

# *Cherbourg Aboriginal Shire Council*



## *Working Papers*

*For Council Meeting*

*18 & 19 August 2021*



### ➤ **New Houses Build Program 2021/2022 :**

We have inspected building sites for new houses and they all are on track to be ready by November 2021.

Murphy builders are doing reasonable job get these houses completed in agreed timeframe.







### ➤ Adoption of Proposed New Local Laws Process :

Public notice is out for community consultation with our Local Laws.

Cherbourg Aboriginal Shire Council ("**Council**") proposes to make new Local Laws, being *Local Law and Subordinate Local Law No. 1 (Administration) 2021*; *Local Law and Subordinate Local Law No. 2 (Animal Management) 2021*; *Local Law and Subordinate Local Law No. 3 (Community and Environmental Management) 2021* and *Local Law and Subordinate Local Law No. 4 (Indigenous Community Land Management) 2021* ("**Proposed New Local Laws**").

The purpose and general effect of the Proposed New Local Laws is as follows:

- *Local Law and Subordinate Local Law No. 1 (Administration) 2021:*

To provide a legal and procedural framework for the administration, implementation and enforcement of the local government's local laws, subordinate local laws and specified regulatory

powers under legislation, and to provide for miscellaneous administrative matters by providing for—

- consistent and comprehensive processes for the local government to grant and regulate approvals to undertake prescribed activities; and
- authorised persons for enforcing local laws; and
- review of certain decisions made under local laws; and
- enforcement of local laws; and
- matters relating to legal proceedings; and
- miscellaneous administrative matters relating to meetings, fees, abandoned goods and seized and impounded items.

- *Local Law and Subordinate Local Law No. 2 (Animal Management) 2021:*

To regulate and manage the keeping and control of animals in the local government's area in a way that:

- balances community expectations with the rights of individuals; and
- protects the community against risks to health and safety; and
- prevents pollution and other environmental damage; and
- protects the amenity of the local community and environment.

- *Local Law and Subordinate Local Law No. 3 (Community and Environmental Management) 2021:*

To protect the environment and public health, safety and amenity within the local government's area by elimination or reduction of risks and threats to the environment and public health, safety and amenity resulting from:

- inadequate protection against animal and plant pests; and
- vegetation overgrowth; and
- visual pollution resulting from accumulation of objects and materials; and
- fires and fire hazards not regulated by State law; and
- community safety hazards; and
- noise that exceeds noise standards.

- *Local Law and Subordinate Local Law No. 4 (Indigenous Community Land Management) 2021:*

To enable the local government with jurisdiction over the trust area under the *Aboriginal and Torres Strait Islander Communities (Justice, Land and Other Matters) Act 1984*, to regulate the use of that area.

Council has identified that the Proposed New Local Laws may contain anti-competitive provisions, and Council has prepared a review of these anti-competitive provisions in accordance with legislative requirements.

#### **Public Consultation**

Council invites the public to comment on the Proposed New Local Laws and the review of anti-competitive provisions.



Comments may be provided to Council in writing, and may be delivered to Council:

- (a) by email to [JBodenmann@prestonlaw.com.au](mailto:JBodenmann@prestonlaw.com.au); or
- (b) by post to PO Box 707N, North Cairns Qld 4870; or
- (c) by hand-delivery to Council Chambers, 22 Barambah Avenue, Cherbourg.

Consultation is open until **5.00pm, Friday 10 September 2021**. Comments received after this time and date may not be considered by Council.

#### **Contact**

Copies of the Proposed New Local Laws, and a review of anti-competitive provisions contained in the Local Laws, are available from Council's website, or by contacting Council at [ceo@cherbourg.qld.gov.au](mailto:ceo@cherbourg.qld.gov.au) or 07 4168 1866.

#### **➤ Complaint about CEO Policy :**

We are working with Preston Law and Crime and Corruption Commission to finalise the policy – Complaint about CEO.

Draft Policy is attached for Council adoption.

#### **➤ Cherbourg Aboriginal Shire Council - Maroske - Lease:**

We have been requested by Maroske to give our land back as they are struggling to pay the lease amount. Deed of Surrender to give effect to this surrender.

Clause 5 contains a provision requiring the Maroskes to pay the sum of \$24,000 rental plus the CPI Increases (ie, 2 years' back rent) within 30 days of the date of the Deed.

Chatur Zala

Chief Executive Officer



# Deed of Surrender of Lease

**Cherbourg Aboriginal Shire Council**

**(Lessor)**

**Lyndon James Maroske and Sandra Lee  
Maroske**

**(Lessees)**

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## PARTIES

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Cherbourg Aboriginal Shire Council of c/- Level 1, 15 Spence Street, Cairns Qld 4870

(Lessor)

Lyndon James Maroske and Sandra Lee Maroske of 102 Cherbourg Road, Murgon Qld 4605

(Lessees)

## RECITALS

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- A. The Lessor and the Lessees are parties to the Lease.
- B. The Lessees wish to surrender the Lease to the Lessor on and from the Surrender Date.
- C. The Lessor has agreed to accept that surrender on the terms and conditions contained in this Deed.

## OPERATIVE PROVISIONS

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### 1. REFERENCE SCHEDULE

Reference	Data
Lease	Lease between the Lessor and Lessee which was signed by the Lessor on 19 August 2019 and signed by the Lessees on 8 August 2019
Premises	Lot 17 on SP 136540 and Water Allocation 2010 on CP AP 6975
Surrender Date	The date this Deed is signed by the parties (or if the parties sign the Deed on different days, the later day)

### 2. DEFINITIONS AND INTERPRETATION

#### 2.1. Definitions

In this Deed, except to the extent that the context otherwise requires:

2.1.1. **Annexure** means the annexure to this Deed.

2.1.2. **Business Day** means any day that is not a Saturday, Sunday, gazetted public holiday or bank holiday in Cairns, Queensland and concludes at 5.00pm on that day.

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- 2.1.3. **Deed** means this deed of surrender of lease and includes the Annexure.
- 2.1.4. **GST** has the meaning given to that term in the GST Law.
- 2.1.5. **GST Law** means any Law which imposes, levies, implements, regulates, administers, interprets or otherwise concerns the GST.
- 2.1.6. **Lease** means the lease the particulars of which are set out in the Reference Schedule.
- 2.1.7. **Lessees** means Lyndon James Maroske and Sandra Lee Maroske, both of whom are parties to this Deed and are the Lessees under the Lease;
- 2.1.8. **Lessor** means Cherbourg Aboriginal Shire Council, a party to this Deed and the Lessor under the Lease. For avoidance of doubt, the parties acknowledge and agree that Cherbourg Aboriginal Shire Council is the same entity as Cherbourg Aboriginal Council, being the manner in which the name of the Lessor is styled on the title of Lot 17 on SP 136540 and on the Lease.
- 2.1.9. **Premises** means the premises described in the Reference Schedule.
- 2.1.10. **Reference Schedule** means the table in Clause 1 of this Deed.
- 2.1.11. **Requirement** means any requirement, notice, order, direction, recommendation, stipulation or similar notification received from or given by any Authority, including Australian Standards prepared by Standards Australia, whether written or otherwise and regardless of to whom it is addressed or directed.
- 2.1.12. **Surrender Date** means the date set out in the Reference Schedule.

## 2.2. Interpretation

In this Deed, except to the extent the context otherwise requires:

- 2.2.1. clause and subclause headings are for reference purposes only;
- 2.2.2. the singular includes the plural and vice versa;
- 2.2.3. words denoting any gender include all genders;
- 2.2.4. reference to a person includes any other entity recognised by law and vice versa;
- 2.2.5. where a word or phrase is defined its other grammatical forms have a corresponding meaning;
- 2.2.6. any reference to a party to this document includes its successors and permitted assigns;
- 2.2.7. any reference to any agreement or document includes that agreement or document as amended at any time;
- 2.2.8. the use of the word **includes** or **including** is not to be taken as limiting the meaning of the words preceding it;



- 2.2.9. the expression at **any time** includes reference to past, present and future time and the performance of any action from time to time;
- 2.2.10. an agreement, representation or warranty on the part of two or more persons binds them jointly and severally;
- 2.2.11. an agreement, representation or warranty on the part of two or more persons is for the benefit of them jointly and severally;
- 2.2.12. reference to a provision described, prefaced or qualified by the name, heading or caption of a clause, subclause, paragraph, schedule, item, annexure, exhibit or attachment in this document means a cross reference to that clause, subclause, paragraph, schedule, item, annexure, exhibit or attachment;
- 2.2.13. reference to a statute includes all regulations and amendments to that statute and any statute passed in substitution for that statute or incorporating any of its provisions to the extent that they are incorporated;
- 2.2.14. any reference to any monetary amount in this Deed is a reference to an Australian currency amount; and
- 2.2.15. when a thing is required to be done or money required to be paid under this document on a day which is not a Business Day, the thing must be done and the money paid on the immediately preceding Business Day.

