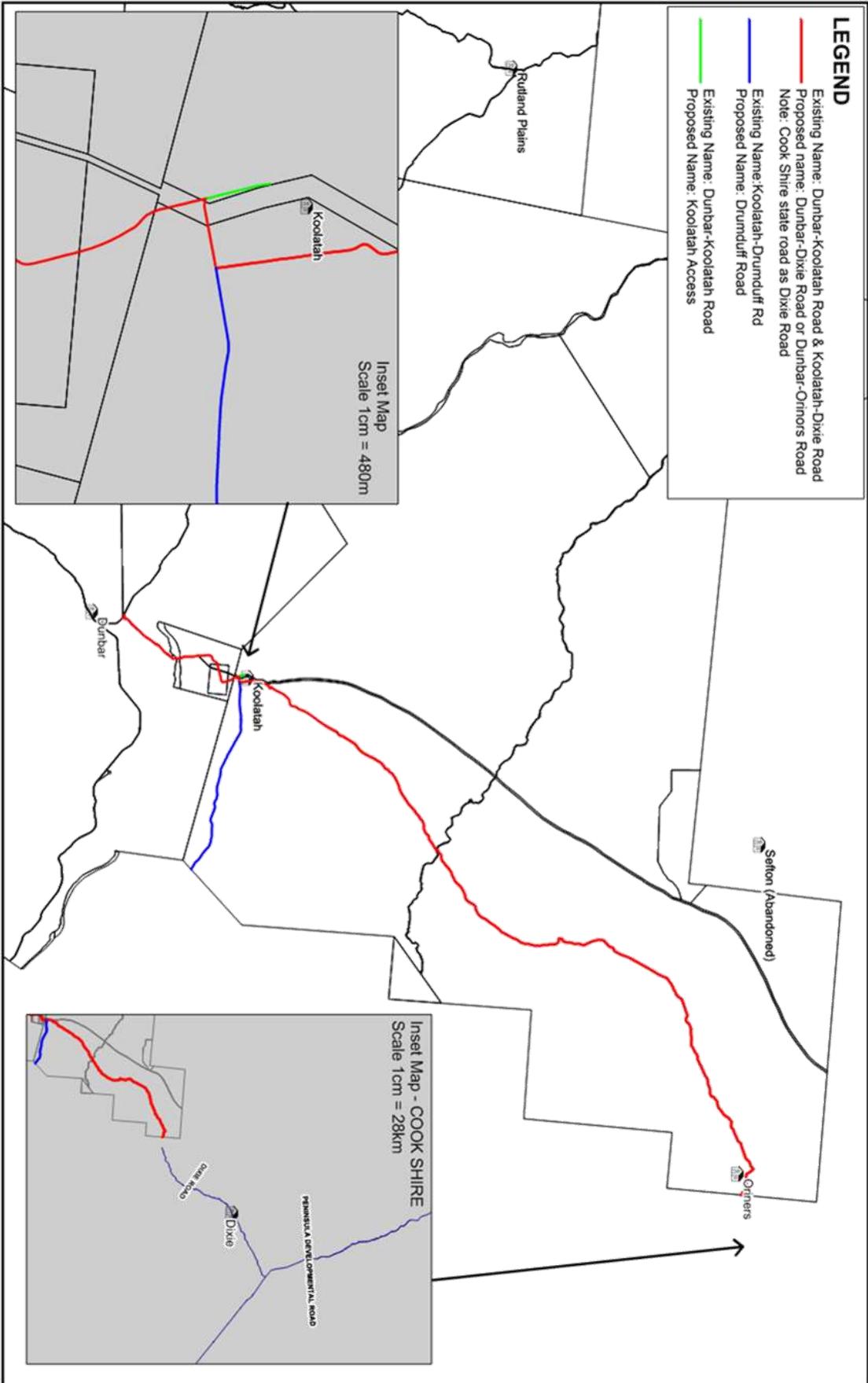
Risk Management Implications:

- N/A



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 PROJECT: 2020_025

Scale 1cm = 5.5km at A4
 Map Grid of Australia Zone 54 (GDA94)





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 PROJECT: 2020_025

Scale 1cm = 10m at A4
 Map Grid of Australia Zone 54 (GDA94)



LEGEND

- Road of Interest for Naming
- Existing Road Network

Map 2

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11.7 BUILDING AND PLANNING REPORT

Attachments:	NIL
Author:	Elizabeth Browning - Engineering Records Operator
Date:	12 November 2020
Key Outcome:	4.1 - Sustainable urban and rural development
Key Strategy:	4.1.1 Ensure development accords with Carpentaria Shire Council's planning scheme, planning instruments, codes and legislation.

The report is to advise Council of relevant planning and building activities within the Shire for the month of November 2020.

RECOMMENDATION:

That Council note and accept the content of the Building and Planning Report as presented.

Background:

Planning Applications Received

DA No.	Applicant	Address	Application Type	Status
I/2010	Carpentaria Shire Council (cl-Hughes Consulting)	DA7 – Wondoola	MCU – Extractive Industry	To be advised

Planning Applications Approved

DA No.	Applicant	Address	Application Type	Status
Nil				

Building Applications Received by Building Certifier

DA No.	Applicant	Address	Application Type	Value
I/2013	Bynoe CACS	57 Landsborough Street, Normanton QLD 4890	Demolition of 2 bedroom duplex	66,000
I/2014	Graeme Nicholson	96 Karumba Developmental Road, Karumba QLD 4891	Carport	
I/2015	Amanda & Noel Scott	Forsyth Street, Normanton QLD 4890	Verandah Extension & Plungie Pool	

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Building Permits Issued

DA No.	Applicant	Address	Application Type	Value
Nil				

Applications pending waiting on further information (Applicants advised)

DA No.	Applicant	Address	Application Type	Date Received

Consultation (internal/external)

- N/A

Legal implications

- N/A

Policy Implications

- N/A

Financial and Resource Implications

- N/A

Risk Management Implications

- Low – risks are within normal operational parameters

BUSINESS PAPERS

11.8 TOWN PLANNING APPLICATION - MATERIAL CHANGE OF USE - EXTRACTIVE INDUSTRY

Attachments: 11.8.1. Attachment 1 - Wondoola Site Layout Plan [↓](#)

Author: Elizabeth Browning - Engineering Records Operator

Date: 12 November 2020

Key Outcome: 4.1 - Sustainable urban and rural development

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

Executive Summary:

The Council is in receipt of an Application for Material Change of Use (MCU) for Extractive Industry, one (1) quarry/pit:

- Wondoola – Lot 2 WON 4

The Extractive Industry will operate under an Environmental Authority issued separately by the State:

- Environmentally Relevant Activities (ERA's):
 - 16 2(a) Extracting rock or other material: 5,000 – 100,000 t/yr; and
 - 16 3(a) Screening rock or other material: 5,000 – 100,000 t/yr.

The MCU Application is generally in accordance with the Carpentaria Shire Planning Scheme and is recommended for approval, subject to conditions.

RECOMMENDATION:

That Council resolve:

In accordance with the *Planning Act 2016*, the applicant be notified that the Application for a Development Permit for a Material Change of Use for Extractive Industry at Wondoola – Lot 2 WON 4.

CO-ORDINATES:

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Longitude(s)	Latitude(s)	Datum
-18.51765491	140.6713971	<input type="checkbox"/> WGS84
-18.52098549	140.6740436	<input checked="" type="checkbox"/> GDA94
-18.52570803	140.6715333	<input type="checkbox"/> Other:
-18.52363471	140.6694624	
-18.52474386	140.6680202	
-18.52764007	140.6703264	
-18.53074569	140.6683497	
-18.53079606	140.6661609	
-18.52430743	140.6614552	
-18.52309964	140.6633051	
-18.52082809	140.6667108	

is approved subject to the conditions detailed below.

