



Notice of Meeting

Notice is hereby given that the **Ordinary Meeting** of the **Whitsunday Regional Council** will be held at the Council Chambers 67 Herbert Street, Bowen on **Wednesday 24 March 2021** 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 Brunker.

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 Council Chambers, 67 Herbert Street Bowen
on Wednesday 24 March 2021 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 Council Chambers, 67 Herbert Street Bowen
on Wednesday 24 March 2021 commencing at **9:00am**

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1. Apologies

No Agenda items for this section.

2. Condolences

2.1 CONDOLENCES REPORT

AUTHOR: Tailah Jensen - Governance Administration Officer

RESPONSIBLE OFFICER: Rod Ferguson – Chief Executive Officer

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 24 March 2021.

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 Declarations of Interest

No Agenda items for this section.

4.1 Mayoral Minute

No Agenda items for this section.

4.2 Mayoral Update

Verbal update will be provided at the meeting.

5. Confirmation of Previous Minutes

5.1 CONFIRMATION OF MINUTES REPORT

AUTHOR: Melanie Douglas - Governance and Councillor Support Officer

RESPONSIBLE OFFICER: Rod Ferguson - Chief Executive Officer

RECOMMENDATION

That Council confirms the Minutes of the Ordinary Meeting held on 10 March 2021 subject to the following amendment in relation to item 14.1 on the Agenda, attachment 1 references “Material Change of Use” rather than “Operational Works”.

The following report has been submitted for inclusion into Council's Ordinary Council Meeting to be held 24 March 2021.

SUMMARY

Council is required to confirm the minutes of the Ordinary Council Meeting Minutes held on 10 March 2021.

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 10 March 2021 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 10 March 2021 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 10 March 2021, the following interests were declared and recorded in the minutes:

Councillor	MPI/COI	Report No.	Particulars of the interest
<i>Cr Jan Clifford</i>	<i>COI</i>	<i>18.1</i>	<i>Due to her position as Chair of the Whitsunday Housing Company</i>
<i>Cr Michelle Wright</i>	<i>COI</i>	<i>13.6</i>	<i>Due to her previous employment with DTMR</i>

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 10 March 2021, the following orders were made:

Councillor	Order Made
None for the 10 March 2021 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 10 March 2021

If Council is satisfied that the unconfirmed minutes are an accurate representation of what occurred at the meeting held on 10 March 2021 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 10 March 2021 with amendments

If Council is not satisfied that the unconfirmed minutes are an accurate representation of what occurred at the meeting held on 10 March 2021 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.

TABLED MATTERS

Unresolved Tabled Matters			
Date of Meeting	Resolution Number	Summary	Resolved
13/05/2020	20191416 - Development Permit for Material Change of Use - Showroom - 2-12 Central Avenue Cannonvale - Yoogalu Pty Ltd 2020/05/13.07	That the application lie on the table as the applicant has 'Stopped the Clock.	On hold pending the outcome of the intersection funding and discussion with DTMR - Corner Galbraith Park Road and Shute Harbour Road.
13/05/2020	20140012 - Request to Extend Currency Period - Reconfiguration of A Lot One (1) Lot into Two (2) Lots - 106 Patullo Road, Gregory River - 12 Rp744909 2020/05/13.08	That the application lie on the table until the application is properly made.	Remains on hold pending receipt of fees.
25/11/2020	Cantamessa Road Bridge 2020/11/25.27	That the item be tabled pending further investigations for temporary access, replacement, or closure of the bridge and to seek further information regarding funding.	Council has visited the site and is arranging for geotechnical investigations. Upon receipt of the geotechnical advice a preliminary design will be prepared.

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 10 March 2021 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 10 March 2021

Attached separately

6. Business Arising

No agenda items for this section.

7. Deputations

No agenda items for this section.

8. Petitions

No agenda items for this section.

9. Notice of Motion

No agenda items for this section.

10. Questions on Notice

No agenda items for this section.

11. Questions from Public Gallery

PUBLIC QUESTION TIME

Excerpt of Council's Standing Orders:

1. Questions from the Public Gallery must be submitted in writing to Council prior to the Council Meeting.
2. The time allocated shall not exceed fifteen (15) minutes for each speaker (and no more than three (3) speakers shall be permitted to speak at any one (1) meeting).
3. If any address or comment is irrelevant, offensive, or unduly long, the Chairperson may require the person to cease making the submission or comment.
4. 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.

12. Office of the Mayor and CEO

No agenda items for this section.

13. Corporate Services

13.1 FINANCIAL REPORT - FY 2020/2021 - PERIOD ENDING FEBRUARY 2021

AUTHOR: Stephen Fernando - Chief Financial Officer

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 February 2021 of the Financial Year 2020/21.

The following report has been submitted for inclusion into Council's Ordinary Meeting to be held on 24 March 2021.

SUMMARY

The report presents the unaudited financial statements for the period ending February 2021, outlining Council's current financial status.

PURPOSE

To inform Councillors of Council's financial performance and position for the relevant period.

BACKGROUND

The financial statements are being prepared and presented in keeping with the requirements of the Local Government Act and Regulations.

STATUTORY/COMPLIANCE MATTERS

Local Government Act 2009 (LGA)

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 relevant period in the current financial year.

The Council remains in a stable financial position at the end of February, but there are concerns on the delivery of the capital projects in line with the amended budget from the

second budget review. While rates have issued there remains a watch over the payment of these rates and charges to ensure that cash levels are maintained to support the operations.

Council is set to receive a revaluation for all land within the region from DNRME and this is expected to be received before the end of March with outcomes still unknown pending a briefing from the departmental officers from Mackay.

The revaluation of the main asset classes within the balance sheet – being roads, water and sewerage is substantially complete with data checking being carried out within the system to ensure the integrity of the information remains sound. The result will see an impact on depreciation, and this will be discussed further and agreed with auditors prior to any changes to financial statements or budgets. This work should be complete by the end of March.

Council will see the interim conducted in March with external auditors coming to site for sampling and review of controls and reporting.

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. It also ensures that Council is compliant with the requirements of the Local Government Act.

CONSULTATION

Julie Moller, Manager Strategic Finance
Katie Coates, Management Accountant
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

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

ATTACHMENTS

Attachment 1 - Monthly Financial Report - February 2021
Attachment 2 - Financial Statements for the Financial Year 2020/21 to February 2021
Attachment 3 - Capital Delivery Report - February 2021

FINANCIAL REPORT

Financial Year: 2020/21

Period Ending: February 2021



BACKGROUND

This report provides the estimated financial performance and position of Whitsunday Regional Council (**Council**) for the relevant period in the current financial year.

INCOME & EXPENDITURE

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

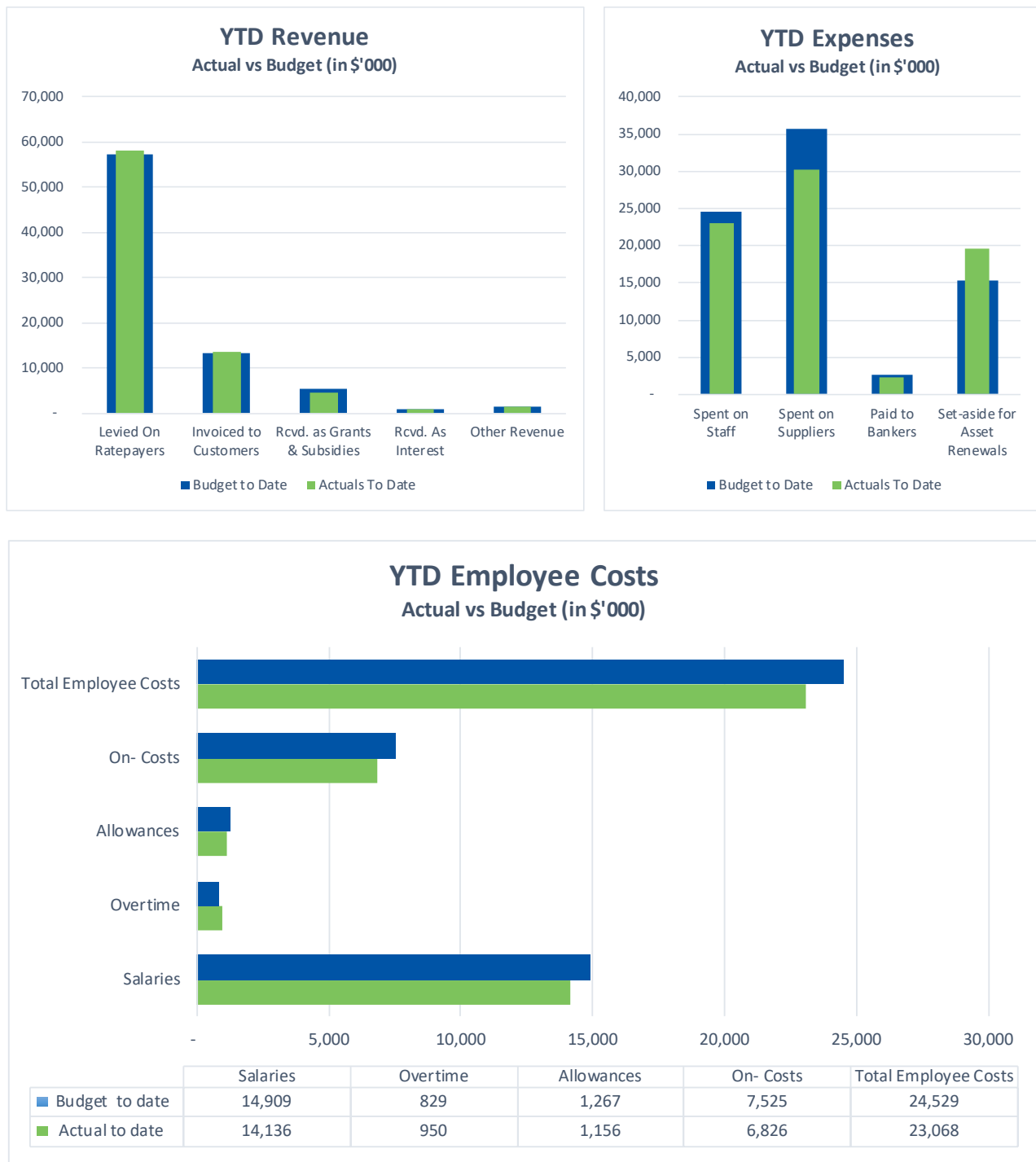
For the period under review, Council's operating surplus stood at just over \$3.5M, after charging depreciation (What We Set-aside for Asset Renewals) of \$19.6M.

Table 1 : Statement of Income & Expenditure

(in \$'000)	Prev. Yr. Audited	Current Budget to date	Actual to date	% Var Current Bud v Act
What We Levied Our Ratepayers	84,913	57,408	58,222	101%
What We Invoiced Our Customers	20,945	13,226	13,595	103%
What We Rcvd. as Grants & Subsidies	10,633	5,513	4,591	83%
What We Rcvd. As Interest from Investment	1,651	765	728	95%
Our Other Revenue	7,689	1,352	1,503	111%
Our Total Recurrent Earnings	125,830	78,264	78,640	100%
What We Spent on Our Staff	36,877	24,529	23,068	94%
What We Spent on Our Suppliers	52,881	35,714	30,177	84%
Our Total Direct Spend	89,758	60,243	53,245	88%
What We Paid Our Bankers	4,066	2,556	2,317	91%
What We Set-aside for Asset Renewals	29,181	15,335	19,569	128%
Our Operating Surplus/(Deficit)	2,825	129	3,508	2710%
Our Capital Revenue	60,513	66,736	45,924	69%
Our Capital Expenses	26,417	11,017	-	0%
Our Capital Surplus/(Deficit)	34,097	55,719	45,924	82%
Our Net Earnings	36,922	55,848	49,433	89%

- Revenues are more or less in line with budget. The variation in grants revenue is primarily a timing issue. Investment income may end up slightly below budget due to low interest rates.
- Operating surplus is well above expectation due to:
 - expenditure on staff being below budget due to vacancies.
 - expenditure on materials and services being almost 15% below budget.

Additional details of revenue and expenditure and their comparison to budget are graphically presented below:



The current vacancies continued to be processed with the number of staff leaving exceeding the current replacement rates. Of the current 28 vacancies, 9 are at pre-employment checking, 10 are

under short-listing and interview and 6 are currently advertised and closing soon, with 3 vacancies on hold.

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 Bn.

Table 2 : Statement of Financial Position

(in \$'000)	Prev. Yr. Audited	Annual Budget	Actual to date
What We Own	1,137,128	1,228,979	1,171,200
Inventory We Hold	1,646	1,745	1,444
What We are Owed	27,789	21,266	53,637
What We Have in Bank	68,776	54,574	69,193
Our Total Assets	1,235,338	1,306,565	1,295,473
What We Owe Our Suppliers	47,053	44,824	61,053
What We Owe Our Lenders	86,507	76,191	83,210
Our Total Liabilities	133,560	121,014	144,263
Our Community Wealth	1,101,778	1,185,551	1,151,211

- Cash balances remain at healthy levels.
- 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	35,797
General Debtors	4,605
GST Receivable/(Payable)	656
Advances to Community	1,052
SUB-TOTAL	42,110

Contract Assets	9,775
Water Charges not yet levied	1,218
Prepayments	1,144
Provision for Bad Debts	(610)
SUB-TOTAL	11,527

GRAND TOTAL	53,637
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What We Have Borrowed (\$ '000)		
Loan	Rate	Balance
81091 Gen5 05/06	7.08%	1,914
81092 Gen7 08/09	6.82%	4,401
81090 Gen8 09/10	6.33%	2,905
81089 Gen8 AMSU	5.07%	2,948
81093 STP Projects	5.25%	19,594
81094 WTP Projects	4.86%	9,556
Bowen STP 19/20	2.20%	9,341
WCA Run 19/20	2.20%	22,884
Bowen Cell 3 19/20	0.91%	2,300
Bowen STP 20/21	1.80%	5,514
TOTAL		81,358

What We Have Available to Borrow ('000)		
Facility	Rate	Limit
Working Capital Facility	0.25%	20,000
Term Loans		-
TOTAL		20,000

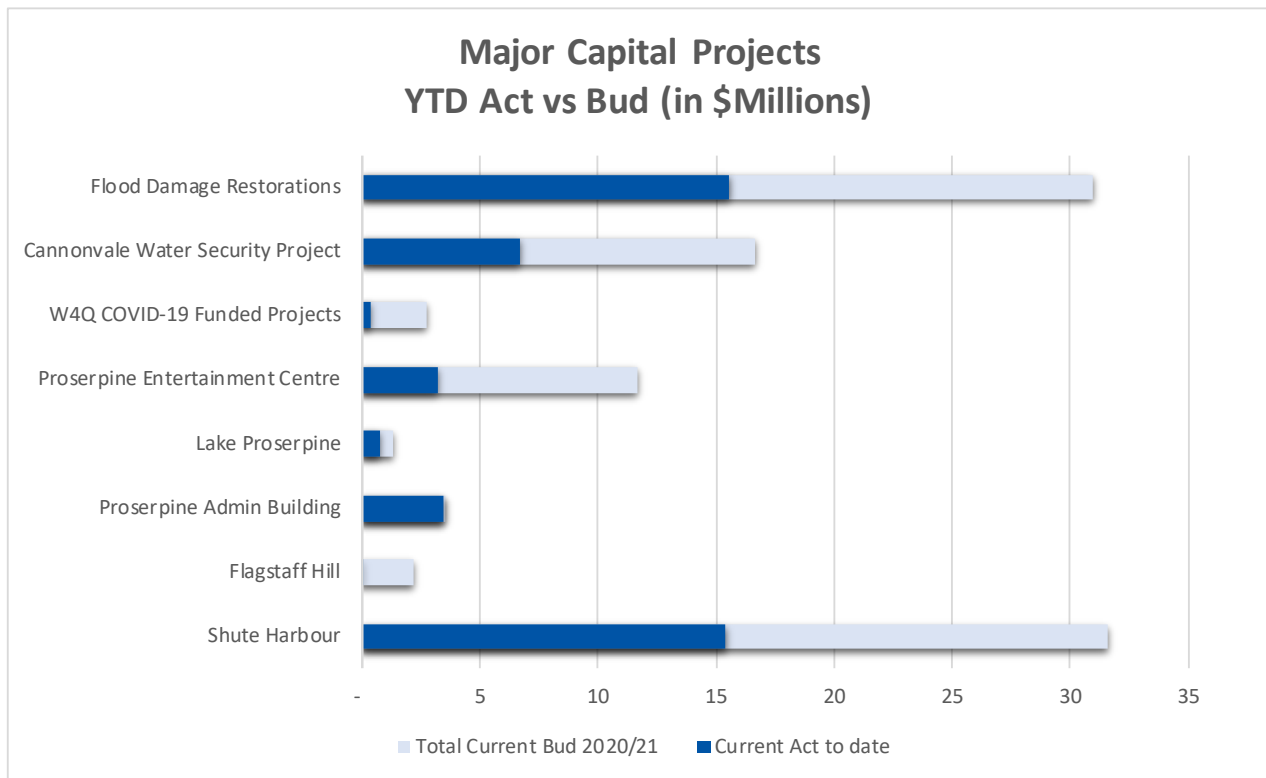
- Overall debtor balances are up to \$57.3m as the second rates levy was issued on 28 February 2021. Rates discount closes on the 9 March 2021.
- The short-term working capital facility remains unutilised.

Investments

	Prev. Yr	Current
Queensland Treasury Corporation	68,776	69,193

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

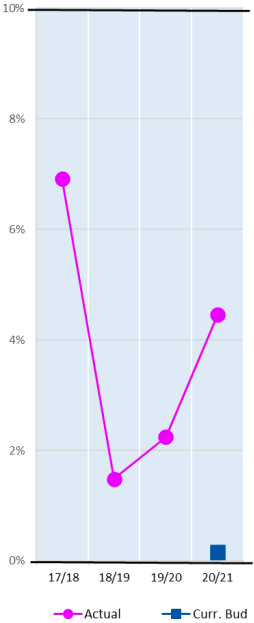
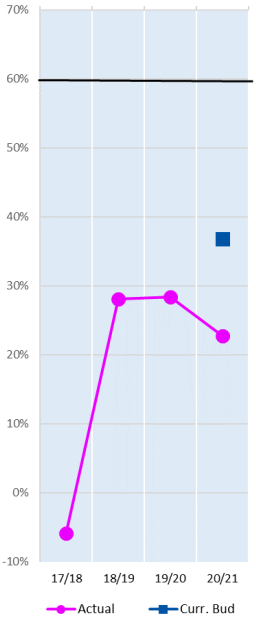
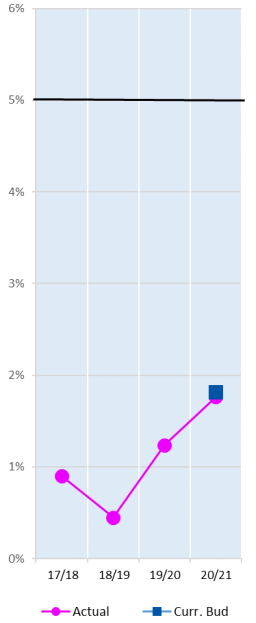
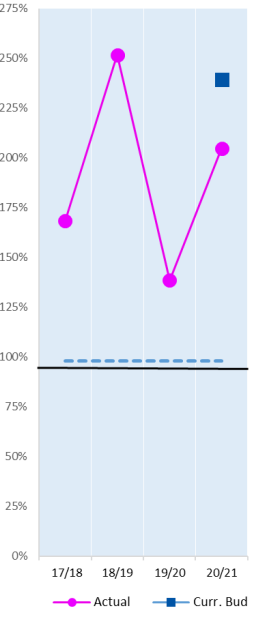
CAPITAL DELIVERY



- Capital delivery is around 82% of the YTD capital budget as at end February 2021.
- Projects are still tracking behind budget and focus is needed to ensure delivery and limited carryover into the new financial year. A detailed review will be undertaken in March/April to plan for upcoming budget capital and confirm project end dates and what may need to carry into the next year.

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  10% 8% 6% 4% 2% 0% 17/18 18/19 19/20 20/21 —●— Actual —■— Curr. Bud	NET FINANCIAL LIABILITIES RATIO (ADJUSTED)  70% 60% 50% 40% 30% 20% 10% 0% -10% 17/18 18/19 19/20 20/21 —●— Actual —■— Curr. Bud	INTEREST COVERAGE RATIO  6% 5% 4% 3% 2% 1% 0% 17/18 18/19 19/20 20/21 —●— Actual —■— Curr. Bud	ASSET SUSTAINABILITY RATIO  275% 250% 225% 200% 175% 150% 125% 100% 75% 50% 25% 0% 17/18 18/19 19/20 20/21 —●— Actual —■— Curr. Bud --- 5 Yr Avg.
<i>Net Operating Surplus/(Deficit) divided by Total Operating Revenue</i> Target: 0% - 10% Feb Actual: 4.46% Budget: 0.17%	<i>Total Liabilities less Current Assets divided by Total Operating Revenue</i> Target: below 60% Feb Actual: 25.42% Budget: 36.99%	<i>Net interest expense divided by total operating revenue</i> Target: below 5% Feb Actual: 1.77% Budget: 1.82%	<i>Expenditure on Replacement Assets divided by Depreciation Expense</i> Target: Avg. 90% Feb Actual: 204.72% Budget: 239.11%
Operating surplus is well above budgeted levels, despite revenue being below budget, primarily due to underspend on materials & services.	Financial liabilities are maintained at a steady level well below the maximum level.	Well below the recommended maximum thresholds and in line with budget. No additional borrowings are envisaged during the year.	Will continue to remain above target 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 Act vs Bud	Curr. Yr. to date	Flag
Our Earnings	97%	66%	
Our Expenditure	97%	66%	
Our Capital Delivery	87%	82%	
Our Cash on Hand	107%	127%	

- All key indicators are currently within target levels.

OTHER MATTERS

- The budgeting process for the financial year 2021/22 is underway. The budget compilation is being carried out using the TechnologyOne budget module.
- The first draft of the capital budget for 2021/22 has been compiled and will be reviewed by ELT and then by Council in March 2021.
- The revaluation process remains ongoing with a reconciliation and review of the revaluation data being loaded into the system on an ongoing basis.
- Queensland Audit Office will be on site during March for their interim audit.
- Queensland Treasury Corporation (QTC) will be conducting a credit review of Council this financial year. No firm date has been set.
- The purchase card module of TechnologyOne is being reviewed for implementation.
- Finance staff are involved in testing the upgraded property & rates module of the Civica Authority system.
- Rate notices were issued in late January and are due for payment in March.

WHITSUNDAY REGIONAL COUNCIL

Financial Statements

For the period ending 28 February 2021

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WHITSUNDAY REGIONAL COUNCIL

Statement of Comprehensive Income
For the period ending 28 February 2021

		2021	2020	Revised Budget 2020/21	PTD Budget 2020/21	Variance to PTD Budget
		YTD	30 June			
Note		\$	\$	\$	\$	%
Income						
Recurrent revenue						
	3 (a)	58,222,337	84,913,238	86,111,614	57,407,743	101%
	3 (b)	7,503,905	12,367,742	11,174,916	7,449,944	101%
	3 (c)	2,865,944	3,232,050	3,138,496	2,092,331	137%
		306,596	428,889	450,815	300,543	102%
		728,418	1,650,666	1,147,186	764,791	95%
	3 (d)	2,918,357	4,915,902	5,075,322	3,383,548	86%
		1,503,470	7,689,235	2,027,650	1,351,767	111%
	4 (i)	4,590,612	10,632,767	8,269,468	5,512,979	83%
		78,639,639	125,830,489	117,395,467	78,263,645	100%
Capital revenue						
	4 (ii)	45,104,790	60,449,475	99,153,627	66,102,418	68%
		45,104,790	60,449,475	99,153,627	66,102,418	
		123,744,429	186,279,964	216,549,094	144,366,063	
		819,435	63,764	950,771	633,847	129%
	2 (b)	124,563,864	186,343,728	217,499,865	144,999,910	86%
Expenses						
Recurrent expenses						
	5	(23,067,967)	(36,876,686)	(36,793,671)	(24,529,114)	94%
	6	(30,177,403)	(52,881,261)	(53,570,743)	(35,713,829)	84%
	7	(2,317,227)	(4,066,083)	(3,834,530)	(2,556,353)	91%
	15	(19,568,597)	(29,181,271)	(23,002,354)	(15,334,903)	128%
		(75,131,194)	(123,005,300)	(117,201,298)	(78,134,199)	
Capital expenses						
	8	-	(26,416,518)	(16,526,017)	(11,017,345)	
	2 (b)	(75,131,194)	(149,421,818)	(133,727,315)	(89,151,543)	84%
		49,432,670	36,921,910	83,772,550	55,848,367	
Other comprehensive income						
Items that will not be reclassified to net result						
		-	683	-	-	
		-	683	-	-	
		49,432,670	36,922,593	83,772,550	55,848,367	

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 28 February 2021

		2021	2020	Revised Budget 2020/21
	Note	\$	\$	\$
Retained surplus (deficiency) from prior years		6,626,153	(3,777,717)	6,624,688
Adjustment for prepaid rates		-	7,819,074	-
Net result for the year		49,432,670	36,921,910	83,772,550
		56,058,823	40,963,267	90,397,238
Transfers (to) from capital account				
Transfer of capital income		(819,435)	(63,764)	(950,771)
Transfer of capital expenses	8	-	26,416,518	16,526,017
Non-monetary capital revenue	4 (ii)(b)	-	(1,323,848)	-
General revenue used for capital funding purposes	CFS*	(5,584,122)	-	(4,357,446)
Unspent capital revenue transferred from capital	CFS*	-	11,753,283	-
Adjustment for unfunded depreciation		2,619,465	7,506,997	6,649,770
Transfer to adjust the working capital cash		-	(495,163)	-
Net capital account transfers		(3,784,093)	43,794,023	17,867,570
Transfers (to) from restricted reserves				
Constrained grants and subsidy reserve		(14,407,159)	(26,385,462)	(38,202,686)
Constrained NDRRA grants reserve		(30,697,631)	(29,553,310)	(60,113,088)
Retained surplus (deficiency) available for transfer to reserves		7,169,941	28,818,517	9,949,034
Transfers (to) from reserves for future capital funding:				
Insurance reimbursed reserve		-	(2,616,000)	-
Capital works reserve		(2,438,508)	(20,013,314)	(3,276,360)
Transfers (to) from reserves for future recurrent funding purposes:				
Operational projects reserve		-	436,950	-
		-	-	-
		-	-	-
Retained surplus (deficit) at end of year		4,731,433	6,626,153	6,672,674

*CFS - Denotes Capital Funding Statement

WHITSUNDAY REGIONAL COUNCIL

Statement of Financial Position

As at 28 February 2021

		2021	2020	Revised Budget 2020/21
	Note	\$	\$	\$
Current assets				
Cash and cash equivalents	10	69,192,652	68,775,501	54,574,209
Receivables	12 (a)	41,478,557	13,584,141	11,082,014
Inventories	12	1,128,840	1,330,586	1,430,456
Contract assets		9,775,115	9,492,762	5,492,762
Other assets		2,362,479	4,691,452	4,691,452
		123,937,643	97,874,442	77,270,893
Non-current assets held for sale		315,000	315,000	315,000
Total current assets		124,252,643	98,189,443	77,585,893
Non-current assets				
Receivables		21,000	21,000	-
Investment properties	13	1,800,000	1,800,000	1,665,398
Property, plant and equipment	14	1,167,566,465	1,133,494,546	1,222,594,617
Intangible assets				2,885,823
Right of use assets		1,833,351	1,833,351	1,833,351
Total non-current assets		1,171,220,816	1,137,148,897	1,228,979,189
TOTAL ASSETS		1,295,473,459	1,235,338,340	1,306,565,082
Current liabilities				
Trade and other payables	15	36,080,322	22,189,713	21,887,753
Provisions	16	10,101,452	9,888,573	7,967,087
Borrowings	17	5,372,131	5,372,131	5,317,457
Contract liabilities		7,042,906	7,042,906	-
Total current liabilities		58,596,812	44,493,323	35,172,296
Non-current liabilities				
Provisions	16	7,828,103	7,931,719	9,651,394
Borrowings	17	77,837,662	81,135,085	76,190,630
Total non-current liabilities		85,665,765	89,066,804	85,842,024
TOTAL LIABILITIES		144,262,577	133,560,128	121,014,320
NET COMMUNITY ASSETS		1,151,210,882	1,101,778,212	1,185,550,762
Community equity				
Council capital -				
Investment in capital assets		727,721,935	690,352,594	787,338,597
Asset revaluation surplus		360,463,221	360,463,221	360,463,221
Retained surplus/ (deficiency)		4,731,433	6,626,153	6,672,674
Reserves		58,294,293	44,336,244	31,076,271
TOTAL COMMUNITY EQUITY		1,151,210,882	1,101,778,212	1,185,550,762

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 28 February 2021

	Note	Total		Retained surplus (deficit)		Reserves		Asset revaluation surplus		Council Capital	
		2021	2020	2021	2020	2021	2020	2021	2020	2021	2020
		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Balance at beginning of the year		1,101,778,212	1,054,258,015	6,626,153	(3,777,717)	44,336,244	47,239,722	360,463,221	360,462,538	690,352,594	650,333,471
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	6,626,153	4,041,357	44,336,244	47,239,722	360,463,221	360,462,538	690,352,594	653,112,001
Net result		49,432,670	36,921,910	49,432,670	36,921,910	-	-	-	-	-	-
Other comprehensive income for the year											
Change in value of future rehabilitation costs		-	683					-	683		
Total comprehensive income for the year		49,432,670	36,922,593	49,432,670	36,921,910	-	-	-	683	-	-
Transfers (to) from retained earnings to capital		-	-	(3,784,093)	43,794,023	-	-	-	-	3,784,093	(43,794,023)
Transfers (to) from retained earnings and recurrent reserves		-	-	-	436,950	-	(436,950)	-	-		
Transfers (to) from capital reserves and capital		-	-	(47,543,298)	(78,568,086)	13,958,049	(2,466,529)	-	-	33,585,249	81,034,615
Net transfers in year		-	-	(51,327,390)	(34,337,114)	13,958,049	(2,903,478)	-	-	37,369,342	37,240,593
		-	-							-	-
Balance at end of the year		1,151,210,882	1,101,778,212	4,731,433	6,626,153	58,294,293	44,336,244	360,463,221	360,463,221	727,721,935	690,352,594

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 28 February 2021

	Note	2021 \$	2020 \$	Revised Budget 2020/21 \$
Cash flows from operating activities				
Receipts				
General rates and utility charges		30,838,337	83,605,795	88,400,939
Sale of goods and major services		7,503,905	12,367,742	11,174,916
Lease, rental and levies, fees and charges		3,172,468	3,225,316	3,369,311
Other income		3,474,212	16,332,113	6,828,547
GST received		858,154	14,868,514	(1,037,544)
Receipts from customers		45,847,076	130,399,481	108,736,168
Operating grants, subsidies and contributions		4,590,612	12,359,971	8,269,468
Interest received		728,418	1,650,666	1,147,186
Payments				
Payments for materials and services		(14,660,544)	(59,932,128)	(53,670,613)
Payment to employees		(22,650,654)	(35,987,474)	(36,793,671)
GST paid		-	(14,476,754)	-
Payments to suppliers and employees		(37,311,198)	(110,396,356)	(90,464,284)
Interest expense		(2,116,692)	(3,250,982)	(3,600,988)
Net cash inflow (outflow) from operating activities		11,738,217	30,762,780	24,087,551
Cash flows from investing activities				
Commonwealth government grants		1,204,977	5,481,533	-
State government subsidies and grants arising from contract assets and liabilities		(282,352)	6,249,696	-
Other capital State government subsidies and grants		41,269,153	49,470,842	101,528,627
Capital contributions		2,630,659	4,173,252	1,625,000
Payments for property, plant and equipment		(53,640,515)	(95,288,067)	(131,515,238)
Payments for investment property		-	(135,576)	-
Proceeds from sale of property, plant and equipment		819,435	702,227	950,771
Net movement in loans to community organisations		(25,000)	(25,281)	1,027,000
Net cash inflow (outflow) from investing activities		(8,023,643)	(29,371,375)	(26,383,840)
Cash flows from financing activities				
Proceeds from borrowings		-	8,167,094	-
Repayment of borrowings	17	(3,297,423)	(4,226,926)	(4,997,672)
Repayments made on finance leases		-	(174,357)	-
Net cash inflow (outflow) from financing activities		(3,297,423)	3,765,810	(4,997,672)
Net increase (decrease) in cash and cash equivalents held		417,151	5,157,216	(7,293,961)
Cash and cash equivalents at beginning of the financial year		68,775,501	63,618,285	61,868,170
Cash and cash equivalents at end of the financial year	10	69,192,652	68,775,501	54,574,209

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 28 February 2021

	Note	2021	2020	Revised Budget 2020/21
		\$	\$	\$
Sources of capital funding				
General revenue used for capital purposes		5,584,122	-	4,357,446
Excess capital revenue provided in year		-	(11,753,283)	-
Finance leases for right of use assets		-	468,579	-
Loan monies expended		-	8,167,094	-
Funded depreciation and amortisation		15,886,011	21,674,274	16,352,584
Proceeds from the sale of capital assets	0	819,435	702,227	950,771
Donated and contributed physical assets		-	1,323,848	-
Constrained grants, subsidies and contributions		12,121,170	36,892,209	40,357,393
Insurance reimbursed reserve		654,041	-	70,000
Capital Works reserve		3,856,462	13,459,178	11,695,628
Insurance Restoration reserve		-	1,129,919	2,616,000
Constrained NDRRA grants reserve		18,016,697	29,553,310	60,113,088
		56,937,939	101,617,354	136,512,910
Application of capital funding				
Non-current capital assets				
Land and Improvements		-	126,461	-
Buildings and Other Structures		-	25,871,843	67,261,951
Plant and equipment		-	9,121,423	4,968,328
Intangible assets		-	-	2,885,823
Transport Infrastructure		-	46,103,096	62,150,546
Water		-	2,553,538	19,371,002
Sewerage		-	11,450,050	3,335,588
Right of use - Land		-	11,322	-
Right of use - Buildings		-	457,258	-
Movement in capital work in progress		53,640,515	1,385,503	(28,458,000)
Investment property		-	135,576	-
		53,640,515	97,216,070	131,515,238
Principal loan redemptions				
Queensland Treasury Corporation		3,297,423	4,226,926	4,997,672
Finance leases for right of use assets		-	174,357	-
		3,297,423	4,401,284	4,997,672
		56,937,939	101,617,354	136,512,910

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 28 February 2021

2 Analysis of results by program

(b) Income and expenses defined 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	130,605	78,834	-	-	209,439	(4,936,861)	-	(4,936,861)	(4,727,423)	(4,727,423)	(0)
Corporate Services	1,929,955	33,170,527	6,515,733	815,617	42,431,832	5,066,469	-	5,066,469	40,166,951	47,498,301	189,400,210
Community Environmental Services	252,881	2,147,661	37,800	(198)	2,438,144	(7,886,996)	-	(7,886,996)	(5,486,454)	(5,448,852)	4,036,849
Engineering	1,507,520	2,824,739	17,622,383	1,879,436	23,834,078	(21,934,654)	-	(21,934,654)	(17,602,396)	1,899,424	565,965,999
Waste Management	126,133	5,346,968	25,000	-	5,498,101	(5,178,540)	-	(5,178,540)	294,561	319,561	11,641,013
Planning & Development Assessment	41,519	1,365,415	-	-	1,406,934	(2,578,248)	-	(2,578,248)	(1,171,313)	(1,171,313)	-
Customer Experience	-	355,791	511,823	147,285	303,317	(8,437,083)	-	(8,437,083)	(8,792,874)	(8,133,766)	37,014,183
Airport Operations	602,000	2,868,319	519,445	-	3,989,764	(4,298,855)	-	(4,298,855)	(828,536)	(309,091)	78,324,023
Quarries & Pitts	-	2,532,682	-	-	2,532,682	(2,704,666)	-	(2,704,666)	(171,984)	(171,984)	2,908,172
Shute Harbour Operations	-	111,792	14,014,892	-	14,126,684	(166,167)	-	(166,167)	(54,375)	13,960,517	41,311,468
Water Services	-	13,268,414	2,540,000	766,631	16,575,046	(12,798,131)	-	(12,798,131)	470,283	3,776,915	164,060,190
Sewerage Services	-	10,689,465	687,055	(158,677)	11,217,843	(9,277,461)	-	(9,277,461)	1,412,004	1,940,382	198,472,804
Total	4,590,612	74,049,027	42,474,130	3,450,095	124,563,864	(75,131,194)	-	(75,131,194)	3,508,445	49,432,670	1,293,134,910

For the year ended 30 June 2020

for the year ended 30 June 2020											
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							
	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 28 February 2021

	Note	2021 \$	2020 \$
3 Revenue			
(a) Rates and levies			
General rates		33,909,251	50,181,421
Water		6,136,218	8,674,903
Water consumption, rental and sundries		5,794,321	7,743,833
Sewerage		11,453,238	16,586,925
Waste management		3,980,230	5,469,534
Rates and utility charge revenue		61,273,258	88,656,616
Less: Discounts		(2,591,651)	(3,074,746)
Less: Pensioner remissions		(459,270)	(668,633)
Net rates and utility charges		58,222,337	84,913,238
(b) Sale of goods and major services			
Parking and other ranger services		663,008	1,083,561
Refuse tips and transfer station charges		1,642,655	2,098,996
Aerodrome charges		1,815,828	3,980,384
Quarry charges		2,435,872	3,195,155
Shute harbour commercial activities		117,071	196,620
Caravan parks fees and charges		487,963	607,236
Water and sewerage fees and charges		341,508	1,060,363
Other		-	145,426
		7,503,905	12,367,742
(c) Fees and Charges			
Statutory fees and charges include			
Lodgement fees		1,193,221	1,176,419
Dog registrations		238,685	249,490
Inspection fees		60,452	501,496
Licences and permits		492,153	374,312
Fines and infringements		(122,039)	(147,676)
Other statutory fees		815,841	718,151
User fees and charges		187,632	359,858
		2,865,944	3,232,050
(d) Sales of contract and recoverable works			
Transport and Main Roads		2,918,357	4,915,902
		2,918,357	4,915,902
There are no contracts in progress at the year end. The contract work carried out is not subject to retentions.			
4 Grants, subsidies, contributions and donations			
(i) Recurrent			
General purpose grants		2,460,303	5,549,328
State government subsidies and grants		1,635,201	2,314,810
NDRRA flood damage grants for operational repairs		495,109	2,663,696
Contributions		-	97,853
(ii) Capital			
(a) Monetary revenue designated for capital funding purposes			
Commonwealth government grants		1,204,977	5,481,533
State government subsidies and grants		10,571,522	19,917,531
NDRRA flood damage grants for capitalised repairs		30,697,631	29,553,310
Contributions		2,630,659	4,173,252
		45,104,790	59,125,627
(b) Non-monetary revenue received -			
Developer contributions of physical assets at fair value		-	1,323,848
		-	1,323,848
Total capital revenue		45,104,790	60,449,475

WHITSUNDAY REGIONAL COUNCIL

Notes to the Financial Statements

For the period ending 28 February 2021

	Note	2021 \$	2020 \$
5 Employee benefits			
Total staff wages and salaries		16,146,813	27,220,897
Councillors' remuneration		377,196	559,059
Annual, sick and long service leave entitlements		3,364,386	5,577,686
Superannuation		2,295,245	3,554,302
		<u>22,183,640</u>	<u>36,911,944</u>
Other employee related expenses		1,956,961	3,182,626
		<u>24,140,601</u>	<u>40,094,570</u>
Less capitalised employee expenses		(1,072,634)	(3,217,884)
		<u><u>23,067,967</u></u>	<u><u>36,876,686</u></u>
6 Materials and services			
Audit of annual financial statements by the Auditor-General of Queensland		30,288	125,928
Community Donations, grants, subsidies & contributions		1,579,405	2,320,844
Legal services		380,027	987,123
Insurance		1,393,737	1,946,722
Consultants & Services		551,627	1,310,765
Contractors		10,594,209	17,237,975
Plant & Equipment		2,533,757	3,873,741
Advertising & Marketing		744,089	324,425
Cost of inventories		268,762	410,452
Communications & IT		2,580,639	4,188,212
Repairs & Maintenance & Utility charges		2,416,748	4,149,711
Raw materials & consumables		3,371,460	10,619,872
Registrations & subscriptions		264,728	278,073
Safety		481,210	948,971
Purchase of water		1,663,340	2,417,403
Rentals - Operating leases		346,604	396,480
Other material and services		976,773	1,344,563
		<u><u>30,177,403</u></u>	<u><u>52,881,261</u></u>
7 Finance costs			
Finance costs charged by the Queensland Treasury Corporation		2,116,692	3,211,095
Interest on finance leases		-	39,887
Bank charges		200,463	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><u>2,317,227</u></u>	<u><u>4,066,083</u></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		-	3,237,646
Total capital expenses		<u><u>-</u></u>	<u><u>26,416,518</u></u>
9 Loss on write-off of capital assets			
Investment property - Land and Buildings	13	-	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
		<u><u>-</u></u>	<u><u>22,791,738</u></u>

WHITSUNDAY REGIONAL COUNCIL

Notes to the Financial Statements For the period ending 28 February 2021

	Note	2021 \$	2020 \$
10 Cash and cash equivalents			
Cash at bank and on hand		1,834,974	975,280
Deposits at call		67,357,678	67,800,222
Total cash and cash equivalents per statement of cash flows		69,192,652	68,775,501
Total cash assets		69,192,652	68,775,501
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)	14,836,263	(0)
Unspent developer contributions	18 (a) (ii)	9,277,822	9,147,163
Rates in advance		974,365	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		32,329,862	43,367,849
Total cash held to contribute to identified funding commitments		64,461,219	62,149,348
Cash and deposits at call are held in the Westpac Bank and Queensland Treasury Corporation in a normal term deposits and Business cheque accounts. The bank currently has a short term credit rating of A1+ and long term rating of AA-.			
11 Receivables			
(a) Current			
Rateable revenue and utility charges		35,796,918	7,847,983
GST recoverable		656,251	1,683,384
Other debtors		4,604,801	3,657,186
Less impairment provision		(610,413)	(610,413)
		40,447,557	12,578,141
Loans and advances to community organisations		1,031,000	1,006,000
		41,478,557	13,584,141
(b) Non-current			
Loans and advances to community organisations		21,000	21,000
		21,000	21,000
12 Inventories			
Inventories for internal use-			
Quarry and road materials		563,933	772,465
Stores and materials		564,907	558,121
Land purchased for development and sale		(0)	(0)
		1,128,840	1,330,586
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		1,800,000	1,800,000

WHITSUNDAY REGIONAL COUNCIL

Notes to the Financial Statements
For the period ending 28 February 2021

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		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Opening gross value as at 1 July 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
Minor correction to opening balance		-	-	-	-	-	-	-	-	-	-	-	-
Additions at cost		-	-	-	-	-	-	53,640,515	53,640,515	-	-	-	-
		-	-	-	-	-	-	-	-	-	-	-	-
Contributed assets at valuation		-	-	-	-	-	-	-	-	-	-	-	-
Internal transfers from work in progress		-	-	-	-	-	-	-	-	-	-	-	-
Disposals		-	-	-	-	-	-	-	-	-	-	-	-
Write-offs	9	-	-	-	-	-	-	-	-	-	-	-	-
Internal transfers between asset classes		-	-	-	-	-	-	-	-	-	-	-	-
Transfer to investment properties	13	-	-	-	-	-	-	-	-	-	-	-	-
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	172,306,445	1,615,486,619	1,560,888	457,258	8,290	2,026,435
Accumulated depreciation and impairment													
Opening balance as at 1 July 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
Minor correction to opening balance		-	-	-	-	-	-		-	-	-	-	-
Depreciation provided in year		-	2,516,885	2,291,790	8,036,653	3,764,925	2,958,343		19,568,597	-	-	-	-
Depreciation on disposals		-	-	-	-	-	-		-	-	-	-	-
Depreciation on write-offs	9	-	-	-	-	-	-		-	-	-	-	-
Internal transfers between asset classes		-	-	-	-	-	-		-	-	-	-	-
Transfer to investment properties	13	-	-	-	-	-	-		-	-	-	-	-
Accumulated depreciation as at 30 June 2021		23,664	42,488,273	30,714,975	148,511,519	149,995,219	76,186,505		447,920,154	36,051	152,419	4,613	193,084
Total written down value as at 30 June 2021		45,594,876	77,917,505	25,253,826	565,730,419	127,889,827	152,873,568	172,306,445	1,167,566,465	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		-	-	-	-	-	-	40,060,806	40,060,806	-	-	-	-
Addition of other assets		-	-	-	-	-	-	13,579,709	13,579,709	-	-	-	-
Total additions in year		-	-	-	-	-	-	53,640,515	53,640,515	-	-	-	-

* ARS denotes - Asset Revaluation Surplus

WHITSUNDAY REGIONAL COUNCIL

Notes to the Financial Statements
For the period ending 28 February 2021

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 28 February 2021

		2021	2020
	Note	\$	\$
15 Trade and other payables			
Current			
Accruals		230,760	425,123
Creditors		33,973,941	18,410,975
Rates in advance		974,365	2,591,430
Employee related accruals		551,464	243,415
GST payable		349,792	518,771
		<u>36,080,322</u>	<u>22,189,713</u>
16 Provisions			
Current			
Annual leave		3,809,474	3,931,696
Long service leave		4,415,584	4,035,391
Other entitlements		171,720	216,811
Property restoration:			
(i) Refuse sites		<u>1,704,675</u>	<u>1,704,675</u>
		<u>10,101,452</u>	<u>9,888,573</u>
Non-Current			
Long service leave		2,008,335	2,111,951
Property restoration			
(i) Refuse sites		5,183,407	5,183,407
(ii) Quarry rehabilitation		<u>636,361</u>	<u>636,361</u>
		<u>7,828,103</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	1,704,675
Non-current portion		<u>5,183,407</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>

WHITSUNDAY REGIONAL COUNCIL

Notes to the Financial Statements For the period ending 28 February 2021

		2021	2020
	Note	\$	\$
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	257,462
		5,372,131	5,372,131
Non-current			
(i) Queensland Treasury Corporation		76,243,046	79,540,469
(iii) Finance leases for right of use assets		1,594,616	1,594,616
		<u>77,837,662</u>	<u>81,135,085</u>
Movements in borrowings			
(i) Queensland Treasury Corporation			
Balance at beginning of the year		84,655,139	80,714,971
Loans raised		-	8,167,094
Principal repayments		(3,297,423)	(4,226,926)
Balance at end of the year		<u>81,357,715</u>	<u>84,655,139</u>
Classified as			
Current		5,114,670	5,114,670
Non-current		76,243,046	79,540,469
		<u>81,357,715</u>	<u>84,655,139</u>
18 Reserves			
(a) Restricted capital reserves			
(i) Future capital sustainability reserve			
Balance at beginning of the year		-	-
Funded depreciation on capital assets in year		16,949,132	21,674,274
Less: Funds utilised in the year		(15,886,011)	(21,674,274)
Balance at end of the year		<u>1,063,121</u>	<u>-</u>
(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		14,407,159	26,956,317
Transfers to the capital account funds expended in the year		(12,121,170)	(36,892,209)
Transfer to retained earnings funds expended		-	(570,855)
Balance at end of the year		<u>11,433,151</u>	<u>9,147,163</u>
(ii)(b) Constrained NDRRA grants reserve			
Balance at beginning of the year		(0)	(0)
Transfer from retained earnings for future expenditure		30,697,631	29,553,310
Transfer to the capital account funds expended in the period		(18,016,697)	(29,553,310)
		-	-
Balance at end of the year		<u>12,680,934</u>	<u>(0)</u>

WHITSUNDAY REGIONAL COUNCIL

Notes to the Financial Statements For the period ending 28 February 2021

		2021	2020
	Note	\$	\$
(b) Other reserves			
(1) Summary of capital reserves held for funding future projects			
(i) Insurance reimbursed reserve		2,375,580	3,029,621
(ii) Capital Works reserve		26,831,658	28,249,612
(iii) Insurance Restoration reserve		784,953	784,953
		<u>29,992,190</u>	<u>32,064,185</u>
(2) Summary of recurrent reserves held for funding future projects			
(i) Operational Projects reserve		3,124,896	3,124,896
(ii) Operational NDRRA Grants reserve		(0)	(0)
		<u>3,124,896</u>	<u>3,124,896</u>
Total other reserves		<u>33,117,086</u>	<u>35,189,081</u>
Total reserves		<u>58,294,293</u>	<u>44,336,244</u>
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	19,568,597	29,181,271
Change in restoration provisions expensed to finance costs		-	11,439
		<u>19,568,669</u>	<u>29,628,333</u>
Capital grants, subsidies and contributions	4	(45,104,790)	(60,449,475)
Capital income		(819,435)	(63,764)
Capital expenses	8	-	26,416,518
		<u>(45,924,225)</u>	<u>(34,096,721)</u>
(Increase) decrease in receivables		(23,021,403)	(4,479,984)
(Increase) decrease in inventories (excluding land)		201,746	(280,456)
(Increase) decrease in other assets		(1,071,027)	3,592,101
Increase (decrease) in payables		14,014,497	(3,737,700)
Increase (decrease) in provisions		154,355	623,868
Increase (decrease) in other liabilities		(1,617,065)	2,591,430
		<u>(11,338,897)</u>	<u>(1,690,741)</u>
Net cash inflow from operating activities		<u>11,738,217</u>	<u>30,762,780</u>

WHITSUNDAY REGIONAL COUNCIL

Notes to the Financial Statements

For the period ending 28 February 2021

	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	1,089,248,278	1,050,815,815
Operating surplus/(deficit) in year	3,508,445	2,825,189
Transfers from operating reserves to retained earnings in year	-	436,950
Retained surplus/(deficit) brought forward from prior year	6,626,153	(3,777,717)
Closing balance of the opening capital value	1,099,382,876	1,050,300,236
Change in the opening capital value	10,134,598	(515,579)
	%	%
Asset sustainability ratio		
Expenditure on replacement assets divided by depreciation expense	204.7%	138.5%
Target range >90%		
Operating surplus ratio		
Net operating surplus/(deficit) divided by total operating revenue	4.5%	2.2%
Guidance range is between 0% and 10%		
Net financial liability		
Total liabilities less current assets divided by total operating revenue	25.8%	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%	69.3%	70.5%
Interest cover ratio		
Net interest expense divided by total operating revenue	1.8%	1.2%
Target range is between 0% and 5%		
Working capital ratio		
Unrestricted current assets available to meet current liabilities	1.7 : 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.	4.5%	4.5%
Debt servicing ratio		
The percentage that the Council's total recurrent revenue that is used to service loan interest and principal repayments	6.9%	6.1%
General rate revenue ratio		
The Council's dependence on general rate revenue as a percentage of total recurrent revenue	43.1%	39.9%
Revenue ratio		
The Council's dependence on net rates and utility charges as a percentage of total recurrent revenue	74.0%	67.5%
Debt exposure ratio:		
The percentage of Council's capital debt to total community equity	7.2%	7.9%

Capital Expenditure as at Period ending 28 February 2021

Run Date 12/03/2021 15:53

Job	Description	a. Actuals to Period	b. Commitments	(a.+b.) Actuals + Commitments	d. Budget to Period	e. Total Annual Current Budget	(a./d.) % YTD Act to YTD Bud	a./e. % YTD Act to Ann Bud	e.- a. Remaining Bud \$
10000 - Office of the CEO									
1801 - Airport Operations									
4438	Land Purchase - Whitsunday Coast Airport	(2,894)	-	(2,894)	-	-			2,894
4829	Whitsunday Coast Airport - Terminal Extensions - C/W 17-18 -	86,782	8,678	95,460	86,782	129,892	100%	67%	43,110
8573	Whitsunday Airport - Roof Rectification Works	29,467	150,963	180,430	29,276	1,027,925	101%	3%	998,458
8594	Bowen Aerodrome Runway Repairs	-	141,899	141,899	500,000	500,000			500,000
Sub Total Airport Operations		113,355	301,540	414,895	616,058	1,657,817	18%	7%	1,544,462

Total Office of the CEO		113,355	301,540	414,895	616,058	1,657,817	18%	7%	1,544,462
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30000 - Infrastructure Services									
2101 - Water									
3765	Water & Waste Office - Carpark sealing & Plumbers Shed & ass	(522)	-	(522)	-	-			522
5549	Water - New 12ML Reservoir including 2 DN500 Mains 790m long	374,302	334,208	708,511	2,942,249	8,123,453	13%	5%	7,749,151
5552	Water - Upgrade to Automated Control System - C/W 18-19	(87,654)	-	(87,654)	-	-			87,654
5558	Water - Generators/Trailers - (1) North & (1) South	7,794	-	7,794	7,794	7,794	100%	100%	(0)
5609	Airlie Beach Sustainable Water Project BoR R05	6,314,127	662,839	6,976,966	7,712,142	8,520,468	82%	74%	2,206,341
5610	Cannonvale Reservoir - Renewal - Fix Leak, Install Mixer, Re	(39,389)	-	(39,389)	-	-			39,389
7925	Water - BWTP Low Lift Pump Renewals - CW 1920	(18,350)	11,800	(6,550)	3,480	3,480	-527%	-527%	21,830
7926	Water - Emergent Works - CW 1920	460	-	460	460	460	100%	100%	-
8080	LGGSF Grant Project - Delivery of CWNA Stage 1B, Coyne Road	587,096	131,376	718,472	618,990	812,546	95%	72%	225,450
8081	Cannonvale Water Network Augmentation - Stage 1A New	599,378	36,120	635,498	641,759	641,759	93%	93%	42,381
8599	Emergent Works - Water C/W 20-21	69,203	15,364	84,566	58,531	157,003	118%	44%	87,800
Sub Total Water		7,806,445	1,191,707	8,998,152	11,985,405	18,266,963	65%	43%	10,460,518

2201 - Sewerage									
4931	New Bowen Sewerage Treatment Plant & Upgrades - C/W 17-18-C/	1,100,910	424,091	1,525,000	948,413	1,389,081	116%	79%	288,171
5539	Sewer Pump Capacity Upgrades - Combined Rising Main - C/W 18	86,975	70,578	157,553	469,300	469,300	19%	19%	382,325
5603	Cannonvale PS1 Renewal - C/W 18-19	734,732	127,657	862,389	802,589	802,589	92%	92%	67,857
7932	Sewer - Emergent Works - STP - CW 1920	100,845	267,601	368,446	273,190	390,118	37%	26%	289,274
7933	Sewer - Sewer Relining, North - CW 1920	(10,108)	-	(10,108)	6,802	6,802	-149%	-149%	16,910
7934	Sewer - Sewer Relining, South - CW 1920	(7,025)	-	(7,025)	-	-			7,025
8597	Emergent Works - Sewer C/W 20-21	-	-	-	54,000	220,500			220,500
8598	Thomas St Drain Sewer Replacement	-	-	-	57,200	57,200			57,200
Sub Total Sewerage		2,006,328	889,927	2,896,255	2,611,494	3,335,590	77%	60%	1,329,262

3203 - Roads									
5575	Proserpine Main Street Upgrade - C/W 18-19	12,982	2,945	15,928	16,182	22,982	80%	56%	10,000
5576	Proserpine RV Park - C/W 18-19	-	-	-	-	25,298			25,298
5586	Collinsville Heavy Vehicle Parking - C/W 18-19	798	-	798	-	-			(798)
5587	Conway Road Overlay Pavement - Ch 6.92 km to 8.76 km - C/W 1	5,005	-	5,005	5,292	5,292	95%	95%	287
5591	Cycleway funding - C/W 18-19	3,342	-	3,342	3,342	3,342	100%	100%	0
7796	Station Road, Proserpine - Emergency Culvert Replacement 201	(900)	-	(900)	-	-			900
7869	Brisbane Street and Powell Street Blackspot Upgrade	391	-	391	392	392	100%	100%	1
7947	Footpath Renewal Program - CW 1920	(4,271)	-	(4,271)	-	-			4,271
7979	Design & Construction Airlie Beach Parking Facility	-	64,888	64,888	85,000	200,000			200,000
8084	Pros. Main Street Upgrade - Dobbins Lane C/W	62,425	-	62,425	62,424	62,424	100%	100%	(1)
8085	Pros. Main Street Upgrade - Between Mill & Chapman St C/W	436,492	-	436,492	435,068	435,068	100%	100%	(1,424)
8086	Pros. Main Street Upgrade - Chapman & Herbert St C/W	94,886	-	94,886	94,886	94,886	100%	100%	0
8087	Pros. Main Street Upgrade - Chapman St Roundabout C/W	31,386	6,220	37,606	31,386	31,386	100%	100%	0
8088	Pros. Main Street Upgrade - Herbert & Blair St C/W	38,504	-	38,504	38,506	38,506	100%	100%	2
8089	Pros. Main Street Upgrade - Blair Street C/W	111,252	-	111,252	111,250	111,250	100%	100%	(2)
8090	Pros. Main Street Upgrade - Blair-Main St to Bruce Hwy Entry	65,933	-	65,933	65,934	65,934	100%	100%	1
8188	Fredrick Street, Dittmer - Stormwater Renewal - JC 7951	(3,100)	-	(3,100)	-	-			3,100
8299	Thurso Road - ID 31055 - Ch 0-4.1, 5.3-6.6, 6.9-7.1, 7.4-7.7	-	-	-	-	60,000			60,000
8300	Pretty Bend Road - ID 13105 - Ch 13.2-14.8, 16.3-17.3	18,213	-	18,213	18,212	18,212	100%	100%	(1)
8306	Inverdon Road Floodway - ID 11205 - Ch 2.72-2.725	(29,301)	-	(29,301)	-	-			29,301
8342	Coral Esplanade - ID 21205 - Ch 0.44 - 0.66	22	-	22	-	-			(22)
8529	Argyle Street Reconstruction Design	(18,066)	-	(18,066)	(18,066)	(18,066)	100%	100%	0
8531	Tondarra Road, Bowen - Road ID 31060 - Repair Culvert	970	-	970	970	970	100%	100%	-
8621	Heavy Formation Grading Program	-	-	-	-	500,000			500,000
8622	Betterment Reshaping table drains	-	-	-	-	147,000			147,000
8624	Armada Crescent Drainage Upgrade	18,233	-	18,233	19,234	19,234	95%	95%	1,001
8626	Construction of Lagoon Deck and Shared Cycle Path	14,313	38,526	52,839	253,307	500,001	6%	3%	485,688
8628	Dodd Street Shared Footpath	5,497	26,573	32,070	1,340	225,001	410%	2%	219,504
8629	Edgecumbe Heights Walking Tracks Upgrade (Design only)	14,663	19,624	34,287	27,500	27,500	53%	53%	12,837
8630	Forestry Road	24,030	11,525	35,555	215,404	999,999	11%	2%	975,969
8631	Gloucester Avenue Culvert	342	-	342	343	149,999	100%	0%	149,657
8632	Hillview Road Kerb and Channel	8,928	-	8,928	125,156	250,000	7%	4%	241,072
8633	Moonlight Drive Kerb and Channel	1,547	-	1,547	1,550	37,999	100%	4%	36,452
8635	Port of Airlie Transit Terminal Upgrade	3,220	-	3,220	3,051	50,000	106%	6%	46,780

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Job	Description	a.	b.	(a.+b.)	d.	e.	(a./d.)	a./e.	e.- a.
		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 \$
8636	Reflect Application Redesign and Reimplementation	-	-	-	25,001	50,001			50,001
8637	Reseal Program	97,013	377,754	474,767	442,230	789,605	22%	12%	692,592
8638	Reynolds Street Drain	20,912	-	20,912	20,367	20,367	103%	103%	(545)
8639	Unsealed Roads Creek Crossing Upgrade Program	4,958	-	4,958	60,000	299,999	8%	2%	295,041
8640	Unsealed Roads Resheeting Program	-	-	-	199,998	800,000			800,000
8641	Wilsons Beach Rockwall	212,383	7,941	220,324	267,000	267,000	80%	80%	54,617
8642	Flagstaff Hill Roadworks	173,857	-	173,857	199,999	199,999	87%	87%	26,143
8644	Argyle Street Kerb and Channel	141,884	-	141,884	399,999	399,999	35%	35%	258,115
8645	Ted Cunningham Bridge Upgrade	7,137	-	7,137	10,632	2,199,997	67%	0%	2,192,860
8661	Chapman Street Carpark (Proserpine Admin)	843,142	70,119	913,261	850,538	1,050,538	99%	80%	207,396
8763	Roma Peak Road Floodways (QRA 90% WRC 10%)	-	-	-	-	151,690			151,690
8764	St Mary's School Parking (STIP funding)	67,272	2,887	70,159	6,470	114,000	1040%	59%	46,728
8765	Bowen State High School Parking (STIP funding)	28,053	73,202	101,255	9,690	186,000	290%	15%	157,947
8766	Collinsville State High School Parking (STIP funding)	11,451	6,789	18,239	490	130,000	2337%	9%	118,549
8792	Jasinique Drive Culvert Remedial Works	-	-	-	-	130,000			130,000
8793	Adina/Wambiri intersection repair	-	-	-	-	150,000			150,000
Sub Total Roads		2,525,797	708,994	3,234,791	4,090,077	11,003,804	62%	23%	8,478,007
3205 - Marine Based Asset									
8270	Wilson Beach Seawall Retifications	(15,618)	-	(15,618)	-	-			15,618
Sub Total Marine Based Asset		(15,618)	-	(15,618)	-	-	0%	0%	15,618
3206 - Flood Damage									
4908	NDRRA 2017 - Cyclone Debbie - Shute Harbour Seawall REPA B	7,005,949	3,329,802	10,335,751	6,634,755	8,037,135	106%	87%	1,031,186
4909	NDRRA 2017 - Cyclone Debbie - Shute Harbour Terminal &	5,886,552	15,855,598	21,742,150	9,735,858	23,544,720	60%	25%	17,658,168
7399	NDRRA 2017 - Cyclone Debbie - Shute Harbour Seawall	70,163	4,801	74,964	-	-			(70,163)
7874	DRFA - Flood Event 19 - Collinsville Gravel Roads - REPA Q2	3,369	-	3,369	-	-			(3,369)
7940	Proserpine Road Reinstatement - DRFA - CW 1920	-	-	-	3,368	3,368			3,368
8036	DRFA - Flood Event 19 - Lodge Road - Bowen Roads	-	-	-	267,004	267,004			267,004
8044	DRFA - Flood Event 19 - Roma Peak Road - Bowen Roads	238,156	-	238,156	-	-			(238,156)
8045	DRFA - Flood Event 19 - Bowen Gravel Roads - Package U2	28,848	-	28,848	-	-			(28,848)
8057	DRFA - Flood Event 19 - Amberkolly Road - Collinsville Roads	90,877	-	90,877	-	-			(90,877)
8058	DRFA - Flood Event 19 - Emu Plains Road - Collinsville Roads	258,633	-	258,633	-	-			(258,633)
8059	DRFA - Flood Event 19 - Exmoor Road - Collinsville Roads	577,055	-	577,055	-	-			(577,055)
8060	DRFA - Flood Event 19 - Collinsville Roads - Package A2	159,794	-	159,794	1,572,582	1,572,582	10%	10%	1,412,788
8091	DRFA - Flood event 19 - WRC.0011.1819 - Package Z2 -	98,205	-	98,205	1,855,297	1,855,297	5%	5%	1,757,092
8093	DRFA - Flood Event 19 - Normanby Road - Collinsville Roads	1,757,092	-	1,757,092	-	-			(1,757,092)
8118	DRFA - Flood Event 19 - Bowen Central - Package W2	15,875	-	15,875	142,754	142,754	11%	11%	126,879
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	414,608	48,235	462,843	3,629,622	11,390,182	11%	4%	10,975,574
8128	DRFA - Flood Event 19 - Blue Valley Road - Collinsville West	-	786,972	786,972	-	-			-
8129	DRFA - Flood Event 19 - Burdekin Dam Road - Collinsville West	580,689	-	580,689	-	-			(580,689)
8130	DRFA - Flood Event 19 - Curringa Road - Collinsville West	371,311	-	371,311	-	-			(371,311)
8131	DRFA - Flood Event 19 - Glendon Road - Collinsville West	1,607,690	-	1,607,690	-	-			(1,607,690)
8132	DRFA - Flood Event 19 - Johnny Cake Road - Collinsville West	1,339,792	-	1,339,792	-	-			(1,339,792)
8133	DRFA - Flood Event 19 - Mt McConnel Road - Collinsville West	388,557	-	388,557	-	-			(388,557)
8134	DRFA - Flood Event 19 - Mt Wyatt Road - Collinsville West	550,943	1,140,529	1,691,472	-	-			(550,943)
8135	DRFA - Flood Event 19 - Strathmore Road - Collinsville West	22,408	2,191,102	2,213,510	-	-			(22,408)
8136	DRFA - Flood Event 19 - Tabletop Road - Collinsville West	11,682	-	11,682	-	-			(11,682)
8141	DRFA - Flood Event 19 - Proserpine Gravel Roads - Package X1	2,343	-	2,343	3,850	3,850	61%	61%	1,507
8147	DRFA - Flood Event 19 - Bowen River Pump Station Road - Pros	1,507	-	1,507	-	-			(1,507)
8202	DRFA - Flood Event 19 - Rutherford Road - Bowen & Cville Roa	(10,971)	-	(10,971)	-	-			10,971
8203	DRFA - Flood 19 - Bowen & Collinsville Gravel Roads	7,698	-	7,698	(3,273)	(3,273)	-235%	-235%	(10,971)
8205	DRFA - Flood Event 19 - Allan Road - Proserpine Roads	19,735	-	19,735	1,333,568	1,333,568	1%	1%	1,313,833
8206	DRFA - Flood Event 19 - Armit Road - Proserpine Roads	23,228	-	23,228	-	-			(23,228)
8208	DRFA - Flood Event 19 - Blair Road - Proserpine Roads	87,053	-	87,053	-	-			(87,053)
8209	DRFA - Flood Event 19 - Brown Road - Proserpine Roads	1,125	-	1,125	-	-			(1,125)
8210	DRFA - Flood Event 19 - Cantamessa Road - Proserpine Roads	26,483	-	26,483	-	-			(26,483)
8211	DRFA - Flood Event 19 - Caprioglio Road - Proserpine Roads	10,673	-	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	-	-			(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	-	-			(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	-	-			(4,161)
8218	DRFA - Flood Event 19 - Dittmer Road - Proserpine Roads	91,303	-	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	-	-			(8,989)
8222	DRFA - Flood Event 19 - WRC 0018.1819 - Package H2	145,830	-	145,830	-	-			(145,830)
8224	DRFA - Flood Event 19 - Glen Isla Road - Proserpine Roads	93,384	-	93,384	-	-			(93,384)
8225	DRFA - Flood Event 19 - Gold Creek Road - Proserpine Roads	10,069	-	10,069	-	-			(10,069)
8227	DRFA - Flood Event 19 - Greenacre Road - Proserpine Roads	42,123	-	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	-	-			(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	-	-			(6,806)

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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 \$
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	-	-			(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	-	-			(35,367)
8242	DRFA - Flood Event 19 - Nielson Road - Proserpine Roads	19,062	-	19,062	-	-			(19,062)
8243	DRFA - Flood Event 19 - No Name Road 13 - Proserpine Roads	4,981	-	4,981	-	-			(4,981)
8244	DRFA - Flood Event 19 - No Name Road 1 - Proserpine Roads	14,411	-	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	-	-			(2,901)
8247	DRFA - Flood Event 19 - No Name Road 6 - Proserpine Roads	3,375	-	3,375	-	-			(3,375)
8248	DRFA - Flood Event 19 - No Name Road 7 - Proserpine Roads	3,875	-	3,875	-	-			(3,875)
8249	DRFA - Flood Event 19 - Ossie Drive - Proserpine Roads	4,000	-	4,000	-	-			(4,000)
8250	DRFA - Flood Event 19 - Oxford Road - Proserpine Roads	24,095	-	24,095	-	-			(24,095)
8251	DRFA - Flood Event 19 - Parkinson Road - Proserpine Roads	5,875	-	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	-	-			(21,608)
8254	DRFA - Flood Event 19 - Tailing Gully Road - Proserpine Road	37,867	-	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	-	-			(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	-	-			(140,471)
8259	DRFA - Flood Event 19 - Wandarra Road - Proserpine Roads	33,284	-	33,284	-	-			(33,284)
8273	NDRRA 2017 - Cyclone Debbie - Shute Harbour Seawall	2,413,497	1,129,598	3,543,095	-	-			(2,413,497)
8333	DRFA - Flood Event 19 - Forestry Road Landslip - REPA -	30,803	330,213	361,017	157,554	411,430	20%	7%	380,627
8335	DRFA - Flood Event 18 - Emu Plains - Flat Bottom Drain -	302,135	-	302,135	302,136	363,580	100%	83%	61,445
8336	DRFA - Flood Event 19 - Exmoor Road - Flat Bottom Drain -	233,420	-	233,420	231,727	231,727	101%	101%	(1,693)
8338	DRFA - Flood Event 19 - Rutherford Road - Flat Bottom Drain	15,273	-	15,273	15,272	15,272	100%	100%	(1)
8345	DRFA - Flood Event 19 - Package A2 & W2	98,277	-	98,277	3,055,200	3,055,200	3%	3%	2,956,923
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	2,927,803	-	2,927,803	-	-			(2,927,803)
8375	DRFA - Flood Event 19 - Bowen Sealed Roads - Package S2	47,505	-	47,505	739,896	739,896	6%	6%	692,391
8376	DRFA - Flood Event 19 - Bayside Court - 10060 - Bowen Sealed	22,243	-	22,243	-	-			(22,243)
8377	DRFA - Flood Event 19 - Bergl Street - 10322 - Bowen Sealed	5,629	-	5,629	-	-			(5,629)
8378	DRFA - Flood Event 19 - Bergl Street - 12035 - Bowen Sealed	7,557	-	7,557	-	-			(7,557)
8379	DRFA - Flood Event 19 - Bootooloo Road - 10095 - Bowen Seale	18,278	-	18,278	-	-			(18,278)
8380	DRFA - Flood Event 19 - Casuarina Street - 12050 - Bowen Sea	12,205	-	12,205	-	-			(12,205)
8381	DRFA - Flood Event 19 - Champion Street - 12050 - Bowen Seal	24,958	-	24,958	-	-			(24,958)
8382	DRFA - Flood Event 19 - Cheffins Road - 12060 - Bowen Sealed	16,229	-	16,229	-	-			(16,229)
8383	DRFA - Flood Event 19 - Crompton Street - 90320 - Bowen Seal	23,717	-	23,717	-	-			(23,717)
8384	DRFA - Flood Event 19 - Days Road - 32010 - Bowen Sealed Roa	27,009	-	27,009	-	-			(27,009)
8385	DRFA - Flood Event 19 - Don Street - 10205 - Bowen Sealed Ro	49,787	-	49,787	-	-			(49,787)
8386	DRFA - Flood Event 19 - Fairway Drive - 10230 - Bowen Sealed	6,597	-	6,597	-	-			(6,597)
8387	DRFA - Flood Event 19 - Golflinks Road - 11165 - Bowen Seale	26,112	-	26,112	-	-			(26,112)
8388	DRFA - Flood Event 19 - Gordon Street - 10255 - Bowen Sealed	13,298	-	13,298	-	-			(13,298)
8389	DRFA - Flood Event 19 - Hay Street - 10275 - Bowen Sealed Ro	7,715	-	7,715	-	-			(7,715)
8390	DRFA - Flood Event 19 - Henry Darwen Drive - 13190 - Bowen S	5,210	-	5,210	-	-			(5,210)
8391	DRFA - Flood Event 19 - Horseshoe Bay Road - 11195 - Bowen S	67,741	-	67,741	-	-			(67,741)
8392	DRFA - Flood Event 19 - Kelsey Road - 12160 - Bowen Sealed R	16,902	-	16,902	-	-			(16,902)
8393	DRFA - Flood Event 19 - King Street - 10320 - Bowen Sealed R	16,579	-	16,579	-	-			(16,579)
8394	DRFA - Flood Event 19 - Kings Beach Road South - 10325 - Bow	34,631	-	34,631	-	-			(34,631)
8395	DRFA - Flood Event 19 - Lascelles Street - 12165 - Bowen Sea	7,220	-	7,220	-	-			(7,220)
8396	DRFA - Flood Event 19 - Links Road - 10355 - Bowen Sealed Ro	3,340	-	3,340	-	-			(3,340)
8397	DRFA - Flood Event 19 - Livingstone Street - 10360 - Bowen S	36,870	-	36,870	-	-			(36,870)
8398	DRFA - Flood Event 19 - Lower Don Road - 10370 - Bowen Seale	5,497	-	5,497	-	-			(5,497)
8399	DRFA - Flood Event 19 - Molonge Beach Road - 32030 - Bowen S	25,478	-	25,478	-	-			(25,478)
8401	DRFA - Flood Event 19 - Mt Nutt Road - 11285 - Bowen Sealed	21,258	-	21,258	-	-			(21,258)
8402	DRFA - Flood Event 19 - Oceanview Drive Roundabout - 10420 -	5,637	-	5,637	-	-			(5,637)
8403	DRFA - Flood Event 19 - Oceanview Drive - 10420 - Bowen Seal	8,363	-	8,363	-	-			(8,363)
8404	DRFA - Flood Event 19 - Poole Street - 10450 - Bowen Sealed	13,509	-	13,509	-	-			(13,509)
8405	DRFA - Flood Event 19 - QB Esplanade - 11350 - Bowen Sealed	15,120	-	15,120	-	-			(15,120)
8406	DRFA - Flood Event 19 - Queens Road - 10463 - Bowen Sealed R	4,159	-	4,159	-	-			(4,159)
8407	DRFA - Flood Event 19 - Reynolds Road - 10475 - Bowen Sealed	5,497	-	5,497	-	-			(5,497)
8408	DRFA - Flood Event 19 - Richmond Road - 10480 - Bowen Sealed	32,500	-	32,500	-	-			(32,500)
8409	DRFA - Flood Event 19 - Soldiers Road - 11400 - Bowen Sealed	10,985	-	10,985	-	-			(10,985)
8410	DRFA - Flood Event 19 - Tondara Road - 31060 - Bowen Sealed	23,777	-	23,777	-	-			(23,777)
8419	DRFA - Flood Event 19 - Proserpine Sealed Roads - Package R	56,355	897	57,252	471,388	1,354,880	12%	4%	1,298,525
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	-	5,151	5,151	-	-			-
8423	DRFA - Flood Event 19 - Bella Vista Drive - 21105 - Pros Sea	-	27,328	27,328	-	-			-
8424	DRFA - Flood Event 19 - Bennett Road - 22065 - Pros Sealed R	4,740	-	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	-	-			(6,462)
8427	DRFA - Flood Event 19 - Braemar Road - 22085 - Pros Sealed R	10,792	-	10,792	-	-			(10,792)
8429	DRFA - Flood Event 19 - CATERAN CLOSE - 21175 - Pros Sealed	-	27,650	27,650	-	-			-
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	-	8,447	8,447	-	-			-
8432	DRFA - Flood Event 19 - Deicke Cr - 22165 - Pros Sealed Road	-	26,438	26,438	-	-			-

