



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 25 August 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 25 August 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 + Elite Athlete Presentations

Agenda of the Ordinary Meeting to be held at
the Council Chambers, 67 Herbert Street Bowen
on Wednesday 25 August 2021 commencing at **9:00am**

1.	APOLOGIES	5
2.	CONDOLENCES	6
2.1	Condolences Report	6
3.1	DECLARATIONS OF INTEREST	7
4.1	MAYORAL MINUTE	8
4.2	MAYORAL UPDATE	9
5.	CONFIRMATION OF PREVIOUS MINUTES	10
5.1	Confirmation of Minutes Report	10
6.	BUSINESS ARISING	14
7.	DEPUTATIONS.....	20
8.	PETITIONS	21
9.	NOTICE OF MOTION.....	22
10.	QUESTIONS ON NOTICE	23
11.	QUESTIONS FROM PUBLIC GALLERY.....	24
12.	OFFICE OF THE MAYOR AND CEO.....	25
12.1	Annual Christmas Closure 2021	25
12.2	Part of Land Lease - Lot 298 on SP184769 - Ocean Rafting	27
12.3	Advertising Policy	29
13.	CORPORATE SERVICES	34
13.1	State River Improvement Trust Conference	34
13.2	Financial Report - FY 2021/22 - Period Ending July 2021	36
13.3	Whitsunday Regional Council's Flood Camera Network	65
13.4	Corporate Services Monthly Report - July 2021	70
14.	DEVELOPMENT SERVICES	99
14.1	Funding Opportunity - Queensland Day Sponsorship Program	99
14.2	Funding Opportunity - Black Summer Bushfire Recovery Grant	102
14.3	Incoming Grant Funding Application - Policy Review	105
14.4	20200299 - Development Application for Development Permit for Reconfiguration of a Lot - One (1) lot into Four (4) Lots - 1-21 Central Avenue, Cannonvale - Whitsunday Commercial Centre Pty Ltd -C/- Vision Surveys (QLD)	111
15.	COMMUNITY SERVICES	126
15.1	Reef Guardian Council Action Plan 2021/2022	126
15.2	Continuation of Temporary Closure to the Public - Proserpine Library - 6 September 2021 to 11 December 2021	149

15.3	Financial Support for a Junior Elite Athlete - August 2021	152
15.4	Donation and In-Kind Requests up to \$2,000.00 - July & August 2021	155
15.5	Donation on Council Fees - August 2021	161
15.6	Request for an Increase in Funding for the Next Three Financial Years - Greater Whitsunday Communities	167
15.7	Write-Off Penalty Infringement Notices	173
15.8	Policy Review - Library Visitors Conditions of Entry Policy, Access to Computers, Internet & WiFi in Council Libraries Policy and Community Donations Policy	180
15.9	Off-Street Parking Fees - Airlie Beach	192
16.	INFRASTRUCTURE SERVICES	195
16.1	Operational Report - Infrastructure Services - July 2021	195
16.2	Infrastructure Services Capital Progress Report - July 2021	205
16.3	Business Activity Report – Foxdale Quarry – July 2021	218
16.4	Tender Evaluation – 500.2021.0066 – DRFA Stormwater Pipe Replacement - Golf View Court, Cannonvale	224
16.5	Tender Evaluation - 500.2021.0073 Audio-Visual & Theatre Equipment Fit-Out - Proserpine Entertainment Centre (PEC)	229
17.	MATTERS OF IMPORTANCE	235

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) minute silence for the recently deceased.

The following report has been submitted for inclusion into Council's Ordinary Council Meeting to be held 25 August 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: Tailah Jensen – Governance Administration Officer

RESPONSIBLE OFFICER: Rod Ferguson – Chief Executive Officer

RECOMMENDATION

That Council confirms the Minutes of the Ordinary Meeting held on 11 August 2021.

The following report has been submitted for inclusion into Council's Ordinary Council Meeting to be held 25 August 2021.

SUMMARY

Council is required to confirm the minutes of the Ordinary Council Meeting Minutes held on 11 August 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 11 August 2021 are provided for Council's review and confirmation.

BACKGROUND

In accordance with s272 of the Local Government Regulation 2012, minutes were taken at Council's Ordinary meeting held on 11 August 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 11 August 2021, the following interests were declared and recorded in the minutes:

Councillor	MPI/COI	Report No.	Particulars of the interest
<i>Cr Willcox advised the meeting and questioned his position in participating in this matter given his role on the policy executive of the LGAQ.</i>			
<i>The Director of Corporate Services and Chief Executive Officer advised that the Mayor does not have a real conflict of interest and therefore the Mayor may remain in the meeting and participate in the discussion and vote.</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 11 August 2021, the following orders were made:

Councillor	Order Made
No orders made for this 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 11 August 2021

If Council is satisfied that the unconfirmed minutes are an accurate representation of what occurred at the meeting held on 11 August 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 11 August 2021 with amendments

If Council is not satisfied that the unconfirmed minutes are an accurate representation of what occurred at the meeting held on 11 August 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.	The Cantamessa Road Bridge was briefed on the 21st July 2021. The Director of Infrastructure Services is organising a meeting with the landowner and a report is to come back before the end of September 2021.
11/08/2021	20210294 - Development Application For Material Change Of Use - Short-Term Accommodation - 13 Woodward Crescent Cannonvale - G & F Turner C/- Whitsunday Holiday Rentals 2021/08/11.08	That item 14.1 lay on the table pending further discussions regarding the existing planning scheme and policies around Short-Term Accommodation.	To be considered at the 22 September 2021 Council Meeting.

CONSULTATION

Jason Bradshaw – Director Corporate Services

DISCLOSURE OF OFFICER'S INTERESTS

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

CONCLUSION

These minutes from the 11 August 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 11 August 2021

Attached separately

6. Business Arising

Documents contained in this include the following:

1. Response to Public Question presented by Clay Bauman at the Ordinary Council Meeting held on 11 August 2021.
2. Response to Public Question presented by Michael Gauci at the Ordinary Council Meeting held on 11 August 2021.
3. Response to Public Question presented by Save our Foreshore at the Ordinary Council Meeting held on 11 August 2021.
4. Response to Public Question presented by Clay Bauman at the Ordinary Council Meeting held on 14 July 2021.

These documents have been enclosed on the following pages.



Our Reference: 20191165
For further information, please contact: Neil McGaffin
Direct dial no.: 07 4945 0651

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
ABN 63 291 580 128

17th August 2021

Mr C Bauman



Dear Mr C Bauman

RE: Question for Council Meeting – 11th August 2021

I refer to the above and to your email correspondence received by Council on 9th August 2021.

In regard to the issues you have raised I provide the following response:

I am informed that Council does not have record of a refund of a '\$3.5 million bond to landscape Canal Street'. I also understand you have been requested to provide further advice on this matter for Council to review and consider.

I acknowledge that the early development of the Port of Airlie did not follow a clear and sequential schedule, driven I anticipate by the need for the development to proceed ahead of the original schedule. I expect that Council reports were accurate at the time of presentation to Council, with circumstances changing over time as development and construction progressed and responded to various pressures.

While Council is aware of your concerns, detailed advice has been provided and there is no desire to seek further guidance on this matter.

Unless you have any information that Council has not already reviewed, the matter will now be closed.

Yours faithfully



Mr R Ferguson
Chief Executive Officer

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



Our Reference: 20210294
For further information, please contact: Neil McGaffin
Direct dial no.: 07 4945 0651

Correspondence:
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ABN 63 291 580 128

17th August 2021

Mr MA Gauci

Dear Mr Gauci

RE: Question for Council Meeting – 11th August 2021

I refer to the above and to your email correspondence received by Council on 9th August 2021.

Please be advised that all Development Applications for Material Change of Use (Short Term Accommodation) are required to be assessed against the provisions of the Whitsunday Regional Council Planning Scheme, being the relevant statutory document.

The Short Term Accommodation Guideline is a valuable document used in the assessment process and provides a number of advisory matters for consideration. Where inconsistencies occur between the documents the Planning Scheme takes precedence over the Guideline.

For the application at 13 Woodward Crescent, the Planning Scheme requires the provision of only two (2) carpark spaces for a three (3) bedroom short term accommodation premises. In order to remove any confusion, the determination was that the condition to comply with AS 2890 not be imposed on this application.

A Pool Safety Certificate is current for the site and is available to view via the QBCC Pool Register - <https://my.qbcc.qld.gov.au/s/pool-register>.

The recommendation to approve this application was submitted by professional staff based on many reasons including that the proposed Short Term Accommodation use would not significantly impact on the amenity of the surrounding neighbourhood.

Yours faithfully

Mr R Ferguson
Chief Executive Officer

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



Our Reference: ECM
For further information, please contact: Neil McGaffin
Direct dial no.: 07 4945 0651

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17th August 2021

Suzette Pelt
President
Save Our Foreshore

Dear Ms Pelt,

RE: Question for Council Meeting – 11th August 2021

I refer to the above and to your email correspondence received by Council on 9th August 2021. Please find your questions and a response to each below.

Q1 Please will Council advise what has changed with respect to emergency vehicle access via Easement A?

There is no change to Easement A, which is for underground infrastructure, not emergency vehicle access purposes. Emergency vehicle access into the Foreshore is possible from Broadwater Avenue car park or from the Central Lagoon car park.

Q2 What provisions are made in the budget to manage removal of decking and replacement in the event of access needed to underground services?

The costs associated with any necessary removal and/or replacement of any asset or obstruction is included in the operational or capital budget relating to the item being replaced.

Q3 Will Council confirm to the community that the deck and surrounds will not be commercialised in accordance with the lands zoning under the LO and Act?

Council is developing the *draft Airlie Beach Foreshore Land Management Plan 2021* to provide a framework for permitting outdoor dining on a portion of the soon to be constructed Lagoon deck. This framework may also apply to other future decking that may face the Foreshore now or in the future.

The draft proposal to permit outdoor dining on foreshore decking will be publicly consulted to capture comment from residents, community groups and the Airlie Beach Chamber of Commerce.

Q4 The proposed deck is limited unimaginitive and uninspiring. We request that Council look at how the Cairns Council has constructed a children's playground under a large fig tree on their foreshore area, adjacent to restaurants. And consider this for the lagoon fig trees. It doesn't take much to immediately see the advantages of doing this to add to the amenity of public parkland and the lagoon.

Your comments are noted. Council has several high-quality playgrounds in the Foreshore area, including in close proximity to the proposed deck, and does not have any plan to construct anymore in the area.

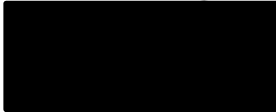
Q5 Will Council re-run a new, accurate and truthful community consultation process on the proposed relocatable movie screen (i.e. that is not a relocatable movie screen)?

Further consultation is anticipated for the draft *Airlie Beach Foreshore Land Management Plan 2021* which will include details regarding the movie screen's use during events. Council welcomes comment from Save Our Foreshore during the consultation period.

I am informed that Save Our Foreshore has been approached by Council to meet and discuss the draft Land Management Plan. Your advice as to whether you would like a pre-consultation discussion or await the more formal consultation process before making comment would be appreciated.

Should you have any further questions please don't hesitate to contact Neil McGaffin, Director Development Services on 07 4945 0651.

Yours faithfully



Mr R Ferguson
Chief Executive Officer



Our Reference: ECM Doc No: 6408745
For further information, please contact: James Ngoroyemoto
Direct dial no.: 07 4945 0298

29 July 2021

Mr Clay Bauman
[REDACTED]

By email to: claybauman67@gmail.com

Dear Mr Bauman,

RE: Public Question – Council Meeting 14 July 2021

I refer to the above matter and to your email correspondence received by Council on Monday 12 July 2021.

In response to your questions raised, I advise the following:

- Council regards Survey Plan SP232115 to be the "Genesis Plan". This Plan was registered on 19 April 2013. This commenced the ten (10) year currency period of the Infrastructure Agreement between Council and the developers of Port of Airlie.
- Based on the above, the discounts agreed to in the Infrastructure Agreement for infrastructure charges applicable to new developments continue until 19 April 2023.
- Infrastructure charges have been calculated correctly in accordance with the Planning Scheme definitions, the proposed building design, and the Infrastructure Agreement.

Finally, I did not read your written submission in full on the meeting day. As per Council policy, any remarks are to be framed in respectful and courteous language. Therefore, the inuendo of fraud, dishonesty and corrupt conduct is not acceptable to be read at a public forum. It would be appreciated if you would refrain using such words in future correspondence.

If you have any additional questions with regards to this correspondence, please feel free to contact Council's Manager Governance & Administration Services, Mr James Ngoroyemoto, on 07 4945 0298.

Yours faithfully
[REDACTED]

Rodney Ferguson
Chief Executive Officer

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

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 from Council's Standing Orders:

1. In each Meeting, time shall be set aside to permit members of the public to address the Council on matters of public interest related to local government.
2. Questions from the Public Gallery will be taken on notice and may or may not be responded to at the Meeting.
3. The time allotted shall not exceed fifteen (15) minutes and no more than three (3) speakers shall be permitted to speak at any one (1) meeting.
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
12.1 ANNUAL CHRISTMAS CLOSURE 2021

AUTHOR: Lyndal O'Neill - Manager Human Resources

RESPONSIBLE OFFICER: Rod Ferguson - Chief Executive Officer

OFFICER'S RECOMMENDATION

That Council approve the closure of Council business during the Christmas /New Year period from Friday 24 December 2021 to Monday 3 January 2022, resuming normal operating hours from Tuesday 4 January 2022.

The following report has been submitted for inclusion into Council's Ordinary Meeting to be held on 25 August 2021.

SUMMARY

This report recommends the annual Christmas closure for Council to commence on Friday 24 December 2021 to Monday 3 January 2022, with normal business resuming from Tuesday 4 January 2022.

PURPOSE

This item is to seek endorsement of Council for the annual Christmas closure for 2021.

BACKGROUND

Each year the Whitsunday Regional Council shuts down over the end of year holiday period (December/January). The community is advised of these changes to Council operations through media releases, notices on Facebook and Council website, and notices in each Council public locations such as customer service areas.

The main office buildings and libraries phones are diverted to the call centre who have a list of emergency contacts in the event requiring immediate action, otherwise basic enquiries are handled, and the more complicated ones are logged for action upon the office reopening.

A skeleton crew and/or on-call arrangements are scheduled for the Works, Whitsunday Water, Parks, Local Laws/Security services, Airports, and IT teams to ensure that any urgent matters that may arise are addressed.

STATUTORY/COMPLIANCE MATTERS

Whitsunday Regional Council Certified Agreement 2020, Clause 6.5 Annual Christmas Closure.

ANALYSIS

The public holidays and proposed Council closure for the December 2021/January 2022 period are in the following table:

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
19/12/2021	20/12/2021	21/12/2021	22/12/2021	23/12/2021	24/12/2021	25/12/2021
					Council Closure	Christmas Day
26/12/21	27/12/21	28/12/21	29/12/21	30/12/21	31/12/2021	01/01/2022
Boxing Day	Christmas Day Public Holiday	Boxing Day Public Holiday	Council Closure	Council Closure	Council Closure	New Year's Day
02/01/2022	03/01/2022	04/01/2022	05/01/2022	06/01/2022	07/01/2022	08/01/2022
Council Closure	New Year's Day Public Holiday					

Public Holidays	Council Closure	Normal workday
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STRATEGIC IMPACTS

Alignment to Corporate Plan and Values

CONSULTATION

- Executive Leadership Team
- Workplace Relations Consultant
- Human Resources Operations Coordinator
- Manager Innovation and Technology

DISCLOSURE OF OFFICER'S INTERESTS

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

CONCLUSION

It is recommended that Council business closes during the Christmas/New Year period from Friday 24 December 2021 to Monday 3 January 2022, resuming normal operating hours from Tuesday 4 January 2022

ATTACHMENTS

N/A

12. Office of the Mayor and CEO

12.2 PART OF LAND LEASE - LOT 298 ON SP184769 - OCEAN RAFTING

AUTHOR: Billie Davis – Senior Commercial Officer

RESPONSIBLE OFFICER: Craig Turner – Chief Operating Officer Aviation and Tourism

OFFICER'S RECOMMENDATION

That Council authorise the Chief Executive Officer to enter into negotiations and execute a lease over part of the land being Lot 298 on SP184769 to Ducks in a Row Pty Ltd T/As Ocean Rafting in relation to the use of the Shute Harbour Marine Terminal and in accordance with Section 236(e) of the Local Government Regulation 2012.

The following report has been submitted for inclusion into Council's Ordinary Meeting to be held on 25 August 2021.

SUMMARY

Council is currently undergoing restoration of the Shute Harbour Marine Terminal and offering a world-class commercial facility providing a range of berthing options, baggage handling areas and fuel facilities. Council is entering into leases with commercial entities to provide marine tourism operations and activities to service the Whitsunday Region.

PURPOSE

To present to Council for consideration to negotiate and enter into a leasing agreement with Ocean Rafting for the use of the Shute Harbour Marine Terminal.

BACKGROUND

Council invited Expressions of Interest for the proposed Shute Harbour Marine Facility. The scope included berthing and facility leasing for tourism and marine operators.

Council resolved on 25 November 2020 to shortlist respondents in response to the Expression of Interest (EOI) for Shute Harbour commercial opportunities.

Council resolved on 30 June 2021 to enter into negotiations and leasing arrangements with the successful tenderers. Letters of Offers were sent out to the successful parties proving an offer of lease areas, lease term, lease fees and terminal fees (if applicable); a draft lease was also provided for their review. All Letters of Offers have been received back accepting the lease areas, term and fees; the negotiations of the leases will commence.

The benchmark of lease terms and fees have now been set for the Shute Harbour Marine Terminal based upon the agreements entered into with both the larger and small tourism operators.

Leasing opportunities are still available at the Shute Harbour Marine Terminal.

STATUTORY/COMPLIANCE MATTERS

Section 236(e) Local Government Regulation 2012.

ANALYSIS

An expression of interest has been received from Ocean Rafting to enter into a lease arrangement with Council to provide a supplementary service from Shute Harbour.

Ocean Rafting provide award winning day trips around the Whitsunday islands and to Whitehaven Beach and hold special permits which allow their vessels to visit protected areas of the Great Barrier Reef Marine Park, including access into Hill Inlet at Whitsunday Island.

Information provided by Ocean Rafting on their requirements to operate successfully from this location and current available leasing space at the Shute Harbour Marine Terminal has been determined as suitable.

In accordance with Section 236(e) of the Local Government Regulation 2012, as a lease over Lot 297 has been offered by tender previously and leased areas are still available, Council may enter into a lease with a party without the requirement to go back out for public tender.

STRATEGIC IMPACTS

Leases for the Shute Harbour Marine Terminal will provide a diverse offering of commercial businesses. This diversity will deliver a strong operational business model for Council, which will in turn underpin the financial success of the facility.

The strategic outcome of securing tenancies will ensure that the Shute Harbour Marine Terminal becomes a pivotal marine asset for the region and a strong operational asset of the Whitsunday Regional Council.

CONSULTATION

Peter Shuttlewood – Executive Manager Procurement, Property and Fleet
Shaun Cawood – Shute Harbour 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

It is recommended to enter into negotiations and execute a lease Ocean Rafting over part of the land at the Shute Harbour Marine Terminal.

ATTACHMENTS

N/A

12. Office of the Mayor and CEO

12.3 ADVERTISING POLICY

AUTHOR: Lisa Maher - Senior Communications Officer

RESPONSIBLE OFFICER: Greg Martin - Manager Communications & Marketing

OFFICER'S RECOMMENDATION

That Council adopt the Advertising Policy.

The following report has been submitted for inclusion into Council's Ordinary Meeting to be held on 25 August 2021.

SUMMARY

Council's Advertising Policy (LSP_OMCEO_02) was effective from 28 February 2018 with a review date set for 28 February 2021. The previous policy has been reviewed for adoption with no additional changes.

PURPOSE

The purpose of this policy is to establish the principles governing Council's expenditure on advertising which will ensure that public monies are utilised prudently and appropriately.

BACKGROUND

The previous Advertising Policy was adopted at an Ordinary Meeting held on 28 February 2018.

STATUTORY/COMPLIANCE MATTERS

Local Government Act 2009

Section 197 of the Local Government Regulations 2012

ANALYSIS

The purpose of this policy is to provide guidance as to the types of advertising that Council considers appropriate to provide information or education to the community. It sets out the requirements for the placement of paid advertisements in various media to promote, inform and educate the public about Council's services, facilities, activities and programs.

It also provides advice regarding the restrictions on advertising during Caretaker Period to that required to maintain the necessary customary and routine operations of Council and day to day Council business.

STRATEGIC IMPACTS

Adoption of the policy manages Council's compliance obligations under the Local Government Act 2009 and supports Outcome 1.1 of the Corporate Plan - Our leadership engages with the community and provides open, accountable and transparent local government and Outcome 1.3 - Our organisation is innovative, efficient and financially sustainable.

CONSULTATION

Greg Martin - Manager Communications & Marketing

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 proposed that Council adopted the Advertising Policy to ensure compliance with the Local Government Act 2009 and Local Government Regulations 2012. It will ensure that Council's advertising and expenditure provides a commensurate benefit to Council and the public.

ATTACHMENTS

Attachment 1 - Advertising Policy

Attachment 1 - Advertising Policy



Advertising Policy

Office of the Mayor and CEO

[Policy Number]

COUNCIL POLICY			
Date Adopted by Council		Council Resolution	
Effective Date		Next Review Date	25 August 2022
Responsible Officer(s)		Revokes	Advertising Spending Policy

Purpose

The purpose of this policy is to:

- comply with legislative requirements;
- provide guidance as to the types of advertising that Council considers appropriate to provide information or education to the community; and
- set out the requirements for the placement of paid advertisements in various media to promote, inform and educate the public about Council's services, facilities, activities and programs.

Scope

This policy is applicable to all *Councillors* and *employees*.

This policy applies primarily to advertising paid for by Council and does not preclude Councillors appearing in unpaid advertisements or other advertisements where the cost is not borne by Council so long as Council's reputation would not be affected by such appearance.

This policy does not apply to:

- advertising for recruitment purposes;
- advertising for the acquisition or disposal of property, plant and equipment used or to be used by the Council in its business;
- the advertising of statutory public notices;
- advertisements for tenders or expressions of interest under Council's Procurement Policy;
- reports published in the media where no payment is made for the report; or
- free of charge publicity for the promotion of ideas, goods and services provided by Council.

Applicable Legislation

This policy is in reference to section 197 of the Local Government Regulation 2012 'the Regulation'.

Policy Statement

1. Council may incur expenditure for advertising only where:
 - 1.1. The advertising is for the purpose of providing information or education to the public;
 - 1.2. the information or education is provided in the *public interest*; and
 - 1.3. the advertising falls into one of the categories set out in Clause 2.

Advertising Policy

Office of the Mayor and CEO
[Policy Number]

2. Council considers advertising for the following purposes appropriate:
 - 2.1. to advise the public about new or existing services, programs, facilities or activities;
 - 2.2. to advise the public about changes to existing services, programs, facilities or activities;
 - 2.3. to increase the use of a service or facility provided by the Council on a commercial basis with a view to profit;
 - 2.4. to increase the use of a service, program or facility provided by Council free of charge for a community benefit;
 - 2.5. to change the behaviour of people in the Council's area for the benefit of all or some of the community or to achieve the objectives of Council;
 - 2.6. to promote a Council sponsored or organised event;
 - 2.7. to achieve Council's plans, goals and objectives;
 - 2.8. to advise the public of Council Meetings, outcomes, legislation and proposed policies;
 - 2.9. to advise the public of decisions made by Council at its meetings;
 - 2.10. to seek public feedback or comment Council's business or proposed policies or activities of Council;
 - 2.11. to advertise matters required by legislation to be advertised; or
 - 2.12. where the advertisement facilitates the administration of the Council.
3. Council employees shall ensure that advertising is accessible, timely, targeted and easily understood.
4. Council shall not place advertisements which seek to influence support for particular candidates or groups at any time.
5. Promotion of the particular achievements or plans of individual Councillors or groups of Councillors is prohibited.

Caretaker Period

6. During the *election advertising period* Council shall restrict its advertising to that required to maintain the necessary, customary and routine operations of Council and day to day Council business such as:
 - 6.1. advertising future plans which have been formally adopted by the Council; and
 - 6.2. advertising the activities of the Council in the same manner and form as is customary for the Council to advertise its activities.
7. During the election advertising period, Council shall not:
 - 7.1. place advertisements which seek to influence support for particular candidates, groups of candidates or potential candidates in the election; or
 - 7.2. bear the cost of advertisements featuring one or more Councillors or containing quotations attributed to individual Councillors.
8. Individual Councillors shall not be featured in any paid advertising during the caretaker period or the election advertising period.
9. Care shall be taken during the election advertising period to ensure that advertising cannot be construed to be of a political nature.
10. Council's Caretaker Policy shall be used in conjunction with this policy.

Advertising Policy

Office of the Mayor and CEO

[Policy Number]

Approval

11. All expenditure on advertising must be approved in accordance with Council's Procurement Policy and related procedures and to be managed by the Communications & Marketing Branch.
12. Communications & Marketing will ensure that
 - 12.1. the expenditure is in accordance with this policy;
 - 12.2. the cost of the advertisement is appropriate for the number of people it is intended to inform and provides a commensurate benefit to Council and the public; and
 - 12.3. the cost is available in the relevant budget and meets the usual requirements for expenditure approval.

Definitions

CEO refers to the Chief Executive Officer of the Whitsunday Regional Council appointed in accordance with the *Local Government Act 2009*.

Council refers to the Whitsunday Regional Council

Related Documents

Advertising refers to the definition in section 197(3) of the *Local Government Regulation 2012*, namely "promoting an idea, goods or services to the public for which a fee is paid."

CEO refers to the Chief Executive Officer of the Whitsunday Regional Council appointed in accordance with the *Local Government Act 2009*

Caretaker Period refers to the definition in s90A of the *Local Government Act 2009* as the period during an election for the Council that starts on the day when the public notice of the holding of the election is given under s25(1) of the *Local Government Electoral Act 2011* and ends at the conclusion of the election, namely the day on which the last declaration of a poll conducted in the election is displayed in the office of the Returning Officer

Council refers to the Whitsunday Regional Council

Councillors refers to all Councillors including the Mayor of the Whitsunday Region

Election advertising period refers to the three months immediately before a quadrennial election

Employee refers to any employee, contractor, volunteer etc. of the Council

Public interest refers to the creation and maintenance of public confidence and trust in the credibility, integrity and stability of Council's operations.

Human Rights Compatibility Statement

This policy has been assessed as compatible with the Human Rights protected under the *Human Rights Act 2019*.

13. Corporate Services

13.1 STATE RIVER IMPROVEMENT TRUST CONFERENCE

AUTHOR: Melanie Douglas - Governance and Councillor Support Officer

RESPONSIBLE OFFICER: Jason Bradshaw - Director Corporate Services

OFFICER'S RECOMMENDATION

That Council approve the following Councillors to attend the State Council's River Improvement Trust Annual Conference to be held from 27th to 29th October in Bowen as committee representatives;

- a) Mayor Willcox and Councillor Brunker on behalf of Don River Improvement Trust; and**
 - b) Cr Collins and Cr Simpson on behalf of Whitsunday River Improvement Trust.**
-

The following report has been submitted for inclusion into Council's Ordinary Meeting to be held on 25 August 2021.

SUMMARY

The appointment of Councillors to represent on committees was resolved at the 27 May 2020 Ordinary Meeting. The Council representatives have been invited to attend the Annual State Conference to be held from 27th to 29th October 2021.

Council has provided at the meeting of the 28th July, 2021 a donation for \$2,000.00 for the conference.

PURPOSE

To seek Council's interest for the elected representatives on the Whitsunday and Don River Improvement Trust Committees to attend the State Conference.

BACKGROUND

The Don River Improvement Trust is hosting the Annual State Council of River Trusts Conference. The delegates attending the meeting will be provided with a regional tour showcasing Bowen, Proserpine and Airlie Beach. The conference will bring approximately 40 to 50 representatives to the region for the two day event.

STATUTORY/COMPLIANCE MATTERS

Local Government Act 2009

ANALYSIS

Attendance at the conference allows Councillors to focus on current issues and learn how other local governments approach relevant matters. Networking with other delegates also provides opportunity to consider new perspectives on common issues.

Alternatively, Council may prefer representative Councillors not attend the Conference.

STRATEGIC IMPACTS

Outcome 4.5 - our region provides strong education, employment and training pathways and recognises the importance of training/professional development to provide Councillors the tools to undertake their responsibilities.

Reputational - It would reflect positively on Council's reputation with Councillor delegates attending the conference. Providing the opportunity for Councillors to engage with other River Trust representatives while showcasing the Whitsunday region would ensure a positive outcome overall for the conference.

Financial - There will be no costs incurred for Council representatives to attend the conference.

CONSULTATION

James Ngoroyemoto - Manager Governance and Administration 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

This Conference provides the opportunity for Councillors to further extend their understanding of current and future matters while networking with other River Trust delegates.

ATTACHMENTS

N/A

13. Corporate Services

13.2 FINANCIAL REPORT - FY 2021/22 - PERIOD ENDING JULY 2021

AUTHOR: Julie Moller – Manager Strategic Finance

RESPONSIBLE OFFICER: Jason Bradshaw - Director Corporate Services

OFFICER'S RECOMMENDATION

That Council receive the unaudited financial statements for the period ended 31 July 2021 for the Financial Year 2021/22.

The following report has been submitted for inclusion into Council's Ordinary Meeting to be held on 25 August 2021.

SUMMARY

The report presents the unaudited financial statements for the period ending July 2021 and outlines the current financial status of Council.

PURPOSE

To inform Councillors of Council's current 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 reports

- (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.

Council ended the last financial year in a sound financial position, and much focus has been on finalising the audited financial statements for the 2020/21 year. This has set the position

for the current financial year with a sound starting point and after the first month there is as usual little to report. All indicators remain within accepted levels.

A separate report will also be provided to Council after the finalisation of the audit – to confirm the final result for 2020/21.

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 legislation.

CONSULTATION

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

That the unaudited financial statements for the period be received.

ATTACHMENTS

Attachment 1 - Monthly Financial Report – July 2021

Attachment 2 - Financial Statements for the Financial Year 2021/22 to July 2021

Attachment 3 - Capital Delivery Report – July 2021

FINANCIAL REPORT

Financial Year: 2021/22
Period Ending: July 2021



BACKGROUND

This report provides the estimated financial performance and position of 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 around \$2.2M, after charging depreciation (What We Set-aside for Asset Renewals) of \$2.1M.

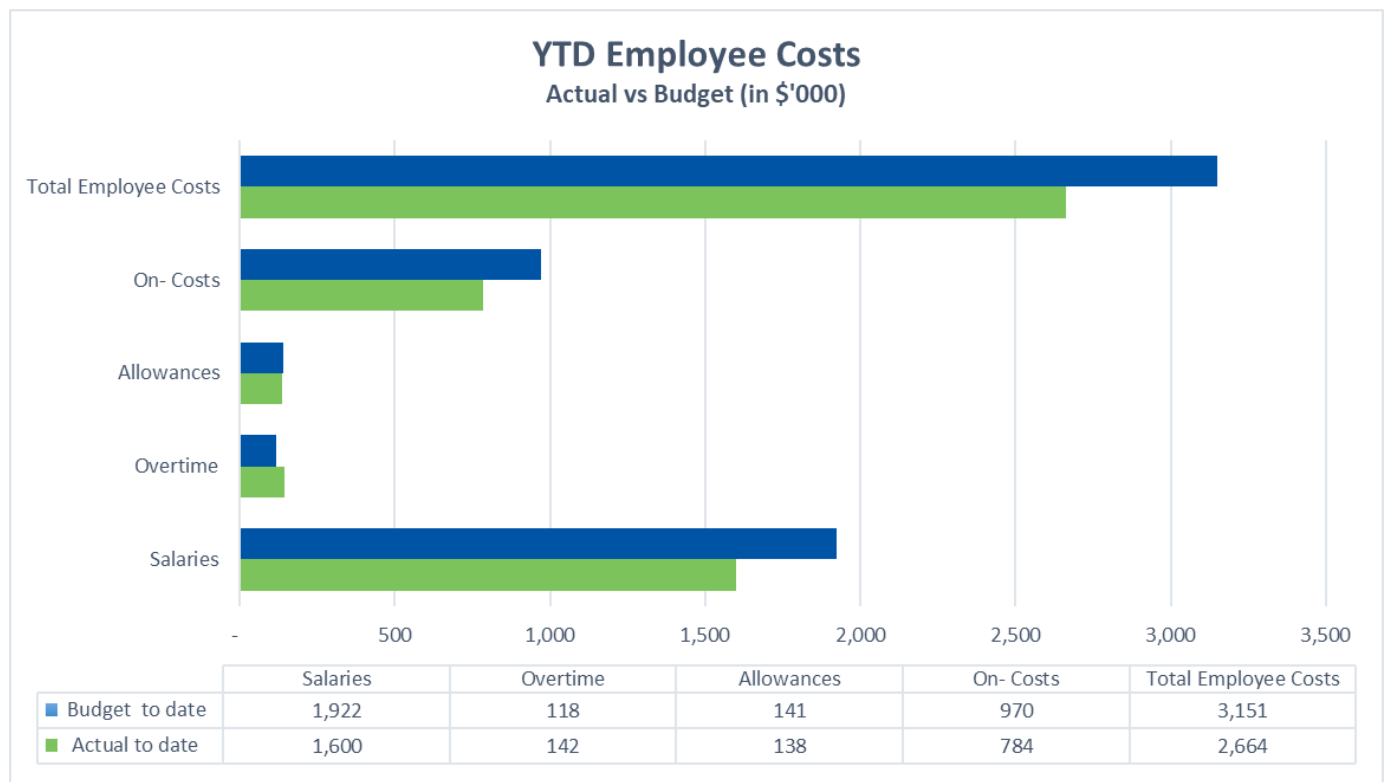
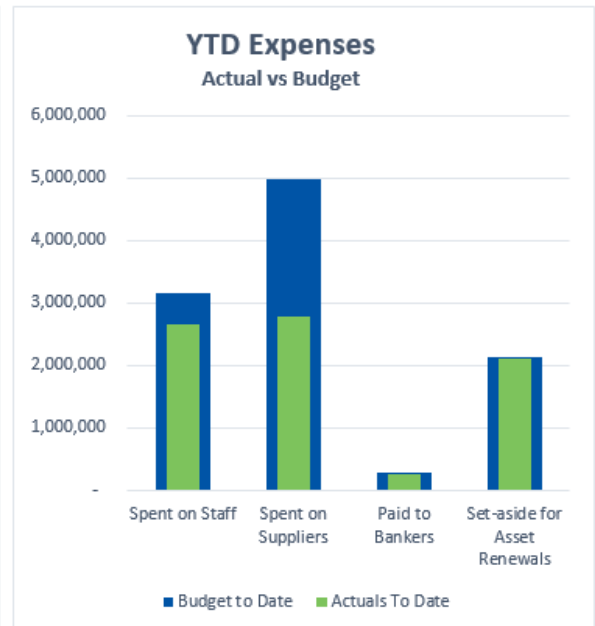
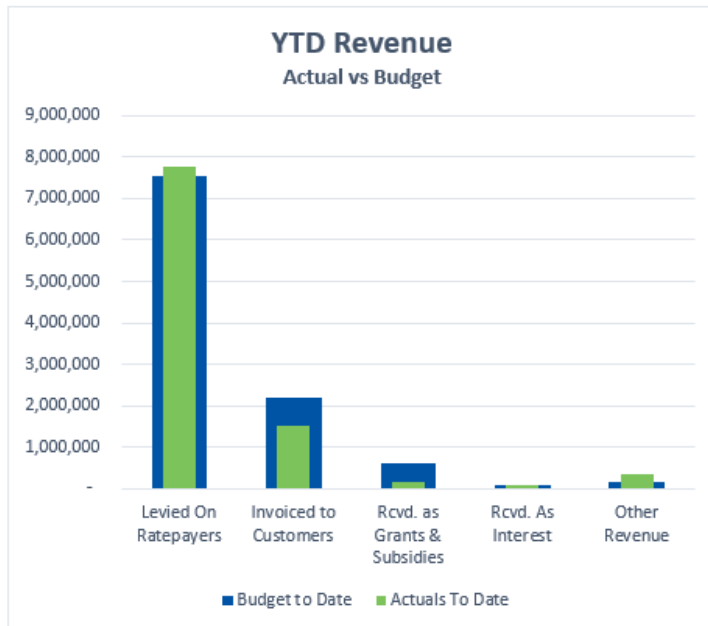
Table 1 : Statement of Income & Expenditure

	Prev. Yr. Audited	Current Budget to date	Actual to date	% Var Current Bud v Act
What We Levied Our Ratepayers	87,138,236	7,545,909	7,774,899	103%
What We Invoiced Our Customers	20,535,916	2,181,750	1,536,260	70%
What We Rcvd. as Grants & Subsidies	12,728,063	611,934	150,885	25%
What We Rcvd. As Interest from Investment	1,163,865	94,225	83,927	89%
Our Other Revenue	2,319,937	155,967	350,327	225%
Our Total Recurrent Earnings	123,886,017	10,589,785	9,896,298	93%
What We Spent on Our Staff	35,450,186	3,150,715	2,663,670	85%
What We Spent on Our Suppliers	49,479,806	4,985,506	2,783,205	56%
Our Total Direct Spend	84,929,992	8,136,220	5,446,875	67%
What We Paid Our Bankers	4,309,478	289,583	272,892	94%
What We Set-aside for Asset Renewals	28,627,639	2,125,000	2,118,325	100%
Our Operating Surplus/(Deficit)	6,018,908	38,981	2,058,206	5280%
Our Capital Revenue	75,015,560	5,329,550	171,945	3%
Our Capital Expenses	21,839,062	494,739	-	0%
Our Capital Surplus/(Deficit)	53,176,498	4,834,811	171,945	4%
Our Net Earnings	59,195,406	4,873,792	2,230,151	46%

- Total Recurrent Earnings is almost on target against period to date budget for the first month of 2021.22.
- Direct spend is below period to date budget primarily due to being the first month of the financial year and most recent spend related to the closing of 2020/21 financial year.
- The net result of these variations is that the Operating Surplus is above budget by around \$2M.

Financial Report July 2021

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



COMMUNITY WEALTH

The value of resources Council has, to service our community. Net Community wealth at the end of the period stood marginally over \$1.16B.

Table 2 : Statement of Financial Position

	Prev. Yr. Audited	Annual Budget	Actual to date
What We Own	1,172,319,478	1,262,122,144	1,171,657,891
Inventory We Hold	4,317,036	1,681,365	4,485,309
What We are Owed	28,084,097	18,036,775	27,701,884
What We Have in Bank	78,617,064	65,469,715	64,369,094
Our Total Assets	1,283,337,675	1,347,309,999	1,268,214,178
What We Owe Our Suppliers	43,056,429	42,220,540	26,126,480
What We Owe Our Lenders	81,676,718	76,305,787	81,253,021
Our Total Liabilities	124,733,147	118,526,327	107,379,501
Our Community Wealth	1,158,604,528	1,228,783,672	1,160,834,677

- Cash balances (What we Have in Bank) remain at healthy levels and well above minimum requirements.
- Net Community Wealth stands at approximately \$1.16B.

Debtors & Borrowings

What We Are Owed	
Category	Amount
Rates & Charges	6,291,027
General Debtors	4,989,007
GST Receivable/(Payable)	744,613
Advances to Community	1,047,500
SUB-TOTAL	13,072,147

Contract Assets	9,547,416
Water Charges not yet levied	4,176,292
Prepayments	2,437,017
Provision for Bad Debts	(1,407,971)
SUB-TOTAL	14,752,754

GRAND TOTAL	27,824,900
--------------------	-------------------

What We Have Borrowed		
Loan	Rate	Balance
81091 Gen5 05/06	7.08%	1,788,899
81092 Gen7 08/09	6.82%	4,235,859
81090 Gen8 09/10	6.33%	2,809,138
81089 Gen8 AMSU	5.07%	2,847,816
81093 STP Projects	5.25%	19,047,177
81094 WTP Projects	4.86%	9,291,403
Bowen STP 19/20	2.20%	9,169,123
WCARun 19/20	2.20%	22,464,350
Bowen Cell 3 19/20	0.91%	2,174,241
Bowen STP 20/21	1.80%	5,415,328
TOTAL		79,243,335

What We Have Available to Borrow		
Facility	Rate	Limit
Working Capital Facility	0.10%	20,000,000
Term Loans		-
TOTAL		20,000,000

- Overdue Rates & Charges remain at just under \$ 6.3 M with a further \$5 M in General Debtors. Recovery measures are currently in progress through a professional debt recovery agency, and these actions are producing improved collection results in the work done to date. There has been some reaction to steps taken but most have resulted in payments or arrangements being made. Water Notices issued in July.
- The short-term working capital facility remains unutilised.

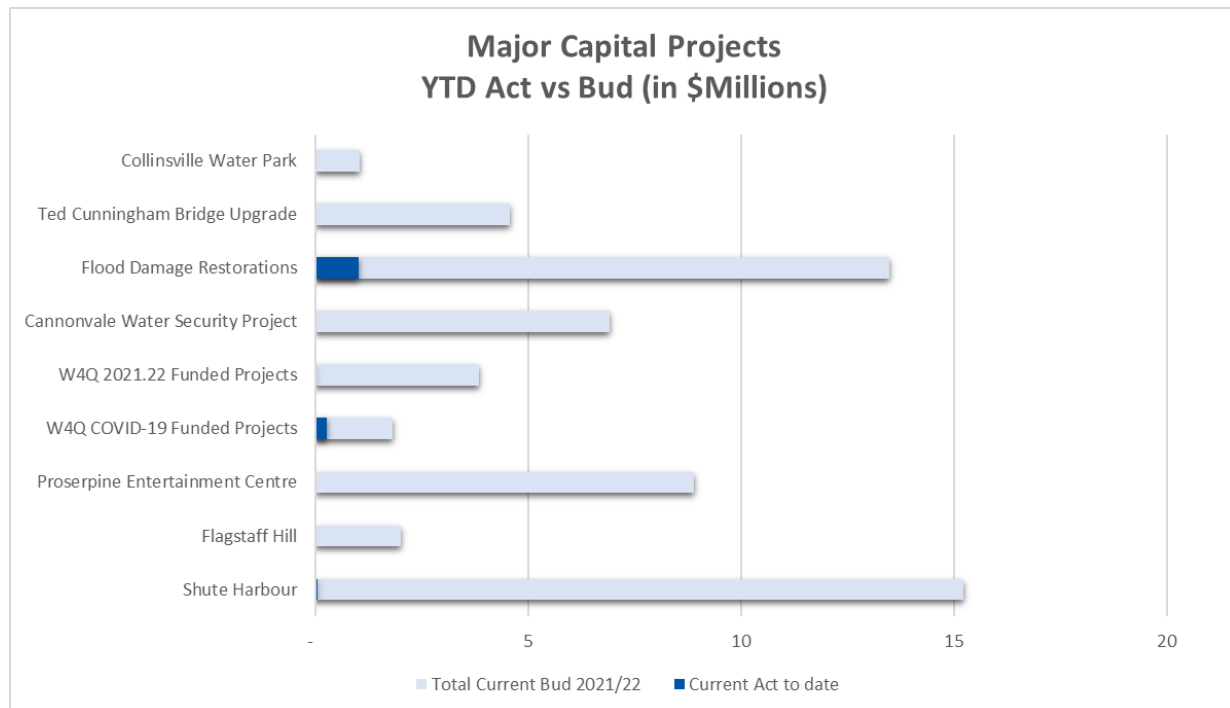
Financial Report July 2021

Investments

	Prev. Yr	Current
Queensland Treasury Corporation	78,617,064	64,369,094

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

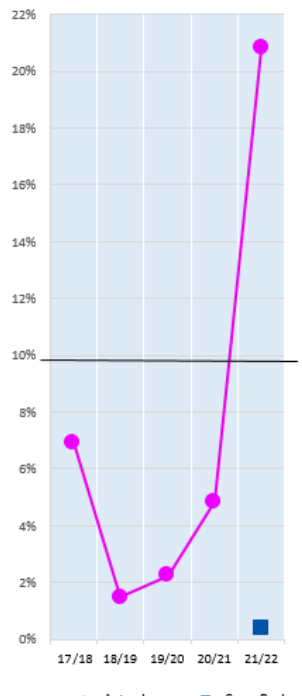
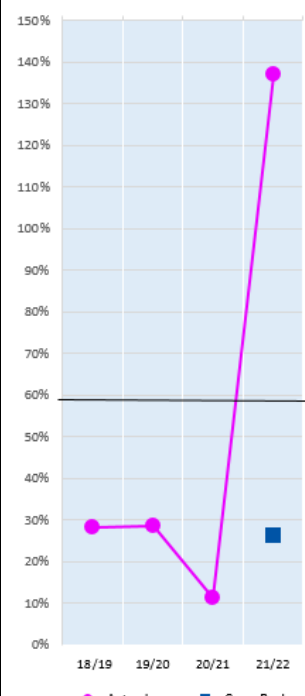
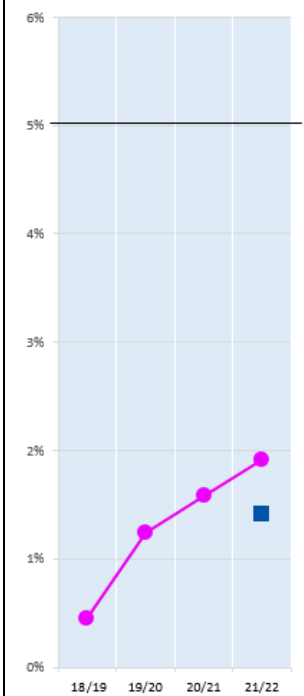
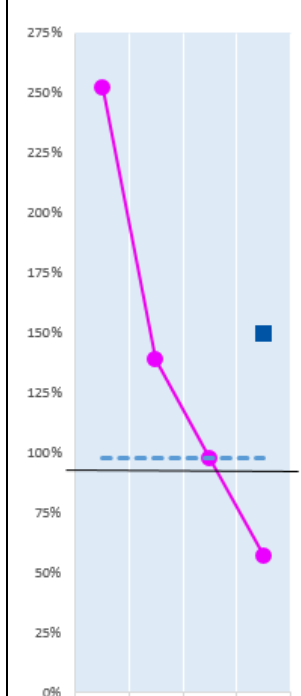
CAPITAL DELIVERY



- 19% of the capital budget, totalling \$1.4 M., has been delivered in July 2021.

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 <table><caption>Operating Surplus Ratio Data</caption><thead><tr><th>Year</th><th>Actual</th><th>Curr. Bud</th></tr></thead><tbody><tr><td>17/18</td><td>7.0%</td><td>-</td></tr><tr><td>18/19</td><td>1.5%</td><td>-</td></tr><tr><td>19/20</td><td>2.5%</td><td>-</td></tr><tr><td>20/21</td><td>5.0%</td><td>-</td></tr><tr><td>21/22</td><td>21.0%</td><td>0.37%</td></tr></tbody></table>	Year	Actual	Curr. Bud	17/18	7.0%	-	18/19	1.5%	-	19/20	2.5%	-	20/21	5.0%	-	21/22	21.0%	0.37%	NET FINANCIAL LIABILITIES RATIO (ADJUSTED) <table><caption>Net Financial Liabilities Ratio Data</caption><thead><tr><th>Year</th><th>Actual</th><th>Curr. Bud</th></tr></thead><tbody><tr><td>18/19</td><td>28.0%</td><td>-</td></tr><tr><td>19/20</td><td>28.0%</td><td>-</td></tr><tr><td>20/21</td><td>12.0%</td><td>-</td></tr><tr><td>21/22</td><td>137.0%</td><td>26.23%</td></tr></tbody></table>	Year	Actual	Curr. Bud	18/19	28.0%	-	19/20	28.0%	-	20/21	12.0%	-	21/22	137.0%	26.23%	INTEREST COVERAGE RATIO <table><caption>Interest Coverage Ratio Data</caption><thead><tr><th>Year</th><th>Actual</th><th>Curr. Bud</th></tr></thead><tbody><tr><td>18/19</td><td>0.5%</td><td>-</td></tr><tr><td>19/20</td><td>1.3%</td><td>-</td></tr><tr><td>20/21</td><td>1.6%</td><td>-</td></tr><tr><td>21/22</td><td>1.9%</td><td>1.42%</td></tr></tbody></table>	Year	Actual	Curr. Bud	18/19	0.5%	-	19/20	1.3%	-	20/21	1.6%	-	21/22	1.9%	1.42%	ASSET SUSTAINABILITY RATIO <table><caption>Asset Sustainability Ratio Data</caption><thead><tr><th>Year</th><th>Actual</th><th>Curr. Bud</th><th>5 Yr Avg.</th></tr></thead><tbody><tr><td>18/19</td><td>250.0%</td><td>-</td><td>90.0%</td></tr><tr><td>19/20</td><td>135.0%</td><td>-</td><td>90.0%</td></tr><tr><td>20/21</td><td>95.0%</td><td>-</td><td>90.0%</td></tr><tr><td>21/22</td><td>55.0%</td><td>149.46%</td><td>90.0%</td></tr></tbody></table>	Year	Actual	Curr. Bud	5 Yr Avg.	18/19	250.0%	-	90.0%	19/20	135.0%	-	90.0%	20/21	95.0%	-	90.0%	21/22	55.0%	149.46%	90.0%
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Net Operating Surplus/(Deficit) divided by Total Operating Revenue	Total Liabilities less Current Assets divided by Total Operating Revenue	Net Interest Expense divided by Total Operating Revenue	Expenditure on Replacement Assets divided by Depreciation Expense																																																																				
Target: 0 - 10% July Act: 20.8% Budget: 0.37%	Target: < 60% July Act: 137.0% Budget: 26.23%	Target: < 5% July Act: 1.91% Budget: 1.42%	Target: Avg. 90% June Act: 57.06% Budget: 149.46%																																																																				
Due to the Operating Surplus being above budget, this ratio is well above budget, but still within the target range.	Below budget and maintained at a steady level below the maximum recommended levels.	Well below the recommended maximum threshold and in line with budget.	Will continue to remain above target levels due to continuing substantial reconstruction work.																																																																				

Financial Report July 2021

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	103%	8%	
Our Expenditure	98%	6%	
Our Capital Delivery	97%	19%	
Our Cash on Hand	100%	98%	

- All critical indicators are within expected levels as at July 2021, Capital delivery is below projected monthly spend, due planning and scheduling of works being organised and the review of the carry over works which will come forward with the first budget review.
- Meetings have been held with all departments to forward plan the procurement activity for the year to ensure resources and workloads can be managed to deliver the planned works program for 2021/22.