A. ASSESSMENT MANAGER CONDITIONS (COUNCIL)

General

- The development shall be undertaken substantially in accordance with the approved Plan, the supporting documentation submitted with the application and the approved GPS Coordinates, except as modified by this approval:

PLAN NAME	DRAWING NUMBER	DATE	PREPARED BY
SITE LAYOUT PLAN: WONDOOLA QUARRY/PIT	C005	28/05/2020	HUGHES CONSULTING

- This approval, granted under the provisions of the *Planning Act 2016*, shall lapse six (6) years from the day the approval takes effect in accordance with the provisions of Section 85(1) of the *Planning Act 2016*, if the development has not been commenced.

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Permits and Fees

3. The quarry/pit operator is required to apply for an Extractive Industry Permit/Licence and pay all relevant Council fees required to operate an Extractive Industry in the Shire.
4. The quarry/pit is required to operate in compliance with the conditions of the Environmental Authority issued by the State of Queensland.
5. The applicant shall ensure the quarry/pit site and the immediate surrounds are maintained, during and after operations commence, in a clean and tidy condition at all times, to the satisfaction of the Chief Executive Officer or delegate.
6. Upon cessation of quarry activities rehabilitation is to be completed in accordance with an approved Rehabilitation Plan, within a one (1) year period from the date of cessation, or other timeframe specified in the Rehabilitation Plan, whichever is the lesser, to the satisfaction of the Chief Executive Officer or delegate.

Vehicle Access

7. Haul routes and on-site access roads/tracks to the quarry/pit site are to be maintained at all times by the proponent in a serviceable and trafficable condition and to an acceptable standard:
 - be regularly graded and maintained by the quarry operator;
 - any damage to the road/s caused by heavy machinery is to be repaired and made good on a regular, 2 monthly bases; and
 - upon cessation of the quarry use on the site the road/s used to access the quarry are/is to be graded and left in an acceptable and trafficable condition suitable for rural purposes;

to the satisfaction of the Chief Executive Officer or delegate.

Storage of Fuel

8. A maximum of 10,000 litres of diesel can be brought to the quarry/pit site for the operation of plant and equipment. Fuel must be stored in a self-bunded containment system and handled in accordance with Australian Standard AS 1940 – 2004. The fuel tank and any refuelling must be located at least 100 metres away from any drainage line, to the satisfaction of the Chief Executive Officer or delegate.

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Hours of Operation

9. Quarry/pit operations are carried out between 6am and 6pm seven (7) days per week, unless an emergency necessitates out of hours operations, to be authorised by the Chief Executive Officer or delegate.

B. REFERRAL AGENCY CONDITIONS –

- NO REQUIREMENTS

C. SUBMISSIONS

None

D. FURTHER DEVELOPMENT PERMITS REQUIRED

Environmental Authority for:

- Environmentally Relevant Activities (ERA's):
 - 16 2(a) Extracting rock or other material: 5,000 – 100,000 t/yr; and
 - 16 3(a) Screening rock or other material: 5,000 – 100,000 t/yr.

E. APPLICABLE CODES FOR SELF ASSESSABLE DEVELOPMENT

- Shire of Carpentaria Planning Scheme
- Standard Building Regulation 1993
- Building Act 1975
- Building Code of Australia
- Water and Sewerage Act 1949

F. RIGHT OF APPEAL

Appeal Rights from the *Planning Act 2016* are attached.

TOWN PLANNING REPORT

This report has been prepared by Council's Consultant Planner, in consultation with Council Officers. The application is recommended for approval.

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MATERIAL CHANGE OF USE

The application seeks approval for Extractive Industry- one (1) quarry/pit to facilitate the legal operation of gravel quarries/pits in the Shire.