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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 \$
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	-	18,095	18,095	-	-			-
8435	DRFA - Flood Event 19 - Galbraith Park Drive - 21305 - Pros	-	24,356	24,356	-	-			-
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	-	-			(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	-	6,412	6,412	-	-			-
8443	DRFA - Flood Event 19 - Island Drive - 21420 - Pros Sealed R	-	15,876	15,876	-	-			-
8444	DRFA - Flood Event 19 - Jasiniqne Drive - 21425 - Pros Seale	6,944	-	6,944	-	-			(6,944)
8445	DRFA - Flood Event 19 - Jubilee Pocket Road - 21450 - Pros S	-	34,434	34,434	-	-			-
8446	DRFA - Flood Event 19 - Kelsey Creek Road - 22320 - Pros Sea	-	12,537	12,537	-	-			-
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	-	5,358	5,358	-	-			-
8454	DRFA - Flood Event 19 - Mila Drive - 26235 - Pros Sealed Roa	38,399	-	38,399	-	-			(38,399)
8455	DRFA - Flood Event 19 - Namanula Drive - 26245 - Pros Sealed	3,800	-	3,800	-	-			(3,800)
8456	DRFA - Flood Event 19 - Olsen Place - 21610 - Pros Sealed Ro	-	2,960	2,960	-	-			-
8457	DRFA - Flood Event 19 - Orchid Road - 21620 - Pros Sealed Ro	22,225	-	22,225	-	-			(22,225)
8458	DRFA - Flood Event 19 - Palm Drive - 21625 - Pros Sealed Roa	-	18,643	18,643	-	-			-
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	-	-			(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	-	16,893	16,893	-	-			-
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	-	-			(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	-	4,020	4,020	-	-			-
8467	DRFA - Flood Event 19 - Waite Creek Court - 21930 - Pros Sea	-	11,547	11,547	-	-			-
8468	DRFA - Flood Event 19 - William Murray Drive - 21966 - Pros	-	1,245	1,245	-	-			-
8662	DRFA - Qld Monsoonal Event 20 - WRC 0035.1920 Package	107,528	30,005	137,533	-	-			(107,528)
8663	DRFA - Qld Monsoonal Event 20 - Aitken Road - Proserpine Roa	30,611	-	30,611	-	-			(30,611)
8664	DRFA - Qld Monsoonal Event 20 - Alluvial Road - Proserpine R	-	6,291	6,291	-	-			-
8665	DRFA - Qld Monsoonal Event 20 - Bell Road - Proserpine Roads	6,779	-	6,779	-	-			(6,779)
8666	DRFA - Qld Monsoonal Event 20 - Boundary Road -Proserpine Ro	30,757	-	30,757	-	-			(30,757)
8668	DRFA - Qld Monsoonal Event 20 - Fisher Road - Proserpine Roa	10,546	-	10,546	-	-			(10,546)
8669	DRFA - Qld Monsoonal Event 20 - Frys Road - Proserpine Roads	2,545	-	2,545	-	-			(2,545)
8670	DRFA - Qld Monsoonal Event 20 - Gloucester Avenue - Proserpi	168,226	-	168,226	622,622	1,531,413	27%	11%	1,363,187
8671	DRFA - Qld Monsoonal Event 20 - Gia Road - Proserpine Roads	23,678	-	23,678	-	-			(23,678)
8673	DRFA - Qld Monsoonal Event 20 - Gunyarra Road -Proserpine Ro	121,878	-	121,878	-	-			(121,878)
8674	DRFA - Qld Monsoonal Event 20 - Holcombe Road - Proserpine R	73,510	-	73,510	-	-			(73,510)
8675	DRFA - Qld Monsoonal Event 20 - Jansen Road - Proserpine Roa	29,082	-	29,082	-	-			(29,082)
8676	DRFA - Qld Monsoonal Event 20 - Jorgensen Road -Proserpine R	22,041	-	22,041	-	-			(22,041)
8677	DRFA - Qld Monsoonal Event 20 - Kurkowski Road - Proserpine	-	127,850	127,850	-	-			-
8678	DRFA - Qld Monsoonal Event 20 - Magee Road - Proserpine Road	46,098	-	46,098	-	-			(46,098)
8681	DRFA - Qld Monsoonal Event 20 - Plemenuk Road - Proserpine R	10,878	-	10,878	-	-			(10,878)
8684	DRFA - Qld Monsoonal Event 20 - Thoopara Road - Proserpine R	123,260	-	123,260	-	-			(123,260)
8685	DRFA - Qld Monsoonal Event 20 - Tyree Road - Proserpine Road	-	16,257	16,257	-	-			-
8686	DRFA - Qld Monsoonal Event 20 - Vitanza Road - Proserpine Ro	27,480	-	27,480	-	-			(27,480)
8692	DRFA - Qld Monsoonal Event 20 - Adelaide Point Rd - Bowen Ro	-	50,821	50,821	-	-			-
8693	DRFA - Qld Monsoonal Event 20 - Adelaide Terrace - Bowen Roa	-	17,889	17,889	-	-			-
8694	DRFA - Qld Monsoonal Event 20 - Albeitz Rd - Bowen Roads - W	-	17,490	17,490	-	-			-
8695	DRFA - Qld Monsoonal Event 20 - Alligator Creek Rd - Bowen R	-	24,390	24,390	-	-			-
8696	DRFA - Qld Monsoonal Event 20 - Andersons Lane - Bowen Roads	-	11,253	11,253	-	-			-
8697	DRFA - Qld Monsoonal Event 20 - Balaam Rd - Bowen Roads - WR	-	36,905	36,905	-	-			-
8698	DRFA - Qld Monsoonal Event 20 - Bootooloo Rd - Bowen Roads -	-	94,225	94,225	-	-			-
8699	DRFA - Qld Monsoonal Event 20 - Bridsons Rd - Bowen Roads -	-	19,513	19,513	-	-			-
8700	DRFA - Qld Monsoonal Event 20 - Cheffins Rd - Bowen Roads -	-	15,180	15,180	-	-			-
8701	DRFA - Qld Monsoonal Event 20 - Coventry Rd - Bowen Roads -	-	187,773	187,773	-	-			-
8702	DRFA - Qld Monsoonal Event 20 - De Salis St - Bowen Roads -	-	7,340	7,340	-	-			-
8703	DRFA - Qld Monsoonal Event 20 - Edinburgh Park Rd - Bowen Ro	-	254,258	254,258	-	-			-
8704	DRFA - Qld Monsoonal Event 20 - Cape Creek Rd - Bowen Roads	-	93,272	93,272	-	-			-
8705	DRFA - Qld Monsoonal Event 20 - Elphinstones Rd - Bowen Road	-	14,580	14,580	-	-			-
8706	DRFA - Qld Monsoonal Event 20 - Fernvale Rd - Bowen Roads -	-	42,088	42,088	-	-			-
8707	DRFA - Qld Monsoonal Event 20 - Gee Dee Rd - Bowen Roads - W	-	44,175	44,175	-	-			-
8708	DRFA - Qld Monsoonal Event 20 - Gladstone Park Rd - Bowen Ro	-	25,013	25,013	-	-			-
8709	DRFA - Qld Monsoonal Event 20 - Glenore Rd - Bowen Roads - W	-	532,801	532,801	-	-			-
8710	DRFA - Qld Monsoonal Event 20 - Gordon Glen Rd - Bowen Roads	-	100,745	100,745	-	-			-
8711	DRFA - Qld Monsoonal Event 20 - Greenswamp Rd - Bowen Roads	-	25,965	25,965	-	-			-
8712	DRFA - Qld Monsoonal Event 20 - Jochheim Rd - Bowen Roads -	-	55,491	55,491	-	-			-
8713	DRFA - Qld Monsoonal Event 20 - Kellys Lane - Bowen Roads -	-	12,880	12,880	-	-			-
8714	DRFA - Qld Monsoonal Event 20 - Lands Rd - Bowen Roads - WRC	-	5,376	5,376	-	-			-
8715	DRFA - Qld Monsoonal Event 20 - Wylie Park Rd - Bowen Roads	-	17,584	17,584	-	-			-

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		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 \$
8716	DRFA - Qld Monsoonal Event 20 - Whites Lane - Bowen Roads -	-	5,666	5,666	-	-			-
8717	DRFA - Qld Monsoonal Event 20 - Wheelers Lane - Bowen Roads	-	11,921	11,921	-	-			-
8718	DRFA - Qld Monsoonal Event 20 - Weekes Rd - Bowen Roads - WR	-	25,544	25,544	-	-			-
8719	DRFA - Qld Monsoonal Event 20 - Wally Sproule Rd - Bowen Roa	-	135,150	135,150	-	-			-
8720	DRFA - Qld Monsoonal Event 20 - Wakala Rd - Bowen Roads - WR	-	36,079	36,079	-	-			-
8721	DRFA - Qld Monsoonal Event 20 - Turners Rd - Bowen Roads - W	-	6,936	6,936	-	-			-
8722	DRFA - Qld Monsoonal Event 20 - Tondara Rd - Bowen Roads - W	-	1,190,431	1,190,431	452,038	2,260,184			2,260,184
8723	DRFA - Qld Monsoonal Event 20 - Thurso Rd - Bowen Roads - WR	1,985	115,893	117,878	-	-			(1,985)
8724	DRFA - Qld Monsoonal Event 20 - Thomas Rd - Bowen Roads - WR	-	28,710	28,710	-	-			-
8725	DRFA - Qld Monsoonal Event 20 - Telegraph Rd - Bowen Roads -	-	19,702	19,702	-	-			-
8726	DRFA - Qld Monsoonal Event 20 - Taloonda Rd - Bowen Roads -	-	11,219	11,219	-	-			-
8727	DRFA - Qld Monsoonal Event 20 - Summer Hills Rd - Bowen Road	-	4,720	4,720	-	-			-
8728	DRFA - Qld Monsoonal Event 20 - Salters Lane - Bowen Roads	-	3,708	3,708	-	-			-
8729	DRFA - Qld Monsoonal Event 20 - Roddy Hughes Rd - Bowen Road	-	22,285	22,285	-	-			-
8730	DRFA - Qld Monsoonal Event 20 - Rocky Ponds Rd - Bowen Roads	-	25,230	25,230	-	-			-
8731	DRFA - Qld Monsoonal Event 20 - Roaches Rd - Bowen Roads - W	-	16,068	16,068	-	-			-
8732	DRFA - Qld Monsoonal Event 20 - Reeves Rd - Bowen Roads - WR	-	4,268	4,268	-	-			-
8733	DRFA - Qld Monsoonal Event 20 - Rangemore Rd - Bowen Roads -	-	250,638	250,638	-	-			-
8734	DRFA - Qld Monsoonal Event 20 - Railway Rd - Bowen Roads - W	-	11,664	11,664	-	-			-
8735	DRFA - Qld Monsoonal Event 20 - Powers Rd - Bowen Roads - WR	-	89,793	89,793	-	-			-
8736	DRFA - Qld Monsoonal Event 20 - Police Camp Rd - Bowen Roads	-	12,990	12,990	-	-			-
8737	DRFA - Qld Monsoonal Event 20 - Pink Lilly Rd - Bowen Roads	-	37,378	37,378	-	-			-
8738	DRFA - Qld Monsoonal Event 20 - Parters Rd - Bowen Roads - W	-	7,254	7,254	-	-			-
8739	DRFA - Qld Monsoonal Event 20 - Noble Rd - Bowen Roads - WR	-	13,020	13,020	-	-			-
8740	DRFA - Qld Monsoonal Event 20 - Nevada Rd - Bowen Roads - WR	-	303,634	303,634	-	-			-
8741	DRFA - Qld Monsoonal Event 20 - Mookara Rd - Bowen Roads - W	-	58,065	58,065	-	-			-
8742	DRFA - Qld Monsoonal Event 20 - Mellons Rd - Bowen Roads - W	-	14,400	14,400	-	-			-
8743	DRFA - Qld Monsoonal Event 20 - McDonald Close - Bowen Roads	-	14,908	14,908	-	-			-
8744	DRFA - Qld Monsoonal Event 20 - Maloney Lane - Bowen Roads -	-	8,256	8,256	-	-			-
8745	DRFA - Qld Monsoonal Event 20 - Lodge Rd - Bowen Roads - WRC	-	9,113	9,113	-	-			-
8746	DRFA - Qld Monsoonal Event 20 - Leyton Rd - Bowen Roads - WR	-	11,205	11,205	-	-			-
8748	DRFA - Qld Monsoonal Event 20 - Glendoo Rd - Collinsville Ro	-	154,085	154,085	-	-			-
8749	DRFA - Qld Monsoonal Event 20 - Illamatha Rd - Collinsville	-	233,433	233,433	-	-			-
8750	DRFA - Qld Monsoonal Event 20 - Myuna Rd - Collinsville Road	144,811	1,236,982	1,381,792	-	-			(144,811)
8751	DRFA - Qld Monsoonal Event 20 - Rutherford Rd - Collinsville	-	2,191,042	2,191,042	718,250	3,591,250			3,591,250
8752	DRFA - Qld Monsoonal Event 20 - Weetalaba Rd - Collinsville	-	638,819	638,819	-	-			-
8753	DRFA - Qld Monsoonal Event 20 - Yacamunda Rd - Collinsville	-	1,292,952	1,292,952	-	-			-
8754	DRFA - Qld Monsoonal Event 2020 - WRC.0043.1920 - Package Q3	1,620	5,751	7,371	-	747,250		0%	745,630
8755	DRFA - Qld Monsoonal Event 20 - Strathalbyn Rd - Collinsvill	-	1,260,034	1,260,034	-	-			-
Sub Total Flood Damage		30,828,983	37,298,717	68,127,700	31,941,468	62,449,269	97%	49%	31,620,286
3301 - State Emergency Service									
Sub Total State Emergency Service		-	-	-	-	-	0%	0%	-
3401 - Quarry Operations									
8790	Quarry Purchase of a Pugmill	-	-	-	-	400,000			400,000
Sub Total Quarry Operations		-	-	-	-	400,000	0%	0%	400,000
3501 - Works 4 Qld									
7911	W4Q - Gloucester Rainwater Tank - CW 1920	1,808	23,218	25,026	3,906	13,794	46%	13%	11,986
7912	W4Q - Halpannel Park Upgrade - CW 1920	352,478	-	352,478	329,094	329,094	107%	107%	(23,384)
7913	W4Q - Hansen Park Sound System - CW 1920	52,931	-	52,931	65,000	65,000	81%	81%	12,069
7914	W4Q - Henry Darwin Park Stage 2 - CW 1920	80,938	13,175	94,112	187,594	371,334	43%	22%	290,396
7915	W4Q - Keith Johns Drive Park Stage 2 - CW 1920	28,912	-	28,912	28,912	55,106	100%	52%	26,194
7916	W4Q - Lions Park, Bowen - CW 1920 - 19013	127,682	-	127,682	278,858	278,858	46%	46%	151,176
7918	W4Q - Movie Screen - Airlie Lagoon - CW 1920	1,618	-	1,618	203,808	349,422	1%	0%	347,804
7920	W4Q - Pioneer Park Stage 3 - CW 1920	91,439	-	91,439	131,890	131,890	69%	69%	40,451
7921	W4Q - Railway Road Stage 1 - CW 1920	3,361	-	3,361	441,168	441,168	1%	1%	437,807
7922	W4Q - Rotary Park, Proserpine - CW 1920	41,728	-	41,728	41,726	48,118	100%	87%	6,390
7924	W4Q - Thomas Street Footpath - CW 1920	127,737	-	127,737	127,736	137,426	100%	93%	9,689
7936	W4Q - Cannonvale Lakes Boardwalk Upgrade - CW 1920	102,701	-	102,701	96,496	486,096	106%	21%	383,395
7937	W4Q - Bridge Upgrade on Bicentennial Boardwalk - CW 1920	3,149	80,178	83,327	68,822	89,930	5%	4%	86,781
8062	W4Q - Improving Beach Communities - Region Wide 19-21	487	-	487	486	486	100%	100%	(1)
8784	W4Q - Scottville - Playground Upgrade	521	40,000	40,521	-	-			(521)
8785	W4Q - Darcy Munro & Pelican Park, Collinsville - Playground	717	25,278	25,995	-	-			(717)
Sub Total Works 4 Qld		1,018,205	181,848	1,200,053	2,005,496	2,797,722	51%	36%	1,779,517
7302 - Refuse Tips & Transfer Station									
8797	Mt Coolon Waste Services Improvement Program	1,013	-	1,013	-	188,100		1%	187,087
Sub Total Refuse Tips & Transfer Station		1,013	-	1,013	-	188,100	#DIV/0!	1%	187,087
7303 - Waste Management									
8596	Leachate and storm water management - Kelsey Creek	130,270	33,446	163,716	212,378	479,998	61%	27%	349,728
8643	Leachate and storm water management - Bowen	4,970	-	4,970	198,548	479,996	3%	1%	475,026

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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 \$
Sub Total Waste Management							33%	14%	824,754
7401 - Parks & Gardens									
5632	Lake Proserpine Recreation Hub - Stage 1 - C/W 18-19	801,063	98,915	899,978	774,044	1,366,270	103%	59%	565,207
5635	Beautifying Bowen - C/W 18-19	12,912	-	12,912	13,318	13,318	97%	97%	406
8625	Assets Renewal Parks and Gardens	3,518	-	3,518	345,982	376,789	1%	1%	373,271
8627	Continuation of Pedestrian Path Lighting Airlie Foreshore	1,899	110,651	112,550	116,701	116,701	2%	2%	114,802
Sub Total Parks & Gardens							66%	44%	1,053,685
7402 - Cemeteries									
8634	New Bowen Cemetery Columbarium Wall	5,188	-	5,188	2,590	30,002	200%	17%	24,814
Sub Total Cemeteries							200%	17%	24,814
Total Infrastructure Services		45,130,975	40,514,205	85,645,180	54,297,501	101,304,522	83%	45%	56,173,547
40000 - Corporate Services									
4206 - Insurance									
7885	Insurance - Bowen Municipal Band Hall - CW 1920	(3,886)	-	(3,886)	-	-			3,886
7886	Insurance - Bowen Reservoir- CW 1920	945	-	945	30,946	553,876	3%	0%	552,931
7895	Insurance - Collinsville Council Depot - CW 1920	-	-	-	-	11,114			11,114
7896	Insurance - Collinsville Reservoir High Level	10,335	-	10,335	232,040	550,164	4%	2%	539,829
7901	Insurance - Proserpine Sewerage and Water - CW 1920	696	-	696	696	696	100%	100%	0
7902	Insurance - Scottville Oval - CW 1920	(3,357)	-	(3,357)	-	-			3,357
7960	Insurance (Operational) - Bowen Basketball Courts - Demolish	-	-	-	-	70,000			70,000
Sub Total Insurance							2%	0%	1,181,117
4301 - Info Services/GIS/Records Administration									
4850	Whitsunday Regional Council - ERP Replacement Project - C/W	(67,709)	15,426	(52,284)	(69,277)	211,567	98%	-32%	279,276
7858	CCTV Cannonvale Beach & Airlie Boardwalk Safer Communities 1	319,911	-	319,911	319,912	319,912	100%	100%	1
8574	Software Implementation (Meetings Solutions)	15,000	-	15,000	15,000	50,000	100%	30%	35,000
8614	Document Management Search Engine	-	-	-	80,000	80,000			80,000
8615	ECM 4.03 Upgrade	23,400	900	24,300	78,578	105,000	30%	22%	81,600
8616	Enterprise Management System (EMS)	-	-	-	110,000	110,000			110,000
8619	Tech 1 ERP Annual Software Upgrade - Version 2020B	-	-	-	35,000	60,000			60,000
8620	Technology One - ERP Project Phase 1a	76,285	154,574	230,859	471,796	1,720,292	16%	4%	1,644,007
8688	Website Upgrade & Content Management System	31,674	13,636	45,311	15,846	100,000	200%	32%	68,326
Sub Total Info Services/GIS/Records Administration							38%	14%	2,358,210
4304 - IT Services									
8563	Authority (Civica) 7.1 Upgrade 20200417091425	124,519	117,997	242,516	199,586	468,966	62%	27%	344,447
8794	Website subsite - Shute Harbour	-	-	-	-	15,000			15,000
8795	Website subsites Proserpine Entertainment Centre	-	-	-	-	15,000			15,000
Sub Total IT Services							62%	25%	374,447
4404 - Fleet Management									
2089	Plant Purchases	641,280	650,981	1,292,261	821,950	3,930,517	78%	16%	3,289,237
8791	Plant trailers - NEW	-	-	-	-	25,500			25,500
Sub Total Fleet Management							78%	16%	3,314,737
4405 - Property & Facilities									
4926	Proserpine Entertainment Centre - Building Works in addition	3,221,465	10,749,542	13,971,007	3,681,724	11,685,992	87%	28%	8,464,527
5617	Flagstaff Redevelopment (Grant + Insurance) - C/W 18-19	33,003	3,125,395	3,158,398	132,356	2,184,090	25%	2%	2,151,087
5640	Proserpine Administration Building Replacement - Stage 1 - C	3,481,664	53,467	3,535,131	3,505,492	3,505,492	99%	99%	23,828
5642	Cannonvale/Proserpine Depot Beach pit/Wash down bay	-	-	-	504	146,908			146,908
8607	Bowen Aerodrome Amenities - Sewerage Treatment Plant Renewal	2,647	-	2,647	35,000	35,000	8%	8%	32,353
8608	Bowen Aerodrome Work Camp Dwelling - Superstructure Renewal	336	-	336	336	95,863	100%	0%	95,527
8609	Cannonvale Depot Office Roof Replacement	113,791	-	113,791	119,000	119,000	96%	96%	5,209
8610	Cannonvale Foreshore Hall - New Playground	30,421	-	30,421	30,421	30,421	100%	100%	0
8611	Cannonvale Foreshore Hall - Roof Renewal	51,759	-	51,759	53,246	53,246	97%	97%	1,487
8612	Collinsville Youth Coalition - Amenities Renewal	32,165	37,000	69,165	46,852	98,999	69%	32%	66,834
8613	Demolish 58-60 Horseshoe Bay Road Residences	-	-	-	496	82,500			82,500
8617	Les Stagg Oval - Grandstand Renewal	462	51,645	52,107	45,711	70,000	1%	1%	69,538
8618	Proserpine Water & Sewer Admin Reroof	55,123	-	55,123	68,754	68,754	80%	80%	13,631
8649	Emergent Works - Proserpine Anglicare Respite Centre -	38,996	-	38,996	41,950	41,950	93%	93%	2,954
8761	21 Station Street	-	-	-	500	35,000			35,000
8789	Merinda Herb Murray Park - New Amenities Building	-	-	-	-	110,000			110,000
Sub Total Property & Facilities							91%	38%	11,301,385

Capital Expenditure as at Period ending 28 February 2021

Run Date 12/03/2021 15:53

Job	Description	a.	b.	(a.+b.)	d.	e.	(a./d.)	a./e.	e.- a.
		Actuals to Period	Commitments	Actuals + Commitments	Budget to Period	Total Annual Current Budget	% YTDAct to YTDBud	% YTD Act to Ann Bud	Remaining Bud \$
Total Corporate Services		8,230,924	14,970,563	23,201,487	10,104,415	26,760,819	81%	31%	18,529,895
60000 - Community Services									
5302 - Parking Management									
7821	Installation of Pay & Display Parking Machines - Airlie Bech	81,258	29,465	110,723	130,568	130,568	62%	62%	49,310
Sub Total Parking Management		81,258	29,465	110,723	130,568	130,568	62%	62%	49,310
5304 - Environmental Health									
8571	Litter & Illegal Dumping Progam - Hot Spot Program	18,792	43,847	62,639	18,792	67,320	100%	28%	48,528
Sub Total Environmental Health		18,792	43,847	62,639	18,792	67,320	100%	28%	48,528
5306 - Water Quality									
Sub Total Water Quality		-	-	-	-	-	0%	0%	-
5402 - Libraries									
7436	Library - Construction of Pop-Up Library - C/W 18-19	1,426	-	1,426	1,426	1,426	100%	100%	1
Sub Total Libraries		1,426	-	1,426	1,426	1,426	100%	100%	1
5408 - Sport & Recreational Development									
Sub Total Sport & Recreational Development		-	-	-	-	-	0%	0%	-
5409 - Caravan Parks									
8604	Wangaratta Caravan Park entrance upgrade	24,000	3,901	27,901	21,268	82,942	113%	29%	58,942
8605	Wangaratta Caravan Park Swimming Pool refurbishment	1,608	91,000	92,608	1,610	86,179	100%	2%	84,571
Sub Total Caravan Parks		25,608	94,901	120,510	22,878	169,121	112%	15%	143,513
7403 - Pools, Lagoons & Enclosures									
8600	Bowen Aquatic Facility - town pool amenity upgrade	13,638	36,080	49,718	9,118	367,236	150%	4%	353,598
8601	Bowen Water Park renewal	86	5,000	5,086	87	99,999	99%	0%	99,913
8602	Collinsville Aquatic Facility - town pool amenity and kiosk	10,671	29,490	40,161	20,910	142,610	51%	7%	131,939
8603	Proserpine Aquatic Facility - residence demolition and kiosk	14,371	36,200	50,571	38,936	313,800	37%	5%	299,429
8606	Wilson Beach Swimming Enclosure Refurbishment	-	-	-	140,000	350,000			350,000
8787	Construction of new Collinsville Water Park	695	-	695	-	150,000		0%	149,305
Sub Total Pools, Lagoons & Enclosures		39,461	106,770	146,231	209,051	1,423,645	19%	3%	1,384,184
Total Community Services		166,544	274,984	441,528	382,715	1,792,080	44%	9%	1,625,536
Grand Total for Period ending 28 February 2021		53,641,798	56,061,292	109,703,090	65,400,689	131,515,238	82%	41%	77,873,440
Percentage Actuals v YTD Budget						82.02%			
Percentage Actuals+Commitments v Annual Budget						83.41%			

13. Corporate Services

13.2 RISK REVIEW - CORPORATE RISK REGISTER

AUTHOR: Norm Garsden - Manager Governance and Administration

RESPONSIBLE OFFICER: Jason Bradshaw - Director Corporate Services

OFFICER'S RECOMMENDATION

That the Council endorse the risk review undertaken and acknowledge the revised Corporate Risk Register.

The following report has been submitted for inclusion into Council's Ordinary Meeting to be held on Wednesday 24 March 2021.

SUMMARY

One of the most critical factors affecting the efficiency and effectiveness of Council's risk management practice is the establishment of an ongoing monitoring and review process. This process ensures that for each risk identified, specified management action plans exist and remain relevant.

This report identifies the primary Corporate Risks facing Council and the rationale for the selection. Council's key Corporate risks are ranked as follows:

1. Natural catastrophe/Climate change;
2. Financial sustainability;
3. Cyber incidents/Information Technology infrastructure;
4. Reputation risk;
5. Business continuity and community disruption;
6. Ineffective governance;
7. Human Resources and/or Workplace Health and Safety management;
8. Theft, fraud and crime.
9. Property and Infrastructure management; and
10. Increased statutory and/or regulatory requirements.

Pandemic threats are not included as a risk, as they are manifested in financial sustainability, business continuity, Human Resources and Workplace Health and Safety management and increased regulatory requirements.

PURPOSE

Risks posed to Council are not constant: they fluctuate as a function of factors beyond Council's control: Consequently, Council periodically reviews its risks, risk register and controls. This report provides an assessment of Council's risk environment as at the 31st January 2021, for the Council's consideration.

BACKGROUND

Risk management underlies the daily activities of the Council, i.e. the systematic application of risk management supports good decision-making, enables sound judgements and promotes the cost-effective use of resources throughout the organisation.

The aims of the risk management are to:

- develop an organisation-wide understanding of risk management;
- create an environment where all employees assume responsibility for managing risk;
- ensure that relevant risks are considered in decision-making processes;
- ensure that significant risks faced by the Council are identified and understood; and
- ensure that material risks are appropriately monitored through documented review processes and that key controls and mitigating actions are reported to management on a regular basis.

The methodology adopted in preparing this report and underpinning the identification of risks included:

- Interviews with the CEO, Directors and Managers through a series of meetings,
- A review of the Queensland Treasury Corporation Financial Performance Review of the Whitsunday Regional Council;
- A review of claims history on Council's suite of insurance policies;
- A review of recent Audit reports from the Queensland Audit Office;
- A review of the interactions with the various oversight bodies (e.g.: Ombudsman, CCC and Office of the Independent Assessor); and
- A review of the Global Risk Horizon (published by the World Economic Forum).

Strategic risk management is the process of identifying, quantifying, and [mitigating any risk](#) that affects or is inherent in an organisation's business strategy, strategic objectives, and strategy execution.

These risks may include:

- Shifts in resident demand and preferences;
- Legal and regulatory changes;
- Competitive pressure;
- Technological changes;
- Senior management turnover; or
- Resident pressure.

Corporate or strategic risks that an organisation faces are those that could potentially result in a significant loss in terms of money or reputation: An organisation that has superior and unmatched processes will still fail if their customers no longer want their products. This lesson was learned by mobile phone handset manufacturers (e.g. Nokia and Motorola) when the Apple® iPhone® arrived in the market.

Strategic risk is the big stuff, and prioritising strategic risk management means dealing with the big stuff first: Strategic risk represents the greatest dangers (and opportunities) Council

faces. By taking steps to manage risk at the enterprise level, organisations can shape their future success while minimising downside exposure.

The report was presented to the Audit and Risk Committee of Council in February 2021.

STATUTORY/COMPLIANCE MATTERS

Section 164 of the *Local Government Regulations 2012* requires Council to keep a written record stating:

- (a) the risks the local government's operations are exposed to, to the extent they are relevant to financial management;
- (b) the control measures adopted to manage the risks.

ANALYSIS

Management of risks creates both opportunities and challenges for Local Government as it attempts to lead climate change, economic stability and community safety. With the complexity of Council's 'environment' changes rapidly, Council finds itself in a pivotal role due to its multifaceted community focused operation.

2021 Global Risk Outlook

The 16th edition of the World Economic Forum's Global Risks Report (Published: Tuesday 3 November 2020) analyses the risks a wide range of perspectives throughout the world.

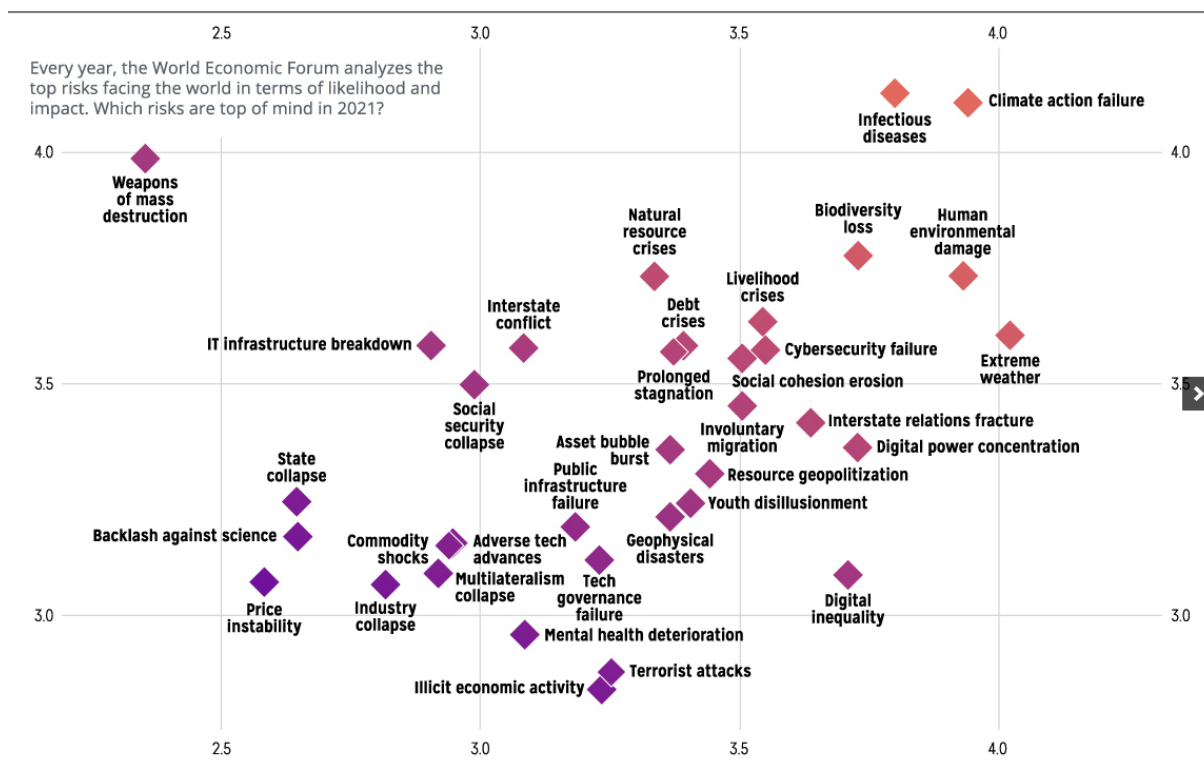
Among the highest likelihood risks of the next ten years identified are:

- extreme weather;
- climate action failure and human-led environmental damage;
- digital power concentration;
- digital inequality and cybersecurity failure.

Among the highest impact risks of the next decade are:

- infectious diseases
- climate action failure and other environmental risks;
- weapons of mass destruction;
- livelihood crises;
- debt crises; and
- IT infrastructure breakdown.

The top risks (identified by the World Economic Forum) are mapped in the following Diagram (the highest risks are located in the top right):



Source World Economic Forum

2021 Council Risk Outlook

Risk 1 - Natural catastrophes and Climate Change

Natural disasters and climate change challenges have been identified as the leading risk to the Whitsunday Region. The Whitsunday Region is highly exposed to the physical risks of climate change (manifested as an increase in cyclone activity and intensity, rising sea levels and intense bush fires). Climate change accentuates the complexities of risk management, potentially introducing previously inconceivable novel risks or amplifying current risks beyond existing critical levels. These risks are broad and are relevant to all societal levels - whether directly or indirectly ultimately the impacts of climate change coalesce in the economy. Important observations in this regard are:

- Concentration of carbon dioxide in the atmosphere is at a higher level than any time in human history.
- The number of climate-related natural catastrophes has been rising steeply since the 1980s.
- The last four years are the hottest in recorded history and reflect a rapidly warming planet.
- Evidence of the link between climate change and extreme weather is becoming stronger and much more robust.
- Current efforts to prevent climate change fall short of that required to reduce the risk of significant disruption to the earth's climate system.

Within the Whitsunday region, increasing risks of sea level rises, riverine flooding, more intense storm events and increased bush fire likelihoods, pose risks to its infrastructure (in replacement, maintenance and insurance costs), the habitation of a number of coastal communities (reduction in rateable values, loss of lives, loss of employment) and unplanned outage of IT or telecommunications which also pose a serious risk to service delivery.

During the past 5 years, natural hazards have been the single most significant driver of claims by LGM assets members in terms of both claim number (frequency) and claim cost (severity). Losses from storms and floods account for more than 30% of claims by number and more than 90% of claim costs. These figures represent the losses borne by LGM Assets only and do not account for the broader economic impacts not covered as part of membership (e.g. lost productivity and other opportunity costs) that accompany these events. Whitsunday Regional Council's insurance claims for buildings, etc exceeded \$20m for tropical cyclone Debbie in 2017.

Risk 2 - Financial Sustainability

Notwithstanding the structural reforms of 2008, Financial Sustainability has been identified as a significant risk to Council, driven by limitations in revenue growth, suspension of rate increases, the level of subsidisation and sponsorship of community organisations along with cost shifting from State and Federal Government to Local Government. Further, as infrastructure costs continue to increase, Council will be required to be more resourceful so that it manages its existing operations along with new activities within the existing financial constraints.

The Covid19 health directives and the impact on business income and wages, particularly in the tourism and hospitality sector pose a particular threat to ratepayers' collective ability to pay rates and is anticipated to significantly affect Council's revenue collections.

The impact of major catastrophic events (cyclones, rising sea levels and climate change) and the ability to source affordable insurance protection compounds this risk. QTC is undertaking a financial performance review and credit review, this may identify specific risks facing Council that need to be mitigated.

As the federal monetary stimulus that propped up markets and supported businesses start winding back, the economic outlook seems more fragile than ever. Debt-to-GDP ratios continue to rise across advanced economies and if GDP growth stagnates for too long, a potential debt crisis could see many businesses and major nations default on their debt. With greater stress accumulating on a range of major industries such as tourism and hospitality, the economy risks a build-up of "zombie" firms that drag down overall productivity.

Risk 3 - Cyber incidents / IT Infrastructure

Cyber-incidents are a growing and evolving issue globally with the potential for current and future exposures increasing. As council relies more on information technology to improve the liveability, productivity and sustainability of their communities, by embracing technology to deliver services, however the technological infrastructure needs to be maintained to manage the fast pace changes of the digital world and ensure it is protected so the community is not impacted.

Cyber incidents include cyber-attacks, assaults from criminals using ransom-ware, and infiltration of systems by outsiders, resulting in data fraud and security risks. Council's insurers advise that in 2018, there was a 350% increase in ransomware attacks, a 250% increase in email compromise attacks and 70% increase in phishing¹ attacks. As Council relies on digital technologies to facilitate and drive business, it is anticipated that this will be seen as a leading concern into the future.

¹ the fraudulent practice of sending emails purporting to be from reputable companies to induce individuals to reveal personal and corporate information, such as passwords and financial details.

Council is heavily reliant (and increasingly so) on internet connectivity to carry out business operations, notwithstanding that we are more vulnerable to cyber risks. Network intrusion, hacking, phishing, cyber extortion and social engineering are just some of the risks of information assets becoming compromised. As the frequency of cyber-attack incidents increases, the appetite for Councils to invest in the mitigation of their cyber risks will increase.

Council is currently running two Enterprise Resource Planning (ERP) Systems but has recently developed an ICT roadmap / strategy to address the operational challenges and has started work on improving IT security.

Risk 4- Reputational risks

Reputational risks often arise from some other failure (see following risks) and result in loss of community trust in Councillors, Council staff and then loss of trust in Councils, sometimes over relatively insignificant actions. Investigations and findings by the Crime and Corruption Commission or Office of the Independent Assessor in other local governments also leads to reputational damage across the industry. Council's insurers advise that they have seen claim numbers and the costs of defending these reputational matters increased dramatically due to the sensitive and emotive nature of these claims. The most common causes of reputational matters reported arise from elected member conflicts, increased regulatory activity and employment disputes.

Council's reputation is paramount in maintaining community trust and its social contract with the community, notwithstanding the rise in conspiracy theories and a rising number of members of the community who arrive at unreasonable conclusions about democracy.

Risk 5 - Business Continuity

The need for business continuity management plans has been highlighted by Cyclone Debbie and the Covid 19 pandemic to minimise community disruption to the delivery of services to the community. It is believed that these threats will continue to increase, making the business continuity function more critically important.

Risk 6 - Ineffective governance

Risks arising from ineffective governance often leads to reputational damage with Council's communities and other stakeholders. The key concern is the increasing community expectations for of transparency and accountability, failure to understand delegations and authorisations within the organisation, a failure to manage contractors, facilities and events, an inability to manage misconduct leading to investigations by the Crime Corruption Commission, Ombudsman or Office of Independent Assessor and inadequate financial controls resulting in financial loss.

Another element of risk is in managing risk itself - the reality that an organisations cannot just monitor and review risk every 3, 6 or 12 months by pulling out its risk register from time to time but have to look to confirm that risks and their level of impact still apply. This is not monitor and review. Council needs to manage risks more closely and as part of its ordinary business and the way it works on a day to day basis.

Risks that are ranked as extreme; (high likelihood and consequence) need to be monitored (i.e. their controls and their effectiveness) at a higher priority to give Council sufficient assurance that those controls are effective. Council's risk maturity is low and under-resourced, with many risk owners who need to be continually looking and monitoring particular risks not accepting that role as being part of their job.

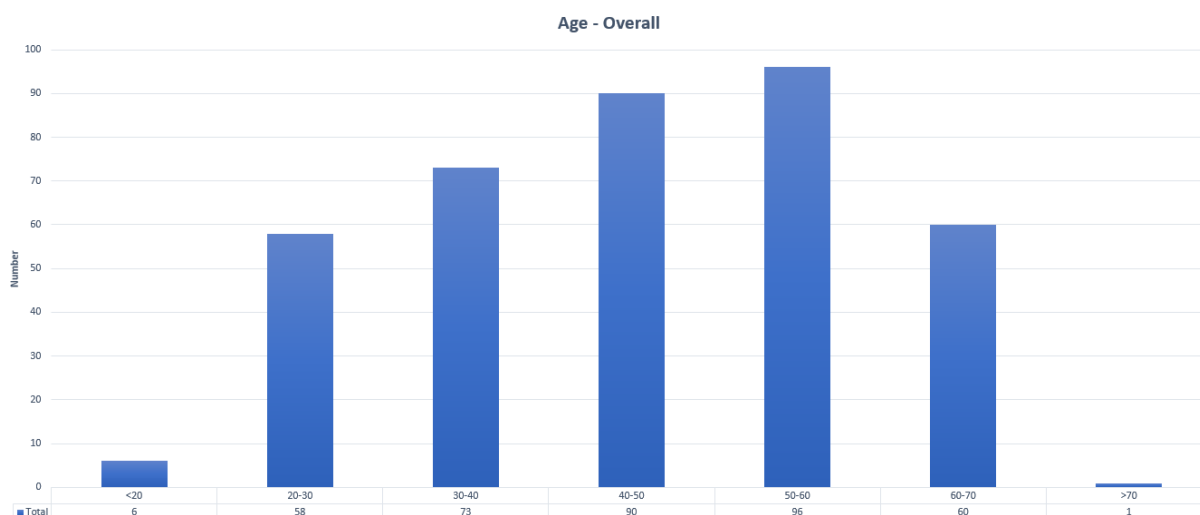
In summary, risk monitoring and review is a continuous program where Council needs to make sure that those events that will have extreme and high consequences are adequately controlled.

Risk 7 - Effective Human Resource and/or Workplace Health and Safety management

Health, safety and wellbeing of all employees is a significant concern, followed closely by concerns with Councils' limited capacity to attract and retain professional staff, exacerbated by an ageing workforce, which brings about additional challenges and risks to the future workplace.

ABS research released in 2016 revealed that 23% of Australians aged 45 and over intend to work to age 70, compared to only 8% in 2004 - 2005. LGM's workers compensation data over a 20-year period has seen an average cost of a claim for a 55-64-year-old incur in excess of 240% higher costs when compared to a 25-34-year-old. Unfortunately, the sad reality is that as we age our body's capacity to recover, rehabilitate and return to work following injury or illness declines. That being said, older employees can safely and productively remain at work, if policy and practices supportive of employee needs are in place.

Council's workplace statistics show the following age distribution for employees:



The largest cohort of employees are those between 50 and 60 years of age.

Risk 8 - Theft, fraud and crime.

A 2014/15 report to Parliament by the Queensland Audit Office (Report 19) observed that:

- 'Councils are exposed to high risks of fraud and corruption because of the large volume of goods and services they procure, often from local suppliers; and because of the high degree of devolved decision making vested in councils. The possibility that council employees could be linked through their personal or professional relationships to suppliers can also lead to an increased risk of fraud due to conflicts between the public interest and their private interests.'
- 'Most councils are not effective in managing their fraud risks—fraud and corruption is happening in councils, but few understand sufficiently how widespread it is, or what it costs them.'

On this basis, theft, fraud and crime is considered to be a significant risk to Council.

Risk 9 - Property and Infrastructure management

Local Government has substantial ownership of property and infrastructure at risk of significant damage from natural disasters and Council's capacity to finance the renewal of its asset base are leading concerns. The risk of State or Federal Governments transferring the responsibility of their assets to Local Government, leading to additional infrastructure expenditure is also increasing.

Risk 10 - Increased statutory and/or regulatory requirements

The increasing focus of compliance, transparency and cost shifting from other tiers of Government the impact on Councils continued in 2019. This increased statutory and regulatory requirements reduce capacity to deliver effectively and efficiently to their communities and add to overheads.

ORGANISATIONAL INDICATORS OF RISK

Insurance Claims

Insurance claims add an additional dimension to risk assessment and confirm the qualitative assessment:

Council insurance claims are summarised in the table below:

Public Liability	Number of Claims
Since 2015	54
Since 2020	6
Employment Practices / Officer Liability	
Since 2015	2
Since 2020	2
Motor Vehicle Claims	
Since 2015	55
Since 2020	15
Property	
Since 2015 * TC Debbie	-
Since 2020	3
Marine	
Since 2015 * TC Debbie	-
Since 2020	0

Corruption Allegations

There were 5 investigations undertaken in the past 12 months related to:

Ombudsman Enquiries

The subject of investigations related to:

- Failure of Council to take action - roaming and attacking dogs - Not substantiated.
- Drainage infrastructure - Not substantiated.
- Conflict of Interests - Not substantiated.
- Drainage infrastructure - Not resolved.

Office of Independent Assessor Enquiries

The subject of investigations related to:

- Conflict of Interests - Not substantiated.
- Release of Confidential Information - Substantiated.

STRATEGIC IMPACTS

Council's operating environment has many strategic risks that can have a significant impact on Council's ability to deliver services and achieve its mission and objectives. These strategic risks may prevent Council from capitalising on its strengths and opportunities, expose Council's weaknesses, and/or fail to address organisational threats. It is important that risk management be incorporated into Council's day to day business activities.

CONSULTATION

Executive Leader Team
Middle Management Group
Audit and Risk Committee

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

Strategic Risk Management should form an integral part of your strategic planning process. This integration should occur at the strategy formulation and implementation phases.

ATTACHMENTS

Attachment 1 – Risk Register (Short form)

Attachment 1 – Risk Register (Short form)

Risk Register (short form version)						
Risk Description	Likelihood	Impact of Risk	Existing Risk Reduction Controls	Consequence	Risk Rating	Possible future Risk Reduction Controls
Risk 1 – Natural Catastrophe and Climate Change	Almost Certain	- Loss of Life - Property Damage - Reduced operational capacity - Increased operational demand - Reduced ability of businesses and residents to pay rates	- Disaster Management Plans - Business Continuity Plan - Development Controls - Climate Control Hub initiatives	Extreme	Extreme	- Employ appropriate development controls for new development - Education of community on climate change implications - Monitor and review DMP and BCP
Risk 2a - Failure to maintain Financial Sustainability	Possible	Limits to Council's ability to maintain assets and provide vital services to residents and visitors	- Managing costs - Disaster Preparation - Building Council Resilience - Hardship Provisions	Extreme	Extreme	- Review and apply relevant Cost controls - Develop Full cost recovery systems - Develop Strategic Asset Management (whole of life costing), linked to financial forecasts - Review Own-source revenue Charging Capacity - Introduce robust project management system for critical projects - Review and implement an ICT roadmap / ICT strategy
Risk 2b - Inability of Ratepayers to pay rates and charges should the region's economy not fully recover from Covid pandemic.	Possible	Reduced cash flows to Council severely limits Council's ability to maintain assets and provide vital services to residents and visitors	- Building Community Resilience - Hardship Provisions	Extreme	Extreme	Undertake financial sensitivity analysis as part of budget planning and review.

Risk Register (short form version)						
Risk Description	Likelihood	Impact of Risk	Existing Risk Reduction Controls	Consequence	Risk Rating	Possible future Risk Reduction Controls
Risk 3 - Cyber incidents and IT Infrastructure	Likely	- Cyber incidents could disable Council's network and severely limit Council's ability to conduct its business - No single Enterprise Resource system	- Develop ICT Roadmap - Review of IT Security	Extreme	Extreme	- Review Business Continuity and Disaster Recovery plans and documentation - Utilise auditing and logging functions to capture events to raise visibility of possible malicious activity. - Educate community on climate change implications - Monitor and review DMP and BCP - Employ appropriate development controls for new development - Review It security and develop strategy - Undertake IT skills gap analysis and develop an appropriate response
Risk 4 -Reputation	Possible	Corrupt conduct, mal-administration, defamation claims and the loss of court actions lead to a loss of reputation for the Council	- Implementation of good governance policies and controls - Fraud and Corruption controls - Protection for Public Interest Disclosures - Current Risk Management processes	High	High	- Facilitate discussion on social issues – cultural heritage, population growth, protection of natural resources and environment; - Review risk practices in organisation - Promote an Open, Transparent and Accountable engagement with residents

Risk Register (short form version)						
Risk Description	Likelihood	Impact of Risk	Existing Risk Reduction Controls	Consequence	Risk Rating	Possible future Risk Reduction Controls
Risk 5 - Business Continuity	Likely	The impact of natural disasters, including cyclones and pandemics may prevent Council from delivering services to the community	- Disaster Management Plans - Business continuity Plan	High	High	Review risk practices in organisation
Risk 6 - Ineffective governance	Possible	- Failure to understand delegations and authorisations within the organisation - A failure to manage contractors, facilities and events - An inability to manage misconduct leading to investigations by the CCC or OIC - Inadequate financial controls resulting in financial loss - Ineffective Risk Management	- Review delegations and authorisations - Adoption and implementation of policies - Risk Management - Internal audit	High	High	- Review risk practices in organisation - Review transparency and accountability activities - Organisational commitment to a single Enterprise Risk Management system - Establish better integration between insurance claims processing to identification of risk - Ensure greater compliance with policies and procedures - Improve management of contractors (to ensure they provide services as engaged). - Provide Authorised Person training for all Authorised Persons, especially in enforcement areas - Develop an accountable culture
Risk 7 - Effective HR and/or WHS management	Possible	- Workplace accidents - Aging workforce - High turnover of CEO and Senior Executive Employees - Skills deficiency	Workplace practices and policy	High	High	- Undertake a Skills audit - Undertake additional workforce planning and training - Review rehabilitation practices - Review arrangements for remote workers and compliance officers working alone
Risk 8 - Theft, fraud and crime	Possible	- Conflicts of Interests arising through personal or professional relationships of staff and suppliers - Corrupt behaviour	PID protections and availability	High	High	- Extend Register of Interests requirements to managers with influence - Improve delegation and authorisation control

Risk Register (short form version)						
Risk Description	Likelihood	Impact of Risk	Existing Risk Reduction Controls	Consequence	Risk Rating	Possible future Risk Reduction Controls
Risk 9 - Property and Infrastructure management	Likely	- Inability to finance asset replacement / renewal - Risk of significant damage from natural disaster events - Incapacity to finance the renewal of its asset base - State or Federal Governments transferring the responsibility of assets to Local Government. - Leasing arrangements not consistent with long term objectives	- Insurance policies - Long term financial planning	High	High	Develop Strategic Asset Management and Renewal Plans
Risk 10 - Increased statutory and/or regulatory requirements	Likely	- Failure to comply with new / changed compliance and transparency requirements - Cost shifting from other tiers of Government reduce Council's capacity to deliver services effectively and efficiently to the communities.	Governance processes	High	High	Promote an Open, Transparent and Accountable engagement with residents

13. Corporate Services

13.3 SUB-LEASE - COLLINSVILLE COMMUNITY ASSOCIATION - LOT 25 ON CPC74042

AUTHOR: Billie Davis - Senior Commercial Officer

Peter Shuttlewood - Executive Manager Procurement, Property & Fleet

RESPONSIBLE OFFICER: Jason Bradshaw - Director Corporate Services

OFFICER'S RECOMMENDATION

That Council authorise the Chief Executive Officer to enter into negotiations and execute a peppercorn sub-lease with the Collinsville Community Association Inc. for part of land at 87 Garrick Street, Collinsville (Lot 25 on CPC74042) in accordance with Section 236(c)(iii) of the Local Government Regulation 2012.

The following report has been submitted for inclusion into Council's Ordinary Meeting to be held on 24 March 2021.

SUMMARY

Council leases part of the land being the old hospital building at 87 Garrick Street, Collinsville (Lot 25 on CP 74042) from Mackay Hospital and Health Service.

The Collinsville Community Association holds a sub-lease with Council for the use of the building as they currently provide a range of community services to Collinsville such as but not limited to crisis counselling, family support services, job search assistance and Centrelink functions.

PURPOSE

The Collinsville Community Association have entered into a new 3-year agreement with the Department of Communities to continue to provide a range of community services to the residents of Collinsville. With successfully obtaining an additional 3-years funding, the Collinsville Community Association have advised Council that they wish to continue with their leasing arrangement for another 3-year term to bring in line with their funding agreement.

BACKGROUND

Council leases 87 Garrick Street, Collinsville from Mackay Hospital and Health Service for the purpose of providing community services to Collinsville. In accordance with the lease terms, Council may issue a renewal sub-lease without the need to reobtain approval from the Lessor.

Collinsville Community Association's sub-lease expired on the 31 December 2020. The extension of the lease was reliant on securing the additional funding to allow the Collinsville Community Association to continue conducting their operations. Confirmation that a new funding agreement has been entered into has been received by the Collinsville Community Association with the end date being 31 December 2023.

Collinsville Community Association is an Australian registered not-for-profit organisation. To bring in line with Council's other not-for-profit organisation leases it is recommended to offer the lease at a peppercorn rate. This allows for funds to go back to the organisation to support their services that they provide to the community.

STATUTORY/COMPLIANCE MATTERS

Local Government Regulation 2012

Land Act 1994

ANALYSIS

It is recommended to enter into a sub-lease with the Collinsville Community Association for a 3-year term to allow them to continue providing vital services to Collinsville and to bring the dates in line with their funding agreement.

Section 236(c)(iii) of the Local Government Regulation 2012 allows Council to enter into a leasing agreement with an existing tenant without the requirement of going to a public tender.

STRATEGIC IMPACTS

Strategic - ensuring that Council controlled leases are being managed in accordance with the permitted use and Council's obligations are being satisfied.

Financial - the sub-lease will be at a peppercorn rate, therefore will not be providing Council with revenue. Taking this cost away from the community organisations allow them to invest it back into the Organisation allowing them to focus on the services they are providing to the community.

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.

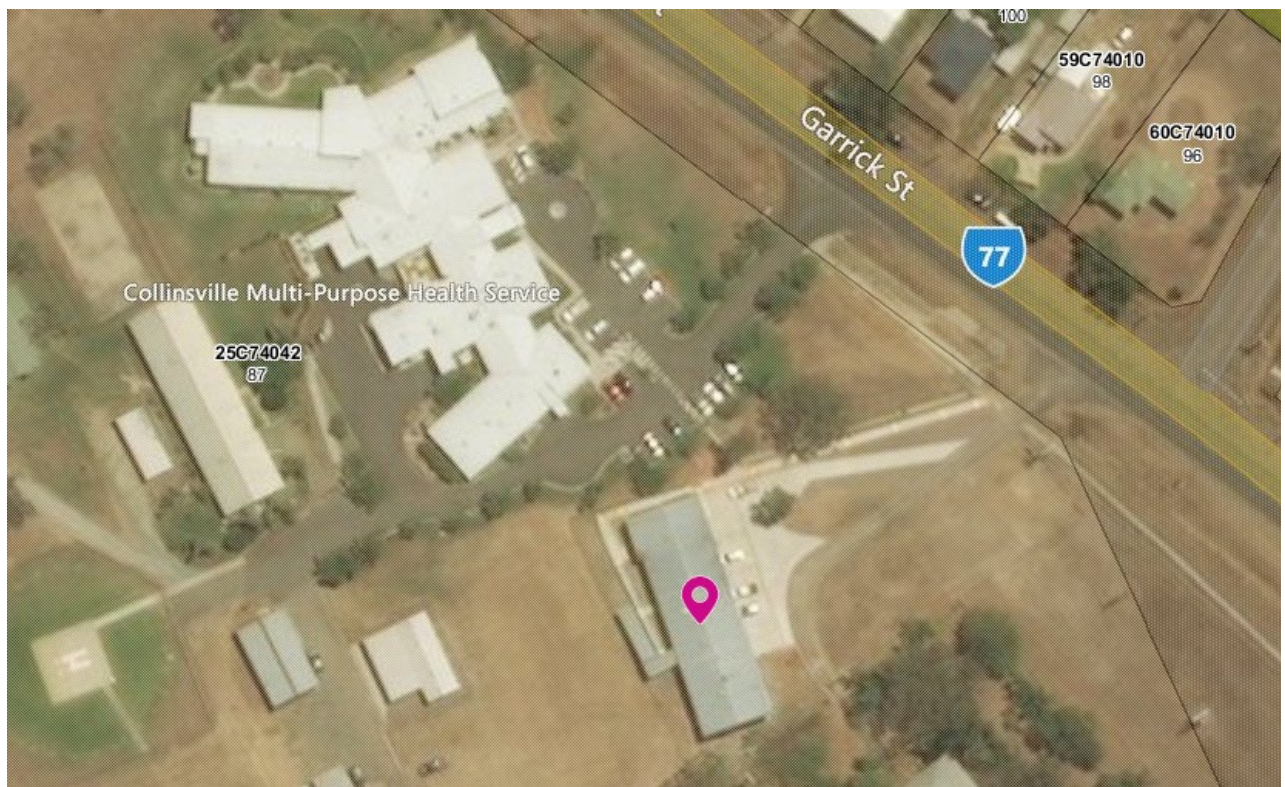
CONCLUSION

It is recommended to enter into a peppercorn sub-lease agreement with the Collinsville Community Association to ensure that they can continue its operations and provide vital services to the Collinsville region.

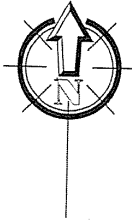
ATTACHMENT

Attachment 1 - Site Map - Collinsville Community Association

Attachment 1 - Site Map - Collinsville Community Association



THE AREA SHOWN IS THE NETT LETTABLE AREA
AS DEFINED BY THE PROPERTY COUNCIL OF AUSTRALIA
METHOD OF MEASUREMENT.



PETER DELEMO THE
ROAD

GARRICK STREET

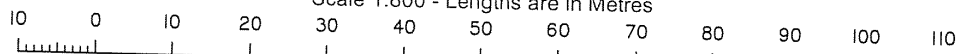
Lease W
SP241790

SEE
DIAG.
BELOW

25

C74042

Scale 1:800 - Lengths are in Metres



(Ground Floor)

LEVEL A

Scale 1: 500

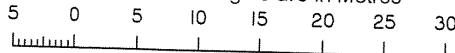
A
76m²

B
Part
199m²

(405m²)
TOTAL

Lease W
SP241790

Scale 1:500 - Lengths are in Metres



(First Floor)

LEVEL B

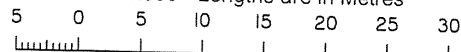
Scale 1: 500

C
240m²

Lease W
SP241790

B
Part
206m²

Scale 1:500 - Lengths are in Metres



0 50 100 150 mm SCALE BAR		100 150 mm SCALE BAR	
THESE DESIGNS AND DRAWINGS ARE COPYRIGHT AND ARE NOT TO BE USED OR REPRODUCED WITHOUT THE WRITTEN PERMISSION OF WSG		150 150 mm SCALE BAR	
IMPORTANT NOTES: (These notes are an integral part of this plan) This plan has been prepared for Whitsunday Regional Council for the purposes of lease of part of a building. It is not to be used by any other person or corporation or for any other purposes and is subject to the following limitations: [APPROPRIATE NOTES TO BE INSERTED HERE]		WSG BRISBANE 071 8560 4700 MACKAY 071 851 1011 www.whitsundaysurveys.com.au Email: mackay@whitsundaysurveys.com.au Email: proscopie@whitsundaysurveys.com.au KIN 25 624311 974 Queensland Surveying the City of Whitsunday Survey	
Copyright © Queens and Surveying the City of Whitsunday Survey 2/22/2016 QUEENSLAND SURVEYING ACN 604 671 374, certify that the details shown on this sketch plan are correct. Signature: <i>Storaker</i> Date: 5/9/2016		Local Authority: Collinsville Whitsunday RC Map Reference: 8456-14131 Title Reference: 50199957 Horizontal Meridian: MGA	
Scale: As stated above Surveyed: gkw		Plan for Lease Purposes Only for Leases A, B & C of the Ground and First Floors of a Building erected within Lot 25 on C74042 (Lease W on SP241790)	
Drawn: ghw Checked: ghw Plot Date: 05 Sep. 2016 Computer File Ref: 14245Lease3.dwg		Drawing No: 14245-L02 Issue: A	

13. Corporate Services

13.4 REQUEST FOR TENDER - AGISTMENT LEASES - COLLINSVILLE

AUTHOR: Billie Davis - Senior Commercial Officer

Peter Shuttlewood - Executive Manager Procurement, Property & Fleet

RESPONSIBLE OFFICER: Jason Bradshaw - Director Corporate Services

OFFICER'S RECOMMENDATION

That Council resolves to invite public tenders for the lease of the following properties for agistment purposes only, in accordance with Section 227 of the Local Government Regulation 2012:

31 Garrick Street	Lot 24 on DK190	Part of Land
L81 Garrick Street	Lot 81 on CP903172	Part of Land
173 Scottville Road	Lot 32 on DK92	Part of Land
L109 Mt Coolon Rd	Lot 109 on DK111	Whole of Land
50 Walker Street	Lot 16 on CP74042	Whole of Land
7 Station Street	Lot 2 on AP2844	Whole of Land
L87 Garrick Street	Lot 87 on SP232119	Whole of Land

The following report has been submitted for inclusion into Council's Ordinary Meeting to be held on 24 March 2021.

SUMMARY

Council has identified various parcels of land within Collinsville to provide to the community through public tender, leases over the land for agistment purposes.

PURPOSE

Agistment leases are entered into for the purpose of holding livestock on land for grazing. Livestock can be cattle, sheep, horses, goats, and other domestic animals raised within an agricultural setting. This further assists with the maintenance of that land with grazing keeping the land clear of significant vegetation growth.

BACKGROUND

Council has become aware of a rise in community need for more land within Collinsville for agistment. Due to the dry conditions that are experienced out in this area of the region, livestock are requiring more/new areas for grazing. Council holds various pieces of land in Collinsville that are not currently being occupied/leased or utilised for operational purposes. Previous agistment agreements have been entered into with Council in Collinsville, though these have now expired.

STATUTORY/COMPLIANCE MATTERS

Local Government Regulation 2012

ANALYSIS

The following land has been identified as land that is suitable for leasing for the purpose of agistment:

31 Garrick Street	L24 DK190	Part of Land
L81 Garrick Street	Lot 81 CP903172	Part of Land
173 Scottville Road	L32 DK92	Part of Land
L109 Mt Coolon Rd	L109 DK111	Whole of Land
50 Walker Street	L16 CP74042	Whole of Land
7 Station Street	Lot 2 AP2844	Whole of Land
L87 Garrick Street	Lot 87 on SP232119	Whole of Land

The identified land parcels bar Lot 87 Garrick Street Collinsville which is freehold, are reserves for the purpose of recreation however secondary uses of trust land can be allowed that are inconsistent with the permitted use in accordance with Section 52(3) *Land Act* 1994. DNRME Policy SLM/2013/493 allows for Grazing for pasture management as an allowed use of trustee land as a secondary use.

Agistment leases are entered into for the purpose of holding livestock on land for grazing. Livestock can be cattle, sheep, horses, goats, and other domestic animals raised within an agricultural setting.

Some of the land identified houses infrastructure and/or is part of the cemetery reserve. These parcels of land will be offered for agistment over part of the land to ensure the main purposes of the land are not disrupted or damaged.

STRATEGIC IMPACTS

Financial Implications - lease fees will be received by Council as this is trustee land and any revenue is required to go back to the land to maintain the reserve.

Risk Management Implications - the lease of the land will be in accordance with Council's commercial lease terms. Terms will be incorporated into the leases that have infrastructure on Site to ensure that risk of damage/disruption is mitigated.

Corporate Implications - the identification of a surplus asset that is not required by Council for operational purposes is ensuring the organisation is innovative, efficient, and financially sustainable.

Reputational Implications - it is supporting the residents as it is providing more land to allow their livestock to have access to more area to graze and keep healthy.

Legal Implications - terms within the lease will be incorporated to ensure that any risks are mitigated to Council and ensure that the Lessee is responsible for the operations and land management occurring within their leased area. Terms that are included are pest management and animal management.

CONSULTATION

Jason Bradshaw - Director Corporate Services
Darren Trott - Manager W&S Network Operations

Milton Morsch - Coordinator Environmental Health and Local Laws

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.

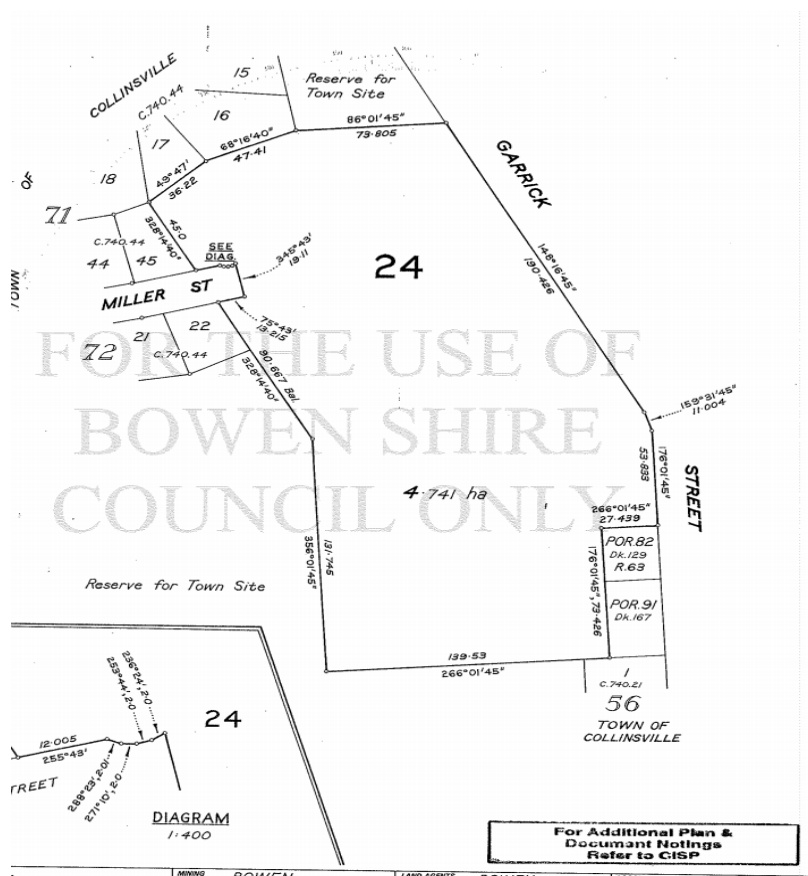
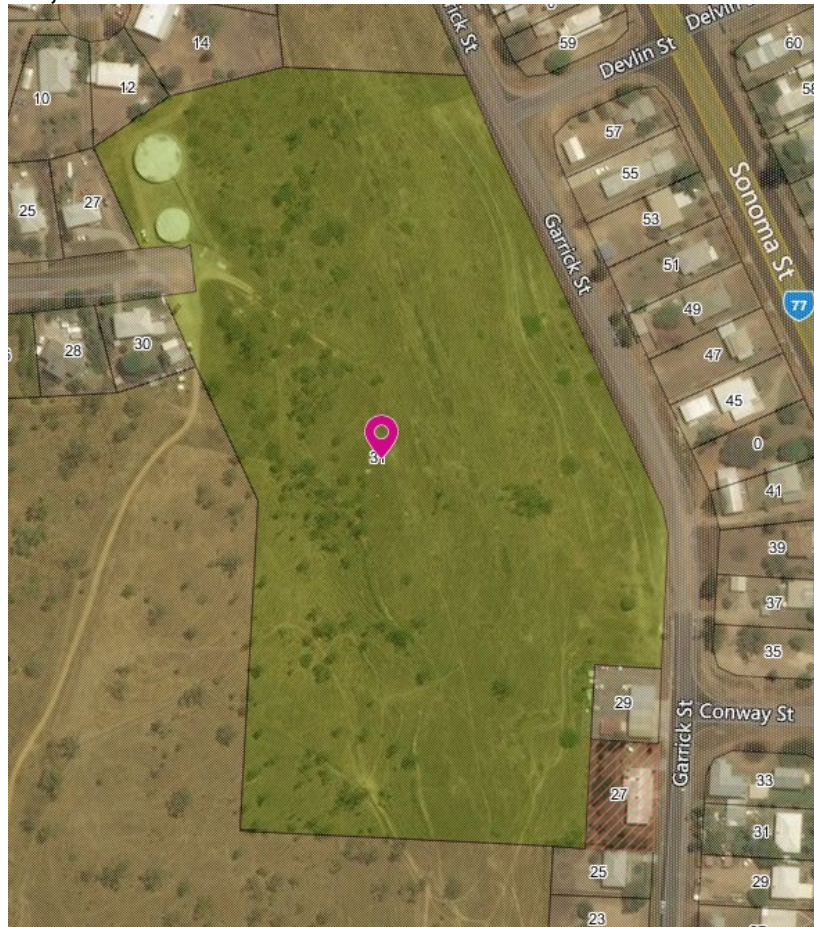
CONCLUSION

The land identified is suitable to lease for agistment purposes, and it is recommended to provide this service to the community whilst ensuring we are managing the land in accordance with appropriate land management requirements as trustee.

ATTACHMENTS

Attachment 1 - Site Maps

31 Garrick Street, Collinsville



81 Garrick Street, Collinsville



APPROXIMATE SURVEYING DATA: LOT 81, 6.727 ha, 1408 m².
 Surveyed by: [Name], 10/03/2021. All measurements are to the centre of the road unless otherwise stated.

