



CARPENTARIA SHIRE

Outback by the Sea

BUSINESS PAPER

21 APRIL, 2021

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NOTICE OF MEETING

COUNCILLORS:

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

Please find attached the Agenda for the Ordinary Council Meeting to be held in the Les Wilson Barramundi Discovery Centre, Yappar Street, Karumba commencing at 9:00am.

Mark Crawley
CHIEF EXECUTIVE OFFICER

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

RECOMMENDATION

That the Minutes of the Ordinary Council Meeting held 17 March 2021 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 Normanton and Karumba Pool Precinct - Service Reviews and Recommendation

This item is classified CONFIDENTIAL under the provisions of clause 275(1)(c) of the Local Government Regulation 2012, which permits the meeting to be closed to the public for business relating to the local government's budget.:

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9 REPORTS FROM THE CHIEF EXECUTIVE OFFICER

9.1 CEO REPORT

Attachments: NIL
Author: Mark Crawley - Chief Executive Officer
Date: 14 April 2021

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			
21 April 2021	9:00am	Ordinary Meeting of Council	Karumba
22 April 2021	8:30am	Workshop – Councillors, CEO, Directors and Managers	Boardroom
20 May 2021	9:00am	Ordinary Meeting of Council	Boardroom
21 May 2021	8:30am	Workshop – Councillors, CEO, Directors and Managers	Boardroom
NWQROC, FNQROC and LGAQ			
17-18 May 2021		WQAC Assembly (incl NWQROC Meeting)	Richmond
8-9 July 2021		NWQROC	Karumba
3 – 5 August 2021		Bush Councils Convention	Barcaldine
25 - 27 October 2021		Annual Conference	Mackay

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Date	Time	Event	Location
Local Government Professionals Australia			
26 – 28 May 2021		Behind the Scenes, Board Meeting and President's Summit	Canberra
23 – 25 August 2021		National Assembly and Business Expo (attempt to run a live event)	Canberra

FINANCIAL REPORT

Governance Income and Expenditure to 31 March 2021

Description	Original Budget	Actual Bal	Order Value	Total Actual	%	Comments
Governance - Operating Grants, Subsidies and Contributions	-\$195,000.00	\$0.00	\$0.00	\$0.00	0%	
Governance - Operating Income	\$0.00	-\$1,284.55	\$0.00	-\$1,284.55	100%	
Governance - Operating Expenses	\$1,082,000.00	\$724,333.61	\$1,681.37	\$726,014.98	67%	
Governance - Depreciation	\$0.00	\$132,843.90	\$0.00	\$132,843.90	100%	
Government Grant Funded Expenses	\$200,000.00	\$143,735.00	\$53,601.95	\$197,336.95	99%	
Governance - Capital Grants and Contributions	-\$3,157,000.00	-\$706,156.10	\$0.00	-\$706,156.10	22%	
Governance - Capital Grants, Subsidies and Contributions (No GST)	\$0.00	-\$696,000.00	\$0.00	-\$696,000.00	100%	
Elected Members - Operating Expenses	\$542,000.00	\$371,020.86	\$270.01	\$371,290.87	69%	
Communications - Operating Expenses	\$139,000.00	\$22,216.42	\$1,900.00	\$24,116.42	17%	
Communication - Depreciation	\$0.00	\$262.29	\$0.00	\$262.29	100%	

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Cemeteries Budget – Angeline Pascoe

Description	Original Budget	Actual Balance	Order Value	Total Actual	Percentage	Comments
Cemeteries – Normanton Operating Expenses	\$6,000.00	\$5,417.54	\$18,964.24	\$24,381.78	406%	Journal adjustments in progress, as income were previously recognised under Normanton Operating Income
Cemeteries – Normanton Maintenance	\$45,000.00	\$29,696.22	\$0.00	\$29,696.22	66%	
Cemeteries – Normanton Burials	\$0.00	\$13,765.93	\$0.00	\$13,765.93	100%	
Cemeteries – Karumba Operating Expenses	\$1,000.00	\$1,954.95	\$0.00	\$1,954.95	195%	
Cemeteries – Karumba Maintenance	\$24,000.00	\$9,290.41	\$0.00	\$9,290.41	39.00%	
Cemeteries – Karumba Burials	\$0.00	\$8,409.46	\$0.00	\$8,409.46	100.00%	

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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	Possibility of including a Contractor Induction as part of 2021 construction season start
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.
February 21	023	approve the request subject to the conditions outlined in the Subordinate Local Law No. 1.2 Commercial use of LG controlled areas and roads	Progressing	Initial letter advising of Council support for use as requested. Follow up to be provided in relation to Local Law conditions
March 21	006	That Council advise the Department that a flat fee of \$90 per facility will apply to cover electricity costs for the use of the facilities to administer the COVID vaccine for the Normanton and Karumba Communities.	Complete	Advice provided to Queensland Health
March 21	008	That Council advise the Department that it is prepared to form the newly dedicated Gun Club Road as indicated on the map and close off the northern access to the Gun Club located within Freehold Lot 12 on NM3.	Complete	Department have been advised of council decision
March 21	009	That Council change the meeting dates for the May meeting from Wednesday 19th and Thursday 20th May to Thursday 20th and Friday 21st May due to clash with the Western Queensland Alliance of Councils meeting in Richmond.	Complete	Noted and changes will be made and advertised in accordance with legislation
March 21	GB	Cr Murphy queried the attendance of ERSCON Engineers at meetings. ACTION: The Chief Executive Officer to follow up with a meeting with John Martin.	Complete	Mayor and CEO met with John Martin from Erscon

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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. Planning and Property – Public Safety Business Agency

Council is in negotiations with PSBA for the purchase of the Reserve for Goal Purposes which became surplus to Police Needs and has been offered to Council in priority.

Recommendation: For information

3. Grants Proposal – Peak Services

I have sought a proposal from Peak Services to provide a bureau service for managing grants on behalf of Council.

It is expected that a proposal will be received in time for the meeting and may be presented as a late report for Council consideration.

Recommendation: For information

4. By-Election Expenses

I have provided the Civic Centre and Shire Hall at no cost as the costs will just be presented back to Council as part of the costs for running the by-election.

Recommendation: For information

5. FNQROC

Need to have a discussion in relation to continued membership to the FNQROC when we are starting to get further advanced with NWQROC and the Western Alliance of Councils.

Recommendation: For information

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9.2 COUNCILLOR RESIGNATION

Attachments:	9.2.1. Resignation Peter Wells ↓
Author:	Mark Crawley - Chief Executive Officer
Date:	1 April 2021
Key Outcome:	7.1 - A Shire governed in consultation and partnership with the community
Key Strategy:	7.1.1 Ensure leadership and decision making is transparent, accountable and represents the current and future interests of the region's communities.

Executive Summary:

I received a resignation letter from Councillor Peter Wells on Tuesday 30 March 2021 withdrawing his duties as a Councillor on the Carpentaria Shire Council. The vacancy must be filled by a By-Election.

RECOMMENDATION:

That Council:

1. note and accept the resignation from Peter Wells and acknowledge his contribution to the Shire during his term as an elected representative and wish him well with his future endeavors; and
2. in accordance with section 166(1)(b) of the Local Government Act 2009 a By-Election be held to fill the vacancy left by Councillor Wells.

Background:

At 3:52pm on Tuesday 30 March 2021 I received a resignation letter from Peter Wells advising of his resignation from the Carpentaria Shire Council due to business and work commitments.

In accordance with section 162(1)(f) a councillors position becomes vacant when a councillor "resigns as a councillor by signed notice of resignation given to the chief executive officer".

Section 161 of the LGA sets out the timing for the filling of a vacancy. The date of receiving the notice puts Council in the middle of the local government's term and in accordance with section 166(1)(b) if the office becomes vacant during the middle of the local government's term – by a by-election.

A by-election must occur within 8 weeks of a vacancy arising (section 24(2) of the *Local Government Electoral Act 2011*)

Consultation (Internal/External):

- Mayor Jack Bawden
 - Councillor Peter Wells
 - Department of State Development, Infrastructure, Local Government and Planning
 - Electoral Commission Queensland
-

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Legal Implications:

- *Local Government Act 2009* – Sections 161 – 166
- *Local Government Electoral Act 2011* Section 24(2)

Financial and Resource Implications:

- Awaiting advice from ECQ in relation to estimated cost for the By-Election

Risk Management Implications:

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

To Carpentaria Shire Council CEO,

I'm writing to withdraw my duties as a councillor on the Carpentaria Shire Council. The reason in which I'm withdrawing my duties is due to the lack of staff and as the year is about to get busier, I don't feel that I would be able to invest my full potential as a councillor. I would like to thank the Carpentaria Shire Council staff over the years for their commitment towards bettering the Carpentaria Shire. I'm pleased and privileged that I could have a voice for the people within the shire and I'm sure that the remaining councillors will continue to lead the shire down the right path.

Kind Regards,

Peter Wells

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

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9.3 CORPORATE PLAN ADOPTION

Attachments:	9.3.1. Draft Corporate Plan ↓
Author:	Mark Crawley - Chief Executive Officer
Date:	14 April 2021
Key Outcome:	7.1 - A Shire governed in consultation and partnership with the community
Key Strategy:	7.1.1 Ensure leadership and decision making is transparent, accountable and represents the current and future interests of the region's communities.

Executive Summary:

Council requested a review of the Corporate Plan during this term of Council. A presentation and workshop were held with the Councillors and Executive Leadership Team to review the current plan and develop a new Draft Plan for further consultation and adoption.

RECOMMENDATION:

That Council place the Draft Corporate Plan 2021-2025 out for community consultation and feedback, with feedback to close on the 14 May 2021 and present the Plan and any feedback received to the May Ordinary Meeting for formal adoption.

Background:

Following the presentation and workshop held during March with the Councillors and Executive Leadership Team the attached Draft Corporate Plan has been developed for further review and input from the community.

The Draft Plan has been developed in accordance with the requirements of the Act and concentrates on the strategic key themes and key strategic actions to be undertaken by Council over the next five years on behalf of the Community.

By concentrating on the key strategic actions required by Council in this document several departmental plans will be developed to highlight and report against services delivered through "business-as-usual". Managers of the various Departments will be required to report quarterly to Council against the business as usual services provided within each of the departments, leaving the Corporate Reporting to concentrate on the Strategic Actions against the Strategic Themes identified in the Corporate Plan.

Consultation (Internal/External):

- Mayor Jack Bawden
- Councillors
- Executive Leadership Team

Legal Implications:

- *Local Government Regulation 2012* section 165 and 166

Financial and Resource Implications:

- Will depend on the level of consultation requested.
-

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Risk Management Implications:

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



CARPENTARIA CORPORATE PLAN

2021 - 2025

*It's a great place to work,
live and play*



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Carpentaria Shire Council would like to respectfully acknowledge the Gkuthaarn, Kukatj and Kurtijar peoples as the traditional owners of the lands and waters that form the Region. Council pays its respect to elders' past, present and emerging and welcomes the ongoing role that indigenous people play within the Carpentaria community.



Introduction

Carpentaria Shire is located on the Savannah Way in North Western Queensland in the south eastern region of the Gulf of Carpentaria. The region is uniquely placed to offer residents and visitors opportunities and experiences in lifestyle, holidays, employment and investment opportunities. Carpentaria Shire has a friendly, laid-back lifestyle and is a place where children still ride their bikes down to the river to go fishing after school without parents having to worry as they would in larger towns and cities.

Carpentaria Shire is the traditional country of many Indigenous groups and the townships of Normanton and Karumba are the traditional land of the Gkuthaarn, Kukatj and Kurtijar people.

The Shire covers an area of approximately 65,000 square kilometres and has a population of 1,974. The countryside ranges from vast inland plains to mangrove forests, deltas and salt pans along the coastal areas of the Gulf.

Carpentaria Shire has a diverse industry base with agriculture, fishing, mining, tourism and government administration providing the majority of the Shire's income. Normanton is the region's government and administrative centre.

Much of the Shire's commercial activity comes through Karumba, which has an active port based around export of zinc and lead and live cattle to Asia. It also has a substantial fishing industry that targets prawns, barramundi, Spanish mackerel, salmon and mud crabs.

The region offers good infrastructure and facilities, with sealed access roads, well-serviced airports, developed freight routes, primary and secondary schools, medical services, recreational and sporting facilities and the standard infrastructure expected in a modern community.



Vision, Mission and Core Values

OUR VISION

We are unique in Queensland. We are the only place where the 'Outback meets the Sea'. We are the only place in the Gulf where it is possible to drive on a bitumen road to a major port that has ready access to Asian markets.

We are the only place where tourists can experience both the Outback and the majesty of sunsets over the Gulf. It is a place where residents can still go down to the river after work and catch a fish. It is a place that our children can grow up still experiencing the safe lifestyle that we enjoyed in earlier generations while still accessing modern town facilities.

'Outback by the Sea – It's a great place to work, live and play.'

OUR MISSION

In particular:

- We will work hard for our community.
- We will provide strong leadership to our community.
- We will provide open and transparent governance for our community.
- We will ensure that we are accountable to our community.

"Working for our community."

OUR VALUES

Our key values that will govern our behaviour as a Council are:

Strong leadership	Our community has every right to expect leadership that has integrity, unity, and consistency.
Respect and teamwork	We know that we can only achieve great outcomes for our region by working together as a team.
Good governance	We need to deliver good governance for our region which is based on honesty, openness, and transparency of local government.
Pride in our work	We aim to do the best for our community all the time, every time.
Positive and professional	We are not interested in blame, but we want to find the best solutions to problems.
Informed decision Making	We need to make sure that we have the best information available when making decisions.
Realistic goals	We believe in dreaming with our eyes open and focusing on what is available.



Our Purpose

The Corporate Plan is the key strategic business plan for Council. It is the medium-term organisational directions document that describes our key strategic themes and the strategic actions to be undertaken over the next five years, informing the community of Council's intent. It provides a focused framework for Council to plan and undertake its business and service delivery for a 5-year period.

The Corporate Plan does not detail the day-to-day business of Council but rather focuses on the strategic actions and is a road map to achieve its strategic themes.

An Operational Plan is developed each year that will detail the further actions Council will take during that year to achieve its Strategic Themes and Key Strategic Actions.

Legislative Context:

Carpentaria Shire Council is governed by the *Local Government Act 2009* and *Local Government Regulation 2012* and operates in accordance with the five guiding principles contained in the legislation: -

- Transparent and effective processes, and decision-making in the public interest; and
- Sustainable development and management of assets and infrastructure, and delivery of effective services; and
- Democratic representation, social inclusion and meaningful community engagement; and
- Good governance of, and by, local government; and
- Ethical and legal behaviour of councillors, local government employees and councillor advisors.



Carpentaria Region – Outback by the Sea®

Carpentaria Shire is ideally located in the southern part of the Gulf of Carpentaria and is the only part of Queensland where the Outback Meets the Sea. Our Region is very remote and while it has its challenges it provides opportunity for people to live, work and play.

Normanton celebrated 150 years in 2018 and Karumba is to celebrate its 150th in 2023, the shire is rich in culture, natural beauty, and history. The Shire is home to several well established and emerging events. It is also home to the multi award winning Les Wilson Barramundi Discovery Centre and Krys the Savannah King.

Median Age 37.7 years	Average Household 2.6 persons
Population 1,977	Local Government Area 64,331 km ²
Families 473	Rateable Properties 853
Median Weekly Household Income \$1,544	Rates Charges \$7,867,000
Median Weekly Rental \$170	

Total Value of Community Assets \$363,279,000	Road Assets	\$240,667,000
	Plant and Equipment Assets	\$7,749,000
	Building and Recreational Facilities Assets	\$31,239,000
	Water and Wastewater Assets	\$61,034,000

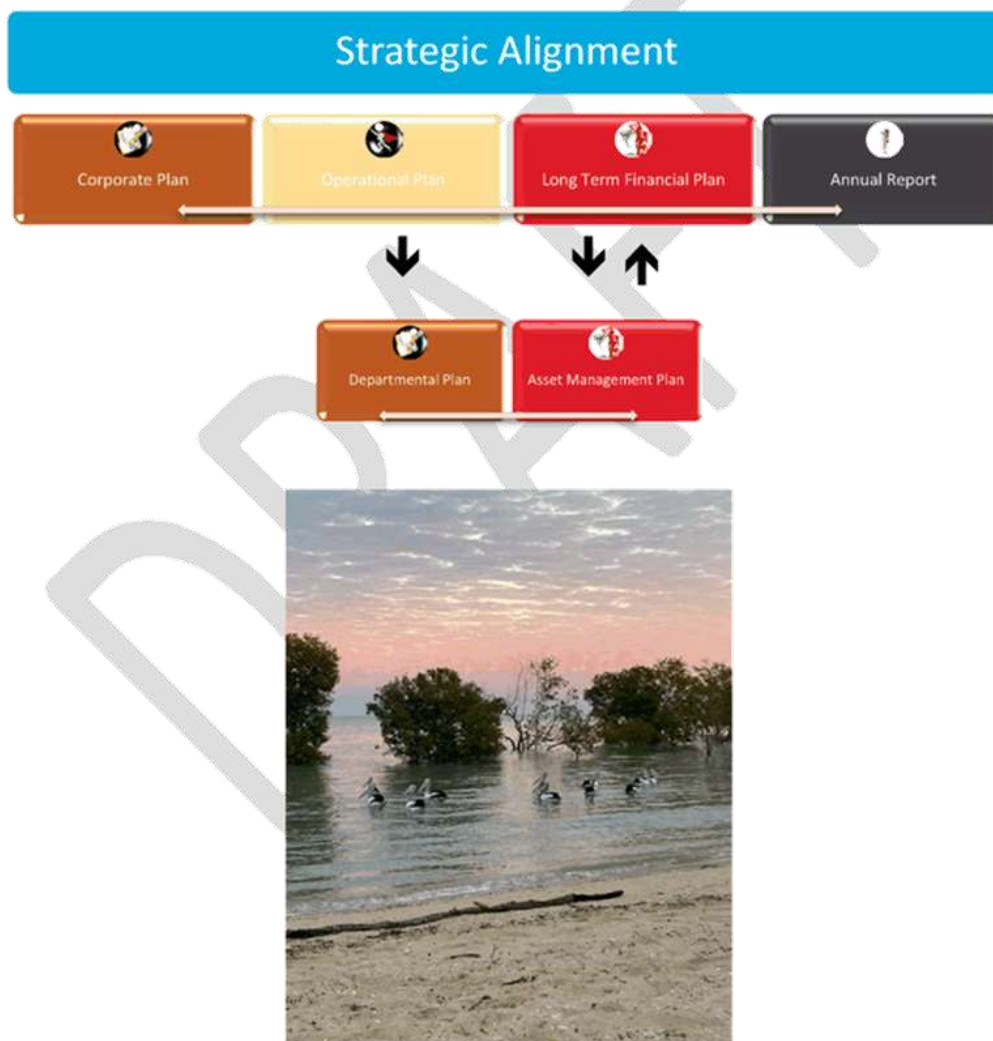


Corporate Planning Framework

The Corporate Planning Framework links together the various components of the corporate planning process and defines how our departments and individuals contribute to the success of the organisation in delivering services to the community.

Annually Council will prepare an operational plan and budget to ensure that we implement and fund initiatives and projects that deliver on the Key Strategic Actions and the Key Strategic Themes identified in the Corporate Plan.

Measurement of our success will be documented and reported against in the Annual Report. Monitoring during the year will be through the reports from the CEO against the Operational Plan presented quarterly.



Key Strategic Themes

The following pages outline Council's Key Strategic Themes and the Key Strategic Actions to be undertaken to achieve Council's long term vision.

The key strategic themes of Carpentaria Community, Carpentaria Environment, Carpentaria Economy and Carpentaria Governance have been identified and will be realised with the following: -

- Key Strategic Actions – those actions that are to be undertaken by Council over the next five years. The key strategic actions will be further broken down in the annual Operational Plan and Budget highlighting the projects to be undertaken to assist in achieving for our community. The key strategic actions will be reviewed after the five years.
- How council intends to deliver – these are a summary of how Council will deliver on the Key Strategic Actions identified under the Key Strategic Themes.

Theme One – Carpentaria Community

A safe, healthy, and equitable community that celebrates diversity and enjoys a quality lifestyle.

Key Strategic Actions 2021 – 2025

1. Development of, and implementation of, a cultural plan
2. Continue to support activities and programs that provide for the Youth within the Shire
3. Continue to support the use of Council's Facilities by the community through formal tenure arrangements
4. Undertake a review of the 2010 Sport and Recreation plan and implement remaining strategies to best utilise the facilities and encourage further use by the community
5. Adopt and implement a Community Health and Wellbeing Plan for the Shire
6. Plan for the Regions ageing demographic and support the health and aged care sectors
7. Maintain the ability to respond to natural disaster events.

How Council intends to deliver on the Key Strategic Actions

- Development of, and implementation of, a Culture Plan, Community Health and Well Being Plan and Youth Strategy for the Shire
- Development of standard leases for the various community groups who utilise Council facilities
- Review the recommendations contained in the Carpentaria Sport and Recreation Plan
- Regularly review the Local Disaster Management Plan to ensure all disasters



Theme Two – Carpentaria Environment

The region's environmental assets including natural areas and resources, open space, and agricultural land, are conserved and enhanced for future generations.

Key Strategic Actions 2021-2025

1. Seek funding to assist with the implementation of the recommendations contained in the Carpentaria Shire Coastal Hazard Adaptation Study
2. Continue to support the development of the Flyway Site Network areas along the Gulf Coastline to assist with the migratory shorebirds that visit the Region
3. Development of a Wetlands Management Plan for the Mutton Hole Wetlands Conservation Park
4. Manage developments within the Carpentaria Shire in accordance with the desired environmental outcomes
5. Implement the recommendations contained with the Biosecurity Plan - Pest animals and plants
6. Contribute to the development of a Regional (NWQROC Member Councils) Biosecurity Plan and implement recommendations

How Council intends to deliver on the Key Strategic Actions

- Implementation of the Coastal Hazard Adaptation Study
- Development of a Wetland Management Plan – Mutton Hole Wetlands Conservation Park
- Implementation of the Biosecurity Plan (the new Regional Plan will replace the Shire Plan)



Theme Three – Carpentaria Economy

A dynamic and diverse economy creating industry development and employment opportunities

Key Strategic Actions 2021-2025

1. Implementation of the Carpentaria Shire Economic Development Strategy
2. Ensure that Carpentaria Shire is included in the opportunities and benefits identified through the North West Minerals Province Economic Diversification Strategy
3. Provision of support for a sustainable Tourism sector
4. Pursue and seek funding sources for the implementation of the recommendations contained within the recent MIPP (2) Reports
5. Continue to pursue funding for the sealing of the unsealed sections of the SAVANNAH WAY – Australia's Adventure Drive

How Council intends to deliver on the Key Strategic Actions

- Implementation of the Economic Development Strategy
- Continued participation in the North West Minerals Province
- Implementation of the Tourism Strategy
- Implementation of the recommended projects in the MIPP2 Reports



Theme Four – Carpentaria Governance

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

Key Strategic Actions 2021-2025

1. Maintain a focus on Integrity, Accountability and Transparency in all that we do
2. Maintain a focus on excellence in customer service and improvements in service delivery
3. Develop systems that promote continuous improvement
4. Provision of safe and reliable infrastructure (roads, water and sewer, buildings and facilities, etc.)
5. Improve the online interaction with Council services for the community
6. Ensure that workforce planning is in place and the safety of employees is maintained and improved
7. Develop a 5-year plan towards meeting the Financial Sustainability targets
8. Continue to represent the community through active Advocacy efforts – (State and Federal Government, regional bodies and others)

How Council intends to deliver on the Key Strategic Actions

- Compliance with statutory obligations
- Asset Management Plan
- Long Term Financial Sustainability Plan
- Development of, and implementation of, an Advocacy Action Plan
- Development and implementation of a workforce strategy
- Regional representation on the NWQROC, FNQROC and WQAC



Monitoring and Measuring our performance

To monitor performance, Council will establish performance indicators as outlined below: -

- Corporate Plan indicators – outlined under the key strategic themes and focused on delivering the key strategic actions. Reported to Council annually by the CEO and included in the Annual Report following the completion of the annual financial statements audit.
- Operational Plan indicators – progress reporting against the Operational Plan is provided to Council and the community on a quarterly basis.

Several other strategic and planning documents are also adopted by Council and contain measures for success. These include our Budget, long term financial sustainability plan, and long-term asset management plans.



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live and play*





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9.4 HUMAN RESOURCES REPORT

Attachments: NIL
Author: Lisa Ruyg - Manager Human Resources
Date: 14 April 2021

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

- Safepan Progress Report January 2021

KPI	Average Group B Councils	CSC YTD Feb 2020	CSC YTD Feb 2021	Safe Plan Target Annual
Lost Time Injuries	10.52	4	7	5
Lost Time Days YTD		107	112	112 total days
Hazard Inspections	-	100%	100%	85%
Take 5's Completed	-	90%	85%	85%

Mechanism of Injury for Claims Submitted FYTD

Days Lost

i) Being hit by a moving object	2	0
ii) Hitting stationary objects	0	0
iii) Muscular stress while handling objects	0	0
iv) Muscular stress with no objects being handled	1	0
v) Muscular stress while lifting	3*	14
vi) Being stuck between static objects	1	0
vii) Being hit by a falling object	0	98

BUSINESS PAPERS

viii)	Work related harassment and stress	0	0
			112

***One claim disallowed**

2. Update – Certified Agreement 2020

An update will be provided at the meeting.

3. Training

The following training took place in Normanton from 22 March 2021 – 8 April 2021:

- a) Working Safely at Heights
- b) Confined Spaces Entry
- c) Low Voltage Rescue
- d) First Aid Training
- e) Asthma and Anaphylactic Response
- f) CPR
- g) Manual Handling
- h) Fire Evacuation Training (All Staff)
- i) Traffic Management Implementation

4. Recruitment Update

- Qualified Educator – Normanton Day Care In progress

Vacant positions not advertised

- Leading Hand Normanton Town Crew
- Labourer Karumba Town Crew
- Labourer Normanton Water Treatment Plant
- WHS Advisor
- Casual Lifeguards
- Casual VIC Attendant (Normanton)

Consultation (Internal/External):

- Advanced Industry Training Townsville
- Jenagar Training Charters Towers
- Flaming North Fire Protection Training Services
- Executive Leadership Team
- WHS Advisor

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Legal Implications:

- Within normal operational parameters.

Financial and Resource Implications:

- Within allocated budget.

Risk Management Implications:

- Within normal operational parameters.

BUSINESS PAPERS

9.5 TOURISM REPORT - MARCH 2021

Attachments: NIL
Author: Verena Olesch - General Manager - Tourism
Date: 14 April 2021

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:

- March tourism numbers:
 - Normanton VIC: tba
 - Karumba LWBDC & VIC: 429 (235 last March)
- Guided Tours and feeding: 255 / \$6,359
74 / \$236 in March 2020
- Other Revenue
 - Normanton: \$ (tba)
 - Karumba: \$ 3,970 (merchandise)
\$ 1,788 in March 2020
- Donation Box \$ not counted

BUSINESS PAPERS

1.3 LW Barramundi Discovery Centre:

Merchandise and tours:

- Picking up as expected, some good results for tours, despite challenges with the feeding tank. We are looking forward to a great finish to the financial year and busy months ahead.
- New tour format implemented, video for theatre at the start of the tour looks fantastic, Amanda has done a great job for Feed-a-Barra and Behind the Scenes tours products.

Visitor Information Centre

- See above. Great start to April, busy Easter despite lots of events in other areas.

Budget

- Draft budgets and service reviews complete for Tourism Events, VIC's, the Hatchery and the Les Wilson Barramundi Discovery Centre.
- Detailed visitor numbers, tours and merchandise attached.