### **3. SURRENDER**

- 3.1. On and from the Surrender Date, the Lessees surrender the Lessees' interest in the Lease and all rights under the Lease to the Lessor and the Lessor accepts the surrender from the Lessees.
- 3.2. The Lessees agree to do all things, including sign all documents, required by the Lessor to give effect to the surrender of the Lease and all rights under the Lease, within the time required by the Lessor.

### **4. UNPAID RENTAL**

- 4.1. The Lessees acknowledge and agree that the sum of \$24,000 plus GST of rental under the Lease is unpaid.
- 4.2. The Lessees agree to pay the sum of \$24,000 plus GST to the Lessor within thirty (30) days of the date of execution of this Deed.

### **5. RELEASES**

#### **5.1. Lessor's release of Lessee**

Subject to the Lessees' compliance with its obligations under the Lease and this Deed, on and from the Surrender Date the Lessor releases the Lessees from all of the Lessees' obligations under the Lease, save for any breaches of the Lease that occurred on or before the Surrender Date or any breach of any legislative requirement (including without limitation under the *Environmental Protection Act 1994* or the *Aboriginal Cultural Heritage Act 1991*).

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## **5.2. Effect of Lessor's release of Lessee**

The release described in clause 5.1 does not:

- 5.2.1. affect any rights or remedies that the Lessor may have against the Lessees under the Lease arising at any time on or before the Surrender Date; or
- 5.2.2. constitute a waiver by the Lessor of the Lessor's rights or remedies under the Lease.

## **5.3. Lessee's release of Lessor**

On and from the Surrender Date, the Lessees release the Lessor absolutely from:

- 5.3.1. all of the Lessor's obligations under the Lease; and
- 5.3.2. all actions, suits, claims and demands the Lessees may have against the Lessor arising from any actual or alleged act or omission of the Lessor or the Lessor's employees, servants and agents occurring at any time on or before the Surrender Date.

# **6. GENERAL PROVISIONS**

## **6.1. Duties**

- 6.1.1. The Lessees must promptly, within the initial applicable period prescribed by law, pay any duty payable in relation to the execution, performance and registration of this document, or any agreement or document executed or effected under this document.
- 6.1.2. The Lessees must indemnify the Lessor against any loss incurred by the Lessees in relation to any duty specified in this provision, whether through default by the Lessee under this provision or otherwise.

## **6.2. Costs**

Each party must pay its own costs in relation to the negotiation, preparation, execution and performance of this Deed and any agreement or document executed or effected under this Deed, including solicitor fees, on a full indemnity basis.

## **6.3. Assignment**

A party must not transfer any right or liability under this document without the prior consent of each other party, except where this document provides otherwise.

## **6.4. Notices**

- 6.4.1. Any notice to or by a party under this document must be in writing and signed by the sender or, if a corporate party, an authorised officer of the sender.
- 6.4.2. Any notice may be served by delivery in person or by post or email or transmission by facsimile to the address or number of the recipient specified in this provision or most recently notified by the recipient to the sender.

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- 6.4.3. Any notice is effective for the purposes of this document upon delivery to the recipient or production to the sender of a facsimile transmittal confirmation report before 4.00pm local time on a day in the place in or to which the written notice is delivered or sent or otherwise at 9.00am on the next day following delivery or receipt.

**6.5. Governing Law and Jurisdiction**

- 6.5.1. This document is governed by and construed under the law in the State of Queensland.
- 6.5.2. Any legal action in relation to this document against any party or its property may be brought in any court of competent jurisdiction in the State of Queensland.
- 6.5.3. Each party by execution of this document irrevocably, generally and unconditionally submits to the non-exclusive jurisdiction of any court specified in this provision in relation to both itself and its property.

**6.6. Amendments**

Any amendment to this document has no force or effect, unless effected by a document executed by the parties.

**6.7. Third parties**

This document confers rights only upon a person expressed to be a party, and not upon any other person.

**6.8. Pre-contractual negotiation**

This Deed contains the entire agreement between the parties in relation to its subject-matter and supersedes and excludes any prior or collateral negotiation, understanding, communication or agreement by or between the parties in relation to that subject-matter or any term of that agreement.

**6.9. Further assurance**

Each party must execute any document and perform any action necessary to give full effect to this document, whether before or after performance of this document.

**6.10. Continuing performance**

- 6.10.1. The provisions of this Deed do not merge with any action performed or document executed by any party for the purposes of performance of this Deed.
- 6.10.2. Any representation in this Deed survives the execution of any document for the purposes of, and continues after, performance of this Deed.
- 6.10.3. Any indemnity or any obligation of confidence under this Deed is independent and survives termination of this Deed. Any other term by its nature intended to survive termination of this Deed shall survive termination of this Deed.

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#### **6.11. Waivers**

Any failure by any party to exercise any right under this document does not operate as a waiver and the single or partial exercise of any right by that party does not preclude any other or further exercise of that or any other right by that party.

#### **6.12. Remedies**

The rights of a party under this document are cumulative and not exclusive of any rights provided by law.

#### **6.13. Severability**

Any provision of this document which is invalid in any jurisdiction is invalid in that jurisdiction to that extent, without invalidating or affecting the remaining provisions of this document or the validity of that provision in any other jurisdiction.

#### **6.14. Counterparts**

This Deed may be executed in any number of counterparts, which may be exchanged by facsimile or email, all of which taken together are deemed to constitute one and the same Deed.

#### **6.15. Lessee acting as trustee**

If the Lessee enters into this Deed as trustee of a trust, the Lessee and its successors as trustee of the trust will be liable under this Deed in their own right and as trustee of the trust. Nothing releases the Lessee from any liability in its personal capacity.

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**EXECUTED AS A DEED**

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EXECUTED for and on behalf of the )  
CHERBOURG ABORIGINAL SHIRE COUNCIL as )  
Lessor in the presence of: )

\_\_\_\_\_  
Signature of Witness )

\_\_\_\_\_  
Date )

\_\_\_\_\_  
Chief Executive Officer

EXECUTED by LYNDON JAMES MAROSKE as )  
Lessee in the presence of: )

\_\_\_\_\_  
Signature of Witness )

\_\_\_\_\_  
Date )

\_\_\_\_\_  
Lyndon James Maroske

EXECUTED by SANDRA LEE MAROSKE as )  
Lessee in the presence of: )

\_\_\_\_\_  
Signature of Witness )

\_\_\_\_\_  
Date )

\_\_\_\_\_  
Sandra Lee Maroske

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# ILG Chiefs Forum

8.30am Thursday, 25 February 2021  
Rydges Esplanade Hotel, Cairns

The Indigenous Local Government CEO Forum was developed to provide an opportunity for CEOs to discuss and debate issues that are specifically relevant to indigenous councils. Topics raised for this Forum include:

- council meeting agendas
- minutes
- publication of tender documents
- organisational structures in Indigenous councils
- permissible topics at closed meetings
- community safety planning

## Registration Form

Name: CHATUR ZALA

Position: CEO

Council: CHERBOURG ABORIGINAL SHIRE COUNCIL

Telephone: 07 4168 1866

Mobile: 0432 103 515

Email: ceo@cherbourg.qld.gov.au

Special Requirements: NIL

**Registration** – Registration fees cover venue hire and conference meals.

LGMA Member CEO (Individual Member) - \$120

Non-Member - \$185

### Venue

Rydges Esplanade Resort

209-217 Abbott St

Ph: 4044 9000

Room rate available – quote LGMA

### Accommodation

Accommodation and breakfast are not included in the registration.