1.0 SITE AND APPLICATION SUMMARY

FILE NUMBER:	1/2010 – DP7
APPLICANT:	Carpentaria Shire Council
REGISTERED LAND OWNER:	State of Queensland – Department of Agriculture and Fisheries
REAL PROPERTY DESCRIPTION:	Wondoola – Lot 2 WON 4
EXISTING USE:	Cattle Stations, Rural land and Quarries/Gravel Pits
PROPOSED USE:	Extractive Industry (in addition to existing rural uses)
TYPE OF APPLICATION:	Material Change of Use
TOWN PLANNING ZONING:	Rural
SUBMISSIONS:	None
CONCURRENCE AGENCY	No requirements

2.0 BACKGROUND

The Council is in receipt of an Application for Material Change of Use for Extractive Industry, which was lodged with Council on 04 July 2020 and 'properly made' on 01 September 2020.

The Application triggered referral to the State under:

- Schedule 10, Part 9, Division 4, Subdivision 1, Table 1, Item 1; and
- Schedule 10, Part 9, Division 4, Subdivision 2, Table 4, Item 1.

By correspondence dated 06 October 2020 the State advised they had no requirements.

Public Notification was required and was completed on 05 November 2020 and no submissions were received.

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The Application is now tabled for the final determination of the Council.

3.0 SITE

The proposed quarry/pit site is Wondoola quarry/pit located on Lot 2 WON 4, 102km south of Normanton, being Donors Hill Land Lease. The quarry site is accessed from Wondoola Road, off Burke Developmental Road. The topography is flat/undulating and between 30m and 53m contours with an average slope of 0.4%.

A Plan showing the layout of the quarry/pit site is attached at **Attachment 1**.

The proposed Environmentally Relevant Activities (ERAs) for the site are as follows;

- ERA 16(2a) – Extracting rock or other material: 5,000 – 100,000 t/yr;
- ERA 16(3a) – Screening rock or other material: 5,000 – 100,000 t/yr.

The location of the quarry/pit site is identified on the plan below.



4.0 PROPOSAL

The Extractive industry quarry/pit will provide a local source of road construction material for maintenance of local roads.

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Extractive industry processes, ERA 16(2a) and ERA 16(3a) extracting and screening rock or other material, will be carried out as part of the project. Quarrying of deposits will be undertaken using open cut extraction techniques comprising the following basic elements:

- Progressive removal of vegetation as required and stripping of topsoil. Topsoils will be stored separately and used for rehabilitation works;
- Stripping of overburden by dozer to reveal competent rock;
- Winning of competent rock, in line with recommendations of Quarry Management Plan;
- Extraction of the reserves to take place on an 'as needed' basis with a maximum stockpile of 40,000 tonnes stored at any one time.

The quarry/pit is planned to operate as demand dictates within an annual threshold of 100,000 tonnes. Once extracted the rock will be transported via a site haul road to the stockpile area on site adjacent to the local Council road. To minimise the extractive and cleared land footprint during development, the quarry is to be progressively worked.

Quarry/pit development and planning will be on-going as ground conditions and Council operational demands dictate. As a result, the quarry/pit will operate on an 'as required' basis. During the life of the quarry/pit, there will inevitably be times when demand is high and conversely periods of inactivity. All the quarries/pits in the Shire will be managed according to these different circumstances. Operations will occur as and when the resources are required.

There is only one (1) quarry/pit the subject of this application, however, it forms part of a larger integrated operation for Carpentaria Shire Council, with other MCU Applications previously made and also being made in the future.

All the projects, proposed rock quarries/pits, will be operated in the same manner and provide resource for maintenance of local roads. The site establishment and construction are relatively simple and will only occur intermittently as a response to the Shires requirements for road maintenance. It includes improvement of site access and internal roads, establishment of the stockpile areas by clearing and levelling, where necessary. Development of the processing area will involve extraction of materials.

