



Notice of Meeting

Notice is hereby given that the **Ordinary Meeting** of the **Whitsunday Regional Council** will be held at the Collinsville Community Centre, Cnr Stanley Street and Conway Street, Collinsville on **Wednesday 26 August 2020** commencing at **9:00 a.m.** and the Agenda is attached.

Councillors: Andrew Willcox, Jan Clifford, Al Grundy, John Collins, Michelle Wright, Gary Simpson and Michael Brunner.

Local Government Regulation 2012

258.(1) Written notice of each meeting or adjourned meeting of a local government must be given to each councillor at least 2 days before the day of the meeting unless it is impracticable to give the notice.

(2) The written notice must state:

- (a) the day and time of the meeting; and
- (b) for a special meeting – the business to be conducted at the meeting

(3) A **special meeting** is a meeting at which the only business that may be conducted is the business stated in the notice of meeting.

Rodney Ferguson

CHIEF EXECUTIVE OFFICER





Agenda of the Ordinary Meeting to be held at
the Collinsville Community Centre, Cnr Stanley Street and Conway Street, Collinsville
on Wednesday 26 August 2020 commencing at **9:00am**

Council acknowledges and shows respect to the Traditional Custodian/owners in whose country we hold this meeting.

9:00 am

- Formal Meeting Commences

10:00 am - 10.30 am

- Morning Tea

Agenda of the Ordinary Meeting to be held at
the Collinsville Community Centre, Cnr Stanley Street and Conway Street, Collinsville
on Wednesday 26 August 2020 commencing at **9:00am**

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Sale of Asset - 7833 Bowen Developmental Road, Collinsville Lot 72 on CPDK 189

1. Apologies

No Agenda items for this section.

2. Condolences

2.1 CONDOLENCES REPORT

AUTHOR: Melanie Douglas - Governance and Councillor Support Officer

RESPONSIBLE OFFICER: Jason Bradshaw - Director Corporate Services

RECOMMENDATION

Council observes one (1) minutes silence for the recently deceased.

The following report has been submitted for inclusion into Council's Ordinary Council Meeting to be held 26 August 2020.

SUMMARY

Council has received advice of the passing of community members within the Whitsunday Region.

PURPOSE

To acknowledge and observe a minute silence for the recently deceased throughout the Whitsunday Region.

BACKGROUND

Bereavement cards have been forwarded to the families of the deceased by the Mayor and Chief Executive Officer on behalf of the Whitsunday Regional Council.

STATUTORY MATTERS

N/A

ANALYSIS

N/A

STRATEGIC IMPACTS

N/A

CONSULTATION

Andrew Willcox - Mayor

DISCLOSURE OF OFFICER'S INTERESTS

N/A

CONCLUSION

Councillors, committee members, staff, general public and anyone participating in the meeting are to stand and observe a minute silence for the recently deceased.

ATTACHMENTS

N/A

3.1 Mayoral Minute

No Agenda items for this section.

3.2 Mayoral Update

Verbal update will be provided at the meeting.

4. Confirmation of Minutes

4.1 CONFIRMATION OF MINUTES REPORT

AUTHOR: Melanie Douglas - Governance and Councillor Support Officer

RESPONSIBLE OFFICER: Jason Bradshaw - Director Infrastructure Services

RECOMMENDATION

That Council confirms the Minutes of the Ordinary Meeting held on 12 August 2020.

The following report has been submitted for inclusion into Council's Ordinary Council Meeting to be held 26 August 2020.

SUMMARY

Council is required to confirm the minutes of the Ordinary Council Meeting Minutes held on 12 August 2020.

PURPOSE

At each Council meeting, the minutes of the previous meeting must be confirmed by the councillors present and signed by the person presiding at the later meeting. The Minutes of Council's Ordinary Meeting held on 12 August 2020 are provided for Councils review and confirmation.

BACKGROUND

In accordance with s272 of the Local Government Regulation 2012, minutes were taken at Council's Ordinary meeting held on 12 August 2020 under the supervision of the person presiding at the meeting. These unconfirmed minutes once drafted were submitted to the Chief Executive Officer for review and are available on Council's website for public inspection.

STATUTORY MATTERS

In accordance with the Act, Council must record specified information in the minutes of a meeting regarding any declared material personal interests or conflicts of interest. At the Ordinary Meeting held on 12 August 2020, the following interests were declared and recorded in the minutes:

Councillor	MPI/COI	Report No.	Particulars of the interest
None for the 12 August 2020 Meeting			

All required information regarding declarations of interest under the Act is recorded in the minutes and consolidated in Council's Councillor COI and MPI Public Register, which is available on Council's website at the following link:

<https://www.whitsunday.qld.gov.au/DocumentCenter/View/5358>

Additionally, the chairperson of a local government meeting must also ensure that details of an order made against a Councillor for unsuitable meeting conduct at a Council meeting are

recording in the minutes of the meeting. At the Ordinary Meeting held on 12 August 2020, the following orders were made:

Councillor	Order Made
None for the 10 June 2020 Meeting	

All required information regarding orders made about the unsuitable meeting conduct of councillors at Council meetings under the Act is recorded in the minutes and consolidated in Council's Councillor Conduct Register. This register is available on Council's website at the following link: <https://www.whitsunday.qld.gov.au/DocumentCenter/View/5302>

Local Government Regulation 2012

Section 272 of the Regulation stipulates that the Chief Executive Officer must ensure that minutes of each meeting of a local government are taken under the supervision of the person presiding at the meeting.

Minutes of each meeting must include the names of councillors present at the meeting and if a division is called on a question, the names of all persons voting on the question and how they voted.

At each meeting, the minutes of the previous meeting must be confirmed by the councillors present and signed by the person presiding at the later meeting.

A copy of the minutes of each meeting must be available for inspection by the public, at a local government's public office and on its website, within 10 days after the end of the meeting. Once confirmed, the minutes must also be available for purchase at the local government's public office(s).

ANALYSIS

Council's options are:

Confirm the Minutes of the Ordinary Meeting held on 12 August 2020

If Council is satisfied that the unconfirmed minutes are an accurate representation of what occurred at the meeting held on 12 August 2020 and comply with legislative requirements outlined in this report, no further action is required other than to confirm the minutes as per the recommendation.

Confirm the Minutes of the Ordinary Meeting held on 12 August 2020 with amendments

If Council is not satisfied that the unconfirmed minutes are an accurate representation of what occurred at the meeting held on 12 August 2020 and comply with legislative requirements outlined in this report, then they move a motion that they be confirmed but with a list of amendments to ensure they are correct and compliant.

STRATEGIC IMPACTS

Alignment to Corporate Plan

Outcome 1.1: Our Leadership engages with the community and provides open, accountable and transparent local government.

Alignment to Operational Plan

KPI: Council agendas and business papers are delivered to Councillors within required timeframes.

Financial Implications

The price for a member of the public to purchase a copy of the minutes must not be more than the cost to the local government of having the copy printed and made available for purchase, and if the copy is supplied to the purchaser by post, the cost of the postage.

Risk Management Implications

Council risks non-compliance with the local government legislation by not confirming minutes of the previous meeting.

CONSULTATION

Jason Bradshaw – Director Corporate Services

DISCLOSURE OF OFFICER'S INTERESTS

No officer involved in the preparation of this report has an interest to declare in accordance with the provisions of the Local Government Act 2009 or the Staff Code of Conduct.

CONCLUSION

These minutes from the 12 August 2020 are therefore submitted for adoption of their accuracy by the Councillors at this meeting of Council.

ATTACHMENTS

Attachment 1 - Copy of the minutes from Ordinary Meeting held on 12 August 2020

Attached separately

5. Delegations

No agenda items for this section.

6. Petitions

No agenda items for this section.

7. Notice of Motion

No agenda items for this section.

8. Questions on Notice

No agenda items for this section.

9. Questions from Public Gallery

PUBLIC QUESTION TIME

At this time in the meeting the opportunity is provided to members of the gallery to ask questions of the Council or to make statements about the Council and its operations. Under Council's Standing Orders the following applies in relation to this public question time:

1. In every Council Meeting time shall be set aside to permit members of the public to address the Council on matters of public interest related to local government. Questions from the Public Gallery will be taken on notice and may or may not be responded to at the Meeting and must be submitted in writing to Council prior to the Council Meeting in accordance with Council's Policy for Standing Orders – Meetings. The time allocated shall not exceed fifteen (15) minutes and no more than three (3) speakers shall be permitted to speak at any one (1) meeting. The right of any individual to address the Council during this period shall be at absolute discretion of the Council.
2. If any address or comment is irrelevant, offensive, or unduly long, the Chairperson may require the person to cease making the submission or comment.
3. Any person addressing the Council shall stand, state their name and address, act and speak with decorum and frame any remarks in respectful and courteous language

10. Office of the Mayor and CEO

No agenda items for this section.

11. Corporate Services

11.1 FINANCIAL REPORT - FY 20/21 - PERIOD ENDING JULY 2020

AUTHOR: Stephen Fernando - Chief Financial Officer/Manager Financial Services

RESPONSIBLE OFFICER: Jason Bradshaw - Director Corporate Services

OFFICER'S RECOMMENDATION

That Council receive the unaudited financial statements for Whitsunday Regional Council for the period ended 31 July 2020 of the Financial Year 2020/21.

The following report has been submitted for inclusion into Council's Ordinary Meeting to be held on 26 August 2020.

SUMMARY

This report presents the unaudited monthly financial statements for the period ending 31 July 2020.

PURPOSE

This report seeks to inform Council on the estimated financial performance and financial position of Council for the financial year 2020/21, for the period ending 31 July 2020.

BACKGROUND

The financial statements are being prepared and presented in keeping with the requirements of the Local Government Act and Regulation, and the Australian Accounting Standards.

STATUTORY/COMPLIANCE MATTERS

Local Government Act 2009

152 Financial report

- (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.

ANALYSIS

This report provides the estimated financial performance and position of Council for the initial period in the current financial year. Overall, Council remains in a sound financial position with further work to be undertaken throughout the year addressing the longer term financial position and future sustainability.

Attachment 1 contains a summary of the financial performance with commentary around key features. Attachment 2 contains the full set of financial statements, including notes thereto.

Attachment 3 details the capital delivery for the period.

STRATEGIC IMPACTS

Presentation of this report aligns with maintaining transparency of Council activities and financial position.

CONSULTATION

Jason Bradshaw, Director Corporate Services
Julie Moller, Manager Strategic Finance

DISCLOSURE OF OFFICER'S INTERESTS

No officer involved in the preparation of this report has an interest to declare in accordance with the provisions of the Local Government Act 2009 or the Staff Code of Conduct.

CONCLUSION

That the financial statements for the period be received by Council.

ATTACHMENTS

Attachment 1 - Monthly Financial Report - July 2020
Attachment 2 - Financial Statements for the Financial Year 2020/21 to July 2020
Attachment 3 - Capital Delivery Report - July 2020

FINANCIAL REPORT

Financial Year: 2020/21

Period Ending: July 2020



BACKGROUND

This report provides the estimated financial performance and position of Council for the relevant period in the current financial year.

Due to the end of the financial year being 30 June, additional year end entries, not usually associated with the general month end process are required to establish the opening balances for this month.

The annual audit of the financial statements for the year 2019/21 has been completed and are scheduled for presentation to the Audit & Risk Committee for endorsement on 19 August 2020. An unqualified audit opinion is expected from the Auditor General of Queensland.

INCOME & EXPENDITURE

What was charged to our ratepayers/customers compared to what was spent in delivering our services.

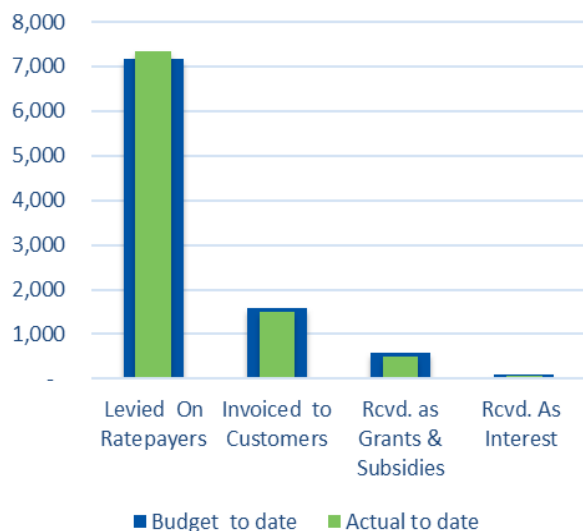
For the period under review, Council's operating surplus stood at around \$1.5 Mn., after charging depreciation of \$1.9 Mn.

Table 1 : Statement of Income & Expenditure

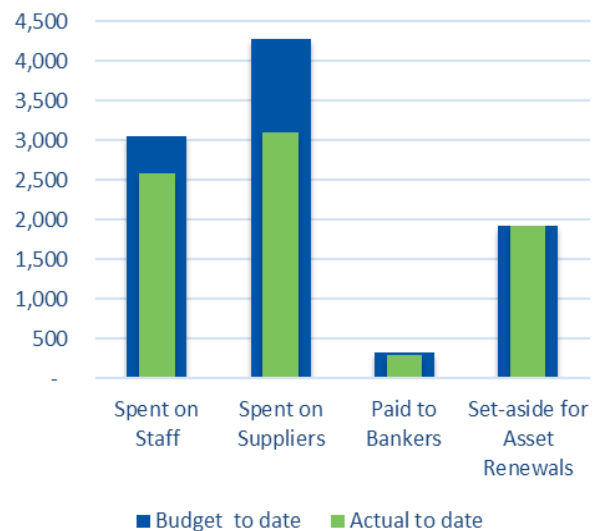
(in \$'000)	Prev. Yr. Audited	Budget to date	Actual to date	% Var Rev v Act
What We Levied Our Ratepayers	84,913	7,183	7,350	102%
What We Invoiced Our Customers	20,945	1,580	1,491	94%
What We Rcvd. as Grants & Subsidies	10,633	587	496	84%
What We Rcvd. As Interest from Investment	1,651	108	57	53%
Our Other Revenue	7,689	108	85	79%
Our Total Recurrent Earnings	125,830	9,565	9,479	99%
What We Spent on Our Staff	36,877	3,045	2,579	85%
What We Spent on Our Suppliers	52,881	4,273	3,097	72%
Our Total Direct Spend	89,758	7,318	5,676	78%
What We Paid Our Bankers	4,066	322	296	92%
What We Set-aside for Asset Renewals	29,181	1,917	1,917	100%
Our Operating Surplus/(Deficit)	2,825	9	1,590	17495%
Our Capital Revenue	60,513	8,032	5,728	71%
Our Capital Expenses	26,417	988	-	0%
Our Capital Surplus/(Deficit)	34,097	7,044	5,728	81%
Our Net Earnings	36,922	7,053	7,319	104%

- Revenues are in line with expectations.
- Operating surplus is well above expectation due to
 - expenditure on staff being below budget due to vacancies
 - expenditure on materials and services being almost 30% below budget. Given this is the first month of the financial year, this under expenditure will likely get corrected over the coming months.

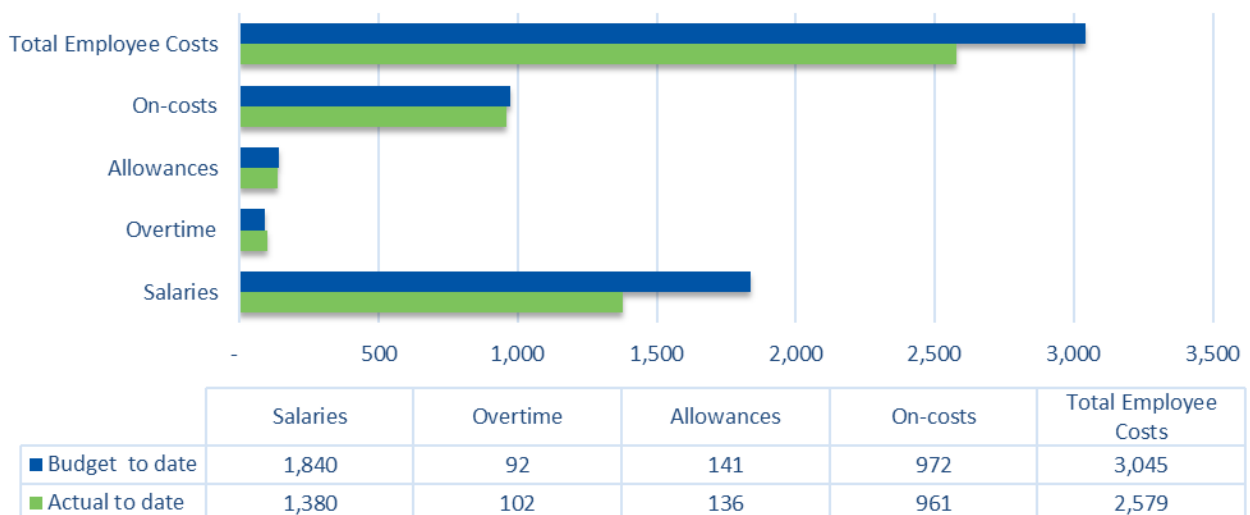
YTD Revenue
Actual vs Budget



YTD Expenses
Actual vs Budget



YTD Employee Costs
Actual vs Budget



COMMUNITY WEALTH

The value of resources Council has, to service our community. Net Community wealth at the end of the period stood marginally over \$1.1 B.

Table 2 : Statement of Financial Position

(in \$'000)	Prev.Yr. Audited	Annual Budget	Actual to date
What We Own	1,137,149	1,239,079	1,140,464
Inventory We Hold	1,646	1,175	1,586
What We are Owed	18,297	22,017	35,213
What We Have in Bank	68,776	52,592	52,809
Our Total Assets	1,225,867	1,314,863	1,230,071
What We Owe Our Suppliers	40,011	35,700	34,890
What We Owe Our Lenders	86,506	79,668	86,085
Our Total Liabilities	126,517	115,368	120,975
Our Community Wealth	1,099,349	1,199,494	1,109,097

- We continue to maintain a healthy cash balance but this will be closely monitored.
- The borrowings are above budget due to a change in accounting standards. Under the new standard, future lease payments are displayed as a form of borrowing.

Debtors & Borrowings

What We Are Owed (\$ '000)	
Category	Amount
Rates & Charges	7,141
Rates Accruals	7,068
General Debtors	3,104
GST Receivable/(Payable)	1,664
Advances to Community	1,027
SUB-TOTAL	20,003

Contract Assets	219
Water Charges not yet levied	4,009
Prepayments	2,319
Prepaid Rates & Charges	9,274
Provision for Bad Debts	(610)
SUB-TOTAL	15,210

GRAND TOTAL	35,213
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What We Have Borrowed (\$ '000)		
Loan	Rate	Balance
81091 Gen5 05/06	7.08%	2,082
81092 Gen7 08/09	6.82%	4,625
81090 Gen8 09/10	6.33%	3,036
81089 Gen8 AMSU	5.07%	3,085
81093 STP Projects	5.25%	20,339
81094 WTP Projects	4.86%	9,918
Bowen STP 19/20	2.20%	9,578
WCA Run 19/20	2.20%	23,465
Bowen Cell 3 19/20	0.91%	2,460
Bowen STP 20/21	1.80%	5,647
TOTAL		84,234

What We Have Available to Borrow ('000)		
Facility	Rate	Limit
Working Capital Facility	1.80%	20,000
Term Loans		-
TOTAL		20,000

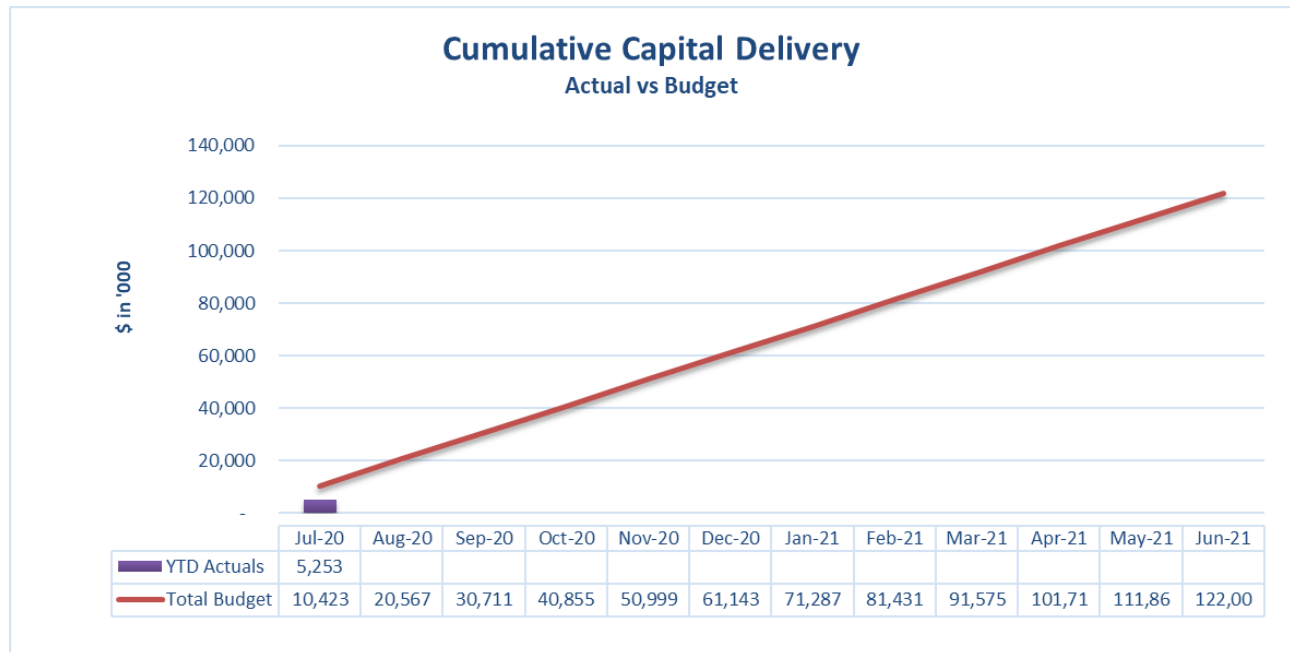
- Overall debtor balance is at \$20 M. with the bulk of them being outstanding rates and charges. The outstanding rates & charges at \$7 M, is below normal levels for this month, due to the issuance of the rates notices being delayed to August.

Investments

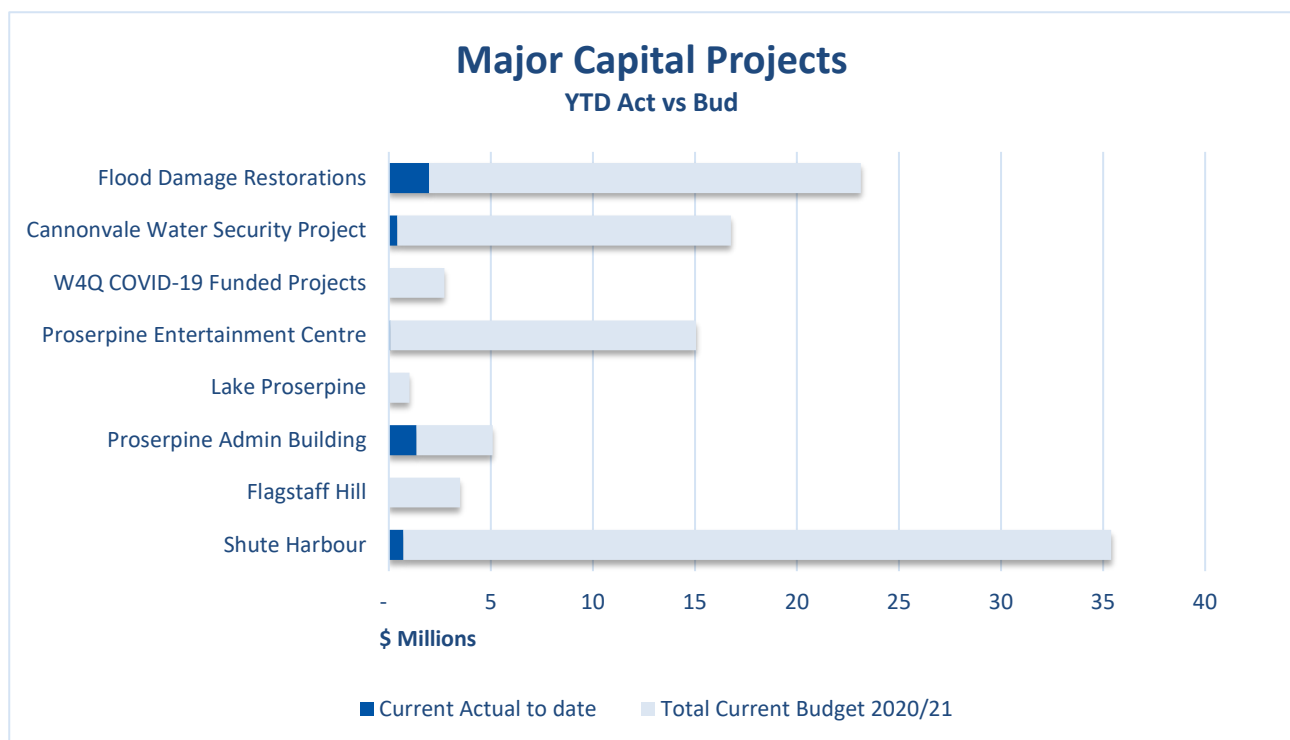
	Prev. Yr	Current
Queensland Treasury Corporation	68,776	52,809

- All excess cash is invested with Queensland Treasury Corporation (QTC), as QTC has been providing the best returns among the acceptable counterparty institutions.

CAPITAL DELIVERY

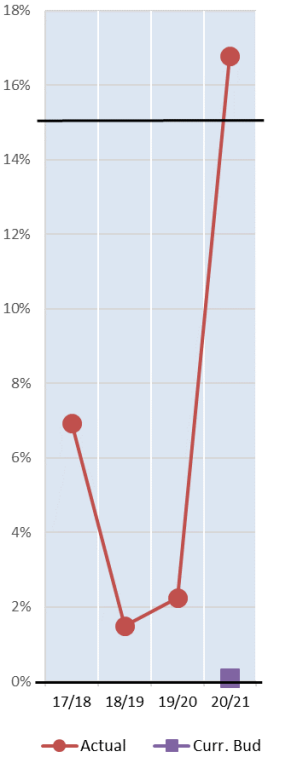
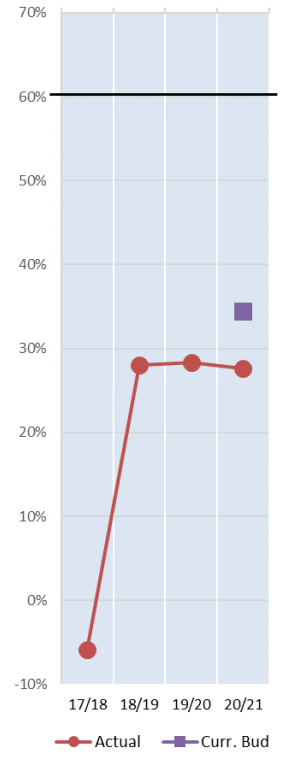
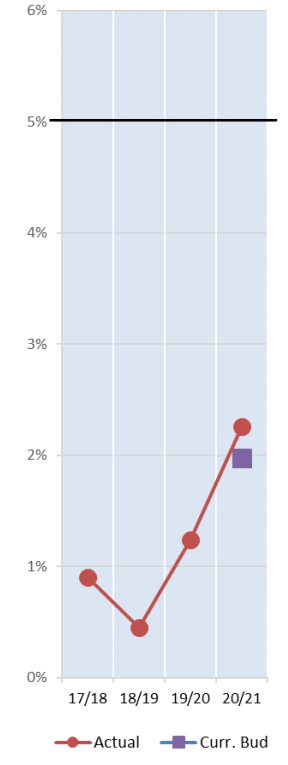
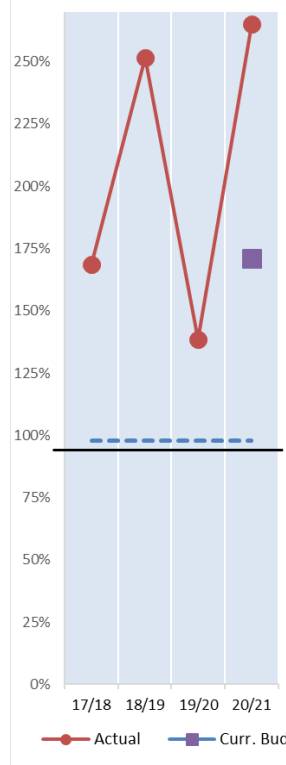


At present the capital projects are budgeted as an annual budget, and as such the monthly budget is displayed as on twelfth of the annual budget. Through the first quarter budget review, monthly forecasts of capital expenditure will be incorporated into the budgeting process.



FINANCIAL CAPACITY

These Ratios indicate Council's financial capacity to fund operations and repay debt obligations, in the short to the medium term.

OPERATING SURPLUS RATIO  Actual Curr. Bud	NET FINANCIAL LIABILITIES RATIO (ADJUSTED)  Actual Curr. Bud	INTEREST COVERAGE RATIO  Actual Curr. Bud	ASSET SUSTAINABILITY RATIO  Actual Curr. Bud 5 Yr Avg.
<i>Net Operating Surplus/(Deficit) divided by Total Operating Revenue</i> Target: 0% - 10% July Actual: 16.78% Budget: 0.10%	<i>Total Liabilities less Current Assets divided by Total Operating Revenue</i> Target: below 60% July Actual: 27.58% Budget: 34.49%	<i>Net interest expense divided by total operating revenue</i> Target: 0% - 5% July Actual: 2.26% Budget: 1.98%	<i>Expenditure on Replacement Assets divided by Depreciation Expense</i> Target: Avg. 90% July Actual: 265.06% Budget: 170.90%
Operating surplus is above budgeted levels primarily due to underspend on materials and services.	Financial liabilities are maintained at a steady level well below the maximum level.	Though increasing due to additional borrowings, is still at around just 2% of revenues, well below the recommended maximum thresholds	Will continue to remain above targeted levels due to continuing substantial reconstruction work.

BUDGET ACHIEVEMENT

Council's ability to meet annual budgeted revenue, contain costs within budgeted expenditure parameters and manage cash flows.

Item	Prev. Yr	Curr. Yr. to date	Flag
Our Earnings	102%	99%	
Our Expenditure	100%	83%	
Our Capital Delivery	75%	50%	
Our Cash on Hand	145%	100%	

- Capital delivery is at around half of budgeted levels.

OTHER MATTERS

- The annual budget for the financial year 2020/21 was adopted at a special meeting held on 15 July 2020.
- The annual audit process has been completed and an unqualified audit opinion is expected. The Queensland Audit Office has rated Council's financial sustainability risk as "Low".

WHITSUNDAY REGIONAL COUNCIL

Financial Statements

For the period ending 31 July 2020

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WHITSUNDAY REGIONAL COUNCIL

Statement of Comprehensive Income

For the period ending 31 July 2020

		2021	2020	Original Budget 2020/21	PTD Budget 2020/21	Variance to PTD Budget
	Note	YTD \$	30 June \$	\$	\$	%
Income						
Recurrent revenue						
Rates and levies	3 (a)	7,349,837	84,913,238	86,192,515	7,182,710	102%
Sale of goods and major services	3 (b)	661,819	12,367,742	10,640,060	886,672	75%
Fees and charges	3 (c)	404,654	3,232,050	3,333,496	277,791	146%
Lease, rental and levies		48,300	428,889	359,200	29,933	161%
Interest received		57,098	1,650,666	1,296,511	108,043	53%
Sales of contract and recoverable works	3 (d)	375,942	4,915,902	4,625,000	385,417	98%
Other recurrent income		85,240	7,689,235	1,292,496	107,708	79%
Grants, subsidies, contributions and donations	4 (i)	495,716	10,632,767	7,042,266	586,856	84%
Total operating revenue		9,478,607	125,830,489	114,781,544	9,565,129	99%
Capital revenue						
Grants, subsidies, contributions and donations	4 (ii)	5,655,275	60,449,475	95,957,105	7,996,425	71%
		5,655,275	60,449,475	95,957,105	7,996,425	
Total revenue		15,133,882	186,279,964	210,738,649	17,561,554	
Other Capital income		73,091	63,764	427,537	35,628	205%
Total income	2 (b)	15,206,973	186,343,728	211,166,186	17,597,182	86%
Expenses						
Recurrent expenses						
Employee benefits	5	(2,578,539)	(36,876,686)	(36,534,747)	(3,044,562)	85%
Materials and services	6	(3,097,161)	(52,881,261)	(51,275,796)	(4,272,983)	72%
Finance costs	7	(295,899)	(4,066,083)	(3,859,580)	(321,632)	92%
Depreciation and amortisation	15	(1,916,867)	(29,181,271)	(23,002,354)	(1,916,863)	100%
Total operating expenses		(7,888,466)	(123,005,300)	(114,672,477)	(9,556,040)	
Capital expenses						
Other capital expenses	8	-	(26,416,518)	(11,860,349)	(988,362)	798%
Total expenses	2 (b)	(7,888,466)	(149,421,818)	(126,532,826)	(10,544,402)	-69%
Net result		7,318,507	36,921,910	84,633,360	7,052,780	
Other comprehensive income						
Items that will not be reclassified to net result						
Increase in asset revaluation surplus		-	683	-	-	
Total other comprehensive income for the year		-	683	-	-	
Total comprehensive income for the year		7,318,507	36,922,593	84,633,360	7,052,780	

The above statement should be read in conjunction with the accompanying notes and Summary of Significant Accounting Policies.

WHITSUNDAY REGIONAL COUNCIL

Statement of Appropriations

For the period ending 31 July 2020

		2021	2020	Original Budget 2020/21
	Note	\$	\$	\$
Retained surplus (deficiency) from prior years		6,624,695	(3,777,717)	1,004,772
Adjustment for prepaid rates		-	7,819,074	-
Net result for the year		-	-	84,633,360
		7,318,507	36,921,910	85,638,132
Transfers (to) from capital account				
Transfer of capital income		(73,091)	(63,764)	(2,943,497)
Transfer of capital expenses	8	-	26,416,518	11,860,349
Non-monetary capital revenue	4 (ii)(b)	-	(1,323,848)	-
General revenue used for capital funding purposes	CFS*	(2,047,139)	-	-
Unspent capital revenue transferred from capital	CFS*	-	11,751,825	-
Adjustment for unfunded depreciation		385,061	7,506,997	4,208,934
Transfer to adjust the working capital cash		-	(495,163)	-
Net capital account transfers		(1,735,169)	43,792,565	13,125,786
Transfers (to) from restricted reserves				
Constrained grants and subsidy reserve		(5,605,239)	(26,385,462)	(38,645,564)
Constrained NDRRA grants reserve		(50,036)	(29,553,310)	(53,211,541)
Retained surplus (deficiency) available for transfer to reserves		6,552,758	28,817,059	6,906,813
Transfers (to) from reserves for future capital funding:				
Insurance reimbursed reserve		-	(2,616,000)	-
Capital works reserve		-	(20,013,314)	(5,876,360)
Transfers (to) from reserves for future recurrent funding purposes:				
Operational projects reserve		-	436,950	-
		-	-	-
		-	-	-
Retained surplus (deficit) at end of year		6,552,758	6,624,695	1,030,453

*CFS - Denotes Capital Funding Statement

WHITSUNDAY REGIONAL COUNCIL

Statement of Financial Position

As at 31 July 2020

		2021	2020	Original Budget 2020/21
	Note	\$	\$	\$
Current assets				
Cash and cash equivalents	10	52,808,554	68,775,501	52,591,930
Receivables	11 (a)	12,304,083	13,584,141	22,016,770
Inventories	12	1,270,993	1,330,586	1,150,000
Contract assets		219,235	9,492,762	-
Other assets		15,601,357	4,691,452	-
		82,204,222	97,874,442	75,758,700
Non-current assets held for sale		315,000	315,000	25,000
Total current assets		82,519,222	98,189,443	75,783,700
Non-current assets				
Receivables		7,088,518	21,000	-
Investment properties	13	1,800,000	1,800,000	1,650,000
Property, plant and equipment	14	1,136,830,256	1,133,494,546	1,232,886,645
Intangible assets		-	-	4,542,240
Right of use assets		1,833,351	1,833,351	-
Total non-current assets		1,147,552,125	1,137,148,897	1,239,078,885
TOTAL ASSETS		1,230,071,348	1,235,338,340	1,314,862,585
Current liabilities				
Trade and other payables	15	9,902,585	22,191,171	25,254,197
Provisions	16	8,162,015	9,888,573	4,421,178
Borrowings	17	5,114,670	5,372,131	5,317,457
Contract liabilities		7,042,906	7,042,906	-
Total current liabilities		30,222,176	44,494,781	34,992,832
Non-current liabilities				
Provisions	16	9,782,586	7,931,719	6,025,027
Borrowings	17	80,969,867	81,133,627	74,350,543
Total non-current liabilities		90,752,453	89,065,346	80,375,570
TOTAL LIABILITIES		120,974,629	133,560,128	115,368,402
NET COMMUNITY ASSETS		1,109,096,719	1,101,778,212	1,199,494,183
Community equity				
Council capital -				
Investment in capital assets		694,110,984	690,354,052	807,097,657
Asset revaluation surplus		360,463,221	360,463,221	360,462,538
Retained surplus/ (deficiency)		6,552,758	6,624,695	1,030,453
Reserves		47,969,756	44,336,244	30,903,535
TOTAL COMMUNITY EQUITY		1,109,096,719	1,101,778,212	1,199,494,183

The above statement should be read in conjunction with the accompanying notes and Summary of Significant Accounting Policies.

WHITSUNDAY REGIONAL COUNCIL

Statement of Changes in Equity
For the period ending 31 July 2020

	Note	Total		Retained surplus (deficit) Note 25		Reserves Note 26		Asset revaluation surplus Note 24		Council Capital Note 23	
		2021 \$	2020 \$	2021 \$	2020 \$	2021 \$	2020 \$	2021 \$	2020 \$	2021 \$	2020 \$
Balance at beginning of the year		1,101,778,212	1,054,258,015	6,624,695	(3,777,717)	44,336,244	47,239,722	360,463,221	360,462,538	690,354,052	650,333,472
Adj on intial application of AASB 15 / AASB 1058		-	10,597,604	-	7,819,074			-		-	2,778,530
Restated opening balances		1,101,778,212	1,064,855,619	6,624,695	4,041,357	44,336,244	47,239,722	360,463,221	360,462,538	690,354,052	653,112,001
Net result		7,318,507	36,921,910	7,318,507	36,921,910	-	-	-	-	-	-
Other comprehensive income for the year											
Change in value of future rehabilitation costs		-	683					-	683		
Total comprehensive income for the year		7,318,507	36,922,593	7,318,507	36,921,910	-	-	-	683	-	-
Transfers (to) from retained earnings to capital	25	-	-	(1,735,169)	43,792,565	-	-	-	-	1,735,169	(43,792,565)
Transfers (to) from retained earnings and recurrent reserves	25	-	-	-	436,950	-	(436,950)	-	-		
Transfers (to) from capital reserves and capital	23	-	-	(5,655,275)	(78,568,086)	3,633,512	(2,466,529)	-	-	2,021,762	81,034,615
Net transfers in year		-	-	(7,390,443)	(34,338,572)	3,633,512	(2,903,478)	-	-	3,756,931	37,242,051
		-	-							-	-
Balance at end of the year		1,109,096,719	1,101,778,212	6,552,758	6,624,695	47,969,756	44,336,244	360,463,221	360,463,221	694,110,984	690,354,052

The above statement should be read in conjunction with the accompanying notes and Summary of Significant Accounting Policies.

WHITSUNDAY REGIONAL COUNCIL

Statement of Cash Flows

For the period ending 31 July 2020

		2021	2020	Original Budget 2020/21
	Note	\$	\$	\$
Cash flows from operating activities				
Receipts				
General rates and utility charges		888,025	83,605,795	84,149,309
Sale of goods and major services		661,819	12,367,742	10,640,060
Lease, rental and levies, fees and charges		452,882	3,225,316	3,472,696
Other income		1,013,954	16,332,113	5,204,475
GST received		(315,509)	14,868,514	-
Receipts from customers		2,701,171	130,399,481	103,466,540
Operating grants, subsidies and contributions		495,716	12,359,971	7,042,266
Interest received		57,098	1,650,666	1,296,511
Payments				
Payments for materials and services		(16,304,979)	(59,932,128)	(53,872,112)
Payment to employees		(2,697,645)	(35,987,474)	(36,144,260)
GST paid		-	(14,476,754)	-
Payments to suppliers and employees		(19,002,624)	(110,396,356)	(90,016,372)
Interest expense		(272,875)	(3,249,524)	(3,624,580)
Net cash inflow (outflow) from operating activities	19	(16,021,513)	30,764,238	18,164,366
Cash flows from investing activities				
Commonwealth government grants		23,720	5,481,533	-
State government subsidies and grants arising from contract assets and liabilities		-	6,249,696	-
Other capital State government subsidies and grants		5,410,335	49,470,842	94,332,105
Capital contributions		221,219	4,173,252	1,625,000
Payments for property, plant and equipment		(5,252,577)	(95,288,067)	(122,007,554)
Payments for investment property		-	(135,576)	-
Proceeds from sale of property, plant and equipment		73,091	702,227	427,537
Net movement in loans to community organisations		-	(25,281)	951,719
Net cash inflow (outflow) from investing activities		475,788	(29,371,375)	(24,671,193)
Cash flows from financing activities				
Proceeds from borrowings		-	8,165,636	-
Repayment of borrowings	17	(421,222)	(4,226,926)	(4,997,672)
Repayments made on finance leases		-	(174,357)	-
Net cash inflow (outflow) from financing activities		(421,222)	3,764,352	(4,997,672)
Net increase (decrease) in cash and cash equivalents held		(15,966,947)	5,157,216	(11,504,499)
Cash and cash equivalents at beginning of the financial year		68,775,501	63,618,285	64,096,429
Cash and cash equivalents at end of the financial year	10	52,808,554	68,775,501	52,591,930

The above statement should be read in conjunction with the accompanying notes and Summary of Significant Accounting Policies.

WHITSUNDAY REGIONAL COUNCIL

Statement of Capital Funding

For the period ending 31 July 2020

	Note	2021	2020	Original Budget 2020/21
		\$	\$	\$
Sources of capital funding				
General revenue used for capital purposes		2,047,140	-	2,515,960
Excess capital revenue provided in year		-	(11,751,825)	-
Finance leases for right of use assets		-	468,579	-
Loan monies expended		-	8,165,636	-
Funded depreciation and amortisation		1,397,683	21,674,274	18,709,134
Proceeds from the sale of capital assets		73,091	702,227	427,537
Donated and contributed physical assets		-	1,323,848	-
Constrained grants, subsidies and contributions		1,488,169	36,892,209	41,275,045
Insurance reimbursed reserve		9,698	-	-
Capital Works reserve		607,983	13,459,178	8,250,009
Insurance Restoration reserve		-	1,129,919	2,616,000
Constrained NDRRA grants reserve		50,036	29,553,310	53,211,541
		5,673,799	101,617,354	127,005,226
Application of capital funding				
Non-current capital assets				
Land and Improvements		-	126,461	-
Buildings and Other Structures		-	25,871,843	63,562,713
Plant and equipment		-	9,121,423	3,100,162
Intangible assets		-	-	3,375,150
Transport Infrastructure		-	46,103,096	30,877,247
Water		-	2,553,538	19,639,163
Sewerage		-	11,450,050	1,453,119
Right of use - Land		-	11,322	-
Right of use - Buildings		-	457,258	-
Movement in capital work in progress		5,252,577	1,385,503	-
Investment property		-	135,576	-
		5,252,577	97,216,070	122,007,554
Principal loan redemptions				
Queensland Treasury Corporation		421,222	4,226,926	4,997,672
Finance leases for right of use assets		-	174,357	-
		421,222	4,401,284	4,997,672
		5,673,799	101,617,354	127,005,226

The above statement should be read in conjunction with the accompanying notes and Summary of Significant Accounting Policies.

WHITSUNDAY REGIONAL COUNCIL

Notes to the Financial Statements
For the period ending 31 July 2020

2 Analysis of results by program

(b) Income and expenses defined between recurring and capital, and assets are attributed to the following programs:-

b) Income and expenses derived between recurring and capital, and assets are attributed to the following programs:-

Programs	Gross program income				Total income	Gross program expenses		Total expenses	Operating surplus/(deficit) from recurrent operations	Net result for year	Assets
	Recurrent revenue		Capital revenue			Recurrent	Capital				
	Grants	Other	Grants	Other							
	2021 \$	2021 \$	2021 \$	2021 \$							
Office of the Chief Executive		5,688	-	-	5,688	(562,426)	-	(562,426)	(556,739)	(556,739)	(0)
Corporate Services	52,385	4,165,908	1,659,952	69,273	5,947,517	823,116	-	823,116	5,041,408	6,770,633	184,611,444
Community Environmental Services	31,636	423,507	37,800	-	492,943	(841,181)	-	(841,181)	(386,038)	(348,238)	3,888,950
Engineering	166,695	374,953	205,036	103,506	850,189	(2,135,671)	-	(2,135,671)	(1,594,023)	(1,285,481)	556,209,537
Waste Management		622,211	-	-	622,211	(368,599)	-	(368,599)	253,611	253,611	9,611,325
Planning & Development Assessment		96,426	-	-	96,426	(330,661)	-	(330,661)	(234,235)	(234,235)	-
Customer Experience		19,859	511,823	-	531,682	(887,193)	-	(887,193)	(867,334)	(355,511)	37,352,832
Airport Operations	245,000	117,172	519,445	-	881,617	(327,258)	-	(327,258)	34,914	554,359	76,613,941
Quarries & Pitts		231,585	-	-	231,585	(319,274)	-	(319,274)	(87,689)	(87,689)	2,956,591
Shute Harbour Operations		15,070	-	-	15,070	(33,672)	-	(33,672)	(18,602)	(18,602)	20,110,893
Water Services		1,536,156	2,500,000	117,714	4,153,870	(1,791,703)	-	(1,791,703)	(255,547)	2,362,167	143,698,146
Sewerage Services		1,374,358	-	3,818	1,378,176	(1,113,943)	-	(1,113,943)	260,415	264,233	189,745,985
Total	495,716	8,982,891	5,434,055	294,310	15,206,973	(7,888,466)	-	(7,888,466)	1,590,141	7,318,507	1,224,799,645

For the year ended 30 June 2020

	Gross program income				Total income	Gross program expenses		Total expenses	Operating surplus/(deficit) from recurrent operations	Net result for year	Assets
	Recurrent revenue		Capital revenue			Recurrent	Capital				
	Grants	Other	Grants	Other							
Programs	2020 \$	2020 \$	2020 \$	2020 \$	2020 \$	2020 \$	2020 \$	2020 \$	2020 \$	2020 \$	2020 \$
Office of the Chief Executive	391,302	191,576	(42,802)	-	540,077	(8,643,212)	-	(8,643,212)	(8,060,333)	(8,103,135)	(0)
Corporate Services	4,235,802	55,895,573	11,319,609	-	71,450,984	6,851,933	(2,670,171)	4,181,762	66,983,308	75,632,746	194,583,356
Community Environmental Services	490,975	2,588,930	200,712	63,764	3,344,381	(12,474,090)	(48,366)	(12,522,456)	(9,394,185)	(9,178,075)	3,896,706
Engineering	4,452,316	4,036,309	19,471,944	1,743,717	29,704,286	(35,647,685)	(13,046,556)	(48,694,241)	(27,159,060)	(18,989,955)	554,464,491
Waste Management		7,998,668	137,185	-	8,135,853	(7,700,815)	(3,375,487)	(11,076,302)	297,853	(2,940,449)	9,187,951
Planning & Development Assessment		1,855,153	-	-	1,855,153	(4,946,863)	-	(4,946,863)	(3,091,710)	(3,091,710)	-
Customer Experience	957,439	143,607	4,560,313	61,973	5,723,332	(15,517,711)	(618,461)	(16,136,172)	(14,416,664)	(10,412,840)	37,477,649
Airport Operations		5,558,105	1,113,999	-	6,672,103	(7,217,847)	(4,562,897)	(11,780,743)	(1,659,742)	(5,108,640)	76,742,390
Quarries & Pitts		3,352,639	-	-	3,352,639	(3,606,501)	19,879	(3,586,622)	(253,862)	(233,983)	3,827,473
Shute Harbour Operations		-294,058	13,610,916	2,616,000	15,932,858	(489,202)	(308,896)	(798,098)	(783,260)	15,134,760	19,562,292
Water Services		18,393,161	394,118	606,355	19,393,634	(19,294,581)	(486,867)	(19,781,449)	(901,420)	(387,814)	143,397,321
Sewerage Services		15,582,992	4,186,380	469,054	20,238,426	(14,318,727)	(1,318,695)	(15,637,422)	1,264,265	4,601,004	188,807,002
Total	10,527,834	115,302,655	54,952,375	5,560,864	186,343,728	(123,005,300)	(26,416,518)	(149,421,818)	2,825,189	36,921,910	1,231,946,630

WHITSUNDAY REGIONAL COUNCIL

Notes to the Financial Statements For the period ending 31 July 2020

	Note	2021 \$	2020 \$
3 Revenue			
(a) Rates and levies			
General rates		7,349,837	50,181,421
(b) Sale of goods and major services			
Parking and other ranger services		38,977	1,083,561
Refuse tips and transfer station charges		146,719	2,098,996
Aerodrome charges		97,266	3,980,384
Quarry charges		226,636	3,195,155
Shute harbour commercial activities		15,070	196,620
Caravan parks fees and charges		79,787	607,236
Water and sewerage fees and charges		27,119	1,060,363
Other		30,246	145,426
		<u>661,819</u>	<u>12,367,742</u>
(c) Fees and Charges			
Statutory fees and charges include			
Lodgement fees		82,067	1,176,419
Dog registrations		177,332	249,490
Inspection fees		2,981	501,496
Licences and permits		90,214	374,312
Fines and infringements		(4,564)	(147,676)
Other statutory fees		85,607	718,151
User fees and charges		(28,984)	359,858
		<u>404,654</u>	<u>3,232,050</u>
(d) Sales of contract and recoverable works			
Transport and Main Roads		375,942	4,915,902
		<u>375,942</u>	<u>4,915,902</u>
4 Grants, subsidies, contributions and donations			
(i) Recurrent			
General purpose grants		-	5,549,328
State government subsidies and grants		495,716	2,314,810
NDRRA flood damage grants for operational repairs		-	2,663,696
Contributions		-	97,853
(ii) Capital			
(a) Monetary revenue designated for capital funding purposes			
Commonwealth government grants		23,720	5,481,533
State government subsidies and grants		5,360,300	19,917,531
NDRRA flood damage grants for capitalised repairs		50,036	29,553,310
Contributions		221,219	4,173,252
		<u>5,655,275</u>	<u>59,125,627</u>
(b) Non-monetary revenue received -			
Developer contributions of physical assets at fair value		-	1,323,848
		<u>-</u>	<u>1,323,848</u>
Total capital revenue		<u>5,655,275</u>	<u>60,449,475</u>
5 Employee benefits			
Total staff wages and salaries		1,805,165	27,220,897
Councillors' remuneration		43,778	559,059
Annual, sick and long service leave entitlements		506,249	5,577,686
Superannuation		258,251	3,554,302
		<u>2,613,444</u>	<u>36,911,944</u>
Other employee related expenses		152,783	3,182,626
		<u>2,766,227</u>	<u>40,094,570</u>
Less capitalised employee expenses		(187,689)	(3,217,884)
		<u>2,578,539</u>	<u>36,876,686</u>

WHITSUNDAY REGIONAL COUNCIL

Notes to the Financial Statements For the period ending 31 July 2020

	Note	2021 \$	2020 \$
6 Materials and services			
Audit of annual financial statements by the Auditor-General of Queensland		30,288	125,928
Community Donations, grants, subsidies & contributions		16,954	2,320,844
Legal services		27,975	987,123
Insurance		166,579	1,946,722
Consultants & Services		113,436	1,310,765
Contractors		665,567	17,237,975
Plant & Equipment		167,601	3,873,741
Advertising & Marketing		8,365	324,425
Cost of inventory		45,084	410,452
Communications & IT		268,311	4,188,212
Repairs & Maintenance & Utility charges		293,927	4,149,711
Raw materials & consumables		531,654	10,619,872
Registrations & subscriptions		68,125	278,073
Safety		15,001	948,971
Purchase of water		582,059	2,417,403
Rentals - Operating leases		57,705	396,480
Other material and services		38,530	1,344,563
		<u>3,097,161</u>	<u>52,881,261</u>
7 Finance costs			
Finance costs charged by the Queensland Treasury Corporation		271,417	3,211,095
Interest on finance leases		-	39,887
Bank charges		24,410	368,038
Impairment of receivables and bad debts written-off		72	435,623
Refuse sites - unwinding of discount on provision		-	0
Refuse sites - unwinding of discount on provision		-	11,439
		<u>295,899</u>	<u>4,066,083</u>
8 Capital expenses			
Loss on the sale of capital assets		-	319,509
Loss on write-off of capital assets	9	-	22,791,738
Increase in rehabilitation provision for future costs, on land not controlled by council, due to a change in discount rate		-	67,625
Change arising from revision of the future restoration expenditure	18	-	3,237,646
Total capital expenses		<u>-</u>	<u>26,416,518</u>
9 Loss on write-off of capital assets			
Investment property - Land and Buildings	14	-	48,366
Buildings and Other Structures		-	7,094,573
Plant and equipment		-	245,908
Transport Infrastructure		-	13,597,328
Water		-	486,867
Sewerage		-	1,318,695
10 Cash and cash equivalents			
Cash at bank and on hand		383,333	975,280
Deposits at call		52,425,222	67,800,222
Total cash and cash equivalents per statement of cash flows		<u>52,808,554</u>	<u>68,775,501</u>
Total cash assets		<u>52,808,554</u>	<u>68,775,501</u>
Council's cash and cash equivalents are subject to a number of external restrictions that limit amounts available for discretionary or future use. These include externally imposed expenditure restrictions:			
Unspent government grants and subsidies	18 (a) (ii)	4,013,564	(0)
Unspent developer contributions	18 (a) (ii)	9,250,668	9,147,163
Rates in advance		3,098,679	2,591,430
Contract liabilities		7,042,906	7,042,906
<i>Council has resolved to set aside revenue to provide funding for specific future projects that will be required to meet delivery of essential services and meet day to day operational requirements.</i>			
Funds set aside by council to meet specific future funding requirements		22,849,979	43,369,307
Total cash held to contribute to identified funding commitments		<u>46,255,796</u>	<u>62,150,806</u>

WHITSUNDAY REGIONAL COUNCIL

Notes to the Financial Statements For the period ending 31 July 2020

	Note	2021 \$	2020 \$
11 Receivables			
(a) Current			
Rateable revenue and utility charges		7,140,526	7,847,983
GST recoverable		1,663,555	1,683,384
Other debtors		3,104,414	3,657,186
Less impairment provision		(610,413)	(610,413)
		<u>11,298,083</u>	<u>12,578,141</u>
Loans and advances to community organisations		1,006,000	1,006,000
		<u>12,304,083</u>	<u>13,584,141</u>
(b) Non-current			
Rates accruals		7,067,518	-
Loans and advances to community organisations		21,000	21,000
		<u>7,088,518</u>	<u>21,000</u>
12 Inventories			
Inventories for internal use-			
Quarry and road materials		706,288	772,465
Stores and materials		564,705	558,121
Land purchased for development and sale		(0)	(0)
		<u>1,270,993</u>	<u>1,330,586</u>
Valued at cost, adjusted when applicable for any loss of service potential.			
13 Investment properties			
Property held for rental income and capital growth			
Fair value at beginning of the financial year		1,800,000	1,650,000
Fair value of assets transferred from other asset category		-	(974)
Acquisitions		-	135,576
Value of the asset written-off		-	(48,366)
Revaluation adjustment to income statement		-	63,764
Fair value at end of the financial year		<u>1,800,000</u>	<u>1,800,000</u>

WHITSUNDAY REGIONAL COUNCIL

Notes to the Financial Statements
For the period ending 31 July 2020

14 Property, plant and equipment

Note	Land and Improvements	Buildings and Other Structures	Plant and equipment	Transport Infrastructure	Water	Sewerage	Works in progress	Total plant and equipment	Right of use - Land	Right of use - Buildings	Right of use - Plant	Total right of use assets
Basis of measurement	Valuation level 2	Valuation level 2	Cost	Valuation level 3	Valuation level 3	Valuation level 3	Cost		Cost	Cost	Cost	
	2021 \$	2021 \$	2021 \$	2021 \$	2021 \$	2021 \$	2021 \$	2021 \$	2021 \$	2021 \$	2021 \$	2021 \$
Asset Values	45,618,540	120,405,777	55,968,801	714,241,938	277,885,046	229,060,073	118,665,929	1,561,846,103	1,560,888	457,258	8,290	2,026,435
Opening gross value as at 1 July 2020	-	-	-	-	-	-	-	-	-	-	-	-
Minor correction to opening balance	-	-	-	-	-	-	5,252,577	5,252,577	-	-	-	-
Additions at cost	-	-	-	-	-	-	-	-	-	-	-	-
Contributed assets at valuation	-	-	-	-	-	-	-	-	-	-	-	-
Internal transfers from work in progress	-	-	-	-	-	-	-	-	-	-	-	-
Disposals	-	-	-	-	-	-	-	-	-	-	-	-
Write-offs	-	-	-	-	-	-	-	-	-	-	-	-
Internal transfers between asset classes	-	-	-	-	-	-	-	-	-	-	-	-
Transfer to investment properties	-	-	-	-	-	-	-	-	-	-	-	-
Closing gross value as at 30 June 2021	45,618,540	120,405,777	55,968,801	714,241,938	277,885,046	229,060,073	123,918,506	1,567,098,680	1,560,888	457,258	8,290	2,026,435
Accumulated depreciation and impairment	23,664	39,971,387	28,423,185	140,474,866	146,230,294	73,228,161		428,351,557	36,051	152,419	4,613	193,084
Opening balance as at 1 July 2020	-	-	-	-	-	-		-	-	-	-	-
Minor correction to opening balance	-	258,961	210,721	721,964	424,635	300,586		1,916,867	-	-	-	-
Depreciation provided in year	-	-	-	-	-	-		-	-	-	-	-
Depreciation on disposals	-	-	-	-	-	-		-	-	-	-	-
Depreciation on write-offs	-	-	-	-	-	-		-	-	-	-	-
Internal transfers between asset classes	-	-	-	-	-	-		-	-	-	-	-
Transfer to investment properties	-	-	-	-	-	-		-	-	-	-	-
Accumulated depreciation as at 30 June 2021	23,664	40,230,348	28,633,906	141,196,830	146,654,929	73,528,747		430,268,424	36,051	152,419	4,613	193,084
Total written down value as at 30 June 2021	45,594,876	80,175,429	27,334,895	573,045,108	131,230,117	155,531,325	123,918,506	1,136,830,256	1,524,837	304,838	3,676	1,833,351
Range of estimated useful life in years	0 - 50	0 - 120	0 - 60	0 - 500	0 - 100	5 - 100			7 - 100	7 - 100	7 - 100	
Addition of renewal assets	-	-	-	-	-	-	5,080,768	5,080,768	-	-	-	-
Addition of other assets	-	-	-	-	-	-	171,810	171,810	-	-	-	-
Total additions in year	-	-	-	-	-	-	5,252,577	5,252,577	-	-	-	-

* ARS denotes - Asset Revaluation Surplus

WHITSUNDAY REGIONAL COUNCIL

Notes to the Financial Statements
For the period ending 31 July 2020

14 Property, plant and equipment - prior year

Note	Land and Improvements	Buildings and Other Structures	Plant and equipment	Transport Infrastructure	Water	Sewerage	Works in progress	Total plant and	Right of use - Land	Right of use - Buildings	Right of use - Plant	Total right of use assets
Basis of measurement	Valuation level 2	Valuation level 2	Cost	Valuation level 3	Valuation level 3	Valuation level 3	Cost		Cost	Cost	Cost	-
	2020 \$	2020 \$	2020 \$	2020 \$	2020 \$	2020 \$	2020 \$	2020 \$	2020 \$	2020 \$	2020 \$	2020 \$
Asset Values												
Opening gross value as at 1 July 2019	45,782,079	130,595,920	35,186,258	678,932,762	278,451,049	219,960,213	117,280,426	1,506,188,708	1,549,566	-	8,290	1,557,856
Minor correction to opening balance	-	35,000	312,123	2,331,001	550,631	146,880	-	3,375,635	-	-	-	-
Additions at cost	-	-	-	-	-	-	95,559,219	95,559,219	-	-	-	-
Addition by way of finance lease	-	-	-	-	-	-	-	-	11,322	457,258	-	468,579
Contributed assets at valuation	-	9,040	-	988,166	180,338	146,303	-	1,323,848	-	-	-	-
Internal transfers from work in progress	126,461	25,862,803	9,121,423	45,114,930	2,373,200	11,303,748	(94,038,140)	(135,576)	-	-	-	-
Disposals	-	-	(3,215,105)	-	-	-	-	(3,215,105)	-	-	-	-
Write-offs	-	(16,101,800)	(517,769)	(20,360,019)	(1,186,979)	(2,668,277)	-	(40,834,844)	-	-	-	-
Internal transfers between asset classes	(290,000)	(20,004,980)	15,081,870	7,235,097	(2,483,193)	171,206	-	(290,000)	-	-	-	-
Transfer to investment properties	-	9,795	-	-	-	-	(135,576)	(125,781)	-	-	-	-
Closing gross value as at 30 June 2020	45,618,540	120,405,777	55,968,801	714,241,938	277,885,046	229,060,073	118,665,929	1,561,846,103	1,560,888	457,258	8,290	2,026,435
Accumulated depreciation and impairment												
Opening balance as at 1 July 2019	22,419	52,750,923	20,758,481	132,738,558	142,753,536	70,018,368	-	419,042,286	-	-	-	-
Minor correction to opening balance	-	2,265	19,494	415,402	103,841	56,102	-	597,105	-	-	-	-
Depreciation provided in year	1,245	3,555,630	3,278,110	12,039,848	5,678,783	4,434,571	-	28,988,187	36,051	152,419	4,613	193,084
Depreciation on disposals	-	-	(2,193,369)	-	-	-	-	(2,193,369)	-	-	-	-
Depreciation on write-offs	-	(9,007,227)	(271,862)	(6,762,691)	(700,111)	(1,349,582)	-	(18,091,472)	-	-	-	-
Internal transfers between asset classes	-	(7,339,024)	6,832,329	2,043,748	(1,605,755)	68,702	-	(0)	-	-	-	-
Transfer to investment properties	-	8,821	-	-	-	-	-	8,821	-	-	-	-
	-	-	-	-	-	-	-	-	-	-	-	-
Accumulated depreciation as at 30 June 2020	23,664	39,971,387	28,423,185	140,474,866	146,230,294	73,228,161	-	428,351,557	36,051	152,419	4,613	193,084
Total written down value as at 30 June 2020	45,594,876	80,434,390	27,545,616	573,767,072	131,654,752	155,831,911	118,665,929	1,133,494,546	1,524,837	304,838	3,676	1,833,351
Range of estimated useful life in years	0 - 50	0 - 120	0 - 60	0 - 500	0 - 100	5 - 100			7 - 100	7 - 100	7 - 100	

* ARS denotes - Asset Revaluation Surplus

WHITSUNDAY REGIONAL COUNCIL

Notes to the Financial Statements For the period ending 31 July 2020

	2021	2020
15 Trade and other payables		
Current		
Accruals	67,676	425,123
Creditors	6,552,798	18,410,975
Rates in advance	3,098,679	2,591,430
QTC Interest payable on loans	-	1,458
Employee related accruals	-	243,415
GST payable	183,433	518,771
	<u>9,902,585</u>	<u>22,191,171</u>
16 Provisions		
Current		
Annual leave	3,975,336	3,931,696
Long service leave	3,982,130	4,035,391
Other entitlements	204,548	216,811
Property restoration:		
(i) Refuse sites	-	1,704,675
	<u>8,162,015</u>	<u>9,888,573</u>
Non-Current		
Long service leave	2,258,143	2,111,951
Property restoration:		
(i) Refuse sites	6,888,082	5,183,407
(ii) Quarry rehabilitation	636,361	636,361
	<u>9,782,586</u>	<u>7,931,719</u>
(i) Refuse sites		
Balance at beginning of the year	6,888,082	3,579,902
Increase due to change in time	-	0
Increase (decrease) due to change in discount rate	-	44,657
Increase (decrease) in estimate of future cost	-	3,263,523
Balance at end of the year	<u>6,888,082</u>	<u>6,888,082</u>
Current portion	-	1,704,675
Non-current portion	<u>6,888,082</u>	<u>5,183,407</u>
	<u>6,888,082</u>	<u>6,888,082</u>
Cash funds committed to meet this liability at the reporting date are	<u>1,500,000</u>	<u>1,500,000</u>
(ii) Quarry rehabilitation		
Balance at beginning of the year	636,361	628,514
Increase due to change in time	-	11,439
Increase (decrease) due to change in discount rate	-	28,355
Increase (decrease) in estimate of future cost	-	(31,947)
Balance at end of the year	<u>636,361</u>	<u>636,361</u>
Current portion	-	-
Non-current portion	<u>636,361</u>	<u>636,361</u>
	<u>636,361</u>	<u>636,361</u>
Cash funds committed to meet this liability at the reporting date are	<u>636,361</u>	<u>636,361</u>

WHITSUNDAY REGIONAL COUNCIL

Notes to the Financial Statements For the period ending 31 July 2020

	2021	2020
17 Borrowings		
Borrowings at balance date are		
Current		
(i) Queensland Treasury Corporation	5,114,670	5,114,670
(iii) Finance leases for right of use assets	-	257,462
	5,114,670	5,372,131
Non-current		
(i) Queensland Treasury Corporation	79,119,247	79,539,011
(iii) Finance leases for right of use assets	1,852,078	1,594,616
	<u>80,969,867</u>	<u>81,133,627</u>
Movements in borrowings		
(i) Queensland Treasury Corporation		
Balance at beginning of the year	84,653,681	80,714,971
Loans raised	-	8,165,636
Principal repayments	(421,222)	(4,226,926)
Consolidation from other loans	1,458	-
Balance at end of the year	<u>84,233,917</u>	<u>84,653,681</u>
Classified as		
Current	5,114,670	5,114,670
Non-current	<u>79,119,247</u>	<u>79,539,011</u>
	<u>84,233,917</u>	<u>84,653,681</u>
(ii) Finance leases for right of use assets		
Balance at beginning of the year	1,852,078	1,557,856
New finance leases in year	-	468,579
Payments made in the year	-	(174,357)
Balance at end of the year	<u>1,852,078</u>	<u>1,852,078</u>
Classified as:		
Current	-	257,462
Non-Current	<u>1,852,078</u>	<u>1,594,616</u>
	<u>1,852,078</u>	<u>1,852,078</u>
Reconciliation of liabilities arising from finance activities		
Loans		
Balance at beginning of the year	84,653,681	80,714,971
Cash flows during the period	(421,222)	3,938,710
Non cash flows changes in the period	1,458	-
Balance at end of the year	<u>84,233,917</u>	<u>84,653,681</u>
Finance leases		
Balance at beginning of the year	1,852,078	1,557,856
Cash flows during the period	-	(174,357)
Non cash flows changes in the period	-	468,579
Balance at end of the year	<u>1,852,078</u>	<u>1,852,078</u>
Total	<u>86,085,995</u>	<u>86,505,759</u>

WHITSUNDAY REGIONAL COUNCIL

Notes to the Financial Statements For the period ending 31 July 2020

		2021	2020
18 Reserves			
(a) Restricted capital reserves			
(i) Future capital sustainability reserve			
Balance at beginning of the year		-	-
Funded depreciation on capital assets in year		1,531,806	21,674,274
Less: Funds utilised in the year		(1,397,683)	(21,674,274)
Balance at end of the year		134,123	-
(ii) Constrained grants and subsidy reserve			
Balance at beginning of the year		9,147,163	19,653,910
Transfer from retained earnings non reciprocal grants, subsidies and contributions received and allocated to specific capital projects		5,605,239	26,956,317
Transfers to the capital account funds expended in the year		(1,488,169)	(36,892,209)
Transfer to retained earnings funds expended		-	(570,855)
Balance at end of the year		13,264,232	9,147,163
(ii)(b) Constrained NDRRA grants reserve			
Balance at beginning of the year		(0)	(0)
Transfer from retained earnings for future expenditure		50,036	29,553,310
Transfer to the capital account funds expended in the period		(50,036)	(29,553,310)
		-	-
Balance at end of the year		(0)	(0)
Total other reserves		34,571,401	35,189,081
Total reserves		47,969,756	44,336,244
19 Reconciliation of net result for the year to net cash inflow (outflow) from operating activities			
Non-cash operating items			
Impairment of receivables and bad debts written-off	7	72	435,623
Depreciation and amortisation	15	1,916,867	29,181,271
Change in restoration provisions expensed to finance costs		-	11,439
		1,916,939	29,628,333
Capital grants, subsidies and contributions	4	(5,655,275)	(60,449,475)
Capital income		(73,091)	(63,764)
Capital expenses	8	-	26,416,518
		(5,728,365)	(34,096,721)
(Increase) decrease in receivables		(3,010,884)	(4,479,984)
(Increase) decrease in inventories (excluding land)		59,593	(280,456)
(Increase) decrease in other assets		(14,309,905)	3,592,101
Increase (decrease) in payables		(11,965,510)	(3,736,242)
Increase (decrease) in provisions		136,571	623,868
Increase (decrease) in other liabilities		507,249	2,591,430
		(28,582,886)	(1,689,283)
Net cash inflow from operating activities		(25,075,805)	30,764,238