PM	BEARING	DIST	NO	ORIGIN
1-QPM	23°47'20"	1006	1584	DK78
2-QPM	23°47'20"	1006	1583	DK78

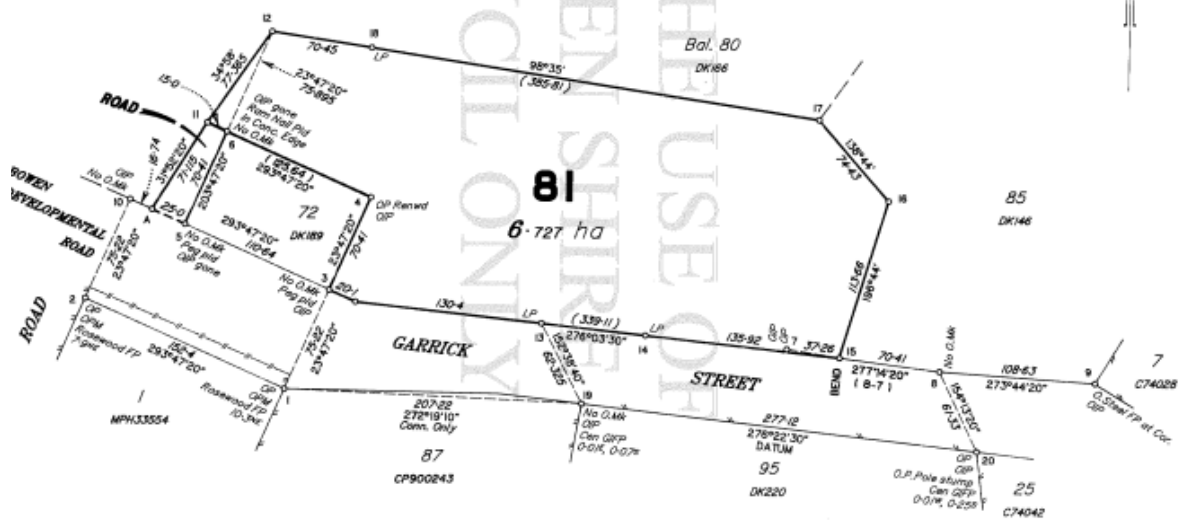
Peg placed at all new corners.

**Area to be Excised
from Lot 80 on DK166**

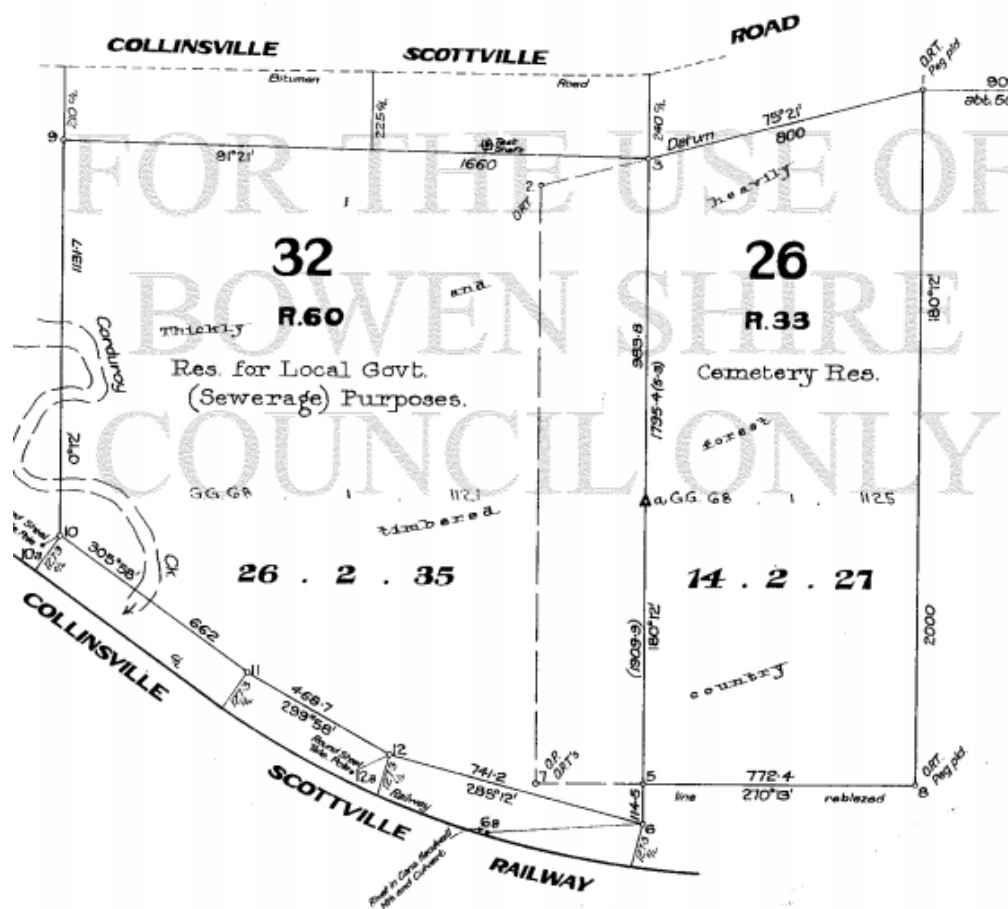
(11-12-17-15-3-4-11) 6.727 ha

(A-N-6-5-4) 1408 m²

STN	TO	BEARING	DIST	ORIGIN
New Ref.	3	OP	114°43'20"	1-0
	3	Pin	62°21'	5.765
	4	OP	23°47'20"	0.908
	5	OP gone	113°47'20"	1-0
	6	OP gone	203°47'20"	1-0
	6	Pin	30°21'	4.105
	7	OP	158°02'20"	1-2
	7	Pin	184°03'	14.75
	8	OP	119°44'20"	1.026
New Ref.	10	OP	23°47'20"	0.035
	12	Pin	97°36'	26.46
	13	Pin	6°04'	11.42
	14	Pin	6°04'	8.885
	15	Pin	159°26'	1.495
	16	Pin	40°34'	3.825
	17	Pin	100°41'	35.565
	18	Pin	181°54'	2.345
	19	OP	189°02'	0.755
	20	OP	276°22'30"	1-0
	20	G.P. Pole stump	276°22'30"	10-6

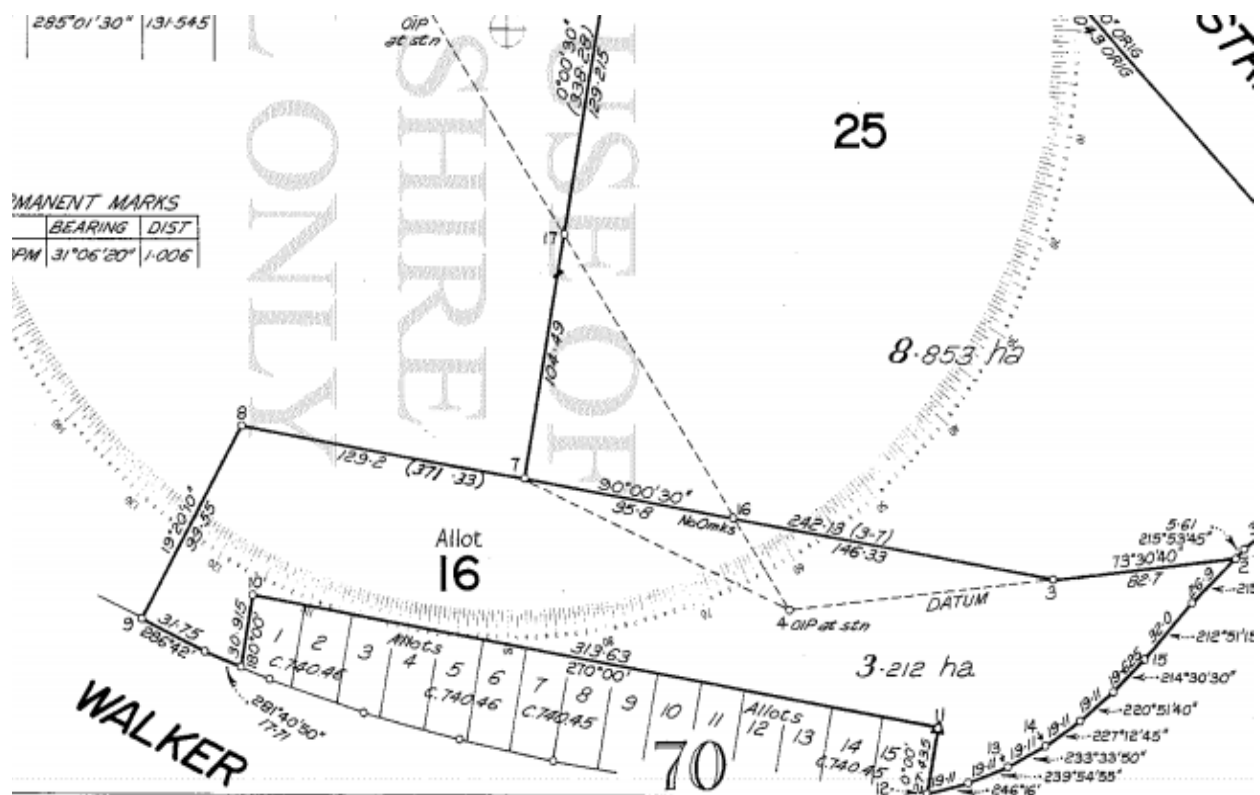


173 Scottville Road, Collinsville

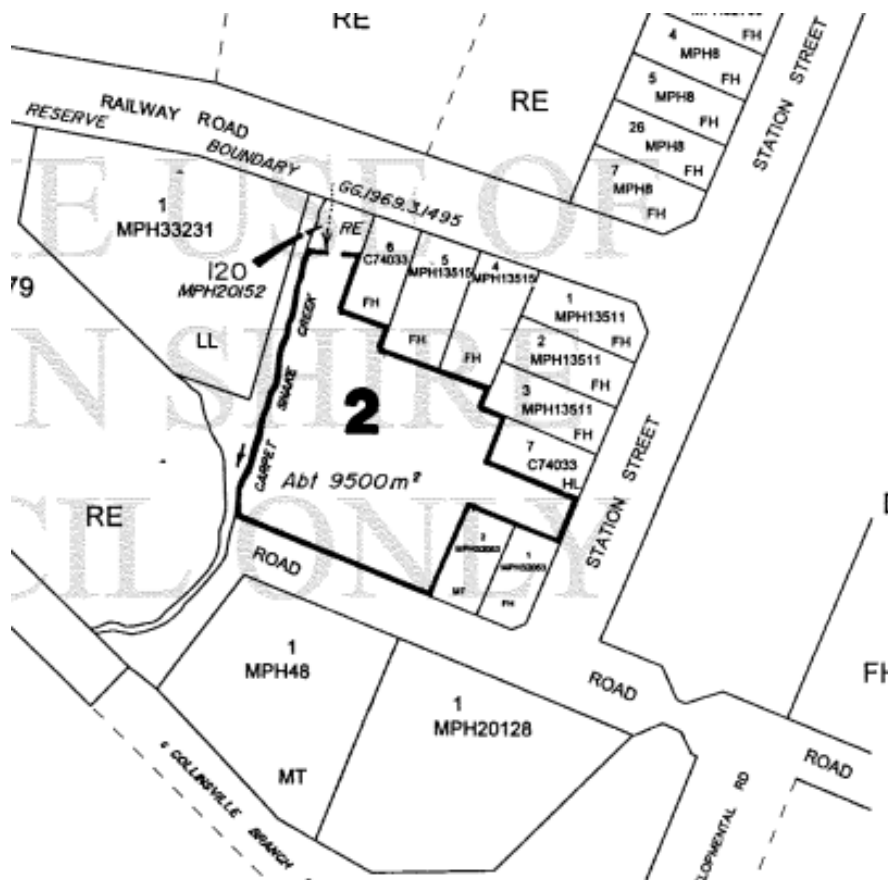




50 Walker Street, Collinsville



7 Station Street, Collinsville

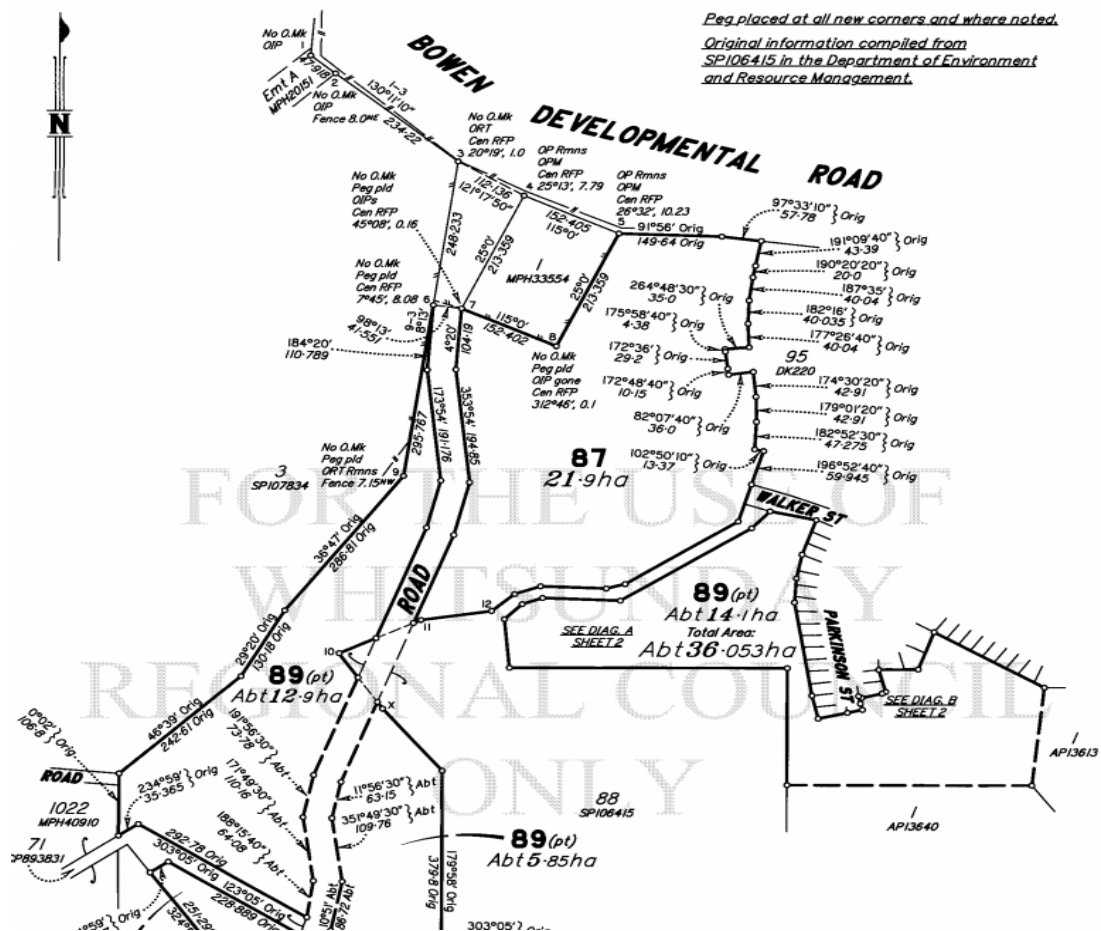


Lot 87 Garrick Street, Collinsville



and Title Act 1994 ; Land Act 1994
orm 21 Version 2

SURVEY PLAN

Sheet
1

13. Corporate Services

13.5 REPRESENTATION ON OTHER COMMITTEES AND BOARDS

AUTHOR: Norm Garsden - Manager Governance and Administration

RESPONSIBLE OFFICER: Jason Bradshaw - Director Corporate Services

OFFICER'S RECOMMENDATION

That Council nominate the Mayor, Cr Andrew Willcox to represent Council on the Regional Queensland Council of Mayors.

The following report has been submitted for inclusion into Council's Ordinary Meeting to be held on 24 March 2021.

SUMMARY

The Regional Queensland Council of Mayors (RQCoM) has recently been established to replace the Northern Alliance of Councils Inc (NAOC) to better reflect the objectives of the Councils and regional local government groups in this area.

PURPOSE

To formally appoint a representative to the Regional Queensland Council of Mayors as Council's representative.

BACKGROUND

The objects of the Association are:

- (1) to provide collective representation for the Member Local Governments in its dealing with all levels of government, business and community bodies for the future development of Regional Queensland
- (2) to seek out and facilitate economic, infrastructure and community development opportunities for Regional Queensland;
- (3) to act as a body representing the interests, aspirations and strategic direction of the Association and to work together in a spirit of cooperation for the benefit of Regional Queensland
- (4) to provide a stronger voice from Regional Queensland to promote awareness and engagement with State and Federal governments to improve access to funding and grants for projects which will benefit Region3. Proxy Voting al Queensland as a whole;
- (5) to develop and implement a strategy for the future development of Regional Queensland through the Association and its Members to improve opportunities and outcomes for communities
- (6) to provide advice and support to assist Members to facilitate economic development opportunities within their local government areas which will provide broader benefits for Regional Queensland as a whole;
- (7) encourage partnerships between government agencies including Federal, State and local government, business and community to leverage maximum use of available government resources; and

- (8) Other similar objects and aspirations to promote and facilitate sustainable economic outcomes for Regional Queensland

STATUTORY/COMPLIANCE MATTERS

Appointment is in accordance with the relevant legislation.

ANALYSIS

Council was previously a member of NAOC and membership of RQCoM provides a more contemporary representation for Council and the region.

STRATEGIC IMPACTS

Membership of RQCoM will provide additional resources and influence to assist the Mayor and Councillors represent the current and future interests of the local government area through the development of policies and strategies which set the future direction for the region.

RQCoM includes Councils from across the broader region, including:

- (a) North Queensland Regional Organisation of Councils (NQROC)
- (b) North West Queensland Regional Organisation of Councils (NWROC)
- (c) Far North Queensland Regional Organisation of Councils (FNQROC)
- (d) Central Queensland Regional Organisation of Councils (CQROC)
- (e) Greater Whitsunday Council of Mayors (GWCOM)
- (f) Torres Cape Indigenous Council Alliance (TCICA)

CONSULTATION

Mr Rod Ferguson, Chief Executive Officer
Cr Andrew Willcox, Mayor

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 nomination of the Mayor will continue Council's participation in the broader regional affairs, providing an extended sphere of influence and input in matters relevant to the regions of Queensland.

ATTACHMENTS

N/A

13. Corporate Services

13.6 BOWEN RIVER RURAL FIRE SERVICE - LETTER OF SUPPORT

AUTHOR: Billie Davis - Senior Commercial Officer

Peter Shuttlewood - Executive Manager Procurement, Property & Fleet

RESPONSIBLE OFFICER: Jason Bradshaw - Director Corporate Services

OFFICER'S RECOMMENDATION

That Council:

- a) **provide a letter of support to the Bowen River Rural Fire Service for their funding application to QCoal and the Rural Fire Service Queensland for the assistance to build a new Shed/Fire Station; and**
 - b) **if successful in obtaining the grants, provide to the Queensland Fire and Emergency Services on behalf of the Bowen River Rural Fire Service suitable land by way of trustee lease or donation of land for their operations.**
-

The following report has been submitted for inclusion into Council's Ordinary Meeting to be held on 24 March 2021.

SUMMARY

Bowen River Rural Fire Brigade 'BRRFS' have requested assistance from Council in the form of land suitable to upgrade and continue to provide a vital service to the Collinsville.

PURPOSE

BRRFS have applied for a grant with QCoal for assistance to build a new shed with the RFS to cover the remaining costs. At current, BRRFS do not have a location to store this vehicle safely, nor do they have a common meeting place.

BACKGROUND

The Bowen River Rural Fire Service, service over 8,175km² across the Bowen River which includes Collinsville. BRRFS volunteers have used their own utility vehicles stocked with equipment to manage and prevent fires. In 2020, Townsville FRS donated a vehicle to the BRRFS which is now receiving an upgrade to the newest model fire vehicle available to rural fire services.

BRRFS are seeking land suitable within the Collinsville area to develop their fire station as they are currently relying on shed and land space of volunteers to house trucks and equipment. This is not an efficient way to manage the services of the BRRFS.

STATUTORY/COMPLIANCE MATTERS

Local Government Regulation 2012

ANALYSIS

Council will provide a letter of support to the BRRFS for their grant application to assist in securing funding to allow them to upgrade. They are seeking grant funding from QCoal and Queensland Rural Fire Service.

If successful, Council has various land availability that may be suitable for the BRRFS which will be determined and reviewed by Council. The land will either be offered to BRRFS by way of a trustee lease or by donation of land dependant on the land use requirements.

Land is defined as a valuable non-current asset. Section 227 of the Local Government Regulation 2012 prescribes that the disposal of valuable non-current assets must be undertaken:

- through the invitation of public tenders; or
- offers the non-current asset for sale by auction,

and, that Council must satisfy the Sound Contracting Principles in the disposal of the asset. In accordance with Section 236 of the Local Government Regulation 2012, Council may dispose of a valuable non-current asset if it is disposed to a government agency/community organisation and all or some of the consideration for the disposal is consideration other than money and it is in the public interest to dispose of the land without tender or auction.

The BRRFS in exchange for the land will build, in accordance with relevant approvals a fire station/shed to house their equipment and have an appropriate location for fire services to the Collinsville region.

STRATEGIC IMPACTS

Financial Implications - there are no financial implication associated with Council providing a letter of support.

Risk Management Implications - providing a letter of support to assist the grant application to enhance the grant application to obtain funding to upgrade a facility/service that is a necessary emergency management service for Collinsville.

Corporate Implications - the identification of a surplus asset that is not required by Council for operational purposes is ensuring the organisation is innovative, efficient and financially sustainable.

Reputational Implications - The BRRFS are an integral part of the emergency services within Collinsville and require a suitable location to allow them to continue to provide such important services to the community.

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

It is recommended to provide support to the BRRFS to ensure that they are able to continue providing emergency service functions to Collinsville.

ATTACHMENTS

N/A

13. Corporate Services

13.7 CORPORATE SERVICES MONTHLY REPORT - FEBRUARY 2021

AUTHOR: Jason Bradshaw - Director Corporate Services

RESPONSIBLE OFFICER: Jason Bradshaw - Director Corporate Services

OFFICER'S RECOMMENDATION

That Council receive the Corporate Services Monthly Report for February 2021.

The following report has been submitted for inclusion into Council's Ordinary Meeting to be held on 24 March 2021.

SUMMARY

To provide an overview the Corporate Services Directorate for the month of February 2021. 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.

PURPOSE

To provide an overview the Corporate Services Directorate for the month of February 2021.

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 February 2021 continued to see the consolidation of yearly activities and the completion of key reporting on the operational plan and budget for the half year. It also saw the commencement of more detailed budget preparation work across the organisation.

The revaluation of the major asset classes continues to be a focus with the methodology developed and agreed with the data sets now being checked and translated into the asset management system. The impacts of the revaluation will be discussed with the Audit and Risk Committee and Council and be finalised into the revised budget at quarter three.

Council has been in discussion with the DNRME State valuation Service and is set to receive the valuation data next month with a session scheduled with Council to discuss the outcomes prior to the release of the valuations by the end March 2021. The valuations are used for the calculation of council rates and state government land taxes.

Progress continues to be made with the ICT program of works and the Steering Committee is working effectively in its oversight of the key projects and new initiatives that are being brought forward. Additional effort has been applied to progressing the solution for the W4Q Project for a Movie Screen with procurement completed and implementation now scheduled.

Work continues with the development of a governance framework and on tools to better support the organisation with growing focus on policies and delegations. Complaints and reviews continue to occupy time within governance with a focus on developing some additional guidance in this area.

Procurement remains in focus with a review of the current software solution and other alternatives underway to provide a better systems-based approach in managing contracts and ensuring appropriate controls are in place to support the effectiveness of a system driven approach.

Fleet purchases for the current year remain on track with most items expected to be procured and finalised with interruptions from COVID 19 pandemic seeing greater demand than is currently able to be supplied due to interruptions in manufacturing timelines.

Community leasing again remains in focus with the desire to meet community expectations and provide practical solutions and external advice is being sought to ensure we continue to operate in a consistent manner across all leases.

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

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 Humphrey - 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 is to be taken as this is an information only report.

ATTACHMENTS

Attachment 1 - Corporate Services Monthly Report – February 2021.



CORPORATE SERVICES

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

Monthly Report | February 2021

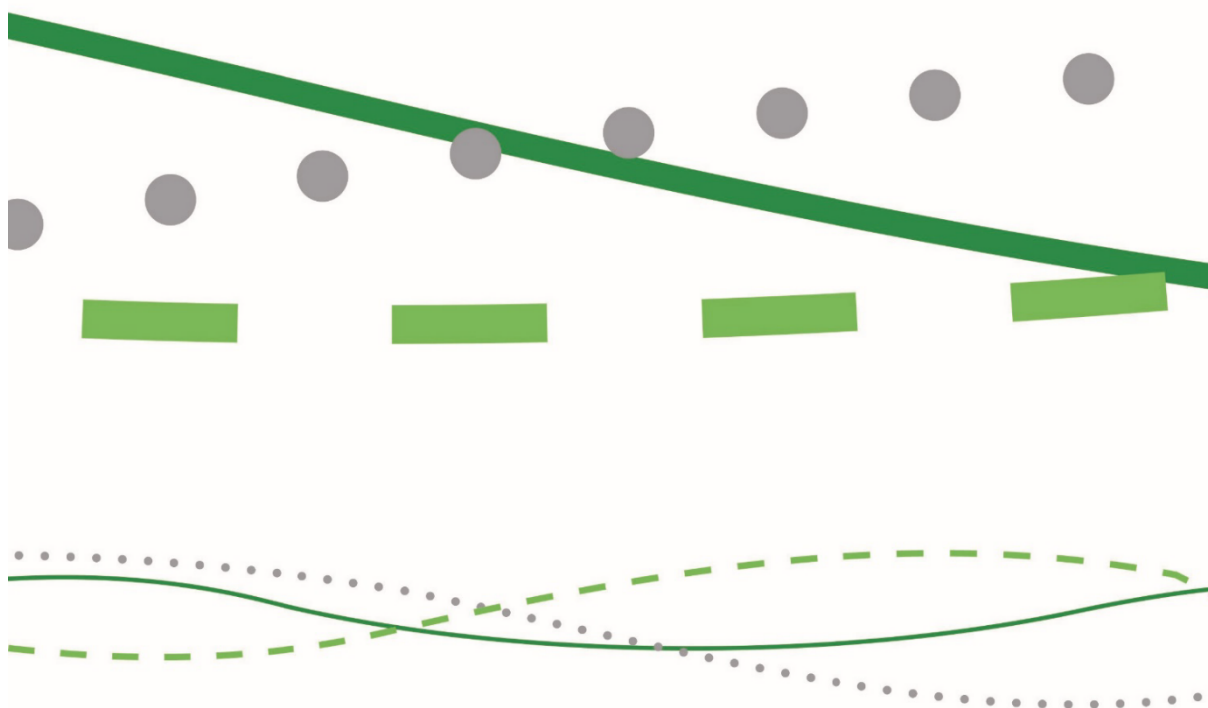


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Directors Report

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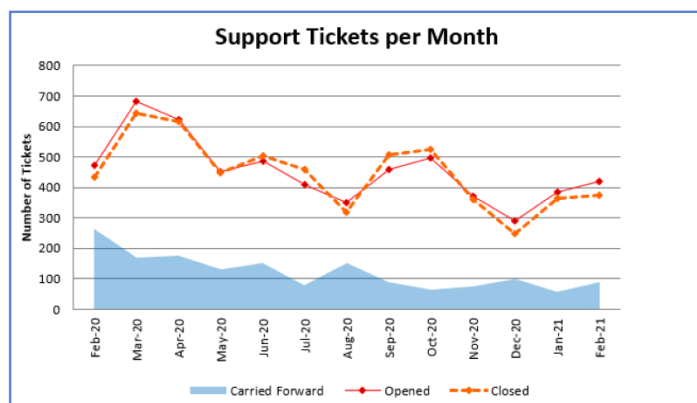
The Department continues to work towards delivering better solutions to ensure efficient and effective support to the operational and service delivery departments of Council.

Jason Bradshaw

Director Corporate Services

Information Technology

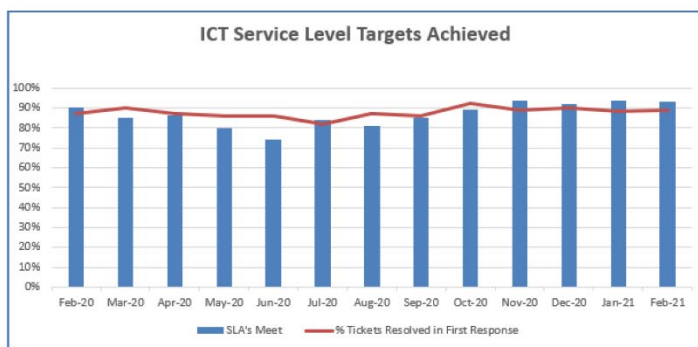
Support Tickets



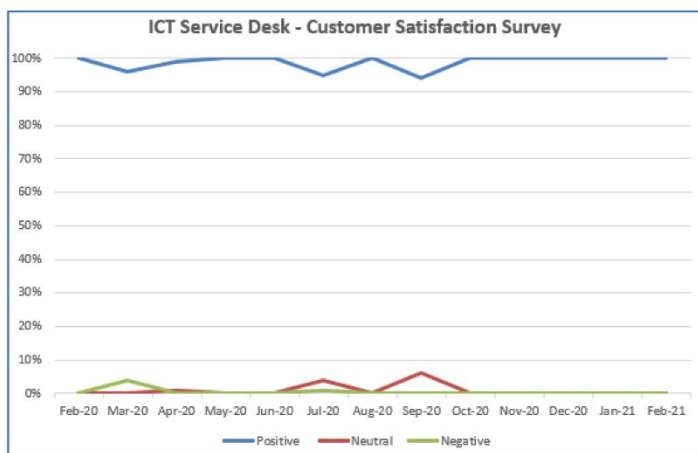
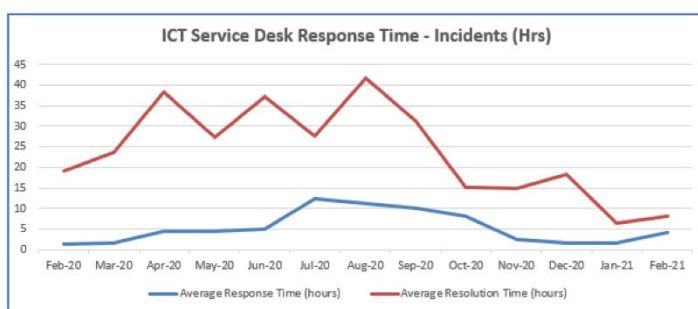
421 support requests for the month of February 2021, with 373 resolved.

A total of 90 support tickets remain open from the previous month.

Top 10 Support Categories Opened				
CATEGORY	FEB	JAN	DEC	
CCTV Network	21	16	13	↑
CCTV Requests	30	1	11	↑
Computer/Laptop/Tablet	18	12	12	↑
Computer Monitors	6	1	1	↑
Parking Meter Alarms	4	8	16	↓
Network Performance	12	2	17	↑
Printer/Scanner	22	10	11	↑
Security/ Access	30	34	21	↓
Telstra Network Notifications	0	11	0	↑
Telephones - Desk/Soft Phones	16	13	5	↑
Telephones - Mobile	15	8	6	↑
Video Conferencing	0	2	3	↑
Applications - Adobe	6	8	6	↓
Applications - Amazon Workspace	19	6	5	↑
Applications - Assestic	1	2	1	↑
Applications - Authority	23	35	16	↓
Applications - DUO 2FA	5	2	2	↑
Applications - ECM	26	19	8	↑
Applications - Email	32	24	29	↑
Applications - OneCouncil	19	13	13	↑
Applications - Reflect	1	3	1	↓
Applications - Sharepoint, Office.	20	11	0	↑
Applications - Website	2	4	2	↓
Applications - Other	25	38	17	↓
Other	68	103	74	↓



SLA's 93%, with Tickets resolved in first response 89%.



Customer satisfaction 100% in February 2021 based on 51 respondents.

Project Activities

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

Strategic Initiatives							
23WRC_Ext Report: PROGRESS Strategic							
Primary	Update due	Status: Overall	Start Date	Baseline Due Date	Due Date	% Complete	Progress Comments
Board papers	□	●	01/04/20	30/08/20	31/05/21	70%	Progress in Feb 2021: Project review completed by Project Manager. Completed a parallel run in a Council meeting (24/2) using existing and new systems. Approach to progress project suggested.
SP4.8 - Provide an encompassing Human Resources Management system - Application Roadmap Incl. EMS.	■	●	01/03/21			0%	Progress in Feb 2021: BRS presented and adopted at 8/3/21 ICT Steering Committee (SC) meeting. Agreed that project due dates will be submitted at the next ICT SC.
W4Q Movie Screen CW1920	□	●	01/07/20	30/06/21	30/06/21	40%	Progress in Feb 2021: Discussion held with Council 27/1/21 with a slide presentation, concerns regarding operation of screen and operational costs raised. Report to briefing session week of 1 Feb with a view to purchase being approved at first Council meeting in Feb 21. Evaluation of vendors completed (RFT) and final vendors selected. Council rejected recommendation of evaluation panel but approved purchase of screen in pod on 24/2/21. Letter went from Contracts Dept to successful vendor. Screen purchase order placed and confirmed ETA as 17 July.

Tactical Initiatives							
22WRC_Ext Report: PROGRESS Tactical							
Primary	Update due	Status: Overall	Start Date	Baseline Due Date	Due Date	% Complete	Progress Comments
Parking and Infringement Solution	□	●	01/04/20	31/10/20	31/03/21	85%	Progress in Feb 2021: Decision made on remaining 2 parking machines, installation will occur in March 2021. Physical locations of machines confirmed after consultation. Signage being prepared. Awaiting installation date from vendor.
Parking and Infringement Additional Modules	□	●	01/02/21	30/04/21	30/04/21	50%	Progress in Feb 2021: Infringement information loaded to system. Testing commenced. Upload to Civica initial testing revealed minor issues for rectification being worked on by vendor.
WRC Website: Subsites	□	●	01/04/21	31/07/21	30/07/21	0%	Progress in Feb 2021: BRS presented 8/3/21 and adopted. Budget bid completed, awaiting approval for finance.
Communication Towers Rationalisation - PART 2, Mt Devlin	□	●	29/03/21	31/08/21	31/08/21	0%	Progress in Feb 2021: BRS presented to ICT SC 8/3/21 and adopted.
Purchase Card Module	□	●	07/12/20	30/06/21	30/06/21	50%	Progress in Feb 2021: Interactive sessions held on Tues (16-02-2021) between the consultant and the stakeholders. Configuration in non-Production environment and documentation is complete. Progressing on schedule: • Config: 9, 10, 16 February - completed. • System Integration and Testing: 17 February • Key User Training: 1 March • UAT Assistance: 2 March • Prod Config: 12 April • Go Live Assist: 19 April, roll-out to continue in a staged approach after 19 April
Communication Towers Rationalisation (PART 1)	□	●	02/09/19	31/12/20	30/04/21	75%	Progress in Feb 2021: Part 1: Draft agreement for the Bowen site has been sent to immediate stakeholder for review. Blacks Road permit to occupy raises complexities for leasing. Blacks Road cabling and electrical work completed, still awaiting building repairs by Property & Facilities. Mt Lucas site has no current agreement despite repeated requests to stakeholder to initiate new agreement.
Small Cell Site Proserpine Dam	□	●	01/08/19	30/09/20	31/03/21	40%	Progress in Feb 2021: Legal negotiations ongoing.
Authority Upgrade	□	●	08/06/20	30/04/21	30/04/21	73%	Progress in Feb 2021: Second testing phase started and progressing. Some failed test cases resolved but many still open. Working closely with vendor to provide sufficient resources to progress project.
WRC NADI (Network Architecture Design Improvements)	□	●	04/05/20	31/05/21	31/05/21	57%	Progress in Feb 2021: Project progressed and is now ready for cutover; dates have been set and communicated to end users. Some technical issues still remain.
LGIDH010 - LG Illegal Dumping Hotspot Grant program	□	●	02/08/20	31/03/21	31/03/21	80%	Progress in Feb 2021: Equipment in place. Currently installing 4G sims to allow link back to Council live systems. Test can only start once live-streaming into Council systems.

Information Management

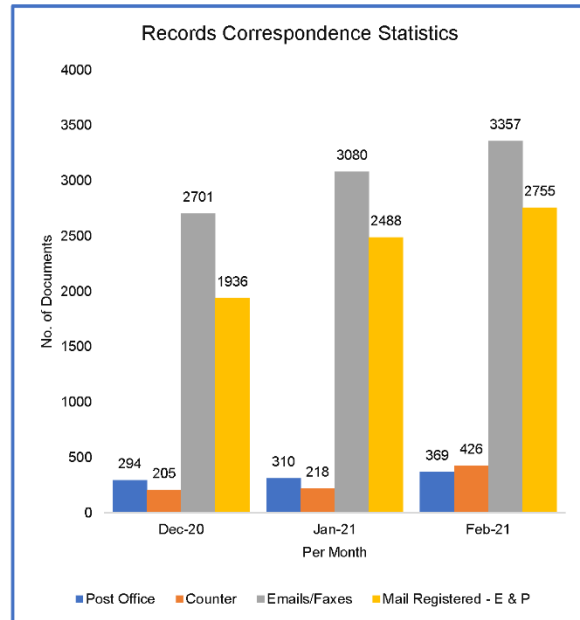
AUDIT / COMPLIANCE REQUIREMENTS		
Type	Frequency	Qtr 3
Sentencing and disposal	Quarterly	50%

DOCUMENTATION / PUBLICATIONS REVIEW		
Type	Frequency	Qtr 3
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	On hold
Map layer data register	Quarterly	Develop

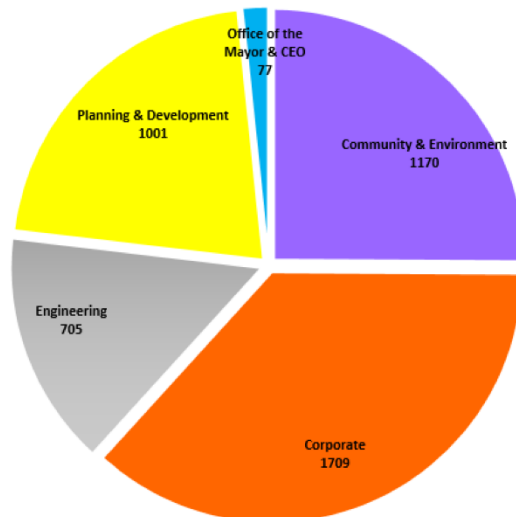
GIS ACTIVITIES	FEB	JAN	DEC
Asset Data Mtce (Hrs)	78	86	64
SSA Changes (Hrs)	26	22	11
GIS requests (No.)	52	98	84
Map layers mtce (no.)	80	39	33
New layers approved (no.)	-	-	-
Training (staff attended)	-	-	-

GIS STATISTICS	
Total Mapping Layers	2109

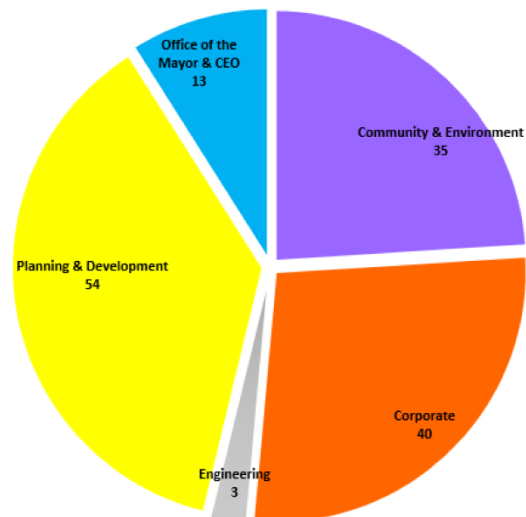
RECORDS ACTIVITIES			
Search & CCTV requests	34	41	25
Record Dept Tasks	37	39	28
Training (staff attended)	1	1	-
NAR adjustments	761	756	512



Document Management Tasks Completed by Department (February)



Average Documents Registered per Person by Department (February)



Projects

Records System Review Project	
This project aims to modernise the recordkeeping systems to improve usability and compliance across the organisation.	
Review and recommendation	Investigation of available systems against Council's current applications architecture and functionality. A business requirements specification report has been reviewed by the ICT Governance committee and progressed to undertaking a proof of concept of the preferred solution. Proof of concept is complete with findings and recommendation to go to the January ICT Governance/Steering Committee. Further information on process changes requested.

Name and Address Data Improvement Project		
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.		
NAR data formatting cleanse		
Data format cleanse	✓	27852 records fixed / 82075 total records
Audit data changes	65% complete	
NAR record duplication		
Identify no. of duplicate records	700 records	
Research duplicates and merge	487 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	Feb-21	Jan-21	Dec-20	Nov-20	Oct-20	Sep-20	Aug-20	Jul-20
Boxes Scanned / Sentenced and Destroyed	-	-	-	-	-	20	-	-
Boxes at Council	257	257	257	257	257	257	277	278
Boxes at Remote Storage	1618	1618	1618	1618	1618	1618	1618	1617
Discs to review and register	-	-	-	-	-	-	-	-
Scanned files for registration	58,000 Prep files	58,000 Prep files	58,000 Prep files	58,000 Prep files	58,000 Prep files	58,000 Prep files	58,000 Prep files	58,000 Prep files
Plans scanned and registered	-	-	-	-	-	-	-	-

The team is continuing to work with the Water & Sewerage team to improve mapping of valves and fire hydrant asset data and working through asset work orders and capitalisation and the Planning team to complete Planning Scheme amendments for approval. Commencement of a GIS strategic plan is underway to drive organisational direction in spatial systems and information. The records team are focusing on splitting and renaming digitised records and plans.

Financial Services

Financial Reporting

Financial Reporting KPIs:

KPI	Status	Comment
Month-end process completed within 5 working days	✓	Completed
Monthly Financial Statements presented at an Ordinary Meeting within 30 days from end of month	✓	Ordinary Meeting of 24 February 2021
Quarterly Budget Review adopted at an Ordinary Meeting within 60 days of end of quarter	✓	Ordinary Meeting of 24 February 2021

Budgeting

The second quarter (December 2020) budget review was presented and adopted at the ordinary Meeting held on 24 February 2021.

Capital bids for the 2021/22 Budget has been submitted by asset owners. Reconciliations, funding options, and affordability assessments are underway in preparation for the capital program workshop with Councillors scheduled for 17 March 2021.

As indicated in the last report, the budget module of the Technology1 ERP system has been successfully implemented and identified users trained. Budget packs have been released to the responsible officers (ROs) for compilation of the operational budgets, with the deadline for submission set at 15 March 2021.

Council briefings on the operational budget are set for April/May 2021.

The rates component of the revenue budget for 2021 will be impacted by the property revaluations carried out by the state Department of Natural Resources, Mines and Energy (DNRME) is expected to brief Council officers on overall trends, changes, and impacts during March 2021, and Councillors will be briefed thereafter. Scenario modelling for General Rates can only be carried out once the revaluation data has been received from DNRME and uploaded into Council's rating system.

Borrowings & Treasury Management

No additional borrowings are envisaged for 2020/21. All excess cash is invested with the QTC.

Initial preparatory work for the credit review to be conducted by QTC is underway. No specific date has been set as yet for the review.

Systems

System configuration for the Purchase Card Module (including expense claims) within Technology1 has been completed and key user training is expected to take place in the second half of March 2021. Converting the current paper-based processes into a workflow-based process within a managed system will ensure improved controls and governance arrangements.

Financial Services staff have also been engaged in the configuration and testing process for the upgrade of the Property & Rating module of the Civica system. These activities continue in March 2021.

Debtor Management

New Credit Applications

Name	Approved Limit
Michael Burgess	\$1,000
North Coast Cabinetmaking Pty Ltd	\$1,500
Dunnrite Plumbing Services	\$500

Rates & Charges Debtors

Month	2020/21		2019/20		2018/19 Outstanding
	Outstanding	%	Outstanding	%	
June			4,509,658	10%	3,844,767
May			5,739,965	13%	5,151,143
April			6,676,360	14%	6,368,476
March			8,782,286	20%	8,297,513
February	30,185,445	68%	28,950,351	67%	14,745,314
January	46,515,003	95%	44,476,445	96%	44,828,908
December	3,974,938	9.29%	2,774,538	6%	3,905,999
November	4,909,318	10.39%	5,085,705	12%	4,692,691
October	6,205,134	14%	5,833,001	12%	5,798,615
September	9,841,158	20%	7,601,554	16%	7,791,985
August	40,432,288	83%	13,344,529	29%	9,778,676
July	3,440,135	8%	41,728,111	92%	43,825,116
Gross Revenue Budget	88,656,616		88,669,880		89,276,298

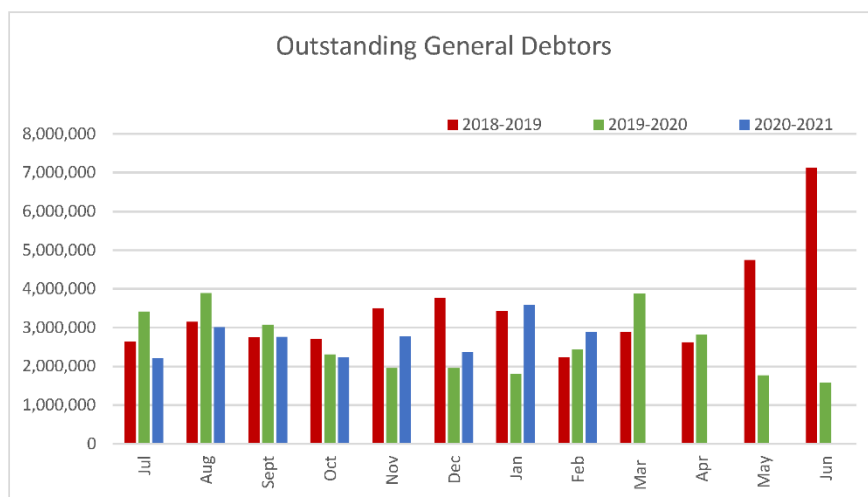
Note: The above amounts are net of rates credits.

With the appointment of Recoveries & Reconstruction (R&R) Australia (Pty) Ltd to undertake debt recovery services, Council will recommence the issuance of reminder notices as well as subsequent follow-up action (including legal action where that is necessary), after a short hiatus of such activities.

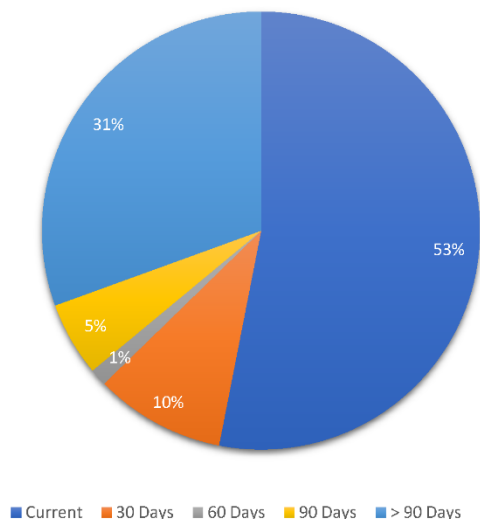
The due date for the second Rates Notice for the financial year 2020/21 is 9 March 2021. The second Water Notice for the year was issued on 19 February 2021.

General Debtors

Month/Period	Current	30 Days	60 Days	90 Days	>90 Days	TOTAL
2020/2021						
February 2021	1,529,982	277,526	36,510	157,862	880,290	2,882,171
January 2021	2,307,754	200,041	170,629	28,286	873,686	3,580,396
December 2020	463,390	957,704	42,759	87,207	809,200	2,360,260
November 2020	1,632,111	207,229	112,018	1,971	810,300	2,763,629
October 2020	655,569	609,264	27,245	489,207	446,034	2,227,319
September 2020	1,298,056	517,567	514,613	-13,088	435,297	2,752,445
August 2020	1,814,612	590,500	160,936	262,467	175,909	3,004,424
July 2020	1,046,675	696,390	268,234	18,326	178,000	2,207,625
2019/2020						
June 2019/20	912,558	370,906	79,621	40,848	169,202	1,573,135
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



Ageing of General Debtors - February 2021



Insurance

Insurance Claims	Pub. Liability & Professional Indemnity	Third Party Damages	Motor Vehicle	Property	Theft	Total
2020/2021 YTD						
February 2021	1	5	1	0	0	7
January 2021	0	1	0	0	0	1
December 2020	2	1	2	0	0	5
November 2020	2	1	1	1	0	5
October 2020	2	1	0	0	0	3
September 2020	1	0	1	0	0	2
August 2020	1	0	1	0	0	2
July 2020	1	2	1	1	0	5
2019/2020	12	30	25	8	0	75
2018/2019	18	36	19	7	0	80
2017/2018	19	0	71	13	1	104

Claims not Finalised – February 2021	
Public Liability	8
Professional Indemnity	3
Property	3
Motor Vehicle	3
Total	17

Asset Management

Asset Valuation

Council continues to work with the external valuer to finalise the valuation of the roads and drainage assets. The process was not completed in February 2021 as planned.

The vendors of the Asset Management System (AMS) have been engaged to undertake the upload of the revalued information into the AMS. The external values and the vendors are liaising on this task.

The final draft of the revaluation report will be submitted to the auditors for their comments before finalisation.

Capitalisation

The information required for the capitalisation of completed work, including the required approvals are being compiled. However, no capitalisation is being conducted within the AMS, pending the completion of the revaluation process.

The review of the capital asset register for information and communications assets will continue over the next 3-6 months in conjunction with the Innovation and Technology team.

Capital Project Delivery

As at end February 2021, capital delivery progress was as follows:

Value of Capital Delivered *	\$53,641,798
% of YTD Budget	82.02

**actual expenditure, excludes commitments.*

Capital Budgeting

The capital project bids submitted for the 2021/22 budget are being evaluated.

Procurement

Procurement Activity (Tenders and Significant Quotations)

Corporate Services

Contract Number	Details	Type	Status
500.2020.0089	Provision of Fleet Management Telemetric System	RFT	Currently being evaluated
500.2020.0101	Supply and Delivery of Five (5) 4WD Utilities	RFQ	In draft to be included in bulk Fleet Tender
500.2020.0109	Supply & Delivery of Three (3) 7.5 Tonne GVM Trucks	RFQ	Currently being evaluated
500.2020.0110	Supply and Delivery of Two (2) 6.5 Tonne GVM Trucks	RFQ	Awarded on 9 th February 2021
500.2020.0111	W4Q – Wangaratta Caravan Park – Pool Refurbishment	RFQ	Currently being evaluated
500.2020.0114	Supply and Delivery of One (1) 11t GVM Single Cab Truck	RFQ	Currently being evaluated
500.2020.0115	Supply and Delivery of Four (4) Utilities	RFQ	In Draft to be included in bulk Fleet Tender
500.2015.0058	Refresh of Preferred Supplier Arrangement for Provision of Plant & Equipment Hire – With (Wet) and Without (Dry) Operator	RFT	Closed on 15 th February 2021 and currently being evaluated
500.2021.0007	Provision of Superintendency Services for Property & Facilities Capex Projects	RFQ	Closed on 24 th February 2021 and currently being evaluated
500.2021.0008	Consultancy Services for Council's Solar Power Installation	RFQ	Released on 17 th February 2021 and due to close on 3 rd March 2021

Community Services

Contract Number	Details	Type	Status
500.2020.0137	Refurbishment and Extension of Wilson Beach Swimming Enclosure	RFT	Closed on 18 th January 2021 and currently being evaluated

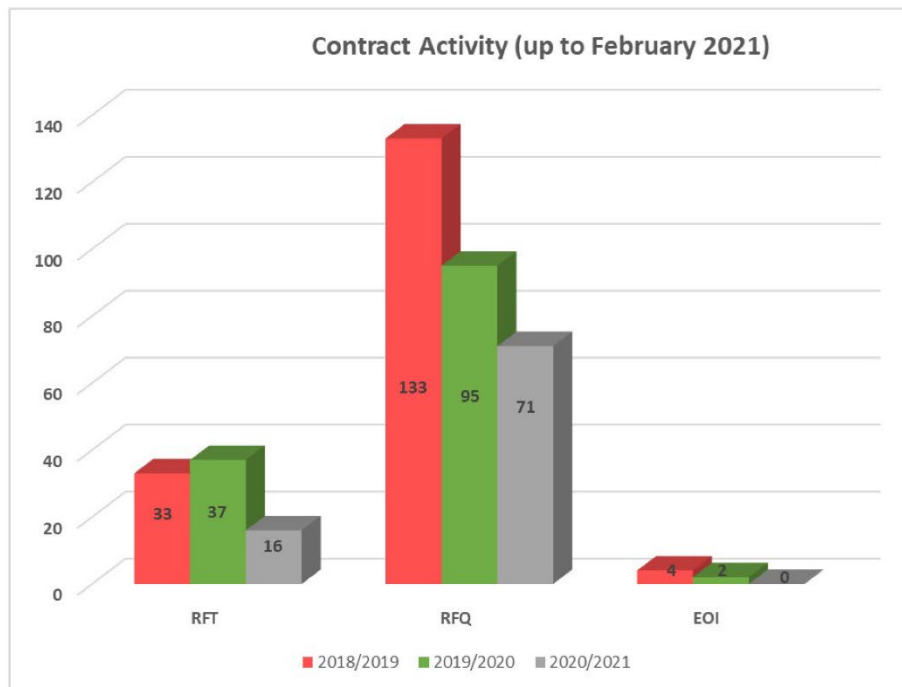
Development Services

Contract Number	Details	Type	Status
500.2021.0006	COVID-19 Economic Impacts Report	RFT	Awarded on 5 th February 2021

Infrastructure Services

Contract Number	Details	Type	Status
500.2020.0096	W4Q – Supply of a Mobile/Portable LED Screen	RFT	Awarded on 24 th February 2021
500.2020.0124	Stormwater Management Strategy	RFQ	Currently being evaluated
500.2020.0129	Provision of Quarry Plant Hire – Foxdale Quarry	RFT	Currently being evaluated
500.2020.0130	Provision of Maintenance for HACH Instrumentation – Whitsunday Water and Waste	RFT	Awarded on 22 nd February 2021
500.2020.0140	W4Q – Construction of Retainer Wall – Gloucester Sports & Recreation Association	RFQ	Awarded on 4 th February 2021
500.2021.0001	Provision of Waste and Recyclables Collection Services	RFT	Closed on 11 th February 2021 and currently being evaluated
500.2020.0003	Whitsunday Coast Airport (WCA) - Roof Restoration	RFT	Awarded on 26 th February 2021
500.2021.0004	Whitsunday Coast Airport (WCA) - Design, Supply & Installation of Solar System	RFT	Closed on 11 th February 2021 and currently being evaluated
500.2021.0005	W4Q Lions Park Upgrade, Bowen	RFQ	Released on 3 rd February and due to close on 5 th March 2021
500.2021.0009	Waste Facility Operation Services for Cannonvale Transfer Station	RFT	Released on 25 th February 2021 and due to close on 18 th March 2021
500.2021.0010	Design and Construction of Ted Cunningham Bridge	RFT	Tender due to be release on 3 rd March 2021 and close on 31 st March 2021
500.2021.0011	Green Waste and Mattress Processing at Council's Waste Facilities	RFT	In draft
500.2021.0012	Cannon Valley Reservoir Initial Excavations	RFQ	Released on 26 th February 2021 and due to close on 5 th March 2021
500.2021.0015	Proserpine RMPC Asphalt Repairs	RFQ	In draft
Disaster Recovery			
500.2020.0141	DRFA Road Package Q3 – Collinsville Strathalbyn	RFQ	Awarded on 16 th February 2021

Contract Activity



Property & Facilities

Covid19 Works for Queensland Projects

Consultation meetings have been held with asset owners and stakeholders to coordinate work packages. During the month of February 2021, the following Covid19 Works for Queensland Projects have progressed:

Project	Status	% Complete
Wangaratta Caravan Park Pool Refurbishment	Tender	100%
Proserpine Aquatic Facility Residence Demo & Kiosk Renewal	Design	50%
Bowen Aquatic Facility Town Pool Amenity Upgrade Stage 1 &	Design	50%
Cannonvale Depot Office Roof Replacement	Construction	100%
Les Stagg Oval Grandstand Renewal	Scoping	50%
Collinsville Youth Coalition Amenities Renewal	Construction	25%
Bowen Water Park Renewal	Scoping	25%
Cannonvale Foreshore Hall Roof Renewal (PCYC)	Construction	100%
Cannonvale Foreshore Hall New Playground (PCYC)	Construction	50%
Proserpine Water & Sewer Admin Roof Renewal	Construction	100%
Bowen Aerodrome Sewerage Treatment Renewal	Tender	100%
Collinsville Pool Amenity & Kiosk Upgrade	Design	50%
Bowen Aerodrome Work Camp Dwelling Super Structure Renewal	Scoping	75%

Capital Works

Consultation meetings have been held with asset owners and stakeholders to coordinate work packages. During the month of February 2021, the following Capital Works have progressed:

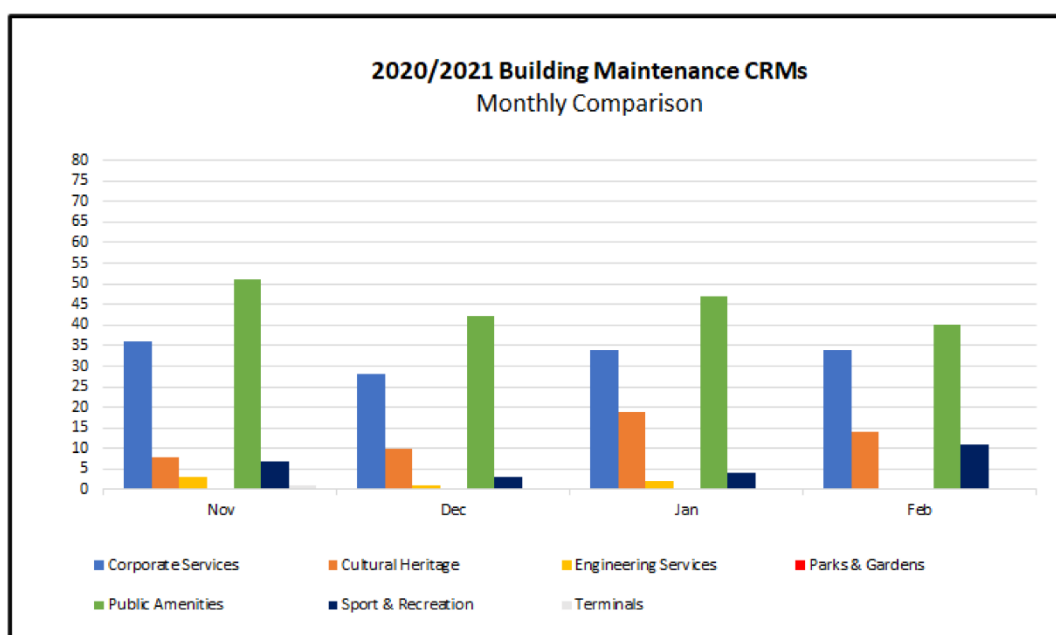
Project	Status	% Complete
Demolish 58 & 60 Horseshoe Bay Road Residences	Scoping	100%
Demolish 21 Station Street Residence	Scoping	100%
Demolish Collinsville Depot Workers Quarters	Scoping	100%
Demolish Bowen Basketball Clubhouse	Scoping	100%

Operational

Building Maintenance CRMs	YTD	Sep	Oct	Nov	Dec	Jan	Feb	Monthly Trend
Corporate Services								
CRM Received	283	33	40	36	28	34	34	-
CRM Completed	236	28	36	29	22	31	27	↓
Cultural Heritage								
CRM Received	86	4	17	8	10	19	14	↓
CRM Completed	62	3	13	6	6	14	10	↓
Engineering Services								
CRM Received	13	2	2	3	1	2	0	↓

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Building Maintenance CRMs	YTD	Sep	Oct	Nov	Dec	Jan	Feb	Monthly Trend
CRM Completed	12	1	2	3	1	2	0	↓
Parks & Gardens								
CRM Received	2	0	0	0	0	0	0	-
CRM Completed	2	0	0	0	0	0	0	-
Public Amenities								
CRM Received	327	28	37	51	42	47	40	↓
CRM Completed	306	27	37	47	37	44	38	↓
Sport & Recreation								
CRM Received	62	8	16	7	3	4	11	↑
CRM Completed	54	7	14	7	3	4	9	↑
Terminals								
CRM Received	1	0	0	1	0	0	0	-
CRM Completed	1	0	0	1	0	0	0	-
Total CRMs - Building Maintenance								
CRM Received	774	75	112	106	84	106	99	↓
CRM Completed	674	66	102	93	69	95	85	↓



Lease Update

During the month of February 2021, Molongle Creek Boat Club surrendered their lease over the whole of land and entered into a new lease with Council over part of the land incorporating the Caravan Park and the Club House area. This was conducted in accordance with the Tri-Party Agreement between Molongle Creek Boat Club, WRC and Department of Transport Main Roads which will now see TMR as the responsibility entity for the Boat Ramp and WRC for the road reserve and car park.

Council also issued a new lease agreement with Anglicare for their foodbank service in Proserpine. Initially a 12-month lease was entered into, Council has offered a term of 5-years to help the organisation establish themselves at this site and continue to provide such an essential service to the community.

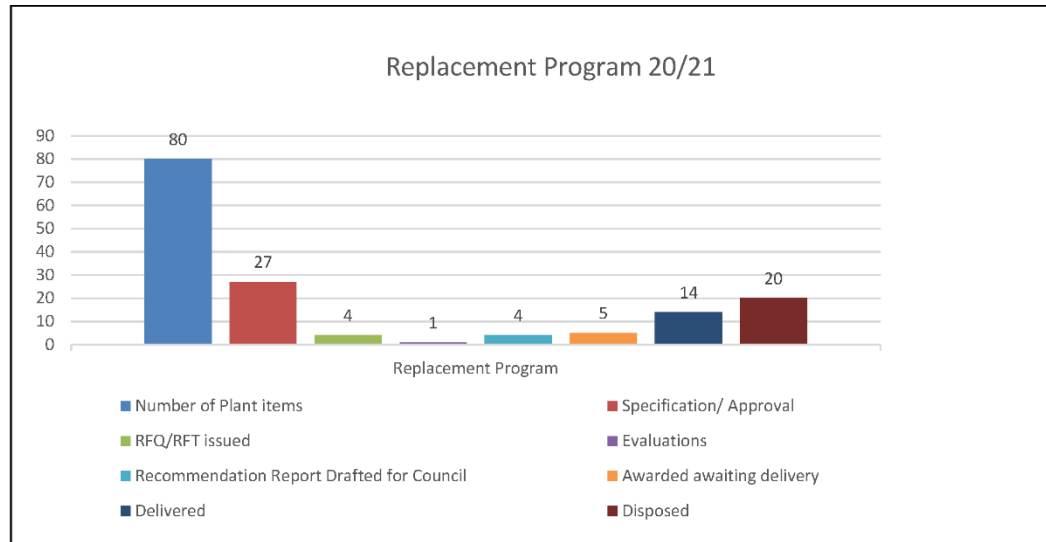
Legal advice that was sought regarding the inclusion of Termination for Convenience clauses in leases is currently being reviewed by Council Officer's prior to the leases being issued for the Collinsville Pony Club and the Collinsville Rodeo Club.

Lease in action	Under Negotiation	Out for execution	Lease awaiting lodgement	Due to expire within 6 Months	Comments
Bowen Seagulls Rugby League	•				Draft lease under discussion with Council and the Bowen Seagulls Legal Advisor
Proserpine Rugby League Football Club		•			Surveyor has been engaged to draft lease plan to incorporate the Oval.
Collinsville Pony Club		•			Draft leases to be issued
Collinsville Rodeo Club		•			Draft leases to be issued
Collinsville Community Association				•	Report to be taken to Council for consideration to enter into a new lease
Anglicare Mackay Whitsunday Region				•	Lease currently with Anglicare for their execution
Proserpine BMX			•		Draft lease issued to Proserpine BMX; new lease plan being developed in conjunction with Proserpine Rugby League

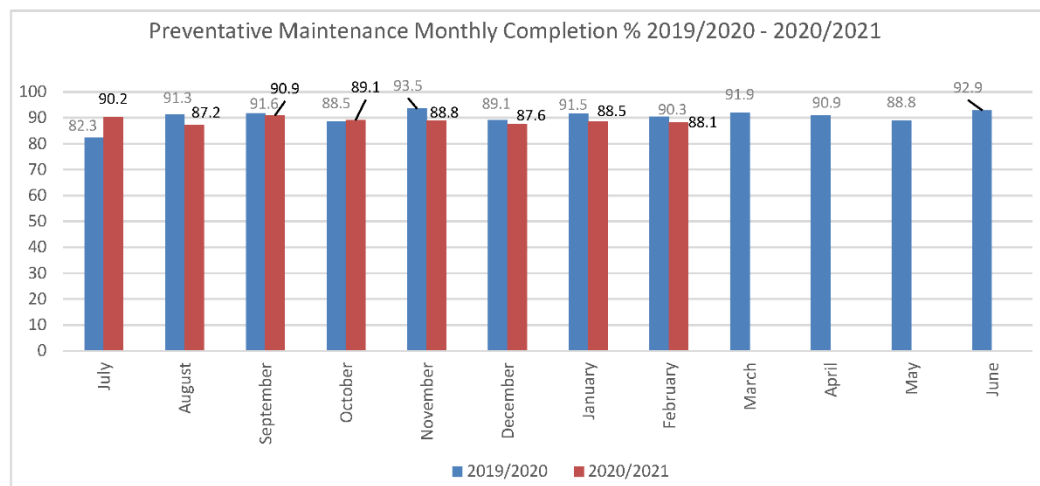
Molongle Creek Boat Club			•		Previous lease surrendered; new lease entered into. Documents currently being reviewed by the Office of State Revenue prior to being lodged with DNRME.
Bowen PCYC				•	Correspondence has been issued to determine if Bowen PCYC wish to enter into a new lease agreement
Queensland Rail Institution (Basketball Courts)				•	Correspondence has been issued to determine if QRI wish to enter into a new lease agreement

Fleet Management

Fleet Replacement Program



Preventative Maintenance



Governance & Administration

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.

In addition to these arrangements, legal services are provided to Council via its insurers, where matters fall under the terms of its cover.

Law reform proposal sent to Queensland Government regarding Tait v Goondiwindi Regional Council

The LGAQ has been undertaking substantial work to mitigate and resolve the legal implications for councils as a result of the Goondiwindi vs Tait legal case. The LGAQ lodged a draft law reform proposal to the Civil Liabilities Act, with the Queensland Government on Friday 5 March 2021.

The proposal sets out in detail the case for reform and the potential consequences LGAQ seek to address on behalf of its members who have Road Maintenance Performance Contracts. LGAQ hope that the proposal will be referred to a Parliamentary Committee for review.

Council Cost Index

Since 2005, the LGAQ has published a Council Cost Index (CCI) to provide an indicator of cost increases across the range of services and infrastructure delivered by local government.

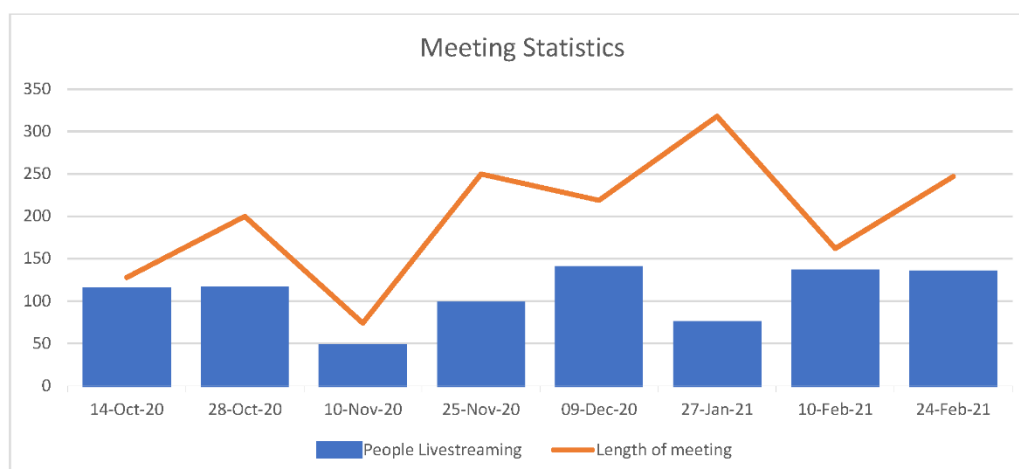
Index values are calculated as a weighted average of three indexes that are published by the Australian Bureau of Statistics for each period and provide a relative measure of costs between periods. These indexes and the relevant weightings used in the calculation of the CCI are detailed below:

- The Public and Private Sector Wage Price Index for Queensland (Series ID - A2636859L) – 50%
- The Road and Bridge Construction Index for Queensland – (Series ID - A2333727L) – 30%
- The All-Groups Consumer Price Index for Brisbane (Series ID A2325816R) – 20%

The new Cost Index has been established as 1.48%.

Council Meeting – Livestreaming

The number of people livestreaming Council's meetings and the meeting duration are shown below:



The current average number of people livestreaming Council meetings has been 85, with a maximum of 117 (9 December 2020) and minimum of 25 (10 November 2020), noting that the 10 November meeting was brought forward from 11 November and had a significantly smaller agenda and duration. The meeting length averages 3 hours 20 minutes with the longest meeting held running 5 hours 18 minutes (27 January 2021) and the shortest, 1 hour 14 minutes (10 November 2020).

Council Policies

Council has adopted policies to support its vision for the region and allow for good decision-making processes. At the end of February 2021 Council had 90 Council policies, of which 30 were under review internally and to be reported to Council 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.

The CEO delegated his powers with respect to Human Rights conciliation and arbitration to the Directors and Manager, Governance and Administration (acting as the Human Rights Contact Officer).

The Delegations are currently under active review and a report will be prepared for a meeting in 2021.

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 – November 2020:

Opening Balance of Applications	Applications Received	Applications Finalised	Closing Balance of Applications	Hours dedicated to task	Pages of documents released
Year to Date	9	8	1	58.5	4758
July 2020	1	0	0	5.25	0

August 2020	2	1	0	15	411
Sept 2020	2	2	0	21.5	2912
October 2020	2	2	0	5	1387
Nov 2020	1	3	0	7	48
December 2020	0	0	0	0	0
January 2021	0	0	0	0	0
February 2021	1	0	1	10*	

* Hours to date – additional hours expected.

Councillor Requests February 2021

	Received (New)	Resolved	Carry Forward - Unresolved
Year to Date	285	274	11
July 2020	37	37	0
August 2020	60	60	0
September 2020	50	50	0
October 2020	21	21	0
November 2020	38	36	2
December 2020	25	23	2
January 2021	29	22	7
February 2021	25	25	0

Registers of Interest

Councillor	Date Register of Interest updated
Andrew Willcox	21 January 2021
Jan Clifford	25 November 2020
Al Grundy	9 November 2020
John Collins	11 November 2020
Michelle Wright	10 November 2020
Gary Simpson	9 November 2020
Mike Bruner	25 November 2020

Corporate and Operational Plans

A draft of the Corporate Plan will be presented to Councillors in March 2020 for feedback. Once adopted, an Operational Plan will be developed for 2021/22.

Office of the Independent Assessor

A new edition of 'Insight' from the Office of the Independent Assessor has been released and answers a common question by explaining what it means when a complaint is being assessed rather than investigated.

Australian Human Rights Complaint Summary

The complainant believed that the lifeguards at Airlie Lagoon discriminated against him on the basis of his ethnic origin in July 2020, he was seeking:

- provision of the Code of Conduct including cultural awareness training for all lifeguards;

- a recommendation to Splash that they provide an apology to the complainant; and
- the removal of the lifeguards involved and replacing them with lifeguards who have attended cultural awareness training.

Council agreed to the first two requests, but could not remove the lifeguards from their jobs, as that was beyond Council's control.

The complainant did not wish to continue negotiations unless the lifeguards were removed from their positions and indicated he wished to take the matter to court and he is at liberty to apply to the Federal Court of Australia (FCA) to have the allegations decided.

14. Development Services

14.1 FUNDING OPPORTUNITY - NORTH QUEENSLAND RECOVERY AND RESILIENCE GRANTS

AUTHOR: Elouise Lamb - Project Officer Economic Development and Major Grants

RESPONSIBLE OFFICER: Neil McGaffin - Director Development Services

OFFICER'S RECOMMENDATION

That Council resolves to support a submission to the North Queensland (NQ) Recovery and Resilience grants (Part 1) seeking \$857k for the *Cannon Valley Reservoir including network reconfiguration for optimisation and resilience (CVR) project and, in the event the funding application is successful, consider a \$905,750 co-contribution from LGIP funds.*

The following report has been submitted for inclusion into Council's Ordinary Meeting to be held on 24 March 2021.