Grants:

- Signage grant of \$50k (unmatched) – in progress
- ZandA's Round 4 Jan-Mar approved.
- BRRF Round – Monsoon Centre submitted, should hear next month whether we have been successful
- YOIT Grant for \$10k for Indigenous Stock Women's display approved
- QLD Women – additional \$10k submitted to finish Indigenous Stock Womens' display – will be second phase from 01 July

1.4 Outback-by-the-Sea Festival

- Dates booked in for 2021 (25 Sep – 04 Oct 2021), Adam Harvey re-contracted as headline act.
- First meeting this week, with Julie Cullen event managing again as per last year.

1.5 Tourism

- Brisbane 4x4 show with OQTA and Mt Isa 19-21 March was a great success, lots of people planning their trips to the Outback
- Tourism Champion role through vendor panel, see separate report to confirm appointment
- In the middle of the voting period for Karumba as Queensland's Top Small Tourism Town Awards! Announcement in May - fingers crossed!

BUSINESS PAPERS

1.6 Hatchery Operations

- Training of Tanya to support Emerson on his days off completed, working very well
- Looking to distribute most of the remaining fingerlings to cut on food costs, Glenore Weir imminent

1.7 Digital Platforms

- Continue strong results across platforms
- 46 new page likes on FB, post reach 8.1k, post engagement 2.2k
- Instagram: 215 posts, 367 followers

1.8 Other activities

- GM – Tourism, last meeting!!!
 - AOM currently managing Barra Centre & Hatchery
 - Things to finalise:
 - Service reviews and budgets – drafts complete
 - Visitor Information Centres
 - LWBDC
 - Hatchery
 - Tourism
 - Award submissions
 - Business Plan

**THANK YOU TO A FABULOUS COUNCIL –
REALLY APPRECIATE YOUR SUPPORT AND
PATIENCE, I HAVE HAD THE MOST AMAZING
TIME!**

ALL THE BEST AND I'LL MISS YOU!!

BUSINESS PAPERS

9.6 OUTBACK BY THE SEAS TOURISM CHAMPION - RECOMMENDATION

Attachments:	9.6.1. Vendor Panel Response 413206 ↓ 9.6.2. Vendor Panel Response 413206 - No price ↓
Author:	Verena Olesch - General Manager - Tourism
Date:	15 April 2021
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:

Destination Champion – Outback by the Sea®:

- Contract role secured via vendor panel process (see attached report)
- 5 contractors were approached, one submission was received (Julie Cullen, Tourism Tap)
- Funding requirement: approx. \$70k per annum (\$12k digital strategy, \$15k Outback by the Sea Event Management, around \$3,500 per month for other activities/responsibilities as listed below)
- reporting to CEO and Council and lead/spokesperson for Destination Committee

Overall Objective:

Lead the Outback by the Sea® Committee to drive sustainable tourism growth outcomes and liaise with industry, trade and tourism stakeholders in the key domestic and international markets.

RECOMMENDATION:

That Council:

1. approves the appointment of Julie Cullen as Tourism Champion for the Outback by the Sea effective 1 May 2021.
2. Funding through the Tourism and Events Budget, which has currently \$13k left through the festival until the end of financial year

Background:

Responsibilities of the Tourism Champion:

- **Destination Marketing**
 - drive digital media, including Facebook and Instagram
 - destination website development and maintenance – possibly part of the CSC site, links to Barra Centre
 - tradeshows
-

BUSINESS PAPERS

- Gulf Country booklet – rename ‘Outback by the Sea’
- **Industry Development**
 - advocate and advise in an ongoing process to deliver the vision, mission and strategic goals of the destination
 - building capabilities, i.e. delivery of digital toolkit
- **Experience and Event development, including running the Outback by the Sea Festival**
 - more product on to ADTW and Best of Queensland
 - coordinate event timings
 - Project managing the Normanton Monsoon Centre (fingers crossed) and other key tourism developments including Mutton Hole wetlands
- **Economic development – increase yields**
 - Lead tourism strategy and actions
 - access and drive grant opportunities
 - work with council on supporting infrastructure priorities such as roads/access
 - align strategies with DMO’s

Assist with Award opportunities (RTO/QLD and National

Consultation (Internal/External):

- Consultation with CEO and Mayor, as well as RTO’s as external stakeholders.

Legal Implications:

- Nil

Financial and Resource Implications:

- Finance: no additional costs, since the role of GM – Tourism is being saved.
Resource: contracted

Risk Management Implications:

- Nil.



Tourism Tap

Response to :

OUTBACK BY THE SEA - TOURISM CHAMPION

Reference Number : VP231825

Response posted on 20/Mar/21 12:59 PM

Response Reference: none provided

Response ID: VPR413206

Response created by:

Julie Cullen (julie@tourismtap.com.au)

Response posted via the Travel & Tourism

[Carpentaria Shire Council](#)

Response from:

Response ID: VPR413206
Created Date: Saturday Sat/Mar/21 11:41 AM
Posted Date: Saturday Sat/Mar/21 12:59 PM
Response reference: None provided
Response via: Travel & Tourism

Business: **Tourism Tap**
ABN **63 115 328 723**
Location: 32 Lowry St
Peregian Beach
4573, Queensland, Australia

Contact: *Contact Name:* Julie Cullen
Position: Director/Owner
Main Phone: +61 487 222 714
Mobile Phone: +61 487222714
Email: julie@tourismtap.com.au



Web Site: None provided

Description: Tourism Tap assists businesses to generate new, or increased revenue streams from tourism related activities. Clients can secure services to manage the entire product development cycle from concept to consumer or tap into the owners considerable knowledge base to solve specific problems or identify and leverage emerging tourism opportunities. Visitor Experience development and the application of new digital technologies to drive better tourism outcomes has become an area of recent focus.

Working for Regional Tourism Organisations, Councils, publicly listed companies, government owned corporations, and small to medium private enterprise businesses, in strategic marketing and operational management roles has facilitated exposure to a wide range of business models and operations, resulting in a broad industry profile, knowledge base and professional network.

Julie holds a Bachelor of Applied Science – Biology which drives her passion for eco-tourism, nature-based products, events and science related projects. She is a judge for the 2019 and 2020 Qld Tourism Awards.

Docs attached by the list admin to this supplier: None...

Compliance Details:

Selection Status:

Your decision Undecided

Your personal notes:

None added

Your attachments to this response

None provided

Suppliers response:

Thank you for the opportunity to respond to this request for a part time Tourism Champion for the Carpentaria Shire. This is a role that I believe I have the necessary skills, experience, and relationships to undertake, in order to achieve the outcomes outlined in the Outback by the Sea Tourism Strategy.

The role is a logical extension of the current engagement I have with the Carpentaria Shire Council that sees me deliver the social media requirements for the Les Wilson Barramundi Centre, including promotion of the region's tourism assets, and coordinate the delivery of the Outback by the Sea Festival.

My Credentials and CV provided demonstrate that my destination marketing experience is extremely broad and traverses all levels of the tourism industry spanning local and state government, private and publicly listed enterprises. I worked as the Tourism Development Manager for the Sunshine Coast Regional Tourism Organisation attending trade shows and events across Australia and internationally, prior to moving into the Events Leveraging Manager position. I am also a judge of the Qld Tourism Awards, a Director on the Mary Valley Rattler Board and a preferred Tourism Consultant for Indigenous Business Australia.

Copywriting for grants, Visitor Guides, websites, brochures, blogs, newsletters, and social media is one of my key strengths. As a result of this and my Bachelor of Applied Science in Biology I was responsible for the copy, content, coordination of graphic design, manufacture, and installation of 260 interpretive signage elements for the Cairns Aquarium which I commercialised and managed for the first 12 months of operation. This experience can be translated into the delivery of the regional priorities including the Monsoon Centre, the Mutton Hole Boardwalk, and Arts Trail.

Industry Development is another area of strength and I am about to commence a series of Industry Development Workshops for Outback Queensland Tourism and have been engaged by Tourism Events Queensland and Visit Sunshine Coast as an Industry Mentor to deliver their Transformational Visitor Experiences Program.

In the past three years I have been involved with the Carpentaria region I have seen the destination grow its profile and visitor numbers. I have enjoyed meeting the locals and establishing good working relationships with key stakeholders. The opportunity to engage with a local Tourism Committee is welcomed and I would look forward to being in the region on a regular basis to maintain these important relationships and move the destination forward.

Your criteria/questions

Q1 - [Required]: What is your monthly charge for the required activities - preferably split into the different sections of

Destination Marketing

Industry Development

Experience and Event Development

Economic Development

It is very difficult to forecast the monthly split of business across these four activities as COVID-19 continues to impact the tourism industry and grant funding outcomes are unknown. Government, industry and trade led campaigns and initiatives can be launched at any point in time, changing the destination priorities in this process, so the Tourism Champion needs to have the flexibility to adapt to the changed circumstances.

There are some Destination Marketing charges that are already established and these include \$12,000 per annum for the delivery of destination digital media and \$15,000 for delivery of the Outback by the Sea Festival. This does not include travel or accommodation costs.

Based on this information, my current understanding of the Carpentaria region, the type of tourist attractions that the destination offers and the business

owners here I believe that the priority and funding for the required activities will be skewed as follows:

1. Destination Marketing - \$4,000
2. Experience and Event Development - \$850 per month
2. Industry Development - \$500 per month
3. Economic Development - \$500 per month

Total Monthly Retainer \$5,850 ex GST, travel and accommodation costs.

Q2 - [Required]: This is considered a part-time consultancy. Please advise how many hours you would consider necessary.

Hours each month will vary dependent on the activity being delivered eg the Outback by the Sea Festival in September will require a high number of hours for two months followed by fewer hours after the event. Trade Shows events, grant writing, exhibit delivery, etc are also activities with short intense duration.

With this in mind and acknowledging that my approach is whatever needs to be achieved needs to be achieved in the time given to achieve it, the best forecast I can provide is approx. 50 hours per month which will skew significantly in certain months.

Supplier provided pricing

Price EXCLUDING Tax:	\$ 70,200.00 AUD
Tax component:	\$ 0.00 AUD
TOTAL PRICE:	\$ 70,200.00 AUD
These prices are:	Fixed
Comments:	Charges do not include travel or accommodation costs.

Invoicing Details

If successful, the supplier will invoice with the following details

Business Name:	TOURISM TAP PTY LTD
Business Number:	72 642 650 860 (ABN)

Suppliers Attachments

The supplier has attached 3 documents to this response. You can find them in this zip file under `"/Responses/Tourism_Tap/VPR413206/Response Docs/`



Tourism Tap

Response to :

OUTBACK BY THE SEA - TOURISM CHAMPION

Reference Number : VP231825

Response posted on 20/Mar/21 12:59 PM

Response Reference: none provided

Response ID: VPR413206

Response created by:

Julie Cullen (julie@tourismtap.com.au)

Response posted via the Travel & Tourism

[Carpentaria Shire Council](#)

Response from:

Response ID: VPR413206
Created Date: Saturday Sat/Mar/21 11:41 AM
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Julie holds a Bachelor of Applied Science – Biology which drives her passion for eco-tourism, nature-based products, events and science related projects. She is a judge for the 2019 and 2020 Qld Tourism Awards.

Docs attached by the list admin to this supplier: None...
Compliance Details:

Selection Status:

Your decision Undecided

Your personal notes:

None added

Your attachments to this response

None provided

Suppliers response:

Thank you for the opportunity to respond to this request for a part time Tourism Champion for the Carpentaria Shire. This is a role that I believe I have the necessary skills, experience, and relationships to undertake, in order to achieve the outcomes outlined in the Outback by the Sea Tourism Strategy.

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Your criteria/questions

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With this in mind and acknowledging that my approach is whatever needs to be achieved needs to be achieved in the time given to achieve it, the best forecast I can provide is approx. 50 hours per month which will skew significantly in certain months.

Supplier provided pricing

== Pricing section hidden ==

Please contact Buyer if required

Invoicing Details

If successful, the supplier will invoice with the following details

Business Name: TOURISM TAP PTY LTD
Business Number: 72 642 650 860 (ABN)

Suppliers Attachments

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10 REPORTS FROM DIRECTOR OF CORPORATE & COMMUNITY SERVICES

10.1 DCS REPORT - MARCH 2021

Attachments: 10.1.1. Directorate Budget [↓](#)
Author: Julianne Meier - Director Corporate Services
Date: 14 April 2021

Key Outcome: 7.3 - Strategic management of Council
Key Strategy: 7.3.2 Implement integrated strategic planning approaches across Council, including efficient and effective risk management.

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 March 2021; and
2. that those matters not covered by resolution be noted.

Background:

.1 Actions Outstanding from Previous Meetings

Date:	Action	Status	Comment
A1017-014	Review the water allocation on all non-profit and sport and recreation users.	In Progress	A review of General Rates and Utility Charges has been undertaken. The recommendations are under review.
A0618-21	Liaise with Telstra to improve bandwidth at Normanton Rodeo Grounds	In Progress	Ongoing – reported fault with Telstra about service drop outs. Officers to discuss issue with Telstra to see if we can increase bandwidth during specific events.

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0918/0032	Implement weed control program to manage spread of noxious weeds in Karumba town area.	In Progress	<p>The first round starts on 3rd of May. Five rangers will conduct spraying of weeds on foot (foliar spraying and basal barking) over 4 days. Target areas are–</p> <ul style="list-style-type: none"> • Karumba walking track • Vacant block across from Civica Centre • Karumba Developmental Rd • Allan Howie Rd past Truck Stop <p>The second round is planned to in June 2021. The third round has not yet been scheduled.</p>
April-19	That Council proceed with the switchboard upgrade at the Normanton Rodeo Grounds.	In Progress	<p>The quote to upgrade the switchboard was \$66k and the grant sourced was \$38k. Officers are currently liaising with the funding provider to seek a variation of scope from transformer upgrade to switchboard upgrade. Officers are recommending the best use of the grant would be to do the following works:</p> <ul style="list-style-type: none"> • Remaining rodeo grounds lights \$25k • Show shed power upgrades \$13k
May-20	Enter into lease agreement with World Fuels and IOR for supply of avgas at Karumba Aerodrome.	Ongoing	<p>Council to provide a small bitumen turnaround area to the bowsers, fill where the bowsers to be placed and a new electrical meter box to supply power to the bowsers. Currently the lease agreement is being drafted by Preston Law. The surveyor has been engaged to draft survey plans of the leased area.</p>
Jan-20	Abandoned Vehicles	In Progress	Refer Local Laws Report

.1 Budget

As at 31st March 2021, the financial year had elapsed 75%. Of the \$2.9 million budget, \$2.1 million or 75% has been expended. The budget is attached for review and is tracking satisfactorily against budget.

There are repairs from Cyclone Imogen that have no budget in the Disaster Events area. The insurance excess for a named event is \$250,000 and repairs to Council assets were assessed at approximately \$180,000. Actual repair costs have been much less than initially anticipated. No request to increase the DCS budget has been prepared as officers believe at this stage, the unanticipated costs will be able to be offset against existing unspent budget items.

BUSINESS PAPERS

.2 Audit Matters

External Audit

Council's external auditors Crowe Horwath have been in contact with the finance team in respect of Council's commitment to audit milestones. The Finance Manager has agreed to the following timelines:

Interim Audit

Workpapers available for planning purposes	31 May 2021
Interim testing visit	21 June 2021
Draft proforma financial statements	21 June 2021
Accounting papers on AASB 15 & 1058 & Landfill Provision	30 June 2021
Asset valuations completed	30 June 2021

Final

Workpapers available for planning purposes	20 August 2021
Complete draft financial statements to audit	20 August 2021
Year-end visit	13 September 2021
QAO closing report issued to client	1 October 2021
Audit committee (or equivalent) clearance	8 October 2021
Management signs financial statements	8 October 2021
QAO signs independent audit report	11 October 2021
Final management report	11 October 2021

Internal Audit

Council's Internal Auditor, Pacifica have conducted several audits over the past three years as per the Internal Audit Plan. They have recently conducted audits and provided internal audit reports for:

- Stores and Inventory Management
- Corporate Cards, Fuel Cards, Standing Accounts and Staff Reimbursements.

It is noted that there are outstanding Internal Audit reports from audits conducted in the prior year for:

- Customer Request Management and Complaints Handling Review
- Property Leasing and Management Review

There are a number of findings in the above reports and management are in the process of providing comments and returning to Council's Internal Auditor to prepare final internal audit reports. Once the final reports have been received they will be presented to Council.

Importantly Internal Audit is a costly exercise and once the auditors have provided a report to Council, management then need to comment on the findings, either by agreeing, or explaining another course of action, and committing to resolving the issues within a reasonable timeframe. Sometimes resourcing may limit officers capacity to progress issues, in which case alternative options should be considered.

External and Internal Audit Matters Status Report

Both external and internal audit will have findings after the audits have been conducted. Some are resolved on site, others are raised in their reports, and will take time to resolve. An External and Internal Audit Matters Status Report is currently being prepared, and will list

BUSINESS PAPERS

all outstanding audit matters, with an agreed management action, responsible officer, timeline to resolve and status updates. All matters shall remain on this report until resolved and confirmed by Council's auditors. Officers are planning to present this report to the May meeting.

Council's external auditors ideally should be able to rely on controls in place and on the internal audit, which should keep audit costs at a reasonable level. Failure to have controls in place can result in a more costly external audit.

Consultation (Internal/External):

- Manager Finance and Administration
- Crowe Horwath – Council's External Auditor
- Pacifica – Council's Internal Auditor

Legal Implications:

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

Financial and Resource Implications:

- Nil.

Risk Management Implications:

- Risk is considered low and Council will be advised if major items deviate from the adopted budget and forecasts.
- In respect of audit matters, risk is dependent on the rating provided in the audit reports.

Sub-Programme Description	Description	Original Budget	YTD Actual	Order Value	Total Actual	%
Regional Economic Development	Regional Development - Operating Grants, Subsidies and Contributions	\$0	-\$25,000	\$0	-\$25,000	100%
Regional Economic Development Total		\$0	-\$25,000	\$0	-\$25,000	100%
Major Opex	Major OpEx - Operating Grants, Sponsorship and Contribution	-\$1,433,000	-\$1,451,115	\$0	-\$1,451,115	101%
Major Opex	Major OpEx - in Work Orders	\$2,912,000	\$2,523,884	\$23,870	\$2,547,754	87%
Major Opex	Major OpEx - Job Codes	\$0	\$214,615	\$0	\$214,615	100%
Major Opex Total		\$1,479,000	\$1,287,384	\$23,870	\$1,311,254	
Property And Leases	Property and Leases - Operating Income	\$0	-\$27,440	\$0	-\$27,440	100%
Property And Leases	Property and Leases - Maintenance	\$0	\$5,326	\$380	\$5,706	100%
Property And Leases Total		\$0	-\$22,115	\$380	-\$21,735	
Disaster Preparedness	Disaster Preparedness - Operating Grants, Subsidies and Contributions	-\$7,000	-\$48,852	\$0	-\$48,852	698%
Disaster Preparedness	Disaster Preparedness - Grants (NO GST)	-\$15,000	-\$854	\$0	-\$854	6%
Disaster Preparedness	Disaster Preparedness - Operating Expenses	\$20,000	\$2,104	\$455	\$2,558	13%
Disaster Preparedness	Disaster Preparedness - Grants Expenses	\$122,000	\$108,197	\$49,403	\$157,599	129%
Disaster Preparedness Total		\$120,000	\$60,595	\$49,857	\$110,452	
Emergency Response	Emergency Response - Operating Grants, Subsidies and Contributions NT	-\$20,000	\$0	\$0	\$0	0%
Emergency Response	Emergency Response - Operating Income	-\$5,000	-\$17,552	\$0	-\$17,552	351%
Emergency Response	Emergency Response - Operating Expenses Ntn	\$23,000	\$5,584	\$0	\$5,584	24%
Emergency Response	Emergency Response - Maintenance Ntn	\$30,000	\$4,957	\$2,150	\$7,107	24%
Emergency Response	Emergency Response - Depreciation Ntn	\$16,000	\$10,117	\$0	\$10,117	63%
Emergency Response	Emergency Response - Operating Expenses Kba	\$20,000	\$7,718	\$0	\$7,718	39%
Emergency Response	Emergency Response - Maintenance Kba	\$24,000	\$0	\$0	\$0	0%
Emergency Response	Emergency Response - Depreciation Kba	\$13,000	\$8,695	\$0	\$8,695	67%
Emergency Response Total		\$101,000	\$19,518	\$2,150	\$21,668	
Disaster Events	Disaster Events - Normanton	\$0	\$19,914	\$1,030	\$20,944	100%
Disaster Events	COVID-19	\$750,000	\$408,710	\$5,137	\$413,847	55%
Disaster Events	Disaster Events - Karumba	\$0	\$36,846	\$0	\$36,846	100%
Disaster Events Total		\$750,000	\$465,470	\$6,167	\$471,637	
Community Recovery Officer	Operating Income - Grants, Subsidies and Contribution - Community Rec	-\$316,000	-\$162,097	\$6,550	-\$155,547	49%
Community Recovery Officer	Community Recovery Officer - Operating Expenses	\$247,000	\$142,634	\$16,477	\$159,111	64%
Community Recovery Officer	Community Recovery Engagement	\$70,000	\$43,007	\$30,928	\$73,935	106%
Community Recovery Officer Total		\$1,000	\$23,544	\$53,954	\$77,498	
Mosquito Control	Mosquito Control - Operating Expenses	\$137,000	\$24,402	\$30,273	\$54,675	40%
Mosquito Control Total		\$137,000	\$24,402	\$30,273	\$54,675	
Local Laws	Local Laws - Operating Grant	-\$120,000	\$0	\$0	\$0	0%
Local Laws	Local Laws - Operating Income	-\$3,000	-\$277	\$0	-\$277	9%
Local Laws	Local Laws - Licence Fees (GST FREE)	-\$4,000	\$0	\$0	\$0	0%
Local Laws	Local Laws - Operating Expenses	\$50,000	\$28,723	\$0	\$28,723	57%
Local Laws	Local Laws - Illegal Dumping Grant	\$139,000	\$2,476	\$0	\$2,476	2%
Local Laws	Local Laws Kba - Operating Expenses	\$41,000	\$30,221	\$0	\$30,221	74%

Sub-Programme Description	Description	Original Budget	YTD Actual	Order Value	Total Actual	%
Local Laws Total		\$103,000	\$61,143	\$0	\$61,143	
Environmental Health	Environmental Health - Operating Income	-\$2,000	\$0	\$0	\$0	0%
Environmental Health	Environmental Health - Operating Income (GST FREE)	-\$8,000	\$0	\$0	\$0	0%
Environmental Health	Environmental Health - Operating Expenses	\$26,000	\$13,950	\$1,364	\$15,313	59%
Environmental Health Total		\$16,000	\$13,950	\$1,364	\$15,313	
Pest Management Operations	Pest Management Operations - Operating Grants, Subsidies and Contribu	-\$40,000	-\$20,000	\$0	-\$20,000	50%
Pest Management Operations	Pest Management Operations - Operating Expenses	\$96,000	\$51,591	\$1,100	\$52,691	55%
Pest Management Operations Total		\$56,000	\$31,591	\$1,100	\$32,691	
Animal Control	Animal Control - Operating Income	-\$2,000	-\$4,258	\$0	-\$4,258	213%
Animal Control	Animal Control Kba - Operating Income	\$0	-\$11	\$0	-\$11	100%
Animal Control	Animal Control - Operating Expenses Nrt	\$62,000	\$39,898	\$0	\$39,898	64%
Animal Control	Animal Control - Maintenance Nrt	\$16,000	\$66	\$0	\$66	0%
Animal Control	Animal Control - Depreciation Nrt	\$0	\$493	\$0	\$493	100%
Animal Control	Animal Control - Operating Expenses Kba	\$60,000	\$26,826	\$0	\$26,826	45%
Animal Control	Animal Control - Maintenance Kba	\$13,000	\$0	\$0	\$0	0%
Animal Control Total		\$149,000	\$63,013	\$0	\$63,013	
Grand Total		\$2,912,000	\$2,003,495	\$169,115	\$2,172,610	75%

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10.2 MONTHLY FINANCIAL REPORT - MARCH 2021

Attachments: 10.2.1. Monthly Financial Statements - April 2021 [↓](#)
10.2.2. Cash [↓](#)
10.2.3. Capital Expenditures March 2021 [↓](#)

Author: Jade Nacario - Manager Finance and Administration

Date: 14 April 2021

Key Outcome: 7.3 - Strategic management of Council

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

Executive Summary:

Presentation of the financial report for March 2021 as required under section 204 of the *Local Government Regulation 2012*. The report is presented for noting and indicates whether Council is progressing satisfactorily against its current budget.

RECOMMENDATION:

That Council accepts the Monthly Financial Report, as required under section 204 of the *Local Government Regulation 2012* for the period ended 31 March 2021.

FINANCIAL REPORT

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

The following reports for 31 March 2021 are attached for Council's information.

- Operating Statement
- Operating Statement by Program
- Statement of Financial Position
- Cashflow Statement
- Summary of Accounts

Operating Statement

At the end of March 2021 (9th month of the budget year) the financial year had elapsed 75%

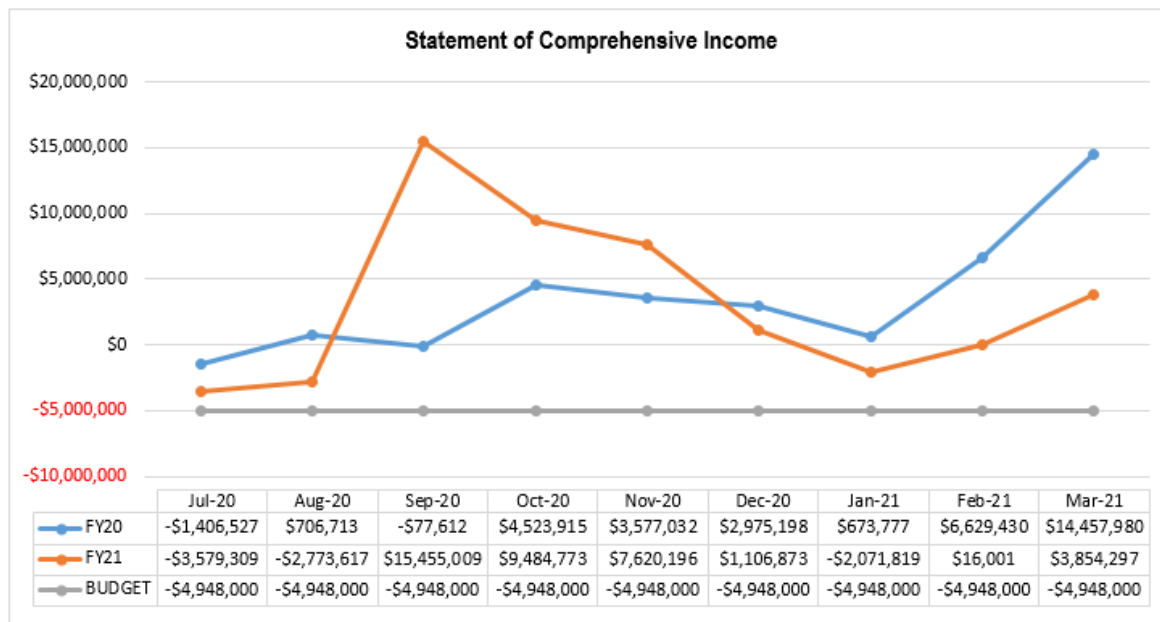
The total operating revenue \$59,565,190 was 74% of the adopted budget \$79,972,000 while the total operating expenditure \$58,319,729 was 60.30% against the budget of \$96,688,000.

For the period ending 31 March 2021, the total actual operating expenditure would be expected to be around 75%, however it is 60%, which is 15% lower. This is mostly due to three months of no DRFA road works. Fleet and plant recoveries are 62% over budget, mostly due to Council's fleet working on recoverable works jobs. Not all recoverable works were included in the adopted budget as some recoverable works are negotiated through the year.