### AN INVOICE WILL BE ISSUED ON REGISTRATION

Please return Registration to:

LGMA Queensland, Level 7, Quay Central, 95 North Quay, Brisbane Qld 4000

or email to [peta@lgmaql.org.au](mailto:peta@lgmaql.org.au)

For more information please contact LGMA Qld on 07 3174 5003 or via email: [peta@lgmaql.org.au](mailto:peta@lgmaql.org.au)

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## COMPLAINTS ABOUT THE CHIEF EXECUTIVE OFFICER POLICY

### 1. POLICY STATEMENT

To comply with the requirements of Section 48A of the *Crime and Corruption Act 2001*.

### 2. POLICY OBJECTIVES

The objective of this policy is to set out how Council will deal with a complaint that involves or may involve corrupt conduct of the Chief Executive Officer.

### 3. DEFINITIONS

To assist with interpreting the policy the following definitions are relevant:-

**CCC** means Crime and Corruption Commission.

**CC Act** means *Crime and Corruption Act 2001*.

**CEO** means the Chief Executive Officer of the Cherbourg Aboriginal Shire Council.

**Complaint** includes information or matter – refer to the definition in Section 48A(4) of the CC Act.

**Corrupt Conduct** see Section 15 of the CC Act.

**Corruption** see Schedule 2 (Dictionary) of the CC Act.

**Council** means Cherbourg Aboriginal Shire Council.

**deal with** see Schedule 2 (Dictionary) of the CC Act.

#### **Nominated Person s**

see Item 5 of this policy.

This policy should also be interpreted consistently with the CCC's publication "Corruption in Focus", available here: <https://www.ccc.qld.gov.au/publications/corruption-focus>; see chapter 2, page 2.6.

#### 4. SCOPE

This policy applies if there are grounds to suspect that a Complaint may involve corrupt conduct of the CEO of Council.

#### 5. NOMINATED PERSON

Having regard to Section 48A(2) and (3) of the CC Act, this policy nominates the Mayor as the Nominated Person to notify the CCC of a Complaint and to deal with the Complaint under the CC Act.

The Mayor as at the date of this policy is Cr Elvie Sandow. Complaints may be directed to the Mayor as follows:

- by email, [mayor@cherbourg.qld.gov.au](mailto:mayor@cherbourg.qld.gov.au);
- by telephone, 07 4168 1866;
- by post or hand delivery, addressed to the Mayor, 22 Barambah Avenue, Cherbourg Qld 4605.

The CC Act applies if a reference about notifying or dealing with the Complaint to CEO is a reference to the Nominated Person.

#### 6. COMPLAINTS ABOUT THE CEO

If the Complaint involves an allegation of Corrupt Conduct of the CEO of Council the Complaint must be reported to:

- (i) the Nominated Person; or
- (ii) a person to whom there is an obligation to report under the CC Act.

If the Nominated Person reasonably suspects the complaint may involve corrupt conduct of the CEO, they are to:

- (a) notify the CCC of the complaint; and
- (b) deal with the complaint, subject to the CCC's monitoring role.

If the CEO reasonably suspects that the complaint may involve corrupt conduct on their part, the CEO must:

- (i) report the complaint to the Nominated Person as soon as practicable and may also notify the CCC; and

- (ii) take no further action to deal with the complaint unless requested to do so by the Nominated Person in consultation with Council.

If directions issued under Section 40 apply to the complaint:

- (i) the Nominated Person is to deal with the complaint, and
- (ii) the CEO is to take no further action to deal with the complaint unless requested to do so by the Nominated Person in consultation with Council.

## **7. RECORD KEEPING REQUIREMENTS**

Should the Nominated Person decide that a Complaint, or information or matter, about alleged Corrupt Conduct of the CEO is not required to be notified to the CCC under Section 38 of the CC Act, the Nominated Person must make a record of the decision that complies with Section 40A of the CC Act.

## **8. RESOURCING THE NOMINATED PERSON**

If the Nominated Person is required to deal with a Complaint:

- (i) Council will ensure that sufficient resources are available to the Nominated Person to enable them to deal with the complaint appropriately, and
- (ii) The Nominated Person is to ensure that consultations, if any, for the purpose of securing resources sufficient to deal with the complaint appropriately are confidential and are not disclosed, other than to the CCC, without authorisation under a law of the Commonwealth or the State.
- (iii) The Nominated Person must, at all times, use their best endeavours to act independently, impartially and fairly having regard to the:
  - purposes of the CC Act;
  - the importance of promoting public confidence in the way suspected corrupt conduct in Council is dealt with; and
  - Council's statutory, policy and procedural framework.

The Nominated Person:

- is delegated the same authority, functions and powers as the CEO to direct and control staff of Council as if the Nominated Person is the CEO of Council for the purpose of dealing with the complaint only;
- is delegated the same authority, functions and powers as the CEO to enter into contracts on behalf of Council for the purpose of dealing with the complaint;

- do not have any authority, function or power that cannot — under the law of the Commonwealth or the State — be delegated by either Council or the CEO, to the Nominated Person.

## **9. LIAISING WITH THE CCC**

The CEO is to keep the CCC and the Nominated Person informed of any proposed changes to this policy.

## **10. CONSULTATION WITH THE CCC**

The CEO will consult with the CCC when preparing any policy about how Council will deal with a complaint that involves or may involve corrupt conduct of the CEO.

## **11. STATUTORY REFERENCES**

Unless otherwise stated, all statutory references are to the *Crime and Corruption Act 2001*.

## **12. APPROVAL**

This Policy has been approved by Council at its ordinary meeting on [Insert].

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Chief Executive Officer



# Corporate Services Report

## July 2021



## **CORPORATE SERVICES**

I submit this report as a general indicator of the month's duties as the Corporate Services Manager of the Cherbourg Aboriginal Shire Council. Thank you.

### ***Meetings***

*CEO's CASC Senior Management meeting, 27<sup>th</sup> July 2021*

*CASC Planning meeting DATSIP re; future sites for community, 28<sup>th</sup> July 2021*

### ***Finance***

*CASC Accountant has submitted his report to Council.*

*Renesco has assisted with the development of the CASC Strategic Risk Register. We have scheduled a workshop for all senior managers to become familiar with the register. SRRs purpose within our organisation is a vital part of financial and operational decision making, by Council, Administration and also the public. It's also required by law. Copies for Council consideration are attached with my report.*

*CASC finance has also updated and invoiced outstanding leases. There have been positive responses to remedy by lease holders. We have regained leased land along the proposed footpath as a part of this process.*

### ***Housing***

*Housing Manager has submitted her report to Council.*

### ***Human Resources***

*HR Advisor has submitted his report to Council.*

*HR currently away on annual leave, will return to work 23/08/2021*

### ***Reception***

*Receptionists, Finance officer and accountant had some training in Surepact. They visited CASC on the 19-20<sup>th</sup> July. Reception staff will be getting familiar in coming months with uploading data into the system to assist CASC with project and funding requirements*

This concludes my report to Council and thank you for your time.

Sam Murray | Corporate Services Manager, Cherbourg Aboriginal Shire Council



## HR Report #8 –Aug / Sep 2021



## Human Resources

### Executive Summary

1. Two staff behaviour incidents being investigated
2. Recruitment – Container Exchange positions filled

### Industrial Relation Issues

1. New policy for adoption for complaints against the CEO – attached
2. Information newsletters are now attached to each fortnightly pay slip

### Staff Training

1. Staff member commencing Cert IV in Social Housing
2. 2 x staff commencing in Water Operations
3. Staff member re-enrolling to complete Cert III in fitness
4. Work in process – Bus Driving lessons for staff
5. Congrats to Staff member getting learners permit

### Other Matters

1. Staff Notices issued by the CEO
2. Ekka holiday 09 August 2021

### Staff STARS (those who have gone above and beyond)

1. Cameron Bond

Mark Celledoni | Human Resources Advisor





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**Corruption** see Schedule 2 (Dictionary) of the CC Act.

**Council** means Cherbourg Aboriginal Shire Council.

**deal with** see Schedule 2 (Dictionary) of the CC Act.

**Nominated Person** see Item 5 of this policy.

This policy should also be interpreted consistently with the CCC's publication "Corruption in Focus", available here: <https://www.ccc.qld.gov.au/publications/corruption-focus>; see chapter 2, page 2.6.