SUMMARY

The North Queensland (NQ) Recovery and Resilience grants (Part 1) program provides an opportunity for Council to deliver a project that improves community resilience for the Whitsundays.

The CVR project has been identified as a project that can improve regional water resilience.

PURPOSE

To provide information to Council on the opportunity to apply for up to \$857K from the North Queensland Recovery and Resilience Grants program to increase regional resilience to natural disasters.

BACKGROUND

Under the National Drought and North Queensland Flood Response and Recover Agency, there are 5 different funding programs being offered for disaster resilience projects that will become open at different times in 2021. Whitsunday Regional Council are one of 14 regions eligible to apply as an outcome of being activated from the North Queensland Monsoon Trough (25/1/19-14/2/19) event.

Current projects and priorities for disaster and resilience for the region have been reviewed and allocated to the funding opportunities. This includes:

Funding Program	WRC Projects for Submission
Economic Diversification	Whitsunday Coast Airport (WCA) – Domestic & International Freight Project Implementation (resolved 10/03/21)
Telecommunications and Energy Improvement	Projects to be presented 14/4/21 OM
Managing Disaster Risk/ QRRRF	Projects to be presented 24/3/21 OM
Recovery and Resilience grants Part 1	Recommendations within this Report

Recovery and Resilience grants \$20 million – Part 2	Program not open
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STATUTORY/COMPLIANCE MATTERS

Submissions Close: 19 March 2021

Projects must be complete within 2 years.

ANALYSIS

As an outcome of being activated for the North Queensland Monsoon Trough (25/1/19-14/2/19) Council has been invited to apply for funds to deliver a resilience project with a maximum funding amount of \$857K. The program is being administered by the Queensland Reconstruction Authority for the National Drought and North Queensland Flood Response and Recovery Agency.

Local governments are encouraged to identify key recovery and resilience projects that are not typically eligible for funding under existing programs, such as the Disaster Recovery Funding Arrangements.

Collaboration across eligible local government areas is encouraged, as is complementary funding.

Water resilience has been nominated as the most critical disaster concern for the Whitsundays and that the *Cannon Valley Reservoir - network reconfiguration for optimisation and resilience* project should be submitted under this program.

Project: Cannon Valley Reservoir (CVR) including network reconfiguration for optimisation and resilience

The CVR will be a regional reservoir providing network resilience to Airlie Beach, Jubilee Pocket Cannonvale, Cannon Valley, Mt Julian and Proserpine, including a long high pressure main, high elevation reservoir and pressure reducing valve controlling network integration. The network reconfiguration for optimisation and resilience associated with the CVR provides an opportunity to improve water network operations. The proposed works package associated with the CVR is estimated to cost \$1,762,750 and includes:

- Mt Julian network reconfiguration;
- Proserpine Pressure Reduce Valve Back feed cross connections;
- Island Drive Pump Station reconfiguration (supply from Bulk Supply with gravity and booster pump + Clear Scada integration);
- Coyne Rd Reservoir works and Pump Station (bypass, booster and clear SCADA plus access and security fencing);
- Parker Rd Pressure Reduce Valve feed and Twin Creek / Trader Ct ring main; and
- Stanley Drive Pump Station - install smaller Variable Speed Drive pumps

The proposed network augmentations will reduce water supply risks in disaster events, improve fire flow capacity and increase supply in hot weather conditions. Critical infrastructure and services, such as Schools, Hospital and government agencies, will be better supported with direct supply to increase resilience.

STRATEGIC IMPACTS

Financial Implications - The funding program does not require a co-contribution by Council. The project identified does require an additional \$905,750 to be considered through LGIP funding.

The Cannon Valley Reservoir is part of the regional reservoir solution for towns as far afield as Proserpine.

Corporate Plan Alignment:

- STRATEGY 2.1.1 - Maintain and develop Council's emergency and disaster management planning, prevention, response and recovery capabilities
- OUTCOME 3.1 Our built environment is well planned, effectively managed and protects our region's heritage and character
- OUTCOME 3.4 - Our infrastructure supports our region's current and future needs

CONSULTATION

Neil McGaffin - Director Development Services

Jessica Cristaudo - Coordinator Transport Planning & Assets

Donna Foster - Economic Development Coordinator

Sandra Black - Disaster Management Coordinator

Scott Hardy - Coordinator Natural Resource Management & Climate

Scott Wilkinson - Manager Innovation and Technology

Peter Shuttlewood - Executive Manager Procurement, Property & Fleet

Robert Winley - Manager Fleet Services

Troy Pettiford - Chief Operating Officer Whitsunday Water

Yestin Hughes - Principal Engineer - Civil & Environmental Whitsunday Water

Shane Neville – Manager Strategic Planning

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 North Queensland (NQ) Recovery and Resilience grants (Part 1) program provides an opportunity for Council to deliver a project that improves community resilience for the Whitsundays. The CVR project has been identified as a project that can improve regional water resilience.

ATTACHMENTS

N/A

14. Development Services

14.2 FUNDING OPPORTUNITY - WORKS FOR QUEENSLAND 2021-24

AUTHOR: Elouise Lamb - Project Officer Economic Development and Major Grants

RESPONSIBLE OFFICER: Neil McGaffin – Director Development Services

OFFICER'S RECOMMENDATION

That Council resolves to support a submission seeking \$3.84M from the Department of State Development, Infrastructure, Local Government and Planning's Works for Queensland (2021-24) program to construct projects as follows;

Name of Project	Total Budget Bid 21/22
Airlie Lagoon Lighting Improvements	500,000
Collinsville Aquatic Facility – pool retiling renewal	140,400
Collinsville Community Centre – Exterior painting program	68,000
Case Park Walking Track Bowen	383,500
Front Beach Skate Bowl Timber Replacement Bowen	172,000
Sewer Relining – regional possible PFAS Infiltration	500,000
Bowen WTP Intake, Switchboard and Structure	300,500
Lions Lookout & Carpark Upgrade – Shute Harbour	475,000
Greening & Growing Bowen 3 – recycled water network extension	428,000
Mullers Lagoon Bridge x 2 upgrade - Bowen	121,000
Dingo Beach Bollards	107,500
Gloucester sports park access and car park reconstruction and seal	300,000
Hydro Therapy Rehabilitation Above Ground Pool - Bowen	75,000
Astro - Turfing of the Airlie Beach Lagoon 'Beach Area'	125,711
Brandy Creek – New Amenities	140,332
	3,836,943

The following report has been submitted for inclusion into Council's Ordinary Meeting to be held on 24 March 2021.

SUMMARY

This report provides a recommendation of projects to submit for the Queensland Government's COVID Works for Queensland (W4Q) program that is being coordinated by the Department of Local Government, Racing and Multicultural Affairs.

An amount of \$3.84 million has been made available to Whitsunday Regional Council via this program to be used to support the delivery of job creating new infrastructure, maintenance or minor works projects, including the bring-forward of planned/budgeted maintenance or capital works, that are focused on essential services, economic development and community wellbeing outcomes.

A list of nominated projects must be provided by 9 April 2021. Projects must be completed by 30 June 2024.

A total of 15 capital projects have been identified in the WRC W4Q Project List provided in Attachment 1, be submitted for these funds and delivered by 30 June 2024.

PURPOSE

To advise Council of the opportunity to apply for \$3.84 million to deliver 15 capital works projects under the COVID W4Q program and provide a list of project recommendations.

BACKGROUND

The Works for Queensland (W4Q) program supports regional Councils to undertake job-creating maintenance and minor infrastructure projects. The Grant Program provides \$200 million on an allocation basis to each Council. There have been 3 previous rounds and a special Covid-19 round that have supported over \$10M in infrastructure projects across the region since 2017.

No co-contribution is required however, Councils may contribute at their discretion.

STATUTORY/COMPLIANCE MATTERS

Council must comply with the Local Government Act 2009 and other relevant laws for the procurement of the above projects and sub projects.

ANALYSIS

Funding is currently available via the W4Q program that will enable Council to improve assets and service delivery to the Whitsunday community at the same time as increasing expenditure and creating jobs to help stimulate the Whitsunday Regional economy.

The 15 projects selected are for assets that are utilised by residents and visitors. These projects have been selected as they are a mix of community and economic projects across our major townships and will enable Council to continue to provide improved services.

STRATEGIC IMPACTS

Financial Implications – This program does not require a co-contribution from Council. Projects have been strategically chosen that will have minimal ongoing operational or maintenance costs or can reduce costs through improving existing infrastructure.

Risk Management Implications - Construction estimates are essential. Projects have been selected that have been put forward by Officers where cost estimates and quotes have been attained.

Corporate Plan – People: Strategies:

- 1. Effectively maintain public spaces and ensure they are accessible to people of all ages and abilities*
- 2. Develop a balanced system of funding local sport and recreation facilities.*
- 3. Encourage cooperation between community and sporting groups and maximise benefits to sporting and recreation facilities across the Whitsunday Region.*

CONSULTATION

Adam Hagy - Acting Director Infrastructure Services

Neil McGaffin - Director Development Services

Julie Wright - Director Community Services

Jason Bradshaw - Director Corporate Services

Stephen Fernando - Chief Financial Officer

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

It is recommended that Council apply for \$3.84 million in funding through the W4Q (2021-24) program to deliver projects as per the WRC W4Q Project List provided in Attachment 1.

ATTACHMENTS

Attachment 1 - WRC W4Q Project List Recommendations

Attachment 1 – WRC W4Q PROJECT LIST RECOMMENDATIONS

Name of Project	Total Budget Bid 21/22
Airlie Lagoon Lighting Improvements	500,000
Collinsville Aquatic Facility – pool retiling renewal	140,400
Collinsville Community Centre – Exterior painting program	68,000
Case Park Walking Track Bowen	383,500
Front Beach Skate Bowl Timber Replacement Bowen	172,000
Sewer Relining – regional possible PFAS Infiltration	500,000
Bowen WTP Intake, Switchboard and Structure	300,500
Lions Lookout & Carpark Upgrade – Shute Harbour	475,000
Greening & Growing Bowen 3 – recycled water network extension	428,000
Mullers Lagoon Bridge x 2 upgrade - Bowen	121,000
Dingo Beach Bollards	107,500
Gloucester sports park access and car park reconstruction and seal	300,000
Hydro Therapy Rehabilitation Above Ground Pool - Bowen	75,000
Astro - Turfing of the Airlie Beach Lagoon 'Beach Area'	125,711
Brandy Creek – New Amenities	140,332
	3,836,943

14. Development Services

14.3 FUNDING OPPORTUNITY - QUEENSLAND RESILIENCE & RISK REDUCTION FUND (QRRRF) 2020/21

AUTHOR: Elouise Lamb - Project Officer Economic Development and Major Grants

RESPONSIBLE OFFICER: Neil McGaffin - Director Development Services

OFFICER'S RECOMMENDATION

That Council resolves to:

- 1) **Support the submission to the Queensland Resilience & Risk Reduction Fund seeking funding amounts as identified for the following projects:**
 - a) **\$93,000 for the Mt Devlin Tower Replacement**
 - b) **\$207,000 for the Community Resilience Officer**
 - c) **\$74,970 for the Generators & Fuel Trailer Project**
 - d) **\$105,000 for the Flood Camera Upgrade - "If its flooded forget it" initiative;**
- 2) **Approve the proposed Council co-contributions, in the event the funding application is successful:**
 - a) **\$10,000 for the Mt Devlin Tower Replacement**
 - b) **\$23,000 for the Community Resilience Officer**
 - c) **\$8,330 for the Generators & Fuel Trailer Project**
 - d) **\$15,000 for the Flood Camera Upgrade - "If its flooded forget it" initiative.**

The following report has been submitted for inclusion into Council's Ordinary Meeting to be held on 24 March 2021.

SUMMARY

This report provides a recommendation to submit four (4) projects to the Queensland Resilience & Risk Reduction Fund 2020/21. Projects were selected from 7 options put forward to the Disaster Management Coordinator based on priority need and project alignment to funding objectives.

Funding for these projects does require co-contribution.

Submissions are due 7 April 2021.

PURPOSE

The purpose of this report is to provide information to Council about the opportunity to apply for funds to strengthen the resilience of the Whitsunday community and be better prepared for disasters.

BACKGROUND

In the Queensland Resilience & Risk Reduction Fund there is \$19.1 million available to strengthen the resilience of Queensland communities and help them be better prepared for disasters.

This round includes \$6M from the National Drought and North Queensland Flood Response Strategy. Under the National Drought and North Queensland Flood Response and Recovery Agency, there are 5 different funding programs being offered for disaster resilience projects that will become open at different times in 2021. Whitsunday Regional Council is one of 14 regions eligible to apply as an outcome of being activated from the North Queensland Monsoon Trough (25/1/19-14/2/19) event.

Current projects and priorities for disaster and resilience for the region have been reviewed and allocated to the funding opportunities. This includes:

Funding Program	WRC Projects for Submission
Economic Diversification	Whitsunday Coast Airport (WCA) – Domestic & International Freight Project Implementation (resolved 17/03/21)
Telecommunications and Energy Improvement	Projects to be presented 14/4/21 OM
Managing Disaster Risk/ QRRRF	Recommendations within this Report
Recovery and Resilience grants Part 1	Projects to be presented 24/3/21 OM
Recovery and Resilience grants \$20 million – Part 2	Program not yet open

STATUTORY/COMPLIANCE MATTERS

Projects must align with the following frameworks:

- Queensland Strategy for Disaster Resilience
- event-specific recovery plans (for example the 2019 Queensland Bushfires State Recovery Plan 2019-2022, the North and Far North Queensland Monsoon Trough – State Recovery Plan 2019–2021 and the Central Queensland Bushfires Recovery Plan 2018 - 2021)
- Queensland Disaster Resilience and Mitigation Investment Framework
- Queensland State Natural Hazards Risk Assessment
- National Partnership Agreement on Disaster Risk Reduction, the National Disaster Risk Reduction Framework, and the National Guidance on Prioritisation
- National Partnership Agreement on Grants Assistance to Primary Producers Impacted by the North Queensland Floods (Schedule 2D) and After the flood: A strategy for long-term recovery.

Project EOI's are due 7 April 2021 and need to be completed by 30 June 2023.

ANALYSIS

This funding is to help reduce, mitigate and manage the risks of disasters and to make Queensland communities and infrastructure more resilient to disasters.

Approved projects will be allocated funding up to a maximum limit of \$2 million per project. If more than one project is submitted by a single organisation, the applications are required to be prioritised.

Seven (7) projects were identified and reviewed by the Disaster Management Coordinator for consideration for this opportunity. The below four projects were identified as best fit due to alignment with funding criteria and capacity to improve the regions disaster resilience capabilities, and are recommended for submission in the below priority order:

Project Name	Mt Devlin Tower Replacement (\$103,000)
Project Summary	The Mt Devlin communications tower forms a vital part of Council's communications infrastructure and is particularly important in maintaining communications during times of disaster. It provides backup for mobile phone communication and is used by the SES to maintain contact with their staff. Additionally, it allows broadcast of local radio services so that the community can keep informed. The tower is in a highly desirable position to maintain contact with Bowen, Collinsville and Mt Loudon towards Mt Coolon where mobile phone reception is limited. The tower is over 25 years old and suffered some additional damage during Cyclone Debbie. It has been formally assessed as structurally unsafe and can no longer be climbed to maintain the infrastructure. It requires urgent replacement as it may not safely withstand another high wind event. Other sites in the area with existing towers have been investigated to see if they can accommodate Council's and the SES equipment, but most are already fully loaded, or do not provide the required coverage, and do not have power backup for extended outages.

Project Name	Community Resilience & Recovery Coordinator (\$230,000)
Project Summary	Engagement of an Officer to deliver community programs and initiatives of a 2 year term. The role will: • Proactively engage with the community across a range of stakeholders; • Empower Community led disaster management initiatives that build preparedness capacity and increase social capital; • Work alongside community leaders to understand local issues, identify resources and facilitate opportunities to enhance resilience; • Facilitate and deliver workshops to help community groups develop emergency plans; • Facilitate Community Response and Recovery Exercises; • Ensure disaster management programmes meet the special needs of vulnerable communities; • Provide professional advice and services; • Deliver against agreed plans and programmes; • Build, foster and manage community networks as well as support our stakeholder's initiatives, where relevant.

Project Name	Whitsunday Emergent Power Supply Project (\$83,300)
Project Summary	A review of Council's disaster equipment and capacity for critical facilities to operate in a disaster event identified the following priorities for asset attainment: • Generator for shed - Cannonvale State Emergency Service building. • 2 Fuel Trailers - To support generators across our facilities it is recommended to seek funds for an additional 2 fuel trailers.

Project Name	Flood Camera Upgrade - "If it's flooded forget it" initiative (\$120,000)
Project Summary	This project includes the replacement of hardware components with improved capability in existing flood camera units, and installation of new flood camera units in areas around the Whitsundays where prominent flooding is identified at critical road networks. Sites that are undergoing an upgrade <i>only</i> of existing flood camera units are Hamilton Plains and Crofton Creek, Proserpine. These include the replacement of CCTV cameras, 4G modem, additional solar panels and batteries to increase their run time capacity and configuration of system. Sites that are undergoing a completely new installation of flood camera units include Queens Beach and Richmond Road, Bowen.

The installation includes soil testing, pole supply, design and a weatherproof external enclosure, solar panels and batteries, ruggedized 4G modem and relevant plan, and configuration of system.
--

STRATEGIC IMPACTS

Financial Implications - The funding program specifies that all applicants are expected to make a financial contribution towards the eligible project costs. If funding is attained, officers recommend funding contributions are proposed from the 21/22 FY budget as follows:

1. Mt Devlin Tower Replacement - \$10,000 Council co-contribution
2. Community Resilience Officer - \$23,000 Council co-contribution
3. Whitsunday Emergent Power Supply Project - \$8,330 Council co-contribution
4. Flood Camera Upgrade - \$15,000 Council co-contribution

Corporate Plan - People: 2.1.1 Maintain and develop Council's emergency and disaster management planning, prevention, response and recovery capabilities.

Operational Plan - Disaster Management - Emergency management planning and preparedness, community awareness, risk identification and mitigation.

CONSULTATION

Neil McGaffin - Director Development Services

Jessica Cristaudo - Coordinator Transport Planning & Assets

Donna Foster - Economic Development Coordinator

Sandra Black - Disaster Management Coordinator

Scott Hardy - Coordinator Natural Resource Management & Climate

Scott Wilkinson - Manager Innovation and Technology

Peter Shuttlewood - Executive Manager Procurement, Property & Fleet

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

It is recommended that Council submit four (4) projects to the Queensland Resilience & Risk Reduction Fund opportunity to increase Council's capacity to strengthen the resilience of the Whitsunday community and improve our preparedness for disaster events.

ATTACHMENTS

N/A

14. Development Services

14.4 APPROVAL OF DRAFT BOWEN MASTERPLAN FOR PUBLIC CONSULTATION

AUTHOR: Leonie Meurant - Strategic Planner

RESPONSIBLE OFFICER: Neil McGaffin - Director Development Services

OFFICER'S RECOMMENDATION

That Council approve the draft Bowen Masterplan to undergo Public Consultation in April 2021 in accordance with the Bowen Masterplan Community Engagement Plan.

The following report has been submitted for inclusion into Council's Ordinary Meeting to be held on 24 March 2021.

SUMMARY

Council is being informed of the draft 'Bowen Masterplan' completed under Council's current branding to be used in conjunction with a Community Engagement Plan, and be requested that the Masterplan undergo Public Consultation.

PURPOSE

A Bowen Masterplan has been developed to encourage a vision through focused projects for Bowen and is now ready to public comment.

BACKGROUND

The Proserpine Sustainability and Future Growth Masterplan was approved in 2017, and it was determined that Masterplans be provided for each area in the Region, to provide a long term vision for each township, and to be created in collaboration with community.

STATUTORY/COMPLIANCE MATTERS

N/A

ANALYSIS

The draft Bowen Masterplan (**Attachment 1**) has narrowed the projects down to 10 key projects, these being:

- 1. Beautiful Bowen**
- 2. Shading streets within Bowen CBD**
- 3. Façade Improvement Policy**
- 4. Flagstaff Hill Multi-purpose facility**
- 5. Muller Lagoon Park Masterplan**
- 6. Cycle Route**
- 7. Interpretive Historical Signage**
- 8. Bowen Boardwalk and Hiking Track**

9. Flagstaff Hill Road - Pedestrian and Cycle Path

10. Greening and Growing Bowen - Stage 3

A document outlining the key attributes of each project within the Bowen Masterplan has been developed by Communications in accordance with Council's external branding, as the Bowen Masterplan requires public consultation to inform and consult with the public and provide an opportunity for submissions to be made. It is intended that consultation will occur for a period of 20 business days from April to May 2021 in accordance with the Community Engagement Plan (CEP) in **Attachment 2**. Section 4 of the CEP outlines anticipated communication risks and proposed mitigation efforts through key messaging and consultation material. Communication activities outlined within Section 5.3 of the CEP will include:

- Whitsunday Regional Council and Yoursay Whitsunday website;
- Media Releases;
- Social Media updates;
- Our Whitsunday Community Update; and
- Face to face interaction (subject to request).

STRATEGIC IMPACTS

Financial Risk – Potential financial input by Council will be low as all projects will require extensive investigations before commitment of any large amount of funding.

Political - potential risk of some projects not moving forward due to outside constraints e.g. not able to receive state or federal funding, and constituents maintaining a high expectation of Council to deliver results from the Masterplan.

CONSULTATION

Neil McGaffin - Director Planning & Development
Shane Neville – Manager Strategic Planning
Jonathan Cutting – Strategic Planner
Joanne Vlismas - Engagement & Marketing Coordinator

Each Action has a project champion being a different area of Council, these including Strategic Planning, Infrastructure Services, Water and Waste, and Communications and Marketing. All areas were extensively consulted during the drafting of the Bowen Masterplan.

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 draft Bowen Masterplan is submitted for Council approval to undergo Public Consultation with the township of Bowen and surrounds to encourage comments from the community on the proposed actions.

ATTACHMENTS

Attachment 1 - Draft Bowen Masterplan

Attachment 2 - Community Engagement Plan for Bowen Masterplan

Bowen Masterplan 2021





INTRODUCTION

The Bowen Masterplan sets out actions to be achieved to enhance liveability, health, wellbeing, town beautification and create conditions for small business success. The following strategic objectives highlight the desired vision for Bowen and guided Masterplan actions herein:

- enhance the tourism experience in Bowen to see the town recognised as a premier tourism destination;
- promote liveability in the town for residents and families; and
- support innovative economic and investment opportunities which will benefit the larger community.

Many of the projects and timings herein are subject to more detailed investigations. If the investigation does not identify a positive and cost-effective way forward, Council will receive a recommendation to cease further action on the project.

Cost effectiveness will include consideration of community benefits weighed alongside establishment and long-term maintenance, capital and operational costs.

We invite you to read on and discover the projects that will be investigated or delivered in the coming years, to enhance community wellbeing and create new opportunities within Bowen.

VERSION 1 Approved SN 01/03/2021

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Beautiful Bowen

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Facade Improvement Policy

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Bowen Green Core

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Flagstaff Hill Multi-purpose Facility

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Mullers Lagoon Park Masterplan

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Cycle Route Enhancements

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Interpretive Historical Signage

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Bowen Boardwalk and Hiking Track

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Greening and Growing Bowen

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Overview

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A MESSAGE FROM YOUR MAYOR



I am pleased to present the Bowen Masterplan that will guide projects within Bowen over the next few years. The projects identified have been informed by community input and detailed assessment of local opportunities and needs.

The Bowen Masterplan sets out actions to build on past projects and major developments in the region to encourage new economic opportunities. These major developments include the completion of 'Beautiful Bowen', identification of Aquaculture Development Areas to cut red tape and local planning of the Bowen Marina.

Masterplan actions seek to build upon major developments and are focused on improvements to health and wellbeing, parkland upgrades, town beautification, increasing tourism visitation and investigating industry opportunities to attract investment, permanent residents and create jobs.

Proposed improvements to public space include the

final stage of Greening and Growing Bowen, Mullers Lagoon Park Masterplan, Bowen Green Core and new pedestrian and cycle paths to connect residential areas and natural attractions.

To leverage these beautification strategies and attract further tourism visitation, proposed actions include, the Flagstaff Hill multi-purpose facility, interpretative historical signage trails, Bowen boardwalk and a hiking track.

I encourage you to learn more about the exciting projects in the pipeline that will support the growth and sustainability of Bowen for current and future generations. I look forward to receiving comments from the community.

Regards

Andrew Willcox

Mayor Whitsunday Regional Council





BEAUTIFUL BOWEN

Overview

The Beautiful Bowen project was completed in December 2019, with the primary objective of creating a high quality entranceway to attract visitors from the Bruce Highway to tour Bowen's attractions such as the amazing beaches, high quality foreshore parks, Mullers Lagoon Park, walking trails and the historic CBD. The project included feature entry statements at the northern and southern approaches of the Bruce Highway, extensive landscaping, wayfinding signs and upgraded roundabouts. The Beautiful Bowen Project is a key enabler for actions within the Masterplan, and all following projects seek to maximise the opportunity provided by this pioneer project.

Implementation

The first stage of this project was completed in mid-2019 with the installation of entry statements and extensive landscaping into Bowen along the Bruce Highway. Stage 2 of Beautiful Bowen, which included CBD enhancements, began in September 2019 and was completed by late-2019.

Timing - Complete

COST (Grant \$):	\$5,000,000
STATUS:	Complete
PROJECT CHAMPION:	Infrastructure Services



Figure 1: Beautiful Bowen entry signage.

ACTION

1

FACADE IMPROVEMENT POLICY

Overview

The Façade Improvement Policy offers shop owners within the Bowen CBD an economic incentive to improve the aesthetics of their shop front. The Program generally involves an investment from the shop owner that may be matched by Council and involve anything from a new coat of paint, murals, lighting or façade architectural improvements.

Timing: Ongoing

COST (Council \$):	\$50,000
STATUS:	Ongoing
PROJECT CHAMPION:	Development Services

Implementation

The Façade Improvement Policy was implemented by Council in 2019 to build upon recent investments in public space beautification aimed at attracting tourists and permanent residents. Improvements to façades may support small businesses in re-invigorating the CBD and provide an additional incentive for small businesses to fill empty shops.

Subject to available budget, Council will contribute 50% of the works for each shop front to a maximum value, depending on the length of the shopfront:

- 12m long or less, a maximum of \$3,000 is to be contributed; or
- Over 12m long, a maximum of \$5,000 is to be contributed.



Figure 2: Façade improvement strategy on offer in Bowen CBD.

PROGRAM

2



BOWEN GREEN CORE

Overview

Bowen has hot, humid summers and a proven way of cooling down the streets is to plant shade trees, which creates an environment to encourage walkability around town. The project will provide a shade tree boulevard along Livingstone Street, Herbert Street, Santa Barbara Parade/ Thomas Street and Leichhardt Street forming a green core around the central business district of Bowen. Figure 3 provides an indicative example of the benefits of urban greening programs in Bowen's wide road reserves.

Timing: 2021 - 2030 (Incremental development, subject to funding)

EST. COST ESTABLISHMENT(Grant \$):	\$1.56M - \$2.63M
EST. COST MAINTENANCE(Grant \$):	\$80,317 - \$160,803
STATUS:	Planning
PROJECT CHAMPION:	Infrastructure Services

Implementation

The Bowen Green Core is subject to funding for expansions of the recycled water network along proposed streets (shown right), which may be completed incrementally alongside other infrastructure upgrades. Once established, landscaping, including low shrubs, native grasses and shade trees will be established, with siting responsive to underground services, water sensitive urban design and road safety.

As a cost saving option, trees could be planted along one side only, both sides or centrally within the median to create an avenue of shade. Trees that are resilient to the Northern Queensland dry-tropic climate, are low maintenance, hardy, quick to establish and drought resistant would need to be selected, to ensure Council costs remain low.

Table 1: Bowen Green Core estimated costings.

TASK	DESCRIPTION	TOTAL (BOTH SIDES OF STREET)	TOTAL (1 SIDE OF STREET)
On-ground works	Recycled water irrigation, including effective root barriers.	\$2,500,000	\$1,500,000
	Landscaping establishment	\$129,604	\$64,734
Year 1 maintenance	Monitoring, watering and fertilising.	\$130,751	\$65,307
Year 2 maintenance	Note - recycled water establishment may reduce these costs.	\$26,232	\$13,102
Year 3 + ongoing maintenance		\$3,820 p/a	\$1,908 p/a
Total		\$2,790,407	\$1,645,051

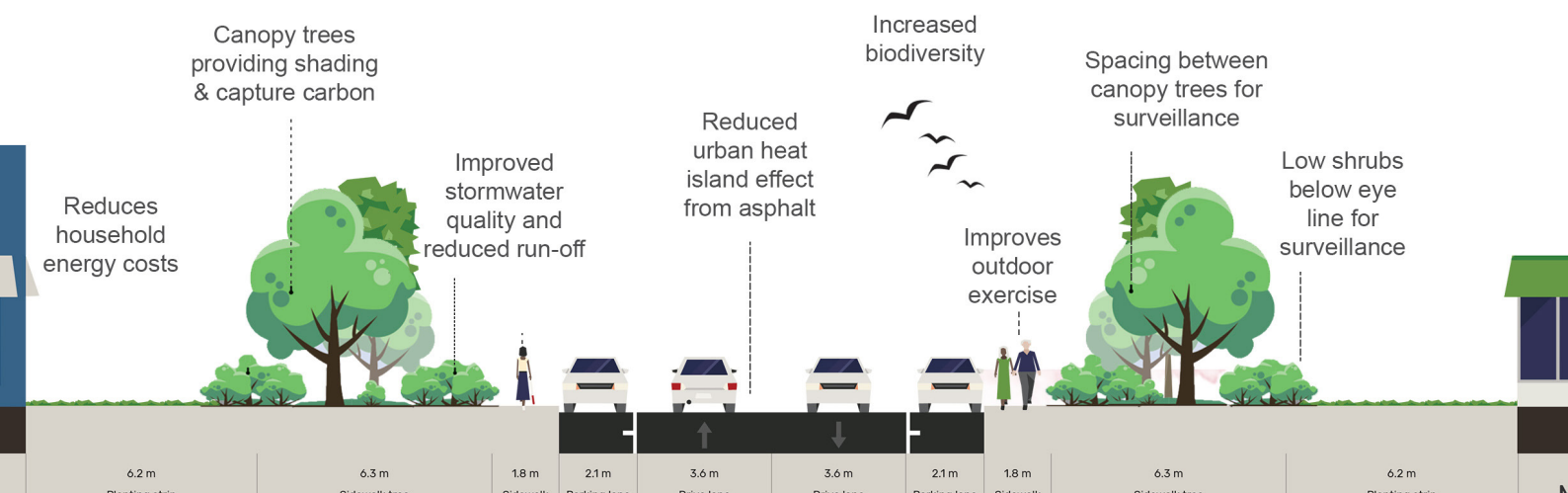


Figure 3: Benefits of urban cooling projects and indicative streetscape.



FLAGSTAFF HILL MULTI-PURPOSE FACILITY

Overview

Bowen requires a large centre for functions, in the absence of a cultural/civic centre within the town. After Cyclone Debbie ravaged the area in 2017, the existing structure on Flagstaff Hill was damaged beyond repair. The unique location in proximity to the CBD and beautiful 360° views warrants the re-construction of a high quality multi-purpose facility.

The build will also provide the opportunity to incorporate features, which ensure the cultural history of the region is displayed, while being open to identified markets including:

- Cruise ships;
- International, domestic day trippers and drive markets; and
- Destination weddings and events

Timing: 2021 - 2022

Implementation

The multi-purpose facility design will incorporate a conference centre, cultural centre, outdoor amphitheatre area, cafe and gift shop. The building is designed to ensure all these areas make the most of the amazing 360° views that Flagstaff Hill is famous for. Through joint funding with the Queensland government (Building our Regions Program), the project is expected to be completed by the end of 2022.

The facility will be able to provide capacity to service tourism markets, can support a sustainable business model and enables arts, food tourism and Indigenous activities to be undertaken.

EST. COST (Grant/Council \$): \$4,000,000

STATUS: Planning

PROJECT CHAMPION: Infrastructure Services



Figure 4: Proposed Flagstaff Hill Multi-purpose Centre concept design.

ACTION

4

MULLERS LAGOON PARK MASTERPLAN

Overview

Mullers Lagoon is Bowen's centrepiece parkland, which attracts locals and tourists alike for picnics and nature walks. Currently, the park has several covered picnic tables, a gravel pathway, public toilets, drinking fountains, park seating, a small playground, barbeque facilities and landscaping. The proposed Park Masterplan will be developed in stages through community consultation and conceptual design, considering cost of facilities, for future grant funding.

Enhancements may include:

- Formalised parking;
- Upgraded shared path circuit, supplemented by fitness equipment and landscaping;
- Enhanced event space;
- Improved wayfinding signage and placemaking art;
- Interpretive signage recognising environmental and Aboriginal heritage within the site; and
- Additional play facilities for kids and young adults.

Implementation

The Mullers Lagoon Park Masterplan will be developed over three stages, in collaboration with the community and Juru people, Bowen's Traditional owners:

Table 2: Park Masterplan project stages.

STAGE	DESCRIPTION	COST	TIMING
Stage 1	Consultation and concept design	\$10,000	2021-2022
Stage 2	Detailed design and costing	TBD	2022
Stage 3	Grant applications and construction	TBD	TBD

EST. COST (Council \$): **\$10,000 (Stage 1)**

STATUS: **Planning**

PROJECT CHAMPION: **Infrastructure Services**



Figure 5: Mullers Lagoon, Bowen.



ACTION

5



CYCLE ROUTE ENHANCEMENTS

Overview

Bowen's flat topography, large road reserves and interconnected transport network provides optimal conditions for visitors and locals to transit around town on bicycle. Council's Principle Cycle Network Action Plan identifies some gaps in the cycle network for future works and other opportunities to enhance cycle uptake, including trail marketing, end of trip facilities and water bubblers at strategic locations.

Implementation

The table below shows the proposed cycle network upgrades within Bowen.

EST. COST (COUNCIL \$):	\$5,000 (Stage 1)
STATUS:	Planning
PROJECT CHAMPION:	Various

Table 3: Cycle route enhancements project stages.

STAGE	DESCRIPTION	COST	TIMING
Stage 1 Project Champion: Communications and Marketing	Print out maps of bike friendly trails in Bowen to have at the Tourism Information Centre and online, including an itinerary of attractions along trails.	\$5,000	2022
Stage 2 Project Champion: Infrastructure Services	- End of trip facilities at key destinations; - Water bubblers strategically located near active transport routes; and - New cycle tracks where gaps in the network exist and along existing walking tracks with appropriate widths.	TBD	2022-2025



ACTION

6

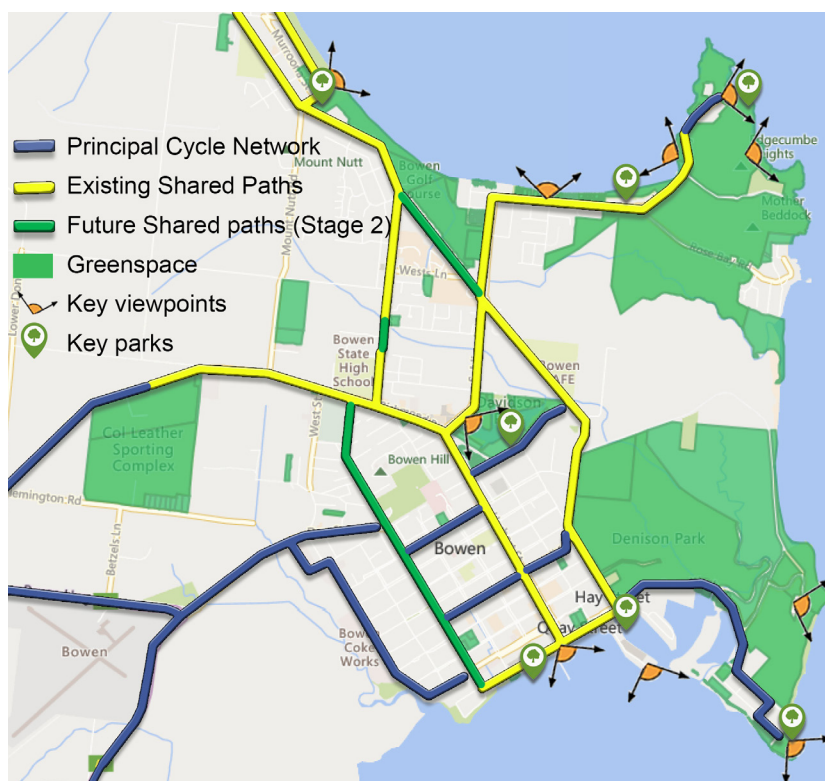


Figure 6: Principal cycle network in Bowen.

INTERPRETIVE HISTORICAL SIGNAGE

Overview

'Connection to place' is a concept that ties visitors and locals to a Town, making it memorable, builds pride, understanding and respect through knowledge of how Bowen came to be.

Connection to place can be established through interpretive signage, which recognises environmental, historical or cultural elements, drawn from the rich Aboriginal history of the local Juru people, settlement history, unique landscape features and wildlife, which has shaped the Town and people of Bowen.

Proposed interpretive signage and plaques will be sited alongside walking and cycle trails, with new signage themes sited to recognise elements specific to their landscape context.

Stage 1 Timing: 2022

Stage 2 Timing: 2023 - 2025 (subject to funding)

EST. COST (COUNCIL \$): \$10,000 (Stage 1)

STATUS: Planning

PROJECT CHAMPION: Communications & Marketing

Implementation

Stage 1 will include extensive community collaboration with the Juru People, Bowen Tourism and the general community to inform signage themes and content. Consultation will inform further assessment to determine signage locations, graphic themes, costing of signage, number of signs and maps for the Tourism centre (alongside Action 6 - Stage 1).

Stage 2 of the project will be the construction of the signage, subject to outcomes of Stage 1 and funding availability.



Figure 7: Example of interpretive signage, from Cairns Foreshore.



BOWEN BOARDWALK AND HIKING TRACK

Overview

Kings Beach is one of Bowen's most iconic beaches and is a favourite for visitors and locals, however, it lacks connectivity to other attractions of Bowen, the closest being Flagstaff Hill to the South and Edgcombe Cape Trail / Horseshoe Bay to the North. Kings Beach has potential to connect these two icons of Bowen, whilst showcasing its own Foreshore views and unique dunal environment through the creation of a trail, utilising board walks and dune/beach geogrid walk tracks. The proposed Kings Beach Track and adjoining CBD connection to Flagstaff Hill is subject to investigation to determine costing feasibility, suitable route, coastal hazard resilience and environmental impact mitigation.

Implementation

The proposed trails and CBD shared path connection is subject to investigation given the significant constraints

for each section. Stage 1 of the project will comprise an investigation into the potential designs and cost effective route options for shared paths from the CBD to the top of Flagstaff Hill, from Flagstaff Hill to Kings Beach and from Kings Beach across Sand Hill Creek to Cape Edgcombe trails.

Pending feasibility, Council will prioritise trail segments or the trail as a whole for future grant funding, to undertake Stage 2 detailed design and Stage 3 construction.

EST. COST (COUNCIL \$): \$10,000 (Stage 1)

STATUS: Ongoing

PROJECT CHAMPION: Various

Table 4: Bowen Boardwalk and Hiking track staged development.

STAGE	DESCRIPTION	COST	TIMING
Stage 1 Project Champion: Strategic Planning / Infrastructure Services	- Investigate optimal track routes, environmental constraints and estimated costing of CBD Shared Path Connection, Dunal Environment Trail and Sand Hill Creek Trail; and - Develop costings, interpretive signage components, recreational infrastructure and business case to determine priority of each trail.	\$10,000	2021-2022
Stage 2 Project Champion: Infrastructure Services	Subject to Stage 1, undertake detailed design if trails are feasible and prioritised.	Subject to Stage 1	
Stage 3 Project Champion: Infrastructure Services	Subject to Stage 1 and 2, construct proposed trails.	Subject to Stage 2	



Figure 8: Bowen Boardwalk and Hiking Track investigation.

GREENING AND GROWING BOWEN

Overview

Council has invested in a Bowen Sewage Treatment Plant designed to produce high quality recycled water. This recycled water is being utilised to irrigate some of Bowen's extensive parklands, which reduces Council's operational costs and the energy needed to irrigate these areas. Stages 1 and 2 of this project have been constructed successfully, saving approximately 411 mega-litres of reticulated water per year (or 10 - 15% of total community potable water volumes).

Whilst recycled water is reliable (as sewer flows are reliable even during droughts) it is only available for use the day it is produced, due to the storage availability and pathogen risk management. Council intends to optimise the use of this water by rolling out recycled water irrigation in a staged manner over the next 10+ years to Green and Grow Bowen.

EST. COST (GRANT \$): \$ TBD incrementally

STATUS: Commenced

PROJECT CHAMPION: Water & Waste /

Infrastructure Services

Implementation

It is proposed to expand the implementation areas of recycled water to the following public park areas over the extended lifetime (10+ years) of this project. Currently Bowen Cemetery, Muller's Lagoon Parkland and the Bowen Golf Course are connected, and connections to the Col Leather Sporting Complex and the Queensland Racing Board's facility have been installed, with agreements for use under development.

Additional recycled water expansions will include:

- Col Leather Sporting Complex;
- Bowen Turf Club;
- Henry Darwen Park;
- Denison Park;
- Hansen Park;
- Case Park;
- Barker Park;
- Bowen Lions Park; and
- Bowen Green Core (Action 3).

ACTION

9



OVERVIEW

This Bowen Masterplan seeks to establish a strong vision for Bowen, which enhances its resilience, economic opportunity and liveability into the future. Masterplan actions aim to build upon historic investments in the town, such as Beautiful Bowen, to develop new attractions, enhance the amenity of the town and offer new connections between Bowen's Beaches, trails and

the CBD, which will benefit visitors and locals alike.

Council will endeavour to deliver the identified actions over the next decade, by incorporating projects into annual budgets, preparing detailed designs, creating grant applications and advocating for investments in Bowen from State and Federal Governments.

Table 5: Summary of Bowen Masterplan actions.

	PROJECT	COST	ESTIMATED TIMING
1	Beautiful Bowen	\$5,000,000	Completed
2	Facade Improvement Strategy	\$50,000 (shared)	Ongoing
3	Bowen Green Core	\$2,630,000** \$160,800 (maintenance)	2021 - 2031* (to be completed in segments)
4	Flagstaff Hill Multi-purpose Facility	\$4,000,000**	2021 - 2022**
5	Mullers Lagoon Park Masterplan	Stage 1: \$10,000 Stage 2: TBD Stage 3: TBD*	Investigation: 2021 - 2022 Detailed design: 2022 Construction: 2023 - 2025*
6	Cycle Route Enhancements	Stage 1: \$5,000 Stage 2: TBD*	Investigation: 2022 Construction: 2022 - 2025*
7	Interpretive Historical Signage	Stage 1: \$10,000 Stage 2: TBD*	Investigation: 2022 Construction: 2023 - 2025*
8	Bowen Boardwalk and Hiking Track	Stage 1: \$10,000 Stage 2: TBD Stage 3: TBD*	Investigation: 2022 - 2023 Detailed design: 2024 Construction: TBD*
9	Greening and Growing Bowen	Stage 3: TBD*	2021 - 2031* (to be completed in segments)
TOTAL		\$11,875,800	
DELIVERED FUNDING ALLOCATED		\$5,050,000 \$4,000,000	<i>* Subject to grant funding</i> <i>** Grant funding allocated</i>





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Bowen Masterplan Public Consultation

Community Engagement Plan

Date: 23 February 2021

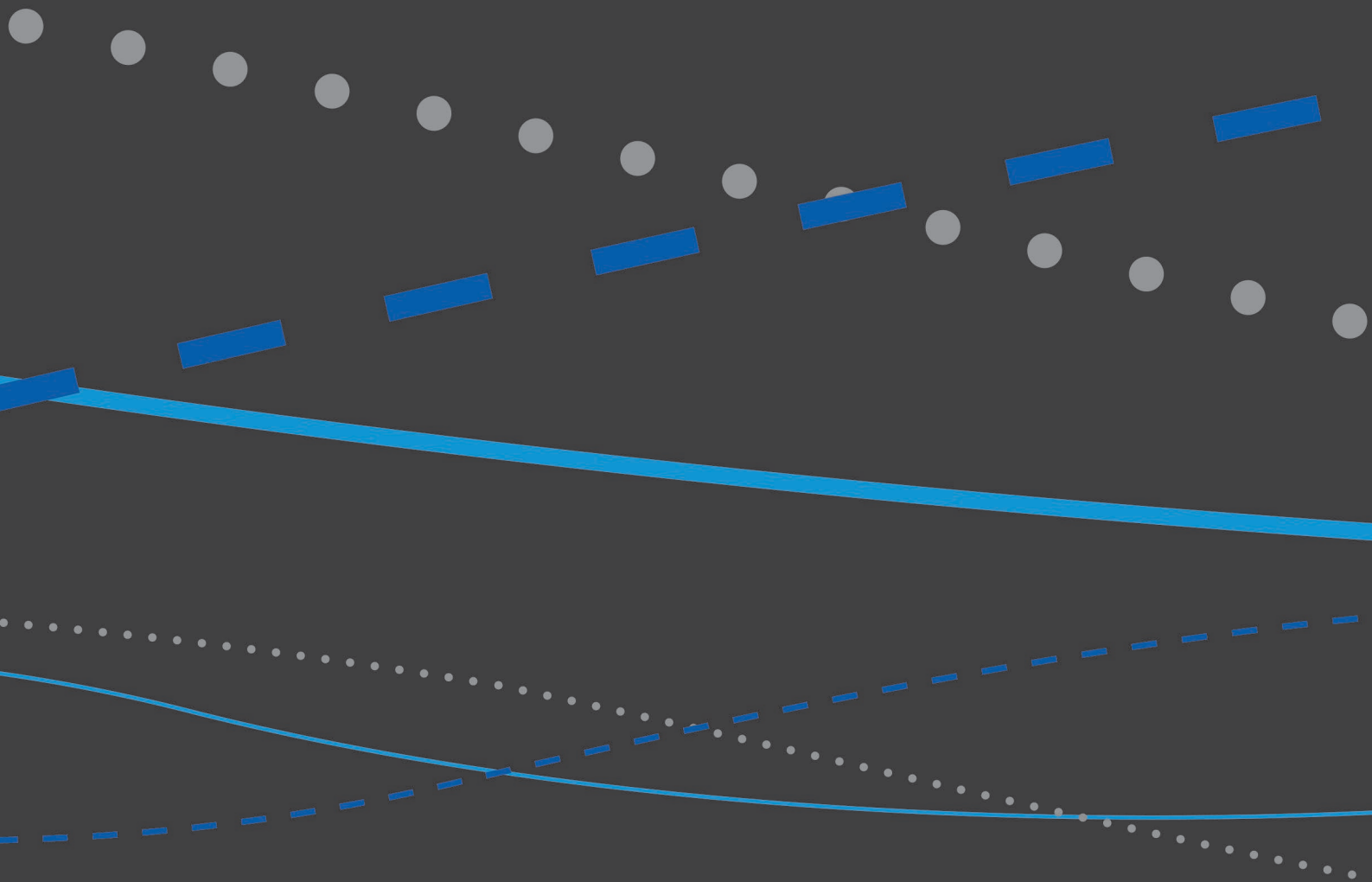


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Document History

Title	Version No.	Date	Author	Reviewer	Approved by
Report	1.0	23 Feb 2021	Leonie Meurant	Joanne Vlismas; Shane Neville;	Neil McGaffin; Greg Martin

1. Introduction

1.1 Background

Whitsunday Regional Council will be undertaking public consultation of the Bowen Masterplan. The Masterplan has been developed to encourage a vision through focused projects for the Bowen Region to:

- Encourage an improved liveability within the Region;
- To encourage sustainable, long-term growth in Bowen; and
- To encourage tourism expansion and further economic growth and investment in the Region.

The purpose of the public consultation is to inform the community of the Masterplan and to provide an opportunity for feedback and commentary regarding the proposed projects.

This Community Engagement Plan outlines the communication processes, methods and action plan to engage with the community during consultation.

1.2 Purpose and Aim of the Community Engagement Plan

This Community Engagement Plan (The Plan) will support the project to ensure all communication activities are appropriate, consistent, and delivered in a timely manner. It outlines key messages and objectives and aims to increase participation by the community during the engagement process. This Plan identifies and defines the roles of persons involved in this project, formally defining who should be given specific information, when information will be delivered and what communication channels will be used to deliver the information.

This Plan sets the communications framework for this project and will serve as a guide for internal and external communications throughout the life of the project. This will be a live document and will be reviewed and updated as required.

1.3 Communication Objectives

Open and transparent communication and stakeholder management plays a key role in enabling effective engagement. The key objectives of this Plan are to:

- Ensure a transparent and open process where all affected residents and key stakeholders are provided with information in a consistent and timely manner;
- Identify and manage communication issues and risks throughout the project; and
- Enhance stakeholder and community awareness, understanding and confidence by following best-practice communication and engagement principles.

1.4 Communication Objectives by Project Phase

The project will have several clear phases and communication objectives, outlined below:

Table 1 Communication Objectives

Project Milestones	Indicative Timing	Level of Engagement	Communication Objectives
1. Community Engagement Plan developed	March 2021	Involve	To engage with internal stakeholders during the planning process and develop a communications and engagement strategy.
2. Prepare Consultation materials	March 2021	Involve	To prepare materials for the consultation and/or engagement process, and gain approvals from the Project Manager and relevant Director.
3. Launch Community Consultation	April 2021	Consult	To inform and engage with all directly affected residents and key stakeholders and undertake engagement activities.
4. Close Community Consultation and prepare Consultation Report	May 2021	Inform	To inform the community that consultation has closed and prepare the Consultation Report and Summary.
5. Close the Loop – Report back to the community	June 2021	Inform	To provide all participants with a copy of the Consultation Summary and publish this document on the website.

1.5 Communication Principles

Several key consultation principles have been developed, summarised in Table 2 below:

Table 2 - Summary of Consultation Principles

Principles
1. Integrity and transparency – Engagement involves trust and transparency. Council will carefully consider and accurately portray the community's role in decision-making and will ensure staff are aware of the scope of their influence on the decisions made.
2. Respect – Council will facilitate a safe and respectful consultation environment that values individual opinions and input. Council values the contributions made and time given and will facilitate consultation processes that respect all participants and their contributions.
3. Inclusive – Council will use a range of opportunities and techniques to encourage the participation and awareness of all people who may be affected by the outcome of this process.

4. Informative	– Effective engagement will ensure all parties understand the relevant legal, statutory, strategic and local context of this project and the process being undertaken.
5. Well planned	– Engagement requires informed judgement and planning in its approach and implementation in order to be effective, practical and suitably resourced.
6. Meaningful	– The community will have opportunities to participate in engagement processes in relation to project constraints, the scope of influence, and Council's decision-making process.
7. Closing the loop	– Providing feedback is important in maintaining an open and transparent process. Council needs to ensure the community understand the reasons for the final decision.

2. Stakeholder Identification

A stakeholder is defined as any individual, group of individuals, organisation or political entity with an interest in the outcome of a decision. They may be, or perceive that they may be, affected directly or indirectly by the outcome of a decision. To ensure the best outcome when communicating, stakeholders must be identified and level of engagement determined.

2.1 Level of Stakeholder Participation

To ensure the best results from this engagement process, a series of participation levels has been determined, based on the International Association of Public Participation (IAP2) guidelines. Based on the levels of engagement, outlined below in Table 3, Council will:

- **Inform** the wider community throughout every phase of the project; and
- **Consult** key stakeholders and affected residents.

Table 3 – IAP2 Public Participation Spectrum

IAP2'S PUBLIC PARTICIPATION SPECTRUM



The IAP2 Federation has developed the Spectrum to help groups define the public's role in any public participation process. The IAP2 Spectrum is quickly becoming an International standard.

INCREASING IMPACT ON THE DECISION 					
PUBLIC PARTICIPATION GOAL	INFORM	CONSULT	INVOLVE	COLLABORATE	EMPOWER
	To provide the public with balanced and objective information to assist them in understanding the problem, alternatives, opportunities and/or solutions.	To obtain public feedback on analysis, alternatives and/or decisions.	To work directly with the public throughout the process to ensure that public concerns and aspirations are consistently understood and considered.	To partner with the public in each aspect of the decision including the development of alternatives and the identification of the preferred solution.	To place final decision making in the hands of the public.

2.2 Stakeholder Analysis

A summary list of potential stakeholders has been developed below, demonstrating the level of consultation and communication methods best suited to each stakeholder group.

Table 4 - Project stakeholders and level of consultation

Stakeholder Category	Representative/Member	Level of consultation
Local Government		
Whitsunday Regional Council executive leadership	Mayor, CEO & Councillors Development Services Corporate Services Community Services Infrastructure Services Communications & Marketing	Involve
Key Stakeholders		
Bowen Tourism & Business		Consult
Bowen Gumlu Growers Association		Consult
Bowen and Collinsville Enterprise		Consult
Whitsunday Ratepayers Association		Consult
Local Businesses		Consult
Tassels Prawn Farm		Consult
Local Aboriginal Groups		Consult
General Community		
Wider public	All Whitsunday Region residents	Consult

3. Roles and Responsibilities

The project team's roles and responsibilities have been outlined below in Table 5:

Table 5 – Roles and Responsibilities

Project Team Roles	Responsibilities
Whitsunday Regional Council	
Project Manager (Shane Neville)	Manage and coordinate the project's deliverables, keep project phases on track and budget, and approve all communications materials.
Project Support Officer (Leonie Meurant)	Support Project Team with administration tasks and assist Project Manager in reporting.
Executive Project Director (Neil McGaffin – Director Development Services)	Approve all major planning and communications strategies prior to implementation. Act as media spokesperson when the Mayor is unavailable.
Communications & Marketing Support (Joanne Vlismas)	Assist Project Team by preparing strategy to communicate with key stakeholders and residents, draft and review communications and marketing materials, coordinate engagement activities, prepare reporting.
Communications & Marketing Manager (Greg Martin)	Manage all media enquiries and issues which may arise during the project, act as liaison between Councillors and the Project Team, approve all media communications and external communications.

4. Identify Risks of Poor Communication

A communication risk or issue is any aspect, impact or result of a project that has potential to raise concerns or objections from stakeholders and adversely affect the progress and effectiveness of the project. Several potential risks may be associated with this project due to existing community concerns. These potential risks will require management throughout the communication process, and have been identified below in a risk assessment table:

Table 6 – Risk Assessment

Identified Risk	Level of Impact (High, Medium, Low)	Mitigation Method
Community expectations may be unrealistic regarding what the Masterplan will deliver.	High – Could result in negative backlash from the community, if the projects are not delivered how and when expected.	Provide consistent and accurate information to key stakeholders and the community, and ensure our key messages are distributed widely – in particular regarding the purpose of the Masterplan and the steps involved in each project. Develop engaging and easy-to-understand materials. Ensure there is sufficient notification to the local community via all communication channels.
Uncertain timelines for delivery of projects, due to reliance on suitable grants for construction.	High – Could result in negative backlash from the community if the projects are not delivered in the timeline expected.	Provide key messaging and consultation collateral to the community outlining projects reliant on grant funding and subsequent uncertainties around exact timing of delivery.
Desire for Council to prioritise and deliver all projects, rather than await suitable grant funding.	High - Could result in negative backlash from the community if the projects are not delivered in the timeline expected.	Identify that Council are working on Masterplans for each Township to boost the Region as a whole, albeit will be heavily reliant on grant funding across the board as a result of recent initiatives and investments to support the community post Cyclone Debbie and COVID.
Concern over impacts on businesses during construction of projects, such as the proposed Town Centre enhancements.	Medium – The works will have an impact on nearby businesses with noise and disruption from construction.	Outline the benefits of the project to the Town and communicate that Council will notify businesses of upcoming works prior to project commencement to consider management strategies that reduce impacts on business.
Concern that Bowen has other priority projects that should be considered above projects identified in the Masterplan.	Low – The Masterplan may be subject to change.	Communicate the submission process to enable persons to suggest projects or ideas, recommending that they are generally in accordance with the strategic objectives listed in the

		Introduction to the Masterplan to manage expectations.
Ensuring COVID safe practices during in person consultation events.	High	Ensure proposed face to face consultations observe QLD Health requirements current at the time.

5. Communication Strategy

The Plan has been broken down into several different elements, enabling Council to appropriately inform and engage with the Regional community. The key elements of this section include communication management, communication tools, and an Action Plan.

5.1 Communication Management

5.1.1 Communication Protocol and Media Spokesperson

The following protocols will be followed throughout the consultation process:

- All media enquiries will be directed through Council's Communications & Marketing Manager and Executive Project Director.
- The Whitsunday Regional Council Mayor will be the key spokesperson for any media statements or releases; if the Mayor is not available, the Executive Project Director will be media spokesperson for the project.
- All other enquiries will be directed to the Project Manager who will notify the Communications & Marketing Manager, if necessary.
- All formal external communication materials will be reviewed and approved by the Executive Project Director, and the Communications & Marketing Manager.
- All incoming communication to Council from external stakeholders and the responses to these enquiries will be recorded and tracked using Enterprise Content Management (ECM) and Customer Request Management (CRM). Key information to be recorded will include name of person, contact details, query, action required, response and any other comments required.

5.2 Internal Communication Tools

Please note a separate Internal Communications Plan has been developed, which outlines the strategy for communicating with staff.

The following tools will be used to facilitate effective communication within the project team to respond to and manage potential issues with the community:

- Email/phone updates; and
- Regular project team meeting.

5.3 External Communication Tools

The following engagement tools may be used during the consultation process:

- Whitsunday Regional Council website;
- Media Releases;
- Community Update Videos; and
- Social Media updates.

- Our Whitsunday Community Update

5.3.1 *Whitsunday Regional Council websites*

A dedicated page will be available on the WRC website and Your Say Whitsunday with project updates, images and links to media releases. Customers may make a submission on the Masterplan via Your Say Whitsunday or by email to submissions@whitsundayrc.qld.gov.au.

5.3.2 *Media Releases*

Media releases may be used at strategic points throughout the project stages, announcing important milestones and information. It is intended to create a media release to communicate consultation start and consultation end, to remind the community to view the Masterplan and make a submission. A media release may also be utilised to close the loop once Council adopts the Submission Analysis Report and final Masterplan.

5.3.3 *Social Media*

Council's social media platforms, Facebook, Twitter and Youtube, may be used to distribute information to the public throughout the duration of the project. Each of these platforms requires a different approach to content, so all content will be drafted and released strategically to ensure it is relevant to each platform's audience. Social media can be a great tool for engaging with the wider community and encourages sharing of information.

5.3.4 *Our Whitsunday Community Update*

Our Whitsunday Community Update is a dedicated page in each local newspaper every month for Council to share news and information with the community. Key milestones can be reported here.

5.4 Key Messages

The following key messages have been drafted to communicate about the project, and may be updated regularly with new information, as required:

- Council is excited by the delivery of the proposed Bowen Masterplan, which provides stimulation for business investment and confidence in the Region;
- The Bowen Masterplan is the next Masterplan to be delivered by Council in the suite of Masterplans being produced. The Proserpine Masterplan was adopted in 2017 and is being updated to catalogue its progress. In conjunction with the Bowen Masterplan, one is being developed for Collinsville and the Greater Airlie Beach Area;
- To deliver the nominated projects, Council must secure grant funding. Masterplans are key strategic documents, which facilitate grant funding applications as they demonstrate commitment and forethought;
- Actions within the Masterplan are guided by three key strategic objectives that seek to capitalise on existing features and promote emerging opportunities for the Town. The strategic objectives include:
 - Encourage an improved liveability within the Region;
 - To encourage sustainable, long-term growth in Bowen; and
 - To encourage tourism expansion and further economic growth and investment in the Region;

- Council encourages the community to make a submission on the Masterplan, including content that assists in the prioritisation of projects, recognises support for favoured projects, suggests project improvement ideas and recommends actions that promote the Masterplan's objectives;
- The projects nominated in the Masterplan are initial concepts, which will be formalised by detailed investigations. Council is committed to delivering well considered projects, which will optimise available resources to achieve the best outcome for Bowen; and
- The timings nominated for the projects are entirely dependant on grant funding availability and grant applications being successful.

6. Action Plan

An Action Plan has been developed to provide a consistent structure to developing and implementing the communication strategy (**Table 7** below). This Action Plan will continue to be reviewed and updated as the project progresses.

Table 7 – Communications Action Plan

Step		Timing	Aim	Objective	How
1	Community Engagement Plan developed	March 2021	Develop a Community Engagement plan	To engage with internal stakeholders during the planning process	▪ Direct contact by email and phone with key stakeholders ▪ Face-to-face meetings with project team
2	Prepare Communications / Consultation Materials	March 2021	Prepare engaging, easy-to-understand key messages and materials for distribution	To provide clear, consistent and engaging communications	▪ Council websites updates ▪ Factsheets ▪ FAQs ▪ Media materials
3	Launch Community Consultation	April 2021	Engage and inform affected residents, businesses and key stakeholders	To provide opportunities for affected stakeholders and residents to get involved and give feedback	▪ Media release ▪ Social Media ▪ Public Displays / Workshops ▪ Website updates ▪ Direct emails to Affected Stakeholders
4	Close Consultation and prepare Consultation Report	May 2021	Analyse feedback results and prepare the Consultation Report and one-page Summary	To advise affected stakeholders and residents that consultation has closed and reporting is underway	▪ Website updates ▪ Media Release ▪ Social media
5	Close the Loop – report back to the community	June 2021	Report back to the community by publishing the Consultation Summary	To inform participants and key stakeholders about the key results and outcomes of the consultation process	▪ Website updates ▪ Social media update ▪ Direct emails to Participants and Affected Stakeholders

7. Feedback and Integration

7.1 Next steps

Community Engagement materials will now be developed in preparation for the consultation activities to commence in April 2021.

At the commencement of the community engagement, key stakeholders and the public may be advised of the Masterplan by email, newsletters, web update and media release.

It is recommended that stakeholder and community engagement be conducted for some of the projects nominated in the Masterplan. It is anticipated that the need for public consultation will be identified by the individual project investigations.

7.2 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 document, which outlines the key results of the engagement process and indicates the next steps for the project. This document will be publicly available via the project page on the Your Say Whitsunday website.

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.

14. Development Services

14.5 PLANNING SCHEME - DRIVEWAY APPROVAL PERMITS

AUTHOR: Leonie Meurant - Strategic Planner

RESPONSIBLE OFFICER: Neil McGaffin - Director Development Services

OFFICER'S RECOMMENDATION

That Council resolves to include the amendments to the 'Operational Works Table of Assessment' for a Driveway in the Whitsunday Planning Scheme 2017 Major Amendment, including any necessary administrative amendments.

The following report has been submitted for inclusion into Council's Ordinary Meeting to be held on 24 March 2021.

SUMMARY

To refine the process for driveway approvals through the recommended process of a Road Works Permit.

PURPOSE

There are currently two options for driveway approvals, either through a Operational Works Permit or a Road Works Permit, and the preference of the public is to have one clear process. It is recommended to be a Road Works Permit.

BACKGROUND

There is no previous decision relating to driveway permits.

STATUTORY/COMPLIANCE MATTERS

Local Government Act 2009
Planning Act 2016

ANALYSIS

Works within a Road Reserve (driveway) may be approved in an MCU or ROL, where the applicant is able to demonstrate compliance with the relevant benchmarks identified in the Whitsunday Planning Scheme. Alternatively, Council can approve the development subject to meeting the relevant benchmarks as a condition of approval.

An Operational Works Permit is required for a driveway, if associated with an MCU or ROL, where the works fail to meet the relevant benchmarks or a condition of approval. This application can cost from \$306 to \$1938. The higher costs associate other Operational Works applications being made together making them a bundle application.

A Road Works Permit is required for works in the road reserve that are not assessable development (complying with the relevant benchmarks), pursuant to the *Local Government Act 2009*. A Road Works Permit costs from \$79 to \$104, dependant if the use is residential or commercial.

Year	Roads Works Permit Approvals	Operations Works (driveway) Approvals
2020	79	53
2019	60	47

In practice, applicants have difficulty determining which application process applies for approval to construct their driveways, either a Road Works Permit or an Operational Works application.

The Road Works Permits are issued by Infrastructure Services and the Operational Works Permits are issued by the Development Services further adding confusion to the process.

Since adoption of the current Planning Scheme, Council has received industry feedback focused on the following points:

- uncertainty between when a Road Works Permit or Operational Works Permit is required;
- discrepancy between the Council fees and charges for the two permits; and
- discrepancy between the level of engineering oversight required between the two permits.

To resolve this issue the following comments are made:

- Preference to have one process, being a Road Works Permit;
- Infrastructure Services may need to review their fee structure;
- Development Services must make an amendment to the Planning Scheme to facilitate the delivery of one process (Road Works permit);
- Development Services in conjunction with Infrastructure Services will need to develop a Council Policy for the process; and
- A need to communicate clear information to the industry.

Recommendation

That an amendment to the Planning Scheme be undertaken to confirm that Works within a Road Reserve (driveway) in all zones is accepted development. This means that all driveways will require a Road Works Permit and the entire process will be handled 'end to end' by Infrastructure Services with assistance from Development Services.

Current levels of assessment as per the Tables of Assessment with proposed changes in red are:

Operational work		
Development	Categories of development and assessment	Assessment benchmarks for assessable development and requirements for accepted development
Undertaking roadwork's on a local government road for a driveway	Accepted development if complying with the acceptable outcomes of the applicable code(s)	Excavation and filling code Transport and parking code
	Otherwise code assessment	Construction management code Excavation and filling code Healthy waters code Transport and parking code

STRATEGIC IMPACTS

Reputational risks occur with the current process, as applicants are uncertain which process to follow. The amendment will ensure that there is one clear process for driveway approvals.

CONSULTATION

Shane Neville - Manager of Strategic Planning
 John 'Blue' Gwydir - Executive Manager Roads and Drainage
 Doug Mackay - Manager Development Assessment
 Neil McGaffin - Director Development Services
 Jessica Cristaudo - Coordinator Transport Planning and Assets
 Barbara Von Pein - Administration Coordinator Roads and Drainage
 Matthew Twomey - Senior Development Assessment 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

All driveway approvals will require a Road Works Permit and the entire process will be handled 'end to end' by Infrastructure Services with assistance from Development Services, ensuring only one process and less confusion for the general public. Operational Works for a driveway within the Planning Scheme will be amended to read 'accepted development'.

ATTACHMENTS

N/A

14. Development Services

14.6 PLANNING SCHEME - COMPILATION OF MINOR AMENDMENTS

AUTHOR: Leonie Meurant - Strategic Planner

RESPONSIBLE OFFICER: Neil McGaffin - Director Development Services

OFFICER'S RECOMMENDATION

That Council adopt the minor amendments list for inclusion into the Major Amendment to the Whitsunday Planning Scheme, including any necessary administrative amendments.

The following report has been submitted for inclusion into Council's Ordinary Meeting to be held on 24 March 2021.

SUMMARY

An overview of a compilation of minor amendments to be included within the Major Amendment of the Whitsunday Planning Scheme.

PURPOSE

To brief Council on the list of minor memos approved by the Director of Development Services and the Manager of Strategic Planning for amendments within the Major Amendment of the Planning Scheme.

BACKGROUND

On the 11 October 2017, Council resolved to make a Major Amendment to the Whitsunday Planning Scheme 2017.

STATUTORY/COMPLIANCE MATTERS

Planning Act 2016

Planning Regulation 2017

Ministers Guidelines and Rules 2020

ANALYSIS

The Major Amendment to the Whitsunday Planning Scheme 2017 includes a variety of administrative, minor and significant policy amendments. All major policy amendments have been individually briefed and adopted by Council.

The following list is a final compilation of all minor amendments to the Planning Scheme that were required for consistency, State Planning Policy (SPP) compliance, administration and transparency, with amendments arising from both internal stakeholders (e.g. Development Assessment team) and external stakeholders (e.g. community submissions or State SPP and legislative updates).

Table 1: List of minor amendment memos approved by the Director of Development Services and/or the Manager of Strategic Planning.

Amendment Topic	Description
Extractive Resources Overlay	Mineral licenses and Mining leases are given by the State Government. These are currently shown on Planning Scheme mapping (a State requirement) but there is no further articulation in the Planning Scheme. To avoid confusion the licenses and leases will be shown as "Information Only" on the mapping.
Heritage TOA	Currently the trigger for demolition of a Heritage place is insufficient. Therefore, a trigger for demolition, relocation or removal involving building works has been added to the Heritage Overlay Tables of Assessment (TOA) to ensure all circumstances trigger the relevant assessment.
Zone Codes	A statement relating to the use of Shute Harbour Road and vehicular movement has been deleted from all zone codes. The statement explained that the use of alternate routes was preferred, however this contradicted another statement that Shute Harbour Road is preferred. This statement was removed to avoid contradictions.
Seafood Processing	Move the 'processing, distribution and wholesale of seafood' use from Rural activities group to Industrial activities group in the Tables of Assessment. The use will then be assessed against the applicable Industry Activities Code, and not the Rural Activities Code.
Wording Metres/Storeys –	All references to height throughout the Planning Scheme will be in metres rather than storeys. This provides clarity for the reader and consistency throughout the document.
State Planning Policy Compliance	The State included two additional State Interests in the SPP, these have been added to Part 2.1 of the Planning Scheme.
Rural	Deletion of 'development not occurring on land greater than 15%' in the Rural zone code as it is a constricting statement. Development may now occur on land over 15% slope subject to the relevant assessment.
Submission Analysis Report Amendments	Removal of a known weed from the Planting Species List. Remove one of a duplicated Performance Outcome (PO) in the Industrial Activities Code to resolve the unnecessary duplication.
Transport & Parking Code	Additional requirements added to the Transport and Parking code: Bicycle lockups for end of trip facilities (e.g. shopping centres); Car parking rates can be varied if shared parking is accounted for in assessment; A 'service vehicle' definition was included; and

	Health care services that do not use ambulances, such as optometrists, do not need to provide an ambulance bay.
Airport Environs Overlay	There has been a minor adjustment of the Airport Noise Exposure Forecast contours SPP mapping. Sound levels for certain uses within a specific distance to the airport, identified in a table in the Airport Environs Overlay Code, were made consistent with SPP.
Category of Development and Assessment	Hazard overlays can impact an entire lot e.g. flooding on the corner of a lot expects that the entire lot is flood prone, even where development is proposed outside of the area impacted by flood, which requires an expensive engineering report. The wording for triggering an overlay has been altered, so where development is proposed on premises partly affected by an overlay, the category of development or assessment for an overlay only relates to the part of the premises affected by the overlay, not the entire lot.
Flood Immunity	Sensitive Community uses, such as hospitals, need flood immunity above the Q100 (1 in 100-year flood). These uses may need a much higher level of immunity against flooding and may not be triggered by the Flood Overlay (as it uses Q100). These sensitive uses are listed in the Table of flood immunity. Assessment benchmarks have been included in the Infrastructure Code to capture all applicable sensitive Community uses and ensure they build to the correct flood immunity level, so they remain operational in emergency scenarios.
Healthy Waters	A minor trigger has been added in the Table of Assessment to ensure all applicable Medium Impact Industry uses meet the Healthy Waters Code, where they currently would not, improving stormwater quality runoff.
Bulk Landscape Supplies	Bulk Landscape Supplies is listed under both the Industrial activities group and Business activities group (SC1.1.1 Defined activity groups). The use is more suited to the Business activities group, so has been deleted from the Industrial activities group. This also aligns with Infrastructure Charges Resolution.
Non-tidal Waterways	There are no assessment criteria for a proposed 'non-tidal artificial waterway' use (e.g. Canal development). A trigger has been added to the Operational Works Table of Assessment, and assessment requirements added to the Construction Management Code. An administration definition of what a 'non-tidal artificial waterway' has also been added.
Definitions	The definition of Total Use Area has been reinstated, the administrative definition was missed during a recent update of the Planning Scheme. The wording in the Coastal Hazard Overlay Code will be amended to utilise 'coastal dune' rather than 'dune crest' as coastal dune has a definition in the <i>Planning Regulation 2017</i> and dune crest does not.