The remaining departments are tracking well against budgets. The Tourism budget expenses are somewhat seasonal and revenue is expected to exceed expenditure in the last quarter as visitor numbers increase.

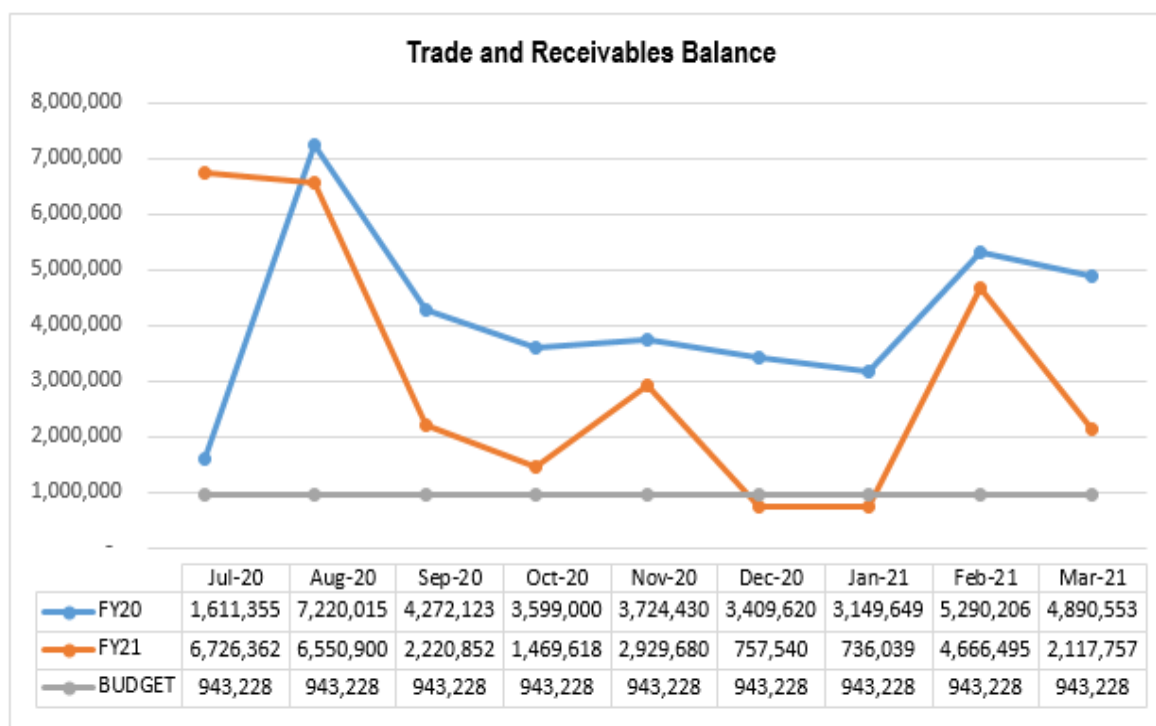
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The Comprehensive Income Statement indicates a *Net Operating Surplus* of \$3,854,297.



Financial Position Reports

The graph below shows Council's *Trade and Receivables* balance of \$ 2,117,757 has decreased from \$4,666,495 in February 2021. The receivables balance is made up of rates receivable \$1,799,963 and the remaining balances are receivables from community loans, Main Roads recoverable works and airport charges. The balances will continue to change during the year given the nature of the accounts.



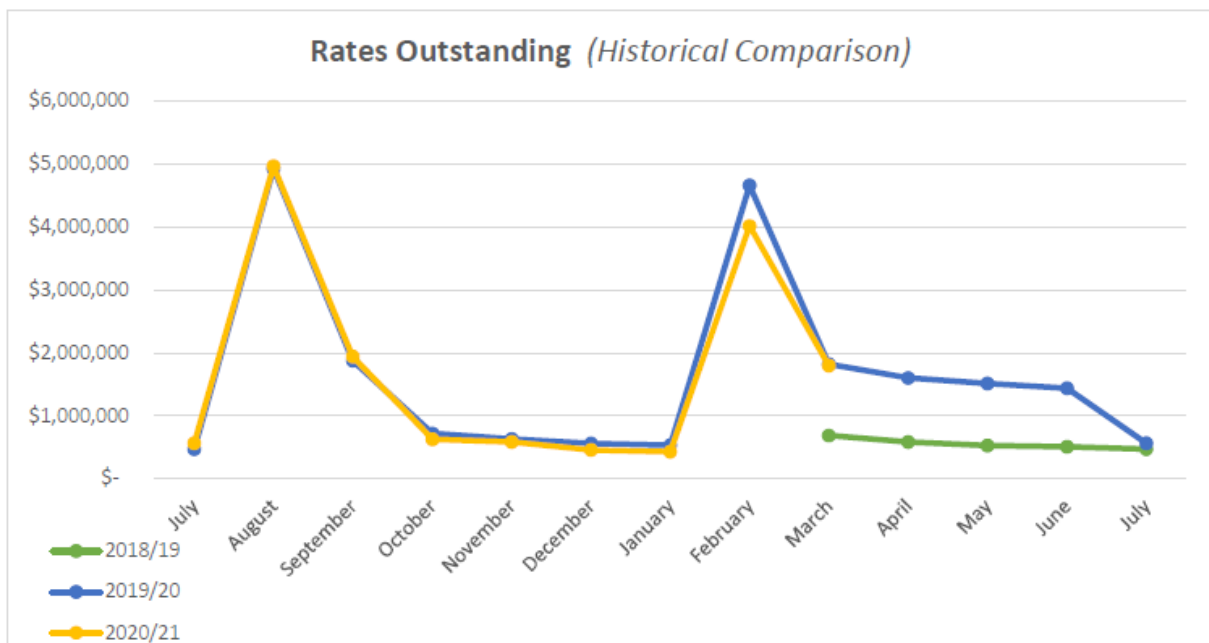
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Rates and Service Charges Receivables

Half-yearly rates and charges for the period ending 30th June 2021 were due by the 24th March. The majority of outstanding balances were collected with a similar amount of \$1.79 million unpaid as at the end of March 2020. Since then an additional \$198k has been received (to the 10th April).

Reminder letters are due to be issued in early April (two weeks from the end of the discount period). A decision was made to delay their issue until the week beginning the 12th April due to the timing of Easter and the holiday break.

Rates Outstanding					
	%	Mar-21	Feb-21	Jan-21	Mar-20
Current Year	71%	1,275,977	3,588,008	160,059	1,429,186
1 Year Arrears	9%	157,966	137,540	140,666	92,897
2 Year Arrears	9%	163,177	59,229	59,429	52,117
3+ Year Arrears	8%	151,754	155,093	156,393	130,981
Interest	8%	143,915	153,977	155,837	173,145
Credits	-5%	(92,826)	(72,872)	(244,071)	(55,818)
Balance	100%	1,799,963	4,020,974	428,312	1,822,510



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Capital Expenditure 2020-2021

Council has a capital budget of \$17.84 million for the 2020/2021 financial year. The attached capital expenditure report shows some projects are multi-year projects and identifies how the project is tracking against the budget. Council is heavily reliant on grant funding for most capital expenditure, however the following items are funded by Council:

- Fleet and Plant Replacement
- Gilbert St Pontoon Repairs
- Old Croydon Road grid
- Shire Grid Installations
- Disability Access Footpaths in Karumba and Normanton
- Phase 2 of the Barra Hatchery Upgrade

For capital works that are externally funded, work shall not commence, other than minor preliminary costs, until the funding agreements have been executed. It is noted that any preliminary works are not able to be acquitted against the grant.

The Capital Expenditure budget will be continually assessed to ensure the projects are managed within the budget. Where savings from under expenditure are achieved, it is likely this saving will be offset against other unplanned works. Failure of critical assets is an example of reallocation of budgetary resources. Ideally Council would maintain assets to a standard and spend an amount equivalent to its annual depreciation to achieve this.

Council capital expenditure from 1 July 2020 to 31 March 2021 is \$ 3,604,254. The capital expenditure is significantly lower than the total capital budget for the year \$17,843. However, the capital projects funded by Roads to Recovery, Works for Queensland 19-21 and Works for Queensland-COVID will be completed by the 30th of June 2021. It is expected that there will be a spike of capital expenditure in the final quarter of the financial year. Also, out of the \$1,395,000 fleet and plant budget, council have ordered 14 new motor vehicle with a total cost of \$922,548, the expected delivery date for these vehicles is September 2021 and payment will be made on the next financial year (21.22).

QTC Loans

Council currently has three loans with Queensland Treasury Corporation (QTC), the details are shown below:

Loan Purpose	Balance	Maturity Date
Glenore Weir	4,712,990.75	15 March 2035
Karumba Sewerage	1,841,571.80	15 June 2030
Normanton Water	1,009,670.20	15 March 2031

Consultation (Internal/External):

- Executive Leadership Team, Managers and relevant officers

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Legal Implications:

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

Local Government Act 2009

Financial and Resource Implications:

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

Risk Management Implications:

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



Statement of Comprehensive Income by Category
 for the period ended 31 March 2021

	Core \$	QRA \$	Non-Core \$	Total \$	Budget \$
Income					
Revenue					
Recurrent revenue					
Rates, levies and charges	7,445,607	-	-	7,445,607	7,867,000
Fees and charges	322,107	-	360,486	682,593	608,000
Rental income	57,786	-	361,341	419,127	531,000
Interest received	147,178	-	-	147,178	200,000
Sales revenue	9,835,150	-	-	9,835,150	10,061,000
Other income	138,513	-	-	138,513	7,000
Grants, subsidies, contributions and donations	4,129,239	36,281,080	486,703	40,897,022	60,698,000
	22,075,580	36,281,080	1,208,530	59,565,190	79,972,000
Capital revenue					
Grants, subsidies, contributions and donations	2,381,079	-	213,029	2,594,108	11,768,000
Total revenue	24,456,659	36,281,080	1,421,559	62,159,299	91,740,000
Capital income	12,327	2,400	-	14,727	-
Total income	24,468,986	36,283,480	1,421,559	62,174,026	91,740,000
Expenses					
Recurrent expenses					
Employee benefits	(5,698,470)	(1,290,732)	(963,111)	(7,952,313)	(11,720,000)
Materials and services	(12,246,802)	(25,992,971)	(1,220,860)	(39,460,633)	(70,340,000)
Finance costs	(319,921)	-	-	(319,921)	(399,000)
Depreciation	(9,882,681)	-	(704,180)	(10,586,862)	(14,229,000)
	(28,147,874)	(27,283,703)	(2,888,151)	(58,319,729)	(96,688,000)
Capital expenses	0	0	0	0	-
Total expenses	(28,147,874)	(27,283,703)	(2,888,151)	(58,319,729)	(96,688,000)
Net result	(3,678,888)	8,999,777	(1,466,592)	3,854,297	(4,948,000)
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	-	-	-	-	-
Total comprehensive income for the year	(3,678,888)	8,999,777	(1,466,592)	3,854,297	(4,948,000)

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



Statement of Comprehensive Income
 for the period ended 31 March 2021

	31 March 2021	2020.2021
	Actual	Adopted Budget
	\$	\$
Income		
Recurrent Revenue		
Rates and Charges	7,445,607	7,867,000
Fees and Charges	682,593	608,000
Rental Income	419,127	531,000
Interest Received	147,178	200,000
Sales & Recoverable Works Revenue	9,835,150	10,061,000
Other Recurrent Income	138,513	7,000
Grants, Subsidies and Contributions	40,897,022	60,698,000
Total Recurrent Revenue	59,565,190	79,972,000
Capital Revenue		
Grants, Subsidies and Contributions	2,594,108	11,768,000
Capital Income	14,727	0
Total Income	62,174,026	91,740,000
Expenses		
Recurrent Expenses		
Administration and Governance	(6,132,408)	(9,036,500)
Community	(2,067,829)	(3,494,500)
Engineering	(12,674,624)	(14,054,000)
Fleet and Plant	4,135,979	2,548,000
Environment	(1,077,460)	(1,889,000)
DRFA	(27,283,703)	(52,500,000)
Tourism	(1,006,562)	(1,376,000)
Water and Sewerage	(1,306,339)	(2,258,000)
Finance Costs	(319,921)	(399,000)
Depreciation	(10,586,862)	(14,229,000)
Total Expenses	(58,319,729)	(96,688,000)
Capital Expenses		
	-	-
Total Expenses	(58,319,729)	(96,688,000)
Net Operating Surplus / (Deficit)	3,854,297	(4,948,000)



Statement of Financial Position
 as at 31 March 2021

	31 March 2021 Actual \$	2020.2021 Adopted Budget \$
Current Assets		
Cash and Equivalents	37,318,356	11,865,705
Trade and Other Receivables	1,958,223	943,228
Inventories	422,987	535,632
Other Financial Assets	463,982	478,207
ATO Receivable	0	360,000
Investments	0	1,000,000
Contract Assets	14,435,566	0
Total Current Assets	54,599,114	15,182,772
Non-Current Assets		
Receivables	159,534	159,534
Property, Plant and Equipment	349,996,008	346,984,156
Capital Works in Progress	6,259,524	18,016,000
Total Non-Current Assets	356,415,066	365,159,690
TOTAL ASSETS	411,014,179	380,342,462
Current Liabilities		
Trade and Other Payables	1,439,283	3,981,672
Interest Bearing Liabilities	479,017	539,998
ATO Payable	610,009	0
Provisions	1,203,443	919,872
Other Accounts Payable	100,000	100,000
Contract Liabilities	20,415,906	0
Total Current Liabilities	24,247,660	5,541,542
Non-Current Liabilities		
Interest Bearing Liabilities	7,085,216	7,057,920
Provisions	1,914,699	2,060,847
Other Accounts Payable	200,000	200,000
Total Non-Current Liabilities	9,199,915	9,318,767
TOTAL LIABILITIES	33,447,575	14,860,308
NET COMMUNITY ASSETS	377,566,605	365,482,153
Community Equity		
Asset Revaluation Reserve	269,621,280	268,161,543
Retained Surplus	107,945,325	97,320,610
TOTAL COMMUNITY EQUITY	377,566,605	365,482,153



Cash Flow Statement
 for the period ended 31 March 2021

	31 March 2021	2020.2021
	Actual	Adopted Budget
	\$	\$
Cash Flows From Operating Activities:		
Receipts From Customers	16,979,742	26,666,954
Payments to Suppliers and Employees	(39,432,813)	(82,160,000)
	<u>(22,453,071)</u>	<u>(55,493,046)</u>
Interest Received	147,178	200,000
Rental Income	419,127	531,000
Non Capital Grant and Contributions	40,897,022	53,091,790
Borrowing Costs	(319,921)	(399,000)
Net Cash Flows From Operating Activities	<u>18,690,335</u>	<u>(2,069,256)</u>
Cash Flows From Investing Activities:		
Payments for Property, Plant and Equipment	(3,563,348)	(17,540,868)
Proceeds From Sale of Property, Plant and Equipment	0	276,000
Grants, Subsidies and Contributions	2,594,108	11,768,000
Net Cash Flows From Investing Activities	<u>(969,240)</u>	<u>(5,496,868)</u>
Cash Flows From Financing Activities		
Repayment of Borrowings	(344,909)	(463,212)
Net Cash Flows From Financing Activities	<u>(344,909)</u>	<u>(463,212)</u>
Net Increase (Decrease) in Cash Held	17,376,186	(8,029,336)
Cash at Beginning of Reporting Period	19,942,170	19,895,041
Cash at End of Reporting Period	<u>37,318,356</u>	<u>11,865,705</u>



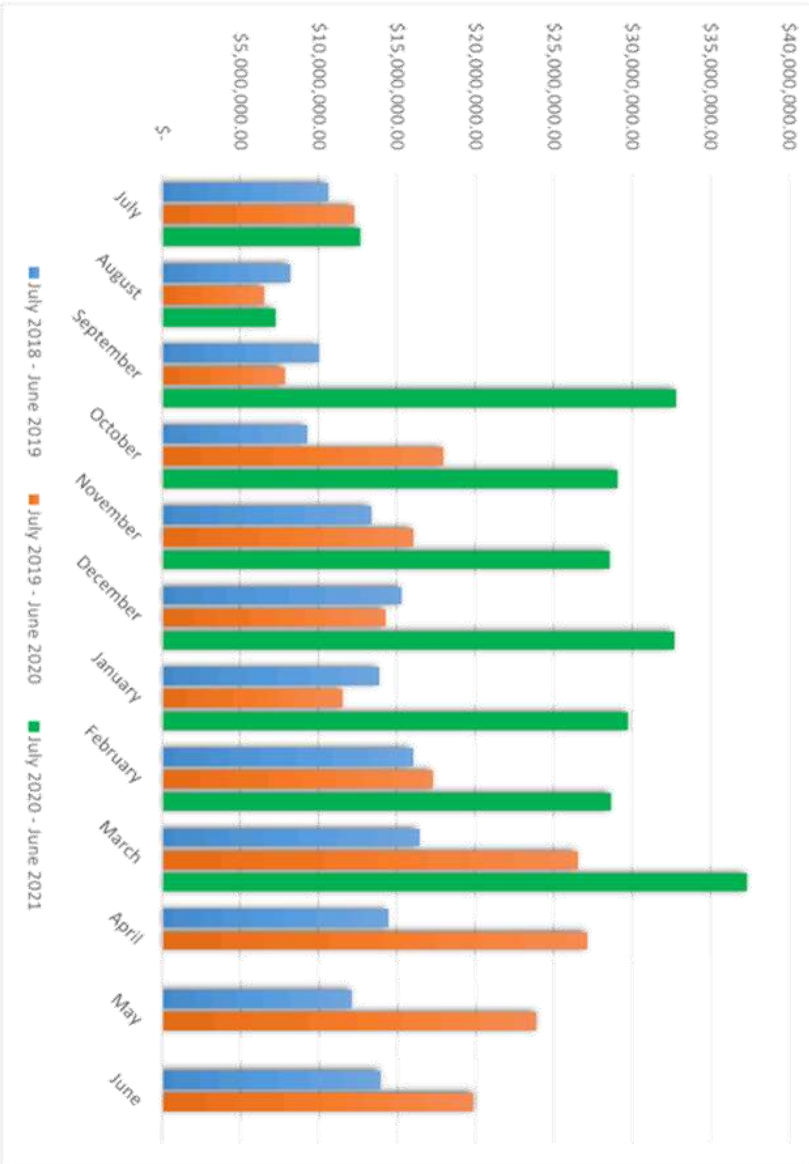
Accounts Summary

	31 March 2021	28 February 2021
	\$	\$
General Accounts		
Queensland Treasury Corporation	37,374,005	27,847,655
Westpac General Operating Accounts	-60,258	803,944
Total balance held in banks	37,313,747	28,651,599
Trust Accounts		
Queensland Treasury Corporation	91,378	91,378
Westpac Bank	33,659	32,009
Total balance held in trust	125,037	123,387
Other Balances		
CSC Reserves	11,070,235	11,070,235
CSC Provisions	3,118,143	3,118,143
Net of Contract Assets and Liabilities	5,980,340	5,980,340
Total balance reserves, provisions and contract liabilities	20,168,718	20,168,718
QTC Borrowings		
Karumba Sewerage	1,841,572	1,897,597
Normanton Water Upgrade	1,009,670	1,038,304
Raise Glenore Weir	4,712,991	4,807,115
Total balance QTC borrowings	7,564,233	7,743,015
Net Council Position	9,580,797	739,867

Note 1 Decrease in QTC Borrowings is due to quarterly payment of principal

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	\$13,866,629.00	\$16,004,746.00	\$16,406,721.00	\$14,429,103.00	\$12,076,778.00	\$13,940,891.00
2020	\$12,280,567.00	\$6,538,396.00	\$7,802,385.00	\$17,986,246.00	\$16,045,726.00	\$14,253,941.00	\$11,534,551.00	\$17,310,350.00	\$26,505,321.00	\$27,149,119.00	\$23,891,105.00	\$19,895,041.00
2021	\$12,668,763.00	\$7,267,828.00	\$32,799,197.00	\$29,061,031.00	\$28,569,461.00	\$32,701,782.00	\$29,755,429.00	\$28,656,349.42	\$37,318,356.00			



CARPENTARIA SHIRE COUNCIL
Capital Expenditure
As of 31 March 2021

	Type	Cat	Total Budget	Capital Budget 20_21	Brought Forward	YTD	Expensed	Capitalised	Total Spent Uncapitalised	O/S Order	Status
WIP - Engineering					531,445				531,445		
Land Development - Lilyvale Subdivision	N	Land			531,445				531,445		
					-						
WIP - Depots and Workshop			200,000	14,000	197,212	10,358	-	207,385	185	-	
Trades Shed	N	Buildings	200,000	14,000	197,212	10,358		207,385	185		for capitalisation
WIP - Fleet and Plant			1,395,000	1,395,000	-	-	-	-	0	922,548	
P4138 - Graco Linelazer IV 250SPS (linemarker)	N	Plant	30,000	30,000	-					-	
CATERPILLAR 140M MOTOR GRADER (Sell P3018 & P3131)	R	Plant	440,000	440,000						-	
P1673 - Toyota Landcruiser Prado GXL Wagon	R	Plant	65,000	65,000						-	
P1680 - Toyota Hilux SR Dual Cab 4x4 Utility	R	Plant	55,000	55,000						-	
P1665 - Toyota Landcruiser Single Cab Utility	R	Plant	55,000	55,000						87,355	estimated delivery is on
P1770 - Ford Ranger Extra Cab 4x4 Utility	R	Plant	55,000	55,000						56,890	September 2021
P1604 - Toyota Hilux SR Dual Cab 4x4 Utility	R	Plant	55,000	55,000						58,491	
Job Truck (Sell P1664 - Toyota Landcruiser Dual Cab Utility)	R	Plant	130,000	130,000						-	
P1605 - Toyota Hilux SR 4x4 Single Cab Utility	R	Plant	45,000	45,000						72,273	
P1568 - Toyota Hilux SR DC Styelide Lite	R	Plant	35,000	35,000						58,726	
P1608 - Toyota Landcruiser Workmate Utility	R	Plant	35,000	35,000						72,746	
P1781 - Toyota Hilux SR TD 4x4 Dual Cab Utility	R	Plant	55,000	55,000						59,438	estimated delivery is on
P1769 - Toyota Hilux SR TD 4x4 Dual Cab Utility	R	Plant	55,000	55,000						59,438	September 2021
P1750 - Toyota Hilux SR 4x4 Dual Cab Utility	R	Plant	55,000	55,000						59,438	
P1771 - Toyota Hilux SR 4x4 Dual Cab Utility	R	Plant	55,000	55,000						59,438	
P1774 - Toyota Hilux SR TD 4x4 Dual Cab Utility	R	Plant	60,000	60,000						59,438	
P4016 - Jacobsen R-311T Wide area Mower	R	Plant	60,000	60,000						-	
P4013 - Kubota F3680 Front Deck Mower	R	Plant	60,000	60,000						-	
P6500 Carboure Sreeder - Karumba Transfer St	R	Plant	-	-						-	
P4139 Vermeer BC1200XL Wood Chipper	R	Plant	-	-						-	
P3136 Caterpillar 936E Landfill Compactor	R	Plant	-	-						-	
New Toyota Landcruiser Dual Cab - Lone Patrol	R	Plant	-	-						75,754	
P1772 - Toyota Landcruiser Dual Cab - Mayor	R	Plant	-	-						80,751	
P1653 - New Toyota Hilux	R	Plant	-	-						62,370	
WIP - Airports			60,000	60,000	53,005	55,500	-	-	108,505	-	
Karumba Airport Upgrade	U	Other		60,000	53,005				53,005		for capitalisation
Normanton Aerodrome Line Marking	R	Other	35,000	35,000	-	30,500			30,500		for capitalisation
Karumba Aerodrome Line Marking	R	Other	25,000	25,000	-	25,000			25,000		for capitalisation

CARPENTARIA SHIRE COUNCIL
Capital Expenditure
As of 31 March 2021

	Type	Cat	Total Budget	Capital Budget 20 21	Brought Forward	YTD	Expensed	Capitalised	Total Spent Uncapitalised	O/S Order	Status
WIP - Parks and Garden			2,345,000	2,308,000	36,902	521,016	6,799	449,166	101,953	27,988	
Normanton Barge Ramp	N	Other	950,000	943,000	6,799	507,057	6,799	449,166	57,890	-	for capitalisation
Toilets - Karumba Boat Ramp	R	Other	105,000	75,000	30,103	1,611	-	-	31,714	13,994	
Gilbert Street Pontoon Repairs	R	Other	15,000	15,000	-	-	-	-	-	-	
John Henry Oval Upgrade (Active Community Infrastr)	R	Other	1,000,000	1,000,000	-	-	-	-	-	-	
LRCJP - Carpentaria Shire Playgrounds	R	Other	275,000	275,000	-	12,349	-	-	12,349	13,994	
WIP - Rural Shire Roads			4,541,000	4,541,000	302,233	93,530	-	128,160	267,603	758,979	
NDRP Little Byrne Approaches	R	Roads	-	-	299,833	-	-	128,160	171,673	-	for capitalisation
Durbin-Kowanyamah Floodway	R	Roads	925,000	925,000	-	80,381	-	-	80,381	758,979	
Old Croxton Gid	N	Roads	35,000	35,000	-	-	-	-	-	-	
Shire Gid Installations	N	Roads	40,000	40,000	-	-	-	-	-	-	
NDRP Burke & Wills Monument Road	U	Roads	138,000	138,000	-	-	-	-	-	-	
Normanton-Burketown Seal Project 11/12 CSC,0017	U	Roads	2,658,000	2,658,000	-	10,280	-	-	10,280	-	
Normanton-Burketown Seal Project 13 CSC,0016,181	U	Roads	745,000	745,000	2,400	2,889	-	-	5,289	-	
WIP - Normanton Town Streets			-	-	-	-	-	-	0	-	
WIP - Footpaths			480,000	480,000	-	-	-	-	0	28,998	
Disability Access Karumba - Footpaths	U	Roads	45,000	45,000	-	-	-	-	-	-	
Disability Access Normanton - Footpaths	U	Roads	60,000	60,000	-	-	-	-	-	-	
Cemetery - Rodeo Grounds Footpath	N	Roads	375,000	375,000	-	-	-	-	-	28,998	
WIP - Roads to Recovery			1,820,000	1,820,000	1,820,087	831,648	-	1,828,057	823,678	520,475	
Normanton-Burketown Rd 2019,2020	R	Roads	1,820,000	-	1,820,087	7,970	-	1,828,057	-	7,970	
Normanton-Burketown Rd 2020,2021	R	Roads	1,820,000	1,820,000	-	823,678	-	-	823,678	520,475	