OTHER MATTERS

- The final phase of the external audit of the financial statements by the Queensland Audit Office is completed. The signed audit financial statements are expected to be available during the latter half of August 2021.

WHITSUNDAY REGIONAL COUNCIL

Financial Statements

For the period ending 31 July 2021

Table of Contents

Note

Statement of Comprehensive Income

Statement of Financial Position

Statement of Changes in Equity

Statement of Cash Flows

Notes to the Financial Statements

- | | |
|----|---|
| 1 | Information about these financial statements |
| 2 | Analysis of results by function |
| 3 | Revenue |
| 4 | Grants, subsidies and contributions |
| 5 | Employee benefits |
| 6 | Materials and services |
| 7 | Finance costs |
| 8 | Capital expenses |
| 9 | Cash and cash equivalents |
| 10 | Receivables |
| 11 | Inventories |
| 12 | Investment properties |
| 13 | Property, plant and equipment |
| 14 | Trade and other payables |
| 15 | Provisions |
| 16 | Borrowings |
| 17 | Reserves |
| 18 | Reconciliation of net result for the year to net cash from operating activities |
- Ratios

WHITSUNDAY REGIONAL COUNCIL

Statement of Comprehensive Income

For the period ending 31 July 2021

		2022	2021	Budget	PTD Budget	Variance
	Note	YTD	30 June	2021/22	2021/22	to Budget
		\$	\$	\$	\$	%
Income						
Recurrent revenue						
Rates, levies and utility charges	3 (a)	7,774,899	87,138,236	90,550,910	7,545,909	103%
Sale of goods and major services	3 (b)	1,130,068	11,674,873	17,486,284	1,457,190	78%
Fees and charges	3 (c)	571,757	3,787,654	3,271,511	272,626	210%
Lease, rental and levies		6,203	357,555	278,200	23,183	27%
Interest received		83,927	1,163,865	1,130,700	94,225	89%
Sales of contract and recoverable works		(171,768)	4,715,833	5,145,000	428,750	-40%
Other recurrent income		350,327	2,319,937	1,871,604	155,967	225%
Grants, subsidies and contributions	4(i)	150,885	12,728,063	7,343,210	611,934	25%
Total recurrent revenue		9,896,298	123,886,017	127,077,418	10,589,785	93%
Capital revenue						
Grants, subsidies and contributions	4 (ii)	170,581	75,076,789	63,018,835	5,251,570	3%
		170,581	75,076,789	63,018,835	5,251,570	
Total revenue		10,066,879	198,962,805	190,096,253	15,841,354	
Capital income		1,364	122,615	935,767	77,981	2%
Total income	2 (b)	10,068,243	199,085,421	191,032,020	15,919,335	
Expenses						
Recurrent expenses						
Employee benefits	5	(2,663,670)	(35,450,186)	(37,808,575)	(3,150,715)	85%
Materials and services	6	(2,783,205)	(49,479,806)	(59,826,070)	(4,985,506)	56%
Finance costs	7	(272,892)	(4,309,478)	(3,475,000)	(289,583)	94%
Depreciation and amortisation		(2,118,325)	(28,627,639)	(25,500,000)	(2,125,000)	100%
Total operating expenses		(7,838,092)	(117,867,109)	(126,609,645)	(10,550,804)	74%
Capital expenses						
Other capital expenses	8	-	(22,022,907)	(5,936,867)	(494,739)	
Total expenses	2 (b)	(7,838,092)	(139,890,016)	(132,546,512)	(11,045,543)	71%
Net result		2,230,151	59,195,405	58,485,508	4,873,792	
Other comprehensive income						
Items that will not be reclassified to net result						
Decrease in asset revaluation surplus		-	(3,030,028)	-	-	
Total other comprehensive income for the year		-	(3,030,028)	-	-	
Total comprehensive income for the year		2,230,151	56,165,377	58,485,508	4,873,792	

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

WHITSUNDAY REGIONAL COUNCIL

Statement of Appropriations

For the period ending 31 July 2021

	2022	2021	Budget 2021/22
Note	\$	\$	\$
Retained surplus (deficiency) from prior years	7,351,640	6,626,153	6,303,618
Net result for the year	2,230,151	59,195,405	58,485,508
	9,581,790	65,821,557	64,789,126
Transfers (to) from capital account			
Transfer of capital income	(1,364)	(122,615)	(935,767)
Funds (utilised for) created from - capital funding			(2,479,561)
Transfer of capital expenses	-	22,022,907	5,936,867
Unspent capital revenue transferred from capital	1,323,607	12,377,555	
Adjustment for unfunded depreciation	119,131	3,533,949	1,656,635
Transfer to adjust the working capital cash	-	(1,813,180)	
Net capital account transfers	1,441,375	35,998,615	4,178,174
Transfers (to) from restricted reserves			
Constrained grants and subsidy reserve	(170,581)	(24,232,789)	(40,020,014)
Constrained NDRRA grants reserve	-	(50,257,410)	(22,998,821)
Retained surplus (deficiency) available for transfer to reserves	10,852,584	27,329,974	5,948,465
Transfers (to) from reserves for future capital funding:			
Capital works reserve	-	(20,033,683)	
Transfers (to) from reserves for future recurrent funding purposes:			
Operational projects reserve		55,349	
Retained surplus (deficit) at end of year	10,852,584	7,351,640	5,948,465

WHITSUNDAY REGIONAL COUNCIL

Statement of Financial Position

As at 31 July 2021

	Note	2022 \$	2021 \$	Budget 2021/22 \$
Current assets				
Cash and cash equivalents	9	64,369,094	78,617,063	65,469,715
Receivables	10 (a)	10,882,562	13,517,398	11,391,775
Inventories	11	1,788,909	1,620,636	1,366,365
Contract assets		9,547,416	9,547,416	2,150,000
Other assets		7,234,907	4,982,284	4,495,000
		93,822,888	108,284,797	84,872,855
Non-current assets held for sale		2,696,400	2,696,400	315,000
Total current assets		96,519,288	110,981,197	85,187,855
Non-current assets				
Receivables	10 (b)	37,000	37,000	
Investment properties	12	1,930,000	1,930,000	1,800,000
Property, plant and equipment	13	1,164,811,776	1,165,473,364	1,252,375,394
Right of use assets	13	2,024,299	2,024,299	1,833,351
Intangible assets		2,891,816	2,891,816	6,113,398
Total non-current assets		1,171,694,891	1,172,356,478	1,262,122,144
TOTAL ASSETS		1,268,214,179	1,283,337,675	1,347,309,999
Current liabilities				
Trade and other payables	14	1,053,770	17,987,224	21,926,097
Provisions	15	8,950,824	8,974,563	7,390,000
Borrowings	16	5,618,137	5,618,137	5,432,000
Contract liabilities		7,008,824	7,008,824	3,200,000
Total current liabilities		22,631,555	39,588,748	37,948,097
Non-current liabilities				
Provisions	15	9,113,062	9,085,820	9,704,443
Borrowings	16	75,634,884	76,058,581	70,873,787
Total non-current liabilities		84,747,946	85,144,401	80,578,230
TOTAL LIABILITIES		107,379,501	124,733,148	118,526,327
NET COMMUNITY ASSETS		1,160,834,678	1,158,604,527	1,228,783,672
Community equity				
Council capital -				
Investment in capital assets		737,243,708	737,481,599	825,548,271
Asset revaluation surplus		357,433,194	357,433,194	360,463,221
Retained surplus		10,852,584	7,351,640	5,948,465
Reserves	17	55,305,192	56,338,095	36,823,716
TOTAL COMMUNITY EQUITY		1,160,834,678	1,158,604,527	1,228,783,672

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

WHITSUNDAY REGIONAL COUNCIL

Statement of Changes in Equity

For the period ending 31 July 2021

Note	Total		Retained surplus Note 21		Reserves Note 22		Asset revaluation surplus Note 20	
	2022 \$	2021 \$	2022 \$	2021 \$	2022 \$	2021 \$	2022 \$	2021 \$
Balance at beginning of the year	1,158,604,527	1,101,778,212	744,833,239	696,978,746	56,338,095	44,336,244	357,433,194	360,463,221
Error correction to opening balance	-	660,939	-	660,939			-	
Restated opening balances	1,158,604,527	1,102,439,150	744,833,239	697,639,685	56,338,095	44,336,244	357,433,194	360,463,221
Net result	2,230,151	59,195,405	2,230,151	59,195,405	-	-	-	-
Other comprehensive income for the year								
Revaluations:								
Property, plant & equipment	-	(3,046,287)	-	-	-	-	-	(3,046,287)
Change in value of future rehabilitation costs	-	16,259	-	-	-	-	-	16,259
Total comprehensive income for the year	2,230,151	56,165,377	2,230,151	59,195,405	-	-	-	(3,030,028)
Transfers (to) from retained earnings and recurrent reserves	-	-	-	55,349	-	(55,349)	-	-
Transfers (to) from retained earnings and capital reserves	-	-	1,032,902	(12,057,199)	(1,032,902)	12,057,199	-	-
Balance at end of the year	1,160,834,678	1,158,604,527	748,096,292	744,833,239	55,305,192	56,338,095	357,433,194	357,433,194

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

WHITSUNDAY REGIONAL COUNCIL

Statement of Cash Flows

For the period ending 31 July 2021

	Note	2022 \$	2021 \$	Budget 2021/22 \$
Cash flows from operating activities				
Receipts				
General rates and utility charges		9,049,772	87,881,816	93,159,568
Sale of goods and major services		1,130,068	11,674,873	17,486,284
Lease, rental and levies, fees and charges		577,960	3,347,578	3,349,711
Other income		1,381,481	5,298,586	6,898,185
GST received		(795,104)	14,553,307	-
Receipts from customers		11,344,177	122,756,161	120,893,747
Operating grants, subsidies and contributions		150,885	10,329,201	7,206,289
Interest received		83,927	1,163,865	1,130,700
Payments				
Payments for materials and services		(21,188,394)	(55,233,919)	(38,317,838)
Payment to employees		(2,677,719)	(34,963,836)	(59,854,618)
GST paid		-	(13,215,188)	-
Payments to suppliers and employees		(23,866,113)	(103,412,943)	(98,172,456)
Interest expense		(253,856)	(3,176,818)	(5,851,430)
Net cash inflow (outflow) from operating activities		(12,540,980)	27,659,465	25,206,850
Cash flows from investing activities				
Commonwealth government grants		73,362	1,790,616	2,614,884
State government subsidies and grants arising from contract assets and liabilities		-	2,310,127	
State government subsidies and grants		22,140	70,032,648	54,665,728
Capital contributions		75,079	3,253,525	5,875,000
Payments for property, plant and equipment		(1,456,737)	(87,612,965)	(92,078,795)
Payments for intangible assets		-	(3,045,239)	(5,136,758)
Payments for investment property		-	(178,926)	
Proceeds from sale of property, plant and equipment		1,364	1,063,772	935,767
Net movement in loans to community organisations		1,500	(22,000)	
Net cash inflow (outflow) from investing activities		(1,283,292)	(12,408,443)	(33,124,175)
Cash flows from financing activities				
Repayment of borrowings	16	(423,697)	(4,988,108)	(5,202,300)
Repayments made on finance leases		-	(421,351)	
Net cash inflow (outflow) from financing activities		(423,697)	(5,409,459)	(5,202,300)
Net increase (decrease) in cash and cash equivalents held		(14,247,969)	9,841,563	(13,119,624)
Cash and cash equivalents at beginning of the financial year		78,617,063	68,775,500	78,589,339
Cash and cash equivalents at end of the financial year	9	64,369,094	78,617,063	65,469,715

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

WHITSUNDAY REGIONAL COUNCIL

Statement of Capital Funding

For the period ending 31 July 2021

	Note	2022	2021	Budget 2021/22
		\$	\$	\$
Sources of capital funding				
General revenue provided in year		(1,323,607)	(12,377,555)	2,479,561
Finance leases for right of use assets		-	578,960	
Funded depreciation and amortisation		1,999,194	25,093,690	23,010,740
Proceeds from the sale of capital assets		1,364	1,063,772	935,767
Constrained grants, subsidies and contributions		95,754	23,385,289	39,387,420
Insurance reimbursed reserve and		54,593	2,807,221	
Capital Works reserve		1,053,137	5,989,399	13,605,544
Insurance Restoration reserve		-	27,363	
Constrained NDRRA grants reserve		-	50,257,410	22,998,821
		1,880,434	96,825,549	102,417,853
Application of capital funding				
Non-current capital assets				
Land and Improvements		-	40,955	
Buildings and Other Structures		-	10,676,229	42,033,713
Plant and equipment		-	6,262,362	10,141,335
Transport Infrastructure		-	33,573,030	33,144,945
Water		-	1,056,963	10,340,805
Sewerage		-	3,162,483	17,941,446
Right of use - Land		-	75,643	
Right of use - Plant		-	503,317	
Movement in capital work in progress		1,456,737	32,840,943	(21,523,449)
Investment property		-	178,926	
Intangible assets		-	3,045,239	5,136,758
		1,456,737	91,416,090	97,215,553
Principal loan redemptions				
Queensland Treasury Corporation		423,697	4,988,108	5,202,300
Finance leases for right of use assets		-	421,351	
		423,697	5,409,459	5,202,300
		1,880,434	96,825,549	102,417,853

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

WHITSUNDAY REGIONAL COUNCIL

Notes to the Financial Statements
For the period ending 31 July 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							
	2022 \$	2022 \$	2022 \$	2022 \$	2022 \$	2022 \$	2022 \$	2022 \$	2022 \$	2022 \$	2022 \$
Office of the Chief Executive	-	20,234	-	-	20,234	(113,287)	-	(113,287)	(93,053)	(93,053)	-
Corporate Services	51,264	4,515,698	95,502	18,533	4,680,997	(685,386)	-	(685,386)	3,881,577	3,995,611	175,256,075
Community Environmental Services	96,327	522,367	-	57,410	676,104	(982,085)	-	(982,085)	(363,391)	(305,981)	12,536,031
Engineering	-	(160,870)	-	500	(160,370)	(2,509,263)	-	(2,509,263)	(2,670,133)	(2,669,633)	603,126,751
Waste Management	-	788,449	-	-	788,449	(405,628)	-	(405,628)	382,821	382,821	10,513,400
Planning & Development Assessment	-	368,637	-	-	368,637	(302,963)	-	(302,963)	65,674	65,674	-
Airport Operations	-	412,719	-	-	412,719	(311,718)	-	(311,718)	101,002	101,002	61,894,215
Quarries & Pitts	-	163,838	-	-	163,838	(22,326)	-	(22,326)	141,512	141,512	3,742,657
Shute Harbour Operations	-	20,853	-	-	20,853	(27,563)	-	(27,563)	(6,710)	(6,710)	54,888,930
Water Services	-	1,650,410	-	-	1,650,410	(1,504,595)	-	(1,504,595)	145,815	145,815	166,750,457
Sewerage Services	-	1,446,372	-	-	1,446,372	(973,280)	-	(973,280)	473,091	473,091	179,006,600
Total	147,591	9,748,707	95,502	76,443	10,068,243	(7,838,092)	-	(7,838,092)	2,058,206	2,230,151	1,267,715,114

For the year ended 30 June 2021

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	135,150	129,705	-	-	264,855	(3,517,929)	-	(3,517,929)	(3,253,074)	(3,253,074)	-
Corporate Services	4,695,870	50,589,381	10,025,617	-	65,310,868	3,718,781	(816,995)	2,901,786	59,004,032	68,212,654	186,225,631
Community Environmental Services	495,851	3,024,729	532,117	72,711	4,125,408	(16,842,158)	(59,818)	(16,901,976)	(13,321,578)	(12,776,568)	12,567,983
Engineering	6,291,671	3,836,918	29,475,992	-	39,604,581	(42,779,014)	(20,245,176)	(63,024,190)	(32,650,425)	(23,419,610)	602,580,224
Waste Management	218,054	8,229,915	134,565	713,400	9,295,933	(8,081,856)	(13,408)	(8,095,264)	366,112	1,200,669	10,105,853
Planning & Development Assessment	155,264	1,632,967	(91,519)	-	1,696,712	(5,621,041)	-	(5,621,041)	(3,832,810)	(3,924,329)	-
Airport Operations	714,000	4,762,099	789,944	-	6,266,043	(7,039,202)	-	(7,039,202)	(1,563,104)	(773,159)	63,081,360
Quarries & Pitts	-	3,418,167	-	69,316	3,487,483	(3,817,299)	-	(3,817,299)	(399,132)	(329,816)	3,748,695
Shute Harbour Operations	-	173,334	27,869,502	-	28,042,836	(264,349)	-	(264,349)	(91,015)	27,778,487	60,148,313
Water Services	1,102	19,819,802	5,961,025	-	25,781,929	(19,525,542)	(170,228)	(19,695,770)	295,362	6,086,160	170,320,343
Sewerage Services	21,102	15,929,729	379,547	-	16,330,377	(14,097,500)	(533,437)	(14,630,937)	1,853,331	1,699,440	174,948,064
Total	12,728,062	111,546,745	75,076,789	855,427	200,207,024	(117,867,109)	(21,839,062)	(139,706,171)	6,407,698	60,500,853	1,283,726,466

WHITSUNDAY REGIONAL COUNCIL

Notes to the Financial Statements For the period ending 31 July 2021

	Note	2022 \$	2021 \$
3 Revenue			
(a) Rates, levies and utility charges			
General rates		4,454,064	51,157,752
Water		959,085	8,775,045
Water consumption, rental and sundries		685,719	8,158,301
Sewerage		1,498,441	17,179,128
Waste management		547,083	5,973,172
Rates and utility charge revenue		8,144,391	91,243,398
Less: Discounts		(309,192)	(3,415,919)
Less: Pensioner remissions		(60,300)	(689,243)
		<u>7,774,899</u>	<u>87,138,236</u>
(b) Sale of goods and major services			
Parking and other ranger services		108,027	1,065,369
Refuse tips and transfer station charges		344,748	2,044,612
Aerodrome charges		288,399	3,190,260
Quarry charges		159,239	3,297,578
Shute harbour commercial activities		20,853	184,171
Caravan parks fees and charges		152,222	788,614
Water and sewerage fees and charges		56,580	1,104,269
		<u>1,130,068</u>	<u>11,674,873</u>
(c) Fees and Charges			
Statutory fees and charges include			
Lodgement fees		247,449	1,412,678
Dog registrations		163,231	244,265
Inspection fees		11,788	87,857
Licences and permits		8,730	605,412
Fines and infringements		(29,080)	(218,808)
Other statutory fees		154,588	1,301,122
User fees and charges		15,052	355,128
		<u>571,757</u>	<u>3,787,654</u>
4 Grants, subsidies and contributions			
(i) Recurrent			
General purpose grants		-	5,915,106
State government subsidies and grants		147,591	2,049,605
NDRRA flood damage grants for operational repairs		-	4,686,684
Cash contributions		3,294	76,668
Total recurrent revenue		<u>150,885</u>	<u>12,728,063</u>
(ii) Capital			
Monetary revenue designated for capital purposes			
Commonwealth government grants		73,362	1,790,616
State government subsidies and grants		22,140	19,775,238
NDRRA flood damage grants for capitalised repairs		-	50,257,410
Cash contributions		75,079	3,253,525
Total capital revenue		<u>170,581</u>	<u>75,076,789</u>

WHITSUNDAY REGIONAL COUNCIL

Notes to the Financial Statements For the period ending 31 July 2021

	Note	2022 \$	2021 \$
5 Employee benefits			
Employee benefit expenses are recorded when the service has been provided by the employee.			
Total staff wages and salaries		1,870,050	25,336,918
Councillors' remuneration		48,251	570,200
Annual, sick and long service leave entitlements		352,838	4,992,569
Superannuation		287,417	3,441,786
		<u>2,558,556</u>	<u>34,341,473</u>
Other employee related expenses		234,797	3,113,764
		<u>2,793,353</u>	<u>37,455,237</u>
Less capitalised employee expenses		(129,683)	(2,005,051)
		<u><u>2,663,670</u></u>	<u><u>35,450,186</u></u>
6 Materials and services			
Audit of annual financial statements by the Auditor-General of Queensland		-	125,000
Community Donations, grants, subsidies & contributions		36,290	2,334,216
Legal services		(7,823)	638,899
Insurance		182,926	2,084,612
Consultants & Services		(87,320)	1,120,007
Contractors		498,613	20,024,088
Plant & Equipment		149,626	4,331,389
Advertising & Marketing		2,006	1,023,245
Cost of inventories		23,852	392,607
Communications & IT		952,368	3,213,601
Raw materials & consumables		324,078	5,338,109
Registrations & subscriptions		104,883	287,830
Safety		16,569	-
Other material and services		316,431	4,873,194
		<u><u>2,783,205</u></u>	<u><u>49,479,806</u></u>
7 Finance costs			
Finance costs charged by the Queensland Treasury Corporation		253,856	3,136,149
Interest on finance leases		-	40,670
Bank charges		19,036	324,783
Impairment of receivables and bad debts written-off		-	797,631
Refuse sites - unwinding of discount rate on provision		-	0
Refuse sites - unwinding of discount rate on provision		-	10,246
		<u><u>272,892</u></u>	<u><u>4,309,478</u></u>

WHITSUNDAY REGIONAL COUNCIL

Notes to the Financial Statements For the period ending 31 July 2021

	Note	2022 \$	2021 \$
8 Capital expenses			
Loss on the sale of capital assets		-	19,906
Loss on write-off of capital assets	13	-	21,819,157
Change arising from revision of the future restoration expenditure		-	183,845
Total capital expenses		-	22,022,907
9 Cash and cash equivalents			
Cash at bank and on hand		599,386	212,355
Deposits at call		63,769,708	78,404,708
Balance per Statement of Financial Position		64,369,094	78,617,063
Balance per Statement of Financial Position		64,369,094	78,617,063
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:			
Contract liabilities - revenue received in advance		7,008,824	7,008,824
Unspent government grants and subsidies		(0)	(0)
Unspent developer contributions		10,069,490	9,994,662
Total unspent external restricted cash held in reserves		17,078,314	17,003,486
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.			
Funds set aside by Council to meet specific future funding requirements		36,316,489	54,261,937
Total cash held to contribute to identified funding commitments		53,394,803	71,265,424
10 Receivables			
(a) Current			
Rateable revenue and utility charges		6,291,027	7,721,441
Other debtors		4,989,007	6,191,928
Less allowance for expected credit losses		(1,407,971)	(1,407,971)
Loans and advances to community organisations		1,010,500	1,012,000
		10,882,562	13,517,398
(b) Non-current			
Loans and advances to community organisations		37,000	37,000
		37,000	37,000
11 Inventories			
Inventories for internal use-			
Quarry and road materials		1,161,572	1,026,085
Stores and materials		627,337	594,551
		1,788,909	1,620,636
12 Investment properties			
Property held for rental income and capital growth			
Gross value at beginning of the financial year		1,930,000	1,800,000
Acquisitions		-	178,926
Value of the asset written-off		-	(121,638)
Revaluation adjustment to income statement		-	72,711
Balance at end of the year		1,930,000	1,930,000
Net carrying value at end of the financial year		1,930,000	1,930,000

WHITSUNDAY REGIONAL COUNCIL

1,032,902 (12,057,199)

Notes to the Financial Statements
For the period ending 31 July 2021

13 Property, plant and equipment

Note

Basis of measurement

Fair value category

Asset values

Opening gross value as at 1 July 2021

Minor correction to opening balance

Addition of renewal assets

Addition of other assets

Internal transfers from work in progress

Disposals

Write-offs

Revaluation adjustment to other comprehensive income

Internal transfers between asset classes

Transfer to investment properties

Closing gross value as at 30 June 2022

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
Valuation	Valuation	Cost	Valuation	Valuation	Valuation	Cost		Cost	Cost	Cost	
Level 2 & 3	Level 2 & 3		Level 3	Level 3	Level 3						
2022 \$	2022 \$	2022 \$	2022 \$	2022 \$	2022 \$	2022 \$	2022 \$	2022 \$	2022 \$	2022 \$	2022 \$
43,238,095	129,272,917	60,273,652	686,551,958	298,224,877	202,529,888	150,893,946	1,570,985,334	1,698,923	457,258	503,317	2,659,497
-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	1,208,786	1,208,786				-
-	-	-	-	-	-	247,951	247,951				-
-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-
43,238,095	129,272,917	60,273,652	686,551,958	298,224,877	202,529,888	152,350,683	1,572,442,071	1,698,923	457,258	503,317	2,659,497

Accumulated depreciation and impairment

Opening balance as at 1 July 2021

Minor correction to opening balance

Depreciation expense

Depreciation on disposals

Depreciation on write-offs

Revaluation adjustment to other comprehensive income

Accumulated depreciation as at 30 June 2022

24,909	43,234,494	30,634,448	106,981,743	162,377,931	62,258,446	-	405,511,970	114,340	381,048	139,810	635,198
-	-	-	-	-	-	-	-	-	-	-	-
-	317,321	278,012	691,354	498,822	332,816	-	2,118,325	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-
24,909	43,551,815	30,912,460	107,673,097	162,876,753	62,591,262	-	407,630,295	114,340	381,048	139,810	635,198

Total written down value as at 30 June 2022

Range of estimated useful life in years

Total additions in this year

43,213,186	85,721,102	29,361,193	578,878,861	135,348,124	139,938,627	152,350,683	1,164,811,776	1,584,583	76,210	363,507	2,024,299
0 - 50	0 - 120	0 - 60	0 - 500	0 - 100	5 - 100			7 - 100	7 - 100	7 - 100	
86,501,099	302,097,649	151,459,764	1,480,777,014	759,326,507	467,651,038	306,158,103	247,951	3,512,186	1,295,563	1,146,444	5,954,193

WHITSUNDAY REGIONAL COUNCIL

Notes to the Financial Statements
For the period ending 31 July 2021

13 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 equipment	Right of use - Land	Right of use - Buildings	Right of use - Plant	Total right of use assets
	Valuation	Valuation	Cost	Valuation	Valuation	Valuation	Cost		Cost	Cost	Cost	
	Level 2 & 3	Level 2 & 3		Level 3	Level 3	Level 3			Level 3	Level 3	Level 3	
	2021 \$	2021 \$	2021 \$	2021 \$	2021 \$	2021 \$	2021 \$	2021 \$	2021 \$	2021 \$	2021 \$	2021 \$
Basis of measurement	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
Fair value category	-	-	259,600	251,920	-	192,058	-	703,578	-	-	-	-
Asset Values	-	-	-	-	-	-	87,970,818	87,970,818	-	-	-	-
Opening gross value as at 1 July 2020	-	-	-	-	-	-	87,970,818	87,970,818	75,643	-	503,317	578,960
Minor correction to opening balance	40,955	10,676,229	6,262,362	33,573,030	1,056,963	3,162,483	(54,950,948)	(178,926)	-	-	-	-
Additions at cost	(40,000)	(345,816)	(2,104,950)	-	-	-	-	(2,490,766)	-	-	-	-
Addition to right of use assets	-	(1,395,220)	(112,161)	(25,788,467)	(430,185)	(1,305,418)	(612,927)	(29,644,378)	(5,661)	-	(8,290)	(13,951)
Internal transfers from work in progress	-	-	-	(35,726,462)	19,713,054	(28,579,307)	-	(44,592,715)	-	-	-	-
Disposals	(2,381,400)	(68,053)	-	-	-	-	-	(2,449,453)	68,053	-	-	68,053
Write-offs	-	-	-	-	-	-	(178,926)	(178,926)	-	-	-	-
Revaluation adjustment to other comprehensive income	-	-	-	(35,726,462)	19,713,054	(28,579,307)	-	(44,592,715)	-	-	-	-
Internal transfers between asset classes	(2,381,400)	(68,053)	-	-	-	-	-	(2,449,453)	68,053	-	-	68,053
Transfer to investment properties	-	-	-	-	-	-	(178,926)	(178,926)	-	-	-	-
Closing gross value as at 30 June 2021	43,238,095	129,272,917	60,273,652	686,551,958	298,224,877	202,529,888	150,893,946	1,570,985,334	1,698,923	457,258	503,317	2,659,497
Accumulated depreciation and impairment	23,664	39,971,387	28,423,185	140,474,866	146,230,294	73,228,161	-	428,351,557	36,051	152,419	4,613	193,084
Opening balance as at 1 July 2020	-	-	6,000	36,083	-	556	-	42,639	-	-	-	-
Minor correction to opening balance	1,245	3,893,832	3,663,170	10,332,671	5,868,802	4,258,430	-	28,018,151	83,950	228,629	143,486	456,065
Depreciation expense	-	(27,914)	(1,379,175)	-	-	-	-	(1,407,089)	-	-	-	-
Depreciation on disposals	-	(602,812)	(78,733)	(6,237,196)	(259,957)	(768,163)	-	(7,946,860)	(5,661)	-	(8,290)	(13,951)
Depreciation on write-offs	-	-	-	(37,624,682)	10,538,792	(14,460,539)	-	(41,546,428)	-	-	-	-
Revaluation adjustment to other comprehensive income	-	-	-	-	-	-	-	-	-	-	-	-
Accumulated depreciation as at 30 June 2021	24,909	43,234,494	30,634,448	106,981,743	162,377,931	62,258,446	-	405,511,970	114,340	381,048	139,810	635,198
Total written down value as at 30 June 2021	43,213,186	86,038,423	29,639,205	579,570,215	135,846,946	140,271,443	150,893,946	1,165,473,364	1,584,583	76,210	363,507	2,024,299
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	

WHITSUNDAY REGIONAL COUNCIL

Notes to the Financial Statements For the period ending 31 July 2021

	Note	2022 \$	2021 \$
14 Trade and other payables			
Current			
Accrued Expenses		436,948	-
Creditors		(3,812,446)	13,876,439
Rates received in advance		3,829,218	3,319,676
Accrued wages and salaries		421,284	428,558
GST payable		-	173,506
Other employee entitlements		178,766	189,044
		<u>1,053,770</u>	<u>17,987,224</u>
15 Provisions			
Current			
Annual leave		4,070,604	4,088,081
Long service leave		4,487,775	4,494,037
Property restoration -			
(i) Refuse sites		392,445	392,445
		<u>8,950,824</u>	<u>8,974,563</u>
Non-Current			
Long service leave		1,853,136	1,825,894
Property restoration			
(i) Refuse sites		6,698,894	6,698,894
(ii) Quarry rehabilitation		561,032	561,032
		<u>9,113,062</u>	<u>9,085,820</u>
Details of movements in provisions			
(i) Refuse sites			
Balance at beginning of the year		7,091,339	6,888,082
Increase due to change in time		-	-
Increase (decrease) in estimate of future cost		-	203,257
Balance at end of the year		<u>7,091,339</u>	<u>7,091,339</u>
Current portion		392,445	392,445
Non-current portion		<u>6,698,894</u>	<u>6,698,894</u>
		<u>7,091,339</u>	<u>7,091,339</u>
Cash funds committed to meet this liability at the reporting date are		<u>3,400,000</u>	<u>3,400,000</u>
(ii) Quarry rehabilitation			
Balance at beginning of the year		561,032	636,361
Increase due to change in time		-	10,246
Increase (decrease) due to change in discount rate		-	(61,610)
Increase (decrease) in estimate of future cost		-	(23,965)
Balance at end of the year		<u>561,032</u>	<u>561,032</u>
Current portion		-	-
Non-current portion		<u>561,032</u>	<u>561,032</u>
		<u>561,032</u>	<u>561,032</u>
Cash funds committed to meet this liability at the reporting date are		<u>561,032</u>	<u>561,032</u>

WHITSUNDAY REGIONAL COUNCIL

Notes to the Financial Statements For the period ending 31 July 2021

	Note	2022 \$	2021 \$
16 Borrowings			
(a) Current			
(i) Queensland Treasury Corporation		5,328,316	5,328,316
(ii) Finance leases for right of use assets		289,821	289,821
		<u>5,618,137</u>	<u>5,618,137</u>
(b) Non-current			
(i) Queensland Treasury Corporation		73,915,018	74,338,715
(ii) Finance leases for right of use assets		1,719,866	1,719,866
		<u>75,634,884</u>	<u>76,058,581</u>
Movements in borrowings			
(i) Queensland Treasury Corporation			
Balance at beginning of the year		79,667,031	84,655,139
Principal repayments - cash movement		(423,697)	(4,988,108)
Balance at end of the year		<u>79,243,334</u>	<u>79,667,031</u>
Classified as			
Current		5,328,316	5,328,316
Non-current		73,915,018	74,338,715
		<u>79,243,334</u>	<u>79,667,031</u>
Movements in lease liabilities			
Balance at beginning of the year		2,009,686	1,852,078
Additions to right-of-use assets		-	578,960
Principal repayments		-	(421,351)
Balance at end of the year		<u>2,009,686</u>	<u>2,009,686</u>
Classified as:			
Current		289,821	289,821
Non-Current		1,719,866	1,719,866
		<u>2,009,686</u>	<u>2,009,686</u>
		-	-
Lease liability recognised in the financial statements		<u>2,009,686</u>	<u>2,009,686</u>
(iii) Reconciliation of liabilities arising from finance activities			
Loans			
Balance at beginning of the year		79,667,031	84,655,139
Cash flows during the period		(423,697)	(4,988,108)
Non cash flows changes in the period		-	-
Balance at end of the year		<u>79,243,334</u>	<u>79,667,031</u>
Lease liabilities			
Balance at beginning of the year		2,009,686	1,852,078
Cash flows during the period		-	(421,351)
Non cash flows changes in the period		-	-
Balance at end of the year		<u>2,009,686</u>	<u>1,430,726</u>
Total		<u>81,253,021</u>	<u>81,097,758</u>

Council does not believe that any of the leases in place are individually material.

WHITSUNDAY REGIONAL COUNCIL

Notes to the Financial Statements For the period ending 31 July 2021

	Note	2022 \$	2021 \$
17 Reserves			
(a) Restricted capital reserves			
(a) Constrained grants and subsidy reserve			
Balance at beginning of the year		9,994,662	9,147,163
Transfer from retained earnings non reciprocal grants, subsidies and contributions received and allocated to specific capital projects		170,581	24,819,379
Transfers to the capital account funds expended in the year		(95,754)	(23,385,289)
Transfer to retained earnings funds expended		-	(586,590)
Balance at end of the year		10,069,490	9,994,662
(b) Constrained NDRRA grants reserve			
Balance at beginning of the year		-	-
Transfer from retained earnings for future expenditure		-	50,257,410
Transfer to the capital account funds expended in the period		-	(50,257,410)
Balance at end of the year		-	-
(b) Other reserves			
(1) Summary of capital reserves held to provide additional funding future projects			
(i) Insurance reimbursed reserve and		167,807	222,400
(ii) Capital Works reserve		41,240,759	42,293,896
(iii) Insurance Restoration reserve		757,590	757,590
		42,166,156	43,273,886
(2) Summary of recurrent reserves held for funding future projects			
(i) Operational Projects reserve		3,069,547	3,069,547
Total other reserves		45,235,703	46,343,433
Total reserves		55,305,192	56,338,095
18 Reconciliation of net result for the year to net cash inflow (outflow) from operating activities			
Net result		2,230,151	59,195,405
Non-cash operating items			
Impairment of receivables and bad debts written-off		-	797,631
Depreciation and amortisation		2,118,325	28,627,639
Change in restoration provisions expensed to finance costs		-	10,246
		2,118,325	29,435,516
Investing and development activities			
Capital grants, subsidies and contributions		(170,581)	(75,076,789)
Capital income		(1,364)	(122,615)
Capital expenses		-	22,022,907
		(171,945)	(53,176,497)
Changes in operating assets and liabilities			
(Increase) decrease in receivables		2,633,336	(2,408,273)
(Increase) decrease in inventories (excluding land)		(168,273)	(290,050)
(Increase) decrease in other operating assets		(2,426,129)	(290,832)
(Increase) decrease in operating contract assets		-	(660,816)
Increase (decrease) in payables		(16,759,948)	(4,074,035)
Increase (decrease) in provisions		3,503	328,974
Increase (decrease) in other liabilities		-	991,107
Increase (decrease) in operating contract liabilities		-	(1,738,046)
		(16,717,511)	(8,141,971)
Net cash inflow from operating activities		(12,540,980)	27,312,453

WHITSUNDAY REGIONAL COUNCIL

Notes to the Financial Statements

For the period ending 31 July 2021

	2022	2021
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	1,094,676,902	1,094,914,793
Operating surplus/(deficit) in year	2,058,206	6,018,908
Transfers from operating reserves to retained earnings in year	-	55,349
Retained surplus/(deficit) brought forward from prior year	7,351,640	6,626,153
Closing balance of the opening capital value	1,104,086,747	1,107,615,202
Change in the opening capital value	9,409,845	12,700,409
	%	%
Asset sustainability ratio		
Expenditure on replacement infrastructure assets divided by depreciation expense	57.1%	97.78%
Target range >90%		
Operating surplus ratio		
Net operating surplus/(deficit) divided by total operating revenue	20.8%	4.86%
Guidance range is between 0% and 10%		
Net financial liability		
Total liabilities less current assets divided by total operating revenue	137.0%	11.10%
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%	71.9%	72.07%
Interest cover ratio		
Net interest expense divided by total operating revenue	1.7%	1.6%
Target range is between 0% and 5%		
Working capital ratio		
Unrestricted current assets available to meet current liabilities	3.7 : 1	2.5 : 1
Guidance range 1:1 to 4:1		
Change in community equity ratio		
The percentage change in the net wealth of the Council.	0.2%	5.2%
Debt servicing ratio		
The percentage that the Council's total recurrent revenue that is used to service loan interest and principal repayments	6.8%	6.9%
General rate revenue ratio		
The Council's dependence on general rate revenue as a percentage of total recurrent revenue	45.0%	41.3%
Revenue ratio		
The Council's dependence on net rates and utility charges as a percentage of total recurrent revenue	78.6%	70.3%
Debt exposure ratio:		
The percentage of Council's capital debt to total community equity	7.0%	7.0%

Capital Expenditure as at Period ending 31 July 2021

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									
8573	Whitsunday Airport - Roof Rectification Works	264,368	5,725	270,093	57,780	693,358	458%	38%	428,990
8594	Bowen Aerodrome Runway Repairs	-	173,840	173,840	41,667	500,000			500,000
8857	Airport & Shute Harbour Parking Improvements	-	-	-	-	300,000			300,000
8863	Welcome to Whitsundays Signage Proserpine Airport	-	-	-	4,167	50,000			50,000
Sub Total Airport Operations		264,368	179,565	443,932	103,614	1,543,358	255%	17%	1,278,990
Total Office of the CEO		264,368	179,565	443,932	103,614	1,543,358	255%	17%	1,278,990
30000 - Infrastructure Services									
2101 - Water									
5549	Water - New 12ML Reservoir including 2 DN500 Mains 790m long	6,743	317,333	324,076	577,207	6,926,481	1%	0%	6,919,738
5609	Airlie Beach Sustainable Water Project BoR R05	(163,824)	30,765	(133,058)	-	-			163,824
7925	Water - BWTP Low Lift Pump Renewals - CW 1920	-	11,800	11,800	-	-			-
8080	LGGSF Grant Project - Delivery of CWNA Stage 1B, Coyne Road	943	7,327	8,270	-	-			(943)
8081	Cannonvale Water Network Augmentation - Stage 1A New	-	1,170	1,170	-	-			-
8599	Emergent Works - Water C/W 20-21	-	10,918	10,918	-	-			-
8895	New Initiative - Disaster Resilience - Extend Fibre Infrastr	-	-	-	5,100	61,200			61,200
8921	Bowen Small Reservoir Pressure Zone	-	-	-	15,083	181,000			181,000
8922	Collinsville WTP Emergent works	-	-	-	6,500	78,000			78,000
8923	Facilities Instrumentation, Electrical and Control Renewals	-	-	-	3,646	43,757			43,757
8924	Penticost St Area Renewal	-	-	-	18,206	218,475			218,475
8925	Proserpine Bore 10 supplementary Funding for Bore moving (TM	-	-	-	-	45,000			45,000
8926	New Initiative - W&WW - SCADA - 16 Quick Wins - (2 Year Proj	-	-	-	7,905	94,860			94,860
8927	Collinsville Efficient Resilient Solar Program	-	-	-	64,167	770,000			770,000
8928	Emergent Works - Water	1,375	82,204	83,580	13,781	165,375	10%	1%	164,000
8929	Water Meter Renewals - Regional	-	-	-	17,167	206,000			206,000
8930	Water Main Renewal - Eglinton / Storey St / harrison Ct Bo	-	-	-	15,500	186,000			186,000
8931	Additional Bores - Proserpine WTP	-	-	-	7,917	95,000			95,000
8932	Network Instrumentation, Electrical and Control Renewals - W	-	-	-	2,065	24,785			24,785
8933	Regional Valve Replacement Project	-	-	-	6,025	72,300			72,300
Sub Total Water		(154,763)	461,517	306,755	760,269	9,168,233	-20%	-2%	9,322,996
2201 - Sewerage									
4931	New Bowen Sewerage Treatment Plant & Upgrades - C/W 17-18-C/	-	106,275	106,275	-	-			-
5539	Sewer Pump Capacity Upgrades - Combined Rising Main - C/W 18	-	70,578	70,578	31,860	382,325			382,325
5603	Cannonvale PS1 Renewal - C/W 18-19	495	16,505	17,000	-	-			(495)
7932	Sewer - Emergent Works - STP - CW 1920	-	61,877	61,877	-	-			-
8914	Facilities Instrumentation, Electrical and Control Renewals	-	7,498	7,498	807	9,689			9,689
8915	Sewer Relining – Regional P2 Zone	-	-	-	23,333	280,000			280,000
8916	STP Odour containment Panel replacement	-	-	-	8,667	104,000			104,000
8917	Chapman St Sewer Rising Main Replacement and Water main Proj	-	-	-	39,118	469,421			469,421
8918	Emergent Works - Sewer	-	-	-	19,294	231,525			231,525
8919	Sewer Pump Replacement Program - Regional	-	-	-	18,333	220,000			220,000
8920	Network Instrumentation, Electrical and Control Renewals - S	-	-	-	1,707	20,486			20,486
8935	Waste reuse to Agriculture (biosolids) Project	-	-	-	24,667	296,000			296,000
Sub Total Sewerage		495	262,733	263,228	167,786	2,013,446	0%	0%	2,012,951
3203 - Roads									
5575	Proserpine Main Street Upgrade - C/W 18-19	-	2,738	2,738	-	-			-
7979	Design & Construction Airlie Beach Parking Facility	-	14,380	14,380	-	-			-
8102	Airlie Main Street Pedestrian Crossing	38	-	38	-	-			(38)
8299	Thurso Road Euri Crossing Drainage Upgrade	7,667	-	7,667	-	-			(7,667)
8626	Construction of Lagoon Deck and Shared Cycle Path	2,584	705,252	707,835	38,833	466,000	7%	1%	463,416
8628	Dodd Street Shared Footpath	4,129	-	4,129	-	-			(4,129)
8629	Edgecumbe Heights Walking Tracks Upgrade	-	-	-	96,292	1,155,500			1,155,500
8630	Forestry Road	50,598	90,962	141,560	81,331	975,969	62%	5%	925,371
8631	Gloucester Avenue Culvert	2,908	-	2,908	-	-			(2,908)
8632	Hillview Road Kerb and Channel	350	360	710	-	-			(350)
8636	Reflect Application Redesign and Reimplementation	-	-	-	4,167	50,000			50,000
8637	Reseal Program	7,947	510,077	518,024	-	-			(7,947)
8639	Unsealed Roads Creek Crossing Upgrade Program	817	2,582	3,399	74,587	895,041	1%	0%	894,224
8640	Unsealed Roads Resheeting Program	3,113	-	3,113	-	1,200,948		0%	1,197,835
8642	Flagstaff Hill Roadworks	(4,730)	4,730	-	-	-			4,730
8645	Ted Cunningham Bridge Upgrade	(3,322)	3,928,877	3,925,555	381,430	4,577,165	-1%	0%	4,580,487
8661	Chapman Street Carpark (Proserpine Admin)	140	-	140	-	-			(140)
8763	Roma Peak Road Floodways (QRA 90% WRC 10%)	-	77,036	77,036	12,641	151,690			151,690
8817	TMR early works - Paluma Rd to Tropic Rd	28,745	619,375	648,120	354,167	4,250,000	8%	1%	4,221,255
8861	Bus stop Shelter Program	-	-	-	7,917	95,000			95,000
8862	Passenger Transport Accessible Infrastructure Program	-	-	-	8,333	100,000			100,000
8904	Reseal Program	-	-	-	67,496	809,947			809,947
8905	Catalina shared path	-	-	-	7,500	30,000			30,000
8906	Heavy Formation Grading	-	-	-	-	400,000			400,000
8907	Up River Road Culvert Upgrade	-	-	-	58,333	350,000			350,000

Capital Expenditure as at Period ending 31 July 2021

		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 \$
8908	Collinsville RV Roads Improvements	-	-	-	1,833	22,000			22,000
8909	Gumlu School Bus Stop	-	-	-	-	65,000			65,000
8910	Scottville Road shared path missing link	-	-	-	-	230,000			230,000
8911	Waterson Way car park construction and seal	-	-	-	31,250	375,000			375,000
8912	Calista Court Footpath	4,121	157	4,277	-	22,000		19%	17,879
8913	Harbour Avenue Remedial Stormwater Works	-	-	-	-	51,503			51,503
8938	Construction of Roundabout at intersection of Gregory and	-	5,840	5,840	-	-			-
Sub Total Roads		105,105	5,962,365	6,067,470	1,226,110	16,272,763	9%	1%	16,167,658
3206 - Flood Damage									
Sub Total Flood Damage		1,070,105	14,321,683	15,391,788	2,392,137	28,705,635	45%	4%	27,635,530
3301 - State Emergency Service									
8860	SES Shed extension Cannonvale	-	-	-	2,917	35,000			35,000
Sub Total State Emergency Service		-	-	-	2,917	35,000	0%	0%	35,000
3401 - Quarry Operations									
8790	Quarry Purchase of a Pugmill	-	377,400	377,400	-	-			-
Sub Total Quarry Operations		-	377,400	377,400	-	-	0%	0%	-
3501 - Works 4 Qld									
7048	W4Q - Cannonvale Lakes Stage 3 (part 2)	1,244	278,478	279,722	-	-			(1,244)
7914	W4Q - Henry Darwen Park Stage 2 - CW 1920	145,926	63,387	209,312	-	-			(145,926)
7916	W4Q - Lions Park, Bowen - CW 1920 - 19013	56,964	11,336	68,301	-	-			(56,964)
7918	W4Q - Movie Screen - Airlie Lagoon - CW 1920	914	182,094	183,008	-	-			(914)
7921	W4Q - Railway Road Stage 1 - CW 1920	-	-	-	36,484	437,808			437,808
7937	W4Q - Bridge Upgrade on Bicentennial Boardwalk - CW 1920	-	-	-	7,121	85,446			85,446
8784	W4Q - Scottville - Playground Upgrade	65	-	65	-	-			(65)
8785	W4Q - Darcy Munro & Pelican Park, Collinsville - Playground	65	0	65	-	-			(65)
8786	W4Q - Collinsville Tennis Court Upgrade	5,275	113,492	118,767	-	-			(5,275)
8830	W4Q - Collinsville Aquatic Facility - pool retiling renewal	-	-	-	11,700	140,400			140,400
8831	W4Q - Airlie lagoon lighting improvements	-	7,500	7,500	41,667	500,000			500,000
8832	W4Q - Collinsville Community Centre - Exterior painting	-	-	-	5,667	68,000			68,000
8833	W4Q - Case Park Walking Track Bowen	-	-	-	31,958	383,500			383,500
8834	W4Q - Brandy Creek - New Amenities	-	-	-	11,694	140,332			140,332
8835	W4Q - Dingo Beach Bollards	-	-	-	8,958	107,500			107,500
8836	W4Q - Front Beach Skate Bowl Timber Replacement Bowen	-	480	480	14,333	172,000			172,000
8837	W4Q - Hydro Therapy Rehabilitation Above Ground Pool	-	-	-	6,250	75,000			75,000
8838	W4Q - Astro Turfing of the Airlie Beach Lagoon 'Beach Area'	-	-	-	10,476	125,711			125,711
8839	W4Q - Mullers Lagoon bridge x 2 upgrade - Bowen	1,799	-	1,799	10,338	124,057	17%	1%	122,258
8840	W4Q - Gloucester sports park access and car park recon	-	5,960	5,960	25,000	300,000			300,000
8841	W4Q - Lions Lookout & Carpark Upgrade - Shute Harbour	8,454	-	8,454	39,583	475,000	21%	2%	466,546
8842	W4Q - Greening & Growing Bowen 3 - recycled water network ext	-	-	-	35,667	428,000			428,000
8843	W4Q - Sewer Relining - Regional P1 Zone	-	-	-	41,667	500,000			500,000
8844	W4Q - Bowen WTP Intake, Switchboard and Structure	-	-	-	25,042	300,500			300,500
Sub Total Works 4 Qld		220,706	662,727	883,433	363,605	4,363,254	61%	5%	4,142,548
7302 - Refuse Tips & Transfer Station									
8797	Mt Coolon Waste Services Improvement Program	2,119	-	2,119	-	-			(2,119)
8934	Mt Coolon Transfer Station Access Road	-	-	-	21,667	260,000			260,000
Sub Total Refuse Tips & Transfer Station		2,119	-	2,119	21,667	260,000	10%	1%	257,881
7303 - Waste Management									
8596	Leachate and storm water management - Kelsey Creek	6,122	19	6,141	35,914	430,967	17%	1%	424,846
8643	Leachate and storm water management - Bowen	-	-	-	62,213	746,551			746,551
8820	Cannonvale Waste Transfer Station	4,929	63,104	68,033	12,500	150,000	39%	3%	145,071
Sub Total Waste Management		11,050	63,123	74,174	110,627	1,327,518	10%	1%	1,316,468
7401 - Parks & Gardens									
5632	Lake Proserpine Recreation Hub - Stage 1 - C/W 18-19	1,767	58,507	60,274	-	-			(1,767)
8625	Assets Renewal Parks and Gardens	4,099	120,726	124,825	29,346	352,150	14%	1%	348,051
8627	Continuation of Pedestrian Path Lighting Airlie Foreshore	663	110,651	111,314	-	-			(663)
8825	LRCI - Cannonvale Skate Bowl Upgrade	1,246	275,700	276,946	25,000	300,000	5%	0%	298,754
8865	Barker Park (Tracks Design) - Bowen	-	-	-	16,083	193,000			193,000
8871	Front Beach Main Irrigation Line Renewal - Bowen	-	-	-	3,833	46,000			46,000
8872	Queensbeach basketball lighting - Bowen	-	-	-	1,667	20,000			20,000
8873	Choose Collinsville Project	-	-	-	83,333	1,000,000			1,000,000
Sub Total Parks & Gardens		7,775	565,584	573,359	159,262	1,911,150	5%	0%	1,903,375
Total Infrastructure Services		1,262,594	22,677,133	23,939,727	5,204,380	64,056,999	24%	2%	62,794,405
40000 - Corporate Services									
4206 - Insurance									
7886	Insurance - Bowen Reservoir- CW 1920	-	-	-	46,078	552,931			552,931
7895	Insurance - Collinsville Council Depot - CW 1920	-	63	63	-	-			-
7896	Insurance - Collinsville Reservoir High Level	2,063	-	2,063	31,695	380,341	7%	1%	378,278
7897	Insurance - Collinsville Reservoir - CW 1920	1,792	-	1,792	-	-			(1,792)