### 4. SCOPE

This policy applies if there are grounds to suspect that a Complaint may involve corrupt conduct of the CEO of Council.

## **5. NOMINATED PERSON**

Having regard to Section 48A(2) and (3) of the CC Act, this policy nominates the Mayor as the Nominated Person to notify the CCC of a Complaint and to deal with the Complaint under the CC Act.

The Mayor as at the date of this policy is Cr Elvie Sandow. Complaints may be directed to the Mayor as follows:

- by email, [mayor@cherbourg.qld.gov.au](mailto:mayor@cherbourg.qld.gov.au);
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- (i) the Nominated Person; or
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If the Nominated Person reasonably suspects the complaint may involve corrupt conduct of the CEO, they are to:

- (a) notify the CCC of the complaint; and
- (b) deal with the complaint, subject to the CCC's monitoring role.

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- (ii) The Nominated Person is to ensure that consultations, if any, for the purpose of securing resources sufficient to deal with the complaint appropriately are confidential and are not disclosed, other than to the CCC, without authorisation under a law of the Commonwealth or the State.
- (iii) The Nominated Person must, at all times, use their best endeavours to act independently, impartially and fairly having regard to the:
  - purposes of the CC Act;
  - the importance of promoting public confidence in the way suspected corrupt conduct in Council is dealt with; and
  - Council's statutory, policy and procedural framework.

The Nominated Person:

- is delegated the same authority, functions and powers as the CEO to direct and control staff of Council as if the Nominated Person is the CEO of Council for the purpose of dealing with the complaint only;
- is delegated the same authority, functions and powers as the CEO to enter into contracts on behalf of Council for the purpose of dealing with the complaint;
- do not have any authority, function or power that cannot — under the law of the Commonwealth or the State — be delegated by either Council or the CEO, to the Nominated Person.

## **9. LIAISING WITH THE CCC**

The CEO is to keep the CCC and the Nominated Person informed of any proposed changes to this policy.

#### **10. CONSULTATION WITH THE CCC**

The CEO will consult with the CCC when preparing any policy about how Council will deal with a complaint that involves or may involve corrupt conduct of the CEO.

#### **11. STATUTORY REFERENCES**

Unless otherwise stated, all statutory references are to the *Crime and Corruption Act 2001*.

#### **12. APPROVAL**

This Policy has been approved by Council at its ordinary meeting on [Insert].

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Chief Executive Officer





# CHERBOURG ABORIGINAL SHIRE COUNCIL

22 BARAMBAH AVENUE  
CHERBOURG QLD 4605

Phone: (07) 4168 1866  
Fax: (07) 4168 2727

## Message from the CEO – RNA Show Holiday (Ekka) for 2021

To All Staff

Cherbourg Aboriginal Shire Council has decided the RNA Show Holiday (Ekka) for 2021 will remain on Monday 9 August 2021.

NO Leave forms are required to be filled in for the day.

Managers please meet with your staff to plan for any essential services

The Cherbourg and Kingaroy Containers for Change sites will be closed

If you have any questions please see your manager

If travelling over the long weekend please be COVID aware and safe

Regards

Chatur Zala  
Chief Executive Officer

*"Many Tribes One Community"*

9.

**Cherbourg Aboriginal Shire Council**  
**Operating Actual Vs Budget**  
**FY 2021-2022**

**July**

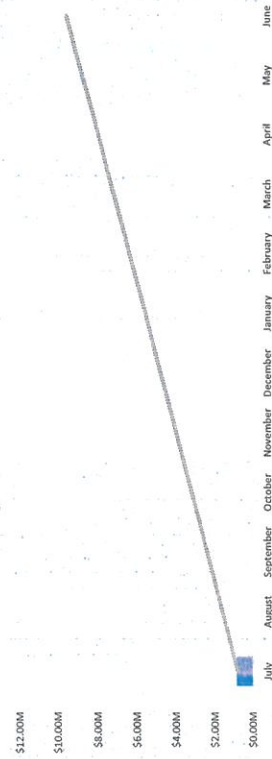
**YTD Operating Income**  
 Actual \$0.87M  
 Variance \$0.07M  
 ▲ 9.1%

**YTD Operating Expenditure**  
 Actual \$0.78M  
 Variance \$0.21M  
 ▼ 27.2%

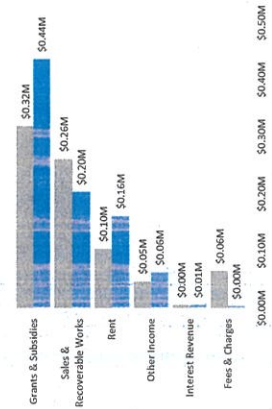


**Legend:**  
 ■ Budget ■ Actual  
 ■ Positive Variance ■ Negative Variance

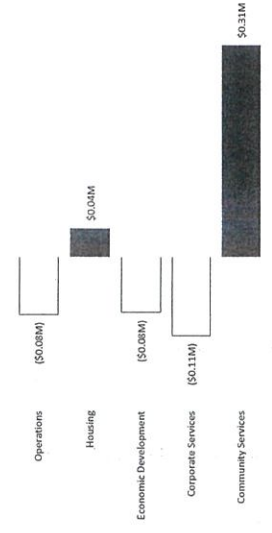
**Total Income - Actual vs Budget**



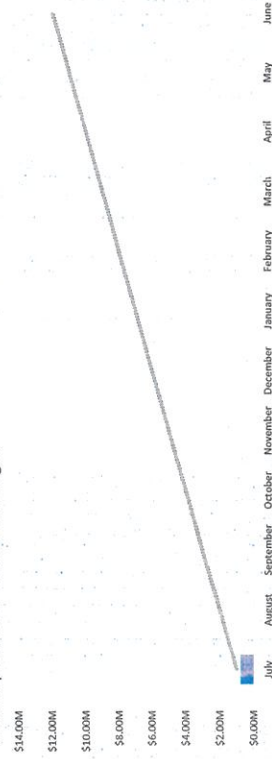
**Income YTD**



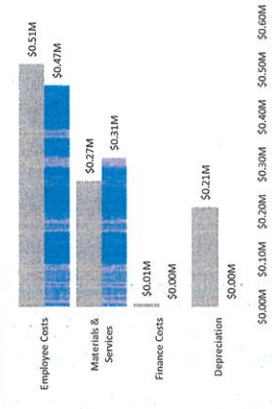
**YTD Income Variance By Directorate**



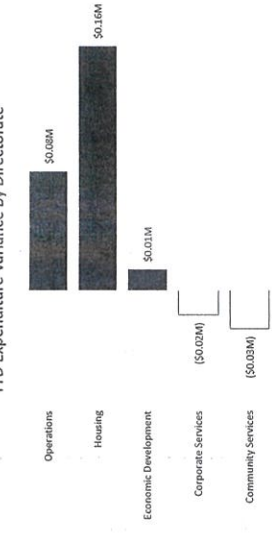
**Total Expenditure - Actual vs Budget**



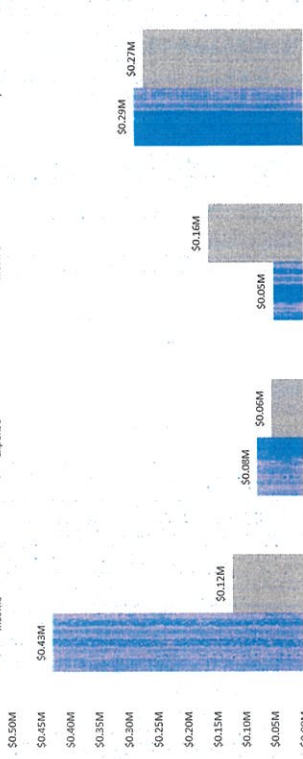
**Expenditure YTD**



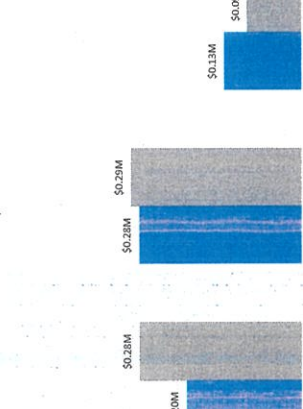
**YTD Expenditure Variance By Directorate**