Although both ERA 16 (2)(a) and 16 (3)(a) are applied for, ERA 16(2)(a) - screening is only likely to be used on rare occasions and has been applied for as a future proofing exercise. Water, if required for dust suppression will be brought by water truck or sourced from an excavation pit.

The following Extractive industry processes will be carried out as part of the project:

- Excavation by bulldozer and excavator;
- Stockpiling;
- Stabilisation and rehabilitation of disturbed areas.

It is anticipated that Wondoola quarry/pit will be operated on an 'as-required' basis to service resource demand, at a rate not exceeding the annual threshold of 100,000 tonnes. Material

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will be extracted using diesel powered machinery (e.g. excavator, loader). Once extracted, the rock will be transported via the site roads to the main stockpile area. Extraction activities may occur at any time of the year, unless seasonal rainfall prevents safe operation and access and may result in undue disturbance to the environment.

Rock will be extracted in a staged approach to minimise disturbance to land. Vegetation buffer zones and bund walls (including diversion banks, where appropriate) will be maintained at the margins of the excavation and stockpile areas. Prior to commencement of quarry/pit operations, the disturbance boundary will be defined on the ground by metal pickets. Material extracted from the excavation area is planned to be stockpiled on-site.

Fuel will not ordinarily be stored on site, however there may be a requirement for fuel to be transported to site to facilitate temporary refuelling of equipment. It is expected that less than 10,000 litres of diesel will be brought to site for the operation of plant and equipment. Fuel will be stored in a self-bunded containment system and will be handled in accordance with Australian Standard AS 1940 – 2004. The fuel tank and any refuelling will be at least 100 metres away from any drainage line. Minor fuel spills may be remediated on-site via bioremediation, all other spill material will be removed as regulated waste. A spill kit will be retained on the project site for the duration of the works.

5.0 STATUTORY PLANNING CONSIDERATIONS

Under the provisions of the Shire of Carpentaria Planning Scheme, the site is located within the Rural Zone.

The intent of this zone relevant to this application is as follows: -

The Rural Zone contains the Rural Activities of the Shire, predominantly grazing (cattle breeding and fattening), as well as agriculture and extractive activities of mineral and extractive resources and Aboriginal traditional uses and activities, together with their immediate support facilities such as Station Homesteads and Dwelling Houses.

.....

In assessing any proposal to establish new land uses or expand and intensify existing land uses within the Rural Zone, there will be a focus on the avoidance or minimization of adverse impacts on the environment or adjacent and nearby Rural Activities. Defined uses or use classes along major tourist routes (road or rail) are to avoid any adverse impacts on Tourism experiences.

Known mineral and extractive resources and existing and potential haulage routes will be protected from incompatible uses.

There is a clear intent to protect extractive industry resources in the Shire and to also ensure any such activities have minimal environmental impact.

Rural Zone Objectives which are relevant to the application are:

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- (a) *The primary uses established in the Rural Zone will be Animal Husbandry and Agriculture, together with Station Homesteads and Dwelling Houses. Where adequate and economically viable mineral and extractive resources are identified, the provision of the necessary infrastructure to extract and market these resources will be supported;*
- (b)
- (c) *It is recognised that the Shire contains natural features, natural resources (including extractive and mineral resources), cultural features and homestay activities which are of interest to tourists. Where such features and facilities exist and it can be shown that: -*
- (i) *the necessary facilities for tourists to view, experience or appreciate these resources and features cannot reasonably be established in a town area; and*
- (ii) *tourist based facilities can be established in close proximity to the relevant resource, feature or existing property Station Homesteads without adverse environmental or amenity impacts, then the establishment of such facilities will not be opposed;*
- (d)
- (e) *The health and safety of residents in, and visitors to, the rural area, and the amenity they enjoy, are maintained;*
- (f) *Uses and works are located and designed to maximize the efficient use, extension and safe operation of infrastructure wherever possible;*
- (g) *Uses and works are located, designed and managed to be compatible with other uses and works and to avoid significant adverse effects on the natural environment;*
- (h)
- (i) *Extractive and mineral extraction operations and resources will be protected from inappropriate development or encroachment that might result in a loss of natural resource values.*

The Rural Zone Objectives also seek to support Extractive Industry in the Shire. Extractive Industries are a valuable asset and an important contributor to the economy of the Shire.