Capital Expenditure as at Period ending 31 July 2021

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 \$
7960	Insurance (Operational) - Bowen Basketball Courts - Demolish	-	63	63	-	-			-
Sub Total Insurance		3,855	125	3,980	77,773	933,272	5%	0%	929,417
4301 - Info Services/GIS/Records Administration									
4850	Whitsunday Regional Council - ERP Replacement Project - C/W	-	18,298	18,298	-	-			-
8614	Document Management Search Engine	-	-	-	6,667	80,000			80,000
8615	ECM 4.03 Upgrade	-	-	-	6,800	81,600			81,600
8616	Enterprise Management System (EMS)	-	-	-	9,167	110,000			110,000
8619	Tech 1 ERP Annual Software Upgrade - Version 2020B	-	-	-	4,583	55,000			55,000
8620	Technology One - ERP Project Phase 1a	25,110	260,108	285,218	133,615	1,603,384	19%	2%	1,578,274
8688	Website Upgrade & Content Management System	-	4,545	4,545	-	-			-
8823	Bowen Board Room Video Conferencing Upgrade	-	85,570	85,570	-	-			-
8875	Disaster Resilience - Upgrade of Hamilton Plain and Crofton C	-	-	-	33,333	100,000			100,000
8876	Disaster Resilience - VHF Radio Network Replacement	-	-	-	83,333	1,000,000			1,000,000
8877	Disaster Resilience: Comms Infrastructure Replacement Program	-	12,983	12,983	5,732	68,778			68,778
8878	Replacement Program - Desktop PC's and Laptop Computers	-	-	-	40,000	120,000			120,000
8879	Replacement Program: Local Print and File Servers x 5	-	-	-	3,333	10,000			10,000
8880	Corporate Reporting Software	-	-	-	3,333	40,000			40,000
8881	New Initiative - BNE DC Hardware Design Modification for Add	-	-	-	4,369	52,428			52,428
8882	New Initiative - Data Warehouse for Improved BI & Reporting	-	-	-	-	38,000			38,000
8883	New Initiative - Disaster Resilience - NADI - Radio Network	-	37,501	37,501	3,597	43,169			43,169
8884	Replacement Program - CCTV Network Hardware Upgrade	-	-	-	11,333	136,000			136,000
8885	Replacement Program - CIRP - Communications Infrastructure R	-	22,754	22,754	2,614	31,363			31,363
8886	Replacement Program - CISP - Communications Infrastructure S	-	-	-	9,775	117,300			117,300
8887	Replacement Program - Upgrade FME to workflow ADAC files thr	-	-	-	-	20,000			20,000
8888	Replacement Program: Aerial Photography & LiDAR capture	-	-	-	-	120,000			120,000
8889	TechnologyOne Application Managed Services (AMS)	-	-	-	10,000	120,000			120,000
8890	Replacement Program: Bridging the Recordkeeping Divide	-	-	-	-	519,000			519,000
8891	Replacement Program - Authority Upgrade	-	-	-	-	60,000			60,000
8892	New Initiative - Disaster Resilience - NBN ? Design, Install	-	-	-	12,522	150,262			150,262
8893	New Initiative ? IoT Program of Works ? Design, Install Hard	-	-	-	4,845	58,140			58,140
8894	New Initiative - Disaster Resilience - CCTV Radio Link Cvale	-	-	-	2,610	31,314			31,314
8896	New Initiative - Disaster Resilience - NADI - Virtualis & Ce	-	-	-	1,445	17,340			17,340
8897	New Initiative - NSIP - Network Security Improvement Program	-	1,440	1,440	4,373	52,480			52,480
8898	Backflow - QR code identification and compliance reporting	-	-	-	10,000	40,000			40,000
Sub Total Info Services/GIS/Records Administration		25,110	443,199	468,309	407,379	4,875,558	6%	1%	4,850,448
4304 - IT Services									
8563	Authority (Civica) 7.1 Upgrade 20200417091425	12,571	207,582	220,152	8,333	100,000	151%	13%	87,429
8809	WHS System	-	-	-	4,167	50,000			50,000
Sub Total IT Services		12,571	207,582	220,152	12,500	150,000	101%	8%	137,429
4404 - Fleet Management									
2089	Plant Purchases	-	1,903,939	1,903,939	573,638	6,883,655			6,883,655
Sub Total Fleet Management		-	1,903,939	1,903,939	573,638	6,883,655	0%	0%	6,883,655
4405 - Property & Facilities									
4926	Proserpine Entertainment Centre - Building Works in addition	(106,010)	6,513,818	6,407,809	742,372	8,908,468	-14%	-1%	9,014,478
5617	Flagstaff Redevelopment (Grant + Insurance) - C/W 18-19	(11,998)	1,408,421	1,396,423	168,591	2,023,090	-7%	-1%	2,035,088
5640	Proserpine Administration Building Replacement - Stage 1 - C	(0)	17,017	17,017	-	-			0
5642	Cannonvale/Proserpine Depot Beach Pit/Wash down bay	-	4,343	4,343	12,242	146,908			146,908
8608	Bowen Aerodrome Work Camp Dwelling - Superstructure Renewal	-	81,692	81,692	7,544	90,529			90,529
8612	Collinsville Youth Coalition - Amenities Renewal	-	1,850	1,850	-	-			-
8613	Demolish 58-60 Horseshoe Bay Road Residences	-	-	-	6,875	82,500			82,500
8617	Les Stagg Oval - Grandstand Renewal	-	63	63	-	-			-
8761	21 Station Street	-	63	63	-	-			-
8789	Merinda Herb Murray Park - New Amenities Building	-	2,908	2,908	9,167	110,000			110,000
8808	Denison Park - Bowen Seagulls Sports Park	-	5,248	5,248	-	-			-
8852	Airlie Beach Lagoon Amenities Fitout and Fittings Renewal	-	-	-	-	99,000			99,000
8853	Bowen Depot Boundary Fence Renewal	-	-	-	-	135,500			135,500
8854	Cannonvale Mens Shed Roof + Stair Renewal	-	-	-	8,167	49,000			49,000
8856	Bowen Library Mechanical Plant Renewal	-	-	-	-	52,500			52,500
8858	Solar Power Generation	-	-	-	-	700,000			700,000
8859	Collinsville Football Club Roof Renewal	-	-	-	-	279,510			279,510
8866	Denison Park Clubhouse Roof Renewal	-	-	-	-	63,500			63,500
8867	Buildings - Floor Covering Replacement Program	-	-	-	-	80,000			80,000
8868	Relocation of Cannonvale Depot - Demountable Buildings	-	-	-	16,500	99,000			99,000
8869	Mt Coolon Community Centre - Internal / External Paint Renew	-	-	-	-	30,500			30,500
Sub Total Property & Facilities		(118,007)	8,035,421	7,917,414	971,458	12,950,005	-12%	-1%	13,068,012
Total Corporate Services		(76,473)	10,590,266	10,513,793	2,042,748	25,792,490	-4%	0%	25,868,963
60000 - Community Services									
5201 - Natural Resource Management									
8846	NQ Dry Tropics - Purchase of Vehicle Weed Washdown Facility	-	9,288	9,288	-	-			-
Sub Total Natural Resource Management		-	9,288	9,288	-	-	0%	0%	-

Capital Expenditure as at Period ending 31 July 2021

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 \$
5302 - Parking Management									
7821	Installation of Pay & Display Parking Machines - Airle Bech	-	8,160	8,160	-	-			-
Sub Total Parking Management		-	8,160	8,160	-	-	0%	0%	-
5304 - Environmental Health									
Sub Total Environmental Health									
		-	-	-	-	-	0%	0%	-
5402 - Libraries									
8902	Cannonvale Customer Service & Library fit out	-	-	-	-	298,680			298,680
Sub Total Libraries		-	-	-	-	298,680	0%	0%	298,680
5403 - Community Centres & Halls									
8870	Bowen Work Camp - Mower Trailer	-	-	-	2,500	30,000			30,000
8901	Flagstaff Hill Cultural and Conference Centre - equipment	-	-	-	9,500	114,000			114,000
Sub Total Community Centres & Halls		-	-	-	12,000	144,000	0%	0%	144,000
5408 - Sport & Recreational Development									
8903	Lake Proserpine Commercialisation Project	-	-	-	208,333	2,500,000			2,500,000
Sub Total Sport & Recreational Development		-	-	-	208,333	2,500,000	0%	0%	2,500,000
5409 - Caravan Parks									
8605	Wangaratta Caravan Park Swimming Pool refurbishment	2,397	95	2,492	-	-			(2,397)
8855	Wangaratta Pool Relining Renewal	-	-	-	-	75,000			75,000
8864	Replacement of Cabin on Site 72 Wangaratta Caravan Park	-	-	-	-	50,000			50,000
Sub Total Caravan Parks		2,397	95	2,492	-	125,000	0%	2%	122,603
7403 - Pools, Lagoons & Enclosures									
8600	Bowen Aquatic Facility - town pool amenity upgrade	1,284	586,016	587,300	26,302	315,629	5%	0%	314,345
8601	Bowen Water Park renewal	-	87,262	87,262	15,410	184,914			184,914
8602	Collinsville Aquatic Facility - town pool amenity and kiosk	1,284	170,716	172,000	22,330	267,956	6%	0%	266,672
8603	Proserpine Aquatic Facility - residence demolition and kiosk	1,284	420,100	421,384	22,211	266,526	6%	0%	265,242
8606	Wilson Beach Swimming Enclosure Refurbishment	-	-	-	29,167	350,000			350,000
8787	Construction of new Collinsville Water Park	-	1,191,684	1,191,684	87,500	1,050,000			1,050,000
8874	Proserpine Pool/Waterpark Electrical Switchboard Upgrade	-	-	-	2,083	25,000			25,000
8899	Bowen Aquatic Facility - town pool heater replacement	-	-	-	12,083	145,000			145,000
8900	Proserpine Aquatic Facility - town pool heater replacement	-	-	-	37,500	150,000			150,000
Sub Total Pools, Lagoons & Enclosures		3,852	2,455,780	2,459,632	254,586	2,755,025	2%	0%	2,751,173
Total Community Services									
		6,249	2,473,323	2,479,571	474,919	5,822,705	1%	0%	5,816,456

Grand Total for Period ending 31 July 2021	1,456,738	35,920,286	37,377,023	7,825,661	97,215,552	19%	1%	95,758,814
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Percentage Actuals v YTD Budget	19%
Percentage YTD Actuals v Annual Current Budget	38%

13. Corporate Services

13.3 WHITSUNDAY REGIONAL COUNCIL'S FLOOD CAMERA NETWORK

AUTHOR: Scott Wilkinson – Manager Innovation and Technology

RESPONSIBLE OFFICER: Jason Bradshaw – Director Corporate Services

OFFICER'S RECOMMENDATION

That Council note the list of sites offered and accept the grant funding for five flood camera systems for installation across the Whitsunday Region.

The following report has been submitted for inclusion into Council's Ordinary Meeting to be held on 25 August 2021.

SUMMARY

On the 24 March 2021 Council resolved to endorse the below Queensland Resilience & Risk Reduction Fund (QRRRF) grants applications. This included a grant submission for flood camera upgrades totally \$105,000.

Upon receipt of Council's application, the QRRRF grants team passed over Council's grant submission to Queensland Reconstruction Authority (QRA), because they had an existing program underway for flood monitoring systems.

QRA engaged with Council, and it was determined that Council would be best to complete a full review of existing flood reports and drainage reports to determine a full list of sites, as QRA could possibly fund more than originally proposed.

Attachment 1 details the proposed Whitsunday flood monitoring location list and was prepared in conjunction with multiple agencies (QRA, WRC Officers, BOM and TMR).

QRA have since reviewed this list based on their select criteria and have formally offered Council to fund and implement the following sites/systems.

Location	Latitude	Longitude	Camera	Signage	Cost
Brandy Creek Lower	-20.332300	148.649400	X	0	\$ 41,451.00
Shute Harbour Road (Crofton Creek)	-20.321900	148.644800	X	0	\$ 41,451.00
Tropic Road Roundabout (Cannonvale)	-20.282000	148.689900	X	0	\$ 41,451.00
Airlie Beach Main Street (Airlie Creek)	-20.268700	148.718500	X	0	\$ 41,451.00
Eden Lassie Creek (Proserpine to Bowen Highway)	-20.200362	148.370939	X	X	\$ 64,752.00
					\$ 230,556.00

PURPOSE

Seek acceptance by Council of a proposed new project list and variation in project scope and alternate funding to that of the previous Council resolution. If accepted, then the projects will commence at the locations identified to meet the funding allocation and conditions offered through the Queensland Reconstruction Authority (QRA).

BACKGROUND

On the 24 March 2021 Council resolved to endorse the below Queensland Resilience & Risk Reduction Fund (QRRRF) grants applications. This included a grant submission for flood camera upgrades totally \$105,000.

Upon receipt of Council's application, the QRRRF grants team passed over Council's grant submission to Queensland Reconstruction Authority (QRA), because they had an existing program underway for flood monitoring systems.

RESOLUTION

Moved by: CR M WRIGHT
Seconded by: CR J CLIFFORD

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;

This is page 22 of the Minutes of Council's Ordinary Meeting held on 24 March 2021

Whitsunday
Regional Council

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.

MEETING DETAILS:
The motion was Carried 7/0

CARRIED

STATUTORY/COMPLIANCE MATTERS

Disaster Management Act 2003
Local Government Act 2009

ANALYSIS

QRA engaged with Council, and it was determined that Council would be best to complete a full review of existing flood reports and drainage reports to determine a full list of sites, as QRA could possibly fund more than originally proposed.

Attachment 1 details the proposed Whitsunday flood monitoring location list and was prepared in conjunction with multiple agencies (QRA, WRC Officers, BOM and TMR).

TMR have offered Council to take ownership and maintenance of the camera assets once installed. However, current TMR policy restricts access to the camera footage to Council staff and not for public viewing.

TMR and QRA are working on a revised policy, based on feedback by Whitsunday and Mackay Council's. If the policy changes are adopted by TMR, this could allow transfer of the assets to TMR.

STRATEGIC IMPACTS

Corporate / Strategic / Operational Plans

Aligns with current planning for improved disaster management capability and enhanced information for transparent decision making, noting where practical that the information will be made publicly available for greater community awareness in times of disaster. It further aligns to the improvement of the flood camera network.

Financial implications

The proposed funding provides an opportunity to build infrastructure which Council might not prioritise for existing projects and will deliver appropriate outcomes. The operational costs can be managed through the operating budget and will support improved information for timely decision making. These costs are likely around \$15,000 per annum. Any replacement equipment over time will then need to comply with organisational standards which are currently being developed.

Risk management implications

Managing natural disaster risks through improved use of technology will assist in mitigating impacts on the community and local infrastructure. The risks are evident and access to improved information through devices such as cameras will assist in risk management and preparedness for events.

This also aligns with community expectations as a service offering from Council.

CONSULTATION

- Adam Hagy – Director of Infrastructure
- Jason Bradshaw – Director of Corporate Services
- Jessica Cristaudo - Coordinator Transport Planning and Assets • Roads & Drainage
- Sandra Black – Disaster Management Coordinator
- Leonie Meurant – Strategic Planner
- Elouise Lamb - Project Officer Economic Development and Major Grants
- Trevor Williams – Disaster Recovery Project Director
- Greg Scroope - Queensland Reconstruction Authority
- Patrick D Aprile – Transport Main Roads
- Chris MacGeorge – QIT Plus (QRA Senior Hydrometeorology Advisor)
- Alex Hoy – Bureau of Meteorology
- Jess Kerry – Bureau of Meteorology
- Daniel Fitzpatrick - Bureau of Meteorology

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 accept the proposed external funding through the QRA and approve the modified project scope and proposed assets valued at \$230,000, noting an ongoing annual operational cost of \$15k per annum.

ATTACHMENTS

1. Attachment – Proposed Whitsunday Flood Monitoring Location List

Attachment 1 - Proposed Whitsunday Flood Monitoring Location List

The below full list of sites and monitoring equipment was developed from formal review of Council Flooding Reports and Whitsunday Drainage Study by Chris MacGeorge, Senior Hydrometeorology Advisor for QRA. This list was then reviewed and endorsed by Council Officers, QRA project, BOM, and TMR.

The final five sites (highlighted below) and equipment selected for funding was completed by the QRA Project.

Location name	Local feature	Latitude	Longitude	Rain gauge	River Sensor	Camera	Signage
Brandy Creek Lower	Shute Harbour Road Reserve	-20.3323	148.6494		1	1	
Brandy Creek Upper	The State of Queensland	-20.343	148.6825	1			
Shute Harbour Road (Crofton Creek)	Private	-20.3219	148.6448		1	1	
Riordonvale Road	Riordonvale Road Reserve	-20.2928	148.6488	1	1		
Hazelwood Cres	Hazelwood Cres Road Reserve	-20.2791	148.6991	1	1	1	
Tropic Road Roundabout	Shute Harbour Road Reserve	-20.282	148.6899		1	1	
Conway National Park	The State of Queensland	-20.3025	148.7317	1			
Campbell Creek	Shute Harbour Road Reserve	-20.2813	148.7314		1	1	
Orana Street	Orana Street Road Reserve	-20.2704	148.7129		1		
Airlie Creek	Waterson Way Road Reserve	-20.2724	148.7159		1		
Airlie Beach Main Street	Airlie Beach Main Street	-20.2687	148.7185			1	
Queens Road - Bowen	Road Reserve	-20.000269	148.249249			1	1
Richmond Road - Bowen	Road Reserve	-19.999223	148.22987			1	1
Northern Lethebrook	Road Reserve	-20.43974104	148.5908426			1	1
Southern Lethebrook	Road Reserve	-20.44847239	148.5885498			1	1
Eden Lassie Creek	Road Reserve	-20.20036241	148.3709388			1	1
Hay Gully	Road Reserve	-20.09144325	148.2484112			1	1
Hamilton Plains	Road Reserve	-20.22596	148.35155			1	1

13. Corporate Services

13.4 CORPORATE SERVICES MONTHLY REPORT - JULY 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 July 2021.

The following report has been submitted for inclusion into Council's Ordinary Meeting to be held on 25 August 2021.

SUMMARY

To provide an overview the Corporate Services Directorate for the month of July 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 July 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, Governance and Administration.

STATUTORY/COMPLIANCE MATTERS

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

ANALYSIS

The month of July is the start of the new financial year and sees the focus on the completion of financial statements and audit for the previous year and the commencement of new programs and projects based on the budget adopted in late June. It also sees the collation of information commence for the Annual Report as we close out the reporting processes for the last financial year.

The Procurement Team continues to deal with increasing volumes of tenders and quotations coming forward either to close out existing carryover projects or to renew existing operational requirements for continuing contracts that align in the first half of the financial year. This year we are looking to establish a procurement calendar to map the procurement needs and to

better manage the peaks in workload throughout the year. Again, given the current supply chain delays there is a focus on having all fleet procurement completed by the Christmas break to allow for what we know are significant delays in supply. The Property team are proceeding with the current capital expenditure program planning to ensure the timely completion with competition for resources including trade contractors and material shortages to be managed this year. Additional effort will also be directed to system improvements with software changes to be implemented to improve productivity in more timely completion of processes.

The Innovation and Technology Team are busily planning the year ahead, with success of last year's ICT program seeing 78% of the projects completed through the year, this compares to industry data showing success closer to 50%. A great team effort given the limited resources and diversity of projects that were completed. Two key reviews are underway with Asset Management and our way of working being examined and aligned to that, a strategic review of GIS (geographic Information system) – mapping and what our long-term planning and operations will look like, beyond the day-to-day functions that we currently do. These align to the ICT strategy building a more systematic approach to the way we do business. This is about CIT being an enabler and providing tools for better ways of working that will lead to productivity improvements over time.

Governance continues its transition from a compliance basis to a performance basis looking at reviewing the key activities with a focus on risk management and embedding that into the way we work as part of our daily operations. The new Agenda/Meeting software is also on track for introduction in September with testing and configuration changes continuing to be made to ensure the business process are better aligned to the software and the outcomes looking to be realised. Ongoing compliance matters and changes in legislation and audit continue to be part of the monthly activities as we look to strengthen our frameworks to better support the organisation and its decision making.

Finance continued to close out the year accounting processes and complete the audit of the financial statements for the year ended June 2021. A separate report will be provided when this work is complete around the end of August.

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

James Ngoroyemoto - Manager Governance & Administration

Julie Moller – Manager Strategic Finance

DISCLOSURE OF OFFICER'S INTERESTS

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

CONCLUSION

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

ATTACHMENTS

Attachment 1 - Corporate Services Monthly Report – July 2021.

CORPORATE SERVICES

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

Monthly Report | July 2021

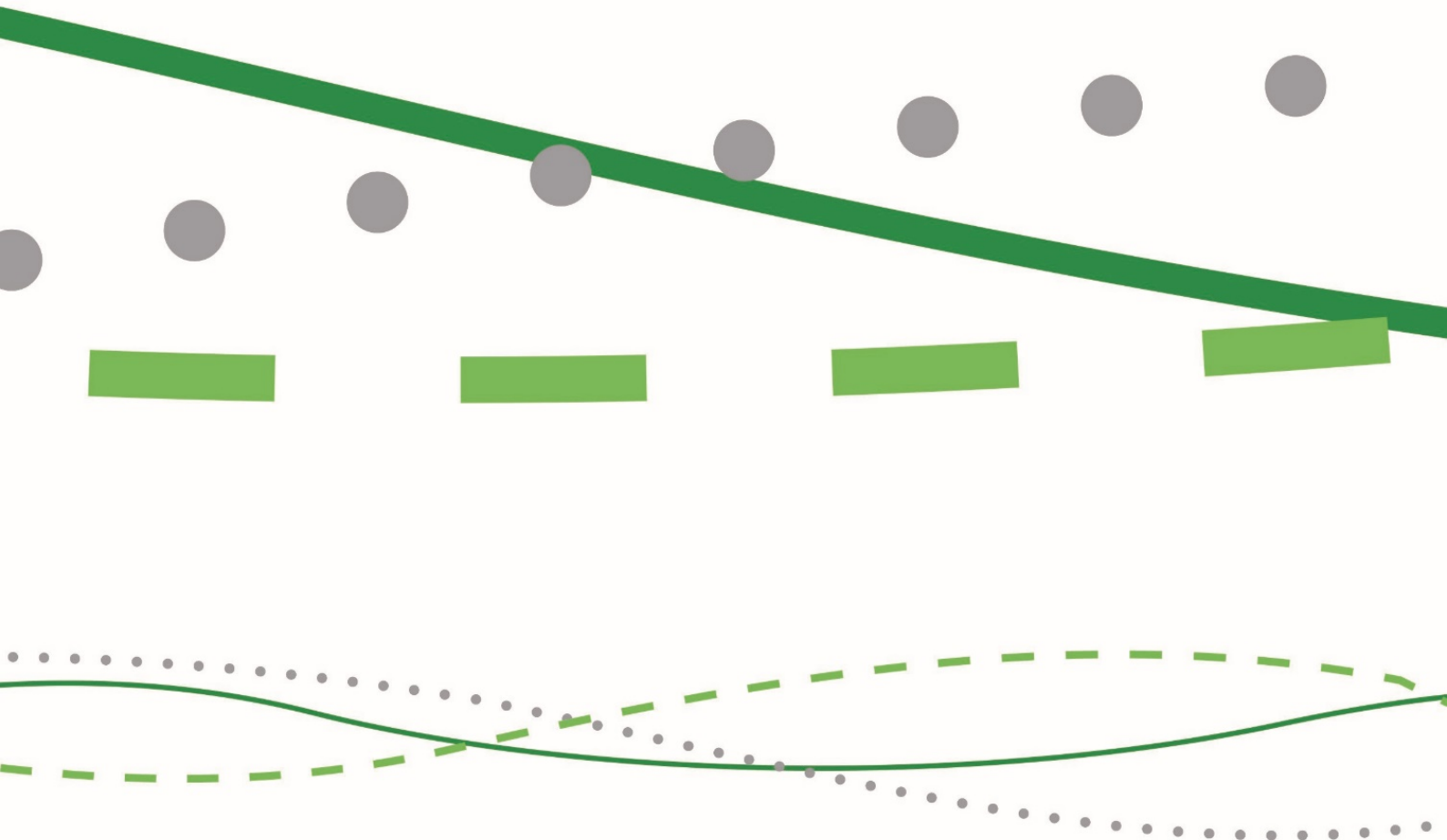


TABLE OF CONTENTS

Directors Report.....	3
Information Technology	4
Support Tickets.....	4
Project Activities.....	6
Information Management	7
Projects	8
Financial Services	9
Financial Reporting.....	9
Budgeting	9
Borrowings & Treasury Management	9
Systems	10
Debtor Management.....	10
Insurance	12
Asset Management	13
Asset Valuation.....	13
Capitalisation.....	13
Capital Project Delivery	13
Capital Budgeting	13
Procurement.....	15
Procurement Activity (Tenders and Significant Quotations)	15
Contract Activity.....	17
Property & Facilities.....	18
Covid19 Works for Queensland Projects	18
Capital Works	18
Operational	19
Lease Update	21
Fleet Management.....	22
Fleet Replacement Program.....	22
Preventative Maintenance	22
Governance & Administration	23

Directors Report

The month of July is the start of the new financial year and sees the focus on the completion of financial statements and audit for the previous year and the commencement of new programs and projects based on the budget adopted in late June.

It also sees the collation of information commence for the Annual Report as we close out the reporting processes for the last financial year.

The Procurement Team continues to deal with increasing volumes of tenders and quotations coming forward either to close out existing carryover projects or to renew existing operational requirements for continuing contracts that align in the first half of the financial year. This year we are looking to establish a procurement calendar to map the procurement needs and to better manage the peaks in workload throughout the year. Again, given the current supply chain delays there is a focus on having all fleet procurement completed by the Christmas break to allow for what we know are significant delays in supply. The Property team are proceeding with the current capital expenditure program planning to ensure the timely completion with competition for resources including trade contractors and material shortages to be managed this year. Additional effort will also be directed to system improvements with software changes to be implemented to improve productivity in more timely completion of processes.

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Finance continued to close out the year accounting processes and complete the audit of the financial statements for the year ended June 2021. A separate report will be provided when this work is complete around the end of August.

Otherwise, the department continues to operate as business support to the service delivery areas of Council seeking to ensure limited bureaucracy and more consistency in how we achieve outcomes.

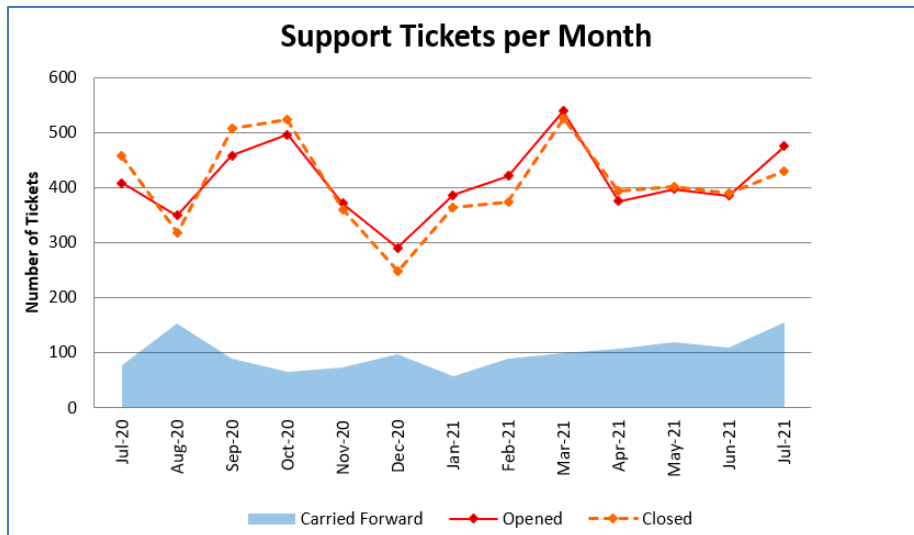
The Department continues to work towards delivering better solutions to ensure efficient and effective support to the operational and service delivery departments of Council.

Jason Bradshaw

Director Corporate Services

Information Technology

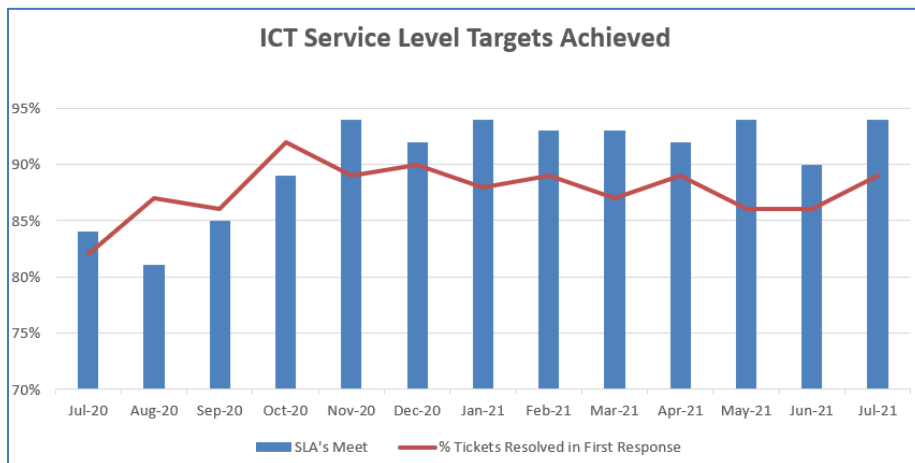
Support Tickets



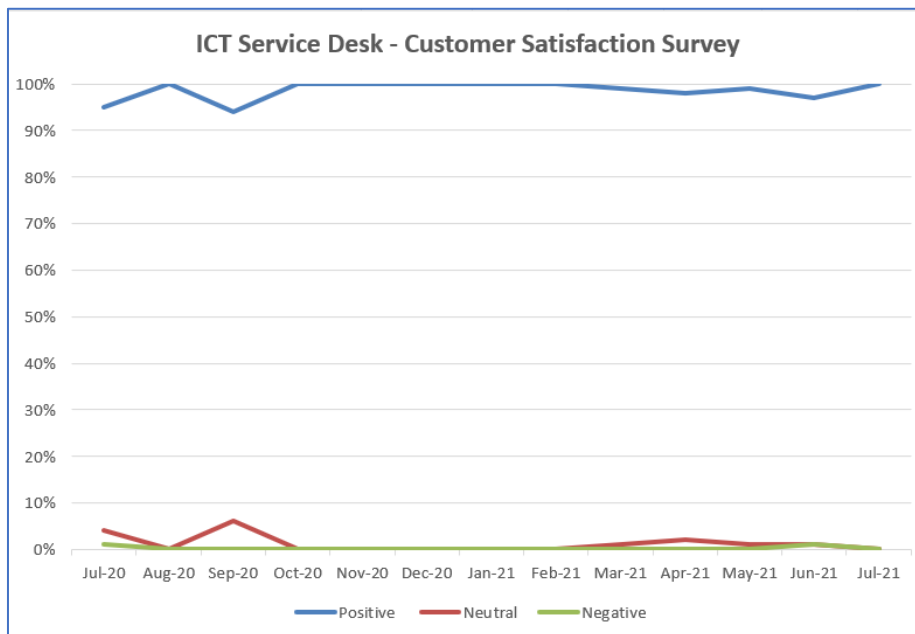
475 support requests for the month of July 2021, with 430 resolved.

A total of 155 support tickets remains open from the previous months.

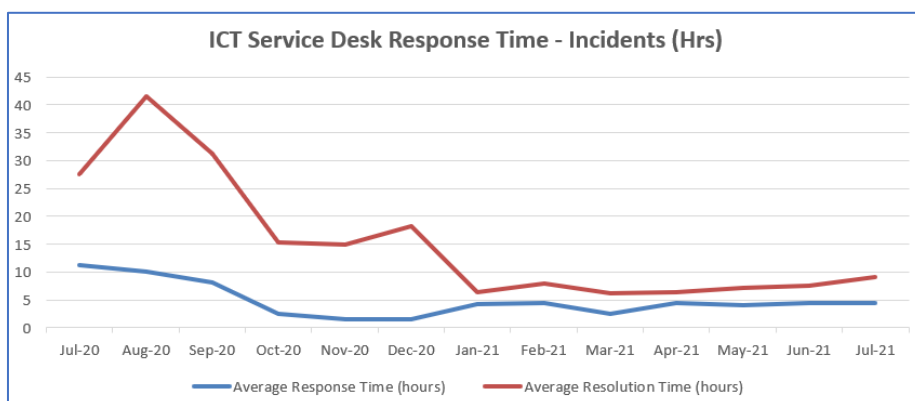
Top 10 Support Categories Opened				
CATEGORY	JUL	JUN	MAY	
CCTV Network	10	11	13	↓
CCTV Requests	7	8	11	↓
Computer/Laptop/Tablet	35	23	19	↑
Computer Monitors	5	8	9	↓
Parking Meter Alarms	6	3	2	↑
Network Performance	15	11	5	↑
Printer/Scanner	11	13	14	↓
Security/ Access	31	26	26	↑
Telstra Network Notifications	0	0	9	
Telephones - Desk/Soft Phones	10	11	17	↓
Telephones - Mobile	6	7	19	↓
Video Conferencing	10	8	8	↑
Applications - Adobe	7	9	19	↓
Applications - Amazon Workspaces	22	17	16	↑
Applications - Assestic	1	1	3	
Applications - Authority	44	46	74	↓
Applications - DUO 2FA	20	1	5	↑
Applications - ECM	23	22	17	↑
Applications - Email	39	32	43	↑
Applications - OneCouncil	36	28	15	↑
Applications - Reflect	4	3	2	↑
Applications - Sharepoint, Office, One Drive	25	20	9	↑
Applications - Website	4	3	1	↑
Applications - Other	44	35	27	↑
Other	60	39	14	↑



SLA's 94%, with tickets resolved in first response 88%.



69 respondents for July 21 Survey.
100% satisfaction rate.



Project Activities

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

Strategic Initiatives

Project	Update due	Status: Overall	Start Date	Baseline Due Date	Due Date	% Complete	External Progress Comments
SP4.8 - Provide an encompassing Human Resources Management system (Application Roadmap)	📅	🟢	12/07/21	31/05/22	31/05/22	0%	Progress in July 2021: Project kick-off. HR to arrange backfill, position advertised already. HR to prioritise data cleansing and some configuration testing before consultant can start.
Board papers	📅	🟡	01/04/20	30/08/20	31/08/21	75%	Progress in July 2021: No progress made.
SP4.5 - Implement a Supply Chain (Sourcing) system. Open Windows. Procurements and Contract Management Solution	📅	🔴				0%	Progress in July 2021: Motivation being put together by Business Department for the needed additional resource.
W4Q Movie Screen CW1920	📅	🔴	01/07/20	30/06/21	30/09/21	60%	Progress in July 2021: Container in transit, expected in Sydney first week in August, should be with supplier within 3 days of landing, subject to customs and any pending inspections. Screen and PA system due to arrive within days. Covid restrictions for vendor have not changed at this stage, so should be fine to progress with building. Electrical plans for area received, and discussions with electrician on best way to connect screen to power occurred, but now they have had a big quote accepted by another company and may not be able to do the work for Council in time, so currently looking for another electrical contractor. Timeline for installation of slab now late August. Concreting scheduled in with Council.

Tactical Initiatives

Project	Update due	Status: Overall	Start Date	Baseline Due Date	Due Date	% Complete	External Progress Comments
SP2.1 - Develop "fit for purpose" ICT Policy Framework	📅	🟢	30/08/21	28/10/21	28/10/21	85%	Progress in July 2021: Policy Framework reviewed, updated, currently going through Council.
WRC NADI (Network Architecture Design Improvements)	📅	🟢	04/05/20	31/05/21	31/08/21	92%	Progress in July 2021: Preparation for cutover continuing. On track for completion as planned.
SP7.3 - Implement an ICT Disaster Recovery testing regime	📅	🟢	04/08/21	12/07/22	08/11/21	0%	Progress in July 2021: Project kick-off.
Communication Towers Rationalisation (PART 1)	📅	🟡	02/09/19	31/12/20	29/10/21	75%	Progress in July 2021: - Woodwork - Approval received to further investigate Woodwork location as a potential replacement site for Blacks Road Tower services and equipment. - Mt Lucas - Covid lockdowns have delayed further investigation of equipment on tower (personnel from Brisbane). - Bowen - Lease agreement activities estimated completion date 29/10/2021; Delayed agreement by WRC legal office. Comments now returned to Public Trustee to amend lease. Procurement activities for purchase of equipment shelter commenced 01/07/2021, shelter installation to be completed by 10/09/2021. This timeframe includes installation of the new H-Frame and antennas on the tower. - Gem FM - Awaiting confirmation of reinstatement of charitable status before sending out draft agreement (lease cost impact). - Blacks Road - no further progress. - Radio frequency electromagnetic emissions need to be determined for all Council-owned towers and appropriate signage and safety procedures put in place ASAP (particularly important for Proserpine Water Tower and Bowen Reservoir - RFEME information for these sites incomplete). Have purchased device for monitoring RFEME exposure levels. Completed training to use device. - Mandalay Tower agreement was due for renewal in July. Process to renew commenced. In discussion with current owner to relocate equipment as old Tower is leaning badly. Site visit completed.
WRC Website: Subsites	📅	🟡	04/01/21	31/07/21	31/08/21	55%	Progress in July 2021: - WCA to go live early August, upload work continuing. Wireframes started. - PEC: RFQ for ticketing and venue booking system closed in June, still evaluating responses. - All Sites: Google search option finalised and scheduled for installation. - Quote received for additional costs for Airport and SH sites, can be met from within budget - navigation and design changes.
Communication Towers Rationalisation - PART 2, Mt Devlin	📅	🔴	29/03/21	31/08/21	31/08/21	0%	Progress in July 2021: Funding was declined. Funding options considered, alternative solutions being considered and or reviewed.
Small Cell Site Proserpine Dam	📅	🔴	01/08/19	30/09/20	31/08/21	50%	Progress in July 2021: Landowner was due to make comment on consent deed by mid-July, but did not do so despite repeated reminders. Then the landowner's solicitor went on leave for a week, so no further progress made in July.

Operational Initiatives

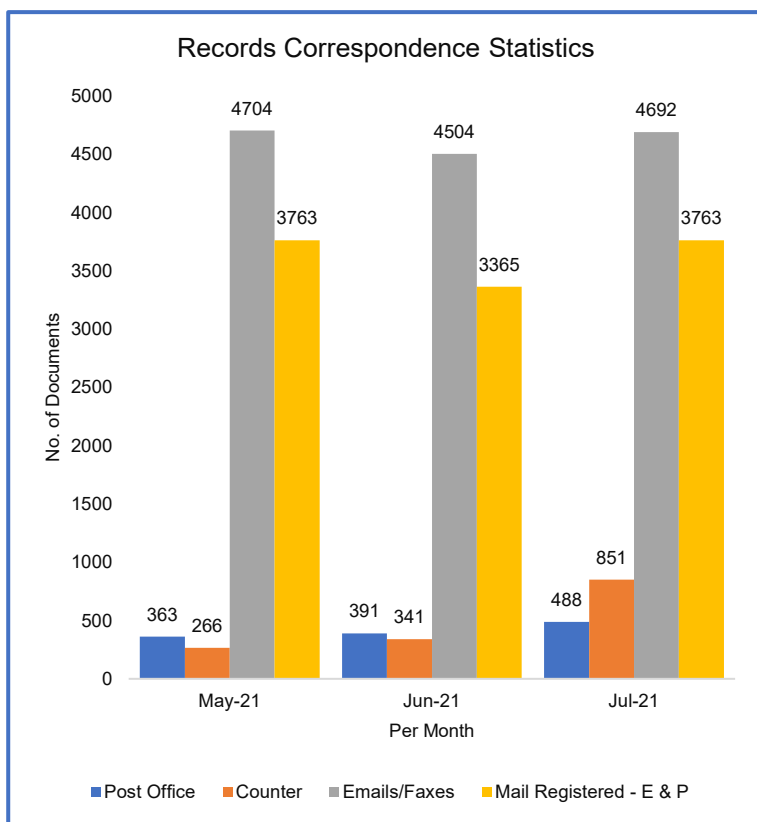
Project	Update due	Status: Overall	Start Date	Baseline Due Date	Due Date	% Complete	External Progress Comments
Authority: Rates capping (Operational)	📅	🟢	14/06/21	31/08/21	31/08/21	40%	Progress in July 2021: Configuration completed to test environment and User Acceptance Testing training (handover from consultant) completed on 4/8/21. The plan is to ramp up with testing straight after, needs completion by 13/8/21 to allow sufficient time to incorporate changes from test results. Lost one week due to amount of prep that needs to be done before the rates run, going live 25/8/21, discussed with key stakeholders.
Authority: AR Invoices Implementation (Operational)	📅	🔴	01/06/21	31/07/21	31/07/21	60%	Progress in July 2021: Project went live. Issue found after going live, issue raised on configuration with software vendor, currently still a manual process.

Information Management

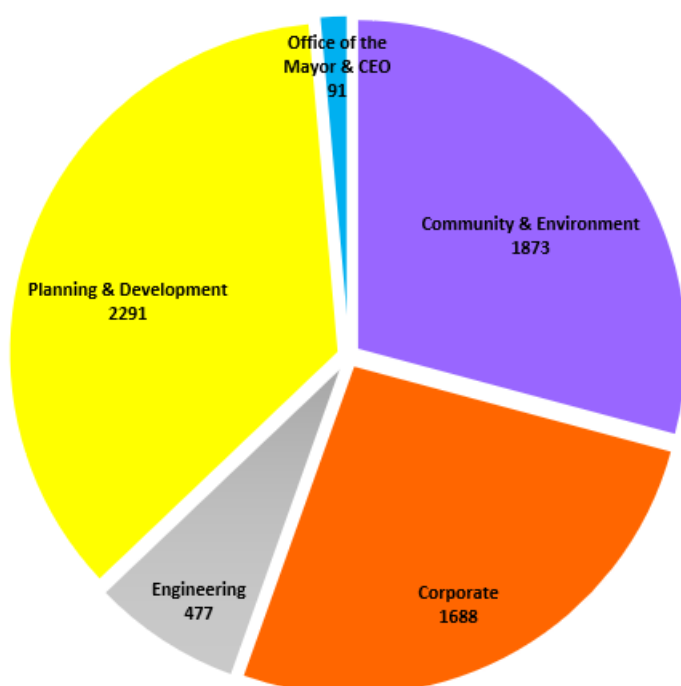
AUDIT / COMPLIANCE REQUIREMENTS		
Type	Frequency	Qtr. 1
Sentencing and disposal	Quarterly	10%

DOCUMENTATION / PUBLICATIONS REVIEW		
Type	Frequency	Qtr. 1
WRC Information Stds	Annual	95% dev
Physical Records Register	Quarterly	✓
Process & Sys Training	Bi-annually	80% dev
Enterprise Info Architect	Annual	50% dev
Information Asset Register	Annual	50% dev
IM Procedures	Annual	60% dev
Bus Info Continuity Plan	Annual	
Road Register	Bi-annually	100%
Map layer data register	Quarterly	60% dev

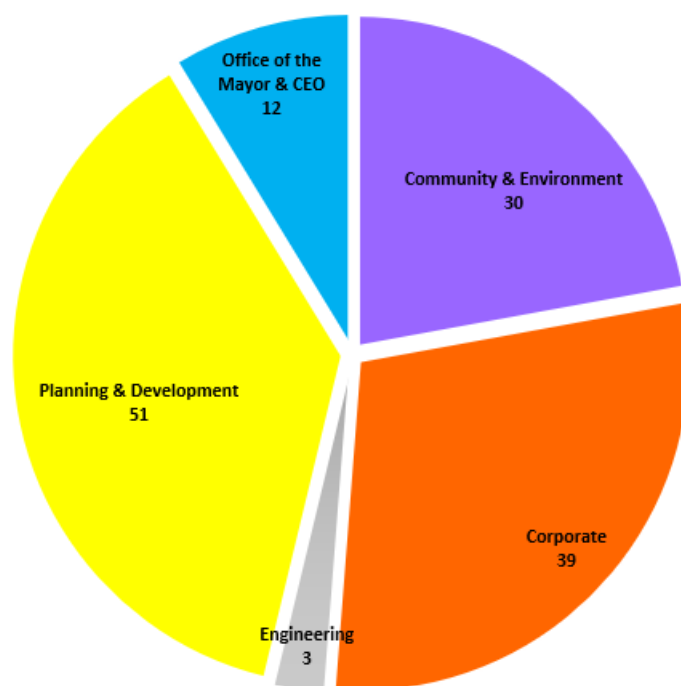
GIS ACTIVITIES	JUL	JUN	MAY
Asset Data Mtce (Hrs)	82	82	103
SSA Changes (Hrs)	39	39	42
GIS requests (No.)	14	14	24
Map layers mtce (no.)	12	12	24
New layers approved (no.)	1	1	2
Training (staff attended)	6	6	28
GIS STATISTICS			
Total Mapping Layers	2112		
RECORDS ACTIVITIES			
Search & CCTV requests	50	39	40
Record Dept Tasks	42	42	44
Training (staff attended)	-	-	1
NAR adjustments	2113	2113	933



Document Management Tasks Completed by Department (June)



Average Documents Registered per Person by Department (June)



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. Approval provided to commence project.

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 Council's 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 addition 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	663 unique records merged	
Delete records (no docs / ephemeral / infringement docs attached)	121 deleted	24600 records have no link in Authority, potentially half of these can be deleted if no significant documentation recorded in ECM

Physical Storage / Scanning	Jul-21	Jun-21	May-21	Apr-21	Mar-21	Feb-21	Jan-21	Dec-20
Boxes Scanned / Sentenced and Destroyed	-	-	-	-	-	-	-	-
Boxes at Council	257	257	257	257	257	257	257	257
Boxes at Remote Storage	1618	1618	1618	1618	1618	1618	1618	1618
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	13	24	36	36	-	-	-	-

The Geographic Information Systems strategic review to drive organisational direction in spatial systems and information is near completion. The GIS team focus is developing a new spatial layer catalogue and working with key asset areas in Parks and Gardens and Stormwater to develop standardised processes.

The records team are focusing researching and merging duplicates customers in the ERP system and 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	N/A	June is year-end and the process takes longer. Process completed by the 16 th , 12 business days from month end as planned.
Monthly Financial Statements presented at an Ordinary Meeting within 30 days from end of month	✓	Ordinary Meeting of 28 July 2021 (Draft, Unaudited Statements)
Quarterly Budget Review adopted at an Ordinary Meeting within 60 days of end of quarter		Not applicable

The annual financial statements, together with all accompanying documentation was completed by the 23rd of July, in keeping with the audit plan (see monthly report for June 2021), just 17 business days from year-end. Process improvements that have been instituted for month-end as well as year-end, leveraging the capabilities of the Technology 1 (T1) ERP system, has enabled the shortening of the process to optimum levels.

The draft financial statements were presented to the Audit & Risk Committee on the 27th of July and were duly endorsed.

External auditors were on site for the final phase of their audit from the 26th to the 30th of July 2021. Interactions with the auditors are continuing and the final audited financial statements are expected to be available in the latter half of August, in keeping with the original audit plan.

The draft financial statements will see some changes, as a result of the audit process. The changes are not expected to materially impact the Operational Surplus or the Financial Sustainability Ratios. The Financial Sustainability Ratios will be within required parameters.

Budgeting

2021/22 Budget

Subsequent to the adoption of the 2021/22 budget in June 2021, the budget has been uploaded into Council's financial management system. With the implementation of the budget module in T1, in the latter half of 2020/21 and the use of that module for the compilation of the 2021/22 budget, budget reviews for the 2021/22 year will be carried out using the budget module. This will streamline the process significantly, reducing the level of manual interventions and the time required to compile the budget reviews, both within the finance department as well as at operational departments.

Borrowings & Treasury Management

In keeping with the budget, no new borrowings were made in 2020-21, and no further borrowing are envisaged for 2021/22. The 2020/21 year saw loan repayments of approximately \$5 M.

All non-operating cash is invested with the Queensland Treasury Corporation (QTC).

QTC has completed the review of Council's Credit Review and Council has retained its rating of "**Moderate**" with a "**Neutral**" outlook.

Systems

The set-up of the Rates System (Authority) in preparation for the issuance of the first Rates Notice for 2021/22 is continuing. This includes setting up the new Rating categories and switching on the capping process.

The deadline for indicating the preference for the basis of billing the Water Charges (Two- Part, Allocation tariffs) has expired. The responses will be uploaded into the system once the Water Notices for the Jan- June 2021 billing period has been issued. The Water Notices are expected to be dispatched late July/early August.

In keeping with the action identified in the Operational Plan, automation of the Accounts Payable function to align with the federal government's Digital Business Plan, and the ATO requirements of being compliant with the PEPPOL e-invoicing standard will be progressed during the first half of the financial year.