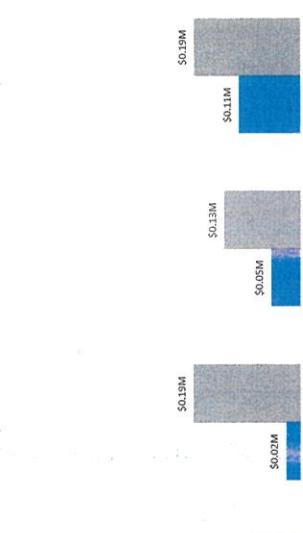
**Community Services**



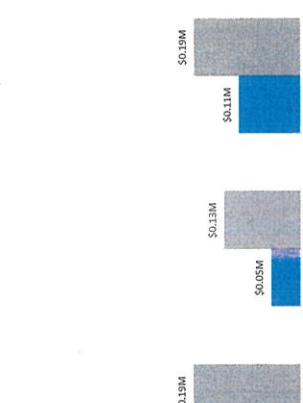
**Economic Development**



**Housing**



**Operations**





# Whole Of Council

	July			Year to Date			Traffic Light	Full Year Budget
	Actual	Budget	% Variance	Actual	Budget	% Variance		
Grants & Subsidies	\$ 435,012	\$ 317,303	37.10%	\$ 435,012	\$ 317,303	37.10%		\$ 3,807,639
Fees & Charges	\$ 2,336	\$ 63,944	-96.35%	\$ 2,336	\$ 63,944	-96.35%		\$ 767,335
Sales & Recoverable Works	\$ 202,612	\$ 259,904	-22.04%	\$ 202,612	\$ 259,904	-22.04%		\$ 3,118,838
Interest Revenue	\$ 5,043	\$ 4,925	2.39%	\$ 5,043	\$ 4,925	2.39%		\$ 59,100
Rent	\$ 160,245	\$ 102,744	55.97%	\$ 160,245	\$ 102,744	55.97%		\$ 1,232,915
Other Income	\$ 61,331	\$ 45,768	34.00%	\$ 61,331	\$ 45,768	34.00%		\$ 549,200
<b>Total Income</b>	<b>\$ 866,579</b>	<b>\$ 794,588</b>	<b>9.06%</b>	<b>\$ 866,579</b>	<b>\$ 794,588</b>	<b>9.06%</b>		<b>\$ 9,535,027</b>
Employee Costs	\$ 466,350	\$ 511,687	-8.86%	\$ 466,350	\$ 511,687	-8.86%		\$ 6,140,266
Materials & Services	\$ 313,828	\$ 265,262	18.31%	\$ 313,828	\$ 265,262	18.31%		\$ 3,133,100
Depreciation	\$ -	\$ 209,281	-100.00%	\$ -	\$ 209,281	-100.00%		\$ 2,511,355
Finance Costs	\$ 504	\$ 6,586	-92.35%	\$ 504	\$ 6,586	-92.35%		\$ 79,047
<b>Total Expenditure</b>	<b>\$ 780,682</b>	<b>\$ 992,816</b>	<b>-21.37%</b>	<b>\$ 780,682</b>	<b>\$ 992,816</b>	<b>-21.37%</b>		<b>\$ 11,913,768</b>
<b>Net Surplus/(Deficit)</b>	<b>\$ 85,897</b>	<b>\$ (198,228)</b>	<b>-143.33%</b>	<b>\$ 85,897</b>	<b>\$ (198,228)</b>	<b>-143.33%</b>		<b>\$ (2,378,741)</b>
Profit/Loss on Sale of Assets	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%		\$ -
Capital Grants & Subsidies	\$ 462,000	\$ -	100.00%	\$ 462,000	\$ -	100.00%		\$ -
Capital Sales Revenue	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%		\$ -
Contributions & Donations	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%		\$ -
Capital Expenses	\$ 896,748	\$ 25,155	3464.89%	\$ 896,748	\$ 25,155	3464.89%		\$ 301,860

Community Services

	July				Year to Date				Traffic Light	Full Year Budget
	Actual	Budget	\$ Variance	% Variance	Actual	Budget	\$ Variance	% Variance		
Grants & Subsidies	\$ 391,000	\$ 45,606	\$ 345,394	757.34%	\$ 391,000	\$ 45,606	\$ 345,394	757.34%	🟡	\$ 547,280
Fees & Charges	\$ 2,336	\$ 63,944	\$ (61,608)	-96.35%	\$ 2,336	\$ 63,944	\$ (61,608)	-96.35%	🔴	\$ 767,335
Sales & Recoverable Works	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%	🟢	\$ -
Interest Revenue	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%	🟢	\$ -
Rent	\$ 25,364	\$ 9,167	\$ 16,197	176.68%	\$ 25,364	\$ 9,167	\$ 16,197	176.68%	🟡	\$ 110,000
Other Income	\$ 10,719	\$ 5,667	\$ 5,052	89.15%	\$ 10,719	\$ 5,667	\$ 5,052	89.15%	🟢	\$ 68,000
<b>Total Income</b>	<b>\$ 429,419</b>	<b>\$ 124,384</b>	<b>\$ 305,035</b>	<b>245.24%</b>	<b>\$ 429,419</b>	<b>\$ 124,384</b>	<b>\$ 305,035</b>	<b>245.24%</b>		<b>\$ 1,492,615</b>
Employee Costs	\$ 42,120	\$ 40,902	\$ 1,218	2.98%	\$ 42,120	\$ 40,902	\$ 1,218	2.98%	🟢	\$ 490,826
Materials & Services	\$ 38,279	\$ 14,225	\$ 24,054	169.10%	\$ 38,279	\$ 14,225	\$ 24,054	169.10%	🔴	\$ 170,680
Depreciation	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%	🟢	\$ -
Finance Costs	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%	🟢	\$ -
<b>Total Expenditure</b>	<b>\$ 80,399</b>	<b>\$ 55,127</b>	<b>\$ 25,272</b>	<b>45.84%</b>	<b>\$ 80,399</b>	<b>\$ 55,127</b>	<b>\$ 25,272</b>	<b>45.84%</b>		<b>\$ 661,506</b>
<b>Net Surplus/(Deficit)</b>	<b>\$ 349,020</b>	<b>\$ 69,257</b>	<b>\$ 279,763</b>	<b>403.95%</b>	<b>\$ 349,020</b>	<b>\$ 69,257</b>	<b>\$ 279,763</b>	<b>403.95%</b>		<b>\$ 831,109</b>
Profit/Loss on Sale of Assets	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%	🟢	\$ -
Capital Grants & Subsidies	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%	🟢	\$ -
Contributions & Donations	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%	🟢	\$ -
Capital Expenses	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%	🟢	\$ -



## Corporate Services

	July			Year to Date			Traffic Light	Full Year Budget
	Actual	Budget	% Variance	Actual	Budget	% Variance		
Grants & Subsidies	\$ -	\$ 155,583	-100.00%	\$ -	\$ 155,583	\$(155,583)	✗	\$ 1,867,000
Fees & Charges	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	✓	\$ -
Sales & Recoverable Works	\$ -	\$ 167	-100.00%	\$ -	\$ 167	\$(167)	✗	\$ 2,000
Interest Revenue	\$ 5,043	\$ 4,925	2.39%	\$ 5,043	\$ 4,925	\$ 118	✓	\$ 59,100
Rent	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	✓	\$ -
Other Income	\$ 46,806	\$ 3,934	1089.78%	\$ 46,806	\$ 3,934	\$ 42,872	✓	\$ 47,200
<b>Total Income</b>	<b>\$ 51,849</b>	<b>\$ 164,609</b>	<b>-68.50%</b>	<b>\$ 51,849</b>	<b>\$ 164,609</b>	<b>\$(112,760)</b>	✗	<b>\$ 1,975,300</b>
Employee Costs	\$ 209,281	\$ 215,914	-3.07%	\$ 209,281	\$ 215,914	\$(6,633)	✓	\$ 2,590,966
Materials & Services	\$ 79,754	\$ 32,642	144.33%	\$ 79,754	\$ 32,642	\$ 47,112	✗	\$ 391,700
Depreciation	\$ -	\$ 18,429	-100.00%	\$ -	\$ 18,429	\$(18,429)	✗	\$ 221,138
Finance Costs	\$ 504	\$ 6,586	-92.35%	\$ 504	\$ 6,586	\$(6,082)	✓	\$ 79,047
<b>Total Expenditure</b>	<b>\$ 289,539</b>	<b>\$ 273,571</b>	<b>5.84%</b>	<b>\$ 289,539</b>	<b>\$ 273,571</b>	<b>\$ 15,968</b>	✓	<b>\$ 3,282,851</b>
<b>Net Surplus/(Deficit)</b>	<b>\$ (237,690)</b>	<b>\$ (108,962)</b>	<b>118.14%</b>	<b>\$ (237,690)</b>	<b>\$ (108,962)</b>	<b>\$ (128,728)</b>		<b>\$ (1,307,551)</b>
Profit/Loss on Sale of Assets	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	✓	\$ -
Capital Grants & Subsidies	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	✓	\$ -
Contributions & Donations	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	✓	\$ -
Capital Expenses	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	✓	\$ -