6.0 DEVELOPMENT REQUIREMENTS

The application is Impact Assessable and so is required to be assessed against the whole of the Planning Scheme.

BUSINESS PAPERS

6.1 Desired Environmental Outcomes

3.1.1 Valuable Features

- (e) To protect significant extractive and mineral resources as well as Good Quality Agricultural Land from an adverse defined use or use class.

3.1.2 Land Use and Defined Uses or Use Classes

- (e) To protect the area from loss of vegetation, soil degradation, plant and animal pests, and water pollution due to erosion, chemical contamination, effluent disposal and the like;

.....

- (h) To maximise the economic base of the Shire by increasing the Shire's Tourism, Business, Commercial, Industrial and Agricultural potential;

.....

- (j) To protect extractive and mining resource areas, associated haul routes and major transport corridors from incompatible land use.

3.1.3 Infrastructure

- (e) To provide for the integration and safe operation of all transport modes.
(My emphasis)

The DEO's also support Extractive Industry in rural areas of the Shire, provided the environment, water ways, adjacent rural activities and transport routes are protected or not compromised.

6.2 Codes

The applicable Planning Scheme Code is the Rural Zone Code.

Rural Zone Code

The Overall Outcomes are the purpose of the Rural Zone Code and those that are relevant to this application are as follows: -

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- (a) *to minimise the adverse impacts of a defined use or use class on rural activities and resources which underpin and support the economic base of the Shire;*
 - (b) *to ensure all new defined uses or use classes implement and continue appropriate measures to maintain the existing biodiversity, natural and semi-natural habitats of the Shire;*
 - (c)
 - (d)
 - (e) *to ensure that a defined use or use class does not adversely impact on the Shire's National Parks and landscape areas;*
 - (f)
 - (g)
 - (h)
 - (i) *to protect known mineral and extractive resources and existing and potential haulage routes; and*
 - (j) *to ensure that a defined use or use class does not adversely impact on existing transport infrastructure.*
- (My emphasis)

The Overall Outcomes of the Rural Zone Code support the establishment of Extractive Industries in the rural area of the Shire.

Column 1 Specific Outcomes	Column 2 Probable Solutions for Assessable Development ¹	Comment
<p><i>Consistent and Inconsistent Activities in the Rural Zone</i></p> <p>The following defined uses or use classes are consistent with the Overall Outcomes sought by the Zone:-</p> <ul style="list-style-type: none"> (i) Accommodation Building (where associated with Tourism); (ii) Aerodromes and Aviation Facilities; (iii) Agriculture; (iv) Animal Husbandry; (v) Caretaker's Residence; 	<p>No Probable Solutions are prescribed.</p>	<p>Extractive Industry is a consistent use in the Rural Zone</p>

¹ Refer to Section 1.1.4 (Probable Solutions).

BUSINESS PAPERS

Column 1	Column 2	Comment
Specific Outcomes	Probable Solutions for Assessable Development ¹	
(vi) Community Facilities; (vii) Community Infrastructure; (viii) Dwelling House; (ix) Extractive Industry; (x) Home-based Industry; (xi) Industry (where located adjacent to an associated natural resource or known mineral or extractive resources); (xii) Intensive Agriculture; (xiii) Minor Aquaculture; (xiv) Service Station; (xv) Special Industry; (xvi) Sport and Recreation; (xvii) Station Homestead; and (xviii) Tourism - minor and major.		
The following defined uses or use classes are inconsistent with the Overall Outcomes sought by the Zone: - (i) Accommodation Building (except where associated with Tourism); (ii) Business; (iii) Duplex Dwelling; (iv) Hotel; (v) Industry (except where located adjacent to an associated natural resource or known mineral or extractive	No Probable Solutions are prescribed.	