Debtor Management

New Credit Applications

Name	Approved Limit
Rock-It Science Pty Ltd	\$15,000
Power Pumping Pty Ltd	\$5,000

Rates & Charges Debtors

Month	2021/22	2020/21		2019/20		2018/19
		Outstanding	%	Outstanding	%	Outstanding
June		3,966,010	7.06%	4,509,658	10%	3,844,767
May		4,524,316	10%	5,739,965	13%	5,151,143
April		5,566,736	11.74%	6,676,360	14%	6,368,476
March		7,696,368	16.23%	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	2,105,221	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.

Summons for the payment of long overdue debts, was served on several ratepayers in July 2021. Such ratepayers have 28 days to respond to the summons. Council will continue to receive and assess any payment arrangements that may be proposed by such ratepayers. Ratepayers responding to the summons (paying all outstanding or arriving at an acceptable payment arrangement) will not have any impact on their credit ratings.

Infringement Debtors

Collection of overdue infringement notices, where such notices have been issued on out of state or foreign persons has always been very challenging. Given the way in which the current legal processes work, there is nothing that Council can do to cost effectively increase the collections of such debts. As such Council is establishing a revised process to improve the way such debts are reflected in Council's financial statements. A report will be presented on the proposed processes by the Community Services Directorate, who is responsible for the issuance of the infringement notices.

General Debtors

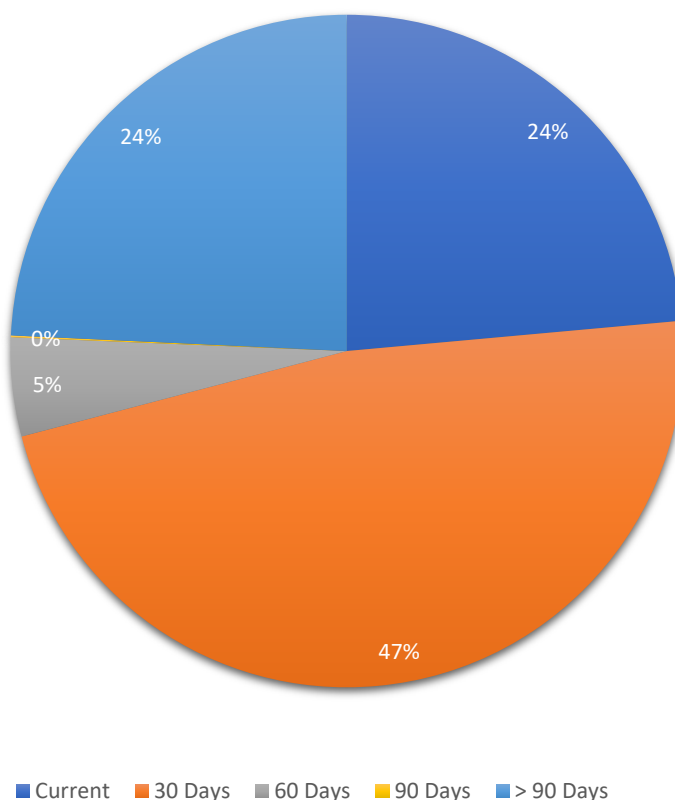
Full provision was made in the financial statements of 2020-21 for the debts owed to Council from the Virgin Australia Group (including Tiger Airways), prior to the organisation going into receivership. Council continues to liaise with the administrators on these debts, but no specific information has been received from the administrators (Deloitte Touche Tohmatsu Limited) to date on the likely payout to unsecured creditors.

The Companies within the Virgin Australia Group was sold to new investors by the administrators and Council, through the Whitsunday Coast Airport continues to engage in business transactions with the new entity.

Month/Period	Current	30 Days	60 Days	90 Days	>90 Days	TOTAL
2021/2022						
July 2021	804,197	1,615,983	161,874	2,974	827,978	3,413,006
June 2020/21	3,117,893	307,329	45,360	10,457	904,325	4,385,364
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 - July 2021



Insurance

Insurance Claims	Pub. Liability & Professional Indemnity	Third Party Damages	Motor Vehicle	Property	Theft	Total
2021/2022						
July 2021	1	4	0	0	0	5
2020/2021	14	23	7	4	0	48
2019/2020	12	30	25	8	0	75
2018/2019	18	36	19	7	0	80
2017/2018	19	0	71	13	1	104

Current Claims not Finalised	
Public Liability	9
Professional Indemnity	3
Property	2
Motor Vehicle	0
Total	14

Asset Management

Asset Valuation

Given that three large asset classes (Roads & Drainage, Water, Sewer) saw an extensive review of their asset values, revaluations for 2021-22 will focus on other asset classes. A revaluation program for the next three years will be finalised by the end of the first quarter.

Capitalisation

Capitalisations, including incorporation of contributed assets, have recommenced for the year 2021-22.

Capital Project Delivery

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

Total Capital Budget for the Year	\$97,215,552
Value of Capital Delivered *	\$1,456,738
% Of YTD (Current) Budget	19%

* Actual expenditure excludes commitments.

Capital Budgeting

Uncompleted capital works totalling \$ 6.4M will be carried over from 2020/21 to 2021/22, increasing the capital budget for the 2021/22 year from around \$ 97M to around \$104M. Further additions to this program will occur once the exact value of the reconstruction work stemming from the 2021 weather event is finalised with the Queensland Reconstruction Authority (QRA).

Asset Management Improvement Program

The Asset Management Improvement Program (AMIP) based on three separate studies undertaken by external consultants (as below). Each study involved extensive engagement with stakeholders.

- AM Maturity Assessment - G7 Asset management
- GIS Systems - Insight GIS
- AM Systems Review - Strategic Directions

AMIP constitutes a program of work of 26 action items covering the five key areas of Governance, Process, Data, Staffing, & Technology. The program has been divided in to three phases (the last phase may see further sub-division) stretching over two financial years.

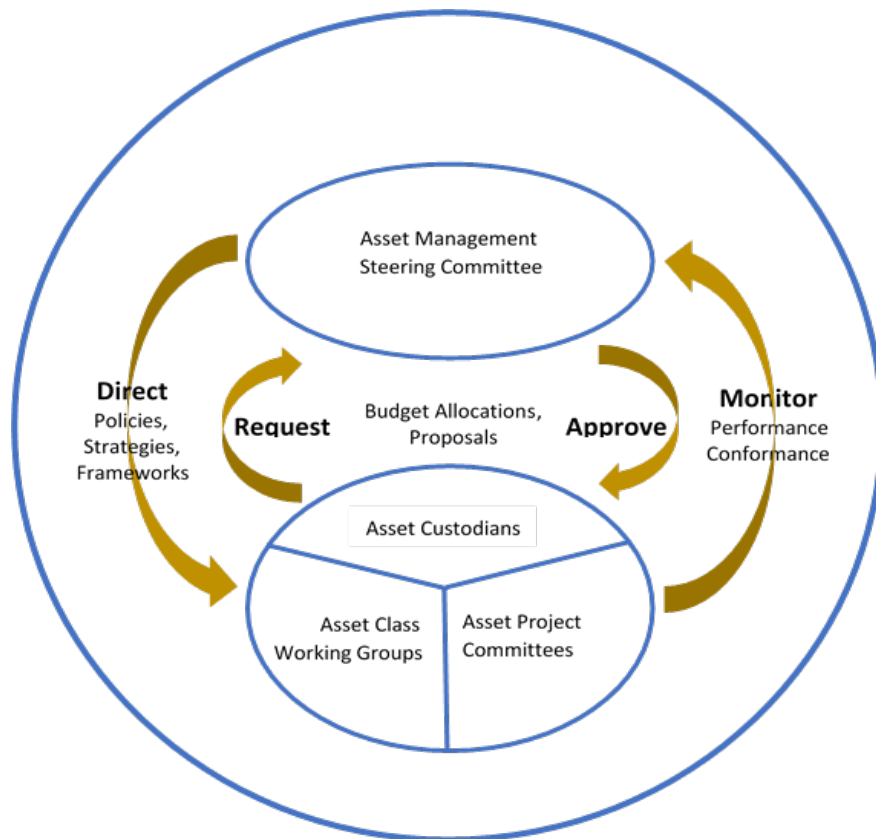
Phase	Gov.	Process	Data	Staffing	Tech.	Total	Broad Timeframes
1A	2	2	0.5	-	-	5	3 Months (Jul - Sep 21)
1B	1	2	2.5	2	-	7	9 Months (Oct 21 - Jun 22)
Subsequent	3	4	3	2	2	14	12 Months (FY 2022-23)
Total	6	8	6	4	2	26	

Progress on the above actions will be reported through this report, over the next 2 years.

The revised governance arrangements for asset management envisages the adoption of a Custodianship Model for asset management. A series of workshops have been established to inform staff involved in asset management on the basic principles of the model and obtain their feedback on how this model can be implement at WRC. The workshops involve a common kick-off session involving all AM staff, and thereafter individual workshops focused on each major asset class (e.g., Roads, Water/Sewer, Parks etc.)

The draft governance framework, which is graphically represented below, will also be presented at the initial workshop. The framework may see some changes based on feedback received.

ASSET MANAGEMENT GOVERNANCE MODEL



The revised Asset Management Policy has been adopted by Council. The Asset Accounting and Contributed Assets Guidelines (internal use only) have also been signed off by the CEO, subsequent to the adoption of the AM Policy.

Procurement

Procurement Activity (Tenders and Significant Quotations)

Corporate Services

Contract Number	Details	Type	Status
500.2020.0089	Provision of Fleet Management Telemetric System	RFT	Evaluation being finalised with the increased number of systems being installed.
500.2021.0013	Supply and Delivery of One (1) x Motor Grader	RFQ	Currently being evaluated
500.2021.0031	Supply and Delivery of One (1) x Tractor with Reach Mower Attachment	RFT	Currently being evaluated
500.2021.0045	Leases for Agistment – Collinsville	RFT	Currently being evaluated
500.2021.0054	Provision of Air Conditioning and Refrigeration Maintenance Service	RFQ	Awarded on 12 th July 2021
500.2021.0065	Herb Murray Park, Merinda – New Amenities	RFQ	Closed on 23 rd July 2021 and currently being evaluated
500.2021.0068	Irrigation Upgrades – Denison Park, Bowen	RFQ	Closed on 22 nd July 2021 and no responses were received
500.2021.0069	Depot CCTV Door Access & Safety Gates Upgrades – Regional	RFT	Released on 8 th July 2021 and due to close on 6 th August 2021
500.2021.0070	Preferred/Prequalified Supplier Arrangement for the Provision of Plant & Equipment Hire	RFT	Released on 7 th July 2021 and due to close on 11 th August 2021
500.2021.0072	Provision of Cleaning Services for Dingo Beach and Hydeaway Bay	RFQ	Closed on 30 th July 2021 and currently being evaluated
500.2021.0074	Secure Document Distribution Solution	RFQ	In draft

Community Services

Contract Number	Details	Type	Status
500.2021.0017	Provision of Management Services for Proserpine Pool & Water Park	RFT	In draft – Short Term Contracts in place due to Termination of existing contracts.
500.2021.0018	Provision of Lifeguard Services for Airlie Beach Lagoon	RFT	In draft – Short Term Contracts in place due to Termination of existing contracts.
500.2021.0019	Provision of Water Maintenance Services for Airlie Beach Lagoon	RFT	In draft – Short Term Contracts in place due to Termination of existing contracts.
500.2021.0044	Refurbishment & Extension of Wilson Beach Swimming Enclosure	RFT	Released on 14 th July 2021 and due to close on 4 th August 2021
500.2021.0056	Proserpine Entertainment Centre (PEC) - Ticketing Solution	RFQ	Currently being evaluated
500.2021.0057	Proserpine Entertainment Centre (PEC) - Venue Booking	RFQ	Currently being evaluated
500.2021.0071	Provision of Afterhours Call Services	RFQ	Closed on 29 th July and currently being evaluated

Contract Number	Details	Type	Status
500.2021.0073	Audio-Visual & Theatre Equipment Fit-Out – Proserpine Entertainment Centre (PEC)	RFT	Released on 14 th July 2021 and due to close 4 th August 2021

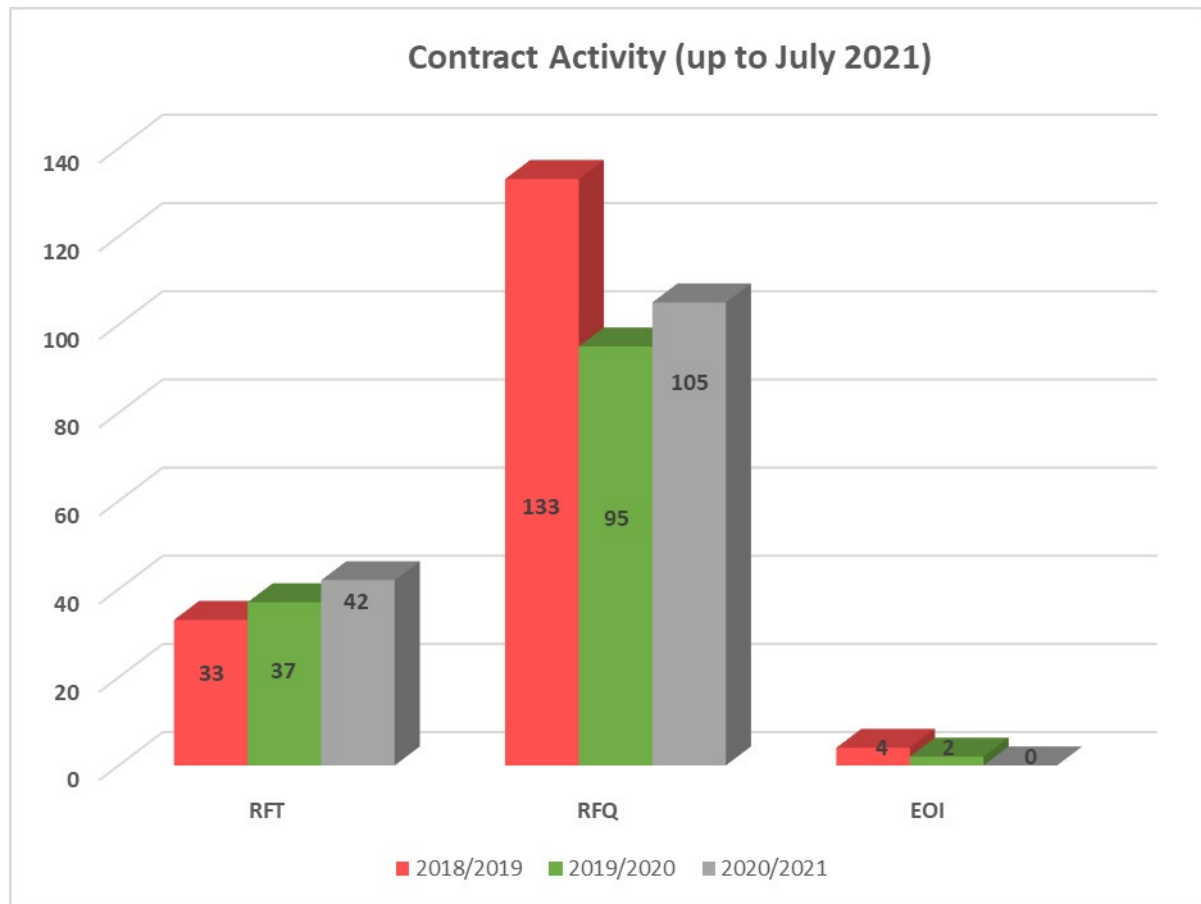
Infrastructure Services

Contract Number	Details	Type	Status
500.2021.0011	Green Waste and Mattress Processing at Council's Waste Facilities	RFT	In draft
500.2021.0027	Stormwater Network CCTV Survey and Condition Assessment	RFT	Awarded on 28 th July 2021
500.2021.0028	Design and Construct of Cannon Valley Water Reservoir	RFT	Awarded on 28 th July 2021
500.2021.0047	LRCl – Demolition, Design & Construct New Skate Bowl – Cannonvale Foreshore Park	RFT	Awarded on 9 th July 2021
500.2021.0055	Provision of Maintenance Services for Bowen Water Park	RFQ	Awarded on 9 th July 2021
500.2021.0059	W4Q - Bowen Water Park Soft Fall Refurbishment	RFQ	Closed on 1 st July 2021 and no submissions received
Disaster Recovery			
500.2021.0066	DRFA – Stormwater Pipe Replacement – Golf Views Court, Cannonvale	RFQ	Closed on 20 th July 2021 and currently being evaluated

Office of the Mayor & CEO

Contract Number	Details	Type	Status
500.2021.0030	Shute Harbour Marine Facility - Pontoon Berthing/Ticketing and Tourism Operators	RFT	Council resolved on 30 th June 2021 to authorise the CEO to enter into negotiations and execute part of land leases. Negotiations still to be finalised
500.2021.0034	Implementation of an Integrated Management System	RFT	Currently being evaluated.
500.2021.0061	Supply of Corporate Uniforms	RFQ	Awarded on 12 th July 2021

Contract Activity



Property & Facilities

Covid19 Works for Queensland Projects

During the month of July 2021, the following Covid19 Works for Queensland Projects have progressed:

Project	Time	Cost	% Complete
Proserpine Aquatic Facility Residence Demo & Kiosk	×	×	75%
Bowen Aquatic Facility Town Pool Amenity Upgrade	×	×	75%
Bowen Water Park Renewal	×	✓	25%
Collinsville Pool Amenity & Kiosk Upgrade	×	✓	75%
Bowen Aerodrome Work Camp Dwelling Super Structure Renewal	×	✓	100%

Round 4 Works for Queensland Projects

During the month of July 2021, the following Round 4 Works for Queensland Projects have progressed:

Project	Time	Cost	% Complete
Brandy Creek – New Amenities	✓	✓	0%
Collinsville Community Centre – Exterior Painting	✓	✓	0%
Airlie Lagoon Lighting Improvements	✓	✓	10%
Airlie Lagoon Astro Turfing (Drainage Improvements)	✓	✓	10%
Bowen Pool Hydrotherapy Rehab Centre	✓	✓	10%
Collinsville Aquatic Facility Pool Tiling	✓	✓	0%

21/22 Capital Works

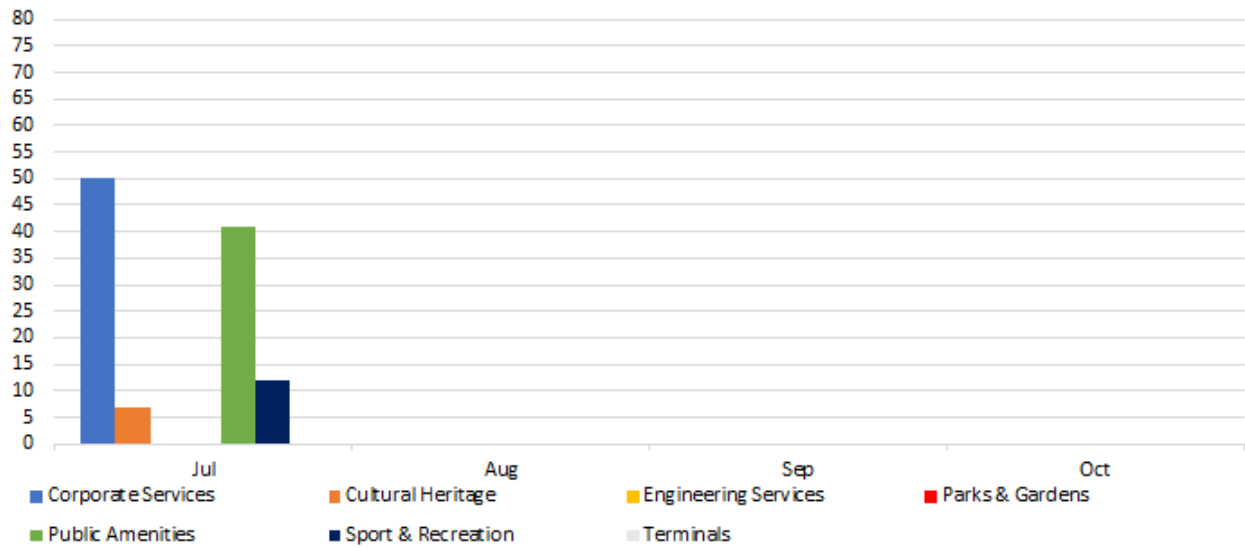
During the month of July 2021, the following Capital Works Projects have progressed:

Project	Time	Cost	% Complete
Collinsville Football Club – Roof Renewal	✓	✓	20%
Airlie Beach Lagoon Amenities – Fit Out Renewal	✓	✓	0%
Bowen Depot – Boundary Fence Renewal	✓	✓	20%
Bowen Library – Mechanical Plant Renewal	✓	✓	20%
Buildings Floor Coverings Renewal Program	✓	✓	20%
Denison Park Clubhouse - Roof Renewal	✓	✓	20%
Relocation Of Cannonvale Depot Demountable Buildings	✓	✓	10%
Solar Power Generation Project	✓	✓	20%
Cannonvale SES Shed Extension	✓	✓	20%
Collinsville Community Centre – Generator and IT installations	✓	✓	10%
Installation Of CCTV, Door Access and Security Gates to Council Facilities	✓	✓	25%
Merinda Herb Murray Amenities Installation	✓	✓	25%

Operational

Building Maintenance CRMs	YTD	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Monthly Trend
Corporate Services										
CRM Received	50	50								↑
CRM Completed	40	40								↑
Cultural Heritage										
CRM Received	7	7								↑
CRM Completed	6	6								↑
Engineering Services										
CRM Received	0	0								↓
CRM Completed	0	0								↓
Parks & Gardens										
CRM Received	0	0								↓
CRM Completed	0	0								↓
Public Amenities										
CRM Received	41	41								↑
CRM Completed	36	36								↑
Sport & Recreation										
CRM Received	12	12								↑
CRM Completed	8	8								↑
Terminals										
CRM Received	0	0								-
CRM Completed	0	0								-
Total CRMs - Building Maintenance										
CRM Received	110	110								↑
CRM Completed	90	90								↑

2021/2022 Building Maintenance CRMs Monthly Comparison



Lease Update

During the month of July 2021, Council discussions continued with the Collinsville Pony Club and the Collinsville Rodeo Association regarding the execution of their leases. Discussions are still occurring with each party to finalise the terms of the agreements between the two land users to allow for the safe utilisation of the land.

Council awarded to the successful tenders', leases over various properties in Collinsville for the purpose of agistment. Draft leases have been issued and are under review by each party.

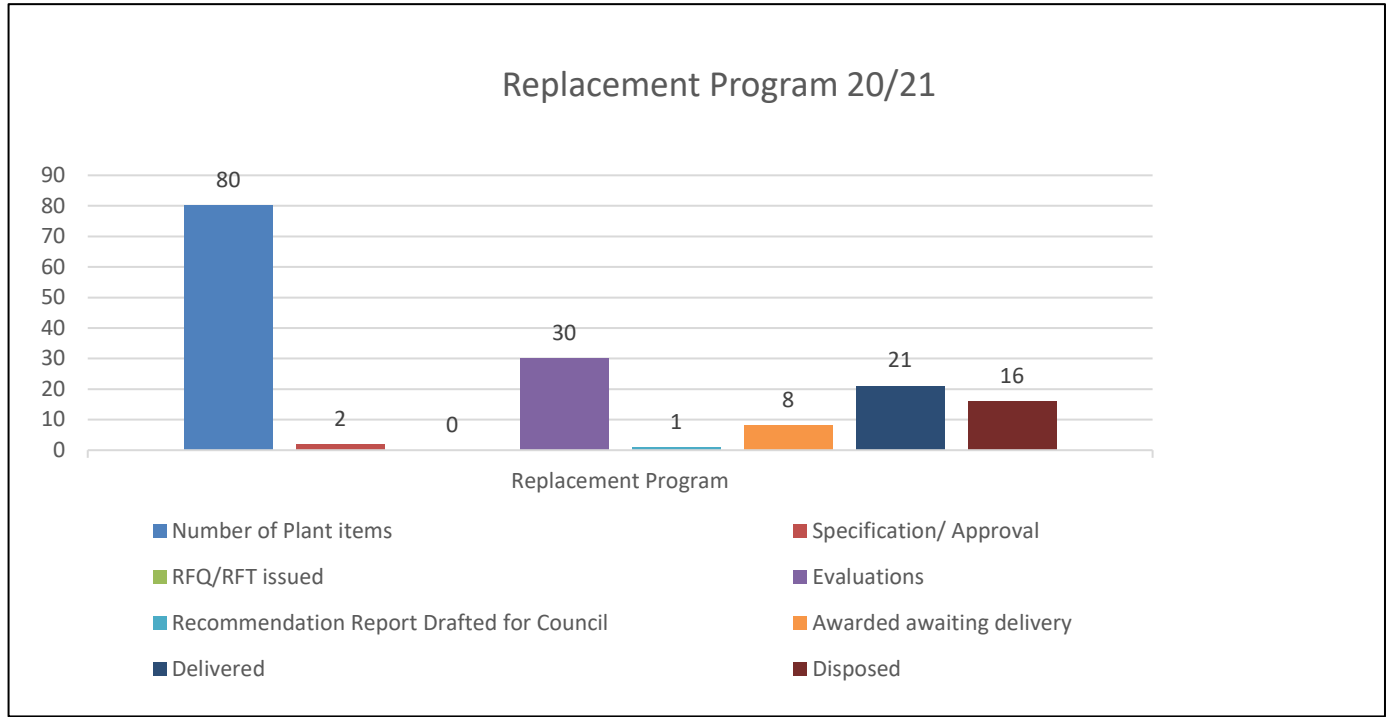
Council is in the final stages of lease negotiations with the successful tenderers of the Pontoon Berthing Ticketing & Tourism Operators Tender that was awarded in June 2021.

Bowen and District Motoring Enthusiasts upon contact to advise of their expiring lease, confirmed that they will not be renewing their lease as they are no longer an operational Club.

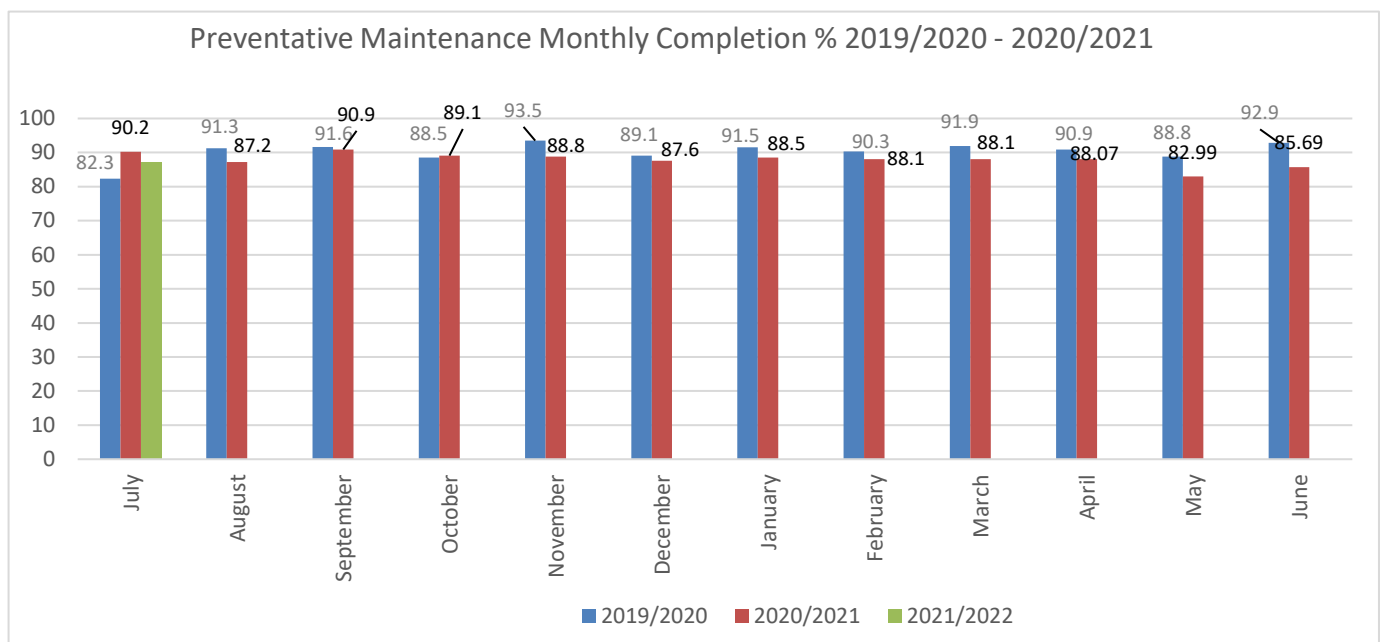
Lease in action	Under Negotiation	Out for execution	Lease awaiting lodgment	Due to expire in 6 months	Comments
Bowen Seagulls Rugby League	•				Draft lease under discussion with Council and the Bowen Seagulls Legal Advisor
Proserpine Rugby League Football Club		•			Surveyor has been engaged to draft lease plan to incorporate the Oval.
Collinsville Pony Club		•			Final Lease issued
Collinsville Rodeo Association		•			Draft Lease issued
Collinsville Community Association		•			Draft lease issued to Lessee.

Fleet Management

Fleet Replacement Program



Preventative Maintenance



Governance & Administration

LGAQ Annual Conference Motions

The Local Government Association of Queensland have announced that the 125th LGAQ Annual Conference and Annual General Meeting (AGM) will be hosted by the Mackay Regional Council, on 25-27 October at the Mackay Entertainment & Convention Centre (MECC). This Conference provides an opportunity to submit motions for the consideration at the AGM.

Councils were invited to bring forward for discussion motions which relate to the objectives of the Local Government Association of Queensland for consideration at the 2021 LGAQ Annual Conference. Motions have been drafted and are being presented for adoption by Council for presentation at the LGAQ annual conference.

Whitsunday Regional Council put forward the following motions, which were adopted at its Council meeting on 11 August 2021:

- Motion 1 - Insurance and financing to address coastal hazards risks for community resilience
- Motion 2 - Local Government Rating- application of negative caps
- Motion 3 - Land Revaluations
- Motion 4 - Solutions for housing (accommodation) shortages in the regions
- Motion 5 - Census – Covid Influence on Tourism Populations
- Motion 6 - Transport Main Roads Communication and Engagement
- Motion 7 - Tourism Industry Operators – Liability Insurance caps
- Motion 8 - That the LGAQ's Policy Statement 2020 be amended to better reflect the true value of the depth and width of economic development from a local government perspective.

Risk Management Continuous Improvement Implementation 'Roadmap' Plan developed to and endorsed by Executive Leadership Team. ELT Workshops undertaken to review the policy and framework focussing on reviewing risk appetite statement and building on the high-level statements to develop a series of risk acceptance principles, tolerances and limits to further enhance the definition of the risk appetite.

Council Meeting – Livestreaming

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

- 28 July - 47 viewers
- 11 August: - 51 viewers

Queensland Integrity Commissioner

The Integrity Act 2009 provides that a Strategic Review be undertaken at least every 5 years of the Integrity Commissioner's functions. The purpose of the strategic review is to consider whether the functions are being performed economically, effectively, and efficiently.

The review is required to examine:

- the structural and operational aspects of the Integrity Commissioner role and its relationship with public sector entities, relevant Ministers, Assistant Ministers, the Parliamentary Committee, and the Legislative Assembly,
- the Integrity Commissioner's functions and the Commissioner's performance of them to assess whether they are being performed economically, effectively, and efficiently, and
- whether existing legislative provisions are appropriate and effective in regulating contact between lobbyists and government and opposition representatives (including by former government and opposition representatives), having regard to public expectations of transparency and integrity.

Submissions to the review are now closed.

Electoral Commission of Queensland

Business as usual, ECQ finalised the report on the 2020 State general election, which is required to be prepared and tabled in Parliament in accordance with the Electoral Act 1992.

Queensland State Archives - Release of recordkeeping advice for mayors and councillors

To help clarify the recordkeeping obligations of mayors and councillors, Queensland State Archives (QSA) has released a new guide – Recordkeeping examples for mayors and councillors. This publication is a companion document to a range of other recordkeeping resources, including:

- Council records: a guideline for mayors, Councillors, CEOs, and government employees – a joint Crime and Corruption Commission and QSA document
- Your social media and You: A guide for elected council members in Queensland – a joint Office of the Independent Assessor (OIA) and Local Government Association of Queensland document; and
- Advice on the use of messaging applications (apps) for local government councillors – joint advice from the OIA and QSA.

Queensland Ombudsman

Training in the public sector – internet based, and oversight meeting with the Parliamentary Legal Affairs and Safety Committee.

Queensland Government Proposed Changes - Review of the Stock Route Management Regulation 2003

This review aims to create a better funded stock route network that provides improved outcomes for the drovers and farmers that rely on the network every year.

The Stock Routes Discussion Paper outlines a range of changes that aim to reduce red tape for local governments; making it quicker and easier to manage their stock routes. The discussion paper focuses on three key management issues within the regulation:

- declaring stock routes
- stock route network management plans
- fees.

The proposed changes to the fee structure for stock agistment and travel permits have been designed to increase cost recovery for local governments to support effective management and administration of the stock route network. This will also mean an increase in cost for users. Stock route fees, along with State

funding, are used by local governments to administer, monitor, maintain, and upgrade the network, for work such as the installation and maintenance of water tanks and troughs, fencing repairs and weed control.

A survey is seeking industry and community feedback on the amendments proposed in the Stock Routes Discussion Paper, and views on any impacts and unintended consequences.

- **16 July 2021 - Formal submissions and online survey open**

Review of the Stock Route Management Regulation 2003 is currently at this stage

The consultation is open for feedback.

- **3 September 2021 - Formal submissions and online survey close**

this is an upcoming stage for Review of the Stock Route Management Regulation 2003

The consultation closes for evaluation and review.

- **Late 2021/ 2022 - Final consultation report available**

this is an upcoming stage for Review of the Stock Route Management Regulation 2003

The final outcomes of the consultation will be available in a report.

CCC Audit – Misuse of Public Resources – Audit engagement

Under the Corruption Audit Plan 2021–23, the Crime and Corruption Commission (CCC) determined to conduct an audit examining how public agencies are minimising misuses of resources and how adequately they respond to and deal with allegations of corruption relating to this type of allegation. The CCC also determined to use data analytics to detect fuel consumption fraud in local councils.

This audit will involve three departments, three councils and one Government Owned Corporation including Whitsunday Regional Council. The audit will address the objectives through the following three focus areas, including their approaches:

- Focus one: Dealings with allegations of corruption
- Focus two: Preventing further corruption
 - Element 1: Policies and processes
 - Element 2: Staff awareness and supervisory
 - Element 3: Fraud and corruption detection processes
- Focus three: Data analytic of fuel consumption

Timing

The proposed timing of this audit is as follows:

Milestone	Anticipated date
Commence planning	July 2021
Conduct analysis and evaluation	September – November 2021
Issue draft audit report (private)	December 2021
Receive agencies' responses	January 2022
Issue final audit report (private)	February 2022
Publish summary audit report (public)	March 2022

Queensland Competition Authority

Competitive neutrality—transfer of the role to the Queensland Competition Authority

The Queensland Government announced in 2020 that the Queensland Productivity Commission would be integrated into Queensland Treasury and its competitive neutrality role transferred to the Queensland Competition Authority (QCA). The Bill giving effect to that transfer (the Debt Reduction and Savings Bill 2021) was enacted on 2 June 2021, and the QCA is now undertaking that role.

Competitive neutrality is the principle that a public sector business or agency should not have a competitive advantage (or disadvantage) over the private sector solely due to their government ownership. In Queensland, the competitive neutrality principle is applied to state and local government businesses that meet the relevant threshold. QCA's role is as follows:

- advising government agencies about complying with the principle of competitive neutrality
- receiving, investigating and reporting on complaints about the alleged failures of government agencies to comply with the principle of competitive neutrality.

Councillor Requests March 2021

	Received (New)	Resolved	Carry Forward - Unresolved
Year to Date	418	425	13
July 2020	37	37	0
August 2020	60	60	0
September 2020	50	50	0
October 2020	21	21	0
November 2020	38	38	0
December 2020	25	25	0
January 2021	29	29	0
February 2021	25	25	0
March 2021	55	55	0
April 2021	43	40	3
May 2021	35	25	4
June 2021	23	20	3
July 2021	20	15	5

Registers of Interest

Councillor	Date Register of Interest updated
Andrew Willcox	30 July 2021
Jan Clifford	30 July 2021
Al Grundy	30 July 2021
John Collins	30 July 2021
Michelle Wright	30 July 2021
Gary Simpson	30 July 2021
Mike Brunker	30 July 2021

All Councillors have an obligation (see s 201C LGA), within 30 days after the end of each financial year, inform the chief executive officer, in the approved form:

All registers of interest and related party disclosures have been updated accordingly upon consultation with councillors and completion of the documents to capture changes and annual confirmation returns.

14. Development Services

14.1 FUNDING OPPORTUNITY - QUEENSLAND DAY SPONSORSHIP PROGRAM

AUTHOR: Jannah Baker – Economic Development Research Officer

RESPONSIBLE OFFICER: Neil McGaffin – Director Development Services

OFFICER'S RECOMMENDATION

That Council resolves to:

- 1) Support the submission to the Queensland Day Sponsorship Program 2022 seeking a funding amount of \$7,000 for a Queensland Day Bake-off; and**
 - 2) Approve the co-contribution of \$5,000 in cash from the 21/22 FY Community Program & Events budget and \$2,000 in-kind services identified as eligible within the guidelines in the event the funding application is successful.**
-

The following report has been submitted for inclusion into Council's Ordinary Meeting to be held on 25 August 2021.

SUMMARY

This report provides a recommendation to submit a project to the Queensland Day Sponsorship Program. It is proposed to deliver a Regional Bake-Off Event that will culminate with an event at Proserpine Entertainment Centre for the finale. Funding for these projects does require co-contribution.

PURPOSE

The purpose of this report is to provide information to Council about the opportunity to apply for funds to deliver a Queensland Day event that can encourage public participation and showcase the social, cultural, and economic benefits of living in Queensland.

BACKGROUND

On 6 June 2022, Queensland Day will mark 163 years since Queen Victoria signed the Letters Patent, allowing Queensland to separate from New South Wales and claim independence as a colony.

Each year, communities throughout Queensland participate in a range of activities to celebrate Queensland's birthday, also known as Queensland Day, and its people, places, culture, produce and achievements.

Applications for sponsorship of up to \$15,000 (exclusive of GST) are being accepted for initiatives celebrating Queensland Day (6 June), held between 4 and 12 June 2022.

STATUTORY/COMPLIANCE MATTERS

Application due 31 August 2021.

ANALYSIS

Initiatives will need to be accessible to the wider community, free of charge, catered to a range of community members and meet the following program objectives:

- actively raise community awareness of Queensland Day and Queensland themes
- create a sense of local or state-wide pride
- encourage community participation and engagement
- contribute to a state-wide program of diverse, inclusive and innovative community events, celebrations and promotions
- promote social, cultural and economic benefit to the community
- showcase local or Queensland entertainers, artists, themes, produce or icons.

Examples of initiatives that fall within these criteria include concerts, festivals, family fun days, markets, parades, barbeques and active recreation activities.

A range of family fun days and other above identified events have been programmed for 21/22. To showcase and promote our local produce as a theme for our Queensland Day Activities, the Community Services team have developed and recommended a region wide Bake-Off event to submit for this sponsorship funding opportunity. This event aligns with historical community event practices and new trends in food culture.

Project Name	Queensland Day Bake-off (total \$14,000)
Project Summary	An event celebrating Queensland produce and all things sweet and savory. Each town will have bake-off events leading up to Queensland Day with the finale in the new Proserpine Entertainment Centre (PEC) which depicts a quintessential Queensland town built around a sugar mill. The finale day will encourage people to go to the PEC where the food will be on display along with other family friendly activities on offer. The aim is also to get people into the town to visit local shops and support local Queensland small business.

STRATEGIC IMPACTS

Financial Implications – The funding program specifies that applicants are expected to make a 50% financial and/or in-kind contribution towards the eligible project costs. If funding is attained, it is recommended funding contributions of \$5,000 come from the 21/22 FY Community Program & Events budget in cash and \$2,000 in in-kind services as identified as eligible within the guidelines.

Corporate Plan Alignment: Community Services.

Objectives:

1. Facilitate, foster and encourage region wide activities and programs that engage our community.
3. Provide fun, welcoming spaces that connect and engage the community through a variety of innovative resources, programs and activities

CONSULTATION

- Neil McGaffin - Director Development Services
- Julie Wright - Director Community Services
- Rod Cousins - Manager Community Development and Libraries
- Elizabeth Youd - Events and Community Sponsorship Officer
- Elouise Lamb - Project Officer Economic Development and Major Grants

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 this project to the Queensland Day Sponsorship Program 2022 opportunity to apply for funds encourage public participation, and to showcase the social, cultural, and economic benefits of living in Queensland.

ATTACHMENTS

N/A

14. Development Services

14.2 FUNDING OPPORTUNITY - BLACK SUMMER BUSHFIRE RECOVERY GRANT

AUTHOR: Jannah Baker – Economic Development Research Officer

RESPONSIBLE OFFICER: Neil McGaffin – Director Development Services

OFFICER'S RECOMMENDATION

That Council resolves to support submissions to the Black Summer Bushfire Recovery Grants Fund seeking funding amounts as identified for the following projects:

- a) \$1,100,000 for the VHF Radio Solution – Critical Communications Replacement;**
 - b) \$525,000 for the NBN Project; and**
 - c) \$650,000 for the Bushfire Resilience Program**
-

The following report has been submitted for inclusion into Council's Ordinary Meeting to be held on 25 August 2021.

SUMMARY

This report provides a recommendation to submit three (3) projects to the Black Summer Bushfire Recovery Grant Program. Projects were selected based on priority need and project alignment to funding objectives. Funding for these projects does not require co-contribution.

PURPOSE

The purpose of this report is to provide information to Council about the opportunity to apply for funds from the Black Summer Bushfire Program 2019-20 to improve community recovery and resilience needs.

BACKGROUND

The Australian Government has committed \$276 million to support communities impacted by the 2019-20 bushfires.

The objective of this grant opportunity is to support the recovery efforts of communities in eligible Local Government Areas (LGAs) and enable them to apply for projects that address community recovery needs within their own timeframes.

The Whitsunday LGA is included in category 2 and eligible for a funding envelope of \$1.6 million. Local Governments and not for profit organisations are eligible to apply.

The grant amount can be up to 100 per cent of eligible project expenditure.

The minimum grant amount is \$20,000.

The maximum grant amount is \$10 million.

STATUTORY/COMPLIANCE MATTERS

Projects must align with the following frameworks:

- Building Code - The Building Code is administered by relevant State and Territory administrations under relevant State or Territory legislation on behalf of the Australian Building and Construction Commission.

- WHS Scheme - The WHS Scheme is administered by the Office of the Federal Safety Commissioner.

Applications are due 2 September 2021.

ANALYSIS

Eligible Projects must address one or more of the following kinds of recovery or resilience needs:

- social recovery and resilience - for example, community development programs and activities to help affected individuals and communities to reconnect and support mental and physical wellbeing and recovery from the immediate effects of the bushfires
- economic recovery and resilience - for example, projects that help the community (and not just an individual business) to recover from the immediate economic impact of the bushfires by boosting employment and industries
- recovery and resilience of the built environment - for example, projects to rebuild infrastructure damaged by the bushfires.

The below projects were selected for consideration as best fit due to alignment with funding criteria and community need related to improving our social and economic bushfire resilience. It is recommended to submit the following projects:

Project Name	Critical Communications Replacement Project - VHF Radio Solution (\$1,100,000)
Project Summary	The project includes the replacement of critical communications infrastructure for disaster resilience. Council currently owns the infrastructure/equipment that is aged and requires replacement. Due to the nature of the Whitsunday Regions topography a "Hybrid" design system composing of three integrated communications solutions are included. The solution delivers a new digital radio system (Simoco Xd DMR) that covers large areas of the Whitsunday region. It is then further complimented by access to Telstra's LTE/3/4G network where available. Satellite would provide the 3rd bearer option where both DMR and LTE/3/4G are not available. This would leverage wired and wireless networks to ensure that Community and Council assets are supported in a disaster event.

Project Name	NBN project (\$525,000)
Project Summary	Installation of Hybrid Power Cubes to support NBN fixed wireless services to be maintained when there are power outages in identified risk areas of Bowen, Mt Julian and Proserpine. There are currently 2,300 premises connected to the internet by way of the NBN's Fixed Wireless technology through a retail service internet provider. There are around 4,415 overall premises eligible to connect to the NBN through Fixed Wireless connectivity in the region.

Project Name	Bushfire Resilience Program (\$650,000)
Project Summary	The project will look to deliver two primary actions to improve bushfire resilience: 1. Engagement of a Bushfire Management Officer for 2.5 years plus a vehicle to deliver bushfire planning to residents, develop plans for vulnerable communities, review and develop the bushfire break maintenance schedule, coordinate training and incorporate traditional owner bushfire management practices. 2. Installation of new strategic community water points (hydrants)

STRATEGIC IMPACTS

Financial Implications – The funding program does not require a co-contribution by Council.

Corporate Plan Alignment – Infrastructure Services Objectives:

4. Maintain a high level of preparedness, capability, and responsiveness to respond to, and recovery from, natural disasters that impact on our local communities and infrastructure

CONSULTATION

- ELT – 12/8/21
- Scott Wilkinson - Manager Innovation and Technology
- Scott Hardy - Coordinator Natural Resource Management and Climate
- Elouise Lamb - Project Officer Economic Development and Major Grants

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 three (3) projects to the Black Bushfire Recovery Grant opportunity to apply for funds from the Black Summer Bushfire Program 2019-20 to improve economic and social resilience for the Whitsunday community related to bushfires.

ATTACHMENTS

N/A

14. Development Services

14.3 INCOMING GRANT FUNDING APPLICATION - POLICY REVIEW

AUTHOR: Jannah Baker – Economic Development Research Officer

RESPONSIBLE OFFICER: Neil McGaffin – Director Development Services

OFFICER'S RECOMMENDATION

That Council support continuation of the Incoming Grant Funding Application Policy established on the 6 June 2018 without change.

The following report has been submitted for inclusion into Council's Ordinary Meeting to be held on 25 August 2021.

SUMMARY

This report provides a recommendation to support continuation of the Incoming Grant Funding Application Policy established on the 6 June 2018.

The Incoming Grant Funding Application Policy has been developed and endorsed to:

- provide a robust and detailed framework around the analysis of external funding opportunities
- ensure consideration of projects proposed for grant funding in alignment with Council's strategic and corporate objectives and;
- to address grant funding audit compliance activities.

PURPOSE

The purpose of this report is to provide information to Council about continuing with the Incoming Grant Funding Application Policy.

BACKGROUND

During the July 2017 Internal Audit conducted by Crowe Howarth, a number of findings were identified relating to Grant Funding (both incoming and outgoing) across Council. Recommendations were made in relation to the findings, and several policies, processes and procedures have been drafted to comply with the recommendations.

The following finding relates to Council's grants policy, and more specifically to grant applications made by Council:

- Grant applications may be made and received that do not meet the Strategic Intent of Council

To address this finding, a review of related Council policies was undertaken, and the Incoming Grant Funding Application Policy was endorsed.

STATUTORY/COMPLIANCE MATTERS

Current policy is due for review 11 July 2021.

ANALYSIS

According to the Government Finance Officers Association's Best Practice Guidelines, on which a wide cross-section of local government policies are based, a government should develop a grants policy that requires certain steps to be taken before applying for, or accepting grants, to maximise the benefits of grants while minimising the risks. This policy was established to:

- include all grant applications made by Council;
- align Councils strategic intent through ELT;
- ensure consistent and objective analysis of external funding opportunities in alignment with corporate objectives, prior to applications being made;
- ensure that projects put forward for consideration are in alignment and consistent with Council's Strategic Management Plan, Strategic Asset Management Plan, Project Management Framework, 10 Year Capital Works Plan, and Capital and Operational Budget cycles;
- ensure input from relevant stakeholders into which projects become the subject of grant funding applications; and
- provide specific requirements for the approval of applications prior to submission through formal Council endorsement via resolution, or by delegation to the Chief Executive Officer.

Since endorsement on the 6 June 2018, the Economic Development team have worked closely with Corporate Services and ELT to ensure incoming grant activities align with the policy. Concerns identified in the audit have been addressed and adoption of best practice processes and programs that can improve centralisation of the grant application procedures are ongoing. As such, this policy has been reviewed and is current and in line with Council's incoming grant application process requirements.

STRATEGIC IMPACTS

The Incoming Grant Funding Application Policy was specifically created to ensure every grant application submitted meets the Strategic Intent of Council.

CONSULTATION

- Elouise Lamb - Project Officer Economic Development and Major Grants

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 support continuation of the Incoming Grant Funding Application Policy established on the 6 June 2018.

ATTACHMENTS

Attachment 1 - Incoming Grant Funding Application Policy

Incoming Grant Funding Application Policy

Office of the Mayor and CEO

LSP_OMCEO_20

Revokes: 082.01 Major Grant Fund Application Policy

Purpose

The purpose of this policy is to ensure:

- a) Consistent and objective analysis of external funding opportunities in alignment with corporate objectives, prior to applications being made;
- b) Projects put forward for consideration, are in alignment and, consistent with Council's Strategic Management Plan, Strategic Asset Management Plan, Project Management Framework, 10 Year Capital Works Plan and Capital and Operational Budget cycles; and
- c) Ensuring input from relevant stakeholders into which projects become the subject of grant funding applications

Scope

This policy is applicable to all grant funding opportunities that require the submission of an application, including:

- a) Council's submission of a funding application to an external provider;
- b) Council's submission of a joint funding application with one or more partner organisations;
- c) Council's submission of a funding application on behalf of another organisation; and
- d) Council's submission for the renewal or extension of an existing grant

This policy applies to all Council employees and Councillors.

Applicable Legislation

This policy is in reference to the *Local Government Act 2009*.