Economic Development

	July				Year to Date				Traffic Light	Full Year Budget
	Actual	Budget	\$ Variance	% Variance	Actual	Budget	\$ Variance	% Variance		
Grants & Subsidies	\$ -	\$ 19,084	\$ (19,084)	-100.00%	\$ -	\$ 19,084	\$ (19,084)	-100.00%	✗	\$ 229,000
Fees & Charges	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%	✓	\$ -
Sales & Recoverable Works	\$ 199,776	\$ 259,737	\$ (59,961)	-23.09%	\$ 199,776	\$ 259,737	\$ (59,961)	-23.09%	✗	\$ 3,116,838
Interest Revenue	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%	✓	\$ -
Rent	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%	✓	\$ -
Other Income	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%	✓	\$ -
<b>Total Income</b>	<b>\$ 199,776</b>	<b>\$ 278,821</b>	<b>\$ (79,045)</b>	<b>-28.35%</b>	<b>\$ 199,776</b>	<b>\$ 278,821</b>	<b>\$ (79,045)</b>	<b>-28.35%</b>		<b>\$ 3,345,838</b>
Employee Costs	\$ 132,183	\$ 171,350	\$ (39,167)	-22.86%	\$ 132,183	\$ 171,350	\$ (39,167)	-22.86%	⚠	\$ 2,056,214
Materials & Services	\$ 146,940	\$ 121,562	\$ 25,378	20.88%	\$ 146,940	\$ 121,562	\$ 25,378	20.88%	✗	\$ 1,458,720
Depreciation	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%	✓	\$ -
Finance Costs	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%	✓	\$ -
<b>Total Expenditure</b>	<b>\$ 279,123</b>	<b>\$ 292,912</b>	<b>\$ (13,789)</b>	<b>-4.71%</b>	<b>\$ 279,123</b>	<b>\$ 292,912</b>	<b>\$ (13,789)</b>	<b>-4.71%</b>		<b>\$ 3,514,934</b>
<b>Net Surplus/(Deficit)</b>	<b>\$ (79,348)</b>	<b>\$ (14,091)</b>	<b>\$ (65,257)</b>	<b>463.11%</b>	<b>\$ (79,348)</b>	<b>\$ (14,091)</b>	<b>\$ (65,257)</b>	<b>463.11%</b>		<b>\$ (169,096)</b>
Profit/Loss on Sale of Assets	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%	✓	\$ -
Capital Grants & Subsidies	\$ 462,000	\$ -	\$ 462,000	100.00%	\$ 462,000	\$ -	\$ 462,000	100.00%	⚠	\$ -
Contributions & Donations	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%	✓	\$ -
Capital Expenses	\$ 435,729	\$ 12,417	\$ 423,312	3409.13%	\$ 435,729	\$ 12,417	\$ 423,312	3409.13%	✗	\$ 149,000
Capital Sales Revenue	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%	✓	\$ -



# Housing

	July				Year to Date				Traffic Light	Full Year Budget
	Actual	Budget	\$ Variance	% Variance	Actual	Budget	\$ Variance	% Variance		
Grants & Subsidies	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%	✓	\$ -
Fees & Charges	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%	✓	\$ -
Sales & Recoverable Works	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%	✓	\$ -
Interest Revenue	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%	✓	\$ -
Rent	\$ 134,881	\$ 93,577	\$ 41,304	44.14%	\$ 134,881	\$ 93,577	\$ 41,304	44.14%	✓	\$ 1,122,915
Other Income	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%	✓	\$ -
<b>Total Income</b>	<b>\$ 134,881</b>	<b>\$ 93,577</b>	<b>\$ 41,304</b>	<b>44.14%</b>	<b>\$ 134,881</b>	<b>\$ 93,577</b>	<b>\$ 41,304</b>	<b>44.14%</b>		<b>\$ 1,122,915</b>
Employee Costs	\$ 10,578	\$ 15,728	\$ (5,151)	-32.75%	\$ 10,578	\$ 15,728	\$ (5,151)	-32.75%	✓	\$ 188,742
Materials & Services	\$ 14,376	\$ 29,249	\$ (14,873)	-50.85%	\$ 14,376	\$ 29,249	\$ (14,873)	-50.85%	✓	\$ 351,000
Depreciation	\$ -	\$ 141,130	\$ (141,130)	-100.00%	\$ -	\$ 141,130	\$ (141,130)	-100.00%	✓	\$ 1,693,560
Finance Costs	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%	✓	\$ -
<b>Total Expenditure</b>	<b>\$ 24,953</b>	<b>\$ 186,107</b>	<b>\$ (161,154)</b>	<b>-86.59%</b>	<b>\$ 24,953</b>	<b>\$ 186,107</b>	<b>\$ (161,154)</b>	<b>-86.59%</b>		<b>\$ 2,233,302</b>
<b>Net Surplus/(Deficit)</b>	<b>\$ 109,928</b>	<b>\$ (92,530)</b>	<b>\$ 202,458</b>	<b>-218.80%</b>	<b>\$ 109,928</b>	<b>\$ (92,530)</b>	<b>\$ 202,458</b>	<b>-218.80%</b>		<b>\$ (1,110,387)</b>
Profit/Loss on Sale of Assets	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%	✓	\$ -
Capital Grants & Subsidies	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%	✓	\$ -
Contributions & Donations	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%	✓	\$ -
Capital Expenses	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%	✓	\$ -





# Operations Department Report

## July 2021



By Darren Lonergan, Operations Manager

10<sup>th</sup> August 2021

[ops@cherbourg.qld.gov.au](mailto:ops@cherbourg.qld.gov.au)

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Works, Roads Parks and Gardens .....	6
Workshop .....	6
Environmental Health & Animal Control.....	8

## Executive Summary

### Works, Roads, Parks and Gardens and Animal Control

No sub-report was received from the Environmental Health Worker (Trainee) and Water & Environmental Manager.

### Workshop

#### Current Business

- 15 jobs were completed which included services and repair work
- Local buy tender applications were submitted for the Skid Steer for the dump and the front end loader for the MRF
- Minor repairs have been completed on Operations Dept vehicles
- Both workshop vehicle hoists received 12 month inspection servicing
- 3 vehicles had windscreens badly chipped from rocks will receive new screens next month

### Water, Sewerage and Environmental Health

3 Water Incidents were finalised and closed with the Regulator. 1 Incident still Open.

Illegal dumping surveillance / inspections / investigations / education and cleanups are ongoing.

Water quality results are fine although a little low on residual Cl in the field.

CASC have appointed Local Artist, Uncle Robert 'Rocko' Langton and Daughter, Robyn to paint a Mural at our WTP on the road facing side of the filtration structure

### General

CASC is continuing to provide and promote training as required to staff in order that works are performed more professionally and safely.

Monthly toolbox talks produced by the consultant WHSO continue to be delivered and recorded on time.