WHITSUNDAY REGIONAL COUNCIL

Notes to the Financial Statements

For the period ending 31 July 2020

	2021	2020
	\$	\$
Financial indicators and ratios of the accounts		
Maintenance of council's physical operating capability		
This indicates whether the opening capital value of the council has been maintained by operational activities during the year.		
A continual decline in capital value will lead ultimately to a decline in services to the provided to the community.		
Opening capital value	1,054,708,328	1,050,817,274
Operating surplus/(deficit) in year	1,590,141	2,825,189
Transfers from operating reserves to retained earnings in year	-	436,950
Retained surplus/(deficit) brought forward from prior year	6,624,695	(3,777,717)
Closing balance of the opening capital value	1,062,923,164	1,050,301,695
Change in the opening capital value	8,214,836	(515,579)
	%	%
Asset sustainability ratio		
Expenditure on replacement assets divided by depreciation expense	265.1%	138.5%
Target range >90%		
Operating surplus ratio		
Net operating surplus/(deficit) divided by total operating revenue	16.8%	2.2%
Guidance range is between 0% and 10%		
Net financial liability		
Total liabilities less current assets divided by total operating revenue	409.0%	28.4%
Guidance range is not greater than 60%		
Asset consumption ratio		
Book value of infrastructure assets divided by there gross value		
Target range is between 40% and 80%	70.4%	70.5%
Interest cover ratio		
Net interest expense divided by total operating revenue	2.3%	1.2%
Target range is between 0% and 5%		
Working capital ratio		
Unrestricted current assets available to meet current liabilities	2.3 : 1	2.0 : 1
Guidance range 1:1 to 4:1		
Change in community equity ratio		
The percentage change in the net wealth of the Council.	0.7%	4.5%
Debt servicing ratio		
The percentage that the Council's total recurrent revenue that is used to service loan interest and principal repayments	7.3%	6.1%
General rate revenue ratio		
The Council's dependence on general rate revenue as a percentage of total recurrent revenue	0.0%	39.9%
Revenue ratio		
The Council's dependence on net rates and utility charges as a percentage of total recurrent revenue	77.5%	67.5%
Debt exposure ratio:		
The percentage of Council's capital debt to total community equity	7.8%	7.9%

Capital Expenditure as at Period ending 31 July 2020

Run Date 17/08/2020 10:58

		a.	b.	(a.+b.)	d.	e.	(a./d.)	a./e.	e.- a.	
Job	Description	Actuals to Period	Commitments	Actuals + Commitments	Budget to Period	Total Annual Current Budget	% YTD Act to YTD Bud	% YTD Act to Ann Bud	Remaining Bud \$	Over Spend
10000 - Office of the CEO										
1801 - Airport Operations										
4829	Whitsunday Coast Airport - Terminal Extensions - C/W 17-18 -	-	122,450	122,450	-	-			-	
8573	Whitsunday Airport - Roof Rectification Works	-	28,046	28,046	86,574	1,038,890			1,038,890	
8594	Bowen Aerodrome Runway Repairs	-	-	-	41,666	500,000			500,000	
Sub Total Airport Operations		-	150,497	150,497	128,240	1,538,890	0%	0%	1,538,890	
Total Office of the CEO		-	150,497	150,497	128,240	1,538,890	0%	0%	1,538,890	
30000 - Infrastructure Services										
2101 - Water										
5549	Water - New 12ML Reservoir including 2 DN500 Mains 790m long	38,465	526,158	564,623	697,900	8,374,800	6%	0%	8,336,335	
5558	Water - Generators/Trailers - (1) North & (1) South	7,794	-	7,794	-	-			-7,794	▶
5609	Airlie Beach Sustainable Water Project BoR R05	380,275	4,463,203	4,843,478	663,599	7,963,189	57%	5%	7,582,914	
7925	Water - BWTP Low Lift Pump Renewals - CW 1920	-	11,800	11,800	32,687	347,502			347,502	
7926	Water - Emergent Works - CW 1920	460	-	460	-	-			-460	▶
8080	LGGSP Grant Project - Delivery of CWNA Stage 1B, Coyne Road	5,884	522,547	528,430	63,349	673,489	9%	1%	667,605	
8081	Cannonvale Water Network Augmentation - Stage 1A New	7,955	533,785	541,740	68,744	730,835	12%	1%	722,880	
8599	Emergent Works - Water C/W 20-21	6,216	10,553	16,769	19,934	157,000	31%	4%	150,784	
Sub Total Water		447,049	6,068,045	6,515,094	1,546,213	18,246,815	29%	2%	17,799,766	
2201 - Sewerage										
4931	New Bowen Sewerage Treatment Plant & Upgrades - C/W 17-18-C/	38,339	804,764	843,103	-	-			-38,339	▶
5539	Sewer Pump Capacity Upgrades - Combined Rising Main - C/W 18	805	154,719	155,524	38,544	303,562	2%	0%	302,757	
5603	Cannonvale PS1 Renewal - C/W 18-19	1,610	641,379	642,990	82,009	871,857	2%	0%	870,247	
5605	Dalrymple Point Sewer - C/W 18-19	5,911	-	5,911	-	-			-5,911	▶
7932	Sewer - Emergent Works - STP - CW 1920	32,096	12,163	44,259	-	-			-32,096	▶
7933	Sewer - Sewer Relining, North - CW 1920	-	3,228	3,228	-	-			-	
7934	Sewer - Sewer Relining, South - CW 1920	-	21,894	21,894	-	-			-	
8597	Emergent Works - Sewer C/W 20-21	-	-	-	27,998	220,500			220,500	
8598	Thomas St Drain Sewer Replacement	-	-	-	7,263	57,200			57,200	
Sub Total Sewerage		78,761	1,638,147	1,716,908	155,814	1,453,119	51%	5%	1,374,358	
3203 - Roads										
5575	Proserpine Main Street Upgrade - C/W 18-19	4,832	3,651	8,483	-	-			-4,832	▶
5591	Cycleway funding - C/W 18-19	3,304	-	3,304	-	-			-3,304	▶
7869	Brisbane Street and Powell Street Blackspot Upgrade	391	-	391	-	-			-391	▶
8084	Pros. Main Street Upgrade - Dobbins Lane C/W	20,117	26,520	46,637	16,667	200,000	121%	10%	179,883	
8085	Pros. Main Street Upgrade - Between Mill & Chapman St C/W	130,180	175,793	305,973	-	-			-130,180	▶
8086	Pros. Main Street Upgrade - Chapman & Herbert St C/W	27,250	16,195	43,445	-	-			-27,250	▶
8087	Pros. Main Street Upgrade - Chapman St Roundabout C/W	1,610	26,893	28,503	-	-			-1,610	▶
8088	Pros. Main Street Upgrade - Herbert & Blair St C/W	4,655	26,071	30,726	-	-			-4,655	▶
8089	Pros. Main Street Upgrade - Blair Street C/W	41,491	60,302	101,793	-	-			-41,491	▶
8090	Pros. Main Street Upgrade - Blair-Main St to Bruce Hwy Entry	3,213	52,786	55,998	-	-			-3,213	▶
8529	Argyle Street Reconstruction Design	65	-	65	-	-			-65	▶
8531	Tondarra Road, Bowen - Road ID 31060 - Repair Culvert	970	-	970	-	-			-970	▶
8621	Heavy Formation Grading Program	-	-	-	41,667	500,000			500,000	
8622	Betterment Reshaping table drains	-	-	-	22,336	147,000			147,000	
8624	Armada Crescent Drainage Upgrade	-	-	-	16,667	200,000			200,000	
8626	Construction of Lagoon Deck and Shared Cycle Path	196	-	196	41,667	500,000	0%	0%	499,804	
8628	Dodd Street Shared Footpath	-	-	-	24,313	160,000			160,000	
8629	Edgumbe Heights Walking Tracks Upgrade (Design only)	-	-	-	27,500	27,500			27,500	
8630	Forestry Road	-	-	-	83,334	1,000,000			1,000,000	
8631	Gloucester Avenue Culvert	-	-	-	16,667	200,000			200,000	
8632	Hillview Road Kerb and Channel	-	-	-	20,833	250,000			250,000	
8633	Moonlight Drive Kerb and Channel	-	-	-	13,772	38,000			38,000	
8635	Port of Airlie Transit Terminal Upgrade	-	-	-	14,497	40,000			40,000	
8636	Reflect Application Redesign and Reimplementation	-	-	-	18,123	50,000			50,000	
8637	Reseal Program	-	-	-	65,799	789,603			789,603	
8638	Reynolds Street Drain	-	-	-	25,000	25,000			25,000	
8639	Unsealed Roads Creek Crossing Upgrade Program	-	-	-	25,000	300,000			300,000	
8640	Unsealed Roads Resheeting Program	-	-	-	66,667	800,000			800,000	
8641	Wilsons Beach Rockwall	-	-	-	18,085	217,000			217,000	
8642	Flagstaff Hill Roadworks	-	6,890	6,890	16,667	200,000			200,000	
8644	Argyle Street kerb and channel	-	-	-	33,334	400,000			400,000	
8645	Ted Cunningham Bridge Upgrade	-	-	-	183,333	2,200,000			2,200,000	
Sub Total Roads		238,275	395,100	633,375	791,928	8,244,103	30%	3%	8,005,828	
3205 - Marine Based Asset										
8270	Wilson Beach Seawall Retifications	-	2,000	2,000	-	-			-	
Sub Total Marine Based Asset		-	2,000	2,000	-	-	0%	0%	-	
3206 - Flood Damage										
4908	NDRRA 2017 - Cyclone Debbie - Shute Harbour Seawall REPA B	462,941	7,645,709	8,108,650	927,110	11,125,328	50%	4%	10,662,387	
4909	NDRRA 2017 - Cyclone Debbie - Shute Harbour Terminal &	73,680	19,383,305	19,456,985	1,656,256	19,875,080	4%	0%	19,801,400	
7399	NDRRA 2017 - Cyclone Debbie - Shute Harbour Seawall	3,241	41,878	45,119	9,538	114,444	34%	3%	111,203	
7874	DRFA - Flood Event 19 - Collinsville Gravel Roads - REPA Q2	84	-	84	-	-			-84	▶

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		a.	b.	(a.+b.)	d.	e.	(a./d.)	a./e.	e.- a.	
Job	Description	Actuals to Period	Commitments	Actuals + Commitments	Budget to Period	Total Annual Current Budget	% YTD Act to YTD Bud	% YTD Act to Ann Bud	Remaining Bud \$	Over Spend
7938	Collinsville Road Reinstatement - DRFA - CW 1920	-	-	-	82,668	992,015			992,015	
7939	Bowen Road Reinstatement - DRFA - CW 1920	-	-	-	1,389,942	16,679,300			16,679,300	
7940	Proserpine Road Reinstatement - DRFA - CW 1920	-	-	-	206,356	2,476,275			2,476,275	
8044	DRFA - Flood Event 19 - Roma Peak Road - Bowen Roads	150,276	0	150,276	-	-			-150,276	▶
8045	DRFA - Flood Event 19 - Bowen Gravel Roads - Package U2	3,665	-	3,665	-	-			-3,665	▶
8057	DRFA - Flood Event 19 - Amberkolly Road - Collinsville Roads	-	90,877	90,877	-	-			-	
8058	DRFA - Flood Event 19 - Emu Plains Road - Collinsville Roads	-	503,347	503,347	-	-			-	
8059	DRFA - Flood Event 19 - Exmoor Road - Collinsville Roads	-	747,792	747,792	-	-			-	
8060	DRFA - Flood Event 19 - Collinsville Roads - Package A2	397	-	397	-	-			-397	▶
8091	DRFA - Flood event 19 - WRC.0011.1819 - Package Z2 -	14,098	-	14,098	-	-			-14,098	▶
8093	DRFA - Flood Event 19 - Normanby Road - Collinsville Roads	610,103	1,146,989	1,757,092	-	-			-610,103	▶
8118	DRFA - Flood Event 19 - Bowen Central - Package W2	3,056	-	3,056	-	-			-3,056	▶
8119	DRFA - Flood Event 19 - East Euri Road - Bowen Central	89,090	-	89,090	-	-			-89,090	▶
8124	DRFA - Flood Event 19 - Summer Hills Road - Bowen Central	37,789	-	37,789	-	-			-37,789	▶
8127	DRFA - Flood Event 19 - Collinsville West - Package Y2	884	-	884	-	-			-884	▶
8128	DRFA - Flood Event 19 - Blue Valley Road - Collinsville West	-	997,012	997,012	-	-			-	
8129	DRFA - Flood Event 19 - Burdekin Dam Road - Collinsville West	-	580,689	580,689	-	-			-	
8130	DRFA - Flood Event 19 - Curringa Road - Collinsville West	-	371,311	371,311	-	-			-	
8131	DRFA - Flood Event 19 - Glendon Road - Collinsville West	-	1,607,690	1,607,690	-	-			-	
8132	DRFA - Flood Event 19 - Johnny Cake Road - Collinsville West	-	1,339,792	1,339,792	-	-			-	
8133	DRFA - Flood Event 19 - Mt McConnel Road - Collinsville West	-	388,557	388,557	-	-			-	
8134	DRFA - Flood Event 19 - Mt Wyatt Road - Collinsville West	-	2,257,380	2,257,380	-	-			-	
8135	DRFA - Flood Event 19 - Strathmore Road - Collinsville West	22,408	-	2,213,510	-	-			-22,408	▶
8136	DRFA - Flood Event 19 - Tabletop Road - Collinsville West	-	11,682	11,682	-	-			-	
8141	DRFA - Flood Event 19 - Proserpine Gravel Roads - Package X1	50	-	50	-	-			-50	▶
8147	DRFA - Flood Event 19 - Bowen River Pump Station Road - Pros	-	1,507	1,507	-	-			-	
8203	DRFA - Flood 19 - Bowen & Collinsville Gravel Roads	124	-	124	-	-			-124	▶
8205	DRFA - Flood Event 19 - Allan Road - Proserpine Roads	-	19,735	19,735	-	-			-	
8206	DRFA - Flood Event 19 - Armit Road - Proserpine Roads	-	23,228	23,228	-	-			-	
8208	DRFA - Flood Event 19 - Blair Road - Proserpine Roads	-	87,053	87,053	-	-			-	
8209	DRFA - Flood Event 19 - Brown Road - Proserpine Roads	-	1,125	1,125	-	-			-	
8210	DRFA - Flood Event 19 - Cantamessa Road - Proserpine Roads	-	26,483	26,483	-	-			-	
8211	DRFA - Flood Event 19 - Caprioglio Road - Proserpine Roads	-	10,673	10,673	-	-			-	
8212	DRFA - Flood Event 19 - Casswell Road - Proserpine Roads	32,636	-	32,636	-	-			-32,636	▶
8213	DRFA - Flood Event 19 - Cowan Road - Proserpine Roads	-	7,750	7,750	-	-			-	
8214	DRFA - Flood Event 19 - Daisy Road - Proserpine Roads	6,875	-	6,875	-	-			-6,875	▶
8215	DRFA - Flood Event 19 - De Boni Road - Proserpine Roads	-	8,392	8,392	-	-			-	
8216	DRFA - Flood Event 19 - Deambrogio Road - Proserpine Roads	33,366	-	33,366	-	-			-33,366	▶
8217	DRFA - Flood Event 19 - Dinnie Road - Proserpine Roads	-	4,161	4,161	-	-			-	
8218	DRFA - Flood Event 19 - Dittmer Road - Proserpine Roads	-	91,303	91,303	-	-			-	
8219	DRFA - Flood Event 19 - Dudley Road - Proserpine Roads	33,263	-	33,263	-	-			-33,263	▶
8221	DRFA - Flood Event 19 - Ecker Road - Proserpine Roads	-	8,989	8,989	-	-			-	
8222	DRFA - Flood Event 19 - WRC 0018.1819 - Package H2	6,860	-	6,860	-	-			-6,860	▶
8224	DRFA - Flood Event 19 - Glen Isla Road - Proserpine Roads	-	93,384	93,384	-	-			-	
8225	DRFA - Flood Event 19 - Gold Creek Road - Proserpine Roads	-	10,069	10,069	-	-			-	
8227	DRFA - Flood Event 19 - Greenacre Road - Proserpine Roads	-	42,123	42,123	-	-			-	
8229	DRFA - Flood Event 19 - Greenwood Road - Proserpine Roads	7,375	-	7,375	-	-			-7,375	▶
8231	DRFA - Flood Event 19 - Harris Road - Proserpine Roads	-	4,000	4,000	-	-			-	
8232	DRFA - Flood Event 19 - Hinschen Road - Proserpine Roads	6,625	-	6,625	-	-			-6,625	▶
8233	DRFA - Flood Event 19 - Kuhlman Road - Proserpine Roads	-	6,806	6,806	-	-			-	
8236	DRFA - Flood Event 19 - Maloney Road - Proserpine Roads	42,375	-	42,375	-	-			-42,375	▶
8238	DRFA - Flood Event 19 - McDowall Siding Road - Proserpine Ro	-	18,640	18,640	-	-			-	
8239	DRFA - Flood Event 19 - Morrison Road - Proserpine Roads	15,630	-	15,630	-	-			-15,630	▶
8240	DRFA - Flood Event 19 - Mount Buckley Road - Bowen Road	71,672	-	71,672	-	-			-71,672	▶
8241	DRFA - Flood Event 19 - Muller Siding Road - Proserpine Road	-	35,367	35,367	-	-			-	
8242	DRFA - Flood Event 19 - Nielson Road - Proserpine Roads	-	19,062	19,062	-	-			-	
8243	DRFA - Flood Event 19 - No Name Road 13 - Proserpine Roads	-	4,981	4,981	-	-			-	
8244	DRFA - Flood Event 19 - No Name Road 1 - Proserpine Roads	-	14,411	14,411	-	-			-	
8245	DRFA - Flood Event 19 - No Name Road 3 - Proserpine Roads	2,729	-	2,729	-	-			-2,729	▶
8246	DRFA - Flood Event 19 - No Name Road 4 - Proserpine Roads	-	2,901	2,901	-	-			-	
8247	DRFA - Flood Event 19 - No Name Road 6 - Proserpine Roads	-	3,375	3,375	-	-			-	
8248	DRFA - Flood Event 19 - No Name Road 7 - Proserpine Roads	-	3,875	3,875	-	-			-	
8249	DRFA - Flood Event 19 - Ossie Drive - Proserpine Roads	-	4,000	4,000	-	-			-	
8250	DRFA - Flood Event 19 - Oxford Road - Proserpine Roads	-	24,095	24,095	-	-			-	
8251	DRFA - Flood Event 19 - Parkinson Road - Proserpine Roads	-	5,875	5,875	-	-			-	
8252	DRFA - Flood Event 19 - Quod Road - Proserpine Roads	7,375	-	7,375	-	-			-7,375	▶
8253	DRFA - Flood Event 19 - Read Road - Proserpine Roads	-	21,608	21,608	-	-			-	
8254	DRFA - Flood Event 19 - Tailing Gully Road - Proserpine Road	-	37,867	37,867	-	-			-	
8255	DRFA - Flood Event 19 - Taylor Road - Proserpine Roads	8,750	-	8,750	-	-			-8,750	▶
8256	DRFA - Flood Event 19 - Thorogood Road - Proserpine Roads	-	75,571	75,571	-	-			-	
8257	DRFA - Flood Event 19 - Tobin Road - Proserpine Roads	28,410	-	28,410	-	-			-28,410	▶
8258	DRFA - Flood Event 19 - Up River Road - Proserpine Roads	-	140,471	140,471	-	-			-	
8259	DRFA - Flood Event 19 - Wandarra Road - Proserpine Roads	-	33,284	33,284	-	-			-	
8273	NDRRA 2017 - Cyclone Debbie - Shute Harbour Seawall	168,760	2,639,948	2,808,709	297,092	3,565,099	57%	5%	3,396,339	
8333	DRFA - Flood Event 19 - Forestry Road Landslip - REPA -	-	360,500	360,500	-	-			-	
8335	DRFA - Flood Event 18 - Emu Plains - Flat Bottom Drain -	-	53,160	53,160	-	-			-	
8336	DRFA - Flood Event 19 - Exmoor Road - Flat Bottom Drain -	-	51,500	51,410	-	-			90	
8338	DRFA - Flood Event 19 - Rutherford Road - Flat Bottom Drain	-	34	34	-	-			34	
8345	DRFA - Flood Event 19 - Package A2 & W2	16,039	-	16,039	-	-			-16,039	▶
8346	DRFA - Flood Event 19 - Watts Road - ID 33065 - Bowen Roads	29,120	-	29,120	-	-			-29,120	▶
8347	DRFA - Flood Event 19 - Scartwater Road - ID 35040 - Cville	690,737	2,237,066	2,927,803	-	-			-690,737	▶
8375	DRFA - Flood Event 19 - Bowen Sealed Roads - Package S2	4,566	-	4,566	-	-			-4,566	▶
8376	DRFA - Flood Event 19 - Bayside Court - 10060 - Bowen Sealed	-	22,243	22,243	-	-			-	
8377	DRFA - Flood Event 19 - Bergl Street - 10322 - Bowen Sealed	-	2,092	2,092	-	-			-	
8379	DRFA - Flood Event 19 - Bootooloo Road - 10095 - Bowen Seale	-	3,892	3,892	-	-			-	

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Job	Description	Actuals to Period	Commitments	Actuals + Commitments	Budget to Period	Total Annual Current Budget	% YTDAct to YTD Bud	% YTD Act to Ann Bud	Remaining Bud \$	Over Spend
8380	DRFA - Flood Event 19 - Casuarina Street - 12050 - Bowen Sea	-	12,205	12,205	-	-			-	
8381	DRFA - Flood Event 19 - Champion Street - 12050 - Bowen Seal	-	3,530	3,530	-	-			-	
8382	DRFA - Flood Event 19 - Cheffins Road - 12060 - Bowen Sealed	-	4,893	4,893	-	-			-	
8384	DRFA - Flood Event 19 - Days Road - 32010 - Bowen Sealed Roa	-	36,824	36,824	-	-			-	
8385	DRFA - Flood Event 19 - Don Street - 10205 - Bowen Sealed Ro	-	49,787	49,787	-	-			-	
8386	DRFA - Flood Event 19 - Fairway Drive - 10230 - Bowen Sealed	-	6,597	6,597	-	-			-	
8387	DRFA - Flood Event 19 - Golfinks Road - 11165 - Bowen Seale	-	27,696	27,696	-	-			-	
8388	DRFA - Flood Event 19 - Gordon Street - 10255 - Bowen Sealed	-	2,517	2,517	-	-			-	
8389	DRFA - Flood Event 19 - Hay Street - 10275 - Bowen Sealed Ro	-	7,715	7,715	-	-			-	
8390	DRFA - Flood Event 19 - Henry Darwin Drive - 13190 - Bowen S	-	5,210	5,210	-	-			-	
8391	DRFA - Flood Event 19 - Horseshoe Bay Road - 11195 - Bowen S	-	67,741	67,741	-	-			-	
8392	DRFA - Flood Event 19 - Kelsey Road - 12160 - Bowen Sealed R	-	37,972	37,972	-	-			-	
8393	DRFA - Flood Event 19 - King Street - 10320 - Bowen Sealed R	-	16,579	16,579	-	-			-	
8394	DRFA - Flood Event 19 - Kings Beach Road South - 10325 - Bow	-	5,630	5,630	-	-			-	
8396	DRFA - Flood Event 19 - Links Road - 10355 - Bowen Sealed Ro	-	3,340	3,340	-	-			-	
8397	DRFA - Flood Event 19 - Livingstone Street - 10360 - Bowen S	-	36,870	36,870	-	-			-	
8399	DRFA - Flood Event 19 - Molonge Beach Road - 32030 - Bowen S	-	47,106	47,106	-	-			-	
8401	DRFA - Flood Event 19 - Mt Nutt Road - 11285 - Bowen Sealed	-	4,768	4,768	-	-			-	
8403	DRFA - Flood Event 19 - Oceanview Drive - 10420 - Bowen Seal	-	8,363	8,363	-	-			-	
8404	DRFA - Flood Event 19 - Poole Street - 10450 - Bowen Sealed	-	4,128	4,128	-	-			-	
8405	DRFA - Flood Event 19 - QB Esplanade - 11350 - Bowen Sealed	-	3,177	3,177	-	-			-	
8408	DRFA - Flood Event 19 - Richmond Road - 10480 - Bowen Sealed	-	24,036	24,036	-	-			-	
8409	DRFA - Flood Event 19 - Soldiers Road - 11400 - Bowen Sealed	-	10,985	10,985	-	-			-	
8410	DRFA - Flood Event 19 - Tondara Road - 31060 - Bowen Sealed	-	23,777	23,777	-	-			-	
8419	DRFA - Flood Event 19 - Proserpine Sealed Roads - Package R	45	-	45	-	-			-45	
8420	DRFA - Flood Event 19 - Abell Road - 21005 - Pros Sealed Roa	-	13,030	13,030	-	-			-	
8421	DRFA - Flood Event 19 - Altmann Avenue - 21035 - Pros Sealed	-	10,344	10,344	-	-			-	
8422	DRFA - Flood Event 19 - Barnes Road - 21075 - Pros Sealed Ro	-	4,900	4,900	-	-			-	
8423	DRFA - Flood Event 19 - Bella Vista Drive - 21105 - Pros Sea	-	23,764	23,764	-	-			-	
8424	DRFA - Flood Event 19 - Bennett Road - 22065 - Pros Sealed R	-	4,740	4,740	-	-			-	
8425	DRFA - Flood Event 19 - Blake Street - 30025 - Pros Sealed R	-	25,514	25,514	-	-			-	
8426	DRFA - Flood Event 19 - Bluebird Drive - 22075 - Pros Sealed	-	6,462	6,462	-	-			-	
8427	DRFA - Flood Event 19 - Braemar Road - 22085 - Pros Sealed R	-	10,792	10,792	-	-			-	
8428	DRFA - Flood Event 19 - Carlo Drive - 21170 - Pros Sealed Ro	-	15,297	15,297	-	-			-	
8429	DRFA - Flood Event 19 - Cateran Close - 21175 - Pros Sealed	-	14,000	14,000	-	-			-	
8430	DRFA - Flood Event 19 - Conway Road - 22130 - Pros Sealed Ro	-	26,007	26,007	-	-			-	
8431	DRFA - Flood Event 19 - Cumberland Cr - 21225 - Pros Sealed	-	7,820	7,820	-	-			-	
8432	DRFA - Flood Event 19 - Deicke Cr - 22165 - Pros Sealed Road	-	26,438	26,438	-	-			-	
8433	DRFA - Flood Event 19 - Dingo Beach Road - 22170 - Pros Seal	-	36,953	36,953	-	-			-	
8434	DRFA - Flood Event 19 - Eshelby Drive - 21280 - Pros Sealed	-	17,531	17,531	-	-			-	
8435	DRFA - Flood Event 19 - Galbraith Park Drive - 21305 - Pros	-	23,927	23,927	-	-			-	
8436	DRFA - Flood Event 19 - Garrick Street - 30095 - Pros Sealed	-	2,756	2,756	-	-			-	
8437	DRFA - Flood Event 19 - Gloucester Avenue - 22245 - Pros Sea	-	16,215	16,215	-	-			-	
8438	DRFA - Flood Event 19 - Gregory Court - 21330 - Pros Sealed	-	60,528	60,528	-	-			-	
8439	DRFA - Flood Event 19 - Gumtree Close - 21340 - Pros Sealed	-	4,040	4,040	-	-			-	
8440	DRFA - Flood Event 19 - Henderson Street - 21370 - Pros Seal	-	1,245	1,245	-	-			-	
8441	DRFA - Flood Event 19 - Hill Crescent - 21390 - Pros Sealed	-	1,800	1,800	-	-			-	
8442	DRFA - Flood Event 19 - Irrewaddy Way - 21415 - Pros Sealed	-	4,368	4,368	-	-			-	
8443	DRFA - Flood Event 19 - Island Drive - 21420 - Pros Sealed R	-	15,876	15,876	-	-			-	
8444	DRFA - Flood Event 19 - Jasiniue Drive - 21425 - Pros Seale	-	6,944	6,944	-	-			-	
8445	DRFA - Flood Event 19 - Jubilee Pocket Road - 21450 - Pros S	-	25,230	25,230	-	-			-	
8446	DRFA - Flood Event 19 - Kelsey Creek Road - 22320 - Pros Sea	-	1,855	1,855	-	-			-	
8447	DRFA - Flood Event 19 - Kingfisher Terrace - 21465 - Pros Se	-	26,072	26,072	-	-			-	
8448	DRFA - Flood Event 19 - Kookaburra Drive - 21470 - Pros Seal	-	13,220	13,220	-	-			-	
8449	DRFA - Flood Event 19 - MacArthur Drive - 21520 - Pros Seale	-	22,332	22,332	-	-			-	
8450	DRFA - Flood Event 19 - MacArthur Street - 30170 - Pros Seal	-	14,504	14,504	-	-			-	
8451	DRFA - Flood Event 19 - Manooka Drive - 21545 - Pros Sealed	-	160,787	160,787	-	-			-	
8452	DRFA - Flood Event 19 - Massey Street - 30180 - Pros Sealed	-	5,950	5,950	-	-			-	
8453	DRFA - Flood Event 19 - McIntosh Street - 21555 - Pros Seale	-	4,888	4,888	-	-			-	
8454	DRFA - Flood Event 19 - Mila Drive - 26235 - Pros Sealed Roa	-	38,399	38,399	-	-			-	
8455	DRFA - Flood Event 19 - Namanula Drive - 26245 - Pros Sealed	-	3,800	3,800	-	-			-	
8456	DRFA - Flood Event 19 - Olsen Place - 21610 - Pros Sealed Ro	-	2,550	2,550	-	-			-	
8457	DRFA - Flood Event 19 - Orchid Road - 21620 - Pros Sealed Ro	-	22,225	22,225	-	-			-	
8458	DRFA - Flood Event 19 - Palm Drive - 21625 - Pros Sealed Roa	-	15,760	15,760	-	-			-	
8459	DRFA - Flood Event 19 - Paluma Road - 21630 - Pros Sealed Ro	-	31,367	31,367	-	-			-	
8460	DRFA - Flood Event 19 - Pepperberry Lane - 21670 - Pros Seal	-	26,639	26,639	-	-			-	
8461	DRFA - Flood Event 19 - Picaninni Close - 21680 - Pros Seale	-	13,202	13,202	-	-			-	
8462	DRFA - Flood Event 19 - Pleasant Drive - 21690 - Pros Sealed	-	13,947	13,947	-	-			-	
8463	DRFA - Flood Event 19 - Plemenuk Road - 21695 - Pros Sealed	-	12,467	12,467	-	-			-	
8464	DRFA - Flood Event 19 - Pringle Road - 21700 - Pros Sealed R	-	6,565	6,565	-	-			-	
8465	DRFA - Flood Event 19 - Strathmore Road - 38040 - Pros Seale	-	312,937	312,937	-	-			-	
8466	DRFA - Flood Event 19 - Sunset Drive - 21880 - Pros Sealed R	-	2,790	2,790	-	-			-	
8467	DRFA - Flood Event 19 - Waite Creek Court - 21930 - Pros Sea	-	10,920	10,920	-	-			-	
8468	DRFA - Flood Event 19 - William Murray Drive - 21966 - Pros	-	1,245	1,245	-	-			-	
8623	Qld Monsoonal Flood Event 2020	-	-	-	83,334	1,000,000			1,000,000	
Sub Total Flood Damage		2,684,969	47,190,063	49,875,031	4,652,296	55,827,541	58%	5%	53,142,572	
3501 - Works 4 Qld										
7907	W4Q - Bicentennial Park Fencing - CW 1920	-	-	-	8,243	8,243			8,243	
7909	W4Q - Dingo Beach Footpath/Walkways - CW 1920	-	-	-	251	251			251	
7911	W4Q - Gloucester Rainwater Tank - CW 1920	128	-	128	13,776	13,776	1%	1%	13,648	
7912	W4Q - Halpannell Park Upgrade - CW 1920	1,398	76,817	78,215	21,018	252,211	7%	1%	250,813	
7913	W4Q - Hansen Park Sound System - CW 1920	-	52,931	52,931	5,416	65,000			65,000	
7914	W4Q - Henry Darwin Park Stage 2 - CW 1920	128	-	128	30,794	369,518	0%	0%	369,390	

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		a.	b.	(a.+b.)	d.	e.	(a./d.)	a./e.	e.- a.	
Job	Description	Actuals to Period	Commitments	Actuals + Commitments	Budget to Period	Total Annual Current Budget	% YTD Act to YTD Bud	% YTD Act to Ann Bud	Remaining Bud \$	Over Spend
7915	W4Q - Keith Johns Drive Park Stage 2 - CW 1920	3,131	31,786	28,655	-	-			3,131	
7916	W4Q - Lions Park, Bowen - CW 1920 - 19013	7,529	63,309	70,838	23,372	280,461	32%	3%	272,932	
7918	W4Q - Movie Screen - Airlie Lagoon - CW 1920	-	-	-	29,084	349,000			349,000	
7920	W4Q - Pioneer Park Stage 3 - CW 1920	128	27,059	27,188	8,682	104,195	1%	0%	104,067	
7921	W4Q - Railway Road Stage 1 - CW 1920	-	-	-	37,210	446,509			446,509	
7922	W4Q - Rotary Park, Proserpine - CW 1920	956	-	956	4,056	48,675	24%	2%	47,719	
7923	W4Q - Fairy Tree Park Swing Installation - CW 1920	-	-	-	21,171	21,171			21,171	
7924	W4Q - Thomas Street Footpath - CW 1920	198	-	198	-	-			-198	
7935	W4Q - Bicentennial Boardwalk Lighting Improvement - CW 1920	-	-	-	3,784	3,784			3,784	
7936	W4Q - Cannonvale Lakes Boardwalk Upgrade - CW 1920	215	70,633	70,848	40,732	488,794	1%	0%	488,579	
7937	W4Q - Bridge Upgrade on Bicentennial Boardwalk - CW 1920	740	4,250	4,990	-	-			-740	
8062	W4Q - Improving Beach Communities - Region Wide 19-21	487	-	487	-	-			-487	
Sub Total Works 4 Qld		8,778	326,785	335,563	247,589	2,451,588	4%	0%	2,442,810	
7302 - Refuse Tips & Transfer Station										
Sub Total Refuse Tips & Transfer Station							0%	0%	-	
7303 - Waste Management										
8596	Leachate and storm water management - Kelsey Creek	1,571	13,344	14,915	40,000	480,000	4%	0%	478,429	
8643	Leachate and storm water management - Bowen	1,848	-	1,848	40,000	480,000	5%	0%	478,152	
Sub Total Waste Management		3,419	13,344	16,763	80,000	960,000	4%	0%	956,581	
7401 - Parks & Gardens										
5632	Lake Proserpine Recreation Hub - Stage 1 - C/W 18-19	19,125	496,586	515,711	83,334	1,000,000	23%	2%	980,875	
5635	Beautifying Bowen - C/W 18-19	1,508	900	2,408	-	-			-1,508	
8625	Assets Renewal Parks and Gardens	-	-	-	32,232	386,787			386,787	
8627	Continuation of Pedestrian Path Lighting Airlie Foreshore	538	86	624	15,195	100,000	4%	1%	99,462	
Sub Total Parks & Gardens		21,171	497,572	518,742	130,761	1,486,787	16%	1%	1,465,616	
7402 - Cemeteries										
8634	New Bowen Cemetery Columbarium Wall	-	-	-	7,867	30,000			30,000	
Sub Total Cemeteries		-	-	-	7,867	30,000	0%	0%	30,000	
Total Infrastructure Services		3,482,421	56,131,056	59,613,477	7,612,468	88,699,953	46%	4%	85,217,532	
40000 - Corporate Services										
4206 - Insurance										
7886	Insurance - Bowen Reservoir- CW 1920	-	-	-	46,064	552,767			552,767	
7887	Insurance - Bowen Swimming Pool - CW 1920	-	-	-	-	15,324			15,324	
7896	Insurance - Collinsville Reservoir High Level	-	-	-	40,246	482,960			482,960	
7897	Insurance - Collinsville Reservoir - CW 1920	-	-	-	29,718	356,621			356,621	
7901	Insurance - Proserpine Sewerage and Water - CW 1920	696	-	696	-	-			-696	
Sub Total Insurance		696	-	696	116,028	1,407,672	1%	0%	1,406,976	
4301 - Info Services/GIS/Records Administration										
4850	Whitsunday Regional Council - ERP Replacement Project - C/W	50,034	223,330	273,364	54,404	652,858	92%	8%	602,824	
8574	Software Implementation (Meetings Solutions)	-	15,000	15,000	-	-			-	
8614	Document Management Search Engine	-	-	-	6,666	80,000			80,000	
8615	ECM 4.03 Upgrade	-	-	-	8,750	105,000			105,000	
8616	Enterprise Management System (EMS)	-	-	-	9,166	110,000			110,000	
8619	Tech 1 ERP Annual Software Upgrade - Version 2020B	-	-	-	5,000	60,000			60,000	
8620	Technology One - ERP Project Phase 1a	-	-	-	151,692	1,820,292			1,820,292	
Sub Total Info Services/GIS/Records Administration		50,034	238,330	288,364	235,678	2,828,150	21%	2%	2,778,116	
4304 - IT Services										
8563	Authority (Civica) 7.1 Upgrade 20200417091425	20,965	104,726	125,691	41,416	497,000	51%	4%	476,035	
Sub Total IT Services		20,965	104,726	125,691	41,416	497,000	51%	4%	476,035	
4404 - Fleet Management										
2089	Plant Purchases	271,364	284,807	556,171	210,886	2,530,637	129%	11%	2,259,273	
Sub Total Fleet Management		271,364	284,807	556,171	210,886	2,530,637	129%	11%	2,259,273	
4405 - Property & Facilities										
4926	Proserpine Entertainment Centre - Building Works in addition	64,938	741,200	806,138	1,249,356	14,992,277	5%	0%	14,927,339	
5617	Flagstaff Redevelopment (Grant + Insurance) - C/W 18-19	-	145,482	145,482	290,532	3,486,383			3,486,383	
5640	Proserpine Administration Building Replacement - Stage 1 - C	1,360,735	1,220,358	2,581,093	310,400	3,724,794	438%	37%	2,364,059	
5642	Cannonvale/Proserpine Depot Beach pit/Wash down bay	-	-	-	7,500	90,000			90,000	
8607	Bowen Aerodrome Amenities - Sewerage Treatment Plant Renewal	-	86	86	2,916	35,000			35,000	
8608	Bowen Aerodrome Work Camp Dwelling - Superstructure Renewal	-	86	86	7,988	95,865			95,865	
8609	Cannonvale Depot Office Roof Replacement	-	86	86	9,916	119,000			119,000	
8610	Cannonvale Foreshore Hall - New Playground	-	86	86	6,418	41,000			41,000	
8611	Cannonvale Foreshore Hall - Roof Renewal	-	86	86	6,575	42,000			42,000	
8612	Collinsville Youth Coalition - Amenities Renewal	-	86	86	15,499	99,000			99,000	
8613	Demolish 58-60 Horseshoe Bay Road Residences	-	-	-	12,915	82,500			82,500	

Capital Expenditure as at Period ending 31 July 2020

Run Date 17/08/2020 10:58

		a.	b.	(a.+b.)	d.	e.	(a./d.)	a./e.	e.- a.	
Job	Description	Actuals to Period	Commitments	Actuals + Commitments	Budget to Period	Total Annual Current Budget	% YTD Act to YTD Bud	% YTD Act to Ann Bud	Remaining Bud \$	Over Spend
8617	Les Stag Oval - Grandstand Renewal	-	86	86	10,958	70,000			70,000	
8618	Proserpine Water & Sewer Admin Reroof	-	86	86	12,524	80,000			80,000	
Sub Total Property & Facilities		1,425,673	2,107,727	3,533,400	1,943,497	22,957,819	73%	6%	21,532,146	
Total Corporate Services		1,768,731	2,735,590	4,504,321	2,547,505	30,221,278	69%	6%	28,452,547	
60000 - Community Services										
5302 - Parking Management										
7821	Installation of Pay & Display Parking Machines - Airlie Bech	-	101,872	101,872	10,880	130,570			130,570	
Sub Total Parking Management		-	101,872	101,872	10,880	130,570	0%	0%	130,570	
5402 - Libraries										
7436	Library - Construction of Pop-Up Library - C/W 18-19	1,426	-	1,426	-	-			-1,426	🚩
Sub Total Libraries		1,426	-	1,426	-	-	#DIV/0!	#DIV/0!	-	1,426
5409 - Caravan Parks										
8604	Wangaratta Caravan Park entrance upgrade	-	-	-	6,912	82,942			82,942	
8605	Wangaratta Caravan Park Swimming Pool refurbishment	-	86	86	6,300	75,600			75,600	
Sub Total Caravan Parks		-	86	86	13,212	158,542	0%	0%	158,542	
7403 - Pools, Lagoons & Enclosures										
8600	Bowen Aquatic Facility - town pool amenity upgrade	-	2,793	2,793	30,602	367,235			367,235	
8601	Bowen Water Park renewal	-	86	86	12,731	100,000			100,000	
8602	Collinsville Aquatic Facility - town pool amenity and kiosk	-	3,411	3,411	11,884	142,610			142,610	
8603	Proserpine Aquatic Facility - residence demolition and kiosk	-	2,793	2,793	26,150	313,800			313,800	
8606	Wilson Beach Swimming Enclosure Refurbishment	-	-	-	29,166	350,000			350,000	
Sub Total Pools, Lagoons & Enclosures		-	9,083	9,083	110,533	1,273,645	0%	0%	1,273,645	
Total Community Services		1,426	111,042	112,467	134,625	1,562,757	1%	0%	1,561,332	
Grand Total for Period ending 31 July 2020		5,252,577	59,128,185	64,380,762	10,422,838	122,022,878	50%	4%	116,770,301	

Percentage Actuals v YTD Budget	50.39%
Percentage YTD Actuals v Annual Current Budget	52.76%

11. Corporate Services

11.2 ECHO PARK SPEEDWAY & SPORTING ASSOCIATION - SUBLEASING - 60 CORDUROY ROAD, COLLINSVILLE

AUTHOR: Billie Davis - Senior Commercial Officer

RESPONSIBLE OFFICER: Peter Shuttlewood - Executive Manager Procurement, Property & Fleet

OFFICER'S RECOMMENDATION

That Council provide approval to Echo Park Speedway & Sporting Association to enter into sub-lease agreements with the previous lease holders for the purpose of agistment at 60 Corduroy Road, Collinsville.

The following report has been submitted for inclusion into Council's Ordinary Meeting to be held on 26 August 2020

SUMMARY

As Lessee, Echo Park Speedway & Sporting Association are required to obtain Council approval to enter into sub-lease agreements with other parties. Interest has been made for the use of part of the land for agistment purposes. It is intended that the Lessee enter into sub-lease agreements with potential agisters allowing them to manage and maintain the sub-lessees'.

PURPOSE

To ensure compliance with the trustee lease terms Council approval is required to enter into a sub-lease. Council is required to review the request ensuring that the purpose of the sub-lease is still in accordance with the permitted use of the land.

BACKGROUND

Council is Trustee to the land at 60 Corduroy Road, Collinsville, Lot 69 on DK243. Council and Echo Park Speedway & Sporting Association entered into a Trustee Lease on the 28 May 2018 for a 10-year term.

A trustee lease includes Council's terms and conditions including Standard Mandatory Terms issued by DNRME which imposes further responsibilities associated with the land onto the Lessor and Lessee.

On the 14 April 2020, the Lessee provided Council with notification that they were temporarily closing their facilities due to the requirement to undergo repairs from theft incidents and upgrades.

There has been continuing use of the land for grazing purposes under historical agreements which have since lapsed but the use of the land has been maintained until recent time.

STATUTORY/COMPLIANCE MATTERS

Local Government Regulations 2012
Land Title Act 1994

ANALYSIS

Council Officers have held meetings with the Lessee and other historical users to discuss the matter of the use of part of the land where the Echo Park Speedway operates, for agistment purposes.

Agistment is in accordance with the permitted use of the land, therefore it is compliant with the Mandatory Standard Terms and Ministerial Consent is not required. Council as the Lessor is still required to provide approval to the Lessee in writing allowing them to enter into a sub-lease agreement.

As agistment is within the permitted use of the land and also covers the conditions of the Trustee Lease to manage and maintain the land by ensuring it is not overgrown and keeping it free from pest and vermin etc., entering into a sub-lease for this purpose is an effective and mutually beneficial arrangement.

Council will assist the Lessee in drafting and executing the sub-leases including provisions for animal care and to ensure that it does not affect the permitted operations of the Lessee.

The Lessee has a peppercorn trustee lease with Council, therefore the sub-leases for agistment purposes are not inconsistent with the land and its management, as they are helping maintain the land and ensuring the Lessee's compliance with the trustee lease terms shall also be at a peppercorn rate.

STRATEGIC IMPACTS

Financial - The trustee lease is at a peppercorn rate, being a community lease agreement therefore Council does not receive revenue from this Lessee. As Lessee they are required to maintain the land in accordance with the trustee lease terms therefore Council is not required to maintain the land.

Risk - Formal sub-leases are proposed to be entered into to ensure that risks to Council for damage/incorrect use of the land is mitigated. Terms and conditions will be included within the sub-lease to ensure risk is further reduced to such as animal care, fencing and general maintenance of the land.

CONSULTATION

Jason Bradshaw - Director Corporate Services

Julie Wright - Director Community Services

Peter Shuttlewood - Executive Manager Procurement, Property & Fleet

DISCLOSURE OF OFFICER'S INTERESTS

No officer involved in the preparation of this report has an interest to declare in accordance with the provisions of the Local Government Act 2009 or the Staff Code of Conduct.

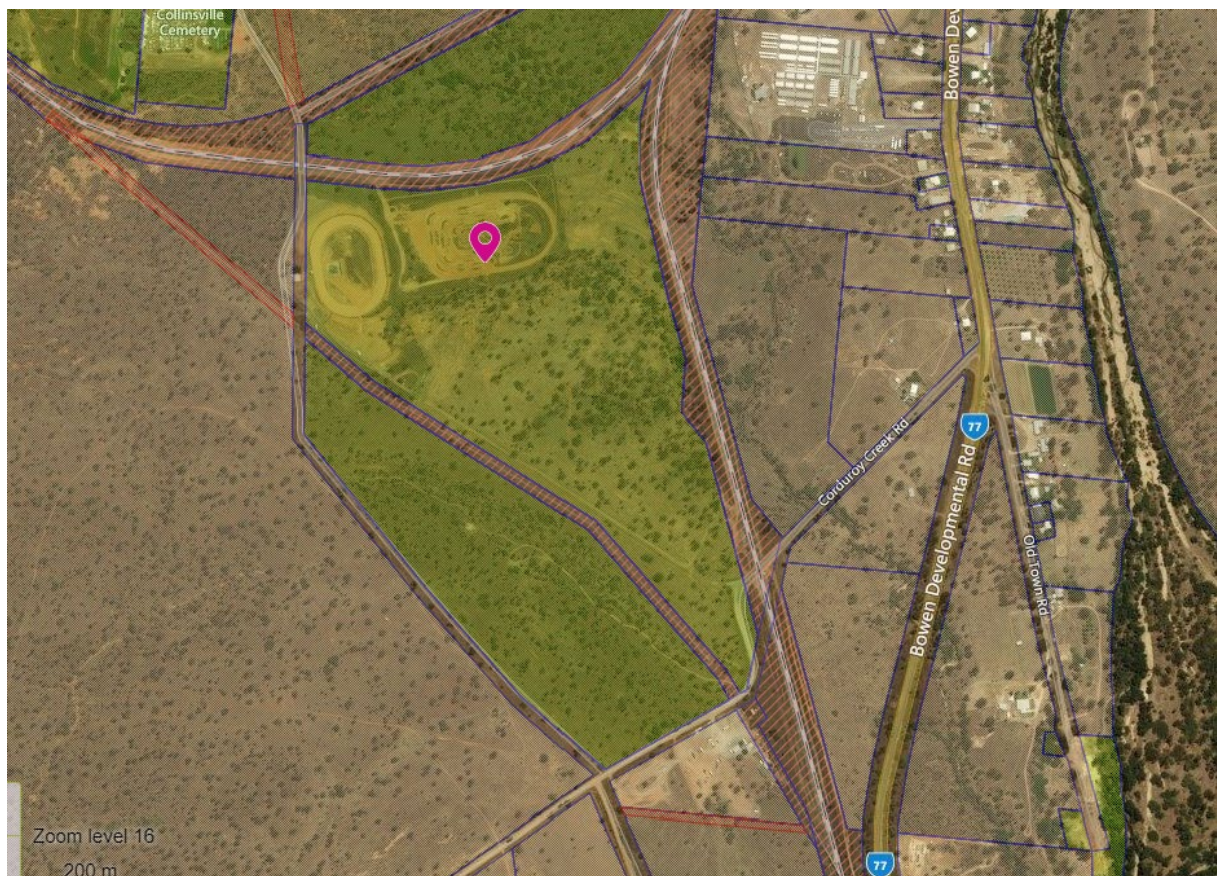
CONCLUSION

To ensure the best use of the land and compliance with the lease requirements, Council provides endorsement to the Lessee to enter into sub-lease agreements for the purpose of agistment is recommended.

ATTACHMENTS

Attachment 1 - Site Plan

Attachment 1 - Site Plan



11. Corporate Services

11.3 DEMOLITION AND DISPOSAL OF THREE (3) COUNCIL ASSETS

AUTHOR: Billie Davis - Senior Commercial Officer

RESPONSIBLE OFFICER: Peter Shuttlewood - Executive Manager Procurement, Property and Fleet

OFFICER'S RECOMMENDATION

That Council in accordance with Section 225 of the Local Government Regulation 2012, authorise the Chief Executive Officer to enter into medium-sized contracts to demolish and dispose of the following Council Assets:

- a) Bowen Basketball Clubhouse & Amenities (New_CRC_Asset_168);
 - b) Collinsville Depot Workers Quarters (88956); and
 - c) Dwelling, 7 Chapman Street, Proserpine.
-

The following report has been submitted for inclusion into Council's Ordinary Meeting to be held 26 August 2020.

SUMMARY

Three Council Assets have been identified for demolition to ensure that Council is efficiently managing its facilities:

- a) Bowen Basketball Clubhouse & Amenities (New_CRC_Asset_168);
- b) Collinsville Depot Workers Quarters (88956); and
- c) Dwelling, 7 Chapman Street, Proserpine.

Council can only dispose of assets in certain methods and a Council resolution is required to manage any disposals of value.

PURPOSE

Council manages and maintains a large number of facilities across with the Whitsunday Region. To allow for the efficient operational and financial management of Council facilities, assets become identified for disposal which can mitigate risks to Council from a safety and financial perspective.

BACKGROUND

Bowen Basketball Clubhouse & Amenities

This facility has not been utilised for a significant amount of time and sustained damage during Cyclone Debbie. It is now condemned and does not currently allow for the operational use of the buildings unless major repairs were to occur. Bowen Basketball do not occupy this area and do not require the use of this premises to continue their Club's operations.

The repair costs outweigh the costs to demolish and as there is no operational requirement for the use of these facilities, it is recommended to demolish to remove the financial risk of conducting maintenance repairs and the risk of public safety due to its current condition.

Collinsville Depot Workers Quarters

This building was used for Council employee housing in the 1960's, however, has been vacant for over 15 years. It has been identified that it is not required for operational use and Council's 2018 Building Condition Report highlighted that significant repairs are required to ensure compliance and liveability.

The disposal of this building will provide for more land to be used by the Depot for operational purposes.

Dwelling, 7 Chapman Street, Proserpine

In accordance with the Ordinary Council Meeting Resolution 2020/05/13.19, Council has acquired the property 7 Chapman Street, Proserpine for the purpose of making it a car parking facility associated with the Whitsunday Regional Council Proserpine Administration Office. Settlement of this property is to occur on Monday 24 August 2020.

It has been identified that the dwelling be demolished to allow for maximum space to efficiently utilise the area and provide adequate parking for the Council fleet vehicles and the employees that work from this office.

There is no operational requirement for the dwelling to remain on the property as this land was purchased for the purpose of developing into a car park.

STATUTORY/COMPLIANCE MATTERS

Section 224 Local Government Regulation 2012

Section 225 Local Government Regulation 2012

ANALYSIS

For the effective management of Council's facilities operationally and financially the demolition of these Assets is recommended.

Council's Asset Register will be updated to reflect that the Assets have been disposed of and are no longer required for operational requirements.

STRATEGIC IMPACTS

Financial - Council will enter into a medium-sized contract for the demolition each Asset in accordance with Section 225 of the Local Government Regulation 2012. Council will not be required to budget for the continued maintenance/repairs for these Assets. The demolitions will be covered through existing maintenance and project budgets.

Risk - The condition of (a) and (b) pose a safety risk due to their poor condition. The demolition of (c) is required to ensure the most effective use of the land and allow for the development of the land as a carpark.

CONSULTATION

Jason Bradshaw - Director Corporate Services

Peter Shuttlewood - Executive Manager Procurement, Property & Fleet

Neil Cross - Property & Facilities Coordinator

Danny Borgh - Property & Facilities Officer

DISCLOSURE OF OFFICER'S INTERESTS

No officer involved in the preparation of this report has an interest to declare in accordance with the provisions of the *Local Government Act 2009* or the Staff Code of Conduct.

CONCLUSION

The three identified Assets are to be demolished and disposed of from Council's Asset Register. Contractors are to be engaged in accordance with Section 225 of the Local Government Regulation 2012 to conduct the demolition.

ATTACHMENTS

Attachment 1 - GHD Post Cyclone Debbie Inspection Report - Bowen Basketball Clubhouse and Amenities

Attachment 2 - WRC 2018 Building Condition Report - Collinsville Depot Workers Quarters

Attachment 3 - WRC Ordinary Council Meeting Minutes - 7 Chapman Street, Proserpine



Whitsunday Regional Council

Post Cyclone Debbie Structural Inspections

Inspectors Name	Andrew Scovell
Date of Inspection	10-04-2017 00:30
Location	Bowen Basketball Assn Amenities
Location Number	
Property Address	
Property	
Asset Name	Other
Asset Name if Other	Amenities block
Asset Number	
Room / Location of Damage	Roof damage and garden shed.
Issue	Section of roofing destroyed 6x7m approx and also garden shed destroyed.
Recommendation	Reinstate timber top plate to masonry core filled bond beam with chemical anchors. Provide new roof rafters and battens and sheeting.
Estimated Cost	
Recommended Timeframe for Rectification	
Potential Short Term Safety Considerations	Rubble on ground sharp edges (nails, torn sheeting etc) and trip hazards. Barricade until can be removed.
General Comments	

Photo 1



Photo Caption 1

Destroyed garden shed in foreground

Photo 2



Photo Caption 2

Roof rubble from main building to be removed

Photo 3



Photo Caption 3

Covered area appears intact.

Photo 4



Photo Caption 4

View with partial roof missing

Photo 5



Photo Caption 5

Start of roof remaining

Photo 6



Photo Caption 6

Photo 7



Photo Caption 7

Inside amenities showing missing roof

Photo 8

Photo Caption 8

Photo 9

Photo Caption 9

Photo 10

Photo Caption 10

Photo 11

Photo Caption 11

Photo 12

Photo Caption 12

Photo 13	
Photo Caption 13	
Photo 14	
Photo Caption 14	
Photo 15	
Photo Caption 15	
Photo 16	
Photo Caption 16	
Photo 17	
Photo Caption 17	
Photo 18	
Photo Caption 18	
Photo 19	
Photo Caption 19	
Photo 20	
Photo Caption 20	
Suggestions for Improvement / Betterment	Chemical anchors fixings for replacement and existing timber top plate to wall. Trip-L-Grip fixings for all replaced and existing rafters to top plates. Screw fix all battens to rafters.
Inspection Time On Site	12.30pm

CONDITION RATING	CONDITION RATING DEFINITION
0	A new asset or recently rehabilitated back to new condition.
1	A near new asset with no visible signs of deterioration often moved to condition 1 based upon the time since construction rather than observed condition decline.
2	An asset in excellent overall condition. There would be only very slight condition decline but it would be obvious that the asset was no longer in new condition.
3	An asset in very good overall condition but with some early stages of deterioration evident, but the deterioration still minor in nature and causing no serviceability problems.
4	An asset in good overall condition but with some obvious deterioration evident, serviceability would be impaired very slightly.
5	An asset in fair overall condition. Deterioration in condition would be obvious and there would be some serviceability loss.
6	An asset in fair to poor overall condition. The condition deterioration would be quite obvious. Asset serviceability would now be affected and maintenance cost would be rising.
7	An asset in poor overall condition deterioration would be quite severe and would be starting to limit the serviceability of the asset. Maintenance cost would be high
8	An asset in very poor overall condition with serviceability now being heavily impacted upon by the poor condition. Maintenance cost would be very high and the asset would be at a point where it needed renewal
9	An asset in extremely poor condition with severe serviceability problems and needing renewal immediately. Could also be a risk to remain in service
10	An asset that has failed, is no longer serviceable and should not remain in service. There would be an extreme risk in leaving the asset in service.

Table 1.3.1: Condition Rating Table (Source: MAV Standard Condition Ratings)

The Intervention Criteria may be adjusted for both renewal and maintenance activities. The typical intervention point is Condition Score 8. Maintenance costs may be kept at a lower level due to the higher renewal frequency, but that would also be dependent upon the management framework and established levels of service. Higher intervention points mean that more management effort is required to ensure that the building is maintained to consistently provide the specified Levels of Service.

The weightings utilised are as follows and are based on elemental breakups found in Rawlinson's , Australian Construction Handbook and refined utilising both international published data and local Council data across Victoria and Queensland. The weightings are varied on building types, actual building design and are utilised to give an overall condition assessment for each building.

17.3 Confidential Matters – Development Services

17.3.2 2020/05/13.19 PURCHASE OF LAND – CAR PARKING FOR PROSERPINE ADMIN BUILDING

SUMMARY

There is no certainty that Council is going to be able to achieve ownership of the QFES site in Proserpine in sufficient time and within suitable cost prior to the completion of the Proserpine Administration Building. If Council is successful in acquiring the land it may be faced with a significant demolition bill followed by the cost of any decontamination and construction of the carpark. Delays have already been encountered and the recent report into contamination on the site gives good reason for alternative carpark options to be considered. Options for alternative carparking are produced for discussion and decision of Council.

RECOMMENDATION

That Council:

- a) Delegate to the Chief Executive Officer to negotiate and purchase the land, to develop the site for the purpose of carparking associated with the Proserpine Administration Building;
- b) Delegate to the Chief Executive Officer the authority to finalise, advertise and determine the Development Application; and
- c) Delegate to the Chief Executive Officer the authority to amend the Decision Notice Approval 20190698.

RESOLUTION

Moved by: CR J COLLINS

Seconded by: CR A GRUNDY

That Council:

- a) **Endorse option four as presented and delegate to the Chief Executive Officer to negotiate and purchase the land, to develop the site for the purpose of carparking associated with the Proserpine Administration Building;**
- b) **Delegate to the Chief Executive Officer the authority to finalise, advertise and determine the associated Development Application; and**
- c) **Delegate to the Chief Executive Officer the authority to amend the Decision Notice Approval 20190698.**

MEETING DETAILS:

The motion was Carried 7/0

CARRIED

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## **11. Corporate Services**

### **11.4 ICT EQUIPMENT INSTALLED / DONATED TO PROSERPINE COMMUNITY CENTRE**

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**AUTHOR:** Jason Bradshaw - Director Corporate Services

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**RESPONSIBLE OFFICER:** Jason Bradshaw - Director Corporate Services

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#### **OFFICER'S RECOMMENDATION**

**That Council endorse the actions undertaken to improve the connectivity to the Proserpine Community Centre and approve the donation of equipment under S236 1(b)(ii) of the Local Government Regulation 2012.**

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The following report has been submitted for inclusion into Council's Ordinary Meeting to be held on 26 August 2020.

#### **SUMMARY**

Council has continued to use the Proserpine Community Centre as a meeting place and for workshops and presentations over recent years and will likely continue to use the facility into the future. There have been issues identified with the Internet speed and phone connections and to address this Council investigated alternatives to improve the signal and connection to the internet to ensure the centre can continue to be used by the community with improved ability to utilise technology to the building.

#### **PURPOSE**

This report presents actions undertaken to improve the mobile phone coverage and connectivity to the Proserpine Community Centre to allow for Council's continued use of the facility and to provide for increased useability with improved technology.

The report further seeks to confirm the donation of the appropriate ICT equipment in the Proserpine Community Centre in accordance with S236 1(b)(ii) Local Government Regulation 2012.

#### **BACKGROUND**

The Council has been utilising the Proserpine Community Centre for council workshops and meetings since Cyclone Debbie, as a suitable meeting facility awaiting the completion of the new Proserpine Administration Building. However, it remains likely that there will be a continuing need to utilise the facility into the future. Council staff have encountered a number of technical difficulties with utilising the current mobile phone coverage and internet connectivity, so investigations were undertaken to identify realistic and cost-effective solutions.

#### **STATUTORY/COMPLIANCE MATTERS**

Local Government Regulation 2012 provides guidance on donations by Council to community associations. While Council has undertaken the technical upgrades will donate equipment, these need to be decided and reported in open and transparent manner.



## ANALYSIS

To assist the Proserpine Community Centre service offering to the public through improved mobile coverage and having a working project onsite. Council approval is required to donate a Telstra Mobile Signal Booster (installed), External Ariel and Cabling, plus an Epson Projector to the Proserpine Community Centre.

Council has been conducting meetings at the Proserpine Community Centre during the reconstruction phase post Cyclone Debbie. The Community Centre has struggled with poor mobile coverage and internet services that has placed barriers on the type of meetings/events that can held at the facility.

To improve the mobile coverage onsite Council has supplied and installed a \$1400 mobile signal booster into the community centre. This installation is mutually beneficial for Council and the centre for events conducted onsite.

Additionally, the Community Centre has a very aged projector that can only produce a screen size of 1m x 1m. Over the past two-years Council has placed a loan projector onsite to accommodate Council meetings and other events when requested to assist Council and the centre. The Council projector onsite is 4+ years old with a value of \$200 (if sold).

The cost to Council from meeting impacted by poor services outweighs this investment in equipment. Do nothing was considered but overtime the need for mobile service for phone and video conferencing became ever increasing.

### Financial Implications

The upgrade to the service is funded within the existing operational budget and the donations can be accommodated within existing ICT funds.

### Risks

The risks of not upgrading the service include not being able to operate effectively and continually losing time due to inefficient systems and connections.

### Reputation

Council needs to continue to utilise technology and provide access to the broader community of effective mobile phone coverage and internet connectivity.

## CONSULTATION

Peter Shuttlewood - Executive Manager of Procurement & Assets  
Scott Wilkinson - Manager Innovation and Technology

## DISCLOSURE OF OFFICER'S INTERESTS

No officer involved in the preparation of this report has an interest to declare in accordance with the provisions of the Local Government Act 2009 or the Staff Code of Conduct.

## CONCLUSION

Given the length of time that Council has been using this facility and the ongoing need for improved mobile phone and connectivity for users, Council has sought to ensure improvements to operations at the centre by upgrading the mobile phone signal and coverage to ensure more effective use of the facility for the community including Council.

## ATTACHMENTS

N/A

## **11. Corporate Services**

### **11.5 CEMETERY DATA AUDIT PUBLIC BURIAL RESEARCH PORTAL**

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**AUTHOR:** Lisha Belbin - Information Management & GIS Coordinator

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**RESPONSIBLE OFFICER:** Jason Bradshaw - Director Corporate Services

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#### **OFFICER'S RECOMMENDATION**

**That Council;**

- a) endorse the launch of the Public Burial Research Portal; and**
  - b) acknowledge the collaborative effort of the staff and community.**
- 

The following report has been submitted for inclusion into Council's Ordinary Meeting to be held on 26 August 2020.

#### **SUMMARY**

Formally present the new public burial information portal following an extensive audit of the information that is now collated into a single electronic source that allows the information to be displayed on Council's website. The portal aims to be a starting point in family history research within the Whitsunday region, with further detail able to be obtained through the local family history groups and museums. The portal brings together local historical knowledge and technical experience to achieve a common objective of providing accurate information to a broader audience wishing to research local family history.

#### **PURPOSE**

Launch Council's new public burials register portal that provides the community with the opportunity to research family members online.

#### **BACKGROUND**

Over the past 10 years some Council staff became aware of some incomplete burial and reservation information in our electronic system for our Council cemeteries. Following an audit review, a formal project was adopted in 2018. The project brief included:

- reviewing and auditing the 8 sources of cemetery data,
- taking photographs of all the headstones and plaques,
- correcting the electronic maps, and
- launching a public portal to allow the public to research ancestors.

The information management team lead the project with contributions and support from Customer Service, GIS and Parks & Gardens teams, local historical societies and several key community members.

The project took longer than the anticipated 12 months due to the number of information sources. Information was often found to be incorrect, missing or conflicting due to the number of sources being used and maintained. Additionally, the original cemetery book from Bowen Shire was lost in a fire that destroyed the original Shire building in 1877, making some of the early records difficult to re-construct.

## **STATUTORY/COMPLIANCE MATTERS**

Public Records Act 2002

### **ANALYSIS**

The electronic Cemetery register contains just over 13,700 records and following the audit this register is now maintained as the single point of truth along with electronic mapping. During the project:

- Over 500 new records were created that had never been entered into an electronic system.
- More than 50% of records were incomplete or inaccurate in the electronic system.
- Other tasks included locating some missing markers, photographing headstones, rectifying electronic maps and researching publicly available official records for earlier burials.

During the project family members and researchers have supported the project and reached out to both assist and request any updates on family members found, so they can place plaques on previously unknown family gravesites.

Overall, the cemetery data has been raised from 45% accuracy to 95% accuracy, greatly improving Council's ability to answer research questions and providing the opportunity to display this information publicly. Council engaged with our mapping solution partner Precisely to leverage the technology behind the existing Investment Innovation Portal platform to develop the burial register search portal that combines the register information, photographs and maps. The technology incorporates a fluid web design that can be used on both desktop and mobile devices and is available via a link through Council's website.

### **STRATEGIC IMPACTS**

Collating and improving the quality of data enhances Council's ability to provide reliable information in a variety of formats. Auditing the burial register has fulfilled this objective which aligns to Council's strategic outcomes including:

- 1.3.4 Develop Council's knowledge management systems to make available information as required by the community and council decision makers.
- 1.3.7 Improve methods of service delivery to the community.

### **CONSULTATION**

- Historical societies in the region
- Parks & Gardens, Customer Service, GIS and ICT Applications teams
- Consultants - Precisely
- ELT 17<sup>th</sup> July 2020
- Council Briefing 29<sup>th</sup> July 2020

### **DISCLOSURE OF OFFICER'S INTERESTS**

No officer involved in the preparation of this report has an interest to declare in accordance with the provisions of the Local Government Act 2009 or the Staff Code of Conduct.

## **CONCLUSION**

Over time further information will undoubtedly come to light to continue improving our records, particularly as buried metal markers are located. There are also several unmarked gravesite areas where ground penetration imaging will need to be performed and the areas marked. A small budget has been allocated this year to identify some of the larger burial areas that early records describe to then allow these gravesites to be formally acknowledged.

Some issues have not been able to be fully resolved with reservations, where a reservation was made in a family name with no discoverable contact information. These records will remain as they are until a relative comes forth.

To maintain the integrity of the information, the Information Management team will be auditing all new burials every 6 months, ensuring updated photos are taken and presented onto the public portal.

## **ATTACHMENTS**

N/A

**11. Corporate Services**  
**11.6 2021 SHOW HOLIDAYS**

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**AUTHOR:** Norm Garsden - Acting Manager Governance and Administration

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**RESPONSIBLE OFFICER:** Jason Bradshaw - Director Corporate Services

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**OFFICER'S RECOMMENDATION**

**That Council seek 'special and show holidays' for the 2021 year as follows:**

- **Proserpine, Airlie Beach and Cannonvale districts - 18 June 2021;**
- **Bowen district including the localities of**
  - **Bowen;**
  - **Guthalungra;**
  - **Gumlu; and**
  - **Bogie - excluding the area south of the Bogie River from its confluence with the Burdekin River to its source and then easterly by the Clark Range to the eastern boundary of the Council area - 22 June 2021.**
- **Collinsville district, including the area south of the Bogie River from its confluence with the Burdekin River to its source and then easterly by the Clark Range to the eastern boundary of the Council area - 2 November 2021.**

---

The following report has been submitted for inclusion into Council's Ordinary Meeting to be held on 26 August 2020.

**SUMMARY**

Council is approached each year by the Office of Industrial Relations with the invitation to request special holidays to be observed during the following year in accordance with the *Holidays Act 1983*.

**PURPOSE**

To provide Council with the opportunity to determine the show / special holidays for the 2021 year for the Council area.

**BACKGROUND**

As a result of the COVID-19 social distancing requirements and cancellation of the local shows, Council applied to amend the Show Holiday for Bowen for 2020. During the discussions, there was a strong argument that the entire Council area should take the 'Melbourne Cup Day' as a special holiday. This gives Council the opportunity to determine the most appropriate holiday for the Council area for 2021.

**STATUTORY/COMPLIANCE MATTERS**

The Minister has the power to appoint a special holiday under section 4 of the *Holidays Act 1983*.

## ANALYSIS

Special holidays appointed in respect of an annual agricultural, horticultural or industrial show are public holidays. Special holidays are appointed for another type of event which has significance to a particular district are special holidays only.

It is appreciated that the impact of COVID-19 into 2021 is an unknown factor when planning for special day holidays, including around the annual agricultural, horticultural or industrial show. In deciding dates to be requested for special holidays in districts of the local government area, the convenors of shows and other events were consulted to confirm the requested dates.

Option 1: seek a 'special holiday' for the entire Council area for Melbourne Cup Day 2021 (2 November 2021).

Option 2: seek a 'show holiday' as follows:

- Proserpine, Airlie Beach and Cannonvale areas for 18 June 2021;
- Bowen area include the localities of
  - Bowen;
  - Guthalungra;
  - Gumlu; and
  - Bogie – excluding the area south of the Bogie River from its confluence with the Burdekin River to its source and then easterly by the Clark Range to the eastern boundary of the Council area for 22 June 2021.
- Collinsville district, including the area south of the Bogie River from its confluence with the Burdekin River to its source and then easterly by the Clark Range to the eastern boundary of the Council area for 2 November 2021.