Policy Statement

1. Council views external grant funding as a way to increase its ability to improve, repair or build infrastructure, and deliver events, programs or services which may not be able to be funded purely from Council's general revenue. Council will actively seek funding opportunities by identifying available grants which are consistent with its strategic planning and priorities.
2. The Executive Leadership Team (ELT) shall in the first instance, review all proposed projects identified for grant funding in alignment with Council's strategic planning priorities prior to consideration by Council. More specifically, ELT shall consider the following:

Page 1 of 4

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

Incoming Grant Funding Application Policy

Office of the Mayor and CEO

LSP_OMCEO_20

Revokes: 082.01 Major Grant Fund Application Policy

- a) Relevance, alignment and consistency of the proposed projects or services with the Strategic Management Plan, Strategic Asset Management Plan, Project Management Framework, 10 Year Capital Works Plan and Capital and Operational Budget cycles;
 - b) Council's required contribution (both financial or in kind), alignment to existing budget approvals, and ability for the value of grant funding to be sufficient to meet stakeholder expectations;
 - c) State of Readiness (Shovel Ready) – in most cases, funding applications require a business case, and project plan to be submitted as part of the application. The requirement for the prior completion of this pre-planning stage is detailed in the Project Management Framework.
 - d) Whole of life costs of funded assets, including acquisition and construction, management and operation, maintenance, and renewal and disposal costs;
 - e) Assessment of relevance and risks to the community and Council, and what impact it may have on Council business;
 - f) Council's ability to comply with the proposed contractual terms and conditions, other relevant legal requirements (e.g. licence requirements), and Council policies (e.g. Procurement Policy); and
 - g) Opportunities for regional funding partnerships and the benefits and risks associated with entering into these partnerships
3. For major projects not currently funded in the 10 Year financial forecast, Council will complete pre-planning requirements as outlined in the Project Management Framework so that the projects are in a ready state to apply for grant funding.
 4. Council recognises that Councillors are elected to represent the views of the community and therefore Councillors shall be presented with a number of strategically aligned project options at a Council Briefing Session for consideration of projects to be progressed to application for the available funding round.
 5. A wide variety of projects will be considered by Council under this Policy; however, priority will be given to projects of economic significance for the region, and/or projects already identified within the 10 Year Capital Works Plan, Budget or Strategic Management Plan, that are either not currently funded, or have been identified as requiring grant funding to supplement or fully fund the project, and are characterised by one or more of the following:
 - a) Projects satisfying a community need which are complementary to an existing reserve or facility development e.g. minor building additions and projects which complement existing facilities/reserves;
 - b) Projects that broaden community access and increase opportunities for participation;
 - c) Projects that address issues around safety and risk management; and
 - d) Projects that maximise the range of users of the facility

Incoming Grant Funding Application Policy

Office of the Mayor and CEO

LSP_OMCEO_20

Revokes: 082.01 Major Grant Fund Application Policy

6. Prior to lodgement of an application for grant funding, endorsement by Council is required where there is an obligation for matched funding, ongoing costs or another level of contribution by Council that is not already included in the Annual Budget. The endorsement shall be made via formal resolution and shall include:
 - a) the name of the project, and the name of the grant; and
 - b) any financial co-contribution by Council (in dollar figures); and
 - c) any commitment to ongoing operational or maintenance costs
7. The Chief Executive Officer (CEO) shall approve all other applications for grant funding, including the provision of correspondence confirming Council's contribution in alignment with the approved budgeted amount, prior to the application being lodged.
8. In circumstances where application time frames mean that strict adherence to paragraph 2 above would result in Council failing to submit a funding application, the CEO shall:
 - a) if possible, ensure that only projects which have been previously presented to Councillors at a Council Briefing Session form part of the application;
 - b) immediately inform all Councillors that an application is being submitted and provide details of the application; and
 - c) present a report to the next available Council meeting recommending that Council endorse the application

Definitions

CEO refers to the Chief Executive Officer of the Whitsunday Regional Council appointed in accordance with the *Local Government Act 2009*.

Council refers to the Whitsunday Regional Council

Employee refers to any employee, contractor, volunteer etc. of the Council

Councillors refers to the Mayor and Councillors of the Whitsunday Regional Council

Related Documents

Strategic Management Plan & Strategic Asset Management Plan

Project Management Framework

10 Year Capital Works Plan

Incoming Grant Funding Administration Policy

Whitsunday Regional Council Economic Development Strategy 2017-2021



Incoming Grant Funding Application Policy

Office of the Mayor and CEO

LSP_OMCEO_20

Revokes: 082.01 Major Grant Fund Application Policy

Effective Date

11 July 2018

Review Date

July 2021

Page 4 of 4

Correspondence: Chief Executive Officer, Whitsunday Regional Council, PO Box 104, Proserpine QLD 4800
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Bowen
Cnr Herbert & Powell Streets, Bowen QLD 4805

Proserpine
83-85 Main Street, Proserpine QLD 4800

Collinsville
Cnr Stanley & Conway Streets, Collinsville QLD 4804

14. Development Services

14.4 20200299 - DEVELOPMENT APPLICATION FOR DEVELOPMENT PERMIT FOR RECONFIGURATION OF A LOT - ONE (1) LOT INTO FOUR (4) LOTS - 1-21 CENTRAL AVENUE, CANNONVALE - WHITSUNDAY COMMERCIAL CENTRE PTY LTD -C/- VISION SURVEYS (QLD)

AUTHOR: James McEvoy-Bowe - Planner

RESPONSIBLE OFFICER: Neil McGaffin – Director Development Services

OFFICER'S RECOMMENDATION

That Council approve the Development Application for Reconfiguration of a Lot - One (1) Lot into Four (4) Lots, made by Whitsunday Commercial Investments Pty Ltd As TTE C/- Vision Surveys QLD, on L: 2 SP: 310407 T: & EMTS C,E,H & J and located at 1-21 Central Avenue 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 25 August 2021.

SUMMARY

This application has been to Council previously. It is for Reconfiguration of one lot into four at 1-21 Central Avenue, Cannonvale. The development application is Code Assessable and is consistent with the Planning Scheme. Proposed Lot 4 includes a narrow strip of land at the end of the constructed section of Central Avenue. The applicant has agreed to enter into an Infrastructure Agreement to dedicate this strip of land to Council for the continuation of Central Avenue, either when commercial circumstances are favourable, or at the expiry of 20 years. While the overall development is supported, the component of allowing the strip of land to remain in place is not. The application is recommended for approval subject to reasonable and relevant conditions, in particular the need to transfer the strip of land at the end of Central Avenue to Council as road.

PURPOSE

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

BACKGROUND

A Development Permit (20180460) for Reconfiguration of a Lot was given on 18 May 2018 to subdivide Lot 6 on SP176042 at Galbraith Park Drive, Cannonvale into 3 Lots and Road Reserve. The road reserve did not extend all the way to the western boundary of the neighbouring Lot 7 on RP746329 and a narrow strip of land was included in Lot 2 on SP310407 to prevent automatic road connection to adjoining Lot 7.

STATUTORY/COMPLIANCE MATTERS

Planning Act 2016

Planning Regulation 2017

ANALYSIS

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

1. Application Summary

Proposal:	Reconfiguration of a Lot - One (1) Lot into Four (4) Lots
Landowner	Whitsunday Commercial Centre Pty Ltd & Whitsunday Commercial Investments Pty Ltd
Property Address:	1-21 Central Avenue Cannonvale, corner with Shute Harbour Road.
Property Description:	L: 2 SP: 310407 T: & EMTS C,E,H & J
Area of Site:	2.614 ha
Planning Scheme Zone:	Major Centre
Level of assessment	Code Assessable
Overlays:	Acid Sulfate Soils; and Infrastructure (Water, Road, Electricity Buffers).
Existing Use:	Vacant
Existing Approvals:	20180460 - Reconfiguration of a Lot - One (1) Lot into Three (3) Lots and Access Easements 20200351 - Operational Works (Advertising Device - Freestanding Illuminated Pylon Sign)
Public Notification:	Not Applicable.
Submissions received:	Not Applicable.
State referrals:	SARA – DTMR State Controlled Road
Infrastructure charges:	\$90,680.10

2. Site Details

2.1. Location

The subject site is located at 1-21 Central Avenue Cannonvale, also described as Lot 2 on SP 310407.

2.2. Zoning

The subject site is located within the Major Centre Zone.

2.3. Site description – topography, vegetation, drainage

The site is in Cannonvale on the Galbraith Park Drive intersection. The site is very flat as a result of the previous subdivision that created Central Avenue.

2.4. Access

The premises has frontage to Central Avenue, Galbraith Park Drive and Shute Harbour Road. Lots 2-4 can only have direct access from Central Avenue, however Lot 1 could achieve access from both Central Avenue and Galbraith Park Drive if proven safe via compliant engineering design.

2.5. Surrounding uses

- To the north – Whitsunday Plaza commercial precinct;

- To the east – Central Avenue and beyond is vacant land and Whitsunday Food Service;
- To the south – Vacant Major Centre zoned land
- To the west – Shute Harbour Road.

1. Proposal Details

Council is in receipt of a development application for the reconfiguration of one lot into four. Proposed Lots 1 to 4 are intended to be used for commercial purposes. The allotment sizes are as follows:

Lot 1 - 7167 m²

Lot 2 - 6289 m²

Lot 3 - 6289 m²

Lot 4 - 6330 m²

Central Avenue already has existing water, sewer, power and telecommunications and the proposed lots will be conditioned to be connected to each. Access to each lot will be determined by the future lot owners, dependant on the configuration of the future commercial uses. Therefore, the development will not need to be conditioned for accesses as any future development of the allotments will trigger the need to build an access appropriate for that development and will be captured and assessed at future MCU stage.

The proposal was amended slightly to incorporate a truncation to the lot area inside proposed Lot 1 to provide additional road reserve width for the upgrade of the Galbraith Park Drive / Shute Harbour Road intersection.

As part of the previous reconfiguration of a lot that created the subject parcel, a slither of land on proposed Lot 4 remains at the end of Central Avenue, which restricts lawful access to the neighbouring allotment from Central Avenue. The applicant has agreed to enter into an Infrastructure Agreement to allow for an easement dedicated for water and stormwater in favour of Council within the narrow strip of land, and for the strip to be given to Council for road reserve when Lot 4 sells. This timing is not supported as it significantly impacts on the opportunities to develop the adjoining lot to the south. The Infrastructure Agreement report is presented to Council in tandem with this report.

2. 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 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).

2.1. State Assessment and Referral Agency (SARA)

The Application was referred to SARA for a Main Roads referral. The agency's response has no requirements and is included as attachment 5 of this report.

2.2. 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.

2.3. 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 Regional Plan.

2.4. Whitsunday Regional Council Planning Scheme, 2017

2.4.1. Strategic Framework

The proposed reconfiguration is Code Assessable and therefore aligns with the Strategic Framework.

2.4.2. Strategic Intent

The proposed reconfiguration is Code Assessable and therefore aligns with the Strategic Intent.

2.4.3. Overlay Codes

2.4.3.1. Acid Sulfate Soils

The development site is situated above RL10.0m AHD and there are no excavations proposed below 5.0m AHD. Therefore, the site is not expected to be exposed to any potential acid generating soils.

2.4.3.2. Infrastructure Overlay Code

The development proposal can be completed without any negative impacts on adjoining infrastructure that traverses the road reserve of Shute Harbour Road. Council currently holds a bond over the premises for the installation of footpaths. This bond will be returned once footpath connectivity for the site has been created.

2.4.4. Major Centre Zone Code

2.4.4.1. Overall outcomes

The proposed reconfiguration meets the Lot size and shape requirements of the Major Centre Zone, and the proposed sizes clearly depict lots representative of a commercial scale. Only a dwelling house is Accepted Development in the zone, which means Council will have an opportunity to assess any future commercial development to be located on the proposed lots. Central Avenue already has existing water, sewer, power and telecommunications and the proposed lots will be conditioned to be connected to each. The proposal will further the intent of the zone and will provide for the highest order and intensity of Business, Community and Entertainment activities in the Cannonvale area.

2.4.5. Development Codes

2.4.5.1. Reconfiguring a Lot Code

All lots meet the required lot size and dimensions called up by the Code. All lots are generally rectangular in shape, adjusted to address the existing boundaries along Central Avenue, Galbraith Park Drive, and Shute Harbour Road. Provision has also been made to truncate proposed Lot 1 on the corner of Galbraith Park Drive / Shute Harbour Road to allow for additional road reserve width to facilitate the upgrade of that intersection.

2.4.5.2. Excavation and Filling Code

Any earthworks will be completed at operational works stage and will be supported by engineering design drawings and provisions for erosion and sediment control.

2.4.5.3. Transport and Parking Code

The applicant has specifically requested a condition that stipulates the installation of access driveways for each proposed lot to be provided at future building works stage in accordance with Council's Development Manual requirements. The basis of the request relates to the potential businesses that may purchase the sites and their potentially specific requirements for driveways relating to their proposed use. As any future commercial development will require a MCU Permit, Council will get the chance to ensure the adequate provision of access at a guaranteed future MCU stage. All future access locations will be from Central Avenue and are unable to be connected to Galbraith Park Drive or Shute Harbour Road except for Lot 1 which may facilitate access from Galbraith Park Drive, dependant on engineering design.

2.4.5.4. Infrastructure Code

Each of the proposed lots will be connected to all essential services include water, sewer, power and telecommunications. All lots will have direct access from Central Avenue. No direct access to Shute Harbour Road or Galbraith Park Drive is proposed. There is little or no external catchment draining across the site and each proposed lot will be able to lawfully discharge stormwater to both Central Avenue and Shute Harbour Road.

2.4.5.5. Landscaping Code

No landscaping is required as part of this development proposal. Landscaping will be implemented at future MCU stage for the commercial uses that will be applied for on the proposed lots.

3. Public Submissions

Not applicable.

4. Infrastructure Charges

4.1. 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
ROL	Residential	4	\$30,226.70		\$120,906.80
Total Adopted Charge					\$120,906.80
Credit					
Type of Development	Development Category	Demand Unit & Qty	Charge Rate	Discount	Total Credit
Existing	Residential	1	\$30,226.70	100%	\$30,226.70
Total Credit					\$30,226.70
Total Levied Charge					\$90,680.10
Current Amount of Levied Charge		\$90,680.10			

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 – The applied infrastructure charge is \$90,680.10

Risk Management Implications – N/A

Strategic Impacts – N/A

CONSULTATION

Doug Mackay – Manager Development Assessment

Adam Robins – Technical Officer Engineering Assessment

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
Proposal Plan	Vision Surveys (QLD) Pty Ltd	20040-PP-01 Rev A	28/01/2020
Engineering Report	Reece Milburn – Project Engineer (RPEQ 4600)	2001-Ltr01-WCCLot2-ProposedROLE EngineeringCover Statement-28Feb20	28/02/2020

- 1.2 The applicant is to comply with the Department of State Development, Infrastructure, Local Government and Planning's advice as outlined in the Department's correspondence dated 14 May 2020.
- 1.3 The following further development permits are required prior to commencement of work on site or commencement of the use:
- Operational Works:
 - Erosion Prevention & Sediment Control
 - Water Infrastructure; and
 - Sewerage Infrastructure.
- 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 sealing of the Survey Plan.
- 1.6 The thin strip of land at the end of Central Avenue shall be created as road reserve and transferred to Council.
- 1.7 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 sealing of the Survey Plan.

2.0 **CLEARING, LANDSCAPING AND FENCING**

- 2.1 Any vegetation removed must be disposed of to the requirements of the Council. Transplanting, chipping or removal from site are the preferred solutions.
- 2.2 All vegetative waste cleared as part of the development of the site is to be either:
- a) stored neatly on site and shredded within sixty (60) days of clearing; or
 - b) removed off the site to an approved disposal location.
- 2.3 Any pruning works must be in accordance with AS 4373-1996 – Pruning of Amenity Tree.
- 2.4 No invasive plants (Biosecurity Act, 2014) or declared local pests (Local Law no.3) shall be planted on the site or allowed to invade the site and the site must be managed and maintained to exclude weeds.
- 2.5 To reduce the spread of weeds, all earthmoving equipment shall be free of soil and seed before being taken to the work site and again on completion of the project.

3.0 **EARTHWORKS**

- 3.1 Prior to commencement of any work on site, an Operational Works Development Permit must be obtained in relation to Earthworks and the relocation of the subsoil drainage in proposed Lot 4 to the Southern boundary and located within a Water and Stormwater easement 4 meters in width as per Reece Milburn's Engineering Services Layout drawing 2001 rev B dated 29/05/2020.

4.0 **WATER INFRASTRUCTURE**

- 4.1 A Development Permit for Operational Works (Water Infrastructure) must be obtained prior to commencement of work on site. Any application for Operational Works (Water Infrastructure) must be accompanied by engineering design drawings, and certifications of the design,

- demonstrating compliance with Council's Development Manual (current at the time of development) and this Decision Notice.
- 4.2 Prior to signing of Plan of Survey the applicant must lodge with Council a civil engineer's design and construction certification (by an experienced and qualified RPEQ engineer). The certification must be addressed to Council and must certify that all Water Infrastructure works have been designed and constructed according to the conditions of this Decision Notice and Council's Development Manual.
 - 4.3 Each lot must be connected to Council's water supply network prior to signing of the Survey Plans.
 - 4.4 All water Infrastructure must be designed and constructed according to the conditions of this Decision Notice and Council's Development Manual (current at the time of development), prior to signing of the survey plan. The under bore for proposed Lots 2 and 3 must be sized to suit a 150mm water service.
 - 4.5 An easement must be provided along the southern boundary of proposed Lot 4 for stormwater subsoil drainage and future water infrastructure. The Easement must be a minimum of 4 meters wide for the full length of the Southern boundary.

5.0 SEWERAGE INFRASTRUCTURE

- 5.1 A Development Permit for Operational Works (Sewer Infrastructure) must be obtained prior to commencement of work on site. Any application for Operational Works (Sewerage Infrastructure) must be accompanied by engineering drawings demonstrating compliance with Council's Development Manual (current at the time of development) and this Decision Notice.
- 5.2 Each lot must be connected to Council's sewerage reticulation network prior to signing of the Survey Plans.
- 5.3 Sewerage infrastructure must be constructed to comply with S6 "Sewer Reticulation" of Council's Development Manual, Council's Standard Drawings and Water Services Association of Australia Sewerage Code of Australia. Where a discrepancy or conflict exists between Council's Development Manual and the Sewerage Code, the requirements of Council's Development Manual will prevail.
- 5.4 Easements must be provided over all new Council sewerage lines constructed as part of the development located on private property.
- 5.5 Easement documentation must be provided free of cost to Council.

6.0 ELECTRICITY AND TELECOMMUNICATIONS

- 6.1 Provide electricity and telecommunications connection to the proposed development to the requirements of the relevant authority. The application must submit to Council, either:
 - (a) a certificate of supply demonstrating that existing low-voltage electricity supply is available to the newly created lots; or
 - (b) a certificate of supply that the applicant has entered into an agreement with the authorized electricity supplier, Ergon, to provide electricity services to the newly created lots, payment has been received and the connection will be completed at a date in the future.If low-voltage electricity supply is unavailable to the newly created lots then the applicant must provide a certificate of supply of the proposed electricity connection date to all future property owners prior to entering into a contract of sale for the newly created lots prior to sealing of the Survey Plan.

7.0 ENVIRONMENTAL MANAGEMENT PLAN (EMP)

- 7.1 A Development Permit for Operational Works (Erosion Prevention and Sediment Control) must be obtained prior to commencement of work on site. The Erosion Prevention and Sediment Control Plan must be prepared in accordance with Council's Development Manual and best Practice Erosion & Sediment Control – November 2008 (IECA White Book). The strategy of the plan must be implemented and maintained for the duration of the operational and building works, and until exposed soil areas are permanently stabilised (e.g. turfed, concreted).
- 7.2 Discharges of water pollutants, wastewater or stormwater from the site must not cause measurable levels of water pollutants in the receiving waters to fall outside the acceptable ranges specified in the 'Australian Water Quality Guidelines for Fresh and Marine Waters', ANZECC 2000.

- 7.3 No visible emissions of dust must occur beyond the boundaries of the site during earthworks and construction activities on the site. If, at any time during the earthworks and construction activities the dust emissions exceed the levels specified above, all dust generating activities must cease until the corrective actions have been implemented to reduce dust emissions to acceptable levels or wind conditions are such that acceptable levels are achieved.
- 7.4 The applicant must ensure that when undertaking any on-site or external works, including any filling and extraction, appropriate dust control measures are implemented in accordance with the Environmental Protection Act 1994 and complies with the relevant air quality objectives defined in the Environmental Protection (Air) Policy 2008.

8.0 MAINTENANCE VALUATION

- 8.1 The applicant must pay to Council a maintenance valuation fee per lot at the time of sealing of the survey plan at the rate applicable at the time of payment. The current rate is \$37.00 per lot.

9.0 MISCELLANEOUS

- 9.1 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
- 9.2 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.
- 9.3 Any building materials, equipment and the like must be appropriately tied down, placed indoors and secured on site at the time of preparation for cyclone events. The on site supervisor is to ensure that all contractors/employees take the necessary steps to secure the construction site in the event of a cyclone.
- 9.4 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 Central Avenue or adjoining land unless written permission from the owner of that land and Council is provided.
- 9.5 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.

10.0 ADVISORY NOTES

10.1 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.

10.2 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.

10.3 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.

10.4 Noise During Construction and Noise in General

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

10.5 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

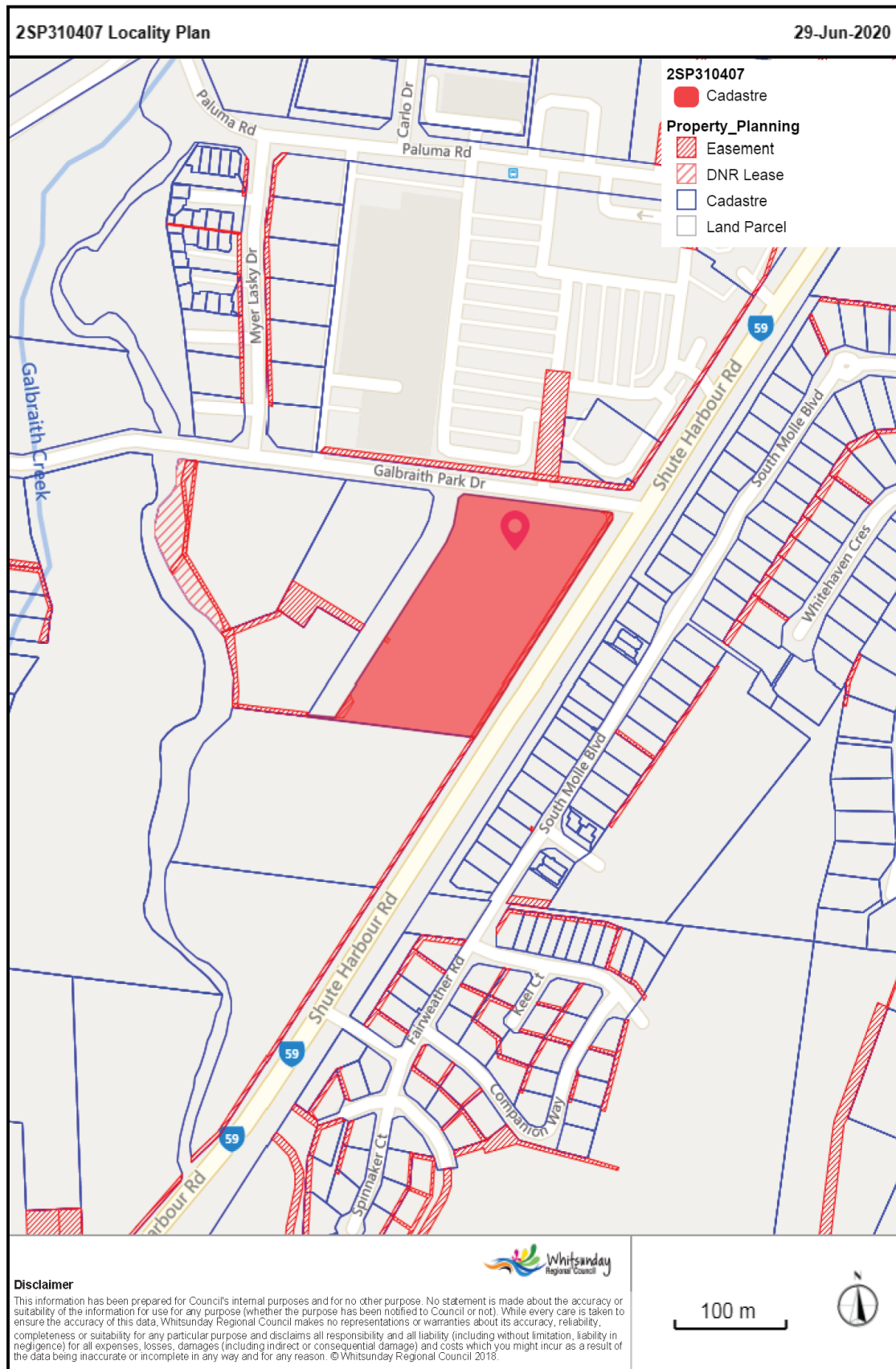
managed in a way that prevents or minimises risks to the health and safety of members of the public at or near the workplace during construction work.

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.

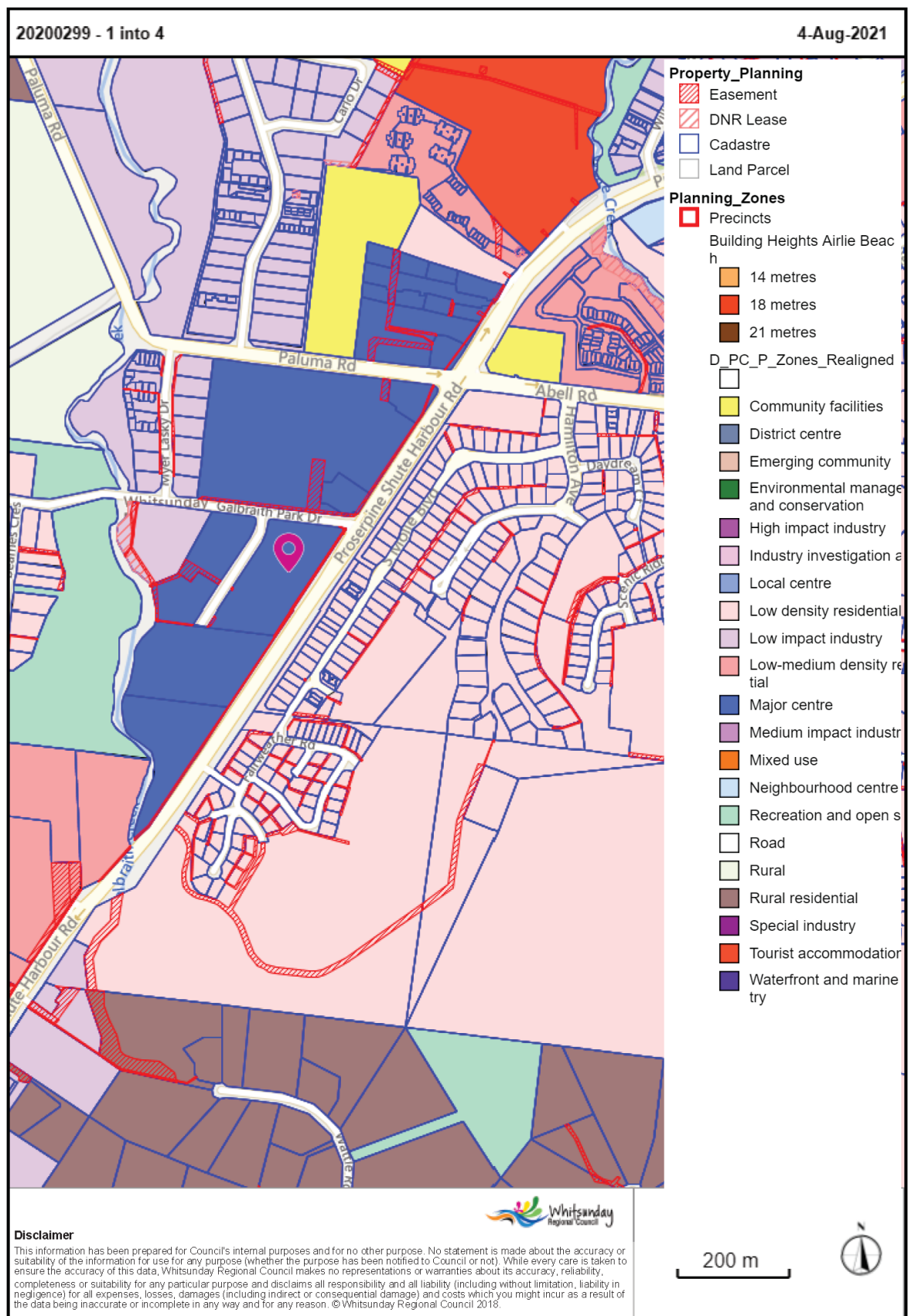
It is the responsibility of the person in control of the workplace to ensure compliance with the Work Health and Safety Act 2011. It states that the person in control of the workplace is obliged to ensure there is appropriate, safe access to and from the workplace for persons other than the person's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

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

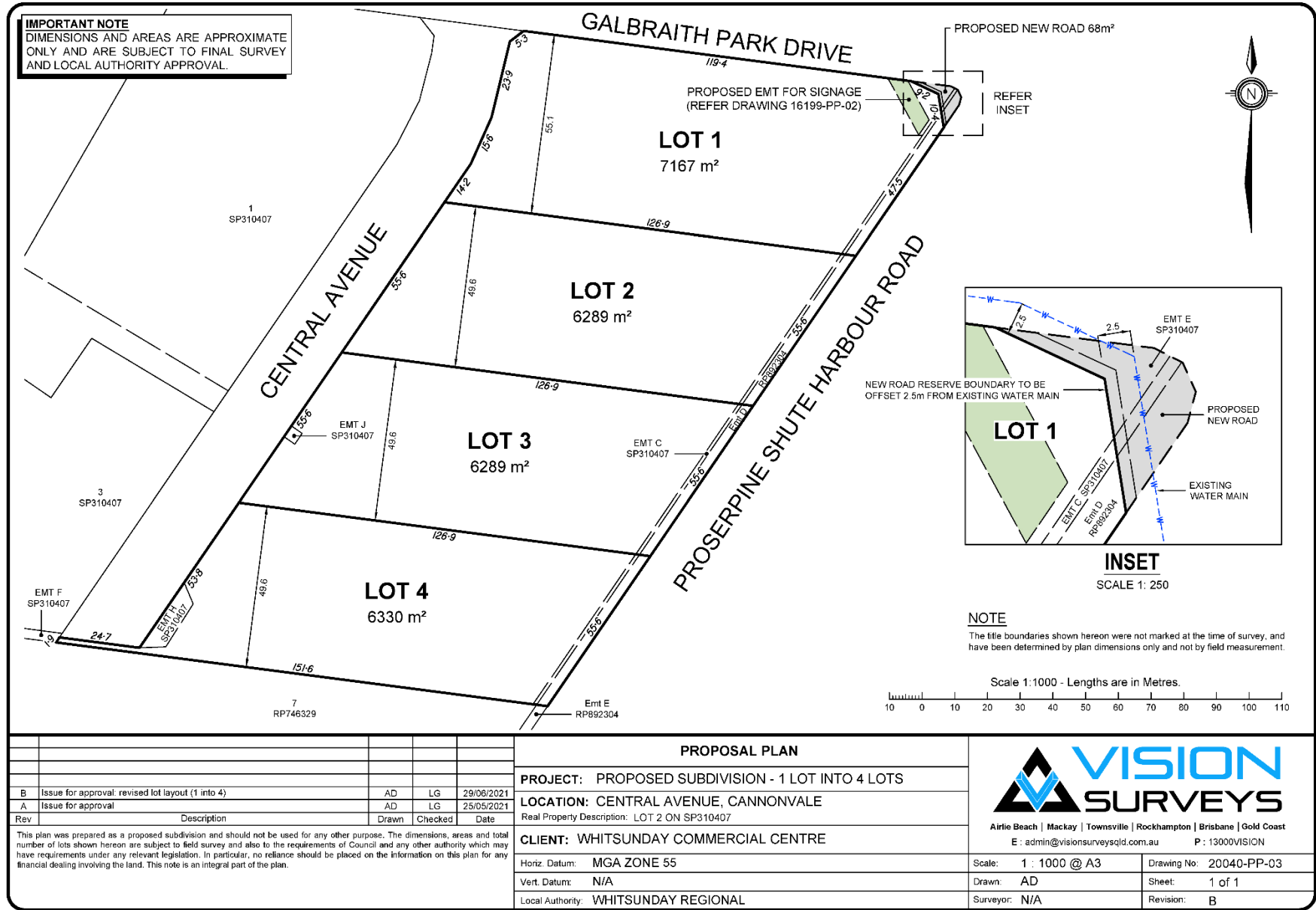
Attachment 2 – Locality Plan



Attachment 3 – Zoning Plan



Attachment 4 – Proposal Plan



Attachment 5 – State Agency Referral Agency (SARA) Response

RA9-N



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

SARA reference: 2003-16026 SRA
Council reference: 20200299
Applicant reference: 20040

14 May 2020

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

Attention: Mr James McEvoy-Bowe

Dear Mr McEvoy-Bowe,

SARA response—1-21 Central Avenue, 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 Department of State Development, Manufacturing, Infrastructure and Planning on 23 March 2020.

Response

Outcome:	Referral agency response - No requirements Under section 56(1)(a) of the <i>Planning Act 2016</i> , the department advises it has no requirements relating to the application.
Date of response:	14 May 2020
Reasons:	The reasons for the referral agency response are in Attachment 1 .

Development details

Description:	Development permit	Reconfiguring a lot for One (1) lot into Four (4) lots
SARA role:	Referral Agency.	
SARA trigger:	Schedule 10, Part 9, Division 4, Subdivision 1, Table 1 (Planning Regulation 2017) Development application for an aspect of development stated in schedule 20. Schedule 10, Part 9, Division 4, Subdivision 2, Table 1 (Planning Regulation 2017)	

Page 1 of 4

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

All or part of the premises are within 25m of a State transport corridor.

Schedule 10, Part 9, Division 4, Subdivision 2, Table 3 (Planning Regulation 2017)

Development application for reconfiguring a lot within 100m of the intersection of a State-controlled Road.

SARA reference: 2003-16026 SRA
Assessment Manager: Whitsunday Regional Council
Street address: 1-21 Central Avenue, Cannonvale
Real property description: Lot 2 on SP310407
Applicant name: Whitsunday Commercial Centre Pty Ltd & Whitsunday Commercial Investments Pty Ltd (both as Trustee under instrument 710185785)
Applicant contact details: c/-Vision Surveys
PO Box 2103
CANNONVALE QLD 4802
andrea@visionsurveysqld.com.au

Representations

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

Copies of the relevant provisions are in **Attachment 2**.

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

For further information please contact Leah Harris, A/Principal Planning Officer, on (07) 4898 6815 or via email MIWSARA@dsgmip.qld.gov.au who will be pleased to assist.

Yours sincerely



Patrick Ruettjes
Manager (Planning), Mackay Isaac Whitsunday Regional Office

cc Whitsunday Commercial Centre Pty Ltd & Whitsunday Commercial Investments Pty Ltd (both as Trustee under instrument 710185785), andrea@visionsurveysqld.com.au

enc Attachment 1 - Reasons for referral agency response
Attachment 2 - Representations provisions

15. Community Services

15.1 REEF GUARDIAN COUNCIL ACTION PLAN 2021/2022

AUTHOR: Scott Hardy – Coordinator Natural Resource Management & Climate

RESPONSIBLE OFFICER: Julie Wright – Director Community Services

OFFICER'S RECOMMENDATION

That Council endorses the proposed Reef Guardian Council Action Plan 2021/2022 for submission to the Great Barrier Reef Marine Park Authority (GBRMPA).

The following report has been submitted for inclusion into Council's Ordinary Meeting to be held on 25 August 2021.

SUMMARY

In August 2020, Council endorsed the Memorandum of Understanding (MOU) with the Great Barrier Reef Marine Park Authority (GBRMPA) to become a Reef Guardian Council. The purpose of the Reef Guardian Council Program is to assist Councils in promoting their suite of environmental projects and tasks which have positive environmental outcomes. The Program is designed to build a partnership between the GBRMPA and coastal Local Governments. The primary outcome sought is to support and build environmental stewardship of coastal areas to reduce impacts on the reef.

One of the main tasks Local Government are required to do under the MOU is to develop and submit an annual Reef Guardian Council Action Plan. The purpose of the Action Plan is to hold all the projects and main tasks which Council plans to undertake for the financial year which will have positive environmental outcomes. The themes in the Action Plan include Land Management, Water Quality, Climate Change and Waste Management.

Council staff have collated the various environmental projects across Council Departments and have compiled the Council-wide Reef Guardian Council Action Plan for 2021/2022.

PURPOSE

To present the proposed Reef Guardian Council Action Plan for 2021/2022 to Council. The report requires the CEO's signature before it is submitted to the Great Barrier Reef Marine Park Authority (GBRMPA).

BACKGROUND

Council has been a Reef Guardian Council since 2008. The Reef Guardian Council Program is "a collaborative stewardship program that seeks to deliver on-ground actions to enhance Reef resilience, empower people to be part of the solution, foster innovation and change, and increase the awareness of the Reef's values, threats and positive actions that can be taken".

In August 2020, Council signed a Memorandum of Understanding (MOU) with the Great Barrier Reef Marine Park Authority (GBRMPA) to apply for membership to the Reef Guardian Council Program for a four year term. Council is required via this MOU to develop and submit an annual Reef Guardian Council Action Plan to the GBRMPA.

There are 19 Councils along the Queensland Coast which are part of the Reef Guardian Council Program.

STATUTORY/COMPLIANCE MATTERS

N/A

ANALYSIS

The Reef Guardian Council Program is a good networking forum for Councillors with an interest in the environment and sustainability, and for Council staff involved in environmental planning.

The GBRMPA also coordinate the Reef Guardian Schools Program. There are a number of schools in the Whitsunday region who have applied to become “Reef Guardian Schools”. Reef Guardian Councils and Reef Guardian Schools are encouraged to collaborate on environmental stewardship projects.

The Reef Guardian Council Program has two levels:

- Executive (Steering) Committee. This is the political and strategic level of the Reef Guardian Council Program.
- Working Group. This is the operational and reporting level of the Reef Guardian Council Program.

The Reef Guardian Council Action Plan is designed to hold all Council projects and outcomes which lead to minimising environmental impacts and achieving environmental outcomes. The projects are grouped under theme which include water quality, land management, waste management and climate change. In previous years, the Reef Guardian Council Action plan has been used to promote the various positive environmental projects which Council undertakes.

Council has the following options:

Option 1 – That Council endorses the Reef Guardian Council Action Plan for 2021/2022.

Option 2 – That Council does not endorse the Reef Guardian Council Action Plan for 2021/2022.

STRATEGIC IMPACTS

Corporate Plan

Outcome 3.2 – Our natural environment is valued and sustainable.

Strategy 3.2.5 – Promote the conservation of environmental assets including the Great Barrier Reef, beaches and wetlands.

Operational Plan

Action 3.2.5.1 – Develop, review and implement a Reef Guardian Council Annual Plan for the financial year.

Financial Implications – N/A

Risk Management Implications – N/A

CONSULTATION

N/A

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 endorses the proposed Reef Guardian Council Action Plan 2021/2022 for submission to the Great Barrier Reef Marine Park Authority (GBRMPA).

ATTACHMENTS

Attachment 1 – Reef Guardian Council Action Plan 2021/2022

Whitsunday
Regional
Council

REEF GUARDIAN COUNCIL ACTION PLAN


Australian Government
Great Barrier Reef
Marine Park Authority



www.gbrmpa.gov.au

Reef Guardian Council program

The Reef Guardian Council program (RGC program) is a collaborative stewardship arrangement between local government in the Great Barrier Reef catchment and the Authority, which recognises that local and regional approaches are central to protecting and managing the Reef and the communities it supports.

The RGC program was first launched in 2007 and in 2020 has grown to include 18 member councils covering an area of 300 000 square kilometres and a population of more than one million people.

Whether Reef Guardian Councils and their communities are large or small, they are making continuous improvements to help the Reef.

Action plans

This Action Plan records the diversity of council actions and projects that contribute to Reef health. It aligns with Queensland and Australian Government objectives to improve the long-term outlook for the Reef.

Actions are scalable reflecting each council's financial and technical capacities. To be a member, councils with a population of less than 50,000 residents must commit to at least one action for each item (climate change, coastal development, land-based run-off, direct use, heritage values), while councils with greater than 50,000 residents must commit to at least three actions per item. Examples of actions are provided in Table 1 of the Reef Guardian Council program Terms of Reference, however the program empowers councils to drive change and deliver innovative solutions to help the Reef by identifying other actions beyond those provided.

Endorsement

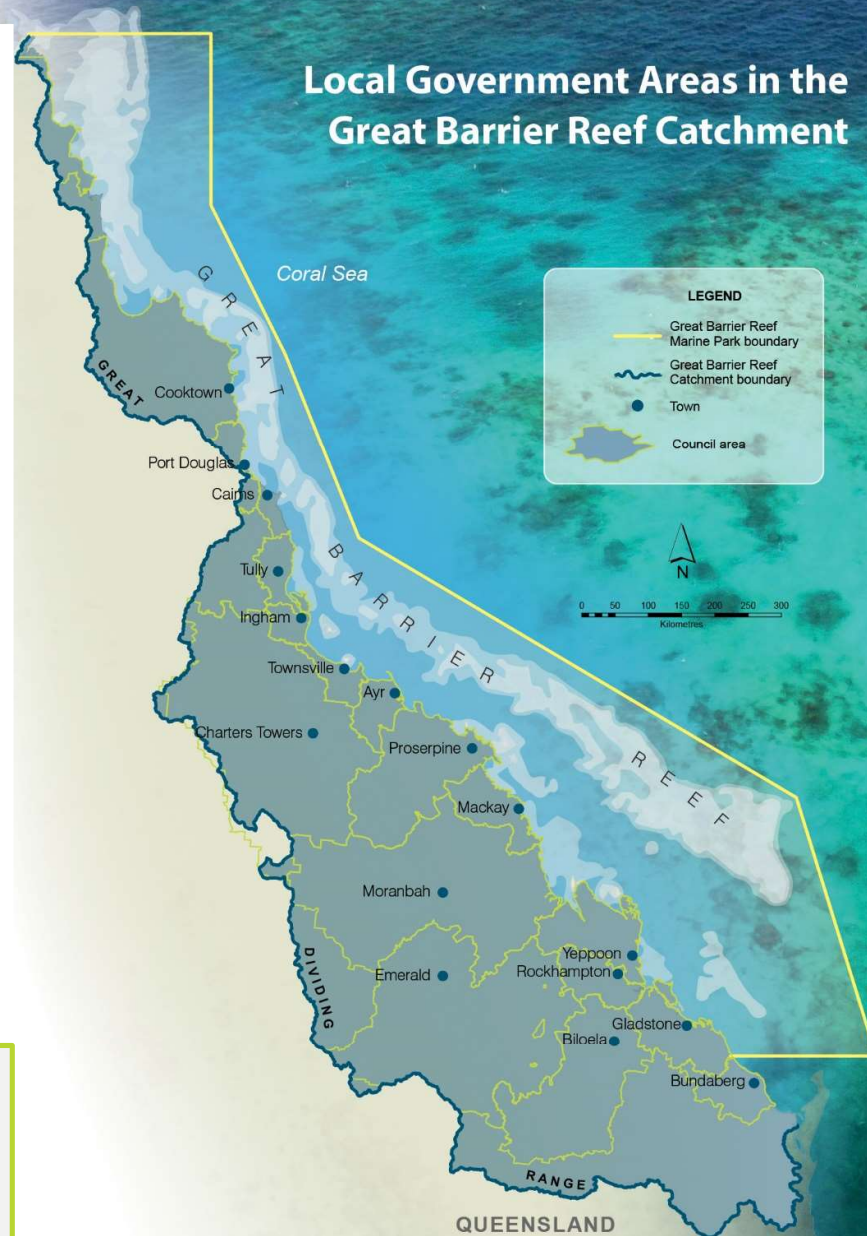
The council recognises the importance of the Reef Guardian partnership and values the contributions made by staff and the community 'working together today for a healthier Reef tomorrow'.

Period of Action Plan:

Endorsed: /..... /.....

Council signatory

Local Government Areas in the Great Barrier Reef Catchment



Climate Change

Reef 2050 Objective

Communities adapt and respond to a changing climate by taking action to avoid impacts on the Great Barrier Reef and coastal ecosystems.

What councils can do

Help communities to mitigate and adapt to the impacts of a changing climate:

- Assess council and community risk and vulnerability due to a changing climate
- Prepare for and respond to climate change through planning and policies
- Introduce sustainability principles to council procurement
- Encourage efficient use of energy by council and community



Current Projects

Action	Description	Financial/Resource Commitment	Partnerships	Responsible Department/Position	Project Status	Reef 2050 Actions
Whitsunday Coastal Hazard Adaptation Strategy (CHAS)	The CHAS will assess the risk of climate change on existing development and assesses risk for future planning.	QCOAST2100	NIL	Directorate: Community Services	Phase 8 is underway.	CBA7, CBA4, CBA9

Onsite Solar Energy Generation and Plant Upgrades – Collinsville WTP and STP	Upgrade equipment and controls at Collinsville WTP and STP and deliver on-site solar array to allow Collinsville WTP and STP to use up to 80% self-generated renewable power. This will turn the expensive to maintain oversized WTP, STP and Reservoir system (compared to population) in Collinsville into an opportunity to significantly transition to self-generated renewable energy. In addition, this project will integrate a diesel back up generator to improve emergency resilience of these essential services.	Whitsunday Water / WRC Project / / Building Better Regions / Department of Infrastructure, Regional Development and Cities	Building Better Regions Fund (Australian Government)	Directorate: Infrastructure Services, Development Services and Corporate Services	Grant funding achieved – Preparing Tender documents	EHA10, CBA9
Cannon Valley Reservoir	Council is constructing new regional water reservoir for the greater Airlie Beach Region and in the medium term this capacity will allow water production scheduling to align mostly with renewable energy generation timeframes. It will also improve resilience for the Greater Airlie Water Supply region.	Whitsunday Water (Council) / Building Our Regions / Department of Infrastructure, Regional Development and Cities	Building Better Regions Fund (Australian Government)	Directorate: Infrastructure Services	Underway	WQA11
Investigation and Prioritization of Water and Sewage Treatment Plants Suitability for Onsite Solar Energy Generation	Analyze the historic energy demands, and possibly future energy demand profiles for key electricity using assets and ranking the sites in order of suitability for on-site solar energy generation and	Whitsunday Water / WRC Project	NIL	Directorate: Infrastructure Services and Corporate Services	Summary Complete and Second Project being rolled out	WQA11

Optimising Pumping Energy Use – Variable Speed Drive Set Points	Council are partnering with local contractors to use a range of variable speed drive set points for dry and wet season pumping, to save total energy consumption (>10% for modified pumps). Additionally, we are working with Instrumentation & Control contractors for advanced system optimisation and efficiency.	Whitsunday Water Project	NIL	Directorate: Infrastructure Services	Continued roll out / optimisation to observed conditions	WQA11
Optimising Water and Sewerage Treatment Chemical Consumption	Council has internally reviewed and optimised the use of chemicals in our water and sewerage processes and has reduced chemical usage by ~5%, reducing chemical production and transport GHGs.	Whitsunday Water (Council) Project	NIL	Directorate: Infrastructure Services	Underway	EBA5
Sustainable Destination Accreditation	Work towards the attainment of a Sustainable Destination Accreditation	WCCIH	Council and Climate Hub	Climate Change Innovation Hub	Underway	CBA8
Internal Climate Change and Sustainability Committee within Council	Working Group to discuss and review Climate Change and Sustainability initiatives across Council.	Within council budget	Council and Climate Hub	Directorate: Community Services, Climate Change Innovation Hub	Underway	CBA4, MTR CBA1
Climate Change Innovation Hub	Lead the collaboration required to maximise the resilience of the Whitsunday communities to climate change. Applying research and building engagement.	WCCIH	Council and Climate Hub	Directorate: Community Services, Climate Change Innovation Hub	Underway	CBA4
Carbon and Biodiversity Offset Investigation	Provide Council with guidance on offsets and provide a framework to prioritize options	Within Council budget	NIL	Directorate: Community Services, Climate Change Innovation Hub	Stage 1 completed	EHA18

Review Councils greenhouse gas emissions	Calculate more accurately carbon emissions from Council operations to better understand how to reduce emissions and save costs.	Within Council budget	NIL	Directorate: Community Services, Climate Change Innovation Hub	Completed	EBA5
Developing Councils Greenhouse Gas Reduction Plan	To develop a plan to reduce Council's greenhouse gas emissions by 20,000 tonnes/yr. by 2030	Council		Directorate: Community Services	Underway	EBA5
Expanding Councils solar farms	Identifying council facilities and their potential to house solar panels	Council		Directorate – Corporate services	Underway	EHA10, CBA9
Review of Council Nature Based Solution for coastal protection	A project to collate Council's past coastal management projects, including the nature based solutions projects into a portfolio of works. This will be used to inform the implementation of the CHAS.	Council		Directorate: Community Services	Underway	CBA7, CBA4, CBA9
Decarbonising the Tourism Sector	Engage the tourism sector in measuring their carbon footprints and decarbonization.	WCCIH	Climate Hub	Climate Change Innovation Hub	Underway	CBA8
Improve the Communities understanding of climate change	Ongoing community communications and education on climate change, Hub Annual Survey to measure community understanding of environmental risks.	WCCIH	Climate Hub	Climate Change Innovation Hub	Underway	CBA8

Ongoing Activities

Action	Description	Financial/Resource Commitment	Partnerships	Responsible Department/Position	Reef 2050 Actions
Whitsunday Planning Scheme Amendments	Description	Council Budget / External Funding	Nil	Directorate: Development Services	CBA4, CBA5, CBA7, CBA8, CBA12, EHA7, EHA15, GA7, GA10, WQA4, WQA5, QA12, WQA13

Future Projects Wish List

Project Name	Description	Financial / Resource Requirements	Reef 2050 Actions
Critical and Sensitive Areas Study	To review, grade and map areas of local significance and to protect these areas from future development.	Within Council budget	BA16
Implement the Recommendations of the CHAS by Creating an Implementation Schedule	The CHAS is nearly completed and it is expected that a number of actions to implement the findings will result from the final report.	Funding required	CBA7, CBA4, CBA9
Communities Emissions Profile	Complete an emissions profile of the Whitsundays. This will enable targeted work on the highest emitting industries/areas.	Funding required	EBA5
Review and Evaluation of the Whitsunday Council Climate Change Mitigation Strategy	Complete a review to re-assess the baseline in light of more precise data and assess if Council is on track to achieve its reduction targets.	Within Council budget	EBA5

Land Management

Reef 2050 Objective

Education and on-ground actions target the source of marine debris and reduce the volume of debris entering the Great Barrier Reef.