WTP Project 2: Site works have started on the following scope items:

- Replacement of two reservoir clear water tanks (tank 1)
  - Formwork to the RC roof is removed.
- Upgrade of two supernatant ponds (pond 2)
  - Additional seepage drainage works installed due to water seepage into the reservoir



- The excavation has dried with formwork and reinforcement placed ready for the installation of concrete

The 2021 approved DWQMP needs to have Standard Operating Procedures (SOPs) included within it and resubmitted to the Regulator by 12th February, 2022. This work is underway.

## General

### Training Update

EHW, Jackson Cobbo has completed his Certificate II in Water Industry Operations training course, but still awaits his certificate. Issues of COVID19 have meant that these are delayed.

ACW trainee, Daniel Weazel is continuing with his Cert. 4 training and being assisted by Amanda Hutchins and Peter Bollard from the Qld Health Department.

Matthew Bock continues supervising two new apprentice mechanics, Lowana Leedie and Craig Renouf. Craig has starting his course block training at the TAFE during July.

Brendon Roots (PC) continues to assist the water operators to operate the WTP and training them on the use of new and refurbished plant.

### WHS & Monthly Toolbox Talks

Monthly toolbox talks produced by the consultant WHSO continue to be delivered and recorded. These are held together amongst the operations, building and joinery and farm workers, unless they hold their own meetings. The Works Department usually remains up to date with these important safety communication requirements. July's talk was on 'Working in cold weather'

### WTP Projects

**Project 1 Title:** Water Treatment Plant, Rising Main and Sewerage Pump Stations Upgrade.

This project is Practically Completed as of 1 April with the Defects Liability Period (DLP) started. The DLP will continue for 1 year when Final Completion is due. CASC holds 5% of the contract sum as security until final completion.

The PC, WTF is assisting W&S staff to run the plant and train CASC operators in all aspects of this following the refurbishment works under stage 1.

**Project 2 Title:** Replace Two Reservoirs and Associated Works.

#### Contract Delivery Type

Design and construct

#### Work Scope Summary

This project includes the:

- o upgrade of the intake pipework into the creek wet well pump station



- Replacement of the remaining section of rising main not yet replaced. Located on the upper part of the rising main connecting the WTP
- Provision of a generator set to the rising main control building
- Replacement of two reservoir clear water tanks
- Upgrade of two supernatant ponds
- Demolishment works of the old dosing pump and switchboard building (Costs only)

Possible variations (wish list) to the contract may be invoked dependent on funds left over as follows.

- Replacement of the filter media backwash supply pump and making the tanks redundant by installing two new pumps to supply backwash water directly from the CWT.
- Replacing parts of the damaged boundary security fence
- Providing a clear and accessible fire break around the site
- Provision of a reinforced concrete driveway at the top end of the WTP
- Provision of an Alum loading pump to easily and safely refill the storage tank
- Provision of a small pump well and associated plumbing at the discharge of both ponds in order to recycle settled backwash water into the WTP

#### Project Manager, Principal Contractor & Principal's Representative

Project Management (PM) (Superintendent): Gripfast Consulting

Principal Contractor (PC): Water Treatment & Filtration Solutions Pty Ltd (WTF) Brendon Roots

Principal's Representative (PR): CASC Operations Manager (Civil Eng.) Darren Lonergan

Contract awarded (signed): 14 April 2021

#### Project Program / Cost

Expected completion date: 21<sup>st</sup> January, 2022 on original works.

#### **Project Management (Gripfast Consulting) and other consultants Claim Summary (GST free)**

Claim #	Month	Total Paid (\$)	Total Paid Cumulative (\$)
1	January	5,177.28	5,177.28
2	February	3,977.28	9154.56
3	March	13,630.00	22784.56
4	April	4,277.28	27061.84
5	May	1,050.00	28111.84
6	June	2,714.48	30826.32
7	July	??????????	??????????

#### **Principal Contractor (WTF) Claim Summary (GST free)**

Contract Sum Inc. approved variations	Claim #	Total Paid as Approved including Security Retention	Approved Variations	Retention Held	Remaining
\$3 439 930.00	1	\$577 966	\$0	\$57 797	\$2.622m
	2	\$652,724.10	\$0	\$72,524.90	\$2,011,976.00

\$14,661.00	3	\$433,874.45	\$14,661.00	\$40,350.55	\$1,578,101.55
	4				

Gripfast Consultants project management and associated costs \$375k

Demolishment works of the old dosing pump and switchboard building (Costs only) \$275k

Total costs as planned \$3.85m

Project Progress / Issues (refer Appendix A for photos)

Site works have started on the following scope items:

- Replacement of two reservoir clear water tanks (tank 1)
  - Formwork to the RC roof is removed.
- Upgrade of two supernatant ponds (pond 2)
  - Additional seepage drainage works installed due to water seepage into the reservoir
  - The excavation has dried with formwork and reinforcement placed ready for the installation of concrete

Project Works Completed

- Installation of a new generator set hard stand and security fencing at the intake PSTN control building.
- Replacement of the remaining section of rising main not already replaced.
- Demolishment works of the old dosing pump and switchboard building (Costs only)
- The RC relining of Pond 1

Work Scope Variations (Omissions / Extras)

Money saved on credit items will be used to fund some variations in the wish list.

Item	Cost / Approval	Work Scope
1	Credit Approved	Divers have investigated the ~DN200 creek intake pipework and found that it is in place and in good condition. The filter at the end of the pipe is still intact and is off the bottom held down by a cable to the bottom of the creek. As a result no works will be done on the intake. The existing pontoon is redundant and therefore removed
2	Expend Approved	Investigate, design and construct a small sewerage transpiration trench. This is required at the WTP to adequately process the effluent from the sinks and toilet at the WTP office building. Previously, this effluent drained into the ponds.
3	Expend Not approved yet	Investigate, design and construct a new small pump well and associated plumbing at the discharge of both ponds in order to recycle settled backwash water into the WTP. This will allow improved WTP electrical and water use efficiencies over that under current operations.
4	Expend Approved	Explore for the source of the pond 2 leakage ingress and repair as required
5	Approved	Qleave - Additional cost of Qleave as amount of contact sum was Changed



6	Approved	Works Insurance as this was requested post tender
7	Approved	Excavation to explore where pond 2 seepage is coming from and installation of seepage drainage from around and under pond 2 to mitigate the negative affects of the seepage on the foundation material load bearing capacity.

#### Non-Contract Works Associated with the Upgrade

These works were completed by the PC include the following:

Work	Value (GST free)
Repair of the raw water leak at the rising main PSTN discharge pipe flange	\$1000 (estimated)
Replacement of the WTP backwash tank discharge valve to fix the leakage	\$1000 (estimated)
Repair of the treated water leak and replacement of a very small section of asbestos pipe on the delivery main pipe	\$1000 (estimated)

These works were completed by others which is not part of the contract works but relate to the works include the following:

Work
The painting of a mural by local artists on the road facing wall of the sand media filter structure (refer other parts of this report)

#### Drinking Water Quality Management Plan (DWQMP)

The 2021 approved DWQMP needs to have Standard Operating Procedures (SOPs) included within it and resubmitted to the Regulator by 12<sup>th</sup> February, 2022. Viridis Consulting will assist CASC in this task of producing these documents. QH are also assisting with this goal.

#### SWIMSlocal WQ Software

qldWater are progressing well with providing more software for CASC to report entered water quality data in a customized graphical dashboard format. The software is web based and will allow users to easily view custom made dashboards of both tabled and charted data. Dr David Scheltinga of qldWater is managing this project.

By Darren Lonergan (Operations Manager & Civil Engineer)

### **Works, Roads, Parks and Gardens & Animal Control**

No sub-report was received from the Environmental Health Worker (Trainee) and Water & Environmental Manager.

By Lindsay Bligh (Manager: Parks, Gardens, Roads, Drainage & Animal Control)

## Workshop

### Current Business

- 15 jobs were completed which included services and repair work
- Local buy tender applications were submitted for the Skid Steer for the dump and the front end loader for the MRF
- Minor repairs have been completed on Operations Dept vehicles
- Both workshop vehicle hoists received 12 month inspection servicing
- 3 vehicles had windscreens badly chipped from rocks will receive new screens next month

### Issues

Nil

### Damage Report

Nil

### Workplace Health & Safety Incidents

Nil

### Training Updates

Craig, Lowana and Matt completed the first theory and practical parts of the excavator training course.