The recent announcement that a vaccine for Covid-19 will become available in May 2021 is an encouraging development.

## STRATEGIC IMPACTS

The Corporate Plan identifies outcome 1.2 - Our leadership partners with government, industry, business and community to deliver positive outcomes. In this instance, Council needs to balance the community expectation to support the local shows (and their volunteers) and the opportunity to celebrate an iconic Australian event.

## DISCLOSURE OF OFFICER'S INTERESTS

No officer involved in the preparation of this report has an interest to declare in accordance with the provisions of the Local Government Act 2009 or the Staff Code of Conduct.

## CONCLUSION

The community expectation is that Council would support the local shows societies and seek a show holiday for the respective events to maintain and support a strong, collaborative and cooperative relationships with the community.

## ATTACHMENTS

Attachment 1 - Letter from Office of Industrial Relations



## Attachment 1 - Letter from Office of Industrial Relations



Office of  
Industrial Relations

Department of Education

6 July 2020

Dear Chief Executive Officer,

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

If you wish to request special holidays to be observed during 2021 for districts in your local government area, please complete and submit our online form by no later than Friday, 21 August 2020. The on-line form can be accessed [here](#).

Special holidays appointed in respect of an annual agricultural, horticultural or industrial show are both public holidays and bank holidays. Special holidays appointed for another type of event which has significance to a particular district are bank holidays only.

I appreciate that the impact of COVID-19 into 2021 is an unknown factor when planning for special day holidays, including around your annual agricultural, horticultural or industrial show. In deciding dates to be requested for special holidays in districts of your local government area, I suggest that you consider consulting with the convenors of shows and other events to confirm their concurrence on the requested date. This will assist the process to appoint special holidays across the State and reduce the likelihood for subsequent changes to the holiday calendar.

Upon receiving Ministerial approval, the holidays will be published in the Queensland Government Gazette.

Confirmation of the approved special holidays together with a link to the Queensland Government Gazette will be emailed to your office.

Should you require further information regarding this process, please contact Ms Jacqui McGuire, Office of Industrial Relations on 3406 9854 or email [jacqui.mcguire@oir.qld.gov.au](mailto:jacqui.mcguire@oir.qld.gov.au).

Yours sincerely

**A J (Tony) James**  
Executive Director – Industrial Relations  
Office of Industrial Relations

1 William Street Brisbane  
Queensland 4000 Australia  
GPO Box 69 Brisbane  
Queensland 4001 Australia  
Telephone 13 QGOV (13 74 68)  
WorkSafe +61 7 3247 4711  
Website [www.worksafe.qld.gov.au](http://www.worksafe.qld.gov.au)  
[www.business.qld.gov.au](http://www.business.qld.gov.au)  
ABN 94 496 188 983



## **11. Corporate Services**

### **11.7 CORPORATE SERVICES MONTHLY REPORT - JULY 2020**

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**AUTHOR:** Jason Bradshaw - Director Corporate Services

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**RESPONSIBLE OFFICER:** Jason Bradshaw - Director Corporate Services

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#### **OFFICER'S RECOMMENDATION**

**That Council receive the Corporate Services Monthly Report for July 2020.**

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The following report has been submitted for inclusion into Council's Ordinary Meeting to be held on 26 August 2020.

#### **SUMMARY**

To provide an overview the Corporate Services Directorate for the month of June 2020.

#### **PURPOSE**

The Directorate's purpose is to lead innovation and organisational change in information technology, information management, asset management, project management and procurement to improve organisational outcomes. It seeks to improve Council's organisational capability to augment resilience to future business disruption and increase productivity whilst demonstrating empathy where required.

#### **BACKGROUND**

The Corporate Services Directorate has a vision to positively contribute to a prosperous, liveable and sustainable Whitsundays.

The Directorate's vision is delivered by bringing together the functions of managing Assets, Procurement, Fleet, Property and Facilities, Project Management, Information Technology, Information Management, Rates and Finance, Strategic Finance and Governance.

#### **STATUTORY/COMPLIANCE MATTERS**

This report is provided to support enhanced transparency and accountability in accordance with the local government principles outlined in the Local Government Act 2009.

#### **ANALYSIS**

The month of July signals the peak of the financial year with both the completion of the annual budget and significant work on the development of the annual financial statements and preparing for external audit. The budget was adopted at a special meeting of Council and again sets the financial framework for the upcoming year and a commitment to deliver capital investment to our assets whether renewal or new. There remains a significant capital works program for the upcoming year which will see the completion and significant commencement of major assets that are still part of the recovery from 2017 Cyclone Debbie. All of this means a busy time for finance staff in closing out financial years and restarting the new year and I would like to recognise the efforts of the finance team in achieving a successful year end and recommencement.

While the IT focus remains on the Applications Roadmap and its progress through the year over the top of day to day activities, significant effort has been directed to preparations for the new Proserpine Administration Building and the cutover of key systems and hardware to the new servers and setup within the new building. This takes considerable forward planning and coordination to ensure that a smooth and staged transition as staff move to the new building. There has also been a focus on improved governance across the projects in place and a commitment to a refreshed Strategic ICT Plan to guide the work and development of our systems and infrastructure for the coming three years.

Again, the Property team remain focussed on budgeted maintenance and planning for the delivery of capital improvements post budget adoption with a number of Works 4 Queensland projects to be delivered by the property team. Planning for the transition to the new Proserpine Administration Building is well advanced with the property and ICT teams coordinating this work and the moving which will be conducted in stages over the coming months.

Governance remain focused on finalising policy changes post-election and continuing to prepare for the upcoming changes in legislation which come into effect in October 2020. The Annual Report is well progressed and will be passed before the Audit and Risk Committee for review prior to being sent for graphic reproduction through the Communications team. Otherwise the day to day process improvements continue with a commencement of the implementation of the new agenda/minutes software – which will hopefully be live by October 2020.

Planning has been ongoing on the new corporate strategic plan and approach and those discussions are set to commence with Council around September.

Overall, the momentum continues to build with a number of key projects reaching completion stages - so August and September will hopefully see these realised into a new building and new ways of working.

## **STRATEGIC IMPACTS**

### Alignment to Corporate Plan

Outcome 1.1: Our leadership engages with the community and provides open, accountable and transparent local government

### Alignment to Operational Plan

Strategy 1.1.1: Provide sound, competent leadership as to maximise the organisation's operational performance, productivity and efficiency

### Financial Implications

Managed within existing budget allocations as amended.

### Risk Management Implications

Regular reporting on the Department's progress and achievements ensures accountability and fosters a positive culture, whilst managing identified corporate risks.

## **CONSULTATION**

Peter Shuttlewood - Executive Manager of Procurement & Assets

Melanie Humphries - Team Leader Operational Accounting

Patricia Jago - Rates Coordinator

Libby Humphreys - Assets and Project Management Coordinator

Scott Wilkinson - Information Technology Manager  
Norman Garsden - Acting Manager Governance & Administration  
Stephen Fernando - Chief Financial Officer/ Manager Financial Services

### **DISCLOSURE OF OFFICER'S INTERESTS**

No officer involved in the preparation of this report has an interest to declare in accordance with the provisions of the Local Government Act 2009 or the Staff Code of Conduct.

### **CONCLUSION**

No action to be taken as this is an information only report.

### **ATTACHMENTS**

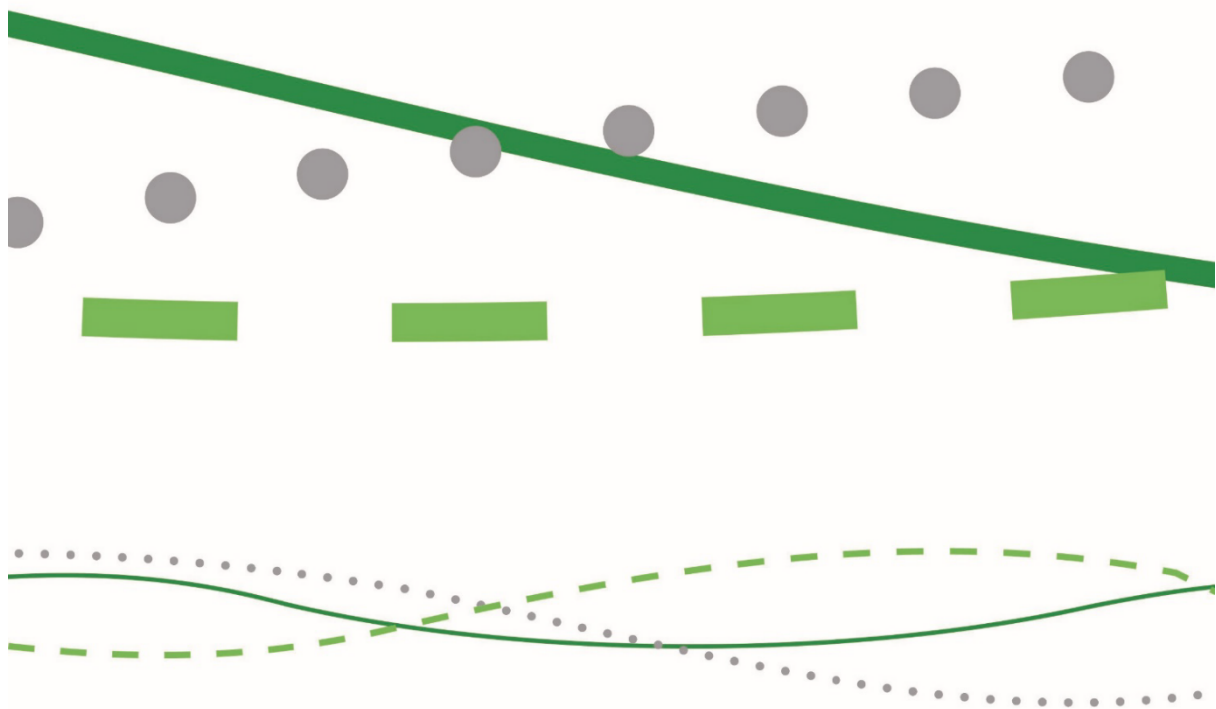
Attachment 1 - Corporate Services Monthly Report - July 2020.



## CORPORATE SERVICES

Information Technology  
Information Management  
Strategic Finance  
Project and Asset Management  
Procurement  
Property & Facilities  
Fleet Management  
Governance

### Monthly Report | July 2020



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# Directors Report

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The month of July signals the peak of the financial year with both the completion of the annual budget and significant work on the development of the annual financial statements and preparing for external audit. The budget was adopted at a special meeting of Council and again sets the financial framework for the upcoming year and a commitment to deliver capital investment to our assets whether renewal or new. There remains a significant capital works program for the upcoming year which will see the completion and significant commencement of major assets that are still part of the recovery from 2017 Cyclone Debbie. All of this means a busy time for finance staff in closing out financial years and restarting the new year and I would like to recognise the efforts of the finance team in achieving a successful year end and recommencement.

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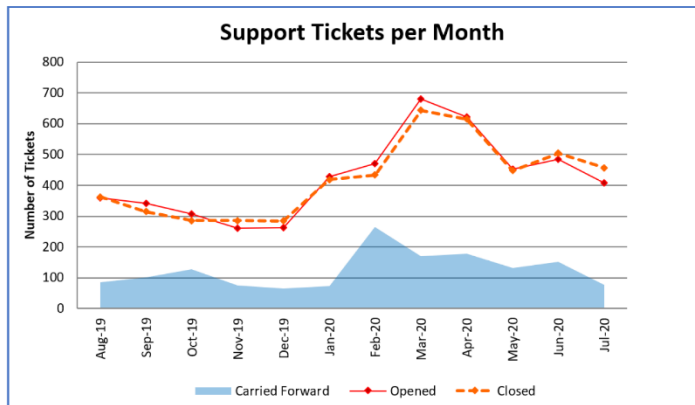
Overall, the momentum continues to build with a number of key projects reaching completion stages – so August and September will hopefully see these realised into a new building and new ways of working.

The Department continues to work towards delivering better solutions to ensure efficient and effective support to the operational and service delivery departments of Council.

**Jason Bradshaw**  
**Director Corporate Services**

# Information Technology

## Support Tickets

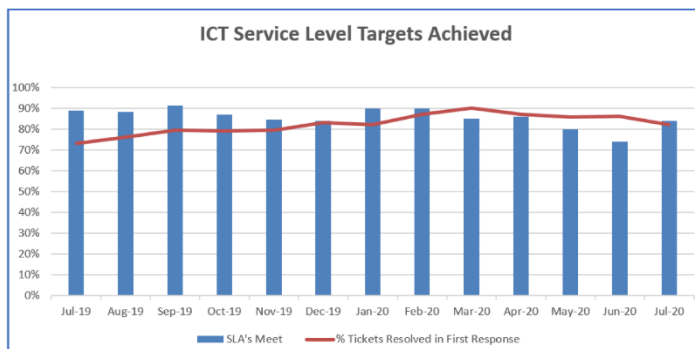


408 support requests for the month of July 2020, with 457 resolved.

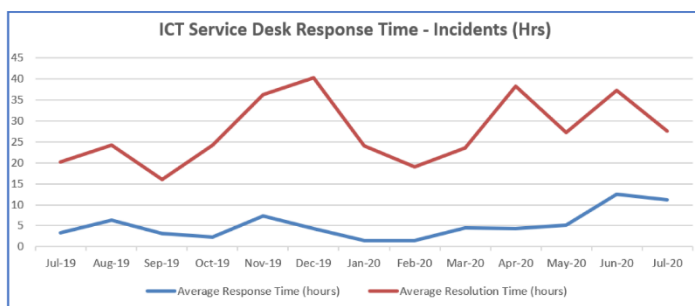
A total of 78 support tickets remain open from the previous months, which is a trend downward.

| Top 10 Support Categories Opened |     |     |     |   |
|----------------------------------|-----|-----|-----|---|
| CATEGORY                         | JUL | JUN | MAY |   |
| Hardware                         | 35  | 57  | 52  | ↓ |
| Applications - Authority         | 41  | 22  | 36  | ↑ |
| Applications - Other             | 84  | 71  | 100 | ↓ |
| Applications - OneCouncil        | 15  | 31  | 30  | ↓ |
| Phones                           | 24  | 24  | 16  |   |
| Email                            | 21  | 20  | 9   | ↑ |
| Application - ECM                | 18  | 17  | 18  | ↑ |
| Network                          | 63  | 63  | 107 |   |
| Security/ Access                 | 31  | 42  | 40  | ↓ |
| Other                            | 76  | 138 | 45  | ↓ |

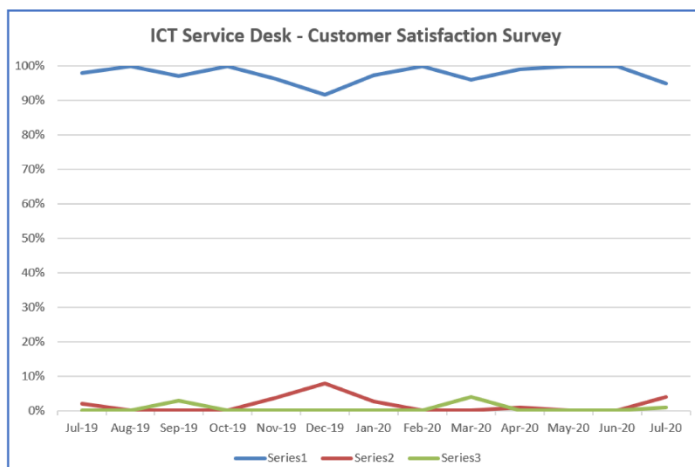




Improvement in resolution times but remains below KPI's



Reduction in the response times for July 2020



Customer satisfaction of the service delivered was 95% for July 2020



## Project Activities

Note: Information Technology run multiple projects at any given point in time. This report details major projects only.

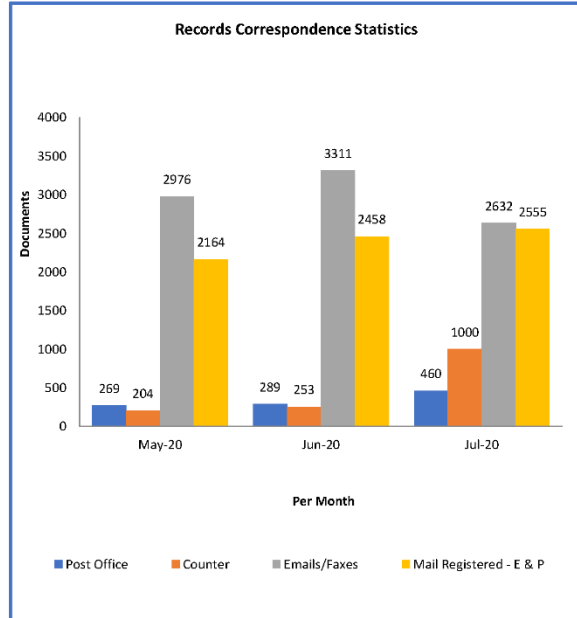
| Completed Tasks                                                                                                                                                                                     | Upcoming Tasks                               | Project Status |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------|----------------|
| Authority Upgrade                                                                                                                                                                                   |                                              |                |
| Server environments built and vendor installing software. Data migration review and cleansing completed. Project running to agreed project schedule with the vendor. Go live planned for April 2021 | Software upgrade from Authority v6.9 to v7.1 | Initiation     |

# Information Management

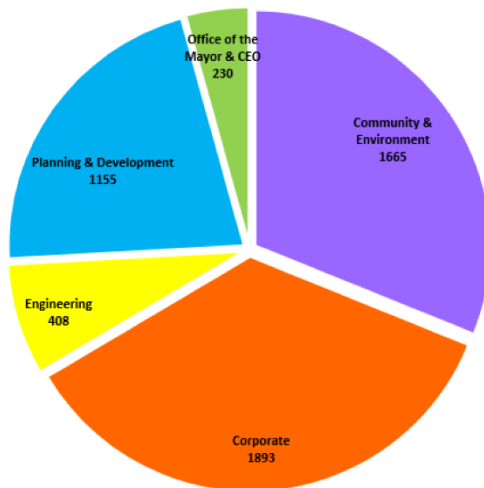
| AUDIT / COMPLIANCE REQUIREMENTS |           |       |
|---------------------------------|-----------|-------|
| Type                            | Frequency | Qtr 1 |
| Sentencing and disposal         | Quarterly |       |

| DOCUMENTATION / PUBLICATIONS REVIEW |             |         |
|-------------------------------------|-------------|---------|
| Type                                | Frequency   | Qtr 1   |
| WRC Information Stds                | Annual      | 95% dev |
| Physical Records Register           | Quarterly   | ✓       |
| Process & Sys Training              | Bi-annually | 80% dev |
| Enterprise Info Architect           | Annual      | 50% dev |
| Information Asset Register          | Annual      | 50% dev |
| IM Procedures                       | Annual      | 60% dev |
| Bus Info Continuity Plan            | Annual      |         |
| Road Register                       | Bi-annually |         |
| Map layer data register             | Quarterly   | Develop |

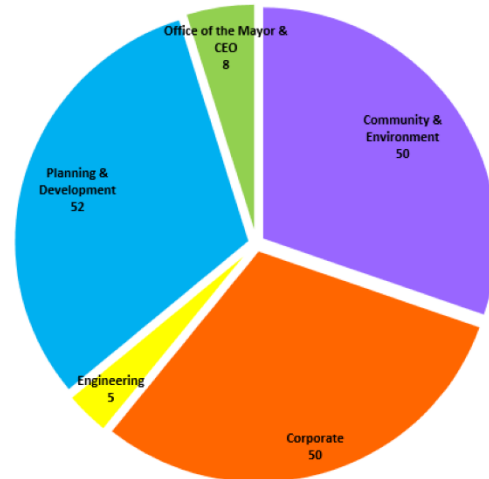
| GIS ACTIVITIES            | JUL  | JUN  | MAY |
|---------------------------|------|------|-----|
| Asset Data Mtce (Hrs)     | 62   | 92   | 54  |
| SSA Changes (Hrs)         | 24   | 35   | 47  |
| GIS requests (No.)        | 53   | 57   | 76  |
| Map layers mtce (no.)     | 25   | 64   | 36  |
| New layers approved (no.) | -    | 2    | 3   |
| Training (staff attended) | -    | -    | -   |
| GIS STATISTICS            |      |      |     |
| Total Mapping Layers      | 2100 |      |     |
| RECORDS ACTIVITIES        |      |      |     |
| Search & CCTV requests    | 31   | 41   | 28  |
| Record Dept Tasks         | 39   | 46   | 52  |
| Training (staff attended) | 3    | 2    | 3   |
| NAR adjustments           | 1615 | 1113 | 814 |



Document Management Tasks Completed by Department (July)



Average Documents Registered per Person by Department (July)



## Projects

| <b>Cemetery Data and Process Improvement Project</b>                                                                                                                                                                                                                                                                                        |                                                                                                                                                                                                              |                      |                                                                                                                              |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|------------------------------------------------------------------------------------------------------------------------------|
| This project aims to improve data quality and processes for cemetery records by making accurate, reliable and easy to access data that customer service staff can confidently use to provide a timely response and focus on the customer's needs, along with making burial data public to allow families to easily research their ancestry. |                                                                                                                                                                                                              |                      |                                                                                                                              |
| Location                                                                                                                                                                                                                                                                                                                                    | Proserpine                                                                                                                                                                                                   | Collinsville         | Bowen                                                                                                                        |
| Total records                                                                                                                                                                                                                                                                                                                               | 4,085                                                                                                                                                                                                        | 1,568                | 7,544                                                                                                                        |
| Total burial records                                                                                                                                                                                                                                                                                                                        | 3,775                                                                                                                                                                                                        | 1,441                | 6,989                                                                                                                        |
| Total records reviewed and updated                                                                                                                                                                                                                                                                                                          | 3,775                                                                                                                                                                                                        | 1,441                | 6,989                                                                                                                        |
| New burial records created (missing)                                                                                                                                                                                                                                                                                                        | 155                                                                                                                                                                                                          | 56                   | 288                                                                                                                          |
| New name records created (missing)                                                                                                                                                                                                                                                                                                          | 33                                                                                                                                                                                                           | 4                    | 299                                                                                                                          |
| Re-mapping                                                                                                                                                                                                                                                                                                                                  | 98%                                                                                                                                                                                                          | 98%                  | 98%                                                                                                                          |
| Unidentified gravesites                                                                                                                                                                                                                                                                                                                     | 145 to be identified                                                                                                                                                                                         | 104 to be identified | Est. 700 markers moved. Plaques & ashes placed without council consent / recorded. Additional burials added when identified. |
| Public Portal                                                                                                                                                                                                                                                                                                                               | The public portal is currently in user acceptance testing with some final adjustments to data, mapping and minor design changes are being completed. The portal will be launched during the month of August. |                      |                                                                                                                              |

| <b>Name and Address Data Improvement Project</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                            |                                                                                                                                   |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------|-----------------------------------------------------------------------------------------------------------------------------------|
| This project aims to implement software that will improve the quality of customer and address data captured and maintained in Councils systems. It does this by forcing validation on addresses when they are entered, running processes to identify duplicate records and facilitating merging, standardizing the method of data presentation and adding additional checks to prevent duplicate data entry. This will improve customer experience as we will have better quality information available for communication and reduce administrative overhead as we will spend less time fixing incorrect address details. |                            |                                                                                                                                   |
| <b>NAR data formatting cleanse</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                            |                                                                                                                                   |
| Data format cleanse                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | ✓                          | 27852 records fixed / 82075 total records                                                                                         |
| Audit data changes                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | 65% complete               |                                                                                                                                   |
| <b>NAR record duplication</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                            |                                                                                                                                   |
| Identify no. of duplicate records                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | 700 records                |                                                                                                                                   |
| Research duplicates and merge                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | 1j83 unique records merged |                                                                                                                                   |
| Delete records (no docs / ephemeral / infringement docs attached)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | 118 deleted                | 24600 records have no link in Authority, potentially half of these can be deleted if no significant documentation recorded in ECM |

| Physical Storage / Scanning             | Jul-20               | Jun-20                | May-20                         | Apr-20                                     | Mar-20     | Feb-20     | Jan-20     | Dec-19     |
|-----------------------------------------|----------------------|-----------------------|--------------------------------|--------------------------------------------|------------|------------|------------|------------|
| Boxes Scanned / Sentenced and Destroyed | -                    | 155                   | 8 boxes<br>7216 planning cards | 21                                         | 8          | 59         | -          | -          |
| Boxes at Council                        | 278                  | 278                   | 278                            | 316<br>Found 48 boxes at Bowen Depot       | 321        | 261        | 320        | 314        |
| Boxes at Remote Storage                 | 1617                 | 1617                  | 1772                           | 1742                                       | 1710       | 1708       | 1708       | 1708       |
| Discs to review and register            | -                    | -                     | -                              | -                                          | 76         | 111        | 150        | 50         |
| Scanned files for registration          | 58,000<br>Prep files | 58,000<br>Prep files  | 58,000<br>Prep files           | 58,000<br>Preparing files for registration | 58,000     | 58,000     | 58,000     | 58,000     |
| Plans scanned and registered            | -                    | 3000 plans registered | -                              | 277 / 3000                                 | 245 / 3000 | 155 / 3000 | 103 / 3000 | 103 / 3000 |

Review of records management system. Further records prepared for disposal approval in preparation for transition to new administration building.

# Strategic Finance

## Financial Reporting

The roll-over of the financial systems (both Technology 1 and Authority) was carried out on the 1<sup>st</sup> and 2<sup>nd</sup> of July with the systems back up for use by midday on the 2<sup>nd</sup>. The year-end accounting was finalised by 17 July 2020.

The preparation of financial statements for 2019/20 financial year (19/20) is subject to changes in three financial reporting standards related to revenue recognition and accounting for leases. These changes could cause a variation in the revenue recognised for 19/20, which in turn could impact the reported operating surplus. The work related to the changes have been completed and submitted to the external auditors for their final verification.

The draft financial statements were endorsed by the Audit & Risk Committee (ARC) on 28 July 2020 to formally submit for audit by the Auditor General of Queensland (AGQ). The auditors were on site to complete the audit for 2019/20, during the week starting 27 July 2020. The AGQ has committed to have the final audit report available by 14 August 2020, for endorsement by the ARC at the virtual meeting scheduled for 19 August 2020.

Financial details to be included in the annual report is being compiled.

## Budgeting

The dates for the first quarterly budget review for 2020/21 are being finalised.

## Borrowings & Treasury Management

No additional borrowings are envisaged for 2020/21. All excess cash is invested with the Queensland Treasury Corporation (QTC)

## Systems

The implementation of the budgeting module has scheduled for September 2020, based on availability of consultants from Technology One. A dedicated resource to undertake the detailed work is required to ensure the quality and timeliness of the implementation. The cost of this resource is budgeted for in the capital project.

The initial work for the upgrade of the Authority Property & Rates system (used for property & rating as well as general debtor invoicing and receipting) from the current version to the latest version is underway. No specific time schedule has been finalised as yet.

Finance has, and is also scheduled to, participate in several product demonstrations on accounts payable automation, as a means of gathering information for compiling the business requirement specification (BRS) Council will be seeking to conform to the PEPPOL international eProcurement data exchange standard as recommended by the Australian Tax Office (ATO).

## Other

The finance staff in Proserpine are scheduled to move into 83 Main on the 7 September.

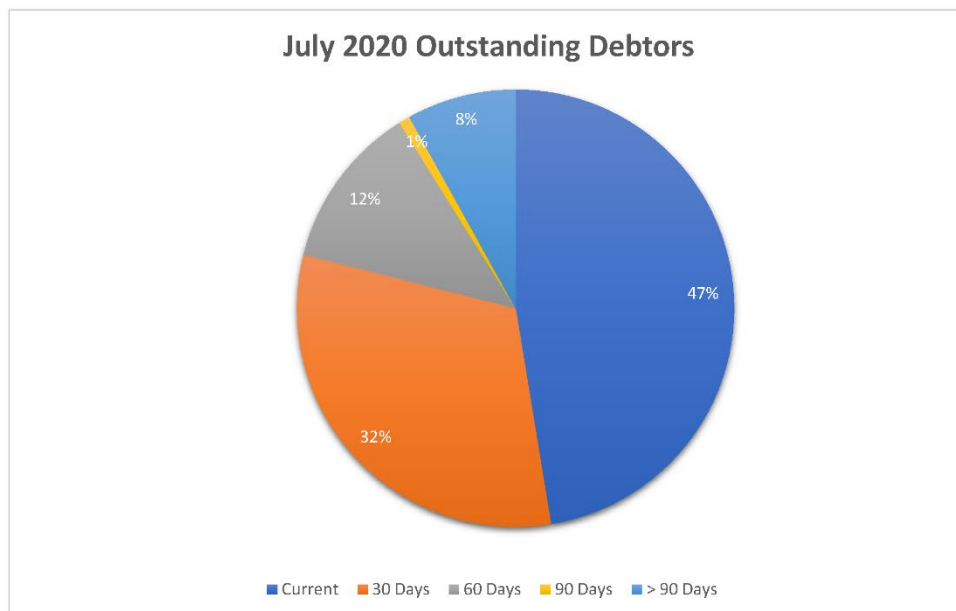
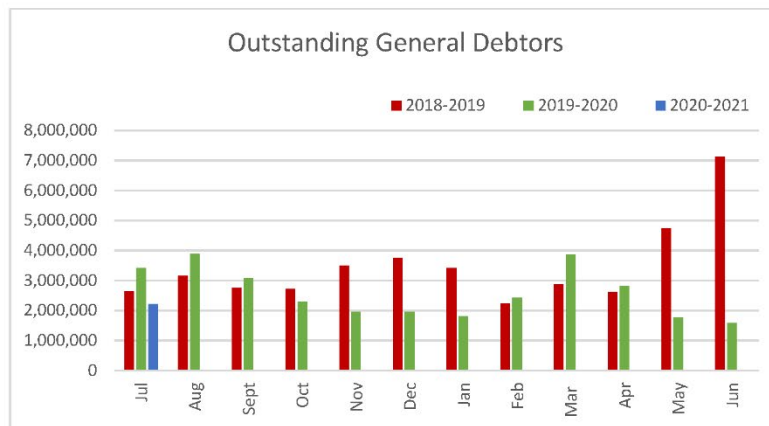
## Debtors Management

### Rates & Charges Debtors

| Month          | 2020/21     |      | 2019/20     |     | 2018/19<br>Outstanding | 2017/18<br>Outstanding |
|----------------|-------------|------|-------------|-----|------------------------|------------------------|
|                | Outstanding | %    | Outstanding | %   |                        |                        |
| June           |             |      | 4,509,658   | 10% | 3,844,767              | 4,995,832              |
| May            |             |      | 5,739,965   | 13% | 5,151,143              | 5,530,195              |
| April          |             |      | 6,676,360   | 14% | 6,368,476              | 6,319,615              |
| March          |             |      | 8,782,286   | 20% | 8,297,513              | 8,737,252              |
| February       |             |      | 28,950,351  | 67% | 14,745,314             | 26,466,220             |
| January        |             |      | 44,476,445  | 96% | 44,828,908             | 44,970,965             |
| December       |             |      | 2,774,538   | 6%  | 3,905,999              | 5,033,499              |
| November       |             |      | 5,085,705   | 12% | 4,692,691              | 6,155,342              |
| October        |             |      | 5,833,001   | 12% | 5,798,615              | 7,205,183              |
| September      |             |      | 7,601,554   | 16% | 7,791,985              | 10,306,621             |
| August         |             |      | 13,344,529  | 29% | 9,778,676              | 37,973,782             |
| July           | 3,440,135   | 7.91 | 41,728,111  | 92% | 43,825,116             | 4,279,104              |
| Revenue Budget |             |      | 88,669,880  |     | 89,276,298             | 85,972,490             |

### General Debtors

| Month/Period     | Current   | 30 Days   | 60 Days   | 90 Days   | >90 Days | TOTAL     |
|------------------|-----------|-----------|-----------|-----------|----------|-----------|
| <b>2020/2021</b> |           |           |           |           |          |           |
| July             | 1,046,675 | 696,390   | 268,234   | 18,326    | 178,000  | 2,207,625 |
| <b>2019/2020</b> |           |           |           |           |          |           |
| June             | 912,558   | 370,906   | 79,621    | 40,848    | 169,202  | 1,573,135 |
| May              | 644,865   | 177,914   | 667,191   | 11,913    | 261,976  | 1,763,859 |
| April            | 1,110,305 | 1,138,934 | 265,607   | 44,837    | 256,241  | 2,815,924 |
| March            | 3,054,593 | 514,750   | 50,001    | 45,858    | 206,856  | 3,872,058 |
| February         | 1,723,940 | 390,429   | 81,649    | 136,648   | 91,101   | 2,423,767 |
| January          | 1,140,517 | 412,828   | 146,419   | 49,531    | 54,659   | 1,803,954 |
| December         | 1,344,012 | 420,760   | 56,503    | 19,421    | 115,884  | 1,956,580 |
| November         | 1,406,747 | 350,065   | 59,070    | 24,617    | 112,863  | 1,953,362 |
| October          | 1,641,989 | 406,521   | 88,777    | 20,771    | 139,302  | 2,297,360 |
| September        | 1,779,171 | 145,618   | 42,865    | 168,476   | 933,700  | 3,069,830 |
| August           | 2,292,547 | 215,143   | 172,823   | 1,110,370 | 88,308   | 3,879,191 |
| July             | 750,209   | 1,412,855 | 1,137,142 | 49,730    | 58,547   | 3,408,483 |
| <b>2018/2019</b> |           |           |           |           |          |           |
| June 2018/19     | 5,408,713 | 1,549,732 | 90,492    | 19,341    | 56,372   | 7,124,650 |
| June 2017/18     | 4,825,162 | 549,066   | 63,996    | 5,154     | 158,649  | 5,602,027 |



## Insurance

| Insurance Claims     | Pub. Liability & Professional Indemnity | Third Party Damages | Motor Vehicle | Property  | Theft    | Total      |
|----------------------|-----------------------------------------|---------------------|---------------|-----------|----------|------------|
| <b>2020/2021 YTD</b> |                                         |                     |               |           |          |            |
| July 2020            | 1                                       | 2                   | 1             | 1         | 0        | 5          |
| <b>2019/2020 YTD</b> | <b>12</b>                               | <b>30</b>           | <b>25</b>     | <b>8</b>  | <b>0</b> | <b>75</b>  |
| June 2020            | 0                                       | 4                   | 0             | 0         | 0        | 4          |
| May 2020             | 1                                       | 2                   | 3             | 1         | 0        | 7          |
| April 2020           | 1                                       | 3                   | 1             | 0         | 0        | 5          |
| March 2020           | 0                                       | 5                   | 2             | 1         | 0        | 8          |
| February 2020        | 1                                       | 5                   | 5             | 0         | 0        | 11         |
| January 2020         | 2                                       | 5                   | 1             | 0         | 0        | 8          |
| December 2019        | 1                                       | 1                   | 1             | 0         | 0        | 3          |
| November 2019        | 0                                       | 0                   | 1             | 0         | 0        | 1          |
| October 2019         | 0                                       | 3                   | 3             | 2         | 0        | 8          |
| September 2019       | 1                                       | 1                   | 5             | 2         | 0        | 9          |
| August 2019          | 2                                       | 1                   | 1             | 1         | 0        | 5          |
| July, 2019           | 3                                       | 0                   | 2             | 1         | 0        | 6          |
| <b>2018/2019</b>     | <b>18</b>                               | <b>36</b>           | <b>19</b>     | <b>7</b>  | <b>0</b> | <b>80</b>  |
| <b>2017/2018</b>     | <b>19</b>                               | <b>0</b>            | <b>71</b>     | <b>13</b> | <b>1</b> | <b>104</b> |

| Claims not Finalised – July 2020 |           |
|----------------------------------|-----------|
| Public Liability                 | 10        |
| Professional Indemnity           | 1         |
| Property                         | 4         |
| Motor Vehicle                    | 1         |
| <b>Total</b>                     | <b>16</b> |

Insurance premium increases of around 15% is expected for 20/21 and has been incorporated into the budgets being prepared. Insurance is being organised for the new 83 Main building, in time for the handover of the site from the contractor to Council.



# Project and Asset Management

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## Asset Management

### Capitalisation

Capitalisation has ceased for the 2020 Financial year. Once the Financial Statements have been adopted by Council (usually second half of August), Capitalisation will recommence for 2020/21.

### Asset Valuation

Assets were valued for the end of the financial year 2019/20 using an indexation approach using the Council Cost Index (CCI) published by the Local Government Association of Queensland (LGAQ). Land was valued based on comparable actual transactions. Both reports indicated that no revaluation of the assets in the financial statements were required as the value fluctuations were within  $\pm 10\%$ . Adjustments in assets values in the financial statements are triggered only if the fluctuations are greater than 10%.

### Asset Management Leadership Advisory Group (AMLAG)

The format for this group is being reviewed. **AMLAG** has not met during the second half of 2019/20.

## Project Management

### Project Management Framework (PMF)

The **PMF** will undergo its annual revision within the first quarter of 2020/21.

### Project Update Tool (PUT)

The **PUT** is currently live, with user training undertaken during the last week of July. Some changes and adjustments are being undertaken based on user feedback. Possible improvements will be reviewed throughout this year.

The extraction of data for reporting of project progress to the ELT as well as Council is being currently worked on.



# Procurement

## Procurement Activity (Tenders and Significant Quotations)

### Corporate Services

| Contract Number | Details                                                                       | Type | Status                                                                                  |
|-----------------|-------------------------------------------------------------------------------|------|-----------------------------------------------------------------------------------------|
| 500.2019.0077   | Prequalified Suppliers for Trade Services                                     | RFT  | Due to be awarded on 12 <sup>th</sup> August 2020                                       |
| 500.2020.0048   | Supply & Delivery of Four (4) Tray Back Utilities                             | RFQ  | Currently being evaluated                                                               |
| 500.2020.0051   | Supply & Delivery of Three (3) Trucks                                         | RFQ  | Currently being evaluated                                                               |
| 500.2020.0057   | Provision of Sharps and Sanitary Disposal Services                            | RFT  | Currently being evaluated                                                               |
| 500.2020.0058   | Provision of Pest Control Services                                            | RFQ  | Awarded on 22 <sup>nd</sup> July 2020                                                   |
| 500.2020.0059   | Supply and Delivery of Two (2) 4WD Space Cab Utilities                        | RFQ  | Currently being evaluated                                                               |
| 500.2020.0060   | Supply and Delivery of Two (2) 2WD Dual Cab Utilities                         | RFQ  | Currently being evaluated                                                               |
| 500.2020.0063   | Provision of Internal Audit Services                                          | RFT  | Released 29 <sup>th</sup> July 2020 and due to close 20 <sup>th</sup> August 2020       |
| 500.2020.0069   | Senior Project Management Services for Council's ICT Projects                 | RFQ  | Released 27 <sup>th</sup> July 2020 and due to close 10 <sup>th</sup> August 2020       |
| 500.2020.0074   | Provision of Fire System Maintenance System                                   | RFT  | Released on 15 <sup>th</sup> July and due to close on 5 <sup>th</sup> August 2020       |
| 500.2020.0077   | Sale of Asset - 7833 Bowen Developmental Road, Collinsville Lot 72 on CPDK189 | RFT  | Released on 17 <sup>th</sup> July 2020 and due to close on 14 <sup>th</sup> August 2020 |

### Community Services

| Contract Number | Details                                          | Type | Status                                                                          |
|-----------------|--------------------------------------------------|------|---------------------------------------------------------------------------------|
| 500.2019.0123   | Construction of Proserpine Entertainment Centre  | RFT  | Currently being evaluated and due to be awarded on 12 <sup>th</sup> August 2020 |
| 500.2020.0046   | Proserpine Heat Reduction Feasibility Assessment | RFQ  | Awarded on 15 <sup>th</sup> July 2020                                           |
| 500.2020.0078   | Whitsunday Industry Resilience Project           | RFQ  | Awarded on 21 <sup>st</sup> July 2020                                           |

## Development Services

| Contract Number | Details                                                         | Type | Status                                                             |
|-----------------|-----------------------------------------------------------------|------|--------------------------------------------------------------------|
| 500.2020.0046   | Proserpine Heat Reduction Feasibility Assessment                | RFQ  | Awarded on 15 <sup>th</sup> July 2020                              |
| 500.2020.0076   | Development Application – Camping Facilities at Lake Proserpine | RFQ  | Closed on 30 <sup>th</sup> July 2020 and currently being evaluated |

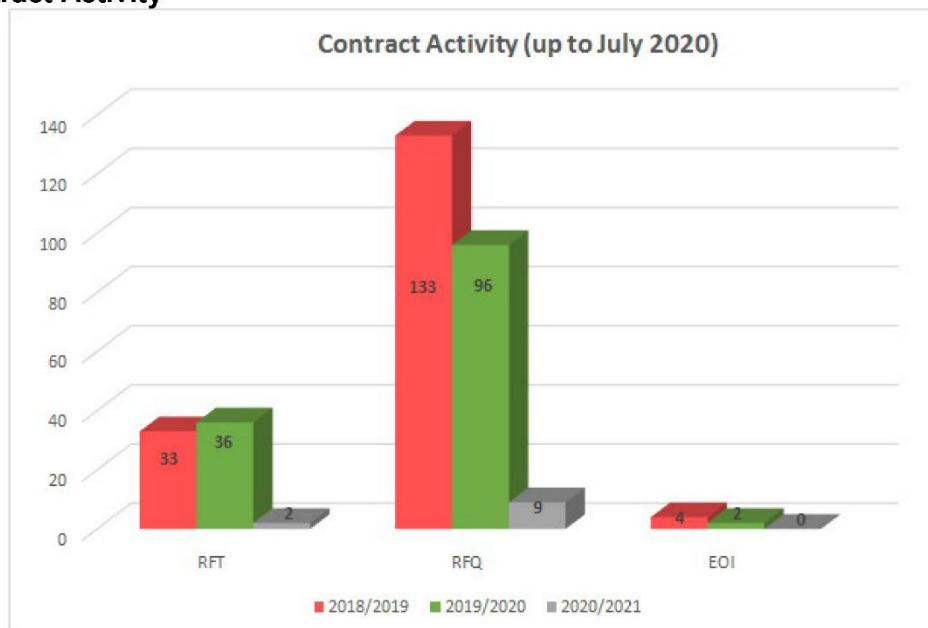
## Office of the Mayor and CEO

| Contract Number | Details                                                        | Type | Status                                                                                   |
|-----------------|----------------------------------------------------------------|------|------------------------------------------------------------------------------------------|
| 500.2020.0029   | EOI – WCA – Commercial Catering Opportunity                    | EOI  | Currently being evaluated                                                                |
| 500.2020.0056   | Technical and Industry Advisor – Shute Harbour Marine Terminal | RFQ  | Closed on 17 <sup>th</sup> July 2020 and no responses were submitted by the closing date |
| 500.2020.0066   | Shute Harbour Marine Commercial Opportunity                    | EOI  | Closed on 24 <sup>th</sup> July 2020 and currently being evaluated                       |

## Infrastructure Services

| Contract Number | Details                                                                     | Type | Status                                                                                  |
|-----------------|-----------------------------------------------------------------------------|------|-----------------------------------------------------------------------------------------|
| 500.2020.0053   | W4Q - Cannonvale Lakes - Boardwalk Upgrade                                  | RFQ  | Awarded on 21 <sup>st</sup> July 2020                                                   |
| 500.2020.0062   | Provision of Consultancy Services for Waste and Recyclables Collection      | RFQ  | Closed on 15 <sup>th</sup> July 2020 and currently being evaluated                      |
| 500.2020.0062   | Lake Proserpine – Pipe Relining                                             | RFQ  | Closed on 29 <sup>th</sup> July 2020 and currently being evaluated                      |
| 500.2020.0067   | Development of Traffic Control Guidance Scheme                              | RFQ  | Closed on 23 <sup>rd</sup> July 2020 and currently being evaluated                      |
| 500.2020.0068   | W4Q – Supply of a Mobile LED Screen                                         | RFQ  | Closed on 14 <sup>th</sup> July 2020 and currently being evaluated                      |
| 500.2020.0070   | Supply and installation of Pedestrian Bridge – Whisper Bay (near VMR)       | RFQ  | Released on 30 <sup>th</sup> July 2020 and due to close on 20 <sup>th</sup> August 2020 |
| 500.2020.0071   | Supply and Installation of Retainer Wall – Gloucester Sports and Recreation | RFQ  | Closed on the 22 <sup>nd</sup> July 2020 and currently being evaluated                  |
| 500.2020.0072   | W4Q – Proserpine's Rotary Park Playground Restoration                       | RFQ  | Closed on 23 <sup>rd</sup> July and currently being evaluated                           |
| 500.2020.0073   | Supply of Cemetery Memorial Plaques                                         | RFQ  | Closed on 16 <sup>th</sup> July 2020 and currently being evaluated                      |
| 500.2020.0075   | Provision of Maintenance for Guthalungra Rest Area                          | RFQ  | Closed on 23 <sup>rd</sup> July 2020 and currently being evaluated                      |

## Contract Activity



# Property & Facilities

## Insurance Projects

Property and Facilities are continuing to plan, prioritise, scope and consult to deliver the remaining building/property related insurance projects. Consultation meetings have been held with other asset owners to coordinate work packages. During the month of July 2020, the following Insurance Projects have progressed:

| Project                                                    | Status    | % Complete |
|------------------------------------------------------------|-----------|------------|
| Airlie Beach PCYC                                          | Complete  | 100%       |
| Airlie Beach Transit Terminal                              | Complete  | 100%       |
| Bowen Col Leather Sports Complex                           | Complete  | 100%       |
| Bowen Denison Park                                         | Complete  | 100%       |
| Bowen Foreshore                                            | Complete  | 100%       |
| Bowen Swimming Pool                                        | Complete  | 100%       |
| Bowen Wangaratta Caravan Park                              | Complete  | 100%       |
| Cannonvale SES                                             | Complete  | 100%       |
| Collinsville Airport                                       | Complete  | 100%       |
| Conway Beach Block Shelter                                 | Complete  | 100%       |
| Dingo Beach & Hydeaway Bay Foreshores                      | Complete  | 100%       |
| Scottville Oval                                            | Complete  | 100%       |
| Electrical - South                                         | Complete  | 100%       |
| Electrical - North                                         | Complete  | 100%       |
| Cannonvale Library Damaged Furnishings                     | Complete  | 100%       |
| Collinsville Community Centre                              | Complete  | 100%       |
| Collinsville Rugby League                                  | Complete  | 100%       |
| Conway Beach & Wilson Beach                                | Complete  | 100%       |
| Proserpine Parks and Pool                                  | Complete  | 100%       |
| Bowen Community Hall                                       | Complete  | 100%       |
| Bowen Council Depot                                        | Complete  | 100%       |
| Sign Package                                               | Complete  | 100%       |
| Collinsville Administration Building                       | Complete  | 100%       |
| Mt Coolon Community Centre                                 | Complete  | 100%       |
| Proserpine Library                                         | Complete  | 100%       |
| Cannonvale Transfer Station                                | Complete  | 100%       |
| Bowen Gideon Pott Park                                     | Complete  | 100%       |
| Collinsville Pool                                          | Complete  | 100%       |
| Mt Gordon Tourist Information Centre                       | Complete  | 100%       |
| Cannonvale WRC Depot                                       | Complete  | 100%       |
| Painting - South                                           | Complete  | 100%       |
| Bowen Cemetery                                             | Complete  | 100%       |
|                                                            |           |            |
| Bowen Basketball Courts - Demolish and Rehab - Potentially | Scheduled | 0%         |
| Collinsville Council Depot                                 | Scheduled | 0%         |

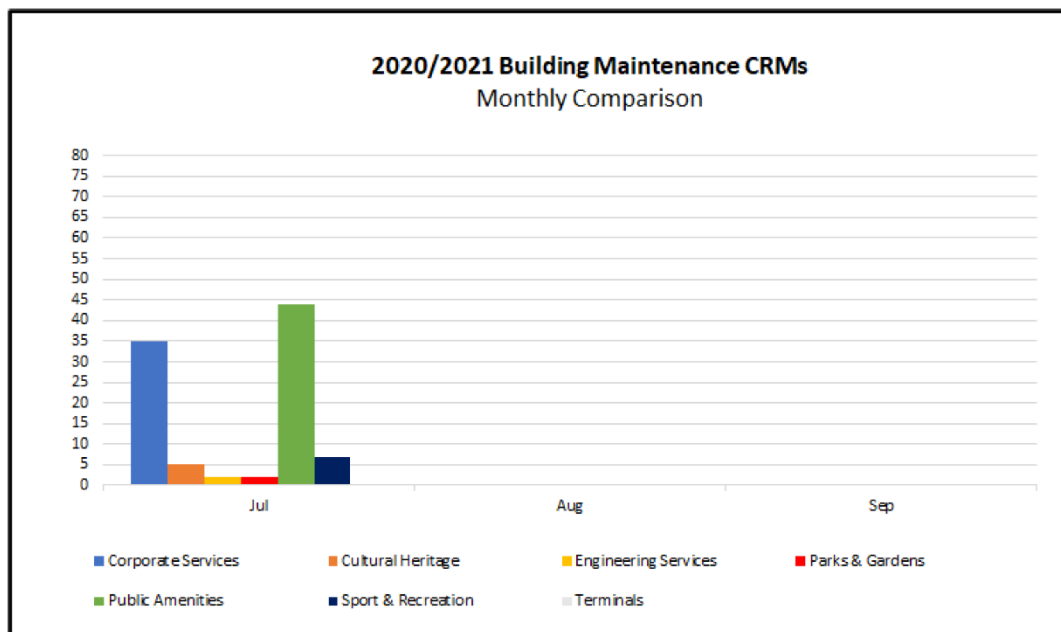
## Capital Projects

During the month of July 2020, the following Capital Projects have progressed:

| Project                                    | Status    | % Complete |
|--------------------------------------------|-----------|------------|
| 21 Station Street Residence                | Scheduled | 0%         |
| 33 Kelsey Creek Residence                  | Complete  | 100%       |
| Cannonvale/Proserpine Depot                | Complete  | 100%       |
| Collinsville Depot Skillion                | Complete  | 100%       |
| Proserpine Depot C/W                       | Complete  | 100%       |
| Proserpine Tourist Park Amenities Renewal  | Complete  | 100%       |
| Proserpine Water Tower                     | Complete  | 100%       |
| Wangaratta Caravan Park Amenities Building | Complete  | 100%       |

## Operational

| Building Maintenance CRMs                | YTD | July | Aug | Sep | Oct | Nov | Dec | Monthly Trend |
|------------------------------------------|-----|------|-----|-----|-----|-----|-----|---------------|
| <b>Corporate Services</b>                |     |      |     |     |     |     |     |               |
| CRM Received                             | 35  | 35   |     |     |     |     |     | -             |
| CRM Completed                            | 27  | 27   |     |     |     |     |     | -             |
| <b>Cultural Heritage</b>                 |     |      |     |     |     |     |     |               |
| CRM Received                             | 5   | 5    |     |     |     |     |     | -             |
| CRM Completed                            | 3   | 3    |     |     |     |     |     | -             |
| <b>Engineering Services</b>              |     |      |     |     |     |     |     |               |
| CRM Received                             | 2   | 2    |     |     |     |     |     | -             |
| CRM Completed                            | 2   | 2    |     |     |     |     |     | -             |
| <b>Parks &amp; Gardens</b>               |     |      |     |     |     |     |     |               |
| CRM Received                             | 2   | 2    |     |     |     |     |     | -             |
| CRM Completed                            | 2   | 2    |     |     |     |     |     | -             |
| <b>Public Amenities</b>                  |     |      |     |     |     |     |     |               |
| CRM Received                             | 44  | 44   |     |     |     |     |     | -             |
| CRM Completed                            | 42  | 42   |     |     |     |     |     | -             |
| <b>Sport &amp; Recreation</b>            |     |      |     |     |     |     |     |               |
| CRM Received                             | 7   | 7    |     |     |     |     |     | -             |
| CRM Completed                            | 5   | 5    |     |     |     |     |     | -             |
| <b>Terminals</b>                         |     |      |     |     |     |     |     |               |
| CRM Received                             | 0   | 0    |     |     |     |     |     | -             |
| CRM Completed                            | 0   | 0    |     |     |     |     |     | -             |
| <b>Total CRMs - Building Maintenance</b> |     |      |     |     |     |     |     |               |
| CRM Received                             | 95  | 95   |     |     |     |     |     | -             |
| CRM Completed                            | 81  | 81   |     |     |     |     |     | -             |



## Lease Update

In the month of July, Council received the lease plan for the Collinsville Pony Club and Collinsville Rodeo Association land. Meetings are being arranged with both Lessee's to go through the lease plan and determine its suitability for each Club to be able to operate safely.

Council has also been in further discussions with the Proserpine Rugby League to finalise their lease at Les Stagg Oval.

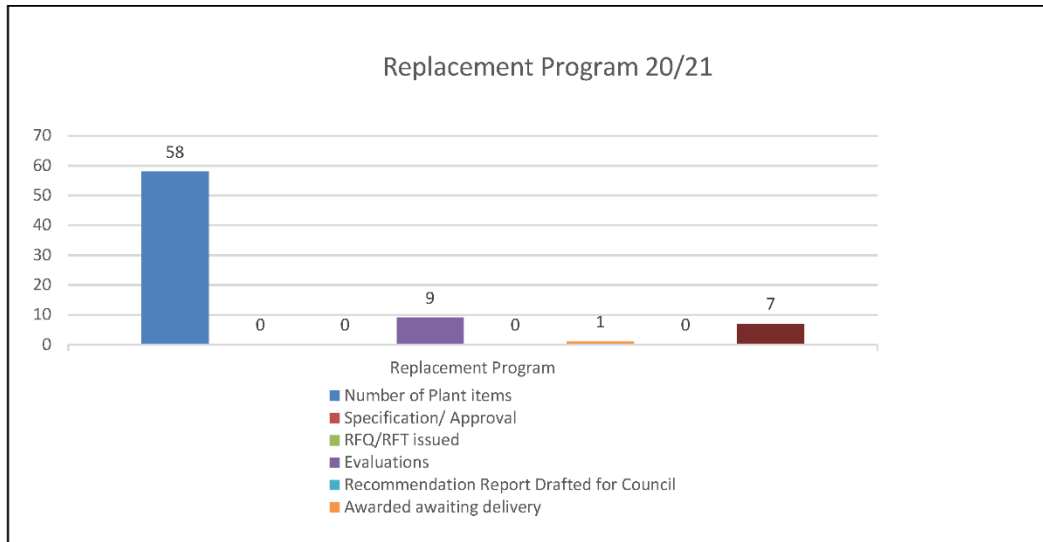
Leases were executed with Island FM and with Airbridge Networks.

Discussions have been held with the Real Estate Agents for the various commercial properties currently being leased by Council as temporary administration offices for the make good provisions as Council is currently in the beginning stages of moving staff back to the new Proserpine Administration Building.

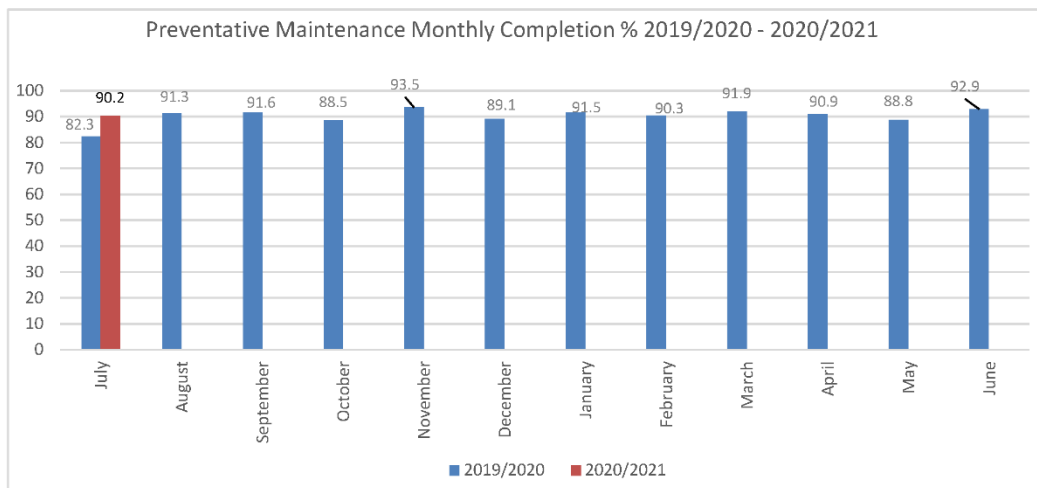
| Lease in action                       | Under Negotiation | Out for execution | Lease awaiting lodgment | Due to expire within 12 Months | Comments                                                                       |
|---------------------------------------|-------------------|-------------------|-------------------------|--------------------------------|--------------------------------------------------------------------------------|
| Bowen Seagulls Rugby League           | •                 |                   |                         |                                | Draft lease under discussion with Council and the Bowen Seagulls Legal Advisor |
| Proserpine Rugby League Football Club |                   | •                 |                         |                                | Meeting held with Lessee, they are currently reviewing the lease terms         |
| Collinsville Pony Club                | •                 |                   |                         |                                | Lease Plan received, meetings to be held with Lessee's                         |

# Fleet Management

## Fleet Replacement Program



## Preventative Maintenance





# Governance & Administration

Norm Garsden has been engaged as the Interim Manager from 23 February until a permanent appointment is made, this appointment has now been extended until September 2020 as a result of the suspension of the recruitment process (due to COVID-19 and CEO recruitment process). Tasks commenced this month include:

## Legal Services

In February 2018, Council moved to a model to entirely outsource legal services and repurposed the internal staff positions. This model was further refined in August 2018 when after briefing council, the CEO entered into a trial arrangement with McKays Solicitors for the provision of core legal services, at a largely fixed cost of \$400,000 per annum. 34 issues are currently being considered by McKays and the arrangement is being reviewed to ensure Council is receiving value for money and meeting other Key Performance Indicators (KPIs).

## Changes to Legislation

The Electoral and Other Legislation (Accountability, Integrity and Other Matters) Amendment Act 2020 was passed by the Legislative Assembly on 18 June 2020 and includes amendments relating to elections, Ministerial conduct, and conduct in local government. The majority of local government amendments are planned to come into effect on 12 October 2020. Changes affecting local government include:

- new registers of interests requirements;
- new and clarified conflict of interest requirements;
- new requirements for Councillor advisors and councilor administrative support staff;
- provisions relating to the dissolution of a local government and administrators;
- stopping Mayors from giving directions about the appointment or discipline of local government employees; and
- changes for filling Councillor and Mayor vacancies.

In addition to the amendment Act's requirements there are also a number of proposed future regulatory amendments to come into effect later in 2020. These include improvements to transparency through changes to requirements for meeting agendas, minutes, and when matters can be considered in closed meetings. A Councillor briefing is being prepared for August / September 2020 and it is expected that LGAQ's Elected Member Update, scheduled for 1 September 2020 will also feature these changes.

## Council Policies

Council has adopted policies to support its vision for the region and allow for good decision-making processes. At the conclusion of June 2020 Council had 89 Council policies, of which 15 are under review internally and to be reported to Council in due course. These are:

- Briefing Session Policy (combined with Standing Orders and Meeting Policy)
- Code of Conduct for Councillors (to be repealed, the Minister's Code of Conduct now applies)
- Community Engagement Policy
- Council Committees Policy
- Council Meeting Standing Orders (draft completed, briefing scheduled prior to adoption)
- Councillor Conduct Investigation Policy

- Councillors Acceptable Request Policy (draft completed, briefing scheduled prior to adoption)
- Discount on Rates when Special Circumstances Apply Policy
- Education, Compliance and Enforcement Policy
- Financial Reserves Policy
- Motor Vehicle Use Policy
- Notice to Purchasers of Land in Rural and Rural Residential Areas Policy
- Procurement Policy
- Road Register Policy
- Uniform Policy

It is noted that several of the above policies have formed part of the induction process and amended or updated versions of the documents will be presented to Council for consideration and adoption in due course.

### Delegations

To enable local governments to focus on strategic issues, reduce the amount of meeting time required and address circumstances in which the majority of Councillors must leave a council meeting due to a material personal interest or conflict of interest, local governments can delegate many of those decisions by resolution. The Chief Executive Officer can delegate most powers to an appropriately qualified local government employee.

In July, the CEO did not delegate any powers to officers within the organisation.

The Delegations are currently under active review and a report will be prepared for a meeting in September 2020.

### Right to Information and Information Privacy Access Applications

The Right to information Act is the Queensland Government's approach to ensure that the community is provided with greater access to information held by government agencies – unless on balance it is contrary to the public interest to provide that information.

The following are the relevant statistics for June - August 2020:

| Opening Balance of Applications | Applications Received | Applications Finalised | Closing Balance of Applications |
|---------------------------------|-----------------------|------------------------|---------------------------------|
| 0*                              | 1                     | 0                      | 1                               |

\*It is noted that the closing balance of applications for April was 1 application. However, this application was later identified as being invalid and therefore the opening balance of applications for June is 0. Council is working with the potential applicant to make their application valid and is awaiting further information.

### Councillor Requests – July 2020

| Unresolved - Brought Forward from 30 June | Received (New) | Resolved | Carry Forward - Unresolved |
|-------------------------------------------|----------------|----------|----------------------------|
| 0                                         | 36             | 20       | 16                         |

### Registers of Interest

| Councillor      | Days since updated Register of Interest (as at 31 July 2020) |
|-----------------|--------------------------------------------------------------|
| Andrew Willcox  | 82                                                           |
| Jan Clifford    | 509                                                          |
| Al Grundy       | 124                                                          |
| John Collins    | 813                                                          |
| Michelle Wright | 7                                                            |
| Gary Simpson    | 53                                                           |
| Mike Bruncker   | 96                                                           |

### Corporate and Operational Plans

Council's 5-year Corporate Plan 2016-2019 and 2020/21 Operational Plan have now been adopted by Council. Planning has been commenced to develop a Council's 5-year Corporate Plan 2021-2026, Community Engagement is planned for September – November 2020.

### Annual Report

Preparation of Council's Annual Report has commenced and will be presented to the Audit and Risk Committee for review. It is expected that the report will be presented to Council for adoption in early September.

### Agenda and Minutes Software

Council has recently acquired Doc Assembler, a new web-based technology from Harbour Software developed specifically for local government, and is designed for creating reports, compiling agenda and taking minutes at meetings.

Doc Assembler will be used for Council, Briefing Sessions and Executive Leadership Team meetings, but can also be used for other meetings across the organisation in the future. Doc Assembler will gradually go-live over the next few weeks, starting with the following:

- 4 September 2020 Executive Leadership Team Meeting
- 16 September 2020 Briefing Session
- 23 September 2020 Ordinary Meeting

The companion software – Docs on Tap will be the application for distribution and access of agendas. Training for Councillors will be made available for 16 September 2020.

## **12. Development Services**

### **12.1 FUNDING OPPORTUNITY - AUSTRALIA COUNCIL FOR THE ARTS**

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**AUTHOR:** Elouise Lamb - Project Officer Grants

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**RESPONSIBLE OFFICER:** Neil McGaffin - Director Development Services

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#### **OFFICER'S RECOMMENDATION**

**That Council support:**

- a) a submission to the Australia Council's *Arts Project - Organisations Fund* to attain an additional \$100,000 to increase both the sculpture and artwork deliverables of the Whitsunday Sculptures Drive and Dive Project.
  - b) a commitment to provide a co-contribution of \$25,000 from the current RADF surplus in the event funding is attained.
- 

The following report has been submitted for inclusion into Council's Ordinary Meeting to be held on 26 August 2020.

#### **SUMMARY**

Council resolved on 12.08.20 to apply for \$250 000 from the Queensland Government's Spaces & Places Activation Fund to deliver the Whitsunday Sculptures Drive and Dive Project. The submission process requested Council seek additional funds from the Australia Council for the Arts and RADF if eligible. This identified the opportunity for Council to potentially attain an additional \$125 000 to increase the funds available for sculpture installations in Proserpine and the sculpture dive and drive marketing initiatives.

#### **PURPOSE**

To advise Council of the opportunity to attain an additional \$100 000 from the Australia Council to enhance the Whitsunday Sculptures Drive and Dive Project and \$25 000 from the current RADF surplus.

#### **BACKGROUND**

On 12.08.2020 Council resolved to support the following funding submission now referred to as the Whitsunday Sculptures Drive and Dive Project.

*That Council support the development of a submission of up to \$250 000 to the Spaces and Places Activation program to incorporate:*

- a) *Commissioning of a new sculpture(s) in the Proserpine CBD that showcases the towns heritage; and*
- b) *Delivery of a regional sculpture promotional program to encourage drive tourism visitors to explore the Whitsunday regions sculptures.*

#### **STATUTORY/COMPLIANCE MATTERS**

N/A

## ANALYSIS

The submission process for Spaces and Places Activation encourages the applicant to review eligibility for Australia Council and RADF funding as sources of project funding contribution.

This **Australia Council's Arts Projects - Organisation** program funds a range of activities that deliver benefits to the arts sector and wider public, including national and international audiences. Organisations that undertake arts programs, projects or that provide services to artists are welcome to apply and can propose a single project, a suite of projects or annual programs of activity.

Grants are available from \$20,000 to \$100,000. Submissions are due 1 September 2020.

Council could attain an additional \$100k in funds from the Australia Council program to be utilised to increase the number or quality (material life) of sculptures to be delivered in Proserpine and to support a wider marketing initiative to promote the regions drive and dive sculpture offerings.

The Regional Arts Development Fund (RADF) is a partnership between Whitsunday Regional Council and the Queensland Government through Arts Queensland, which invests in quality arts and cultural experiences across Queensland based on locally determined priorities. There is currently a surplus in RADF funds of \$25k due to the gap between the funds Council has been able to attain and the requests for funds externally. Council is eligible to deliver a project with these funds in alignment with program guidelines which can be allocated as a special request outside of the program schedule.

## STRATEGIC IMPACTS

### Corporate Plan Alignment

Strategy 1.2.1: Build and maintain strong, collaborative and cooperative relationships across all levels of government, industry, business and community.

Strategy 3.1.2: Develop and implement strategies to preserve the unique character of our community and heritage places. Strategy 4.4.7: Promote the continued development of the tourism sector.

Financial Implications - The project does not require contribution from Council.

Economic Development Implications – The project delivers against Action 1.11: Work with Tourism Whitsundays to develop and resource a joint program to facilitate land-based tourism product development across the Whitsunday Region.

## CONSULTATION

Julie Wright - Director Community Services  
Neil McGaffin - Director Development Services  
Jacqueline Neave - Arts & Community Programs Officer

## DISCLOSURE OF OFFICER'S INTERESTS

No officer involved in the preparation of this report has an interest to declare in accordance with the provisions of the Local Government Act 2009 or the Staff Code of Conduct.

## **CONCLUSION**

Council to submit an application to the Australia Council to attain an additional \$100 000 and support the commitment of \$25 000 from the RADF surplus in the event funding is attained, to enhance the Whitsunday Sculptures Drive and Dive Project.

## **ATTACHMENTS**

N/A

## **12. Development Services**

### **12.2 FUNDING OPPORTUNITY - REGIONAL AIRPORT SCREENING INFRASTRUCTURE**

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**AUTHOR:** Elouise Lamb - Project Officer Grants

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**RESPONSIBLE OFFICER:** Neil McGaffin - Director Development Services

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#### **OFFICER'S RECOMMENDATION**

**That Council support a submission to the Regional Airport Screening Infrastructure Program for additional screening activities that have been implemented at Whitsunday Coast Airport inclusive of:**

- a) \$80,655 of capital works modifications; and**
  - b) \$129,134.00 for 1 year of additional operational expenses.**
- 

The following report has been submitted for inclusion into Council's Ordinary Meeting to be held on 26 August 2020.

#### **SUMMARY**

The Federal Government is providing funds to assist regional airports with the infrastructure and operational costs to deliver new screening requirements related to Covid-19. The Whitsunday Coast Airport can apply for funds to recover costs from works undertaken to modify the screening area to the value of \$80,655 and \$129,134 for one year of operational costs for additional screening personnel and related training.

#### **PURPOSE**

To advise of the Federal Government's Regional Airport Screening Infrastructure Program funding opportunity and discuss eligible projects for Council to submit.

#### **BACKGROUND**

As an outcome of Covid-19, the Federal Government's Department of Infrastructure, Transport, Regional Development and Communications (DITRDC) is providing \$66M to regional airports to assist meeting the necessary capital and initial operating costs of enhanced security screening requirements.

The intended outcomes of the program are:

- Airports to complete the necessary capital works with enhanced security screening requirements; and
- A measurable reduction of security costs that are passed on to airport users, commensurate with enhanced screening requirements (capital and operation security costs).

Grant funds must be used on eligible activities. Eligible activities can include:

- construction and related works e.g. electrical, fire, plumbing and/or heating, ventilation and cooling systems required to accommodate and operate approved aviation security screening equipment in a safe and compliant manner, so long as those works are the minimum efficient works necessary; and



- additional operating costs, such as staffing and maintenance, related to and expected to be incurred following the introduction of enhanced security screening equipment.

## **STATUTORY/COMPLIANCE MATTERS**

Funding supports Whitsunday Coast Airport's actions to deliver enhanced security screening requirements as advised by the Department of Infrastructure.

## **ANALYSIS**

Whitsunday Coast Airport has reviewed the funding opportunity and identified the following eligible costs that could be submitted under this program:

Construction - To make space available for body scanning equipment a redirection of a pass back-corridor has been completed creating a new exit from the sterile area. The cost of this activity was \$80,655.00 which is eligible to be recovered from this funding.

Operations - The additional costs to provide one security officer to operate a body scanner for one year is \$127,134 with \$2,000 required to provide staff training.

## **STRATEGIC IMPACTS**

Economic & Social Impacts - The funding provides financial support to assist Council to provide quality Covid safe screening services at Whitsunday Coast Airport. The purpose of the funding is to reduce the need for airports to recover costs from new Covid safe processes through increasing costs to passengers and potentially reducing the Region's capacity to attract visitors.

Financial implications - The funding will provide an opportunity for Capital and Operational cost recovery for Whitsunday Coast Airport to the total amount of \$209,789 for 20/21FY.