What councils can do

Help to restore catchments - For example:

- Incorporate environmental mapping and priorities in planning schemes and development decisions
- Help to restore landscape and waterway connections and functions
- Use best practices in council and industry developments
- Manage weeds and pests and restore disturbed council land
- Establish beach management plans



Current Projects

Action	Description	Financial/Resource Commitment	Partnerships	Responsible Department/Position	Project Status	Reef 2050 Actions
Implement WRC Bushfire Plan and Policy	Implement plan to improve bushfire hazard and manage vegetation	Within Council allocated budget	QFES	Directorate: Community Services	Underway	EHA10
Develop and Implement Community Bushfire Management Plans	Develop Community Bushfire Plans for rural residential areas; Shute harbor, Dittmer, Mango Tree Estate, Conway, Woodwark	Within Council allocated budget	QFES	Directorate: Community Services	Underway	EHA10

Implement Council UAV to Monitor Land Management Projects	Use Unmanned Aerial Vehicle (drone) to monitor land management projects to bet better outcomes and to document environmental outcomes	Within Council allocated budget	Nil	Directorate: Community Services	Underway	EHA7, GA7
Open Space Strategy	Identify underutilized Council land for re-vegetation to offset maintenance costs and promote ecological outcomes. Refining design criteria for conservation areas and drainage corridors provided through development, to reduce maintenance costs and promote re-vegetation where possible. Drainage corridors will be linked to Councils Stormwater Quality Guideline.	Additional funds required.	Nil	Directorate: Development Services	Underway	EHA10
Revegetation of Twin Creek, Cannonvale	To date, 4500 seedlings have been planted over a 2ha area. This will be expanded over the next 12 months	Grant and Council budget	Landcare	Directorate: Community Services	Completed with additional stages in the planning	EHA10
Whitsunday Yellow Crazy Ant Management Plan	Implement the Yellow Crazy Ant Action Plan	Within Council budget	Nil	Directorate: Community Services	Underway	CBA4

Improving Rural Roadside Stormwater Management to Reduce Roadside Erosion	Rural roads and drains are a major contributor to sediments reaching the GBR. This project aims at finding ways to reduce the erosion along rural roadside stormwater drains.	Within Council budget	Nil	Directorate: Community Services	Underway	WQA12
Frog Rock Foreshore Management Plan	Implement the Frog Rock foreshore Plan	Within Council Budget	Nil	Directorate: Community Services	Underway	CBA4
Review the Whitsunday Biosecurity Plan	The Whitsunday Biosecurity Plan is due for review. The Biosecurity Plan outlining how invasive feral animals and weeds will be managed.	Within Council Budget	Nil	Directorate: Community Services	Underway	CBA4
Whitsunday Weed Washdown Strategy	Installing automatic washdown bay at Lake Proserpine to prevent the spread of weeds.	Within Council budget		Directorate: Community Services	Underway	CBA4
Cannonvale Lake Aquatic ecosystem study and Management Plan	To undertake an aquatic ecosystem study of Cannonvale Lake and develop a Management Plan	Within Council budget		Directorate: Community Services	Underway	WQA12
Matters of Local Environmental Significance	A project to identify and map MLES for possible inclusion into the Council planning scheme. This may lead to the development of an environmental offset plan where developers could contribute funds towards local MLES rehabilitation sites.	Within Council budget		Directorate: Community Services	Underway	-

Ongoing Activities

Action	Description	Financial/Resource Commitment	Responsible Department/Position	Reef 2050 Actions
Feral Pig Program	Aerial shooting and 1080 baiting for feral pig management	Within Council allocated budget	Directorate: Community Services	BA16
Herbicide Rebate Scheme	Landholders with a Council approved Property Management Plan are eligible for a 50% rebate on the cost of approved herbicide		Directorate: Community Services	BA16
Develop a Pest Management Committee with Community Stakeholders	The development of a Whitsunday Biosecurity Committee to steer the implementation of the Whitsunday Biosecurity Plan		Directorate: Community Services	BA16
Develop and Implement Rehabilitation and Restoration Projects of High Priority Terrestrial Ecosystems	Work in partnership with regional NRM groups to develop and implement projects which rehabilitate ecosystems – eg. Beach shrubs	External funds to assist	Directorate: Community Services	EHA7, GA7

Future Projects Wish List

Project Name	Description	Financial / Resource Requirements	Reef 2050 Actions
Mullers Lagoon Management Plan	Investigate a strategy to improve water quality in Mullers lagoon and improve environment and amenity.	TBA	EHA7, GA7
Greater Airlie Beach Area Masterplan	Future Airlie Creek rainforest walk	TBA	EHA7, GA7
Significant Tree Asset Register on Council Land	Identification of significant tree on council land which should be granted protection status. This would include a valuation of significant trees.	TBA	EHA7, GA7

Water Management

Reef 2050 Objective

The quality of water from all sources including industrial, urban waste and storm water sources has no detrimental impact on the health and resilience of the Great Barrier Reef.

What councils can do

Continuously improve the quality of water entering the reef from wastewater and storm water sources through urban water cycle initiatives:

- Promote water sensitive urban design in new developments
- Adopt best practice storm water management
- Monitor and if necessary upgrade sewerage treatment plants
- Provide collection facilities for chemicals, waste oil and other pollutants
- Protect and rehabilitate waterways



Current Projects

Action	Description	Financial/Resource Commitment	Partnerships	Responsible Department/Position	Project Status	Reef 2050 Actions
Implement WRC Erosion and Sediment Control Program	This project will implement the Council's current ESC program	Within Council allocated budget	Nil	Directorate: Community Services	Underway	CBA5, WQA5, WQA7, WQA10, WQA12, GA7

Mackay Whitsunday Healthy Rivers to Reef Partnership	The Healthy Rivers to Reef Program is a partnership project to collate water quality data and develop a water quality report card – to continue being a member	Within Council allocated budget	Nil	Directorate: Community Services	Underway	CBA5, WQA5, WQA7, WQA10, WQA12, GA7
Mackay – Whitsunday Urban Stormwater Stewardship Project	Participate in the Mackay – Whitsunday Urban Stormwater Stewardship Project	Within Council allocated budget	Nil	Directorate: Community Services	Underway	CBA5, WQA5, WQA7, WQA10, WQA12, GA7

Bowen Sewerage Treatment Plant (BSTP) Upgrade	Delivering a major upgrade to the BSTP with a major effluent reuse scheme to significantly reduce nutrients discharged to the Bowen Harbour and Great Barrier Reef Lagoon and GHG by replacing potable water pumped from 70km away with fit for purpose recycled water.	Whitsunday Water (Council) / Building Our Regions / Department of Infrastructure, Regional Development and Cities	Building Better Regions Fund (Australian Government)	Directorate: Infrastructure Services	Commissioning underway (100% complete) Expansion of irrigation areas extending reuse underway	WQA11
Greening and Growing Bowen	Bowen Recycled water network to public space, sporting facilities and potentially industrial and other users. Aims to reuse most Bowen STP's effluent on large scale water demands to reduce potable water demand whilst enhancing the economy and liveability of Bowen. Also aims to reduce the very high potable water use volumes on Public Parks in Bowen and replace it with a local fit for purpose water.	Whitsunday Water (Council) / Building Our Regions / DLGIP	Building our Regions Fund (Queensland Government)	Directorate: Infrastructure Services and Community Services	Initial stage connected and future stages concept designed for an funded for 2021/22 delivery	WQA11
Bowen Water Treatment Plant (BWTP) Intake Energy	Design and deliver optimised intake arrangement at BWTP to further reduce energy consumption and move water	Whitsunday Water (Council) Project (Stage 1 funded)	Building Better Regions Fund (Australian Government)	Directorate: Infrastructure Services	Underway	WQA11

Optimisation	production to times where solar generation is available. Being delivered in stages to carefully manage ratepayers cashflow.					
Proserpine Recycled Water Pipeline and Treatment Plant Upgrade	Council is delivering a solids handling upgrade at the Proserpine Sewer Treatment Plant and a recycled water pipeline to reuse our compliant effluent for irrigation instead of discharging dry weather flows to the Proserpine River.	Building our Regions and Council Whitsunday Water Project	Building our Regions Fund (Queensland Government)	Directorate: Infrastructure Services and Community Services	Infrastructure Delivery Complete. Recycled Water Management Plans being finalised	WQA11

Stormwater Management Plan	Development of stormwater guidelines to inform future network management and identification of areas in the network that require upgrade	Council budget	NIL	Directorate: Infrastructure Services	Part of 20/21 budget	CBA5, WQA5, WQA7, WQA10, WQA12, GA7
Floodplain Management Plan	Development of management Plan for the identified floodplains resulting in better disaster response and guidelines for managing floodplain	Possible grant or Council funding	Nil			CBA5, WQA5, WQA7, WQA8, WQA9, WQA10, WQ11, WQA12, WQA13

Ongoing Activities

Action	Description	Financial/Resource Commitment	Responsible Department/Position	Reef 2050 Actions
Implementation of WRC Stormwater Quality Guideline	The guideline clearly articulate WRC's requirements for new development and redevelopment with respect to how storm water quality is managed. Council is working with industry to implement this guideline	Within Council budget	Directorate: Community Services	CBA4

Delivery of 400kW Solar Array at Bowen Water Treatment Plant (BWTP)	Council will deliver a 400kW Solar Array at the BWTP that will produce an estimated 664MWh of power equivalent to 538.1t of GHG p.a. and will operate the BWTP using all of the self-generated energy as a Climate Change mitigation activity.	Council have implemented an hourly set point operating system to allow for the first level of optimisation and continue to refine this optimisation	Directorate: Infrastructure Services	WQA11
Back Up Diesel Generation at Bowen Water Treatment Plant (BWTP)	Council will deliver 450kVA of permanent diesel backup generation as a climate change mitigation activity at the critical infrastructure asset Bowen Water Treatment Plant (BWTP).	Upgrade occurring in line with Whitsunday Critical Asset Resilience Program (CARP) which will install a single 500 KVA genset with larger external fuel storage and re-deploy the smaller parallel operating generator sets at Collinsville and other sites.	Directorate: Infrastructure Services	WQA11
Water Efficiency and Non-revenue Water Reduction	Council have been targeting leaks and losses and encouraging water efficiency, leading to a direct reduction in energy and chemical consumption and GHG production.	Non-revenue water (NRW) has reduced by 50% (on a per connection basis) from 340 L/c/d to 160 L/c/d) with the two northern towns still recording the most NRW	Directorate: Infrastructure Services	WQA11
Work with Local Electricity Distribution Authority in Load Shedding (using generators for emergency resilience)	Leverage the emergency generation capacity for Water and Sewage Treatment Plants to support the wider energy system if needed and improve resilience to the wider community.	Minimal, working with Ergon to leverage this and other opportunities.	Directorate: Infrastructure Services	WQA11

Future Projects Wish List

Project Name	Description	Financial / Resource Requirements	Reef 2050 Actions
Urban Stormwater Quality Catchment Management Plans	The plans will quantify water quality quantity and values of targeted urban catchments and create geo-specific and fit for purpose intervention plan to offset development pressures and improve water quality in the Great Barrier Reef.	TBA	CBA5, WQA5, WQA7, WQA8, WQA9, WAQ11, WQA12, WQA13
Review of Council's Stormwater Quality Guideline	Review of Council's stormwater quality guideline which assist developers to comply with SPP Policy.	TBA	CBA5
Bowen Utility Resilience Program	Improve flood immunity for the Up-River Rd crossing of Six Mile Creek to ensure reasonable flood immunity to the Bowen WTP	Design Complete, seeking resilience funding / co-funding to deliver	EBA5
Foxdale Bores - Solar	Behind the meter solar to support the operation of the Foxdale bores and water supply to Cannonvale Airlie	Taking up of unallocated state land and money	EBA5
Proserpine WTP - Solar	Behind the meter solar energy supply to support Proserpine WTP operation	Roof top solar enhanced with additional north facing roof on the high lift PS	EBA5
Coastal WTP - Solar	Behind the meter solar energy supply to support Coastal WTP operation	Roof top solar enhanced with additional land given the high lift PS	EBA5
To JW Membrane Replacement	Facilitates capacity upgrade without high embodied energy works	Within Council allocated budget	WAQ11
To JW Collinsville WTP Process Optimisation	Optimise mechanical and piping assets to recover two water qualities, a high quality potable water and a fit for purpose irrigation supply that could benefit a nearby business or livability	Within Council allocated budget	WAQ11
Collaboration and Data Sharing on Reef Water Quality	Data sharing and collaboration on diffuse nutrient pollution between community groups and Whitsunday Water to inform future offset opportunities	Within Council allocated budget	EBA5
Floodplain Management Plan	Development of management plan for the identified floodplains resulting in better disaster response and guidelines for managing floodplain	Applied for funding. Possible Council funding in the future.	CBA5, WQA5, WQA7, WQA8, WQA9, WAQ11, WQA12, WQA13

Waste Management

Reef 2050 Objective

Education and on-ground actions target the source of marine debris and reduce the volume of debris entering the Great Barrier Reef.

What councils can do

Minimise waste entering the Reef from land-based sources:

- Control litter coming from landfills and public bins
- Introduce waste minimisation programs for Council and community
- Introduce littering and illegal dumping penalties
- Encourage community clean-ups before the wet season
- Install pollution traps on urban waterways

Current Projects

Action	Description	Financial/Resource Commitment	Partnerships	Responsible Department/Position	Project Status	Reef 2050 Actions
Biosolids Reuse Project (Methane Generation Reduction) and Reduce the Need for Chemical Fertiliser in the region	Investigation, de-risking and long-term trial to re-use biosolids from STPs on a small number of sugar Cane and grazing properties as fertilizer, soil ameliorant and micronutrient blend. Prevents anerobic digestion of biosolids within landfill creating methane.	Whitsunday Water / WRC Project	Sugar Services Proserpine	Directorate: Infrastructure Services and Community Services	Final risk assessments underway and approval of storage site granted. Project currently un-funded	WQA10

Ongoing Activities

Action	Description	Financial/Resource Commitment	Responsible Department/Position	Reef 2050 Actions
Recycling Stations at Landfills	Continuation of recycling facilities	Within Council allocated budget	Directorate: Infrastructure Services and Whitsunday Water	EHA27
Recycling / Resource recovery at Landfills and Supervised Waste Transfer Stations	Continue provision of resource recovery and recycling services and seek further opportunities to support a circular economy.	Within Council allocated budget	Directorate: Infrastructure Services and Whitsunday Water	EHA27

Future Projects Wish List

Project Name	Description	Financial / Resource Requirements	Reef 2050 Actions
Monitor Kerbside Recycling	The monitoring of the success of the recycling bin program to residents	Within Council allocated budget	EHA27
Waste Management Strategy	Review the 2017-2021 waste management strategy	Within Council allocated budget	EHA27
Educate and Promote Recycling	Hire a Recycling Education Officer / Waste Education Officer	Within Council allocated budget	EHA27
Extend Kerbside Recycling to un-serviced residential properties where possible.	The monitoring of the success of the recycling bin program to residents to develop targeted approach to development of a Waste Education Program	Within Council allocated budget	EHA27

Community

Reef 2050 Objective

Local, regional and reef-wide community benefits are understood, and the community is actively engaged in managing reef activities

What councils can do

Celebrate community connections to the Reef and encourage stewardship:

- Introduce education campaigns to reduce impacts on the Reef
- Build community capacity to tackle threats to the Reef
- Form partnerships to achieve ongoing improvements to Reef health



Current Projects

Action	Description	Financial/Resource Commitment	Partnerships	Responsible Department/Position	Project Status	Reef 2050 Actions
Partnership with Whitsunday Landcare	Develop a MOU between Whitsunday Regional Council and Whitsunday Catchment Landcare to explore partnership projects (Renew).	Within Council allocated budget	Whitsunday Catchment Landcare	Directorate: Community Services	Underway	CBA12
Development and implementation of Indigenous Land Use Agreements (ILUAs).	ILUA's and Cultural Heritage requirements will be adhered to	Within Council allocated budget	Various traditional Owner groups	Directorate: Community Services	Underway	CBA12

Ongoing Activities

Action	Description	Financial/Resource Commitment	Responsible Department/Position	Reef 2050 Actions
Whitsunday Reef Festival	Council provides financial support to the Whitsunday Reef Festival	Within Council allocated budget	Directorate: Community Services	CBA11
Council Partnership with Whitsunday Local Marine Advisory Committee (WLMAC)	A Councillor is to be allocated to participate on the WLMAC	Within Council allocated budget	Directorate: Community Services	
Council participation to the Whitsunday Catchment Landcare Committee (WCLC)	A Councillor is to be allocated to participate on the WCLC	Within Council allocated budget	Directorate: Community Services	

Future Projects Wish List

Project Name	Description	Financial / Resource Requirements	Reef 2050 Actions
Collaboration and data sharing on reef water quality	Data sharing and collaboration on diffuse nutrient pollution between community groups and Whitsunday Water to inform of future offset policies.	Within Council allocated budget	WQA10

15. Community Services

15.2 CONTINUATION OF TEMPORARY CLOSURE TO THE PUBLIC - PROSERPINE LIBRARY - 6 SEPTEMBER 2021 TO 11 DECEMBER 2021

AUTHOR: Julie Wright – Director Community Services

RESPONSIBLE OFFICER: Julie Wright – Director Community Services

OFFICER'S RECOMMENDATION

That Council continue the temporary closure of:

- a) The Proserpine Library to the public from 6 September 2021 to 11 December 2021;
- b) Continue the relocation of the First 5 Forever & Storytime Sessions to the Proserpine Administration Building and/or other outreach locations; and
- c) Continue with the establishment of the 'On-Line Borrowing & Return Service' from the Proserpine Administration Building,

in accordance with *Whitsunday Regional Council Local Law No. 4 (Local Government Controlled Areas, Facilities and Roads) 2014* due to restricted access to the building created by construction works at the Proserpine Entertainment Centre.

The following report has been submitted for inclusion into Council's Ordinary Meeting to be held on 25 August 2021.

SUMMARY

The extension to the temporary closure expiry date for the Proserpine Library to the public from 6 September 2021 to 11 December 2021 is required to be extended to ensure the protection to patron's health and safety due to ongoing construction works at the neighbouring Proserpine Entertainment Centre and surrounding area including restricted access to the rear and front door of the building.

PURPOSE

To advise Council of the continuation to the temporary closure of the Proserpine Library to the public along with the relocation of several Library activities plus borrowing and returns, to the Proserpine Administration Building and/or other outreach locations from 6 September 2021 to 11 December 2021.

BACKGROUND

At an Ordinary Meeting held 9 June 2021 Council resolved the following:

RESOLUTION

Moved by: CR J CLIFFORD

Seconded by: CR A GRUNDY

That Council;

- a) temporarily close the Proserpine Library to the public from 14 June 2021 to 6 September 2021;

- b) relocate First 5 Forever, Storytime Sessions and Pop-Up Library to the Proserpine Administration Building and/or other outreach locations, and
- c) establish an 'On-Line Borrowing & Return Service' from the Proserpine Administration Building,

in accordance with Whitsunday Regional Council Local Law No. 4 (Local Government Controlled Areas, Facilities and Roads) 2014 due to restricted access to the building created by construction works at the Proserpine Entertainment Centre.

MEETING DETAILS:

The motion was Carried 7/0

CARRIED

STATUTORY/COMPLIANCE MATTERS

Local Government Act 2009

Local Government Regulation 2012

Whitsunday Regional Council Local Law & Subordinate Local Law No. 2 (Animal Management) 2014

Whitsunday Regional Council Local Law & Subordinate Local Law No. 4 (Local Government Controlled Areas, Facilities and Roads) 2014

ANALYSIS

During the extended period of 14 weeks commencing 6 September 2021, ongoing construction works at the Proserpine Entertainment Centre will restrict access to the rear and front doors of the library. Parking will also be restricted in the rear carpark.

Arrangements have previously been made for the removal of the temporary toilet block to facilitate the installation of the new Cenotaph.

Library staff will maintain the operation of the Proserpine Library's Click & Collect from the Proserpine Administration Building plus continue with the expanded home library service.

In accordance with Whitsunday Regional Council Local Law No. 4 (Local Government Controlled Areas, Facilities and Roads) 2014 Part 2 Section 8 – Power of closure of local government-controlled areas –

- (a) The local government may, by resolution, temporarily close a local government-controlled area to public access—
 - (a) to carry out construction, maintenance, repair or restoration work; or
 - (b) to protect the health and safety of a person or the security of a person's property; or
 - (c) because of a fire or other natural disaster; or
 - (d) to conserve or protect the cultural or natural resources of the area or native wildlife.
- (b) A resolution under subsection (1)—
 - (a) must state a period, not greater than 6 months, during which the area will be closed; and
 - (b) must be revoked by the local government as soon as practicable after the local government becomes satisfied that the reason for making the resolution no longer exists.

Therefore, it is considered the library be closed to protect the health and safety of patrons attending the library.

Given the library is an integral Council service to the community it is proposed to relocate a number of activities plus borrowings and returns to the Proserpine Administration Building and/or other outreach locations for an extension of a further 14-week period.

STRATEGIC IMPACTS

Financial Implications – Approval of the recommendation will require further communication and advertising to notify the closure and temporary location at a cost of approximately \$500.00.

Risk Management Implications – Safety risks will be reduced as all activities and services will be conducted within safe environments. There is a reputational risk to Council, however with an alternate location to ensure library services are maintained the risk is significantly reduced.

CONSULTATION

Rod Cousins – Manager Community Development & Libraries
Robyn Batman – Team Leader - Bowen, Collinsville & Proserpine Libraries
Aaron Chappell – Senior Project Manager, Ranbury
Peter Shuttlewood – Executive Manager of Procurement & Assets

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 continue the temporary closure of:

- a) the Proserpine Library to the public from 6 September 2021 to 11 December 2021,
- b) continue the relocation of the First 5 Forever & Storytime Sessions to the Proserpine Administration Building and/or other outreach locations, and
- c) continue with the establishment of the 'On-Line Borrowing & Return Service' from the Proserpine Administration Building,

in accordance with *Whitsunday Regional Council Local Law No. 4 (Local Government Controlled Areas, Facilities and Roads) 2014* due to restricted access to the building created by construction works at the Proserpine Entertainment Centre.

ATTACHMENTS

N/A

15. Community Services

15.3 FINANCIAL SUPPORT FOR A JUNIOR ELITE ATHLETE - AUGUST 2021

AUTHOR: Emily Hart – Community Development Officer

RESPONSIBLE OFFICER: Julie Wright – Director Community Services

OFFICER'S RECOMMENDATION

That Council approve financial support of \$250.00 from budget code JC: 2967.11074 – Community Donations (2967) / Donations (11074), to Emily McDiarmid to represent North Queensland in 11-12 years girl Rugby League State Championships in Townsville.

The following report has been submitted for inclusion into Council's Ordinary Meeting to be held on 25 August 2021.

SUMMARY

In accordance with Council's Community Grants Policy for Financial Support for a Junior Elite Athlete, financial support is available for athletes aged 18 years or younger who are participating in a representative competition at regional, state or national level. The grant is provided by Council to assist in meeting the costs associated with participating in a representative sports program.

PURPOSE

For Council to consider the approval of the submitted applications for Financial Support for a Junior Elite Athlete.

BACKGROUND

At the Ordinary Council Meeting held on 28 July 2021, Council resolved to adopt a 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 of representation the greater the financial support, as outlined below:

Level of Representation	Allocation (\$)
Representing North Queensland in State level competition	\$250.00
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_COMM_05 – Financial Support for a Junior Elite Athlete Policy

ANALYSIS

Name	Age	Competition	Competition Level	Sport	Amount
Emily McDiarmid	11	11-12 years State Championships	Representing North Queensland	Girls Rugby League	\$250.00
Total					\$250.00

- Emily McDiarmid was selected by Northern Regional School Sport to represent North Queensland in the 11-12 years Girls Rugby League State Championships to be held in Townsville on 16-19 September 2021.

Emily has not previously received funding through the Junior Elite Athlete Program. Council has the following options:

Option 1 – That Council approve the Financial Support for a Junior Elite Athlete application for the athlete outlined above.

Option 2 – That Council decline the Financial Support for a Junior Elite Athlete application.

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.

Risk Management Implications – The financial assistance given shows Council's commitment to providing support to local junior elite athletes chosen to compete in a regional, state or national level competition.

Financial Implications – The funds will be taken from JC: 2967.11074 – Community Donations (2967) / Donations (11074).

Description	Amount
2021/22 Budget	\$100,000.00
Actual + Commitment Spend	\$10,762.50
YTD Remaining Budget	\$89,237.50

CONSULTATION

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 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 it contains personal information relating to a minor.

15. Community Services
15.4 DONATION AND IN-KIND REQUESTS UP TO \$2,000.00 - JULY & AUGUST 2021

AUTHOR: Emily Hart – Community Development Officer

RESPONSIBLE OFFICER: Julie Wright – Director Community Services

OFFICER'S RECOMMENDATION

That Council endorse the Donations and In-Kind support provided for the months of July & August 2021, from budget code JC: 2967.11074 – Community Donations (2967) / Donations (11074), to the following recipients:

- a) Proserpine State School P&C Association – Plants from Bowen Work Camp Nursery – In-Kind (\$200.00)
 - b) Bowen Neighbourhood Centre – 2021 R U OK Day Event - \$1,300.00
 - c) Collinsville Community Association – 2021 Seniors Week Morning Tea - \$500.00
-

The following report has been submitted for inclusion into Council's Ordinary Meeting to be held on 25 August 2021.

SUMMARY

Council is approached by Community groups for donations and in-kind support. Assistance is provided where possible and given that funds are available.

PURPOSE

To advise Council of the Donations and In-Kind support up to \$2,000.00 provided for the months of July & August 2021.

BACKGROUND

13.2 2020/05/13.13 DONATION ON COUNCIL FEES - APRIL 2020

Moved by: CR J CLIFFORD

Seconded by: CR M WRIGHT

That Council:

- a) donate the value of the fees, from budget code JC: 2967.11074 – Community Donations (2967) / Donations (11074), to the Proserpine Lions Club for Waste Disposal Fees of \$63.75;
- b) Furthermore, authorise the Chief Executive Officer to approve:
 - Request for Donation on Council Fee applications, and
 - Request for Donations, Sponsorships and In-Kind Support applications up to the value of \$2,000.00, and
- c) approve the submission of a monthly report listing the applications processed.

MEETING DETAILS:

The motion was Carried 7/0

CARRIED

STATUTORY/COMPLIANCE MATTERS

Local Government Act 2009

Local Government Regulation 2012

ANALYSIS

Council receives requests for assistance from community and sporting groups with most requests for amounts not exceeding \$2,000.00. In the months of July & August 2021, the following donations were provided:

Organisation Name	Description	Donation Amount	In-Kind Support
Proserpine State School P&C Association	Plants from Bowen Work Camp Nursery	-	\$200.00
Bowen Neighbourhood Centre	2021 R U OK Day Event	\$1,300.00	
Collinsville Community Association Inc.	2021 Seniors Week Morning Tea	\$500.00	
Total for July & August 2021		\$1,800.00	\$200.00

Council has the following options:

Option 1 – That Council endorse the donations and/or in-kind support up to \$2,000.00 for July & August 2021.

Option 2 – That Council does not endorse the donations and/or in-kind support for July & August 2021.

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.

Risk Management Implications – There is a financial cost to Council, however the assistance provided will support the activities of community and sporting groups in the Whitsunday Region.

Financial Implications – The funds were taken from JC: 2967.11074 – Community Donations (2967) / Donations (11074).

Description	Amount
2021/22 Budget	\$100,000.00
Actual + Commitment Spend	\$10,762.50
YTD Remaining Budget	\$89,237.50

CONSULTATION

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 endorse the Donations and In-Kind support provided, from budget code JC: 2967.11074 – Community Donations (2967) / Donations (11074), for the months of July & August 2021.

ATTACHMENTS

Attachment 1 – In-Kind Donation Request - Proserpine State School P&C Association
Attachment 2 – Donation Request - Bowen Neighbourhood Centre
Attachment 3 – Donation Request - Collinsville Community Association

Attachment 1 – In-Kind Donation Request - Proserpine State School P&C Association

Proserpine State Primary School - new tree planting program



To: [REDACTED]
Cc: [REDACTED]

[Reply](#) [Reply All](#) [Forward](#) [...](#)

Sat 15/05/2021 12:57 PM

CAUTION: This email came from outside of WRC - only open links and attachments you're expecting.

To whom it may concern;

Hope you are really well!

I am writing on behalf of the P&C Committee of the Proserpine Primary State with a new tree planting program currently in place and requesting some assistance from the WRSC.

We would greatly appreciate either a donation of suitable trees if possible or a small donation to fund these trees from local businesses.

I look forward to discussing our plans with you in greater detail and can be contacted via return of email or on [REDACTED]

Kindest regards,

[REDACTED]
P&C Treasurer
Proserpine State Primary School
33 Renwicks Road
Proserpine Qld 4800

Attachment 2 – Donation Request - Bowen Neighbourhood Centre



Bowen Community Council
ABN 74 116 939 538
20 Williams Street, PO Box 1035
Ph: (07) 4786 2111



5th August 2021

Emily Hart

Community Development Worker

Bowen Qld 4805

Attention Emily,

The Bowen Neighbourhood Centre wish to apply for \$2,000.00 for the event "R U OK". This will be run on the 9th of September 2021. The money will allow us to run a one-day event from the Bowen Neighbourhood Centre. At this event we would like to hand out local cards of services around Bowen that can assist in mild to moderate mental health services in the Bowen Region. Whilst doing this we can offer free coffees and cupcakes and general conversation about these services and what programs they and the Bowen Neighbourhood Centre can offer.

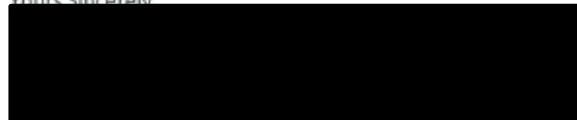
As this event will happen in the next few weeks, we understand that this is late notice but, in these times, we want the Bowen community to be aware of services in our region that can assist with help.

Budget Breakdown

R U Ok merchandise	\$500.00
Local Coffee Van	\$700.00
Resources to Community	\$800.00
Total	\$2,000.00

If you have any further inquiries, please do not hesitate to contact me on the above phone number.

Yours Sincerely



Coordinator

Attachment 3 – Donation Request - Collinsville Community Association



Collinsville Community Association Inc.

ABN: 81549 329 088

81 Garrick St Collinsville Qld 4804 - PO Box 197

Ph: 0747855 965 - Fax: 0747856 578

Email: ccainc1@bigpond.com - admincca@bigpond.com



Monday 9th August 2021,

Cr Michelle Wright
Whitsunday Regional Council

Collinsville Community Association will be holding a seniors morning tea on the 14th of October 2021 at 11am at the Collinsville Community Centre to tie in with Seniors Week.

We have created the event to be a springtime tea party inspired by everything spring, there will be prizes for best costume & head piece, lucky door prize & games throughout the morning. We are expecting approximately 40 guests

We are asking if Whitsunday Regional Council would be interested in jumping on board & funding the food for our event. Approximate food costs will be \$500.

Collinsville Community Association Staff & Committee are more than happy to bake some delicious sweets & create & cook a tasty menu for the day.

We would like to take this opportunity in thanking the Whitsunday Regional Council for their ongoing support for the Collinsville Community Association & continual assistance with all our community projects.

Thank you & we look forward to hearing from you with a favourable outcome & working together in future events & activities.

Yours truly

Service Coordinator

15. Community Services
15.5 DONATION ON COUNCIL FEES - AUGUST 2021

AUTHOR: Meredith Davis – Administration Officer Community Development

RESPONSIBLE OFFICER: Julie Wright – Director Community Services

OFFICER'S RECOMMENDATION

That Council approve the donation on Council fees, from budget code JC: 2967.11074. Community Donations (2967) / Donations (11074), for the following applicants:

- a) Collinsville Christian Fellowship – Class 3 Event Application Fee - \$407.00**
- b) Bowen Neighbourhood Centre – Food Licence Renewal Fee - \$536.00**
- c) Whitsunday Neighbourhood Centre – Development Application Fee - \$1,977.00**

The following report has been submitted for inclusion into Council's Ordinary Meeting to be held on 25 August 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 to:

- 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
Collinsville Christian Fellowship	Christmas Carols by Candlelight Lions Park Collinsville 5 December 2021	Class 3 Event Application Fee	\$407.00

Bowen Neighbourhood Centre	Bowen Soup Kitchen Category 1 – High Risk Food Business Invoice due 24 September 2021	Food Licence Renewal Fee	\$536.00
Whitsunday Neighbourhood Centre	Development Application Operational Works Access and Stormwater – Warehouse	Planning Application Fee	\$1,977.00
		Total	\$2,920.00

Council has the following options:

Option 1 – That Council approve the payment of fee donations for August 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 funds will be taken from JC: 2967.11074 – Community Donations (2967) / Donations (11074).

Description	Amount
2021/22 Budget	\$100,000.00
Actual + Commitment Spend	\$10,762.50
YTD Remaining Budget	\$89,237.50

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

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 requests, from budget code JC: 2967.11074 - Community Donations (2967) / Donations (11074), received in the month of August 2021.

ATTACHMENTS

Attachment 1 – Donation on Council Fees Application - Collinsville Christian Fellowship

Attachment 2 – Donation on Council Fees Application - Bowen Neighbourhood Centre

Attachment 3 – Donation on Council Fees Application - Whitsunday Neighbourhood Centre

Attachment 1 – Donation on Council Fees - Collinsville Christian Fellowship



Donation on Council Fees Application Form Community Development

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	Collinsville Christian Fellowship	Contact Person	[REDACTED]
Postal Address	PO Box 1018		
Phone Number		Mobile Number	[REDACTED]
Email Address			

Section 2 – Details of Donation on Council Fees

☐ Class 1 Application Fee:	\$ 946.00	☐ Local Law Licence Fee:	\$
☐ Class 2 Application Fee:	\$ 677.00	☐ Building Application Fee:	\$
☒ Class 3 Application Fee:	\$ 407.00	☐ Planning Application Fee:	\$
☐ Category 1 Food Licence Fee:	\$ 536.00	☐ Other:	\$

Section 3 – Linked Applications

Is this Donation on Council Fees linked to an Event Application? If yes, please complete below:

Event Name	Christmas Carols by Candle light	Location	Collinsville Lions Park
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Please Note:

*If the fee has been paid, please attach the receipt and complete Council's FET Form for a refund.

*If you are in receipt of a refund, please indicate the amount.

Signature	[REDACTED]	Date	03/08/2021
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Privacy Statement: 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

Application created 30/06/2021

Attachment 2 – Donation on Council Fees - Bowen Neighbourhood Centre



Donation on Council Fees Application Form Community Development

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		
Phone Number	[REDACTED]	Mobile Number	
Email Address	[REDACTED]		

Section 2 – Details of Donation on Council Fees

☐ Class 1 Application Fee:	\$ 946.00	☐ Local Law Licence Fee:	\$
☐ Class 2 Application Fee:	\$ 677.00	☐ Building Application Fee:	\$
☐ Class 3 Application Fee:	\$ 407.00	☐ Planning Application Fee:	\$
☒ Category 1 Food Licence Fee:	\$ 536.00	☐ Other:	\$

Section 3 – Linked Applications

Is this Donation on Council Fees linked to an Event Application? If yes, please complete below:

Event Name	soup kitchen	Location	20 Williams Street
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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	04/08/2021
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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

Application created 30/08/2021

Attachment 3 – Donation on Council Fees - Whitsunday 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

Applicant Name	Whitsunday Neighbourhood Centre	Contact Person	[REDACTED]
Postal Address	14 - 20 Hazelwood Crescent, Cannonvale		
Phone Number	[REDACTED]	Mobile Number	[REDACTED]
Email Address	[REDACTED]		

[Clear Form](#)

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:	\$ \$1,977.00
☐ 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	Location
Please Note: *If the fee has been paid, please attach the receipt and complete Council's EFT Form for a refund. *If you are in receipt of an invoice, please attach a copy to this application.	
Signature	Date 11/08/2021

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 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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15. Community Services

15.6 REQUEST FOR AN INCREASE IN FUNDING FOR THE NEXT THREE FINANCIAL YEARS - GREATER WHITSUNDAY COMMUNITIES

AUTHOR: Rod Cousins – Manager Community Development & Libraries

RESPONSIBLE OFFICER: Julie Wright – Director Community Services

OFFICER'S RECOMMENDATION

That Council approve a financial commitment of \$80,000.00 (plus GST) from JC: 7841.10668 – Regional Social Development Coalition (7841) / Strengthening Communities Project (10668) to the Greater Whitsunday Communities for the 2021/22 financial year only, pending a suitable written agreement is completed.

The following report has been submitted for inclusion into Council's Ordinary Meeting to be held on 25 August 2021.

SUMMARY

Council is approached from time to time to support organisation that wish to provide services and support to local community groups.

PURPOSE

Council to consider a request for funding over three years from Greater Whitsunday Communities to ensure the ongoing delivery of services to the Whitsunday region.

BACKGROUND

Representatives from Greater Whitsunday Communities gave a presentation to Council on 14 April 2021 outlining an overview of their plans for the organisation and the rationale behind the new funding requirements.

STATUTORY/COMPLIANCE MATTERS

Local Government Act 2009

Local Government Regulation 2012

ANALYSIS

In April 2021, Greater Whitsunday Communities made representation to Council about the future direction of the organisation and how they will provide services to the community organisations in the Whitsunday region. The plan included the expected operational costs and the requested investment of \$100,000.00 (plus GST) per year for the next three financial years. This funding is primarily to cover the costs of wages and overheads.

In return for this investment, Greater Whitsunday Communities, under the KPI's set out for the Whitsundays region, has committed to the following in 2021/22:

- 3 Committee Induction Workshops
- Attendance at 4 Regional Network Meetings
- 10 Locality Meetings
- 1 Whitsundays Regional Forum

- Support of 2 Community Champions
- Support BCHAG and Collinsville Community
- Maintain relationships with QCOSS, CSIA, QShelter, QDN

These will be the minimum outcomes to be delivered with Council having the option to discontinue funding if not met.

It should be noted, Council's previously annual funding commitment was \$25,000.00.

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 JC: 7841.10668 – Regional Social Development Coalition (7841) / Strengthening Communities Project (10668).

CONSULTATION

Stephen Fernando – Chief Financial Officer

DISCLOSURE OF OFFICER'S INTERESTS

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

CONCLUSION

That Council approve a financial commitment of \$80,000.00 (plus GST) from JC: 7841.10668 – Regional Social Development Coalition (7841) / Strengthening Communities Project (10668) to the Greater Whitsunday Communities for the 2021/22 financial year only, pending a suitable written agreement is completed.

ATTACHMENTS

Attachment 1 – Letter of Request - Greater Whitsunday Communities
Attachment 2 – Draft KPI's for 2021/22 - Greater Whitsunday Communities

Attachment 1 – Letter of Request - Greater Whitsunday Communities



4 August 2021

Mr. Rod Ferguson
Chief Executive Officer
Whitsunday Regional Council
PO Box 104
PROSERPINE QLD 4800

To be sent by email only to: Rod.Ferguson@whitsundayrc.qld.gov.au

RE: GREATER WHITSUNDAY COMMUNITIES REQUEST FOR INCREASED ANNUAL FUNDING

Dear Rod,

On 26 February this year, we presented to the Greater Whitsunday Council of Mayors (GWCOM) on the work we have completed in the past two and half years under funding received from GWCOM and the three Councils. We also outlined our proposal for continuing funding for the next three years to progress and expand the work we undertake in the Greater Whitsunday community.

We followed this with a presentation to your Council on 14 April 2021 on our past work, current restructure, proposed future work and funding required. We then sent a letter of request to Mayor Wilcox.

Our current funding from the three Councils ended on 30 June 2021 and we are now finalising our budgets and work plans for 2021/22 and beyond to continue our work in the community.

Noting your Council has adopted its 2021-2022 Budget, we seek your advice on your Council's funding support for this current financial year and beyond so we can finalise our budget, work plans and continue our community work as proposed.

We look forward to your response and supporting the Whitsunday community.

Yours Sincerely
GREATER WHITSUNDAY COMMUNITIES

[Redacted signature]

COMPANY SECRETARY

[Redacted name]

The Old Town Hall, Sydney St Mackay
PO Box 984, Mackay QLD 4740
E: [Redacted email]
www.greaterwhitsundaycommunities.org.au

Attachment 2 – Draft KPI's for 2021/22 - Greater Whitsunday Communities



KEY PERFORMANCE INDICATORS

PROJECT TITLE: Strengthening Communities across the Whitsunday Region

1. Community Governance and Management Capability

WE WILL

- Provide Management Committee Governance Inductions as requested to incoming Management Committees, providing a coordinated, consistent, and affordable approach to strengthening Governance
- Provide individualised, tailored support for community groups and organisations on an as needs basis. This may include Policy review & development, Grant writing, Basic Strategic planning, Service Agreement & contract negotiation.
- Coordinate and deliver up to 3 workshops per 12 months to upskill volunteers, workers, and the wider community

2. Regional Voice and Connectedness

WE WILL

- Attend a minimum of 4 Community Network meetings per 12 months including BING, WING, BCHAG, Collinsville DIG as well as Annual General Meetings and other significant community forums and events

At these meetings GW Communities can build connectedness, inform community about new initiatives and potential regional partnerships.
- Make a minimum of 10 "in person" visits to key WRC localities of Proserpine, Cannonvale, Collinsville and Bowen per 12 months in addition to regular ZOOM/Teams meetings as required
- Work with WRC's community team in identifying and supporting community driven initiatives to address community need & issues
- Conduct at least 1 Regional Community Forum per 12 months to gather data on unmet needs and community issues to inform regional social planning activities, as well as supporting place-based solutions
- Convene 1 Greater Whitsunday Region Forum biennially to inform regional social planning activities



3. Community Leadership Skills

WE WILL

- Identify and support 2 emerging Community champions in Whitsunday Region per 12 months
- Provide a knowledge and skill development program including workshops, independent mentors & a peer-to-peer network
- Develop a Peer-to-Peer Community Leadership network
- Encourage and support succession planning within communities
- Seek funding opportunities to deliver a full community leadership program in Whitsunday

4. Collaborative partnerships

WE WILL

- Continue to actively support BCHAG by
 - facilitating a Strategic Planning Day
 - funding expert advice for the PRIMM funding application process
 - supporting ongoing community conversation & negotiations
- Continue to actively support the Collinsville Community by
 - Continuing the “Collinsville Table of 10” initiative to develop a collaborative, sustainable and viable community structure
 - Seeking Stage 2 funding of “Collaborating for Sustainable Communities” project, funded through a Tier 1 Partnership with Glencore Coal Assets Australia
- Seek funding to enable a collaborative Whitsunday Youth Unmet Needs Research project
- Promote, identify and broker possible collaborative ventures and relevant partners in Whitsunday & Greater Whitsunday regions through facilitation, providing our collaboration protocol, and ongoing individualised support

5. Regional Socio-Economic Practice

WE WILL

- Represent Whitsunday region on the Qld Social Enterprise Council
- Support the establishment of, and participate in, a Greater Whitsunday Region Community of Practice of key stakeholders to identify social enterprise opportunities
- Seek funding to enable an awareness raising campaign about the benefits of and



opportunities for Social Enterprise business in the Whitsunday and Greater Whitsunday regions

- Assist Social Enterprises to access grant funding

6. Peak Body Representation

WE WILL

- Continue to represent Greater Whitsunday Region on the Community Services Industry Alliance (CSIA) statewide COVID Response Taskforce, meeting monthly
- Maintain partnerships with key industry bodies, such as Qld Council of Social Services (QCOS), Community Services Industry Alliance (CSIA), Volunteering QLD, Queensland Council of the Aging (QCOTA), Queenslanders with Disability Network(QDN) and QShelter
- Raise regional issues & concerns with these Peak Bodies as required

NOTE: Quarterly reports on progress in Key Activities in three LGAs will be provided to GWCOM.

15. Community Services
15.7 WRITE-OFF PENALTY INFRINGEMENT NOTICES

AUTHOR: Milton Morsch – Coordinator Environmental Health & Local Laws

RESPONSIBLE OFFICER: Julie Wright – Director Community Services

OFFICER'S RECOMMENDATION

That Council resolves to:

- 1. Write-off debts arising from Penalty Infringement Notices that are overdue by sixty (60) days or more, amounting to a total of \$299,587.35 where the debtor is not a resident of Queensland (interstate registered vehicle);**
- 2. Write-off debts recorded in Authority arising from Penalty Infringement Notices that are overdue by three (3) years or more that were lodged with the State Penalties Enforcement Registry (SPER), amounting to a total of \$252,601.54, where no payments have been collected from the debtor or not subject of an active instalment plan administered by SPER;**
- 3. Delegate to the Chief Executive Officer (CEO) the authority to write-off, on a monthly basis, debts arising out of the non-payment of Penalty Infringement Notices issued to a person not a resident in Queensland, that become overdue by more than 60 days; and**
- 4. Endorse the revised process for dealing with the collection of debts arising from the issue of Penalty Infringement Notices, as outlined in (Attachment 1).**

The following report has been submitted for inclusion into Council's Ordinary Meeting to be held on 25 August 2021.

SUMMARY

A Penalty Infringement Notice (PIN) is issued to a person, which may include the registered owner of a vehicle, for offences defined by Whitsunday Regional Council's Local Laws and other relevant legislation.

Each PIN has a prescribed penalty that requires payment by the offender. If the payment is not received, the Penalty Infringement Notice may be lodged with the State Penalties Enforcement Registry (SPER) for enforcement. However, fees apply to the enforcement of the PIN. Revenue from a PIN should only be recognised upon receipt of a payment by Council (full payment from the offender or part payments in accordance with an instalment plan administered by SPER). However, with the entry of each Infringement Notice into Council's Authority Infringement register, the Infringement Notice penalty is automatically recognised as revenue, even when payment has not been made. An unpaid Infringement Notice requires follow-up and enforcement after 28 days for the issue date of the Infringement Notice. Debt occurs when an Infringement Notice is not paid by the due date and accumulates each month depending on the number of unpaid Infringement Notices. Annual budget forecasts are not based upon the number of PINs issued but by Infringement Notice payments expected to be received.

In accordance with the State Penalties Enforcement Act 1999 - Part 3 Division 4 Section 28 - *An administering authority may withdraw an infringement notice at any time before the fine is satisfied in full.*

PURPOSE

The purpose of this document is to outline the current issues and provide recommendations to address the current collection, enforcement and revenue recognition of Infringement Notices issued by Council. The main issues pertain to regulated parking and illegal camping, where the vehicle registration and/or the person responsible for the Infringement Notice does not reside in Queensland. The sources and consequences of the issues are:

1. Revenue in the system (Authority) recognises revenue at the point the PIN is issued and registered.
2. A significant amount of regulated parking and illegal camping PIN fees are uncollectable due to interstate registration of vehicles.
3. There is currently a significant provision of doubtful debt (paper transactions) required to be written off.
4. Projected revenue from regulated parking and illegal camping PIN's may be overstated in budgets in future years.

BACKGROUND

Over many years the compliance team have been challenged with the collection of regulated parking and illegal camping PIN fees, where the vehicle is not registered and/or the owner/driver does not reside in Queensland.

If the owner/driver (interstate or overseas resident) does not pay the fine, then the compliance team do not have the ability to access other State Government registers to retrieve the name and address from the vehicle's registration number. Therefore, without a name and address there is no avenue to send a reminder or demand notice to the owner/driver. Council is therefore reliant on the interstate owner/driver paying the original PIN within 28 days of issue.

A large proportion of the regulated parking and illegal camping fines relate to interstate owner/drivers. 66% of illegal camping infringements are issued to interstate owner/drivers while regulated parking infringements are 14% (average 1 August 2018 – 31 July 2021).

Given revenue in the Authority system is recognised at the point the PIN is issued and registered the consequence is that there is a significant provision of doubtful debt (paper transactions) required to be written off, along with the possibility of projected revenue for regulated parking and illegal camping PINs will be overstated in future years.

The compliance team in addition to the issues in collection of unpaid interstate infringements also have an amount with SPER that is over 3 years old. Although, there is still a chance of collection consideration should be given to at what point WRC writes this off from the balance sheet. If this money is collected after writing off (via speeding fine where it will be recognised) then this would be credited as unallocated revenue.

It should be noted Council has records of PINs in the system back to 1998. Therefore PINs from 1998 to 2019 shall be removed from the system.

STATUTORY/COMPLIANCE MATTERS

The legislative requirements are namely around the period to pay the PIN followed by escalation to SPER.

In accordance with *State Penalties Enforcement Act 1999* Section 15 -

- The 28 day period to pay is legislative.

- However there is no requirement for a reminder notice (Council issues a reminder notice following the 28 day period allowing a further 14 days to make payment prior to escalation to SPER to recover the debt.

Section 28 Administering authority may withdraw infringement notice –

(1) *An administering authority may withdraw an infringement notice at any time before the fine is satisfied in full.*

(2) *For the withdrawal to be effective, the administering authority must—*

- (a) serve on the alleged offender a withdrawal notice in the approved form; and*
- (b) repay to the alleged offender any amount paid to the administering authority for the offence; and*
- (c) if prescribed particulars of the infringement notice offence are registered under [part 4](#), give to SPER a copy of the withdrawal notice.*

(3) *On complying with subsection (2)*

- (a) this Act, other than this part, stops applying to the infringement notice offence; and*
- (b) a proceeding for the offence may be taken against any person (including the alleged offender) as if the notice had not been served on the alleged offender.*

(4) *No compensation is payable to a person because of the administering authority's refusal to withdraw an infringement notice.*

The table below notes the six reasons for SPER to cancel an enforcement order and return an Infringement Notice to Council.