	The definition of 'multi-unit use' has been amended to identify both short and long-term accommodation uses in a residential house or unit, rather than long-term only, as per the Planning Regulation definition. This is to help with approvals of short-term accommodation or 'Air bnb uses' within dwellings. There is a trigger for engineering works requiring an Operational Works application within the Planning Scheme. However, there is no definition of what engineering works is. A definition for 'engineering work' has been inserted to clarify whether an Operational Works permit is required or not.
Rural Activities Code Buffer	Buffer distances are not the same through the Planning Scheme for certain Rural industry. The Planning Scheme currently uses 100m and 500m for the same activities (e.g. spraying). This has been altered to be 100m across the board.
Schedule 4.1	An updated list of all preliminary approvals in the Region has been added in Schedule 4.1 of the Planning Scheme to comply with the <i>Planning Act 2016</i> .
Rainwater Tank Storage	Developments outside of the Priority Infrastructure Area (the serviced urban area) have no minimum water provision requirements (except for dwellings). Requirements reflective of the use have been added to ensure development outside of the Priority Infrastructure Area provides adequate water supply.
Structure Plan notes	Large subdivisions may require a Structure Plan to ensure consideration of future planned infrastructure. Currently there are no requirement in the Reconfiguring a Lot Code or the Planning Scheme Policy. Requirements have been added to ensure subdivisions consider any Council Structure Plan or, if the subdivision is of a certain size, a Structure Plan can be requested as part of the assessment to ensure compatibility with Council future strategic intent.
Stormwater Quality updates for SPP	Updated Stormwater Design Objectives from the SPP have been added to be consistent throughout the Planning Scheme and the Local Government Infrastructure Plan.
Landslide trigger	A catch-all trigger has been added to the Table of Assessment in the Landslide Hazard Overlay that says 'where land greater than 15% slope' a geotechnical assessment is required. This will accommodate for any errors in landslide mapping or contours and aim for the community's safety from landslide hazards.
QDC references in Planning Scheme	Though advice from State Government, any references to the Queensland Development Code (QDC) have been deleted out of the Planning Scheme.
Legislation references	All legislation references in the Planning Scheme have been updated.

STRATEGIC IMPACTS

The above amendments are minor in nature, so no implications or risks are anticipated. The above minor amendments will be consulted as part of the Planning Scheme Major Amendment process to provide our community the opportunity to comment.

CONSULTATION

Neil McGaffin - Director Planning & Development
Shane Neville - Manager Strategic Planning
Jonathan Cutting - Strategic Planner

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 minor amendments to the Planning Scheme will ensure the document is up to date, readable and workable for the users, both private and public.

ATTACHMENTS

N/A

14. Development Services

14.7 ADOPTION OF PROPOSED MAJOR AMENDMENT TO THE WHITSUNDAY PLANNING SCHEME 2017 FOR STATE INTEREST REVIEW

AUTHOR: Leonie Meurant – Strategic Planner

RESPONSIBLE OFFICER: Neil McGaffin – Director Development Services

OFFICER'S RECOMMENDATION

That Council:

- (a) endorse the Proposed Major Amendment and Administrative Local Government Infrastructure Plan Amendment V4.0 Package of the Whitsunday Planning Scheme;
- (b) provide a copy to the Minister of Council's Resolution 2017/10/11.11 dated 11 October 2017 to amend the Whitsunday Planning Scheme 2017;
- (c) give notice in accordance with Chapter 2, Part 4, Section 16.5 of the MGR to the Minister to request a State Interest Review;
- (d) provide the Minister with the draft consultation plan (draft Community Engagement Plan), and indicative timeframe for the amendment;
- (e) provide the Minister with the written statement about how the proposed package addresses the relevant State Interests (State Interest Review);
- (f) provide the Minister with how the key elements of the amendment package address s16(1) of the Planning Act;
- (g) provide the Minister with any relevant background studies;
- (h) provide the Minister with a timestamped package of all V4.0 amendment mapping; and
- (i) provide the Minister with any other material required in accordance with Schedule 3 of the MGR.

The following report has been submitted for inclusion into Council's Ordinary Meeting to be held on 24 March 2021.

SUMMARY

Adoption of the Proposed Major Amendment Version 4.0 of the Whitsunday Planning Scheme 2017 and associated documents for State Interest Review.

PURPOSE

To adopt and refer the Proposed Major Amendment Version 4.0 of the Whitsunday Planning Scheme 2017 and associated documents to the Minister for the Department of State Development, Infrastructure, Local Government and Planning (DSDILGP) for State Interest Review.

BACKGROUND

See **Attachment 1**, a list of all Council resolutions relating to the Proposed Major Amendment Version 4.0 of the Whitsunday Planning Scheme 2017.

STATUTORY/COMPLIANCE MATTERS

Planning Act 2016

Ministers Guidelines and Rules 2020

ANALYSIS

This report seeks Council's endorsement of the draft Proposed Major Amendment V4.0 package (including an Administrative Local Government Infrastructure Plan Amendment) of the Whitsunday Planning Scheme to progress to State Interest Review through DSDILGP in accordance with Section 20 of the *Planning Act 2016*, Chapter 2, Part 4, Section 16.5 and Chapter 5, Part 1, Section 1.1 of the *Ministers Guidelines and Rules 2020 (MGR)*.

Since July 2017, 43 items (**Attachment 1**) have progressed through Council for the amendment package. These items have addressed numerous issues identified by internal and external stakeholders to improve the Planning Scheme.

The amendment package comprises of the following items:

1. Inclusion of the Bowen Local Plan;
2. Inclusion of the Airlie Beach Local Plan;
3. Inclusion of Biodiversity, Waterways and Wetlands Overlay Code and Mapping to replace the Environmental Significance Overlay Codes and Mapping, and the Waterways and Wetlands Overlay Codes and Mapping;
4. Amendments to the Heritage Overlay Code and Mapping;
5. Various Zoning Amendments throughout the Region;
6. Regulation of urban sheds;
7. Inclusion of Healthy Waters Code and subsequent Stormwater Management Planning Scheme Policy;
8. Inclusion of trade waste requirements;
9. Amendments to the Reconfiguring a Lot Code;
10. Amendments to the Bushfire Overlay Code and Mapping;
11. Amendments to the Strategic Framework including incorporation of Cultural Heritage;
12. Amendments to the Dwelling House and Dual Occupancy Code;
13. Inclusion of a Renewable Energy Code;
14. Amendments to the Landslide Overlay Code and Mapping;
15. Amendments to the Acid Sulfate Soils Code and Mapping;
16. Amendments to the Coastal Overlay Codes and Mapping;
17. Amendments to the Flood Overlay Codes and Mapping;
18. Inclusion of a Building Heights Overlay Code and Mapping to replace the Building Works Table of Assessment;
19. Inclusion of requirements for Short-Term Accommodation in the Multi Unit Use Code;

20. Banning of Party Houses within the Region;
21. Inclusion of a Rural Tourism Code;
22. Amendments to the Home-Based Business Code;
23. Inclusion of a Waste Management Planning Scheme Policy;
24. Amendments to the Advertising Devices Code;
25. Inclusion of administrative definitions;
26. Clarity in levels of assessment in the Tables of Assessment;
27. Improved workability of the Overlays in the Tables of Assessment;
28. Amendments to the Planning Scheme to achieve compliance with the State Planning Policy;
29. Operational works for driveways removed;
30. Mapping updates in accordance with the State Planning Policies and Qspatial; and
31. Minor workability amendments throughout the document.

All items have been edited into the working draft of the Proposed Major Amendment (**Attachment 2**).

The material required to be provided to DSDILGP, as per Schedule 3 of the *Ministers Guidelines and Rules 2020*, includes:

1. An electronic copy of the proposed amendment in the format identified by the department (Major Amendment V4.0 of the Whitsunday Planning Scheme) (**Attachment 2**);
2. A statement addressing the State Interests in the relevant Regional Plan and SPP, which includes:
 - (a) how the State Interests are integrated in the amendment;
 - (b) reasons why any State Interests have not been not integrated in the amendment; and
 - (c) any state interests that are not relevant. (State Interest Review Statement) (**Attachment 3**);
3. A statement about how the key elements of a Planning Scheme mentioned in section 16(1) of the Act have been addressed and if the amendment is consistent with the regulated requirements (The letter to DSDILGP) (**Attachment 4**);
4. A draft communication strategy (draft Community Engagement Plan) (**Attachment 5**);
5. An indicative timeframe for the completion of the amendment process (Indicative Timeframe for the Major Amendment) (**Attachment 6**);
6. Any background studies or reports that informed the preparation of the amendment, including any strategic study or report, or review required under section 25(1) of the Act (**Attachment 7**);
7. Any natural hazards, risk and resilience evaluation report prepared having regard to the SPP;
8. Any relevant mapping (**Attachment 8**); and

9. Any other information considered relevant by the Local Government.

Once a response has been received from the State Interest Review the Planning Scheme will be reported to Council prior to commencing the public consultation phase.

Administrative Changes

Local Government Infrastructure Plan (LGIP)

An administrative amendment to Stormwater Quality Objectives within Part 4 – LGIP was required to cross reference and align objectives with the State Planning Policy 2017 and Proposed Major Amendment Planning Scheme codes.

Drafting the Planning Scheme

Following the adoption of each proposed amendment for inclusion within the draft Proposed Major Amendment, administrative drafting amendments have occurred to format, amend grammar, integrate codes and correct errors. Such amendments following adoption were not considered amendments to policy positions.

STRATEGIC IMPACTS

The risks in not adopting and furthering the Proposed Major Amendment to the State are many and varied. The immediate risks include:

Financial – to applicants and developers in the many and varied amendments to the Scheme to improve workability, triggering of reporting, and deletions of unnecessary requirements for development.

Economic – for the Region to not evolve and adapt our governing document for development to ensure area grows in the correct manner as determined by Council.

Safety – amended hazard mapping, such as flood and landslide, must be updated to ensure the safety of our community.

Environmental – to ensure the most up to date information is used in hazard assessment, environmental overlays and to ensure the most up to date methods are used in the development of high risk developments near the Great Barrier Reef, e.g. the implementation of the Healthy Waters Code to improve the quality of the stormwater in the Region.

Political – the Planning Scheme was adopted in 2017, and updates are required to keep the document current, and relevant to the community in the Region. Examples include having greater controls over liveable sheds, sizes of sheds and better controls for Airbnb operations.

Reputation – In 2017 the Council responded to submitters confirming they would look at requested zone amendments in the next round of the Planning Scheme amendments, which has been done through the Major Amendment.

CONSULTATION

Through the course of each draft amendment that was put to Council in separate Council meetings and thus resolutions (**Attachment 1**), relevant departments within Council were consulted for the drafting.

Neil McGaffin – Director Development Services

Shane Neville – Manager Strategic Planning
Jonathan Cutting – Strategic Planner
Lynda Curtis – Senior GIS Officer
Joanne Vlismas – Engagement and Marketing Coordinator

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 numerous amendments to the Planning Scheme have been long awaited by both private and public sectors, to ensure significant updates to this important policy document. The next step in this process is to send the entire Proposed Major Amendment to the Minister for review.

ATTACHMENTS

Attachment 1 - Council Resolutions List

Attachment 2 - Draft Proposed Major Amendment Whitsunday Planning Scheme V4.0
(red edits version and clean version)

Attachment 3 - State Interest Review Statement

Attachment 4 - Letter to DSDILGP

Attachment 5 - Draft Community Engagement Plan

Attachment 6 - Indicative Timeframe for the Major Amendment

Attachment 7 - Background Studies:

- Town of Whitsunday Drainage Study;
- Bowen Water Hazard Study Stage 1 and 2;
- Coastal Hazard Mapping Refinement Study;
- Whitsunday Landslide Study - Landslide Susceptibility Investigation;
- Scenic Amenity Study;
- Acid sulphate soils of Bowen, North Queensland;
- Acid sulphate soils, Airlie Beach Area;
- Acid sulphate soils, Proserpine Area; and
- Soils and land use suitability of the Whitsunday Coast.

Attachment 8 - Version 4.0 Mapping

14. Development Services

14.8 20200981 - DEVELOPMENT APPLICATION FOR DEVELOPMENT PERMIT FOR MATERIAL CHANGE OF USE - SHOP (BOTTLE SHOP), 106 SHUTE HARBOUR ROAD, CANNONVALE, ABH OPERATIONS QUEENSLAND PTY LTD

AUTHOR: Matthew Twomey - Senior Development Assessment Officer

RESPONSIBLE OFFICER: Neil McGaffin - Director Development Services

OFFICER'S RECOMMENDATION

That Council approve the application for Development Application for Development Permit for Material Change of Use - Shop (Bottle Shop), made by ABH Operations Queensland Pty Ltd, on L: 0 SP: 106395, L: 2 SP: 106395 and located at 102-108 Shute Harbour Road Cannonvale, 106 Shute Harbour Road Cannonvale, subject to the conditions outlined in Attachment 1.

The following report has been submitted for inclusion into Council's Ordinary Council Meeting to be held on 24 March 2021.

SUMMARY

Council is in receipt of a development application for a detached bottled shop. The proposal involves the reuse of the existing building onsite, with the front of the tenancy to be refitted for use. One submission was received during public notification. Conditions of approval have been provided to minimise impacts on the amenity of the surrounding locality. The application is recommended for 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

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 – Shop (Bottle Shop)
Landowner	ABH Operations Queensland Pty Ltd
Property Address:	102-108 Shute Harbour Road Cannonvale, 106 Shute Harbour Road Cannonvale
Property Description:	L: 0 SP: 106395, L: 2 SP: 106395

Area of Site:	655m2
Planning Scheme Zone:	Low-medium density residential zone
Level of assessment	Impact assessable
Overlays:	Acid sulfate soils overlay Infrastructure overlay
Existing Use:	Vacant building previously used as hardware supply store.
Existing Approvals:	Nil.
Public Notification:	3 December 2020 – 13 January 2021
Submissions received:	One
State referrals:	State Assessment and Referral Agency (SARA) – within 25m of a state-controlled road network and within 100m of a state-controlled road intersection.
Infrastructure charges:	\$6,472.50

2. Site Details

2.1. Location

The proposed development is located over two allotments located at 102-108 Shute Harbour Road and 106 Shute Harbour Road Cannonvale.

2.2. Zoning

The premises is located in the Low-medium density residential zone. Of note the site was located in the Commercial zone under the *Whitsunday Shire Planning Scheme 2009*. In the 2017 Planning Scheme this site and adjoining sites were rezoned to the Low Medium residential zone on the assumption that existing commercial uses would relocate. Council has reviewed this strategy and resolved to return to the previous Local shopping zone.

2.3. Site description

The subject site forms part of an existing commercial/light industrial complex which includes the former Home Hardware warehouse. The site is relatively flat and with a large car parking area provided between the buildings onsite.

2.4. Access

The site has two constructed vehicle access cross-overs to Shute Harbour Road.

2.5. Surrounding uses

The site is bordered by the following:

- North – Commercial uses
- East – Shute Harbour Road/Industrial uses
- South – Commercial uses
- West – Residential uses.

3. Proposal Details

The proposal is for the reuse of an existing building for a bottle shop limited to a maximum floor area of 150m² located at the front part of the existing building. If approved, this permit does not include the rear section of the building.

The trading hours of the use are proposed to be in accordance with the subsequent licence issued by the Office of Liquor Licence and Gaming, this will nominally be 10am to 10pm. The applicant advises only a small loading area is required for the use which will be located at the frontage. Deliveries will occur between the hours of 10am and 4pm.

The premises is connected to the complete range of urban infrastructure. Car parking is provided adjoining the premises within the common property.

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 was referred to the State Assessment Referral Agency (SARA) due to its proximity to a state-controlled road and intersection. Conditions of approval issued by the 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 Intent

Liveable communities and housing

The subject development is not considered to offend the hierarchy of centres of the Planning Scheme. Whilst not located within a centre zone the features of the site are such that the establishment of a small, detached bottle-shop for the convenience needs of the locality is supportable.

Economic growth

The proposal is considered to support wealth creating and employment generating capacities of the region.

Environment and heritage

The proposal is not considered to hold an impact upon these values.

Safety and resilience

The subject site is not known to be impacted upon by natural hazards. The health and safety impacts of the development are considered to be appropriately managed via development conditions.

Infrastructure

Conditions of approval have been imposed to mitigate the impact upon Council's infrastructure networks.

4.4.2. Overlay Codes

Acid sulfate soils overlay

The proposed development does not require earthworks. Therefore, there will be no impact upon acid sulfate soils.

Infrastructure overlay

The proposal is for a non-habitable land use consistent with the benchmarks of the overlay code.

4.4.3. Zone Code

Low medium density residential zone

The proposed development is considered to be consistent with the purpose and overall outcomes of the zone. The proposal is for a small-scale facility that is intended to cater for local residents. The zone code provides that limited business, amongst other activities, may be located within the zone provided they:

- (i) *directly support the day to day needs of the immediate residential community;*
- (ii) *are a small-scale and low intensity;*
- (iii) *are compatible with the local residential character and amenity of the area;*
- (iv) *wherever possible, are co-located with similar activities within the zone;*
- (v) *are accessible to the population they serve and are located on the major road network rather than local residential streets; and*
- (vi) *do not have a significant detrimental impact on the amenity of surrounding residents, having regard to hours of operation, generation of odours, noise, waste products, dust, traffic, electrical interference, lighting and visual impacts.*

The size of the detached bottle-shop proposed clearly identifies it will operate as a low scale, low intensity use with the primary purpose of supporting the day to day shopping needs of the immediate residential community. The proposal will be co-located with other non-residential uses, which includes a vacant hardware store and community opportunity store. The applicant has provided sufficient operational information to demonstrate the amenity of surrounding residents will not be detrimentally impacted. All activities associated with the use will occur at the frontage of the tenancy away from the adjoining residential uses.

The development proposes to reuse an existing building. The built form is consistent with the established scale and character of the streetscape, with no structural changes proposed to the visual appearance of the building. The development is supported by the existing pedestrian

and vehicle networks of Shute Harbour Road which provides safe vehicle and pedestrian access to the site.

In summary, the proposal is considered to meet the necessary benchmarks and where necessary conditions of approval can be applied to protect the amenity of adjoining land uses.

4.4.4. Development Codes

Business activities code

The proposal involves the reuse of an existing building which will require an internal fit out of the frontage of the tenancy. As the building is existing it is acknowledged there are noted variations in building design to the assessment benchmarks within the code. Notwithstanding, the main pedestrian access to the building is from the street frontage with carparking generally located behind the building line.

The proposal plans provided demonstrate the proposal will be substantially separated from adjoining residential uses mitigating an undesirable visual, noise and odour impacts. Loading and unloading areas have been located at the frontage of the building. Operating hours will be set by the Office of Liquor Licensing and Gaming.

Transport and parking code

The subject site benefits from existing sealed car parking consisting of thirty-three (33) spaces. The proposal requires six (6) car parking spaces and one (1) small rigid vehicle (SRV) space. A loading space for an SRV is provided on the proposal plan.

Infrastructure code

The subject site is connected to all reticulated Council networks. No additional works have been identified being required.

Landscaping code

The proposed development benefits from the existing landscaping provided on site. It is not considered practical to condition the developer to provide additional landscaping. On this basis, no additional landscaping will be provided.

5. Public Submissions

The development application was placed on public notification between 3 December 2020 and 13 January 2021 in accordance with the relevant provisions of the Planning Act 2016. The Notice of Compliance was received on 14 January 2021. One (1) submission was received during this period of Public Notification.

Submissions have been received and summarised in the below table:

Issue	Comment/Condition Number
1. Current zoning of the land as Low medium density residential	The application has been assessed under the assessment benchmarks of the Low medium density residential zone.
2. Assessment against Mackay Isaac Whitsunday Regional Plan and Strategic Framework of Planning Scheme	An assessment has been provided by the applicant against the Strategic Framework of the Planning Scheme. Council considers the proposal to be generally consistent with Strategic Framework. Whilst an assessment against the Regional Plan has not been

	provided the proposal is located within the urban area of the Plan is noted as being generally consistent with the Desired Regional Outcomes.
3. Inadequate assessment of Low medium density residential zone code	Following the close of public notification, a Further Advice Letter was issued to the applicant requesting a revised assessment against the Low medium density residential zone code. The assessment provided additional information on the amenity impacts of the development to adjoining land uses.
4. Insufficient business operation information submitted within the application	Following close of public notification, a Further Advice Letter was issued to the applicant requesting additional information on operational procedures of the business. A subsequent Operational Management Outline was provided by the applicant addressing key operational matters to the satisfaction of Council. Conditions of approval have been imposed by Council requiring compliance operational management measures.
5. Uncertainty for the use of the remainder of the premises.	Following close of public notification, a Further Advice Letter was issued to the applicant requesting clarification on the use of the balance of the tenancy. The applicant has advised this area will not be used for any purpose and a condition of approval has been provided by Council restricting the use of the remainder of the tenancy.

6. Infrastructure Charges

6.1. Adopted Infrastructure Charges Resolution

The following is a breakdown on the Infrastructure Charges for the development:

	Adopted Charge				
Type of Development	Development Category	Demand Unit & Qty	Charge Rate	Adopted Charge	
MCU	Commercial (retail)	150m2*	\$194.30 per m2 of GFA	\$29,145.00	
Total Adopted Charge				\$29,145.00	
	Credit				
Type of Development	Development Category	Demand Unit & Qty	Charge Rate	Discount	Total Credit
MCU	Commercial (bulk goods)	150m2*	\$151.15 per m2 of GFA	100%	\$22,672.50
Total Credit					\$22,672.50
Total Levied Charge					\$6,472.50

*Floor area subject to the use has been calculated. The remainder of the tenancy has not been calculated and remains a commercial (bulk goods) credit.

Current Amount of Levied Charge	\$6,472.50
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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 – Developer contributions total \$6,472.50.

Risk Management Implications – N/A

Strategic Impacts – N/A

CONSULTATION

Neil McGaffin – Director Development Services

Doug Mackay – Manager Development Assessment

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	Open Projects Group	0.04 Rev A (amended in red)	18/02/2020
Proposed Floor Layout	Open Projects Group	1.01 Rev A	18/02/2020
Operational Management Statement	Airlie Beach Hotel	N/A	Undated

- 1.2 The applicant is to comply with the Department of Queensland Treasury conditions as outlined in the Department's correspondence dated 12 November 2020.
- 1.3 The following further development permits are required prior to commencement of work on site or commencement of the use:

- Building Works;

All Operational Works, Plumbing and Drainage Works Development Permits must be obtained prior to the issue of a Building Works Development Permit.

- 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 commencement of the use.

2.0 BUILDING

- 2.1 Building materials are not to be highly reflective, or likely to create glare, or slippery or otherwise hazardous conditions.
- 2.2 Ventilation and mechanical plant must be located and designed so that prevailing breezes do not direct undesirable noise and odours towards nearby residential accommodation.

3.0 CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN

- 3.1 The development, including all buildings, access ways, car parks, and driveways must be designed and managed to incorporate the principles and recommendations of the Crime Prevention through Environmental Design – Guidelines for Queensland. The design and management must include, but not be limited to, the following:

- a) Internal and external lighting of toilets must be bright, vandal resistant and where toilets are open after hours, should illuminate in hours of darkness or be sensor/movement sensitive.
- b) The main entrances/exits must be obvious, well lit, sign posted, free from obscuring landscaping and signage etc.
- c) Security surveillance cameras must be installed in all areas where the public has general access during all parts of the day, including the car park and pedestrian access ways.

4.0 LIGHTING

- 4.1 The level of illumination, at a distance of 1.5 metres outside any boundary of the site, resulting from direct, reflected, or other incidental light emanating from the site shall not exceed eight (8) lux measured at any level upwards from ground level.

5.0 ACCESS AND PARKING

- 5.1 A minimum of six (6) car parking spaces and one (1) SRV loading space must be provided on site for the use of the exclusive use of the premises prior to commencement of the use.
- 5.2 The vehicle servicing parking bay and manoeuvring areas must be designed and constructed so as to comply with the criteria described in AS2890.

6.0 OPERATING PROCEDURES

- 6.1 The loading and unloading of vehicles is only permitted within the approved loading zone as shown on approved plan 0.04 Rev A (amended in red).
- 6.2 Deliveries are only permitted between the hours of 10am - 4pm Monday to Friday.
- 6.3 Storage of goods related to the use of the premises as a detached bottle shop is not permitted in the areas marked red as shown on approved plan 0.04 Rev A (amended in red).
- 6.4 The refuse storage location must be as indicated on approved plan 0.04 Rev A (amended in red).

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.

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

- 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 onsite 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 Shute Harbour Road

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

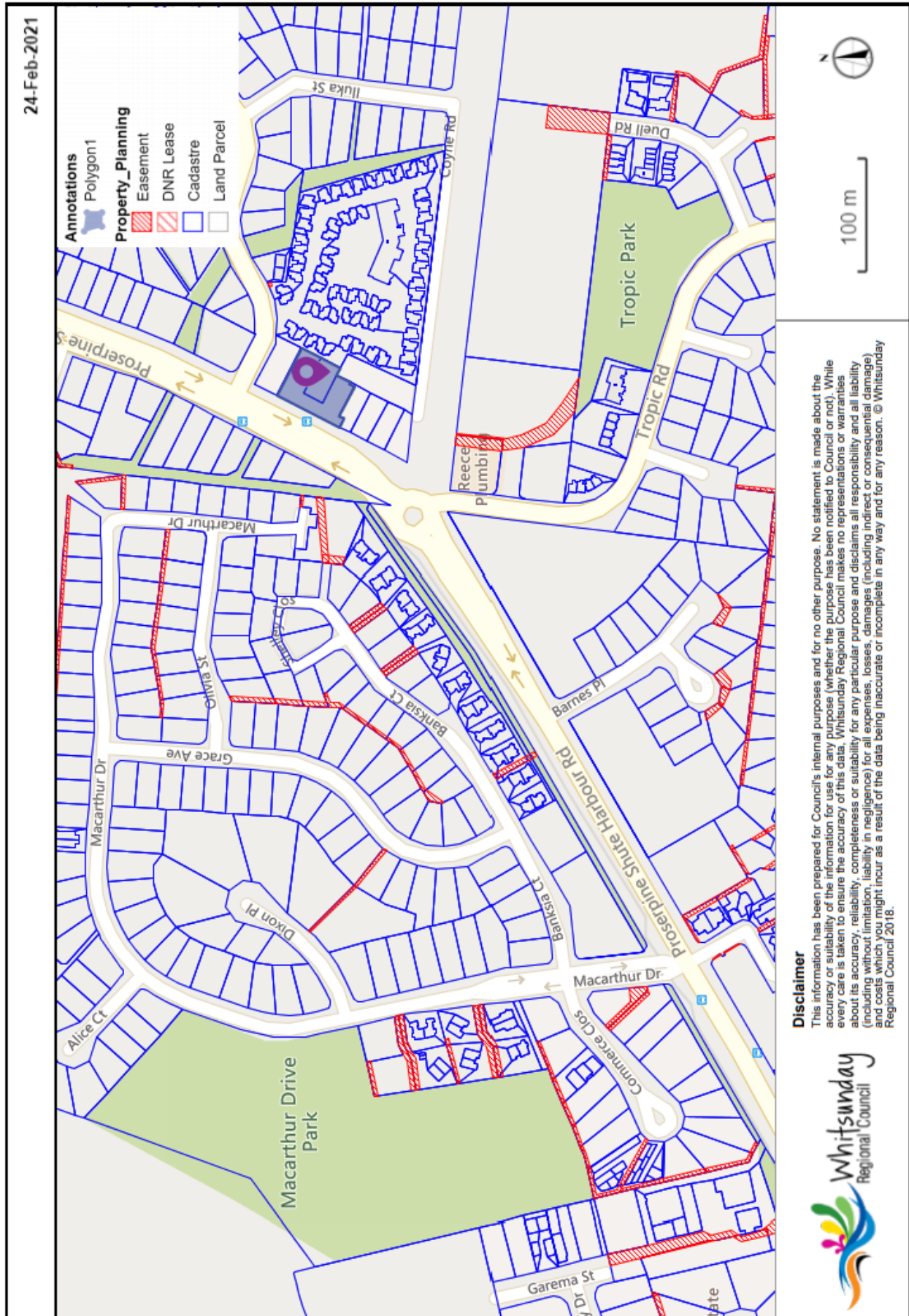
It is the project manager's responsibility to ensure compliance with the Work Health and Safety Act 2011. It states that the project manager is obliged to ensure construction work is planned and managed in a way that prevents or minimises risks to the health and safety of members of the public at or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

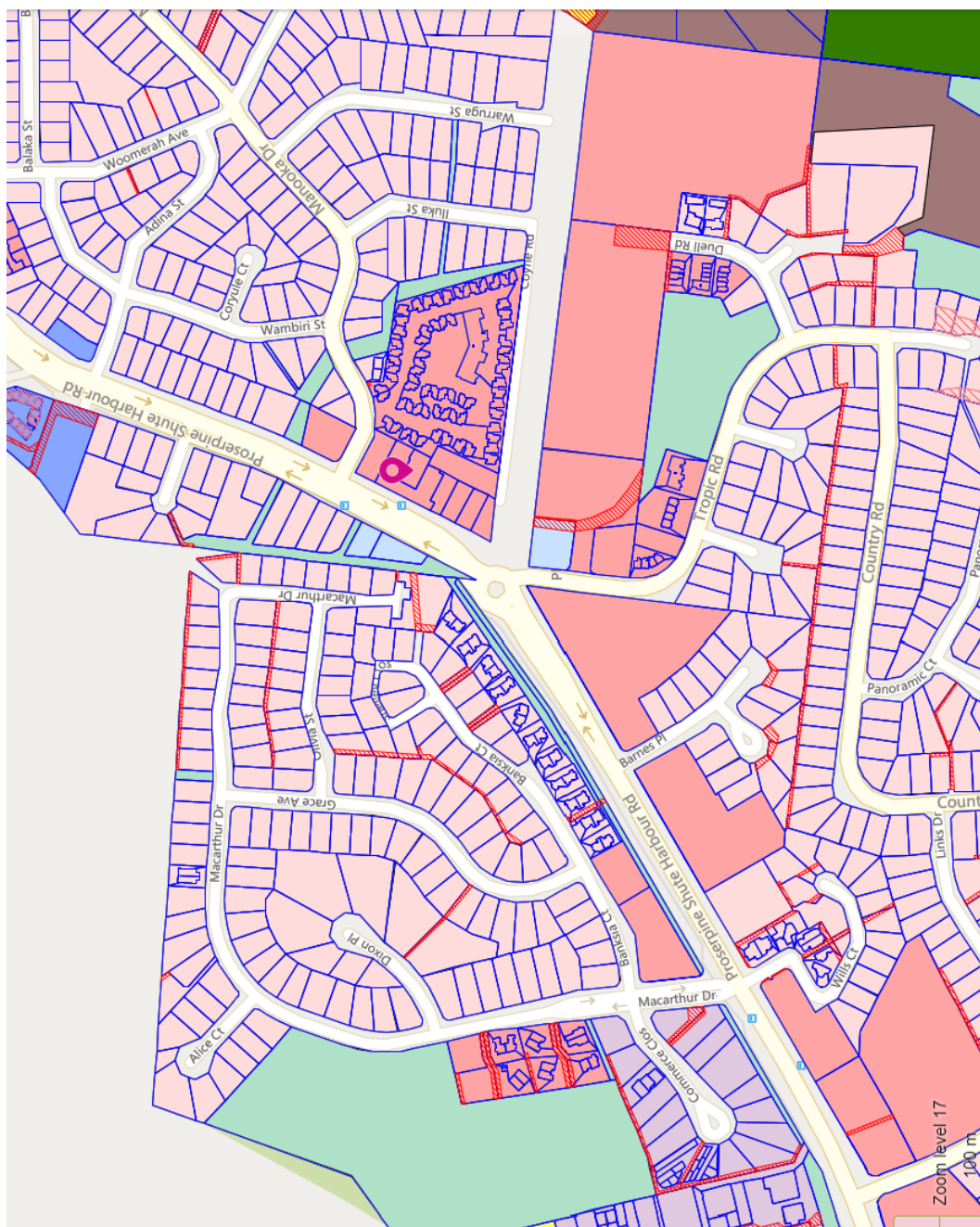
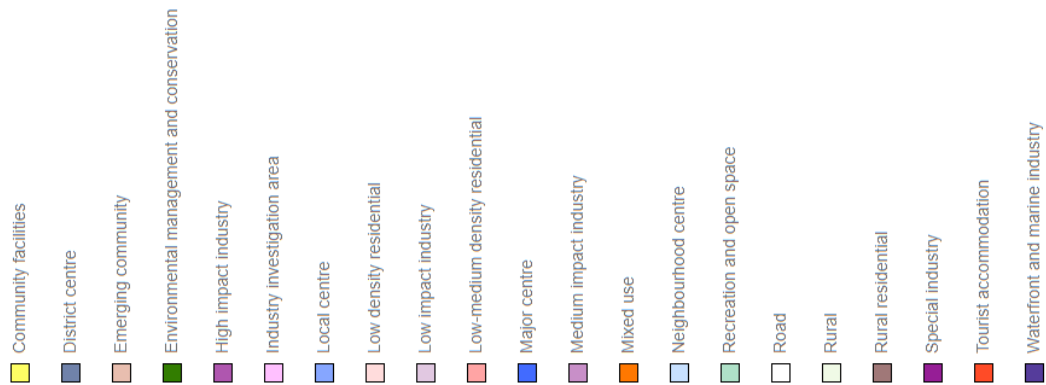
It is the responsibility of the person in control of the workplace to ensure compliance with the Work Health and Safety Act 2011. It states that the person in control of the workplace is obliged to ensure there is appropriate, safe access to and from the workplace for persons other than the person's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

- 8.6 Enquiries relating to the aforementioned conditions should be directed to the Planning and Development Directorate who will direct the enquiry to the relevant officer.

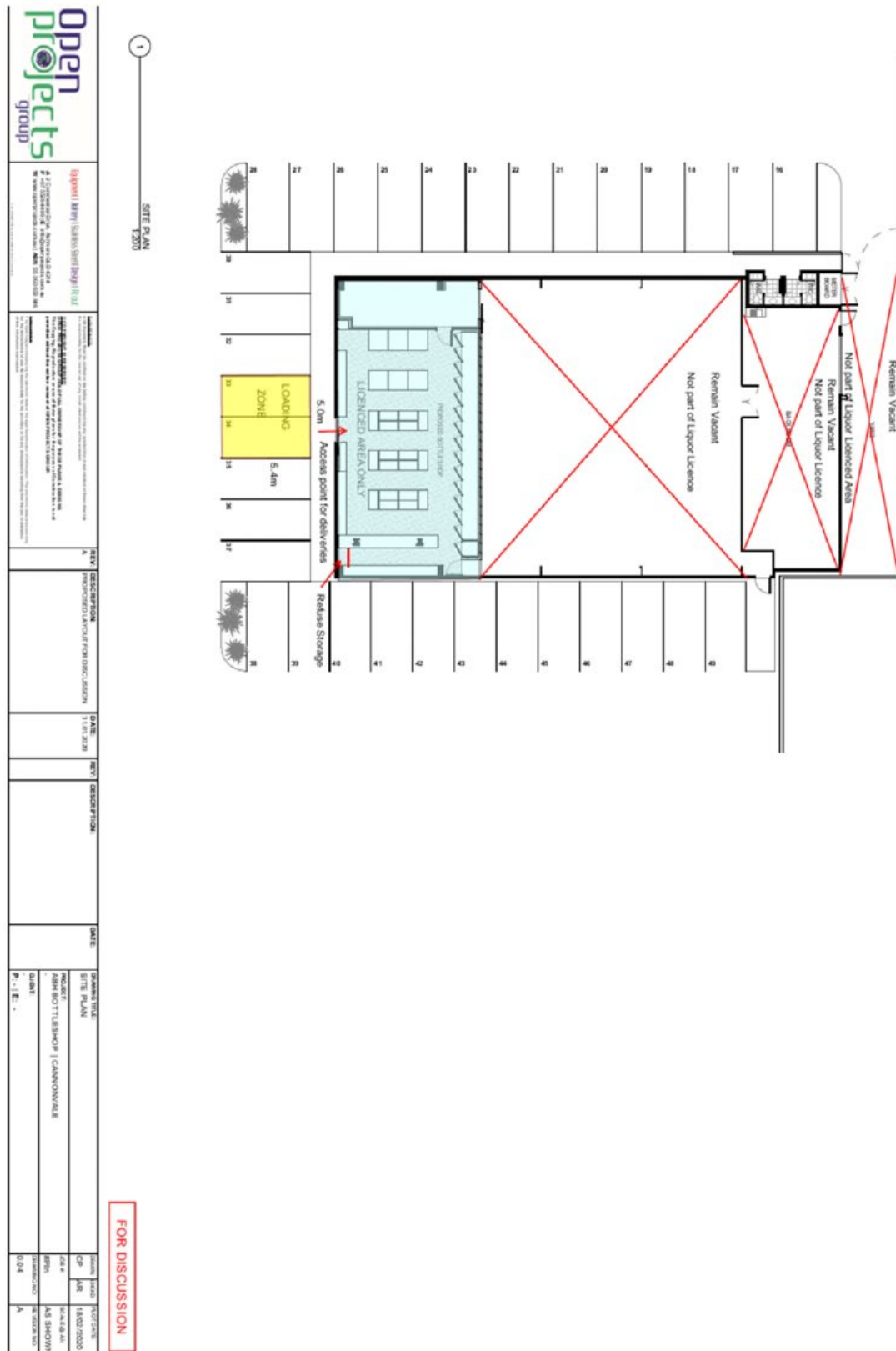
Attachment 2 – Locality Plan



Attachment 3 – Zoning Plan



Attachment 4 – Proposal Plan



Attachment 5 – State Agency Referral Agency (SARA) Response

RA9-N



Queensland Treasury

SARA reference: 2010-19465 SRA
Council reference: 20200981
Applicant reference: 2020WRC266

12 November 2020

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

Attention: Mr Blake Coulston

Dear Mr Coulston

SARA response—106 and 102-108 Shute Harbour Road, Cannonvale

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

The development application described below was confirmed as properly referred by the State Assessment and Referral Agency (SARA) on 27 October 2020.

Response

Outcome:	Referral agency response – no requirements Under section 56(1)(a) of the <i>Planning Act 2016</i> , SARA advises it has no requirements relating to the application
Date of response:	12 November 2020
Advice:	Advice to the applicant is in Attachment 1
Reasons:	The reasons for the referral agency response are in Attachment 2

Development details

Description:	Development permit Material Change of Use – Shop
SARA role:	Referral Agency
SARA trigger:	Schedule 10, Part 9, Division 4, Subdivision 2, Table 4, Item 1 (10.9.4.2.4.1) – Material change of use of premises within 25m of a state transport corridor
SARA reference:	2010-19465 SRA

Page 1 of 5

Mackay Isaac Whitsunday regional office
Level 4, 44 Nelson Street, Mackay
PO Box 257, Mackay QLD 4740

Assessment Manager: Whitsunday Regional Council
Street address: 106 and 102-108 Shute Harbour Road, Cannonvale
Real property description: Lot 0 and Lot 2 on SP106395
Applicant name: ABH Operations Queensland Pty Ltd C/- Wynne Planning and Development Pty Ltd
Applicant contact details: 4 Linscot Close
CANNONVALE QLD 4802
kellianne@wynneplanninganddevelopment.com

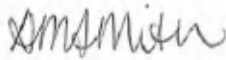
Representations

An applicant may make representations to a concurrence agency, at any time before the application is decided, about changing a matter in the referral agency response (s. 30 *Development Assessment Rules*). Copies of the relevant provisions are in **Attachment 3**.

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

For further information please contact Jackie Larrarte, Senior Planning Officer, on 07 4122 0408 or via email MIWSARA@dsdmip.qld.gov.au who will be pleased to assist.

Yours sincerely



Susan Kidd
Manager (Program Improvement)

cc ABH Operations Queensland Pty Ltd C/- Wynne Planning and Development Pty Ltd,
kellianne@wynneplanninganddevelopment.com

enc Attachment 1 - Advice to the applicant
Attachment 2 - Reasons for referral agency response
Attachment 3 - Representations provisions

Attachment 1—Advice to the applicant

General advice

- | | |
|----|--|
| 1. | Terms and phrases used in this document are defined in the <i>Planning Act 2016</i> its regulation or the <i>State Development Assessment Provisions</i> (SDAP), version 2.6. If a word remains undefined it has its ordinary meaning. |
|----|--|

Attachment 2—Reasons for referral agency response

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

The reasons for SARA's decision are:

The proposed development complies with *State code 1: Development in a state-controlled road environment* of the SDAP. Specifically, the development:

- does not create a safety hazard for users of a state-controlled road
- does not compromise the structural integrity of state-controlled roads, road transport infrastructure or road works
- does not result in a worsening of the physical condition or operating performance of state-controlled roads and the surrounding road network
- does not compromise the state's ability to construct, or significantly increase the cost to construct state-controlled roads and future state-controlled roads
- does not compromise the state's ability to maintain and operate, or significantly increase the cost to maintain and operate state-controlled roads
- does not compromise the structural integrity of public passenger transport infrastructure or compromise the operating performance of public passenger transport services.

Material used in the assessment of the application:

- The development application material and submitted plans
- *Planning Act 2016*
- Planning Regulation 2017
- The SDAP (version 2.6), as published by SARA
- The *Development Assessment Rules*
- SARA DA Mapping system.

15. Community Services

15.1 DRAFT INNOVATE RECONCILIATION ACTION PLAN 2021-2023

AUTHOR: Julie Wright - Director Community Services

RESPONSIBLE OFFICER: Julie Wright - Director Community Services

OFFICER'S RECOMMENDATION

That Council endorse the Innovate Reconciliation Action Plan for 2021-2023.

The following report has been submitted for inclusion into Council's Ordinary Meeting to be held on 24 March 2021.

SUMMARY

An Innovate Reconciliation Action Plan (RAP) has been developed in accordance with Council's Corporate Plan.

PURPOSE

To seek Council endorsement for the Innovate Reconciliation Action Plan 2021-2023.

BACKGROUND

The Reconciliation Action Plan (RAP) is a framework for organisations to provide commitment to the contribution of reconciliation in Australia with over 650 organisations developing a RAP since 2006 including Townsville City Council, Mackay Regional Council and Cairns City Council.

The RAP outlines Council's commitments through the implementation and measurement of practical actions that development positive and respectful relationships with Aboriginal and Torres Strait Islander people.

There are five Traditional Owner groups that hold traditional rights and interests the Whitsunday region – Jangga Peoples, Birriah Peoples, Juru Peoples, Gia Peoples and Ngaro Peoples. There are four different plan types as provided by Reconciliation Australia:

- **Reflect:** for organisations starting out on their reconciliation journey and who need to build the foundations for relationships, respect and opportunity; and
- **Innovate:** for organisations that have developed relationships with their Aboriginal and Torres Strait Islander Stakeholders and are ready to develop or implement programs for cultural learning, Aboriginal and Torres Strait Islander employment and supplier diversity; and
- **Stretch:** for organisations ready to challenge themselves by setting targets for the actions outlined in their RAP; and
- **Elevate:** for organisations with a long, successful history in the RAP program.

STATUTORY/COMPLIANCE MATTERS

N/A

ANALYSIS

Whitsunday Regional Council is a party to three registered Indigenous Land Use Agreements (ILUA's) that were negotiated between Council and each of the three native title holding groups currently recognised in the local government area:

- QI2007/007 – Jangga People and Charters Towers RC, Isaac RC and Whitsunday RC,
- QI2014/011 – Juru People and Whitsunday RC, and
- QI2014/090 – Birriah People and Whitsunday RC.

A Consultative Committee has been established to facilitate communication and the exchange of information and ideas between the Parties.

A draft RAP has been developed in line with the Innovative RAP approach through the Reconciliation Action Plan Working Group. The members of the RAP Working Group are Julie Wright Director Community Services, Jason Bradshaw Director Corporate Services, Norman Garsden Manager Governance & Administration, Lyndal O'Neill Manager Human Resources, Colin McLennan Director & CEO Jangga Operations, Irene Leard Manager Jangga Operations and Felicity Chapman from the Proserpine Indigenous Reference Group.

An Innovate RAP outlines actions that work towards achieving an organisation's unique vision for reconciliation. Commitments within this RAP allow an organisation to be aspirational and innovative in order to help your organisation to gain a deeper understanding of its sphere of influence and establish the best approach to advance reconciliation. An Innovate RAP focuses on developing and strengthening relationships with Aboriginal and Torres Strait Islander peoples, engaging staff and stakeholders in reconciliation, developing and piloting innovative strategies to empower Aboriginal and Torres Strait Islander peoples.

A RAP will provide various outcomes such as:

- The development of relationships with Aboriginal and Torres Strait Islander people and their community; and
- Engagement in the National Reconciliation Week which provides a greater awareness to the Region about the RAP; and
- A greater understanding of Aboriginal and Torres Strait Islander cultural protocols and traditions; and
- Providing awareness to advocate for Aboriginal and Torres Strait Islander employment and housing; and
- Ensure that Council is meeting its obligations under the Indigenous Land Use Agreements 'ILUA's'.

Council has the following options:

Option 1 – That Council endorse the Innovate Reconciliation Action Plan 2021-2023.

Option 2 – That Council does not endorse the Innovate Reconciliation Action Plan 2021-2023.

STRATEGIC IMPACTS

Corporate Plan

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

Strategy 3.1.2 – Develop and implement strategies to preserve the unique character of our community and heritage places.

Operational Plan

Action 3.1.2.2 – Complete Council's Reconciliation Action Plan.

Financial Implications – N/A

Risk Management Implications – N/A

CONSULTATION

Jason Bradshaw – Director Corporate Services

Lyndal O'Neill – Manager Human Resources

Norman Garsden – Manager Governance and Administration

Reconciliation Action Plan Working Group

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 that Council endorse the Innovate Reconciliation Action Plan for 2021-2023.

ATTACHMENTS

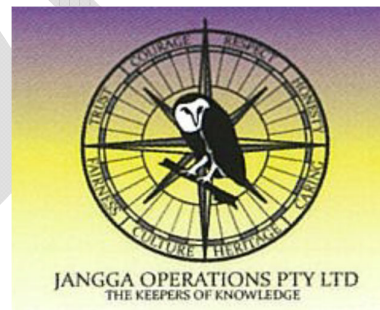
Attachment 1 – Draft Innovate Reconciliation Action Plan 2021-2023



Whitsunday Regional Council

Innovate Reconciliation Action Plan

2021–2023





Message from the Mayor

As Mayor of the Whitsunday Region, I am proud to put forward Whitsunday Regional Council's first Reconciliation Action Plan.

Myself and my Councillors have the utmost respect for all Aboriginal and Torres Strait Islander peoples of the Whitsunday Region and the wider community.

Council recognises and pays respect to their Elders, past, present and emerging, for their cultural beliefs and ongoing relationship with the land.

It is through continued engagement with all Aboriginal and Torres Strait Islander peoples and the wider community that Council has been able to develop this first Reconciliation Action Plan. Council can be proud of its journey and the achievements in reaching this milestone. Working together through a shared vision has created stronger relationships within our community.

As Council gains more knowledge and awareness of the Aboriginal and Torres Strait Islander cultures, identities and languages, our community has an opportunity to understand our history and look forward to a shared future that is based on equality, fairness, respect and pride for a united community. To improve opportunities and encourage change in the community, Council must first look at itself to instill and promote change.

Council would like to acknowledge the assistance of Reconciliation Australia in their collaboration to finalise this new and innovative RAP that will guide our organisation over the next two years.

Andrew Willcox
Mayor
Whitsunday Regional Council



Message from the Chief Executive Officer

As Chief Executive Officer, I am both honoured and delighted to present Whitsunday Regional Council's first Reconciliation Action Plan.

This Reconciliation Action Plan seeks to reach out to all Aboriginal and Torres Strait Islander peoples by working together to achieve social and economic opportunities, develop stronger lasting relationships and create a more diverse internal culture at Whitsunday Regional Council.

Our Council is committed to setting up long-term, measurable objectives in a bid to bridge the gap between Aboriginal and Torres Strait Islander peoples and the wider community by providing opportunities through our resources as a large diverse employer in our local community.

This Reconciliation Action Plan strengthens our continued and evolving relationship with the Aboriginal and Torres Strait Islander peoples and communities and builds a richer, more diversified workplace for our employees.

Council will continue to develop and improve our Reconciliation Action Plan during the two-year period and build on our activities and relationships to produce a better outcome.

Rodney Ferguson
Chief Executive Officer
Whitsunday Regional Council

Acknowledgements

Whitsunday Regional Council acknowledges the Traditional Owners of this land and pay our respect to their Elder's past, present and emerging and all Aboriginal and Torres Strait Islander peoples living in our community today for they hold the memories, the traditions and the cultures. Whitsunday Regional Council would like to thank the Elders, members of the community and staff from across the organisation who provided valuable input into the development of the Council's first Reconciliation Action Plan (RAP).

Our Vision for Reconciliation

Whitsunday Regional Council endorses the vision of a nation which values Aboriginal and Torres Strait Islander heritage, cultures and peoples and recognises their distinct position as the original custodians of Australia.

Council's Mission is to make a sustainable future possible by building stronger relationships, mutual respect and encouraging cultural practices that strengthen and support harmony between Aboriginal and Torres Strait Islander peoples and the broader community within the Whitsunday Region. Council values input and active participation from Aboriginal and Torres Strait Islander peoples into decision-making.

Our Business

Whitsunday Regional Council is a local government area located in North Queensland. Established in 2008, it was preceded by two previous local government areas with a history extending back to the establishment of regional local government in Queensland in 1879.

Council is led by a Mayor and six Councillors. Together, the Mayor and Councillors represent the interests of the region's residents and ratepayers and provide leadership and guidance to the community. Among their responsibilities are directing and controlling the organisation's business affairs; overseeing the allocation of the organisation's finances and resources and reviewing the performance of Council and its delivery of services.

Whitsunday Regional Council employs approximately 421 staff who work together to deliver a range of services to residents and businesses across the region. Approximately 4% of the total number of staff employed are identified as Aboriginal and/or Torres Strait Islander.

As part of Whitsunday Regional Council's commitment to show understand and respect to the cultural heritage of the Aboriginal and Torres Strait Islander people, an annual Cultural Heritage Induction training is completed. In 2019, 53 staff attend this training.

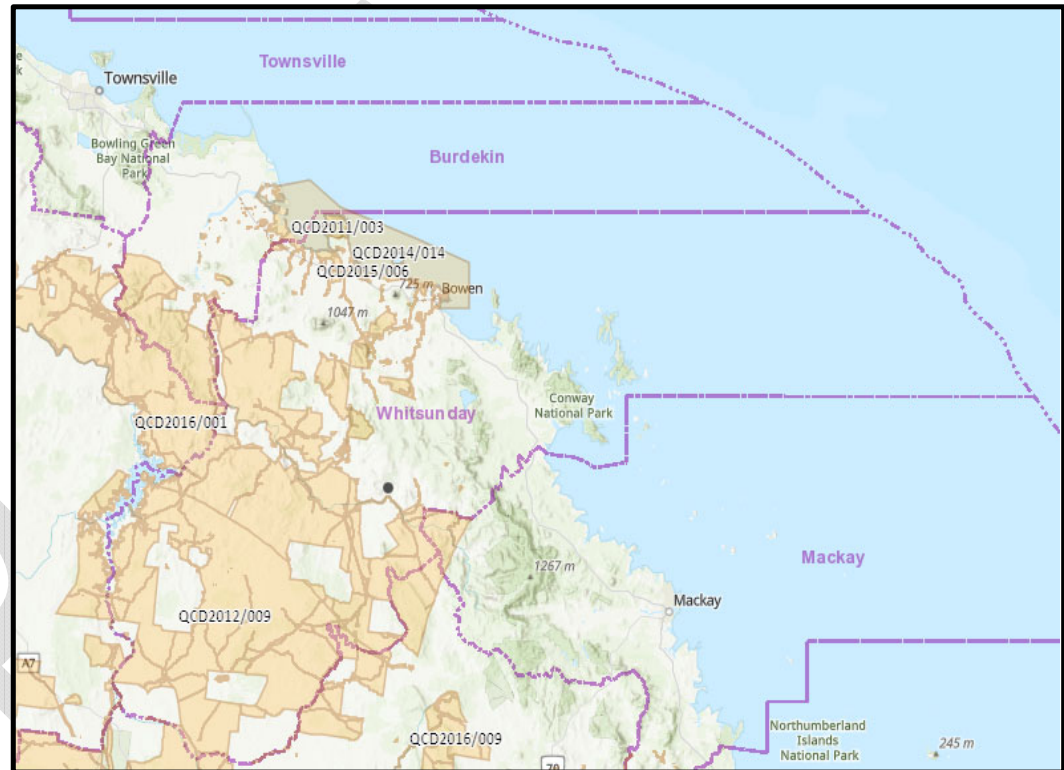
Our Region

As the gateway to the Great Barrier Reef and the magnificent 74 Whitsunday Islands, the Whitsunday Region has one of the fastest growing populations in Queensland. Boasting a strong and diverse economy driven by the agriculture, construction, mining and tourism industries; the region has the potential to become the economic powerhouse of North Queensland.

The region encompasses a total land area of 23,862 square kilometres and includes the townships of Airlie Beach, Bowen, Cannonvale, Collinsville and Proserpine, with numerous rural, coastal and residential communities scattered throughout the area. The Bruce Highway is the major transport corridor running north-south through the region, to Mackay in the south and Townsville and Burdekin in the north.

There are five Traditional Owner groups that hold traditional rights and interests in our region – Jangga Peoples, Birriah Peoples, Juru Peoples, Gia Peoples and Ngaro Peoples.

The region is home to approximately 35,000 permanent residents. Due to the strength of the local economy, the region's population is expected to grow at an annual rate of 2.3 percent over the next 20 years.



In 2014, Whitsunday Regional Council undertook a Local heritage Study and adopted a Local heritage Register in accordance with the requirements of the Queensland Heritage Act 1992. The local heritage places not only provide a sense of identity for the local community but reflect the unique history of our region. A total of 51 Place Card are in the Local Heritage Register covering Bowen, Proserpine, Collinsville & Mt Coolon areas. It is a credit to the Whitsunday Region to be able to showcase their Local Heritage and be proud of it.

Our Reconciliation Action Plan (RAP)

The following are members of the Whitsunday Regional Council's Reconciliation Action Plan (RAP) Working Group.

Name	Title	Organisation
Julie Wright	Director Community Services	Whitsunday Regional Council
Jason Bradshaw	Director Corporate Services	Whitsunday Regional Council
Norman Garsden	Manager Governance & Administration	Whitsunday Regional Council
Lyndal O'Neill	Manager Human Resources	Whitsunday Regional Council
Colin McLennan	Director & Chief Executive Officer	Jangga Operations
Irene Leard	Manager	Jangga Operations
Felicity Chapman		Proserpine Indigenous Reference Group

Together with Aboriginal and Torres Islander peoples' and non-Indigenous people, Whitsunday Regional Council values the rich contributions and connections to the history, heritage and cultures of the region. While this is Council's first RAP, our commitment to Aboriginal and Torres Strait Islander peoples and community organisations, programs and events began much earlier. Whitsunday Regional Council is a party to the following registered Indigenous Land Use Agreements (ILUA's) that were negotiated between Council and each of the three native title holding groups currently recognised in the local government area.

Indigenous Land Use Agreement	Reference	Registered
Jangga People and Charters Towers Regional Council, Isaac Regional Council and Whitsunday Regional Council ILUA	QI2007/007	11/02/2010
Juru People and Local Government ILUA	QI2014/011	28/07/2014
Birriah People and Local Government ILUA	QI2014/090	19/05/2015

A Consultative Committee has been established to facilitate communication and the exchange of information and ideas between the Parties. Consultative Committees will be constituted by the following:

- Up to four Traditional Owners nominated by their Native Title Party, and
- An elected Councillor and one other person appointed by Council.

Each of the ILUA's record how the parties shall work together to recognise each other's rights and interests and help each other meet their responsibilities. The agreement forms part of an on-going relationship between Whitsunday Regional Council and native title holders. The RAP will not only complement but also consolidate commitments made in each of the ILUA's between the parties.

The RAP will provide an opportunity for Whitsunday Regional Council and community to continue to build its capacity to support and sustain reconciliation outcomes for the region. The RAP 2021-2023 intent is to address the social, economic, cultural and environmental needs of our region.

The Director Community Services will guide this RAP internally as well as externally with many other stakeholders such as, Jangga Operations Manager and Director, Juru Directors, Birriah Directors, Local Community Members, Council Executive Staff Members. As the Whitsunday Regional Council has a close working relationship with the above listed group, these groups became a substantial part of the RAP Working Group.

Commemoration of an Historic Agreement Jangga People and the Local Governments of the Jangga Traditional Lands

This plaque is dedicated to the Jangga People, the Traditional Owners of this country, whose grandfathers and grandmothers worked the cattle stations established over Jangga's traditional estates. Their intimate knowledge of the country, their superb horsemanship, hard work, dedication and loyalty laid the foundation of the cattle industry in this region. Mt Coolon lies at the centre of the traditional lands of the Jangga People. Those lands have been occupied and cared for by the Jangga People and their ancestors for countless generations. This plaque commemorates the signing of an Indigenous Land Use Agreement between the Jangga People, Charters Towers Regional Council, Isaac Regional Council and Whitsunday Regional Council on 13 February 2009. The agreement recognizes the unique cultural, spiritual and historical associations of the Jangga People as the Traditional Owners of the area. It is the first agreement of its kind involving the Jangga People and any level of government. The agreement represents the commencement of an ongoing partnership between local government and the Jangga People to protect, preserve and promote Jangga culture and history. It also formalizes the involvement of the Jangga People in local governance issues and provides a framework for traditional owners to contribute to the local community of which they are a vital part.



ENRICHING RELATIONSHIPS			
Focus Area	Council will strengthen working relationships with Aboriginal and Torres Islander communities, Traditional Owners, Peak Bodies and Organisations to support Reconciliation within the region.		
Purpose	Council is committed to building a stronger sustainable relationship and developing new relationships along the way with the communities in which we work. These relationships contribute in developing and achieving effective project outcomes within Aboriginal and Torres Strait Islander communities. These relationships ensure our continued victory in increasing the levels of Aboriginal and Torres Strait Islander representation with Whitsunday Regional Council and allow us to build and strengthen joint project opportunities with Aboriginal and Torres Strait Islander businesses.		
Action	Deliverable	Timeline	Responsibility
1. Establish and maintain mutually beneficial relationships with Aboriginal and Torres Strait Islander stakeholders and organisations.	Meet with local Aboriginal and Torres Strait Islander stakeholders and organisations quarterly to develop guiding principles for future engagement.	January, April, July & October (annually)	Director Community Services
	Review the Terms of Reference for the Consultative Committee	July	Director Community Services
	Consultative Committee Members will include Traditional Owners, elected Council representatives and one other appointed person (open to Aboriginal and Torres Strait Islander community member if a local Traditional Owner is unable to be part of the committee)	July & February (annually)	Director Community Services
	Consultative Committee will meet at least twice per year to exchange information and ideas between parties.	July & February (annually)	Director Community Services
	Council to agree to pay agreed meeting attendance fees to all Aboriginal and Torres Strait Islander attendees as their time and cultural knowledge is valuable and should be treated as such.	July (annually)	Director Community Services
	Make provisions for the implementation of policies and programs under the Indigenous Land Use Agreement (ILUA) in Council corporate and operational plans.	September & February (annually)	Director Corporate Services

2. Build relationships through celebrating National Reconciliation Week (NRW).	Circulate Reconciliation Australia's NRW resources and reconciliation materials to our staff.	April & May (annually)	Director Community Services
	RAP Working Group members to participate in an external NRW event.	27 May - 3 June (annually)	Director Community Services
	Encourage and support staff and senior leaders to participate in at least one external event to recognise and celebrate NRW.	27 May - 3 June (annually)	Director Community Services
	Organise at least one NRW event each year.	27 May - 3 June (annually)	Director Community Services
	Register all our NRW events on Reconciliation Australia's NRW website .	27 May - 3 June (annually)	Director Community Services
3. Promote reconciliation through our sphere of influence.	Implement strategies to engage our staff in reconciliation.	January, April, July & October (annually)	Director Community Services
	Communicate our commitment to reconciliation publicly.	August 2021	Chief Executive Officer
	Explore opportunities to positively influence our external stakeholders to drive reconciliation outcomes.	August 2021	Director Community Services
	Collaborate with RAP and other like-minded organisations to develop ways to advance reconciliation.	August 2021	Director Community Services
4. Promote positive race relations through anti-discrimination strategies.	Conduct a review of HR policies and procedures to identify existing anti-discrimination provisions, and future needs.	August 2021	Manager Human Resources
	Develop, implement and communicate an anti-discrimination policy for our organisation.	August 2021	Manager Governance & Administration
	Engage with Aboriginal and Torres Strait Islander staff and/or Aboriginal and Torres Strait Islander advisors to review our anti-discrimination policy.	August 2021	Director Community Services

	Educate senior leaders on the effects of racism.	July (annually)	Director Community Services
	Racial Discrimination – All Councillors to sign a legal document stating they will not engage in bullying, demeaning behaviour, racial slurs and/or racial vilification and to acknowledge, honour and abide by each Country's Lores.	May & October (annually)	Director Corporate Services
5. Support schools and early learning services to develop a RAP through the Narragunnawali program.	Each school within the Whitsunday Regional Council footprint to be presented with our RAP and presentation by our RAP Facilitator including the Traditional Owners named in this RAP.	December 2021	Director Community Services
	Promote to schools and early learning services about Narragunnawali: Reconciliation in Schools and Early Learning.	December 2021	Director Community Services
	Encourage schools and early learning services to create a RAP with the Narragunnawali: Reconciliation in Schools and Early learning online platform	December 2021	Director Community Services
	Invite schools and early learning services to participate in reconciliation events.	December 2021	Director Community Services

ENHANCING RELATIONSHIPS			
Focus Area	Council will promote the cultures, traditions and histories of Aboriginal and Torres Strait Islander people to deepen cultural awareness and ensure Council's services are culturally appropriate.		
Purpose	Council's devotion has resulted in a greater understanding of Aboriginal and Torres Strait Islander peoples, their cultures and histories. As part of Council's commitment to make a sustainable future possible, we will adhere to respecting all individual's regardless of their colour, race, religion or social economic background. Council will continue to learn about Aboriginal and Torres Strait Islander cultures in a respectful way and to participate in Aboriginal and Torres Strait Islander people's festivals and celebrations, through our RAP.		
Action	Deliverable	Timeline	Responsibility
1. Increase understanding, value and recognition of Aboriginal and Torres Strait Islander cultures, histories, knowledge and rights through cultural learning.	Conduct a review of cultural learning needs within our organisation.	August 2021	Director Community Services
	Consult local Traditional Owners and/or Aboriginal and Torres Strait Islander advisors on the development and implementation of a cultural learning strategy.	August 2021	Director Community Services
	Develop, implement and communicate a cultural learning strategy for our staff.	August 2021	Manager Human Resources
	Provide opportunities for RAP Working Group members, HR, Middle Management Group and other key leadership staff to participate in formal and structured cultural learning.	August 2021	Manager Human Resources
	Provide Annual cultural heritage induction training for staff.	November (annually)	Manager Human Resources
2. Demonstrate respect to Aboriginal and Torres Strait Islander peoples	Increase staff's understanding of the purpose and significance behind cultural protocols, including Acknowledgement of Country and Welcome to Country protocols.	August 2021	Manager Human Resources
	Develop, implement and communicate a cultural protocol document, including protocols for Welcome to Country and Acknowledgement of Country.	August 2021	Director Community Services

by observing cultural protocols.	Invite a local Traditional Owner or Custodian to provide a Welcome to Country or other appropriate cultural protocol at significant events each year.	January, April, July, October (annually)	Director Community Services
	Include an Acknowledgement of Country or other appropriate protocols at the commencement of important meetings.	January, April, July, October (annually)	Manager Governance & Administration
	Install an Acknowledge of Country road signage at the entrance to each town within the region.	July 2021	Director Community Services
3. Build respect for Aboriginal and Torres Strait Islander cultures and histories by celebrating NAIDOC Week.	RAP Working Group to participate in an external NAIDOC Week event.	First week in July (annually)	Director Community Services
	Review HR policies and procedures to remove barriers to staff participating in NAIDOC Week.	August 2021	Manager Human Resources
	Promote and encourage participation in external NAIDOC events to all staff.	First week in July (annually)	Director Community Services
4. Council will incorporate Aboriginal cultures and art throughout office sites, with respect to the Traditional Owner Groups and Elders of the land.	Council will support both locally and nationally commissioned artwork through possible grant funding and project concepts.	December (annually)	Director Corporate Services
	Incorporate designs throughout the offices with statements and acknowledgement of Aboriginal and Torres Strait Islander custodianship and connection to lands and which Whitsunday Regional Council operates.	December (annually)	Director Corporate Services

CREATING OPPORTUNITIES			
Focus Area	Council will facilitate activities and initiatives that increase the economic prosperity of Aboriginal and Torres Strait Islander peoples and organisations within the region.		
Purpose	As an equal opportunity employer, Council is devoted to providing employment opportunities for Aboriginal and Torres Strait Islander peoples both internally and externally through our programs. Council has been working hard to respect and support our employees and create an inclusive culture within our organisation. We will continue to work together to ensure Council deliver in a culturally sensitive and effective way and will implement strategies to increase employment of Aboriginal and Torres Strait Islander peoples.		
Action	Deliverable	Timeline	Responsibility
1. Improve employment outcomes by increasing Aboriginal and Torres Strait Islander recruitment, retention and professional development.	Build understanding of current Aboriginal and Torres Strait Islander staffing to inform future employment and professional development opportunities.	June 2021	Manager Human Resources
	Engage with Aboriginal and Torres Strait Islander staff to consult on our recruitment, retention and professional development strategy.	June 2021	Manager Human Resources
	Develop and implement an Aboriginal and Torres Strait Islander recruitment, retention and professional development strategy.	September 2021	Manager Human Resources
	Advertise job vacancies to effectively reach Aboriginal and Torres Strait Islander stakeholders.	January, April, July, October (annually)	Manager Human Resources
	Designate a percentage of all positions/traineeships/apprenticeships to be identified as Aboriginal and Torres Strait Islander positions.	December (annually)	Manager Human Resources
	Review HR and recruitment procedures and policies to remove barriers to Aboriginal and Torres Strait Islander participation in our workplace.	January 2022	Manager Human Resources
	Increase the percentage of Aboriginal and Torres Strait Islander staff employed in our workforce.	August (annually)	Manager Human Resources
2. Increase Aboriginal and	Develop and implement an Aboriginal and Torres Strait Islander procurement strategy.	June 2021	Director Corporate Services

Torres Strait Islander supplier diversity to support improved economic and social outcomes.	Develop and communicate opportunities for procurement of goods and services from Aboriginal and Torres Strait Islander businesses to staff.	June 2021	Director Corporate Services
	Review and update procurement practices to remove barriers to procuring goods and services from Aboriginal and Torres Strait Islander businesses.	June 2021	Director Corporate Services
	Develop commercial relationships with Aboriginal and/or Torres Strait Islander businesses.	February & September (annually)	Director Corporate Services
	Ensure First Nations businesses are given first opportunity to price/tender products/services before being opened up to general public.	January, April, July, October (annually)	Director Corporate Services
3. Use education and communication strategies to further promote the benefits of procuring from Aboriginal and Torres Strait Islander businesses at Whitsunday Regional Council.	Provide education through workshops delivered to Project Managers to encourage procurement from Aboriginal and Torres Strait Islander businesses during the maintenance or new work projects.	August 2021	Director Corporate Services
	Educate estimating teams on the importance of identifying Aboriginal and Torres Strait Islander businesses for inclusion at tender stage.	August 2021	Director Corporate Services

GOVERNANCE			
Focus Area	Actions and deliverables are in accordance with Council's Corporate and Operational Plans.		
Purpose	Develop and implement strategies to preserve Cultural Heritage within the Whitsunday Regional Council area.		
Action	Deliverable	Timeline	Responsibility
1. Establish and maintain an effective RAP Working group (RWG) to drive governance of the RAP.	Maintain Aboriginal and Torres Strait Islander representation on the RWG.	May (annually)	Director Community Services
	Establish and apply a Terms of Reference for the RWG.	May 2021	Director Community Services
	Meet at least four times per year to drive and monitor RAP implementation.	January, April, July, October (annually)	Director Community Services
	Whitsunday Regional Council RWG will oversee the development, endorsement and launch of the RAP.	May 2021	Director Community Services
2. Provide appropriate support for effective implementation of RAP commitments.	Define resource needs for RAP implementation.	June 2021	Director Community Services
	Engage our senior leaders and other staff in the delivery of RAP commitments.	August 2021	Director Community Services
	Define and maintain appropriate systems to track, measure and report on RAP commitments.	August 2021	Director Community Services
	Appoint and maintain an internal RAP Champion from senior management.	August 2021	Chief Executive Officer
3. Build accountability	Complete and submit the annual RAP Impact Measurement Questionnaire to Reconciliation Australia.	30 September (annually)	Director Community Services

and transparency through reporting RAP achievements, challenges and learnings both internally and externally.	Report RAP progress to all staff and senior leaders quarterly.	January, March, June & September (annually)	Director Community Services
	Publicly report our RAP achievements, challenges and learnings, annually.	June (annually)	Manager Governance & Administration
	Investigate participating in Reconciliation Australia's biennial Workplace RAP Barometer.	May (annually)	Director Community Services
	Share achievements and lessons learnt through and during the implementation process.	January, June (annually)	Director Community Services
4. Continue our reconciliation journey by developing our next RAP.	Register via Reconciliation Australia's website to begin developing our next RAP.	December 2022	Director Community Services

15. Community Services

15.2 REQUEST FOR SPONSORSHIP - 100TH ANNIVERSARY CELEBRATIONS - COLLINSVILLE STATE SCHOOL

AUTHOR: Elizabeth Youd - Events and Community Sponsorship Officer

RESPONSIBLE OFFICER: Julie Wright - Director Community Services

OFFICER'S RECOMMENDATION

That Council approve a sponsorship of \$4,000.00 from budget code JC: 2967.10249-Community Donations (2967) / Sponsorship (10249), to assist the Collinsville State School for their 100th Anniversary celebrations to be held on 1 May 2021.

The following report has been submitted for inclusion into Council's Ordinary Meeting to be held on 24 March 2021.

SUMMARY

Council is approached from time to time to support events or activities via sponsorship.

PURPOSE

Council to consider a request for sponsorship received from Collinsville State School for their 100th Anniversary celebrations.

BACKGROUND

Collinsville State School have been providing education services to the Collinsville community for one hundred years. A community celebratory event will be held to mark the occasion on 1 May 2021.

STATUTORY/COMPLIANCE MATTERS

Local Government Act 2009

Local Government Regulation 2012

ANALYSIS

Council have received a request for sponsorship from Collinsville State School to assist with the 100th Anniversary celebrations to be held on Saturday, 1 May 2021 which will consist of market stalls, classroom tours, entertainment, and food.

Council's support will be acknowledged by recognition of logo on a commemorative fishing shirt and event program, a full page advertisement and a banner on the day.

Option 1 – That Council approve sponsorship of \$4,000.00 and support Collinsville State School for its 100th Anniversary Celebrations.

Option 2 – That Council decline the sponsorship request.

STRATEGIC IMPACTS

Corporate Plan

Outcome 2.2 – Our region is inclusive and motivated by range of social, cultural and recreational opportunities.

Outcome 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 donation programs.

Financial Implications – The funds will be taken from budget code from JC: 2967.10249 – Community Donations (2967) / Sponsorship (10249). YTD Budget remaining \$176,136.36.

Risk Management Implications – Reputational Risk - Providing funding support to events post the COVID-19 events will provide an incentive that will increase tourism and assist local business.

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

It is recommended that Council approve a sponsorship of \$4,000.00 from budget code JC: 2967.10249 – Community Donations (2967) / Sponsorship (10249), to assist Collinsville State School for their 100th Anniversary celebrations to be held on 1 May 2021.

ATTACHMENTS

Attachment 1 - Request for Sponsorship - Collinsville State School

Attachment 1 – Request for Sponsorship - Collinsville State School



Collinsville State School

Collinsville State School are celebrating 100 years in education on the 1st of May 2021. We are planning a wonderful day and night where staff and students past and present can get together and celebrate our 100 years together.

We have received a great response from the people of the community past and present and are looking forward to this event. The school is a very small school with a hard working P & C so we are looking for sponsors for the weekend to help us to make this weekend a great success and provide the wider community with a memorable weekend. We would like to invite you to sponsor us in some way for this weekend if at all possible as we are fundraising for our school camp to Cairns this year. As you would appreciate we want all students to attend and this is our opportunity for us to help fund the camp. Below is a list of donations and what you would receive for this donation and a list of our expenses for this weekend.