## **CONSULTATION**

Neil McGaffin - Director Development Services

Craig Turner - Chief Operating Officer - Aviation and Tourism

Tony Schulz - Whitsunday Coast Airport Manager

Aaron Chappell - Ranbury

ELT - 7 August 2020

## **DISCLOSURE OF OFFICER'S INTERESTS**

No officer involved in the preparation of this report has an interest to declare in accordance with the provisions of the Local Government Act 2009 or the Staff Code of Conduct.

## **CONCLUSION**

That Council apply for \$80,655 in construction expenses and \$129,134 for operational expenses from the Regional Airport Screening Infrastructure Program for additional screening activities that have been implemented at Whitsunday Coast Airport.

## **ATTACHMENTS**

N/A



## **12. Development Services**

### **12.3 20200728 - REFERRAL ENTITY RESPONSE - STATE DEVELOPMENT AREA APPLICATION FOR MATERIAL CHANGE OF USE FOR RAIL INFRASTRUCTURE (RAIL MAINTENANCE & PROVISIONING FACILITY); & RECONFIGURING A LOT - ABBOT POINT RD ABBOT POINT - BOWEN RAIL COMPANY P/L**

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**AUTHOR:** Matthew Twomey - Senior Development Assessment Officer

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**RESPONSIBLE OFFICER:** Neil McGaffin - Director Development Services

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#### **OFFICER'S RECOMMENDATION**

That Council provide a referral entity response for State Development Area Application for Material Change of Use of Premises for Rail Infrastructure (Rail Maintenance and Provisioning Facility) & Reconfiguration of a Lot – Three (3) Lots into Five (5) Lots in the Abbot Point State Development Area, made by Bowen Rail Company Pty Ltd on Lot 11 on SP275843, Lot 7 on SP275843, Lot 26 on SP22041 and Lot 121 on SP225046 to the Office of the Coordinator General seeking the inclusion of the following conditions:

- The Environmental Management Plans (EMPs) for the construction and operational phases are to be provided to Whitsunday Regional Council prior to commencement of construction and operation. The EMPs for both the construction and operational phases are to account for any impacts outside the Abbot Point State Development Area.
- A construction and operational water supply strategy is to be provided to Council demonstrating sufficient supply is available and any expectations of Council to provide sufficient water supply.
- A copy of the Erosion and Sediment Control Plan and Water Quality Management Plan is to be provided to Council prior to commencement of construction and operation.
- A copy of the proposal and building plans for all structures is to be provided to Council prior to the construction.

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The following report has been submitted for inclusion into Council's Ordinary Council Meeting to be held on 26 August 2020.

#### **SUMMARY**

Carmichael Railway Network Pty Ltd is developing a new narrow-gauge railway of approximately 206 km in length, to transport coal product from the Carmichael Mine to the Abbot Point Coal Terminal. To support operations, the Bowen Rail Company Pty Ltd proposes to construct a rail provisioning and maintenance facility in the Abbot Point State Development Area. In accordance with the Abbot Point State Development Area Development Scheme and the State Development and Public Works Organisation Act 1971 Council has been identified as a referral entity. It is recommended Council provides a response supporting the project subject to the inclusion of suggested conditions which protect the interests of Council.

#### **PURPOSE**

Development Applications requiring decisions which are outside the Council officer delegated authority require Council consideration.

## BACKGROUND

There is no previous Council decision relating to this matter.

## STATUTORY/COMPLIANCE MATTERS

Council provides comment on this development application, under the Abbot Point State Development Area (APSDA) Development Scheme and the State Development and Public Works Organisation Act 1971 (SDPWO).

## ANALYSIS

### Proposal

Council is in receipt of a request for a referral entity response from the Office of the Coordinator General for a State Development Area Application for a Material Change of use for Rail Infrastructure in the Abbot Point State Development Area (APSDA).

The application has been prepared in accordance with the Environmental Impact State (EIS) document for the North Galilee Basin Rail Project. In accordance with the Development Scheme the application is required to be referred to the Whitsunday Regional Council as the applicable local government.

The site is wholly contained onshore within the APSDA and is located approximately 15 km west of Bowen and 6 km south of the Port of Abbot Point. The site is accessed via Abbot Point Road which connects directly to the Bruce Highway. The Port of Abbot Point is also served by heavy rail with connections to various inland coal mines to the south of the site via the Collinsville Newlands Rail Line.

The Project will provide several railway operational support functions including train provisioning, rollingstock maintenance, rail infrastructure maintenance and train operations. The Project provides a key piece of infrastructure required to support expansion at the Port of Abbot Point and movements from the Galilee Basin. The Project will be completed in two stages and will include the following utilities, services, facilities and buildings:

- Rail infrastructure and rail lines;
- Rollingstock maintenance facility workshop;
- Wheel lathe maintenance workshop;
- Controls and operation facilities;
- Locomotive wash facility;
- Sticky coal facility;
- Light vehicle wash facility;
- Fuel and dangerous goods storage areas;
- Storage, laydown and delivery areas
- Administrative and bathhouse complex;
- Car parking area;
- Water storage and pump station;
- Sewage treatment plant; and
- Water treatment plant.

The facility will employ up to 120 full time employees (FTE) in operations spread between the rail maintenance facility and a future logistic/administration centre in Bowen (29 FTE at the facility). While staff will be predominantly trade related (e.g. mechanics) there will also be several professional and administration roles. In addition to the operational staff employment benefits, construction personnel for both Stage 1 and 2 will attract additional construction and community benefits. The workforce for the Project will vary during the construction phase with an estimated average of around 25-30 FTE during both Stage 1 and Stage 2.

### Assessment

In accordance with the APSDA Development Code, Council is required to assess the application based on its interests, which may impact on, or be impacted, by this application.

The application is considered to impact on the Bowen region outside of the declared State Development Area. Accordingly, the Whitsunday Regional Council Planning Scheme 2017 has been used to assess these impacts.

The Strategic framework sets the policy direction for the Planning Scheme and forms the basis for ensuring appropriate development occurs in the Planning Scheme area for the life of the Planning Scheme. The purpose of the Planning Scheme is upheld with the proposed development supporting the five key themes. The economic resilience, wealth creating and employment generating capacities of the Region are enhanced by the development and suitably co-located with existing major industry. An assessment of the key ecological features has been provided by the proponent. It is expected that stringent environmental conditions will be imposed on the development. The proposal is considered to place a minimal impact on the Region's infrastructure managed by Council. A suggested condition has been provided in the referral entity response requesting the applicant to identify the lawful water source which is appropriately licenced for the projects purpose (i.e. Councils Potable Water Fill Point in Merinda).

The Coordinator General is requested to take into consideration the potential impact of the project on the wider Whitsunday region. In order to protect Council's interests. The Coordinator General will be requested to include the following conditions of approval, or the like, if the application is to be approved:

- The Environmental Management Plans (EMPs) for the construction and operational phases are to be provided to Whitsunday Regional Council prior to commencement of construction and operation. The EMPs for both the construction and operational phases are to account for any impacts outside the Abbot Point State Development Area.
- A construction and operational water supply strategy is to be provided to Council demonstrating sufficient supply is available and any expectations of Council to provide sufficient water supply.
- A copy of the Erosion and Sediment Control Plan and Water Quality Management Plan is to be provided to Council prior to commencement of construction and operation.
- A copy of the proposal and building plans for all structures is to be provided to Council prior to the construction.

## **STRATEGIC IMPACTS**

### Alignment to Corporate Plan

Outcome 3.1: Our built environment is well planned, effectively managed and protects our region's heritage and character

Outcome 3.2: Our Natural environment is valued and sustainable

Outcome 3.3: Our infrastructure supports our region's current and future needs

Alignment to Operational Plan

KPI: Development Applications are decided within statutory timeframes

Financial Implications - Suggested conditions will manage the financial implications.

Risk Management Implications - N/A

Strategic Impacts - N/A

**CONSULTATION**

Neil McGaffin - Director Development Services

Doug Mackay - Manager Development Assessment

Yestin Hughes - Principal Engineer Civil & Environmental Whitsunday Water

**DISCLOSURE OF OFFICER'S INTERESTS**

No officer involved in the preparation of this report has an interest to declare in accordance with the provisions of the Local Government Act 2009 or the Staff Code of Conduct.

**CONCLUSION**

It is recommended Council provides a referral entity response supporting the proposed development subject to the inclusion of suggested conditions of approval.

**ATTACHMENTS**

Attachment 1 - Locality Plan

## Attachment 1 - Locality Plan





## **12. Development Services**

### **12.4 20200521 - DEVELOPMENT PERMIT FOR MATERIAL CHANGE OF USE - SHORT-TERM ACCOMMODATION - L: 115 SP: 268382 - 2A CORAL ESPLANADE CANNONVALE - RUSSELL C/- WYNNE PLANNING**

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**AUTHOR:** James McEvoy-Bowe - Planner

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**RESPONSIBLE OFFICER:** Neil McGaffin - Director Development Services

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#### **OFFICER'S RECOMMENDATION**

**That Council approve the application for Development Permit for Material Change of Use for Short Term Accommodation, made by P W Russell & R K Russell, on L: 115 SP: 268382 and located at 2A Coral Esplanade Cannonvale, subject to the conditions outlined in Attachment 1.**

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The following report has been submitted for inclusion into Council's Ordinary Council Meeting to be held on 26 August 2020.

#### **SUMMARY**

The proposal is for Short-term Accommodation of an existing house located at 2A Coral Esplanade, Cannonvale.

The premises is zoned Low Density Residential triggering an impact assessable development application. The applicant has provided all necessary information required by the Short-term Accommodation Guideline.

The development application attracted a total of six (6) submissions during the Public Notification period.

All necessary information has been provided for assessment, which has demonstrated compliance with the relevant planning provisions. It is recommended the development application is given approval subject to reasonable and relevant conditions.

#### **PURPOSE**

Development Applications requiring decisions which are outside the Council officer delegated authority require Council consideration.

#### **BACKGROUND**

There is no previous Council decision relating to this matter.

#### **STATUTORY/COMPLIANCE MATTERS**

*Planning Act 2016*

*Planning Regulation 2017*

#### **ANALYSIS**

Council has received the following Development Application, which has been assessed against the provisions of the relevant legislation as reported below.

## 1. Application Summary

|                         |                                                                                              |
|-------------------------|----------------------------------------------------------------------------------------------|
| Proposal:               | Development Application for Short-term Accommodation                                         |
| Landowner               | P W Russell & R K Russell                                                                    |
| Property Address:       | 2A Coral Esplanade Cannonvale                                                                |
| Property Description:   | Lot 115 SP 268382                                                                            |
| Area of Site:           | 1,436m <sup>2</sup>                                                                          |
| Planning Scheme Zone:   | Low Density Residential Zone                                                                 |
| Level of assessment     | Impact Assessable                                                                            |
| Overlays:               | Acid Sulfate Soils Overlay<br>Environmental Significance Overlay<br>Landslide Hazard Overlay |
| Existing Use:           | Dwelling House                                                                               |
| Existing Approvals:     | Nil                                                                                          |
| Public Notification:    | 26/06/2020 – 21/07/2020                                                                      |
| Submissions received:   | Six (6)                                                                                      |
| State referrals:        | Nil                                                                                          |
| Infrastructure charges: | Nil                                                                                          |

## 2. Site Details

2.1. Location (refer to plan in attachment 2)

2.2. Zoning (refer to plan in attachment 3)

Low Density Residential Zone

2.3. Site description - topography, vegetation, drainage

The site is irregular in shape and located at the end of Coral Esplanade in a cul-de-sac. The premise is landscaped on all boundaries and there is a drainage easement located on North Western boundary, providing a legal point of discharge for 15 Jessies Way (private road) to the rear.

2.4. Access

Access is gained via a 60m concrete driveway from the Coral Esplanade cul-de-sac.

2.5. Surrounding uses

- North: Cannonvale foreshore reserve land
- East: Dwelling
- South: Above residential allotments of Jessies Way-Private (2 out of 3 Lots are vacant)
- West: Back yard of above lot 17 Jessies Way-Private

### 3. Proposal Details

The proposal is for Short-term Accommodation of a house that contains five (5) bedrooms, large entertainment decks, infinity/wet edge pool and ample space for car parking.

The site is connected to Council reticulated services. Access is currently gained via a 60m concrete driveway from the Coral Esplanade cul-de-sac and this arrangement will not change with the proposed use.

The applicant has provided documentation demonstrating compliance with the Short-term Accommodation Guideline, being a Code of Conduct, Property Management Plan and Fire and Evacuation Plan for the proposed use. Although the premise has five (5) bedrooms, Council may condition a maximum short-term letting capability of four (4) bedrooms with a maximum of eight (8) persons, as per the current policy.

Council records indicate that no other Material Change of Use development permits have been issued for the premises.

### 4. Planning Assessment

The application has been assessed against the relevant provisions of the *Planning Act, 2016* and the *Whitsunday Regional Council Planning Scheme, 2017*.

The proposal is considered to be generally in accordance with the Planning Scheme and is recommended for approval in accordance with the drawings and documents submitted, subject to reasonable and relevant conditions (Attachment 1).

#### 4.1. State Assessment and Referral Agency (SARA)

The application did not require referral to any State Agencies.

#### 4.2. State Planning Policy - July 2017

The Whitsunday Regional Council Planning Scheme, 2017 has been assessed by the State government to adequately reflect state interests included in the State Planning Policy 2017.

#### 4.3. Mackay Isaac and Whitsunday Regional Plan - February 2012

The proposal is generally consistent with the provisions of the plan.

#### 4.4. Whitsunday Regional Council Planning Scheme, 2017

##### 4.4.1. Strategic Framework

The proposal complies with the relevant items of the Strategic Framework.

##### 4.4.2. Strategic Intent

The proposal complies with the relevant items of the Strategic Intent.

##### 4.4.3. Overlay Codes

4.4.3.1. No overlay codes affect the proposed development.

##### 4.4.4. Zone Code

4.4.4.1. The proposal is an Impact Assessable use in the Low-density Residential Zone. The proposal generally complies with the relevant Overall Outcomes of the Low Density Residential Zone Code and can be



conditioned appropriately to be compatible with the prevailing residential character and amenity of the locality.

#### 4.4.5. Development Codes

##### 4.4.5.1. Short-term Accommodation

- Site plan provided;
- Property Management Plan provided;
- Code of Conduct provided;
- Fire and emergency plan provided;
- Statutory declaration has been provided;
- Large double Garage and a total capacity of seven parking spaces.

## 5. Public Submissions

The development application was placed on public notification between 26/06/2020 and 21/07/2020 in accordance with the relevant provisions of the Planning Act 2016. The Notice of Compliance was received on 27/07/2020. Six (6) submissions were received during this period of Public Notification.

Submissions have been received and summarised in the below table:

| Issue                                                                                                                                                                          | Comment/Condition Number                                                                                                                                                                                                                                                                |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. Public notification is required but has never been successfully overturned.<br><br>An additional comment was made that it is difficult for some people to make submissions. | This statement does not address town planning matters or benchmarks for the use.<br><br>Council's Development Department will readily assist anyone wishing to lodge a submission.                                                                                                      |
| 2. No response is assumed as a 'non-objection'                                                                                                                                 | Council only considers submissions that have been received in accordance with the provisions of the Planning Act 2016. Submissions may be made in support of an application, or in opposition.                                                                                          |
| 3. The development application is too long, and responses are "not applicable"                                                                                                 | The length and complexity of a development application is determined by the relevant provisions which need to be addressed. Many of the provisions of the relevant codes are 'not applicable' to some development applications.                                                         |
| 4. No mandatory submission from direct adjoining landowners                                                                                                                    | The Planning Act does not provide for mandatory submissions from anyone.                                                                                                                                                                                                                |
| 5. Applications are revenue biased and not based on governance                                                                                                                 | Council's development application fees are established to recover costs. The assessment criteria addressed in the development application, are all governance matters.                                                                                                                  |
| 6. Two-page management plan is vague and lacks enforceable consequence                                                                                                         | A Development Permit has conditions of approval which are enforceable by Council and failure to adhere to the development conditions will result in compliance actions taken by Council. The supplied management plan meets the requirements of the Short-term Accommodation Guideline. |

|                                                                                                                                              |                                                                                                                                                                                                                                                                                                                                                                                                                          |
|----------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                                                                                              | The applicant will be conditioned to have a Code of Conduct for the operational use of the development that includes the prevention of excessive noise after 9pm, in accordance with Schedule 1 or Environment Protection (noise) Policy 2019.                                                                                                                                                                           |
| 7. Statutory Declaration issues.                                                                                                             | The Statutory Declaration supplied is in accordance with the Oaths Act 1867. Signatories of Statutory Declarations are accountable for breaches against the declaration in accordance with the Oaths Act 1867.                                                                                                                                                                                                           |
| 8. Schoolies booking period                                                                                                                  | Noted. This is not a town planning matter.                                                                                                                                                                                                                                                                                                                                                                               |
| 9. Numerous statements are opinions and not substantiated or supported by fact or worse possibly plagiarised from application to application | Noted. Applications are prepared by applicant, who can address the mandatory codes and requirements in their own way.                                                                                                                                                                                                                                                                                                    |
| 10. Failure by Council to conduct an impact assessment study                                                                                 | The relevant planning scheme codes are the adopted impact assessment criteria.                                                                                                                                                                                                                                                                                                                                           |
| 11. Successful applications are permanent and should be annually based.                                                                      | Development approvals 'run with the land' as established in the Planning Act. Council may choose to establish a separate licensing arrangement, but this would not over-ride the Planning Scheme requirements.                                                                                                                                                                                                           |
| 12. Anomaly in application in regard to the address                                                                                          | <p>The registered address within Council's rating system is 2 Coral Esplanade and also on other Government mapping systems. The site address does have 2A on the mailbox, however this is not the registered address on Council's rating systems, therefore the address used is the correct address.</p> <p>The lot and plan provided in the DA Form 1 reflects the premises subject to the development application.</p> |
| 13. Noise Impacts                                                                                                                            | <p>If approved, the applicant will be conditioned to have a Code of Conduct for the operational use of the development that includes the prevention of excessive noise after 9pm, in accordance with Schedule 1 or Environment Protection (noise) Policy 2019.</p> <p>Compliance actions will be taken against the premises if found to have breached any conditions of the development permit.</p>                      |
| 14. Flaws in the application process.                                                                                                        | The development application has been correctly lodged and assessed in accordance with the Planning Act 2016.                                                                                                                                                                                                                                                                                                             |
| 15. Depreciation of property values in surrounding area                                                                                      | The Planning and Environment Court has ruled that land values are not a relevant town planning consideration.                                                                                                                                                                                                                                                                                                            |

|                                                                                                                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
|-----------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 16. Applicant / future owners could run a 'rave house'                                                          | The statutory declaration has been accepted by Council. If approved, and the applicant is not in compliance with any development conditions, compliance actions will be taken against the owner of the premises.                                                                                                                                                                                                                                                                 |
| 17. Neighbours to impose development conditions                                                                 | Whitsunday Regional Council is the Assessment Manager as per the Planning Regulation 2017 and is the only entity with the power to impose development conditions for this development application as per the Planning Act. Since the establishment of the Short term accommodation strategy almost 2 years ago, Council has not received one complaint against an approved site.                                                                                                 |
| 18. No regular review process involving the neighbours                                                          | Council investigates all complaints about alleged breaches of the Planning Scheme. In the absence of complaints, Council assumes that the use is operating appropriately.                                                                                                                                                                                                                                                                                                        |
| 19. Taking business from commercial hotel industry                                                              | This is not a relevant town planning consideration. The Planning Scheme deals only with land use matters, not business considerations.                                                                                                                                                                                                                                                                                                                                           |
| 20. Lack of on-site manager means that neighbours have to monitor the premises                                  | The applicant has nominated a property manager who will initiate the process of the resolving the amenity issue. A sign with the property manager's number will be at the front of the premises if an approval is given. The property manager has a duty to resolve the issue and is to be available to answer a phone call 24/7. If the property manager fails to undertake their duties, Council can be notified by the affected party and compliance will then be undertaken. |
| 21. Maximum numbers cannot be enforced                                                                          | If approved, the premises will be conditioned to a maximum of eight persons. The property manager must enforce this requirement in the first place and Council may take enforcement action is required.                                                                                                                                                                                                                                                                          |
| 22. Application ignores precedence – previous owner ran a B&B and the neighbours suffered amenity effects       | Previous operations by previous owners are not a relevant consideration in a new development application.<br>No complaints have been recorded by Council regarding the previous use.                                                                                                                                                                                                                                                                                             |
| 23. Proposal is not compatible with the prevailing character of the area                                        | The building is a single dwelling house as approved and constructed. The development conditions will regulate amenity effects that may arise from the use.                                                                                                                                                                                                                                                                                                                       |
| 24. Parking                                                                                                     | The premises has the required parking for guests within the property boundary.                                                                                                                                                                                                                                                                                                                                                                                                   |
| 25. Increase in traffic (and increase in traffic noise and emissions).<br><br>Airport bus drop-offs are unsafe. | Council has no evidence that short-term accommodation use generates more traffic than a large family residing in the premises permanently. It is relevant that a house like this could be shared by 5 adult occupants, each with a vehicle.                                                                                                                                                                                                                                      |

|                                                                                                            |                                                                                                                                                                                                                   |
|------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| No footpath out the front of premises.                                                                     | There is enough room for a small passenger bus to pull up in the driveway and reverse out, even with a trailer.                                                                                                   |
| 26. One kitchen in the premises. Site is not close to public transport.                                    | Noted.                                                                                                                                                                                                            |
| 27. No on-site supervision equates to ineffective property management.                                     | Refer item 20                                                                                                                                                                                                     |
| 28. Noise generated outside the property in particular vehicles/taxis returning to premises late at night. | Noted. This could take place with permanent occupants too. If this aspect occurs more frequently than can be reasonably be expected with permanent occupants, a complaint can be lodged with the property manager |

## 6. Infrastructure Charges

### 6.1. Adopted Infrastructure Charges Resolution

The development does not attract an infrastructure charge.

## STRATEGIC IMPACTS

### Alignment to Corporate Plan

Outcome 3.1: Our built environment is well planned, effectively managed and protects our region's heritage and character

Outcome 3.2: Our Natural environment is valued and sustainable

Outcome 3.3: Our infrastructure supports our region's current and future needs

### Alignment to Operational Plan

KPI: Development Applications are decided within statutory timeframes

Financial Implications - N/A

Risk Management Implications - N/A

Strategic Impacts - N/A

## CONSULTATION

James McEvoy-Bowe - Planner

Doug Mackay - Manager Development Assessment

Neil McGaffin - Director Planning & Development

Public Notification 15 business days per Planning Act 2016 requirements

## DISCLOSURE OF OFFICER'S INTERESTS

No officer involved in the preparation of this report has an interest to declare in accordance with the provisions of the Local Government Act 2009 or the Staff Code of Conduct.

## CONCLUSION

The application has been assessed against the relevant provisions of the *Planning Act, 2016* and the *Whitsunday Regional Council Planning Scheme, 2017*.

The proposal is considered to be generally in accordance with the Planning Scheme and is recommended for approval in accordance with the drawings and documents submitted, subject to reasonable and relevant conditions (Attachment 1).

## **ATTACHMENTS**

Attachment 1 - Conditions of Approval

Attachment 2 - Locality Plan

Attachment 3 - Zoning Plan

Attachment 4 - Proposal Plans

Attachment 5 - Submission Map

## **Attachment 1 - Conditions of Approval**

### **1.0 ADMINISTRATION**

- 1.1 The approved development must be completed and maintained generally in accordance with the approved drawings and documents:

| Plan/Document Name          | Prepared By | Plan Number | Dated |
|-----------------------------|-------------|-------------|-------|
| Site Plan                   | Applicant   | N/A         | N/A   |
| Level 1 Floor Plan          | Applicant   | N/A         | N/A   |
| Level 2, 3 and 4 Floor Plan | Applicant   | N/A         | N/A   |
| Code of Conduct             | Applicant   | N/A         | N/A   |
| Property Management Plan    | Applicant   | N/A         | N/A   |
| Fire and Emergency Plan     | Applicant   | N/A         | N/A   |

- 1.2 Where a discrepancy or conflict exists between the written conditions of this approval and the approved plans, the requirements of the written condition(s) will prevail.
- 1.3 All conditions of this approval must be complied with in full to Council's satisfaction prior to the commencement of the use.
- 1.4 The applicant shall demonstrate and provide evidence that compliance with all conditions of this development approval and any other subsequent development approvals as a result of this development approval have been complied with at the time of commencement of the use.

### **2.0 ACCESS AND PARKING**

- 2.1 A minimum of two (2) car parking spaces must be provided on site prior to commencement of the use.
- 2.2 On-site parking spaces may include a garage, car port or open area, and must comply with the provisions of AS2890.1, 3 and 6.
- 2.3 On-site parking spaces must be located entirely on the site, be safe and practical to use, and enable cars to enter and exit the site without endangering pedestrians or vehicles.

### **3.0 OPERATING PROCEDURES**

- 3.1 A maximum of eight (8) guests (two guests per bedroom) will be permitted to stay in short-term accommodation at any one time.
- 3.2 During operation of the Short-term accommodation use, a sign must be displayed including the name of the property manager and their all-hours contact phone number. The sign is to be no larger than 0.3 square meter in sign face area, professionally made and weather-proof. For a unit, this sign can be displayed on the door of the unit. For a dwelling house, the sign must be displayed where it can be clearly read by the public.
- 3.3 Prior to commencement of the Short-term Accommodation use, the applicant is to establish a Code of Conduct which must be provided to and agreed-to in writing by all adult guests. The Code of Conduct must include as a minimum:
- a) The maximum permitted number of guests on any one day;

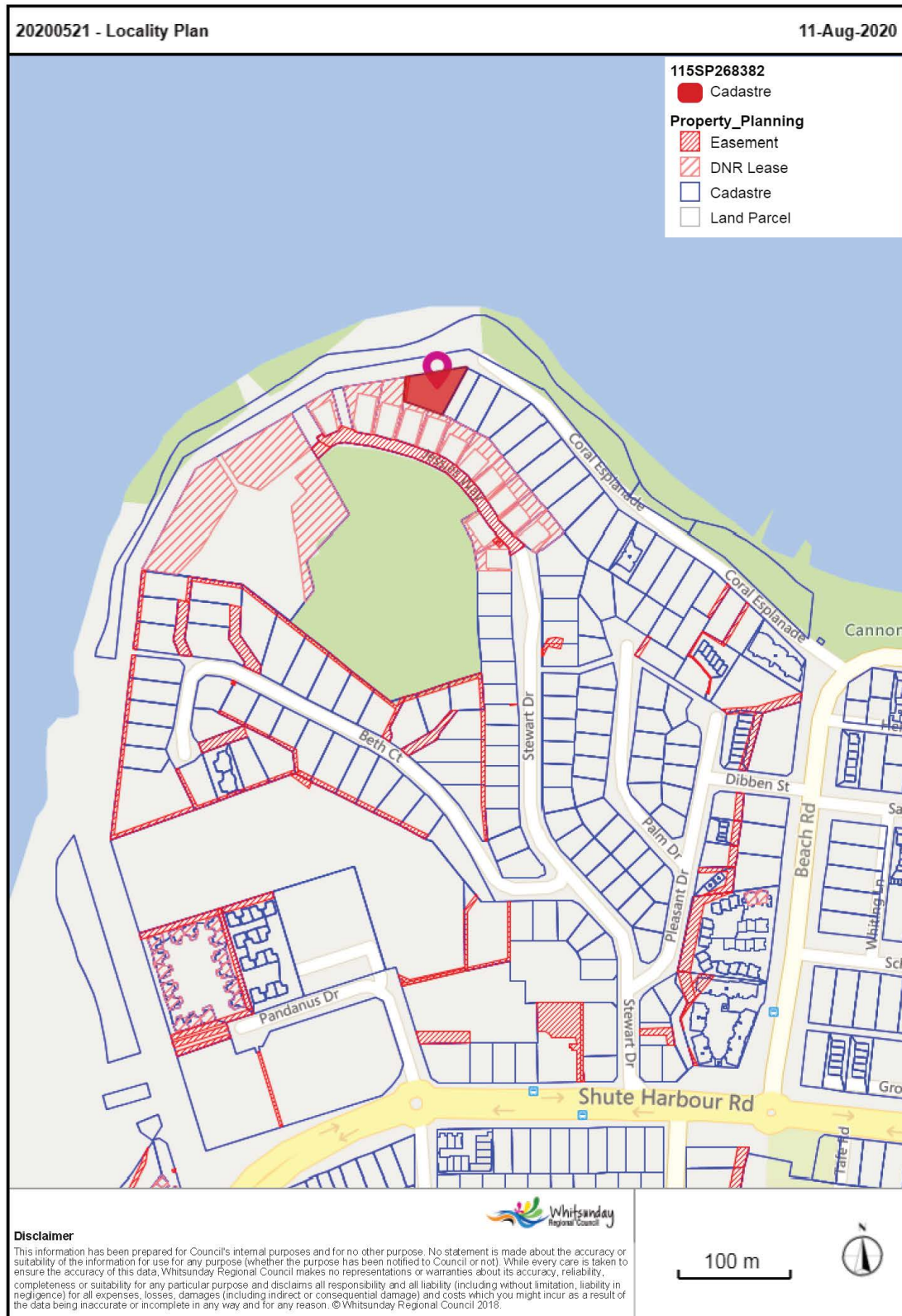
- b) A set of 'good neighbour' rules, including prevention of excessive noise after 9pm, in accordance with Schedule 1 of Environmental Protection (Noise) Policy 2019;
  - c) Information for guests, including the 24-hour contact details of the nominated property manager, on-site carparking and waste bin arrangements.
- 3.4 Prior to commencement of the Short-term accommodation use, the applicant is to establish an accommodation register, recording names and contact details of all guests and duration of stay. The register must also include details of any complaints received and a copy of the signed acceptance of the Code of Conduct document.
- 3.5 Short-term accommodation within the dwelling house will not exceed standards set out within Schedule 1 of Environmental Protection (Noise) Policy 2019.

#### **4.0 ADVICE NOTES**

- 4.1 This Development Permit does not provide any explicit or implied confirmation that the premises meets the requirements of relevant fire safety legislation, building classification, body corporate rules or insurance policies. The applicant and/or operator of the Short-term Accommodation business is to conduct their own investigations and make the necessary applications and undertake required building modifications to meet their obligations under all relevant legislation
- 4.2 The applicant will lose any Owner/Occupier status attached to a dwelling house or unit approved/



## Attachment 2 - Locality Plan



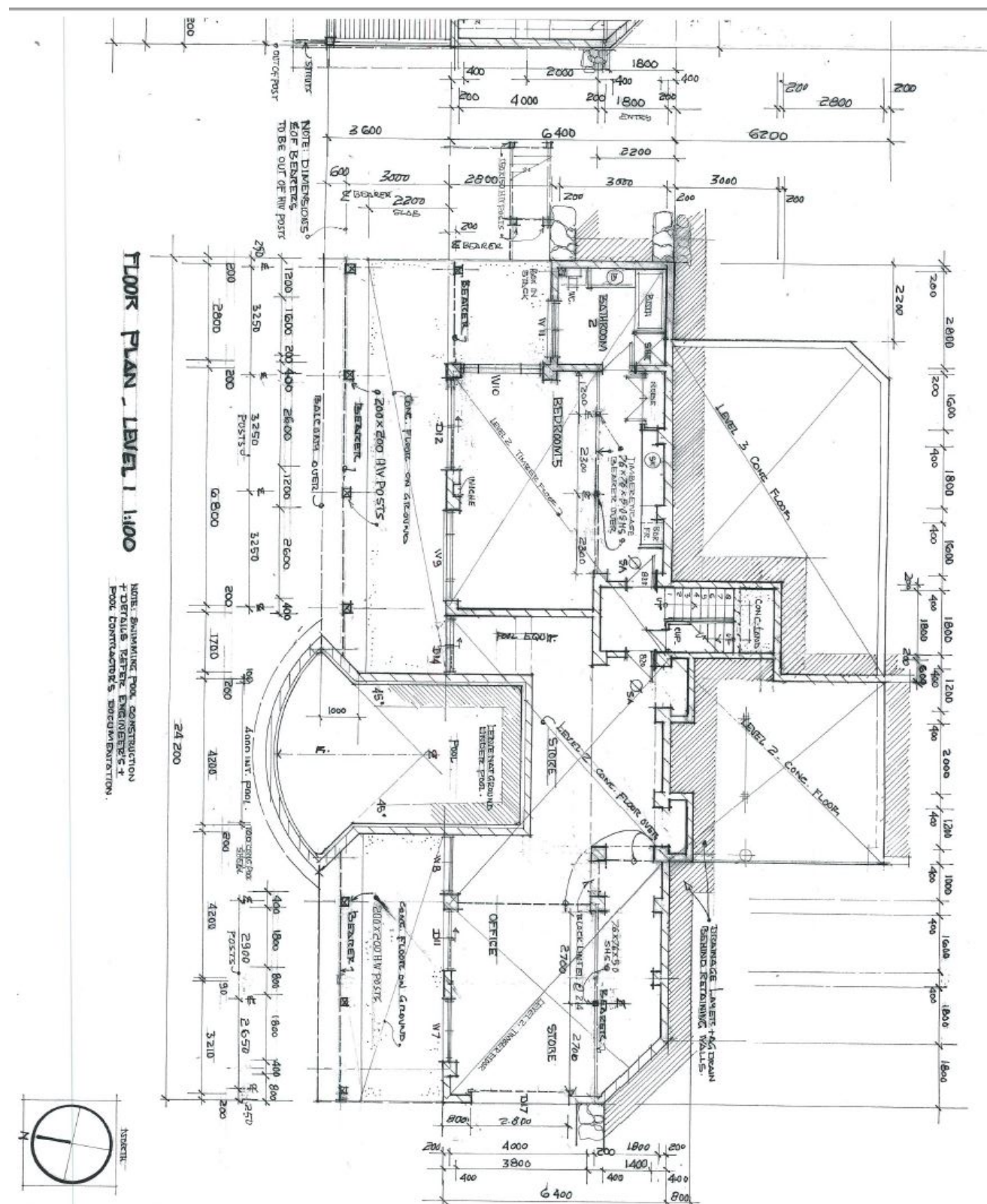


Zoom level 17  
100 m

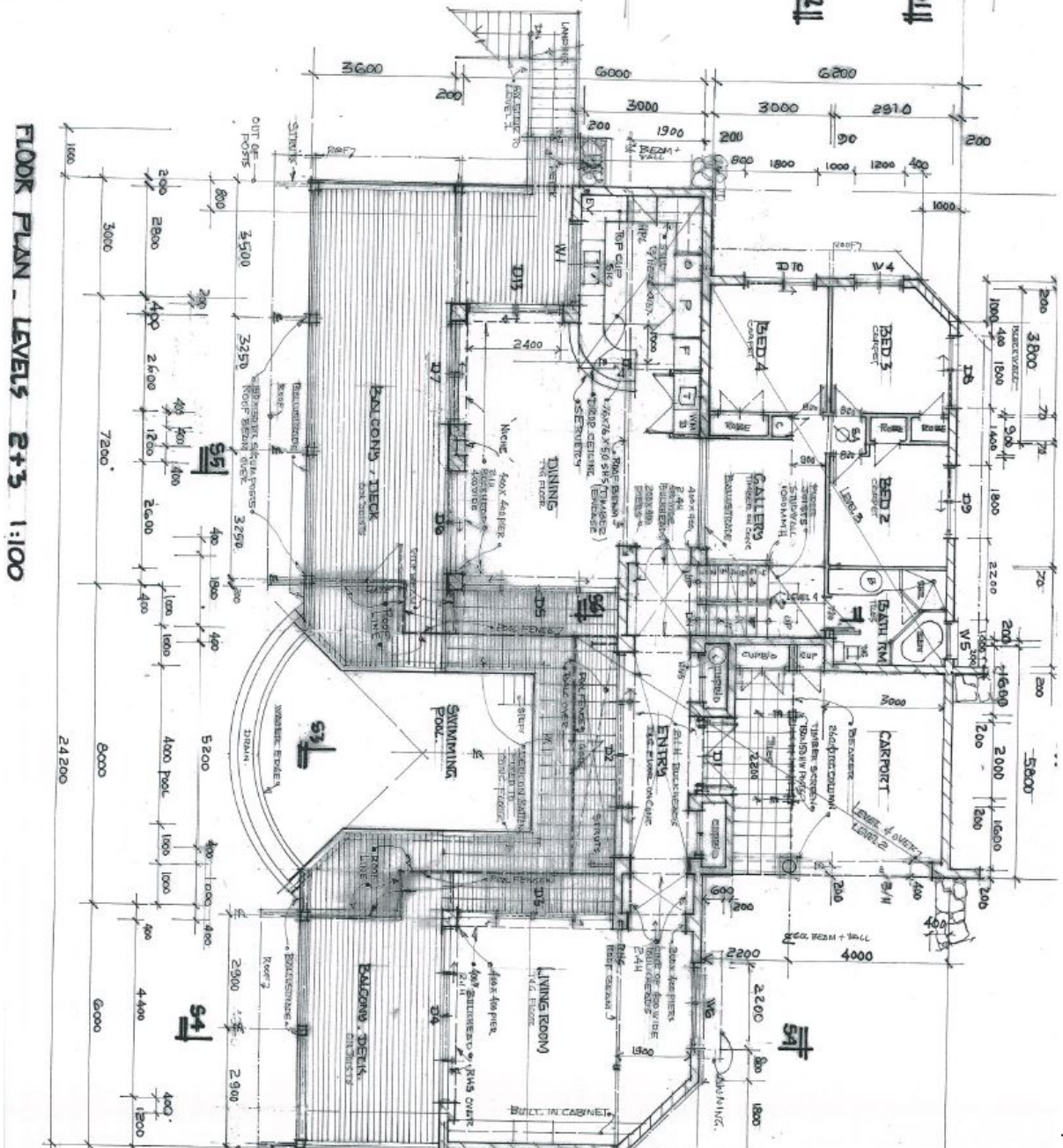
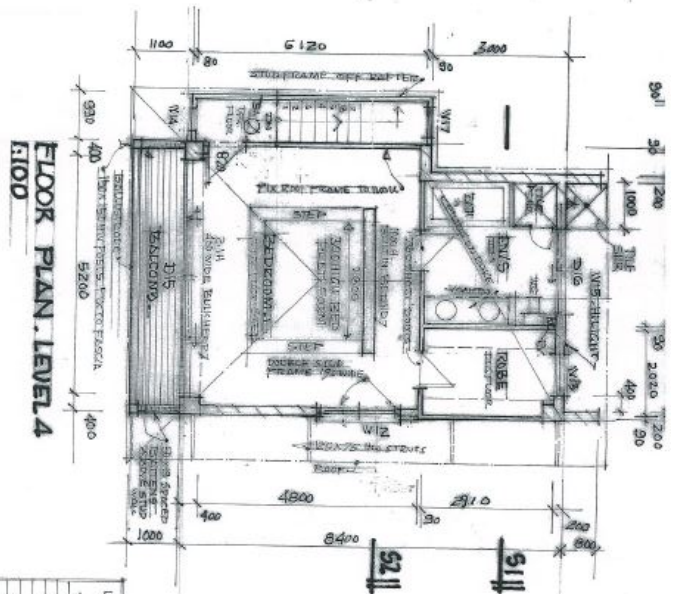
Shute Harbour Rd  
Beach Rd  
Stewart Dr  
Pleasant Dr  
Pain Dr  
Dikken St  
Salmon St  
Schnapper St  
Coral Esplanade  
Cannonvale Beach Foreshore Rese

Legend:

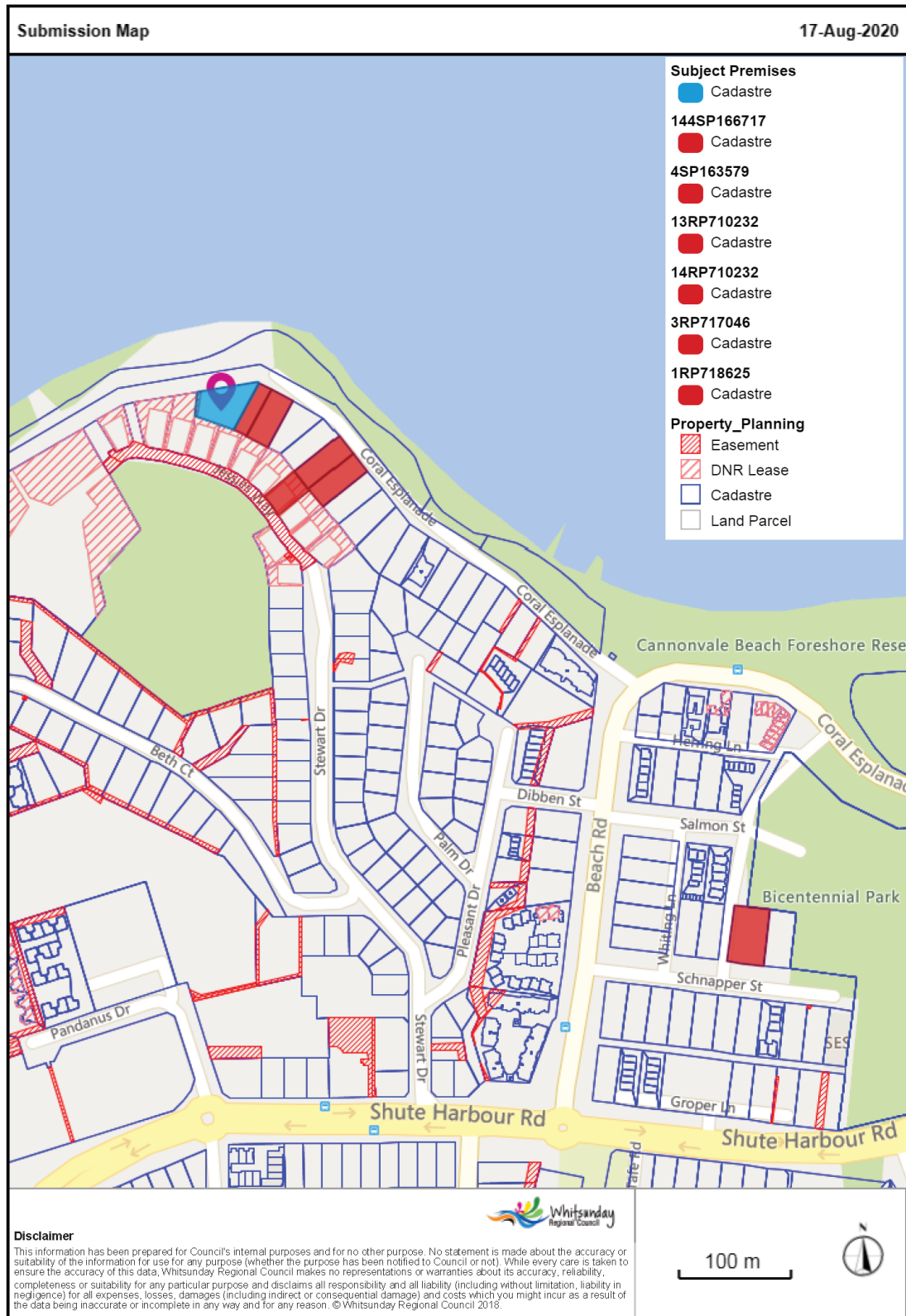
- Rural residential
- Rural
- Road
- Recreation and open space
- Neighbourhood centre
- Mixed use
- Medium impact industry
- Major centre
- Low-medium density residential
- Low impact industry
- Low density residential
- Local centre
- Industry investigation area
- High impact industry
- Environmental management and conservation
- Emerging community
- District centre
- Community facilities
- Rural residential







## Attachment 5 - Location of Submitters Map



## **12. Development Services**

### **12.5 20200311 - DEVELOPMENT APPLICATION FOR MATERIAL CHANGE OF USE - BIOSOLIDS FACILITY - ENVIRONMENTALLY RELEVANT ACTIVITY (ERA 53 (A): OPERATING A COMPOSTING FACILITY - 175 LASCELLES AVE, PROSERPINE - WHITSUNDAY REGIONAL COUNCIL**

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**AUTHOR:** James McEvoy-Bowe - Planner

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**RESPONSIBLE OFFICER:** Neil McGaffin - Director Development Services

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#### **OFFICER'S RECOMMENDATION**

**That Council approve the application for Development Permit for Material Change of Use for High Impact Industry (Biosolids Storage Facility), made by Whitsunday Regional Council, on L: 54 HR: 1010 T: R402<49014065> and located at Gravel Res / 175 Lascelles Avenue, Gunyarra, subject to the conditions outlined in Attachment 1.**

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The following report has been submitted for inclusion into Council's Ordinary Council Meeting to be held on 26 August 2020.

#### **SUMMARY**

The application is for a proposed Biosolids Storage Facility located on a Council owned allotment at 175 Lascelles Avenue, Gunyarra (Lot 54 on HR1050). Council is planning to establish a facility for the storage of up to 900m<sup>3</sup> (6-months' worth) of municipal biosolids at any one time. The biosolids will be temporarily stored in earth bunded bays during the wet season. Once the material is dried the biosolids will be transported to nearby sugarcane farms as fertiliser. The site has been assessed to be a suitable location with appropriate zoning for the proposed use, complies with the relevant benchmarks of the Planning Scheme and is recommended for approval, subject to reasonable and relevant conditions. One submission was received from Wilmar, and the issues raised have been addressed by conditions.

#### **PURPOSE**

Development Applications requiring decisions which are outside the Council officer delegated authority require Council consideration.

#### **BACKGROUND**

There is no previous Council decision relating to this matter.

#### **STATUTORY/COMPLIANCE MATTERS**

*Planning Act 2016*

*Planning Regulation 2017*

#### **ANALYSIS**

Council has received the following Development Application, which has been assessed against the provisions of the relevant legislation as reported below.



## 1. Application Summary

|                         |                                                                                                                                                                                                                                                  |
|-------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Proposal:               | Development Application for Development Permit for Material Change of Use – High Impact Industry (Biosolids Storage Facility) including Environmentally Relevant Activity (ERA 53 (a): operating a composting facility & Environmental Authority |
| Landowner               | Queensland Government, Whitsunday Regional Council Trustee                                                                                                                                                                                       |
| Property Address:       | Gravel Res / 175 Lascelles Avenue Gunyarra                                                                                                                                                                                                       |
| Property Description:   | L: 54 HR: 1010 T: R402<49014065>                                                                                                                                                                                                                 |
| Area of Site:           | 59.818                                                                                                                                                                                                                                           |
| Planning Scheme Zone:   | Industry Investigation Area                                                                                                                                                                                                                      |
| Level of assessment     | Impact Assessable                                                                                                                                                                                                                                |
| Overlays:               | Airport Environs Overlay Code<br>Environmental Significance Overlay<br>Bushfire Hazard Overlay                                                                                                                                                   |
| Existing Use:           | Mostly vacant with old gravel pit infrastructure                                                                                                                                                                                                 |
| Existing Approvals:     | Nil                                                                                                                                                                                                                                              |
| Public Notification:    | 29/05/2020 – 22/06/2020                                                                                                                                                                                                                          |
| Submissions received:   | One (1)                                                                                                                                                                                                                                          |
| State referrals:        | DSDMIP (SARA)                                                                                                                                                                                                                                    |
| Infrastructure charges: | Nil                                                                                                                                                                                                                                              |

## 2. Site Details

2.1. Location (refer to plan in attachment). The site is located on the south side of Lascelles Avenue (road to Whitsunday Coast Airport) adjoining the railway line.

### 2.2. Zoning

- Industry Investigation Area

### 2.3. Site description

- Relatively flat site with existing vegetation and cleared area for access and the old gravel pit located centrally on the site. No watercourses traverse the site and the nearest watercourse is Deadman's Creek approximately 650m south of the site.

### 2.4. Access

- Access is currently gained from Lascelles Avenue via an unformed gravel access road. The development will be conditioned to construct a sealed access from Lascelles Avenue to the property boundary.

### 2.5. Surrounding uses

- North - Rural uses, mainly grazing land.
- South - Rural uses, mainly sugar cane and grazing land.
- West - Whitsunday Coast Airport
- East - Willmar land and Whitsunday Motorsports Club

## 3. Proposal Details

Whitsunday Regional Council (WRC) plans to establish a biosolids beneficial re-use scheme where the biosolids are applied on fallow sugarcane land and grazing properties in the region. The biosolids come from the Proserpine and Cannonvale Sewerage Treatment Plants (STPs) where they produce approximately 2,000 tonnes per annum. The re-use scheme requires WRC to develop a municipal Biosolids Storage Facility and it has been identified that an old gravel pit quarry at 175 Lascelles Road, Proserpine, will be suitable for the proposed development.

The proposed biosolids facility will consist of biosolid storage bays with road base to be used to create separation bunds. The bays will be approximately 500m<sup>2</sup> each and the bunds will be up to 1m high. The stormwater and leachate from the biosolids will be captured in a dedicated evaporation bay adjacent to the biosolid storage bays. WRC is looking to store 900m<sup>3</sup> (6 months' worth) of biosolids at the storage facility to account for high rainfall periods. The biosolids will then be transported from the storage bays to sugarcane farms during the dry season and applied to fallow sugarcane blocks.

The site is in the Industry Investigation Zone and was previously used as a gravel pit for road construction. Access is to be gained from Lascelles Avenue and will be required to be upgraded to a sealed standard. The proposal contains no structures and is therefore not required to connect to reticulated infrastructure, nor will it attract any Infrastructure Charges in accordance with the current policy.

#### **4. Planning Assessment**

The application has been assessed against the relevant provisions of the *Planning Act, 2016* and the *Whitsunday Regional Council Planning Scheme, 2017*.

The proposal is considered to be generally in accordance with the Planning Scheme and is recommended for approval in accordance with the drawings and documents submitted, subject to reasonable and relevant conditions (Attachment 1).

##### **4.1. State Assessment and Referral Agency (SARA)**

The development triggered a referral to the State (SARA) for proximity to State Transport Infrastructure being the North Coast Rail Line and also required assessment by the Department of Science (DES) for Environmentally Relevant Activity (ERA) 53 (a) to store and process more than 200 tonnes of biosolids each year as a composting facility. The ERA approval includes a number of environmental conditions relating to environmental protection, site safety, monitoring requirements and data recording. Conditions of approval issued by the State Assessment Referral Agency (SARA) have been included as Attachment 5 to this report.

##### **4.2. State Planning Policy – July 2017**

The Whitsunday Regional Council Planning Scheme, 2017 has been assessed by the State government to adequately reflect state interests included in the State Planning Policy 2017.

##### **4.3. Mackay Isaac and Whitsunday Regional Plan – February 2012**

The Mackay, Isaac and Whitsunday Regional Plan was established to provide the vision and direction for the region to 2031. The plan provides certainty about where the region is heading in the future and provides the framework to respond to the challenges and opportunities which may arise. The proposal is generally consistent with the provisions of the plan.

##### **4.4. Whitsunday Regional Council Planning Scheme, 2017**

###### **4.4.1. Strategic Framework**

Despite the impact assessable nature of the development application, it can be determined that the proposed development is in line with the Strategic Framework as the site is considered a suitable location for industry activities into the future.

#### 4.4.2. Strategic Intent

The proposed development has no conflicts with the Strategic Intent of the Scheme.

#### 4.4.3. Overlay Codes

##### 4.4.3.1. Airport Environs Overlay Code

The proposed biosolids facility contains no structures and will not require any tall machinery such as cranes on-site at any point in time. The biosolids will be covered with tarpaulins, making it inaccessible to birds that may present an aircraft hazard. There is no electro-magnetic equipment component in this development and therefore there is no risk of communication interference with aircraft.

##### 4.4.3.2. Bushfire Hazard Overlay Code

There are no structures proposed with the development. The access road will form a fire control line in the event of a bushfire. Furthermore, biosolids are not flammable. The applicant will be conditioned to provide an emergency evacuation plan for the site.

##### 4.4.3.3. Environmental Significance Overlay Code

No vegetation removal is proposed. Buffer distance to the nearest creek is 650m and runoff is to be captured internal of the allotment.

#### 4.4.4. Industry Investigation Zone Code

##### 4.4.4.1. Overall outcomes

The key purpose of the Industry Investigation Zone is to protect land that may be suitable for industry activities into the future. The proposed biosolids facility utilises an existing gravel quarry pit and does not consist of any development elements that will make the site unviable for future industrial activities. The facility is able to be deconstructed and removed at any point in time to make room for alternative industrial development. Furthermore, the applicant's Environmental Management Plan has a site rehabilitation plan to rehabilitate and stabilise the exposed earth batters with native vegetation after the development has come to an end.

The proposed facility is located 650m from the nearest waterway, 1.9km from the closest sensitive receptor (a dwelling house) and is 450m from Lascelles Avenue, all of which is buffered by extensive vegetation averaging 8m in height. Given that the facility is completely removable and adequately buffered, Planning officers consider the proposed land use to be suitable for the Industry Investigation Zone.

#### 4.4.5. Development Codes

##### 4.4.5.1. Industry Activities Code

No permanent structures are proposed for this development. Biosolids are to be stored in 1m high storage bunds that are approximately 500m<sup>2</sup> each and will be covered by tarpaulins at all times to ensure weather and bird protection. The site adjoins the North Coast Rail Line and beyond that is the Whitsunday Coast Airport, neither of which can be considered a sensitive land use. Furthermore, there is approximately 150m of 8m high vegetation that is providing a more than suitable buffer to the adjoining Community Facilities Zone.



The facility will have a leachate storage and evaporation bay and clean stormwater will be diverted away from the bay. The applicant has assessed the risk of contaminants leaving the property as 'Low', due to the 1.35ML size of the leachate bay and the proposed drainage system to be implemented where stormwater runoff from the covered biosolids is directed back towards the leachate bay. The applicant anticipates that no contaminated stormwater will leave the leachate site and biosolid storage bays.

Environmental performance benchmarks are conditioned under the State Department's Development Permit for prescribed Environmentally Relevant Activity (ERA): ERA 53 (a). However, the applicant has clearly demonstrated that the Environmental Protection Policies in regard to air, noise and any other environmental benchmarks will be adhered to at all times through the implementation of the Environmental Management Plan for the site.

As there are no proposed structures included in the development, connection to Council reticulated infrastructure is not required. The applicant will be conditioned to seal the access from Lascelles Avenue to the requirements of the Development Manual.

#### 4.4.5.2. Excavation and Filling Code

No excavation or filling is proposed. The development site is in a depression on an old ironstone gravel quarry. The elevation of the site is approximately 12-16m on a small rise on tertiary sediments. The floor of the proposed pit is a 0.1 to 0.5m thick layer of ironstone gravel over consolidated clay and consolidated tertiary sediments. The applicant has assessed that it is unlikely that any leachate will permeate through the underlying strata to the groundwater.

#### 4.4.5.3. Construction Management Code

The nearest sensitive receptor is 1.9km away, being a dwelling house. Extensive buffering exists between the site and this location in the form of dense vegetation averaging 8m in height. Therefore, it is considered that noise, dust and air emissions will be mitigated on-site or at least well before the nearest sensitive receptor. No lighting is proposed for the development. All stormwater is to be managed on-site and in accordance with the Environmental Management Plan (EMP) and Erosion & Sediment Control Plan (ESCP) for the site. No clearing is proposed for the development.

To mitigate the potential for airborne material impacting on site staff, Personal Protective Equipment (PPE) will be used as per the Environmental Management Plan for the site.

#### 4.4.5.4. Landscaping Code

The street frontage to Lascelles Avenue is natural remnant vegetation which will be retained. The parking area for the site is 400m away from the point of access and buffered by existing vegetation, therefore it is not considered necessary to provide landscaping to the parking area. Due to the amount of existing dense vegetation on site that is not proposed to be altered, further landscaping for the site use area is not considered relevant or required.

#### 4.4.5.5. Transport and Parking Code

The site has ample room for the size and type of vehicles entering and exiting the site. Internal access is currently to a gravel standard and will remain so. The site is large enough to cater for any anticipated parking, although it is not envisaged that any more than a total of four (4) parking spaces will be required between a loader, truck and two (2) WRC vehicles. As previously mentioned, external access from

Lascelles Avenue is to be upgraded to a sealed standard. At the access point in either directions there is over 100m of sight distance for exiting trucks, which is considered more than appropriate. The applicant will be required to install road signage to signify that trucks will be entering and exiting the site. The development is considered to be in compliance with the Transport and Parking Code.

#### 4.4.5.6. Infrastructure Code

The development complies with all relevant benchmarks of the Infrastructure Code. Reticulated services are not required as part of the development. An EMP and ESCP have been designed for the site in line with Council's Planning Scheme Policy. Both plans are assessed to appropriately manage all activities that are to occur on-site as part of the development.

## 5. Public Submissions

The development application was placed on public notification between 29/05/2020 and 22/06/2020 in accordance with the relevant provisions of the *Planning Act 2016*. The Notice of Compliance was received on 26/06/2020.

One (1) submission was received by a direct adjoining landowner (Wilmar Pty Ltd) and the applicant has chosen to directly respond to the information requested by the submitter. The following tables address the submission:

| No. | Wilmar information request                                                                                                                                                                                      | Response                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
|-----|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1   | (a) the storage capacity and management and monitoring plans for the associated captured leachate and other stormwater runoff so that Wilmar can satisfy themselves that the holding pond capacity is suitable; | <p>The leachate which will be stored will either be:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Option 1: Evaporated in the storage pond.</li> <li><input type="checkbox"/> Option 2: Treated with sodium hypochlorite from the STP to reduce pathogens to below appropriate trigger values (see appendix of this letter) or treated with swimming pool grade liquid chlorine (sodium hypochlorite 130g/L) to achieve suitable level of pathogens then irrigate the storage and bunds area to increase evaporation. Essentially this will be our disinfectant management method for the leachate to manage the pathogen hazard if required.</li> <li><input type="checkbox"/> Option 3: It is feasible that the leachate collected will be suitable to apply to sugarcane farms which will participate in the biosolids beneficial re-use scheme. Essentially if the biosolids are suitable for application to cane land, then the leachate will be too.</li> <li><input type="checkbox"/> Option 4: Pump and truck off-site and re-inject into STP.</li> </ul> <p>The capacity of the leachate pond is one issue. The management and magnitude of the hazard is another. The potential hazard of pathogens is low and manageable to ensure it is within legal and health limits. Samples and testing the leachate will occur regularly. A register of results can be provided to the QDEHP and Wilmar if desired. The treatment</p> |

|   |                                                                                                                                                                                                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
|---|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|   |                                                                                                                                                                                                         | <p>of the leachate water to minimise pathogen levels will be recorded.</p> <p>It should also be noted that pathogens occur in Mill mud. The type of pathogens and how they are managed is an important question. It is also important to assess the hazard against what is the sensitive receptor and where the sensitive receptor is located. One issue is the hazard, but the other is the likelihood or risk possessed by the hazard. The Council believes that the pathogen hazard is manageable and the risk of a human ingesting the hazard is very remote.</p> <p>The distance of the leachate storage is 350m from the Wilmar boundary.</p> |
| 2 | (b) confirmation from Whitsunday Regional Council the resource will be stored in areas such that there is a minimum of 100 m of overland flow before reaching Wilmar's adjoining boundary;              | <p>There is a 100m buffer towards the southern boundary of Council land.</p> <p>It is desirable for no contaminants from the Council land to be transported onto the neighbouring block.</p> <p>The leachate disinfectant method will ensure that if any stormwater from the leachate pond is moved overland and downslope that the level of pathogens in the water will be less than the trigger levels for pathogens for effluent discharges to waterways. The way this will be managed and demonstrated will be via regular testing of the leachate water and recording these data and levels of treatment.</p>                                  |
| 3 | (c) confirmation from Whitsunday Regional Council that all areas used to store the resource are bunded so that overland flow of stormwater is excluded from either entering or leaving the bunded area; | <p>The areas will be bunded and stormwater retained on site.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| 4 | (d) confirmation from Whitsunday Regional Council that water that is collected within bunded storage areas and associated drains cannot flow uncontrolled across the adjoining boundary;                | <p>There will not be any uncontrolled stormwater overflow from the leachate storage area across land to the Wilmar lot which will contain unacceptable levels of pathogens.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| 5 | (e) how the level of pathogens in runoff water potentially reaching our boundary will be controlled.                                                                                                    | <p>Please refer to commentary in points 1 and 2.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |

## 2. Grounds for submission response information

| No | Issue     | Detail                                             | Response                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|----|-----------|----------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1  | Pathogens | How will pathogens be reduced at proposed facility | <p>The leachate which will be stored will either be:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Evaporated in the storage pond.</li> <li><input type="checkbox"/> Treated with sodium hypochlorite from the STP to reduce pathogens to below appropriate trigger values (see appendix of this letter) or treated with swimming pool grade liquid chlorine (sodium hypochlorite 130g/L) to achieve suitable level of pathogens then irrigate the storage and bunds area to increase evaporation. Essentially this will be our disinfectant management method for the leachate to manage the pathogen hazard if required.</li> <li><input type="checkbox"/> Pump and truck off-site and re-inject into STP <ul style="list-style-type: none"> <li><input type="checkbox"/> It is feasible that the leachate collected will be suitable to apply to sugarcane farms which will participate in the biosolids beneficial re-use scheme. Essentially if the biosolids are suitable for application to cane land, then the leachate will be too.</li> </ul> </li> </ul> <p>The capacity of the leachate pond is one issue. The management and magnitude of the hazard is another. The potential hazard of pathogens is low and manageable to ensure it is within legal and health limits. Samples and testing the leachate will occur regularly. A register of results can be provided to the QDEHP and Wilmar if desired. The treatment</p> |

|   |                       |                                                                                                                                                                                                                                                                                                                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
|---|-----------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|   |                       |                                                                                                                                                                                                                                                                                                                  | of the leachate water to minimise pathogen levels will be recorded.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| 2 | Water management      | <p>Request a 100m buffer between Biosolids facility and Wilmar land</p> <p>Ensure stormwater from Biosolids facility will not drain onto Wilmar land</p>                                                                                                                                                         | <p>There is a 100m buffer towards the southern boundary of Council land.</p> <p>It is desirable for no contaminants from the Council land to be transported onto the neighbouring block.</p> <p>The leachate disinfectant method will ensure that if any stormwater from the leachate pond is moved overland and downslope that the level of pathogens in the water will be less than the trigger levels for pathogens for effluent discharges to waterways. The way this will be managed and demonstrated will be via regular testing of the leachate water and recording these data and levels of treatment.</p> |
| 3 | Holding pond capacity | <p>Explain whether the storage area has back walls</p> <p>How will the leachate be managed, evaporation only?</p> <p>Calculations for holding and capacity. What happens in high rainfall events?</p> <p>No overflows expected in a 1:5 yr. and 1:10yr storm event</p> <p>Concern over uncontrolled releases</p> | <p>Please refer to attached site photograph. The site has a back wall. The proposed location is a shallow gravel pit with an earth back wall.</p> <p>Please see above comments regarding leachate management and evaporation.</p>                                                                                                                                                                                                                                                                                                                                                                                  |

## 6. Infrastructure Charges

### 6.1. Adopted Infrastructure Charges Resolution

The proposed development does not have any associated GFA and will therefore not attract and infrastructure contribution.

## STRATEGIC IMPACTS

### Alignment to Corporate Plan

Outcome 3.1: Our built environment is well planned, effectively managed and protects our region's heritage and character

Outcome 3.2: Our Natural environment is valued and sustainable

Outcome 3.3: Our infrastructure supports our region's current and future needs

Alignment to Operational Plan

KPI: Development Applications are decided within statutory timeframes

Financial Implications - N/A

Risk Management Implications - N/A

Strategic Impacts - N/A

## **CONSULTATION**

Doug Mackay - Manager Development Assessment

Neil McGaffin - Director Planning & Development

Statutory Consultation requirements - Public Notification 15 business days per Planning Act 2016 requirements.

## **DISCLOSURE OF OFFICER'S INTERESTS**

No officer involved in the preparation of this report has an interest to declare in accordance with the provisions of the Local Government Act 2009 or the Staff Code of Conduct.

## **CONCLUSION**

The application has been assessed against the relevant provisions of the *Planning Act, 2016* and the *Whitsunday Regional Council Planning Scheme, 2017*.

The proposal is considered to be generally in accordance with the Planning Scheme and is recommended for approval in accordance with the drawings and documents submitted, subject to reasonable and relevant conditions (Attachment 1).

## **ATTACHMENTS**

Attachment 1 - Conditions of Approval

Attachment 2 - Locality Plan

Attachment 3 - Zoning Plan

Attachment 4 - Proposal Plan

Attachment 5 - State Agency Referral Agency (SARA) Response

## Attachment 1 - Conditions of Approval

### 1.0 **ADMINISTRATION**

- 1.1 The approved development must be completed and maintained generally in accordance with the approved drawings and documents:

| Plan/Document Name                | Prepared By                 | Plan Number        | Dated         |
|-----------------------------------|-----------------------------|--------------------|---------------|
| Site Plan and Sections            | Whitsunday Regional Council | 20007-C 002 Rev. A | 18 March 2020 |
| Engineering & Setout Plans        | Whitsunday Regional Council | N/A                | N/A           |
| Environmental Management Plan     | Whitsunday Regional Council | N/A                | December 2019 |
| Erosion and Sediment Control Plan | Whitsunday Regional Council | N/A                | December 2019 |

- 1.2 The applicant is to comply with the Department of State Development, Manufacturing, Infrastructure and Planning conditions as outlined in the Department's correspondence dated 18 May 2020.
- 1.3 The applicant is to comply with all conditions of the Environmental Authority No. EA0002289 effective for the site at all times and for the life of the development.
- 1.4 Where a discrepancy or conflict exists between the written conditions of this approval and the approved plans, the requirements of the written condition(s) will prevail.
- 1.5 All conditions of this approval must be complied with in full to Council's satisfaction prior to the commencement of the use.
- 1.6 The applicant shall demonstrate and provide evidence that compliance with all conditions of this development approval and any other subsequent development approvals as a result of this development approval have been complied with at the time of the commencement of the use.

### 2.0 **CLEARING, LANDSCAPING AND FENCING**

- 2.1 Any vegetation removed must be disposed of to the requirements of the Council. Transplanting, chipping or removal from site are the preferred solutions.
- 2.2 All vegetative waste cleared as part of the development of the site is to be either:
- a) stored neatly on site and shredded within sixty (60) days of clearing; or
  - b) removed off the site to an approved disposal location.
- 2.3 No invasive plants (Biosecurity Act, 2014) or declared local pests (Local Law no.3) shall be planted on the site or allowed to invade the site and the site must be managed and maintained to exclude weeds.

### 3.0 **ACCESS AND PARKING**



- 3.1 The applicant must construct and maintain the pavement of Lascelles Avenue to the property boundary of Lot 54 HR1010 to a sealed standard so as to comply as a minimum with the levels, dimensions and specifications as shown on Councils Standard Drawing RS-056 prior to the commencement of the use.

#### **4.0 BUSHFIRE PROTECTION PLAN**

- 4.1 Prior to commencement of use, an emergency evacuation plan is to be submitted and approved by Council.

#### **5.0 ENVIRONMENTAL MANAGEMENT PLAN (EMP)**

- 5.1 The management of the site is to be undertaken in accordance with the approved Environmental Management Plan at all times.

#### **6.0 OPERATING PROCEDURES**

- 6.1 Erosion and sediment control measures must be implemented in accordance with the approved Erosion & Sediment Control Plan for the site.
- 6.2 The applicant must take all practical measures to ensure birdlife does not interact with the biosolids stored at the facility.
- 6.3 No vehicle maintenance or repairs can be undertaken within the biosolids facility area.
- 6.4 Appropriate signage must be erected at the front of the premises advising no entry to unauthorised personnel.

#### **7.0 MISCELLANEOUS**

- 7.1 If any item of cultural heritage is identified during site works, all work must cease and the relevant State Agency must be notified. Work can resume only after State Agency clearance is obtained.
- 7.2 Any alteration necessary to electricity, telephone, water mains, sewerage mains, and/or public utility installations resulting from the development or in connection with the development, must be at full cost to the developer.
- 7.3 Any building materials, equipment and the like must be appropriately tied down, placed indoors and secured on site at the time of preparation for cyclone events. The on-site supervisor is to ensure that all contractors/employees take the necessary steps to secure the construction site in the event of a cyclone.
- 7.4 All construction materials, waste, waste skips, machinery and contractors' vehicles must be located and stored or parked within the site. No storage of materials, parking of construction machinery or contractors' vehicles will be permitted in Lascelles Avenue or adjoining land unless written permission from the owner of that land and Council is provided.
- 7.5 It is the developer's responsibility for the full rectification of any damage caused to neighbouring public infrastructure (such as footpaths, driveways, fences, gardens, trees and the like) caused by contractors, including clean up of any litter or waste that is a result of the subject development.

#### **8.0 ADVISORY NOTES**

##### **8.1 Hours of work**

It is the developer's responsibility to ensure compliance with the Environmental Protection Act 1994, which prohibits any construction, building and earthworks activities likely to cause nuisance noise (including the entry and departure of heavy vehicles) between the hours of 6.30 pm and 6.30 am from Monday to Saturday and at all times on Sundays or Public Holidays.

##### **8.2 Dust Control**

It is the developer's responsibility to ensure compliance with the Environmental Nuisance of the Environmental Protection Act 1994 which prohibits unlawful environmental nuisance caused by dust, ash, fumes, light, odour or smoke beyond the boundaries of the property during all stages of the development including earthworks and construction.

#### 8.3 Sedimentation Control

It is the developer's responsibility to ensure compliance with the Environmental Protection Act 1994 and Schedule 9 of the Environmental Protection Regulation 2008 to prevent soil erosion and contamination of the stormwater drainage system and waterways.

#### 8.4 Noise During Construction and Noise in General

It is the developer's responsibility to ensure compliance with the Environmental Protection Act 1994.