Section reference	Result reason
s56(1)(a)(i)	The person did not receive the infringement notice from the Administering Authority.
s56(1)(a)(ii)	The person did not receive the reminder notice from the Administering Authority.
s56(1)(a)(iii)	The person did not receive the enforcement order from SPER.
s56(1)(b)	The person received the notice mentioned in (a) after the time allowed for taking action.
s56(1)(c)	The person was prevented by accident, illness or other similar reason, from taking action.
s56(1)(d)	The person is electing to have the matter decided in the magistrate's court.

ANALYSIS

The analysis has resulted in the following options.

Option 1 (Recommended) – Implement processes and procedures to manage infringement collections, including rules and approvals.

- Processes and procedures documented to have a consistent and agreed approach including level of delegated authority for monthly write offs.
- Write off recommended provision in order to reflect likely balance sheet amount.
- Ensure budget forecasts for 21/22 reflect infringement fees that can be collected (based on historical).

Option 2 – Do not issue infringement notices to interstate vehicle registrations.

- There is still a large proportion of offenders that pay off the infringement notice.
- QLD rego could be from a hire car and thus be from interstate or overseas traveller.
- Infringement notice are also a key deterrent.

Option 3 – System to recognise revenue only when collected (cash).

- Authority is not able to recognise revenue at collection. It is recognised once infringement is issued.

Option 4 – Do nothing.

- Significant provision of bad debt which cannot be collected
- Unrealistic revenue projections
- Increasing provision of bad debt
- No clear process or procedures established to manage and write off.

STRATEGIC IMPACTS

The main impacts will be around financials, where it is recommended that the following amount is written off \$552,188.89 and that a monthly delegated authority is granted to the Director Corporate Services for ongoing monthly write offs.

The breakdown of the write-offs is tabled below:

Infringements to be Written Off	Amount
Interstate Vehicle - pending payment (1 yr)	72,751.00
Interstate Vehicles to be Withdrawn	217,617.00
Issued - 28 Days to Owner Search	1,639.00
Issued - Interstate Vehicle - May 2021	3,192.00
Written off in SPER, to be updated in Civica	95,800.70
Bowen Shire Council to be withdrawn	4,388.35
Balanced, but before July 2018	152,339.94
Unbalanced, but before July 2018	4,460.90
Total	552,188.89

Current fees to Council to obtain the owner of a vehicles details plus the escalation of an infringement to SPER are:

- CITEC Search (Qld) - \$19.00 per PIN
- SPER escalation - \$73.80 per PIN

Annually regulated parking patrols and enforcement costs are approximately \$35,000.00.

PINS issued for the past five months are set out below:

Month	Total PINs
March	333
April	275
May	441
June	461
July	534

A quote has been requested from Council's current Security provider to increase the number of hours to specific days and times per week, as follows:

Day	Time	Total Hours
Monday	8:00am - 11:00am	3 hrs

Tuesday	9:00am - 11:00am	2 hrs
Wednesday	8:00am - 4:00pm	7 hrs
Thursday	8:00am - 4:00pm	7 hrs
Friday	8:00am - 4:00pm	7 hrs
Saturday	8:00am - 1:00pm	5 hrs
Sunday	10:00am - 1:00pm	3 hrs
Total Hours		34 hours
Total Cost		\$75,407.12

An increase of approximately >\$40,000.00 (Security Provider).

Should Council engage a Local Law Officer to conduct regulated parking enforcement duties during the above hours with Classification - LGIA Stream A Level 3.1 the cost per annum will be \$85,610.44 an increase of >\$50,000.00.

CONSULTATION

Jason Bradshaw – Director Corporate Services
Stephen Fernando – Chief Financial Officer
Julie Moller – Manager Strategic Finance
Melanie Humphries – Team Leader Operation Accounting
Yvette Oreilly – Finance Services Officer
Lisha Belbin – Information Management & GIS Coordinator
Scott Wilkinson – Manager Innovation and Technology

DISCLOSURE OF OFFICER'S INTERESTS

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

CONCLUSION

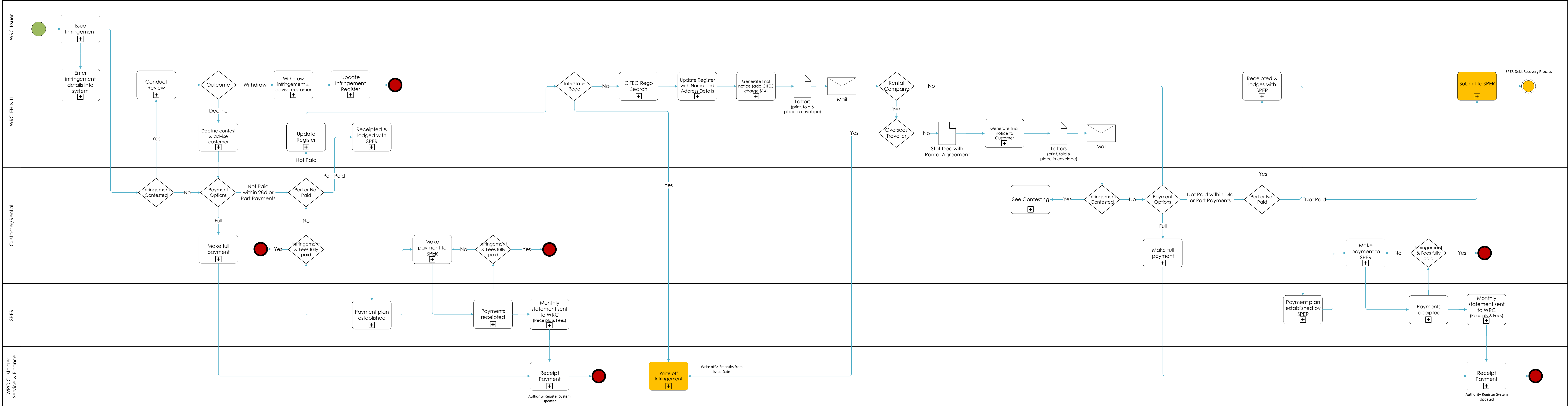
It is recommended that Council resolve to:

1. write-off debts arising from Penalty Infringement Notices that are overdue by sixty (60) days or more, amounting to a total of \$299,587.35 where the debtor is not a resident of Queensland (interstate registered vehicle); and
2. write-off debts recorded in Authority arising from Penalty Infringement Notices that are overdue by three (3) years or more that were lodged with the State Penalties Enforcement Registry (SPER), amounting to a total of \$252,601.54, where no payments have been collected from the debtor or not subject of an active instalment plan administered by SPER; and
3. delegate to the Chief Executive Officer (CEO) the authority to write-off, on a monthly basis, debts arising out of the non-payment of Penalty Infringement Notices issued to a person not a resident in Queensland, that become overdue by more than 60 days; and
4. endorse the revised process for dealing with the collection of debts arising from the issue of Penalty Infringement Notices, as outlined in (Attachment 1).

ATTACHMENTS

Attachment 1 – Infringement Collection Process

Infringement Issue and Collection Process (Parking and Camping)



15. Community Services

15.8 POLICY REVIEW - LIBRARY VISITORS CONDITIONS OF ENTRY POLICY, ACCESS TO COMPUTERS, INTERNET & WIFI IN COUNCIL LIBRARIES POLICY AND COMMUNITY DONATIONS POLICY

AUTHOR: Rod Cousins – Manager Community Development & Libraries

RESPONSIBLE OFFICER: Julie Wright – Director Community Services

OFFICER'S RECOMMENDATION

That Council:

a) revoke the following policies:

- i. Library Patrons Conditions of Entry Policy LSP_C&ENV_09 – Adopted 22 August 2018, and**
- ii. Access to Computers, Internet & WiFi in Council Libraries Policy LSP_C&ENV_10 – Adopted 22 August 2018.**

b) adopt the following policies:

- i. Library Visitors Conditions of Entry Policy, and**
- ii. Access to Computers, Internet & WiFi in Council Libraries Policy, and**
- iii. Community Donations Policy.**

The following report has been submitted for inclusion into Council's Ordinary Meeting to be held on 25 August 2021.

SUMMARY

Council is required to review and update policies in order to meet the relevant obligations in accordance with State and Federal legislation and Whitsunday Regional Council Local Laws.

PURPOSE

Council to consider revoking and adopting policies, due for review, based on the recommendations of Council Officers.

BACKGROUND

The following policies were adopted as per Resolution No: 2018/08/22.08 and are due for review:

- *Library Patrons Conditions of Entry Policy*
- *Access to Computers, Internet & WiFi in Council Libraries Policy*

STATUTORY/COMPLIANCE MATTERS

Local Government Act 2009

Local Government Regulation 2012

ANALYSIS

Under the *Local Government Act 2009*, Council is obliged to establish and facilitate policies relevant to the management of local government. As part of this process, Council reviews policies to meet its legislative requirements and to ensure the currency of policies.

Library Patrons Conditions of Entry Policy – inclusion of a reference to public health directions relating to COVID-19. No other changes.

Access to Computers, Internet & WiFi in Council Libraries Policy – no major changes.

Community Donations Policy – new policy.

Council has the following options:

Option 1 – That Council adopts the reviewed policies as recommended.

Option 2 – That Council chooses to not accept the proposed policies.

STRATEGIC IMPACTS

Corporate Plan

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

Outcome 1.1.2 – Maintain and enhance Council's Governance Framework to ensure the provision of best practice, accountable and transparent decision making, which supports Council in meeting its legislative responsibilities.

Operational Plan

Action 1.1.2.1 – Ensure Council's policy register is current and policy reviews are undertaken in accordance with required timeframes.

Financial Implications – N/A.

Risk Management Implications – The attached Policies enable Council to meet the relevant obligations in accordance with State and Federal legislation and Whitsunday Regional Council Local Laws.

CONSULTATION

N/A

DISCLOSURE OF OFFICER'S INTERESTS

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

CONCLUSION

That Council:

- a) revoke the following policies:
 - i. Library Patrons Conditions of Entry Policy LSP_C&ENV_09 – Adopted 22 August 2018, and

- ii. Access to Computers, Internet & WiFi in Council Libraries Policy LSP_C&ENV_10
– Adopted 22 August 2018.

b) adopt the following policies:

- i. Library Visitors Conditions of Entry Policy, and
- ii. Access to Computers, Internet & WiFi in Council Libraries Policy, and
- iii. Community Donations Policy.

ATTACHMENTS

Attachment 1 – Draft Library Visitors Conditions of Entry Policy

Attachment 2 – Draft Access to Computers, Internet & WiFi in Council Libraries Policy

Attachment 3 – Draft Community Donations Policy

Library Visitor Conditions of Entry Policy

Community Services
[Policy Number]

COUNCIL POLICY			
Date Adopted by Council		Council Resolution	
Effective Date	August 2021	Next Review Date	August 2024
Responsible Officer(s)	Manager Community Development & Libraries	Revokes	LSP_C&ENV_09

Purpose

The objectives of this policy are to ensure the safety, security and comfort of *library visitors* and staff, that the library operates efficiently and effectively as a workplace and Council's obligations set down by Workplace Health & Safety legislation are met.

Scope

The Policy applies to all library premises of the Whitsunday Regional Council, Councillors and employees of the Whitsunday Regional Council and all visitors utilising library facilities, resources and collections.

Applicable Legislation

Local Government Act 2009

Libraries Act 1988

Whitsunday Regional Council Local Law No. 4 (Local Government Controlled Areas, Facilities and Roads) 2014

Whitsunday Regional Council Subordinate Local Law No. 4 (Local Government Controlled Areas, Facilities and Roads) 2014

Public Health Act 2005 (Qld)

Policy Statement

Expected behaviours

1.1 All library visitors (including children) must:

- 1.1.1. adhere to all other library policies and directives.
- 1.1.2. wear appropriate footwear.
- 1.1.3. be appropriately dressed (minimum dress standards apply).
- 1.1.4. be respectful towards Library employees and other Library patrons.
- 1.1.5. comply with all directions of Library employees.
- 1.1.6. leave the Library promptly at closing time and during emergency drills and real emergencies.
- 1.1.7. be responsible for all personal belongings and property; and

Library Visitor Conditions of Entry Policy

Community Services

[Policy Number]

1.1.8. accept that certain areas in the Library are designated for particular purposes.

1.1.9. Adhere to directives from Queensland Health regarding COVID-19.

Unacceptable Behaviours

2.1 The following behaviours are deemed unacceptable and may result in an individual being asked to leave a library precinct or, in certain circumstances, a police presence be required:

- 2.1.1. excessive noise, including receiving and conducting mobile phone calls, that disturbs other library visitors or library employees.
- 2.1.2. accessing or displaying offensive or objectionable materials through any form of multimedia.
- 2.1.3. personal hygiene or dress contrary to community norms.
- 2.1.4. canvassing, hawking or loitering.
- 2.1.5. interference with personal or Whitsunday Regional Libraries property including theft and vandalism.
- 2.1.6. consumption of alcohol or drugs or having the appearance of intoxication.
- 2.1.7. actions or behaviours that harm, create risk of harm or threatens harm.
- 2.1.8. *unsupervised children*.
- 2.1.9. activities which interfere with the rights of others.
- 2.1.10. inappropriate use of Whitsunday Regional Libraries systems and processes (eg. misuse of internet privileges, misusing or fraudulently using someone else's library card).
- 2.1.11. use of offensive, racist or discriminatory language; and
- 2.1.12. *abuse* of other library patrons or Whitsunday Regional Libraries employees including intimidation and harassment.

Definitions

Council refers to the Whitsunday Regional Council.

Employee refers to any employee, contractor, volunteer etc. of the Council.

Abuse refers to the violation of an individual's human or civil rights, through the act or actions of another person or persons. This may include any form of physical, psychological or emotional abuse, racial vilification or sexual abuse.

Library visitor refers to any person entering the library for any reason whatsoever, whether a member of the library or not.

Unsupervised children refers to children under the age of 13 who cannot identify their parent/carer to library staff.

Library Visitor Conditions of Entry Policy

Community Services
[Policy Number]

Related Documents

Child Protection Risk Management Policy

Access to Computers, Internet and WiFi in Council Libraries Policy

Human Rights Compatibility Statement

This Policy has been assessed as compatible with the Human Rights protected under the *Human Rights Act 2019*.

DRAFT

Access to Computers, Internet and WiFi in Council Libraries Policy

Community Services
[Policy Number]

COUNCIL POLICY			
Date Adopted by Council		Council Resolution	
Effective Date	August 2021	Next Review Date	August 2024
Responsible Officer(s)	Manager Community Development & Libraries	Revokes	LSP_C&ENV_10

Purpose

The objective of this policy is to ensure equitable and safe access for all users of the Whitsunday Regional Libraries computer and internet facilities.

Scope

This policy applies to all customers of Whitsunday Regional Council libraries.

Applicable Legislation

Local Government Act 2009

Libraries Act 1988

Whitsunday Regional Council Local Law No. 4 (Local Government Controlled Areas, Facilities and Roads) 2019

Whitsunday Regional Council Subordinate Local Law No. 4 (Local Government Controlled Areas, Facilities and Roads) 2019

Policy Statement

1.1 To access the Whitsunday Regional Libraries computer and internet facilities the terms of this Policy must be strictly observed.

Prohibited uses of computer and internet facilities

2.1 Internet terminals and internet access, including WiFi access, are not to be used for illegal or fraudulent activities. Unlawful or unacceptable activities include but are not limited to:

- 2.1. accessing or downloading pornographic or offensive material.
- 2.2. sending or forwarding abusive, racist, sexist, pornographic, offensive or illegal material.
- 2.3. engaging in illegal or fraudulent activities that contravene Federal or State laws and regulations.
- 2.4. bittorrenting or illegal downloading of content including, but not limited to, movies, television shows and games.
- 2.5. accessing the computer or internet facilities using another library user's library account details.
- 2.6. accessing and using online game servers such as Steam or Origin.
- 2.7. violation of privacy, including unauthorised monitoring of electronic communications.
- 2.8. violation or attempted violation of any computer network's security system.
- 2.9. unauthorised copying of copyright-protected material or intentional infringement of licence agreements and other contracts; and

- 2.10 theft, destruction of, or damage to, or interference with equipment, software, or data belonging to the Whitsunday Regional Library Service.

Display of offensive or objectionable material

- 3.1 Users of the Whitsunday Regional Libraries computer and internet facilities are required to be mindful of the needs and sensitivities of other users.
- 3.2 Displaying material that is offensive or objectionable to other members of the public, such as pornography or expressions of racial hatred, is unacceptable.
- 3.3 Any user of the Whitsunday Regional Libraries computer or internet facilities who fails to heed an initial request by Library staff to cease displaying material deemed offensive or objectionable by Council employees will be issued with a demand to comply or leave the premises.
- 3.4 Any user who repeatedly displays offensive or objectionable material will be denied use of the Whitsunday Regional Libraries computer and internet facilities and served with an infringement notice or fine.

Abuse of computer or internet facilities

- 4.1 Any user who abuses protocols for allocating computer and internet facilities may have access to facilities restricted or withdrawn.
- 4.2 A maximum of two users may access any one terminal during their allocated time.
- 4.3 Any user who Council employees deem to be unreasonably utilising the internet facilities, such as using an unreasonable amount of bandwidth, may have access to the internet facilities restricted or withdrawn.

Risks applying to the use of the Whitsunday Regional Libraries internet connection

- 5.2 Whitsunday Regional Libraries cannot guarantee connectivity to the internet, nor the accuracy or validity of information accessed through the internet.
- 5.3 Whitsunday Regional Libraries cannot guarantee the security of data accessed or transmitted through its internet connection.
- 5.4 Whitsunday Regional Libraries does not police or monitor interactions over its internet connection. Users are advised to exercise due care in disclosing personal information over the internet.
- 5.5 Whitsunday Regional Libraries does not accept any liability for any loss or damage, direct or indirect that may arise from using its internet connection.

Children

- 5.1 Whitsunday Regional Libraries accepts no responsibility for the supervision of minors' use of its computer facilities.
- 6.2 Adults responsible for minors must exert their own safeguards and controls over the minors use of the computer and internet facilities.
- 6.1 Written permission for minors to access Whitsunday Regional Libraries computer or internet facilities must be provided when joining the Library. A parent, guardian or co-parental signature on the Whitsunday Regional Libraries Junior Application form confirms acknowledgement of Conditions of Use and Infringement of Security terms.

Censorship

- 7.1 Whitsunday Regional Libraries acknowledges the Australian Library and Information Association's (ALIA) statement on online content regulation for the promotion of "the free flow of information and ideas in the interest of all Australians and a thriving culture, economy and democracy". Whitsunday Regional Libraries does not filter or otherwise censor or control content retrieved through its internet connection.

Provision of assistance

- 8.1 Library staff can provide basic assistance in relation to computer and internet facilities. Basic assistance constitutes direction to computer facilities and familiarity with the resource which includes logging on and printing.
- 8.2 Users accessing Whitsunday Regional Libraries computer facilities are expected to be familiar with hardware and software applications supplied by Whitsunday Regional Council.

Disclaimer

- 9.1 Whitsunday Regional Libraries accepts no responsibility for the threat, conduct or outcome of any legal action arising out of or connected to access to its internet service.
- 9.2 Whitsunday Regional Libraries claims indemnity against any and all damages, costs and expenses arising out of any action, settlement or compromise connected to use of its internet service.

Penalties

- 10.1 Breaches of this Policy may result in termination of access to computer facilities for a determined period of time and/or the issue of Penalty Infringement Notices by Authorised Persons in accordance with Part 2 Section 5 – Prohibited and restricted activities - Whitsunday Regional Council Local Law No. 4 (Local Government Controlled Areas Facilities and Roads) 2019.

Definitions

Council refers to the Whitsunday Regional Council

Employee refers to any staff members, contractor, volunteer etc. of the Council

Computer facilities refers to library catalogues, linked electronic resources, Microsoft packages, internet and WiFi.

Internet/Internet facilities refers to WiFi facilities.

Material refers to any data, information, text, graphics, animations, speech, videos, music or other sounds accessible electronically including any combination or selection of any of these.

Minor refers to anyone under the age of 18 years old.

Related Documents

Library Visitor Conditions of Entry Policy

State Library of Queensland Service Level Agreement for Public Library Service Provision

Human Rights Compatibility Statement

This Policy has been assessed as compatible with the Human Rights protected under the *Human Rights Act 2019*.

Community Donations Policy

Community Services

[Policy Number]

COUNCIL POLICY			
Date Adopted by Council		Council Resolution	
Effective Date	August 2021	Next Review Date	August 2024
Responsible Officer(s)	Manager Community Development & Libraries	Revokes	Nil

Purpose

This policy is designed to outline council's commitment to supporting communities in the region by providing financial and/or in-kind assistance to activities that build community capacity, encourage participation and make a positive and ongoing contribution to the region.

This policy also guides the administration of council's donation program ensuring donations:

- Assist Council to achieve its strategic goals and identified key initiatives; and
- Align with the intent of the *Local Government Act 2009* and the *Local Government Regulation 2012*, which states that funding will be used for a purpose that is in the public interest.

Scope

This policy applies to Councillors and employees of the Whitsunday Regional Council when Council gives, or proposes, to give a donation to a community organisation.

Applicable Legislation

Local Government Act 2009

Local Government Regulation 2012, Chapter 5, Part 5

Policy Statement

Donations to Community Organisations

1.1 This policy supports the distribution of funds or in-kind support to eligible Community Organisations in an equitable, transparent and sustainable manner.

1.2 Council will provide donations only when:

- The donation is appropriate having regard to other priorities and available resources.
- The receiving community organisation or entity meet the eligibility criteria set out in this policy and in the supporting guidelines for the donations program.
- The donation will be used for a purpose that is in the public interest.
- The donation will meet a community and/or social need in the local community.

1.3 Council may consider providing donations for:

- Development Application Fees
- Event Application Fees
- Food and Local Law Licence Fees
- Green Waste Disposal Fees

1.3.5 To support activities/events and endeavours of eligible Community Organisations.

1.4 The donation may be any of the following types:

1.4.1 a monetary payment; or

1.4.2 in-kind support undertaken by the Council to a specified value.

1.5 Eligible Community Organisations may make more than one application for a donation, per financial year, but can only apply for assistance up to a total of \$3,000.00.

1.6 Council may, at its discretion, consider requests for events/activities of significance without impacting the limit in clause 1.5.

Conflict of Interest

2.1 To ensure an accountable and transparent assessment process is maintained, Councillors, and Council Officers assessing donation applications are required to declare any declarable and prescribed conflict of interests prior to the assessment process commencing. This may include a personal connection with any applicant or personal involvement with any organisation. Anyone having a conflict of interest should not debate, be involved in any discussions, or vote on any matter relating to the application.

Donation Application Process

3.1 Applications for donations must be in writing and be specific as to the type and amount of donation and how the support will be used.

Definitions

CEO refers to the Chief Executive Officer of the Whitsunday Regional Council appointed in accordance with the *Local Government Act 2009*.

Council refers to the Whitsunday Regional Council

Employee refers to any staff member, contractor, volunteer etc. of the Council.

Community Organisation see **Local Government Regulation 2012**

Eligible Community Organisation means a community organisation that:

- (a) is an incorporated not-for-profit organisation or a company limited by guarantee that has been endorsed by the Australian Taxation Office as a charity, tax exempt fund or deductible gift recipient.

Note – Unincorporated groups are eligible to apply, providing that their application is made through an eligible community organisation acting as an auspice.

- (b) has public liability insurance over \$20 million.
- (c) has acquitted all previous Whitsunday Regional Council funding support as required.
- (d) has no outstanding debt to Council.
- (e) has more than 80% of its members residing within the Whitsunday local government area
- (f) is not:

- (i) a State or a government entity, including a government entity or its subsidiary under the *Government Owned Corporations Act 1993*; or

Community Donations Policy

Community Services

[Policy Number]

- (ii) a community organisation with a licence under the *Gaming Machine Act 1991* for gaming machines; or
- (iii) a community organisation with a liquor licence under the *Liquor Act 1992 Queensland*; or
- (iv) a political party under the *Electoral Act 1992*; or
- (v) a religious body or religious organisation declared by the Governor-General by proclamation pursuant to the *Marriage Act 1961 (Cwlth)* to be a recognised denomination for the purposes of the Commonwealth Act.

Related Documents

Community Grants Policy

Human Rights Compatibility Statement

This policy has been assessed as compatible with the Human Rights protected under the *Human Rights Act 2019*.

DRAFT

15. Community Services
15.9 OFF-STREET PARKING FEES - AIRLIE BEACH

AUTHOR: Julie Wright – Director Community Services

RESPONSIBLE OFFICER: Julie Wright – Director Community Services

OFFICER'S RECOMMENDATION

That Council make no changes and continues with the 2021/2022 parking fees associated with all Whitsunday Regional Council's Off-Street Carparks in Airlie Beach.

The following report has been submitted for inclusion into Council's Ordinary Meeting to be held on 25 August 2021.

SUMMARY

Following Councillor requests regarding the changing of parking fees, this report has been provided to Council to recommend that Council continues with the Current 2021/2022 parking fees associated with all Whitsunday Regional Council's Off-Street Carparks in Airlie Beach.

PURPOSE

The purpose of the report is to advise Council of the fees associated with paid parking adopted in Council's 2021/2022 Fees & Charges on 26 May 2021.

BACKGROUND

Due to the ever-increasing demand for parking in the Airlie Beach area, Council has over many years slowly introduced paid parking with Coconut Grove being the latest carpark to be included. Paid parking is not isolated to Council areas and is a user pays system which assists with parking management where parking availability is at maximum capacity.

Parking fees for 2021/2022 in all Council controlled car parks are 'pay by block' with the fees set out in the table below:

Council Parking Fees – Abell Point, Port of Airlie, Coconut Grove, Broadwater & Airlie Creek	
0-2 hrs	\$4.00
2-4 hrs	\$6.00
4-12 hrs	\$8.00
12-24 hrs	\$10.00
Each Additional Day Thereafter	\$8.00

STATUTORY/COMPLIANCE MATTERS

Local Government Act 2009

Local Government Regulation 2012

Whitsunday Regional Council Local Law No. 5 (Parking) 2014

ANALYSIS

The purpose of *Whitsunday Regional Council Local Law No. 5 (Parking) 2014* is to compliment the regulated parking provisions in Chapter 5, part 6 of the TORUM Act by providing for the exercise of local government powers authorised under that Act.

The purpose is achieved by providing but not limited to the establishment of traffic areas and off-street regulated parking areas.

The following options may be implemented by Council relating to Off-Street Carparks in Airlie Beach.

Option 1 – That Council continues with the 2021/2022 parking fees associated with all Whitsunday Regional Council's Off-Street Carparks Airlie Beach.

Option 2 – That Council changes the meters in all Council controlled car parks in Airlie Beach to correlate to the first two hours to be charged at \$2.00 per hour i.e., 0-1 hours \$2.00 and 1.01-2 hours \$4.00.

Option 3 – That Council changes the meters in the Broadwater Council controlled car park in Airlie Beach to correlate to the first two hours to be charged at \$2.00 per hour i.e., 0-1 hours \$2.00 and 1.01-2 hours \$4.00 for a six-month trial period.

Option 4 – That Council changes the meters in all Council controlled car parks in Airlie Beach to correlate to the first two hours to be charged at \$2.00 per hour i.e., 0-1 hours \$2.00 and 1.01-2 hours \$4.00 for a six-month trial period.

STRATEGIC IMPACTS

Financial Implications – Costs associated with the change to the meters to relate to the first two hours to be charged at \$2.00 per hour ie. 0-1 hours \$2.00 and 1.01-2 hours \$4.00 is \$831.36.

However, any reduction in fees received from paid parking will have an implication on the current budget.

It should be noted annually regulated parking patrols and enforcement costs are approximately \$35,000.00.

CONSULTATION

Milton Morsch – Coordinator Environmental Health & 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

It is recommended that Council continues with the 2021/2022 parking fees associated with all Whitsunday Regional Council's Off-Street Carparks in Airlie Beach to ensure there is no implication on the current budget due to a decrease in carparking revenue.

It is further considered no further changes are made to both on-street and off-street parking until the completion and review of the Stage 2 – Region Wide Car Parking Strategy.

ATTACHMENTS

N/A

16. Infrastructure Services

16.1 OPERATIONAL REPORT - INFRASTRUCTURE SERVICES - JULY 2021

AUTHOR: John Gwydir – Executive Manager Roads and Drainage

RESPONSIBLE OFFICER: Adam Hagy – Director Infrastructure Services

OFFICER'S RECOMMENDATION

That Council receive the Roads & Drainage, Mechanical Workshops, Parks & Gardens, and Disaster Management progress report for the month of July 2021.

The following report has been submitted for inclusion into Council's Ordinary Meeting to be held on 25 August 2021.

SUMMARY

This report provides Council with information regarding the performance by Council's Roads & Drainage, Mechanical Workshops, and Parks & Gardens operational teams over the month of July 2021 and proposed works for August 2021. The report also provides an update from Council's Disaster Management Co-ordinator quarterly for the calendar year to date.

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, Parks & Gardens, and Disaster Management teams.

BACKGROUND

Previous report regarding Operational performance submitted to Council 28 July 2021 which detailed the month of June 2021 (Resolution 2021/07/28.31).

STATUTORY/COMPLIANCE MATTERS

Local Government Regulations Section 204.

ANALYSIS

Roads & Drainage

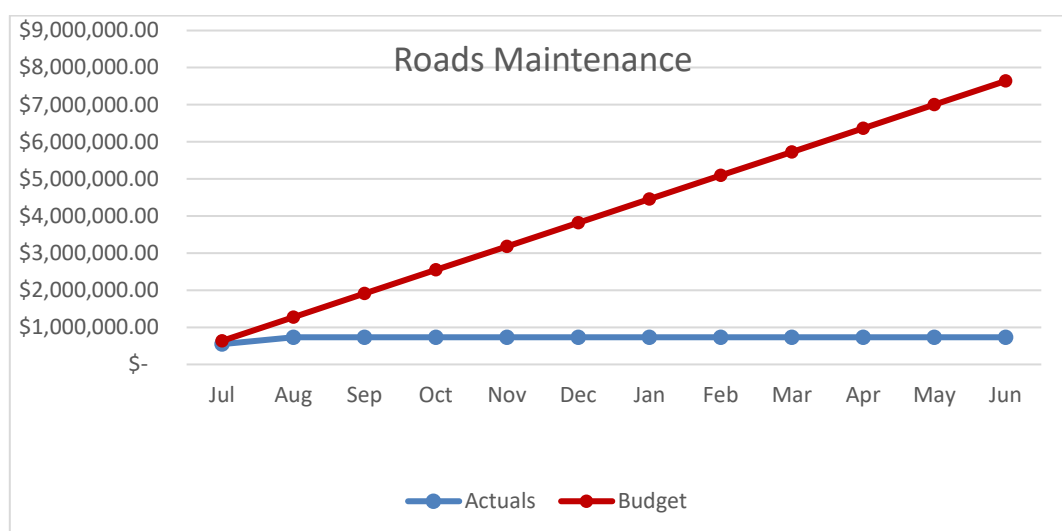
The following details the accomplishments by the Roads & Drainage team for the month of July 2021 and may also include proposed works for August 2021.

Local Roads Maintenance

General maintenance activities carried out on the local road network over the course of June were largely routine in nature including road inspections, pothole patching, grading and signage repairs.

Through the course of July 965 separate maintenance tasks were undertaken (accomplished) and at the end of July there were 1461 active defects (existing known issues) on the Local Road network.

Financial Position



Plot 1: Total expenditure against overall budget for Roads & Drainage Maintenance.

Table 1 provides specific details of the activities undertaken (accomplished) during the period on the Local Road Network.

Row Labels	Number of Instances	Total Quantity Accomplished	Unit of Measure
Asset & Defect Inspections	206		Each
Bus Stop Clean/Repair	1		Each
Crack Seal Treatment	4	42	m2
Culvert Clear/Repair	59		Each
Edge Repair	19	1.9	Tonnes
Floodways' Clear/Repair	5	73	m2
Footpath Maintenance	56		Each
Guard Rail Repair/Replace	2	19	m
Guide Markers Repair/Replace	45	63	Each
Heavy Formation Grading	4	27	km
Herbicide Spraying	35	4285	Litres
Kerb & Channel Maintenance	1		m2
Line Marking	16		m2
Medium Formation Grading	35	62	Km
Mowing	3	1701	m2
Other Formation Work	16		Each
Pavement Repairs	18	1020	m2
Pothole Patching	194	81	Tonnes
Resurface	1	150	m2
Roadside Object Removal	7		Each
Scour Repairs	29		Each
Shoulder Grading	4	26.6	Km.Side
Signs Repair/Replace	111		Each
Surface Correction	6	113	m2
Surface Drains Clear/Repair	27	1799	m
Tractor Slashing	47	207	Hectares
Vegetation Clearing	14		Each

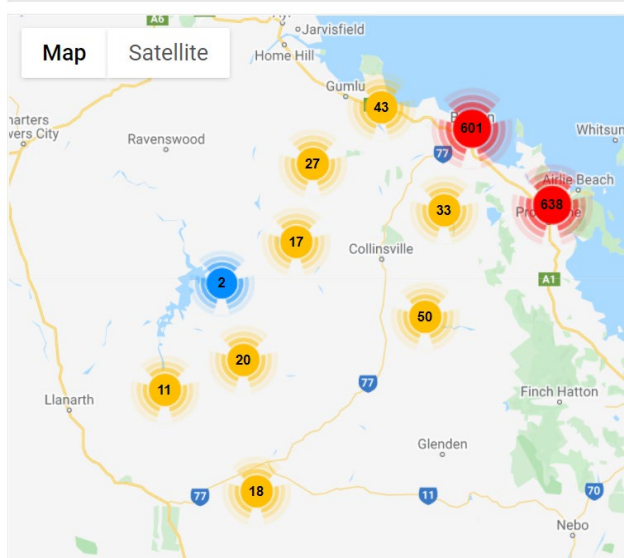
Grand Total	965
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Table 1: Summary of road defects accomplished during July 2021.

WRC Road Network

DEFECTS MAP VIEW

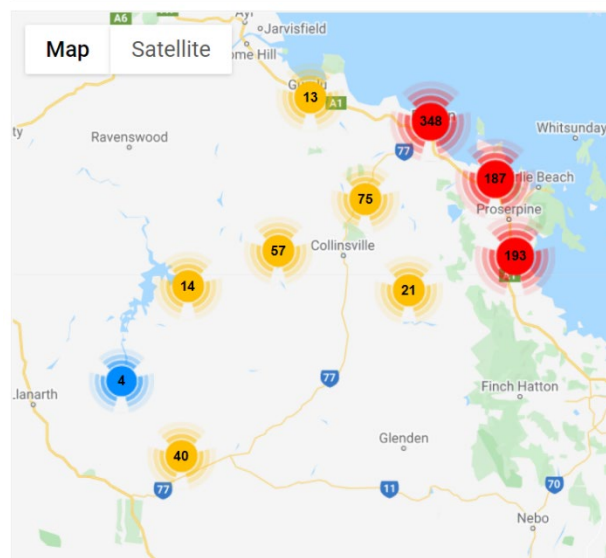
Showing 1460 items on map and 1 with no Lat/Long.



Plot 2: Current known active defects on WRC Road Network

ACCOMPLISHMENT MAP VIEW

Showing 952 items on map and 13 with no Lat/Long.



Plot 3: Defects accomplished during month of July 2021.

Examples of completed works:

Blue Valley Road – Collinsville



Myuna Road – Collinsville

July 20, 2021 3:07 pm
-20.621339, 147.639041
37025 | Myuna Road | 33.49



July 20, 2021 3:11 pm
-20.612988, 147.636607
37025 | Myuna Road | 34.48



Island treatments – Collinsville

John Street – Collinsville



Before



After



Installation of Bollards – Darwen Street – Bowen



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 FY20/21 of \$4,595,000.

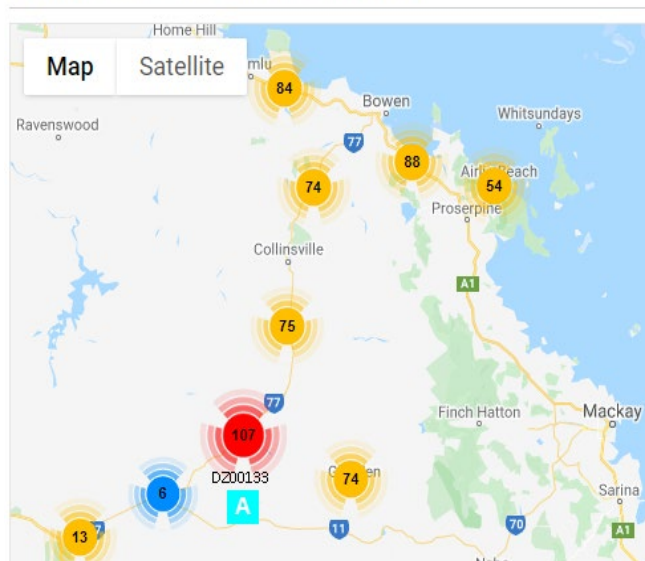
Negotiations are currently underway for the FY21/22 RMPC Contract. The anticipated value of this contract is \$ 4,989,000 (Ex GST).

There are currently 586 outstanding defects on the network with 282 defects being rectified (accomplished) during the month of July 2021.

RMPC Road Network

DEFECTS MAP VIEW

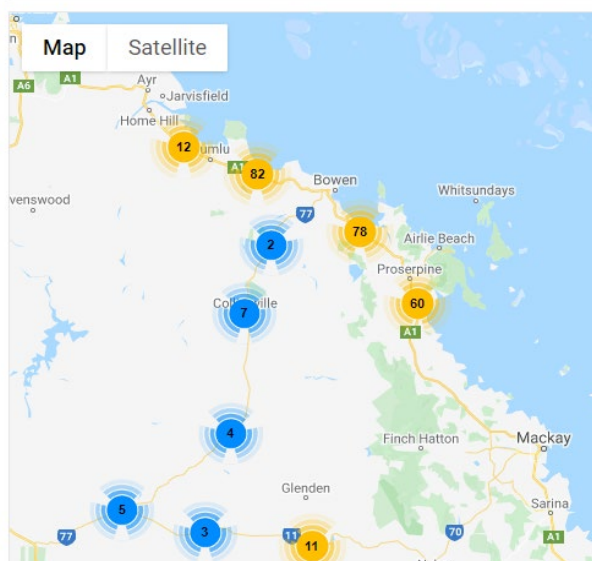
Showing 576 items on map and 10 with no Lat/Long.



Plot 5: Current RMPC Defects on network as of July 2021.

ACCOMPLISHMENT MAP VIEW

Showing 264 items on map and 18 with no Lat/Long.



Plot 6: RMPC Defects accomplished during month of July 2021.

Customer Request Management

Throughout the month of June, Roads & Drainage received 59 requests for assistance. Of these 59 (100%) were actioned within Council's nominated service standards.

Area	New	Closed	C/F Open	Within Target	%	Outside Target	%
Call Back - Roads & Drainage	3	3	0	3	100%	0	0%
Upgrades to Roads & Drainage	4	2	2	4	100%	0	0%
General - Roads & Drainage	32	25	7	32	100%	0	0%
Routine Roads & Drainage	19	17	2	19	100%	0	0%
Urgent Roads & Drainage	1	1	0	1	100%	0	0%

Overall Total	59	48	11	59	100%	0	0%
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Mechanical Workshops

Routine (scheduled services):

- Scheduled and routine servicing of plant and fleet vehicles.
- Small plant repairs as requested by stores and work teams.
- General repairs to plant as requested and prioritised.
- Plant inspections on hired and contractor's machinery as requested.

Servicing, repairs, and breakdowns for July 2021 grouped by both vehicle type and nature of workshop activity:

Parks & Gardens

Parks & Gardens Operational Statistics					
Service	2021/2022	July	August	Sept	Trend
Public Parks Available as advertised	100%	100%			-
Park CRMs - Received	41	41			-
Parks CRMs Closed	39	39			-
Mowing Hours	1,515	1,515			-
Landscaping Hours	1,952	1,952			-
Work Tickets Issued	11	11			-
Work Tickets Completed	25	25			-
Contracts Audited	1	1			-
Scheduled Inspections Completed					
• Parks	120	120			-
• Playground	156	156			
• Exercise Equipment	35	35			
Cemeteries - Burials	4	4			-
Cemeteries – Placement of Ashes	3	3			-

The above total figures for 2020/2021 are current as at end-June 2021.

Projects undertaken in July 2021:

- Whitsunday Graffiti removal;
- Bowen Cemetery Wall renewal / restoration;
- Gray's Bay furniture replacement;
- Hay Street - roundabout irrigation; and
- Cannonvale palm trimming.



Proserpine P&G - Removing graffiti from one of the many signs graffitied throughout the Whitsundays in the month of July.



The Bowen Cemetery wall received a new coat of paint. Further works being undertaken.



Upgraded the old timber picnic table to a recycled plastic setting. More durable in a seaside location.



Hay Street round-a-bout irrigation installation.



Cannonvale P&G Crew working in the EWP to remove palm fronds at heights

STRATEGIC IMPACTS

Alignment to Corporate Plan:

- Outcome 2.1, Strategies 2.1.1 to 2.1.4
- Outcome 2.2, Strategy 2.2.1
- Outcome 3.3, Strategy 3.3.2
- Outcome 3.4, Strategies 3.4.1 to 3.4.7
- Outcome 4.3, Strategy 4.3.2

CONSULTATION

Adam Hagy – Director Infrastructure Services

Mark Callaghan – Manager Parks & Gardens

Robert Winley – Manager Fleet Services

Sandra Black – Disaster Management 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

Officer's recommendation is that the report be received, and its contents noted.

ATTACHMENTS

N/A

16. Infrastructure Services

16.2 INFRASTRUCTURE SERVICES CAPITAL PROGRESS REPORT - JULY 2021

AUTHOR: Michael Downing – Coordinator Capital Project Delivery

RESPONSIBLE OFFICER: Adam Hagy – Director Infrastructure Services

OFFICER'S RECOMMENDATION

That Council receives the Infrastructure Services Capital Progress Report for the month of July 2021.

The following report has been submitted for inclusion into Council's Ordinary Meeting to be held on 25 August 2021.

SUMMARY

The report provides a summary of key Capital projects underway during the 2021/2022 financial year. The report also includes multi-year projects that remain active and carry over to the 2021/2022 financial year.

Current Financial Progress of Major Projects, W4Q programs, Infrastructure Capital Delivery is \$463,653 actual out of a \$42.1 million overall budget.

Other Capital Projects such as Shute Harbour, DRFA works, and Water & Wastewater are the subject of separate reports.

PURPOSE

To inform Council on progress of Capital Projects being undertaken during the 2021/2022 Financial Year up to the end of July 2021.

BACKGROUND

Resolution 2021/06/28.26 Budget for Financial Year 2021/2022 (including a two year forward estimate).

Resolution 2021/03/24.28 WRC Delivery of Works Shute Harbour Road to Tropic Road.

STATUTORY/COMPLIANCE MATTERS

N/A

ANALYSIS

Project Delivery Status:

MAJOR PROJECTS

Projects Currently Underway:

Proserpine Entertainment Centre (PEC):

Budget - \$18,813,687.20 Projected spend - \$18,013,745

Completion expected – Dec 2021. Completion actual – Ongoing



Works continue to progress well with completion expected in December. Power supply was installed in underground conduits in July removing a number of power poles. Internal fit out is progressing with bathrooms tiled, painting commenced and electrical and theatre service rough in complete.



Proserpine Entertainment Centre Site Progress

Lake Proserpine:

Budget - \$3,153,007. Projected spend - \$3,153,000

Completion expected – June 2020. Completion actual – Ongoing



Approval of the sewer treatment plant draws closer with a response provided back to the State following an RFI. Once approved, construction will commence shortly afterwards.

PAB - 7 Chapman Street – Carpark:

Budget - \$1,050,538. Projected spend - \$980,000

Completion expected – Feb 2021. Completion actual - Ongoing



Tenders have closed on the supply and install of security measures at various Council sites. This location will be prioritised once the contract is awarded and is planned to complete in the next couple of months.

Flagstaff Hill:

Budget - \$4,000,000. Projected spend - \$4,000,000

Completion expected – Oct 2021. Completion actual – Ongoing



Roofing was completed in July. Window installation commenced and rough in of electrical, mechanical and hydraulics were completed. Completion is still expected in October.



Flagstaff Hill site progress

WORKS FOR QUEENSLAND PROJECTS ROUND 3 2019/2020 to 2020/2021 \$3.61 million

Projects Currently Underway:

Airlie Beach Movie Screen (Airlie Beach):

Budget - \$353,922. Projected spend - \$325,000

Completion expected – June 2021. Completion actual – Ongoing

✓

✗

The container and movie screen have both been shipped to Sydney and are expected to arrive mid-August. Design of the slab has been provided and will be constructed once electrical connections are installed, likely late in August. The commissioning team will need to attend site which makes Covid restrictions an issue with them coming from New South Wales. The opening event has not been confirmed due to this uncertainty but it is still hopeful for the September school holidays.

Cannonvale Lakes Stage 3 (Cannonvale):

Budget - \$312,630. Projected spend - \$420,000

Completion expected – June 2021. Completion actual – Ongoing

✗

✗

Works progressed well in July with footpaths being completed across the majority of the site. The design and construction of the bridge is progressing off-site, with delivery expected in September.

Henry Darwen Park Stage 2 (Bowen):

Budget - \$377,517. Projected spend - \$384,538

Completion expected – June 2021. Completion actual – July 2021

✗

✗

The project reached practical completion when the exercise equipment was installed mid-July. Minor works to tidy the site and turf the drain will occur when the Parks operational team is available.



Collinsville Tennis Court Upgrade:

Budget - \$116,000. Projected spend - \$116,564

Completion expected – June 2020. Completion actual – Ongoing

x

x

Works progressed well in July with the old shelter and fencing being demolished and works commencing on the new fencing. Cracks have been cleaned and sealed by our internal works team. The lights are expected to be delivered later in August and the project complete late in the month.

COVID WORKS FOR QUEENSLAND PROJECTS 2020/2021 \$2.72 million

Projects Currently Underway:

Proserpine Aquatic Facility Residence Demolition and Kiosk Renewal:

Budget - \$313,800. Projected spend - \$463,377

Completion expected – June 2021. Completion actual - Ongoing

x

x

Works have had a small delay due to complications with the plumbing application and a misinterpretation of food preparation on site. Otherwise, the project is pushing ahead and the pool is planned to be re-opened to the public at the start of September with a demountable amenities block provided while works are ongoing. Works are planned to complete at the end of September.

Bowen Aquatic Facility Town Pool Amenity Upgrade:

Budget - \$367,235. Projected spend - \$630,939

Completion expected – June 2021. Completion actual – Ongoing

x

x

A minor delay was caused by the finding of asbestos pipes beneath the existing amenity block. These have been safely removed and works are back on track. The project team are working with the contractor to open the pool prior to completion with a demountable amenities block to be provided. Works are planned to complete at the end of September.

Bowen Water Park Renewal:

Budget - \$100,000. Projected spend - \$100,000

Completion expected – June 2021. Completion actual – Ongoing

✓

x

A contractor has been engaged under our trade services panel and works are planned to commence mid-August. Notification of the closure has been provided and works are expected to complete prior to the September school holidays.

Continuation of Pedestrian Path Lighting Airlie Foreshore:

Budget - \$100,000. Projected spend - \$113,816

✗

Completion expected – June 2021. Completion actual – Ongoing

✗

A direction to halt works has been sent by the superintendent to allow the site to be made safe and usable for the Great Barrier Reef festival. Investigations are ongoing to purchase the materials ordered for the project and supply them for install by another electrician.

Bowen Aerodrome Work Camp Superstructure Renewal:

Budget - \$95,865. Projected spend - \$67,922

✓

Completion expected – June 2021. Completion actual – July 2021

✗

Works have completed late in July with final documents for certification to come.

Collinsville Pool Amenities and Kiosk Upgrade:

Budget - \$142,610. Projected spend - \$200,567

✗

Completion expected – June 2021. Completion actual – Ongoing

✗

Works are progressing well with the concrete slab poured and blockwork commencing late in the month. Works are expected to complete early in September but they do not affect the pool operations so the pool will reopen as usual.

WORKS FOR QUEENSLAND PROJECTS ROUND 4 2021/2024 \$3.84 million

Airlie Lagoon Lighting Improvements

Budget - \$500,000 Projected spend – \$500,000

✓

Completion expected – June 2022. Completion actual – Ongoing

✓

A consultant has been engaged to inspect the lighting and associated infrastructure to determine the exact scope of works. The report is positive with less issues than first thought and specifications are being finalised to tender the works.

Astro-Turfing of the Airlie Beach Lagoon 'Beach Area'

Budget - \$125,711 Projected spend – \$125,711

✓

Completion expected – June 2022. Completion actual – Ongoing

✓

The scope of works is being reassessed to install a minor concrete swale drain and turf, similar to what has been constructed elsewhere around the lagoon. Works are to be planned for a quieter time at the lagoon, likely in March 2022 to reduce complaints and disruption.

Bowen WTP Intake, Switchboard and Structure

Budget – \$300,500 Projected spend – \$300,500

✓

Completion expected – June 2022. Completion actual – Ongoing

✓

Initial planning has commenced but the works are not expected to be commencing until later in the financial year due to other project priorities.

Brandy Creek – New Amenities

Budget - \$140,332 – Projected spend – \$140,332

✓

Completion expected – June 2022. Completion actual – Ongoing

✓

Discussions have taken place with internal stakeholders and State government officers regarding the installation. Discussions have been positive although the amenities are not expected to be constructed until after the wet season.

Case Park Walking Track Bowen

Budget – \$383,500 Projected spend – \$300,000 ✓
Completion expected – April 2022. Completion actual – Ongoing ✓

Survey of the site has been carried out and provided to Council. Design is expected to commence in September and be available to construct early in 2022 with a focus on drainage projects during the dry season. Officers are determining requirements for future irrigation, signage and lighting for the upgraded path.

Collinsville Aquatic Facility – Pool Retiling Renewal

Budget - \$140,400 Projected spend – \$140,400 ✓
Completion expected – September 2022. Completion actual – Ongoing ✓

Retiling of the pool is planned to occur during the next winter shutdown of the Collinsville pool to reduce disruption to users. Investigations will take place over the coming months to clarify the scope and look into any other issues as there is a history of the pool having leaks around the fixtures.

Collinsville Community Centre – Exterior Painting Program

Budget – \$68,000 Projected spend – \$68,000 ✓
Completion expected – June 2022. Completion actual – Ongoing ✓

This project is currently expected to commence after the wet season with other projects needing completing during the dry season and trades currently operating at capacity for the coming months.