\$100—\$500 stubby cooler and your logo on the programme

\$500—\$1000 you will receive a stubby cooler, a half page add and a banner on the day.

\$1000 and above you will receive a stubby cooler, full page add and a banner on the day.

Our expenses are as follows:

Luella & Shayne Widt entertainment	\$1500.00
Samualconnor TV (Sam Lawn)	\$6000.00
Memorabilia Fishing shirts	\$4000.00
Stubby Coolers	\$ 500.00
Travel mugs	\$ 800.00
Food for the day	\$1000.00

Any kind donation that you can contribute would be greatly appreciated to help us to ensure a great weekend can be had by all. While alleviating the pressure of the P & C.

Many thanks

Collinsville State School P & C



Be Safe, Be Friendly, Be Respectful, Be a Learner

Devlin Street (PO Box 86), Collinsville Qld 4804 Ph: (07) 4785 5338 Fax: (07) 4785 5359

E: the.principal@collinsvss.eq.edu.au W: collinsvilles.eq.edu.au

 Collinsville State School and P&C

15. Community Services

15.3 REQUEST FOR SPONSORSHIP - RACING FOR ROAD SAFETY CAMPAIGN - DECLAN COULL

AUTHOR: Elizabeth Youd – Events and Community Sponsorship Officer

RESPONSIBLE OFFICER: Julie Wright – Director Community Services

OFFICER'S RECOMMENDATION

That Council approve a sponsorship of \$4,000.00 from budget code JC: 2967.10249-Community Donations (2967) / Sponsorship (10249), to assist Declan Coull with the promotion and awareness of Racing for Road Safety.

The following report has been submitted for inclusion into Council's Ordinary Meeting to be held on 24 March 2021.

SUMMARY

Council is approached from time to time to support events or activities via sponsorship.

PURPOSE

Council to consider a request for sponsorship from Declan Coull to raise awareness of road safety and deliver driver training.

BACKGROUND

Declan Coull is a local 17-year-old teenager who has been racing go karts since the early age of 9 years old. Over the years he has competed in many junior racing competitions across Australia and has achieved many successful outcomes which include being awarded Local Sporting Champion by the Australian Institute of Sport.

Declan's passion for racing has developed over the years and during his racing career he has identified the significant accidents and fatalities on our roads are increasing, in particular the ages between 17-21 years old.

Becoming an Advanced and Defensive Instructor at the age of 16, Declan wishes to educate young people by delivering road safety messages along with defensive driving training to local schools. In addition, Declan will be competing in six individual interstate races to assist with the promotion of road safety in the hope to reduce further incidents occurring on our roads.

STATUTORY/COMPLIANCE MATTERS

Local Government Act 2009

Local Government Regulation 2012

ANALYSIS

Council has received a request for sponsorship from Declan Coull to assist with purchase of Personal Protection Equipment (PPE) which will consist of approved fireproof racewear. Council's logo will be recognised on the driving suit along with Council being mentioned via promotional signage and all media opportunities.

Option 1 – That Council approve a sponsorship request of \$4,000.00 to support Declan Coull.

Option 2 – That Council decline the sponsorship request.

STRATEGIC IMPACTS

Corporate Plan

Outcome 2.2 – Our region is inclusive and motivated by range of social, cultural, and recreational 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 donation programs.

Financial Implications – The funds will be taken from budget code from JC: 2967.10249 – Community Donations (2967) / Sponsorship (10249). YTD Budget remaining \$176,136.36.

Risk Management Implications – Reputational Risk - Providing funding support to events post the COVID-19 events will provide an incentive that will increase tourism and assist local business.

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

It is recommended that Council approve a sponsorship of \$4,000.00 from budget code JC: 2967.10249 – Community Donations (2967) / Sponsorship (10249), to assist Declan Coull with the promotion and awareness of Racing for Road Safety.

ATTACHMENTS

Attachment 1 – Sponsorship Proposal and Request - Declan Coull

Attachment 1 – Sponsorship Proposal and Request - Declan Coull



Racing for Road Safety



Sponsorship Proposal & Request Whitsunday Regional Council





Racing for Road Safety



About Me:

My name is Declan Coull – I'm a born and bred Whitsunday resident and I'm looking for local support for both my sporting career and road safety.

I'm 17 years old and attending Proserpine State High in Year 12.

To give you an idea of my sporting achievements so far on this not so long journey here are some details about my racing career so far: (NOTE: kart racing is recognised as the lead series towards Formula One – drivers who have achieved in karts include Lewis Hamilton, Nico Rosberg, Ayton Senna etc - racing karts bears no resemblance to "go-karts" and reach speeds in excess of 180kph)

- Commenced racing karts at 9 years old
- Came 3rd in Championship in first year of racing
- Won many, many open and championship races as a junior
- Moved to senior karts at age 14 (one of the youngest in Australia to do so and was immediately promoted to an A class Senior licence, again one of only a few who have achieved such a large step up in licencing) – won club and open championships all over Australia (most drivers do not move to senior until 18 years old)
- Was named as the "Future Star" having raced as a "senior" all over Australia as a 14 and 15-year-old
- Awarded "Local Sporting Champion" by the Australian Institute of Sport (AIS)
- Was invited to drive in formula 4 at the age of 15 – however the pandemic halted the season (even had a seat fitting etc)
- Secured my CAMS Motorsport Australia Licence at 15 years old
- Was appointed "Safe Drive Training Driving Ambassador" for Australia and Asia's most successful Advanced and Defensive Driving training organisation (Safe Drive Training Australia) at 16 years old.
- Became an Advanced and Defensive Driving instructor at age 16 years old – even before I had P plates
- I am media trained and have appeared in all of the Safe Drive Training online training portal videos.



Racing for Road Safety



My Mission

As evidenced by my attaining driver training qualifications – even before obtaining my full licence - I have a passion for road safety, in particular raising awareness of road safety and driver training for my age group – 17 to 21 – often referred to as the most vulnerable on our roads.

I am distressed at the number of needless fatalities, debilitating serious injuries and crashes in the 17 to 21-year-old age group and am committed to doing something about it!

As a result of my passion for both promoting the Whitsundays and road safety I have been invited to compete in Australian Formula 3 Championship (<http://www.formula3.com.au/>) this year (one of the fastest racing categories in the World).

But rather than just racing for a title I'm Racing for Road Safety – particularly road safety in the Whitsundays region and to use motor racing to do that.

Motor racing on the Australian stage will give me a platform to help to complete three major ambitions:

1. Promote my home – the Wonderful Whitsundays – and help the local economy to recover from the devastating effects of the COVID-19 pandemic.
2. Promote road safety.
3. Reduce the human cost (and not inconsiderable economic cost) of crashes on our roads.



Racing for Road Safety



Supporting, Marketing and Advertising the Racing for Road Safety campaign

The Racing for Road Safety campaign will be supported and promoted in several ways.

1. Through direct signage on my racing suit and on the racing car.
2. Through personal interviews and on-air television coverage of the racing events (schedule of events and locations shown below)
3. As Safe Driving Ambassador (and instructor) for Safe Drive Training SDT will undertake a series defensive driver training courses over the next 9 months with the aim of ensuring all L and P plate students attending local schools have an opportunity to undertake defensive driver training (these courses will be held at very low cost to participants to ensure no student is excluded – we are also discussing a subsidy program for those who may be economically challenged).
4. Local TV, newspaper and radio campaigns to promote the Racing for Road safety message – including playing safe driving tips on local radio (local sponsors will of course feature in all media exposure)
5. Signage (including sponsors) on a locally operated vehicle
6. Core flutes, tear drops and other marketing material at SDT defensive driving courses.
7. Through all schools – we have already commenced discussions with local schools – all of whom support the campaign and training
8. Personal appearances etc by me at corporate and media functions
9. SDT driving simulators will be traveling with me to races – these will be made available to young drivers at no cost to them at racing venues with tuition from me.

Racing schedule

March 27, – F3 seat fit and test day, Mallala Motorsport Park (SA)

April 16-18, Morgan Park Raceway, Warwick (Qld)

June 11-13, Winton Raceway, Benalla (Vic)

August 6-8, Queensland Raceway, Ipswich (Qld)

October 22-24, Wakefield Park, Goulburn (NSW)

December 3-5, The Bend Motorsport Park, Tailem Bend (SA)



Racing for Road Safety



Sponsorship by Whitsunday Regional Council

By providing sponsorship and support for this campaign I believe the Whitsunday Regional Council will gain a great deal of publicity along with partnering with my aim in reducing the carnage that takes place on our roads – particularly among young drivers.

The sponsorship I seek is to cover the cost of my Personal Protection Equipment (PPE) only. In motor racing the most visually obvious equipment is the drivers PPE – it is clearly seen and identified by spectators, television viewers and all others.

The PPE consists of:

1. FIA approved fireproof driving suit
2. FIA approved fire-retardant boots, gloves, balaclava.

The driver's suit is of particular interest to motorsport fans and media as it IS the driver's identification and featured in all forms of media whether it be TV interviews, press calls, photos and press interviews.

For sponsoring my PPE Council will receive:

1. Large Whitsunday Regional Council Logo will feature on the front and rear of the driving suit – it what is termed the "head shot" position (all headshot interviews and photo's feature your logo)
2. Large Whitsunday Regional Council Logo will feature on both sides of my helmet (most TV coverage of cars is side on and the helmet is the most prominent visual representation of the driver in the car)
3. Whitsunday Regional Council Logo will be on all training course material in the Whitsunday region
4. If made available Whitsunday Regional Council core flutes and/or tear drops will be displayed at racing and practice days along with being displayed at SDT driving simulator demonstrations at race venues.
5. Whitsunday Regional Council Logo will appear on all media releases, emails, letterheads etc.
6. National and International television exposure on Foxtel, Speedweek, Live streaming etc,
7. You will also receive personal appearances, mentions and visual mentions in TV interviews and other media, an opportunity for you and your staff to attend defensive driving courses along with mentions in a free local radio campaign.



Racing for Road Safety



(NB: for illustration purposes only – all final designs are designed by professional driving suit tailors and presented to you for approval before finalising)



Racing for Road Safety



Cost of sponsorship sought

I am respectfully seeking \$6000 for the 2021 racing season. As mentioned previously this is for PPE only – but represents a great opportunity for Council to partner in road safety and training local young drivers along with securing substantial sponsorship marketing.

In closing

Thank you to all Whitsunday Regional Councillors and officers for allowing me the opportunity to submit this sponsorship proposal – this campaign really started when I first started racing at age 9 and has been something I have felt passionate about since then. With your support I can take the message to the National media stage.....MOST importantly please help me reduce the incidence of this....Declan.



15. Community Services

15.4 REQUEST FOR CHANGE OF USE OF SPECIAL PROJECTS GRANT FUNDS - WHITSUNDAY KYOKUSHIN KARATE CLUB PROSERPINE

AUTHOR: Jacqueline Neave - Arts & Community Programs Officer

RESPONSIBLE OFFICER: Julie Wright - Director Community Services

OFFICER'S RECOMMENDATION

That Council approve the change of use of the Special Projects Grant Funding received by the Whitsunday Kyokushin Karate Club Proserpine in 2018 for the demolition of the Buffalo Hall, Edward Street, Proserpine, to fit-out and create a fit-for-purpose area at the Club's new premises at 24B Chapman Street, Proserpine subject to the relevant Planning Approvals being granted.

The following report has been submitted for inclusion into Council's Ordinary Meeting to be held on 24 March 2021.

SUMMARY

Whitsunday Kyokushin Karate Club Proserpine is requesting approval to change the use of the approved Special Projects Grant funding received in 2018.

PURPOSE

For Council to consider the request for the change of use of the Special Projects Grant funding (\$20,000.00) originally granted to the Whitsunday Kyokushin Karate Club Proserpine for the demolition of the Buffalo Hall, Edward Street Proserpine, and replace it with a new community building, to fit-out and create a fit-for-purpose area at the Club's new premises at 24B Chapman Street, Proserpine.

BACKGROUND

The Whitsunday Kyokushin Karate Club Proserpine (WKKCP) had a well-established agreement with the Buffalo Association of Proserpine for the use of the Buffalo Hall as a training facility. Due to extensive damage sustained to the hall in 2017, the plan was to demolish the hall and replace with a new purpose-built building to for use as a training facility and a venue for meetings of the Buffalo Association and other approved community organisations.

WKKCP applied for, and received, a Special Projects Grant of \$20,000.00 in 2018 to be used towards the costs of the demolition, removal, and disposal phase of the Buffalo Hall. The Buffalo Association committed to providing \$130,000.00 from the insurance money received, which also included \$9,200.00 for their contribution to demolish the hall.

There were significant delays from the shed manufacturer following the cyclone, in the interim WKKCP were successful in requesting an extension of an additional 12 months from Council in April 2019 to use the grant.

The project was again delayed in 2020 due to COVID-19 restrictions and restricted activities, and communications with the Buffalo Association become problematic.

STATUTORY/COMPLIANCE MATTERS

Local Government Act 2009

Local Government Regulation 2012

LSP_C&ENV_03 – Community Grants Policy

ANALYSIS

The President of WKKP attended a meeting with the Buffalo Association in January 2021, where he was advised the Association were no longer interested in the project and intended to keep the hall. Due to the questionable conditions of the hall, the WKKP concluded it needed to find an alternative training venue.

A new premises was found at 24B Chapman Street, Proserpine, with a lease signed to secure the building with the intent to have the space re-classified and a fit-out of the premises to create a fit-for-purpose building, including a planning application submitted to Council for these changes.

The primary objective of the new facility is to provide a safe, secure facility for training activities for the current members of the club. It is also planned to bring revenue into the local community through the hosting of events such as Queensland Kyokushin Karate Championships, North Qld Kyokushin training camps and workshops that will attract local, state, national competitors, their families, and supporters.

Council has the following options:

Option 1 – That Council approves and supports the change of use of Special Projects Grant funding, as per the recommendation.

Option 2 – That Council declines the change of use of Special Projects Grant funding and request the funds be returned.

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 total cost to Council for this approved application was \$20,000.00 in 2018. Council could decline the request and ask for the funds to be returned.

Risk Management Implications – Providing financial support for projects undertaken by community groups will reinforce the message that Council is committed to investing in worthwhile community activities while recognising the work done by our local 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 approve the change of use of the Special Project Grant Funding received by the Whitsunday Kyokushin Karate Club Proserpine in 2018.

ATTACHMENTS

Attachment 1 – Request for Change of Use of Special Projects Grant Funding - Whitsunday Kyokushin Karate Club Inc.

Attachment 2 – Project Brief for 24B Chapman Street, Proserpine

Attachment 1 – Request for Change of Use of Special Projects Grant Funding - Whitsunday Kyokushin Karate Club Inc.



WHITSUNDAY KYOKUSHIN PROSERPINE

Contact number : 0407 139 083
P.O.Box 439 | Proserpine QLD 4800
info@wkkcp.com | www.wkkcp.com

Jacqueline Neave
Whitsunday Regional Council
Arts & Community Programs Officer
P.O. Box 104,
PROSERPINE, QLD 4800

4th March 2021

RE: Request for change of use of special project funding

The Whitsunday Kyokushin Karate Club Proserpine(WKKCP) are requesting the support and approval to change of use of the "Special Project" grant funding of \$20,000 received by WKKCP in 2018.

The original project scope included the demolition, removal, and disposal of the Buffalo Hall at 10 Edward St, Proserpine QLD 4800 that was badly damaged from Cyclone Debbie in March 2017.

The new project scope includes using the \$20,000 Special Grants funding to fit-out 24B Chapman St in Proserpine to create a fit-for-purpose building for the WKKCP to relocate to and practice karate within. The project involves completing a building reclassification from Class 6 to Class 9, complying with the relevant fire, building, and plumbing standards. It also includes Removing internal temporary wall partitions to open the area for use, cleaning, repainting, re-establishing the two toilets that were removed, and preparation of the flooring.

WKKCP are also seeking the support from Council to waive the planning application fees for the works that come to approximately \$3,500 that will be determined as part of the application.

The WKKCP have signed a lease with Spanny's Real-estate for 24B Chapman St, Proserpine and are awaiting approval from Whitsunday Regional Council to reuse the \$20,000 project funds prior to commencing any works.

Reason for change of use

On the original project to demolish the Buffalo Hall at 10 Edward St the Buffalo Association had provided a letter of support and were in negotiation on the fine details of the new community building that was to replace the buffalo hall. They had committed to providing a total of \$130,000 from insurance money received as result of Cyclone Debbie. This included the \$9,200 for their contribution to demolish the Buffalo Hall.

There were significant delays from the manufacturer of the shed companies with approximately a 9-12 months following Cyclone Debbie and the WKKCP were successful in requesting an extension in April 2019 for an additional 12 months. The WKKCP began the re-establishment of the project team and began the discussions to finalise negotiations with the Buffalo Association on their commitment.

The project was delayed further in 2020 with COVID restrictions and restricted activities that occurred, and the club found it near impossible to hold a project meeting with Buffalo members to finalise. They did not return phone calls, respond to emails, or provide any further indication of their initial interest in this project.



WHITSUNDAY KYOKUSHIN PROSERPINE

Contact number : 0407 139 083
P.O.Box 439 | Proserpine QLD 4800
info@wkkcp.com | www.wkkcp.com

I attended one of their meetings and was distressed and disappointed by their lack of interest or care for a project that they committed to that was of benefit to their organisation and the community.

After the Buffalo Association meeting in January this 2021 WKKCP felt there was no other option than to relocate to a new building within Proserpine and we have since found 24b Chapman St, Proserpine.

24B Chapman St is perfect with the open spacing and the club wish to proceed with this project to make this building where the Whitsunday Kyokushin Karate Club reside.

Please see the appendices for further detail on the scope of works that we wish to deliver.

We thank the Whitsunday Regional Council for their support and understanding and commitment to the Whitsunday Kyokushin Karate Club.

We look forward to hearing from you regarding the approval to proceed to use the Special Project funding of \$20,000 for the establishment of the new building at 24 Chapman St, Proserpine.

Yours Sincerely

[Redacted Signature]

[Redacted Name] - President

Whitsunday Kyokushin Karate Club Proserpine



WHITSUNDAY KYOKUSHIN PROSERPINE

Contact number : 0407 139 083
P.O.Box 439 | Proserpine QLD 4800
info@wkkcp.com | www.wkkcp.com

Whitsunday Kyokushin Karate Club Proserpine

24 Chapman, St Proserpine Project Brief

04/03/2021 V0.1



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Document Revision

Date	Author	Details
04/03/2021		Document creation
05/03/2021		Document review

Document Distribution

Name	Company	Contact Number	Email Address

Project Description

The primary objective of this project is to provide Whitsunday Kyokushin Karate Club Proserpine (WKKCP), a not-for-profit organisation a building fit-for-purpose to conduct training and activities. The WKKCP have signed a lease with Spanny's Real-estate for 24B Chapman St Proserpine to secure the building.

The second objective is to provide project benefits that extend further than just the WKKCP by inviting other community organisations to use this space on days and times that its not occupied by WKKCP.

The project includes the reclassification of 24B Chapman St from a Class 6 to a Class 9 and bringing the building up to the relevant fire safety standards. The scope also includes removing of internal temporary partitions to open the area to conduct training in.

Electrical components would be tested, and emergency lighting, building lighting, and fire extinguishers installed. Also included is the testing of all plumbing, replacement of two of the 4 toilets and reconnecting them to existing plumbing.

Upon project completion the grant acquittal and relevant documentation will be submitted to Council to finalise the project.

Please refer to the building mock-up diagram of the WKKCP vision of what the building would look like after the works are successfully complete.

Current preparation to date

- Building search completed and provided to relevant stakeholders.
- Liaised with Wynne Planning and Development for building application submission and management.
- Liaised with BC Certification for guidance and private building certification.
- 1 Site visit to determine scope of works.
- 2 Site visits completed with all relevant contractors and BC Certification to discuss the scope of works.
- Request for quotation from building, plumbing, electrical, painting, flooring and signage contractors.
- Lease document signed.
- Request to reuse \$20,000 Special Project funding submitted to the Whitsunday Regional Council for approval.



Scope of Works

Contractor & Compliance

- Planning application submission and management by Wynne Planning & Development.
- Building Certifications being completed by private certifier Greg Yuskan BC Certification.
- All works being carried out under the principal builder's scope of works.
- All works being carried out by a licensed builder, plumber, and electrical contractor.
- All works being carried out in accordance with relevant compliance standards.

Lighting, Electrical and Fire Safety

- Test and replace any electrical outlets, wall switches, and circuits that require replacing.
- Installation of new lighting and emergency lighting as per design.
- Installation of fire extinguishers as per design.
- Supply and install of 1 x double GPO at approximately 1200mm above cabinet (for jug / other).
- Installation of 1 x double GPO behind TV.
- Test all existing air conditioning units and service.

Building

- Remove all existing benches adjacent to walls to create space for pigeonhole shelving to store participants bags and shoes in.
- Create pigeonhole shelving approximately 1500mm total height x 500mm D x 500mm W x 500mm H cubes in section A.
- Remove all internal partitioning from within the building to create the open space for training.
- Remove sheeting from the food servery window area in section A to allow spectators to view participants from the seating / waiting area.
- Replace any ceiling tiles that are damaged.
- Add additional safety board to top of the stairs.
- Replace external male and female toilet doors.
- Install of TV bracket for WKKCP provided TV.
- Purchase of new 220l fridge for waiting area.
- Replace the rotted pole at the top of the stairs to make safe.
- Install of the following signs on and doors;
 - 1 x Evacuation point.
 - 1 x COVID social distancing sign.
 - 1 x COVID sign stating, "All equipment must be cleaned after use".
 - 1 x "Male" and "Female" toilet sign for external door.
 - Signage for the building exterior as per design.

Plumbing

- Replacement of existing sink in Section A with smaller basin.
- Supply and install 2 x toilets and reconnect to plumbing services as required.
- Supply and install any plumbing fittings that need to be replaced.

Flooring

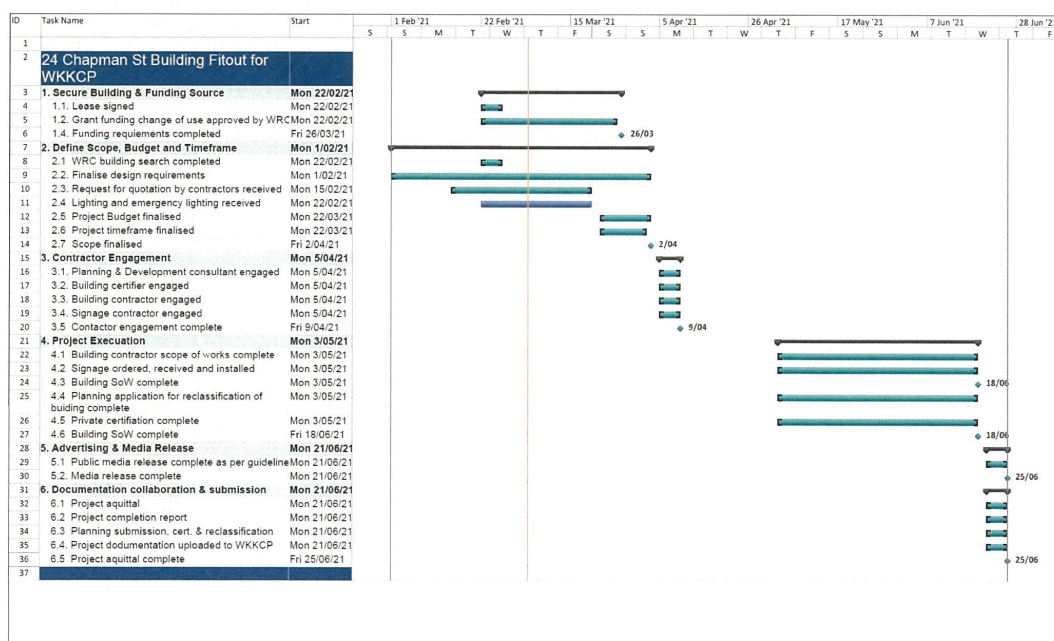
Removal of existing old flooring and levelling, and preparation for new flooring.

Project Stakeholders

Name	Company	Contact Number	Email Address
[Redacted]			
Service		45481275	

Project Timeframe

The timeframe below is indicative only and will be further defined in the coming weeks.



Indicative Project Budget

Indicative Budget	Amount Inc GST
Building contractor scope of works	\$ 20,000.00
Planning & Development Contractor	\$ 600.00
Private Certification	\$ 600.00
Signage	\$ 2,000.00
CONTINGENCY (3%)	\$ 763.63
Sub Total	\$ 23,963.63
TOTAL PROJECT BUDGET (INC GST)	\$ 23,963.63
Funding Bodies Breakdown	Amount Inc GST
WRC Special Project Grant Funding	\$ 20,000.00
WSCC - Contribution	\$ 3,963.63
In-Kind WSCC - Labour (16h @ \$40 Per Hour x 4 Person)	-\$ 2,560.00
In-Kind WRC - Planning & Plumbing Application Fees Waivered (If approved)	-\$ 4,000.00
In-Kind (Lisa Stanley) - Project Assistance & Grant Acquittal	-\$ 250.00
TOTAL PROJECT BUDGET (INC GST)	\$ 23,963.63

Building Layout

Section A – This will be the seating and viewing area that will also house the shoe and bag storage for participants, lockable shelving, fridge, small cabinet and a sink/cabinet for coffee and tea.

Section B – This will be an open section for weights.

Section C – This will be the training section where WKKCP place down a large cushioning karate tatami for the participants to train on.

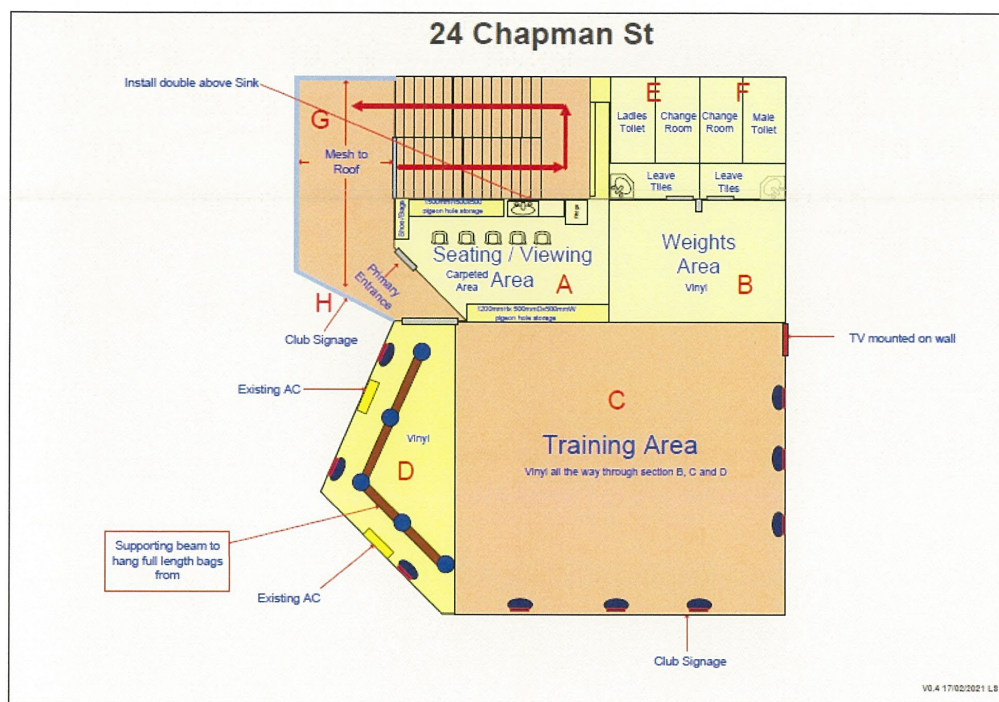
Section D – This area has a supporting beam where WKKCP envisage the full heights bags being hung from.

Section E – Ladies toilet and change room.

Section F – Men's toilet and change room.

Section G – External undercover walkway to venue and stairs area we want to be safe with mesh to the roof as there are a lot of children that will be entering the venue also using the undercover area as an outside extended waiting area for parents and participants.

Section H & I – Club signage area.



15. Community Services

15.5 FINANCIAL SUPPORT FOR A JUNIOR ELITE ATHLETE - MARCH 2021

AUTHOR: Jacqueline Neave – Arts & Community Programs Officer

RESPONSIBLE OFFICER: Julie Wright – Director Community Services

OFFICER'S RECOMMENDATION

That Council approve financial support of \$100.00 to Jack Dwyer, from budget code JC: 2967.11074 – Community Donations (2967) / Donations (11074), in recognition of his selection for North Queensland in the U19 School Sports State Cricket Championships to take place from 7-9 March 2021.

The following report has been submitted for inclusion into Council's Ordinary Meeting to be held on 24 March 2021.

SUMMARY

Council resolves to provide support for a Junior Elite Athlete, aged 18 years or younger representing North Queensland, Queensland, or Australia for the 2020/2021 year.

PURPOSE

For Council to consider the financial support for a Junior Elite Athlete participating in March 2021.

BACKGROUND

At the Ordinary Council Meeting held on 11 July 2018, Council resolved to adopt a new Policy to provide Financial Support for a Junior Elite Athlete.

The level of funding available to individual Junior Elite Athletes is calculated on a progressive scale, the higher the level in representation, the larger the financial support. The financial support for a Junior Elite Athlete is allocated based on the following:

Level of Representation	Allocation (\$)
Representing North Queensland in State level competition	\$100.00
Representing Queensland within Queensland	\$500.00
Representing Queensland Interstate	\$1,000.00
Representing Australia Overseas	up to \$2,000.00

STATUTORY/COMPLIANCE MATTERS

Local Government Act 2009

Local Government Regulation 2012

LSP_C&ENV_07 – Financial Support for a Junior Elite Athlete Policy

ANALYSIS

Name	Age	Competition	Competition Level	Sport	Amount
Jack Dwyer	17	U19 Schoolboys State Cricket Championships	Representing North Queensland	Cricket	\$100.00
Total					\$100.00

Jack Dwyer was selected by Northern Region School Sports to represent North Queensland in cricket. Jack will be taking part in the Queensland School Sport U19 years Cricket State Championships to be held at Redlands Cricket Club, Brisbane from 7 to 9 March 2021.

Jack has not previously applied for, or received, a Junior Elite Athlete Grant.

Council has the following options:

Option 1 – That Council approve the payment of the Financial Support for a Junior Elite Athlete for the month of March 2021.

Option 2 – That Council decline the payment of the Financial Support for a Junior Elite Athlete.

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). There is currently \$22,722.45 in this budget line item.

Risk Management Implications – The financial assistance shows Council's commitment to providing support for outstanding local junior elite athletes who represent the Whitsunday region in Queensland, interstate or overseas.

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 approve the financial support for a Junior Elite Athlete, from budget code JC: 2967.11074 - Community Donations (2967) / Donations (11074).

ATTACHMENTS

The application for the athlete is not included in this report as they contain personal information relating to a minor

15. Community Services
15.6 SPORT & RECREATION CLUB GRANTS - MARCH 2021

AUTHOR: Jacqueline Neave – Arts & Community Programs Officer

RESPONSIBLE OFFICER: Julie Wright – Director Community Services

OFFICER'S RECOMMENDATION

That Council approve the payment of a Sport & Recreation Club Grant, from budget code JC: 2967.10250 - Community Donations (2967) / Club Grants (10250), to the following recipients:

- Whitsunday United Football Club Inc. – Band 2 - \$3,000.00
 - Port Denison Sailing Club Inc. – Band 3 - \$1,500.00
-

The following report has been submitted for inclusion into Council's Ordinary Meeting to be held on 24 March 2021.

SUMMARY

Council offers funding to grass roots sport & recreation clubs across the region to support the general functions of the club.

PURPOSE

Council to consider the payment of the Sport & Recreation Club Grants for March 2021 in accordance with Council's Sport & Recreation Grants Guidelines.

BACKGROUND

To be eligible for the sport & recreation grant a club must meet the following criteria:

- Is incorporated and meets its obligations with the Office of Fair Trading
- Is covered with the appropriate level of public liability insurance (\$20 million); and
- Provides membership data (as defined by Council) to the Council on an annual basis

The level of funding available to clubs will be based on a progressive scale, the larger the participation rate, the larger the support to the club. Participation is defined as being the total number of active members within the club.

The Sport & Recreation Club Grants are allocated based on the following:

Band Level	No. of Active Participants	Grant Allocation (\$)
Band 1	> 250	\$5,500.00
Band 2	101 - 250	\$3,000.00
Band 3	51 - 100	\$1,500.00
Band 4	4 - 50	\$1,000.00

STATUTORY/COMPLIANCE MATTERS

Local Government Act 2009

ANALYSIS

Organisation Name	Junior Members	Senior Members	Total Members	Grant Type/ Band	Amount Requested
Whitsunday United Football Club Inc.	60	50	110	Club / 2	\$3,000.00
Port Denison Sailing Club Inc.	43	36	79	Club / 3	\$1,500.00
Total					\$4,500.00

Council has the following options:

Option 1 – That Council approve the payment of the Sport & Recreation Club Grants.

Option 2 – That Council decline the Sport & Recreation Club Grants and defer the decision to a later date.

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 budget code JC: 2967.10250 - Community Donations (2967) / Club Grants (10250). YTD budget remaining is \$9,272.73.

Risk Management Implications – Reputational Risk - Providing funding support to the community and recognising the efforts of local Sport & Recreational Clubs is a positive outcome for Council.

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 approve the payment of Sport & Recreation Club Grants, from budget code JC: 2967.10250 – Community Donations (2967) / Club Grants (10250).

ATTACHMENTS

Attachment 1 – Sport & Recreation Club Grant Application - Whitsunday United Football Club Inc.

Attachment 2 – Sport & Recreation Club Grant Application - Port Denison Sailing Club Inc.

Attachment 1 – Sport & Recreation Club Grant Application - Whitsunday United Football Club Inc.



Sport & Recreation Clubs Grant Application

2020/2021

Sport & Recreation Clubs Grant Application

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'.

Section 1 – Applicant Details

Clear Form

Application Band Level (please see guidelines)	☐ Band 1	☒ Band 2	☐ Band 3	☐ Band 4
Club/Entity Name	Whitsunday United Football Club Inc			
Club/Entity Address	Po Box 840 Cannonvale QLD 4802			
Application Contact	[REDACTED]			
Contact Phone (B)	[REDACTED]	Contact Phone (M)	[REDACTED]	
Email Address	[REDACTED]			

Section 2 – Club/Entity Details

Club Location	☒ Airlie Beach	☐ Bowen	☐ Cannonvale	☐ Collinsville	☐ Proserpine
Incorporation No.	IA17702	Public Liability Insurance Limit (\$)	\$ 25,000,000.00		
Certificate of Currency Attached?	☒ Yes	☐ No	GST Registered?	☐ Yes	☒ No
No. of Active Junior Participant Members	60	No. of Active Senior Participant Members	50		
Name of State/National Governing Organisation	Football Queensland / Football Federation Australia				

Section 3 – Applicant Declaration

Name	[REDACTED]				
Signature	[REDACTED]	Digitally signed by [REDACTED] Date: 2021.02.20 08:35:46 +10'00'	Date	20/02/2021	

Section 4 – Privacy Statement

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.

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 – Sport & Recreation Club Grant Application – Port Denison Sailing Club Inc.



Sport & Recreation Clubs Grant Application 2020/2021

Sport & Recreation Clubs Grant Application

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'.

Section 1 – Applicant Details

Clear Form

Application Band Level (please see guidelines)	☐ Band 1	☒ Band 2	☐ Band 3	☐ Band 4
Club/Entity Name	PORT DENISON SAILING CLUB			
Club/Entity Address	1 THOMAS STREET BOWEN Q 4805			
Application Contact	[REDACTED]			
Contact Phone (B)	[REDACTED]		Contact Phone (M)	[REDACTED]
Email Address	[REDACTED]			

Section 2 – Club/Entity Details

Club Location	☐ Airlie Beach	☒ Bowen	☐ Cannonvale	☐ Collinsville	☐ Proserpine
Incorporation No.	IA56507		Public Liability Insurance Limit (\$)		
Certificate of Currency Attached?	☒ Yes ☐ No		GST Registered? ☐ Yes ☒ No		
No. of Active Junior Participant Members	43		No. of Active Senior Participant Members	36	
Name of State/National Governing Organisation	AUSTRALIAN SAILING				

Section 3 – Applicant Declaration

Name	[REDACTED]		
Signature	[REDACTED]	Date	22/02/2021

Section 4 – Privacy Statement

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.

Bowen
Cnr Herbert & Powell Streets
Bowen QLD 4805

Proserpine
63-65 Main Street
Proserpine QLD 4800

Collinsville
Cnr Stanley & Conway Streets
Collinsville QLD 4804

Cannonvale
Shop 25, Whitsunday Plaza
Shute Harbour Road, Cannonvale QLD 4802

15. Community Services

15.7 DONATION ON COUNCIL FEES - FEBRUARY/MARCH 2021

AUTHOR: Meredith Davis – Administration Officer Community Development

RESPONSIBLE OFFICER: Julie Wright – Director Community Services

OFFICER'S RECOMMENDATION

That Council approve the donation on fees, from budget code JC: 2967.11074 - Community Donations (2967) / Donations (11074), for the following applicants:

- Whitsunday Sailing Club - Class 3 Event Application Fee - \$399.00
- Reef Catchments - Class 5 Event Application Fee - \$134.00
- Bowen Neighbourhood Centre - Class 3 Event Application Fee - \$399.00
- Whitsunday Christian College - Class 5 Event Application Fee - \$134.00
- Cannonvale State School - Class 5 Event Application Fee - \$134.00
- Whitsunday Moto Sports Club - Planning Application Fee - \$530.00

The following report has been submitted for inclusion into Council's Ordinary Meeting to be held on 24 March 2021.

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

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 Licence 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
Whitsunday Sailing Club	Sail Airlie Regatta Whitsunday Sailing Club 3-7 April 2021	Class 3 Event Application Fee	\$399.00
Reef Catchments	Kids Coast Care Event Cannonvale Foreshore 14 April 2021	Class 5 Event Application Fee	\$134.00
Bowen Neighbourhood Centre	Family Fun Day Mullers Lagoon, Bowen 15 May 2021	Class 3 Event Application Fee	\$399.00
Whitsunday Christian College	Cross Country Carnival Shingley Beach 30 April 2021	Class 5 Event Application Fee	\$134.00
Cannonvale State School	Cannonvale Cross Country Cannonvale Boardwalk 12 March 2021	Class 5 Event Application Fee	\$134.00
Whitsunday Moto Sports Club	Application Fee - Lighting Towers, Moto Sports Park Site Lascelles Avenue, Gunyarra	Planning Application Fee	\$530.00
Total			\$1,730.00

Council has the following options:

Option 1 – That Council approve the payment of fee donations for February/March 2021.

Option 2 – That Council decline the request 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). There is currently \$46,162.00 in this budget line item.

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 approves the donation on fees, from budget code JC: 2967.11074 - Community Donations (2967) / Donations (11074), for the months of February/March 2021.

ATTACHMENTS

Attachment 1 – Donation on Council Fees - Whitsunday Sailing Club

Attachment 2 – Donation on Council Fees - Reef Catchments

Attachment 3 – Donation on Council Fees - Bowen Neighbourhood Centre

Attachment 4 – Donation on Council Fees - Whitsunday Christian College

Attachment 5 – Donation on Council Fees - Cannonvale State School

Attachment 6 – Donation on Council Fees - Whitsunday Moto Sports Club

Attachment 1 – Donation on Council Fees - Whitsunday Sailing Club



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 or in person at any of Council's Customer Service Centres.

Section 1 – Applicant Details

Clear Form

Applicant Name	Whitsunday Sailing Club	Contact Person	[REDACTED]
Postal Address	PO Box 495 Airlie Beach 4802		
Phone Number	[REDACTED]	Mobile Number	[REDACTED]
Email Address	[REDACTED]		

Section 2 – Details of Donation on Council Fees

☐ Class 1 Application Fee:	\$ 927.00	☐ Local Law Licence Fee:	\$
☐ Class 2 Application Fee:	\$ 664.00	☐ Building Application Fee:	\$
☒ Class 3 Application Fee:	\$ 399.00	☐ Planning Application Fee:	\$
☐ Category 1 Food Licence Fee:	\$ 525.00	☐ Other:	\$

Section 3 – Linked Applications

Is this Donation on Council Fees linked to an Event Application? If yes, please complete below:

Event Name	Sail Airlie Regatta	Location	Whitsunday Sailing Club
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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	26/2/2021
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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:	Date:
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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 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

Cannoevale
Shop 73, Whitsunday Plaza
Shute Harbour Road, Cannoevale QLD 4802

Attachment 2 – Donation on Council Fees - Reef Catchments



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 or in person at any of Council's Customer Service Centres.

[Clear Form](#)

Section 1 – Applicant Details

Applicant Name	Reef Catchments	Contact Person	[REDACTED]
Postal Address	PO Box 815. Mackay 4740		
Phone Number		Mobile Number	[REDACTED]
Email Address	[REDACTED]		

Section 2 – Details of Donation on Council Fees

☐ Class 1 Application Fee:	\$ 927.00	☐ Local Law Licence Fee:	\$
☐ Class 2 Application Fee:	\$ 664.00	☐ Building Application Fee:	\$
☐ Class 3 Application Fee:	\$ 399.00	☐ Planning Application Fee:	\$
☐ Category 1 Food Licence Fee:	\$ 525.00	☐ Other:	\$

Section 3 – Linked Applications

Is this Donation on Council Fees linked to an Event Application? If yes, please complete below:

Event Name	Kids Coastcare Event	Location	7a Coral Esplanade. Cannonvale
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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	24/02/2021
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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:		Date:	
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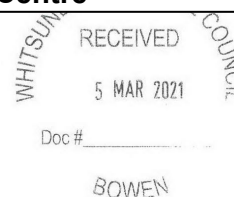
Correspondence: Chief Executive Officer, Whitsunday Regional Council, PO Box 104, Proserpine, QLD 4800
 P: 1300 WRC QLD (1300 972 753) F: (07) 4945 0222 E: info@whitsundayrc.qld.gov.au www.whitsundayrc.qld.gov.au

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
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Attachment 3 – Donation on Council Fees - Bowen Neighbourhood Centre



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 or in person at any of Council's Customer Service Centres.

Section 1 – Applicant Details

Clear Form

Applicant Name	Bowen Neighbourhood Centre	Contact Person	[REDACTED]
Postal Address	20 Williams Street Bowen		
Phone Number	[REDACTED]	Mobile Number	
Email Address	[REDACTED]		

Section 2 – Details of Donation on Council Fees

☐ Class 1 Application Fee:	\$ 927.00	☐ Local Law Licence Fee:	\$
☐ Class 2 Application Fee:	\$ 664.00	☐ Building Application Fee:	\$
☒ Class 3 Application Fee:	\$ 399.00	☐ Planning Application Fee:	\$
☐ Category 1 Food Licence Fee:	\$ 525.00	☐ Other:	\$

Section 3 – Linked Applications

Is this Donation on Council Fees linked to an Event Application? If yes, please complete below:

Event Name	Family Fun Day	Location	Mullers Lagoon
------------	----------------	----------	----------------

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	04/03/2021
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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:	262.2021.7/215.2021.21	Date:	04/03/2021
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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 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 4 – Donation on Council Fees - Whitsunday Christian College



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 or in person at any of Council's Customer Service Centres.

Section 1 – Applicant Details

Clear Form

Applicant Name	Whitsunday Christian College	Contact Person	[REDACTED]
Postal Address	PO Box 967 Cannonvale Qld 4802		
Phone Number	[REDACTED]	Mobile Number	
Email Address	[REDACTED]		

Section 2 – Details of Donation on Council Fees

☐ Class 1 Application Fee:	\$ 927.00	☐ Local Law Licence Fee:	\$
☐ Class 2 Application Fee:	\$ 664.00	☐ Building Application Fee:	\$
☐ Class 3 Application Fee:	\$ 399.00	☐ Planning Application Fee:	\$
☐ Category 1 Food Licence Fee:	\$ 525.00	☐ Other: Class 5 Application Fee	\$ \$134.00

Section 3 – Linked Applications

Is this Donation on Council Fees linked to an Event Application? If yes, please complete below:

Event Name	Secondary Cross Country Carnival	Location	Shingley to Cannonvale Beach
------------	----------------------------------	----------	------------------------------

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 application, please attach a copy to this application.

Signature	[REDACTED]	Date	12/03/2021
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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:	215.2021.23	Date:	12/03/2021
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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 www.whitsundayrc.qld.gov.au

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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 5 – Donation on Council Fees - Cannonvale State School



Donation on Council Fees Application Form

2020/2021

**request fee waiver please **

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 or in person at any of Council's Customer Service Centres.

Section 1 – Applicant Details Clear Form

Applicant Name	Contact Person
Cannonvale SS	[Redacted]
Postal Address	
56 Coral Esplanade	
Phone Number	Mobile Number
[Redacted]	
Email Address	
[Redacted]	

Section 2 – Details of Donation on Council Fees

☐ Class 1 Application Fee:	\$ 927.00	☐ Local Law Licence Fee:	\$
☐ Class 2 Application Fee:	\$ 664.00	☐ Building Application Fee:	\$
☐ Class 3 Application Fee:	\$ 399.00	☐ Planning Application Fee:	\$
☐ Category 1 Food Licence Fee:	\$ 525.00	☐ Other:	\$

Section 3 – Linked Applications

Is this Donation on Council Fees linked to an Event Application? If yes, please complete below:

Event Name	Location
Cannonvale Cross Country	Boardwalk

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
[Redacted]	24.2.21

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:	Date:

Correspondence: Chief Executive Officer, Whitsunday Regional Council, PO Box 104, Proserpine, QLD 4800
P: 1300 WRC QLD (1300 972 753) F: (07) 4945 0272 E: info@whitsundayrc.qld.gov.au www.whitsundayrc.qld.gov.au

Attachment 6 – Donation on Council Fees - Whitsunday Moto Sports Club



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 or in person at any of Council's Customer Service Centres.

Section 1 – Applicant Details

Clear Form

Applicant Name	Whitsunday Moto Sports Club Inc	Contact Person	
Postal Address	PO Box 843 PROSERPINE QLD 4800		
Phone Number		Mobile Number	
Email Address			

Section 2 – Details of Donation on Council Fees

☐ Class 1 Application Fee:	\$ 927.00	☐ Local Law Licence Fee:	\$
☐ Class 2 Application Fee:	\$ 664.00	☐ Building Application Fee:	\$
☐ Class 3 Application Fee:	\$ 399.00	☒ Planning Application Fee:	\$ 530.00
☐ Category 1 Food Licence Fee:	\$ 525.00	☐ Other:	\$

Section 3 – Linked Applications

Is this Donation on Council Fees linked to an Event Application? If yes, please complete below:

Event Name	Application Fee for Lighting Towers	Location	Gunyarra
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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	11/03/2021
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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:	262.2021.8	Date:	09/03/2021
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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 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

16. Infrastructure Services

16.1 RE-ESTABLISHMENT OF TRAFFIC ADVISORY COMMITTEE AND SPEED MANAGEMENT COMMITTEE

AUTHOR: Jessica Cristaudo - Coordinator Transport Planning and Assets

RESPONSIBLE OFFICER: Adam Hagy - Acting Director of Infrastructure Services

OFFICER'S RECOMMENDATION

That Council;

- a) adopt the Terms of Reference for both the Traffic Advisory Committee and Speed Management Committee; and**
 - b) appoint a Councillor to represent Council on the Traffic Advisory Committee.**
-

The following report has been submitted for inclusion into Council's Ordinary Meeting to be held on 24 March 2021.

SUMMARY

The role of the Traffic Advisory Committee (TAC) is to identify and develop solutions for road safety matters within the Local Government area, including State Controlled roads. The role of the Speed Management Committee (SMC) is to review speed limits on roads within the Local Government area, including State Controlled roads.

PURPOSE

To reconvene both the Traffic Advisory Committee and Speed Management Committee, along with the appointment of 1 (one) Councillor formally to the Traffic Advisory committee, along with the updated Terms of Reference as provided and supported by the Department of Transport and Main Roads are presented to Council for adoption.

BACKGROUND

Ordinary Meeting – 16 February 2000

16.00 GENERAL BUSINESS

OM.71/02/2000 Traffic Advisory Committee - M06/0002

Moved by: Cr TR Camm

Seconded by: Cr JW Powell

That Council re-established its Traffic Advisory Committee under the direction and co-ordination of the Manager - Works and Services.

The Traffic Advisory Committee (TAC) was formed on the 21st February 2000 under the existing Traffic Advisory Committee Charter, refer to Attachment 1. The Department of

Transport and Main Roads (DTMR) have provided Council with an updated Terms of Reference for TACs similar in format to which other Local Governments in Queensland are adopting, refer to Attachment 2.

STATUTORY/COMPLIANCE MATTERS

The role of the TAC is to identify and develop solutions for road safety matters within the Local Government area, including State Controlled roads. TACs are instigated by DTMR and are not formed under any specific legislation.

Speed Management Committees (SMC) are formed under the ***Transport Operations (Road Use Management) Act 1995, Manual of Uniform Traffic Control Devices (MUTCD), Part 4: Speed Controls***. The role of the SMC is to review speed limits on roads within the Local Government area, including State Controlled roads.

ANALYSIS

TRAFFIC ADVISORY COMMITTEE

The purpose of the Traffic Advisory Committee is to facilitate a cross-agency approach to road safety decision-making and delivery through engineering, education and enforcement domains. Council has not held a TAC meeting since late 2018.

Council officers have sought advice from DTMR Road Safety team with regard to the re-establishment of the TAC and provide the attached proposed updated ToR to be considered for adoption by Council at a future Ordinary Meeting. The ToR is similar in format to the ToR adopted by other Councils throughout Queensland.

The main function of the TAC is for Road Safety discussion and action planning based around the following items, subject to the needs of the committee:

- Resolving safety issues raised by community members/agencies/elected representatives and reporting back subsequent outcomes (Crash Frequency Reporting management);
- Monitoring local crash trends to prioritise road safety focus areas;
- Routine and site-specific auditing of the road network to identify opportunities for safety improvements – informing both maintenance and future works programs;
- Prioritising locations for additional enforcement;
- Identifying opportunities to raise the agenda of road safety through key community networks (cross-agency education campaigns);
- Developing road safety capability and capacity by capitalising on professional development and funding opportunities; and
- Trialling innovative approaches to road safety delivery within the 3E model.

Membership for the committee is comprised of the following persons:

- Whitsunday Regional Council – Infrastructure Services Department representative and Communications and Marketing Team representative (representing Community Reference Groups);
- Whitsunday Regional Council elected representative (Nominated TAC Councillor);

- Department of Transport & Main Roads – Program Delivery Operations (PDO) representative, Customer Services Branch (CSB) representative and TransLink representative; and
- Queensland Police Service (QPS) – Road Policing Command representative and Police Divisions representatives within the WRC catchment (Whitsundays, Bowen and Collinsville).

Note – other government, community and industry stakeholders can be invited to TAC meetings in an advisory role only to provide insight into local issues. However, TAC meetings are not open to the general public at the direction of DTMR.

The direction of the culture for the committee will align to the ‘One Network’ mindset to foster an evidence-based delivery approach.

Ultimate accountability for decisions from the committee will be the responsibility of the WRC Chief Executive Officer (or delegate) for Local Roads and the DTMR District Director (Mackay/Isaac/Whitsunday) (or delegate) for State Controlled Roads.

The TAC will be chaired by DTMR’s Customer Services Branch (CSB). Secretariat support will be provided by DTMR.

SPEED MANAGEMENT COMMITTEE

The speed management function – identifying local speed controls (including speed limit determinations) – is to be managed independently of other traffic matters. As such, a separate Speed Management Committee meeting will be held immediately following TAC, primarily focusing on proposed speed limit changes and speed camera locations.

The SMC will be conducted in accordance with the recent revision of Part IV of the Manual of Uniform Traffic Control Devices (MUTCD), with elected representatives having no voting powers. QPS Road Policing Command will chair SMC functions/decision-making as required, including but not limited to, new speed camera sites and changes to enforcement policies.

In cases where SMC decisions cannot be reached or require external input, relevant information is to be sent to an independent Speed Management Review Panel within TMR.

It is proposed that the SMC will be chaired by Representative Local Government Engineer. Secretariat support will be provided by DTMR.

The SMC must also be satisfied that the Speed Limit Review process was followed in accordance with the MUTCD Part 4. Speed limit setting is a professional engineering service pursuant to the *Professional Engineers Act 2002*. SMC’s are formed exclusively with the following membership:

- a) Representative Engineer from the local government (RPEQ);
- b) Representative Engineer from the relevant Transport and Main Roads District office (RPEQ);
- c) Queensland Police Service representative; and
- d) Transport and Main Roads, Road Safety Advisor.

STRATEGIC IMPACTS

The formation of this committee aligns to DTMR’s Regional Transport Plan through addressing Road Safety risk in the community.

It will also address aspects of Councils Corporate Plan in supporting the Road Safety component of the Integrated Transport Strategy.

The committees serve to address community concerns for road safety through the range of knowledge available in the committee including Local Government, State Government, Policing and other technical experts as required.

Local Governments are required to partake in Speed Management Committees for the review of speed limits in the region through legislation introduced in Part 4 of the MUTCD.

Neither the TAC nor SMC have any access to direct funds for the approval of project related outcomes from the committees. Escalation of the required projects will be made through the appropriate budget consideration channels within the responsible road managers program. Project/works which are beyond the scope of these allocations, but deemed important by the TAC, should be escalated to the Whitsunday Regional Roads & Transport Group for consideration in the QTRIP prioritisation process or progressed through a planning project and Targeted Road Safety Program submission.

CONSULTATION

Colin Edmonston – Manager (Road Safety), Department of Transport and Main Roads

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 formation of the TAC will bring together a well-rounded knowledge base to make informed, unbiased road safety decisions for the community, drawing on initiatives that the expertise of the DTMR Road Safety Manager can bring to the group. The updated Terms of Reference will assist to ensure the direction of the group is focussed on the management of road safety matters only.

The formation of the SMC under the new terms of reference is necessary to ensure Council is managing speed limits within the region as required under the current legislation.

ATTACHMENTS

- Attachment 1 – Previous Traffic Advisory Committee Charter
- Attachment 2 – Traffic Advisory Committee Terms of Reference
- Attachment 3 – Speed Management Committee Terms of Reference



TRAFFIC ADVISORY COMMITTEE

TERMS OF REFERENCE
20th January 2021

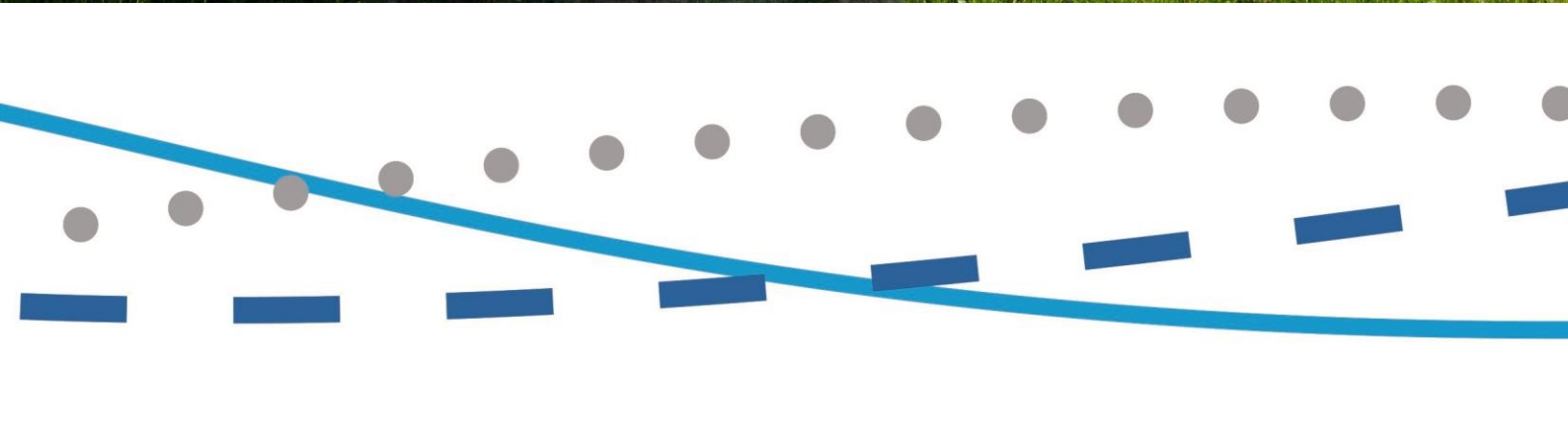


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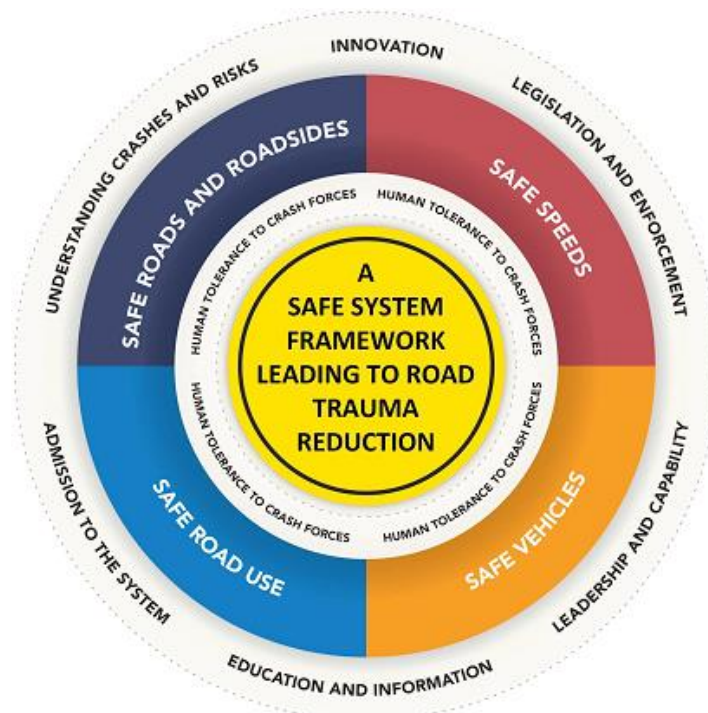
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2. CORE MEMBERSHIP	3
3. STRATEGIC FOCUS.....	4
4. GOVERNANCE	4

1. PURPOSE

This document formulates the road safety partnership between the state and local government authorities in the Whitsunday Regional Council (WRC) area through the formation of a Traffic Advisory Committee (TAC).

It recognises the value of a cross-agency approach to road safety decision-making and delivery through engineering, education and enforcement domains and provides guidance for the TAC on core membership, strategic focus and governance requirements.

The philosophy underpinning the TAC is a shared commitment to providing a 'Safe System' – *Safe Road Use, Safe Roads and Roadsides, Safe Speeds and Safe Vehicles* – by improving local ownership of road safety in the WRC area and adopting a 'One Network' mindset.



2. CORE MEMBERSHIP

Membership of the TAC will include the following representatives:

- Whitsunday Regional Council – Infrastructure Services Department representative and Communications and Marketing Team representative (representing Community Reference Groups);
- Whitsunday Regional Council elected representative (Nominated TAC Councillor);
- Department of Transport & Main Roads – Program Delivery Operations (PDO) representative, Customer Services Branch (CSB) representative and TransLink representative; and
- Queensland Police Service (QPS) – Road Policing Command representative and Police Divisions representatives within the WRC catchment (Whitsundays, Bowen and Collinsville).

Note – other government, community and industry stakeholders can be invited to TAC meetings in an advisory role only to provide insight into local issues. However, TAC meetings are not open to the general public.

3. STRATEGIC FOCUS

The WRC TAC provides a technical forum for road safety discussion and action planning on traffic related matters within, or impacting on, the geographic region.

TAC's function is both reactive and proactive in nature. Its broader mandate includes, but is not limited to:

- Resolving safety issues raised by community members/agencies/elected representatives and reporting back subsequent outcomes;
- Monitoring local crash trends to prioritise road safety focus areas;
- Routine and site-specific auditing of the road network to identify opportunities for safety improvements – informing both maintenance and future works programs;
- Prioritising locations for additional enforcement;
- Identifying opportunities to raise the agenda of road safety through key community networks (cross-agency education campaigns);
- Developing road safety capability and capacity by capitalising on professional development and funding opportunities; and
- Trialling innovative approaches to road safety delivery within the 3E model.

TAC agendas moving forward will reflect these focus areas. Where possible, TAC members are encouraged to manage issues with minimal impacts to the network (minor signs and lines changes) offline.

The speed management function – identifying local speed controls (including speed limit determinations) – is to be managed independently of other traffic matters. As such, a separate Speed Management Committee meeting will be held immediately following TAC, primarily focusing on proposed speed limit changes and speed camera locations

4. GOVERNANCE

Accountability

Where possible, the TAC will endeavour to reach consensus on decisions. However, the Senior Responsible Officer of the relevant road authority is ultimately responsible for making the final decision and subsequent implementation. These persons are as follows:

1. Local Roads - Chief Executive Officer (or delegate), Whitsunday Regional Council; and
2. State Controlled Roads - District Director (Mackay/Isaac/Whitsunday) (or delegate), Department of Transport and Main Roads (TMR).

Note – The Local Government Association of Queensland (LGAQ) and the TMR have agreed on arrangements that define the management responsibilities for the State Authority to a Local Authority when it comes to managing the State and Local Authority road network - Cost Sharing Based on Responsibilities within State-Controlled Roads - March 2000 - <http://www.tmr.qld.gov.au/business-industry/Technical-standards-publications/Cost-sharing-based-on-responsibilities-within-state-controlled-roads.aspx>

Project Escalation

The TAC has no direct access to funding per se but can, however, low cost projects/works through appropriate agency allocations (WRC infrastructure funding, TMR's Road Safety Minor Works Program, RMPC). Project/works which are beyond the scope of these allocations, but deemed important by the TAC, should be escalated to the Whitsunday Regional Roads & Transport Group for consideration in the QTRIP prioritisation process or progressed through a planning project and Targeted Road Safety Program submission.

Note – High priority projects/initiatives for the region (which are currently unfunded) are to remain logged and revisited regularly to explore if funding has become available.

Chair and Secretariat Support

TMR's Customers Services Branch (CSB) will chair the TAC meeting and provide secretariat support for the TAC meeting. Meeting minutes will be circulated for comment within two weeks post-meeting.

Meeting Details

TAC meetings will be held quarterly, with one of the four meetings to have a predominantly strategic focus. Meetings will be held at the Whitsunday Regional Council Chambers, however, could involve site visits if required. Where possible, meetings will be scheduled to link with capability development opportunities. TAC members are encouraged to table new items to the Chair one week prior to an upcoming meeting.

Review

These Terms of Reference will be reviewed annually and within six months following a local government election.



SPEED MANAGEMENT COMMITTEE

TERMS OF REFERENCE
20th January 2021

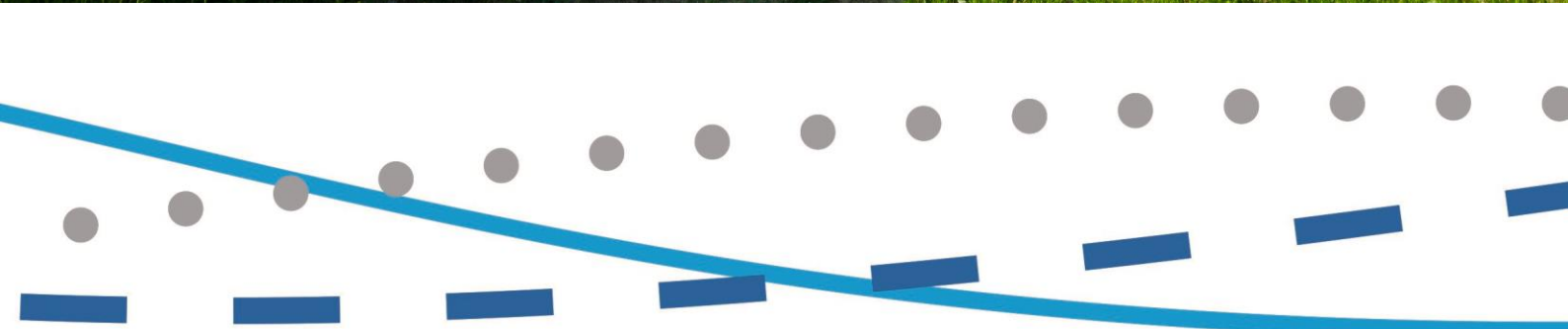


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1. PURPOSE

The Speed Management Committee (SMC) is formed with the purpose of managing speed limits on Local and State Controlled road within the Whitsunday Region. The SMC is formed under the ***Transport Operations (Road Use Management) Act 1995, Manual of Uniform Traffic Control Devices (MUTCD), Part 4: Speed Controls***.

Speed limit setting is undertaken in accordance with the process outlined in Section 3 of the MUTCD, Part 4: Speed Controls.

2. CORE MEMBERSHIP

The SMC will be chaired by the Representative Local Government Engineer, with secretariat support provided by the Department of Transport and Main Roads (DTMR).

Speed limit setting is a professional engineering service pursuant to the Professional Engineers Act 2002. As such, the SMC membership will be formed exclusively with the following membership:

- a) Representative Engineer from the local government (RPEQ);
- b) Representative Engineer from the relevant Transport and Main Roads District office (RPEQ);
- c) Queensland Police Service representative; and
- d) Transport and Main Roads, Road Safety Advisor.

3. STRATEGIC FOCUS

The process outlined in Section 3 of the MUTCD, Part 4: Speed Controls and applicable to the strategic focus of the SMC is to review speed limits on existing roads. This process should also be applied to new roads as soon as possible after these are opened to traffic, taking into account the need to allow sufficient time for traffic patterns and flows to stabilise and normalise.

The aim for a Speed Limit Review is to determine and implement an appropriate speed limit. The specific objectives of a Speed Limit Review are to undertake a staged technical assessment, and to make a recommendation for endorsement, approval and implementation.

Once a speed limit is approved and implemented, it should be evaluated and monitored and reviewed; hence, the process is iterative and cyclical. The process described here also makes provision where there is not agreement on a recommended speed limit.

In cases where SMC decisions cannot be reached or require external input, relevant information is to be sent to an independent Speed Management Review Panel within TMR.

Speed Limit Reviews will follow Council's Road Hierarchy in the technical assessment.

4. GOVERNANCE

The SMC will be conducted in accordance with the recent revision of Part IV of the *Manual Uniform of Traffic Control Devices*, with elected representatives having no voting powers. QPS Road Policing Command will chair SMC functions/decision-making as required, including but not limited to, new speed camera sites and changes to enforcement policies.

Meeting minutes are to be circulated within 2 weeks of the meeting date. Meetings are to be held quarterly, with one of the four meetings to have a predominantly strategic focus.

Meetings will be held in the Whitsunday Regional Council Chambers (either Bowen or Proserpine), however could involve site visits if required. SMC members are encouraged to table new items to the Chair one week prior to the upcoming meeting.

These Terms of Reference will be reviewed annually and within six months following a local government election.

16. Infrastructure Services

16.2 WRC DELIVERY OF WORKS SHUTE HARBOUR ROAD TO TROPIC ROAD

AUTHOR: Michael Downing - Coordinator Capital Project Delivery

RESPONSIBLE OFFICER: Adam Hagy - Acting Director Infrastructure Services

OFFICER'S RECOMMENDATION

That Council:

- a. authorise the Chief Executive Officer to enter into negotiations and execute appropriate contracts with the Department of Transport and Main Roads (TMR) to deliver the early works for the Paluma Road to Tropic Road duplication.
- b. carry over the following capital works projects to the 2021/2022 financial year to ensure the TMR project can be adequately resourced:
 - a. Forestry Road
 - b. Gloucester Avenue floodways
 - c. Port of Airlie Transit Terminal Upgrade
 - d. Unsealed Roads Creek Crossing Upgrade Program
 - e. Roma Peak Road floodways
 - f. Collinsville State High School car parking
 - g. Adina/Wambiri intersection repair.

The following report has been submitted for inclusion into Council's Ordinary Meeting to be held on 24 March 2021.

SUMMARY

WRC have been approached by TMR with regard to delivering early works on the Paluma Road to Tropic Road duplication. Should WRC engage with TMR on this project it would mean that a number of capital projects would need to be carried over to the 2021/2022 financial year as the works would engage many of our internal staff to deliver the project.

PURPOSE

To advise Council of the impacts on the resolved capital budget for 2020/2021 should they decide to engage with TMR to deliver the early works for the Paluma Road to Tropic Road duplication.

BACKGROUND

The Department of Transport and Main Roads (TMR) have been investigating an upgrade between Paluma Road and Tropic Road, in Cannonvale, for several years. There are a number of intersections which are beyond their capacity and have been proposed to be upgraded in line with the construction of four lanes along this section of Shute Harbour Road. WRC have been meeting with TMR regularly to discuss the ongoing design of this section of works, among others, and most recently were in discussion regarding the delivery portion.

TMR have been successful in receiving funding for differing portions of the works. There are some challenging timeframes associated with the funding leading TMR to approach WRC on a sole invitee basis to carry out the early works for the project. The scope of these early works includes stormwater drainage, service relocation and the construction of a 3.5m wide shared path.

WRC currently receives a sole invitee request on the RMPC contract, however very little other works are offered. This is an area that Council has shown interest in improving our abilities to deliver in as there are financial benefits to carrying out external works such as this.

Should WRC engage with TMR on this project it would mean that a number of capital projects would need to be put on hold as the works would engage many of our internal staff to deliver the project.

STATUTORY/COMPLIANCE MATTERS

Works will need to comply with TMR and Australian Standards.

ANALYSIS

TMR are proposing to enter into two contracts with WRC. The initial cost-plus contract would be to cover project management costs to assist in finalising design documents. This would also allow for procurement of materials with longer lead in times to ensure works can progress as quickly as possible. The other contract is a cost-plus basis for the construction portion. The details of the finances are yet to be discussed.

TMR have stated that the shared path must be completed by June 30 2021 and the service relocations must be completed by 30th September 2021. These timeframes are very challenging to meet and so present a risk, however TMR have stated that they will carry the risk and it shall not be transferred onto WRC due to the likelihood of meeting these timeframes being minimal.

The requirements for TMR works relating to quality present a risk to WRC as we do not currently have an Integrated Management System (IMS) in place. Typically this is an expectation to be accepted to complete TMR works. The creation of the IMS is a current aim of council's but will not be set up in time to commence with this project. TMR projects are expected to be constructed to a high standard and with the appropriate quality documentation provided throughout the works. The Roads and Drainage capital projects have been utilising quality documentation on projects for several years, with improved usage particularly in the 2019/2020 and 2020/2021 financial years. As it may be expected that this project be the sole focus for much of the capital delivery staff it would be an opportunity to implement our current processes against TMR expectations leading to an easier uptake once the IMS is in place.

The current capital delivery program for the roads and drainage projects have been tracking well in the 2020/2021 financial year. A number of projects are complete, and others will be completed ahead of any proposed start of the TMR works. These include:

- Proserpine Main Street upgrade
- Armada Crescent drainage upgrade
- Reynolds St drain
- Flagstaff Hill roadworks
- Argyle Street kerb and channel
- Lions Park, Bowen car park
- Bridge upgrade on Bicentennial Boardwalk
- Wangaratta Caravan Park access widening
- St Mary's School drop off area
- Bowen State High School car parking
- Proserpine admin car park (7 Chapman Street)
- Dodd Street shared path
- Reseal program
- Moonlight Drive kerb and channel
- Wilson Beach rockwall and footpath

There are a selection of projects that would need to be carried over to next financial year should WRC commence on the TMR works. There are no projects that have timeframes that are not able to be pushed out. These projects are listed below:

- Forestry Road (TMR control the funding and have been made aware of the potential to carry over depending on the Paluma – Tropic project)
- Gloucester Avenue floodways (betterment funding from QRA, to be completed by end of 2021/2022 financial year)
- Port of Airlie transit terminal upgrade (TMR funding is being finalised so dates are not set for completion)
- Unsealed roads creek crossing program (Various locations have been scoped and would still be possible to complete prior to next wet season)
- Roma Peak Road floodways (betterment funding from QRA, to be completed by end of 2021/2022 financial year)
- Collinsville State High School car parking (TMR control the funding and have been made aware of the potential to carry over depending on the Paluma – Tropic project)
- Adina/Wambiri intersection (this project was included in the quarter 2 review and was likely to commence in quarter 4)

Other capital projects such as Ted Cunningham Bridge and Collinsville Water Park are to be delivered by contractors and will still be able to be delivered as programmed.