#### 8.5 General Safety of Public During Construction

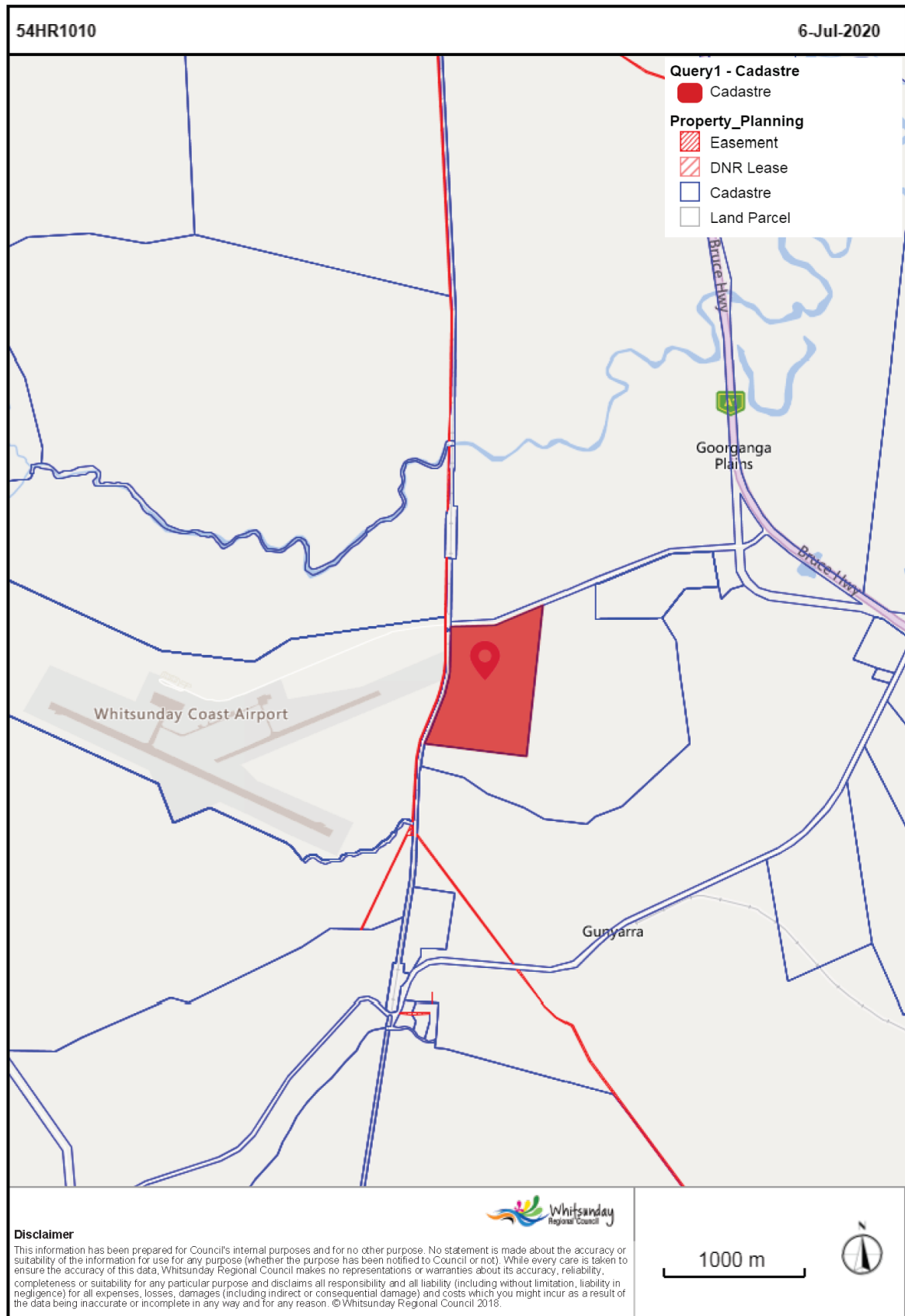
It is the project manager's responsibility to ensure compliance with the Work Health and Safety Act 2011. It states that the project manager is obliged to ensure construction work is planned and managed in a way that prevents or minimises risks to the health and safety of members of the public at or near the workplace during construction work.

It is the principal contractor's responsibility to ensure compliance with the Work Health and Safety Act 2011. It states that the principal contractor is obliged on a construction workplace to ensure that work activities at the workplace prevent or minimise risks to the health and safety of the public at or near the workplace during the work.

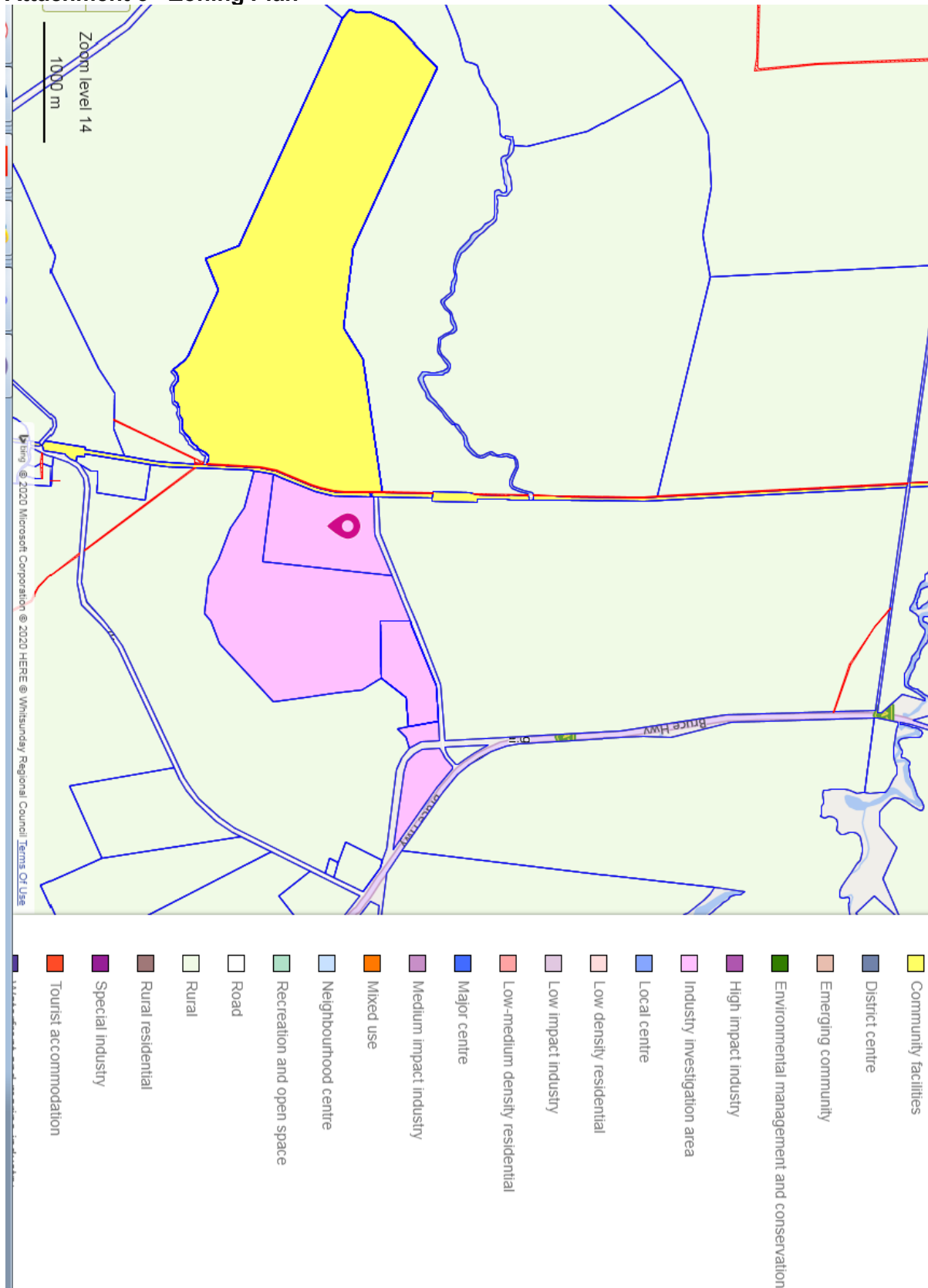
It is the responsibility of the person in control of the workplace to ensure compliance with the Work Health and Safety Act 2011. It states that the person in control of the workplace is obliged to ensure there is appropriate, safe access to and from the workplace for persons other than the person's workers.

#### 8.6 The Applicant is reminded of their obligations under the Aboriginal Cultural Heritage Act, 2003 and the Torres Strait Islander Cultural Heritage Act 2003. Further information and databases are available from the Department of Aboriginal and Torres Strait Islander Partnerships at: [www.datsip.qld.gov.au](http://www.datsip.qld.gov.au)

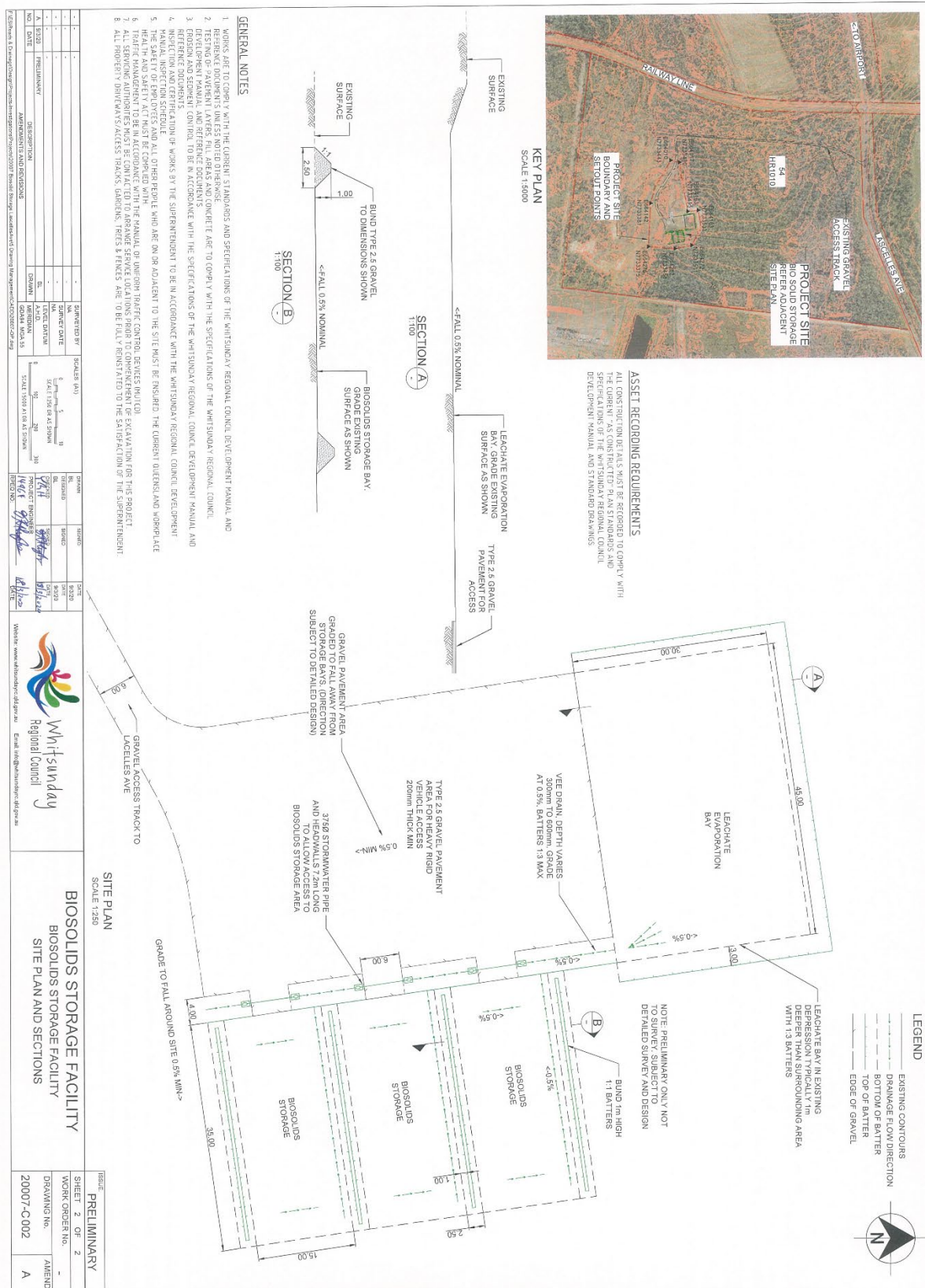
## Attachment 2 - Locality Plan



### Attachment 3 - Zoning Plan



## Attachment 4 - Proposal Plans





## 10.7. Engineering Plans



Map 14. The Biosolids Storage Facility site plan.



Map 15. Showing the LiDAR spot height and contour for the site.

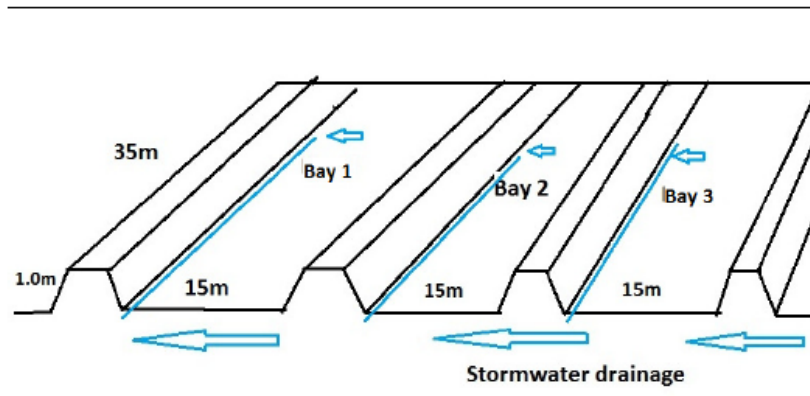


Figure 17. Showing the dimensions of the biosolids storage bays.

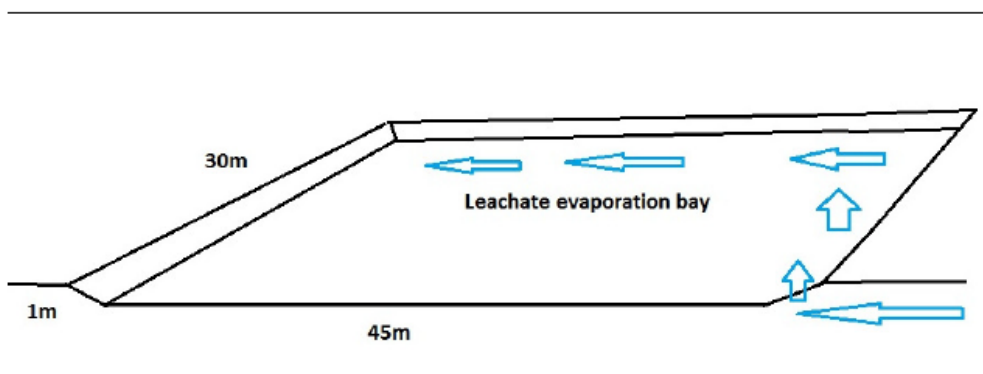


Figure 18. Showing the dimensions of the biosolids leachate evaporation bay.



## Attachment 5 - State Agency Referral Agency (SARA) Response

RA6-N



Department of  
**State Development,  
Manufacturing,  
Infrastructure and Planning**

SARA reference: 2003-16078 SRA  
Council reference: 20200311  
Applicant reference: N/A

18 May 2020

Chief Executive Officer  
Whitsunday Regional Council  
PO Box 104  
PROSERPINE QLD 4800  
info@whitsundayrc.qld.gov.au

Attention: Mr Doug Mackay

Dear Mr Mackay

### **SARA response—Lascelles Avenue, Gunyarra**

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

The development application described below was confirmed as properly referred by the Department of State Development, Manufacturing, Infrastructure and Planning on 27 March 2020.

### **Response**

|                   |                                                                                     |
|-------------------|-------------------------------------------------------------------------------------|
| Outcome:          | Referral agency response – with conditions.                                         |
| Date of response: | 18 May 2020                                                                         |
| Conditions:       | The conditions in <b>Attachment 1</b> must be attached to any development approval. |
| Advice:           | Advice to the applicant is in <b>Attachment 2</b> .                                 |
| Reasons:          | The reasons for the referral agency response are in <b>Attachment 3</b> .           |

### **Development details**

|               |                                                                     |                                                                                                                                                                           |
|---------------|---------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Description:  | Development permit                                                  | Development permit for Material Change of Use – High Impact Industry (Biosolids storage facility) and Material Change of Use – Environmentally Relevant Activity (ERA) 53 |
| SARA role:    | Referral Agency.                                                    |                                                                                                                                                                           |
| SARA trigger: | Schedule 10, Part 5, Division 4, Table 2 (Planning Regulation 2017) |                                                                                                                                                                           |

Development application for a material change of use for an environmentally relevant activity.

Schedule 10, Part 9, Division 4, Subdivision 2, Table 4 (Planning Regulation 2017)

Development application for a material change of use for being within 25m of a railway corridor.

SARA reference: 2003-16078 SRA

Assessment Manager: Whitsunday Regional Council

Street address: Lascelles Avenue, Gunyarra

Real property description: Lot 54 on HR1010

Applicant name: Whitsunday Regional Council

Applicant contact details: c/- Mr Scott Hardy  
PO Box 104  
PROSERPINE QLD 4800  
scott.hardy@whitsundayrc.qld.gov.au

Environmental Authority: This referral included an application for an environmental authority under section 115 of the *Environmental Protection Act 1994*. Below are the details of the decision:

- Approved
- Reference: EA0002289
- Effective date: 13 May 2020
- Prescribed environmentally relevant activity (ERA): ERA 53 (a)

If you are seeking further information on the environmental authority, the Department of Environment and Science's website includes a register. This can be found at: [www.des.qld.gov.au](http://www.des.qld.gov.au)

## Representations

An applicant may make representations to a concurrence agency, at any time before the application is decided, about changing a matter in the referral agency response (section 30 Development Assessment Rules).

Copies of the relevant provisions are in **Attachment 4**.

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

For further information please contact Madison Harper-McErlean, Planning Officer, on (07) 4898 6812 or via email [MIWSARA@dmdmp.qld.gov.au](mailto:MIWSARA@dmdmp.qld.gov.au) who will be pleased to assist.

Yours sincerely



Patrick Ruettjes  
Manager (Planning)  
Mackay Isaac Whitsunday Regional Office

cc Mr Scott Hardy, [scott.hardy@whitsundayrc.qld.gov.au](mailto:scott.hardy@whitsundayrc.qld.gov.au)

enc Attachment 1 - Referral agency conditions  
Attachment 2 - Advice to the applicant  
Attachment 3 - Reasons for referral agency response  
Attachment 4 - Representations provisions  
Attachment 5 - Referral Plans



## **12. Development Services**

### **12.6 REQUEST TO CHANGE THE PURPOSES OF PORTIONS OF RESERVE - LOT 187 SP219978 - COCONUT GROVE AIRLIE BEACH**

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**AUTHOR:** Doug Mackay - Manager Development Assessment

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**RESPONSIBLE OFFICER:** Neil McGaffin - Director Development Services

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#### **OFFICER'S RECOMMENDATION**

**That Council supports the change of purposes of four portions of Lot 187 SP 219978 from Recreation Reserve to Road Reserve and recommends to the Minister of Natural Resources, Mines and Energy that the changes be made in terms of the Land Act 1994.**

---

The following report has been submitted for inclusion into Council's Ordinary Meeting to be held on 26 August 2020.

#### **SUMMARY**

Council has been requested by the developers of Port of Airlie to support an application to the Minister of Natural Resources, Mines and Energy to change the purposes of four portions of Lot 187 SP 219978 from Recreation reserve to Road Reserve. The change will facilitate more efficient road connection to an internal road network within Lots 105 SP 232115 and Lot 106 SP172255.

#### **PURPOSE**

This report recommends that Council supports the requested change of purposes of four portions of Lot 187 SP 219978 from Recreation reserve to Road Reserve and recommends to the Minister of Natural Resources, Mines and Energy that the changes be made in terms of the Land Act 1994.

#### **BACKGROUND**

As part of Development Application 20191165, subdivision of Lot 105 SP232115 and Lot 106 SP172255 in Port of Airlie (approved by Delegation 12/02/2020), the proponents requested the conversion of parts of the adjoining open space reserve to road widening (refer plan at Attachment 1). The western portion is intended to widen Coconut Grove at the roundabout intersection with Airlie Esplanade to facilitate turning into Canal Street. The eastern portion is intended to create a larger turning circle for vehicles gaining access to Lot 105 from The Beacons roundabout.

Council sought comments about the proposed conversion of these portions of reserve from the public via its website during the month of April. Seventeen public submissions were received, and the issues are collated and summarised in Attachment 2. In response to a request, the applicant has provided additional information in support of the proposal, included as Attachment 3.

#### **STATUTORY/COMPLIANCE MATTERS**

*Land Act 1994*



## ANALYSIS

The proposed change of purpose of the sections of reserve to road reserve will help to facilitate the development of Lots 105 and 106 at Port of Airlie. The applicant has demonstrated that a greater area of land will be landscaped at the developer's expense, as well as a widening of Canal Street to facilitate a more attractive and safer pedestrian movement and dining experience.

The proposal will result in a safer and more efficient road system which is in the public interest and as such the request is supported.

## STRATEGIC IMPACTS

### Alignment to Corporate Plan

Outcome 3.1: Our built environment is well planned, effectively managed and protects our region's heritage and character

Outcome 3.2: Our Natural environment is valued and sustainable

Outcome 3.3: Our infrastructure supports our region's current and future needs

Financial Implications – All costs associated with the proposal will be borne by the applicant. In due course, when the road improvements are constructed, they will be included in Council's road maintenance program.

Risk Management Implications - N/A

Strategic Impacts - N/A

## CONSULTATION

Neil McGaffin - Director Development Services  
Matthew Fanning - Director Infrastructure Services  
Suzanne Brown - McKays Solicitors

## DISCLOSURE OF OFFICER'S INTERESTS

No officer involved in the preparation of this report has an interest to declare in accordance with the provisions of the Local Government Act 2009 or the Staff Code of Conduct.

## CONCLUSION

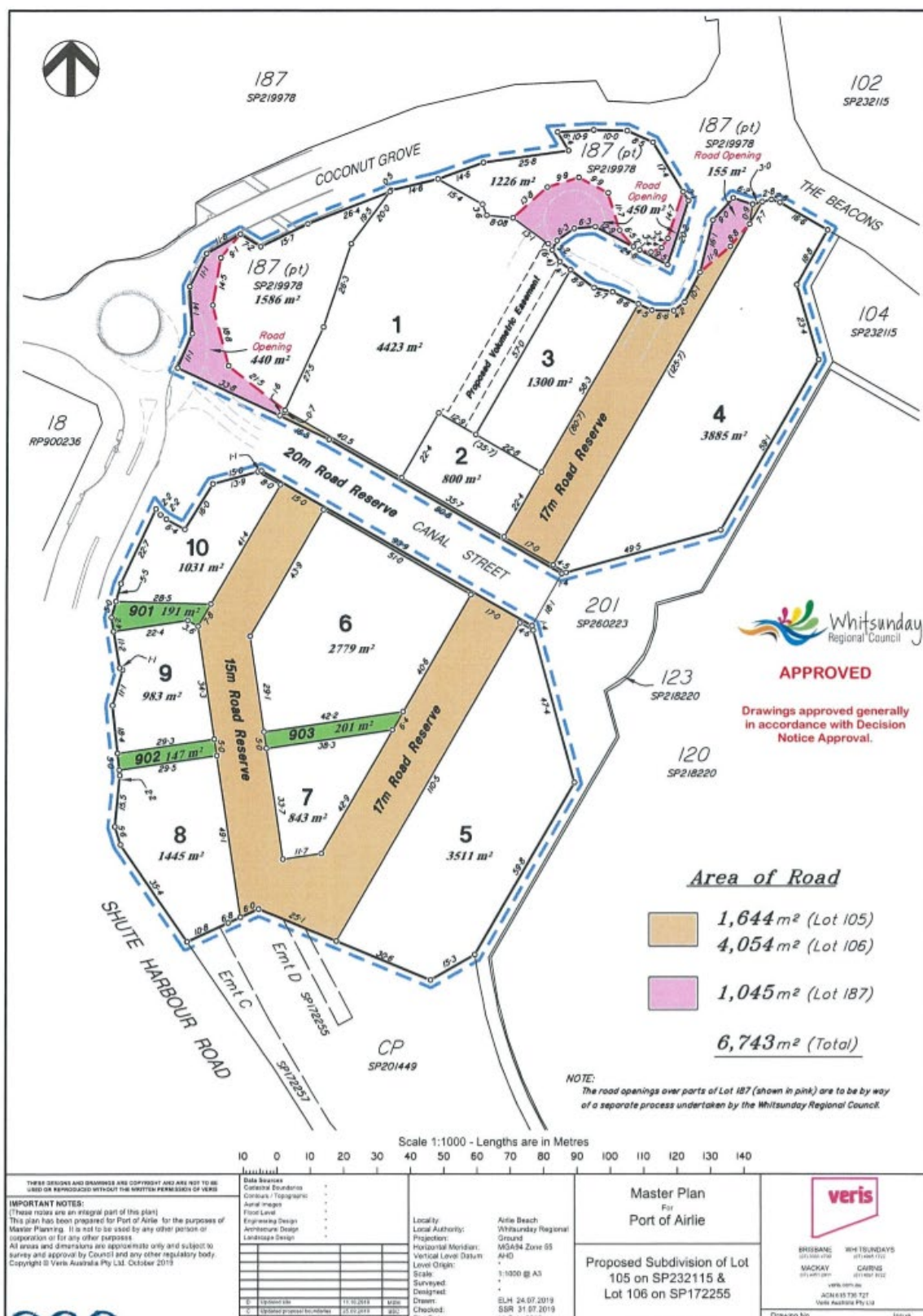
The requested change of purposes of four portions of Lot 187 SP 219978 to Road Reserve is supported and recommends to the Minister of Natural Resources, Mines and Energy that the changes be made in terms of the Land Act 1994.

## ATTACHMENTS

Attachment 1 - Plan showing the proposed areas to be converted from Recreation reserve to Road Reserve.

Attachment 2 - Summary of Public Submissions

Attachment 3 - Further information in support of the proposal from the applicant



## Attachment 2 - Summary of Public Submissions

| Relevant Submissions                                                                                                                                                                                                                                                                                          | Officer comment                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> <li>• <b>Public space should not be ‘gifted to a private developer’;</b></li> <li>• <b>An equal amount of land should be taken from Lot 105 to compensate for loss of 1,000m2 of reserve;</b></li> <li>• <b>The land should be bought at a commercial rate.</b></li> </ul> | <ul style="list-style-type: none"> <li>• The proposed road widenings will achieve safer traffic movements for the benefit of the public;</li> <li>• The process of selling these areas to a private developer is lengthy and uncertain and may require extinguishment of Native Title.</li> <li>• The developer could be required to provide an equal area from within its own holdings or provide some other form of public benefit. The development application for the Hotel and other uses proposes that the remaining areas of Lot 187 will be extensively landscaped by the developer. These applications have not been determined by Council.</li> <li>• While the land is public reserve, it is not embellished in any way. The shape of the land is not convenient for a range of recreational purposes.</li> </ul> |
| These conversions of reserve land should be refused, thereby forcing the development of Lots 105 and 106 to take access from a proposed 4 <sup>th</sup> leg on the Shute Harbour Road roundabout.                                                                                                             | In its application for the subdivision of Lots 105 and 106, the applicant stated that this option had been examined, but was not preferred. The Department of Transport and Main Roads have been consulted and have advised that a 4 <sup>th</sup> leg (or a signalised intersection) is not supported.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| Loss of green space and recreation area generally, which is limited and finite.                                                                                                                                                                                                                               | <ul style="list-style-type: none"> <li>• Public open space will inevitably come under increasing pressure as the town develops. It is relevant however to look at the quality of the land in question:</li> <li>• the widening of the Coconut Grove/Main St roundabout will inevitably be required to gain access to Canal Street and the only opportunity is the one proposed;</li> <li>• The two narrow sections of widening of the stub road from The Beacons roundabout are unusable for any practical purpose;</li> <li>• The widening of the cul-de-sac head could be re-located on to private land.</li> </ul>                                                                                                                                                                                                        |
| The proposal fails the three tests specified in the <i>Land Act, 1994</i> for revocation of a reserve.                                                                                                                                                                                                        | This refers to the wrong provision of the <i>Land Act 1994</i> . Under s.31D(1)(b) of the Act, a trustee (Council) may apply to the Minister to change the purpose of a reserve to another purpose. Council is not required to meet the tests established under s33 of the Act.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| Process issues: information was false and misleading and not freely available; signs not posted on the land; consultation should not have commenced during the caretaker period; Councillors phone numbers not available; the RoL should                                                                      | <ul style="list-style-type: none"> <li>• Submissions have confused the required notification process with that required for a development application under the Planning Act.</li> <li>• The public notification process did contain errors which were immediately corrected.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |



|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>not have been approved prior to consultation; community organisations were not contacted directly;</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | <ul style="list-style-type: none"> <li>• The caretaker period is not a relevant consideration and the publication of Councillor phone numbers on consultation material is not appropriate.</li> <li>• The ROL application was required to be dealt with in terms of statutory timeframes specified in the <i>Planning Act</i>. It was intended that ROL process and the reserve consultation processes would run concurrently, but there were delays in the latter process.</li> <li>• The approval of the ROL does not fetter Council's or the Minister's decision to convert the use of reserve land.</li> </ul> |
| <p><b>Submissions not directly relevant to the proposed change of reserve use</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | <p>Officer comment</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| <p>Various comments and observations in relation to the Reconfiguring of Lots 105 and 106 outside of the proposed two areas proposed for change of reserve use. Issues include:</p> <ul style="list-style-type: none"> <li>• <b>Design of the subdivision and roads do not meet standards;</b></li> <li>• <b>Traffic congestion at the Main St roundabout;</b></li> <li>• <b>A 4th leg should be added to the Shute Harbour Road roundabout;</b></li> <li>• <b>Canal Street should not be for cars, only for pedestrians, cyclists and landscaping;</b></li> <li>• <b>Canal Street is not yet on Council's road register;</b></li> <li>• <b>The ROL should have been impact assessable because the 3 pedestrian linkages are sub-minimum lot sizes;</b></li> <li>• <b>References to numerous external policy documents, previous planning scheme proposals and submissions</b></li> </ul> | <p>These comments relate to the broader subdivision of Lots 105 and 106 and not directly to the proposed change purposes of public reserve.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| <p>Various comments about the proposed future development of the subdivided lots in Port of Airlie including:</p> <ul style="list-style-type: none"> <li>• <b>Objection to a 12 storey building.</b></li> <li>• <b>Added traffic in the area will pose a safety conflict with pedestrians;</b></li> <li>• <b>Storm surge immunity</b></li> <li>• <b>Car parking in the future developments</b></li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | <p>(Note: these applications have been lodged but are still in the "Request for Information Stage" and are yet to be publicly advertised).</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |

|                                                                                                                         |            |
|-------------------------------------------------------------------------------------------------------------------------|------------|
| Lot 187 should have had money spent on it during the foreshore revitalisation project.                                  | For noting |
| Obesity is killing Australians, so more parks are needed. Airlie Beach should have a water park                         | For noting |
| Port of Airlie land reclamation project should not have been approved (by State Government)                             | For noting |
| Not enough car spaces in Airlie Beach. Gate the Beacons road to prevent caravans. Build more parking behind Woolworths. | For noting |
| Retail development at PoA has failed – why should Council approve more development                                      | For noting |

### Attachment 3: Further information in support of the proposal from the applicant

In relation to your query as to what public benefit is being given in exchange for the road openings (which total **1,571m<sup>2</sup>**), we advise as follows:

- As clearly stated in the subdivision development application, and in other written communications, the applicant has undertaken to landscape the balance areas of the two severed parts of Lot 187, resulting in the landscaping of a total of 2,770m<sup>2</sup> of public land, at no cost to the council. The proposed landscaping is shown on the approved landscaping plan for the subdivision. This landscaping work, including one years' maintenance is valued at \$1.9m
- In addition to the above-mentioned landscaping, the applicant has undertaken to landscape that portion of road reserve adjacent to proposed Lot 10, again at no cost to Council. Again, the proposed landscaping of this area is shown on the approved landscaping plan. This additional area of public landscaping is estimated to be approximately 500m<sup>2</sup> in extent, giving a total area of public landscaping of approximately 3,270m<sup>2</sup>.
- The above-mentioned landscaping will add substantial amenity to the area by converting currently unused public land into significant and passive recreational visual assets for the area.
- In addition, the proposed development will provide a community focus within Lot 201 on SP260223, where Canal Street meets the marina boardwalk. Details of the proposed treatment of this area, including the provision of public art as a focal point, are contained in the approved landscaping plan.
- Canal Street is to be widened on both sides, to accommodate the landscaping and wider, activated footpath area needed to facilitate footpath dining and ease of pedestrian movement. The dedication of freehold land to road reserve in this case will involve approximately 140m<sup>2</sup>.
- Areas of land, totaling 539m<sup>2</sup> in extent, are to be provided to Council for landscaped active transport linkages.

### **13. Community Services**

#### **13.1 WHITSUNDAY REGIONAL COUNCIL'S GUIDELINES FOR POLITICAL ADVERTISEMENTS 2020**

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**AUTHOR:** Milton Morsch - Coordinator Environmental Health & Local Laws

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**RESPONSIBLE OFFICER:** Julie Wright - Director Community Services

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#### **OFFICER'S RECOMMENDATION**

**That Council adopt the Whitsunday Regional Council's Guidelines for Political Advertisements 2020 in accordance with *Whitsunday Regional Council Local Law No. 1 (Administration) 2014*.**

---

The following report has been submitted for inclusion into Council's Ordinary Meeting to be held on 26 August 2020.

#### **SUMMARY**

The below report sets out the ability for Whitsunday Regional Council to adopt the attached Guidelines for Political Advertisements 2020 in accordance with *Whitsunday Regional Council Local Law No. 1 (Administration) 2014*.

#### **PURPOSE**

The purpose of the Whitsunday Regional Council's Guidelines for Political Advertisements 2020 is to protect the safety and visual amenity of the local government area.

#### **BACKGROUND**

A local government must not make a local law that prohibits the placement of election signs.

However, a local government may, by local law classify advertisements by reference to criteria stated in the subordinate local law as permitted advertisements.

Therefore, the Whitsunday Regional Council's Guidelines for Political Advertisements 2020 may include but not limited to the following:

- the nature, dimensions, design, structural form or other physical characteristics of the advertisement;
- the content of the advertisement;
- the part of the area in which the advertisement is to be exhibited;
- the exhibition period for the advertisement;
- the positioning of the advertisement in relation to:
  - an allotment boundary; or
  - a building; or
  - a road, footpath or other thoroughfare; or
  - another physically identifiable point or line.

## STATUTORY/COMPLIANCE MATTERS

In accordance with *Whitsunday Regional Council Local Law No. 1 (Administration) 2014* Part 2 Section 5(a) the definition of installation of advertising devices as a prescribed activity means the installation, erection or display of an advertisement or sign that is visible from a road or other public place.

In accordance with *Whitsunday Regional Council Subordinate Local Law No. 1 (Administration) 2014* Section 4(b) the definition of a Political advertisement means a temporary advertisement exhibited for the purposes of an election.

Temporary advertisement means an advertisement which, by its nature is intended to be in place for only a limited amount of time, not exceeding three months. The term includes – a political advertisement.

Schedule 10 – Installation of advertising devices - Section 2(3) On a place other than local government-controlled area or road, an exempt temporary advertising device is any of the following including –

- an election sign exhibited in accordance with Whitsunday Regional Council's Guidelines for Political Advertisements.

## ANALYSIS

A political advertisement maybe removed immediately should the sign be exhibited in contravention of the local law or conditions of the guidelines and there is, in the opinion of an authorised person, adequate reasons for removing the advertisement forthwith.

Political signs may also be removed if a Political Advertisement creates in the opinion of an authorised person, a risk to life or property; the local government may remove and dispose of the advertisement.

An authorised person acting on the local government's instructions may carry out confiscation, demolition or other work that may be necessary to remove the advertisement.

## STRATEGIC IMPACTS

### Corporate Plan

*Outcome 2.1* - Our region is active, healthy, safe & resilient.

*Outcome 3.2* - Our natural environment is valued & sustainable.

### Operational Plan - N/A

### Financial Implications - N/A

Risk Management Implications - Whitsunday Regional Council's Guidelines for Political Advertisements 2020 is drafted in accordance with *Whitsunday Regional Council Local Law No. 1 (Administration) 2014* to ensure the prescribed activity protects the safety and visual amenity of the local government area.

## CONSULTATION

Julie Wright - Director Community Services  
Whitsunday Regional Council Local Law Officers

## **DISCLOSURE OF OFFICER'S INTERESTS**

No officer involved in the preparation of this report has an interest to declare in accordance with the provisions of the Local Government Act 2009 or the Staff Code of Conduct.

## **CONCLUSION**

It is recommended Council adopt the Whitsunday Regional Council's Guidelines for Political Advertisements 2020 in accordance with *Whitsunday Regional Council Local Law No. 1 (Administration) 2014* to ensure the prescribed activity protects the safety and the visual amenity of the local government area.

## **ATTACHMENTS**

Attachment 1 - Whitsunday Regional Council's Guidelines for Political Advertisements 2020

## Attachment 1 - Whitsunday Regional Council's Guidelines for Political Advertisements 2020



# Guidelines for Political Advertisements

### Legislative Authority:

*Local Government Act 2009*

*Whitsunday Regional Council Local Law No. 1 (Administration) 2014*

### Introduction:

The placement of an election sign cannot be prohibited by the local government. However, the local government may prescribe conditions to be met, associated with an election sign placed on a road, Council controlled area, or private property within its area. The prescribed conditions are to ensure public safety and maintain the visual amenity of the local government area. Should the prescribed conditions not be met, the local government may remove the election sign.

### Definitions:

In accordance with the *Local Government Act 2009*—

**Election sign:** is a sign that is able, or is intended, to—

- (a) influence a person about voting at any government election; or
- (b) affect the result of any government election.

**Government Election:** is an election for a local, State or Commonwealth government.

**Road:** defined by the *Transport Operations (Road Use Management) Act 1995* Schedule 4 Dictionary.

**Council controlled area:** any area or land owned or controlled by Council.

**Private property:** Property owned by a non-governmental legal entity.

### Conditions that will ordinarily be imposed on an election sign:

The election sign must:

- (a) meet the requirements of the Electoral Commission of Queensland and the *Electoral Act 1992*;
- (b) meet the requirements of the Department of Transport and Main Roads (TMR).
- (c) be no greater than 0.6 square metres in area advertising candidates for election in a local electorate of the Commonwealth, State or Local Government or for an officially sanctioned referendum, poll or plebiscite;
- (d) if greater than 0.6 square metres in area advertising candidates for election in a local electorate of the Commonwealth, State or Local Government or for an officially sanctioned referendum, poll or plebiscite; will each require an approval granted by the local

Updated 20-08-2020

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## Guidelines for Political Advertisements

government prior to placement. (A fully completed application to be lodged and prescribed fees paid to Council);

- (e) be stand alone; attached to a post and inserted into the ground unless otherwise approved by the local government;
- (f) not be fastened to trees or road infrastructure;
- (g) be placed on private land;
- (h) be limited to one sign on a private property;
- (i) not be an illuminated sign;
- (j) not be located in a place that is likely to distract motorists, restrict the visibility of other authorised signs or otherwise impact on safety;
- (k) comply with the Roadside Advertising Manual issued by the Department of Transport and Main Roads if placed on a State controlled road e.g. highway (An information sheet for placing election signs on State roads is available on the Transport and Main Roads website [www.tmr.qld.gov.au](http://www.tmr.qld.gov.au)); and
- (l) not contain explicit, inappropriate, offensive or irrelevant content.

### Display period:

An election sign must:

- (a) not be placed until the election date has been officially announced. For state and federal elections this is called the 'issuing of the writ'; for local government elections this is called the 'notice of election'; and
- (b) be removed within seven (7) days after the election polling day.

### Removal without notice:

An election sign may be removed without notice and confiscated by the local government if:

- (a) the sign is exhibited in breach of the conditions ordinarily imposed by the local government and in the opinion of an authorised person, adequate reasons exist for removing the advertisement immediately; or
- (b) the sign creates, in the opinion of an authorised person, a risk to public safety or damage to property.

An authorised person acting on the local government's instructions may carry out confiscation, demolition or other work that may be necessary to remove the election sign.

### Damages and disposal of election signs:

The local government will not be responsible for damage associated with the authorised removal of an election sign or liable for compensation for election signs lawfully removed and disposed of.



**13. Community Services**  
**13.2 OFF STREET PARKING AREAS - PARKING PERMITS AIRLIE BEACH**

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**AUTHOR:** Julie Wright - Director Community Services

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**RESPONSIBLE OFFICER:** Julie Wright - Director Community Services

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**OFFICER'S RECOMMENDATION**

**That Council receive the report noting the loss in revenue for paid parking due to free parking being offered and therefore reinstate paid parking in all off-street parking areas within the Airlie Beach area forthwith.**

**Furthermore, Council promotes the ability to purchase parking permits at a discounted daily rate.**

---

The following report has been submitted for inclusion into Council's Ordinary Meeting to be held on 26 August 2020.

**SUMMARY**

The below report sets out Council's ability to issue parking permits to a person engaged in tourism-related business in accordance with *Whitsunday Regional Council Local Law No. 5 (Parking) 2014*.

The report includes the current fee structure associated with Off-Street Parking at both Port of Airlie and Coral Sea Marina.

Implications associated with the introduction of discounted parking permits are also noted.

**PURPOSE**

To advise Council of the ability to introduce parking permits at Port of Airlie, Broadwater and Lagoon and Coral Sea Marina off-street parking areas for persons engaged in tourism-related businesses.

**BACKGROUND**

At an Ordinary Council Meeting held 12 August 2020, Council resolved the following:

**RESOLUTION**

**Moved by:** CR J CLIFFORD  
**Seconded by:** CR A GRUNDY

***That free parking in the Lagoon and Broadwater Carparks be re-instated immediately and that the matter be reassessed at a future Ordinary Council Meeting.***

***Furthermore, that a report be brought back to the next Council meeting being held 26 August 2020 regarding the implementation of a permit system and competitive neutrality for tourism workers.***

**AMENDMENT**

**Moved by:** CR A GRUNDY  
**Seconded by:** CR J COLLINS

***That free parking in the Lagoon and Broadwater Carparks including Port of Airlie and Coral Sea Marina be re-instated immediately due to the impacts of COVID-19 and impacts of Job Keeper on tourism staff in particular and that the matter be reassessed at the Ordinary Council Meeting to be held on 23 September 2020.***

**MEETING DETAILS:**

*The amendment was withdrawn by the mover and seconder.  
The motion was carried 6/0*

**CARRIED**

**STATUTORY/COMPLIANCE MATTERS**

In accordance with *Whitsunday Regional Council Local Law No. 5 (Parking) 2014* Part 3 Section 7 – Parking Permits –

- (2) The local government may issue a parking permit
- (3) The local government may prescribe, by subordinate local law, the person that may be issued with a permit.

*Whitsunday Regional Council Local Law No. 5 (Parking) 2014* Part 3 Section 7 – Parking permits issued by local government – Authorising local law, s7(3) –

For section 7(3) of the authorising local law, the following person may be issued with a parking permit mentioned in section in section 7(2) of the authorising local law –

- (b) a person engaged in tourism-related business;

**ANALYSIS**

Council currently issues the following permits free of charge for off-street car parking in the Airlie Beach area:

| Carpark                 | No. of Parking Bays            | No. of Permits Currently Issued                                         |
|-------------------------|--------------------------------|-------------------------------------------------------------------------|
| Port of Airlie          | 177 Car                        | 20 + 8 reserved parking bays adjacent to the Cruise Whitsunday building |
| Coral Sea Marina        | 116 Car +<br>12 Longer vehicle | N/A                                                                     |
| Whitsunday Sailing Club | 83 Car                         | 20 (Expired 20/05/2020)<br>+ 10 (Sailability club)                      |
| Airlie Central          | 88 Car                         | N/A                                                                     |
| Broadwater Avenue       | 96 Car                         | N/A                                                                     |

It should be noted, Council also grants 50 parking permits to the Cruise Ship Ambassadors/Volunteers to be utilised at Port of Airlie, Coral Sea Marina and Shute Harbour each day when a cruise ship is visiting the region.

Furthermore, Council offers a discounted parking permit fee for each of the off-street paid parking areas. Parking Permit fees are set out below:

| Carpark/s                                   | 28 day Permit | 6 month Permit | 12 month Permit |
|---------------------------------------------|---------------|----------------|-----------------|
| Coral Sea Marina                            | \$186.00      | \$1,007.00     | \$1,682.00      |
| Port of Airlie, Broadwater & Airlie Central | \$174.00      | \$874.00       | \$1,398.00      |

Daily Rate Comparisons are listed below:

| Carpark/s                                   | 4 – 12 Hours | 28 day Permit | Daily Rate | 6 month Permit | Daily Rate | 12 month Permit | Daily Rate |
|---------------------------------------------|--------------|---------------|------------|----------------|------------|-----------------|------------|
| Coral Sea Marina                            | \$10.00      | \$186.00      | \$6.64     | \$1,007.00     | \$5.53     | \$1,682.00      | \$4.60     |
| Port of Airlie, Broadwater & Airlie Central | \$ 8.00      | \$174.00      | \$6.21     | \$ 874.00      | \$4.80     | \$1,398.00      | \$3.83     |

Conditions associated with the parking permits are:

- Parking bays are not allocated or guaranteed for permit holders.
- Parking permits must be used in conjunction with the individual terms and conditions of durations within the applicable car parks.
- Non-transferable.
- Prepaid per registered vehicle.

## STRATEGIC IMPACTS

### Corporate Plan

*Outcome 2.1* - Our region is active, healthy, safe & resilient.

*Outcome 3.2* - Our natural environment is valued & sustainable.

Operational Plan - Maintain and operate off-street parking stations.

Financial Implications - Costs associated with the process involved to introduce a 25% discount for parking permits to 30 June 2021 for persons engaged in tourism-related businesses for the Port of Airlie, Broadwater, Lagoon and Coral Sea Marina off-street parking areas is difficult to estimate given not only is there a 25% discount on parking permits there may very well be quite a number of tourism-related employees taking up the option and therefore reducing the number of bays available for day visitors at full price and/or the turn-over of parking bays may also reduce.

Operating/maintenance costs for the Airlie Lagoon and parkland + the Airlie Foreshore is approximately \$2,000,000.00 per annum.

\$550,000.00 has been budgeted for in the 2020/21 financial year for all four off-street parking facilities which equates to \$45,833.00 per month. Revenue received to date is \$19,070.00,

which equates to \$12,714.00 per month - a decrease of 72.26%. Therefore, should free parking continue a loss of \$397,430.00 may incur to Council for the 2020/21 financial year.

Risk Management Implications - The number of available parking bays for tourists, visitors and the local community may be further reduced due to an increase in the number of parking bays taken up by tourism-related employees who may usually not drive to work due to the cost of parking.

National Competition Policy Implications - Council has sought legal advice in relation to any proposed changes being seen as anti-competitive conduct, on the basis that Council operates public (paid) car parks in competition with other private operators who also operate public (paid) car parks. The Australian Competition and Consumer Commission (ACCC) regulate pricing and activity in this area and Council is seeking advice on whether any discounting of parking for classes of consumers raises any concerns given Council openly competes for consumers in the areas of these parking facilities.

Legal advice received regarding applying the competitive neutrality principle to regulated carparking notes -

*Council is not required to apply the competitive neutrality principle to the regulated carparking, due to not being identified as a significant business activity in accordance with the Local Government Act 2009 (LGA); and*

*Furthermore the advice proposes there is no risk of Council contravening any of the prohibited restrictive trade practices within Part IV of the Competition and Consumer Act 2010 (Cth) (CCA) in offering the free car parking. Such provisions would not apply as Council is not carrying on a "business" in the regulation of the carparking – but rather regulatory or statutory function; and*

*In the event that Council was in fact found to be carrying on a "business" (advice suggests highly unlikely) the legal opinion is confident the only form of conduct that a person could try to raise is a misuse of market power under s 46. Therefore it would be difficult to prove that reducing the carparking fees to nil would have the purpose, effect or likely effect of substantially lessening competition in the market.*

## **CONSULTATION**

Jason Bradshaw - Director Corporate Services  
Milton Morsch - Coordinator Environmental Health & Local Laws  
McKays Solicitors

## **DISCLOSURE OF OFFICER'S INTERESTS**

No officer involved in the preparation of this report has an interest to declare in accordance with the provisions of the Local Government Act 2009 or the Staff Code of Conduct.

## **CONCLUSION**

It is recommended Council resolve to introduce a 25% discount for parking permits to 30 June 2021 for persons engaged in tourism-related businesses for the Port of Airlie, Broadwater, Lagoon and Coral Sea Marina off-street parking areas to assist drivers with the financial burden of paying for parking daily.

## **ATTACHMENTS**

N/A

### **13. Community Services**

#### **13.3 DRAFT WEED WASHDOWN STRATEGY & DRAFT PEST SURVEILLANCE PROGRAM - COMMUNITY CONSULTATION**

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**AUTHOR:** Scott Hardy - Coordinator Natural Resource Management

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**RESPONSIBLE OFFICER:** Julie Wright - Director Community Services

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#### **OFFICER'S RECOMMENDATION**

**That Council:**

- a) **approve the Community Consultation for a duration of 30 days, for the following reports:**
  - **Draft Weed Washdown Strategy,**
  - **Draft Pest Surveillance Program, and**
- b) **request the results of the Community Consultation to be reported back to Council before implementation.**

---

The following report has been submitted for inclusion into Council's Ordinary Meeting to be held on 26 August 2020.

#### **SUMMARY**

Council adopted the Whitsunday Biosecurity Plan in May 2017. The Biosecurity Plan lists a number of tasks to implement to reduce and control the spread of pests including weeds. Council staff have developed a number of Weed Management Plans recently which further the implementation of the Whitsunday Biosecurity Plan.

The proposed Weed Washdown Strategy lists the process used to select sites for the possible implementation of washdown bays. The three priority washdown bay sites are located at Merinda, Guthalungra and Mt Coolon. The Pest Surveillance Plan has also been developed which links in with the Weed Washdown Strategy.

#### **PURPOSE**

To seek Council endorsement to place the proposed Weed Washdown Strategy and Pest Surveillance Program out for community consultation for 30 days, then report the results back to Council before implementation.

#### **BACKGROUND**

**13.2**                      **2017/05/17.20**  
**PEST**

**WHITSUNDAY REGIONAL COUNCIL**

**MANAGEMENT PLAN - BIOSECURITY**

#### **PLAN**

**Moved by:**              **J CLIFFORD**

**Seconded by:**        **P RAMAGE**

**Council resolves to:**

- a) **adopt the proposed Whitsunday Biodiversity Plan, and**

## **b) receive the Whitsunday Regional Council Feral Animal Review Report**

### **MEETING DETAILS:**

**The motion was Carried 5/1**

The Weed Washdown Strategy and Pest Surveillance Program are actions listed in the Biosecurity Plan.

### **STATUTORY/COMPLIANCE MATTERS**

Council is required under the *Queensland Biosecurity Act (2014)* to develop a Biosecurity Plan. There is requirement under the Act for Council to develop a Weed Washdown Strategy, but Council and landholders have a General Biosecurity Obligation (GBO) to control and reduce the spread of declared pests. The implementation of a Weed Washdown Strategy and Pest Surveillance Program will be useful actions to reduce weed and pest spread.

### **ANALYSIS**

Weeds have economic, environmental and social impacts. The Queensland State Government states *"Invasive plants cost Queensland more than \$600 million annually in lost production, land degradation and control costs. The spread of invasive plants threaten our agricultural industries, environment and social amenity."*

If a weed is permitted to spread to their full potential, most weed species can impact extensive areas of land, affecting multiple local, state and territory jurisdictions, often multiple agricultural industries and a variety of significant environmental assets. For example, Prickly Acacia poses a serious threat to 20 to 30 million hectares of grazing land in Queensland, the Northern Territory and Western Australia (Australian Weeds Strategy 2017-2027).

One of the vectors in the spread of invasive weeds is through poor vehicle and machinery cleanliness and maintenance. Vehicles or machinery operating or moving through weed infestations can become contaminated with invasive plant material. This material can travel long distances on the vehicle or machinery to new locations.

There is a high risk that this plant material, soil or mud containing seeds, will fall from contaminated or dirty machinery or vehicles in agricultural production or environmentally sensitive areas where an invasive plant infestation may become a long-term and costly problem for the land manager to remediate.

The purpose of the proposed Weed Washdown Strategy is to develop a consistent approach across Council to the placement of washdown bays and cleaning of vehicles and machinery. It is acknowledged that Council has washdown facilities at its own work depots which are not available to the public. The intent of this Weed Washdown Strategy is to establish a Washdown Framework and Strategy for the general public.

### **STRATEGIC IMPACTS**

#### Corporate Plan

*Outcome 3.2 - Our natural environment is valued and sustainable*

*Strategy 3.2.4 - Partner with stakeholders to mitigate the effects of pests on the Whitsunday region's natural environment.*



## Operational Plan - N/A

**Financial Implications** - The endorsement of the Weed Washdown Strategy will not require any additional funding. The endorsement of the Pest Surveillance Program can be incorporated into Council operations and will not require additional funding. The implementation of the weed washdown facilities will however require additional funding. It is estimated that each facility site will require approximately \$30,000.00 to \$40,000.00 to implement. It is envisaged that the implementation of the washdown bays could be funded using external grants.

**Risk Management Implications** - The implementation of these plans will lead to improved environmental outcomes by reducing weed spread. The reduction in weed spread will have positive outcomes for Whitsunday biodiversity and agricultural enterprises.

## **CONSULTATION**

Julie Wright - Director Community Services

Joanne Vlismas - Engagement & Marketing Coordinator

Nathan March - Principal Biosecurity Officer, Biosecurity Queensland

## **DISCLOSURE OF OFFICER'S INTERESTS**

No officer involved in the preparation of this report has an interest to declare in accordance with the provisions of the Local Government Act 2009 or the Staff Code of Conduct.

## **CONCLUSION**

Weeds and other declared pests have impacts on the Whitsunday biodiversity and agricultural systems. The control of declared weeds and other exotic pests can become a costly exercise for landholders and Council. The development of public washdown facilities may be a useful tool to slow the spread of existing and new weeds and other pests.

The development of a Pest Surveillance Program will also be a useful tool to develop to formalise a dedicated inspection program designed to monitor key locations for new pest incursions. It is envisaged that the proposed weed washdown facilities will be important pest surveillance locations.

That Council:

- a) approve the Community Consultation for a duration of 30 days, for the following reports:
  - Draft Weed Washdown Strategy,
  - Draft Pest Surveillance Program, and
- b) request the results of the Community Consultation to be reported back to Council before implementation.

## **ATTACHMENTS**

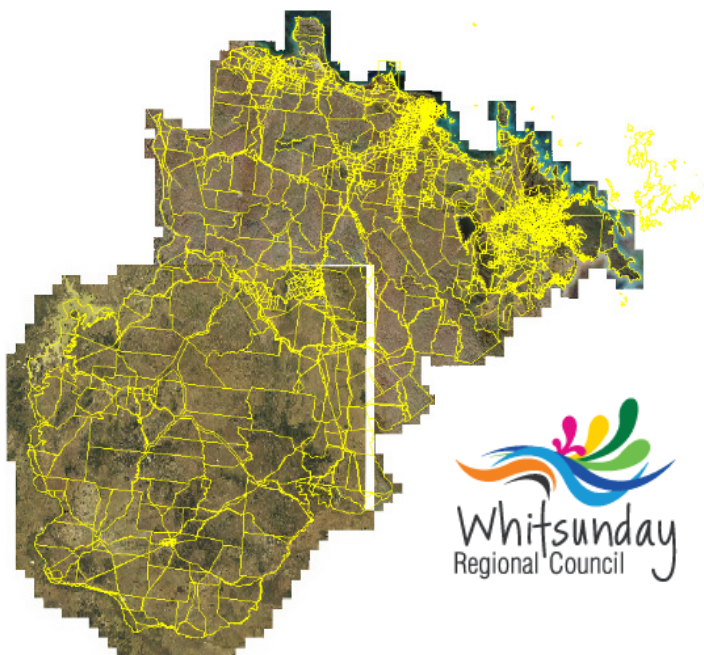
Attachment 1 - Draft Weed Washdown Strategy

Attachment 2 - Draft Pest Surveillance Program

Attachment 3 - Community Engagement Plan



# Whitsunday Regional Council Washdown Strategy – to reduce weed spread



**Author: Melissa Hayes**  
**Date: 10<sup>th</sup> of August 2020**

Po Box 104  
Proserpine, 4800

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# 1. Introduction

Weeds have economic, environmental and social impacts. The Queensland State government state *“Invasive plants cost Queensland more than \$600 million annually in lost production, land degradation and control costs. The spread of invasive plants threaten our agricultural industries, environment and social amenity.”*<sup>1</sup>

An invasive plant is a plant species that has or is likely to have an adverse impact on a biosecurity consideration because of the introduction, spread or increase in population size of the species within an area.

If a weed is permitted to spread to their full potential, most weed species can impact extensive areas of land, affecting multiple local, state and territory jurisdictions, often multiple agricultural industries and a variety of significant environmental assets. For example, prickly acacia poses a serious threat to 20 to 30 million hectares of grazing land in Queensland, the Northern Territory and Western Australia (Australian Weeds Strategy 2017-2027).

One of the vectors in the spread of invasive weeds is through poor vehicle and machinery cleanliness and maintenance. Vehicles or machinery operating or moving through weed infestations can become contaminated with invasive plant material. This material can travel long distances on the vehicle or machinery to new locations.

There is a high risk that this plant material, soil or mud containing seeds, will fall from contaminated or dirty machinery or vehicles in agricultural production or environmentally sensitive areas where an invasive plant infestation may become a long-term and costly problem for the land manager to remediate.

To reduce the risk of weed spread of not only invasive weeds, but also soil borne pests and diseases, the wash down of a vehicle and machinery using washdown bays/areas are to be encouraged.

The purpose of this Washdown Strategy is to develop a consistent approach across Whitsunday Regional Council to the placement of washdown bays and cleaning of vehicles and machinery. It is acknowledged that the Council has washdown facilities at its own work depots which are not available to the public. The intent of this Washdown Strategy is to establish a Washdown Framework and Strategy for the general public. The objectives of this Strategy are to:

- outline washdown bay site selection process,
- describe the various types of washdown bay designs,
- outline the general washdown procedures, and,
- possible washdown bay sites across the Whitsunday Regional Council area.

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<sup>1</sup> [https://www.daf.qld.gov.au/\\_data/assets/pdf\\_file/0011/58178/cleandown-procedures.pdf](https://www.daf.qld.gov.au/_data/assets/pdf_file/0011/58178/cleandown-procedures.pdf), 24/04/2020

## 2.0 Background

### 2.1. General Biosecurity Obligation

The Queensland *Biosecurity Act 2014* is the primary legislation that deals with the spread of biosecurity matter in Queensland. This legislation defines all persons have an obligation to take reasonable and practical measures to prevent or minimise the biosecurity risks associated with their activities or dealings with the carriers of invasive plants. A carrier is anything capable of moving reproductive material of biosecurity matter, such as invasive plant seeds, vegetative parts attached to, or contained in the thing from one place to another. All types of vehicle and machinery are capable of being carriers of invasive plants.

### 2.2. Land Access Code

The *Land Access Code 2016* is specifically relevant to the mineral resources and petroleum and gas sectors and includes mandatory conditions for these sectors to manage the spread of weeds when accessing private lands other than their own. The land access laws extend to most resource authorities granted under Queensland's resource Acts, including:

- *Mineral Resources Act 1989* – exploration permits and mineral development licenses
- *Petroleum and Gas (Production and Safety) Act 2004* – all authorities
- *Petroleum Act 1923* – all authorities
- *Greenhouse Gas Storage Act 2009* – all authorities
- *Geothermal Energy Act 2010* – all authorities.

Under the Land Access Code, a resource authority must (if asked) provide a landholder with a copy of the washdown record. There is no set format for a clean down record. In providing that record, a person may refer to this document to describe the measures taken to perform the clean down. A copy of the Land Access Code can be located at [www.deedi.qld.gov.au](http://www.deedi.qld.gov.au).

## 3.0 Pathways (Vectors) for weed spread

A pathway can be described as any means or mechanism by which weed plants or seeds may be dispersed (Baker 2006). In the case of human directed activities, spread may be because of contaminated products, clothing, machinery or equipment. Below, in Table 1, dictates several different pathways for weed spread and surveillance sites for each vector. Vehicles and machinery driven or operated in certain areas of Queensland have a higher risk of becoming contaminated with the reproductive material of invasive plants. To view distribution maps of Queensland invasive plants, visit [daf.qld.gov.au](http://daf.qld.gov.au).

**Table 1. Pathways for the spread of weeds and surveillance areas.**

| Pathways for the spread of weeds within Australia |                                                                                                                   |                                                                                                                                         |
|---------------------------------------------------|-------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------|
| Deliberate Spread by Humans                       |                                                                                                                   | Areas of surveillance                                                                                                                   |
| 1. Ornamental plant trade                         | Through nursery sales and escape of garden landscaping plants.                                                    | Escapee of garden in adjacent properties, Nurseries                                                                                     |
| 2. Aquarium plant trade                           | Through sales at nurseries, pet shops and escape into waterways.                                                  | Escapee into waterways, Nurseries, pet shops                                                                                            |
| 3. Medicinal plant trade                          | Plants propagated and sold in nurseries and among alternative medicine enthusiasts.                               | Nurseries                                                                                                                               |
| 4. Food plant trade                               | Plants grown and promoted for food for humans.                                                                    |                                                                                                                                         |
| 5. Fodder trade                                   | Sales and planting of fodder plants for livestock grazing.                                                        | Feedlots, farm biosecurity paddocks and stockyards.                                                                                     |
| 6. Revegetation and forestry                      | Planting for soil conservation and to produce timber.                                                             | Timber plantations, and re-vegetative plantings                                                                                         |
| Accidental Spread by Humans                       |                                                                                                                   |                                                                                                                                         |
| 7. Human apparel and equipment                    | Attachment of seeds to clothes and footwear.                                                                      | Attachment of seed to clothes, footwear, camping equipment, push bikes and saddle blankets                                              |
| 8. Machinery and vehicles                         | Attachment of seeds to passenger vehicles, slashers, farm equipment, boats, and earth moving equipment.           | Inspection of washdown sites, parking bays, roadsides, camping grounds, etc.                                                            |
| 9. Construction and landscaping materials         | Contamination of gravel, soil, sand, mulch and turf.                                                              | Bulk material storage sites, piles of timber, steel, bricks, tiles and guttering.                                                       |
| 10. Agricultural produce                          | Contamination of hay, grain and pasture seed.                                                                     | Cleaning sites, silos, grain receival points                                                                                            |
| 11. Research sites                                | Escape from research sites                                                                                        | Beyond the edges of research sites                                                                                                      |
| 12. Livestock movement                            | Through faeces or attached to livestock such as sheep, cattle, horses and goats.                                  | Holding pens, stockyards, markets, loading/unloading facilities, feedlots, saleyards and transport vehicles. Waterpoints (on property). |
| 13. Waste disposal                                | Unsafe dumping of garden refuse and aquarium plants.                                                              | Landfill sites                                                                                                                          |
| Natural Spread                                    |                                                                                                                   |                                                                                                                                         |
| 14. Birds & flying foxes                          | Through consumption and excretion of seeds and fruits.                                                            | Roosting sites.                                                                                                                         |
| 15. Other animals                                 | Through consumption and excretion of seeds and fruits, and external attachment to native and introduced wildlife. |                                                                                                                                         |
| 16. Wind                                          | Distribution of wind-blown seeds.                                                                                 | Look 15-20m downwind from a known infestation                                                                                           |
| 17. Water                                         | Distribution of seeds or plant parts via waterways.                                                               | Waterways, where water pools (depressions and sweeping bends), flood plains.                                                            |

### 3.1. Weeds spread through machinery and vehicles

Research by Clifford (1959), conducted in Africa, confirmed the ability of motor vehicles to transport seeds. The first Australian study of this kind was conducted by Wace (1977). It revealed that cars can transport large numbers of seed from a diverse range of species. Barwick (1999) identifies several ways in which traffic contributes to weed spread. Speeding vehicles pick up seeds and other material that is carried temporarily in the air suction currents they generate. Seeds are also collected in mud on tyres, radiator grills and elsewhere. When seed-containing mud later falls off or is removed, it creates a seed reservoir from which further infestations can develop. Work vehicles engaged in maintenance of pavements, drains and vegetation were also identified as agents of weed spread and need to be regularly cleaned before moving from one area to another.

Good (1987) highlights the importance of vehicles and other machinery in spreading weeds within National Parks and conservation areas. According to Good (1987), weeds in National Parks are concentrated along access systems (roads, tracks), areas of high use. Park infrastructure sites are often used by utility companies, such as water and electricity. Unfortunately, many of these utility sites are areas of disturbed vegetation (e.g. power line easements) with generally higher weed presence, and traffic through these areas can spread the weeds to other parts.

Agricultural machinery is often implicated in the spread of weeds within and between agricultural districts. Evidence of weed spread by farm machinery is documented by Blanco-Moreno (*et al.* 2004), who showed that the dispersal of annual ryegrass (*Lolium rigidum*) was strongly affected by combine harvesters. The authors point out that this mechanism could potentially spread the species over great distances.

Parthenium Weed (*Parthenium hysterophorus*) is commonly observed along roads and tracks, has been attributed to the movement of harvesting machinery, cattle, hay, grain and vehicles (Parsons and Cuthbertson 2001). The spread of parthenium weed was mapped in Queensland for the years 1975, 1979 and 1981 (see Figure 1). The association between infestations and roads strongly suggests that vehicles have played a role in dispersing the seeds.

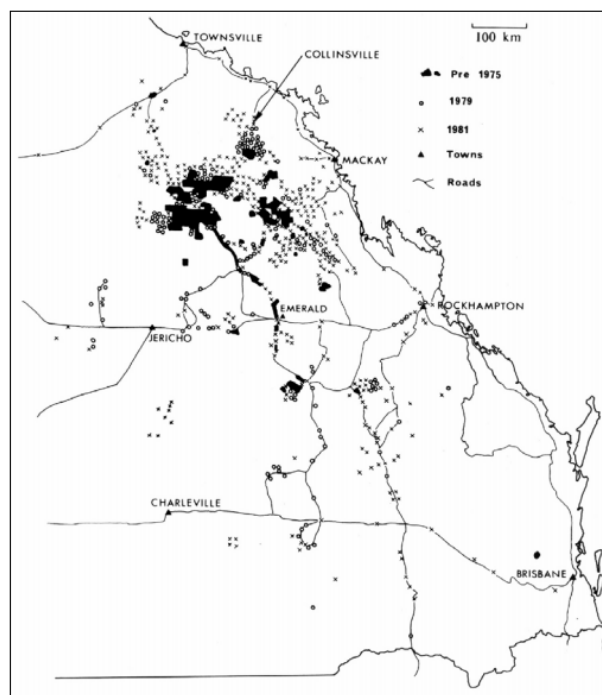


Figure 1. Spread of Parthenium weed in Queensland (Auld *et al.* 1982).

## 4.0 Prevention of Weeds

Prevention is the most effective method of dealing with weeds. Once a weed has entered an area and has become established, eradication is far more expensive, and it is likely that greater resources will be required to control its further spread and reduce its impact. The importance of weed spread prevention has grown with the recognition that the spread of most weeds occurs through similar pathways, such as the movement of goods, animals and vehicles contaminated with weed seeds.

### 4.1. Washdown bays

The wash down of mechanical equipment is widely practised for aesthetic reasons, but also for operational efficiency, safe mechanical servicing, and preventing the spread of weeds and fungal diseases. A washdown facility is an area where farmers/contractors and the public can clean all vehicles and machinery entering or leaving a property/area.

According to DAF (2013) features of an effective washdown facility include:

- **Signposts** – should be clearly visible with simple instructions so that visitors to the property understand the biosecurity practices that are in place.
- **Positioning** – the facility should be in an open area, preferably close to entry/exist points of the property. Keep it as far away as possible from any production areas. Keep drainage from clean-down facility confined and away from access to drainage lines.
- **Size** - the size and the design of the facility should be determined by purpose and likelihood of usage, e.g. tourist vehicles, livestock trucks, caravans, etc.
- **Power and High-pressure water/compressed air cleaners** – should be accessible, as this will clean down quicker, easier and more effective. If power is not available, a petrol-powered pressure cleaner could be used instead.
- **Surface** – should be sealed with concrete or bitumen. Compacted gravel can be used but is harder to rinse down. If the surface is grassed, it will require extra vigilance and regular treatment of germinating weeds.
- **Sump or waste collection** – an area is recommended for water, dirt and any contaminants to drain into. It is important that this, and the surrounding area, is checked regularly and treated for weeds when necessary.

The size of the washdown facility should match the expected use and size of targeted vehicles. If 4wd vehicles are targeted for washdown, then there is no need for a large elaborate facility. Equally, if large vehicles and cattle trains are targeted for washdown, then the facility will need to be sized to cater for the length of the vehicle and volumes of water that will be used.

## 5.0 Washdown Facilities Site selections

The selection of an appropriate site for a wash down bay facility needs to take several physical, regulatory, economic, constructional, and operational aspects into consideration. These are discussed below. A site selection assessment process and form has been created to assist in the selection of suitable sites for washdown bays (Appendix 1). The size of the washdown bay should meet the needs of the proposed vehicle size.



### **5.1 . Water**

The volume and quality of water required for the wash down facilities will vary depending on the vehicle and machinery size, the configuration of the machinery to be cleaned down, levels of cleanliness required and water dispensing equipment, and the wash pad area.

### **5.2 . Land**

Land constraints must be taken into consideration when selecting the location for the wash down pad. Selection of an appropriate site may greatly decrease both construction and operational costs.

### **5.3. Local Area**

The proposed facility location should be located close to the highway/major road to facilitate accessibility of all vehicles.