CARPENTARIA SHIRE COUNCIL
Capital Expenditure
As of 31 March 2021

	Type	Cat	Total Budget	Capital Budget 20/21	Brought Forward	YTD	Expensed	Capitalised	Total Spent Uncapitalised	O/S Order	Status
WIP - Water Maintenance			6,537,000	5,267,000	1,403,254	1,337,917	-	-	2,741,171	1,277,216	
Normanton Water Treatment Plant Upgrade	U	Water	1,465,000	1,465,000	-	387,627			387,627	599,780	
W44 COVID - Yaguar Street Valve Replacement	R	Water	80,000	80,000		9,143			9,143	25,103	
Glennore Weir Scouring	R	Water	-	-	-	66,480			66,480	-	funding available to be included in budget amendment
Glennore Weir Rectification	R	Water	3,917,000	2,652,000	1,297,075	193,046			1,490,121	223,700	
Raw Water Irrigation	R	Water	950,000	945,000	44,033	581,585			625,618	413,553	
School Dam Water / Family Precinct	R	Water		-	12,330				12,330		
Office - Normanton WTP	R	Buildings	125,000	125,000	2,525	100,036			102,561	15,081	for capitalisation
Extend Main to Ulyvale study (held in WIP)	N	Water			37,000				37,000		
CWIP Design Cost Consultant 2016-17					10,290				10,290		
WIP - Sewerage Maintenance			855,000	822,000	49,480	178,278	-	15,752	212,006	630,222	
Sewerage ORA Betterment Program	R	Sewerage			15,752	38,891			38,891	600,000	
De-sludging of Sewerage Lagoon (NDRP)	U	Sewerage	735,000	735,000		-			-		
Normanton STP effluent irrigation replacement	R	Sewerage	20,000	20,000		8,629			8,629	2,626	
Office - Karumba STP	N	Buildings	100,000	67,000	33,728	79,789			113,497		
Inlet Screen Karumba	N	Sewerage				50,989			50,989	27,596	
WIP - Las Wilson Barra Discovery Centre			260,000	210,000	1,188,704	252,643	35,759	262,690	1,142,898	3,491	
Entertainment Area	N	Buildings	260,000	210,000	49,661	213,029			-	-	capitalised
Barra Hatchery Upgrade - Phase 2	N	Other		-	164,275	38,234			202,509	2,110	for capitalisation
F easibility Study - Pontoons and Shade	N	Other		-	1,500	-			1,500	-	
LWBDC Fit-Out	N	Other			35,759				35,759		
Hatchery Upgrade	N	Other		-	935,047	-			935,047	-	for capitalisation
Feeding Facility Shade	N	Other		-	2,461	1,381			3,842	1,381	for capitalisation
WIP - Hatchery			31,000	31,000	-	31,600	-	31,600	0	-	
LRCIP Hatchery Fence	N	Other	31,000	31,000	-	31,600			-	-	capitalised

CARPENTARIA SHIRE COUNCIL
Capital Expenditure
As of 31 March 2021

	Type	Cat	Total Budget	Capital Budget 20 21	Brought Forward	YTD	Expensed	Capitalised	Total Spent Uncapitalised	O/S Order	Status
WIP - Governance			688,000	624,000	105,790	167,914	-	157,382	116,322	352,027	
Administration Office Upgrade	R	Buildings	150,000	85,000	96,790	60,620	-	157,382	28	-	for capitalisation
Installation of Solar PV Siles	N	Other	538,000	539,000	9,000	107,294	-	-	116,294	352,027	
WIP - Communications			85,000	85,000	-	22,470	-	-	22,470	48,474	
Norman River - Telecommunications Towers - Fleakuk	N	Other	85,000	85,000	-	22,470	-	-	22,470	48,474	
WIP - Emergency Response			376,259	-	-	-	-	-	0	-	
ORRRF - SES Shed	N	Other	376,259	-	-	-	-	-	-	-	funding available to be included in budget amendment
WIP - Child Care			30,000	30,000	-	-	-	-	0	-	
LRCJP - NCC Soft Fall	N	Other	30,000	30,000	-	-	-	-	-	-	
WIP - Cemeteries			-	-	15,500	-	-	-	15,500	-	
Columbarium	N	Other	-	-	15,500	-	-	-	15,500	-	for capitalisation
WIP - Sport and Recreation			80,000	76,000	21,979	20,000	-	20,379	21,600	5,000	
Showgrounds Transformer Upgrade	R	Other	40,000	38,000	1,600	-	-	20,379	1,600	-	
Town Hall PA System	N	Plant	22,000	2,000	20,379	-	-	20,379	-	-	
Carpentaria Keeps It Cool - Nth Sports Centre	N	Plant	25,000	25,000	-	20,000	-	-	20,000	5,000	
WIP - Staff Housing - Normanton			469,000	60,000	202,533	74,153	-	220,383	56,303	-	
38 Woodward St	R	Buildings	25,000	14,000	11,465	17,069	-	28,534	-	-	capitalised
36 Woodward St	R	Buildings	82,000	8,000	-	85	-	85	-	-	capitalised
23 Woodward St	R	Buildings	188,000	-	191,068	696	-	191,764	-	-	capitalised
2 Norman St	R	Buildings	149,000	13,000	-	-	-	-	-	-	capitalised
62 Landborough St	R	Buildings	-	-	-	31,303	-	-	31,303	-	
Drainage Easement Maintenance And Improvement	N	Roads	25,000	25,000	-	25,000	-	-	25,000	-	for capitalisation
WIP - Staff Housing - Karumba			-	-	44,563	-	-	44,563	0	5,080	
140 Yapapa St	R	Buildings	-	-	44,563	-	-	44,563	-	-	capitalised
WIP - Rodio			-	-	1,600	-	-	-	1,600	-	
W4C Transformation Upgrade	R	Buildings	-	-	1,600	-	-	-	1,600	-	

CARPENTARIA SHIRE COUNCIL
Capital Expenditure
As of 31 March 2021

	Type	Cat	Total Budget	Capital Budget 20 21	Brought Forward	YTD	Expensed	Capitalised	Total Spent Uncapitalised	O/S Order	Status
WIP - Landfill / Waste Transfer Station			-	-	89,059	789	-	-	89,848	2,540	
CCTV Tower - Karumba Transfer Station	N	Other		-	52,925	491			53,415	2,540	Funding available to be included in budget amendment
Stormwater Diversion	R	Other			18,712	15			18,697	-	for capitalisation
Security Cameras - Karumba Transfer Station	N	Other			17,423	313			17,736	-	for capitalisation
WIP - Capital			20,000	20,000	-	6,438	-	-	6,438	-	
Stores Roller Door	R	Other	20,000	20,000		6,438			6,438	-	
	R	Other			6,061,746	3,604,254	42,558	3,365,518	6,259,524	4,534,564	
ACCOUNT TOTALS			20,273,259	17,843,000	6,061,746	3,604,254	42,558	3,365,518	6,259,524	4,534,564	

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10.3 RATE ARREARS

Attachments:	10.3.1. Rate Arrears - Legislative Process ↓
Author:	Julianne Meier - Director Corporate Services
Date:	14 April 2021
Key Outcome:	7.3 - Strategic management of Council
Key Strategy:	7.3.3 Implement sustainable financial management and effective procurement practices.

Executive Summary:

Rate arrears report showing the value of outstanding rates and charges, by rate category.

RECOMMENDATION:

That Council note the arrears report for 24th March 2021, in particular the amount of arrears and the period of time outstanding.

Background:

Council relies on rates and charges to fund essential services and operate its facilities within the region. The non-payment of rates and charges by some ratepayers places an unfair burden on other ratepayers who meet their obligation in full.

Rates and charges represent a significant portion of Council's own source revenue (excluding grants). In 2020/2021 financial year the total rates levied was \$8,735,037 with \$562,416 discounts, remissions and write offs. The net rates and charges to date are \$8,172,620.

Council levies rates twice per year, with the first levy issued in August, due in September, and the second levy issued in February, due in March.

The total arrears at the 31st March 2021 was \$1,630,902; or 19% of rates levied for the year \$8,735,037. Of the total arrears \$497,556, at least 30% was outstanding for more than one year.

The illustrations below, exclude any rates raised in the 20/21 financial year and show 11 ratepayers owe \$381,167 in rate arrears. This means that these 11 properties are eligible for sale or acquisition of land. A further 10 properties are at least two years in arrears, with 15 properties more than one year in arrears but less than two years in arrears. Current year rates have been excluded from this report, because at the time of preparing this data, the second levy was due and often a large amount of rates is paid on the last few days of the due date.

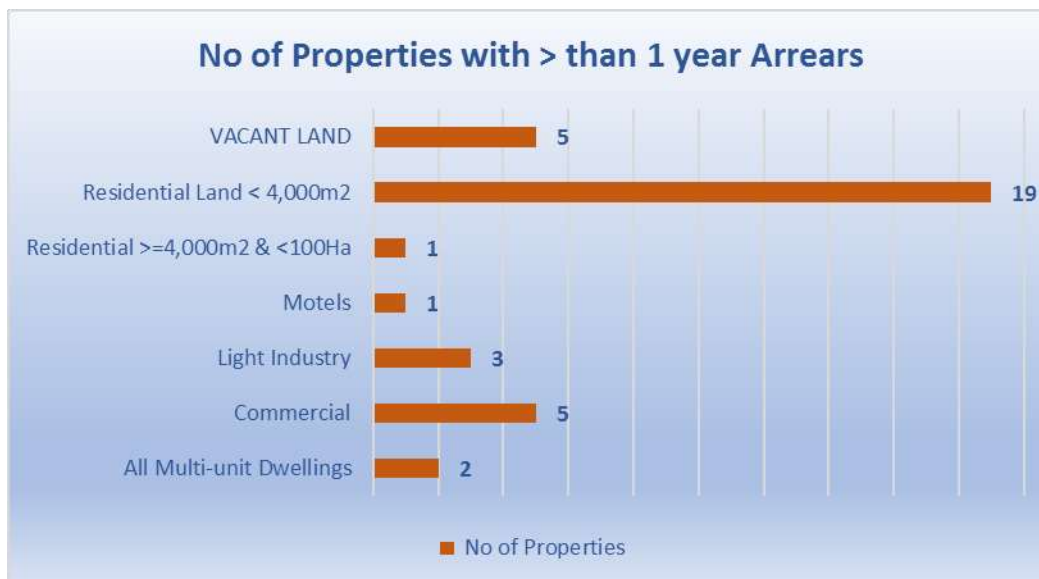
Yr Arrears	No	Outstanding PY, exc CY
3 rd Year in Arrears – Sale / Acquisition of Land	11	381,167
2 nd Year in Arrears -	10	61,274
1 st Year in Arrears	15	55,116
		497,556

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There is a total of 36 properties that have greater than one year in arrears.



The illustration below shows the number of properties with greater than one year in arrears by rate category.



The illustration below shows the amount of arrears (greater than one year) by rate category.

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Recovery Process

Council has not had consistent recovery practices in the past. In 2020 efforts were made to progress regular reminder letters and then to debt recovery. The economic climate was not ideal and many Councils had not progressed debt recovery action during COVID-19.

Due to this significant, and increasing outstanding balance, Council should be aware that debt collection of rates and charges outstanding, in a measured and responsible manner, will be a clear focus for the finance team over the next three (3) months and into future years.

The debt recovery process, although unpleasant, can result in optimal outcomes if managed well. The minimum requirement is proper planning and adequate policies to ensure staff and recovery agents follow a consistent path. The first approach will be a thorough review of current policies and implement a Financial Hardship Policy prior to any recovery action to ensure there is a fair and consistent processes in place for ratepayers experiencing genuine hardship.

The debt recovery policy should set out clear timelines and consistent guidelines for actions. The following timeline shows a process that could be undertaken by officers in house, prior to referring to a debt recovery agent.

Pre-Legal Process

Day 0	Issue of Rate Notice – Debt becomes payable
Day 30	End of discount period – Debt becomes due
Day 31	Debt becomes overdue
Day 38	Issue of Reminder Notice by Cook Shire Council
Day 52	Reminder period closes
Day 59	Account referred to Debt Collection Agency

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- Day 63 **Issue of Demand Letter** by Debt Collection Agency
- Day 71 Account referred to collection Solicitors
- Day 72 Debt Collection Agency to telephone Debtor (if phone number recorded)
- Day 75 **Issue of Final Demand Letter** by collection Solicitors
- Day 83 Account referred back to Council for claim authorisation
- Day 87 Claim authorisation confirmed by delegated Council officer

Legal Proceedings

- Day 88 **Lodgement of Magistrates Court Claim**
- Day 89 Service of claim documents by bailiff
- Day 117 End of timeframe for debtor to pay debt or defend claim
- Day 118 Debtor becomes liable to have judgement entered against them.

Some of the recovery methods available for long outstanding debts are:

- Legal action (claim and statement of claim)
- Oral examination to determine income/assets
- Bankruptcy if the judgment obtained is over \$5,000
- Sale of land or acquisition of land in accordance with the Regulation
- Full wind up on companies issued with Statutory Demand
- Any other process as recommended by the debt collection agency to successfully recover the debt

Where rate arrears extend beyond three years, Council may sell or acquire the land. This process must be completed within one year. The attachment sets out the legislative requirements and is for information.

Consultation (Internal/External):

- Qld Audit Office – Managing local government rates and charges– Report 17:2017-18
- Other Councils Policies

Legal Implications:

- The collection of outstanding rates and charges can result in potential legal costs, and challenges in the Court of Appeal; however, as the rates and charges are legislated the risk of action is minor.
- *Local Government Regulation 2012*, Part 12 Overdue Rates and Charges

Financial and Resource Implications:

- Rates and charges represent a significant proportion of Council's revenue. It also represents a very significant and important component of Council's unrestricted revenue, meaning revenue where Council has control over the expenditure of the funds, this can be compared with specific purpose grants (such as flood damage funding) where Council does not have control over what the money is spent on. For

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this reason, ensuring that Council collects outstanding rates quickly, efficiently and with respect to ratepayers is a very important component of good financial management. The total amount of rates and charges outstanding at present is well above a reasonable benchmark of 5% and therefore action should be taken to collect these funds.

Risk Management Implications:

- **A reasonable proportion of legal fees for the recovery of rates and charges can also be added to the outstanding rates balance and therefore can be recovered through the sale of land for unpaid rates.**

RATES ARREARS

Local Government Act 2009 (Qld) (LGA)

Section 95 of the LGA is applicable in instances where the owner of rateable land owes a local government for overdue rates and charges. Section 95(2) makes it clear that the overdue rates and charges are a charge on the land.

The section outlines a process for a local government to register a charge over the land by lodging for registration certain documents with the registrar of titles. Once registered, the charge has priority over any other encumbrances over the land except for encumbrances in favour of the State or a government entity.

This section does not limit any other remedy that a local government has to recover overdue rates and charges.

Commentary indicates that this practice is rarely utilised given the operation of section 127(1)(a) of the LGR. Section 127(1)(a) of the LGR provides that the current owner of the land, even if that person did not own the land during the period to which the rates or charges relate, is liable to pay rates and charges.

Local Government Regulation 2012 (Qld) (LGR)

Section 96(c) of the LGA confirms that a regulation may provide a process for recovering overdue rates and charges.

Any process that a local government may be able to put into effect to recover overdue rates and charges is subject to the rates and charges actually being overdue. Section 132 of the LGR confirms when rates and charges are overdue. Overdue rates and charges accrue interest in accordance with section 133 of the LGR.

Recovery Options in the LGR

The LGR sets out the following procedures for the recovery of overdue rates and charges:

1. Court proceedings;
2. Sale of land;
3. Acquisition of land.

Court Proceedings

Section 134 of the LGR provides that a local government may recover overdue rates or charges by bringing court proceedings for a debt against a person who is liable to pay the overdue rates and charges.

If a local government sells or acquires land for overdue rates or charges, section 135 provides that it can not start or continue any court proceedings to recover the overdue rates or charges. A sale or acquisition action, however, may be commenced, even if court proceedings have been taken to judgment which has not yet been satisfied.

Sale of Land

The process which Council must follow to effect a sale of land for arrears of rates is outlined below and contained in section 140 of the LGR: -

1. Council, may by resolution, decide to the sell the land. If Council does so, the Council must as soon as practicable, give all interested parties a notice of intention to sell.
2. Council can only resolve to sell the land if there are overdue rates or charges, the liability to pay the overdue rates or charges is not the subject of court proceedings and some or all of the overdue rates or charge have been overdue for at least:
 - a. 3 years; or
 - b. if the rates and charges were levied on vacant land or land used only for commercial purposes and judgement has been obtained – 1 year;
 - c. if the rates and charges were levied on a mining claim – 3 months.
3. A notice of intention to sell must be signed by the Chief Executive Officer and must include the following particulars:
 - a. Council's decision (made by resolution) pursuant to section 140(4) of the Regulation to sell the land for overdue rates or charges;
 - b. The date of the resolution;
 - c. The terms of the resolution;
 - d. The details land being sold (location and size of premises as recorded by Council);
 - e. The details and final amount of the overdue rates or charges for the land and the interest that is owing (as at the date of the resolution), including –
 - the interest rate; and
 - the method of how interest is calculated
 - f. A copy of sections 141-144 of the Regulation.

Starting proceedings to sell:

1. Section 141 of the LGR provides that sale proceedings must start within 6 months after the local government gives the notice of intention to sell.
2. Sale proceedings may only start if overdue rates and charges are not paid in full within:
 - a. 3 months after Council gives the notice of the intention to sell the land; or
 - b. if the rates and charges were levied on a mining claim, within 1 month after Council gives the notice of the intention to sell the land.

Ending proceedings to sell:

1. Council must end the proceedings at the earliest of the following events:
 - a. Council being paid the amount of overdue rates or charges and all expenses that the Council incurs in attempting to sell the land;
 - b. The land is sold;
 - c. 1 year after the notice of intention to sell is given to the registered owner (this does not prevent Council from deciding to sell again).

Selling the land

1. Section 142 of the LGR sets out the process and timeframes for the sale itself.
 - a. Council must first offer the land for sale by auction. An auction notice, which means a written notice containing the specifics of the auction (date, time and venue) and the description of the land must be prepared and issued.
 - b. At least than 14 days but not more than 35 days, before the day of the auction, the Council must
 - i. provide the auction notice to everyone who was given a notice of intention to sell the land;

- ii. display the auction notice on Council's website, Council's public office and on the land (if the land is not in a remote location) until the day of auction (in a noticeable place); and
 - iii. take any other reasonable steps to publish the notice in another way to notify the public of the sale.
 - c. Council must set a reserve price for the land at the auction that is at least:
 - i. the market value. Section 137 provides a definition for market value. Evidence of market value must come from a report about the market value of the land from a registered valuer. A reference to market value includes a reference to the market value of the land and any improvements;
 - ii. the higher of the amount of overdue rates or charges on the land or the value of the land.
 2. If the reserve price of the land is not achieved at the auction, Council may enter into negotiations with **any bidder** who attended the auction. The price **must not** be less than the reserve price for the land.

Further Auction or Negotiation

1. Section 144 of the LGR incorporates a new procedure following an unsuccessful auction. A further auction may be held or a sale by negotiation may occur.
2. Any negotiations which were taking place following the auction must cease should a local government opt to follow this process.
3. If a further auction is contemplated, the same process set out above applies.
4. The alternative is to conduct a sale by negotiation procedure.
5. A sales notice, which confirms the land is for sale by negotiation and a full description of the land, must be prepared and issued in the same way as an auction notice.
6. The price must at least be the reserve price.

Sale

If a sale occurs section 145 of the LGR sets out the form to be provided to the registrar of titles to record the transfer of the land.

Proceeds of sale

1. The proceeds of the sale must be used in the following order to pay:
 - a. any amount agreed for the release of a State encumbrance;
 - b. the expenses of the sale;
 - c. land tax owing on the day of sale;
 - d. overdue rates or charges for the land;
 - e. any other amounts that the landowner may have owed the Council;
 - f. any registered encumbrances, other than the State encumbrance that may be listed on the title;
 - g. any outstanding body corporate fees;
 - h. the person who owned the land immediately before the sale.

In the event that the sale proceeds remain unclaimed after 2 years, Council must pay the proceeds to the public trustee as unclaimed money.

Acquisition of Land

A local government may acquire, rather than sell, land if:

1. there are overdue rates and charges on the land;
2. the liability to pay the overdue rates or charges is not the subject of court proceedings;
3. some of the overdue rates or charges have been overdue for at least 3 years;
4. the person who is liable for the overdue rates and charges has an interest in the land that a corporation is not prohibited from holding (ensures that the tenure of the land is one that can be held by Council); and either of the following applies:
 - a. the total amount of the overdue rates and charges is more than the value of the land and the land is considered to be valueless or of so little value that if it were sold the proceeds of sale would be less than the amount of the overdue rates or charges;
 - b. the total amount of the overdue rates or charges is more than the market value of the land.

Notice of Intention to Acquire Land

Section 149 of the LGR sets out the process to commence acquisition proceedings as follows:

1. the local government may, by resolution, decide to acquire the land if the above criteria are met;
2. a notice of intention to acquire land must then be given to all interested parties;
3. a notice of intention to acquire includes the following:
 - a. that the local government has resolved to acquire the land for overdue rates and charges;
 - b. The date of the resolution;
 - c. The terms of the resolution;
 - d. The details land (location and size of premises as recorded by Council);
 - e. The details and final amount of the overdue rates or charges for the land and the interest that is owing (as at the date of the resolution), including:
 - the interest rate; and
 - the method of how interest is calculated
4. A copy of sections 149 - 151 of the Regulation.

Procedure

Procedures for acquiring the land may be started if, once the notice of intention to acquire has been given, the overdue rates and charges are not paid in full within 6 months.

Procedures must end if the local government is paid the amount of the overdue rates or charges and all expenses that the local government incurs in attempting to acquire the land.

The land is formally acquired by the provision of a notice to the registrar of titles in accordance with section 151 of the LGR.

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10.4 LOCAL LAWS REPORT

Attachments:	NIL
Author:	Julianne Meier - Director Corporate Services
Date:	14 April 2021
Key Outcome:	7.3 - Strategic management of Council
Key Strategy:	7.3.1 Develop and implement local laws, policies, standards and codes in accordance with legislative requirements and ensure compliance.

Executive Summary:

The *Local Government Act 2009* empowers Council to make local laws suitable to its needs and resources to achieve the purpose and principles of local government. Council has a range of local laws which provide for regulation and compliance within the local government's area. This report shows the local laws statistics for the financial year, and is presented for information.

RECOMMENDATION:

That Council:

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

Background:

The commentary below, is supported by the attachment which shows the local laws statistics for both Normanton and Kurumba for the financial year.

Animal Registrations

Animal Notices are due to be issued on the 9th May 2021, with a due date of 30 June 2021. When an owner renews their animal registration prior to 30 June 2021 the registration is free.

Council provided an amnesty to 30 June for renewals of existing registrations allowing registered animals free registration during this period it is providing an incentive for owners to register their animals by 30 June. Under Section 44(3) of the *Animal Management (Cats and Dogs) Act 2008*, 'a person who becomes an owner of a dog must comply with section 46 to register the dog in the relevant local government's area within 14 days unless the person has a reasonable excuse.'

Impounded Animals

Both dogs (87) and cats (354) have been impounded during the year, with all cats impounded, subsequently euthanized. Of the 87 dogs impounded over the year, almost 53% have been euthanized.

Illegal Campers

A total of 232 illegal campers have been moved on during the year, and it is expected this number will increase as more tourists flow to the area. No fines have been issued to illegal campers.

Overgrown Allotments

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A total of 31 overgrown allotment notices have been issued, after inspections were carried out during March. Several owners have already commenced remedial action so no further action will be required for those properties. Compliance inspections are planned to be carried out after the 21st of April. The following is an extract of the Notice sent to 31 owners.

You are committing an offence against section 13 of Local Law No. 3 (Community and Environmental Management) 2015 (the "Local Law") by allowing the property to be overgrown with vegetation to such an extent that:

- (a) has seriously affected the visual amenity of the allotment; or*
- (b) is likely to attract or harbour reptiles or vermin.*

Section 13(2) of the Local Law states as follows:

"The authorised person may, by compliance notice given to the responsible person for the allotment, require the responsible person to clear the vegetation to an extent specified in the notice."

Abandoned Vehicles

A total of 17 vehicles are considered abandoned vehicles and notices have been affixed to these vehicles. There are 4 vehicles where the owners are unable to be located. A site at Council's depot is expected to be available once the works season commences. When a secure impound site is made available, a number of these vehicles may be impounded.

Stickers have been affixed to the abandoned vehicles, however a number of these stickers have since been removed, by unknown persons.

Wild Dog Bounty

At the 14th April 2020 meeting the Bounty Scheme for Wild Dogs was revised to \$50 per scalp. The table below shows the amount claimed during the year.

Month	Bounty Scheme 2020 to 2021		
	Wild dogs (Qty claimed)	Monthly Total	Budget Remaining
Jul		0	10,000
Aug	16	800	9,200
Sep	1	50	9,150
Oct		0	9,150
Nov	18	900	8,250
Dec		0	8,250
Jan		0	8,250
Feb		0	8,250
Mar		0	8,250
Apr		0	8,250
May		0	8,250
Jun		0	8,250
Total	35	1,750	8,250

Other Matters

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There has been an increase in the number of cattle wandering on the road. Recently there was an incident near Karumba where a vehicle hit one of the animals, causing significant damage to the vehicle, and could have resulted in serious injury to the driver. The local laws officer spoke with the relevant property staff and requested they patrol the road daily and ensure any wandering stock were removed from the road area immediately.

Consultation (Internal/External):

- Local Laws Officer
- Members of the public

Legal Implications:

- *Local Government Act 2009*, section 28
- Council's Local Laws and Subordinate Local Laws, available on Council's website

Financial and Resource Implications:

- Fines may be issued.

Risk Management Implications:

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

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10.5 EXPRESSION OF INTEREST NO. 20-0532 - TELEVISION AND RADIO SERVICES - NORMANTON AND KARUMBA

Attachments:	10.5.1. Evaluation ↓
Author:	Nicole Jones - Senior Procurement & Purchasing Officer
Date:	13 April 2021
Key Outcome:	7.3 - Strategic management of Council
Key Strategy:	7.3.3 Implement sustainable financial management and effective procurement practices.

Executive Summary:

Council has sought Expressions of Interest for future television and radio transmission services to the townships of Normanton and Karumba, with the objective of providing service excellence to the residents of the townships and rectifying the problems experienced with the current service from the existing equipment.

RECOMMENDATION:

That Council invite written tenders from the three respondents of Expression of Interest No. 20-0532 – Television and Radio Services – Normanton and Karumba for the scope of a full upgrade/replacement of the current equipment and a five-year support and maintenance service.

Background:

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.

The main issues include:

- 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 experiencing interference which is resulting in residents unable to connect to certain channels.

Council previously resolved to prepare and advertise an Expression of Interest (EOI) in accordance with S228 of the *Local Government Regulation 2012* for respondents to propose solutions to the problems experienced with the current service and to provide ongoing service excellence and continuity into the future.

The EOI was released on 2 February 2021 and closed on 23 February 2021. The EOI enabled respondents to propose multiple and innovative solutions to address the current issues. Three companies responded to the EOI: N-COM Pty Ltd (N-COM), Satellite Television & Radio Australia Pty Ltd (STRA), and Techtel Pty Ltd (Techtel).

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The responses proposed three general solutions: full upgrade of equipment, partial upgrade of equipment, and leasing option. N-COM Pty Ltd also offered to purchase the existing equipment.

Respondents were asked to provide indicative pricing for their proposed solutions. The following table summarises the indicative pricing.

	N-COM	STRA	Techtel
Full Upgrade	\$ 358,100	\$ 315,300	
Full Upgrade using Point-to-Point Link	\$ 316,500		
Partial Upgrade	\$ 299,600	\$ 218,600	\$ 174,733
5 Year Equipment Lease (based on Full Upgrade)	\$ 444,000		
5 Year Equipment Lease (based on Partial Upgrade)	\$ 382,920		

As well as indicative pricing for the supply and install of equipment, the respondents proposed monitoring and annual maintenance of the equipment at around \$5,000 per annum.

Option 1: full upgrade

A full upgrade of all the equipment is the surest way to manage the risks regarding ongoing service issues, noting that the current equipment was installed at both Normanton and Karumba in 2013 and is considered at end-of-life. A full upgrade would change out all the current equipment with the latest technology.

Based on the indicative pricing from the EOI, a full upgrade would cost around \$315,000 to \$360,000.

Option 2: partial upgrade

Each respondent has proposed a partial upgrade of the equipment, based on their expertise in television and radio retransmission and knowledge of the current equipment. The equipment to be included in the partial upgrades varied between the respondents.