Further, the internal staff intended to carry out these proposed works are currently spending the vast majority of their time on capital projects. The current maintenance teams will not be affected by the work load. Where the capital teams fall short external subcontractors will be

utilised, or portions of work will be contracted out such as the trunk water and sewer main relocations.

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 1.2.2 - Identify opportunities for alignment between Council's interests and objectives with those of Federal and State Governments.

Strategy 1.3.1 - Ensure Council's financial position is effectively managed and sustainable.

Strategy 1.3.5 - Maximise commercial benefits to Council's business units and assets.

Strategy 3.3.2 - Partner with Federal and State Governments to develop and maintain a high-quality transport and road network.

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

Adam Hagy - Acting Director Infrastructure Services

Simon Nash - Project Manager, Program Delivery & Operations TMR

ELT - meeting held on 5 March 2021

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 that Council carry over the listed projects and authorise the CEO to enter into contractual negotiations with TMR to carry out the works due to the numerous opportunities they present to Council.

ATTACHMENTS

N/A

16. Infrastructure Services

16.3 INFRASTRUCTURE SERVICES CAPITAL PROGRESS REPORT - FEBRUARY 2021

AUTHOR: Michael Downing - Coordinator Capital Project Delivery

RESPONSIBLE OFFICER: Adam Hagy - Acting Director Infrastructure Services

OFFICER'S RECOMMENDATION

That Council receives the Infrastructure Services Capital Progress Report for the month of February 2021.

The following report has been submitted for inclusion into Council's Ordinary Meeting to be held on 24 March 2021.

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 \$9.5 million actual out of a \$34.5 million overall budget. Note: Finances take into account Q2 budget amendments and other Capital Projects such as Shute Harbour, DRFA works, and Water and Waste Water being the subject of separate reports.

PURPOSE

To inform Council on progress of Capital Projects being undertaken during the 2020-2021 Financial Year up to the end of February 2021.

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

Projects Completed to Date:

**Proserpine Main Street Upgrade
Proserpine Administration Building**

Projects Currently Underway:

Lake Proserpine

Environmental Principal has been engaged to provide a detailed ERA 63 application fee proposal required for the Sewerage treatment plant (STP) installation. This Consultant has worked closely with Sunwater previously and should streamline the process. The consultant is also very familiar with the STP type installation which is similar to other installations recently conducted by Council. The Consultant will confirm that installation requirements meet the environmental requirements of the area alleviating any revisiting of pending approvals and expedite the process.

Once approved the STP will be installed and commissioned to provide a relief to the current installation and allow for future expansions with a 40% redundancy in the system.

Proserpine Entertainment Centre (PEC)

Works completed up to the end of February 2020 include pouring of the ground floor to the kitchen, back of house areas, Stage, first floor over the concession's area, installation of the structural steel to the tower structure. The front of house works included the installation of blockwork to the third-floor, installation of the lift shaft to the front foyer and pouring of the columns and forming of the beams to the front of the facility.

Works programmed for completion in the coming month include the delivery of the structural steel to stages 2,3 and 4, pouring of the front entry suspended slab, installation of the suspended slabs to level 2, completion of the blockwork to the kitchen to ground floor in the dock area, manufacture of the windows offsite, manufacture of the front façade off site, completion of the manufacture of the ductwork off site, commencement of the ergonomics works to main street including the installation of conduits. Delivery of the structural steel will form the programme critical path going forward. The construction works are currently 8 weeks behind programme.

The project is currently anticipated to reach PC on the 14 October 2021 with the contract programme showing a completion date of the 12 October. Due to delays with structural steel arriving from overseas, PC will likely be reached in November 2021.



PAB - 7 Chapman Street - Carpark

The last traffic island pour was carried out on 26 February leaving the car park complete bar the line marking, bump stops, signage and planting of the bioretentions. Due to savings made through the construction period the security measures (CCTV, gate and lighting) will be installed once procured utilising the remaining Federal funding. Usage of the car park will be communicated with staff with fleet vehicles prioritising the rear of the site to minimise potential for damage to private vehicles.



Flagstaff Hill

Contract for the Design and construction of the facility has been awarded with design works in progression, works are to commence on site 10 March 2021. The design was shown to Council on 24 February 2021.

Works for Queensland Projects 2019/2020 to 2020/2021 FY \$3.6 million

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)
- Gideon Pott Park Stage 2** (Bowen)
- Keith Johns Park Stage 2** (Proserpine)
- Rotary Park Upgrade** (Proserpine)
- Cannonvale Lakes Stage 2** (Boardwalk)
- Halpannel Park Upgrade** (Proserpine)
- Whitsunday Gardens Park Upgrade** (Proserpine)

Bridge Upgrade Bicentennial Boardwalk (Airlie Beach)

Projects Currently Underway:

Bridge Upgrade Bicentennial Boardwalk (Airlie Beach): The bridge was delivered on February 25th and lifted into place. The concrete paths have been poured to connect to the network and the bridge opened for use at the end of February.



Airlie Beach Movie Screen (Airlie Beach): Council approval to award the tender for a container based screen was given at the end of February. This screen is proposed to be located at the foreshore near the sound shelter. Logistics to finalise the installation are being worked on by Council officers.

Cannonvale Lakes Stage 3 (Cannonvale): Public Consultation closed, awaiting consultation results to communicate to the public. The proposed works include concrete and deco pathways, drinking fountains, solar bollards for the walking paths, and shelter.

Gloucester Sports Park Retaining Wall (Hydeaway Bay): Work's completion delayed due to the wet weather, suggested completion first week in March.



Henry Darwen Park Stage 2 (Bowen): Shelter Completed. Park opened to public use. Irrigation design being completed, will go out for request for quote once complete, followed by footpath and exercise equipment.

Bowen Lions Park: Request for quote issued for skillions and BBQs, closing 05/03/2021.

Collinsville Tennis Court Upgrade: An RFQ has been prepared to gather quotes to renew the courts. The scope includes the demolition of the existing shed structure, construction of a new skillion structure on the opposite side of the courts, new fencing, new lighting, new nets, surface refurbishment and other minor items.

Darcy Munro Park Upgrade: Playground Equipment purchased with expected delivery 12 April 2021.

Scottville Lions Park Upgrade: Playground Equipment purchased with expected delivery 12 April 2021.

Covid Works for Queensland Projects 2020/2021 FY \$2.72 million

Projects Completed to Date:

Cannonvale Foreshore Hall (PCYC) Roof Renewal
Proserpine Water and Sewer Admin Roof Renewal
Cannonvale Depot Office Roof Replacement
Cannonvale Foreshore Hall (PCYC) New Playground

Projects Currently Underway:

Wangaratta Caravan Park Pool Refurbishment: A Contract has been awarded for the pool refurbishments. Works are expected to start in the first week of April with practical completion due at the end of May 2021.

Proserpine Aquatic Facility Residence Demolition and Kiosk Renewal: 30% design review has been completed with all RFI's closed out. Designer is progressing to 90% due to be completed on the 15 March 2021. Construction is currently estimated to begin in early May with an expected 8 - 12 week construction program. Pool closures are expected to occur over this period.

Bowen Aquatic Facility Town Pool Amenity Upgrade: 30% design review has been completed with all RFI's closed out. Designer is progressing to 90% due to be completed on 15 March 2021. Construction is currently estimated to begin in early May with an expected 8 - 12 week construction program. Total Pool Closure will occur for this period as no amenities will be available for use.

Les Stagg Oval Grandstand Renewal: Contract for the supply of a modular three hundred seat aluminium grandstand has been awarded to be delivered Mid-March 2021. Scope for demolition of existing grandstand and installation of kit is currently being developed with works expected to be completed prior to first Brahmans home game.

Collinsville Youth Coalition Amenities Renewal Installation of amenities kit has commenced. Variation has been required with proposed location of amenities unable to be used due to location of underground services. Works are expected to be completed mid-March 2021.

Bowen Water Park Renewal: Project scope and draft specification underway. Works are to be packaged with Aquatic amenities projects with works expected to be started May with completion prior to 30 June 2021. Closure of the Water park will be required over this time to carry out works.

Whitsunday Coast Airport Roof Renewal: Request for Tender has been released with the tender extended to the 5 February for the roof replacement the tender for the solar has been released with significant response to date.

Continuation of Pedestrian Path Lighting Airlie Foreshore: There has been a delay with lead in times for the lights and distribution boards. Works are to commence in March with finalisation in April.

Bowen Aerodrome Work Camp Superstructure Renewal: Scoping and specification are currently being developed with RFQ for the replacement of external cladding and windows to be released early March 2021.

Bowen Aerodrome Sewerage Treatment Renewal: Works have been completed onsite with new treatment plant completed and commissioned on 1 February 2021.

Collinsville Pool Amenities and Kiosk Upgrade: 30% design review has been completed with all RFIs closed out. Designer is progressing to 90% due to be completed on the 15 March 2021. Construction is currently estimated to begin in early May with an expected eight (8) week construction program. Works are to be completed during Pool closure period with no impact expected to operations.

Infrastructure Services Capital Delivery Program 2020/2021

Projects Completed to Date:

Armada Crescent Drainage Upgrade (Jubilee Pocket)

Reynolds Street Drain (Bowen)

Argyle Street Kerb and Channel (Bowen)

Flagstaff Hill roadworks (Bowen)

St Mary's School safer transport upgrade (Bowen)

Wangaratta Caravan Park Road Entry Widening (Bowen)

Projects Currently Underway:

Bowen Aerodrome Runway Repairs: The reseal package has been awarded. Programmed dates are to be confirmed early in March and communicated with the Airports team to ensure a safe work site can be provided.

New Bowen Cemetery Columbarium Wall: Have received certified For Construction drawings, drafting specifications for procurement to go to market.

Assets Renewal Parks and Gardens: Bulk of projects deal with renewal of sand soft fall and renewal of park signage.

Heavy Formation Grading Program: Incorporating with un-funded sections of roads on which DRFA work is being completed.

Bowen State High School safer transport upgrade: Works commenced in February however rain towards the end of the month has slowed progress. With some fine weather the car parks will be completed within two weeks.

Collinsville State High School safer transport upgrade: All design documents have been provided and works are planned to commence after the Bowen State High School project. A total of 25 car parks, including one disabled park, are proposed.

St Mary's School safer transport upgrade: Works were completed in February and have been successful in their uptake by the parents using the drop and go area.



Construction of Lagoon Deck and Shared Cycle Path: RFT has been prepared for composite material deck and is being reviewed. This now also includes over 100m of the Ergon trench, similar to what was carried out during the Foreshore project, to link the Cannonvale and Jubilee Pocket substations for improved service to the growing areas.

Dodd Street Shared Footpath: Works are currently planned to commence early March 2021 to ensure completion by end of financial year as stipulated in the funding agreement.

Edgecumbe Heights Walking Tracks Upgrade (Design only): Traditional owners have met and like the concept Council have put forward, providing positive feedback. A concept design is being drafted, to be approved and certified.

Forestry Road: Materials have been procured and will begin to deliver later in Q3 ahead of commencement expected in March. Meetings have been held with Parks and Wildlife and Tourism Whitsunday regarding improvements to signage for the Conway Circuit. Signage will be procured once a scope is finalised with these stakeholders.

Gloucester Avenue Floodways: Works expected to progress in Q4 if other projects are complete. Funding allows completion up to end of 21/22 FY.

Hillview Road Kerb and Channel: Design has been finalised. Works expected to commence late in Q3.

Moonlight Drive Kerb and Channel: Replacement of approximately 40m of K&C. Works will progress in conjunction with construction of the Wilson Beach Rockwall footpath.

Port of Airlie Transit Terminal Upgrade: Design has been finalised and is awaiting final funding approval from Translink. Works would likely be carried out early in Q4.

Reflect Application Redesign and Implementation: Currently rolled out to roads and drainage teams, future implementation will also see the software rolled out to Parks and Gardens and Water and Wastewater.

Reseal Program: The package has been awarded and will commence in March.

Roma Peak Road Floodways: Works expected to progress in Q4 if other projects are complete. Funding allows completion up to end of 21/22 FY.

Unsealed Roads Creek Crossing Upgrade Program: The creek crossings have been scoped and quotes are being sought to engage concreters to assist with delivery. Works will typically follow the wet season.

- Dinnie Road, Strathdickie
- Cooper Road, Kelsey Creek
- Brandy Creek Road 1
- Brandy Creek Road 2
- Muller Road, Myrtlevale
- Rosetti Road, Gregory River
- Wilson Road, Gregory River

Unsealed Roads Re-sheeting Program: Individual road names where re-sheeting will take place will follow the damage assessment and analysis of gaps from 2020 event.

Wilsons Beach Rockwall: Rock wall works completed. Footpath to be completed after Chapman St car park is finished.

Ted Cunningham Bridge Upgrade: The design and construct package has been advertised and will close late in March. It is expected that the bridge can be constructed prior to the next wet season.

Wangaratta Caravan Park Road Entry Widening: The entrance widening has been completed for the Community Directorate. This now allows more vehicles to park off the road while checking in.



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

Adam Hagy – Acting Director Infrastructure Services
Infrastructure Services Project Control Group

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 Capital Progress report for the month of February 2021.

ATTACHMENTS

N/A

16. Infrastructure Services

16.4 DRFA & SHUTE HARBOUR PROJECT CAPITAL PROGRESS REPORT - FEBRUARY 2021

AUTHOR: Trevor Williams - Project Director Disaster Recovery

RESPONSIBLE OFFICER: Adam Hagy - Acting Director Infrastructure Services

OFFICER'S RECOMMENDATION

That Council receives the DRFA & Shute Harbour Project capital progress report for the month of February 2021.

The following report has been submitted for inclusion into Council's Ordinary Meeting to be held on 24 March 2021.

SUMMARY

The report provides a summary of key Capital projects underway during the 19/20, 20/21 & 21/22 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, the Qld Monsoonal Event 2020 and the 2021 Ex TC Imogen & Monsoon Event.

Current Financial Progress:

DRFA – Flood Event 2019 - Expenditure of \$36,506,392 to date with forecast of a further \$7,064,252 budgeted by the end of 20/21 Financial Year. Four submissions have been closed and reimbursed 100% with 14 now with the QRA for acquittal.

Shute Harbour - Expenditure of \$37,393,052 to date with a forecast of a further \$17,150,805 budgeted by the end of the project 20/21 Financial Year. QRA budget \$48.7M plus \$2.8M Council contribution from insurance payout. The project has a current funding deficit based on the QRA budget of \$48.7M, of approximately \$5.25M as detailed in the February 2021 Report.

Qld Monsoonal Flood Event 2020 - Expenditure of \$1,806,788 to date with a forecast of a further \$6,400,189 budgeted by the end of 20/21 Financial Year. All submissions have been awarded, with work proceeding on three packages.

2021 Ex TC Imogen & Monsoon Event – Expenditure of \$208,695 to date. Trigger point of \$349,118.00, with the first submission to be lodged mid-May.

PURPOSE

To inform Council on Progress of Capital Projects being undertaken during the 2020-2021 Financial Year up to 28 February 2021.

BACKGROUND

This report describes works on the restoration of essential public assets for four distinct declared natural disaster events being:

In March 2017 our region was impacted by **TC Debbie**, the only remaining project being the Shute Harbour Redevelopment is currently underway, current programmed for completion by 18 September 2021.

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 and nearing completion.

In February 2020, the Whitsunday region experienced a tropical low **Qld Monsoonal Flood Event 2020** which was also declared.

In January 2021, the Whitsunday region experienced a tropical low for the declared event **2021 – Ex TC Imogen & Monsoon**. Emergency works are underway for this event and are expected to be completed in mid-March 2021, with the first submission to be lodged mid-May.

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 / 2020

Below tables relate to the current monthly Dashboard for DRFA and the status of submissions.

Key Project Milestones 2019						
Status	Activity	% Complete Last period	% Complete This Period	Original Due Date	Act/F'cast Due Date	Comment
	Road Package Y2 - Collinsville West	65%	10%	03-Mar-21	17-Jun-21	Currently working on Mt Wyatt Road.
	Road Package R2 - Proserpine Sealed Rds	60%	0%	29-Mar-21	29-Mar-21	Work due to be completed end of Mar 2021.
	Forestry Road Landslip - Proserpine	0%	0%		30-Jun-21	Prestart was held 20/01/2021

The Following 2019 Packages are presently being assessed and Recommendation Letters completed, awaiting signing: - Nil		<u>Programme</u>
The following packages are under construction:	The following packages have been Completed:	All 2019 February Flood Event works programmed to be finalised by 30th June 2021.
- Road Package Y2 - Collinsville West - Sealed Roads Package R2 - Proserpine - Forestry Road Landslip	- Road Package C2 - Collinsville - Road Package V2 - Bowen / Gumlu - Road Package G2 - Gloucester Ave - Road Package Q2 - Strathalbyn Rd - Road Package K2 - Collinsville Gravel / Collinsville Airport - Road Package X2 - Proserpine Gravel Roads - Road Package F2 - Rutherford Rd - Road Package W2 - Bowen Central - Road Package U2 - Bowen - Road Package Z2 - Collinsville - Sealed Road Package S2 - Regional and Sealed - North - Culverts Package O2, P2 - North / South - Road Package H2 - Proserpine Gravel - Road Package A2 - Collinsville	

DRFA – Flood Event 2019		
Project Commencement Date	31/07/2019	
Project Budget		\$ 46,320,303
Project Contingency		\$ 2,531,307
Variations to Date		\$ -213,487
Contingency Remaining {Proj contingency – positive variations}		\$ 2,531,307
Total Expenditure to date		\$ 36,506,392
Expenditure for Feb 21		\$ 79,040
Project forecast completion date	30/06/2021	

Qld Monsoonal Flooding Event 2020

Four submissions have been approved by the QRA. (The Strathalbyn Road tender was approved by Council in February 2021 and awarded to Searles Transport). Two contracts were awarded for Proserpine Roads packages H3 & X3 and the Proserpine works crew has completed package J3. Copp and Co are well advanced on packages H3 and X3, with works expected to be completed by the end of March.

The four packages in Collinsville closed on 13 November and were awarded after the Council Meeting dated 25 November 2020. DJ Brazil and Co have commenced works on Myuna Road (Package N3).

The three Bowen packages were awarded in December with works to commence in April 2021. The Trigger Point for this event will be \$349,118.00.

Key Project Milestones 2020						
Status	Activity	% Complete Last period	% Complete This Period	Original Due Date	Act/F'cast Due Date	Comment
●	Road Package H3 -	35%	35%	15-Jan-21	01-Mar-21	Work commenced 23/11/2020

	Proserpine Gravel Roads					EOT due to inclement weather
●	Road Package X3 - Proserpine Gravel Roads	30%	35%	29-Jan-21	01-Mar-21	Work started 30/11/2020 EOT due to inclement weather
●	Road Package N3 - Collinsville Gravel Roads - Myuna Rd	5%	15%	23-Apr-21	23-Apr-21	Work commenced 27/01/2021

The Following 2020 Packages are presently being assessed and Recommendation Letters completed, awaiting signing: - Nil		<u>Programme</u>
The following packages are under construction: • Road Package N3 - DJ Brazil Pty Ltd • Road Package H3 - Copp & Co • Road Package X3 - Copp & Co The following packages are awaiting Tender Release: - Nil The following packages have been awarded: • Bowen Packages x 3 • Council Packages x 1 • Collinsville Package x 3 • Strathalbyn Road	The following submission is awaiting Council Approval: Nil The following packages have been Completed: • Road Package J3 - WRC	All 2020 February Flood Event works programmed to be finalised by 30th June 2022.

DRFA – Qld Monsoonal Event 20		
Project Commencement Date	31/01/2020	
Project Budget		\$ 16,118,410
Project Contingency		\$ 948,803
Variations to Date		\$ -
Contingency Remaining {Proj contingency – positive variations}		\$ 948,803
Total Expenditure to date		\$ 1,806,788
Expenditure for Feb 21		\$ 173,882
Project forecast completion date	31/10/2022	

2021 – Ex TC Imogen & Monsoon Event

2021-Ex TC Imogen & Monsoon Event		
Project Commencement Date	12/01/2021	
Total Expenditure to date		\$ 209,956
Expenditure for Feb 21		\$ 113,184
Project forecast completion date	30/06/2023	

Shute Harbour Project

The rock seawall is 95% complete, the terminal building concrete slab is complete and reinforced concrete columns are about to be poured. Finger 1 pontoon is nearing completion in Townsville and will be floated to Shute Harbour in mid-March.

These dates will depend on weather and the COVID 19 Situation. Formwork for the Terminal building suspended slab is being placed. The eastern wharf headstocks are being formed up for a pour in mid-March.

Work on refurbishing the pontoons is progressing well (offsite). The first three pontoons are expected to be returned to Shute Harbour in March.

AECOM are continuing the redesign of the top floor of the main terminal building and the design of the new small tourism building. Owner's consent has been lodged with the State for the minor change to the small tourism building. Once the State has given landowners consent, the minor change application will be lodged with Council. This is now expected to occur during March subject to some design reviews surrounding the future use of the small tourism operators building.

KEY PROJECT MILESTONES						
Status	Activity	% Complete at end of last Period	% Complete To Date	Original Due Date	Act/F'cast Due Date	Comment
●	Temporary Pontoon Refurbishment	100%	100%	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	85%	87%	30/09/2018	23/09/2021	Forecast site possession: 23/01/2020 Target Practical Completion Date: 23/09/2021

						Seawall is complete and under monitoring phase for settlement. All piling complete. Carpark construction is ongoing.
●	Terminal and Pontoon Reconstruction Works	20%	25%	30/06/2019	23/09/2021	Piling works are complete with headstocks being formed. Precast deck for the building wharf have been installed. Pontoons are currently being refurbished in Townsville with finger 1 due to be delivered to Shute Harbour in March.

Below table relates to Shute Harbour current Dashboard report on the status of the Shute Harbour Project.





The Council is working with the QRA to secure additional funding to complete in-scope items allocation for this project as these funds will be required for the completion of the project.

Shute Harbour		
Project Commencement Date	30/03/2018	
Project Budget		\$ 48,752,534
Council Insurance Claim		\$ 2,838,400
Project Contingency		\$ 4,366,500
Variations to Date		\$ 5,964,207
Contingency Remaining		-\$ 1,597,706
Total Expenditure to date		\$ 37,393,052
Expenditure for Feb 21		\$ 1,740,141
Project forecast completion date	23/09/2021	

STRATEGIC IMPACTS

Strategy 3.4.1: Develop and maintain effective roads and drainage infrastructure, networks and facilities.

FINANCIAL IMPACTS

DRFA - Flood Event 2019	
Total Project Budget	\$ 46,320,303.31
Total Project Expenditure	\$ 36,506,392.06
Total Payments received	\$ 31,097,755.51
Total Claims outstanding	\$ 5,408,636.55
Costs not recovered	\$ 352,416.39
Trigger Point	\$ 334,088.00
Council Contributions	\$ 16,677.00
Ineligible emergency works expenditure	\$ 1,651.39
Shute Harbour Redevelopment	
Total Project Budget	\$ 48,752,534.07
Total Project Expenditure	\$ 37,393,051.88
Total Payments received	\$ 33,079,545.85
Total Claims outstanding	\$ 4,313,506.03
DRFA - Qld Monsoonal Event 2020	
Total Project Budget	\$ 19,776,763.85
Total Project Expenditure	\$ 1,806,787.59
Total Payments received	\$ 5,824,593.65
Total Claims outstanding	-\$ 4,017,806.06
Costs not recovered	\$ 362,445.62
Trigger Point	\$ 349,118.00
Council Contributions	\$ -
Ineligible emergency works expenditure	\$ 13,327.62
DRFA - 2021 Ex TC Imogen & Monsoon Event	
Total Project Budget	\$ -
Total Project Expenditure	\$ 209,955.80
Total Payments received	-\$ 349,118.00
Total Claims outstanding	\$ 559,073.80
Costs not recovered	\$ 349,118.00
Trigger Point	\$ 349,118.00
Council Contributions	\$ -

CONSULTATION

Adam Hagy - Acting Director Infrastructure Services
Kim Choo - Financial Officer Disaster Recovery
Jolene Napier - Disaster Recovery Project Officer

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 note the progress in Capital Projects up to 28 February 2021.

ATTACHMENTS

- Attachment 1 – DRFA – Flood Event 2019 (Disaster Recovery Financial Reporting)
- Attachment 2 – DRFA – Qld Monsoonal Event 2020 (Disaster Recovery Financial Reporting)
- Attachment 3 – DRFA – 2021 Ex TC Imogen & Monsson Event (Disaster Recovery Financial Reporting)
- Attachment 4 – DRFA – 2020 – Proserpine Gravel Roads Packages
- Attachment 5 – DRFA – 2020 – Bowen Gravel Roads Packages
- Attachment 6 – DRFA – 2020 – Collinsville Gravel Roads Packages
- Attachment 7 – Shute Harbour Project (Disaster Recovery Financial Reporting)

Attachment 1 – DRFA -Flood Event 2019

DRFA - Flood Event 2019															
	Description	Status	Amt Submitted to QRA - Benchmark	Amt Submitted to QRA - Market Rates	Variations	Contingency	Expenditure to Date	Jan 21 - Expenditure	Feb 21 - Expenditure	Mar 21 - Expenditure	April 21 - Expenditure	May 21 - Expenditure	June 21 - Expenditure	Start Date	End Date
	Emergent Works	Closed	\$ 176,781.94	\$ 175,131.23			\$ 176,781.94	\$ -							
0006.1819	REPA - Bowen Roads - Package V2 - Capital	Closed	\$ 1,360,613.11	\$ 2,360,326.73		\$ 133,603.39	\$ 2,157,179.96	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	31/07/2019	09/11/2019
0013.1819	REPA - Bowen Central Roads - Package W2 - Capital	Acquittal	\$ 916,111.38	\$ 1,461,504.05		\$ 82,726.64	\$ 1,433,394.98	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	11/11/2019	10/07/2020
0010.1819	REPA - Bowen East Roads - Package U2 - Capital	Acquittal	\$ 870,576.47	\$ 1,328,172.79		\$ 75,179.58	\$ 1,281,521.25	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	31/10/2019	07/08/2020
0005.1819	REPA - Strathalbyn Road - Package Q2 - Capital	Acquittal	\$ 1,838,404.30	\$ 3,520,949.10	\$ 16,135.86	\$ 199,299.00	\$ 3,168,398.13	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	19/11/2019	23/03/2020
0011.1819	REPA - Collinsville Roads - Package Z2 - Capital	Acquittal	\$ 3,085,170.89	\$ 5,623,602.10	\$ 4,293.00	\$ 318,253.04	\$ 5,122,339.46	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	25/03/2020	21/08/2020
0015.1819	REPA - Collinsville West Roads - Package Y2 - Capital	Construction in progress	\$ 5,206,186.89	\$ 11,907,591.51	-\$ 266,377.56	\$ 673,965.96	\$ 6,629,272.55	\$ 295,790.45	\$ 73,111.22	\$ 824,182.07	\$ -	\$ -	\$ -	17/06/2020	17/06/2021
0004.1819	REPA - Collinsville South Roads - Package C2 - Capital	Closed	\$ 1,639,747.45	\$ 3,467,076.67		\$ 196,249.62	\$ 3,129,597.40	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	31/07/2019	14/11/2019
0009.1819	REPA - Collinsville Roads - Package A2 - Capital	Completed	\$ 1,402,988.60	\$ 1,635,916.70		\$ 92,599.05	\$ 1,149,694.67	\$ 6,087.78	\$ 649.84	\$ -	\$ -	\$ -	\$ -	08/07/2020	04/12/2020
0014.1819	REPA - Bowen West Roads - Package U2 - Capital	Closed	\$ 261,983.56	\$ 340,273.86	-\$ 7,933.91	\$ 19,260.78	\$ 327,941.19	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	08/11/2019	17/12/2019
0016.1819	REPA - Proserpine Roads - Package X2 - Capital	Acquittal	\$ 1,659,647.25	\$ 2,460,851.75	-\$ 48,589.07	\$ 139,247.55	\$ 2,278,489.69	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	22/11/2019	11/06/2020
0018.1819	REPA - Proserpine Roads - Package H2 - Capital	Acquittal	\$ 1,456,734.48	\$ 1,543,520.13	\$ 4,642.80	\$ 75,798.74	\$ 1,486,249.71	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	13/07/2020	20/10/2020
0030.1819	REPA - Regional Culverts - Operational - Package O2 & P2	Acquittal	\$ 428,491.33	\$ 557,723.51	\$ 19,032.90	\$ 28,443.90	\$ 548,629.89	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	20/04/2020	06/11/2020
0022.1819	REPA - Watts & Scartwater Roads - Capital- Pk W2 & Y2	Acquittal	\$ 1,547,481.09	\$ 3,604,488.76		\$ 163,764.90	\$ 3,211,076.46	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	06/07/2020	05/10/2020
0032.1819	REPA - Collinsville Roads & Airstrip - Package K2 - Capital	Acquittal	\$ 434,169.97	\$ 534,013.94	\$ 4,102.29	\$ 26,236.74	\$ 514,445.94	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	23/04/2020	28/05/2020
0019.1819	REPA - Bowen and Collinsville - W2 & F2 - Capital	Acquittal	\$ 1,068,740.92	\$ 2,345,516.91		\$ 132,765.11	\$ 2,169,250.45	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	15/11/2019	02/07/2020
0031.1819	REPA - Bowen Sealed Roads - Capital - Pk S2	Acquittal	\$ 315,671.97	\$ 777,057.99	\$ 30,486.33	\$ 39,629.96	\$ 706,273.10	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	13/07/2020	11/09/2020
0033.1819	REPA - Proserpine Sealed Roads - Capital - Pk R2	Construction in progress	\$ 570,556.81	\$ 1,424,041.94	\$ 30,720.47	\$ 72,626.14	\$ 253,223.58	\$ 21,435.87	\$ 5,278.46	\$ 897.16	\$ -	\$ -	\$ -	02/11/2020	19/04/2021
0020.1819	REPA - Proserpine Roads - Package X2 - Capital	Acquittal	\$ 110,224.40	\$ 110,224.40		\$ 4,919.47	\$ 96,460.20	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	05/03/2020	11/06/2020
0021.1819	REPA - Forestry Road Landslip - Capital	Construction in progress	\$ 452,413.42	\$ 456,032.52		\$ 23,257.66	\$ 75,403.57	\$ 185.74	\$ -	\$ -	\$ -	\$ -	\$ -	30/11/2020	20/04/2021
0028.1819	Betterment - Emu Plains Road	Acquittal	\$ 365,553.50	\$ 367,840.39		\$ 18,759.86	\$ 302,134.95	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	20/07/2020	23/07/2020
0027.1819	Betterment - Exmoor Road	Acquittal	\$ 275,762.80	\$ 275,762.80		\$ 11,904.41	\$ 233,419.74	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	27/07/2020	30/07/2020
0025.1819	Betterment - Rutherford Road	Acquittal	\$ 42,683.53	\$ 42,683.53		\$ 2,815.88	\$ 55,213.25	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	29/06/2020	02/07/2020
			\$ 25,309,914.12	\$ 46,320,303.31	-\$ 213,486.89	\$ 2,531,307.38	\$ 36,506,392.06	\$ 323,499.84	\$ 79,039.52	\$ 825,079.23	\$ -	\$ -	\$ -		

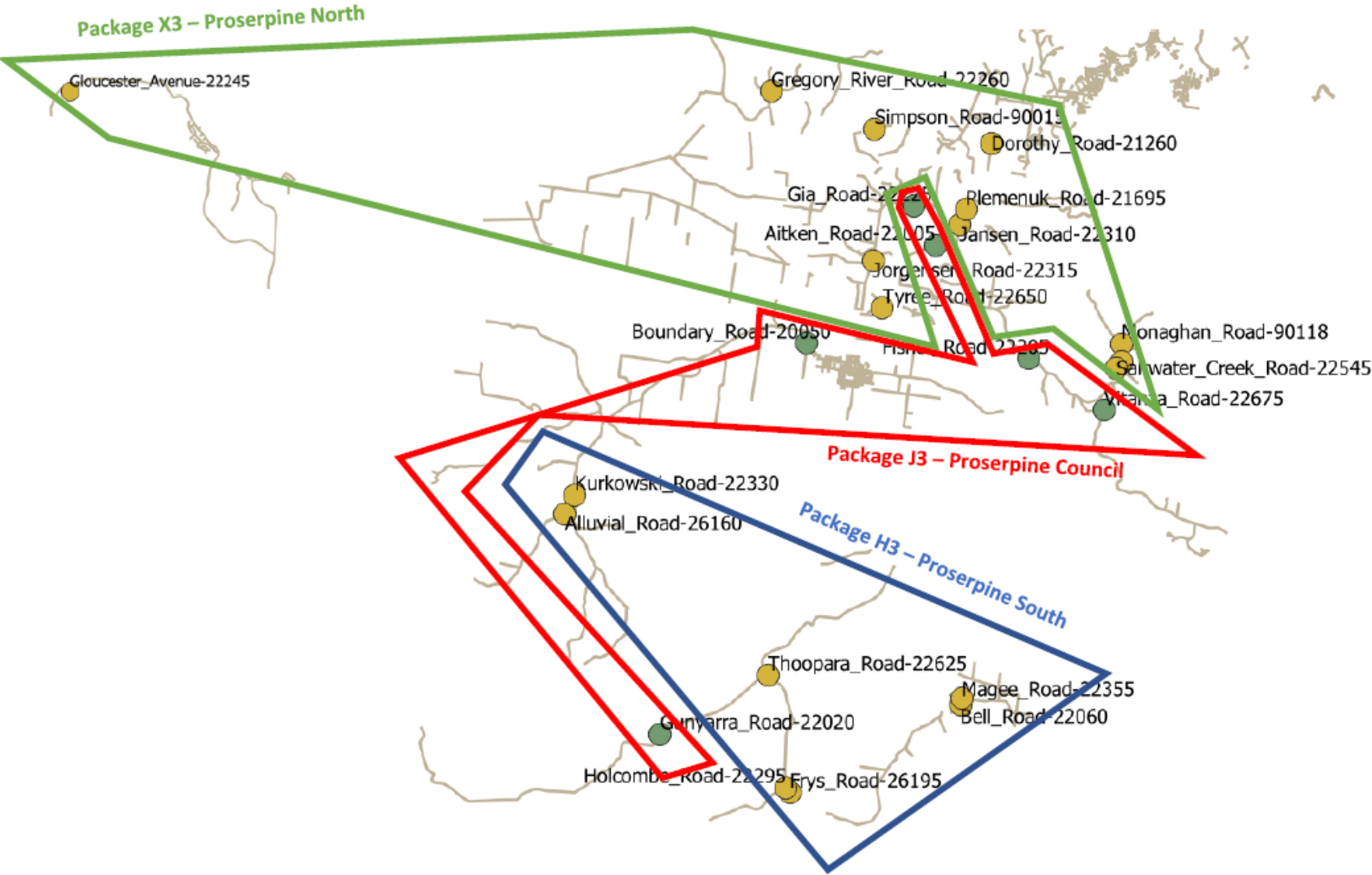
Attachment 2 – DRFA – Qld Monsoonal Event 2020 (Disaster Recovery Financial Reporting)

DRFA - Qld Monsoonal Event 2020															
	Description	Status	Amt Submitted to QRA - Benchmark	Amt Submitted to QRA - Market Rates	Variations	Contingency	Expenditure to Date	Jan 21 - Expenditure	Feb 21 - Expenditure	Mar 21 - Expenditure	April 21 - Expenditure	May 21 - Expenditure	June 21 - Expenditure	Start Date	End Date
0040.1920	Emergent Claim - Bowen North	Closed	\$ 58,519.10	\$ 58,519.10			\$ 58,519.10	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	31/01/2020	03/05/2020
0040.1920	Emergent Claim - Bowen South	Closed	\$ 12,997.63	\$ 12,997.63			\$ 12,997.63	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	31/01/2020	03/05/2020
0040.1920	Emergent Claim - Proserpine	Closed	\$ 57,132.47	\$ 43,804.84			\$ 57,132.47	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	31/01/2020	03/05/2020
0040.1920	Emergent Claim - Inspection Costs	Closed	\$ 170,481.19	\$ 170,481.19			\$ 170,481.19	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	31/01/2020	03/05/2020
0040.1920	Emergent Claim - Coordination	Closed	\$ 24,839.46	\$ 24,839.46			\$ 24,839.46	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	31/01/2020	03/05/2020
0040.1920	Emergent Claim - Collinsville	Closed	\$ 183,380.88	\$ 183,380.88			\$ 183,380.88	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	31/01/2020	03/05/2020
0035.1920	REPA - Proserpine Roads - Packages X3, H3 & J3	Construction in progress	\$ 2,092,211.15	\$ 1,531,407.03		\$ 91,884.42	\$ 1,015,928.21	\$ 46,858.70	\$ 15,751.30	\$ 181,031.27	\$ -	\$ -	\$ -	12/10/2020	02/04/2021
0042.1920	REPA - Collinsville Roads - Packages C3, N3, D3 & F3	Awarded	\$ 7,554,551.59	\$ 7,182,497.33		\$ 430,949.84	\$ 221,782.06	\$ 125.38	\$ 153,331.10	\$ 26,034.06	\$ -	\$ -	\$ -	18/01/2021	06/10/2021
0041.1920	REPA - Bowen Roads - Packages V3, T3, U3 & B3	Awarded	\$ 7,380,496.56	\$ 5,650,448.80		\$ 339,026.93	\$ 54,355.14	\$ 3,375.00	\$ 3,584.14	\$ 7,245.00	\$ -	\$ -	\$ -	01/02/2021	17/12/2021
0043.1920	REPA - Strathalbyn Road - Package Q3	Awarded	\$ 2,242,153.82	\$ 1,260,034.10		\$ 86,942.35	\$ 7,371.45	\$ 405.00	\$ 1,215.00	\$ 5,751.45	\$ -	\$ -	\$ -	05/04/2021	06/08/2021
			\$ 19,776,763.85	\$ 16,118,410.36	\$ -	\$ 948,803.54	\$ 1,806,787.59	\$ 50,764.08	\$ 173,881.54	\$ 220,061.78	\$ -	\$ -	\$ -		

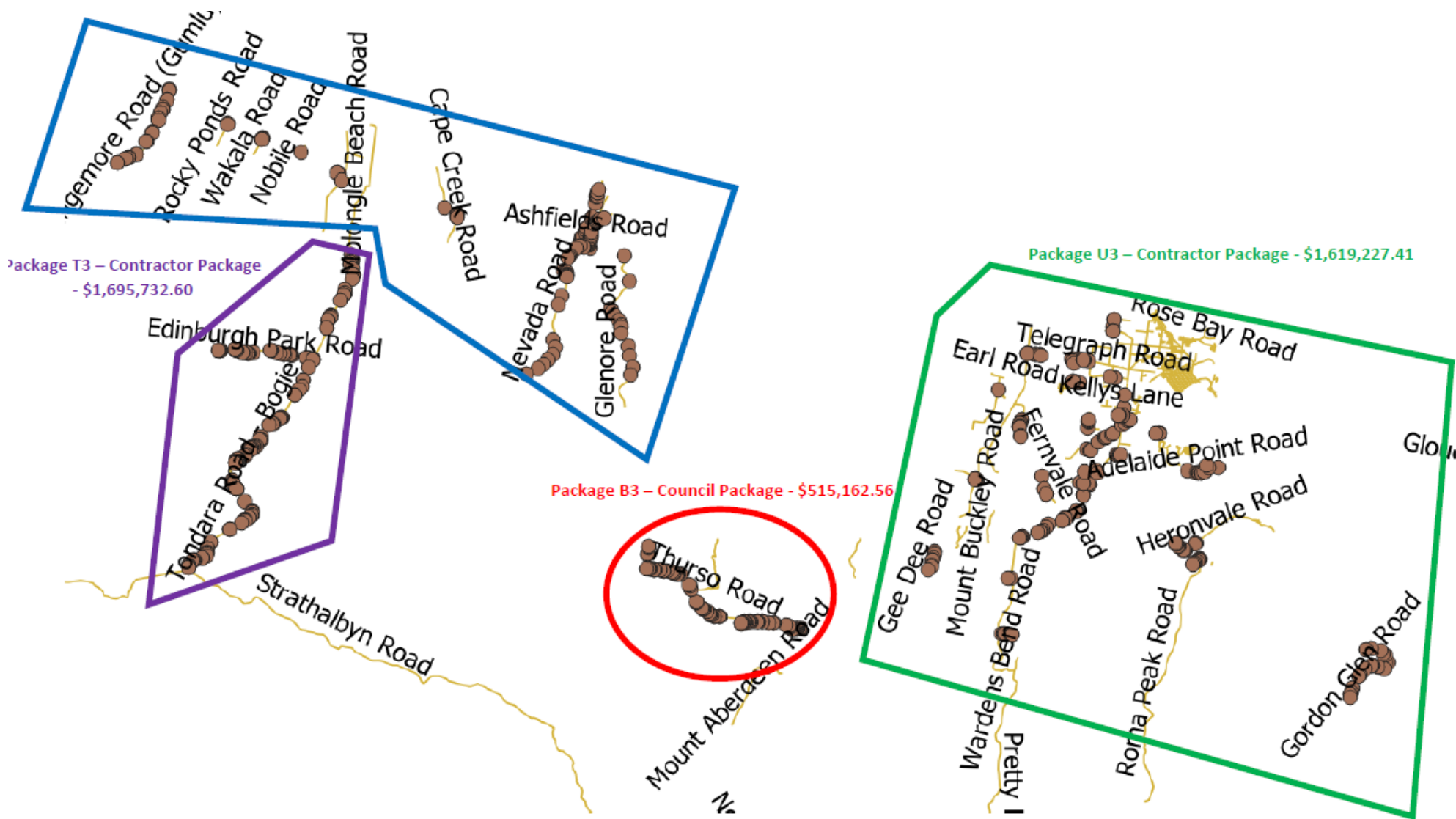
Attachment 3 – DRFA – 2021 Ex TC Imogen & Monsson Event (Disaster Recovery Financial Reporting)

DRFA - 2021 Ex TC Imogen														
Description	Status	Amt Submitted to QRA - Benchmark	Amt Submitted to QRA - Market Rates	Variations	Contingency	Expenditure to Date	Jan 21 - Expenditure	Feb 21 - Expenditure	Mar 21 - Expenditure	April 21 - Expenditure	May 21 - Expenditure	June 21 - Expenditure	Start Date	End Date
Emergency works - Inspection Costs	Activated	\$ -	\$ -			\$ 61,140.83	\$ -	\$ 31,782.07	\$ 29,358.76	\$ -	\$ -	\$ -	02/01/2021	12/04/2021
Emergency works - Coordination Costs	Activated	\$ -	\$ -			\$ 1,185.06	\$ -	\$ 227.17	\$ 957.89	\$ -	\$ -	\$ -	02/01/2021	12/04/2021
Emergency Works - Bowen	Activated	\$ -	\$ -			\$ 68,877.79	\$ 23,965.17	\$ 42,887.62	\$ 2,025.00	\$ -	\$ -	\$ -	02/01/2021	12/04/2021
Emergency works - Prosperpine	Activated	\$ -	\$ -			\$ 50,998.80	\$ 30,583.02	\$ 17,801.91	\$ 2,613.87	\$ -	\$ -	\$ -	02/01/2021	12/04/2021
Emergency works - Collinsville	Activated	\$ -	\$ -			\$ 27,753.32	\$ 6,008.01	\$ 20,485.31	\$ 1,260.00	\$ -	\$ -	\$ -	02/01/2021	12/04/2021
0	0	\$ -	\$ -			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	00/01/1900	00/01/1900
0	0	\$ -	\$ -			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	00/01/1900	00/01/1900
0	0	\$ -	\$ -			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	00/01/1900	00/01/1900
0	0	\$ -	\$ -			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	00/01/1900	00/01/1900
		\$ -	\$ -	\$ -	\$ -	\$ 209,955.80	\$ 60,556.20	\$ 113,184.08	\$ 36,215.52	\$ -	\$ -	\$ -		

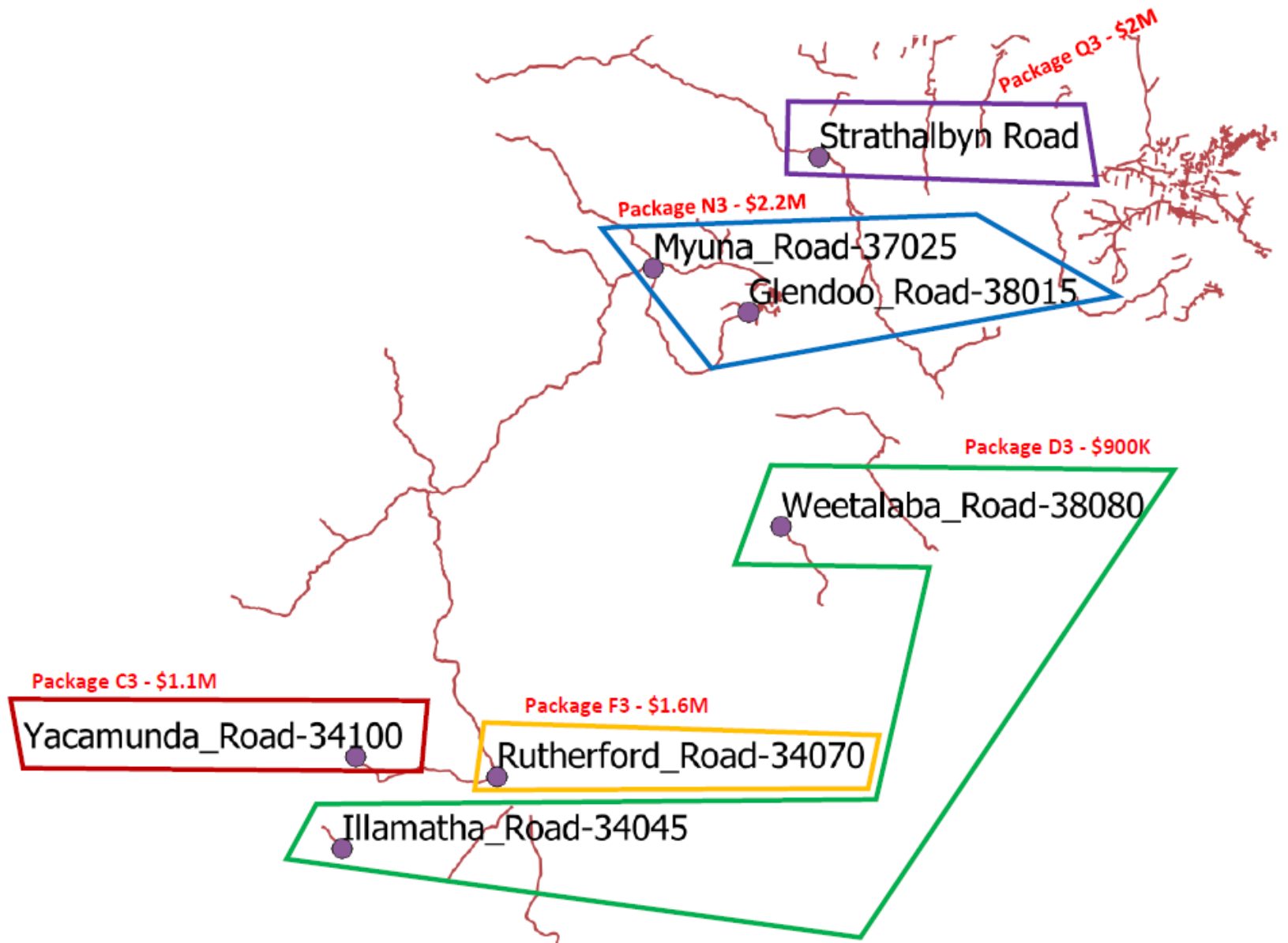
Attachment 4 – DRFA – 2020 – Proserpine Gravel Roads Packages



Attachment 5 – DRFA – 2020 – Bowen Gravel Roads Package



Attachment 6 – DRFA – 2020 – Collinsville Gravel Roads Package



Attachment 7 - Shute Harbour Project

[illegible]

16. Infrastructure Services

16.5 OPERATIONAL REPORT - ROADS & DRAINAGE - FEBRUARY 2021

AUTHOR: John Gwydir - Executive Manager Roads and Drainage

RESPONSIBLE OFFICER: Adam Hagy - Acting Director Infrastructure Services

OFFICER'S RECOMMENDATION

That Council receive the Roads & Drainage, Mechanical Workshops, and Open Spaces progress report for the month of February 2021.

The following report has been submitted for inclusion into Council's Ordinary Meeting to be held on 24 March 2021.

SUMMARY

This report provides Council with information regarding the performance by Council's Roads & Drainage, Mechanical Workshops and Open Spaces Operational teams over the month of February 2021 and proposed works for March 2021.

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 Open Spaces Operational teams.

BACKGROUND

Previous report regarding Operational performance submitted to Council 24 February 2021 which detailed the month of January 2021 (Resolution 2021/02/24.32).

STATUTORY/COMPLIANCE MATTERS

Local Government Regulations Section 204.

ANALYSIS

The following details the accomplishments for the month of February 2021 and may also include proposed works for March 2021.

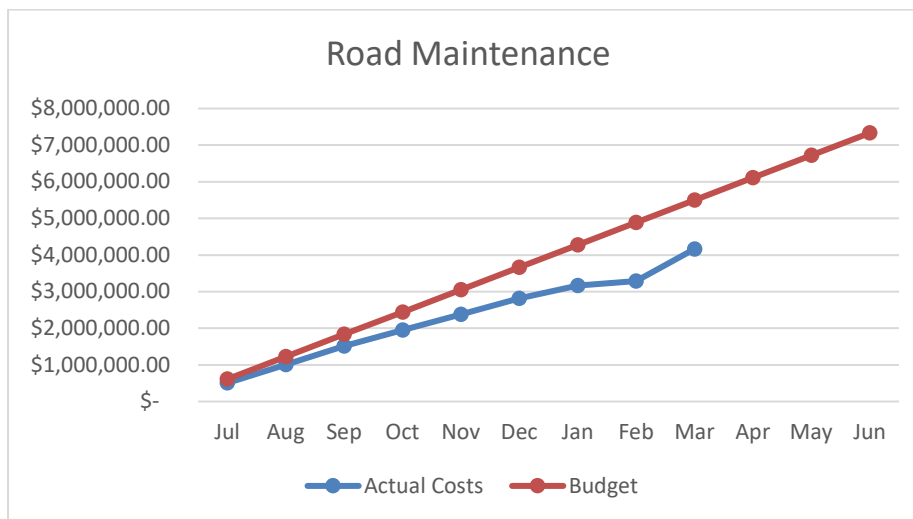
Roads & Drainage Maintenance

General maintenance activities carried out on Council's road network over the course of February were largely routine in nature including road inspections, pothole patching, grading and signage repairs.

The Roads & Drainage Maintenance budget for FY2021 after Q2 review is set at \$7,360,372 spread over the following activity groups respectively: unsealed roads, vegetation, sealed roads, operations, road furniture, management, pathways, training, bridges & structure, kerb & channel.

At the end of February there were 1,569 identified defects on the local road network remaining, with 615 defects being rectified (accomplished) during the month. Table 1 provides specific details of the activities undertaken during the period.

Financial Position:

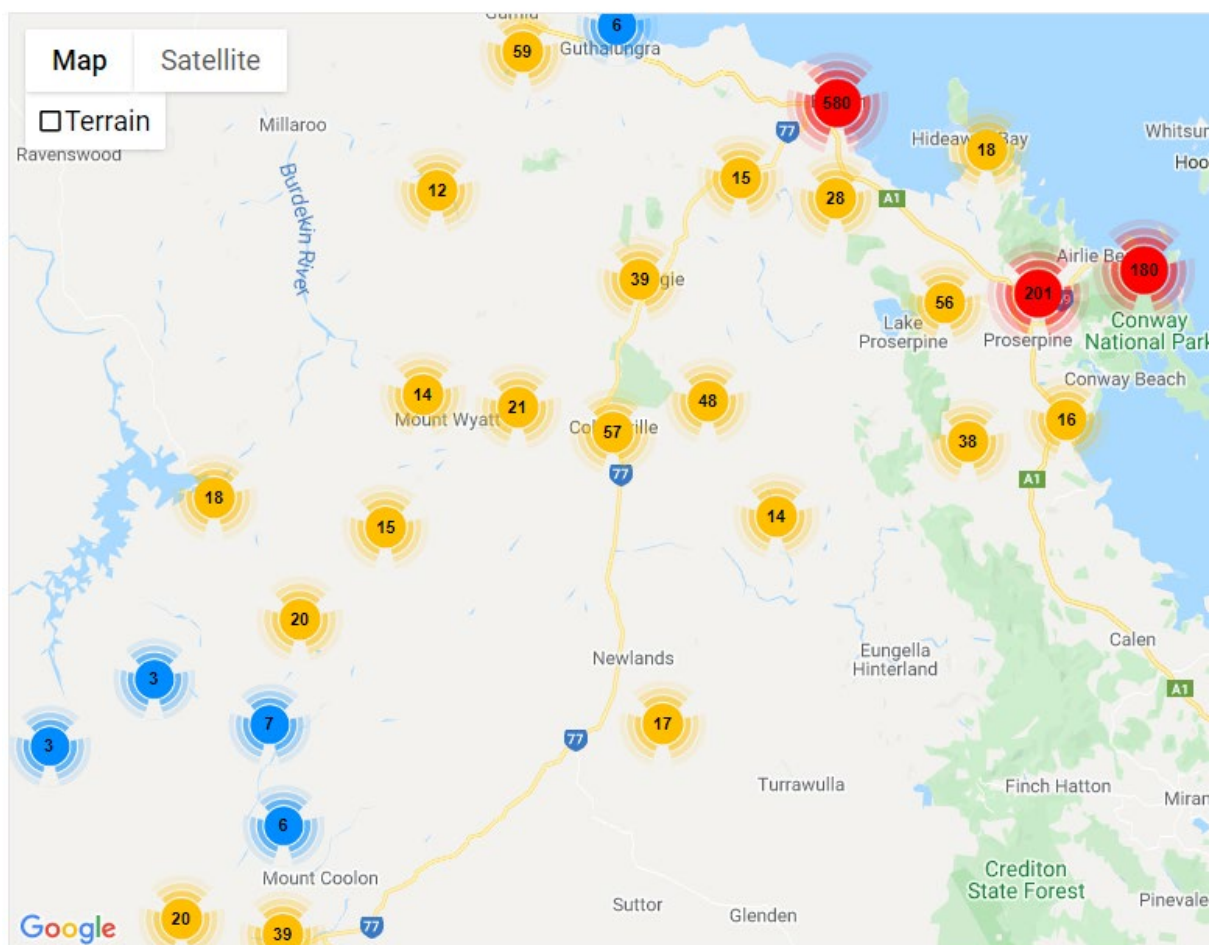


Plot 112: Total expenditure against overall budget for Roads & Drainage maintenance.

WRC Road Network - Defects

DEFECTS MAP VIEW

Showing 1569 items on map and 0 with no Lat/Long.

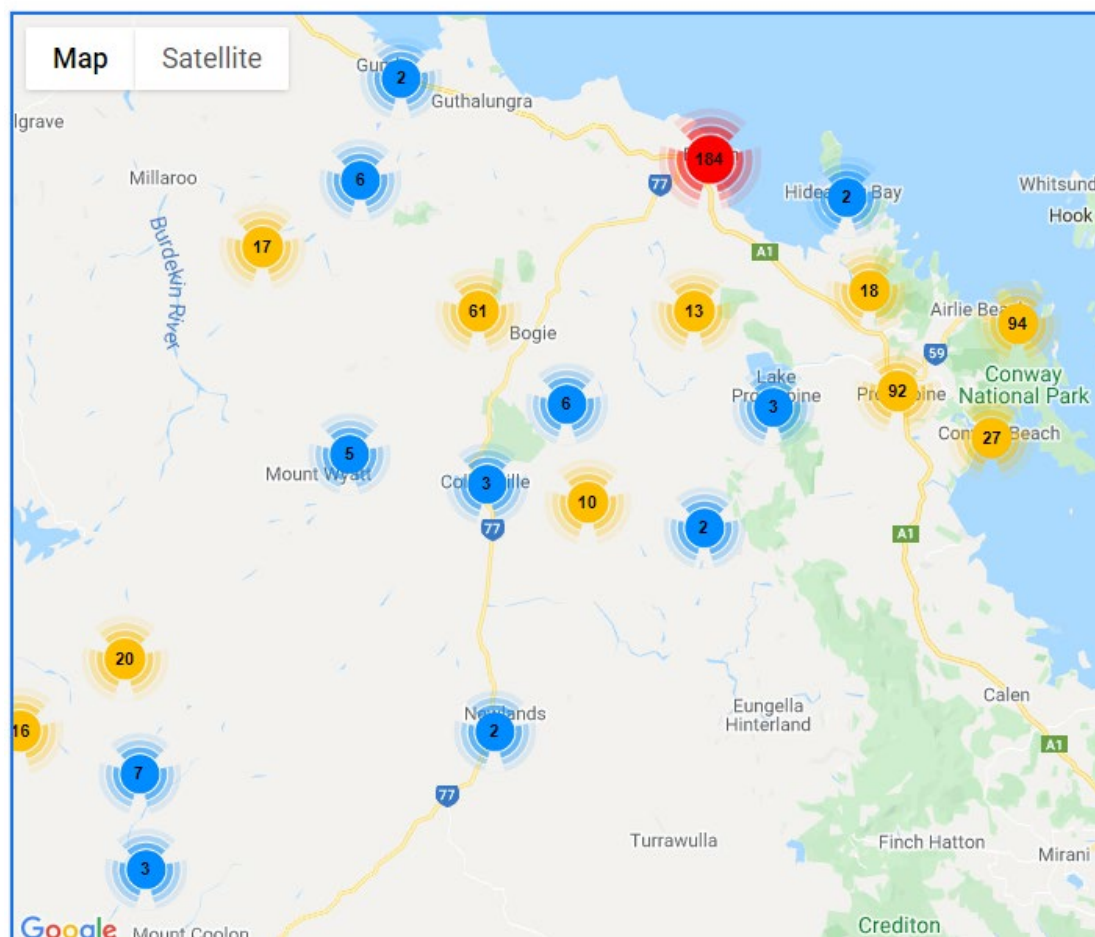


Plot 2: Current known active defects on WRC Road Network

WRC Road Network - Accomplishments - February 2021

ACCOMPLISHMENT MAP VIEW

Showing 615 items on map and 6 with no Lat/Long.



Plot 3: Defects accomplished during month of February 2021.

Notable activities for the period:

- Emergent Works - Regional
- Roadside Slashing - Regional
- Pothole Patching - Regional
- Maintenance Grading:
 - Wondara Road – Proserpine
 - Collingvale Road – Proserpine
 - Boatyard Road – Airlie Beach
 - Rutherford Road – Collingsville
 - East Euri Road – Bowen
- Initial emergent works Golf View Court, Cannonvale
- Sinkhole repairs, Rose Street Proserpine
- Scour repairs – Mt Wyatt Road Collingsville
- Scour repairs – Bowen rural road network

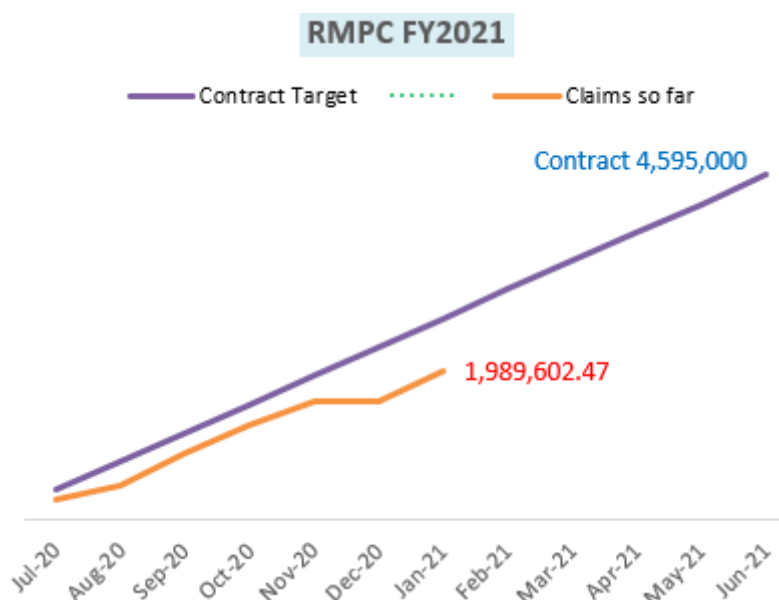
Types of Repairs	Number of Instances	Quantity Completed	Unit
Crack Seal Treatment	2	55	Litres
Culvert Clear/Repair	27		Each
Edge Repair	3	0.5	Tonnes
Floodways Clear/Repair	23		Each
Footpath Maintenance	24		Each
Guard Rail Repair/Replace	1		Each
Guide Markers Repair/Replace	18	37	Each
Heavy Formation Grading	1	1.5	Km
Herbicide Spraying	36	3900	Litres
Kerb & Channel Maintenance	2		Each
Line Marking	2		Each
Medium Formation Grading	10	28.9	Km
Mowing	38	72487	m2
Other Formation Work	8		Each
Pavement Repairs	10	1810.5	m2
Pothole Patching	116	39	Tonnes
Roadside Object Removal	2	5	Each
Scour Repairs	150		Each
Shoulder Grading	2	0.5	Km.side
Signs Repair/Replace	33		Each
Surface Correction	10		Tonnes
Surface Drains Clear/Repair	18		Each
Surface Sweeping	13		Each
Tractor Slashing	54	196	Km
Traffic Counts	2		Each
Vegetation Clearing	10		Each
Grand Total	615		

Table 1: Summary of road defects accomplished during February 2021.

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 two (2) roads in a neighbouring region. These works have a total contract value for the 2020-2021 FY of \$4,595,000.

Whilst significant works have been completed through January and February, staffing changes has resulted in the submitting of the February progress claim being delayed.

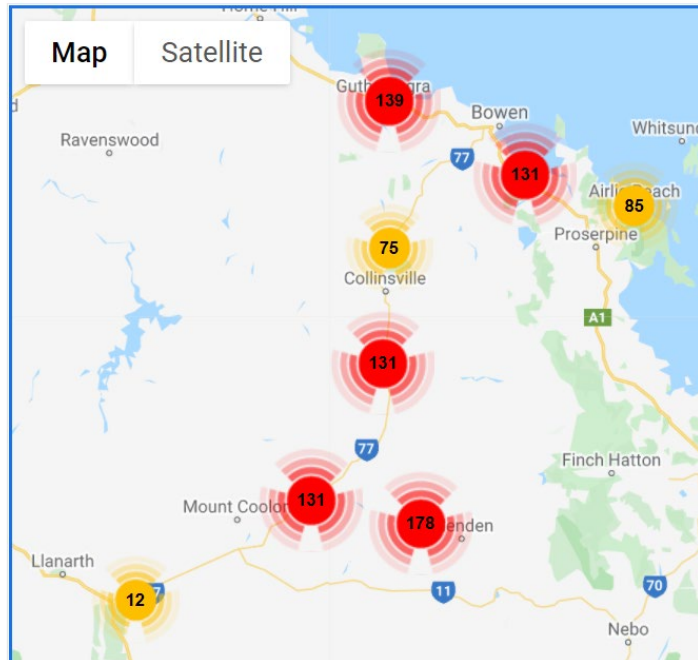


There are currently 817 outstanding defects on the network with 306 defects being rectified (accomplished) during the month of February 2021.

RMPC Road Network - Defects – February 2021

DEFECTS MAP VIEW

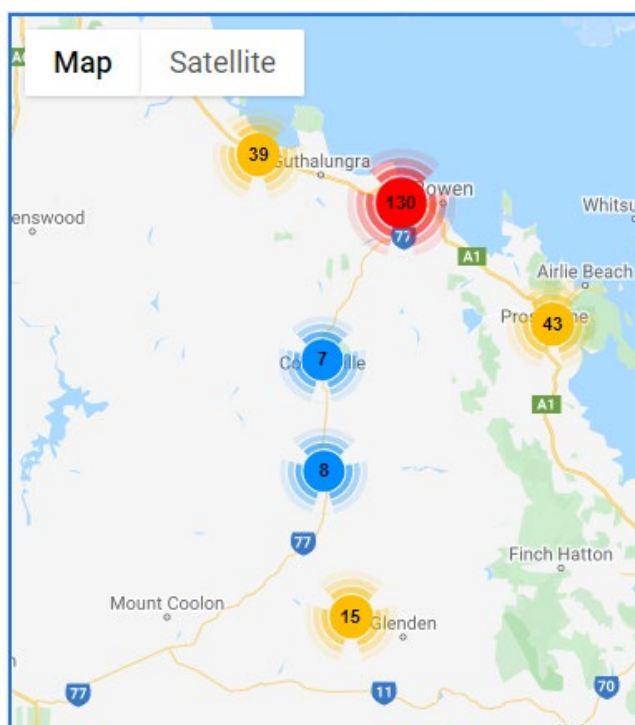
Showing 882 items on map and 10 with no Lat/Long.



RMPC Road Network – Accomplishments – February 2021

ACCOMPLISHMENT MAP VIEW

Showing 242 items on map and 20 with no Lat/Long.



Customer Request Management

Throughout the month of February, Roads & Drainage received 128 requests for assistance. Of these 140 (85%) were actioned within Council's nominated service standards.

Area	New	Closed	C/F Open	Within Target	%	Outside Target	%
Call Back - Roads & Drainage	4	3	1	2	50%	2	50%
Upgrades to Roads & Drainage	5	5	0	5	100%	0	0%
General - Roads & Drainage	46	29	17	45	98%	1	2%
Routine Roads & Drainage	73	65	8	71	97%	2	3%
Urgent Roads & Drainage	4	3	1	2	50%	2	50%

Overall Total

132	105	27	125	95%	7	5%
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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 February 2021 grouped by both vehicle type and nature of workshop activity:

Plant Type	Preventative Maintenance	Unscheduled Maintenance	Grand Total
Truck		37	37
Light Vehicle	11	31	42
Small Plant	2	6	8
Mower	4	27	31
Grader		2	2
Street Sweeper		1	1
Backhoe	1	2	3
Trailer	2	4	6
Tractor and Slasher		13	13
Loader		3	3
Roller		1	1
Forklift		1	1
Grand Total	20	128	148

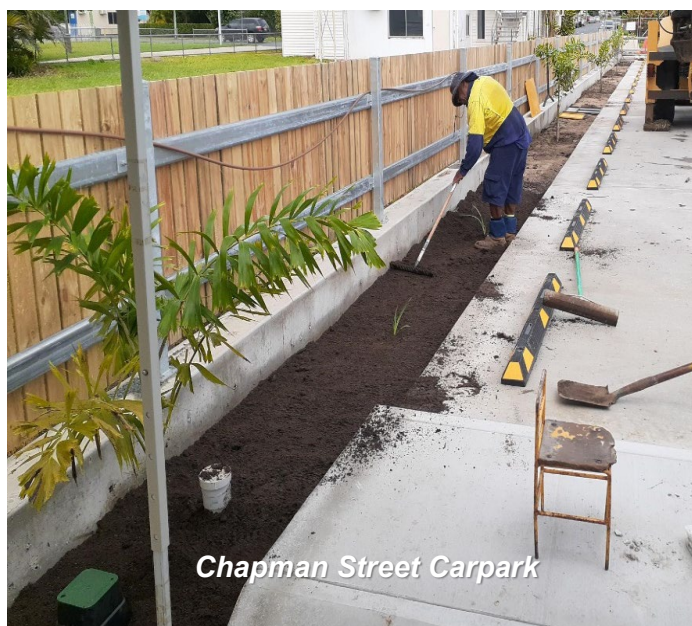
Open Spaces Maintenance

Open Spaces Statistics

Parks & Gardens Operations					
Service	2020/2021	Jan	Feb	Mar	Trend
Public Parks Available as advertised	100%	100%	100%	100%	-
Park CRMs - Received	577	47	56		↑
Parks CRMs - Closed	249	47	52		↑
Mowing Hours	6,552.1	1,680.5	1933.5		↑
Landscaping Hours	9494	792	1264.5		↑
Work Tickets Issued	66	15	30		↑
Work Tickets Completed	67	18	14		↓
Contracts Audited	0	0	0		-
Scheduled Inspections Completed – Parks, Playground & Exercise Equipment	288	44	44		-
Cemeteries - Burials	28	3	5		↑
Cemeteries – Placement of Ashes	3	1	2		↑

February 2021

- All crews are focused on mowing due to the rain event.
- Airlie Beach Parks & Gardens Crew pressure washed decking at Airlie Foreshore.
- Proserpine Crew started landscaping at the Chapman Street Carpark.



STRATEGIC IMPACTS

Alignment to Corporate Plan

Outcome 3.4 - Our infrastructure supports our region's current and future needs

Strategy 3.4.1 - Develop and maintain effective roads and drainage infrastructure, networks and facilities

Outcome 4.3 - Our agriculture sector is sustainable and enjoys access to strong export and development opportunities

Strategy 4.3.2 - Maintain road infrastructure that meets the needs of primary producers and industry stakeholders.

Alignment to Operational Plan

Action 3.4.1.3 - Develop and implement road construction program

Action 3.4.1.5 - Ensure drainage network is maintained in accordance with approved service levels as identified in the Transport Asset Management Plan

Action 3.4.1.6 - Develop and implement maintenance schedule for stormwater drainage related works

Action 4.3.2.1 - Develop a Network Plan as part of an Integrated Transport Strategy for Council, which supports and informs the construction and maintenance of road infrastructure that meets the needs of primary producers and industry stakeholders throughout the Whitsunday region.

CONSULTATION

Adam Hagy – Acting 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

Officer's recommendation is that the report be received, and its contents noted.

ATTACHMENTS

N/A

16. Infrastructure Services

16.6 BUSINESS UNIT ACTIVITY REPORT - WHITSUNDAY WATER & WASTEWATER - FEBRUARY 2021

AUTHOR: Troy Pettiford – Chief Operating Officer Whitsunday Water

RESPONSIBLE OFFICER: Adam Hagy – Acting Director Infrastructure Services

OFFICER'S RECOMMENDATION

That Council receive the Whitsunday Water and Waste Business Unity Activity Report for February 2021.

The following report has been submitted for inclusion into Council's Ordinary Meeting to be held on 24 March 2021.

SUMMARY

This report details the monthly operational performance of the Whitsunday Water and Waste business units.

PURPOSE

To provide Council with information on the operational performance of the Whitsunday Water and Waste business units.

BACKGROUND

Reports are prepared for each business unit of Council. Previous report for Whitsunday Water and Waste submitted to Ordinary Council Meeting held on 24 February 2021 which detailed the month of January 2021. Resolution 2021/02/24.31.

STATUTORY/COMPLIANCE MATTERS

Water Act 2000 (QLD)

Water Supply (Safety and Reliability) Act 2008 (QLD)

Local Government Act 2009 (QLD)

Public Health Act 2005 (QLD)

Plumbing and Drainage Act (QLD), 2018

Plumbing and Drainage Regulation (QLD), 2019

Environmental Protection Act 1994 (QLD)

Ombudsman Act 2001 (QLD)

Waste Reduction & Recycling Act 2011

Waste Reduction and Recycling (Waste Levy) Amendment Act 2019

Environmental Protection Act 1994

Environmental Protection Act (Waste Management) Regulation 2000

ANALYSIS

The following information provides a high-level overview of operational undertakings of the water, sewer and waste business units for the month of February 2021.

A total of three hundred and nine (309) requests were received in February 2021.

The tables below display the contribution of each customer request category to the total.