### **5.4. Access**

The access considerations for site selection may include:

- Wash down facilities that are conveniently located close to major roads are more likely to be used by industry;
- Will require all weather access;
- Due to the all-weather access requirement, a wash down facility located on an existing gravel road will likely require a road upgrade;
- Access roads should be located to minimise erosion and the alteration of drainage lines;
- Access roads to the facility should be designed and constructed to minimise costs while providing easy access for the expected traffic under various conditions affecting the site.

### **5.5. Land Availability**

The current and future land zoning of the subject property and surrounding land with the local government authority should be investigated. Property size is an important consideration. Ideally the subject property should be large enough to contain the washing facility and all other associated infrastructure including vehicle parking, waste treatment and any waste utilisation areas. Land buffers around facility complex prevent encroachment by other developments on nearby land and the land should be adequately sized to ensure that are for land buffers area available.

### **5.6. Siting and Construction**

Consideration of the local landforms surrounding the facility:

- The type of wastewater disposal method that can be utilised;
- The suitability of the site for construction of service facilities;
- Surface water management and contamination risk;
- Flood risk; and soil erosion risk.

## **5.7. Soils**

The range and distribution of soil types on a subject site should be confirmed during the site selection process. The surrounding soil types will influence the requirement for earthworks or gravel to establish foundations for the concrete pads, water tanks and access roads into the facility. Furthermore, the soil profile should be assessed to determine suitability for construction of wash pads and drainage works, as well as excavation of storage ponds if required.

## **5.8. Topography**

A flat to slight (2.0-4.0%) fall across the site is ideal for the development of the facility. This minimises the requirement for pumping as water can be gravity fed through the site to a collection point.

## **5.9. Electricity**

The type of equipment to be installed will determine the electricity requirements at the site. Wash down facilities may require single or three phase power to operate equipment such as water pumps, lighting, and air compressors. The use of mains power is the recommended option. Extension to power lines to a facility is cost prohibitive and therefore, the facility should be located as close as possible to existing power infrastructure. Where electricity is not available, petrol powered water pumps for the wash down may be a good option.

## **5.10. Community Amenity Issues**

Design and siting of effective and efficient and effective truck wash facilities will occur in consultation with the community. Community amenity issues may arise from:

- Excessive noise – activities including equipment use and vehicle movement inherently generate noise. Careful route selection and suitable driving may assist to reduce traffic noise nuisance.
- Excessive dust generation – most dust is generated from traffic movements along unsealed roads or off gravelled wash down pads. Traffic dust can be reduced through road watering, using sealed routes and driving at suitable speeds.
- Attraction of flies and vermin – proper management of solid waste collection and disposal will avoid any potential problems with flies and vermin. Liquid waste disposal ponds with steep banks, flat bases and absence of vegetative growth do not provide suitable habitats.
- Odour nuisance – odour from mud scraped from sediment traps and treatment of wastewater may present problems for nearby receptors. This may be exacerbated in facilities with a heavy usage of cattle transport trucks as the manure that they can remove contains a high level of organic solids. The breakdown of organic solids can result in the release of offensive odours.

## **5.11 Flora and Fauna**

Environmental impacts to flora and fauna, areas of remnant vegetation, wildlife movement corridors/habitats and natural wetlands should be avoided when selecting a site and waste disposal area. This also minimises the impact on the environment of unintentional escape of weed seeds.

## 5.12. Choosing a mobile or field clean down site

Cleaning vehicles and machinery before moving them to a new area, including other parts of the same property or adjoining land and along roadsides, helps prevent the spread of invasive plants. However, you should choose a washdown site that will give the best possible results and should consult the landholder about its location.

- Consider primary weed targets for the area, likely vehicle and machinery spread vectors and their influence on washdown design requirements
- Consider the site's run off. Ensure the site is away from watercourses and drains.
- Choose a relatively flat site to help prevent run-off and to ensure safety.
- Choose a site that is large enough for the vehicle size that will be used, ie. Cattle-trains or 4wds.
- Ensure the site can be easily identified as it will need to be monitored for outbreaks and notify landholders of its location.
- If possible, conduct small washdowns at the landholder's property (with permission) before leaving the property.

## 6. Whitsunday Washdown Facilities

### 6.1 Current facilities

Throughout Queensland, washdown facilities are available for public or industry use. They are provided for cleaning vehicles and machinery to prevent spread of invasive plants and should be used whenever possible, as they are designed with environmental protection in mind. The Whitsunday Regional currently provides three public wash down facilities, two being at the Peter Faust Dam at Proserpine and the other at Darby Munro Park Collinsville.

Peter Faust Dam is the site of a *Mimosa pigra* infestation. While the infestation is under effective management and on track for eradication, the provision of washdown facilities further reduces risks of seed spread for this weed. Additionally, the facilities will reduce risk of weed spread associated with increased recreational use of the dam facilitated by new camping facilities.

The washdown facility at Collinsville is strategically located to reduce risks associated with parthenium weed and Weedy Sporobolus Grasses, particularly through movement of contractor equipment, machinery and vehicles linked to mining activity. The Collinsville washdown facility is a basic, demonstration module with a petrol driven water pump.



Photo 1 & 2. Collinsville Manual Washdown Facility



**Photo 3 & 4. Peter Faust Dam (Proserpine) Automated Washdown Facility**

## **6.2. Washdown facility strategy**

The main vehicles which are at risk of transporting weed seed and weed plant material are small 4wd vehicles and cattle trains. The transport of cattle can spread weeds. The facilities needed to accommodate the larger cattle train trucks are large facilities which can cost between \$500,000 and \$1 million to build. Where large wash down facilities have been established, a substantial site maintenance program is needed to keep the sites clean and make sure weeds are managed. The large washdown facility maintenance costs can become a significant cost to local councils.

The washdown facilities for 4wd and smaller trucks can be smaller than those needed for cattle trains. There are a range of small vehicle wash down facility designs. There are now small vehicle washdown bays constructed as automatic package plants which can cost less than \$30,000 to purchase and install depending on the proposed location. The installation of a number of small vehicle washdown bays throughout the catchment may assist in reducing weed seed spread.

## **6.3. Investigation Sites**

With higher demand and better appreciation of the risks within biosecurity, Whitsunday Regional Council has conducted an analysis of the region to identify potential washdown sites. The areas that have been identified as possible washdown locations are listed in table 2. The maps showing the location of the possible small vehicle washdown bay sites are located in the appendix of this report.

**Table 2.** Showing the possible washdown locations.

| Site | Area – Location                                    | Target Species/Purpose                                    | Targeted Users                           |
|------|----------------------------------------------------|-----------------------------------------------------------|------------------------------------------|
| 1    | Mt Coolon                                          | Parthenium - Weedy Sporobolus Grasses                     | Contractors<br>Landholders<br>Travellers |
| 2    | Collinsville – Mount Coolon Road<br>-Emu Plains Rd | Parthenium - Weedy Sporobolus Grasses                     | Contractors<br>Landholders<br>Travellers |
| 3    | Collinsville – Mount Coolon Road<br>– Byerwen Rd.  | Parthenium - Weedy Sporobolus Grasses                     | Contractors<br>Landholders<br>Travellers |
| 4    | Guthalunga – Day rest site                         | Exclusion of weeds into the region<br>including Siam Weed | Contractors<br>Travellers                |
| 5    | Merinda – Rural Fire Brigade Lot                   | Prickly Acacia, Chinee Apple, Rubber<br>Vine              | Contractors<br>Landholders<br>Travellers |
| 6    | Bowen – Col Leather Sports<br>Ground Cark Park     | Prickly Acacia, Chinee Apple, Rubber<br>Vine              | Landholders                              |
| 7    | Bowen – Mullers Lagoon                             | Prickly Acacia, Chinee Apple, Rubber<br>Vine              | Contractors<br>Landholders               |
| 8    | Proserpine – next to dog pound                     | Sicklepod                                                 | Contractors<br>Landholders<br>Travellers |

#### 6.4. Washdown certification

It is the landholders responsibly to ensure weed are not transported or moved. Landholders can ask contractors or visitors for evidence that they have washed down their vehicle before entering their property to reduce the risk of spreading weed. In the past “weed hygiene” declaration forms were sometimes used to demonstrate and declare that the vehicle did not have weed seeds. The presence of the weed hygiene declaration form did not however fully guarantee a 100% clean vehicle and relied on the vehicle owner to make this judgement.

To further reduce the incidence of weed spread, people could complete a “Weed Hygiene and Washdown Declaration Course” and become washdown certifiers or inspectors. People which had completed sufficient training could certify on weed hygiene declaration form that a washdown had complied with best practise. This process relies on sufficient people in the region with the skills to undertake the inspections and supervise the washdowns. The cost of this supervised and certified process can be costly and relies on the vehicle owner and the certifier being available at a mutually beneficial time.

The Whitsunday Regional Council encourages all vehicle owners to be responsible for the cleanliness of their own vehicles and to washdown their vehicles in accordance to best practise. The Council is not in a position to offer a supervised or certified washdown service. The council encourages landholders and contractors to keep photographs of washdown activities which are date stamped as evidence of washdown. It is considered best practise for contractors to keep a record of their washdown activities with appropriate data captured and checklists used.

## **7.0. General washdown procedures**

### **7.1 Training**

It is recommended that people responsible for cleaning down vehicles or machinery should undertake competency-based training and receive a satisfactory assessment. Competency-based training is provided by registered training organisations (RTO) through units such as AHC BIO201A-Inspect and clean machinery of plant, animal and soil material.

General washdown procedures can be viewed in Appendix 9.3.

### **7.2 Safety**

Ensure all safety precautions are taken. Please refer to the operating manual of the vehicle or machinery for specific safety instructions before cleaning.

- Place the vehicle or machinery in a safe position. It should be stable and immobile.
- Stop engine, apply the park brake, chock the wheels and lower all implements or secure/chock them if they need to be up for cleaning (eg. Slasher).
- Ensure the area is free of obstructions and objects that may cause injury (eg. Logs, power lines).
- Have a qualified operator present if parts of the vehicle or machinery need to be moved during cleaning.
- Move the vehicle or machinery with caution.

### **7.3 General washdown guidelines**

The following points are general guidelines only:

- Examine the vehicle/machinery/equipment to determine areas that may require compressed air rather than water – do this first. Use compressed air to blow debris out of any area that could potentially include weeds such as the cabin, tool boxes, battery box, radiator and oil cooler cores. Some of these may be difficult to locate and access. Remove the necessary guards or belly plates to access these areas for cleaning.
- If the vehicle or equipment is heavily contaminated with soil/mud, remove this using a suitable shovel or bar.
- Where possible clean from the top down.
- Remove visible green material by hand and place in a bag for suitable for disposal according to relevant guidelines.
- Use a high pressure/volume cleaner on the remainder of the vehicle/mobile plant, working from the top down, soaking works best on the under carriage.
- Check all the areas have been cleaned. Clean again if required.
- Replace any guards or belly plates removed for the cleaning process.
- Before moving the vehicle, clean off the wash pad where the vehicle is to drive. Clean off boots prior to entering the vehicle.
- Move the vehicle directly off the wash bay, avoiding recontamination.
- Record the details of the cleaning on the appropriate forms or in the vehicle or machinery logbook.
- Present the vehicle or machinery to an inspector if required.

Remember that no washdown guidelines can detail all parts to check. This is because there are:

- Numerous different models and new models.
- Different attachments (eg. different types of blades on dozers)
- Different modifications, either in the factory or by previous owners
- Varying conditions of the machinery (eg. rusted parts allowing entry of contaminants into sections that are usually sealed).

Examine the item you are cleaning very carefully for any areas that could be contaminated, even if these are not listed in the guidelines, and clean them thoroughly.

## **8.0. Conclusion**

It is far more cost effective to prevent weed incursions from occurring than it is to control and attempt to eradicate them. One of the dominant vectors for spreading weeds is through the movement of vehicles, machinery or equipment. The use of weed washdown facilities can be a useful tool to reduce the spread of weeds through a catchment. The placement of the wash-down facility is important. A washdown facility in the right location can be a useful piece of infrastructure which can reduce environmental and economic impacts associated with weeds.

Further implementation of these facilities within the region would allow public and contractors to travel less distances and would result in the reduction of weed spread within the region.



## 9.0. References

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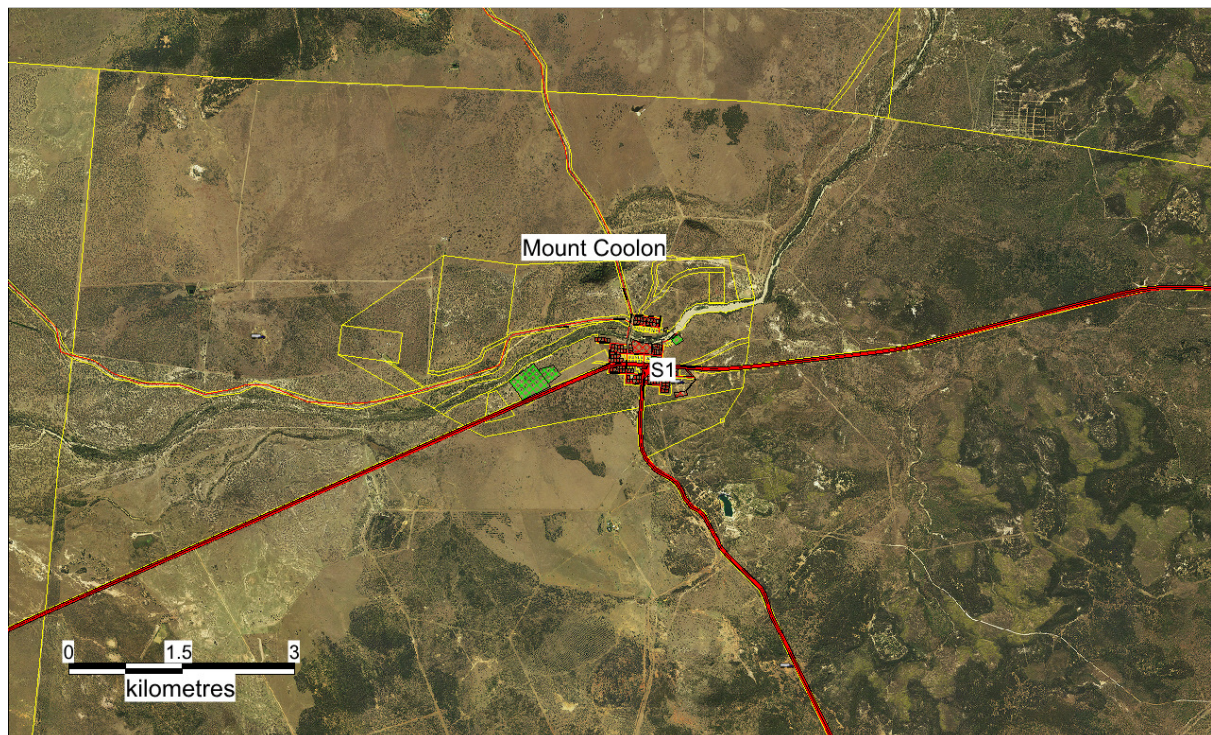
## 10.0. Appendix

### 10.1 – Site Selection Assessment

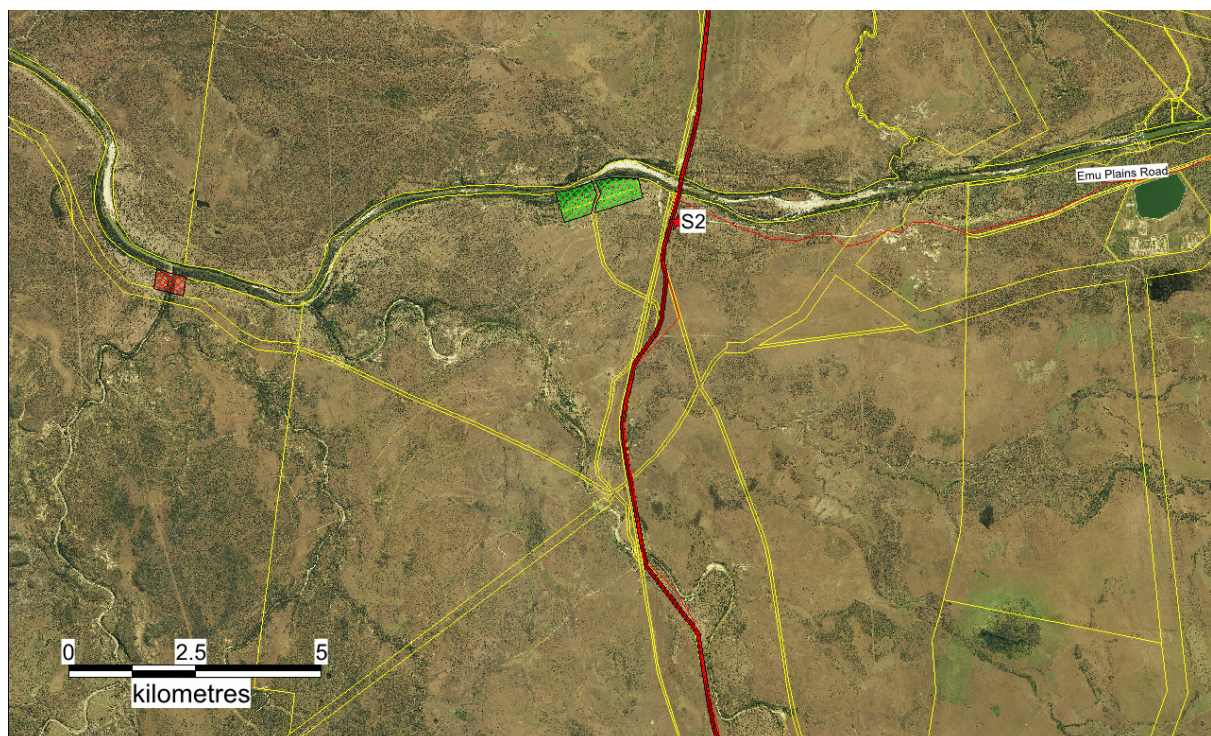
| SITE SELECTION ASSESSMENT     |                                                                                           |                         |
|-------------------------------|-------------------------------------------------------------------------------------------|-------------------------|
| Area -                        | Address -                                                                                 | Priority Weed Targets - |
| Section                       | Criteria                                                                                  | Outcome                 |
| Strategic Location (Regional) | Facility is located in an area that will meet the demands of a large catchment            |                         |
| Strategic Location (Local)    | Facility is located close to a major road                                                 |                         |
| Land Availability             | There is sufficient land for the wash down bay and associated infrastructure              |                         |
| Access- Location              | Location will be used by target user group                                                |                         |
| Access – All weather access   | All weather access to location                                                            |                         |
| Access – Road Size            | Access road can manage the appropriate size vehicles and machinery                        |                         |
| Access – Road line of site    | Ample straight flat road in both directions                                               |                         |
| Topography                    | Site is flat with slopes of <3.0%                                                         |                         |
| Soils                         | Soil profile for proposed washdown design.                                                |                         |
| Water source                  | Source of water available                                                                 |                         |
| Waste management              | No ability to direct connect into the sewer, but there is ample irrigation area           |                         |
| Power supply                  | Mains power is located adjacent to the property, or availability of pump to be installed. |                         |
| Flora & Fauna                 | Limited vegetation on-site                                                                |                         |
| Community Amenity             | Dependent on purpose, located well away from town                                         |                         |
|                               | <b>OUTCOME – Acceptable, Not Acceptable or Information Required.</b>                      |                         |



## 10.2 – Areas of interest for Washdown facilities

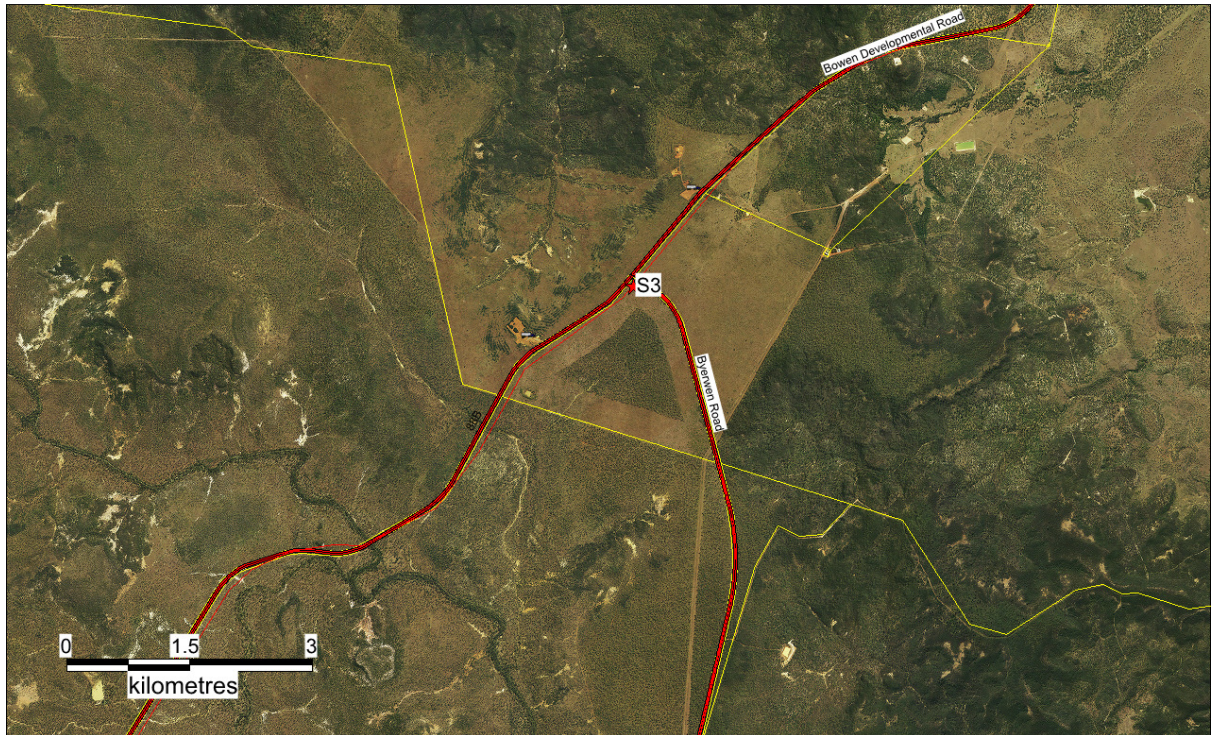


**Map 1.** Proposed Mt Coolon Washdown Facilities.

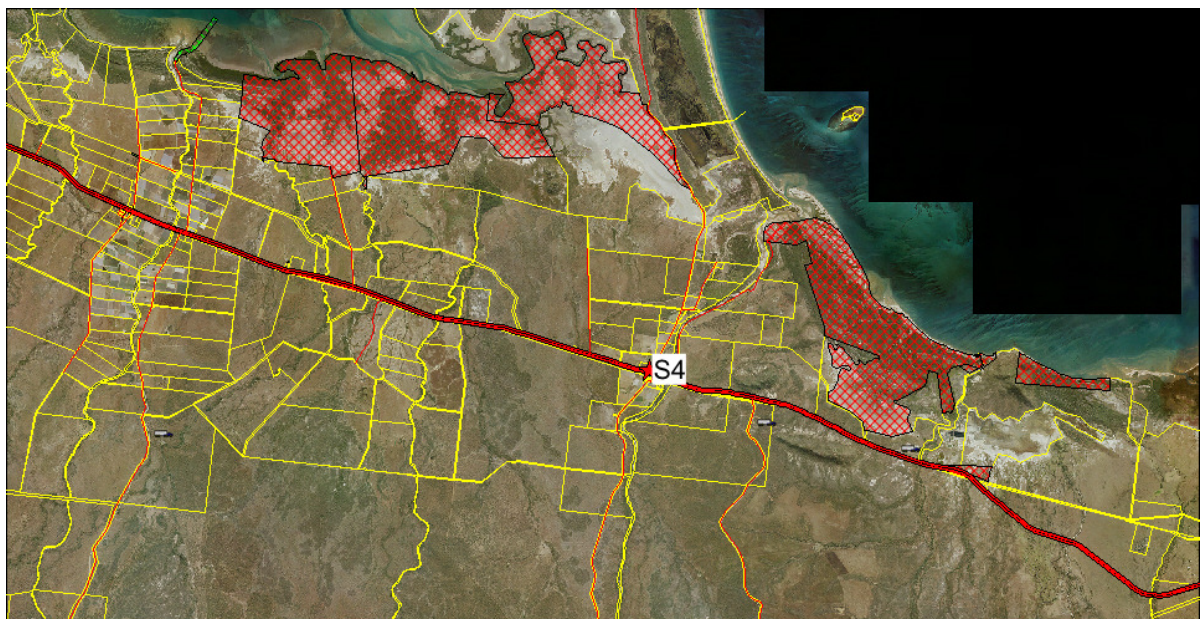


**Map 2.** Proposed Collinsville – Emu Plains weed washdown facility site.





**Map 3. Proposed Collinsville –Byerwen weed washdown facility site.**

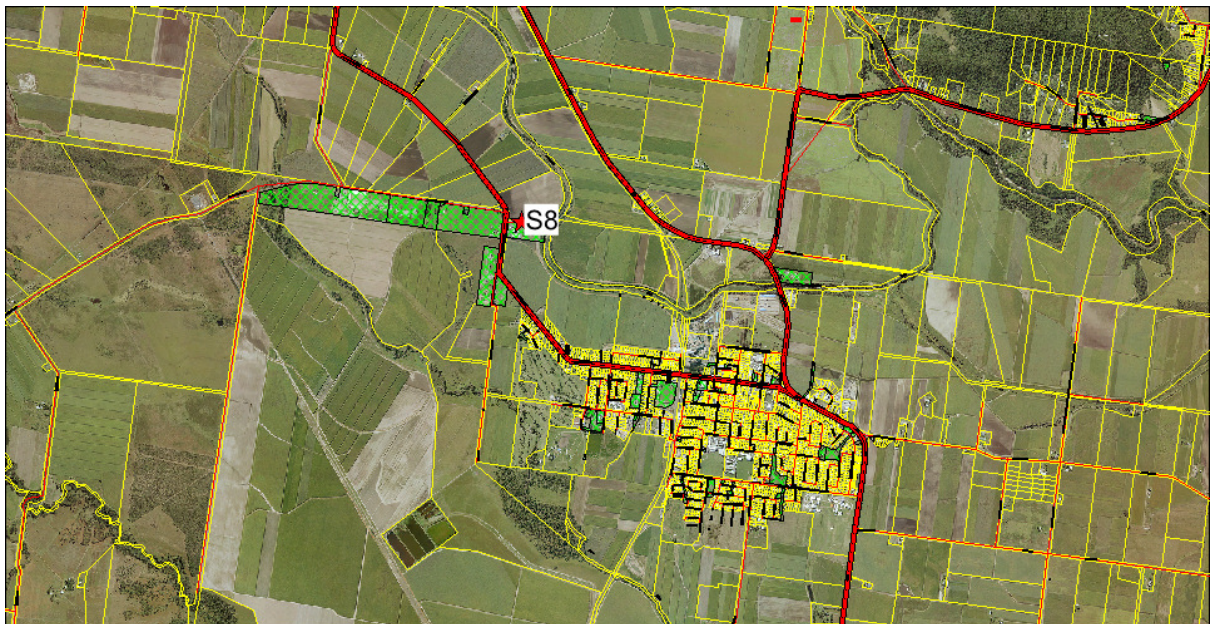


**Map 4. Proposed Guthalungra weed washdown facility site.**





**Map 5.** Bowen Region Proposed Washdown Facilities.



**Map 6.** Proserpine Region Proposed Washdown Facilities.

### 10.3 – Basic cleaning for all vehicle types

**CAUTION:** DO NOT use high-pressure water jets in compartments that house electronic components.

The basic cleaning requirements for all vehicles are given in Table 2. It is best to start cleaning at the top of the vehicle and work down to the ground.

**Table 2.** Basic cleaning requirements for vehicles - Adapted from *Australian Defence Force military equipment & personnel: guidelines for offshore inspection*.

| Area                           | Actions                                                                                                                                                                                  |
|--------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Air tanks                      | Clean these as for fuel tanks.                                                                                                                                                           |
| Air vents                      | Unscrew the air vents and blow them with compressed air. If filters are fitted, removed and clean them.                                                                                  |
| Battery                        | Remove the battery and clean underneath it.                                                                                                                                              |
| Battery box                    | Clean the battery box.                                                                                                                                                                   |
| Bodywork                       | Check all damaged bodywork. Remove any floor or body strips or mouldings that form lips where soil or plant material may become trapped, particularly on vehicle floor compartments.     |
| Bumper and brush guard.        | Clean all hollow sections and attachment points.                                                                                                                                         |
| Canopy                         | Remove the canopy and brush it, then clean it with compressed air or high-pressure water.                                                                                                |
| Canopy bows                    | Disassemble the canopy bows, then wipe or scrub them with brushes and water. Pay attention to locking catches, joints and hollow cross members.                                          |
| Chassis                        | Clean the chassis with high pressure water using equipment with a flexible nozzle. Pay particular attention to small apertures, which may act as reservoirs for soil and plant material. |
| Dashboard                      | Used compressed air and dry paintbrushes to clean the dashboard.                                                                                                                         |
| Dual wheels                    | Take extra care cleaning vehicles fitted with dual bogie wheels. If contamination is detected, an inspector may ask for the outer wheel to be removed, cleaned and re-inspected.         |
| Fender wells                   | Clean the access areas for tail-light wiring and other fender apertures that may collect soil and plant material.                                                                        |
| Floor drain plugs              | Remove all floor drain plugs to facilitate cleaning. Clean all drain plugs and apertures, paying particular attention to threaded areas.                                                 |
| Floor mats                     | Remove all floor mats or carpets and clean them.                                                                                                                                         |
| Fuel tanks                     | If fuel tanks are strapped to the vehicle, clean them to remove contamination between the tank and the vehicle.                                                                          |
| Insulation tape                | Check all taped areas for contamination and replace the tape with new when necessary.                                                                                                    |
| Interior                       | Remove all contamination with vacuum or compressed air equipment.                                                                                                                        |
| Interior panels, access panels | Where possible, remove all internal panels to allow cleaning of inner components.                                                                                                        |
| Lights and reflectors          | Remove all damaged lights (internal and external) and any lights where seals have not maintained their integrity, so that you can clean the light fittings.                              |
| Metal racks                    | Clean all box and tubular steel racks (which have openings) with high-pressure water.                                                                                                    |
| Mirrors                        | Clean all mirror holders                                                                                                                                                                 |

|                               |                                                                                                                                                                                                 |
|-------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Radiator (all types)          | Clean the radiator with compressed air and follow this with a low-pressure high-volume water wash. You may need to use brushes or to pick seed material from between the veins on the radiator. |
| Ropes, straps and Velcro      | Check and clean all ropes and straps and items containing Velcro. Extend ropes and straps to their full length when cleaning and check all attachment points, fixtures and tension devices      |
| Rubber seals                  | Windscreens, doors, tailgate and other areas and clean or replace them as necessary.                                                                                                            |
| Seatbelts                     | Clean and check all seatbelts, especially the catches where the seatbelts fasten. You may need to remove any sheaths or covers to adequately clean seatbelts.                                   |
| Seat cushions                 | Clean the cushion covers.                                                                                                                                                                       |
| Storage and tool compartments | Empty and clean all storage and tool compartments.                                                                                                                                              |
| Support and cross members     | Check and clean the transmission support members and other cross members.                                                                                                                       |
| Tools and equipment           | Remove all items for cleaning. This may include jacks, wheel braces, etc. Wipe tool s clean.                                                                                                    |
| Toolboxes                     | Empty and clean all toolboxes. If they are bolted to the floor tray, unfasten and remove them to check there is no debris trapped between the floor and the toolboxes.                          |
| Tyres                         | Clean the tyres, paying attention to the tread and any cuts or gashes.                                                                                                                          |
| Winch cable drum              | Unwind the winch cable and clean the drum, cable and any attachments of any soil and plant material that is embedded in the components or grease.                                               |

Remember: the key to successful cleaning is more than just ticking off a checklist. You should be thorough, systematic and consistent. CHECK, CLEAN, RECHECK.



# **SURVEILLANCE PLAN FOR INVASIVE PLANTS AND ANIMALS – WHITSUNDAY REGIONAL COUNCIL**

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Date: 27<sup>th</sup> of July, 2020



*(Euri Creek stockroute, north of Bowen)*

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### **Acknowledgements**

The Whitsunday Regional Council would like to thank the staff from Biosecurity Queensland (Mackay) for comments on previous versions of this report.

### **Document control**

|                   |                                                                                        |
|-------------------|----------------------------------------------------------------------------------------|
| Title             | <b>SURVEILLANCE PLAN FOR INVASIVE PLANTS AND ANIMALS – WHITSUNDAY REGIONAL COUNCIL</b> |
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| Version- 3        | 27 <sup>th</sup> of July 2020                                                          |

## 1.0. Introduction

Pest plants and animals can impact on our environment, economy and social values. Biosecurity Queensland state that the “aim of surveillance is to detect pests before they become established in Australia and threaten our agriculture and our environment”. According to Biosecurity Queensland, “many plant pests have the potential to cause serious economic and social problems for Queensland's communities”, and Biosecurity Queensland minimises the risk through surveillance, early detection, eradication and containment programs for serious pests.

The FAO state that a well-managed, coordinated and resourced pest surveillance system increases the likelihood of an organisation finding pests earlier after introduction, and to take appropriate action. The Australian government equally draws attention to the need for surveillance programs stating that if “left untreated, exotic plants and pests have the potential to cause major human, environmental and economic impacts”.

The Queensland Biosecurity Strategy (Biosecurity Queensland 2016), mentions that there are 1400 species of ‘weed’ in Queensland, with new species being established each year. The Whitsunday Biosecurity Strategy lists some 75 priority weeds and 12 priority animals. The Whitsunday Regional Council is aware of a number of invasive plants which occur outside of the regional council area but are not currently found in the Whitsunday’s. Invasive plants such as Siam weed (*Chromolaena odorata*) are found in the North Queensland, but have not yet been found in the Whitsunday region. Equally, invasive animals such as the red ear slider turtle (*Trachemys scripta elegans*) and fire ants (*Solenopsis invicta*) have not been detected in the Whitsunday region at this point in time.

The Whitsunday Council has limited resources and needs to allocate human and financial resources prudently to maximise outcomes. The development of a pro-active plant and animal Surveillance Program to detect new pest plant and animal incursions is an additional, unfunded action. The Whitsunday Council recognises the importance of having an early detection pest management system, but with limited funds the Surveillance Program will need to be conducted at a small scale and be highly targeted at selected assets and for selected target pests.

The purpose of this Plan is to outline the proposed Whitsunday Regional Council Pest Surveillance Program. The objectives of this Plan are to:

- Describe the important economic and environmental assets in the region which need to be protected from declared invasive plants and animals (pests).
- Identify, analyse and prioritise the pathways of declared biosecurity matters into the region (Describe the pathways methods of pest transfer into the region).
- List the proposed pests which will form part of the Pest Surveillance Program.

This Surveillance Program will apply to the Whitsunday Regional Council area (Figure 1). This Surveillance Program will only focus on declared pest plant and animals under the *Queensland Biosecurity Act 2014* and local laws of Whitsunday Regional Council not plant pathogens and disease.



**Figure 1.** Whitsunday Regional Council area.

## 2.0. Background

### 2.1. What is a pest surveillance program?

Pest surveillance programs are designed to detect the early stages of pest incursions into an area. Pest surveillance activities may include conducting surveys of targeted areas, collecting samples and interviewing people and businesses. The surveillance activities are often targeted with specific objectives to protect specific vulnerable assets.

### 2.2. Legislation and Policy

The main legislation which guides pest management in the Whitsunday region is the *Queensland Biosecurity Act (2014)*, and the Whitsunday Regional Council Local law 3 (Community and Environment). The Queensland government has introduced the *Queensland Biosecurity Act 2014* to guide the management of invasive plants and animals.

The *Biosecurity Act 2014* introduces the concept of the general biosecurity obligation (GBO), which is an overarching obligation that requires all persons who deal with biosecurity matter to take all reasonable and practical measures to prevent or minimise the risk posed by the biosecurity matter. The GBO encourages all relevant parties to take a proactive role in preventing, managing and addressing biosecurity risks that relate to them.

The *Biosecurity Act 2014* also introduces prohibited and restricted biosecurity matter. Prohibited matter is not currently present in Queensland and is prohibited because there are reasonable grounds to believe it could have significant adverse effects if introduced to the state. Restricted matter is found in Queensland and may have an adverse effect if restrictions are not imposed. Restricted matter is assigned category numbers from 1-7 based on its characteristics and the risk it poses. Pest plants and animals can be attributed to more than one pest category.

The *Biosecurity Act 2014* (the Act) provides for the establishment of biosecurity programs. Surveillance programs are directed at any of the following—

- a) monitoring compliance with the Act in relation to a particular matter to which the Act applies;
- b) confirming the presence, or finding out the extent of the presence, in the State or the parts of the State to which the program applies, of the biosecurity matter to which the program relates;
- c) confirming the absence, in the State or the parts of the State to which the program applies, of the biosecurity matter to which the program relates;
- d) monitoring the effects of measures taken in response to a biosecurity risk;
- e) monitoring compliance with requirements about prohibited matter or restricted matter;
- f) monitoring levels of biosecurity matter or levels of biosecurity matter in a carrier.

The Queensland Weed and Pest Animal Strategy (DAFF, 2016) identified a number of desired outcomes. The desired outcomes listed in the Strategy need to be reflected in the local government Biosecurity Plans. The desired outcomes are:

- Desired outcome 1: Prevention and early intervention
- Desired outcome 2: Monitoring and assessment
- Desired outcome 3: Awareness and education
- Desired outcome 4: Effective management systems
- Desired outcome 5: Strategic management framework and management
- Desired outcome 6: Commitment, roles and responsibilities

### 2.3. Whitsunday Biosecurity Plan

In 2016, the Whitsunday Regional Council developed the Whitsunday Biosecurity Strategy. One of the desired outcomes in the Biosecurity Strategy is prevention and early detection. The objectives for the prevention and early detection were:

- 1) Surveillance plan and management actions are in place to prevent pest species introduction into Whitsunday Regional Council (WRC) LGA.
- 2) Pest surveillance programs are developed and implemented to identify and record pest species which are categorised as “under surveillance, eradication and containment.
- 3) The community have good knowledge on invasive plants and animals (pest species knowledge).
- 4) WRC is involved in regional eradication programs.

The actions listed to implement the Prevention and early detection outcomes are listed in table 1.

**Table 1.** The prevention and early detection actions.

| Action No. | Action description                                                                                                                                                     |
|------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1.1A       | A strong relationship is developed between WRC and government Departments to develop pest prevention protocols                                                         |
| 1.1B       | Pest species prevention protocols are promoted with key Stakeholders                                                                                                   |
| 1.1C       | A regular Surveillance Program of major transport corridors is developed for pest species                                                                              |
| 1.1D       | Regularly communication with neighbouring LG's regarding new pest incursions                                                                                           |
| 1.1E       | Nurseries are regularly monitored to prevent landholders selling, supplying or keeping declared plants                                                                 |
| 1.1F       | All locations that keep pests under a permit are monitored                                                                                                             |
| 1.1G       | Funding groups are lobbied for the construction of public wash down facilities                                                                                         |
| 1.1H       | WRC investigates equipment modification to improve weed hygiene practices (i.e. slasher blowers, covers, etc.)                                                         |
| 1.1I       | Sugarcane harvesters are washed down or blown down between farming entities                                                                                            |
| 1.1J       | Horticultural machinery is washed down before moving into other horticultural districts.                                                                               |
| 1.2A       | Regular surveillance programs are undertaken across the region that target <i>Under Surveillance Pest Species</i> (identified in the Strategic Program (Pest Species)) |
| 1.2B       | Processes are in place to consistently and accurately report new <i>Under Surveillance Pest Species</i> infestations                                                   |
| 1.2C       | A <i>New Pest Species Rapid Response Procedure</i> is developed for new pest incursions which outlines Stakeholders roles and responsibilities                         |
| 1.3A       | WRC incorporates <i>Under Surveillance Pest Species</i> into the <i>Pest Species Awareness and Extension Program</i>                                                   |
| 1.3B       | Horticultural growers have access to relevant pest information                                                                                                         |
| 1.3C       | Urban and rural residential land owners receive information on small crop and tree crop pests.                                                                         |
| 1.3D       | Landholders outside of agricultural industries have access to pest management information.                                                                             |

## 2.3. Whitsunday Pests

The Whitsunday Regional Council has included a list of priority (important) pest plants and animals in the Whitsunday Biosecurity Strategy. The top 10 priority weeds are listed in table 2. The pest plant species which are listed as important but are not currently found in the Whitsunday region are listed in table 3. The pest animal species which are listed as important but are not currently found in the Whitsunday region are listed in table 4.

**Table 2.** The top 10 priority weeds.

| Common name           | Scientific name                             | Present in Whitsunday region | Priority |
|-----------------------|---------------------------------------------|------------------------------|----------|
| <u>Siam weed</u>      | <i>Chromolaena odorata</i>                  | No                           | 1        |
| <u>Mimosa pigra</u>   | <i>Mimosa pigra</i>                         | Yes                          | 2        |
| <u>Leucaena</u>       | <i>Leucaena leucocephala</i>                | Yes                          | 3        |
| <u>Lantana</u>        | <i>Lantana camara</i>                       | Yes                          | 4        |
| <u>Itch grass</u>     | <i>Rottboellia cochinchinensis</i>          | Yes                          | 5        |
| <u>Prickly acacia</u> | <i>Acacia nilotica (Vachellia nilotica)</i> | Yes                          | 6        |
| <u>Navua sedge</u>    | <i>Cyperus aromaticus</i>                   | No                           | 7        |
| <u>Chinee apple</u>   | <i>Ziziphus mauritiana</i>                  | Yes                          | 8        |
| <u>Rubber vine</u>    | <i>Cryptostegia grandiflora</i>             | Yes                          | 9        |
| <u>Hymenachne</u>     | <i>Hymenachne amplexicaulis</i>             | Yes                          | 10       |



**Table 3.** Plants for surveillance

| No. | Common name        | Scientific name                                                                                                     | Present in Whitsunday region | Priority |
|-----|--------------------|---------------------------------------------------------------------------------------------------------------------|------------------------------|----------|
| 1   | <u>Siam weed</u>   | <i>Chromolaena odorata</i>                                                                                          | No                           | 1        |
| 2   | <u>Navua sedge</u> | <i>Cyperus aromaticus</i>                                                                                           | No                           | 7        |
| 3   | <u>Miconia</u>     | <i>Miconia sp</i>                                                                                                   | No                           | 16       |
| 4   | <u>Cabomba</u>     | <i>Cabomba caroliniana</i>                                                                                          | No                           | 29       |
| 5   | Kyasuma grass      | <i>Cenchrus pedicellatus</i>                                                                                        | No                           | 45       |
| 6   | <u>Grey Willow</u> | <i>Salix spp. other than S. babylonica S. x calodendron, S. x reichardtii and S. chilensis syn. S. humboldtiana</i> | No                           | 69       |
| 7   | Mimosa             | Mimosa pigra                                                                                                        | Yes                          | 2        |

**Table 4.** Animals for surveillance.

| No | Common name               | Scientific name               | Present in Whitsunday area | Priority |
|----|---------------------------|-------------------------------|----------------------------|----------|
| 1  | <u>Feral Deer (Russa)</u> | <i>Cervus timorensis</i>      | Yes – low numbers          | 8        |
| 2  | European Carp             | <i>Cyprinus carpio</i>        | No                         | 4        |
| 3  | Yellow Crazy Ants         | <i>Anoplolepis gracilipes</i> | Yes                        | N/A      |

## 2.4. Pathways (Vectors) for pest movement

Weeds can be found almost everywhere in Queensland (Figure 2). The greatest number will generally be found where there is a high level of disturbance created by human activity, or along weed carrying pathways. The more common methods for pest plants and animals to be transported between places are:

- Water
- Wind
- Earth moving
- Vehicles
- Other animals – e.g. birds, feral pigs
- Humans (ex: cha-om- a plant used for food which is traded or bought and sold)
- Livestock movement

Pest plant can be introduced to an area through the following locations and businesses:

- Commercial and wholesale nurseries
- Farmer's markets/other community markets
- On-line sales eg. Gumtree, Facebook
- Earthmoving businesses
- Quarries
- Landfills
- Stockyards
- Wash down facilities
- Recreational fishing spots
- Camping sites
- Tracks and trails

Pest animals can be introduced to an area through the following vectors:

- Earthmoving equipment – pest ants
- Quarries – pest ants
- From urban areas – pest dumping in rural areas.
- Movement of ornamental plants carrying invasive ants eg. new residents to region from elsewhere

A list of locations which should be inspected as part of this Surveillance Program are listed in the appendix.

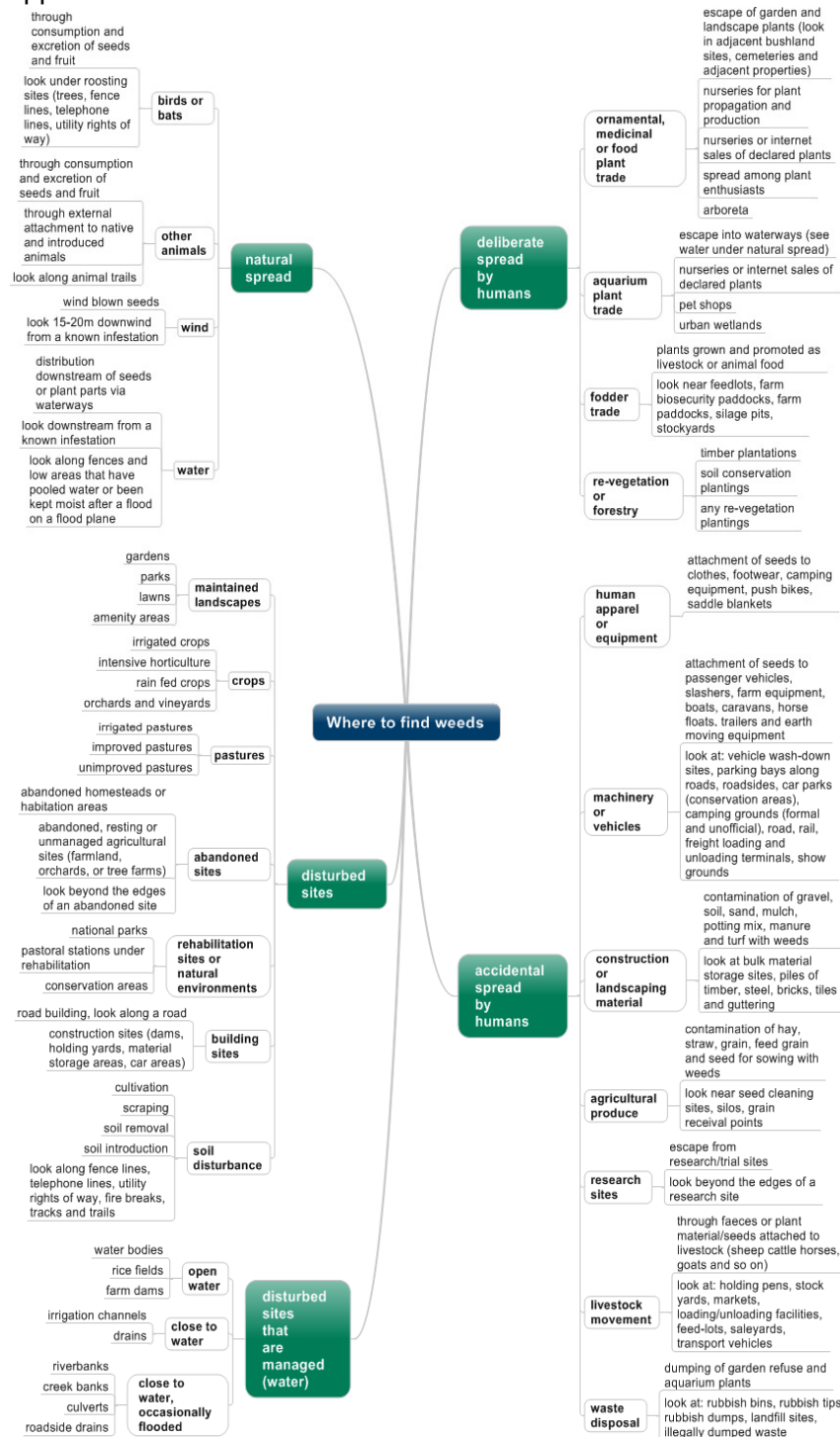


Figure 2: Where to find weeds in QLD (Coleman *et al.*, 2008).

## 2.5. Important Whitsunday assets

Pest plants and animals can impact on the productivity of land and how humans interact with land and water assets. Pest ants can reduce the areas which people can use for tourism and recreation. Pest animals can impact on farm produce reducing farm income.

The Whitsunday Region assets which are at risk of being impacted by pest plants and animals include:

- Economic
  - Agriculture
    - Horticulture
    - Cropping – sugarcane
    - Grazing
  - Tourism
- Environment
  - Remnant vegetation
    - Endangered ecosystems
  - Wetlands
  - Riverine areas
  - Great Barrier Reef islands?
  - Protected areas including national parks
- Social
  - Recreational opportunities

## 3.0. Pest Surveillance Plan

### 3.1. Goals and objectives

The goals and objectives for the Whitsunday Regional Council Pest Surveillance Program are listed in table 5.

**Table 5.** The goals and objectives of the Whitsunday Pest Surveillance Program.

| No. | Theme                   | Goal                                                                        | Objective                                                                                                                                                               |
|-----|-------------------------|-----------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1   | Prevention              | To prevent new pest plant and animals establishing in the Whitsunday Region | Management actions are in place to prevent pest species introduction into WRC LGA                                                                                       |
| 2   | Prevention              | To develop pest surveillance programs                                       | Pest surveillance programs are developed and implemented to identify and record pest species which are categorised as “under surveillance, eradication and containment. |
| 3   | Education and awareness | To improve the community's knowledge of pests                               | The community have good pest species knowledge                                                                                                                          |
| 4   | Treatment               | To treat new pest incursions                                                | WRC is involved in regional eradication programs                                                                                                                        |
| 5   | Reporting               | To report pest surveillance results                                         | To develop an annual report for the pest surveillance program                                                                                                           |

### 3.2. Pest Surveillance Program

The Whitsunday Pest Surveillance Program will include target pests and target locations. The targeted Surveillance Program will target priority locations which may be the source of pest plants and animals and locations which are recognised as environmentally significant assets.

The list of surveillance locations are listed in the appendix. The list of actions to implement this Plan are shown in table 6.

It is proposed that the sites are inspected twice a year. The target inspection timing will be March/April at the end of the wet season and in November/December at the start of the wet season.

**Table 6.** List of actions.

| No. | Theme                   | Action                                                                                                                                            |
|-----|-------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------|
| 1   | Prevention              | Review pest plants and animals to target as part of the surveillance program                                                                      |
| 2   | Prevention              | Identify important assets to protect as part of the surveillance program                                                                          |
| 3   | Prevention              | Develop a pest surveillance inspection schedule                                                                                                   |
| 4   | Education and awareness | Develop a fact sheet to deliver to surveillance inspection businesses alerting them to the inspection program and target pest plants and animals. |
| 5   | Education and awareness | Develop a program/project where residents can use social media and apps to assist with the identification of pests.                               |

### 3.3. Roles and responsibilities

The roles and responsibilities of the Whitsunday Region Pest Surveillance Program are listed in Table 7.

| No. | Task                                                 | Whitsunday Regional Council Staff | Biosecurity Queensland | Community / residents |
|-----|------------------------------------------------------|-----------------------------------|------------------------|-----------------------|
| 1   | Identify target pest plants and animals in the field | √                                 | √                      | √                     |
| 2   | Identify and endorse target surveillance locations   | √                                 | √                      |                       |
| 3   | Review Pest Surveillance Program                     | √                                 | √                      |                       |
| 4   | Conduct pro-active inspections                       | √                                 |                        |                       |
| 5   | Develop annual surveillance report                   | √                                 |                        |                       |

### 3.4. Review and Evaluation

The Whitsunday Region Pest Surveillance Program will be reviewed as part of the Whitsunday Biosecurity Strategy every four years. New pest plants and animals can be added to the Surveillance Program as needed.

## 4.0. Conclusion

The Whitsunday Regional Council has developed a pro-active Pest Surveillance Program. The purpose of the Surveillance Program is to detect early incursions of restricted and prohibited pests in the region. The Surveillance Program will be targeted to the inspection of sites which have a higher likelihood of weed and pest animal introductions. The Pest Surveillance Program will have 25 inspection sites.

## 5.0. Reference

Biosecurity Queensland, 2015. Queensland Biosecurity Strategy 2018-2023. Biosecurity Queensland, Brisbane.

Coleman. M.J., Sindel, B.M, van der Meulen, A.W. and Reeve, I.J., 2008. The Risks Associated with Weed Spread in Australia and Implications for Natural Areas. *Natural Areas Journal*, 31(4):368-376

Department of Agriculture, Fisheries and Forestry 2014. *Biosecurity Act 2014*. Queensland government, Brisbane.

FAO, 2015. Plant Pest Surveillance. International Plant Protection Convention (IPPC), Viale delle Terme di Caracalla, 00153 Rome, Italy.

## 6.0. Appendix.

### 6.1. List of environmentally sensitive assets

| No. | Theme      | Location               | Risks             |
|-----|------------|------------------------|-------------------|
|     | Ecosystems | Proserpine wetland     | Weeds and Animals |
|     |            | Caley wetland          | Weeds and Animals |
|     |            | Conway National Park   | Weeds and Animals |
|     |            | Dryander National Park | Weeds and Animals |
|     |            |                        |                   |

### 6.2. List of surveillance locations

| No. | Theme                         | Location                    | Inspection Address                      | Risks          | Easting | Northing |
|-----|-------------------------------|-----------------------------|-----------------------------------------|----------------|---------|----------|
|     | Nurseries                     | Plants Whitsunday           | Shute Harbour Rd, Cannonvale            | Weeds          | 673040  | 7752930  |
|     |                               | Carbon nursery              | Shute Harbour Rd, Cannonvale            | Weeds          | 674430  | 7754837  |
|     |                               | Whitpro nursery             | Paluma Rd, Cannonvale                   | Weeds          | 674410  | 7756320  |
|     |                               |                             |                                         |                |         |          |
|     | Quarry                        | WRC Foxdale Quarry          | Foxdale Quarry Road, Proserpine         | Weeds and ants | 663400  | 7747400  |
|     |                               | Whitsunday Quarry           | Shute Harbour Rd, Cannonvale            | Weeds and ants | 669350  | 7748840  |
|     |                               |                             |                                         |                |         |          |
|     | Earth moving                  | Warrens Transport depot     | Proserpine                              | Weeds          | 666140  | 7743100  |
|     |                               | Berry Excavation depot      | Myrtle Creek                            | Weeds          | 665840  | 7746630  |
|     |                               | Paddells earth moving       | Collinsville                            | Weeds          | 587840  | 7725960  |
|     |                               | Bowen Earth moving          | Bowen – Richmond Road                   | Weeds          | 628220  | 7788080  |
|     |                               | Bowen Council depot         | Bowen – Richmond Road                   | Weeds          | 628060  | 7788020  |
|     |                               |                             |                                         |                |         |          |
|     | Sensitive environmental areas | Proserpine wetland          | The Landing Road, Glen Isla             | Weeds          | 671970  | 7740990  |
|     |                               | Conway National Park        | End of Brandy Creek Road, Cannon Valley | Weeds          | 676439  | 7750136  |
|     |                               | Proserpine river            | Spruces crossing                        |                | 655930  | 7749970  |
|     |                               |                             |                                         |                |         |          |
|     | Landfill Facilities           | Kelsey Creek Landfill       | 139 Kelsey Creek Road, Proserpine       | Weeds and ants | 662000  | 7744800  |
|     |                               | Cannonvale Transfer Station | Carlo Drive, Cannonvale                 | Weeds and ants | 674780  | 7756280  |
|     |                               | Bowen Landfill              | 908 Bowen Developmental Road, Mt Coolon | Weeds and ants | 620200  | 7779700  |
|     |                               |                             |                                         |                |         |          |
|     | Wash down facilities          | Collinsville                | Darby Munro Park                        | Weeds          | 588620  | 7726900  |
|     |                               | Proserpine Dam x 2          | Lake Proserpine                         | Weeds          | 643760  | 7746580  |
|     |                               |                             |                                         |                |         |          |



|  |                            |                                       |                              |       |        |         |
|--|----------------------------|---------------------------------------|------------------------------|-------|--------|---------|
|  | Recreational Fishing Areas | Proserpine Dam                        | Lake Proserpine              | Weeds | 643760 | 7746580 |
|  |                            | Don River                             | Yasso Point                  | Weeds | 628244 | 7791567 |
|  |                            | Mullers lagoon                        |                              |       | 630580 | 7787990 |
|  |                            |                                       |                              |       |        |         |
|  | Camping Sites              | Proserpine Dam                        | Lake Proserpine              | Weeds | 643750 | 7746000 |
|  |                            | Collinsville Showgrounds              | Collinsville                 | Weeds | 588360 | 7726840 |
|  |                            | Bowen showgrounds                     |                              | Weeds | 628540 | 7788650 |
|  |                            | Proserpine showgrounds                |                              | Weeds | 663620 | 7742600 |
|  |                            |                                       |                              |       |        |         |
|  | Tracks and Trails          | The Great Whitsunday Walk             | Cannonvale                   | Weeds | 678752 | 7757596 |
|  |                            | Mt Rooper Circuit and Swamp Bay track | Airlie Beach – Shute Harbour | Weeds | 684960 | 7755890 |
|  |                            | Cedar Creek Falls                     | Proserpine – Conway          | Weeds | 678360 | 7742350 |
|  |                            | Kingfisher Circuit                    | Brandy Creek                 | Weeds | 676439 | 7750136 |
|  |                            |                                       |                              |       |        |         |
|  | Roads                      | Guthalungra truck stop                | Guthalungra                  | Weeds | 588160 | 7796810 |
|  |                            | Lethebrook truck stop                 | Lethebrook - Proserpine      |       | 669060 | 7731580 |
|  |                            |                                       |                              |       |        |         |
|  |                            |                                       |                              |       |        |         |

The schedule is a separate operational document which will implemented on an annual basis.

#### 6.4. Inspection checklist

|                    |  |
|--------------------|--|
| Location           |  |
| Date               |  |
| Inspection Officer |  |
| Target pests       |  |
|                    |  |

Results:

|              |          |
|--------------|----------|
| Pest plants  | Yes / No |
| Pest animals | Yes / No |
| Comments     |          |

## 6.5. Annual report template

The Whitsunday Region pest surveillance report:

| Item                                         | Number |
|----------------------------------------------|--------|
| Number of inspections of nurseries           |        |
| Number of quarry inspections conducted       |        |
| Number of earth moving inspections conducted |        |
| Number of new pest plants discovered         |        |
| Number of new pest animals discovered        |        |
|                                              |        |

# Community Engagement Plan

## PROJECT DETAILS

**Project Title:** Whitsunday Regional Council Weed Management Plans

**Department:** Natural Resources Management, Community Services

**Project Manager/ Responsible Officer:** Scott Hardy, Julie Wright

**Notes:** Whitsunday Regional Council adopted the Whitsunday Biosecurity Plan in May 2017, which lists several tasks to reduce and control the spread of pests, including weeds. Weed Management Plans were recently developed to further implement the actions from the Whitsunday Biosecurity Plan.

## COMMUNICATION OBJECTIVES

Whitsunday Regional Council aims to ensure all community engagement activities are appropriate, consistent and delivered in a timely manner. This Plan sets the communication framework for this project, and will guide internal and external communications throughout the life of the project. This is a live document and will be reviewed and updated as required.

The key objectives of this Plan are to:

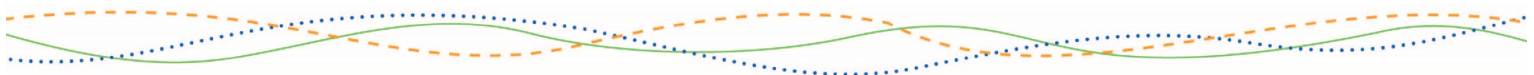
- Ensure a transparent and open process where stakeholders and the public are provided with information in a consistent and timely manner;
- Identify and manage communication issues and risks throughout the duration of the project;
- Enhance stakeholder awareness, understanding and confidence in Whitsunday Regional Council's activities by following best-practice communication and community engagement principles.

## KEY STAKEHOLDERS

| External Stakeholders             |                     |                         |
|-----------------------------------|---------------------|-------------------------|
| Type                              | Organisation        | Contact                 |
| Graziers / large rural landowners |                     | Property details in ECM |
| Agricultural industry             | Ag Force            |                         |
| Horticultural growers             | Bowen Gumlu Growers |                         |
| Sugar Farmers                     | Canegrowers         | Mike Porter             |
| NRM Groups                        | NQ Dry Tropics      | Rachel Payne            |
| Wider community                   |                     | Public advertising      |
|                                   |                     |                         |

## KEY MESSAGES

- Weeds and other declared pests have impacts on the Whitsunday biodiversity and agricultural systems.
- The control of declared weeds and other exotic pests can become a costly exercise for landholders and the council.
- The development of public washdown facilities may be a useful tool to slow the spread of existing and new weeds and other pests.



- The development of a Pest Surveillance Program will also be a useful tool to develop to formalise a dedicated inspection program designed to monitor key locations for new pest incursions.
- It is envisaged that the proposed weed washdown facilities will be important pest surveillance locations.

## ISSUES AND RISKS

A consultation risk or issue is any aspect, impact or result of a project that has potential to raise concerns or objections from the community and adversely affect the progress and/or the reputation of Council. The following risk has been outlined below, along with mitigation strategy:

- **Lack of Community Support** – ensure the community is given sufficient opportunity to register their interest and support. Provide a range of opportunities for the community to have their say, online and in person. Advertise these extensively to local media and via targeted information delivery to local industry groups and NRM organisations.

## CONSULTATION STRATEGY

### Internal Communication Tools

The following tools will be used to facilitate effective communication within the internal project team and manage potential issues:

- Email/phone;
- Regular progress meetings.

### External Communication Tools

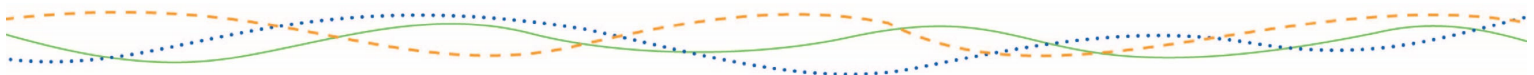
The following engagement tools will be used during the engagement process:

- Emails to key stakeholders and industry groups
- Your Say Whitsunday project page for online submissions
- Hardcopy submissions can be received at Customer Service Centres
- Online newspaper adverts
- Media Releases
- Social Media

## COMMUNICATION ACTION PLAN

The consultation program and action plan for the project is identified below:

| Project phase | Engagement Goals                                                                                                               | Target Stakeholders | Level of Influence | Method/Tactic                               | Timing      |
|---------------|--------------------------------------------------------------------------------------------------------------------------------|---------------------|--------------------|---------------------------------------------|-------------|
| Planning      | <ul style="list-style-type: none"> <li>- Decide on approach</li> <li>- Develop consistent and accurate key messages</li> </ul> | -WRC Project Staff  | Consult            | - Develop Communications Plan and Materials | August 2020 |





|                                              |                                                                                                                                                                                        |                                                                                                                   |         |                                                                                                                                                                         |                       |
|----------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------|---------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------|
| <b>Community Notification</b>                | <ul style="list-style-type: none"> <li>- Inform residents and stakeholder groups of the consultation period</li> <li>- Promote the benefits of the project to the community</li> </ul> | <ul style="list-style-type: none"> <li>-Local Residents</li> <li>-Affected stakeholder groups</li> </ul>          | Inform  | <ul style="list-style-type: none"> <li>- Your Say Whitsunday page</li> <li>- Online newspaper ads</li> <li>- Social Media</li> </ul>                                    | Late August 2020      |
| <b>Consultation Period (4 weeks)</b>         | <ul style="list-style-type: none"> <li>-Engage with residents and stakeholder groups via public display stalls and online activities</li> </ul>                                        | <ul style="list-style-type: none"> <li>-Key Stakeholders</li> <li>-Wider public</li> </ul>                        | Consult | <ul style="list-style-type: none"> <li>- Direct emails to community / stakeholder groups</li> <li>- Social Media</li> <li>- Media release</li> </ul>                    | September 2020        |
| <b>Report back to community with outcome</b> | <ul style="list-style-type: none"> <li>-Notify relevant stakeholders and participants, and the wider public about the outcome of the consultation.</li> </ul>                          | <ul style="list-style-type: none"> <li>-Key Stakeholders</li> <li>-Participants</li> <li>-Wider public</li> </ul> | Inform  | <ul style="list-style-type: none"> <li>-Direct email to key stakeholders</li> <li>-Media release</li> <li>-Social media</li> <li>-update Your Say Whitsunday</li> </ul> | October-November 2020 |

## NEXT STEPS

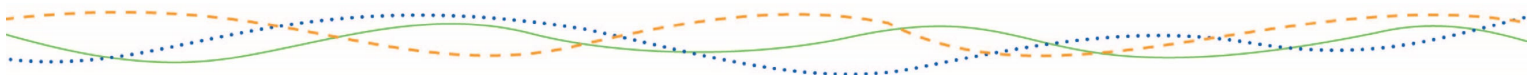
Community Engagement materials will now be developed in preparation for the consultation activities to commence in September 2020.

At each phase of community engagement, key stakeholders and the public will be advised of the project milestones and next steps by email, web update and media release. This Plan will continue to be updated to reflect ongoing community engagement.

## FEEDBACK

Key Stakeholders and consultation participants will be contacted after the project is completed to advise them of the outcome and confirm their feedback, by distributing a copy of the Consultation Summary by email. The Consultation Summary is a one-page document which outlines the key results of the engagement process and indicates the next steps for the project.

Closing the loop with participants is one of the most important steps of an effective community engagement process. Once the community sees an outcome from the engagement process, they become more engaged and involved in future decision-making.



### **13. Community Services**

#### **13.4 CONSIDER REQUEST TO REALLOCATE DONATION - BOWEN MEN'S SHED**

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**AUTHOR:** Erin Finau - Community Development Officer

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**RESPONSIBLE OFFICER:** Julie Wright - Director Community Services

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#### **OFFICER'S RECOMMENDATION**

**That Council in reference with resolution number 2020/07/22.12;**

- a) note the advice from the Bowen Men's Shed no longer intending to relocate the building from the Bowen Coke Works; and**
- b) approve the donated funds of \$20,000.00, from budget code JC: 2967.11074 - Community Donations (2967) / Donations (11074), towards the construction of a new shed at the Dalrymple Street site as funding from other sources have been successfully secured to cover the cost of the project in its entirety.**

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The following report has been submitted for inclusion into Council's Ordinary Meeting to be held on 26 August 2020.

#### **SUMMARY**

Council is approached by community groups for donations and attempts to assist where possible.

#### **PURPOSE**

For Council to revoke resolution 2020/07/22.12, item number 13.1 and consider a request from the Bowen Men's Shed Association to reallocate the donation to erect a new shed at their current site.

#### **BACKGROUND**

At the Ordinary Council Meeting held on 22 July 2020, the following resolution was carried:

#### **13.1 2020/07/22.12 REQUEST FOR FINANCIAL ASSISTANCE – RELOCATION OF BUILDING - BOWEN MEN'S SHED**

**Moved by: CR M BRUNKER**

**Seconded by: CR J CLIFFORD**

**That Council approves a donation of \$20,000.00, from budget code JC: 2967.11074 – Community Donations (2967) / Donations (11074), to assist the Bowen Men's Shed to relocate a building from the Bowen Coke Works to their Dalrymple Street site. The donation to be contingent on funding from other sources being secured to cover the full cost of the project.**

#### **MEETING DETAILS:**

The motion was Carried 7/0

## STATUTORY/COMPLIANCE MATTERS

*Local Government Act 2009*

*Local Government Regulation 2012*

## ANALYSIS

The Bowen Men's Shed requested financial assistance from Council to relocate a building from the Bowen Coke Works site to their site at Dalrymple Street in Bowen. After engaging an engineer to inspect the building, the cost of approximately \$40,000.00 to refurbish the building as well as the relocation costs of \$38,500.00 was deemed too expensive.

The Bowen Men's Shed have applied for several grants for the project and have been successful in obtaining \$10,000.00 from Adani and \$35,000.00 from the Community Gambling Fund.

Council has the following options:

Option 1 - That Council revoke the original resolution and approve the request for a donation and support the Bowen Men's Shed.

Option 2 - That Council decline the request for a donation from the Bowen Men's Shed.

## STRATEGIC IMPACTS

### Corporate Plan

*Outcome 2.2* - Our region is inclusive and motivated by a range of social, cultural and recreation opportunities.

*Strategy 2.2.6* - Support community groups in facilitating a variety of cultural, community, sporting and recreation activities, events and programs.

### Operational Plan

*Action 2.2.6.1* - Support the Whitsunday community through the facilitation of the community grants and donations programs.

Financial Implications - The funds will be taken from JC: 2967.11074 – Community Donations (2967) / Donations (11074). There is \$99,820.00 remaining in this budget line item.

Risk Management Implications - There is a financial risk to Council, however the support provided to this group ensures strong relationships are built and Council's reputation is perceived in a position manner in the community.

## CONSULTATION

Julie Wright - Director Community Services

Rod Cousins - Manager Community Development & Libraries

## DISCLOSURE OF OFFICER'S INTERESTS

No officer involved in the preparation of this report has an interest to declare in accordance with the provisions of the Local Government Act 2009 or the Staff Code of Conduct.

## **CONCLUSION**

That Council:

- a) revoke resolution number 2020/07/22.12, item number 13.1, Request for Financial Assistance - Relocation of Building - Bowen Men's Shed, as the project was no longer financially feasible, and
- b) approve the reallocation of the \$20,000.00 donation, from budget code JC: 2967.11074 - Community Donations (2967) / Donations (11074), towards the purchase of a new shed at the Dalrymple Street site.