The partial upgrades are naturally cheaper than a full upgrade, but on the flipside add further risk to Council regarding not solving the existing service issues being experienced.

It is important to note that N-COM provided and installed the existing equipment in 2013 and also provides the current annual maintenance and support services for the equipment. As a result, N-COM are familiar with the equipment and its current condition. STRA and Techtel may have not necessarily seen the current equipment or sites.

If Council were to proceed with Option 2, it is recommended that Council provides the opportunity (and pays for) STRA and Techtel to visit Normanton and Karumba to perform an in-person assessment of the equipment and sites.

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Option 3: equipment lease

The indicative cost of an equipment lease (following a full upgrade) is \$7,400 per month for five years.

The advantage of the equipment lease is that it removes the need for an initial capital outlay by Council for the purchase of the new equipment. On the flipside, a lease will cost Council more over the five-year period due to the incorporated financing cost.

Recommendation

In evaluating the tenders and considering the three aforementioned options, it is recommended that Council pursue Option 1: a full upgrade of all the equipment at Normanton and Karumba sites.

With Council's primary objective being the service improvement for television and radio transmission to the townships of Normanton and Karumba, brand new equipment will be the lowest risk alternative to meet that objective. A full upgrade of all the equipment will also provide the opportunity to future-proof the solution for anticipated technological changes over the next few years.

As Council cannot award a contract from an EOI process, it is recommended that a select tender process involving the three EOI respondents is now utilised to invite written tenders from N-COM, STRA and Techtel for a full upgrade/replacement of the equipment and a five-year support and maintenance service for the new equipment.

Consultation (Internal/External):

- ITC Support Officer – Andrew Tunney
- Electrician – Tom Loadsman
- Environmental Health Officer – Kylie Snaith
- Senior Consultant Local Buy – Peter Morichovitis

Legal Implications:

- Under the *Local Government Regulation 2012*, Council cannot award a contract from an EOI process. In accordance with S228(7) of the *Local Government Regulation 2012*, Council may prepare a short list from the persons who responded to the invitation for expressions of interest and invite written tenders from those persons.

Financial and Resource Implications:

- Nil.

Risk Management Implications:

- Option 1 full upgrade is considered the option that will best mitigate the risk of current television and radio transmission issues.

N-COM Pty Ltd		Weighting	1	2	3	Total
Experience and Technical Capability	15	10.5	12	10.5	11.0	
Key Personnel	10	7	8	8	7.7	
Demonstrated Understanding	10	7	7	7	7.0	
Solution and Method	30	21	18	21	20.0	
Service Delivery Model	20	14	16	16	15.3	
Price	15	10.5	10.5	12	11.0	
	100	70	71.5	74.5	72	

Satellite Television and Radio Australia Pty Ltd		Weighting	1	2	3	Total
Experience and Technical Capability	15	10.5	12	10.5	11.0	
Key Personnel	10	7	8	8	7.7	
Demonstrated Understanding	10	7	7	7	7.0	
Solution and Method	30	21	24	21	22.0	
Service Delivery Model	20	14	16	16	15.3	
Price	15	10.5	9	10.5	10.0	
	100	70	76	73	73	

Techtel Pty Ltd		Weighting	1	2	3	Total
Experience and Technical Capability	15	9	12	10.5	10.5	
Key Personnel	10	4	7	6	5.7	
Demonstrated Understanding	10	6	8	6	6.7	
Solution and Method	30	18	18	21	19.0	
Service Delivery Model	20	12	12	14	12.7	
Price	15	7.5	12	12	10.5	
	100	56.5	69	69.5	65	

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10.6 QUARTERLY PROCUREMENT REPORT

Attachments:	10.6.1. Contract Over \$200k↓
Author:	Nicole Jones - Senior Procurement & Purchasing Officer
Date:	15 April 2021
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. that those matters not covered by resolution be noted.

Background:

Auction

It remains to be our intention to hold an onsite auction as per previous years to recuperate monies on all slow moving and obsolete stores stock and other Council assets, including plant and equipment.

There are delays in delivery of replacement plant due to COVID-19 and associated supply chain delays. The replacement plant have been ordered and delivery is expected later in 2021. The onsite auction is planned to occur after Council receives its new plant as per the plant replacement program. This will allow for plant that has been replaced to be offered to locals onsite.

Stores Fuel Stock Take

An internal audit report in respect of Stores and Inventory Management, so it has become evident that our fuel recording process needed review. A fuel stock take was conducted on Tuesday 30 March 2021. This process saw 33 of Council's fuel tanks and pods audited and dipped by Council Foreman. The result of the stock take was that there was 57,691.19 liters of diesel unissued. Simply too much fuel has been issued to plant, or it may be a receipting issue depending on how officers have receipted the fuel which is perhaps more likely given the quantity.

Officers were uncertain of when the last fuel stock take had been conducted, so the only option was to conduct a stock take to get the fuel quantity and values right, then implement some regular monitoring controls, so a starting point to review future variances could be established.

A fuel stock take will now be conducted fortnightly to identify any variances in a timelier manner and provide a starting point to monitor any trends in variances in future. There will be an amount of fuel that is immaterial, however any significant losses then should be able to be traced back to a pod. Similarly any receipting variances will be much easier traced given the shorter time frame. It is anticipated that the implementation of regular monitoring controls shall see a decrease in the large variances. The first fortnightly fuel stock take will commence on Thursday 22 April 2021.

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Local Spend

In the third quarter of the year, Council spent \$1,862,997.47 locally at 38 businesses. This is up 49% on the same period last year (\$1,251,263.08)

	JAN 2020	JAN 2021
Total Local Spend	\$646,479.63	\$328,738.78
Total Non Local Spend	\$2,588,440.17	\$2,883,941.95
Grand Total	\$3,234,919.80	\$3,212,680.73
Local Spend Percentage	20%	10%

	FEB 2020	FEB 2021
Total Local Spend	\$284,444.49	\$920,705.61
Total Non Local Spend	\$1,310,940.07	\$1,104,223.78
Grand Total	\$1,595,384.56	\$2,024,929.39
Local Spend Percentage	18%	45%

	MARCH 2020	MARCH 2021
Total Local Spend	\$320,338.96	\$613,553.08
Total Non Local Spend	\$1,909,257.98	\$1,340,579.80
Grand Total	\$2,229,596.94	\$1,954,132.88
Local Spend Percentage	14%	31%

Contracts Valued Over \$200k

Attached is a listing of Contracts Valued at \$200,000 or more for April 2020 to March 2021, 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.

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

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 (Extended)	External Labour Hire Services	Lisa Ruyg	1 Year	30-Nov-21	- First Grade Group - Gulf Labour Hire - Lo-Go Appointments - Western Labour Hire	N/A	N/A	N/A
20-0513	Current	Dry Hire of 28 Tonne Refuse Compactor	Ben Hill	3 Years	30-Jun-23	0720/009 North West Services Pty Ltd	\$6,500.00 per month ex GST	N/A	\$50,050.00
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	\$17,860.47
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	\$581,586.03
20-0516	Current	ROPOS for the supply of Trade and Professional Services	Nicole Jones	2 Years	15/09/2022	40 Suppliers	N/A	N/A	N/A
20-0510	Current	Supply and Installation of Solar PV at Nine Sites	Justin Hancock	Completion of Works	Works to be completed before 30/06/2021	1120/020 Solgen Energy Ltd	\$440,034.00	\$539,000.00	\$99,600.38
20-0517	Current	Normanton Water Treatment Plant Clarifier Replacement	Ben Hill	Completion of Works	Completion of Works	0321/025 Heaton Construction	\$363,495.00 ex GST	\$1,000,000.00	\$170,414.20
20-0531	Current	Preferred Supplier Arrangement for Gravel Pit Package	Michael Wanrooy	2021 Road Construction Season	31/12/2021	- Norwest Consolidated - Pickering Earthmoving - Ruff Tuff N Ready Pty Ltd* - Tom's Tonkas Pty Ltd - T's Plant Hire Pty Ltd	N/A	N/A	N/A
20-0518	Current	Dunbar Creek Causeway Upgrades	Michael Wanrooy	Completion of Works	Completion of Works	0321/022 Barto's Construction	\$670,155.00 ex GST	\$925,000.00	\$80,380.52
20-0526	Current	Raw Water Main Duplication Project	Ben Hill	Completion of Works	Completion of Works	0321/024 Barto's Construction	\$301,260.00 ex GST		
20-0535 Local Buy Contract	Current	Vehicle Tender	Michael Wanrooy	Delivery of Goods	Delivery of Goods	0321/029 - Pacific Toyota - John Cole Toyota - Trinity Auto Group	\$922,548.05 ex GST	\$675,000	
20-0521	Current	ROPS Wet Hired Plant 2021 Construction Season	Michael Wanrooy	2021 Road Construction Season	30/12/2021	Resolution No. 0221/039	N/A	N/A	N/A
20-0522	Current	ROPS Dry Hired Plant 2021 Construction Season	Michael Wanrooy	2022 Road Construction Season	30/12/2021	Resolution No. 0221/041	N/A	N/A	N/A
20-0523	Current	Preferred Supplier Arrangement for Civil Construction Material 2021 Season	Michael Wanrooy	2023 Road Construction Season	30/12/2021	Resolution No. 0221/040	N/A	N/A	N/A

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Proposed Tender Schedule 2020-2021									
Contract No.	Procurement Action	Status	Project Description	Responsible Officer	Proposed Release Date	Actual Release Date	Close Date & Time	Council Resolution Award Contract	Budget
20-0523	EOI	Tender Closed & Evaluated	Television and Radio Services - Normanton and Karumba	Andrew Tunny		2/02/2021	3pm 19/02/2021		
RFQ 20-0536 Local Buy	RFT	Tender Closed & Evaluated	New Cat 140M Motor Grader	Michael Wanrooy		5/03/2021	3pm 19/02/2021		\$440,000.00
20-0529	RFT	Not Started	John Henry Oval Upgrade (Active Community Infrastructure)	Cherie Schafer	Completion 1/12/2021				\$900,000.00

Consultation (Internal/External):

- Both policies were reviewed and endorsed by relevant Procurement and Finance personnel together with Senior Management prior to presentation to Council.
 - Director of Corporate Services
 - Manager Finance & Administration
 - Works Coordinator
 - Director of Engineering

Legal Implications:

- Section 198 of the Local Government Regulation 2012, states the following:
 - 1) A local government must prepare and adopt a policy about procurement (a procurement policy).
 - 2) The procurement policy must include details of the principles, including the sound contracting principles, that the local government will apply in the financial year for purchasing goods and services.
 - 3) A local government must review its procurement policy annually.

The Procurement Policy presented to Council for adoption complies with the above statutory requirements.

Financial and Resource Implications:

- By applying the Sound Contracting Principles within the Procurement Policy, enables staff to achieve the most beneficial outcomes for Council through standard procurement activities and ultimately assists in reducing implications on finances and resources

Risk Management Implications:

- The mitigation of procurement risks is enhanced by:
 - following the legislative requirements associated with contracting; and
 - having a robust Procurement Policy; and
 - **having strong internal controls through sound purchasing processes/procedures based on integrity, transparency and accountability.**



Contracts Valued at \$200,000 or more - April 2020 - March 2021

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
2 Mile Safari Pty Ltd	Flood Damage Restorations Works	270,270.00
A & G Contracting Qld	Flood Damage Restorations Works	258,525.00
Alluvium Consulting Australia	Coastal Hazard Adaptation	253,135.00
Arkey Haulage Pty Ltd	Flood Damage Restorations Works	257,040.00
Barto's Construction Pty Ltd T	Construction	1,932,680.79
Boral Construction Materials G	Flood Damage Restorations Works	1,505,114.37
Bynoe CACS Ltd	Parks & Gardens Contract	212,152.21
Cheyenne Earthmoving Pty Ltd	Flood Damage Restorations Works	885,831.65
D.G MCGOWAN & P.I MURRIHY	Flood Damage Restorations Works	314,494.55
DAF Forest Products - North FM	Flood Damage Restorations Works	268,357.66
DELIGHT WATER PTY LTD	Flood Damage Restorations Works	433,850.93
DF & LJ Turner	Flood Damage Restorations Works	248,979.00
Doug & Anne Sivyer Water Truck	Flood Damage Restorations Works	223,127.31
Ergon Energy Queensland Pty Ltd	Energy Supply Contract	594,716.24
Erscon Pty Ltd	Engineering Consultancy Works	3,567,263.15
Evolution Traffic Management	Flood Damage Restorations Works	211,005.54
F.R Ireland Pty Ltd	Plant Replacement	639,657.77
Fleet Crew Commercial Fleet	Vehicle Hire	625,971.01
GE & DR Schneekloth	Flood Damage Restorations Works	792,486.60
Gulf Concrete Pty Ltd	Flood Damage Restorations Works	1,084,004.40
Gulf Constructions (QLD) Pty L	Construction	459,358.71
Gulf Engineering & Construction	Fuel Supply Contract	940,226.29
Gulf Labour Hire Pty Ltd	Labour Hire	4,663,929.21
Hawkins Transport Pty Ltd	Flood Damage Restorations Works	6,473,418.59
J SAUNDERS & W.D SAUNDERS	Flood Damage Restorations Works	272,426.95
JT & SJ Murrily	Flood Damage Restorations Works	540,539.52
DTL Contracting	Flood Damage Restorations Works	239,552.05
Lo-Go Appointments	Labour Hire	251,070.80
Norwest Plant & Pastoral Pty Ltd	Flood Damage Restorations Works	3,121,630.81
O'Brien Grader Hire Pty Ltd	Flood Damage Restorations Works	1,987,722.50
Peetree Contracting Pty Ltd	Flood Damage Restorations Works	279,375.00
Pickering Earthmoving	Flood Damage Restorations Works	462,647.50
QLeave	Portable Long Service Leave	454,027.00
Qld Local Government Mutual Liability LGM A	Insurance Cover Contract	531,119.69
R.C Kilah & W.M Schneekloth	Flood Damage Restorations Works	483,669.00
Robinson Civil Group (RCG)	Flood Damage Restorations Works	795,456.25
Scott Freight Company Pty Ltd	Flood Damage Restorations Works	2,449,342.73
Soil Engineering Services	Soil Testing	325,003.08
Stabilised Pavements of Australia	Flood Damage Restorations Works	1,549,440.86
Telstra	Telecom Services Contract	2,822,377.60
Thuriba Civil Pty Ltd	Flood Damage Restorations Works	898,356.35
Tom's Tonkas Pty Ltd	Flood Damage Restorations Works	2,073,928.00
Tutt Bryant Hire Pty Ltd	Plant Hire Contract	1,472,393.35
Wells Plant Hire Pty Ltd	Flood Damage Restorations Works	1,952,491.38

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10.7 COMMUNITY DEVELOPMENT REPORT

Attachments:	10.7.1. Monthly pool report - March 2021 ↓ 10.7.2. Monthly library report ↓ 10.7.3. Normanton town entry sign ↓
Author:	Cherie Schafer - Manager Economic & Community Development
Date:	12 April 2021

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. note the Community Development Report.

1. MATTERS FOR INFORMATION:

1.1 Karumba and Normanton Swimming Pool Precinct

- Statistics and general information for the Normanton and Karumba Pools for the month of March have been attached.
- Council Service review for the overall running of the Pools and recommendation have been completed in a separate report.

1.2 Normanton and Karumba Library Statistics

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

1.3 Normanton Childcare

- The Normanton Childcare Centre provides an important service to the community and is operated by Council. There are a number of challenges for rural childcare centres, including but not limited to:

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- attracting and retaining suitably qualified staff;
 - maintaining the regulated staff to child ratios;
 - availability of housing;
 - funding of building maintenance requirements.
-
- As there are limitations on staffing the centre with non-qualified staff during periods of vacancies, the lack of staffing has resulted in staff doing overtime each day for several months leaving them feeling exhausted.
 - There have been several key qualified full-time staff leave which has also had an impact on the centre. The Normanton Childcare Centre has been short staffed for several months and attempts to hire casual staff have been unsuccessful.
 - Whilst Council's preference is and shall continue to be to employ local people, attempts to recruit locally have to date been unsuccessful. Given the legislative requirement to have the Centre staffed by suitably qualified employees, officers are of the view that the provision of housing will more likely attract a suitable applicant from outside of the Shire. Council's housing committee has allocated a staff house for a new childcare position.
 - The Normanton Childcare Centre is due to be audited in 2021 to ensure that Council is meeting all the framework requirements to maintain its Childcare License. The audit is unannounced and could take place at any time.
 - A contractor has been engaged to re-paint the internals and externals of the Normanton Childcare Centre. Costs associated with the re-painting will be covered under the Local Roads and Community Infrastructure funding Council has been successful in receiving.

1.4 General updates

Grant – John Henry Oval

- The original grant was approved to build a new playground on the John Henry Oval. However, it has since been decided not to build a new playground. A variation under the Local Roads and Infrastructure Funding has been requested to remove the existing playground, and any remaining funds used to carry out the works below:
 1. replace the fence around the Normanton Swimming Pool and tennis courts.
 2. extend the cement area around the water parks to reduce mud and dirt getting into the filters.
 3. shade over the Normanton and Karumba water parks.

Not all of the abovementioned works will be able to be completed with the remaining funding. Item 1 will proceed as it has been identified in the Rectification Action Plan as an occupational hazard. Quotations have been requested for items 2 and 3 above, and depending on the cost, a decision will then be made as to which item will be completed.

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Interagency

- Interagency meetings are held monthly and provide a valuable information sharing forum. The Interagency meeting scheduled for April has been re-scheduled from the standard date and time until after the school holidays. Due to members of the community and agencies taking leave during the school holiday periods attendance has proven to be low during these periods. The group has agreed that over school holidays the Interagency meeting should be re-scheduled to capture as many agencies as possible.

Funding Updates

- Funding applications have been submitted during the month of March for:
 1. RADF 2021/2022 – Regional Arts Development Funding is used to promote creative arts, high quality performance and workshops. It is expected Council will be advised whether successful in September.
 2. Move it NQ – funding available to implement a program that increases the targeted groups access to get active, it is recommended to run a program over several weeks rather than one off event/class. The maximum funding is up to \$8,000. It is expected Council will be advised by 30 June of the outcome.
- Council has been successful in receiving funding to build the Normanton Entry sign (attached). The Sign design was approved by Council two years ago however construction of the sign was subject to grant funding and Council had been unsuccessful in several grant applications to build the new sign. The attached design has been recirculated to the Council elected members, Normanton Heritage Committee and the Executive Leadership Team of Council for feedback before going out to build.

Consultation (Internal/External):

- Chief Executive Officer
- Director Corporate Services

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.

Normanton and Karumba Pool Monthly Report – March 2021

Normanton

Statistics

Patrons	February 2021	March 2021
Adults	40	62
Children	276	422
Water Park	381	300
Total Attendance	697	784

Note*: These numbers do not include swimming club patrons

Normanton opening hours:

Monday, Wednesday, Fridays: 2:30pm – 6pm

Tuesday, Thursday 2:30pm – 4:30pm * Normanton Swim Club from 4.30pm during the Swim Club Season*

Saturday, Sundays and public holidays 1pm to 6pm

Special Events

Clean up Australia day was ran in collaboration between Council and the schools on the 5th March. 33 Children who attended clean up Australia Day was awarded with a free swim at the Normanton pool.

Karumba

Statistics

Patrons	February 2021	March 2021
Adults	128	283
Children	61	82
Water Park	18	113
Total Attendance	207	478

Karumba opening hours

Monday to Sunday 1-6pm

Public Holidays 1.00pm-6.00pm

Special events

Laps for Life, two staff members and one member of the public join in Laps for life and raised \$752 towards Young People experiencing mental health issues. We swam a total of 28.58km in 31 days. The donations were done online with Laps for life.

Clean up Australia Day was also completed in Karumba

General update

Pool temp has been at 31 degrees most of the month. The waterpark has been sitting on 32 degrees.

The Normanton Rehab centre has been bringing some of their clinics up from Normanton for a swim to help improve their mental health.

A number of Station people have been utilising the pool on weekends.



CARPENTARIA SHIRE
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Library Services Monthly Report March 2021

<u>Statistics</u>	Normanton			Karumba		
	Mar-19	Mar-20	Mar-21	Mar-19	Mar-20	Mar-21
Monthly Walk-Ins	142	62	71	260	145	109
Number of library loans	273	168	122	184	90	182
Number of people utilising the internet	6	16	11	0	18	7
Number of new members	4	0	1	1	4	1
Total Hours Public Internet Usage	3.4	7	2	0	9	3.5
Total hours open to the public	84	48	69	84	84	84

Activities

Normanton Library

Public attendance this month was low compared to previous years. Borrowing amounts were on par and we had the usual steady number of local people who aren't members of the library come in to use our photocopying and printing services.

The walk-in numbers will increase over the next few months now that the Visitor Information Centre side of the building will open longer for the tourism season.

We had zero attendance for the First 5 Forever Program this month despite advertising and personal invitations. Leeanne and I are putting together a calendar of events for Library activities for the rest of the year so that we something different happening each week or month to encourage more visitors to our libraries

Karumba Library

Coortharinga, and CentraCare Mount Isa had their monthly meeting at the library the last week of March.

Denise Price NWHHS came for a talk about activities such as author visit for the Birdie books in May.

Looking at holding a book launch with Sylvia Hammann with the printing of her new children's book being available in the month of April.

First 5 has been getting an average of 2 children per session. The parents enjoy the sessions as well.



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10.8 COMMUNITY DONATIONS AND SUPPORT

Attachments:	NIL
Author:	Cherie Schafer - Manager Economic & Community Development
Date:	12 April 2021

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

Executive Summary:

Council receives numerous requests for donations throughout the year. The applications listed in the recommendation are applications that have been received outside of the grant funding round.

RECOMMENDATION:

That Council approves the following requests for Donation and Support:

1. donate \$120 to Bynoe CACS for the youth swimming during Bynoe's school holiday program; and
2. decline Gulf Christian College request for Council to connect the power at Normanton Golf Course Club House and continue supplying a genset to Gulf Christian College for their sporting events held at the Golf course; and
3. approve a season cost recovery fee of \$500 training and game nights for not for profit clubs use of lights on the John Henry Oval; and
4. approve a one-off cost recovery fee of \$30 for use of the lights to cater for special one-off events or sporting activities; and
5. donate 30 metres of 1.8 metre chain mesh fencing material to replace the damaged fence between the Normanton Bowls Club and the John Henry Oval, on the understanding the Normanton Bowls Club shall remove the old fencing and install the new mesh at their own cost.

Background:

Council advertised the Community Donations and Support funding program for events held between January and August 2021. The below applications have been received outside the donation round:

1. Bynoe CACS: A request was received to waive the pool fees at the Normanton Swimming Pool for youth swimming each Friday during Bynoe's school holiday program. The cost to Council to waive the pool fees in full over the two Fridays is estimated to be \$240. The officer's recommendation is to reduce the fees to \$1 per child rather than waive them in full. This will bring all donation requests for the use of

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the pool and waiving of fees inline for consistency. The cost (loss of revenue) to Council is expected \$120.

2. Gulf Christian College: A request has been made by Gulf Christian College for Council to connect the power to the Normanton Golf Course Club House. The connection of power brings the increased risk of squatters and break-ins by youth which has been a concern over the years. The recommendation is that Council declines the Gulf Christian College request and continues to supply a genset for their sporting events.
3. Gulf United Junior Rugby League Club: A request has been made to Council to waive the fees for the use of the football lights on the John Henry Oval on Friday game nights during the football season which runs from April until late September early October. The current cost recovery fee structure is challenging for not for profit clubs as it sets out a single casual use of facilities per day.

It is recommended that Council introduce:

- a set season cost recovery fee of \$500 for the use of the lights on the oval for training and game nights for not for profit clubs; and
- a one-off fee of \$30 for use of the lights to cater for special one-off events or sporting activities.

The main three Clubs that will be affected is the Gulf United Junior Rugby League, Normanton Stingers, and the Normanton Cricket Club.

4. Normanton Bowls Club: A request has been received for Council to donate 30 metres of 1.8 metre chain mesh fence to replace the damaged fence between the Normanton Bowls Club and the John Henry Oval. The Club has agreed to use pre-used fencing that is in good order. The officer's recommendation is that Council donate existing mesh that has been left over or re-purposed from completed works. There will be a benefit to Council as the fence is adjoining to the John Henry Oval and no labour costs will be borne by Council with the construction of the new fence. The Normanton Bowls Club have agreed to remove the old fencing and install the new mesh at their own cost.

Consultation (Internal/External):

- Chief Executive Officer
- External Stakeholders (applicants)

Legal Implications:

- Community Donation and Support Policy

Financial and Resource Implications:

- Within budget.

Risk Management Implications:

- Risks are within normal operational parameters.

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11 REPORTS FROM DIRECTOR OF ENGINEERING - ROADS & SERVICES

11.1 DOE REPORT

Attachments: 11.1.1. Capital Works Program [↓](#)
Author: Michael Wanrooy - Director of Engineering
Date: 14 April 2021

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

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

Executive Summary:

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

RECOMMENDATION:

That Council:

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

1. Actions Arising from Previous Meetings

Reference	Action	Status
A0318-18	Liaise with TMR to obtain approval to install a pedestrian crossing on Landsborough Street in the vicinity of the Stop Shop ➤ 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	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. ➤ Put on Works Program	In Progress
9/12/20	Install no boat trailer signs along Massey Drive to Carina Street ➤ Council is arranging for signs to be purchased	In Progress
17/03/21	Clean Normanton boat ramp before fishing comp ➤ Completed	Completed
17/03/21	Put Karumba Gilbert St boat parking sign on permanent poles	Completed

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Reference	Action	Status
	➤ Completed	
17/03/21	Clean up graffiti outside the Albion ➤ Completed	Completed
17/03/21	Newly planted beach almond plants at the point needs drink <ul style="list-style-type: none"> • Irrigation turned on and plants showing signs of life • Some plants were ripped out and irrigation line cut with empty beer bottles next to them last week. The plants have been replanted and irrigation fixed. 	Completed
17/03/21	Install bin at Corduroy <ul style="list-style-type: none"> • Asked for bin to be installed 	In Progress
17/03/21	Repair/reinstall fallen guideposts on Col Kitchener Drive ➤ Put in Works Program	In Progress

2. Miscellaneous Projects

2.1. Council Work Crews:

- Council work crews have been working on emergent works on Shire Roads where accessible.
- Slashing works are ongoing on the State Roads
- Undertaking road runs and providing road condition reports.

2.2. TIDS – Normanton Burketown Road. Council's stabiliser crew have 2.5km ready for sealing of the remaining 4km of new bitumen works at Inverleigh. They are travelling real well upping output to 750m/day for half a road.

2.3. Footpath to the Rodeo – this works has started. Council is managing the works. Labour is provided by Gulf Construction.

2.4. Terry is undertaking RMPC patching works on State Controlled Roads. Herbicide works are ongoing. DRFA patching works are about to commence.

2.5. TMR Prequalification: Council has been notified by TMR that our application under the National Prequalification System has been successful. We are now prequalified to undertake Roadworks at level R2 and Bridgeworks at level B1.