BUSINESS PAPERS

Column 1 Specific Outcomes	Column 2 Probable Solutions for Assessable Development ¹	Comment
<p>resources);</p> <p>(vi) Medical Centre;</p> <p>(vii) Motel;</p> <p>(viii) Multiple Dwelling;</p> <p>(ix) Shop;</p> <p>(x) Showroom; and</p> <p>(xi) A use that could be located in another Zone, within a town area, where the population is better served by the closer proximity of the use.</p> <p>Amenity, Public Health or Safety</p> <p>There are no significant adverse effects on amenity, public health or safety with regard to the following: -</p> <p>(i) sewage disposal;</p> <p>(ii) water supply for human use;</p> <p>(iii) permanent or temporary occupation of, or access to, areas subject to natural hazards; or</p> <p>(iv) Agriculture or Extractive Industry or works located in close proximity to towns, roads, or other occupied places (such as accommodation or other facilities for Residential Activities or Tourism).</p>	<p>No Probable Solutions are prescribed.</p>	<p>The proposed development complies with the Performance Outcome.</p>
<p>Operation and Provision of Infrastructure</p>		

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<p>Column 1</p> <p>Specific Outcomes</p>	<p>Column 2</p> <p>Probable Solutions for Assessable Development¹</p>	<p>Comment</p>
<p>Uses are of a type and scale that maintain the standards of service identified in Schedule 1, Part 12.</p> <p>Water supply, sewerage and roads are provided to: -</p> <ul style="list-style-type: none"> (i) meet appropriate standards at the least whole-of-life cost, including avoiding unnecessary duplication; (ii) be robust and fit for the purposes and intended period of operation; (iii) be easily maintained without unnecessarily requiring specialist expertise or equipment; (iv) be comprised of components and materials that are readily accessible and available from numerous local sources; and (v) be readily integrated with existing systems and facilitate the orderly provision of future systems. 	<p>No Probable Solutions are prescribed.</p> <p>Water supply, sewerage and roads are constructed to relevant standards stated in Schedule 1, Part 33.</p>	<p>N/A</p>
<p>The safe and efficient operation of roads and railways is maintained having regard to: -</p> <ul style="list-style-type: none"> (i) the nature of vehicles 	<p>No Probable Solutions are prescribed.</p>	<p>The haul route to and from the quarry will be maintained by the quarry operator</p>

BUSINESS PAPERS

Column 1 Specific Outcomes	Column 2 Probable Solutions for Assessable Development ¹	Comment
<p>using the road;</p> <p>(ii) the location of uses that may be adversely affected by noise and dust generated from use of the road or railway;</p> <p>(iii) the location and design of access points; and</p> <p>(iv) the design of stormwater drainage.</p> <p>Uses and works are located and designed to avoid significant adverse effects on safe aircraft operations due to: -</p> <p>(i) physical intrusions;</p> <p>(ii) reduced visibility;</p> <p>(iii) collisions with birds;</p> <p>(iv) electromagnetic interference with aircraft navigation systems; or</p> <p>(v) other functional problems for aircraft (including artificial lighting hazards).</p>	<p>No Probable Solutions are prescribed.</p>	<p>N/A</p>
<p>Gravel Pits, Resource Reserves, etc.</p> <p>The continuing or new use of gravel pits, resource reserves, mining lease areas and other areas of known mineral interest is not significantly constrained by the siting of incompatible uses or works².</p>	<p>Tourism facilities and Station Homesteads are:-</p> <p>(i) located more than 1km from mineral sources and more than 500m from gravel pits; and</p>	<p>Complies</p> <p>Complies</p>