	Scheme			
Category Water	Bowen	Coastal	Collinsville	Proserpine
Low water pressure	2	1	1	1
Water planned interruption	-	1	-	1
No water	-	2	-	1
Fire Hydrants	4	-	-	-
Water unplanned interruption	-	4	-	-
Dirty Water/Quality	104	1	-	1
Water Main Broken/Leaking	1	1	1	-
Water other	4	8	4	6
Water Meter Damaged/Leaking	4	7	1	1
Water Service Broken/Leaking	16	20	2	9
Water Connections	6	13	-	3

	Scheme			
Category Sewer	Bowen	Coastal	Collinsville	Proserpine
House pump alarm	-	2	-	-
Manholes	-	-	-	-
Pump stations	-	-	-	-
Sewer mains	1	-	-	-
Sewer odour	1	1	-	-
Sewer overflows and blockages	2	-	2	1
Sewer other	-	-	-	1

	Scheme			
Category Waste	Bowen	Coastal	Collinsville	Proserpine
Additional Bin Service - Recycling	-	-	-	-
Additional Bin Service - Waste	-	-	-	-
Missed Bin Service - Recycling	4	1	1	1
Missed Bin Service - Waste	3	1	1	1
New Bin Service – Waste & Recycling	1	4	2	1
Repair Replacement Bin - Recycling	4	1	2	1
Repair Replacement Bin – Waste	21	14	6	21

The following **Top 3** prioritised current projects for each work section in the WW business unit is summarised below:

Asset Management

- Project Plans and 10 Year Plan into budget bids
- Regroup projects associated with Cannon Valley Reservoir to correctly capture program and align with possible grant funding opportunities.
- Planning and support matters – Bowen Hospital, Burdekin Water Plan Review (advocate for additional water resources)

Management Accountant

- Operational budgets - Water
- Operational budgets - Wastewater
- Grant Funding - Project cashflows and reconciliations

Network Operations

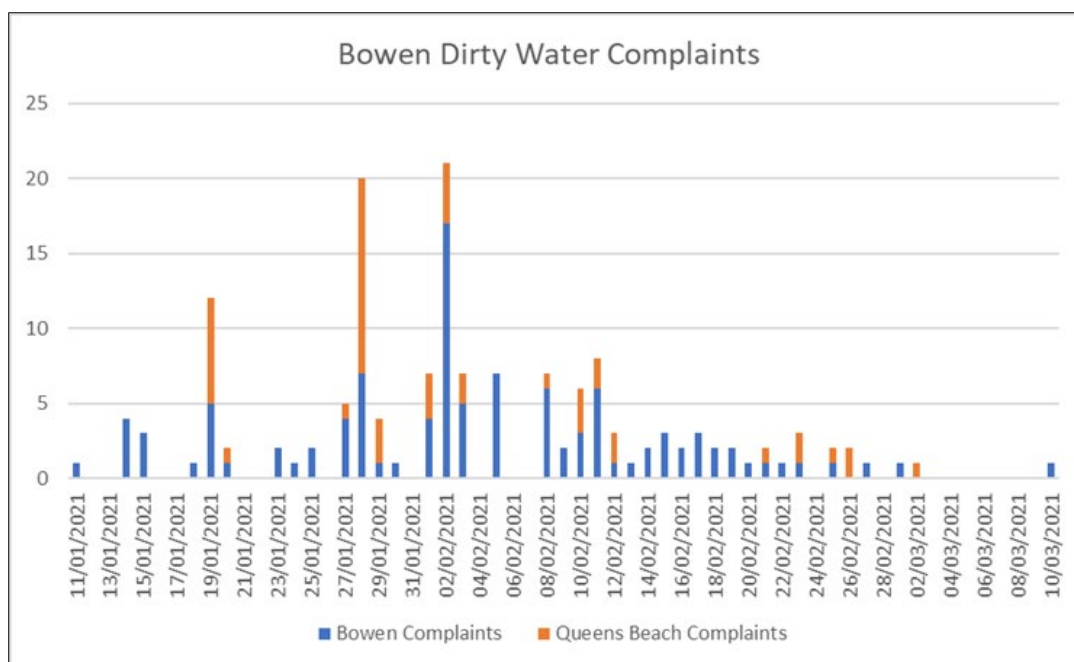
- Working on the Operational and Maintenance Plan (O&M). Activities such as the implementation of work tickets (proactive and reactive), SOP review, Safety Review, Training, and the Asset Data acquisition will be included in this plan.
- Assisting Capital Works team:
 - Replaced the 100mm water main servicing the Bowen Hospital with a 150mm service
 - Replacing the 225mm sluice valve in Sinclair Street.
 - Installing 225mm sluice valves on the Proserpine to Cannonvale 225mm water main
- Collecting water and sewerage asset data for GIS

Treatment Operations

- Bowen STP working towards commissioning and completion – operator training on odour removal unit optimisation and testing, instrument calibration and chlorine gas equipment servicing.
- Treatment Operations Workforce Planning Project is almost complete with some final information required in regard to compliance with the current EBA to be finalised.
- Maintenance Planning all maintenance plans completed for all eight (8) treatment plants, operator daily and weekly checklists and training has been conducted this month.

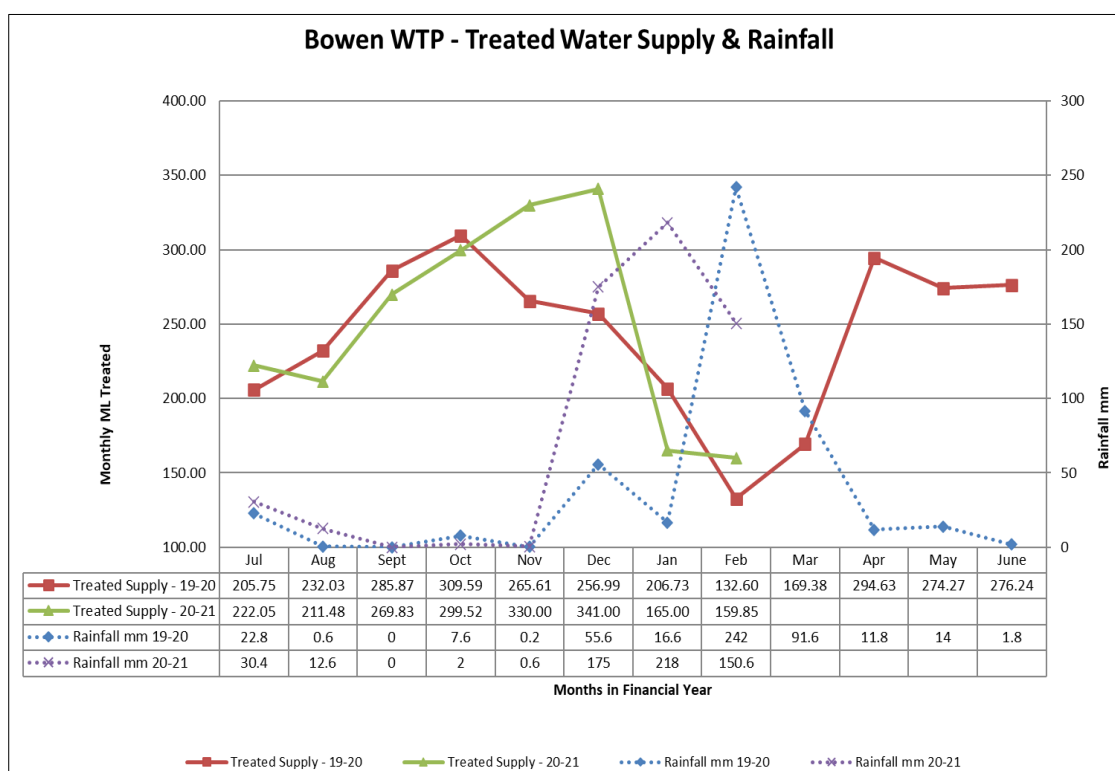
Dirty Water Event

The issues resulting in Bowen residents experiencing dirty water/poor water quality has been resolved. Whitsunday Water are continuing to monitor dirty water complaints and plan to close the incident with the Regulator following a review of complaints received up to week ending Friday 19 March 2021.

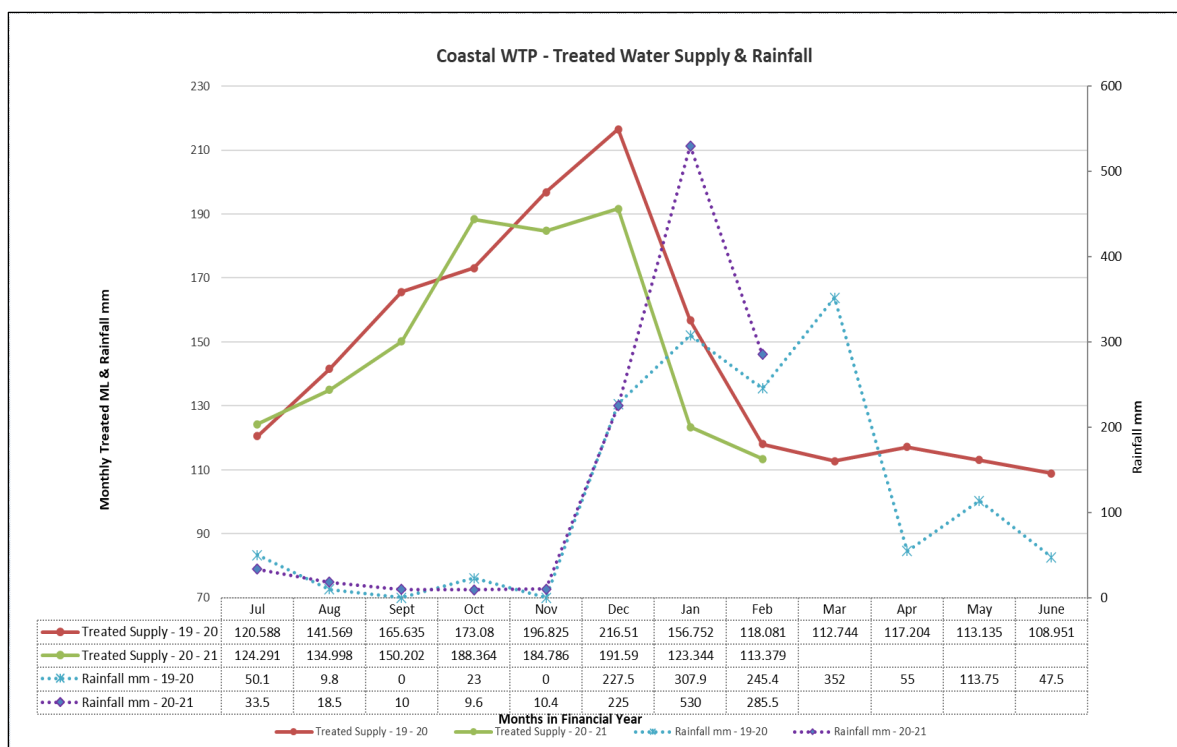


Water Demand Statistics February 2021

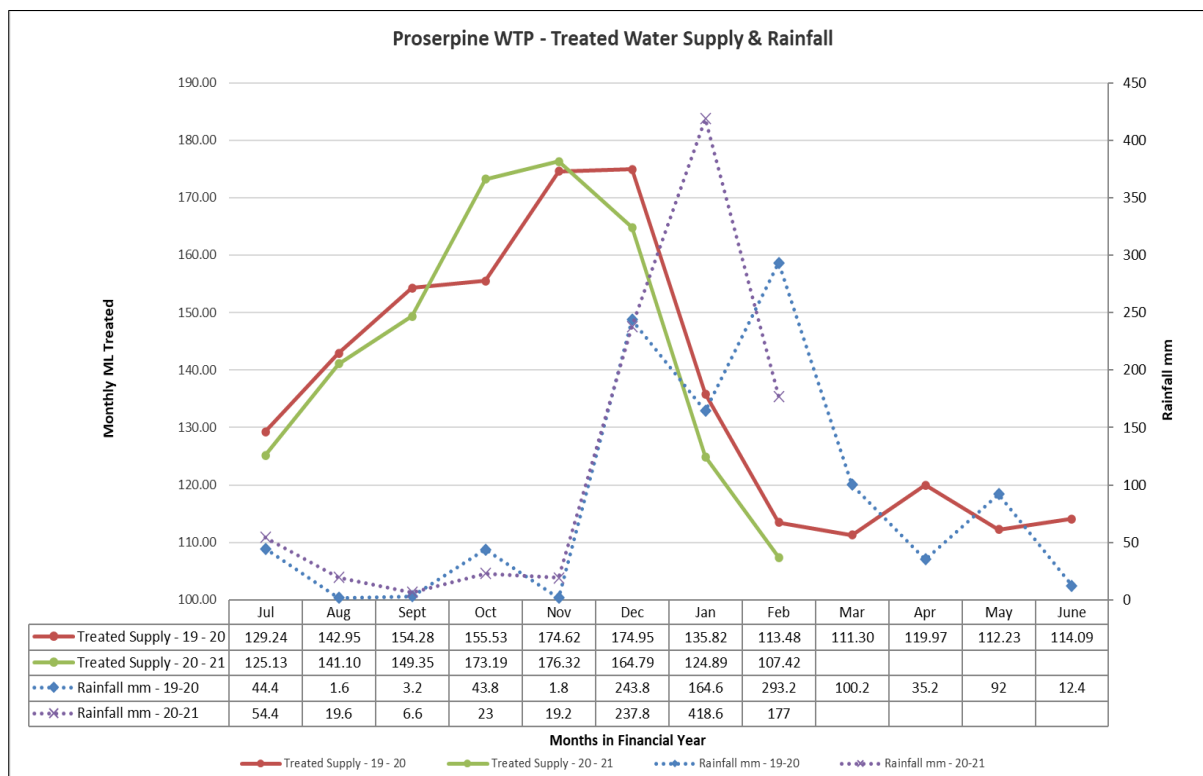
The Bowen WTP has produced an estimated average of **5.71 ML/day** of treated water during February 2021.



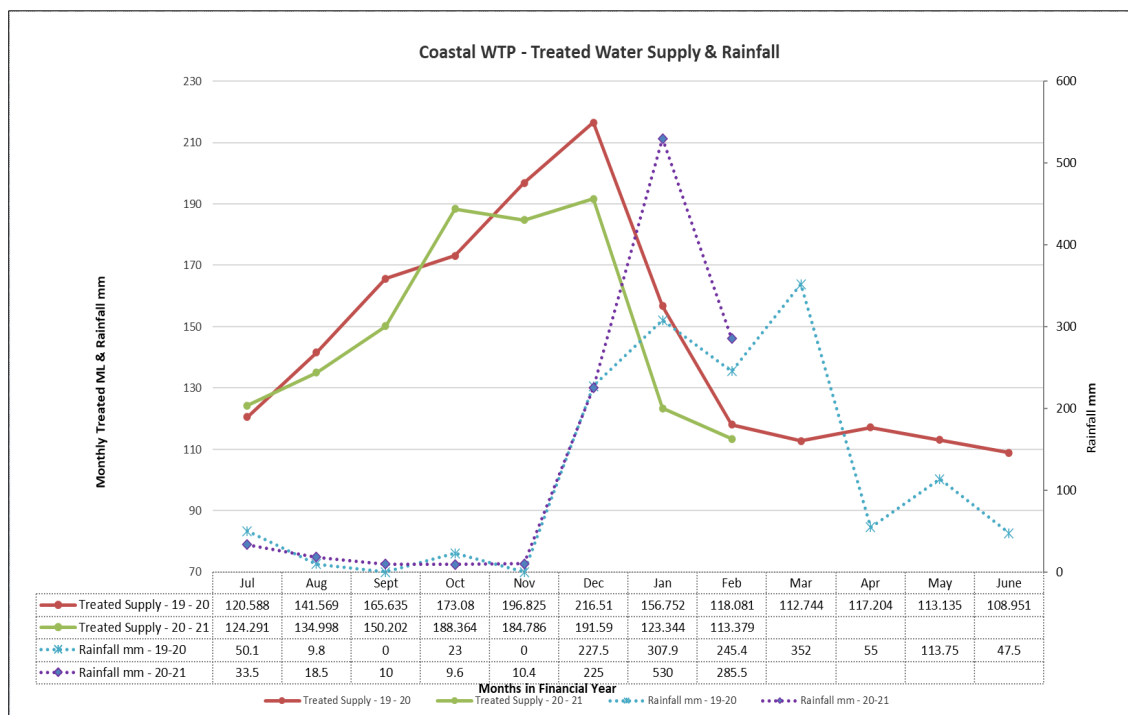
The Coastal WTP has produced an average of **4.05 ML/day** of treated water during February 2021.



The Proserpine WTP has produced an average of **3.84 ML/day** of treated water during February 2021.



The Collinsville WTP has produced an average of **1.97 ML/day** of treated water during February 2021.



Waste Management

In February 2021, total waste handled in the region was **3,871 tonnes**.

- **2,628 tonnes** were landfilled at Kelsey Creek & Bowen Landfills.
- **1,243 tonnes** of waste were diverted from landfills (**32%** diversion achieved from Operational plan target of **20%**).
- **116 tonnes** kerbside recycling collection - (disposed at Materials Recycling Facilities - MRFs).

Waste Top 3:

- Mt Coolon Levy Ready project delivery underway (2020-21 Local Government Levy Ready Grant Program Round 2). Project Manager appointed, Community Engagement plan completed and request for quotations in progress. The project will see the closure of the current Mt Coolon Landfill facility by 30 June 2021 and establish a new Waste Transfer Station to ensure compliance with the Waste Reduction and Recycling Act 2011.
- Request for Tender to procure kerbside Waste and Recycling collection services closed and Tender evaluation in progress. New contract will replace the current contract which expires on 30 June 2021. The contract will be a short-term contract with the option to align the term with the Mackay Regional Council's contract and develop a potential joint tender for future years, if the regional approach is deemed beneficial after analysis is undertaken.
- Request for Tender in progress to procure management services for the Cannonvale Waste Transfer Station to replace the current contract which expires on 30 June 2021. Request for Tender advertised with a closing date of 17 March 2021.

Capital Works Projects – WS&W

Bowen Sewerage Treatment Plant Upgrade – The plant is nearing Commissioning Completion. Principal Contractor Aquatec Maxcon is currently in the commissioning stage of Separable Portion 1 and 2. Finalisation of QA documentation has slowed progress on commissioning with commissioning expected to be finalised late March 2021.

There are three items that have been moved to Seperable Portion 3, being wash press issues with the installed units, noise and odour testing. Rectification works have delayed the forecast PC date with it likely that the Date for Practical Completion for SP3 will be early May 2021 subject to approval of an Extension of Time claim being submitted by the Contractor.

Total expenditure to date \$25,119,680.47 being 98.87% of the project budget \$25,407,850.91.

5609 Cannonvale Bulk Potable Pipeline Stage 1: Works has been split into three separate tenders.

Total expenditure to date across all sub projects within Cannonvale Bulk Potable Pipeline Stage 1 is \$12,657,655.78 being 85.16% of the project budget \$14,863,999.19. Note this does not include variations currently under assessment.

- **Tender 1 - Pipeline Materials Supply:** Delivered to site are now complete and the contract is complete.
- **Tender 2 - Pump Station and Generator Facility Construction:** The building works, mechanical works (pipework is complete, tested, flushed, and disinfected) and the majority of the electrical works are complete. The generator has been installed and tested, with only the connection of the external fuel tanks to be completed.
 - Final connections to the new transformer have been undertaken. The new transformer, via the automatic transfer switch panel, will then provide power to the entire PWTP. The generator will be able to provide backup power to the PWTP at that point.
 - Some minor civil works are required to address potential stormwater drainage issues identified on site. Dowden's will complete performance testing March 2021 once pipeline is complete.
- **Tender 3 - Pipeline Construction:** The pipeline is continuing to progress, with current forecasts indicating that Date for Practical Completion of 30 April 2021 will not be met however an Extension of Time is being sought due to inclement weather in February. The current wet season still may impact the Date for Practical Completion if significant weather events occur. The current scheduling is prioritising completion in the areas most affected by wet weather.
 - The pipeline leading up to the future Cannon Valley reservoir site has commenced but has slowed due to encountering of rock within the pipe trench.



Pipeline Project – Cannon Valley reservoir inlet/outlet pipeline works commenced.

Cannonvale Pump Station 1 Renewal: The critical project path provided by the Contractor forecasts a Project Completion date of 23 March 2021. The completion date will be dependent on the electrical connection (by Ergon, early March), subsequent testing verification, and defect rectification. The connection by Ergon is likely to delay project completion due to the up to 15-day delivery timeframe for Ergon to attend site.

Total expenditure to date \$1,478,144.39 being 95.61% of the project budget \$1,545,998.23.

7886 Insurance - Bowen Reservoir: Tender documents currently being developed. RFQs for specific Engineered technical documentation has been developed. RFT to be issued in march for an April start date.

Total expenditure to date \$24,835.29 being 4.3% of the project budget \$577,766.78.

Collinsville reservoir roof renewal and Collinsville Solar Project: RFT to be issued in March for an April start date and projected December 2021 completion date. Note this project is planned to be completed over the 20/21 and 21/22 Financial years.

Total expenditure to date \$17,374.89 being 3.12% of the project budget \$557,206.12.

8081 Cannonvale Water Network Augmentation Stage 1A: All works have essentially been completed with final inspections to occur early February. Based on current project expenditure to date, it is expected that this project will be completed on Budget.

Total expenditure to date \$708,333.96 being 87.75% of the project budget \$807,240.45. Note this does not include recent variations approved.



CWNA Stage 1A: Rock Gabion wall installed for scour protection.

8080 LGGSP Grant Project

Council are delivering three (3) sub projects within the LGGSP Grant Project (WO 8080).

Total expenditure to date \$648,466.39 being 74.20% of the project budget \$873,916.38. Note this does not include recent awarded variations. **Note also the expenditure breakdown between each project assumes equal amortisation over the projects and will likely be amended prior to Capitalisation.**

Cannonvale Water Network Augmentation Stage 1B: All works have been completed on site. Finalisation of QA documentation and As Constructed drawing are still outstanding but are expected to be completed in early March.

Total expenditure to date \$408,238.93 being 93% of the project sub-budget \$438,839.29. A portion of this sub project budget may be utilised to address a variation for the Moonlight Dr reservoir upgrade sub-project under this project.

The Coyne road reservoir Upgrade: All major works for this project have been completed. A recent downpour has proven that the unsealed roadway access is still experiencing

stormwater drainage issues on site and therefore will require a more permanent solution. A review of available Budget is being undertaken to confirm whether these works can be undertaken under the current Contract.

Total expenditure to date \$182,381.48 being 84% of the project sub-budget \$217,592.00.



Final site works Coyne Road reservoir.

The Moonlight Drive Reservoir Upgrade: All major works have now been completed with only the relocation of private pumps to be completed. The project is tracking to finish on sub project Budget but there is small risk of it slightly exceeding the original Budget estimate due to the expenditure relating to Contractor on-costs. There is however sufficient Budget within JC 8080 to account for any minor overruns.

Total expenditure to date \$212,893.79 being 98% of the project sub-budget \$217,486.00.



New tanks installed at Moonlight Drive site

5539 Sewer Pump Capacity Upgrades Combined Rising Main: This project has been identified to be tendered in the 20/21 Financial year and then carried over to be delivered in the 21/22 Financial year. This is due to delays borne from COVID, and power upgrade timeframes with Ergon required timelines to be adjusted. The electrical and civil designs have been completed with only the Tender documentation outstanding.

Total expenditure to date \$148,915.93 being 27.91% of the project budget \$533,560.90.

8598 Thomas Street Drain Sewer Replacement: The project involves replacing a short length of gravity sewer in Bowen through Thomas St drain to allow for relining of this section of sewer. Project commencement has been delayed due to inclement weather, pipe impediments and resourcing issues. Fit for purpose plant is being organised to try clear the impediment.

Total expenditure to date \$0.00 being 0% of the project budget \$57,200.00.

Financials

In general budget expectation at the end of February 2021 equals **66.66%**

Water and Sewerage

Operating Revenue:

- ☐ Total actual operating revenue is **\$23,957,880**.
- ☐ Which projects a revenue level achievement of **68.86%**; Current Budget projection of **\$34,793,425**.
- ☐ The target for this period was **66.66%**; therefore, operational revenue is confirmed at positive **2.19 % or (\$762,262) above** current budget expectation to the end February 21 of the **20/21** financial year.

Operating Expenses:

- ☐ Total operating costs Year to Date (YTD) is **\$22,075,592** (including corporate overhead expenditure).

- Which demonstrates a **64.64%** expenditure of the Current Budget of **\$34,149,894**.
- The target expenditure for this period was **66.66%**; therefore, this operational expenditure is **2.02% or (\$691,003) below** budgeted expectations to the end of February 21 of the **20/21** financial year.

Operating Profit and Loss in Summary:

Whitsunday Regional Water and Sewerage Monthly performance report year to 28th of February 2021 			
	2020/21		2019/20
	Actual	Current Budget	Actual
Operating revenue			
Total operating revenue	23,957,880	34,793,425	33,976,153
Operating Expenses			
Total operating costs	(18,135,832)	(28,240,251)	(28,582,308)
Surplus (deficit) from operations Exl.Overheads	5,822,048	6,553,174	5,393,844
<i>Internal Corporate Overheads</i>	(3,939,760)	(5,909,643)	(5,031,000)
Surplus (deficit) from operations	1,882,288	643,531	362,844
Capital cash contributions received	604,136	1,000,000	748,768
Capital cash revenue from government sources	3,227,055	10,527,818	4,580,499
Physical assets contributed	-	-	326,641
Other capital income	3,818	-	-
Other capital expenses	-	(1,836,807)	(1,805,562)
Net result for the period	5,717,296	10,334,542	4,213,190

Waste

Operating Revenue:

- Total actual operating revenue is **\$5,346,968**.
- Which obtained a revenue level achievement of **60.81%**; against the Current Budget of **\$8,793,367**.
- The target for this period was **66.66%**; therefore, operational revenue is confirmed at a **5.86% or (\$515,276) below** revised budget expectation to the end of February 21 in the **20/21** financial year. The business unit is continuing to monitor this current revenue trend closely and further investigate the status of receiving revenue from emerging waste stream sources.

Operating Expenses:

- Total operating costs Year to Date (YTD) is **\$5,178,540** (including corporate overhead expenditure).
- Which is demonstrates **63.97%** expenditure completion of the Current 20/21 Budget of **\$5,178,540**.
- The target expenditure for this period was **66.66%**; therefore, operational expenditure is **2.7% (\$218,702) below** budgeted expectations for the February 21 period of the **20/21** financial year.

Operating Profit and Loss in Summary:

Whitsunday Waste Facilities			
Monthly performance report year to 28th of February 2021			
	2020/21		2019/20
	Actual YTD	Current Budget	Actual
Operating revenue	5,346,968	8,793,367	7,998,668
Operating Expenses			
Total operating costs	(4,741,716)	(7,440,634)	(6,922,109)
Surplus (deficit) from operations Exl.Overheads	605,252	1,352,733	1,076,559
Internal Corporate Overheads	(436,824)	(655,230)	(778,706)
Surplus (deficit) from operations	294,561	697,503	297,853
Other capital income/(expenses)	25,000		-
Net result for the period	319,561	832,068	(2,940,449)
Retained surplus (deficit) brought fwd from prior year	263,954	263,953	-
Net result from above	319,561	832,068	(2,940,449)
From (to) capital - items of capital income & expense	-	-	3,375,487
Adj From (to) capital to adjust working capital cash			(500,000)
Transfer (to) capital general revenue expended	171,068	(1,069,400)	2,249,459
Net transfers from (to) capital reserves	(25,000)	(134,565)	(1,920,543)
Retained surplus (deficit) funds at period end	729,583	(107,944)	263,953

STRATEGIC IMPACTS

3.2.1 Develop and implement policies and strategies that protect and enhance the Whitsunday region's natural environment.

3.2.2 Develop water and waste services and systems that ensure the integrity of the Whitsunday region's natural environment.

3.4.2 Develop and maintain effective water and waste water infrastructure, networks and facilities.

3.4.3 Develop integrated asset management plans to effectively manage and maintain road, water and waste water infrastructure and ensure assets meet the demands of a growing population.

3.4.4 Deliver effective customer focussed water services that protect the public health.

3.4.5 Develop a planned approach to securing the Whitsunday region's water supply.

3.4.7 Engage with Federal and State Governments regarding regional and national water security issues.

CONSULTATION

Adam Hagy – Acting Director Infrastructure Services

Linda McEwan – Management Accountant

Shannon Lorroway – Administration Coordinator Whitsunday Water

David de Jager – Manager Waste Services

Yestin Hughes – Principal Engineer Civil & Environmental

Malcolm Briody – Capital Works Engineer

Darren Trott – Manager Network Operations

Peter Stapleton – Manager Treatment Operations

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 and notes the information in the Whitsunday Water and Waste Operational Report for February 2021.

ATTACHMENTS

Attachment 1 - Monthly Performance Report and Balance Sheet as at 28 February 2021

Attachment 2 - Capital Delivery Financial up to February 2021

Attachment 1 - Monthly Performance Report and Balance Sheet as at 28 February 2021

Whitsunday Regional Water and Sewerage 			
Monthly performance report year to 28th of February 2021			
	2020/21		2019/20
	Actual	Current Budget	Actual
Operating revenue			
Rates and utility charges	23,997,222	34,503,568	33,940,682
Less: Discounts & pensioner remissions	(976,316)	(1,263,165)	(1,260,166)
Statutory fees and charges, rental and levies	186,136	493,867	189,722
Sale of goods and major services	341,508	490,236	466,946
Interest	153,427	227,819	241,094
Operational Government grants and subsidies	-	-	-
Internal service provider revenue	-	-	-
Other operating revenue	255,902	341,100	397,875
Total operating revenue	23,957,880	34,793,425	33,976,153
Operating Expenses			
Employee benefits	(4,072,560)	(6,471,925)	(6,314,646)
Materials and services	(5,490,672)	(10,165,062)	(9,449,956)
Internal service provider expenditure (Exl.Overheads)	(580,164)	(969,325)	(827,281)
Depreciation	(6,729,940)	(8,702,654)	(10,116,554)
External finance costs	(1,262,497)	(1,931,285)	(1,873,872)
Total operating costs	(18,135,832)	(28,240,251)	(28,582,308)
Surplus (deficit) from operations Exl.Overheads	5,822,048	6,553,174	5,393,844
<i>Internal Corporate Overheads</i>	<i>(3,939,760)</i>	<i>(5,909,643)</i>	<i>(5,031,000)</i>
Surplus (deficit) from operations	1,882,288	643,531	362,844
Capital cash contributions received	604,136	1,000,000	748,768
Capital cash revenue from government sources	3,227,055	10,527,818	4,580,499
Physical assets contributed	-	-	326,641
Other capital income	3,818	-	-
Other capital expenses	-	(1,836,807)	(1,805,562)
Net result for the period	5,717,296	10,334,542	4,213,190
Competitive Neutrality Adjustments			
Income Tax Equivalent (30%)	1,715,189	3,100,363	1,263,957
Return on Capital (6.57%)	9,284,805	9,284,805	9,284,805
Other NCP Adjustments	39,000	39,000	39,000
Adjusted Net Result	(5,321,697)	(2,089,626)	(6,374,572)
Retained surplus (deficit) brought fwd from prior year	461,266	461,266	-
Net result from above	5,717,296	10,338,142	4,213,190
Transfer from capital for unfunded depreciation	1,263,086	5,095,619	6,615,836
From (to) capital - items of capital income & expense	(3,818)	1,833,207	1,478,921
Adj From (to) capital to adjust working capital cash	-	-	-
Transfer (to) capital general revenue expended	-	(3,763,139)	-
Internal Program Contributions	-	-	-
Surplus/(deficit) available for transfer to reserves	-	-	-
Net transfers from (to) capital reserves	(5,843,207)	(14,423,676)	(11,846,681)
Retained surplus (deficit) funds at period end	1,594,622	(458,581)	461,266

Whitsunday Regional Water and Sewerage

Monthly performance report year to 28th of February 2021



Cont'd

Capital Funding Sources			
General revenue used (excess funds provided)	-	3,763,139	-
Government Grants and Subsidies	2,540,000	9,689,966	4,700,498
Loans for capital purposes	-	-	5,665,636
Physical assets contributed	2,500,000	3,779,706	7,668,123
Disposal proceeds of capital assets	3,818	-	-
Movement in Inter-functions capital loans	-	-	-
Funds Held in Capital Reserves	2,049,246	4,408,882	7,334,909
Funded depreciation & amortisation expended	4,403,733	3,607,035	3,500,717
Total capital funding sources	11,496,797	25,248,728	28,869,883
Capital Funding Applications			
Non-current assets	9,812,773	22,707,286	26,664,585
Loan redemptions	1,684,024	2,541,442	2,205,298
Total capital applications	11,496,797	25,248,728	28,869,883
Reserve balances held at beginning of period			
Capital reserve balances	9,364,444	-	16,894,652
Total reserve cash held at beginning of the period	9,364,444	-	16,894,652
Reserve balances held at the end of period			
Capital reserve balances	8,174,930	5,909,566	9,364,444
Unspent loan and depreciation cash held	1,063,121	-	-
Retained Surplus (Deficit)	1,594,623	(458,580)	-
Total reserve cash held at the end of the period	10,832,675	5,450,986	9,364,444

Whitsunday Regional Water and Sewerage

Balance Sheet as at 28th February 2021



	2020/21 Actual	2019/20 Actual
Current Assets		
Cash and cash equivalents	10,350,041	14,738,312
Trade and other receivables	15,374,189	3,945,654
Total Current Assets	25,724,231	18,683,966
Non-current Assets		
Property, plant and equipment	280,946,539	287,676,478
Closing WIP Balance	50,394,964	40,582,191
Total Non-current Assets	331,341,503	328,258,669
TOTAL ASSETS	357,065,734	346,942,635
Current Liabilities		
Trade and other payables	9,442,798	5,256,777
Borrowings	2,760,409	2,760,409
Inter-function Capital Loan payable	24,934,018	24,934,018
Other Liabilities	149,377	-
Total Current Liabilities	37,286,602	32,951,204
Non-current Liabilities		
Borrowings	41,244,309	42,927,154
Total Non-current Liabilities	41,244,309	42,927,154
TOTAL LIABILITIES	78,530,911	75,878,358
NET COMMUNITY ASSETS	278,534,823	271,064,277
Community Equity		
Capital	188,693,928	176,835,113
Asset revaluation surplus	79,490,853	79,490,853
Capital reserve balances	8,755,418	14,277,045
Unspent loan and depreciation cash held	-	-
Retained surplus (deficiency)	1,594,623	461,266
TOTAL COMMUNITY EQUITY	278,534,822	271,064,277

Whitsunday Waste Facilities



Monthly performance report year to 28th of February 2021

	2020/21		2019/20
	Actual YTD	Current Budget	Actual
Operating revenue			
Rates and utility charges	3,871,651	5,767,610	5,461,729
Less: Discounts & pensioner remissions	(220,850)	(279,796)	(266,726)
Statutory fees and charges, rental and levies	34,379	51,950	49,511
Sale of goods and major services	1,504,356	2,869,647	2,714,353
Interest	18,849	29,367	31,895
Operational Government grants and subsidies	-	195,923	-
Other operating revenue	138,584	158,666	7,906
	5,346,968	8,793,367	7,998,668
Operating Expenses			
Employee benefits	(410,989)	(637,325)	(428,620)
Materials and services	(3,802,321)	(6,481,243)	(6,065,815)
Internal service provider expenditure	(4,592)	-	(6,661)
Depreciation	(507,221)	(266,090)	(431,520)
External finance costs	(16,593)	(55,976)	10,507
Total operating costs	(4,741,716)	(7,440,634)	(6,922,109)
Surplus (deficit) from operations Exl.Overheads	605,252	1,352,733	1,076,559
<i>Internal Corporate Overheads</i>	<i>(436,824)</i>	<i>(655,230)</i>	<i>(778,706)</i>
Surplus (deficit) from operations	294,561	697,503	297,853
Other capital income/(expenses)	25,000		-
Net result for the period	319,561	832,068	(2,940,449)
Retained surplus (deficit) brought fwd from prior year	263,954	263,953	-
Net result from above	319,561	832,068	(2,940,449)
Transfer from capital for unfunded depreciation	-	-	-
From (to) capital - items of capital income & expense	-	-	3,375,487
Adj From (to) capital to adjust working capital cash			(500,000)
Transfer (to) capital general revenue expended	171,068	(1,069,400)	2,249,459
Internal Program Contributions	-	-	-
Surplus/(deficit) available for transfer to reserves	-	-	-
Net transfers from (to) capital reserves	(25,000)	(134,565)	(1,920,543)
Retained surplus (deficit) funds at period end	729,583	(107,944)	263,953

Whitsunday Waste Facilities



Monthly performance report year to 28th of February 2021

Cont'd

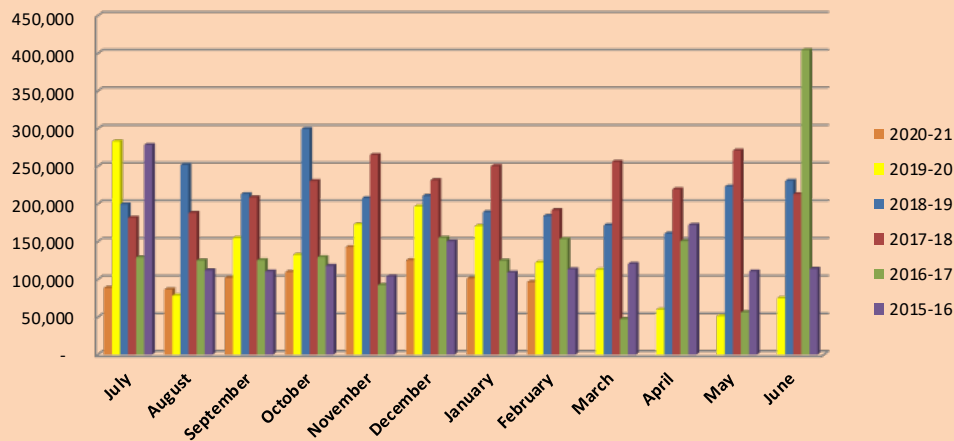
Capital Funding Sources			
General revenue used (excess funds provided)	(171,068)	1,069,400	(2,249,459)
Government Grants and Subsidies	-	134,565	172,097
Loans for capital purposes	-	-	2,500,000
Physical assets contributed	-	-	-
Disposal proceeds of capital assets	-	-	-
Funds held in capital reserves	-	266,090	498,364
Funded depreciation & amortisation expended	507,221	-	431,520
Total capital funding sources	336,153	1,470,055	1,352,522
Capital Funding Applications			
Non-current assets	136,253	1,148,100	1,352,522
Total capital asset acquisitions	136,253	1,148,100	1,352,522
Loan redemptions	199,899	321,955	-
Total capital applications	336,153	1,470,055	1,352,522
Reserve balances held at beginning of period			
Capital reserve balances	1,099,563	-	(150,519)
Unspent loan and depreciation cash held	-	-	-
Recurrent reserve balances	-	-	-
Total reserve cash held at beginning of the period	1,099,563	-	(150,519)
Reserve balances held at the end of period			
Capital reserve balances	1,124,563	1,099,563	1,099,563
Unspent loan and depreciation cash held	-	-	-
Retained Surplus (Deficit)	729,583	(107,944)	-
Total reserve cash held at the end of the period	1,854,146	991,619	1,099,563

Whitsunday Waste Facilities

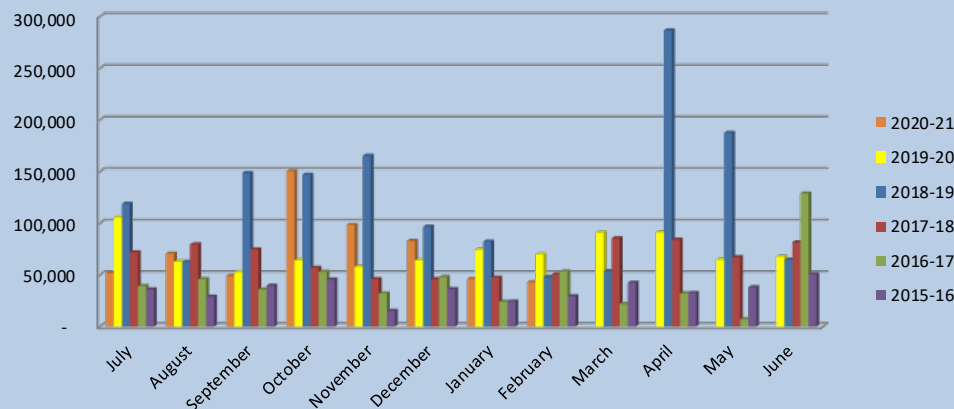
Performance Data for the year to date to 28th February 2021



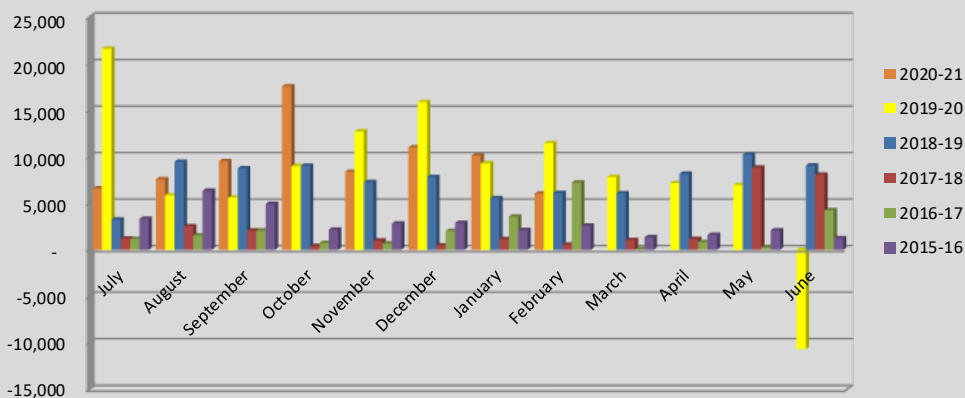
Kelsey Creek Landfill - Revenue



Bowen Landfill - Revenue



Cannonvale Transfer Station- Revenue



Whitsunday Waste Facilities



Balance Sheet as at 28th February 2021

	2020/21 Actual	2019/20 Actual
Current Assets		
Cash and cash equivalents	1,854,146	1,363,516
Trade and other receivables	2,105,458	644,945
Total Current Assets	3,959,604	2,008,462
Non-current Assets		
Property, plant and equipment	8,035,785	8,543,006
Closing WIP Balance	136,253	-
Total Non-current Assets	8,172,038	8,543,006
TOTAL ASSETS	12,131,642	10,551,467
Current Liabilities		
Trade and other payables	2,155,369	600,819
Borrowings	151,061	151,061
Other Liabilities	9,795	-
Total Current Liabilities	2,316,225	751,880
Non-current Liabilities		
Borrowings	2,149,318	2,348,939
Other Provisions	6,888,082	6,888,082
Total Non-current Liabilities	6,888,082	6,888,082
TOTAL LIABILITIES	11,353,625	9,988,901
NET COMMUNITY ASSETS	778,017	562,566
Community Equity		
Capital	(1,122,456)	(847,277)
Asset revaluation surplus	46,327	46,327
Capital reserve balances	1,124,563	1,099,563
Unspent loan and depreciation cash held	-	-
Retained surplus (deficiency)	729,583	263,953
TOTAL COMMUNITY EQUITY	778,017	562,566

Attachment 2 - Capital Delivery Financial up to February 2021

Capital Projects as at 28th February 2021		5583594.00	2205553.82	3378040.18
Grouping	Description	Total Annual Current Budget	Actuals to Date	Remaining Budget \$
Waste	Leachate and storm water management - Bowen	480000.00	4970.26	475029.74
Waste	Leachate and storm water management - Kelsey Creek	480002.00	130269.72	349732.28
Waste Total		960002.00	135239.98	824762.02
Water & Waste Water	BWTP Low Lift Pump Renewals - CW 1920	356651.00	-18349.61	375000.61
Water & Waste Water	Cannonvale PS1 Renewal - CW 18-19	802586.00	734732.16	67853.84
Water & Waste Water	Cannonvale Water Network Augmentation - Stage 1A New	641759.00	599378.30	42380.70
Water & Waste Water	Emergent works - Sewer	220500.00	0.00	220500.00
Water & Waste Water	Emergent Works - Water	157009.00	69202.54	87806.46
Water & Waste Water	Insurance - Bowen Reservoir- CW 1920	553874.00	944.51	552929.49
Water & Waste Water	Insurance - Collinsville Reservoir - CW 1920	2000.00	0.00	2000.00
Water & Waste Water	LGGSP Grant Project - Delivery of CWNA Stage 1B, Coyne Road	812545.00	587096.01	225448.99
Water & Waste Water	Sewer Pump Capacity Upgrades - Combined Rising Main - CW 18-19	469301.00	86975.16	382325.84
Water & Waste Water	Thomas St Drain Sewer Replacement	57201.00	0.00	57201.00
Water & Waste Water	CVilleResHL_OldInsW&STPlant	550166.00	10334.77	539831.23
Water & Waste Water Total		4623592.00	2070313.84	2553278.16
Grand Total		5583594.00	2205553.82	3378040.18

16. Infrastructure Services

16.7 BUSINESS UNIT ACTIVITY REPORT - FOXDALE QUARRY - JANUARY & FEBRUARY 2021

AUTHOR: Quentin Prince - Quarry Manager

RESPONSIBLE OFFICER: Adam Hagy - Acting Director Infrastructure Services

OFFICER'S RECOMMENDATION

That Council receive the Business Unit Activity Report for the Foxdale Quarry for the months of January and February 2021.

The following report has been submitted for inclusion into Council's Ordinary Meeting to be held on 24 March 2021.

SUMMARY

The Business Unit Activity Reports are provided to Council detailing the Quarry's operational performance over a two-month period. This report focuses on the months ending 31 January 2021 and 28 February 2021.

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.

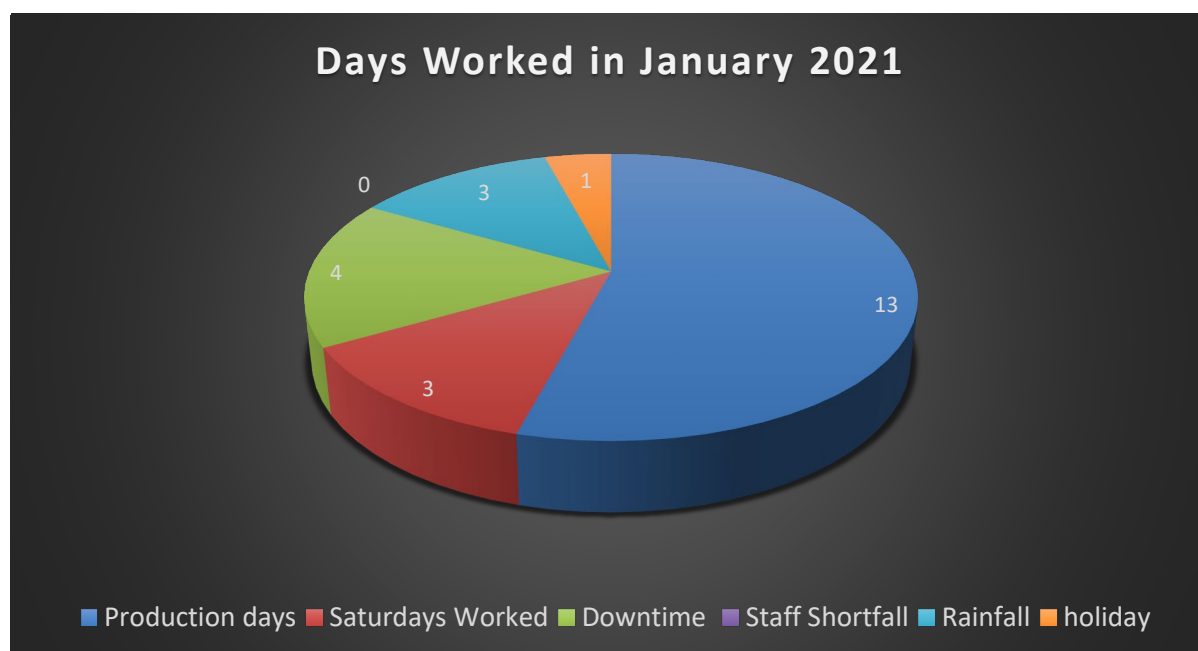
STATUTORY/COMPLIANCE MATTERS

Local Government Regulation Section 204

ANALYSIS

- 4 to 7 January - production of Type 2.1 Road Base.
- 7 to 14 January high rainfall stopped production and maintenance of the crushing plant was undertaken.
- 15 to 30 January - Production of 20mm concrete aggregate
- 1 to 16 February - Production of Type 2.1 Road Base.
- 17 to 19 February Undertook crusher maintenance.
- 22 to 28 February - Production of 20 - 40mm ballast

JANUARY 2021



Quarry Production Summary - January 2021

Material Description	Quantity in Tonnes
Aggregates	4964.68
Road Bases	2216.95
Select Fill	1387.82
Armour Rock and Shot Rock	84.58
Total	8654.03

Quarry Sales Summary – January 2021

Material Description	Quantity in Tonnes
Aggregates	1386.36
Road Bases	2884.46
Day Cover/ General Fill and Overburden	1387.82
Armour Rock and Shot Rock	945.9
Total	6604.54

Production and sales were reduced in January due to a significant period of wet weather and poor conditions. With flooding of the quarry causeway, the site was inaccessible for two and a half days.



Fig 1. Quarry Causeway Flooding

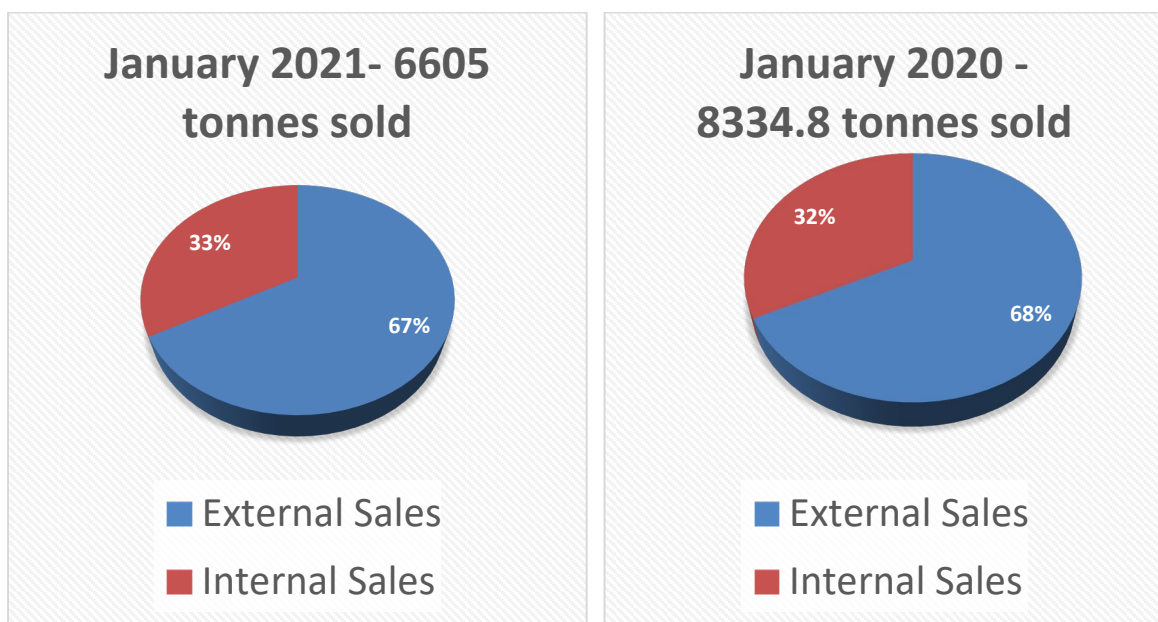


Fig 2. Overall Quarry sales for the month of January 2021 in comparison to January 2020.

In comparison to the same period last year, Sales in January 2021 are following an average trend but are a little lower than those of January 2020.

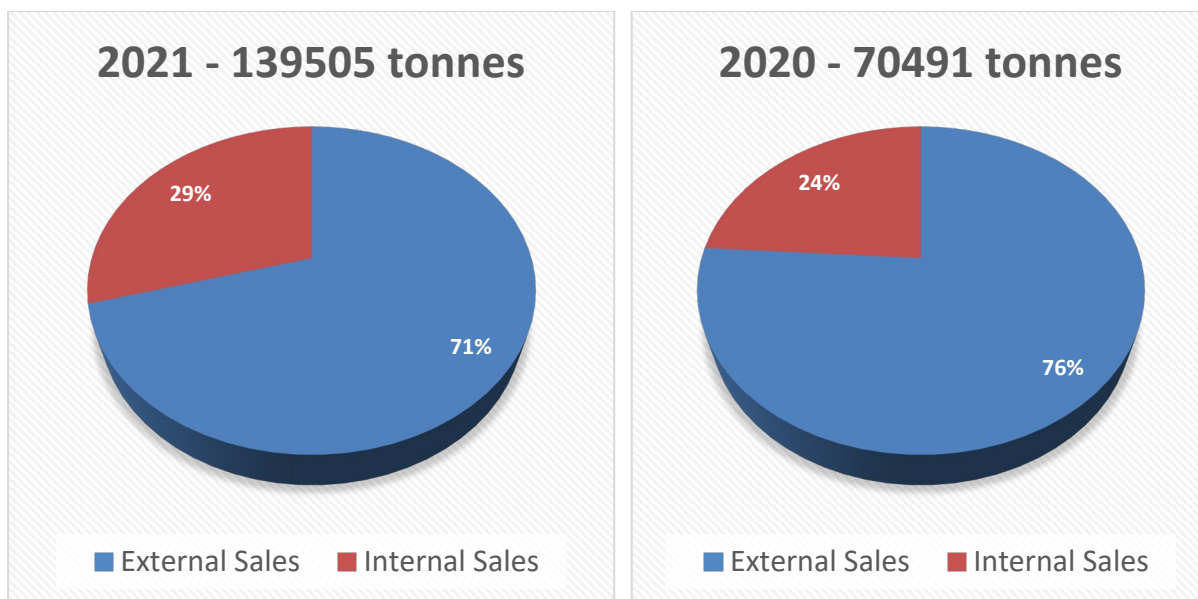


Fig 3. Graphs of overall Quarry sales for FY2020 in comparison to FY2019

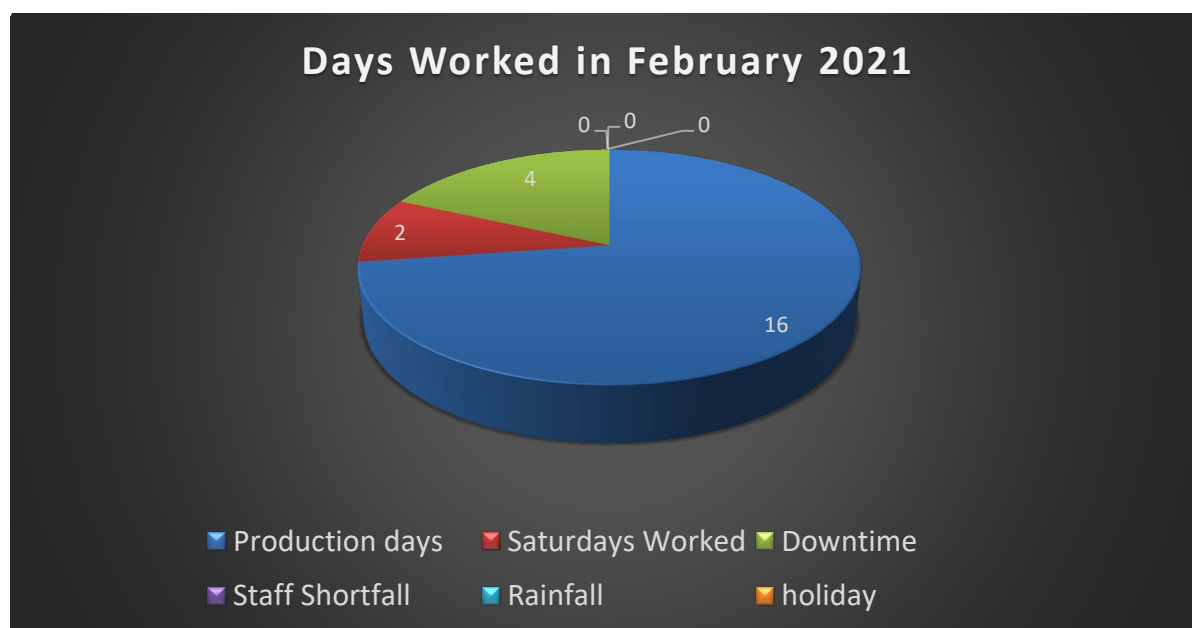
The quarry has handled 139,505 tonnes of material sales in the first seven months of this financial year, which is significantly higher than sales for the same period last financial year. The distribution of sales material between internal and external sales is proportionally quite similar.

Plant and Machinery Performance

Crusher

The crushing plant performed very well during the month of January. Only one day was lost to breakdown when the sand additive conveyor gearbox failed during road base production. The crusher screens were changed, and production of cane road gravel was undertaken while a new gear box was sourced.

February 2021



Quarry Production Summary – February 2021

Material Description	Quantity in Tonnes
Aggregates	5034.72
Road Bases	10996.67
Select Fill	668.42
Armour Rock and Shot Rock	115.54
Total	16815.35

Quarry Sales Summary – February 2021

Material Description	Quantity in Tonnes
Aggregates	4209.96
Road Bases	11611.82
Day Cover/ General Fill and Overburden	668.42
Armour Rock and Shot Rock	643.48
Total	17133.68

February was considerably dryer than previous years and therefore demand was high for materials. Overall production levels were much higher as there was no downtime experienced due to rainfall and the quarry produced a record amount of 16,815 tonnes for February.

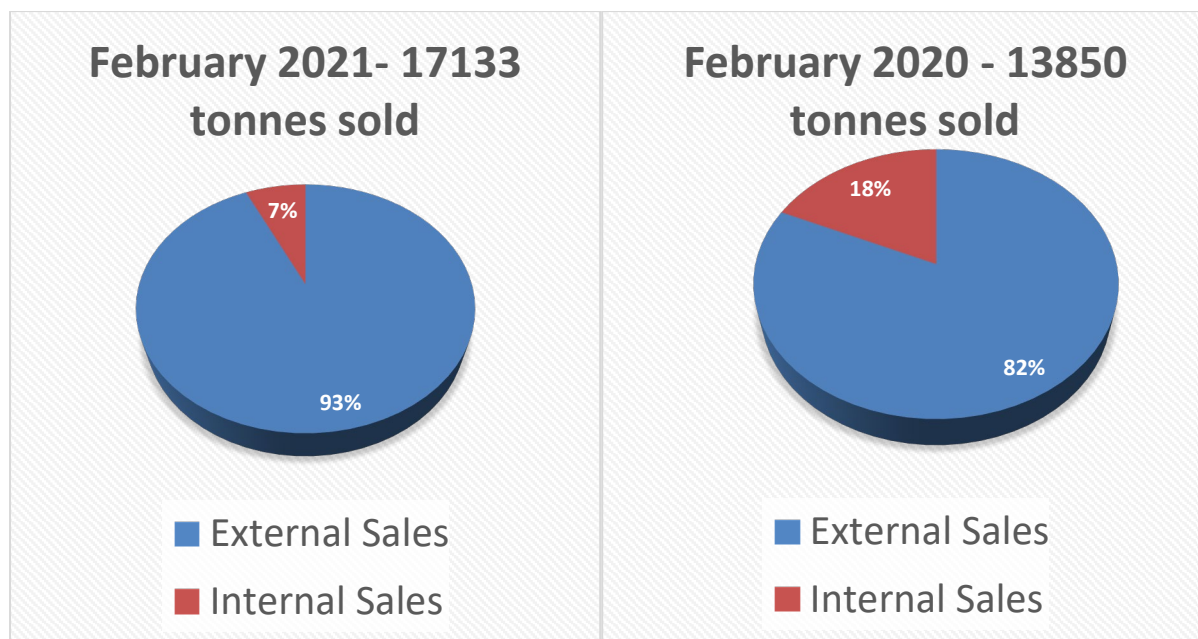


Fig 1. Overall Quarry sales for the month of February 2021 in comparison to February 2020.

In comparison to the same time last year, quarry sales have increased in February 2021. The quarry has experienced a relatively dry month which has allowed construction work to continue on most work sites, boosting sales.

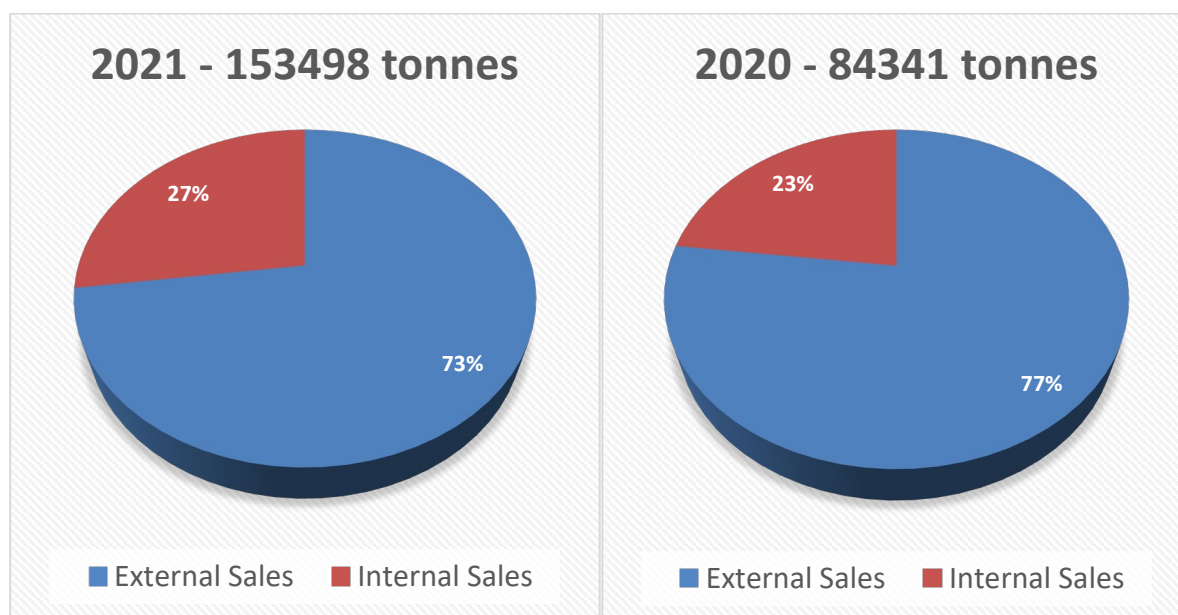


Fig 2. Graphs of overall Quarry sales for FY2020 in comparison to FY2019.

The quarry has handled 153,498 tonnes of material sales in the first eight months of this financial year which is significantly higher than sales for the same period last financial year. The distribution of sales material between internal and external sales is proportionally quite similar.

Plant and Machinery Performance

Crusher

The crushing plant performed very well during the month of February. Three days were utilised to undertake maintenance and one screen change. One day was lost to breakdown when the one concave retaining bolt on the gyratory crusher snapped.

A new production blast was undertaken on Wednesday 17 February.



Fig 3. Concave gyratory crusher Liner



Fig 4. Top shell of Gyratory crusher

Mobile Plant - January & February

Komatsu WA480 Loader - performed well during the month with minimal lost time. The loader urgently requires tyres.

Hitachi ZX350 Excavator - This machine has been sold and will leave site to the new owner in early March.

A tender to hire the quarry core fleet externally is now complete and evaluations undertaken. The quarry is waiting on Contracts to award the tender. Current hire and fleet arrangements are not cost effective and award of tender will significantly save quarry finances.

Capital Works Project - January & February

A tender is in progress for the purchase of a quarry pugmill. The quarry has provided a full specification of requirements for the pugmill and contract department will oversee the tender.

STRATEGIC IMPACTS

Financial Implications - see attached performance report year to 31 January 2021, Balance Sheet as at 31 January 2021, performance report year to 28 February 2021 and the Balance Sheet as at 28 February 2021.

As at the end of January the financial performance of the Foxdale Quarry shows an operating surplus of \$43,216 before deduction of corporate overheads and \$281,906 deficit after deduction of corporate overheads.

As at the end of February the financial performance of the Foxdale Quarry shows an operating surplus of \$199,584 before deduction of corporate overheads and \$171,984 deficit after deduction of corporate overheads.

Once the stock adjustment for additional material inventory surveyed is rectified the deficit will reduce by \$98,101

Risk Management Implications - N/A.

CONSULTATION

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 months of January 2021 and February 2021.

ATTACHMENTS

Attachment 1 - Foxdale Quarry's Performance Report year to 31 January 2021 and the Balance Sheet as at 31 January 2021.

Attachment 2 - Foxdale Quarry's Performance Report year to 28 February 2021 and the Balance Sheet as at 28 February 2021.

Attachment 1 - Foxdale Quarry's Performance Report year to 31 January 2021 and the Balance Sheet as at 31 January 2021.

Foxdale Quarry			
Monthly performance report year to 31st January 2021			
	2020/21		2019/20
	Actual	Current Budget	Actual
Operating revenue			
Rates and utility charges	(1,381)	-	-
Statutory fees and charges, rental and levies	-	-	-
Sale of goods and major services	2,168,394	3,010,082	3,324,035
Other operating revenue	33,957	20,000	28,604
Total operating revenue	2,201,570	3,030,082	3,352,639
Operating Expenses			
Employee benefits	(585,400)	(868,480)	(398,028)
Materials and services	(1,364,047)	(1,306,143)	(1,647,488)
Internal service provider expenditure (Excl. VAT)	(142,034)	(98,842)	(312,117)
Depreciation	(66,813)	(84,286)	(103,138)
External Finance Costs	-	(15,000)	(10,227)
Total operating costs	(2,158,354)	(2,372,751)	(3,076,998)
Surplus (deficit) from operations Excl. VAT	43,216	657,331	275,641
Internal Corporate Overheads	(525,122)	(557,355)	(529,503)
Surplus (deficit) from operations	(281,906)	99,976	(253,862)
Other capital income/(expenses)	-	-	-
Net result for the period	(281,906)	99,976	(233,983)
Retained surplus (deficit) brought fwd from previous period	(164,463)	(164,470)	-
Net result from above	(281,906)	219,976	(233,983)
Transfer from capital for unfunded depreciation	66,813	-	103,138
From (to) capital - items of capital income & expenditure	-	-	(19,879)
Adj From (to) capital to adjust working capital	-	-	4,837
Transfer (to) capital general revenue expenditure	-	84,286	(24,582)
Internal Program Contributions	-	-	-
Surplus/(deficit) available for transfer to reserves	-	-	-
Net transfers from (to) capital reserves	-	-	-
Retained surplus (deficit) funds at period end	(379,562)	139,792	(164,463)
Capital Funding Sources			
General revenue used (excess funds provided)	-	(84,286)	24,582
Government Grants and Subsidies	-	-	-
Disposal proceeds of capital assets	-	-	36,364
Funded depreciation & amortisation expenditure	-	-	-
Total capital funding sources	-	-	60,946
Capital Funding Applications			
Non-current assets	-	-	60,946
Total capital asset acquisitions	-	-	60,946
Loan redemptions	-	-	-
Total capital applications	-	-	60,946
Reserve balances held at beginning of period			
Capital reserve balances	-	-	-
Unspent loan and depreciation cash held	-	-	-
Recurrent reserve balances	-	-	-
Total reserve cash held at beginning of period	-	-	-
Reserve balances held at the end of period			
Capital reserve balances	-	-	-
Unspent loan and depreciation cash held	-	-	-
Retained Surplus (Deficit)	(379,562)	139,792	-
Total reserve cash held at the end of period	(379,562)	139,792	-

Foxdale Quarry

Balance Sheet as at 31st January 2021

	2020/21 Actual	2019/20 Actual
Current Assets		
Cash and cash equivalents	(379,562)	(164,469)
Trade and other receivables	284,594	306,096
Inventory	521,783	772,465
Prepayments	-	-
Total Current Assets	426,815	914,092
Non-current Assets		
Property, plant and equipment	2,682,098	2,748,912
Closing WIP Balance	-	-
Total Non-current Assets	2,682,098	2,748,912
TOTAL ASSETS	3,108,913	3,663,004
Current Liabilities		
Trade and other payables	17,673	306,440
Total Current Liabilities	17,673	306,440
Non-current Liabilities		
Other Provisions	636,361	636,361
Total Non-current Liabilities	636,361	636,361
TOTAL LIABILITIES	654,034	942,801
NET COMMUNITY ASSETS	2,454,879	2,720,203
Community Equity		
Capital	2,799,438	2,850,352
Asset revaluation surplus	35,003	34,320
Capital reserve balances	-	-
Unspent loan and depreciation cash held	-	-
Retained surplus (deficiency)	(379,562)	(164,469)
TOTAL COMMUNITY EQUITY	2,454,879	2,720,203

Attachment 2 - Foxdale Quarry's Performance Report year to 28 February 2021 and the Balance Sheet as at 28 February 2021.

Foxdale Quarry			
Monthly performance report year to 28th of February 2021			
	2020/21		2019/20
	Actual	Current Budget	Actual
Operating revenue			
Rates and utility charges	(1,381)	(1,530)	-
Statutory fees and charges, rental and levies &	-	-	-
Sale of goods and major services	2,435,596	3,178,808	3,324,035
Other operating revenue	38,467	35,000	28,604
Total operating revenue	2,532,682	3,212,278	3,352,639
Operating Expenses			
Employee benefits	(674,067)	(847,683)	(998,028)
Materials and services	(1,432,847)	(1,319,397)	(1,647,488)
Internal service provider expenditure (Excl. Overhead)	(150,670)	(142,463)	(312,117)
Depreciation	(75,514)	(84,286)	(109,138)
External Finance Costs	-	(15,000)	(10,227)
Total operating costs	(2,333,038)	(2,408,835)	(3,076,938)
Surplus (deficit) from operations Excl. Overhead	199,584	803,443	275,641
<i>Internal Corporate Overheads</i>	<i>(371,568)</i>	<i>(337,355)</i>	<i>(529,503)</i>
Surplus (deficit) from operations	(171,984)	246,088	(253,862)
Other capital income/(expenses)	-	-	-
Net result for the period	(171,984)	246,088	(233,983)
Retained surplus (deficit) brought fwd from prior year	(164,463)	(164,470)	-
Net result from above	(171,984)	246,088	(233,983)
Transfer from capital for unfunded depreciation	75,514	-	109,138
From (to) capital - items of capital income & expenses	-	-	(13,879)
Adj From (to) capital to adjust working capital cash	-	-	4,837
Transfer (to) capital general revenue expended	-	84,286	(24,582)
Internal Program Contributions	-	-	-
Surplus/(deficit) available for transfer to reserves	-	-	-
Net transfers from (to) capital reserves	-	(400,000)	-
Retained surplus (deficit) funds at period	(260,938)	(234,096)	(164,463)
Capital Funding Sources			
General revenue used (excess funds provided)	-	-	24,582
Government Grants and Subsidies	-	-	-
Disposal proceeds of capital assets	-	-	36,364
Funded depreciation & amortization expended	-	-	-
Total capital funding sources	-	400,000	60,946
Capital Funding Applications			
Non-current assets	-	400,000	60,946
Total capital asset acquisitions	-	-	60,946
Loan redemptions	-	-	-
Total capital applications	-	-	60,946
Reserve balances held at beginning of period			
Capital reserve balances	-	-	-
Unspent loan and depreciation cash held	-	-	-
Recurrent reserve balances	-	-	-
Total reserve cash held at beginning of the	-	-	-
Reserve balances held at the end of period			
Capital reserve balances	-	-	-
Unspent loan and depreciation cash held	-	-	-
Retained Surplus (Deficit)	(260,938)	(234,096)	-
Total reserve cash held at the end of the pe	(260,938)	(234,096)	-

Foxdale Quarry

Balance Sheet as at 28th February 2021

	2020/21 Actual	2019/20 Actual
Current Assets		
Cash and cash equivalents	(260,938)	(164,469)
Trade and other receivables	399,244	306,096
Inventory	563,933	772,465
Prepayments	-	-
Total Current Assets	702,238	914,092
Non-current Assets		
Property, plant and equipment	2,673,397	2,748,912
Closing WIP Balance	-	-
Total Non-current Assets	2,673,397	2,748,912
TOTAL ASSETS	3,375,635	3,663,004
Current Liabilities		
Trade and other payables	21,505	306,440
Total Current Liabilities	21,505	306,440
Non-current Liabilities		
Other Provisions	636,361	636,361
Total Non-current Liabilities	636,361	636,361
TOTAL LIABILITIES	657,866	942,801
NET COMMUNITY ASSETS	2,717,769	2,720,203
Community Equity		
Capital	2,943,705	2,850,352
Asset revaluation surplus	35,003	34,320
Capital reserve balances	-	-
Unspent loan and depreciation cash held	-	-
Retained surplus (deficiency)	(260,938)	(164,469)
TOTAL COMMUNITY EQUITY	2,717,769	2,720,203

17. Matters of Importance

No agenda items for this section.