Dingo Beach Bollards (Proserpine)

Budget - \$107,500 – Projected spend – \$107,500 ✓
Completion expected – Dec 2021. Completion actual – Ongoing ✓

The scope of works is being finalised for quoting by the trade services panel. The recycled plastic bollards have been delivered and are available for installation once a contractor is in place.

Front Beach Skate Bowl Timber Replacement Bowen

Budget - \$172,000 – Projected spend – \$172,000 ✓
Completion expected – Dec 2021. Completion actual – Ongoing ✓

Works are planned to commence in the coming months and complete before Christmas. There will be a need to close the skate park for a period of time so works will be planned to best reduce the disruption to users.

Gloucester Sports Park Access and Car Park Reconstruction and Seal

Budget - \$300,000 – Projected spend – \$300,000 ✓
Completion expected – June 2022. Completion actual – Ongoing ✓

The site has been surveyed and design has commenced. It is planned to seal the additional parking area and widen the access. It is also being investigated if pedestrian access can be included within the budget.

Greening & Growing Bowen 3 – Recycled Water Network Extension

Budget – \$428,000 Projected spend – \$428,000 ✓

Completion expected – June 2022. Completion actual – Ongoing ✓

A concept design has been produced to determine the alignment of the main. Further investigation is required to ensure there are no clashes with other services/assets. The works are currently planned to commence early in 2022 to provide irrigation in the lead up to the dry season.

Hydro Therapy Rehabilitation Above Ground Pool

Budget - \$75,000 Projected spend – \$75,000 ✓

Completion expected – June 2022. Completion actual – Ongoing ✓

Due to the current works happening at the pool it is not expected that the hydrotherapy pool will progress until later this financial year. This will allow suitable planning and understanding of the scope of works and minimal disruption to users of the pool.

Lions Lookout & Carpark Upgrade – Shute Harbour

Budget - \$475,000 Projected spend – \$475,000 ✓

Completion expected – June 2022. Completion actual – Ongoing ✓

Design of the car park upgrade is going through final review and is proposed to be put to tender. Further design is required for lighting of the car park. Once costs are known for the car park works, the scope of upgrades at the lookout will be confirmed with the remaining budget.

Mullers Lagoon Bridge x 2 Upgrade – Bowen

Budget - \$124,057 Projected spend – \$180,000 ✗

Completion expected – Dec 2021. Completion actual - Ongoing ✓

Concept plans and scope documents have progressed and will be put to the market in August. It would be expected that the two bridges can be replaced by Christmas with composite fibre structures.

Sewer Relining – Regional Possible PFAS Infiltration

Budget - \$500,000 Projected spend – \$500,000 ✓

Completion expected – Dec 2021. Completion actual – Ongoing ✓

Works are planned to commence in the near future to complete during the dry season. The relining will focus on property connections to reduce infiltration once ground water levels increase.

INFRASTRUCTURE SERVICES CAPITAL DELIVERY PROGRAM 2020/2021

Projects Currently Underway:

Bowen Aerodrome Runway Repairs:

Budget - \$500,000. Projected spend - \$500,000 ✓

Completion expected – June 2021. Completion actual – Ongoing ✗

Planning for the installation of animal proof fencing is ongoing and is planned to be completed in the coming months.

Assets Renewal Parks and Gardens:

Budget - \$126,785. Projected spend - \$126,785 ✓

Completion expected – June 2021. Completion actual – Ongoing x

Quotes have been received for portions of the asset renewal program and works are to commence in the coming weeks.

Construction of Lagoon Deck and Shared Cycle Path:

Budget - \$500,000. Projected spend - \$750,000* ✓

Completion expected – June 2021. Completion actual – Ongoing x

Works commenced in July with potholing of services, lopping of trees, setting up of the work site and design off-site. Nearby businesses were contacted ahead of the works to provide notification of the program and any disruption to be experienced. The Ergon conduits are planned to be installed by late August.

Unsealed Roads Re-sheeting Program:

Budget - \$1,300,000. Projected spend - \$1,388,000 x

Completion expected – June 2020. Completion actual – Ongoing x

Incorporating with un-funded sections of roads on which DRFA work is being completed. Currently this is being used to fund infill works on Strathalbyn Road and Tondara Road with Myuna Road and Strathmore Road completed.

Ted Cunningham Bridge Upgrade:

Budget - \$4,400,000. Projected spend - \$4,400,000 ✓

Completion expected – June 2022. Completion actual – Ongoing ✓

A prestart has been held through Teams while the design portion progresses. Initial site survey and investigations have commenced with mobilisation to site expected early September after minor delays with Covid lockdowns.

Reseal Program 2020/2021:

Budget - \$789,603. Projected spend - \$600,000 ✓

Completion expected – June 2021. Completion actual – Ongoing x

Reseals were completed in July with some minor defects to attend to.

Collinsville Water Park:

Budget - \$1,200,000. Projected spend - \$1,200,000 ✓

Completion expected – Dec 2021. Completion actual – Ongoing ✓

The concept design has been progressing off-site while investigations have progressed on-site. The water park package has been ordered and is currently being manufactured in Canada. The contractor is expected to mobilise to site later in August.

Cannonvale Skate Bowl reconstruction:

Budget - \$300,000. Projected spend - \$300,000 ✓

Completion expected – Dec 2021. Completion actual – Ongoing x

The contract has been awarded for the delivery of the skate bowl and an extension of time granted for the funding as completion is expected in February. Concept design is progressing off-site ahead of consultation with the community on the park features and layout.

TMR early works:

Budget - \$5,000,000. Projected spend - \$10,000,000+ ✓

Completion expected – Nov 2021. Completion actual – Ongoing ✓

The expected spend on this project has increased significantly due to the increase in water and sewer assets requiring replacement. It is currently planned to put this portion out to tender in August. Little work happened on the ground in July as the project been impacted by numerous re-design issues and many changes of scope. Stormwater works are planned to commence near Waite Creek late in August. Materials have started to be delivered as lengthy lead times have been experienced for stormwater pipes. The time and budget risks are shown as positive as Council are carrying out the works on a cost-plus basis for TMR.

Reseal program 21/22:

Budget - \$809,947. Projected spend - \$809,947 ✓

Completion expected – June 2022. Completion actual – Ongoing ✓

The list of roads proposed for reseal in 21/22 are currently being finalised following ground-truthing by our asset inspectors. Once compiled, the package will be sent for quote.

Catalina shared path:

Budget - \$30,000. Projected spend - \$30,000 ✓

Completion expected – Dec 2021. Completion actual – Ongoing ✓

The design of the shared path across the Catalina hard stand at Bowen's front beach is being finalised with TMR's technical officers. Works are planned to complete before Christmas.

Waterson Way temporary car park:

Budget - \$375,000. Projected spend - \$50,000 ✓

Completion expected – Sep 2021. Completion actual – Ongoing ✓

Planning to extend the temporary car park has progressed this month. It is proposed to widen the access from the roundabout and allow approximately 100m by 50m of parking space on a gravel hardstand. This is planned to be completed before the September school holidays.

Calista Ct footpath:

Budget - \$22,000. Projected spend - \$22,000 ✓

Completion expected – Aug 2021. Completion actual – July 2021 ✓

Works were planned and completed in July, constructing a concrete path in a location that has been subject to complaints for several years.



Gregory/Williams roundabout, Bowen:

Budget - \$469,000. Projected spend - \$469,000

Completion expected – June 2022. Completion actual – Ongoing



Survey has been carried out for this Black Spot funded project. Design will progress later in the year and construction is planned to commence around March 2022 as the wet season starts to pass.

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.

FINANCIAL CONSIDERATIONS

Refer Attachment 1 for summary project expenditure report.

CONSULTATION

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 July 2021.

ATTACHMENTS

Attachment 1 – Capital Delivery Financials up to August 2021

Attachment 1 – Capital Delivery Financials up to August 2021

Capital Projects as at 31st July 2021		37,197,637	5,428,479	42,626,116	463,653	42,162,463
Grouping	Description	Total Annual Current Budget	Carry over Budget 2020.21	*Current Budget plus Carry Over 2020.21	Actuals to Date	*Remaining Budget \$
W4Q Round 4 2021.22	Airlie lagoon lighting improvements	500,000	-	500,000	-	500,000
W4Q Round 4 2021.22	Collinsville Community Centre - Exterior painting program	68,000	-	68,000	-	68,000
W4Q Round 4 2021.22	Case Park Walking Track Bowen	383,500	-	383,500	-	383,500
W4Q Round 4 2021.22	Dingo Beach Bollards	107,500	-	107,500	-	107,500
W4Q Round 4 2021.22	Front Beach Skate Bowl Timber Replacement Bowen	172,000	-	172,000	-	172,000
W4Q Round 4 2021.22	Hydro Therapy Rehabilitation Above Ground Pool	75,000	-	75,000	-	75,000
W4Q Round 4 2021.22	Turfing of the Airlie Beach Lagoon 'Beach Area'	125,711	-	125,711	-	125,711
W4Q Round 4 2021.22	Mullers Lagoon bridge x 2 upgrade - Bowen	124,057	-	124,057	1,478	122,579
W4Q Round 4 2021.22	Gloucester sports park access and car park reconstruction and seal	300,000	-	300,000	-	300,000
W4Q Round 4 2021.22	Lions Lookout & Carpark Upgrade - Shute Harbour	475,000	(6,791)	468,209	6,418	461,791
W4Q Round 4 2021.22	Greening and Growing Bowen 3 - recycled water network extension	428,000	-	428,000	-	428,000
W4Q Round 4 2021.22	Sewer Relining - Regional possible PFAS Infiltration	500,000	-	500,000	-	500,000
W4Q Round 4 2021.22	Collinsville Aquatic Facility - pool retiling renewal	140,400	-	140,400	-	140,400
W4Q Round 4 2021.22	Brandy Creek - New Amenities	140,332	-	140,332	-	140,332
W4Q Round 4 2021.22	Bowen WTP Intake, Switchboard and Structure	300,500	-	300,500	-	300,500
W4Q Round 4 2021.22 Total		3,840,000	(6,791)	3,833,209	7,896	3,825,313
W4Q COVID19	Bowen Aerodrome Work Camp Dwelling - Superstructure Renewal	90,529	1,713	92,242	-	92,242
W4Q COVID19	Bowen Aquatic Facility - town pool amenity upgrade	315,629	6,473	322,102	1,284	320,818
W4Q COVID19	Bowen Water Park renewal	184,914	(100)	184,814	-	184,814
W4Q COVID19	Collinsville Aquatic Facility - town pool amenity and kiosk upgrade	267,956	(14,596)	253,360	1,284	252,076
W4Q COVID19	Continuation of Pedestrian Path Lighting Airlie Foreshore	-	113,535	113,535	331	113,204
W4Q COVID19	Proserpine Aquatic Facility - residence demolition and kiosk renewal	266,526	3,997	270,523	1,284	269,239
W4Q COVID19	Wangaratta Caravan Park Swimming Pool refurbishment	-	-	-	2,397	(2,397)
W4Q COVID19	Whitsunday Coast Airport - Roof rectification Works	693,358	(53,995)	639,363	264,368	374,995
W4Q COVID19 Total		1,818,912	57,027	1,875,939	270,948	1,604,991
W4Q 2019.20	W4Q - Bridge Upgrade on Bicentennial Boardwalk - CW 1920	85,446	(76,367)	9,079	-	9,079
W4Q 2019.20	W4Q - Henry Darwin Park Stage 2 - CW 1920	-	207,638	207,638	145,661	61,977
W4Q 2019.20	W4Q - Lions Park, Bowen - CW 1920	-	65,553	65,553	56,964	8,589
W4Q 2019.20	W4Q - Movie Screen - CW 1920	-	285,472	285,472	914	284,558
W4Q 2019.20	W4Q - Railway Road Stage 1 - CW 1920	437,808	-	437,808	-	437,808
W4Q 2019.20	W4Q - Cannonvale Lakes Stage 3 (part 2)	-	379,100	379,100	787	378,313
W4Q 2019.20	W4Q - Darcy Munro & Pelican Park, Collinsville - Playground	-	-	-	65	(65)
W4Q 2019.20	W4Q - Scottville - Playground Upgrade	-	-	-	65	(65)
W4Q 2019.20	W4Q - Collinsville Tennis Court Upgrade	-	110,829	110,829	5,275	105,554

W4Q 2019.20 Total		523,254	972,225	1,495,479	209,732	1,285,747
Major Projects : Proserpine Entertainment Centre	Proserpine Entertainment Centre (PEC) - JC#4926	8,908,468	1,322,841	10,231,309	(106,010)	10,337,319
Major Projects : Proserpine Entertainment Centre Total		8,908,468	1,322,841	10,231,309	(106,010)	10,337,319
Major Projects : Lake Proserpine	Lake Proserpine Recreation Hub - Stage 1 - CW 18-19	-	423,506	423,506	1,767	421,739
Major Projects : Lake Proserpine Total		-	423,506	423,506	1,767	421,739
Major Projects : Flagstaff Hill	Flagstaff Hill Cultural and Conference Centre - JC#5617	2,023,090	260,350	2,283,440	(11,998)	2,295,438
Major Projects : Flagstaff Hill Total		2,023,090	260,350	2,283,440	(11,998)	2,295,438
Infrastructure Services	Assets Renewal Parks and Gardens	352,150	106,724	458,874	4,099	454,775
Infrastructure Services	Construction of Lagoon Deck and Shared Cycle Path	466,000	(24,982)	441,018	1,782	439,236
Infrastructure Services	Dodd Street Shared Footpath	-	67,064	67,064	4,129	62,935
Infrastructure Services	Edgecumbe Heights Walking Tracks Upgrade	1,155,500	(2,415)	1,153,085	-	1,153,085
Infrastructure Services	Forestry Road	975,969	(49,931)	926,038	43,809	882,229
Infrastructure Services	Hillview Road Kerb and Channel	-	113,515	113,515	140	113,375
Infrastructure Services	Reflect Application Redesign and Reimplementation	50,000	-	50,000	-	50,000
Infrastructure Services	Reseal Program	-	641,137	641,137	7,669	633,468
Infrastructure Services	Reseal Program	809,947	-	809,947	-	809,947
Infrastructure Services	Ted Cunningham Bridge Upgrade	4,577,165	6,874	4,584,039	(3,814)	4,587,853
Infrastructure Services	Unsealed Roads Creek Crossing Upgrade Program	895,041	1	895,042	-	895,042
Infrastructure Services	Unsealed Roads Resheeting Program	1,200,948	586,591	1,787,539	3,113	1,784,426
Infrastructure Services	Wilson Beach Swimming Enclosure Refurbishment	350,000	-	350,000	-	350,000
Infrastructure Services	Bowen Aerodrome Runway Reseal Project	500,000	(15,168)	484,832	-	484,832
Infrastructure Services	Flagstaff Hill Roadworks	-	19,303	19,303	(4,730)	24,033
Infrastructure Services	Gloucester Avenue Floodways	-	144,251	144,251	2,091	142,160
Infrastructure Services	Thurso Road culvert replacement	-	46,836	46,836	7,667	39,169
Infrastructure Services	Roma Peak Road floodways	151,690	(21,021)	130,669	-	130,669
Infrastructure Services	Collinsville Water Park	1,050,000	145,258	1,195,258	-	1,195,258
Infrastructure Services	TMR early works - Paluma Rd to Tropic Rd	4,250,000	636,588	4,886,588	24,571	4,862,017
Infrastructure Services	Barker Park (Tracks Design) - Bowen	193,000	-	193,000	-	193,000
Infrastructure Services	Front Beach Main Irrigation Line Renewal - Bowen	46,000	-	46,000	-	46,000
Infrastructure Services	Queensbeach basketball lighting - Bowen	20,000	-	20,000	-	20,000
Infrastructure Services	New Cannonvale Skate Bowl	300,000	(1,304)	298,696	790	297,906
Infrastructure Services	Catalina shared path	30,000	-	30,000	-	30,000
Infrastructure Services	Heavy Formation Grading	400,000	-	400,000	-	400,000
Infrastructure Services	Gumlu School Bus Stop	65,000	-	65,000	-	65,000
Infrastructure Services	Scottville Road shared path missing link	230,000	-	230,000	-	230,000
Infrastructure Services	Waterson Way car park construction and seal	375,000	-	375,000	-	375,000
Infrastructure Services	Calista Court Footpath	22,000	-	22,000	-	22,000
Infrastructure Services	Up River Road Culvert Upgrade	350,000	-	350,000	-	350,000
Infrastructure Services	Harbour Avenue Remedial Stormwater Works	51,503	-	51,503	-	51,503

Infrastructure Services	Bus Stop Shelter Program	95,000	-	95,000	-	95,000
Infrastructure Services	Passenger Transport Accessible Infrastructure Program	100,000	-	100,000	-	100,000
Infrastructure Services	Choose Collinsville Project	1,000,000	-	1,000,000	-	1,000,000
Infrastructure Services	Collinsville RV Roads Improvements	22,000	-	22,000	-	22,000
Infrastructure Services Total		20,083,913	2,399,321	22,483,234	91,317	22,391,917
Grand Total		37,197,637	5,428,479	42,626,116	463,653	42,162,463

16. Infrastructure Services

16.3 BUSINESS ACTIVITY REPORT – FOXDALE QUARRY – JULY 2021

AUTHOR: Quentin Prince – Quarry Manager

RESPONSIBLE OFFICER: Adam Hagy – Director of Infrastructure Services

OFFICER'S RECOMMENDATION

That Council receive the Business unit Activity Report for the Foxdale Quarry for the month of July 2021.

The following report has been submitted for inclusion into Council's Ordinary Meeting to be held on 25 August 2021.

SUMMARY

The Business Unit Activity Reports are provided to Council detailing the Quarry's operational performance over a one-month period. This report focuses on the month ending 31 July 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:

- a financial report including Actuals and Original Budget in an Income & Expenditure Statement and a Statement of Financial Position format
- performance data based on the activity of the business.

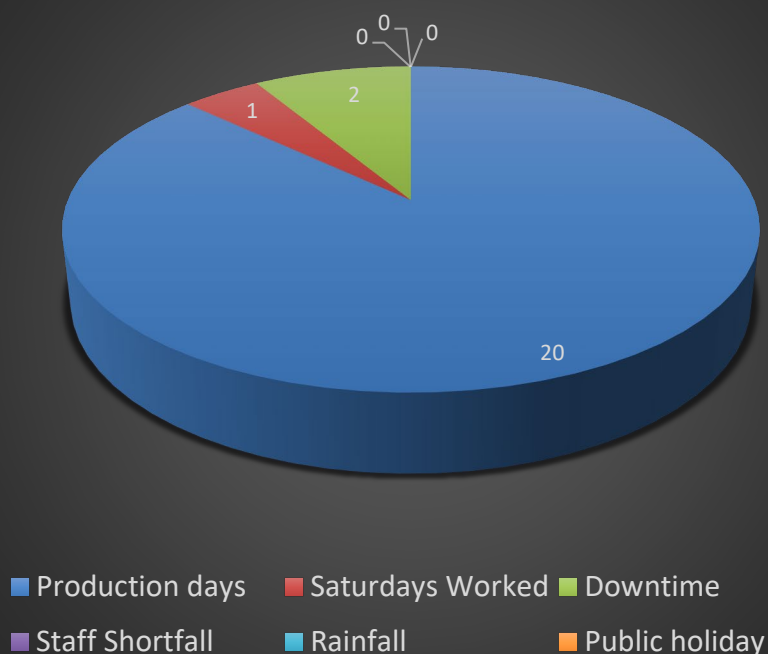
STATUTORY/COMPLIANCE MATTERS

Local Government Regulation Section 204.

ANALYSIS

- 1 to 3 July – Production of Type 2.1 Road base.
- 5 to 6 - July Undertook crusher maintenance.
- 7 to 20 July - Production of cane road gravel.
- 21 to 30 July - Production of Type 2.1 Road base.

Days Worked in July 2021



The crushing plant performed very well during the month of July with no breakdowns recorded and two days of scheduled preventative maintenance undertaken. No Rainfall was recorded and the good weather improved productivity. The quarry staff attended the Switch on Safety program on the 15th and 28th of July which reduced output of the crusher on those days. The quarry is no longer working Saturdays as there is currently reduced demand for product.

Quarry Production Summary – July 2021

Material Description	Quantity in Tonnes
Aggregates	0
Road Bases	16688.95
Overburden Fill Materials	424.78
Armour Rock and Shot Rock	314.28
Total	17428.01

Quarry Sales Summary – July 2021

Material Description	Quantity in Tonnes
Aggregates	4377.60
Road Bases	4003.30
Armour Rock and Shot Rock	499.96
Overburden Fill Materials	424.78
Total	9462.37

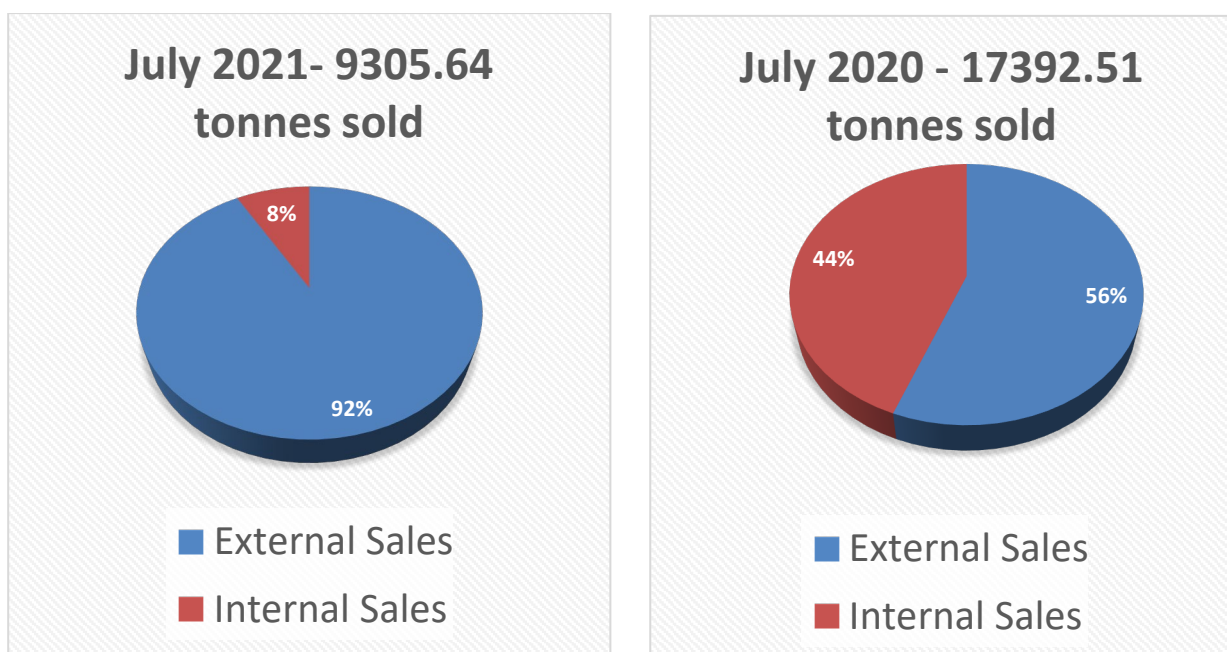


Fig 1. Overall Quarry sales for the month of July 2021 in Comparison to July 2020.

In comparison to this time last year, quarry sales overall were lower. A lower percentage of sales to council was recorded in comparison to last year as the quarry was supplying rock for Shute Harbour last year. There are currently no major capital or maintenance works being undertaken by WRC in the southern area.

Plant and Machinery Performance

Crusher

The crushing plant performed very well during the month of July with no major break downs recorded. Scheduled maintenance took place during two and a half days of the month and good reliability was achieved. A jaw liner rotation was undertaken and the wear tips replaced in the vertical shaft impactor. General maintenance of drive belts, rollers, skirts and screens were undertaken

Mobile Plant

The quarry is now operating with a core fleet of caterpillar machinery supplied by Hastings Deering Ltd. A trainer and assessor was provided by Hastings for two days on the 12 and 13th of July. The trainer undertook training of all the quarry operators in the use and operation of the front-end loaders and dump trucks. The trainer also taught the staff how to utilise the comprehensive computer systems with the machines. The staff were awarded certificates of familiarisation for the machine operation training by Hastings.

Capital Works Project

A tender has been awarded for the purchase of a quarry pugmill. The supplier has indicated delivery of the pugmill during the week of 14/08/2021.

STRATEGIC IMPACTS

Financial Implications – see attached performance report year to 31 July 2021 and the Balance Sheet as of 31 July 2021.

As at the end of July the financial performance of the Foxdale Quarry shows an operating surplus of \$173,040 before deduction of corporate overheads and \$141,512 surplus after deduction of corporate overheads.

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 month of July 2021.

ATTACHMENTS

Attachment 1 - Foxdale Quarry's Performance Report year to 31 July 2021 and the Balance Sheet as at 31 July 2021.

Foxdale Quarry

Monthly performance report year to 31st July 2021



	2021/22		2020/21
	Actual	Current Budget	Actual
Operating revenue			
Rates and utility charges	-	(7,000)	(2,874)
Statutory fees and charges, rental and levies &	-	-	-
Sale of goods and major services	163,299	3,334,800	3,376,287
Other operating revenue	539	150,000	44,753
Total operating revenue	163,838	3,477,800	3,418,167
Operating Expenses			
Employee benefits	(64,440)	(1,029,455)	(1,014,723)
Materials and services	83,897	(1,909,041)	(1,955,573)
Internal service provider expenditure (Exl.Overheads)	(881)	(11,443)	(168,072)
Depreciation	(9,375)	(112,494)	(114,672)
External Finance Costs	-	(15,000)	(6,904)
Total operating costs	9,202	(3,077,433)	(3,259,944)
Surplus (deficit) from operations Exl.Overheads	173,040	400,367	158,223
<i>Internal Corporate Overheads</i>	<i>(31,528)</i>	<i>(378,339)</i>	<i>(557,355)</i>
Surplus (deficit) from operations	141,512	22,028	(399,132)
Other capital income/(expenses)	-	-	69,316
Net result for the period	141,512	22,028	(329,816)
Retained surplus (deficit) brought fwd from prior year	(763,354)	(789,344)	(164,469)
Net result from above	141,512	22,028	(329,816)
Transfer from capital for unfunded depreciation	9,375	112,494	114,672
From (to) capital - items of capital income & expense	-	-	(69,316)
Adj From (to) capital to adjust working capital cash	-	-	86,820
Transfer (to) capital general revenue expended	-	-	(1,245)
Internal Program Contributions	-	-	-
Surplus/(deficit) available for transfer to reserves	-	-	-
Net transfers from (to) capital reserves	-	-	(400,000)
Retained surplus (deficit) funds at period end	(612,467)	(654,823)	(763,354)
Capital Funding Sources			
General revenue used (excess funds provided)	-	-	1,245
Government Grants and Subsidies	-	-	-
Capital Reserves	-	-	100
Funded depreciation & amortisation expended	-	-	(1,245)
Total capital funding sources	-	-	100
Capital Funding Applications			
Non-current assets	-	-	100
Total capital asset acquisitions	-	-	100
Loan redemptions	-	-	-
Total capital applications	-	-	100
Reserve balances held at beginning of period			
Capital reserve balances	399,900	-	-
Unspent loan and depreciation cash held	-	-	-
Recurrent reserve balances	-	-	-
Total reserve cash held at beginning of the period	399,900	-	-
Reserve balances held at the end of period			
Capital reserve balances	399,900	-	399,900
Unspent loan and depreciation cash held	-	-	-
Retained Surplus (Deficit)	(612,467)	(654,823)	(763,354)
Total reserve cash held at the end of the period	(212,567)	(654,823)	(363,453)

Foxdale Quarry



Balance Sheet as at 31st July 2021

	2021/22 Actual	2020/21 Actual
Current Assets		
Cash and cash equivalents	348,465	348,465
Trade and other receivables	333,791	252,740
Inventory	1,161,572	1,026,085
Prepayments	-	-
Total Current Assets	1,843,828	1,627,290
Non-current Assets		
Property, plant and equipment	2,624,864	2,634,240
Closing WIP Balance	100	100
Total Non-current Assets	2,624,964	2,634,340
TOTAL ASSETS	4,468,793	4,261,629
Current Liabilities		
Trade and other payables	39,811	186,645
Total Current Liabilities	39,811	186,645
Non-current Liabilities		
Other Provisions	561,032	561,032
Total Non-current Liabilities	561,032	561,032
TOTAL LIABILITIES	600,843	747,677
NET COMMUNITY ASSETS	3,867,950	3,513,952
Community Equity		
Capital	3,468,223	3,114,226
Asset revaluation surplus	51,262	51,262
Capital reserve balances	399,900	399,900
Provision Cash	561,032	561,032
Unspent loan and depreciation cash held	-	-
Retained surplus (deficiency)	(612,467)	(612,467)
TOTAL COMMUNITY EQUITY	3,867,950	3,513,952

16. Infrastructure Services

16.4 TENDER EVALUATION – 500.2021.0066 – DRFA STORMWATER PIPE REPLACEMENT - GOLF VIEW COURT, CANNONVALE

AUTHOR: Trevor Williams – Disaster Recovery Project Director

RESPONSIBLE OFFICER: Adam Hagy – Director Infrastructure Services

OFFICER'S RECOMMENDATION

That Council award contract 500.2021.0066 – DRFA Stormwater Pipe Replacement – Golf View Court, Cannonvale to Adam Stroud Enterprises Pty Ltd for the amount of \$335,800.00 (excluding GST) noting the following:

- a) The project is currently unfunded in the 2021/2022 Capital Works budget and is the subject of a current submission to the Queensland Reconstruction Authority (QRA) for funding as restoration works, with funding likely to be confirmed in the coming months;
- b) Should the project not be funded through Disaster Recovery Funding Arrangements, the project will be funded through Council general revenue;
- c) The budget allocation and sources of funding will be updated through the 2021/2022 Quarter 1 budget review pending the outcome of the QRA funding submission.
- d) Given the significant risk of additional failure during further rain events (upcoming wet season) and due to the nature of the works required to rectify the separated stormwater pipes and the ongoing risks for further damage, the awarding of the tender has been prioritised and will allow for the works to be undertaken prior to the onset of the upcoming wet season.

The following report has been submitted for inclusion into Council's Ordinary Council Meeting to be held on 25 August 2021.

SUMMARY

Whitsunday Regional Council (Council) was seeking a qualified and experienced Civil Contractor to replace a section of concrete stormwater pipe damaged by Ex-Tropical Cyclone Imogen January 2021.

There has been a significant washout and other erosion related damage resulting from the weather event at the terminal end of Golf Views Court, Cannonvale. These damages are attributed to the separation of a 450mm RCP stormwater pipe, which is connected to an inlet pit with a grate cover. The pipe traverses a Council easement between No 7, Lot 162 on SP163599 and No 10, Lot 163 SP163599.

The tender and proposed works have been prioritised and brought forward to ensure the works are completed before further significant rainfall to reduce the risk associated with the current infrastructure and its condition.

PURPOSE

To present to Council for consideration the Evaluation Panel's Recommendation to award the contract for 500.2021.0066 DRFA Stormwater Pipe Replacement – Golf View Court, Cannonvale Qld 4802.

BACKGROUND

Following the January 2021 Event, Council obtained a damage report from Ground Environments Pty Ltd which provided the extent of damage that was sustained. The report identified the extent of the damage and the requirement to complete Emergency Works immediately to mitigate any further damage. The Emergency Works were completed and Ground Environments Pty Ltd were then engaged to supply a Design to rectify the damage to the stormwater pipe.

Works were requested to on the replacement of a section of concrete stormwater pipe as detailed in the design and all other costs associated with the replacement.

An alternative option was also requested in case, that once the works commenced the three (3) inspection pits were identified as damaged and may need to be reconstructed. This alternative allowed for a provisional rate on these inspection pits.

Note: The extent of the project funding is still to be approved by Queensland Reconstruction Authority (QRA).

STATUTORY/COMPLIANCE MATTERS

Local Government Act 2009
S227 & S228 Local Government Regulation 2012
Work Health and Safety Act 2011

The procurement process has been conducted in accordance with Council's policy and legislative obligations.

ANALYSIS

An email was sent out to all relevant contractors across the region from Council's Wet & Dry Hire Panel (Minor Works) advising that these packages were being released. Responses were followed up, resulting in the Request for Quotation (RFQ)'s being released to the following interested contractors via eTenderbox:

- a) KMG Dingo Hire;
- b) Adam Stroud Enterprises Pty Ltd;
- c) Berry Excavations Pty Ltd; and
- d) Beddaws Pty Ltd T/As Copp & Co Plant Hire.

There was only one (1) submission received by 2.00 pm on Tuesday 20th July 2021 as follows:

- a) Adam Stroud Enterprises Pty Ltd.

The Evaluation Panel comprised of:

- a) Disaster Recovery Project Manager – Disaster Recovery (PDM);
- b) Disaster Recovery Project Officer – Disaster Recovery (PDM); and
- c) Contracts Coordinator – Corporate Services.

An initial compliance check was conducted on the quotation submission to identify if the responses were non-conforming with the immediate requirements of the RFQ. This included compliance with contractual requirements and provision of requested information.

It was identified that Adam Stroud Enterprises Pty Ltd did not provide an alternative proposal as referenced in Clause 1, so was requested to submit along with acknowledgement of the Addendum 01 which included this alternative option.

Pricing was provided and the Supplier was then marked as conforming and progressed to the qualitative criteria assessment on the basis that all the terms, conditions, and mandatory requirements of the RFQ had been met.

The Qualitative Criteria of each submission was assessed with the following weightings applied:

- a) Relevant Experience and Key Personnel 20%
- b) Pricing 30%
- c) Demonstrated Understanding 20%
- d) Suppliers Resources & Availability 20%
- e) Local Supplier 10%

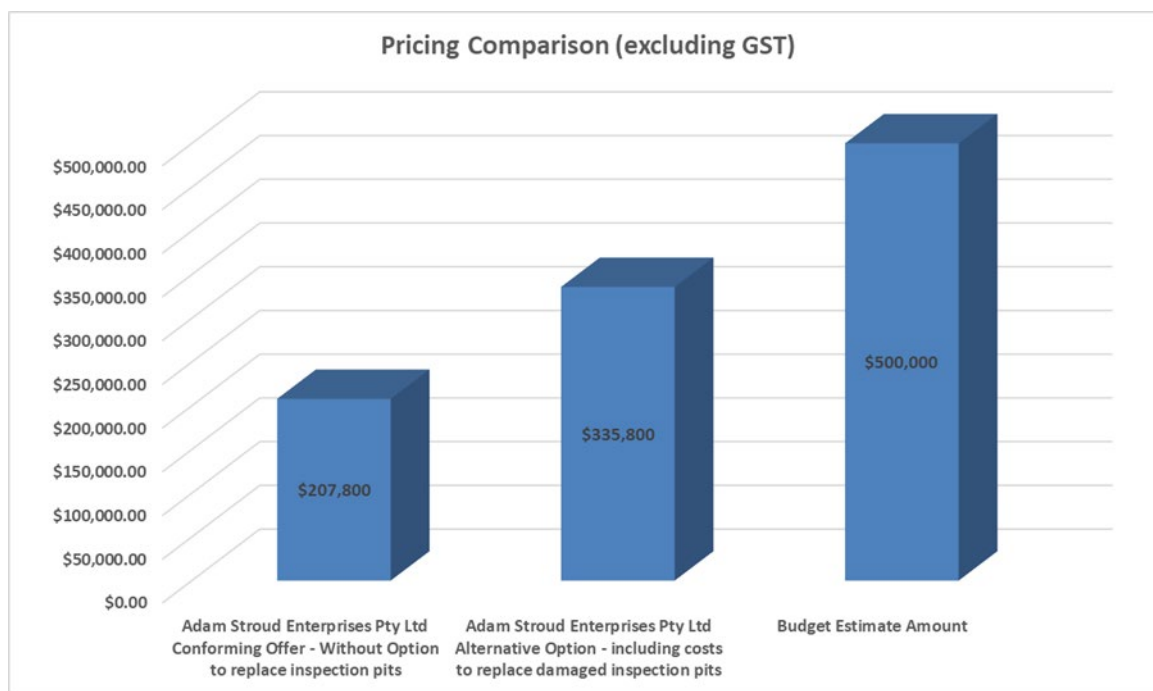
Below is a summary of the final assessment:

Evaluation criteria	Weighting %	Adam Stroud Enterprises Pty Ltd
Relevant Experience and Key Personnel	20%	16.7%
Demonstrated Understanding	20%	16.0%
Tenderers Resources and Availability	20%	14.7%
Pricing	30%	30.0%
Local Supplier	10%	10.0%
	100%	87.3%

Table 1 – Final Assessment Results

The works were estimated on a budget of \$500,000, as there was only one Supplier who provided a quotation their pricing submission was assessed against this estimated budget .

The below graphs display the pricing comparison including the alternative option to replace the three (3) damaged inspection pits:



Graph 1 – Pricing Comparison

As the extent and scope of the works is still to be finalised and approved by Queensland Reconstruction Authority (QRA), a meeting was conducted with Director Infrastructure Services, on 5th August 2021, due to the urgency to complete the works before the next wet season to mitigate the risk of further structural damage. It was advised by the Director to seek Council resolution to award the works and fund through general revenue until the approval is granted by the Queensland Reconstruction Authority.

STRATEGIC IMPACTS

Financial Implications - Works will be required to be completed prior to 30th June 2023. While the project is not within the current budget, there is sufficient flexibility and capital funding available to support the prioritisation of these works from Council's own revenue if external funding is not secured. The funding will be confirmed through the first budget review for the 2021/22 financial year.

Risk Management Implications –The awarding of the Contracts will enable damaged infrastructure in the Whitsunday Region to be repaired. The prioritisation of the works has been based on a risk assessment that future damage may occur under another significant rain event.

The Contract must be awarded in accordance with Council's Procurement Policy and Queensland Reconstruction Authority (QRA) DRFA Program.

CONSULTATION

Peter Ahern – Disaster Recovery Project Manager – Disaster Recovery (PDM)
 Kara Jeffrey – Disaster Recovery Project Officer – Disaster Recovery (PDM)
 Brenda Tengbom – Contracts Coordinator – Corporate Services
 Peter Shuttlewood – Executive Manager Procurement, Property and Fleet – 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

The Evaluation Committee recommends that Adam Stroud Enterprises Pty Ltd be awarded 500.2021.0066 – DRFA Stormwater Pipe Replacement – Golf View Court, Cannonvale Contract for the amount of \$335,800.00 (excluding GST) as per their submission as it represents the most advantageous outcome to Whitsunday Regional Council.

ATTACHMENTS

N/A

16. Infrastructure Services

16.5 TENDER EVALUATION - 500.2021.0073 AUDIO-VISUAL & THEATRE EQUIPMENT FIT-OUT - PROSERPINE ENTERTAINMENT CENTRE (PEC)

AUTHOR: Adam Hagy – Director Infrastructure Services

RESPONSIBLE OFFICER: Adam Hagy – Director Infrastructure Services

OFFICER'S RECOMMENDATION

That Council award contract 500.2021.0073 Audio-visual & Theatre Equipment Fit-Out – Proserpine Entertainment Centre (PEC) to Videopro Pty Ltd for the amount of \$538,467.28 (excluding GST).

The following report has been submitted for inclusion into Council's Special Council Meeting to be held on 25 August 2021.

SUMMARY

Whitsunday Regional Council (Council) is seeking a specialised Supplier for the supply of AV & theatre equipment and fit-out. This includes fit-out equipment for sound, stage lighting, stage lighting control and stage communications systems.

Specifically, it is for the supply of fit-out equipment such as speaker systems, loose audio equipment, stage luminaires, dimmers, AV control systems, control consoles, mixers, cables, stands, projectors, screens etc.

PURPOSE

To present to Council for consideration the Evaluation Panel's Recommendation to award the contract for 500.2021.0073 Audio-visual & Theatre Equipment Fit-Out – Proserpine Entertainment Centre (PEC).

BACKGROUND

The Whitsunday Region suffered considerable damage as a result of Tropical Cyclone Debbie and Councils' assets were not excluded. Councils' major buildings suffered considerable damage one of these buildings was the Proserpine Entertainment Centre (PEC).

The Construction of the new PEC Building was awarded on 12th August 2020 and well underway with an estimated completion date of 6th September 2021.

The overall footprint of the new auditorium and stage consists of a single, flat floor space for the auditorium utilising motorised retractable seating to cater for traditional theatre, music and cinema seating modes. The flat-floor mode is expected to be used for a large variety of purposes including dinners, celebrations, exhibitions, dances, some concerts, etc., with or without use of the stage.

The supply of the audio-visual (AV) & theatre equipment fit-out was not included in this construction contract due to the specialised nature of the equipment and while Council was finalising their requirements of this equipment.

Therefore, Council is seeking a specialised Supplier for the supply of AV & theatre equipment and fit-out. This includes fit-out equipment for sound, stage lighting, stage lighting control and stage communications systems.

Specifically, it is for the supply of fit-out equipment such as speaker systems, loose audio equipment, stage luminaires, dimmers, AV control systems, control consoles, mixers, cables, stands, projectors, screens etc.

It does **not** include any of the base infrastructure provided which is being conducted under the current construction contract by an AV infrastructure, stage lighting or stage machinery & drapes subcontractors.

The fit-out equipment supply includes the following:

a) Audio Equipment:

- i. Theatre sound system, including speakers, amplifiers, rigging etc.
- ii. FOH Digital Signal Processors (DSP)
- iii. Foldback speakers and amplifiers
- iv. Microphones - wired and wireless
- v. Stands, leads etc.

b) Audio-visual Equipment:

- i. Presentation projector
- ii. Motorised presentation projection screen
- iii. AV presenter interfaces (HDBaseT)
- iv. Vision mixer
- v. AV switcher with digital video transmitters and receivers
- vi. AV control system processor
- vii. AV touch panel controllers
- viii. Local data switch and WAP
- ix. Portable lectern

c) Cinema Equipment:

- i. Cinema projector and mounting platform / bracket
- ii. Motorised Cinemascope projection screen
- iii. Surround speakers and amplifier
- iv. Cinema software and licenses as required

d) Stage lighting Equipment:

- i. Moving lights (wash & profile)
- ii. Follow spots and stands
- iii. Loose LX, DMX and E-DMX cables
- iv. Lighting stands.

e) Stage Communications:

- i. Talkback communication system
- ii. Stage Managers' LCD monitor

- iii. BOH LCD display monitors and mounts
- iv. FOH Televisions and brackets
- f) Miscellaneous:
 - v. Loose cabling
 - vi. Road cases

This project also includes some equipment already existing supplied to the Council as part of an insurance claim following the damage caused by Cyclone Debbie. This equipment is currently being stored in a secure air-conditioned containers located in Proserpine.

Some of this is intended to be used in the fit-out of the venue, therefore the Supplier will be required to retrieve the specific items, setup and incorporation into the AV and theatre systems they are supplying.

STATUTORY/COMPLIANCE MATTERS

Local Government Act 2009
S227 & S228 Local Government Regulation 2012
Work Health and Safety Act 2011

The procurement process has been conducted in accordance with Council's policy, Procurement Plan and legislative obligations.

ANALYSIS

A Request for Tender (RFT) was released on 14th July 2021 and as advertised as follows:

- a) eTenderbox;
- b) Newspapers:
 - i. Whitsunday News; and
 - ii. Townsville Bulletin.
- c) Whitsunday Regional Council's website through link to Council's eTenderBox portal displaying all current Tenders.

The following six (6) submissions were received by the closing date of Friday 6th August 2021 at 2.00 pm (AEST):

- a) AVLX Pty Ltd;
- b) The Trustee for Line Family Trust T/As BSG Brisbane Sound Group (Brisbane Sound Group);
- c) Communications Design & Management Pty Limited;
- d) HME Services Pty Ltd;
- e) Macrosphere Pty Ltd; and
- f) Videopro Pty Ltd.

The Evaluation Committee comprised of:

- a) Manager – Proserpine Entertainment Centre (PEC) – Community Services;
- b) Project Manager – Ranbury Management Services Pty Ltd; and

c) Contracts Coordinator – Corporate Services.

The following Technical Expert was involved in the Technical aspects during the Evaluation on behalf of Council:

a) Director of Design Stage (Designer).

An initial compliance check was conducted on the tender submissions to identify if the responses were non-conforming with the requirements of the RFT. This included compliance with contractual requirements and provision of requested information.

During this initial compliance check the following Tenderers were deemed non-conforming for the following reasons:

- a) Communications Design & Management Pty Ltd did not provide pricing on the Council Supplied Items which was a requirement of the Tender and as Council do not want to award in part was deemed non-conforming.
- b) Macrosphere Pty Ltd did not provide pricing in the format as requested and did not include any costing to carry out the fit out of the Council Supplied Items which was a requirement of the Tender and as Council do not want to award in part was deemed non-conforming.

The remaining four (4) Tenderers were deemed conforming and were progressed to the detailed Evaluation Criteria Assessment on the basis that all the terms, conditions and mandatory requirements of the RFT had been met.

The Evaluation Criteria was broken down into the following categories and each submission was assessed with the following weightings applied to these categories:

- a) Relevant Experience and Key Personnel 30%
- b) Pricing 40%
- c) Demonstrated Understanding 10%
- d) Tenderers Resources & Availability 10%
- e) Local Supplier 10%

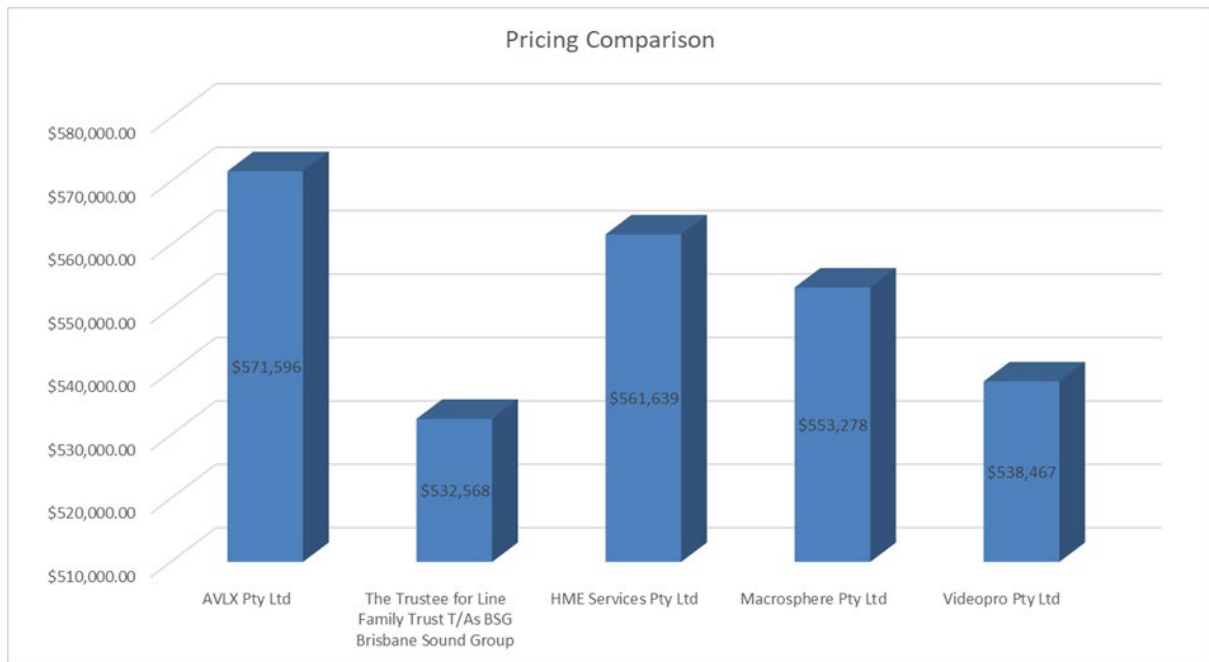
Below is a summary of the final assessment:

Respondents	Evaluation panel averaged Score	Total rank
AVLX Pty Ltd	53.2%	4
The Trustee for Line Family Trust T/As BSG Brisbane Sound Group	77.0%	2
HME Services Pty Ltd	56.3%	3
Videopro Pty Ltd	77.1%	1

Table 2 – Final Assessment Results

The pricing submissions were all very competitive with difference being only up to 7% to the most competitive Tenderer, Brisbane Sound Group with the most expensive Tenderer.

The below graph shows the pricing difference between the Tenderers:



Graph 1 – Pricing Comparison

Based on the scores from the evaluation, Videopro Pty Ltd scored the highest percentage overall with 77.1% and although they were 1% more expensive than Brisbane Sound Group they demonstrated they have the necessary experienced and qualified key personnel to carry out the supply and fit-out of the specialised equipment and are familiar with the layout and requirements of PEC, being the current subcontractor for the Construction contract conducting the cabling infrastructure, which would be beneficial and a benefit to Council in the mitigating risk with the provision of one contractor supplying both the equipment and the installing of cabling.

STRATEGIC IMPACTS

Financial Implications – The total budget allowance for the works was forecast in 2019 at \$550,000. The costing proposed to be accepted is slightly lower than forecast posing no significant financial risk to the Council. Without the purchase of the equipment the Council would be unable to let the entertainment centre posing a financial risk to the Council.

Risk Management Implications –The proposed successful contractor is installing the cabling infrastructure within the new facility by awarding the supply agreement for the components to be integrated into the new infrastructure from the same contractor, the potential risk associated with the installation as a whole can be minimised.

The purchase of the infrastructure will provide for a fully functional theatre minimising any operational risks for the Council.

CONSULTATION

Katie Boyd - Manager – Proserpine Entertainment Centre (PEC) – Community Services
 Aaron Chappell - Project Manager – Ranbury Management Services Pty Ltd
 Brenda Tengbom - Contracts Coordinator – Corporate Services
 Phil Viney – Director of Design Stage (Designer)
 Peter Shuttlewood – Executive Manager Procurement, Property & Fleet – 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

The Evaluation Panel recommends that Videopro Pty Ltd be awarded Contract 500.2021.0073 Audio-visual & Theatre Equipment Fit-Out – Proserpine Entertainment Centre (PEC) for the amount of \$538,467.28 (excluding GST), as it represents the most advantageous outcome to Whitsunday Regional Council.

ATTACHMENTS

N/A

17. Matters of Importance

No agenda items for this section.