2.6. Quote for Forklift for Karumba

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NEW Enforcer FD25T-4WD-YMA Rough Terrain Forklift	
Year	2021
Engine (Diesel)	Yanmar 4TNE98
Capacity (nominal)	2500kg
Lift height (m)	4.35m
Mast	3 Stage
Tyres (Front/Rear):	Pneumatic
Transmission:	Automatic
Warranty:	5 Years Parts
Fork Tynes (mm):	1070mm
Collapsed Height (mm)	2220mm
Purchase Price:	\$52,500.00 plus GST



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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	\$ 5,817,621.05	\$ 5,817,621.05	Completed
2019 TMR DRFA REPA Works on 84A, 89A, 89B and 92A	\$ 2,146,085.20	\$ 1,284,804.70	60% completed. Sealed road damages and some of 89B unsealed remaining.
2019 TMR DRFA REPA 92A Variation (Separate Contract)	\$ 363,073.95	\$ 363,073.95	Completed
Grid Replacement at the Flinders River 89A	\$ 84,515.00	\$ 84,515.00	Completed
2020-2021 RMPC	\$ 1,965,500.00	\$ 1,833,024.00	75%
2020-2021 RMPC Variation	\$ 480,000.00		
ATSI TIDS - Dunbar Creek - New Causeway and approach on the Kowanyama Road	\$ 925,000.00	\$ 157,430.12	Tender Closed
TMR Contribution to 2020-2021 TIDS on the Normanton Burketown Road	\$ 910,000.00	\$ 292,960.91	New claims being arranged
Rehabilitation Works on 89A and Various Other Works	\$ 1,124,805.40	\$ 1,124,805.40	Completed
89B Aus. Government Stimulus - Ch. 30680 - Ch. 35800	\$ 2,215,489.68	\$ 1,082,731.84	Remainder of work to restart after Easter
2021 TMR Emergent Works	\$450,000.00	\$132,509.14	New Entry Value to increase once 89B has been assessed
89B – CN16288 (5km)	\$ 2,568,735.00		New Entry Awaiting Final Approval
89A – CN16065 (North and South Approach of Flinders River)	\$ 5,433,960.70		New Entry Awaiting Final Approval
89A – CN1607 (South of Bang Bang, Approx. 130km south of Normanton)	\$ 4,516,126.80		New Entry Awaiting Final Approval
Total	\$ 29,200,912.78	\$12,369,028.81	42%

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Photo: TIDS – Burketown Road

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Photo: TIDS Burketown Road



Photo: Excavation works have started for the footpath to the Rodeo

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Photo: Cleaning up the Normanton Boat Ramp

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Photo: Normanton Boat Ramp after clean

3. Update on Shire Flood Damage Works

3.1. 6th April is the official start of the DRFA construction season

- Karl Pickering Crew is Depot Based start 6th – Shady Lagoon Access / Burke and Wills Monument Road / Normanton to Burketown Road (remaining works)
- Colin Charger Depot Based start 6th – Karumba Pipeline Road / Complete Delta Road.
- 1st Camp 8/04/21 – Brenton Murray to Donors Hill
- 2nd Camp 10/04/21 – New Foreman to Wondoola
- 3rd Camp 12/04/21 – Gavin Delacour to Iffley / Spear Creek
- 4th Camp 19/05/21 – Karl Pickering crew Normanton to Middle Camp
- 5th Camp 1/06/21 – Colin Charger crew Normanton to Koolatah Camp

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4. Trades Report

- 4.1. Planning works and ordering materials for the Karumba Toilet at the boat ramp.
- 4.2. Standard housing, electrical and plumbing maintenance.
- 4.3. Arranging new mobile tower similar to Critters Camp at the Shady Lagoon turnout to give extra range towards the Glenore Bridge. Tower is now completed. Security fence to be installed.

5. New Projects/Grant Applications

- 5.1. Contract for 3rd package to widen the narrow sections South of Bang Bang on 89A has been sent to TMR.

6. Reports

- 6.1. Capital Works program progress as attached.
- 6.2. Engineering Budget

Description	Original Budget	YTD Actual	Order Value	Total Actual	%
Reg Planning - Operating Expenses	\$0.00	\$1,693.21	\$0.00	\$1,693.21	100%
TP Ntn - Operating Grants, Subsidies and Contributions	-\$18,000.00	-\$46,115.70	\$0.00	-\$46,115.70	256%
TP Ntn - Operating Income	-\$5,000.00	-\$4,097.27	\$0.00	-\$4,097.27	82%
TP Kba - Operating Income	\$0.00	-\$1,000.00	\$0.00	-\$1,000.00	100%
TP Ntn - Operating Expenses	\$88,000.00	\$30,364.81	\$0.00	\$30,364.81	35%
Town Planning - Major Op Ex	\$0.00	\$61,139.68	\$0.00	\$61,139.68	100%
TP Kba - Operating Expenses	\$24,000.00	\$3,870.00	\$0.00	\$3,870.00	16%
Eng - Operating Expenses	\$972,000.00	\$951,916.04	\$63,686.96	\$1,015,603.00	104%
Eng - Maintenance	\$83,000.00	\$47,444.31	\$10,288.91	\$57,733.22	70%
Eng - Depreciation	\$24,000.00	\$23,178.09	\$0.00	\$23,178.09	97%
Eng - Capital Grants and Contributions (GST Inc.)	\$0.00	-\$36,064.56	\$0.00	-\$36,064.56	100%
Depots Ntn - Operating Expenses	\$257,000.00	\$149,787.03	\$4,103.18	\$153,890.21	60%
Depots Ntn - Maintenance	\$54,000.00	\$79,730.76	\$5,774.23	\$85,504.99	158%
Depots Ntn - Depreciation	\$24,000.00	\$161,665.03	\$0.00	\$161,665.03	674%
Workshop - Operating Expenses	\$94,000.00	\$39,068.00	\$2,682.58	\$41,750.58	44%
Workshop - Maintenance	\$22,000.00	\$34,153.41	\$401.40	\$34,554.81	157%

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Workshop - Small Plant & Loose Tools	\$5,000.00	\$0.00	\$7,983.27	\$7,983.27	160%
Depots Kba - Operating Expenses	\$65,000.00	\$47,037.75	\$0.00	\$47,037.75	72%
Depots Kba - Maintenance	\$32,000.00	\$23,294.60	\$0.01	\$23,294.61	73%
Depots Kba - Depreciation	\$71,000.00	\$47,466.90	\$0.00	\$47,466.90	67%
Fleet and Plant - Operating Income	-\$120,000.00	-\$60,562.00	\$0.00	-\$60,562.00	50%
Fleet and Plant - Operating Expenses	\$136,000.00	\$147,769.02	\$1,564.00	\$149,333.02	110%
Fleet & Plant -Tyres and Batteries	\$135,000.00	\$116,321.67	\$1,008.18	\$117,329.85	87%
Fleet & Plant -Fuel and Oils	\$1,199,000.00	\$1,879,820.64	\$105.59	\$1,879,926.23	157%
Fleet & Plant - Depreciation	\$1,200,000.00	\$661,505.50	\$0.00	\$661,505.50	55%
Fleet & Plant - Internal Repair Wages	\$545,000.00	\$410,826.72	\$0.00	\$410,826.72	75%
Fleet & Plant - Parts and Repairs	\$1,700,000.00	\$1,000,491.41	\$244,304.62	\$1,244,796.03	73%
Fleet & Plant - Registrations and Insurance	\$185,000.00	\$193,025.81	\$0.00	\$193,025.81	104%
Fleet & Plant - Plant Recoveries Allocated to Works and Services	\$6,448,000.00	\$6,773,385.21	\$0.00	-\$6,773,385.21	105%
Fleet & Plant - Capital Income	\$0.00	-\$14,727.27	\$0.00	-\$14,727.27	100%
Asset Management - Operating Expenses	\$115,000.00	\$74,759.18	\$45,584.01	\$120,343.19	105%
Airport Ntn - Operating Income	-\$180,000.00	-\$182,897.92	\$0.00	-\$182,897.92	102%
Airport Kba - Operating Income	-\$40,000.00	-\$12,063.84	\$0.00	-\$12,063.84	30%
Airport Ntn - Operating Expenses	\$94,000.00	\$105,764.61	\$26,213.64	\$131,978.25	140%
Airport Ntn - Maintenance	\$53,000.00	\$19,063.09	\$0.00	\$19,063.09	36%
Airport Ntn - Depreciation	\$74,000.00	\$52,731.20	\$0.00	\$52,731.20	71%
Airport Kba - Operating Expenses	\$64,000.00	\$54,626.01	\$4,545.45	\$59,171.46	92%
Airport Kba - Maintenance	\$54,000.00	\$20,133.61	\$70.59	\$20,204.20	37%
Airport Kba - Depreciation	\$43,000.00	\$28,388.97	\$0.00	\$28,388.97	66%
Airport Kba - Capital Grants and Contributions	-\$30,000.00	-\$28,278.17	\$0.00	-\$28,278.17	94%
Parks & Gardens Ntn - Operating Expenses	\$38,000.00	\$137,585.42	\$0.00	\$137,585.42	362%
Parks & Gardens Ntn - Maintenance	\$414,000.00	\$282,677.39	\$5,474.76	\$288,152.15	70%

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Parks & Gardens Ntn - Depreciation	\$103,000.00	\$73,846.40	\$0.00	\$73,846.40	72%
Parks and Gardens - Small Plant and Loose Tools	\$5,000.00	\$0.00	\$0.00	\$0.00	0%
Parks & Gardens Kba - Operating Expenses	\$58,000.00	\$41,845.36	\$0.00	\$41,845.36	72%
Parks & Gardens Kba - Maintenance	\$382,000.00	\$205,056.98	\$6,536.26	\$211,593.24	55%
Parks & Gardens Kba - Depreciation	\$122,000.00	\$80,723.78	\$0.00	\$80,723.78	66%
Parks & Gardens - Capital Income	- \$1,000,000.00	-\$90,000.00	\$0.00	-\$90,000.00	9%
Public Conveniences Ntn - Operating Expenses	\$64,000.00	\$53,600.44	\$0.00	\$53,600.44	84%
Public Conveniences Ntn - Maintenance	\$22,000.00	\$5,242.94	\$0.00	\$5,242.94	24%
Public Conveniences Ntn - Depreciation	\$4,000.00	\$2,282.88	\$0.00	\$2,282.88	57%
Public Conveniences Kba - Operating Expenses	\$106,000.00	\$55,820.14	\$0.00	\$55,820.14	53%
Public Conveniences Kba - Maintenance	\$23,000.00	\$5,970.52	\$0.00	\$5,970.52	26%
Public Conveniences Kba - Depreciation	\$21,000.00	\$13,774.96	\$0.00	\$13,774.96	66%
Roads - Grants (No GST)	- \$1,035,000.00	-\$362,364.00	\$0.00	-\$362,364.00	35%
Road Maintenance - Normanton Town Streets	\$347,000.00	\$1,931.60	\$21,558.20	\$23,489.80	7%
Road Maintenance - Karumba Town Streets	\$347,000.00	\$40,709.04	\$0.00	\$40,709.04	12%
Road - Operating Expenses	\$267,000.00	\$178,665.05	\$0.00	\$178,665.05	67%
Road Maintenance - Rural Shire Roads	\$565,000.00	\$165,809.45	\$20,697.98	\$186,507.43	33%
Road - Depreciation	\$8,691,000.00	\$5,633,166.03	\$0.00	\$5,633,166.03	65%
Roads - Capital Income	-\$925,000.00	-\$106,682.62	\$0.00	-\$106,682.62	12%
Shire Roads (TIDS) - Capital Grants and Contributions	-\$910,000.00	\$0.00	\$0.00	\$0.00	0%
RMPC - Operating Income	- \$1,965,000.00	- \$1,833,024.00	\$0.00	-\$1,833,024.00	93%
TMR Recoverable Works Income	- \$7,965,000.00	- \$8,177,427.49	\$0.00	-\$8,177,427.49	103%
Main Roads - Other Recoverable Works	\$5,802,000.00	\$6,860,874.83	\$1,074,688.64	\$7,935,563.47	137%
RMPC - Maintenance	\$1,743,000.00	\$1,062,523.78	\$30,009.25	\$1,092,533.03	63%

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Main Roads - DRFA Works	\$1,600,000.00	\$1,435,989.91	\$28,326.74	\$1,464,316.65	92%
Other Main Roads Expenditures	\$0.00	\$52,890.59	\$50,958.00	\$103,848.59	100%
Roads 2 Recovery (R2R) - Capital Grants and Contributions	-\$711,000.00	-\$332,650.00	\$0.00	-\$332,650.00	47%
Private Works - Expenditure and Income	-\$10,000.00	-\$34,535.97	\$0.00	-\$34,535.97	345%
Building Services - Operating Income	\$0.00	-\$1,082.27	\$0.00	-\$1,082.27	100%
Building Services - Operating Expenses	\$158,000.00	\$205,089.56	\$0.00	\$205,089.56	130%
Building Services Small Plant & Loose Tools	\$8,000.00	\$5,058.21	\$702.59	\$5,760.80	72%
Pensioner Housing - Ntn Operating Income	-\$27,000.00	-\$16,359.45	\$0.00	-\$16,359.45	61%
Pensioner Housing - Kba Operating Income	-\$36,000.00	-\$23,688.89	\$0.00	-\$23,688.89	66%
Pensioner Housing - Ntn Operating Expenses	\$30,000.00	\$28,190.08	\$0.00	\$28,190.08	94%
Pensioner Housing - Ntn Maintenance	\$52,000.00	\$16,277.53	\$2,660.00	\$18,937.53	36%
Pensioner Housing - Ntn Depreciation	\$85,000.00	\$57,099.83	\$0.00	\$57,099.83	67%
Pensioner Housing - Kba Operating Expenses	\$35,000.00	\$32,364.14	\$0.00	\$32,364.14	92%
Pensioner Housing -Kba Maintenance	\$44,000.00	\$18,502.35	\$3,826.87	\$22,329.22	51%
Pensioner Housing - Kba Depreciation	\$58,000.00	\$39,052.26	\$0.00	\$39,052.26	67%
Staff Housing - Ntn Operating Income	-\$380,000.00	-\$301,195.00	\$0.00	-\$301,195.00	79%
Staff Housing - Kba Operating Income	-\$30,000.00	-\$20,098.00	\$0.00	-\$20,098.00	67%
Staff Housing - Ntn Operating Expenses	\$166,000.00	\$157,284.44	\$0.00	\$157,284.44	95%
Staff Housing - Ntn Maintenance	\$201,000.00	\$200,964.64	\$20,407.52	\$221,372.16	110%
Staff Housing - Ntn Depreciation	\$303,000.00	\$212,195.42	\$0.00	\$212,195.42	70%
Staff Housing - Kba Operating Expenses	\$24,000.00	\$22,339.95	\$0.00	\$22,339.95	93%
Staff Housing - Kba Maintenance	\$71,000.00	\$27,947.14	\$1,588.60	\$29,535.74	42%
Staff Housing - Kba	\$66,000.00	\$38,802.67	\$0.00	\$38,802.67	59%

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Depreciation					
Reserves - Operating Income	\$0.00	-\$49,546.37	\$0.00	-\$49,546.37	100%
Reserves - Operating Expenses	\$6,000.00	\$19,599.85	\$0.00	\$19,599.85	327%
Reserves - Maintenance Expenses	\$0.00	\$9,190.12	\$0.00	\$9,190.12	100%
Quarries - Operating Income	\$0.00	-\$1,075.02	\$0.00	-\$1,075.02	100%
Quarries - Operating Expenses	\$73,000.00	-\$53,962.61	\$0.00	-\$53,962.61	-74%
Quarries - Maintenance	\$55,000.00	\$295.60	\$0.00	\$295.60	1%
	\$7,736,000.00	\$5,385,394.71	\$1,685,752.03	\$7,071,146.74	

ID	Task Mode	Task Name	Duration	Start	Finish	M	T	W	T	F	S	S	S	S	S	S	S	S	S
1	✓	Capital Works Program	590 days	Fri 28/06/19	Thu 30/09/21														
2	✓	Buildings	427 days	Mon 12/08/19	Tue 30/03/21														
3	✓	W4Q - Administration Office Upgrades	331 days	Mon 12/08/19	Mon 16/11/20														
4	✓	W4Q - Office - Normanston Water Treatment Plant	390 days	Wed 2/10/19	Tue 30/03/21														
5	✓	W4Q - Office - Karumba Sewerage Treatment Plant	129 days	Wed 2/10/19	Mon 30/03/21														
6	✓																		
7	✓																		
8	✓																		
9	✓																		
10	✓	Housing	351 days	Fri 28/06/19	Fri 30/10/20														
11	✓	W4Q 19.20 - 38 Woodward St Normanston	303 days	Wed 4/09/19	Fri 30/10/20														
12	✓	W4Q 19.20 - 36 Woodward St Normanston	304 days	Fri 2/08/19	Wed 30/09/21														
13	✓	W4Q 19.20 - 23 Woodward St Normanston	263 days	Mon 2/09/19	Wed 2/09/20														
14	✓	W4Q 19.20 - 2 Norman St Normanston	263 days	Fri 28/06/19	Tue 30/06/20														
15	✓	W4Q 19.20 - 140 Yappar Street Karumba	35 days	Mon 13/04/20	Fri 29/05/20														
16	✓	W4Q 19.20 - 62 Landsborough St Normanston	19 days	Tue 25/08/20	Fri 18/09/20														
17	✓	W4Q COVID - Greenway Street - Drainage Improvements	7 days	Tue 20/10/20	Wed 28/10/20														
18	✓																		
19	✓																		
20	✓																		
21	✓	Other Infrastructure	388 days	Mon 6/01/20	Wed 30/06/21														
22	✓	NTN Resupply Barge Ramp (NDRP)	57 days	Tue 14/07/20	Wed 30/09/21														
23	✓	LRCP - Cemetery - Rodeo Grounds Footpath	107 days	Tue 2/02/21	Wed 30/06/21														
24	✓	LRCP - John Henry Oval Playground	107 days	Tue 2/02/21	Wed 30/06/21														
25	✓	LRCP - LWBDC Hatchery Fence	55 days	Tue 14/07/20	Mon 28/09/21														
26	✓	LRCP - NCC Soft Fall	76 days	Tue 2/03/21	Tue 15/06/21														
27	✓	W4Q - Trades Shed - Refurbishment	140 days	Mon 17/02/20	Fri 28/08/20														
28	✓	W4Q - Showgrounds, Racecourse & Rodeo Grounds - Transformer Upgrade	94 days	Wed 17/02/21	Mon 28/06/21														
29	✓	W4Q - Ablution Block - Karumba Boat Ramp	97 days	Mon 1/02/21	Tue 15/06/21														
30	✓	W4Q COVID - Normanston Water Treatment Filter Shed Ref. 169 days	169 days	Thu 6/08/20	Tue 30/03/21														
31	✓	John Henry Oval Upgrade (Active Community Infrastructure)	155 days	Tue 24/11/20	Mon 28/06/21														
32	✓	Normanton Aerodrome Line Marking	108 days	Wed 18/11/20	Fri 16/04/21														
33	✓	Karumba Aerodrome Line Marking	96 days	Fri 4/12/20	Fri 16/04/21														
34	✓	Gilbert Street Pontoon Repairs	95 days	Tue 2/02/21	Mon 14/06/21														
35	✓	W4Q - Installation of Solar PV Sites	217 days	Tue 1/09/20	Wed 30/06/21														
36	✓	Norman River - Telecommunications Towers - Flexible Func.	50 days	Mon 23/03/20	Fri 29/05/20														
37	✓	BOR LWBDC Entertainment Area	79 days	Mon 15/06/21	Thu 1/10/20														
38	✓	Barra Hatchery Upgrade Phase 2	232 days	Mon 6/01/20	Tue 24/11/20														
39	✓	W4Q LWBDS Shade Facility	0 days	Fri 28/08/20	Fri 28/08/20														
40	✓	W4Q - Normanston Town Hall PA System		Mon 6/01/20															

ID	Task Mode	Task Name	Duration	Start	Finish	Gantt Chart (Half 2 2019 to Half 2 2021)											
41	Task					[Gantt Chart]											
42	Task					[Gantt Chart]											
43	Task	Roads	492 days	Mon 12/08/19	Tue 29/06/21	[Gantt Chart]											
44	Task	NDRR Little Bynoe Approaches to causeway	231 days	Mon 12/08/19	Mon 29/06/21	[Gantt Chart]											
45	Task	TIDS/R2R -Normanton to Burketown 2019-20	158 days	Tue 24/09/19	Thu 30/04/20	[Gantt Chart]											
46	Task	TIDS/R2R -Normanton to Burketown 2020-21	155 days	Mon 16/11/20	Fri 18/06/21	[Gantt Chart]											
47	Task	NDRR Burke & Willis Monument Road	59 days	Mon 5/04/21	Thu 24/06/21	[Gantt Chart]											
48	Task	Normanton-Burketown Seal Project 11/12 CSC.0017.1819E	84 days	Thu 4/03/21	Tue 29/06/21	[Gantt Chart]											
49	Task	Normanton-Burketown Seal Project 13 CSC.0016.1819E	84 days	Thu 4/03/21	Tue 29/06/21	[Gantt Chart]											
50	Task	Old Crowdon Road Grid	62 days	Thu 4/03/21	Fri 28/05/21	[Gantt Chart]											
51	Task	Disability Access Normanton - Footpaths	66 days	Mon 29/03/20	Mon 28/06/21	[Gantt Chart]											
52	Task	Disability Access Karumba - Footpaths	66 days	Mon 29/03/20	Mon 28/06/21	[Gantt Chart]											
53	Task	Shire Grid Installations - if required				[Gantt Chart]											
54	Task	U ATSI TIDS Dunbar Kowanyama Road Floodway	182 days	Thu 26/09/19	Fri 5/06/20	[Gantt Chart]											
55	Task					[Gantt Chart]											
56	Task	Water Infrastructure	517 days	Tue 9/07/19	Wed 30/06/21	[Gantt Chart]											
57	Task	Glenore Weir Rectification Stage 2 (LGGSP) U	517 days	Tue 9/07/19	Wed 30/06/21	[Gantt Chart]											
58	Task	BBRF - Raw Water Irrigation	206 days	Thu 2/07/20	Thu 15/04/21	[Gantt Chart]											
59	Task	WAQ COVID - Normanton Water Treatment Plant Clarifier	238 days	Mon 3/08/20	Wed 30/06/21	[Gantt Chart]											
60	Task	WAQ COVID - Yappar Street Valve Replacement	87 days	Mon 30/11/20	Tue 30/03/21	[Gantt Chart]											
61	Task	WAQ COVID - Normanton Water Filter Refurbishment Phase 3	217 days	Thu 2/07/20	Fri 30/04/21	[Gantt Chart]											
62	Task	WAQ COVID - Recoating of Reservoir	52 days	Fri 2/10/20	Mon 14/12/20	[Gantt Chart]											
63	Task	GRA - csc.0018.1819E Dws Glenore Weir Scouring	1 day	Tue 9/07/19	Tue 9/07/19	[Gantt Chart]											
64	Task					[Gantt Chart]											
65	Task	Sewerage Infrastructure	414 days	Mon 2/03/20	Thu 30/09/21	[Gantt Chart]											
66	Task	Inlet Screen - Kba	326 days	Mon 2/03/20	Sun 30/05/21	[Gantt Chart]											
67	Task	De-sludging of Sewerage Lagoon (NDRP)	295 days	Fri 14/08/20	Thu 30/09/21	[Gantt Chart]											
68	Task	Replace Screw Screen (NDRP)	65 days	Fri 14/08/20	Thu 12/11/20	[Gantt Chart]											
69	Task	Replace Damaged Manholes	207 days	Fri 14/08/20	Mon 31/05/21	[Gantt Chart]											
70	Task	Purchase and Install Amenities Block (NDRP)	65 days	Fri 14/08/20	Thu 12/11/20	[Gantt Chart]											
71	Task	WAQ COVID - Normanton STP effluent irrigation replacement	229 days	Fri 14/08/20	Wed 30/06/21	[Gantt Chart]											

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11.2 NDRRA/QDRF REPORT

Attachments:	11.2.1. Appendix A - 2019 Expendix Summary ↓ 11.2.2. Appendix B - QRA19 Completion Sketch ↓ 11.2.3. Appendix C - 2020 Expenditure Summary ↓ 11.2.4. Appendix D - QRA20 Completion Sketch ↓ 11.2.5. Appendix E - Betterment Projects ↓ 11.2.6. Appendix F - EOT Approvals ↓
Author:	John Martin - Consultant Engineering
Date:	14 April 2021
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:

QRA19: The QRA19 project is approximately 84% complete. Work has recommenced in late March on accessible roads surrounding Normanton to get local contractors working. Deadlines for the QRA19 works are between September 30 and December 30, 2021. QRA19 works will be prioritised over QRA20 works to ensure deadlines are met. All five (5) crews will be established by early April 2021.

QRA20: The QRA20 project has commenced on minor access surrounding Normanton. QRA19 works will be prioritised over QRA20 works to ensure deadlines are met. Assets with both QRA19 and QRA20 scope have been programmed together where possible to reduce camp and mobilization costs.

QRA21: Carpentaria Shire was activated for REPA and CDO relief measures in response to Tropical Cyclone Imogen. Emergency works are currently underway on accessible roads with approximately \$299k expended. Access is still restricted on many roads throughout the Shire due to flood waters. The south of the Shire has been assessed for the REPA submission and the North is nearing completion excluding far Northern Roads which are not accessible.

QRRRF: Three (3) expression of interest (EOIs) applications have been submitted under the Queensland Resilience and Risk Reduction Funding Program. Short-listed applicants will be invited by QRA to submit a detailed project application.

NQRRG: Six (6) projects were submitted for the North Queensland Recovery and Resilience Grant (\$857K). Council is currently waiting for feedback from QRA.

RECOMMENDATION:

That Council:

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

Background:

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2019 QRA Event

1. The QRA19 REPA submissions have a total RV of approx. \$69million (construction budget of \$54million).
2. Approximately 84% of the project has been completed with an estimated Expenditure Ratio of 1.01. Refer Appendix A and B for construction progress.
3. Construction recommenced in late March in conjunction with QRA20 works. Work has commenced approximately one month earlier than previous years to get local contractors working and to ensure that the project is delivered before the 2021 deadlines. All five (5) crews will be established in camps ready to commence construction by early April 2021.
4. The QRA19 REPA scope of work will be prioritised to ensure deadlines are met.
5. Expenditure for the Gravel Haulage to Dunbar to Kowanyama Road is aligning closely to the forecast budget. The project expenditure is currently 38% complete and 41% of the total gravel has been delivered (approximately 35,000t).
6. QRA has approved seven (7) betterment projects for construction. The full list of projects is provided in Appendix E.
7. Submission 1 has now been granted an extension of time by QRA until 30 September 2021. Extensions of time have been approved for all six (6) QRA19 REPA submissions. The full list of projects is detailed in Appendix F.

2020 QRA Event

1. Four (4) REPA submissions have been approved with a total RV of \$48.7million (construction budget of \$38.2million). Council has received the 30% pre-payment of \$15.8million.
2. Approximately 0.5% of the project has been completed with an estimated Expenditure Ratio of 1.00. Refer Appendix C and D for construction progress.
3. Work commenced in late March in conjunction with the QRA19 scope on accessible roads surrounding Normanton. Assets with both QRA19 and QRA20 scope have been programmed together where possible to reduce camp and mobilization costs.
4. The QRA20 program of work is required to be delivered by 30 June 2022.

2021 QRA Event

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1. On January 4, 2021 Carpentaria Shire Council was activated for REPA and CDO relief measures in response to Tropical Cyclone Imogen and the Associated Low-Pressure System.
2. Emergency works are currently underway on roads accessible from Normanton primarily in the South of the Shire. Crews will move further North as roads become accessible. Approximately \$299k has been expended on Emergency Works to date.
3. Damage assessments have been completed in the South of the Shire. The majority of the Northern roads have also been assessed excluding a select few which are currently inaccessible due to flood waters.

Queensland Resilience and Risk Reduction Fund (QRRRF)

1. Three (3) expressions of interest (EOIs) have been submitted to QRA for funding under the Queensland Resilience and Risk Reduction Funding Program. Short-listed applicants will be invited by QRA to submit a detailed project application and all applicants will be notified of outcomes by 30 June 2021. The submitted EOI projects are summarised in the Table 1 below.