## **ATTACHMENTS**

Attachment 1 - Request for Donation - Bowen Men's Shed

## Attachment 1 - Request for Donation - Bowen Men's Shed



### Bowen Men's shed

5 Sinclair St, Bowen Qld 4805 Ph) 0438987475

[bowen.mens.shed@hotmail.com](mailto:bowen.mens.shed@hotmail.com)

ABN: 62 908 535 108

Dear Mayor Willcox

Following an inspection by Reece Milburn (Engineer) and Builder Mr. Jim Stace it was agreed on verbal advice, that it would require of \$40,000 to renovate the shed at the old Bowen Coke Works so as to meet Council Requirements and specifications.

The Bowen Men's Shed building committee agreed that on top of \$38,500 to relocate the shed it was not viable to proceed with this project and we have now looked at the option of purchasing and erecting a new shed on the current site.

The Bowen Men's Shed requires \$20,000 already approved by Council for the purchase and erection of a new shed instead of relocating the previous shed from the old Bowen Coke Works.

Kind Regards

██████████ (Treasurer)

### **13. Community Services**

#### **13.5 DONATION ON COUNCIL FEES - JULY/AUGUST 2020**

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**AUTHOR:** Meredith Davis - Administration Officer Community Development

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**RESPONSIBLE OFFICER:** Julie Wright - Director Community Services

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#### **OFFICER'S RECOMMENDATION**

**That Council donate the value of the fees, from budget code JC: 2967.11074 - Community Donations (2967) / Donations (11074) for the following recipients:**

- **Proserpine & District Respite Services Inc - Food Licence Renewal - \$267.50**
  - **Proserpine Nursing Home Inc. - Food Licence Renewal - \$267.50**
  - **Burdekin Off Roaders Inc. - Class 2 Event Application Fee - \$664.00**
  - **Whitsunday Counselling & Support Inc. - Class 3 Event Application - \$399.00**
- 

The following report has been submitted for inclusion into Council's Ordinary Meeting to be held on 26 August 2020.

#### **SUMMARY**

Community groups are invited to apply for a Donation on Council Fees when submitting applications to Council prior to the event or works commencing.

#### **PURPOSE**

Council to consider providing financial support for Not for Profit organisations to enable their events and facilities to continue to be an invaluable resource to our local communities.

#### **BACKGROUND**

Due to the impacts of COVID-19, Council undertook a number of measures to assist the local business community, including a reduction in the level of some fees. The donations on these fees has been altered for this period.

At the Ordinary Council Meeting held 27 May 2020, the following resolution was carried:

#### **17.5 Confidential Matters - Infrastructure Services**

##### **17.5.1 2020/05/27.43 COVID-19 MANAGEMENT AND RESPONSE**

**Moved by: CR J CLIFFORD**

**Seconded by: CR A GRUNDY**

**That Council implement the following COVID-19 Recovery package:**

#### **1. Small Business Fee Relief Package: \$173,400**

**That the current Development Incentives Policy (DIP) which is generally used for a reduction of 50% of the applicable infrastructure charges be preserved to fund the Council Small Business Fee Relief Package. Until 30 June 2020,**



Council will provide a rebate on its adopted charges by setting fees and charges payable to the Whitsunday Regional Council for that period (including the pro rata portion of any annual fee):

- (a) under the Food Act 2006 (a 50% discount on renewal applications), and when those fees have already been paid, providing an appropriate credit towards future fees; ~\$72,500 (Total annual revenue for Food Renewals = \$145,000)
  - (b) for footpath dining fees (a 50% discount on renewal applications), and when those fees have already been paid, providing an appropriate credit towards future fees ~ \$40,900 (Total Annual revenue Dining hire fees per sqm = \$81,800)
  - (c) Trade waste and backflow device licence fees (a 50% discount on renewal applications), and when those fees have already been paid, providing an appropriate credit towards future fees. ~ \$60,000
2. CBD Parking Relief Package: \$420,000

That all Council controlled paid parking will be free of charge until 10 August 2020. This saving locals and tourists \$420,000 which will hopefully be used on local businesses.

3. Community Advocacy Position \$28.6M Grant funding

Rates Relief Package

That Council advocate to the Australian Governments for a rates relief package for the payment of 6 months equivalent general rates valued at \$25M to provide essential financial hardship relief to all Councils ratepayers. Total estimated National Package value \$2B.

Early return to Business as Usual

That Council advocate to the DDMG and all levels of Government for the controlled early return to Business as Usual recognising that Social Distancing and other health department directives will still need to be reinforced. The sooner we can get small businesses operating the more chance we have of retaining them in the long term.

W4Q COVID-19 Funding Round

That Council advocate for a special round of COVID-19 W4Q funding: \$3.6M

Funding Streams: 1 Community Events

2 Community Infrastructure

4. Tourism Industry Relief Package: \$2.4M

RPT Flight support

That Council lobby the Government for RPT flight support to assist with the recommencement of the RPT services including a financial contribution (capped at \$200,000) matching any Government contribution to support the return of air services to the region.

Tourism Kickstart Program

That Council commit to the development of a Tourism Kickstart Program. That the Council work with Tourism Whitsunday in an effort to establish competitive domestic stay campaigns. This program will involve advocating to Government for \$2M in grant funding assistance and negotiations with the Tourism industry to develop packages which for example include stay and fly subsidised

packages. This not only assist recovery in the tourism sector but assists in generating aircraft passenger numbers so that routes can be re-established.

**5. Rates Incentive and Hardship Program**

That Council introduce a rates payment incentive program in addition to its current “Rate Relief due to hardship Policy”. This program will provide for incentive discounts for payment of rates on time. For those customers, whose circumstances have been affected by COVID-19 will be afforded every opportunity to access the Councils “Rate Relief due to Hardship Policy”.

**MEETING DETAILS:**

The motion was Carried 7/0

**CARRIED**

Donations on council Fees are only available for not for Profit organisations and only apply for:

- *Planning, Building and Event Applications*
- *Local Law Licence Applications*
- *Local Law Annual Renewals, and*
- *Green Waste Disposal Fees*

**STATUTORY/COMPLIANCE MATTERS**

*Local Government Act 2009*

*Local Government Regulation 2012*

**ANALYSIS**

| Organisation                                  | Event/Description                                                                              | Application Type              | Amount            |
|-----------------------------------------------|------------------------------------------------------------------------------------------------|-------------------------------|-------------------|
| Proserpine and District Respite Services Inc. | High Risk Food Business Licence Due 25 September 2020                                          | Discounted Annual Renewal Fee | \$267.50          |
| Proserpine Nursing Home Inc.                  | High Risk Food Business Licence Due 25 September 2020                                          | Discounted Annual Renewal Fee | \$267.50          |
| Burdekin Off Roaders Inc                      | Don River Dash 2020<br>Don River/Bowen Showgrounds<br>4-6 September 2020                       | Class 2 Event Application Fee | \$664.00          |
| Whitsunday Counselling & Support Inc.         | Child Protection Week Family Day<br>Whitsunday Lakes Estate Park<br>Saturday 12 September 2020 | Class 3 Event Application Fee | \$399.00          |
|                                               |                                                                                                | <b>Total</b>                  | <b>\$1,598.00</b> |

Council has the following options:

Option 1 - That Council approve the payment of fee donations for July/August 2020.

Option 2 - That Council decline the requests for fee donations.

## STRATEGIC IMPACTS

### Corporate Plan

*Outcome 2.2* - Our region is inclusive and motivated by a range of social, cultural and recreation opportunities.

*Strategy 2.2.6* - Support community groups in facilitating a variety of cultural, community, sporting and recreation activities, events and programs.

### Operational Plan

*Action 2.2.6.1* - Support the Whitsunday community through the facilitation of the community grants and donations programs.

Financial Implications - The funding for the support will be taken from budget code JC: 2967.11074 - Community Donations (2967) / Donations (11074). The remaining budget in this line item is \$99,820.00.

Risk Management Implications - The donation of Council fees for activities undertaken by community groups shows Council is committed to investing in the community, while recognising the work done by our local, Not for Profit community groups.

## CONSULTATION

Julie Wright - Director Community Services

Rod Cousins - Manager Community Development & Libraries

## DISCLOSURE OF OFFICER'S INTERESTS

No officer involved in the preparation of this report has an interest to declare in accordance with the provisions of the Local Government Act 2009 or the Staff Code of Conduct.

## CONCLUSION

That Council donate the value of the fees, from budget code JC: 2967.11074 – Community Donations (2967) / Donations (11074) for the following recipients:

- Proserpine & District Respite Services Inc - Food Licence Renewal - \$267.50
- Proserpine Nursing Home Inc. - Food Licence Renewal - \$267.50
- Burdekin Off Roaders Inc. - Class 2 Event Application Fee - \$664.00
- Whitsunday Counselling & Support Inc. - Class 3 Event Application - \$399.00

## ATTACHMENTS

Attachment 1 - Application for Donation on Council Fees - Proserpine & District Respite Services Inc.

Attachment 2 - Application for Donation on Council Fees - Proserpine Nursing Home Inc.

Attachment 3 - Application for Donation on Council Fees - Burdekin Off Roaders Inc.

Attachment 4 - Application for Donation on Council Fees - Whitsunday Counselling & Support Services Inc.

## Attachment 1 - Application for Donation on Council Fees - Proserpine & District Respite Services Inc.



### Donation on Council Fees Application Form 2019/2020

## Donation on Council Fees Application Form

Please complete this application in BLOCK LETTERS and tick or fill in boxes where applicable. If a question does not apply, please indicate 'n/a'.

#### Application Information

Community groups are required to complete this form to apply for a Donation on Council Fees prior to the event or application. Donations on Council Fees are only available for Not for Profit organisations and only apply for Application Fees, Licence Fees and Disposal of Green Waste Fees.

On receiving the completed form, it will be processed and presented to Council at the next available meeting for consideration. Once a decision has been made, formal notification will be made to the listed applicant.

Forms can be emailed to [info@whitsundayrc.qld.gov.au](mailto:info@whitsundayrc.qld.gov.au) or in person at any of Council's Customer Service Centres.

#### Section 1 – Applicant Details

Clear Form

|                |                                        |                |  |
|----------------|----------------------------------------|----------------|--|
| Applicant Name | Proserpine + District Respite Services | Contact Person |  |
| Postal Address | PO Box 470 Proserpine Qld 4800         |                |  |
| Phone Number   |                                        | Mobile Number  |  |
| Email Address  |                                        |                |  |

#### Section 2 – Details of Donation on Council Fees

|                                                       |           |                                                                    |           |
|-------------------------------------------------------|-----------|--------------------------------------------------------------------|-----------|
| <input type="checkbox"/> Class 1 Application Fee:     | \$ 909.00 | <input type="checkbox"/> Local Law Licence Fee:                    | \$        |
| <input type="checkbox"/> Class 2 Application Fee:     | \$ 651.00 | <input type="checkbox"/> Building Application Fee:                 | \$        |
| <input type="checkbox"/> Class 3 Application Fee:     | \$ 391.00 | <input type="checkbox"/> Planning Application Fee:                 | \$        |
| <input type="checkbox"/> Category 1 Food Licence Fee: | \$ 515.00 | <input checked="" type="checkbox"/> Other: Discounted Licence Rene | \$ 267.50 |

#### Section 3 – Linked Applications

Is this Donation on Council Fees linked to an Event Application? If yes, please complete below:

|            |                                     |          |  |
|------------|-------------------------------------|----------|--|
| Event Name | Discounted Food Licence renewal fee | Location |  |
|------------|-------------------------------------|----------|--|

#### Please Note:

\*If the fee has been paid, please attach the receipt and complete Council's EFT Form for a refund.

\*If you are in receipt of an invoice, please attach a copy to this application.

|           |  |      |            |
|-----------|--|------|------------|
| Signature |  | Date | 28/07/2020 |
|-----------|--|------|------------|

Privacy Statement: Your information is collected for the purpose of processing your application. Your information is handled in accordance with the Information Privacy Act 2009 and will be accessed by persons who have been authorised to do so. Your information will not be given to any other person or agency unless you have given Council permission to or the disclosure is required by law.

#### OFFICE USE ONLY:

|                                   |                                   |         |             |       |            |
|-----------------------------------|-----------------------------------|---------|-------------|-------|------------|
| <input type="checkbox"/> Approved | <input type="checkbox"/> Declined | Number: | 262.2020.50 | Date: | 28/07/2020 |
|-----------------------------------|-----------------------------------|---------|-------------|-------|------------|

Correspondence: Chief Executive Officer, Whitsunday Regional Council, PO Box 104, Proserpine, QLD 4800  
P: 1300 WRC QLD (1300 972 753) F: (07) 4945 0222 E: [info@whitsundayrc.qld.gov.au](mailto:info@whitsundayrc.qld.gov.au) [www.whitsundayrc.qld.gov.au](http://www.whitsundayrc.qld.gov.au)

Bowen  
Cnr Herbert & Powell Streets  
Bowen QLD 4805

Proserpine  
83 85 Main Street  
Proserpine QLD 4800

Collinsville  
Cnr Stanley & Conway Streets  
Collinsville QLD 4804

Cannonvale  
Shop 23, Whitsunday Plaza  
Shute Harbour Road, Cannonvale QLD 4802



## Attachment 2 - Application for Donation on Council Fees - Proserpine Nursing Home Inc.



### Donation on Council Fees Application Form 2019/2020

#### Donation on Council Fees Application Form

Please complete this application in BLOCK LETTERS and tick or fill in boxes where applicable. If a question does not apply, please indicate 'n/a'.

##### Application Information

Community groups are required to complete this form to apply for a Donation on Council Fees prior to the event or application. Donations on Council Fees are only available for Not for Profit organisations and only apply for Application Fees, Licence Fees and Disposal of Green Waste Fees.

On receiving the completed form, it will be processed and presented to Council at the next available meeting for consideration. Once a decision has been made, formal notification will be made to the listed applicant.

Forms can be emailed to [info@whitsundayrc.qld.gov.au](mailto:info@whitsundayrc.qld.gov.au) or in person at any of Council's Customer Service Centres.

##### Section 1 – Applicant Details

Clear Form

|                |                                |                |            |
|----------------|--------------------------------|----------------|------------|
| Applicant Name | Proserpine Nursing Home        | Contact Person | [REDACTED] |
| Postal Address | PO Box 764 Proserpine Qld 4800 |                |            |
| Phone Number   | [REDACTED]                     | Mobile Number  | [REDACTED] |
| Email Address  | [REDACTED]                     |                |            |

##### Section 2 – Details of Donation on Council Fees

|                                                       |           |                                                                   |           |
|-------------------------------------------------------|-----------|-------------------------------------------------------------------|-----------|
| <input type="checkbox"/> Class 1 Application Fee:     | \$ 909.00 | <input type="checkbox"/> Local Law Licence Fee:                   | \$        |
| <input type="checkbox"/> Class 2 Application Fee:     | \$ 651.00 | <input type="checkbox"/> Building Application Fee:                | \$        |
| <input type="checkbox"/> Class 3 Application Fee:     | \$ 391.00 | <input type="checkbox"/> Planning Application Fee:                | \$        |
| <input type="checkbox"/> Category 1 Food Licence Fee: | \$ 515.00 | <input checked="" type="checkbox"/> Other: Discounted Licence Fee | \$ 267.50 |

##### Section 3 – Linked Applications

Is this Donation on Council Fees linked to an Event Application? If yes, please complete below:

|            |                                 |          |  |
|------------|---------------------------------|----------|--|
| Event Name | Discounted Food Licence Renewal | Location |  |
|------------|---------------------------------|----------|--|

Please Note:

\*If the fee has been paid, please attach the receipt and complete Council's EFT Form for a refund.

\*If you are in receipt of an invoice, please attach a copy to this application.

|           |            |      |         |
|-----------|------------|------|---------|
| Signature | [REDACTED] | Date | 29.7.20 |
|-----------|------------|------|---------|

Privacy Statement: Your information is being collected for the purpose of processing your application. Your information is handled in accordance with the Information Privacy Act 2009 and will be accessed by persons who have been authorised to do so. Your information will not be given to any other person or agency unless you have given Council permission to or the disclosure is required by law.

##### OFFICE USE ONLY:

|                                   |                                   |         |             |       |            |
|-----------------------------------|-----------------------------------|---------|-------------|-------|------------|
| <input type="checkbox"/> Approved | <input type="checkbox"/> Declined | Number: | 262.2020.38 | Date: | 28/07/2020 |
|-----------------------------------|-----------------------------------|---------|-------------|-------|------------|

Correspondence: Chief Executive Officer, Whitsunday Regional Council, PO Box 104, Proserpine, QLD 4800

P: 1300 WRC QLD (1300 972 753) F: (07) 4945 0222 E: [info@whitsundayrc.qld.gov.au](mailto:info@whitsundayrc.qld.gov.au) www: [www.whitsundayrc.qld.gov.au](http://www.whitsundayrc.qld.gov.au)

Bowen  
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Proserpine QLD 4800

Collinsville  
Cnr Stanley & Conway Streets  
Collinsville QLD 4804

Cannonvale  
Shop 23, Whitsunday Plaza  
Shute Harbour Road, Cannonvale QLD 4802

## Attachment 3 - Application for Donation on Council Fees - Burdekin Off Roaders Inc.



# Donation on Council Fees Application Form 2020/2021

## Donation on Council Fees Application Form

Please complete this application in BLOCK LETTERS and tick or fill in boxes where applicable. If a question does not apply, please indicate 'n/a'.

### Application Information

Community groups are required to complete this form to apply for a Donation on Council Fees prior to the event or application. Donations on Council Fees are only available for Not for Profit organisations and only apply for Application Fees, Licence Fees and Disposal of Green Waste Fees.

On receiving the completed form, it will be processed and presented to Council at the next available meeting for consideration. Once a decision has been made, formal notification will be made to the listed applicant.

Forms can be emailed to [info@whitsundayrc.qld.gov.au](mailto:info@whitsundayrc.qld.gov.au) or in person at any of Council's Customer Service Centres.

### Section 1 – Applicant Details

Clear Form

|                |                          |                |            |
|----------------|--------------------------|----------------|------------|
| Applicant Name | Burdekin OffRoaders Inc. | Contact Person | [REDACTED] |
| Postal Address | PO Box 26 Ayr Qld 4807   |                |            |
| Phone Number   | [REDACTED]               | Mobile Number  | [REDACTED] |
| Email Address  | [REDACTED]               |                |            |

### Section 2 – Details of Donation on Council Fees

|                                                              |           |                                                    |    |
|--------------------------------------------------------------|-----------|----------------------------------------------------|----|
| <input type="checkbox"/> Class 1 Application Fee:            | \$ 927.00 | <input type="checkbox"/> Local Law Licence Fee:    | \$ |
| <input checked="" type="checkbox"/> Class 2 Application Fee: | \$ 664.00 | <input type="checkbox"/> Building Application Fee: | \$ |
| <input type="checkbox"/> Class 3 Application Fee:            | \$ 399.00 | <input type="checkbox"/> Planning Application Fee: | \$ |
| <input type="checkbox"/> Category 1 Food Licence Fee:        | \$ 525.00 | <input type="checkbox"/> Other:                    | \$ |

### Section 3 – Linked Applications

Is this Donation on Council Fees linked to an Event Application? If yes, please complete below:

|            |                     |          |                   |
|------------|---------------------|----------|-------------------|
| Event Name | Don River Dash 2020 | Location | Bowen - Don River |
|------------|---------------------|----------|-------------------|

Please Note:

\*If the fee has been paid, please attach the receipt and complete Council's EFT Form for a refund.

\*If you are in receipt of an invoice, please attach a copy to this application.

|           |            |      |  |
|-----------|------------|------|--|
| Signature | [REDACTED] | Date |  |
|-----------|------------|------|--|

Privacy Statement: Your information is being collected for the purpose of processing your application. Your information is handled in accordance with the Information Privacy Act 2009 and will be accessed by persons who have been authorised to do so. Your information will not be given to any other person or agency unless you have given Council permission to or the disclosure is required by law.

### OFFICE USE ONLY:

|                                   |                                   |         |                         |       |            |
|-----------------------------------|-----------------------------------|---------|-------------------------|-------|------------|
| <input type="checkbox"/> Approved | <input type="checkbox"/> Declined | Number: | 262.2020.39/215.2020.38 | Date: | 30/07/2020 |
|-----------------------------------|-----------------------------------|---------|-------------------------|-------|------------|

Correspondence: Chief Executive Officer, Whitsunday Regional Council, PO Box 104, Proserpine, QLD 4800  
P: 1300 WRC QLD (1300 972 753) F: (07) 4945 0222 E: [info@whitsundayrc.qld.gov.au](mailto:info@whitsundayrc.qld.gov.au) [www.whitsundayrc.qld.gov.au](http://www.whitsundayrc.qld.gov.au)

Bowen  
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Proserpine QLD 4800

Collinsville  
Cnr Stanley & Cosway Streets  
Collinsville QLD 4804

Cannonvale  
Shop 23, Whitsunday Plaza  
Shute Harbour Road, Cannonvale QLD 4802





## Donation on Council Fees Application Form

### Application Information

On receiving the completed form, it will be processed and presented to Council at the next available meeting for consideration. Once a decision has been made, formal notification will be made to the listed applicant.

Forms can be emailed to [info@whitsundayrc.qld.gov.au](mailto:info@whitsundayrc.qld.gov.au) or in person at any of Council's Customer Service Centres.

## Section 1 – Applicant Details

[Clear Form](#)

|                |                                        |                |            |
|----------------|----------------------------------------|----------------|------------|
| Applicant Name | Whitsunday Counselling and Support inc | Contact Person | [REDACTED] |
| Postal Address | PO Box 65 Cannonvale Qld 4802          |                |            |
| Phone Number   | [REDACTED]                             | Mobile Number  | [REDACTED] |
| Email Address  | [REDACTED]                             |                |            |

## Section 2 – Details of Donation on Council Fees

|                                                              |           |                                                    |    |
|--------------------------------------------------------------|-----------|----------------------------------------------------|----|
| <input type="checkbox"/> Class 1 Application Fee:            | \$ 909.00 | <input type="checkbox"/> Local Law Licence Fee:    | \$ |
| <input type="checkbox"/> Class 2 Application Fee:            | \$ 651.00 | <input type="checkbox"/> Building Application Fee: | \$ |
| <input checked="" type="checkbox"/> Class 3 Application Fee: | \$ 391.00 | <input type="checkbox"/> Planning Application Fee: | \$ |
| <input type="checkbox"/> Category 1 Food Licence Fee:        | \$ 515.00 | <input type="checkbox"/> Other:                    | \$ |

### Section 3 – Linked Applications

Is this Donation on Council Fees linked to an Event Application? If yes, please complete below:

|            |                                  |          |                              |
|------------|----------------------------------|----------|------------------------------|
| Event Name | Child Protection Week Family Day | Location | Cannonvale Lakes Estate Park |
|------------|----------------------------------|----------|------------------------------|

Please Note:

\*If the fee has been paid, attach the receipt to the council's EFT Form for a refund.

\*If you are in receipt of

|           |  |      |            |
|-----------|--|------|------------|
| Signature |  | Date | 17/08/2020 |
|-----------|--|------|------------|

Privacy Statement: Your information is being collected for the purpose of processing your application. Your information is handled in accordance with the Information Privacy Act 2009 and will be accessed by persons who have been authorised to do so. Your information will not be given to any other person or agency unless you have given Council permission to or the disclosure is required by law.

## OFFICE USE ONLY:

☐ Approved    ☐ Declined    Number: 262 2020.41/215.2020.56    Date: 17/08/2020

**Correspondence:** Chief Executive Officer, Whitsunday Regional Council, PO Box 104, Proserpine, QLD 4800

P: 1300 WRC QLD (1300 972 753) F: (07) 4945 0222 E: [info@whitsundayrc.qld.gov.au](mailto:info@whitsundayrc.qld.gov.au) [www.whitsundayrc.qld.gov.au](http://www.whitsundayrc.qld.gov.au)

Bowen  
Cnr Herbert & Powell Streets  
Bowen QLD 4805

Proserpine  
83-85 Main Street  
Proserpine QLD 4800

**Collinsville**  
Cnr Stanley & Conway Streets  
Collinsville QLD 4804

**Cannonvale**  
Shop 23, Whitsunday Plaza  
Shute Harbour Road, Cannonvale QLD 4802

8.27 x 11.70 in

## **14. Infrastructure Services**

### **14.1 BUSINESS UNIT ACTIVITY REPORT - WHITSUNDAY WATER - JULY 2020**

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**AUTHOR:** Linda McEwan - Management Accountant

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**RESPONSIBLE OFFICER:** Matthew Fanning - Director Infrastructure Services

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#### **OFFICER'S RECOMMENDATION**

**That Council receive the Whitsunday Water Business Unit Activity Report for July 2020.**

---

The following report has been submitted for inclusion into Council's Ordinary Meeting to be held on 26 August 2020.

#### **SUMMARY**

The report details the monthly financial performance of the Whitsunday Water Business Unit.

#### **PURPOSE**

To present Council with the Whitsunday Water Business Unit Activity Report for July 2020.

#### **BACKGROUND**

Reports have been prepared for each of the business activities of Council. Included in these reports are:

- a financial report including Actuals and Original Budget in an Income & Expenditure Statement and a Statement of Financial Position format;
- performance data based on the activity of the business.

#### **STATUTORY/COMPLIANCE MATTERS**

Local Government Regulation Section 204.

#### **ANALYSIS**

In general budget expectation at the end of July 2020 equals 100%

##### Operating Revenue:

- Total actual operating revenue is **\$2,910,514**
- Which projects a revenue level achievement of **8.42%**; Original Budget projection of **\$34,575,508**.
- The target for this period was 8.33%; therefore, operational revenue is confirmed at positive **.08 % (\$29,221)** above current budget expectation to the end July of the **20/21** financial year.

##### Operating Expenses:

- Total operating costs Year to Date (YTD) is **\$2,905,628** (including internal service provider expenditure).

- Which demonstrates a **8.65%** expenditure of the Original Budget of **\$33,573,229**.
- The target expenditure for this period was **8.33%**; therefore, this operational expenditure is **0.32% (\$107,876)** above budgeted expectations for the July 20 period of the **20/21** financial year.

#### Operating Profit and Loss In Summary:

| <b>Whitsunday Regional Water and Sewerage</b><br><b>Monthly performance report year to 31st July 2020</b>  |                  |                       |                  |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|-----------------------|------------------|
|                                                                                                                                                                                               | <b>2020/21</b>   |                       | <b>2019/20</b>   |
|                                                                                                                                                                                               | <b>Actual</b>    | <b>Current Budget</b> | <b>Actual</b>    |
| <b>Operating revenue</b>                                                                                                                                                                      |                  |                       |                  |
| Total operating revenue                                                                                                                                                                       | 2,910,514        | 34,575,508            | 33,976,153       |
| <b>Operating Expenses</b>                                                                                                                                                                     |                  |                       |                  |
| Total operating costs                                                                                                                                                                         | (2,340,254)      | (26,841,515)          | (27,755,028)     |
| Internal service provider expenditure                                                                                                                                                         | (565,392)        | (6,731,714)           | (5,858,281)      |
| <b>Surplus (deficit) from operations</b>                                                                                                                                                      | <b>4,868</b>     | <b>1,002,279</b>      | <b>362,844</b>   |
| Capital cash contributions received                                                                                                                                                           | 117,714          | 1,000,000             | 748,768          |
| Capital cash revenue from government sources                                                                                                                                                  | 2,500,000        | 13,254,110            | 4,580,499        |
| Physical assets contributed                                                                                                                                                                   | -                | -                     | 326,641          |
| Other capital expenses                                                                                                                                                                        | -                | (1,324,872)           | (1,805,562)      |
| <b>Net result for the period</b>                                                                                                                                                              | <b>2,626,400</b> | <b>13,931,517</b>     | <b>4,213,190</b> |

#### KPI Reports

| O & M Cost Budget, Last Year and Actual against KPI - Network by Scheme/Treatment by Plant                                    |                 |                          |                                 |                                 | Jul-20                              |                      |                                           |                                          |  |
|-------------------------------------------------------------------------------------------------------------------------------|-----------------|--------------------------|---------------------------------|---------------------------------|-------------------------------------|----------------------|-------------------------------------------|------------------------------------------|--|
| Water Network by Scheme                                                                                                       | Length 19/20    | Length 20/21             | Av O&M 19/20<br>Cost per KLM    | Av Budgeted O&M<br>Cost per KLM | Av O&M 20/21 Proj<br>Actual per KLM | No of<br>Connections | No of Staff Per<br>Connection             |                                          |  |
| Cannonvale                                                                                                                    | 101.05          | 137.697                  | \$ 11,980.99                    | \$ 9,205.84                     | \$ 8,130.40                         | 6802                 | 0.002058                                  |                                          |  |
| Proserpine                                                                                                                    | 103.951         | 82.223                   | \$ 7,628.78                     | \$ 9,662.88                     | \$ 5,386.69                         | 1895                 | 0.002111                                  |                                          |  |
| Collinsville                                                                                                                  | 49.634          | 49.637                   | \$ 4,988.28                     | \$ 4,282.45                     | \$ 2,765.77                         | 1302                 | 0.003072                                  |                                          |  |
| Bowen                                                                                                                         | 217.887         | 210.947                  | \$ 4,550.90                     | \$ 4,976.86                     | \$ 5,512.05                         | 5429                 | 0.003131                                  |                                          |  |
|                                                                                                                               |                 |                          |                                 |                                 |                                     |                      |                                           |                                          |  |
| Total                                                                                                                         | 472.522         | 480.504                  | \$ 29,148.94                    | \$ 28,128.03                    | \$ 21,794.91                        | 15428                |                                           |                                          |  |
|                                                                                                                               |                 |                          |                                 |                                 |                                     |                      |                                           |                                          |  |
| Waste Water Network by Scheme                                                                                                 | Length 19/20    | Length 20/21             | Av O&M 19/20<br>Cost per KLM    | Av Budgeted O&M<br>Cost per KLM | Av O&M 20/21 Proj<br>Actual per KLM | No of<br>Connections | No of Staff Per<br>Connection             |                                          |  |
| Cannonvale                                                                                                                    | 120.601         | 127.267                  | \$ 5,838.26                     | \$ 7,053.53                     | \$ 3,294.83                         | 6374                 | 0.002196                                  |                                          |  |
| Proserpine                                                                                                                    | 50.802          | 46.113                   | \$ 5,135.11                     | \$ 8,320.06                     | \$ 3,794.14                         | 1658                 | 0.002413                                  |                                          |  |
| Collinsville                                                                                                                  | 39.689          | 39.689                   | \$ 2,952.40                     | \$ 3,511.93                     | \$ 4,382.29                         | 1182                 | 0.002413                                  |                                          |  |
| Bowen                                                                                                                         | 129.081         | 128.98                   | \$ 6,639.35                     | \$ 7,430.29                     | \$ 6,235.02                         | 4397                 | 0.003866                                  |                                          |  |
|                                                                                                                               |                 |                          |                                 |                                 |                                     |                      |                                           |                                          |  |
| Total                                                                                                                         | 340.173         | 342.049                  | \$ 20,565.11                    | \$ 26,315.81                    | \$ 17,706.27                        | 13611                |                                           |                                          |  |
|                                                                                                                               |                 |                          |                                 |                                 |                                     |                      |                                           |                                          |  |
| Water Treatment by Plant                                                                                                      | Intake ML 19/20 | 20/21 ML mnth to<br>date | Av Last 5 Yr O&M<br>Cost per ML | Av Budgeted Cost<br>per ML      | Av Actual Cost per<br>ML YTD        | No of<br>Connections | Treated Supply<br>per ML month to<br>date | Proj Treated Supply<br>KL per Connection |  |
| Cannonvale                                                                                                                    | 1733.85         | 125.81                   | \$ 181.78                       | \$ 240.36                       | \$ 168.80                           | 6802                 | 200.66                                    | 354.00                                   |  |
| Proserpine                                                                                                                    | 1844.29         | 141.17                   | \$ 247.23                       | \$ 287.01                       | \$ 289.16                           | 1895                 | 48.76                                     | 308.79                                   |  |
| Collinsville                                                                                                                  | 885.24          | 67.15                    | \$ 489.22                       | \$ 555.66                       | \$ 499.59                           | 1302                 | 66.50                                     | 612.92                                   |  |
| Bowen                                                                                                                         | 3059.01         | 244.96                   | \$ 259.89                       | \$ 271.39                       | \$ 297.96                           | 5429                 | 213.19                                    | 471.22                                   |  |
|                                                                                                                               |                 |                          |                                 |                                 |                                     |                      |                                           |                                          |  |
| Total                                                                                                                         | 7522.39         | 579.09                   |                                 | \$ 1,354.42                     | \$ 1,255.50                         | 15428                | 529.112                                   | 1746.93                                  |  |
|                                                                                                                               |                 |                          |                                 |                                 |                                     |                      |                                           |                                          |  |
| Waste Water Treatment by Plant                                                                                                | Inflow ML 19/20 | 20/21 ML mnth to<br>date | Av Last 5 Yr O&M<br>Cost per ML | Av Budgeted Cost<br>per ML      | Av Actual Cost per<br>ML YTD        | No of<br>Connections | 19/20 Inflow KL<br>per Connection         | Proj 20/21 Intake KL<br>per Connection   |  |
| Cannonvale                                                                                                                    | 1246.49         | 87.61                    | \$ 1,101.36                     | \$ 1,340.14                     | \$ 1,238.77                         | 6374                 | 199.15                                    | 164.94                                   |  |
| Proserpine                                                                                                                    | 468.75          | 32.77                    | \$ 2,105.45                     | \$ 2,169.93                     | \$ 2,167.56                         | 1658                 | 283.58                                    | 237.18                                   |  |
| Collinsville                                                                                                                  | 175.89          | 15.97                    | \$ 1,930.19                     | \$ 1,683.76                     | \$ 1,880.48                         | 1182                 | 149.06                                    | 162.09                                   |  |
| Bowen                                                                                                                         | 903.18          | 81.19                    | \$ 896.51                       | \$ 1,722.52                     | \$ 1,347.10                         | 4397                 | 205.74                                    | 221.58                                   |  |
|                                                                                                                               |                 |                          |                                 |                                 |                                     |                      |                                           |                                          |  |
| Total                                                                                                                         | 2794.31         | 217.54                   |                                 | \$ 6,916.35                     | \$ 6,633.90                         | 13611                | 837.53                                    | 785.79                                   |  |
| ***Note - KPIs in the table are expressed before Corporate & Business Unit Overheads, Interest, Depreciation, Tax Equivalency |                 |                          |                                 |                                 |                                     |                      |                                           |                                          |  |

\*\*Note - KPIs in the table are expressed before Corporate & Business Unit Overheads, Interest, Depreciation, Tax Equalivancy

## **STRATEGIC IMPACTS**

Financial Implications - Individual Business Activity Budgets.

## **CONSULTATION**

Matthew Fanning - Director Infrastructure Services

Troy Pettiford - Chief Operating Officer

Stephen Fernando - Chief Financial Officer

Julie Moller - Manager Strategic Finance

Linda McEwan - Management Accountant

## **DISCLOSURE OF OFFICER'S INTERESTS**

No officer involved in the preparation of this report has an interest to declare in accordance with the provisions of the Local Government Act 2009 or the Staff Code of Conduct.

## **CONCLUSION**

That Council receives the Whitsunday Water Business Unit Activity report for July 2020.

## **ATTACHMENTS**

Attachment 1 - Monthly Performance Report and Balance Sheet as at 31 July 2020.



# Whitsunday Regional Water and Sewerage

## Monthly performance report year to 31st July 2020



|                                                           | 2020/21           |                   | 2019/20           |
|-----------------------------------------------------------|-------------------|-------------------|-------------------|
|                                                           | Actual            | Current Budget    | Actual            |
| <b>Operating revenue</b>                                  |                   |                   |                   |
| Total operating revenue                                   | 2,910,514         | 34,575,508        | 33,976,153        |
| <b>Operating Expenses</b>                                 |                   |                   |                   |
| Total operating costs                                     | (2,340,254)       | (26,841,515)      | (27,755,028)      |
| Internal service provider expenditure                     | (565,392)         | (6,731,714)       | (5,858,281)       |
| <b>Surplus (deficit) from operations</b>                  | <b>4,868</b>      | <b>1,002,279</b>  | <b>362,844</b>    |
| Capital cash contributions received                       | 117,714           | 1,000,000         | 748,768           |
| Capital cash revenue from government sources              | 2,500,000         | 13,254,110        | 4,580,499         |
| Physical assets contributed                               | -                 | -                 | 326,641           |
| Other capital expenses                                    | -                 | (1,324,872)       | (1,805,562)       |
| <b>Net result for the period</b>                          | <b>2,626,400</b>  | <b>13,931,517</b> | <b>4,213,190</b>  |
| Retained surplus (deficit) brought fwd from prior year    | 461,266           | 787,513           | -                 |
| Net result from above                                     | 2,626,400         | 13,931,517        | 4,213,190         |
| From (to) capital - items of capital income & expense     | (3,818)           | 1,324,872         | 1,478,921         |
| Transfer (to) capital general revenue expended            | (0)               | (1,171,693)       | -                 |
| Internal Program Contributions                            | -                 | -                 | -                 |
| Surplus/(deficit) available for transfer to reserves      | -                 | (18,354,110)      | -                 |
| Net transfers from (to) capital reserves                  | -                 | 2,117,521         | (11,846,681)      |
| <b>Retained surplus (deficit) funds at period end</b>     | <b>3,339,393</b>  | <b>1,419,610</b>  | <b>461,266</b>    |
| <b>Capital Funding Sources</b>                            |                   |                   |                   |
| General revenue used (excess funds provided)              | -                 | 1,171,693         | -                 |
| Government Grants and Subsidies                           | 259,525           | 9,154,110         | 4,700,498         |
| Loans for capital purposes                                | -                 | -                 | 5,665,636         |
| Physical assets contributed                               | 117,714           | 3,473,773         | 7,668,123         |
| Movement in Inter-functions capital loans                 | -                 | -                 | -                 |
| Funds Held in Capital Reserves                            | 16,254            | 9,834,148         | 7,334,909         |
| Funded depreciation & amortisation expended               | 335,551           | -                 | 3,500,717         |
| <b>Total capital funding sources</b>                      | <b>732,862</b>    | <b>23,633,724</b> | <b>28,869,883</b> |
| <b>Capital Funding Applications</b>                       |                   |                   |                   |
| Non-current assets                                        | 525,810           | 21,092,282        | 26,664,585        |
| Loan redemptions                                          | 207,053           | 2,541,442         | 2,205,298         |
| <b>Total capital applications</b>                         | <b>732,863</b>    | <b>23,633,724</b> | <b>28,869,883</b> |
| <b>Reserve balances held at beginning of period</b>       |                   |                   |                   |
| Capital reserve balances                                  | 9,364,444         | -                 | 16,894,652        |
| <b>Total reserve cash held at beginning of the period</b> | <b>9,364,444</b>  | <b>-</b>          | <b>16,894,652</b> |
| <b>Reserve balances held at the end of period</b>         |                   |                   |                   |
| Capital reserve balances                                  | 11,588,665        | 5,493,808         | 9,364,444         |
| Unspent loan and depreciation cash held                   | 134,123           | -                 | -                 |
| Retained Surplus (Deficit)                                | -                 | -                 | -                 |
| <b>Total reserve cash held at the end of the period</b>   | <b>11,722,788</b> | <b>6,913,418</b>  | <b>9,364,444</b>  |

## Whitsunday Regional Water and Sewerage

### Balance Sheet as at 31st July 2020



|                                         | 2020/21<br>Actual  | 2019/20<br>Actual  |
|-----------------------------------------|--------------------|--------------------|
| <b>Current Assets</b>                   |                    |                    |
| Cash and cash equivalents               | 15,062,182         | 14,738,312         |
| Trade and other receivables             | 5,384,874          | 3,945,654          |
| <b>Total Current Assets</b>             | <b>20,447,056</b>  | <b>18,683,966</b>  |
| <b>Non-current Assets</b>               |                    |                    |
| Property, plant and equipment           | 286,951,257        | 287,676,478        |
| Closing WIP Balance                     | 41,108,001         | 40,582,191         |
| <b>Total Non-current Assets</b>         | <b>328,059,258</b> | <b>328,258,669</b> |
| <b>TOTAL ASSETS</b>                     | <b>348,506,314</b> | <b>346,942,635</b> |
| <b>Current Liabilities</b>              |                    |                    |
| Trade and other payables                | 390,493            | 5,256,777          |
| Borrowings                              | 2,760,409          | 2,760,409          |
| Inter-function Capital Loan payable     | 24,934,018         | 24,934,018         |
| <b>Total Current Liabilities</b>        | <b>28,084,920</b>  | <b>32,951,204</b>  |
| <b>Non-current Liabilities</b>          |                    |                    |
| Borrowings                              | 42,721,280         | 42,927,154         |
| <b>Total Non-current Liabilities</b>    | <b>42,721,280</b>  | <b>42,927,154</b>  |
| <b>TOTAL LIABILITIES</b>                | <b>70,806,201</b>  | <b>75,878,358</b>  |
| <b>NET COMMUNITY ASSETS</b>             | <b>277,700,114</b> | <b>271,064,277</b> |
| <b>Community Equity</b>                 |                    |                    |
| Capital                                 | 183,147,079        | 176,835,113        |
| Asset revaluation surplus               | 79,490,853         | 79,490,853         |
| Capital reserve balances                | 11,588,665         | 14,277,045         |
| Unspent loan and depreciation cash held | 134,123            | -                  |
| Retained surplus (deficiency)           | 3,339,394          | 461,266            |
| <b>TOTAL COMMUNITY EQUITY</b>           | <b>277,700,114</b> | <b>271,064,277</b> |



## **14. Infrastructure Services**

### **14.2 BUSINESS UNIT ACTIVITY REPORT - WASTE MANAGEMENT - JULY 2020**

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**AUTHOR:** David de Jager - Manager Waste Services

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**RESPONSIBLE OFFICER:** Matthew Fanning - Director Infrastructure Services

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#### **OFFICER'S RECOMMENDATION**

**That Council receives the Waste Business Unit Activity Report for July 2020.**

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The following report has been submitted for inclusion into Council's Ordinary Meeting to be held on 26 August 2020.

#### **SUMMARY**

The report details the monthly financial performance for the Waste Business Unit.

#### **PURPOSE**

To present Council with the Waste Business Unit Activity Report for July 2020.

#### **BACKGROUND**

Reports have been prepared for each of the business activities of Council. Included in these reports are:

- 1) A financial report including Actuals and Original Budget in an Income & Expenditure Statement and a Statement of Financial Position format;
- 2) Performance data based on the activity of the business; and
- 3) Commentary from each of the business managers regarding current activities.

#### **STATUTORY/COMPLIANCE MATTERS**

Local Government Regulation Section 204.

#### **ANALYSIS**

##### Operating Revenue:

Total actual operating revenue is **\$622,211**

- Which obtained a revenue level achievement of **7.11%**; against the Original Budget of **\$8,750,232**.
- The target for this period was 8.33%; therefore, operational revenue is confirmed at a negative **1.21% (\$106,683)** below original budget expectation to the end of July 20 in the **20/21** financial year.

##### Operating Expenses:

- Total operating costs Year to Date (YTD) is **\$368,599** (including Internal service provide expenditure).
- Which is demonstrates **4.78%** expenditure completion of the Original 20/21 Budget of **\$7,706,535**.
- The target expenditure for this period was **8.33%**; therefore, operational expenditure is **3.54% (\$279,470)** below budgeted expectations for the July 20 period of the **20/21** financial year.

In July 2020, Total tonnage of waste handled in the region was **3,961** tonnes.

- **2765** tonnes were landfilled at Kelsey Creek & Bowen Landfills.
- **1071** tonnes of waste were diverted from landfills (**28%** diversion achieved from Operational plan target of **20%**).
- **125** tonnes kerbside recycling collection - (disposed at Materials Recycling Facilities - MRFs).

## STRATEGIC IMPACTS

Financial Implications - Individual Business Activity Budgets

Risk Management Implications - N/A

## CONSULTATION

Matthew Fanning - Director Infrastructure Services

Troy Pettiford - Chief Operating Officer

Stephen Fernando - Chief Financial Officer

Julie Moller - Manager Strategic Finance

Linda McEwan - Management Accountant

David de Jager - Manager Waste Services

Tatiana Samuel - Waste and Recycling Management Officer

Heather French - Waste and Recycling Management Officer

## DISCLOSURE OF OFFICER'S INTERESTS

No officer involved in the preparation of this report has an interest to declare in accordance with the provisions of the Local Government Act 2009 or the Staff Code of Conduct.

## CONCLUSION

That Council receives the Waste Business Unit Activity Report for July 2020.

## ATTACHMENTS

Attachment 1 - Business Unit Activity Report - July 2020.

## Whitsunday Waste Facilities

### Monthly performance report year to 31st July 2020



|                                                           | 2020/21          |                    | 2019/20            |
|-----------------------------------------------------------|------------------|--------------------|--------------------|
|                                                           | Actual YTD       | Current Budget     | Actual             |
| <b>Operating revenue</b>                                  |                  |                    |                    |
| Rates and utility charges                                 | 497,439          | 5,896,710          | 5,461,729          |
| Less: Discounts & pensioner remissions                    | (23,343)         | (279,796)          | (266,726)          |
| Statutory fees and charges, rental and levies             | -                | 51,950             | 49,511             |
| Sale of goods and major services                          | 147,635          | 3,051,176          | 2,714,353          |
| Interest                                                  | 479              | 28,692             | 31,895             |
| Other operating revenue                                   | -                | 1,500              | -                  |
|                                                           | <b>622,211</b>   | <b>8,750,232</b>   | <b>7,990,762</b>   |
| <b>Operating Expenses</b>                                 |                  |                    |                    |
| Employee benefits                                         | (44,388)         | (454,952)          | (428,620)          |
| Materials and services                                    | (245,253)        | (6,350,180)        | (6,065,815)        |
| Depreciation                                              | (22,175)         | (266,090)          | (431,520)          |
| External finance costs                                    | (2,159)          | (52,976)           | 10,507             |
| <b>Total operating costs</b>                              | <b>(313,975)</b> | <b>(7,124,198)</b> | <b>(6,915,448)</b> |
| <b>Internal service provider expenditure</b>              | <b>(54,625)</b>  | <b>(582,337)</b>   | <b>(785,367)</b>   |
| <b>Surplus (deficit) from operations</b>                  | <b>253,611</b>   | <b>1,043,697</b>   | <b>297,853</b>     |
| Other capital income/(expenses)                           | -                | -                  | -                  |
| <b>Net result for the period</b>                          | <b>253,611</b>   | <b>1,043,697</b>   | <b>(2,940,449)</b> |
| Retained surplus (deficit) brought fwd from prior year    | 263,954          | (658,194)          | -                  |
| Net result from above                                     | 253,611          | 1,043,697          | (2,940,449)        |
| Transfer from capital for unfunded depreciation           | -                | -                  | -                  |
| From (to) capital - items of capital income & expense     | -                | -                  | 3,375,487          |
| Transfer (to) capital general revenue expended            | (21,821)         | (1,015,865)        | 2,249,459          |
| Internal Program Contributions                            | -                | -                  | -                  |
| Surplus/(deficit) available for transfer to reserves      | -                | -                  | -                  |
| Net transfers from (to) capital reserves                  | -                | -                  | (1,920,543)        |
| <b>Retained surplus (deficit) funds at period end</b>     | <b>495,743</b>   | <b>(630,362)</b>   | <b>263,953</b>     |
| <b>Capital Funding Sources</b>                            |                  |                    |                    |
| General revenue used (excess funds provided)              | 21,821           | 1,015,865          | (2,249,459)        |
| Loans for capital purposes                                | -                | -                  | 2,500,000          |
| Funds held in capital reserves                            | -                | 266,090            | 498,364            |
| Funded depreciation & amortisation expended               | 22,175           | -                  | 431,520            |
| <b>Total capital funding sources</b>                      | <b>43,996</b>    | <b>1,281,955</b>   | <b>1,352,522</b>   |
| <b>Capital Funding Applications</b>                       |                  |                    |                    |
| Non-current assets                                        | 3,419            | 960,000            | 1,352,522          |
| Total capital asset acquisitions                          | <b>3,419</b>     | <b>960,000</b>     | <b>1,352,522</b>   |
| Loan redemptions                                          | 40,577           | 321,955            | -                  |
| <b>Total capital applications</b>                         | <b>43,996</b>    | <b>1,281,955</b>   | <b>1,352,522</b>   |
| <b>Reserve balances held at beginning of period</b>       |                  |                    |                    |
| Capital reserve balances                                  | 1,099,563        | -                  | (150,519)          |
| Unspent loan and depreciation cash held                   | -                | -                  | -                  |
| Recurrent reserve balances                                | -                | -                  | -                  |
| <b>Total reserve cash held at beginning of the period</b> | <b>1,099,563</b> | <b>-</b>           | <b>(150,519)</b>   |
| <b>Reserve balances held at the end of period</b>         |                  |                    |                    |
| Capital reserve balances                                  | 1,099,563        | 1,001,469          | 1,099,563          |
| Unspent loan and depreciation cash held                   | -                | -                  | -                  |
| Retained Surplus (Deficit)                                | -                | -                  | -                  |
| <b>Total reserve cash held at the end of the period</b>   | <b>1,099,563</b> | <b>371,107</b>     | <b>1,099,563</b>   |

## Whitsunday Waste Facilities

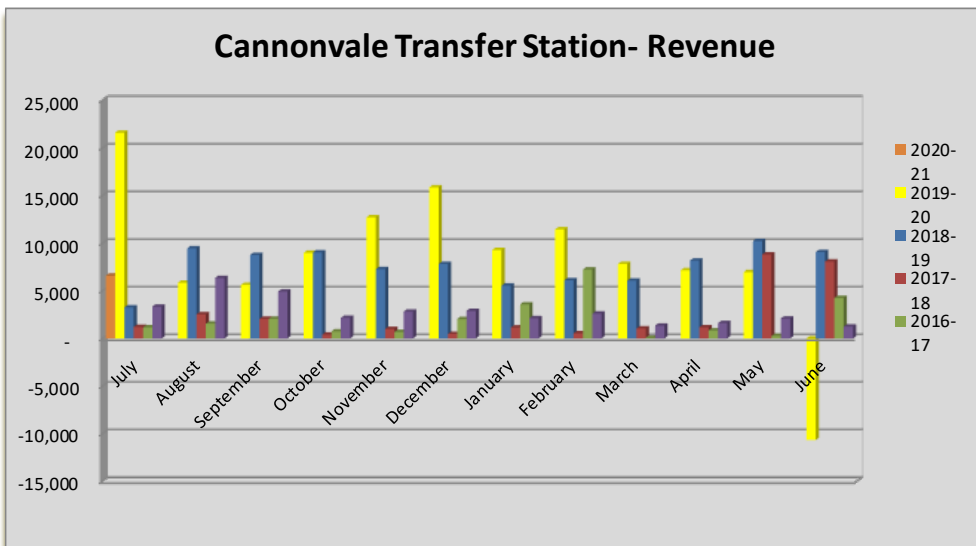
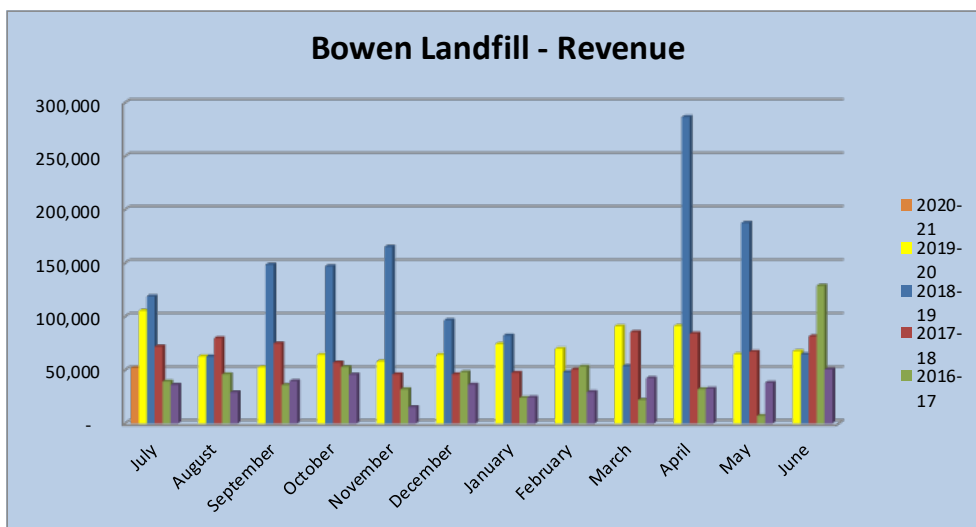
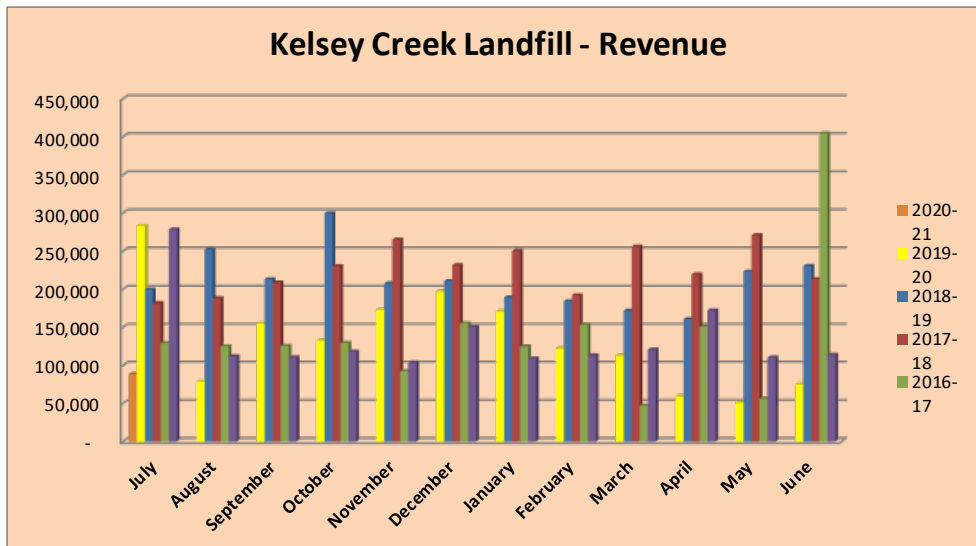


### Balance Sheet as at 31st July 2020

|                                         | 2020/21<br>Actual | 2019/20<br>Actual |
|-----------------------------------------|-------------------|-------------------|
| <b>Current Assets</b>                   |                   |                   |
| Cash and cash equivalents               | 1,595,307         | 1,363,516         |
| Trade and other receivables             | 1,087,075         | 644,945           |
| <b>Total Current Assets</b>             | <b>2,682,382</b>  | <b>2,008,462</b>  |
| <b>Non-current Assets</b>               |                   |                   |
| Property, plant and equipment           | 8,520,831         | 8,543,006         |
| Closing WIP Balance                     | 3,419             | -                 |
| <b>Total Non-current Assets</b>         | <b>8,524,249</b>  | <b>8,543,006</b>  |
| <b>TOTAL ASSETS</b>                     | <b>11,206,631</b> | <b>10,551,467</b> |
| <b>Current Liabilities</b>              |                   |                   |
| Trade and other payables                | 119,822           | 600,819           |
| <b>Total Current Liabilities</b>        | <b>270,883</b>    | <b>600,819</b>    |
| <b>Non-current Liabilities</b>          |                   |                   |
| Other Provisions                        | 6,888,082         | 6,888,082         |
| <b>Total Non-current Liabilities</b>    | <b>6,888,082</b>  | <b>6,888,082</b>  |
| <b>TOTAL LIABILITIES</b>                | <b>9,467,605</b>  | <b>7,488,901</b>  |
| <b>NET COMMUNITY ASSETS</b>             | <b>1,739,026</b>  | <b>3,062,566</b>  |
| <b>Community Equity</b>                 |                   |                   |
| Capital                                 | 97,393            | 1,652,723         |
| Asset revaluation surplus               | 46,327            | 46,327            |
| Capital reserve balances                | 1,099,563         | 1,099,563         |
| Unspent loan and depreciation cash held | -                 | -                 |
| Retained surplus (deficiency)           | 495,743           | 263,953           |
| <b>TOTAL COMMUNITY EQUITY</b>           | <b>1,739,026</b>  | <b>3,062,566</b>  |

## Whitsunday Waste Facilities

### Performance Data for the year to date to 31st July 2020



## **14. Infrastructure Services**

### **14.3 BUSINESS UNIT ACTIVITY REPORT - FOXDALE QUARRY - JULY 2020**

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**AUTHOR:** Quentin Prince - Quarry Manager

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**RESPONSIBLE OFFICER:** Matthew Fanning - Director Infrastructure Services

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#### **OFFICER'S RECOMMENDATION**

**That Council receive the Business unit Activity Report for the Foxdale Quarry for the month of July 2020.**

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The following report has been submitted for inclusion into Council's Ordinary Meeting to be held on 26 August 2020.

#### **SUMMARY**

The Business Unit Activity Reports are provided to Council detailing the Quarry's operational performance over a one-month period. This report focuses on the month ending 31<sup>st</sup> July 2020.

#### **PURPOSE**

These reports are for Council's perusal to ensure that thorough understanding of financial and operational performance is relayed in a comprehensive and informative manner.

#### **BACKGROUND**

Reports have been prepared for each of the business activities of Council. Included in these reports are:

- 1) a financial report including Actuals and Original Budget in an Income & Expenditure Statement and a Statement of Financial Position format;
- 2) performance data based on the activity of the business.

#### **STATUTORY/COMPLIANCE MATTERS**

Local Government Regulation Section 204.

#### **ANALYSIS**

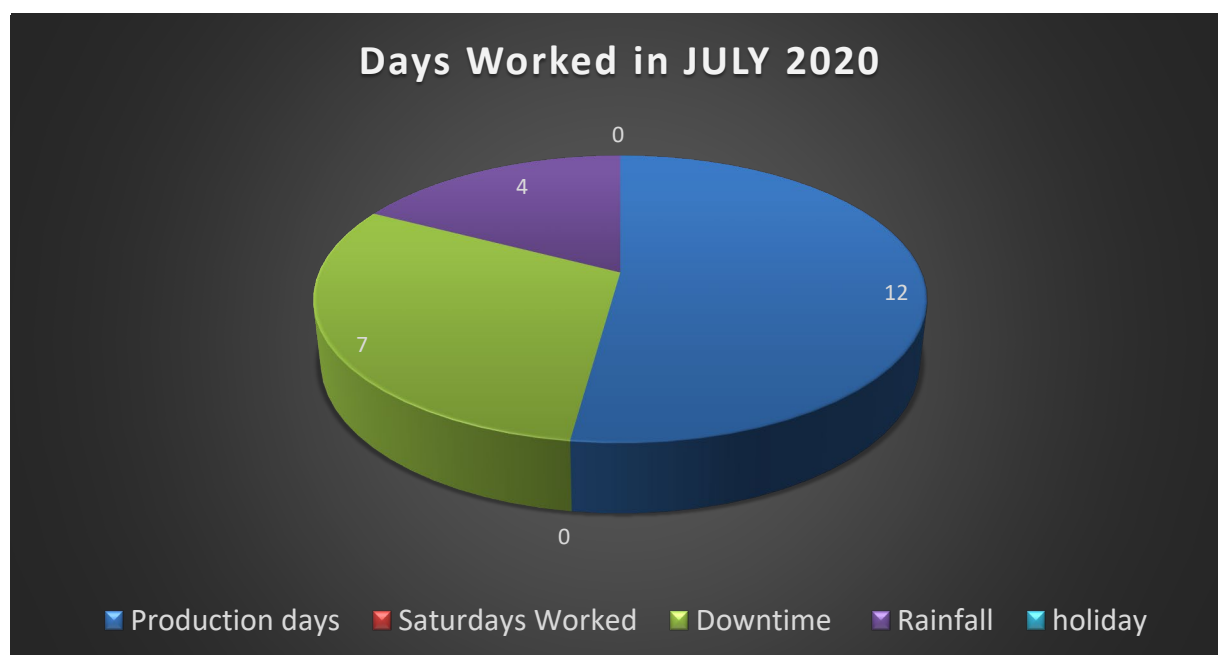
On July 1 and 2 annual electrical testing took place for all electrical equipment and main MCC's in the switch room as per the mining regulations. The crusher was not operational during the required testing period.

Monday 6 July, maintenance and repair work was continued on the crushing unit for two days. A screen change was also made to change production to NDRRA cane road gravel. Development work was undertaken on the northern benches of the quarry to access crusher feed material for cane road production. From the afternoon of Wednesday, 8 July through to Friday 10 July the quarry had extensive rainfall which stopped production and the staff concentrated on sorting and loading armour rock.

Monday 22 July was utilised to undertake servicing and maintenance of the crusher with a jaw plate rotation undertaken.



The quarry then produced cane road material from 13 to 31 July 2020.



#### Quarry Production Summary - JULY 2020

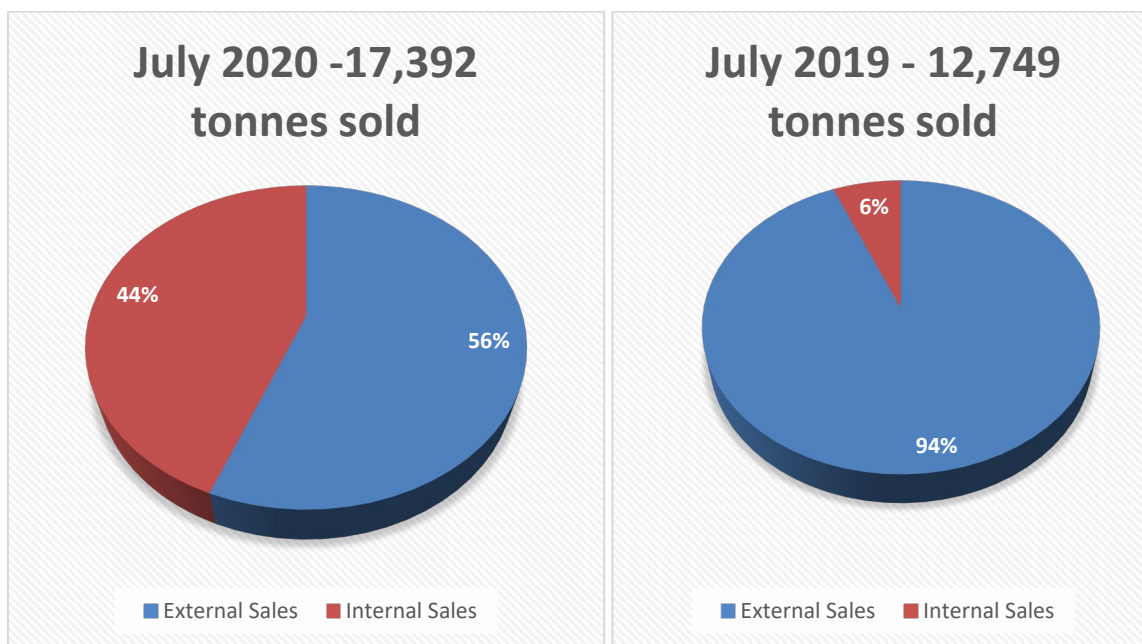
| Material Description      | Quantity in Tonnes |
|---------------------------|--------------------|
| Aggregates                | 0                  |
| Road Bases                | 6931.12            |
| Select Fill               | 0                  |
| Armour Rock and Shot Rock | 0                  |
| <b>Total</b>              | <b>6931.12</b>     |

#### Quarry Sales Summary - JULY 2020

| Material Description                   | Quantity in Tonnes |
|----------------------------------------|--------------------|
| Aggregates                             | 2887.33            |
| Road Bases                             | 6641.60            |
| Day Cover/ General Fill and Overburden | 125.50             |
| Armour Rock and Shot Rock              | 7738.08            |
|                                        |                    |
| <b>Total</b>                           | <b>17392.51</b>    |

There was strong demand for cane road gravel during the month of July. Demand for concrete aggregates supplied to local batch plants increased slightly.

The Shute Harbour reconstruction is now underway and there has been significant demand for armour rock during July. The contractor Vassallo Pty Ltd and their transport subcontractors are being supplied all grades of armour rock daily which required loading by 2 excavators and a front-end loader. Three quarry operators were required for loading which left the quarry team short of staff numbers to feed and operate the crushing plant on several days during July. Due to four days of rainfall and these resourcing issues, productivity was very poor in July.



**Fig 1. Overall Quarry sales for the month of June 2019/20 in Comparison to June 2018/19 financial years.**

The quarry has had a significant increase in sales in comparison to July 2019. Internal sales of material have increased due to the movement of armour rock to Shute Harbour. External sales of materials have increased from 9,728 tonnes in July 2019 to 11,950 in July 2020.

The quarry has demand for product until December 2020 and has orders for the supply of road base materials exceeding 45,000 tonnes. The quarry continues to hold high stock levels.



**Fig 1 - Excavator loading Large Armour**

## **Plant and Machinery Performance**

### **Crusher**

The crushing plant performed well with no major break downs in the month of July. Heavy scheduled maintenance of the plant will have to be undertaken in August as the liners on the gyratory crusher require replacement. There is an oil leak in the hydraulic system that raises the main shaft of the gyro and the entire gyro will require lifting out of the plant to repair the leak. The main hopper requires urgent re skinning with benox plate.

### **Mobile Plant**

The WA480 front end loader is in fair working order. We are still experiencing issues with the ride control.

The Komatsu WA470 front end loader is in fair working order.

The ZX350 Hitachi excavator is in poor working order with multiple oil leaks, and engine oil samples indicating the presence of sodium which means there is a fair possibility the cylinder head of the engine is developing a leaking head gasket or crack.

There have been no major plant breakdowns during the month of July.

### **Capital Works Project**

All current capital works projects for the quarry are complete.

## **STRATEGIC IMPACTS**

Financial Implications – see attached performance report year to 31<sup>st</sup> July 2020 and the Balance Sheet as at 31<sup>st</sup> July 2020.

As at the end of June the financial performance of the Foxdale Quarry shows an operating deficit of \$67,810.00.

The quarry continues to carry the cost of high stock levels. Costs incurred of machine hire and operators required for loading armour rock material for Shute Harbour is yet to be recovered.

Risk Management Implications - N/A

## **CONSULTATION**

Quentin Prince - Manager Quarry (Author)

Julie Moller - Manager Strategic Finance

Katie Coates - Management Accountant

## **DISCLOSURE OF OFFICER'S INTERESTS**

No officer involved in the preparation of this report has an interest to declare in accordance with the provisions of the Local Government Act 2009 or the Staff Code of Conduct.

## **CONCLUSION**

The information within this report indicates the status the Quarry has achieved within the month of July 2020.

## **ATTACHMENTS**

Attachment 1 - Foxdale Quarry's Performance Report year to 31<sup>st</sup> July 2020 and the Balance Sheet as at 31<sup>st</sup> July 2020.