BUSINESS PAPERS

Column 1 Specific Outcomes	Column 2 Probable Solutions for Assessable Development ¹	Comment
	(ii) located so they are not visible from tracks and roads providing access to mineral resources or gravel pits.	
<p>Tourism - minor</p> <p>Tourism - minor facilities are only in areas remote from an established town area.</p>	<p>Tourism - minor facilities are: -</p> <p>(i) located more than 500 metres from a road; and</p> <p>(ii) located so that they are more than 20 kilometres by road from an established town area.</p>	N/A
<p>Residential</p> <p>Residential Activities that are not ancillary to other uses in the Rural Zone, are a minor use in the Rural Zone and do not locate to create clusters with other Residential Activities.</p>	No Probable Solutions are prescribed.	N/A
<p>Home-based Industries</p> <p>If a Home-based Industry, the predominance of the primary Residential Activity is retained and there are no significant adverse effects on local amenity.</p>	<p>If a Home-based Industry providing visitor accommodation - up to 10 visitors are accommodated: -</p> <p>(i) the floor area used either in a separate building or a separate part of the main building, is not greater than 50m²;</p>	N/A

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Column 1 Specific Outcomes	Column 2 Probable Solutions for Assessable Development ¹	Comment
	<p>(ii) display goods and stored goods or materials are not visible from outside the building;</p> <p>(iii) there is only one sign and the sign is: -</p> <ul style="list-style-type: none"> • not greater than 0.5m² in area; • not illuminated; and • wholly within the premises or on a fence facing the road; <p>(iv) there is no hiring out of materials, goods, appliances or vehicles; and</p> <p>(v) there is no repairing, servicing, cleaning, or loading of vehicles not normally associated with use of premises as a Dwelling House.</p>	
<p>Water Quality Maintenance</p> <p>All activities maintain the water quality of Carpentaria Shire's groundwater, waterways and Surface water storages.</p>	<p>Any activities which: -</p> <p>a) involve the handling of water-borne pollutants are provided with bunded, impervious surfaces linked to an integrated drainage and treatment system;</p> <p>b) involve the storage of wastewater are provided with properly designed and constructed, secure,</p>	<p>N/A</p> <p>N/A</p>

BUSINESS PAPERS

Column 1 Specific Outcomes	Column 2 Probable Solutions for Assessable Development ¹	Comment
	sealed storage facilities; or c) contain all liquid wastes and discharge them to a sewer or removed from the site for treatment and disposal to an approved facility.	N/A
Built Form The built form is compatible with the desired character and amenity of the surrounding area and does not adversely affect the visual amenity.	The maximum height of a building, structure or object, or height at which an activity is carried out, is 11m.	N/A
Other Uses Uses other than Residential, Home-based Industry and those stated inconsistent defined uses or use classes are accommodated in the Rural Zone if, in each case, the use satisfies a community need or takes advantage of an economic opportunity, and: (i) the nature and scale of the use is such that there are no suitable sites available within Normanton or Karumba; (ii) the effects of the use mean that it cannot practicably be made compatible with other uses in the towns except by location outside the town area; or	No Probable Solutions are Prescribed.	N/A

BUSINESS PAPERS

<p>Column 1</p> <p>Specific Outcomes</p>	<p>Column 2</p> <p>Probable Solutions for Assessable Development¹</p>	<p>Comment</p>
<p>(iii) in order to operate effectively the use needs to be located close to a particular cultural feature, natural feature or resource, infrastructure item or activity that occurs in the locality.</p>		

7.0 PUBLIC NOTIFICATION

During Public Notification, no submissions were received.

8.0 CONCLUSION

The proposal to formalise land use approvals over the Wondoola quarry/pit and facilitate ongoing extraction is compliant with the Planning Scheme. The quarry/pit operation can be controlled and managed by the imposition of Council conditions, and conditions applying to the Environmental Authority for the operation of the quarry/pit site under the ERA's.

The application is recommended to the Council for approval, subject to reasonable and relevant conditions.



Figure 5. Site Plan – Wondoola

BUSINESS PAPERS

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