2. Table 1: QRRRF EOI Projects

Priority	Project Name	Project Description	Requested Funding
1	Karumba Foreshore	Submitted by Council.	\$530,000
2	Normanton Stormwater Upgrades	Construct kerb and channel upgrades on recently sealed sections of Thompson, Caroline and Brown Streets to help mitigate stormwater flooding and associated scouring.	\$200,000
3	Hospital Road Heritage Bridge Upgrades	Fortify and restore the existing heritage bridge on Hospital Road.	\$500,000

North Queensland Recovery and Resilience Grants NQRRG

1. Six (6) projects were submitted to QRA for funding under the North Queensland Recovery and Resilience Grant. The submitted projects are summarised in the Table 2 below. Council is currently waiting on feedback from QRA to proceed with the projects.

Table 2: NQRRG Projects

Project	Project Name	Requested Funding
1	Karumba Airport Weather Station	\$87,000
2	Karumba Chlorine Generator	\$180,000
3	Normanton Water Treatment Plant Pipework Upgrades	\$150,000
4	Normanton Water Treatment Plant Storage Upgrades	\$40,000
5	Investigation into New Karumba Sewage System	\$80,000
6	Glenore Weir Intake, Pipework and Valve Set Upgrades	\$320,000

Consultation (Internal/External):

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

BUSINESS PAPERS

- 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 - \$182,697.08
- QRA 20 Trigger Point contribution - \$29,363
- QRA 20 10% Council contribution to day labour - \$1,741.11
- QRA 21 Trigger Point contribution - \$30,180

Risk Management Implications:

- Moderate – QRA19 – An extension of time has been granted for requested submissions due to productivity losses from COVID-19. It is currently unknown when water levels will recede, and roads will become accessible to construction equipment.
- Moderate – Costs charged incorrectly are at risk of not being paid if jobs are acquitted before errors are rectified.
- Moderate – QRA20 – Construction to commence in mid-2021 with a deadline of 30 June 2022.

CARPENTARIA SHIRE COUNCIL
 SUMMARY OF QRA19 EXPENDITURE

CURRENT

Project Completed

Forecast Project Expenditure to RV Ratio

31/03/2021

84.2%

1.01



Submission 1 - CSC 0006.1819.REC					
Road Name	Construction Recommended Value	Expenditure	Complete (%)	Expected Expenditure Ratio	Notes
Dunbar Koolatah Road	\$ 40,500.00	\$ 15,456.00	100%	0.38	Market rate to be adjusted to reflect the actual cost of Mitchell River Flood Camera.
Iffley Road	\$ 7,360,093.97	\$ 4,062,002.06	60%	0.92	Two crews to mobilise and commence construction at the beginning of the 2021 construction season.
Normanton to Burketown Road	\$ 7,225,068.50	\$ 10,269,815.20	92%	1.54	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	\$ 1,445,604.64	\$ 958,395.33	99%	0.67	Road partially constructed before wetseason shutdown, re-establishment costs required to construct remaining works are expected to increase expenditure and align closer to RV.
TOTAL	\$ 16,071,267.11	\$ 15,305,668.59			

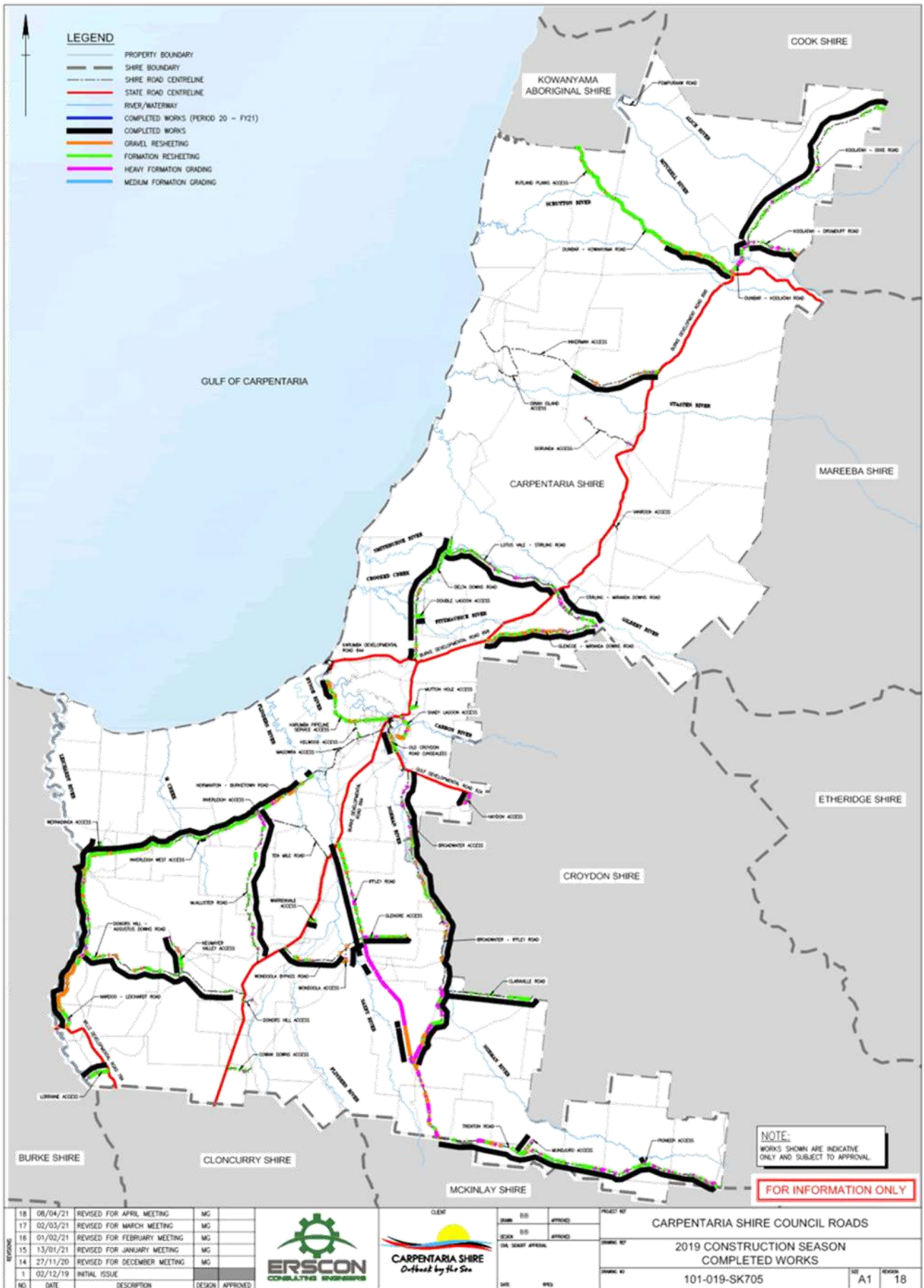
*Expected expenditure ratio is the ratio of final expenditure divided by the recommended value. (i.e. 1.5 is 50% over budget, 0.8 is 20% under budget)

Submission 2 - CSC 0009.1819.REC					
Road Name	Construction Recommended Value	Expenditure	Complete (%)	Expected Expenditure Ratio	Notes
Koolatah to Dixie Road	\$ 926,965.19	\$ 1,071,802.61	100%	1.16	Overlapping camp and establishment costs with Koolatah - Drumduff Road and Dunbar - Koolatah Road. When assessing roads together, expenditure expected to align closer to RV.
Nardoo to Leichardt Road	\$ 5,141,264.01	\$ 3,318,420.95	100%	0.65	Gravel push up costs for Washpool pit (used for Normanton to Burketown and Nardoo to Leichardt Road) booked to Normanton to Burketown Road. When assessing both simultaneously expenditure is predicted to be less than the RV.
Trenton Road	\$ 2,798,987.71	\$ 2,926,054.17	100%	1.05	
TOTAL	\$ 8,867,216.91	\$ 7,316,277.73			

Submission 5 CSC 0015.1819.REC					
Road Name	Construction Recommended Value	Expenditure	Complete (%)	Expected Expenditure Ratio	Notes
Stirling to Miranda Downs	\$ 619,559.74	\$ 1,517,588.18	100%	2.45	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	\$ 328,481.44	\$ 731,600.48	100%	2.23	Overlapping camp and establishment costs with Koolatah - Dixie Road and Dunbar - Koolatah Road. When assessing roads together, expenditure expected to align closer to RV.
Lotusvale to Stirling	\$ 886,520.02	\$ 824,287.11	100%	0.93	Some savings expected as costs for pushing up gravel booked to Stirling to Miranda Downs Road.
Glencoe to Miranda Downs	\$ 2,147,220.96	\$ 1,153,305.84	100%	0.54	Some savings expected as costs for pushing up gravel booked to Stirling to Miranda Downs Road.
Inkerman Access	\$ 496,648.83	\$ 701,804.96	100%	1.41	Booking errors have been identified, transfers are currently being made to reflect the actual expenditure for this road.
Double Lagoon Access	\$ 152,260.02	\$ 64,872.76	100%	0.43	Cost savings as camp and mobilisation costs booked to Delta Downs Road.
Delta Downs Road	\$ 1,109,261.09	\$ 1,525,936.82	93%	1.48	Road partially constructed, remaining works to be completed at the beginning of 2021 construction.
Dunbar to Koolatah	\$ 695,191.97	\$ 211,367.45	48%	0.64	Scope North of the Mitchell River has been completed, remaining works to be completed early this year. Costs expected to increase closer to align with RV.
Dorunda Access	\$ 32,878.62	\$ -	0%	1.00	
Mutton Hole Access	\$ 177,693.85	\$ -	0%	1.00	
Rutland Plains Access	\$ 122,507.79	\$ -	0%	1.00	
Shady Lagoon Access	\$ 687,326.20	\$ 1,984.99	0%	1.00	Establishment expenditure, construction not yet commenced.
TOTAL	\$ 7,455,550.33	\$ 6,732,748.59			

Submission 4 CSC 0019.1819F_REC					
Road Name	Construction Recommended Value	Expenditure	Complete (%)	Expected Expenditure Ratio	Notes
Glenore Access	\$ 909,509.81	\$ 849,658.29	100%	0.93	
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 Burkatown Road.
Inverleigh Access (Secondary)	\$ 6,592.06	\$ -	100%	0.00	Construction completed in less than one day, with all costs booked to adjacent Normanton to Burkatown Road.
Inverleigh West Access	\$ 26,659.05	\$ 2,164.49	100%	0.08	Construction complete. Costs booked to adjacent Normanton to Burkatown road as construction was completed in less than one day.
Lorraine Access	\$ 521,767.89	\$ 331,612.04	100%	0.64	Camp and establishment overlaps with simultaneously constructed Nandoo to Leichardt, when assessing roads together expenditure aligns closer to combined RV.
McAllister	\$ 807,881.47	\$ 1,049,587.21	100%	1.30	Booking errors have been identified, transfers are currently being made to reflect the actual expenditure for this road.
Mundjuro Access	\$ 249,585.23	\$ 272,207.87	100%	1.09	
Pioneer Access	\$ 43,036.66	\$ 21,960.05	100%	0.50	Cost savings as camp and mobilisation costs booked to adjacent Trenton Road.
Warreneale Access	\$ 116,685.30	\$ 71,374.32	100%	0.61	Cost savings as construction was completed simultaneously with QRA18 scope of work with overlapping camp and mobilisation costs.
Wernadings Access	\$ 358,899.18	\$ 184,957.42	100%	0.52	Cost savings from simultaneous construction with QRA18 Wernadings Access Scope of work.
Wondoola Bypass	\$ 364,937.20	\$ 391,432.06	100%	1.07	
Wondoola Access	\$ 434,387.84	\$ 156,958.20	100%	0.36	Cost overlaps with simultaneously constructed Wondoola Bypass. When assessing roads together, expenditure aligns closer to RV.
Broadwater to Iflley	\$ 2,980,296.69	\$ 2,637,693.23	100%	0.89	Overlapping camp and establishment costs for Claraville, Haydon Access and Broadwater Access booked to Broadwater to Iflley Road. When assessing roads together, expenditure expected to align closer to combined RV.
Claraville	\$ 554,687.64	\$ 742,659.14	100%	1.34	Overlapping camp and establishment costs with Broadwater to Iflley 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 - Iflley Road.
Haydon Access	\$ 157,107.11	\$ 135,883.38	100%	0.86	Overlapping camp and establishment costs with Broadwater to Iflley Road. When assessing roads together, expenditure expected to align closer to combined RV.
Neumayer Valley Access	\$ 346,224.08	\$ 282,920.11	100%	0.82	Overlapping camp and establishment costs with Donors to Augusts Downs Road. When assessing roads together, expenditure expected to align closer to combined RV.
Old Croydon (Unsealed)	\$ 739,052.69	\$ 187,804.49	100%	0.25	Costs saving incurred due to no camp establishment costs required as the crew worked from town.
Karumba Pipeline Service Access	\$ 1,631,989.21	\$ 373,740.50	28%	0.82	Road partially constructed, remaining works to be completed during the wet season while crews are working from town.
Cowan Downs Access	\$ 154,166.71	\$ -	0%	1.00	
Donors Hill Access	\$ 33,867.43	\$ -	0%	1.00	
Kelwood Access	\$ 44,232.85	\$ 3,317.85	0%	1.00	Establishment expenditure, construction not yet commenced.
TOTAL	\$ 10,494,695.45	\$ 7,696,390.99			

Submission 5 CSC 0019.1819F_REC					
Road Name	Construction Recommended Value	Expenditure	Complete (%)	Expected Expenditure Ratio	Notes
Wondoola Access (Flood Gauge)	\$ 50,000.00	\$ 36,383.00	100%	0.73	Market rate to be adjusted to reflect the actual cost of Flood Gauge.
Col Kitching Drive	\$ 5,611.27	\$ 1,958.07	100%	0.35	Expenditure incorrectly booked to Palmer Street KBA, expenditure expected to align closer to RV.
Dambar - Koolatah Road (Mitchell River Crossing)	\$ 503,158.00	\$ -	0%	1.00	
Ellis Street	\$ 88.56	\$ -	0%	1.00	
Jubilee Way	\$ 239.11	\$ -	0%	1.00	
Old Hospital Road	\$ 1,434.10	\$ 811.24	0%	1.00	
Palmer Street KBA	\$ 6,025.50	\$ 1,958.07	0%	1.00	Expenditure incorrectly booked, needs to be transferred to Col Kitching Drive. No construction has commenced.
Russell Street	\$ 1,176.50	\$ -	0%	1.00	
Simpson Street	\$ 117.65	\$ 811.24	0%	1.00	
TOTAL	\$ 567,850.49	\$ 41,921.62			



CARPENTARIA SHIRE COUNCIL

SUMMARY OF QRA20 EXPENDITURE

CURRENT

Project Completed

Forecast Project Expenditure to RV Ratio

31/03/2021

0.5%

1.00



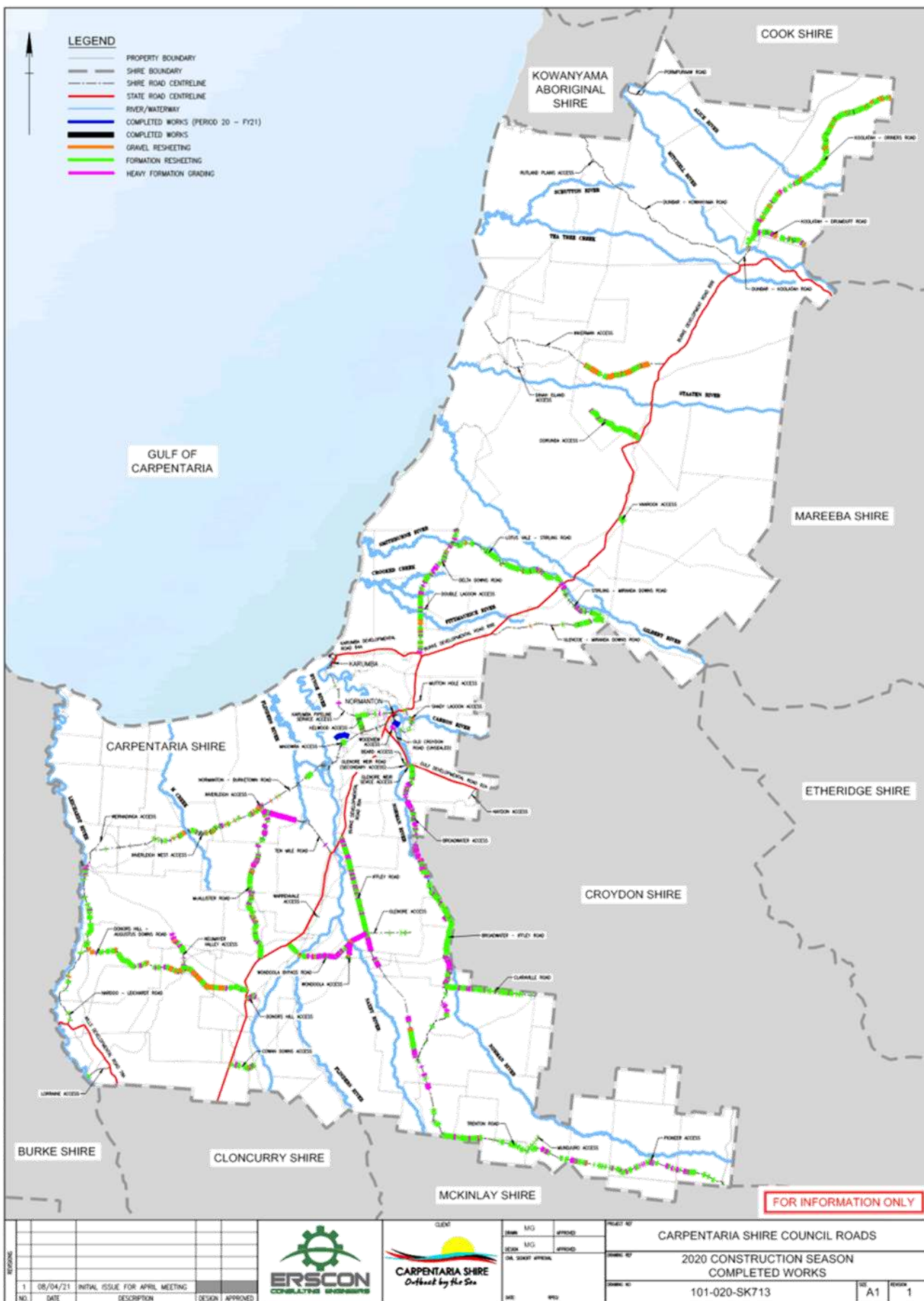
Submission 1 - CSC.0039.1920E.REC					
Road Name	Construction Recommended Value	Expenditure	Complete (%)	Expected Expenditure Ratio	Notes
Magowra Access	\$ 83,030.08	\$ 21,893.42	100%	0.26	Accrued expenditure processing, construction recently completed.
Augustus Downs Access	\$ 28,213.06	\$ -	0%	1.00	
Cowan Downs Access	\$ 295,151.76	\$ -	0%	1.00	
Donors Hill - Augustus Downs Road	\$ 4,556,053.77	\$ 1,003.45	0%	1.00	
Donors Hill Access	\$ 205,044.23	\$ 1,277.52	0%	1.00	
Inverleigh Access	\$ 27,275.28	\$ -	0%	1.00	
Karumba Pipeline Service Access	\$ 168,026.92	\$ -	0%	1.00	
Kelwood Access	\$ 327,771.72	\$ -	0%	1.00	
Lorraine Access	\$ 43,982.34	\$ -	0%	1.00	
McAllister Road	\$ 2,474,714.58	\$ -	0%	1.00	
Nardoo - Leichardt Road	\$ 1,169,208.38	\$ -	0%	1.00	
Neumayer Valley Access	\$ 371,655.57	\$ -	0%	1.00	
Normanton - Burketown Road	\$ 1,630,691.51	\$ -	0%	1.00	
Ten Mile Road	\$ 540,570.23	\$ -	0%	1.00	
TOTAL	\$ 11,838,359.35	\$ 2,280.97			

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

Submission 2 - CSC.0036.1920E.REC					
Road Name	Construction Recommended Value	Expenditure	Complete (%)	Expected Expenditure Ratio	Notes
Woodview Access	\$ 27,893.25	\$ 8,028.08	100%	0.29	Accrued expenditure processing, construction recently completed.
Beard Access	\$ 25,561.73	\$ 579.59	0%	1.00	
Glenore Weir Service Access	\$ 41,470.85	\$ 11,130.52	0%	1.00	
Broadwater - Iffley Road	\$ 3,524,272.79	\$ -	0%	1.00	
Claraville Road	\$ 1,229,536.07	\$ -	0%	1.00	
Glenore Access	\$ 52,564.27	\$ -	0%	1.00	
Glenore Weir Road (Secondary Access)	\$ 11,743.38	\$ -	0%	1.00	
Iffley Road	\$ 4,365,707.86	\$ 965.02	0%	1.00	
Mundjuro Access	\$ 94,246.86	\$ -	0%	1.00	
Pioneer Access	\$ 34,977.91	\$ -	0%	1.00	
Trenton Road	\$ 2,751,917.36	\$ -	0%	1.00	
Wondoola Access	\$ 471,158.12	\$ -	0%	1.00	
Wondoola Bypass Road	\$ 1,021,560.02	\$ -	0%	1.00	
Yappar River Access	\$ 72,257.77	\$ -	0%	1.00	
Yappar River Access (Secondary Access)	\$ 43,445.97	\$ -	0%	1.00	
TOTAL	\$ 13,740,420.96	\$ 12,675.13			

Submission 3 CSC.0037.1920E.REC					
Road Name	Construction Recommended Value	Expenditure	Complete (%)	Expected Expenditure Ratio	Notes
Delta Downs Road	\$ 1,598,239.95	\$ -	0%	1.00	
Dorunda Access	\$ 1,288,533.76	\$ -	0%	1.00	
Glencoe - Miranda Downs Road	\$ 516,884.05	\$ 3,919.59	0%	1.00	
Inkerman Access	\$ 1,804,651.21	\$ -	0%	1.00	
Lotus Vale - Stirling Road	\$ 1,627,243.38	\$ -	0%	1.00	
Shady Lagoon Access	\$ 73,713.47	\$ -	0%	1.00	
Stirling - Miranda Downs Road	\$ 389,425.85	\$ -	0%	1.00	
Vanrook Access	\$ 149,018.33	\$ -	0%	1.00	
TOTAL	\$ 7,447,710.00	\$ 3,919.59			

Submission 4 CSC.0038.1920E.REC					
Road Name	Construction Recommended Value	Expenditure	Complete (%)	Expected Expenditure Ratio	Notes
Dunbar - Koolatah Road	\$ 217,384.80	\$ -	0%	1.00	
Koolatah - Dixie Road	\$ 4,041,152.28	\$ -	0%	1.00	
Koolatah - Drumduff Road	\$ 793,815.29	\$ -	0%	1.00	
TOTAL	\$ 5,052,352.37	\$ -			



Appendix E - Approved Betterment Projects

Project	Value
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
Burke and Wills Monument Road pavement improvements	\$138,000
Monsoon Trough Flood Impact Study	\$60,000
Desludging of the Normanton Sewerage Lagoon	\$974,558
Glenore Weir Scouring Rectification	\$66,487
Disaster Coordination Shed	\$375,000

Appendix F – EOT Approvals

Submission Reference	Funding Type	Project	Previous Time Limit	EOT Duration (months)	EOT approval
CSC.0006.1819E.REC	QRA19 REPA	Submission 1	30-Jun-21	3	30-Sep-21
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

BUSINESS PAPERS

11.3 WATER AND WASTE REPORT - MARCH 2021

Attachments: NIL
Author: Ben Hill - Manager Water and Sewerage
Date: 14 April 2021

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 3.76m (AHD).
- Total treated water was 63.9ML for the month.
- The contractor for the clarifier installation has been engaged and will be mobilized during April.
- The clarifier build is scheduled to be completed mid-April and sent on ocean freight.
- The filter refurbishment program has been completed, with all 6 filters now upgraded.
- A ruptured water main was repaired on Landsborough Street as well as a repair to the raw water pipeline.
- Raw Water Irrigation system progressing.
- Karumba STP inlet screen currently being by-passed, with the installation of the new one scheduled for April.
- Four E-one pumps were replaced in Karumba during the month.
- A new operator is to commence at Normanton Landfill.
- An Expression of Interest for Waste services is progressing.

RECOMMENDATION:

That Council:

1. accepts the Water and Wastewater Report as presented for the period ending 31st March 2021; and
2. that those matters not covered by resolution be noted.

Background:

Glenore Weir

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The DNRME level gauge at Glenore Weir recorded a level of 8.06m on the 31st of March (3.76m AHD). The Bureau of Meteorology recorded 29.6mm of rainfall at Normanton Airport during the month.

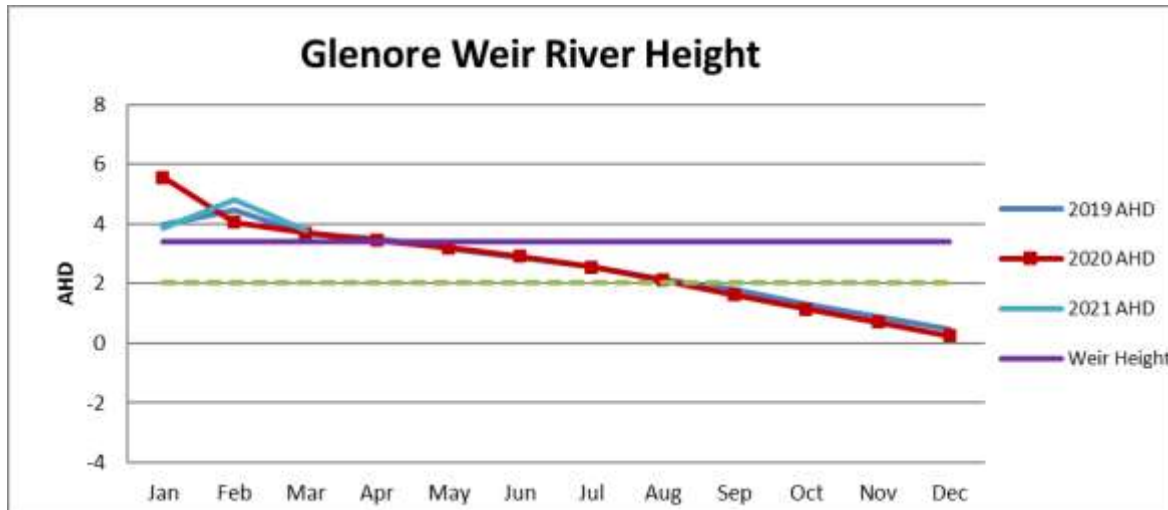


Figure 1: Glenore Weir River Height on the last day of the month.

Normanton Water Treatment Plant

For the month, 60.3ML was pumped from Glenore Weir and 3.6ML from the Normanton bore for a total of 63.9ML of raw water. As can be seen in Figure 1, water consumption has slightly down on the same as last year.

Normanton consumed 37.6ML (58.8%) and 21.3ML (36%) was pumped to Karumba, 3.2ML (5%) was used for backwashing and bulk water supply/storage. The remaining 0.2% was recorded as systems losses.