## Foxdale Quarry

### Monthly performance report year to 31st July 2020



|                                                           | 2020/21          |                | 2019/20          |
|-----------------------------------------------------------|------------------|----------------|------------------|
|                                                           | Actual           | Current Budge  | Actual           |
| <b>Operating revenue</b>                                  |                  |                |                  |
| Rates and utility charges                                 | -                | -              | -                |
| Statutory fees and charges, rental and levies &           | -                | -              | -                |
| Sale of goods and major services                          | 227,339          | 3,010,082      | 3,324,035        |
| Other operating revenue                                   | 4,246            | 20,000         | 28,604           |
| <b>Total operating revenue</b>                            | 231,585          | 3,030,082      | 3,352,639        |
| <b>Operating Expenses</b>                                 |                  |                |                  |
| Employee benefits                                         | (70,931)         | (804,008)      | (398,028)        |
| Materials and services                                    | (168,244)        | (1,212,593)    | (1,647,488)      |
| Depreciation                                              | (7,024)          | (84,286)       | (109,138)        |
| External Finance Costs                                    | -                | (15,000)       | (10,227)         |
| <b>Total operating costs</b>                              | (246,199)        | (2,115,887)    | (2,764,881)      |
| <b>Internal service provider expenditure</b>              | (73,075)         | (656,197)      | (841,620)        |
| <b>Surplus (deficit) from operations</b>                  | (87,689)         | 257,998        | (253,862)        |
| Other capital income/(expenses)                           | 19,879           | -              | -                |
| <b>Net result for the period</b>                          | <b>(67,810)</b>  | <b>257,998</b> | <b>(233,983)</b> |
| Retained surplus (deficit) brought fwd from prior year    | (164,469)        | (86,925)       | -                |
| Net result from above                                     | (87,689)         | 257,998        | (233,983)        |
| Transfer from capital for unfunded depreciation           | 7,024            | -              | 109,138          |
| From (to) capital - items of capital income & expense     | -                | -              | (19,879)         |
| Transfer (to) capital general revenue expended            | -                | -              | (24,582)         |
| Internal Program Contributions                            | -                | -              | -                |
| Surplus/(deficit) available for transfer to reserves      | -                | -              | -                |
| Net transfers from (to) capital reserves                  | -                | -              | -                |
| <b>Retained surplus (deficit) funds at period end</b>     | <b>(245,134)</b> | <b>171,073</b> | <b>(164,469)</b> |
| <b>Capital Funding Sources</b>                            |                  |                |                  |
| General revenue used (excess funds provided)              | -                | -              | 24,582           |
| Capital Reserves                                          | -                | -              | -                |
| Funded depreciation & amortisation expended               | -                | -              | -                |
| <b>Total capital funding sources</b>                      | -                | -              | 60,945           |
| <b>Capital Funding Applications</b>                       |                  |                |                  |
| Non-current assets                                        | -                | -              | 60,946           |
| Total capital asset acquisitions                          | -                | -              | 60,946           |
| Loan redemptions                                          | -                | -              | -                |
| <b>Total capital applications</b>                         | -                | -              | 60,946           |
| <b>Reserve balances held at beginning of period</b>       |                  |                |                  |
| Capital reserve balances                                  | -                | -              | -                |
| Unspent loan and depreciation cash held                   | -                | -              | -                |
| Recurrent reserve balances                                | -                | -              | -                |
| <b>Total reserve cash held at beginning of the period</b> | -                | -              | -                |
| <b>Reserve balances held at the end of period</b>         |                  |                |                  |
| Capital reserve balances                                  | -                | 84,286         | -                |
| Unspent loan and depreciation cash held                   | -                | -              | -                |
| Retained Surplus (Deficit)                                | -                | -              | -                |
| <b>Total reserve cash held at the end of the period</b>   | -                | <b>255,359</b> | -                |

## Foxdale Quarry

### Balance Sheet as at 31st July 2020

|                                         | 2020/21<br>Actual | 2019/20<br>Actual |
|-----------------------------------------|-------------------|-------------------|
| <b>Current Assets</b>                   |                   |                   |
| Cash and cash equivalents               | (245,134)         | (164,469)         |
| Trade and other receivables             | 214,704           | 306,096           |
| Inventory                               | -                 | 772,465           |
| Prepayments                             | -                 | -                 |
| <b>Total Current Assets</b>             | <b>(30,430)</b>   | <b>914,092</b>    |
| <b>Non-current Assets</b>               |                   |                   |
| Property, plant and equipment           | 2,741,888         | 2,748,912         |
| Closing WIP Balance                     | -                 | -                 |
| <b>Total Non-current Assets</b>         | <b>2,741,888</b>  | <b>2,748,912</b>  |
| <b>TOTAL ASSETS</b>                     | <b>2,711,458</b>  | <b>3,663,004</b>  |
| <b>Current Liabilities</b>              |                   |                   |
| Trade and other payables                | 27,324            | 306,440           |
| <b>Total Current Liabilities</b>        | <b>27,324</b>     | <b>306,440</b>    |
| <b>Non-current Liabilities</b>          |                   |                   |
| Other Provisions                        | 636,361           | 636,361           |
| <b>Total Non-current Liabilities</b>    | <b>636,361</b>    | <b>636,361</b>    |
| <b>TOTAL LIABILITIES</b>                | <b>663,685</b>    | <b>942,801</b>    |
| <b>NET COMMUNITY ASSETS</b>             | <b>2,047,772</b>  | <b>2,720,203</b>  |
| <b>Community Equity</b>                 |                   |                   |
| Capital                                 | 2,257,903         | 2,850,352         |
| Asset revaluation surplus               | 35,003            | 34,320            |
| Capital reserve balances                | -                 | -                 |
| Unspent loan and depreciation cash held | -                 | -                 |
| Retained surplus (deficiency)           | (245,134)         | (164,469)         |
| <b>TOTAL COMMUNITY EQUITY</b>           | <b>2,047,772</b>  | <b>2,720,203</b>  |



## **14. Infrastructure Services**

### **14.4 DRFA & SHUTE HARBOUR PROJECT CAPITAL PROGRESS REPORT - JULY 2020**

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**AUTHOR:** Trevor Williams - Project Director Disaster Recovery

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**RESPONSIBLE OFFICER:** Matthew Fanning - Director Infrastructure Services

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#### **OFFICER'S RECOMMENDATION**

**That Council receives the DRFA & Shute Harbour Project capital progress report for the month of July 2020.**

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The following report has been submitted for inclusion into Council's Ordinary Meeting to be held on 26 August 2020.

#### **SUMMARY**

The report provides a summary of key disaster recovery projects underway during the 2019-2020 & 2020-2021 financial years. The attachments include multi-year projects that remain active or have been completed during this financial year. This month's report lists the DRFA Flood Event 2019, the Shute Harbour Project and the Qld Monsoonal Event 2020.

Current Financial Progress:

NDRRA - TC Debbie - Work completed 30/06/19, with expenditure of \$1,480,519 carried over into 19/20 Financial Year. Submissions acquitted and finalised. All claimed expenditure has now been approved on final acquittal (State funded Bowen front beach wall).

DRFA - Flood Event 2019 - Expenditure of \$23,247,594, to date with forecast of a further \$22,140,322 budgeted by the end of 20/21 Financial Year.

Shute Harbour - Expenditure of \$22,288,599 to date with a forecast of a further \$32,211,400 budgeted by the end of 20/21 Financial Year. QRA budget \$54.5m including \$2.9m Council contribution from insurance payout.

Qld Monsoonal Flood Event 2020 - Expenditure for Emergency Works is currently \$507,350 with Emergency period ended on the 03/05/20. PDM underway with pick up of damage. Emergent Claim has been lodged with the QRA on 30/07/20. First submission lodged with QRA for Proserpine Roads, currently in infield at \$2,092,211. Second submission for Collinsville Roads is in development with the QRA.

#### **PURPOSE**

To inform Council on Progress of Capital Projects being undertaken during the 2019-2020 Financial Year up to 10<sup>th</sup> August 2020.

#### **BACKGROUND**

This report describes works on the restoration of essential public assets from three distinct declared natural disaster events being:

In March 2017 our region was impacted by **TC Debbie**, this works is now complete and acquitted.

January 2019 saw our region affected by **Flood Event 2019**, which we have picked up the damage on roads, culverts and airstrip. Submissions have now been approved by the QRA and awarded to Contractors, works underway.

In February 2020, the Whitsunday region experienced a tropical low **Qld Monsoonal Flood Event 2020** which was also declared.

## STATUTORY/COMPLIANCE MATTERS

Financial Reporting is provided to WRC in Dashboards provided monthly to PLT - Disaster Recovery, PCG - Shute Harbour Project & PCG - DRFA.

Progress Reporting due end of each month to the Queensland Reconstruction Authority (QRA).

## ANALYSIS

### **DRFA - Flood Event 2019**

Below tables relate to the current monthly Dashboard for DRFA and the status of submissions.

| Status                                                                              | Activity                                            | % Complete Last period | % Complete This Period | Original Due Date | Act/F'cast Due Date | Comment                                        |
|-------------------------------------------------------------------------------------|-----------------------------------------------------|------------------------|------------------------|-------------------|---------------------|------------------------------------------------|
|  | Roads Package U2 - Bowen                            | 95%                    | 0%                     | 31-Jul-20         | 14-Aug-20           | Works to be completed 14/08/2020               |
|  | Culvert Packages O2 & P2 - Regional (North & South) | 65%                    | 25%                    | 27-Nov-20         | 27-Nov-20           | Works commenced 20/04/2020                     |
|  | Road Package W2 - Bowen Central                     | 95%                    | 5%                     | 30-Jun-20         | 10-Jul-20           | Completed 10/07/2020                           |
|  | Road Package Z2 - Collinsville Roads                | 70%                    | 5%                     | 29-Jun-20         | 21-Aug-20           | Works to be completed 21/08/2020               |
|  | Road Package Y2 - Collinsville West                 | 0%                     | 25%                    | 03-Mar-21         | 17-Apr-21           | Works to commence on Scartwater Rd 08/07/2020. |
|  | Road Package H2 - Proserpine Gravel Roads           | 0%                     | 50%                    | 23-Nov-20         | 23-Nov-20           | Works commenced 08/07/2020.                    |
|  | Road Package A2 - Collinsville Rds East             | 0%                     | 25%                    | 30-Oct-20         | 30-Oct-20           | Work commenced 08/07/2020                      |
|  | Road Package S2 - Bowen Sealed Rds                  | 0%                     | 25%                    | 12-Oct-20         | 12-Oct-20           | Works commenced 13/07/2020.                    |

### Commercial/Financial DRFA

The Following packages are presently being assessed and Recommendation Letters completed, awaiting signing:-

Nil

The following packages are under construction:-

- o Roads Package U2 - Bowen
- o Roads Package Z2 - Collinsville
- o Culverts Package O2, P2 - North/South
- o Roads Package Y2 - Collinsville West
- o Roads Package A2 - Collinsville
- o Roads Package H2 - Proserpine Gravel
- o Sealed Roads Package S2 - Regional and Sealed - North

The following packages have been awarded:-

- o Forestry Rd Landslip
- o Sealed Roads Package R2 - Proserpine

The following packages have been Completed:-

- o Road Package C2 - Collinsville
- o Road Package V2 - Bowen/Gumlu
- o Road Package G2 - Gloucester Ave
- o Road Package Q2 - Strathalbyn Rd
- o Road Package K2 - Collinsville Gravel/ Collinsville Airport
- o Road Package X2 - Proserpine Gravel Roads
- o Roads Package F2 - Rutherford Rd
- o Roads Package W2 - Bowen Central

The following have been approved and are under Tender Assessment:-

Nil

### DRFA - Flood Event 2019

|                                  |            |                  |
|----------------------------------|------------|------------------|
| Project Commencement Date        | 31/07/2020 |                  |
| Project Budget                   |            | \$ 46,145,172.08 |
| Project Contingency              |            | \$ 2,652,110.63  |
| Variations to Date               |            | \$ 32,621.37     |
| Contingency Remaining            |            | \$ 2,619,489.26  |
| Total Expenditure to 10/08/20    |            | \$ 23,247,594.46 |
| Expenditure for July 20          |            | \$ 2,050,463.46  |
| Project forecast completion date | 30/06/2021 |                  |

### Shute Harbour Project

Project commenced 23<sup>rd</sup> January 2020 by Vassallo. Demolition has been completed for buildings, kerb and landscaping. Demolition and reconstruction of seawall has commenced. The Shute Harbour piling operations are continuing, with 67 (out of 82) piles now driven. 20 (out of 20) of these piles have been drilled in preparation for the installation of concrete rock sockets at the toe. 15 (out of 20) piles have had the concrete rock sockets installed.

Below table relates to Shute Harbour current Dashboard report on the status of the Shute Harbour Project.

| Status                                                                            | Activity                                  | % Complete at end of last Period | % Complete This Period | Original Due Date | Act/F'cast Due Date | Comment                                                                                                                                                                                                                                 |
|-----------------------------------------------------------------------------------|-------------------------------------------|----------------------------------|------------------------|-------------------|---------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|  | Temporary Pontoon Refurbishment           | 100%                             | 0%                     | 31/12/2018        | 22/07/2020          | Relocation and refurbishment of pontoons is now included in the main construction contract. Temporary pontoon completed and ready for Ferry refurbishment.                                                                              |
|  | Seawall and Carpark Reconstruction        | 41%                              | 3%                     | 30/09/2018        | 30/04/2021          | Forecast site possession: 23/01/2020<br>Target Practical Completion Date: 01/06/2021<br>Eastern side of the seawall completed and under monitoring phase for settlement. Land based piling complete with marine piling ongoing.         |
|  | Terminal and Pontoon Reconstruction Works | 3%                               | 2%                     | 30/06/2019        | 30/04/2021          | Piling works commenced with land-based piles in complete. Remaining piling works to continue, with precast deck construction occurring offsite. Pontoons stored on Snobs Beach have now been relocated to Townsville for refurbishment. |

#### Shute Harbour

|                                  |            |                  |
|----------------------------------|------------|------------------|
| Project Commencement Date        | 30/03/2018 |                  |
| Project Budget                   |            | \$ 54,500,000.00 |
| Project Contingency              |            | \$ 4,366,500.58  |
| Variations to Date               |            | \$ 3,754,629.95  |
| Contingency Remaining            |            | \$ 611,870.63    |
| Total Expenditure to 10/08/20    |            | \$ 22,288,599.22 |
| Expenditure for July 20          |            | \$ 657,076.94    |
| Project forecast completion date | 30/06/2021 |                  |





### **Qld Monsoonal Flooding Event 2020**

Whitsunday Regional Council have activated with the QRA on Monday the 17<sup>th</sup> February 2020 for the Queensland Monsoonal Flooding Event 2020. Project Delivery Managers have begun the assessment of damage for the submission to the QRA. The first Infield assessment took place on the 22/06/20 for the Proserpine Gravel Road submission, currently sitting at \$2,092,211 in infield. The second Collinsville Roads submission is in development and an infield has been scheduled for 30 Aug – 3 Sept. The Trigger Point for this event will be \$334,088.

### **STRATEGIC IMPACTS**

Strategy 3.4.1: Develop and maintain effective roads and drainage infrastructure, networks and facilities.

### **FINANCIAL IMPACTS**

#### **TC Debbie Event 2017 NDRRA**

|                                                    |                  |
|----------------------------------------------------|------------------|
| Total Expenditure inc CDO, Emergent, REPA & CAT D) | \$ 64,616,428.45 |
| Total payments received                            | \$ 63,979,883.71 |

|                            |                      |
|----------------------------|----------------------|
| <b>Costs not recovered</b> | <b>\$ 636,544.74</b> |
| Trigger Point              | \$ 175,924.75        |
| Council Contribution       | \$ 324,041.85        |
| Ineligible works           | \$ 134,560.40        |
| Day Labour                 | \$ 2,017.74          |

#### **Shute Harbour Redevelopment**

|                           |                  |
|---------------------------|------------------|
| Total Project Budget      | \$ 54,500,000.00 |
| Total Project Expenditure | \$ 22,288,599.22 |
| Total Payments received   | \$ 20,441,305.89 |
| Total Claims outstanding  | \$ 1,847,293.33  |

#### **DRFA - Flood Event 2019**

|                           |                 |
|---------------------------|-----------------|
| Total Project Budget      | \$46,145,172.08 |
| Total Project Expenditure | \$23,247,594.46 |
| Total Payments received   | \$20,950,994.25 |
| Total Claims outstanding  | \$ 2,296,600.21 |

|                            |                      |
|----------------------------|----------------------|
| <b>Costs not recovered</b> | <b>\$ 352,416.39</b> |
| Trigger Point              | \$ 334,088.00        |
| Council Contributions      | \$ 16,677.00         |
| Emergent Works             | \$ 1,651.39          |



## Qld Monsoonal Flooding Event 2020

|                           |                 |
|---------------------------|-----------------|
| Total Project Budget      | \$ 8,000,000.00 |
| Total Project Expenditure | \$ 507,350.73   |
| Total Payments received   | \$ -            |
| Total Claims outstanding  | \$ -            |

|                            |                      |
|----------------------------|----------------------|
| <b>Costs not recovered</b> | <b>\$ 334,088.00</b> |
| Trigger Point              | \$ 334,088.00        |
| Council Contributions      | \$ -                 |

## CONSULTATION

Matt Fanning – Director of Infrastructure Services  
Trevor Williams – Project Director Disaster Recovery  
Sarah Bon – Financial Officer Disaster Recovery  
Peter Ahern – PDM Project Manager DRFA  
Mitchell Petersen – PDM Project Manager Shute Harbour

## DISCLOSURE OF OFFICER'S INTERESTS

No officer involved in the preparation of this report has an interest to declare in accordance with the provisions of the Local Government Act 2009 or the Staff Code of Conduct.

## CONCLUSION

Council receive and not the progress in Capital Projects up to 10 August 2020.

## ATTACHMENTS

Attachment 1 - DRFA - Flood Event 2019 (Disaster Recovery Financial Reporting)  
Attachment 2 - DRFA - Flood Event 2019 - Bowen East - Package U2 - DJ Brazil  
Attachment 3 - DRFA - Flood Event 2019 - Strathalbyn Rd - Package Q2 - Hillery  
Attachment 4 - DRFA - Flood Event 2019 - Bowen Central - Package W2 - Mirthill  
Attachment 5 - DRFA - Flood Event 2019 - Rutherford Rd - Package F2 - Searles  
Attachment 6 - DRFA - Qld Monsoonal Event 2020 (Disaster Recovery Financial Reporting)  
Attachment 7 - Shute Harbour Project (Disaster Recovery Financial Reporting)

## **14. Infrastructure Services**

### **14.5 INFRASTRUCTURE SERVICES CAPITAL PROGRESS REPORT - JULY 2020**

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**AUTHOR:** Adam Hagy - Deputy Director Infrastructure Services

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**RESPONSIBLE OFFICER:** Matthew Fanning - Director Infrastructure Services

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#### **OFFICER'S RECOMMENDATION**

**That Council receives the Infrastructure Services Capital Progress Report for the month of July 2020.**

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The following report has been submitted for inclusion into Council's Ordinary Meeting to be held on 26 August 2020.

#### **SUMMARY**

The report provides a summary of key Capital projects underway during the 2020/2021 financial year. The report also includes multi-year projects that remain active and carry over to the 2020/2021 financial year.

Current Financial Progress of Major Projects, W4Q programs, Infrastructure Capital Delivery is \$2.1 million out of a \$59.4 million budget. Note: Carry over funds not yet showing in report until Council adopts the first quarter review and status updates for Shute Harbour and DRFA are excluded from this report.

#### **PURPOSE**

To inform Council on progress of Capital Projects being undertaken during the 2020-2021 Financial Year up to the end of July 2020.

#### **BACKGROUND**

Resolution 2020/07/15.23 BUDGET FOR FINANCIAL YEAR 2020/21 (INCLUDING A TWO-YEAR FORWARD ESTIMATE).

#### **STATUTORY/COMPLIANCE MATTERS**

N/A

#### **ANALYSIS**

##### **Project Delivery Status**

##### **Major Projects**

##### **Proserpine Main Street Upgrade**

- The main street upgrade is coming towards completion with the final portion of footpath between O'Duinns pub and Chapman Street ongoing;
- Traffic islands have been completed outside the new admin building for the pedestrian crossing to follow;

- The footpath outside the Reject Shop has been finished with an improvement to the drainage on the Mill Street corner included;
- The street print contractor commenced on 17th August with all entry statements, pedestrian crossings and speed limits being imprinted into the asphalt. This is expected to be completed early in September;
- Planting and re-mulching of all landscaping is approaching completion;
- Signage is to be delivered and installed early in September;
- Lighting is following through behind footpath and island work.

### **Lake Proserpine**

- The project has moved closer to completion with the signage works now underway. Additional minor aspects of the project continue to be completed and explored to allow for an overall better experience to visitors;
- Jetty No. 3 installation is due to start week of 17 August;
- Sunwater reviewed lease agreement with Telstra for the installation of a tower to boost mobile coverage. The draft licensing agreement is under review by WRC representative, and works are due progress;
- Thinkwater have been engaged to install grey water treatment systems for the amenities, included with this is the installation of timers on the showers to eliminate water wastage and economise water usage as previously reported that due to popularity of the camping grounds a significant amount of wastewater is being created and this should assist to resolve the water wastage issues currently experienced;
- Works surrounding the re-lining of the culvert on the entrance way to the campground have been awarded and will be undertaken within the coming months;
- A workshop has been completed to develop a Public Safety and Risk Management Plan. Once finalised this will be submitted as part of the license agreement requirements from Sunwater.

### **Proserpine Entertainment Centre (PEC)**

Council awarded the construction contract at its 12 August 2020 Council meeting to J Hutchinson Pty Ltd. Work is anticipated to commence onsite in September with an expected completion date of August 2021.

### **Proserpine Administration Building (PAB)**

- Minor variation and defects rectification work occurring on-site;
- Integration of the IT installation and AV upgrades on-going;
- Defects inspection and rectification lists has been completed for the majority of the building with the LDCC area to be completed this week;
- Operational and Maintenance manuals have been submitted for Council review;
- The Boardroom table has been installed and connectivity works are being finalised;
- The communications and security contractors are the last remaining contractors to complete their works;
- The IT team has partially moved across and are currently in the process of setting up hardware for the workstations and servers;
- The interior fit-out is all but complete, with much of the furniture, fittings and equipment (FFE) now installed;

- Practical Completion (PC) date of 21 August 2020 has been pushed out due to finalising issues from QFES review;
- Council were notified on 12 August 2020 that we were successful in obtaining the Local Roads and Community Infrastructure Grant to be put towards the admin building carpark project. Originally the budget for the Admin Building was increased at the 2020/2021 budget adoption to construct the carpark from General Revenue. This grant announcement will allow for a first quarter budget amendment to allocate the funding from the grant not general revenue;
- The development application has been approved with the operational works application submitted for approval mid-August. Quotes for demolition of the existing dwelling have been sought with works to commence as soon as a contractor is engaged. Construction of the car park is to follow immediately after with the anticipated due date end of November 2020.

### **Flagstaff Hill**

The successful tenderer has withdrawn from the project and Council has instructed to proceed with a Design and Construct (D&C) tender for the works, currently the documentation is being prepared for the tender release for a total project value of \$3M.

It is expected the tender will be released Friday the 21st August with a 5-week tender period.

### **Works for Queensland Projects 2019/2020 to 2020/20201 FY \$3.6 M**

Projects completed to date:

- Fairy Tree Park Swing Installation (Airlie Beach)
- Bicentennial Park Lighting Improvement (Cannonvale)
- Bicentennial Park Fencing and Softfall (Cannonvale)
- Gloucester Sports Park Water Tanks (Hydeaway Bay)
- Dingo Beach Footpath (Dingo Beach)
- Thomas Street Footpath (Bowen)
- Hansen Park Sound System (Bowen)



*Thomas Street Footpath Bowen*



*Thomas Street Footpath Bowen*



#### Projects Underway:

- **Bridge Upgrade Bicentennial Boardwalk (Airlie Beach):** Awaiting State approval. RFQ for bridge supply and install closes 20 August.
- **Airlie Beach Movie Screen (Airlie Beach):** Request for Quotations closed with one submission. Still in evaluation process.
- **Cannonvale Lakes Stage 3 (Cannonvale):** Boardwalk and Solar Lights Installation commenced 3 August 2020 and completion is expected early October 2020. Remaining funds will be utilised towards upgrades to landscaping and internal footpaths as per the Whitsunday Lakes Master Plan.
- **Halpannel Park Upgrade (Proserpine):** Currently drafting specifications for playground equipment, softfall and shade structure upgrade.
- **Rotary Park Upgrade (Proserpine):** Quotations closed on 21 July 2020 to replace the soft fall and refurbish the existing playground equipment. Contract will be awarded during the month of August.
- **Keith Johns Park Stage 2 (Proserpine):** A new picnic shelter is currently under construction within the park along with new park furniture. Expected completion end August 2020.
- **Whitsunday Gardens Park Upgrade (Proserpine):** Currently drafting specifications for playground equipment, softfall and shade structure upgrade.
- **Gloucester Sports Park Retaining Wall (Hydeaway Bay):** Quotations closed on 21 July 2020.
- **Henry Darwen Park Stage 2 (Bowen):** Currently drafting specifications for footpath network, shade structure and drinking fountains.
- **Lions Park (Bowen):** Upgrades to the car park commenced on 27 July 2020. Asphalt to be placed 24 August, line marking to follow to complete this portion of work. Following the carpark construction planning is underway to replace the shelters within the park.
- **Railway Road Footpath (Collinsville):** Documents have been prepared with scope of works only on Railway Road. Construction planning will commence once this scope is confirmed with Council.



Lions Park Bowen - Carpark



### **Covid Works for Queensland Projects 2020/2021 FY \$2.72 M**

- **Wangaratta Caravan Park Pool Refurbishment:** Project yet to commence. Status to be advised.
- **Proserpine Aquatic Facility Residence Demolition and Kiosk Renewal:** Surveyors have been engaged and final scoping is in progress.
- **Bowen Aquatic Facility Town Pool Amenity Upgrade:** Surveyors have been engaged and final scoping is in progress.
- **Cannonvale Depot Office Roof Replacement:** Request for Quotations currently out to market and closes on 26 August 2020.
- **Les Stagg Oval Grandstand Renewal:** Project yet to commence. Status to be advised.
- **Collinsville Youth Coalition Amenities Renewal:** Scoping and Draft procurement documentation underway.
- **Bowen Water Park Renewal:** Project yet to commence. Status to be advised.
- **Cannonvale Foreshore Hall (PCYC) New Playground:** Request for Quotation documents have been completed as well as consultation with the PCYC. Playground equipment will cater for kids aged between 4 and 12. Request for Quotations will be put out to market week of 17 August 2020.
- **Cannonvale Foreshore Hall (PCYC) Roof Renewal:** Request for Quotations currently out to market and closes on 26 August 2020.
- **Whitsunday Coast Airport Roof Renewal:** Mechanical Plant has now been water proofed. Anticipated tender release to market at end of August for roof re-sheeting. Tenders for solar anticipated to release to market in September 2020.
- **Continuation of Pedestrian Path Lighting Airlie Foreshore:** Documents submitted to Contracts for quotes to be provided for supply and install.
- **Proserpine Water and Sewer Admin Roof Renewal:** Request for Quotations currently out to market and closes on 26 August 2020.
- **Bowen Aerodrome Work Camp Superstructure Renewal:** Project yet to commence. Status to be advised.
- **Bowen Aerodrome Sewerage Treatment Renewal:** Project yet to commence. Status to be advised.
- **Collinsville Pool Amenities and Kiosk Upgrade:** Surveyors have been engaged and final scoping is in progress.

### **Infrastructure Services Capital Delivery Program 2020/2021**

- **Bowen Aerodrome Runway Repairs:** Works have been scoped and are proposed to be included in the regional reseal program. RFQ to follow to ensure seals are carried out during dry season.
- **New Bowen Cemetery Columbarium Wall:** Scoping process currently underway.
- **Assets Renewal Parks and Gardens:** List of projects to accompany future reports.
- **Heavy Formation Grading Program:** Individual road names where heavy formation grading will take place will accompany future monthly reports once list is finalised.
- **Armada Crescent Drainage Upgrade:** Project scope has been compiled and project will see an upgrade to drainage to redirect stormwater that is currently resulting in reoccurring



flooding to private properties. Final dates for commencement to be advised but we are planning to undertake before the wet season.

- **Construction of Lagoon Deck and Shared Cycle Path:** Meeting arranged 24/7/20 to discuss Ergon HV alignment and installation. Sewer and water upgrades to be designed once Ergon provide coordinates of their existing infrastructure. The deck design and construct to be procured once all services are in advanced stage. Delivery expected late in financial year. Disabled access to be provided from deck to existing shared path. Path can be improved with signage and markings to show shared usage.
- **Dodd Street Shared Footpath:** Construction of a concrete shared path from Faust Street to Anzac Road. This project was successful for funding under the 2019 -2020 round 1 application of Cycle Network Local Government Grants Program. This section of shared footpath is designated on the Mackay Isaac Whitsunday Principle Cycle Network Plan as a Priority B section. Design is currently with TMR for approval.
- **Edgecumbe Heights Walking Tracks Upgrade (Design only)**
- **Forestry Road:** Design documents are ongoing following a detailed scoping inspection. Of 49 culverts, only 3 do not need any rectification. Works are proposed to commence after construction of the admin car park, approximately November. This provides suitable time to plan the works as there will be numerous lane closures and disturbance to residents and tourists.
- **Gloucester Avenue Culvert:** Project yet to commence. Status to be advised.
- **Hillview Road Kerb and Channel:** Construction of kerb and channel along Hillview Road between Hammond Street and Crowley Street. Design will get underway towards the end of August/early September. The project is likely to commence late 2020 to early 2021.
- **Moonlight Drive Kerb and Channel:** Reconstruction of pavement, kerb and channel along section of Moonlight Drive where failure of the assets have occurred. The failures have been marked up for repair in the next month.
- **Port of Airlie Transit Terminal Upgrade:** Through discussions with State government an amended design is to be prepared to improve DDA compliance throughout the terminal and to guarantee the funding. Design will follow in the coming months with works planned for later in the financial year.
- **Reflect Application Redesign and Reimplementation:** Currently rolled out to roads and drainage teams, future implementation will also see the software rolled out to Parks and Gardens and Water and Waste Water.
- **Reseal Program:** Individual road names where reseals will take place will accompany future monthly reports once list is finalised.
- **Reynolds Street Drain:** Construction of concrete invert through existing drainage channel within Lot 4 RP700133 through to Reynolds Street. A design has been completed and works are to follow the Lions Park car park.
- **Unsealed Roads Creek Crossing Upgrade Program:** Individual creek crossing names where upgrades will take place will accompany future monthly reports once list is finalised.
- **Unsealed Roads Re-sheeting Program:** Individual road names where re-sheeting will take place will accompany future monthly reports once list is finalised.
- **Wilsons Beach Rockwall:** The scope of works has been confirmed with the certifying engineer. Suitably experienced operators have been contacted and one is available early/mid September. Sourcing suitably sized rock has been a challenge, but options are being explored. Footpath construction will follow amendments to the rock wall.

- **Flagstaff Hill Roadworks:** Survey and Geotech currently being undertaken. Draft scope of works to follow. Design to be fast tracked to ensure any funding affected by the roadworks can show substantial commencement.
- **Argyle Street Kerb and Channel:** Upgrade of Argyle Street drainage to construct kerb and channel from CH 135 to CH 205. The installation of kerb and channel will also include the formalisation of a cul-de-sac at the end of the road. Design prepared for sign off, awaiting confirmation of cost to relocate Ergon pole for final estimate cost. Currently proposed for delivery around early October following Lions Park car park and Reynolds Street drain, however this may be pushed out for Flagstaff Hill if necessary.
- **Ted Cunningham Bridge Upgrade:** The current bridge formation is a single lane, low level bridge that is often inundated by the flood waters of the Bowen River. It is proposed to replace the bridge with a single lane, increased deck level option. Currently awaiting grant funding announcement to proceed.

### **Water and Wastewater Capital Projects**

#### **Bowen Sewerage Treatment Plant Upgrade**

Principal Contractor Aquatec Maxcon are currently in the commissioning stage of the project. The remaining onsite construction activities are defect rectifications works.

#### **Thomas Street Drain Sewer Replacement**

This Project has not commenced as yet.

#### **Cannonvale Water Network Augmentation**

The Contractor (Roebuck Civil) has commenced construction of the new pipeline on the Coyne Road Reserve, from Shute Harbour Road towards the Coyne Road Reserve.

#### **Cannonvale Bulk Potable Water Project**

Has been split into three separate tenders

- Pipeline Materials Supply – Deliveries to site are now complete and the contract is complete;
- Pump Station and Generator Facility Construction – Contractors Dowden's are progressing with construction onsite. Construction undertaken to date is as follows:
  - Bulk Earthworks
  - Building Construction
  - Underground Civil Pipework
  - Above Ground Mechanical Pipework
- Pipeline Construction – Contractors Newlands have continued with construction of the 560mm Mild Steel Pipeline from the Coastal Water Treatment Plant towards the Proserpine Water Treatment Plant, they are currently located north of Pat Botto Park. Construction of the Proserpine River Crossing has commenced and is in progress currently.

#### **Cannonvale SPS1 Upgrade**

Contractors Precision Civil Infrastructure are progressing construction on site. Works that have been undertaken onsite to date are:

- Installation of Diesel Bypass System;
- Rebuilding of Manhole 2/1;
- Demolition of old dual wet wells;

- Removal of redundant infrastructure in the dry well;
- Installation of the emergency overflow tanks and building of interconnection manhole;
- Rebuilding of the receiving manhole 1/1 and gravity sewer main;
- Decommissioning of the old Sewer Rising Main;
- Installation of the Mechanical Pipework in the new wet well;
- Epoxy Lining of the new wet well;
- Construction of the Valve and Flowmeter Pits.

### **Cannon Valley Reservoir Project**

The Project has been split into three separate tenders:

- Pipeline Materials Supply – Deliveries to site are now complete and the contract is complete.
- Pipeline Construction – Contractors Newlands have commenced construction on the pipeline from the CWTP to the PWTP, once complete they will commence works on the inlet and outlet mains to the new Cannon Valley Reservoir. They are scheduled to undertake this work in October – December.
- Reservoir Design and Construct Tender, this is scheduled for release in September of 2020.

### **Sewer Pump Capacity Upgrades JSPS 1**

- The ergon transformer upgrade is currently in design stage at current;
- The Pumps and Switchboard have been ordered;
- RFT designs and documents have been drafted and are ready for release.

### **STP Emergent Works**

- Downer have completed the relining of the existing inlet works the Cannonvale STP.
- The remaining Downer Defect left for rectification is the replacement of selected odour covers at both the Proserpine STP and the Cannonvale STP. The replacements are scheduled for delivery in late September.

## **STRATEGIC IMPACTS**

### Alignment to Corporate Plan

Strategy 3.2.2: Develop water and wastewater services and systems that ensure the integrity of the Whitsundays natural environment.

Strategy 3.4.1: Develop and maintain effective roads and drainage infrastructure, networks and facilities.

Strategy 3.4.2: Develop and maintain effective water and waste water infrastructure, networks and facilities.

## **CONSULTATION**

Matt Fanning - Director Infrastructure Services  
Troy Pettiford - Chief Operating Officer Whitsunday Water

## **DISCLOSURE OF OFFICER'S INTERESTS**

No officer involved in the preparation of this report has an interest to declare in accordance with the provisions of the Local Government Act 2009 or the Staff Code of Conduct.

## **CONCLUSION**

Council receive and note the progress on Capital Projects up to the end of July 2020.

## **ATTACHMENTS**

Attachment 1 - Infrastructure Services Capital Delivery Financial up to July 2020.

## Attachment 1

### Infrastructure Services Capital Delivery Financial up to July 2020

| Capital Projects as at 31st July 2020 |                                                              | 26,061,125               | 23,495,754                | 59,441,214         | 2,127,455                |
|---------------------------------------|--------------------------------------------------------------|--------------------------|---------------------------|--------------------|--------------------------|
| Job Number                            | Description                                                  | Prior Yr. Budget 2019.20 | Prior Yr. Actuals 2019.20 | Budget for 2020.21 | July Actuals for 2020.21 |
| 8573                                  | Whitsunday Airport - Roof Rectification Works                | -                        | 10,967                    | 1,038,890          | -                        |
| 8594                                  | Bowen Aerodrome Runway Repairs                               | -                        | -                         | 500,000            | -                        |
| 5539                                  | Sewer Pump Capacity Upgrades - Combined Rising Main - C/W 18 | 220,876                  | 54,135                    | 303,562            | 805                      |
| 5603                                  | Cannonvale PS1 Renewal - C/W 18-19                           | 664,633                  | 733,901                   | 871,857            | 1,610                    |
| 8597                                  | Emergent Works - Sewer C/W 20-21                             | -                        | -                         | 220,500            | -                        |
| 8598                                  | Thomas St Drain Sewer Replacement                            | -                        | -                         | 57,200             | -                        |
| 8596                                  | Leachate and storm water management - Kelsey Creek           | -                        | -                         | 480,000            | 1,571                    |
| 8643                                  | Leachate and storm water management - Bowen                  | -                        | -                         | 480,000            | 1,848                    |
| 5549                                  | Water - New 12ML Reservoir including 2 DN500 Mains 790m long | 936,633                  | 1,187,983                 | 8,374,800          | 38,465                   |
| 5609                                  | Cannonvale Bulk Potable Pipeline - Stage 1 - C/W 18-19 (requ | 6,710,781                | 6,153,499                 | 7,963,189          | 380,275                  |
| 7925                                  | Water - BWTP Low Lift Pump Renewals - CW 1920                | 27,499                   | 18,350                    | 347,502            | -                        |
| 8080                                  | LGGSP Grant Project - Delivery of CWNA Stage 1B, Coyne Road  | 200,425                  | 61,370                    | 673,489            | 5,884                    |
| 8081                                  | Cannonvale Water Network Augmentation - Stage 1A New         | 76,405                   | 165,481                   | 730,835            | 7,955                    |
| 8599                                  | Emergent Works - Water C/W 20-21                             | -                        | -                         | 157,000            | 6,216                    |
| 8605                                  | Wangaratta Caravan Park Swimming Pool refurbishment          | -                        | -                         | 75,600             | -                        |
| 8600                                  | Bowen Aquatic Facility - town pool amenity upgrade           | -                        | -                         | 367,235            | -                        |
| 8601                                  | Bowen Water Park renewal                                     | -                        | -                         | 100,000            | -                        |
| 8602                                  | Collinsville Aquatic Facility - town pool amenity and kiosk  | -                        | -                         | 142,610            | -                        |
| 8603                                  | Proserpine Aquatic Facility - residence demolition and kiosk | -                        | -                         | 313,800            | -                        |
| 7886                                  | Insurance - Bowen Reservoir- CW 1920                         | 25,000                   | 23,891                    | 552,767            | -                        |
| 7896                                  | Insurance - Collinsville Sewerage and Water Treatment Plants | 7,040                    | 7,040                     | 482,960            | -                        |
| 7897                                  | Insurance - Collinsville Reservoir - CW 1920                 | 375,000                  | 327,656                   | 356,621            | -                        |
| 4926                                  | Proserpine Entertainment Centre - Building Works in addition | 1,882,049                | 1,395,130                 | 14,992,277         | 64,938                   |
| 5617                                  | Flagstaff Redevelopment (Grant + Insurance) - C/W 18-19      | 472,005                  | 511,446                   | 3,486,383          | -                        |
| 5640                                  | Proserpine Administration Building Replacement - Stage 1 - C | 9,230,300                | 8,860,650                 | 3,724,794          | 1,360,735                |
| 8607                                  | Bowen Aerodrome Amenities - Sewerage Treatment Plant Renewal | -                        | -                         | 35,000             | -                        |
| 8608                                  | Bowen Aerodrome Work Camp Dwelling - Superstructure Renewal  | -                        | -                         | 95,865             | -                        |
| 8609                                  | Cannonvale Depot Office Roof Replacement                     | -                        | -                         | 119,000            | -                        |

|      |                                                              |           |           |           |         |
|------|--------------------------------------------------------------|-----------|-----------|-----------|---------|
| 8610 | Cannonvale Foreshore Hall - New Playground                   | -         | -         | 41,000    | -       |
| 8611 | Cannonvale Foreshore Hall - Roof Renewal                     | -         | -         | 42,000    | -       |
| 8612 | Collinsville Youth Coalition - Amenities Renewal             | -         | -         | 99,000    | -       |
| 8617 | Les Stag Oval - Grandstand Renewal                           | -         | -         | 70,000    | -       |
| 8618 | Proserpine Water & Sewer Admin Reroof                        | -         | -         | 80,000    | -       |
| 8634 | New Bowen Cemetery Columbarium Wall                          | -         | -         | 30,000    | -       |
| 5632 | Lake Proserpine Recreation Hub - Stage 1 - C/W 18-19         | 2,152,957 | 1,786,689 | 1,000,000 | 19,125  |
| 8625 | Assets Renewal Parks and Gardens                             | -         | -         | 386,787   | -       |
| 8627 | Continuation of Pedestrian Path Lighting Airlie Foreshore    | -         | -         | 100,000   | 538     |
| 8084 | Pros. Main Street Upgrade - Dobbins Lane C/W                 | 44,998    | 51,448    | 200,000   | 20,117  |
| 8085 | Pros. Main Street Upgrade - Between Mill & Chapman St C/W    | 440,003   | 303,686   | -         | 130,180 |
| 8086 | Pros. Main Street Upgrade - Chapman & Herbert St C/W         | 160,000   | 102,823   | -         | 27,250  |
| 8087 | Pros. Main Street Upgrade - Chapman St Roundabout C/W        | 200,000   | 103,084   | -         | 1,610   |
| 8088 | Pros. Main Street Upgrade - Herbert & Blair St C/W           | 300,000   | 129,600   | -         | 4,655   |
| 8089 | Pros. Main Street Upgrade - Blair Street C/W                 | 190,000   | 169,754   | -         | 41,491  |
| 8090 | Pros. Main Street Upgrade - Blair-Main St to Bruce Hwy Entry | 429,999   | 362,436   | -         | 3,213   |
| 8621 | Heavy Formation Grading Program                              | -         | -         | 500,000   | -       |
| 8624 | Armada Crescent Drainage Upgrade                             | -         | -         | 200,000   | -       |
| 8626 | Construction of Lagoon Deck and Shared Cycle Path            | -         | -         | 500,000   | 196     |
| 8628 | Dodd Street Shared Footpath                                  | -         | -         | 160,000   | -       |
| 8629 | Edgecumbe Heights Walking Tracks Upgrade (Design only)       | -         | -         | 27,500    | -       |
| 8630 | Forestry Road                                                | -         | -         | 1,000,000 | -       |
| 8631 | Gloucester Avenue Culvert                                    | -         | -         | 200,000   | -       |
| 8632 | Hillview Road Kerb and Channel                               | -         | -         | 250,000   | -       |
| 8633 | Moonlight Drive Kerb and Channel                             | -         | -         | 38,000    | -       |
| 8635 | Port of Airlie Transit Terminal Upgrade                      | -         | -         | 40,000    | -       |
| 8636 | Reflect Application Redesign and Reimplementation            | -         | -         | 50,000    | -       |
| 8637 | Reseal Program                                               | -         | -         | 789,603   | -       |
| 8638 | Reynolds Street Drain                                        | -         | -         | 25,000    | -       |
| 8639 | Unsealed Roads Creek Crossing Upgrade Program                | -         | -         | 300,000   | -       |
| 8640 | Unsealed Roads Resheeting Program                            | -         | -         | 800,000   | -       |



|      |                                                             |         |         |           |         |
|------|-------------------------------------------------------------|---------|---------|-----------|---------|
| 8641 | Wilsons Beach Rockwall                                      | -       | -       | 217,000   | -       |
| 8642 | Flagstaff Hill Roadworks                                    | -       | -       | 200,000   | -       |
| 8644 | Argyle Street kerb and channel                              | -       | -       | 400,000   | -       |
| 8645 | Ted Cunningham Bridge Upgrade                               | -       | -       | 2,200,000 | -       |
| 7907 | W4Q - Bicentennial Park Fencing - CW 1920                   | 44,552  | 50,414  | 8,243     | -       |
| 7908 | W4Q - Cannonvale Lakes Stage 3 - CW 1920                    | 14,520  | 15,254  | -         | -       |
| 7909 | W4Q - Dingo Beach Footpath/Walkways - CW 1920               | 50,858  | 51,109  | 251       | -       |
| 7910 | W4Q - Gideon Pott Park Stage 2 - CW 1920                    | 212,354 | 213,471 | -         | -       |
| 7911 | W4Q - Gloucester Rainwater Tank - CW 1920                   | 47,190  | 47,172  | 13,776    | 128     |
| 7912 | W4Q - Halpannel Park Upgrade - CW 1920                      | 84,016  | 6,565   | 252,211   | 1,398   |
| 7913 | W4Q - Hansen Park Sound System - CW 1920                    | 4,158   | 4,157   | 65,000    | -       |
| 7914 | W4Q - Henry Darwen Park Stage 2 - CW 1920                   | 8,000   | 6,185   | 369,518   | 128     |
| 7915 | W4Q - Keith Johns Drive Park Stage 2 - CW 1920              | 64,886  | 9,781   | -         | (3,131) |
| 7916 | W4Q - Lions Park, Bowen - CW 1920 - 19013                   | 34,092  | 35,695  | 280,461   | 7,529   |
| 7917 | W4Q - Logan's Playground Upgrade - CW 1920                  | 10,000  | 9,298   | -         | -       |
| 7918 | W4Q - Movie Screen - Airlie Lagoon - CW 1920                | 4,922   | 4,499   | 349,000   | -       |
| 7919 | W4Q - Park (Tree) Lighting - CW 1920                        | 6,000   | 5,417   | -         | -       |
| 7920 | W4Q - Pioneer Park Stage 3 - CW 1920                        | 32,656  | 4,961   | 104,195   | 128     |
| 7921 | W4Q - Railway Road Stage 1 - CW 1920                        | 41,901  | 47,241  | 446,509   | -       |
| 7922 | W4Q - Rotary Park, Proserpine - CW 1920                     | 4,414   | 4,971   | 48,675    | 956     |
| 7923 | W4Q - Fairy Tree Park Swing Installation - CW 1920          | 49,614  | 49,678  | 21,171    | -       |
| 7924 | W4Q - Thomas Street Footpath - CW 1920                      | 235,947 | 98,522  | -         | 198     |
| 7935 | W4Q - Bicentennial Boardwalk Lighting Improvement - CW 1920 | 67,000  | 67,000  | 3,784     | -       |
| 7936 | W4Q - Cannonvale Lakes Boardwalk Upgrade - CW 1920          | 226,658 | 229,356 | 488,794   | 215     |
| 7937 | W4Q - Bridge Upgrade on Bicentennial Boardwalk - CW 1920    | 70,784  | 13,989  | -         | 740     |
| 8062 | W4Q - Improving Beach Communities - Region Wide 19-21       | -       | -       | -         | 487     |
| 8063 | W4Q - Improving Rural Communities - Region Wide 19-21       | -       | -       | -         | -       |

## **14. Infrastructure Services**

### **14.6 OPERATIONAL REPORT - ROADS AND DRAINAGE - JULY 2020**

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**AUTHOR:** John Gwydir - Executive Manager Roads & Drainage

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**RESPONSIBLE OFFICER:** Matthew Fanning - Director Infrastructure Services

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#### **OFFICER'S RECOMMENDATION**

**That Council receive the Roads & Drainage, Mechanical Workshops and Parks & Gardens Operations progress report for the month of July, 2020.**

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The following report has been submitted for inclusion into Council's Ordinary Meeting to be held on 26 August 2020.

#### **SUMMARY**

The report is to provide Council with information regarding the performance by Council's Roads & Drainage, Mechanical Workshops and Parks & Gardens Operational teams over the month of July 2020 and may include proposed works for August 2020.

#### **PURPOSE**

The report is to provide Council with information on Council's performance in relation to services supplied by Council's Roads & Drainage, Mechanical Workshops and Parks & Gardens Operational teams.

#### **BACKGROUND**

Previous report regarding Roads & Drainage Operational performance submitted to Council 22nd July 2020 which detailed the month of June 2020 (Resolution 2020/07/22.18).

#### **STATUTORY/COMPLIANCE MATTERS**

Local Government Regulation Section 204.

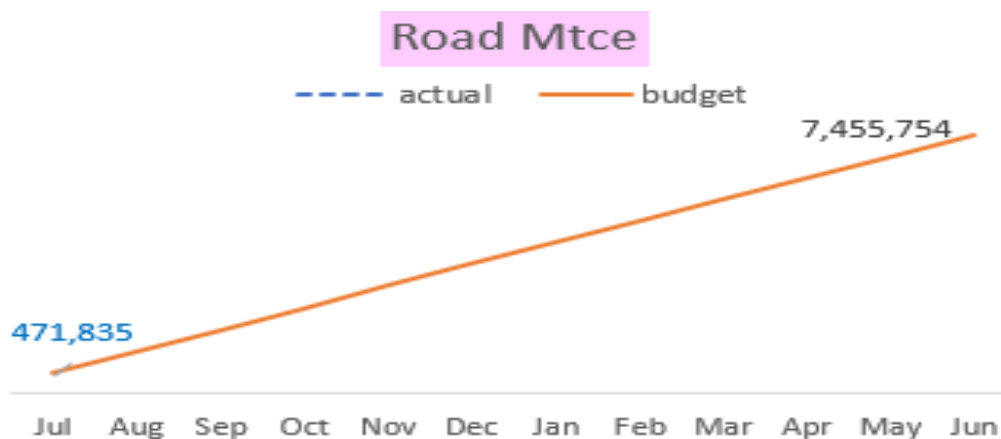
#### **ANALYSIS**

The following details the accomplishments for the month of July 2020 and may also include proposed works for August 2020.

##### Roads & Drainage Maintenance

General maintenance activities carried out on Council's road network over the course of July were largely routine in nature including road inspections, pothole patching and signage repairs.

The Roads & Drainage Maintenance budget for FY2021 is set at \$7,455,754, spread over the following activity groups respectively, unsealed roads, vegetation, sealed roads, operations, road furniture, management, pathways, training, bridges & structure, kerb & channel.



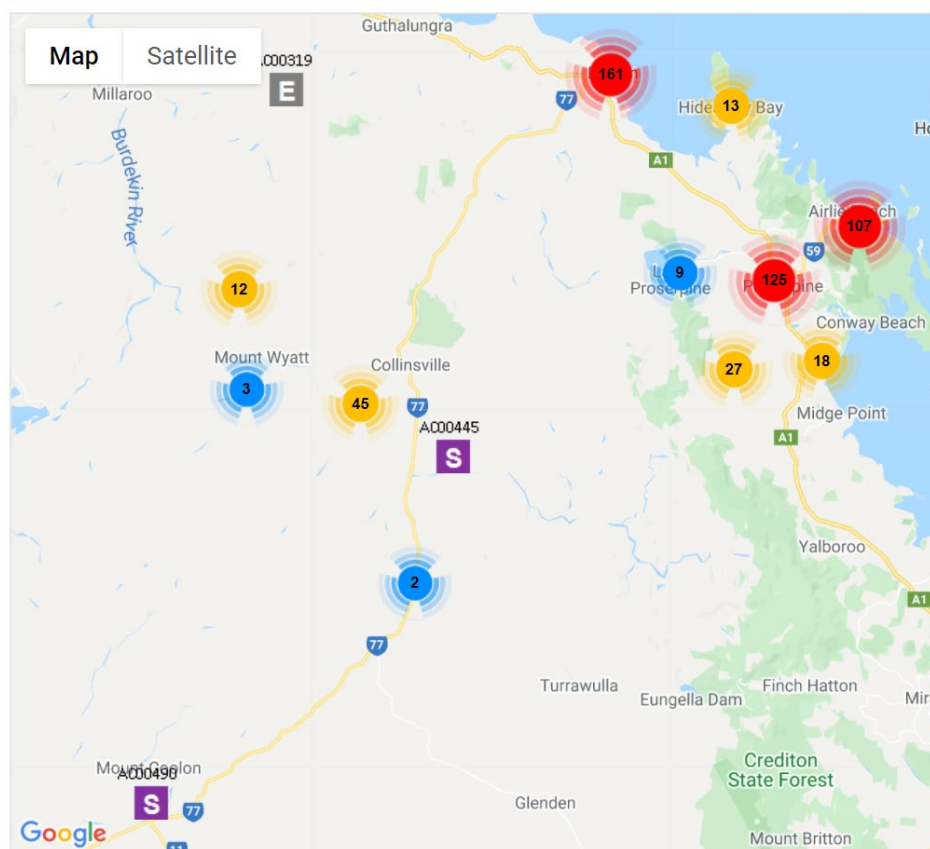
Plot 1: Total expenditure against overall budget for Roads & Drainage maintenance.

Notable activities for the period:

- Maintenance Grading:
  - Tondara Road - Bowen
  - Up River Road area - Proserpine
  - Station Road - Proserpine
- Roadside Slashing - Regional
- Pothole Patching - Regional

## ACCOMPLISHMENT MAP VIEW

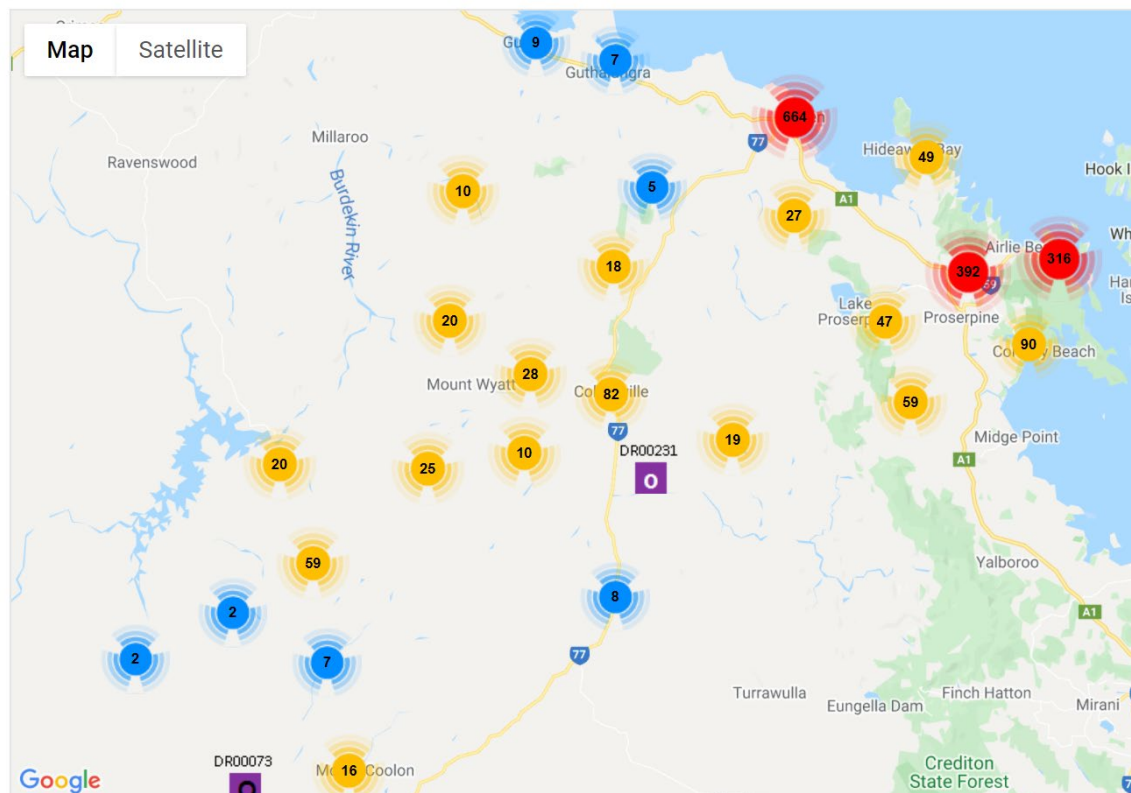
Showing 525 items on map and 0 with no Lat/Long.



*Plot 2: Location and number of road maintenance defects accomplished during July. For the month of July 525 defects were rectified.*

## DEFECTS MAP VIEW

Showing 1996 items on map and 0 with no Lat/Long.



*Plot 3: Location and number of known road maintenance defects (note until entire network has been inspected this represents an incomplete picture of the state of the network) To date 1996 defects have been identified.*

### Maintenance Management System (MMS) for Local Roads

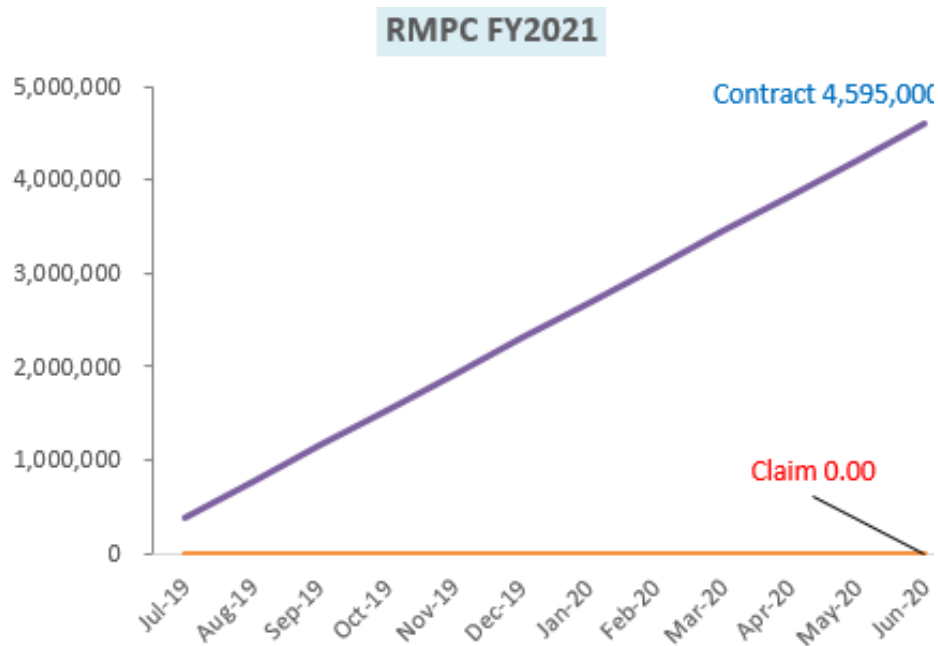
At the end of June, the majority of acceptance testing has been completed for implementation of REFLECT across the local road network. Through July the focus has been on the initial population of the defect backlog with accurate information of where maintenance is required. This is anticipated to be completed in September. Training and feedback to staff

### Road Maintenance Performance Contract (RMPC) with TMR

Council continues to undertake routine maintenance on the National & State Highways within the Whitsunday Region as well as 2 roads in a neighbouring region. These works have a total contract value for the 2020-2021 FY of \$ 4,595,000. This is an increase from the previous years starting contract value of \$ 4,416,000.

Officers have had discussions with senior TMR staff regarding the identified concerns in the Mt Coolon area and the likelihood that a different approach to maintenance of the unsealed roads in this area will be needed than what has worked in previous years. At this stage the direction is to schedule additional maintenance grading as appropriate and to continue to monitor.

As yet, there has not been any progress claims to TMR this FY.

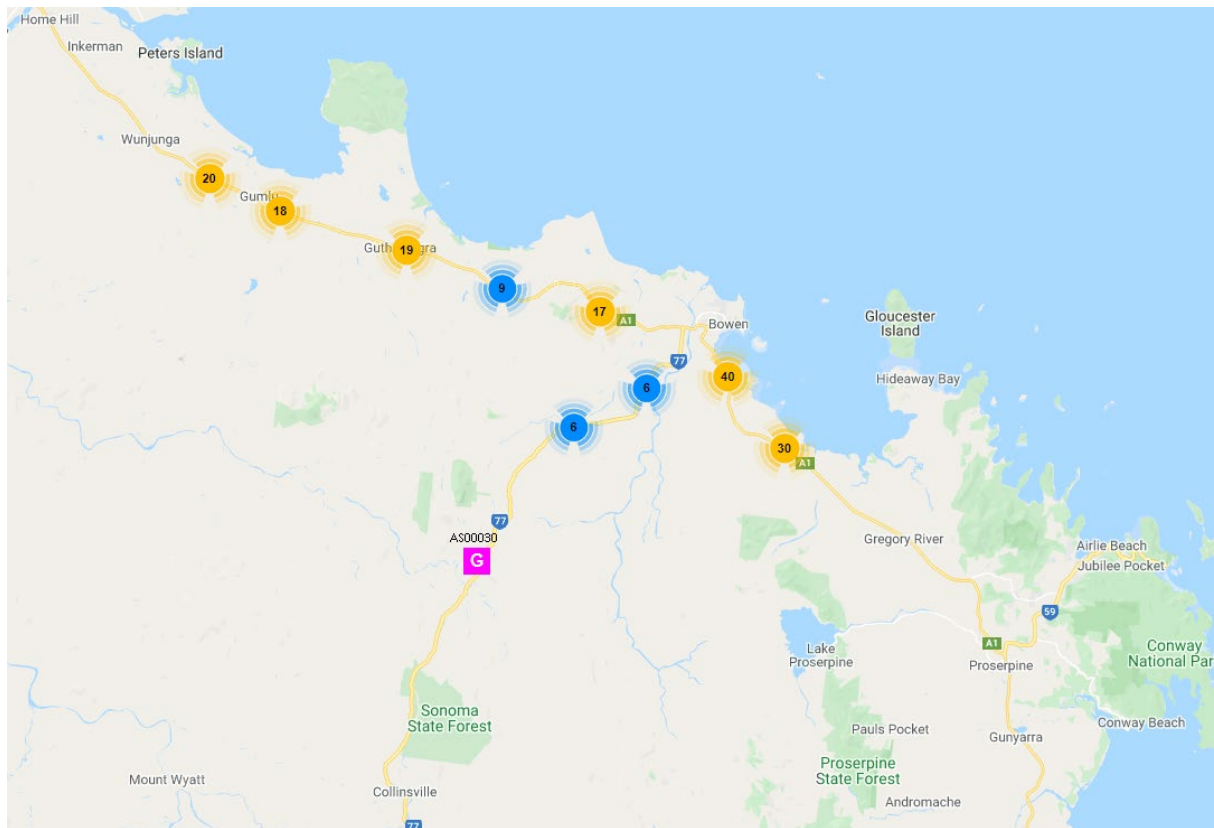


*Plot 2: Total cumulative claim value against total contract value.*

Key activities for the period:

- Bowen Developmental Road (88B): Medium Formation Grading
- Regional: Roadside Slashing – various locations
- Regional: Routine Inspections
- Regional: Minor Pothole Patching
- Regional: Guideposts and other Minor Signage Repairs





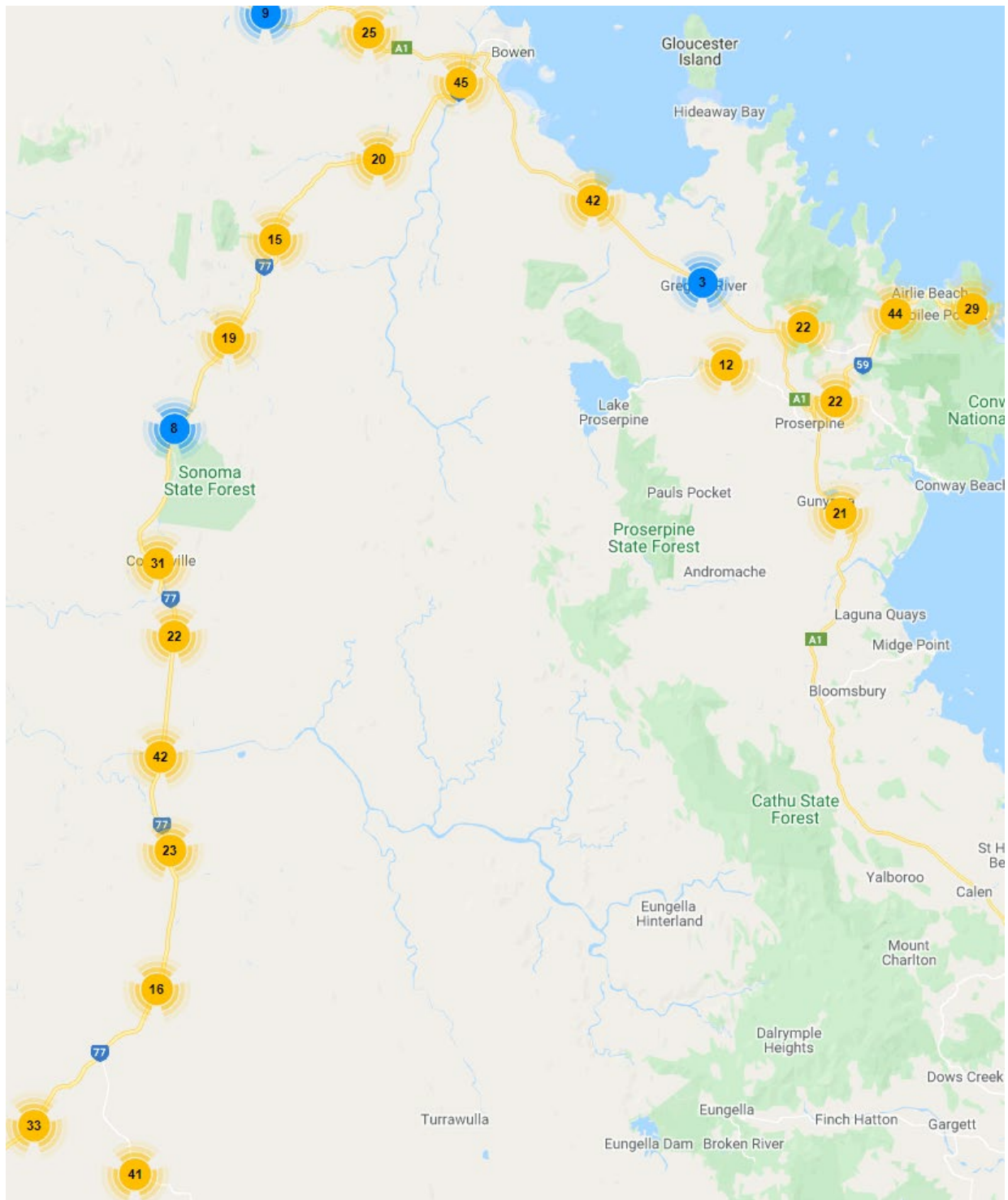


Figure 2: Outstanding defects on the National & State Highway Networks identified to date  
(total = 806, map shows 773, 33 with no Lat/Long)

### Customer Request Management

Throughout the month of July, Roads & Drainage received 94 requests for assistance. Of these 92 (98%) were actioned within Council's nominated service standards.

| Area                           | New | Closed | C/F Open | Within Target | %    | Outside Target | %  |
|--------------------------------|-----|--------|----------|---------------|------|----------------|----|
| Call Back - Roads & Drainage   | 2   | 2      | 0        | 2             | 100% | 0              | 0% |
| Upgrades to Roads & Drainage   | 3   | 2      | 1        | 3             | 100% | 0              | 0% |
| Unspecified - Roads & Drainage | 36  | 24     | 12       | 35            | 97%  | 1              | 0% |
| Routine Roads & Drainage       | 49  | 41     | 8        | 49            | 100% | 0              | 2% |
| Urgent Roads & Drainage        | 4   | 4      | 0        | 3             | 75%  | 1              | 0% |

|           |           |           |           |            |          |           |
|-----------|-----------|-----------|-----------|------------|----------|-----------|
| <b>94</b> | <b>73</b> | <b>21</b> | <b>92</b> | <b>98%</b> | <b>2</b> | <b>2%</b> |
|-----------|-----------|-----------|-----------|------------|----------|-----------|

### Mechanical Workshops Activity Report

Routine (scheduled services)

- Scheduled and routine servicing of plant and fleet vehicles;
- Small plant repairs as requested by stores and work teams;
- General repairs to plant as requested and prioritised;
- Plant inspections on hired and contractor's machinery as requested;

Servicing, repairs and breakdowns for July grouped by both vehicle type and nature of workshop activity:

| Plant Type         | Preventative Maintenance | Scheduled Maintenance | Unscheduled Maintenance | Grand Total |
|--------------------|--------------------------|-----------------------|-------------------------|-------------|
| Backhoe            |                          |                       | 3                       | 3           |
| Light Vehicle      | 9                        | 1                     | 16                      | 26          |
| Loader             |                          |                       | 3                       | 3           |
| Misc               |                          |                       | 1                       | 1           |
| Mower              |                          |                       | 10                      | 10          |
| Tractor/Slasher    | 1                        |                       | 2                       | 3           |
| Trailer            |                          |                       | 3                       | 3           |
| Truck              | 1                        |                       | 7                       | 8           |
| <b>Grand Total</b> | <b>11</b>                | <b>1</b>              | <b>45</b>               | <b>57</b>   |

## Parks & Gardens Maintenance

### Parks and Gardens Statistics

| Parks & Gardens Operations                                               |           |        |     |      |       |
|--------------------------------------------------------------------------|-----------|--------|-----|------|-------|
| Service                                                                  | 2020/2021 | Jul    | Aug | Sept | Trend |
| Public Parks available as advertised                                     | 100%      | 100%   |     |      | -     |
| Park CRMs – Received                                                     | 54        | 54     |     |      | -     |
| Park CRMs – Closed                                                       | 54        | 54     |     |      | -     |
| Mowing Hours                                                             | 1162.1    | 1162.1 |     |      | -     |
| Landscaping Hours                                                        | 1974      | 1974   |     |      | -     |
| Work Tickets Issued                                                      | 29        | 29     |     |      | -     |
| Work Tickets Completed                                                   | 17        | 17     |     |      | -     |
| Contracts Audited                                                        | 0         | 0      |     |      | -     |
| Scheduled Inspections Completed - Parks, Playground & Exercise Equipment | 48        | 48     |     |      | -     |
| Cemeteries - Burials                                                     | 3         | 3      |     |      | -     |
| Cemeteries - Placement of Ashes                                          | 1         | 1      |     |      | -     |

- Parks & Gardens Bowen installed the disability beach access equipment at Horseshoe Bay Beach, as per Council Resolution 2020/02/12.16. The Bowen Team also landscaped new memorial garden bed at Bowen Cemetery.

### Completed Tasks





- Metal BBQ asset identification tags were installed on BBQ's throughout the region. This will assist with quick response to faults reported via Customer Service.



*Installing BBQ Asset Tag,  
Airlie Foreshore*

- The Proserpine Parks & Gardens Team landscaped garden beds adjacent to the BP Proserpine and mulched garden beds throughout the Main Street as part of the Proserpine Main Street upgrades.



*Landscaping, BP Intersection Proserpine*

## Cemetery Tasks:

| Cemetery Tasks |            |                     |
|----------------|------------|---------------------|
| Date           | Township   | Description         |
| 05/06/2020     | Bowen      | Burial              |
| 10/06/2020     | Proserpine | Burial              |
| 11/06/2020     | Bowen      | Internment of Ashes |
| 16/06/2020     | Bowen      | Burial              |
| 23/06/2020     | Proserpine | Burial              |
| 25/06/2020     | Proserpine | Burial              |
| 24/06/2020     | Bowen      | Burial              |
| 25/06/2020     | Bowen      | Burial              |
| 23/06/2020     | Proserpine | Placement of Ashes  |

## STRATEGIC IMPACTS

### Alignment to Corporate Plan

#### Strategies:

- 3.4.1: Develop and maintain effective roads and drainage infrastructure, networks and facilities.
- 3.4.3: Develop integrated asset management plans to effectively manage and maintain road, water and wastewater infrastructure and ensure assets meet the demands of a growing population.
- 3.4.7: Partner with Federal and State Governments to enhance the Whitsunday Region's capacity for ongoing development and infrastructure maintenance.

### Alignment to Operational Plan

#### KPI's:

- Schedule maintenance works are completed on time and budget
- RMPC contracted works delivered on time and budget
- Outstanding customer service
- Drainage network maintained in accordance with approved service levels as identified in the Transport Asset Management Plan

### Financial Implications

The Operational Plan must be structured within the bounds of the resources available to the Local Government.

Works are proceeding within the available budgets and planned rates of expenditure.

## CONSULTATION

### Risk Management Implications

This report demonstrates the department's performance during the period 1 July 2019 to 31 July 2020. Monthly reporting throughout the financial year provides Council with the opportunity to respond more effectively to significant changes in its operating environment,



that affect the organisation's capacity to deliver on the actions detailed in its annual Operational Plan.

### **CONSULTATION**

Matthew Fanning - Director Infrastructure Services

Mark Callaghan - Manager Parks & Gardens

Robert Winley - Manager Fleet Services

### **DISCLOSURE OF OFFICER'S INTERESTS**

No officer involved in the preparation of this report has an interest to declare in accordance with the provisions of the Local Government Act 2009 or the Staff Code of Conduct.

### **CONCLUSION**

The Officer's recommendation is that the report be received, and its contents noted.

### **ATTACHMENTS**

N/A

## **15. General Business**

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No agenda items for this section.