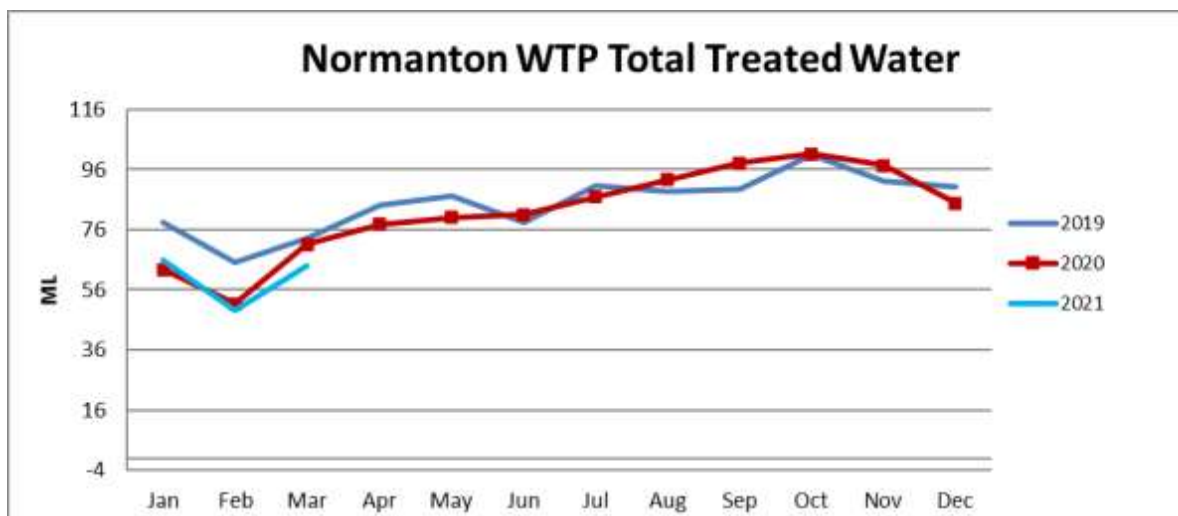


Figure 2: Total raw water treated

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Maintenance and Upgrades

The low flow periods were utilized to take the remaining two filters (#5 and #6) offline while final upgrades and refurbishment took place. They are both now complete and have been brought back online.

Variable speed drives have arrived for the Glenore Weir pumps. As soon as the harmonic filters are received, technicians will install them in order to alleviate the harmonic imbalance issues currently being experienced on the Ergon network. The pumps are still a while off and will be installed when they become available.

A leak on the AC main pipeline along Landsborough Street was repaired by a contractor and operations staff. Another leak was been found on the 150mm Glenore raw water line, this was also repaired by Council staff.

The Actiflo clarifier is being constructed in the Veolia factory and has experienced a slight delay, with an updated expected arrival date of May 24, 2021. The contractor has been selected and engaged (see March Council Meeting minutes) and has started procuring the required equipment. They will commence removal of redundant infrastructure after Easter.

The annual flushing of water mains will commence in late April or early May. This usually occurs a bit earlier in the year, however, having two filters offline meant we could not produce excess water to make up for the flush water.

Normanton Sewage Treatment Plant and Reticulation Network

Normanton Sewerage Treatment Plant (STP) received an estimated 10.0ML (see Figure 2) of wastewater in March. The inlet flow meter is currently not correctly functioning and will be investigated by technicians when they are available. Thermotolerant coliform levels in the lagoon were higher than licence limits allow for irrigation, however, the outlet valve was already turned off due to pondage in the irrigation zone. The issues with thermotolerant coliforms will be rectified by the desilting project about to kick off.

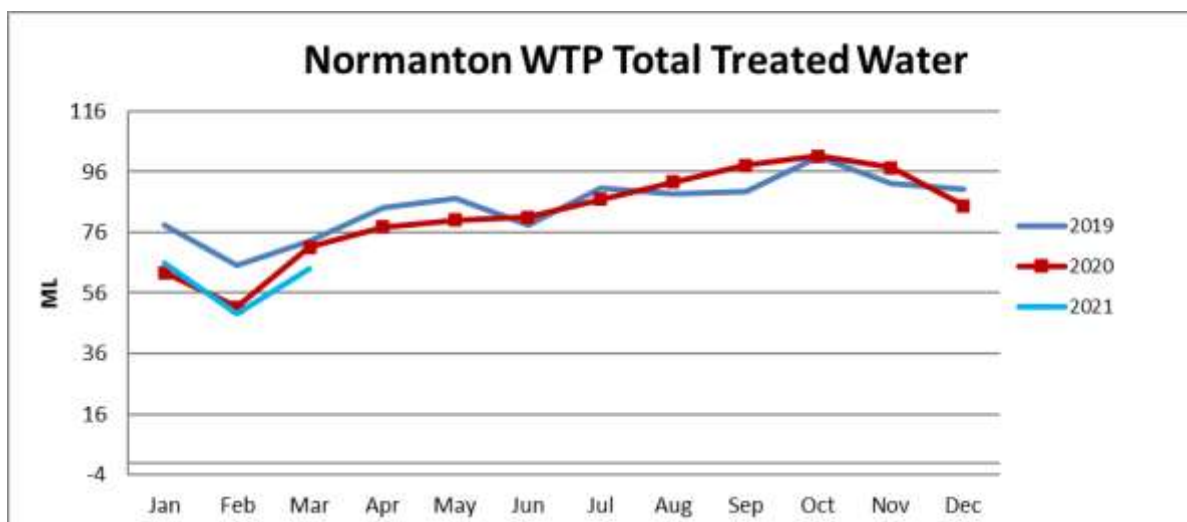


Figure 3: Total volume treated at Normanton STP

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Maintenance and Upgrades

Due to losing staff members from the Normanton section of the Water and Waste department, maintenance has fallen behind somewhat at the sewage treatment plant. It is likely that contractors will be engaged to assist with running additional irrigation flumes.

Karumba STP and Low Pressure Network

Karumba Sewage Treatment facility treated approximately 3.7ML (see Figure 3) for March.

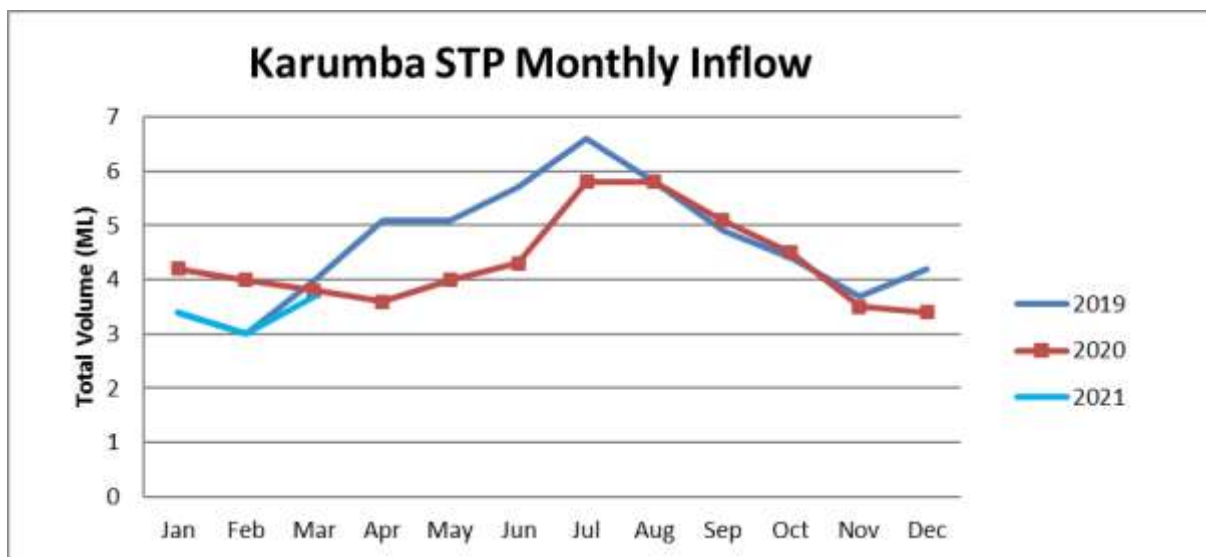


Figure 4: Total Monthly inlet flow for Karumba STP.

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

An improved month was experienced for pump breakdowns with only four needing to be replaced for the month. An application is currently being assessed by the funding body to do a scope and master plan of the Karumba sewage system.

The inlet screen continues to be by-passed while the new screen is delivered. The new inlet screen has finally arrived on site and is scheduled to be installed around Easter by local contractors and Council staff. After this has been completed, staff will manually strip down and clean the membranes, which will also be able to provide a greater indication of the remaining lifespan of the membranes.

Karumba Waste Transfer and Normanton Landfill

Normanton Landfill continues to operate as usual, with a new labour hire operator about to commence immediately after Easter. The site is being cleaned up using labour hire staff and is slowly improving.

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Green waste will be collected and delivered to Lilyvale Pit for rehabilitation once the area dries up enough. Additional signage is also being erected to better direct traffic and disposal of waste.

Projects/Budgets

The following Table is a brief overview/summary of the ongoing projects in the Water and Waste department.

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Table 1: Project summary for Water and Waste

Area	Description	Funding body	Budget	Status
Water	Yappar Street valve replacement	W4Q	\$ 80,000.00	Materials in transit - to be completed in April.
	Recoat Reservoir #3 at Ntn WTP	W4Q	\$ 100,000.00	Project completed - (original budget of \$120k)
	Office/control building at Ntn WTP	W4Q	\$ 125,000.00	Project completed
	Installation of second clarifier	W4Q	\$ 950,000.00	clarifier being manufactured off site. Civil construction set to begin - expected slight overrun (to be made up with other savings)
	Conversion/upgrade of PLC	W4Q	\$ 50,000.00	Technician engaged to undertake the required works.
	Filter upgrade at Ntn WTP	W4Q	\$ 200,000.00	completed
	Repair and upgrade Ntn WTP shed	W4Q	\$ 10,000.00	Reduced scope - completed (reduced from \$145k)
	Repair scouring on left hand weir embankment	QRA	\$ 60,000.00	completed
	Raw water irrigation project	BBRF	\$712,000/ \$238,000	Additional work repairing missing section of raw water pipe (application with BBRF for change of scope/EOT)
	Raw water line upgrade	W4Q	\$ 175,000.00	New job - accessing unused budget from other W4Q jobs with reduced scope to undertake required works. Have also approached BBRF to see if remaining funds can be used for this project.
Sewage	Ntn STP de-silting project	QRA	\$734,000.00	Tender has been awarded to Dredging Solutions - will commence after the wet season.
	Ntn STP irrigation repairs	QRA	\$ 20,000.00	Materials have arrived on site, works under way.
	Kba STP inlet screen replacement	CSC	\$ 60,000.00	arrived - contractors engaged for the install
	Kba STP Office/control building	W4Q	\$100,000.00	completed
Waste	Tyre recycling project	DES	\$200,000/ \$130,000	S and J Australian Scrap Tyre Disposal have commenced - approximately 33% complete - may get additional tyres removed
	Karumba CCTV tower	DES	\$ 60,000.00	tower complete, additional electronics/monitoring equipment purchased. Additional materials to be purchased under funding.
	Illegal dumping compliance officer	DES	\$123,182.00	Compliance officer has resigned - alternatives being sought. Approached the department.

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Table 2: Financials (Actuals v Budgets to the end of the month)

Responsible	Description	Original Budget	YTD Actual	Order Value	Total Actual	%
Ben Hill -	Water Maintenance Ntn - Operating Income	-\$48,000.00	-\$27,960.00	\$0.00	-\$27,960.00	58%
Ben Hill -	Water Maintenance Kba - Operating Income	\$0.00	-\$2,400.00	\$0.00	-\$2,400.00	100%
Ben Hill -	Water Maintenance - Water Charges	-\$1,635,000.00	-\$1,642,509.27	\$0.00	-\$1,642,509.27	100%
Ben Hill -	Water Maintenance - Excess Water Charges	-\$150,000.00	\$0.00	\$0.00	\$0.00	0%
Ben Hill -	Water Ntn - Operating Expenses	\$965,000.00	\$580,565.51	\$52,212.82	\$632,778.33	66%
Ben Hill -	Water Ntn - Maintenance	\$280,000.00	\$180,268.93	\$28,515.73	\$208,784.66	75%
Ben Hill -	Water Ntn - Depreciation	\$722,000.00	\$546,788.80	\$0.00	\$546,788.80	76%
Ben Hill -	Water Ntn - Connection	\$0.00	\$24,866.17	\$0.00	\$24,866.17	100%
Ben Hill -	Water Kba - Operating Expenses	\$181,000.00	\$94,337.03	\$13,122.61	\$107,459.64	59%
Ben Hill -	Water Kba - Maintenance	\$105,000.00	\$43,677.39	\$6,088.05	\$49,765.44	47%
Ben Hill -	Water Kba - Depreciation	\$320,000.00	\$209,563.32	\$0.00	\$209,563.32	65%
Ben Hill -	Water Ntn - Capital Grants and Contributions	-\$1,645,000.00	-\$85,433.84	\$0.00	-\$85,433.84	5%
Ben Hill -	Water Ntn - Capital Grants and Contributions (No GST)	\$0.00	-\$48,553.20	\$0.00	-\$48,553.20	100%
Ben Hill -	Sewerage Maintenance Ntn - Operating Income	\$0.00	-\$600.00	\$0.00	-\$600.00	100%
Ben Hill -	Sewerage Maintenance Ntn - Sewerage Charges	-\$706,000.00	-\$725,741.75	\$0.00	-\$725,741.75	103%
Ben Hill -	Sewerage Maintenance Kba - Operating Income	\$0.00	-\$14,955.00	\$0.00	-\$14,955.00	100%
Ben Hill -	Sewerage Maintenance Kba - Sewerage Charges	-\$856,000.00	-\$859,204.84	\$0.00	-\$859,204.84	100%
Ben Hill -	Sewerage Ntn - Operating Expenses	\$191,000.00	\$88,390.30	\$9,442.83	\$97,833.13	51%
Ben Hill -	Sewerage Ntn - Maintenance	\$171,000.00	\$72,550.00	\$1,204.64	\$73,754.64	43%
Ben Hill -	Sewerage Ntn - Depreciation	\$182,000.00	\$122,976.53	\$0.00	\$122,976.53	68%
Ben Hill -	Sewerage Kba - Operating Expenses	\$450,000.00	\$311,908.69	\$14,137.76	\$326,046.45	72%
Ben Hill -	Sewerage Kba - Maintenance	\$278,000.00	\$196,201.92	\$10,611.92	\$206,813.84	74%
Ben Hill -	Sewerage Kba - Depreciation	\$341,000.00	\$177,811.45	\$0.00	\$177,811.45	52%
Ben Hill -	Sewerage Kba - Installation	\$21,000.00	\$337.09	\$0.00	\$337.09	2%
Ben Hill -	Sewerage Maintenance Ntn - Capital Grants and Contributions	-\$515,000.00	-\$34,482.27	\$0.00	-\$34,482.27	7%
Ben Hill -	Refuse Collection - Operating Income	\$0.00	-\$445.46	\$0.00	-\$445.46	100%
Ben Hill -	Refuse Collection Ntn - Operating Expenses	\$185,000.00	\$117,846.46	\$0.00	\$117,846.46	64%
Ben Hill -	Refuse Collection - Maintenance	\$0.00	\$55.73	\$0.00	\$55.73	100%
Ben Hill -	Refuse Collection Karumba - Operating Expenses	\$188,000.00	\$93,746.70	\$0.00	\$93,746.70	50%
Ben Hill -	Refuse - Kba Maintenance	\$0.00	\$55.65	\$0.00	\$55.65	100%
Ben Hill -	Landfill/Waste Transfer Operations - Ntn - Operating Grants, S	-\$200,000.00	-\$69,660.26	\$0.00	-\$69,660.26	35%
Ben Hill -	Landfill/Waste Transfer Operations - Ntn - Operating Income	-\$10,000.00	-\$13,132.28	\$0.00	-\$13,132.28	131%
Ben Hill -	Landfill/Waste Transfer Operations - Ntn - Landfill Charges	-\$705,000.00	-\$700,906.07	\$0.00	-\$700,906.07	99%
Ben Hill -	Landfill/Waste Transfer Operations - Ntn - Operating Expense	\$365,000.00	\$225,638.61	\$188,813.26	\$414,451.87	114%
Ben Hill -	Landfill/Waste Transfer Operations - Ntn - Maintenance	\$109,000.00	\$83,399.19	\$3,550.67	\$86,949.86	80%
Ben Hill -	Landfill/Waste Transfer Operations - Ntn - Depreciation	\$25,000.00	\$21,087.90	\$0.00	\$21,087.90	84%
Ben Hill -	Landfill/Waste Transfer Operation - Grant Funded Expenses	\$0.00	\$160,355.12	\$206,599.38	\$366,954.50	100%
Ben Hill -	Landfill/Waste Transfer Operations - Kba - Operating Expense	\$253,500.00	\$128,163.38	\$0.00	\$128,163.38	51%
Ben Hill -	Landfill/Waste Transfer Operations - Kba - Maintenance	\$65,500.00	\$17,663.74	\$2,405.03	\$20,068.77	31%
Ben Hill -	Landfill/Waste Transfer Operations - Kba - Depreciation	\$8,000.00	\$5,020.04	\$0.00	\$5,020.04	63%

Consultation (Internal/External):

- Director of Engineering - Michael Wanrooy.
- Manager Water and Waste - Ben Hill.
- Department of Environment and Science.

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.

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11.4 WORKSHOP REPORT

Attachments: NIL
Author: William Bollen - Workshop Foreman
Date: 14 April 2021

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

Background:

All Council plant currently undergoing Wet Season Maintenance while also attending to breakdowns and maintenance checks/inspection

Completed Tasks:

P3701 Loader 966K	Full service completed and DPF system bypassed Hrs=6826
P3131 Grader 140M	Full service completed. Hastings Deering currently trying to diagnose steering fault (currently out of service) Hrs=8816
P3018 Grader 140M	Full service completed and A/C compressor and drier replaced, circle side shift ram seals replaced Hrs=9971
P3515 Grader 140M	Full service completed, intake heater solenoid replaced and 6x injectors replaced Hrs=7332
P3516 Grader 140M	Full service completed A/C system cleaned and door glass replaced
Pioneer Camps	have all been inspected and P6501 floor has been repaired (caving in)
All box trailers	bearings and lights have been inspected and/or replaced
P2512 Giga	Full service completed brake chamber replaced and belts. Water tank mounted correctly Klm=272800

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P2902 Isuzu Job Truck	Full Service completed and Diesel fuel tank pump replaced, and air compressor fitted Klm=43063
P2903 Isuzu Job Truck	Full service completed, and diesel tank drained of water
P2801 Hino Truck	Full service completed, and belts replaced currently checking possible fuel leak from issue tank Klm =104935
P3137 Backhoe Karumba	Full service completed, A/C condenser and drier replaced, injector pump replaced, and water pump replaced Hrs=3575
P0394 Float Trailer	Full inspection completed
P1665 Cruiser	Serviced, ABS sensors replaced, and air bags removed because of constant failures
P1664 Dual Cab Cruiser	Full service completed and wheel bearings replaced
P3011 Skid Steer	Full Service completed, A/C compressor, evaporator and drier replaced. Door glass replaced, alternator and water pump replaced Hrs=266
P2511 Isuzu Giga	Service completed and belts replaced headlights repaired Klm=162298
P3008 Loader 950H	Service completed and trans oil and filter replaced after contamination (incorrect oil added)
P1877 Colorado-	Full service completed and Viscous fan hub replaced, and belt replaced Klm=17525
P2626 Sweeper	Diagnosed by Jack Bawden likely to be a computer error currently waiting for parts
P4138 Cherry Picker	Sensors replaced but need to arrange inspection
P1781 Hilux	Noisy timing chain and oil has a metallic look Klm=170,000
P3811 Stabilizer- Wirtgen	Completed a full inspection, Hydraulic push bar has been ordered along with installation, 750hr and 1000hr service kits where ordered for upcoming services
P0385 End Tipper	inspected and parts ordered
P4404 Hook Trailer	Inspected and maintenance completed
P3810 Track Skid Steer	Full service completed, cab fan replaced, evaporator box sealed, tracks replaced currently replacing Hydraulic hoses on left track
P2534 Isuzu Truck	Serviced, A/C hoses replaced, compressor replaced, and rear evaporator seals replaced
P2001 Garbage Compactor	Details and photos sent to Irelands via Michael Douglas for possible recall to left Throttle
P2403 Prime Mover	Recall letter sent to Penske Cairns for actioning on the possible fuel leak the can develop on the high-pressure fuel lines

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P2736 Karumba Job Truck	Windscreen replaced, left rear vision side mirror replaced, serviced, shock absorbers replaced front.
P4016 Jacobson Mower	Exhaust manifold leak sealed with glue and replacement gasket ordered, Hydraulic hose replaced Return line.
P4512 Kubota mower	PTO off switch replaced
P4013 Kubota Mower Karumba	Deck gear box and middle spindle replaced lack of grease
P4001 KBA Howard	Slasher Blades replaced will need to replace retaining plate once finished
Fleet Crew Prado	Wheel rotation and balance and secure Engel fridge
Bomag Drum Rollers	6 Rollers had Padfoot shells fitted

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

Line Marker	Replacement
P3131 Grader	awaiting diagnosing from Hastings Deering - steering fault

Plant not currently being used:

Old Sweeper

Consultation (Internal/External):

- Nil

Legal Implications:

- Nil

Financial and Resource Implications:

- Nil

Risk Management Implications:

- Within normal operating parameters

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11.5 BUILDING AND PLANNING REPORT

Attachments:	NIL
Author:	Elizabeth Browning - Engineering Records Operator
Date:	14 April 2021
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 March 2021.

RECOMMENDATION:

That Council:

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

Background:

Planning Applications Received

DA No.	Applicant	Address	Application Type	Status
NIL				

Planning Applications Approved

DA No.	Applicant	Address	Application Type	Status
I/2102	World Fuel Services (Australia) Pty Ltd (C/- Town Planning Strategies)	Normanton Airport, Airport Road, Normanton QLD 4890	MCU – DA for Aerodromes and Aviation Facilities	Approved

Building Applications Received by Building Certifier

DA No.	Applicant	Address	Application Type	Value
I/2103	Steven Camm	4 Ward Street Karumba QLD 4891	New Shed	\$17 101

Building Permits Issued by Building Certifier

DA No.	Applicant	Address	Application Type	Value
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Applications pending waiting on further information (Applicants advised)

DA No.	Applicant	Address	Application Type	Date Received
NIL				

Consultation (internal/external)

- Elizabeth Taylor
- Michael Pickering
- GMA Certification Group

Legal implications

- N/A

Policy Implications

- N/A

Financial and Resource Implications

- N/A

Risk Management Implications

- Low – risks are within normal operational parameters

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11.6 GRADER TENDER (RFQ 20-0536)

Attachments:	NIL
Author:	Michael Wanrooy - Director of Engineering
Date:	15 April 2021
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 tender has closed for a grader replacement. Council has received two tenders from Hastings Deering and RDO Equipment which are listed in the table below. Hastings have provided two options. There are two mandatory requirements which are for price and estimated delivery time so Council can make an assessment to see if budget and delivery are within acceptable limits.

Council has asked the tenderers to meet our minimum requirements. Hastings Deering has provided a detailed response to those requirements. It was more difficult for Council to assess RDO Equipment as they did not provide comparisons to our requirements, however they seem to have covered everything we require.

All the options meet Council's budget.

The new CAT 150-14A replaces the 140M and is comparable to a John Deere 770GP.

The new CAT 140-14A replaces the 12M and is comparable to a John Deere 670GP.

RECOMMENDATION:

That Council award the tender to Hastings Deering for their 150-14A Motor Grader for \$516,000 ex GST. The 150-14A is equivalent to our current graders whereas the John Deere 670 is a smaller machine.

Background:

Council's fleet is aging, and Council has committed funding for 2021 to replace our 2011 140M grader with approx. 9800 hrs.

Council has set a budget of \$440,000.00 ex GST to purchase a new grader after trade. Council has obtained some resale values for CAT and John Deere Graders via the ConstructionSales.com.au website for Council's information provided in the following table.

Construction Sales .com	
Grader	Asking Price
Cat 2012 140M - 7300hrs	\$ 255,000.00
Cat 2012 140M - 9150hrs	\$ 240,000.00
CAT 12M 2008 - 9998hrs	\$ 150,000.00
2011 John Deere 670G - 7882hrs	\$ 180,000.00
2012 John Deere 670G - 8263hrs	\$ 185,000.00
2013 John Deere 770GP - 6200hrs	\$ 229,000.00

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Council maintains a current fleet of 5 CAT 140M motor graders. Council's operators are familiar with the operation and controls of those machines. Council's workshop stores oils and maintenance parts for CAT plants.

Assessment

The following table lists the price and some details received from the tenderers. The equipment that comes with the graders are too numerous to list in this report.

Description	Hasting Deering	Hasting Deering	RDO Equipment Pty Ltd	
	150-14A Motor Grader	140-14A Motor Grader	670GP Motor Grader	
	Value (ex. GST)	Value (ex. GST)	Value (ex. GST)	Optional Extra
	\$ 516,000.00	\$ 478,000.00	\$ 465,000.00	
	Standard	Standard	\$ 17,500.00	John Deere Premium Circle - lower operating costs, no wear inserts, 40% increase in torque and 15% increase in circle speed
Total Price	\$ 516,000.00	\$ 478,000.00	\$ 482,500.00	
Estimated Delivery Time	6 - 8 weeks	6 - 8 weeks	Did not submit - mandatory requirement	After contacting RDO - 1 unit available in Australia now, with a further 2 units due in May; 3 in July; 2 in September; 2 in October and 1 in November. This based on first come first served. Delivery to be 8 weeks after next available unit.
Warranty	Premium 72 months/ 6000 hrs	Premium 72 months/ 6000 hrs	Comprehensive 60 months/ 6000 hrs	CAT Premium Warranty Covers all powertrain drives, hydrology and technology components. Cat is offering the premium warranty at no extra charge on top of their standard. The only details from John Deere Comprehensive insurance is a note that it covers full machine for 60months/6000 hrs.
Power	136kW to 174kW	136kW to 156kW	134kW to 175kW	
Reverse Fan	Yes	Yes	Yes	

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Service Support	Mount Isa	Mount Isa	Townsville	
Moldboard	14 ft	14 ft	14 ft	
Base Weight	19.5 tonnes	19 tonnes	15.5 tonnes	
GPS Ready	Yes	Yes	Yes	
Safety Equipment	Yes	Yes	Yes	

Council can safely assume that we can get a minimum return of \$180,000 for our 2011 CAT 140M. If Council purchases the most expensive option our out of pocket expense is \$336,000. Council is replacing two of our 2011 CAT 140M, therefore our actual out of pocket expense is \$156,000. This is well below our \$440,000 budget.

Consultation (Internal/External):

- Chief Executive Officer – Mark Crawley
- Director of Engineering – Michael Wanrooy
- Engineer – Kerrod Giles
- Works Coordinator – Michael Sceresini
- Tender Assessment Panel – Michael Wanrooy, Kerrod Giles and Michael Sceresini

Legal Implications:

- Nil.

Financial and Resource Implications:

- Nil. Within budget.

Risk Management Implications:

- Nil.

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11.7 NORMANTON PUBLIC TOILETS

Attachments: NIL

Author: Michael Wanrooy - Director of Engineering

Date: 15 April 2021

Key Outcome: 6.1 - A strong and diverse economy

Key Strategy: 6.1.2 Ensure planning and infrastructure supports future economic growth.

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 lock up the Philp Street park toilets and the toilets in the Main Street from 6pm to 6am to prevent vandalism. This has been done in the past.

Background:

Town Services have reported that the toilets in Philp Street and Landsborough Street, Normanton have been regularly vandalized over the last few months. The damages include:

- Setting alight toilet paper
- Flushing bulk toilet paper down the system, blocking the system
- Ripping hand cleaner dispenser's off the wall
- Faeces on the toilet floors, smearing faeces over the toilet walls
- Ripping off toilet seats and damaging toilet seats
- Locking toilet doors, then getting out using the recess under the toilet doors

Consultation (Internal/External):

- Joshua Grieves – Town Foreman
- Michael Sceresini - Works

Legal Implications:

- Nil

Financial and Resource Implications:

- Increased maintenance cost if issue ignored

Risk Management Implications:

- Health risk to cleaners
-

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