Craig completed his first 2 week TAFE block training as an apprentice mechanic and is progressing well.

Craig and Lowana are progressing extremely well with their training both on the job and at TAFE.

Matt completed the following:

- construction white card course
- Surepact training course

### Next Month's Business Plans

- Continuation of normal workshop work
- Tenders will be evaluated and purchases made

### Other Information

Both Craig and Lowana have worked together, despite Matt. being absent from work, continuing with workshop jobs and maintaining fleet operations.

By Matthew Bock (Manager: Workshop & Fleet Services)



## Water, Sewerage & Environmental Health

### Current Business

- Weekly water sampling.
- Daily Chlorine and Turbidity testing/monitoring to lift boil water alert.
- Fortnightly Mosquito Surveillance.
- Daily Checks for illegal dumping of waste.
- Weekly flush out of all main water valves.
- Daily checks on injured pets.
- Moving Livestock out of the Community.
- Upgrade currently being undertaken by contractors at WTP.

### Incidents / Issues

- 3 Water Incidents were finalised and closed with the Regulator on 17.07.2021.
  - DWI-146-19-07950 – Turbidity/Chlorine – July 2019
  - DWI-146-19-08233 – Chlorine – December 2019
  - DWI-146-20-08717 – Turbidity – November 2020
- 1 Incident Open (DWI-7-146-00016 – THMs – August 2016)
  - Standard Water Analysis (SWA) required
  - 3 months with 1 SWA per month of compliant results required to finalise and close incident
  - SWA started 29.07.2021 and passed the first month. Refer appendix B.
  - No toxic Blue-Green Algae was detected in samples taken of the raw water.

### Workplace Health & Safety Incidents

Nil

### Training Updates

- AMW, Daniel Weazel is continuing with the Cert. 4 course in animal management.
- Elizabeth and Clifton will be starting Certificate 3 WIW training course block 1 at a location to be decided between 27 September and 1 October (tentative at this stage).
- Darren will be attending a 3 day annual qldwater Forum at Redlands regional Council between 7 and 9 September (Covid19 permitting).

### Water & Sewerage

- Weekly verification water testing.
- Flush water mains weekly.
- Daily monitoring of effluent sewage ponds.
- Sewerage effluent irrigation system pumps will be turned on every 4 weeks as needed.

Water Treatment Plant and Supply Network Verification and Daily Test Summaries

(Refer Appendix B).

Illegal Dumping / Waste Compliance Officer's (WCO) Report (Marina Gibson)

The WCO is a government funded position shared by 3 councils (North and South Burnett Regional C's and CASC) and is paid for through the SBRC.

- Education & Awareness - Planned to hold a stall at Cherbourg Covid19 Vaccine Clinic, Cancelled due to Covid19. Will plan for future event.
- Waste Management Partnership (DES, SBRC, NBRC)
- Assisted in purchasing camera supplies at a bulk discounted rate (as purchased with NBRC and SBRC)
- Coordinated a large scale clean up of a legacy illegal dumping site involving numerous Council departments
- Coordinated a field trip between DES, CASC and SBRC which included a practical investigation session
- Appendix C shows Illegal dumping incidents and investigation tracking register, two Incidents occurred in July.
- Covid19 negatively impacted some planned activities in July

WTP Mural

CASC have appointed Local Artist, Uncle Robert 'Rocko' Langton and Daughter, Robyn to paint a Mural at our WTP on the road facing side of the filtration structure. The mural depicts the scene at the 'Rocks' the site at the Barambah Creek raw water intake and encompasses the CASC logo. This is a welcome upgrade to the visual amenity of the site, giving it personality.

Start Date: 02.08.2021 Due for completion: 11.08.2021. Refer appendix D.

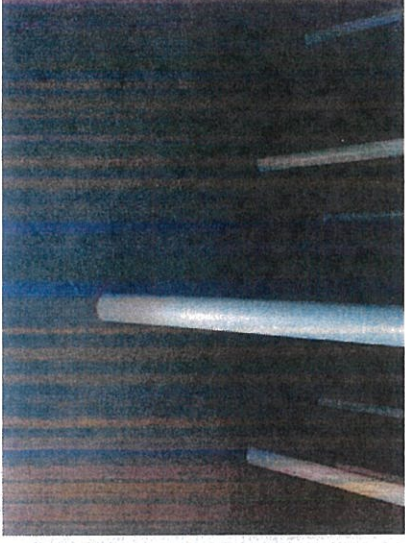


## APPENDIX A – Photos of WTP Stage 2 Works

Reservoir Reinf. concrete roof& support structure poured



Reservoir Reinf. concrete roof& internal support structure poured



Fencing replacement & CWT overflow extension



Pond 2 poured and curing





# APPENDIX B - Water Treatment Plant and Supply Network Verification and Daily Test Summaries

## CASC WEEKLY WATER QUALITY LAB. VARIFICATION TEST RESULTS FOR JUNE 2021

XXX Non-compliant values

Date	Coliforms (mpn/100mL)						E.coli (mpn/100mL)					
	Weekly Tests											
	After treatment yard tap CHER T	STP yard tap CHER 1	Training room kitchen tap CHER 2	Day care kitchen tap CHER 3	Bert Button lookout tap CHER 4	Summary	After treatment yard tap CHER T	STP yard tap CHER 1	Training room kitchen tap CHER 2	Day care kitchen tap CHER 3	Bert Button lookout tap CHER 4	Summary
2/07/2021	0	0	0	MD	0	PASS	0	0	0	MD	0	PASS
7/07/2021	0	0	0	0	0	PASS	0	0	0	0	0	PASS
14/07/2021	0	1	1	0	1	PASS	0	0	0	0	0	PASS
22/07/2021	0	1	0	0	0	PASS	0	0	0	0	0	PASS
28/07/2021	0	0	0	0	0	PASS	0	0	0	0	0	PASS

Date	pH					
	Weekly Tests					
	After treatment yard tap CHER T	STP yard tap CHER 1	Training room kitchen tap CHER 2	Day care kitchen tap CHER 3	Bert Button lookout tap CHER 4	Summary
2/07/2021	7.67	7.69	7.51	MD	7.48	PASS
7/07/2021	7.35	7.46	7.44	7.37	7.48	PASS
14/07/2021	7.28	7.3	7.34	7.53	7.68	PASS
22/07/2021	7.31	7.37	7.48	7.29	7.33	PASS
28/07/2021	7.53	7.56	7.45	7.54	7.53	PASS



Free Chlorine (mg/L)												
Total Chlorine (mg/L)												
Date	Weekly Tests											
	After treatment yard tap CHER T	STP yard tap CHER 1	Training room kitchen tap CHER 2	Day care kitchen tap CHER 3	Bert Button lookout tap CHER 4	Summary	After treatment yard tap CHER T	STP yard tap CHER 1	Training room kitchen tap CHER 2	Day care kitchen tap CHER 3	Bert Button lookout tap CHER 4	Summary
2/07/2021	0.92	0.49	0.42	MD	0.78	PASS	0.72	0.27	0.22	MD	0.55	FAIL
7/07/2021	0.57	0.33	0.29	0.4	0.38	PASS	0.41	0.23	0.18	0.28	0.22	FAIL
14/07/2021	0.66	0.52	0.37	0.37	0.37	PASS	0.46	0.18	0.19	0.12	0.23	FAIL
22/07/2021	1.02	0.54	0.42	0.54	0.37	PASS	0.62	0.35	0.25	0.4	0.28	FAIL
28/07/2021	1.07	0.44	0.42	0.49	0.25	PASS	0.68	0.25	0.28	0.35	0.11	FAIL

Date	Total THMs (micro.g/L)	
	Weekly Tests	
	STP yard tap CHER 1	Summary
2/07/2021	74	PASS
7/07/2021	77	PASS
14/07/2021	65	PASS
22/07/2021	62	PASS
28/07/2021	87	PASS

## Operational Guidelines

After Water Treatment CHERT			(mpn) means most probable number
Parameter	Investigate Results Limits	Investigate Results Limits	Unacceptable & Reportable Limits
Turbidity	<1 NTU	1-5 NTU	>5 NTU
pH	6.5-8.5		
Total Chlorine	<5 mg/L		
Free Chlorine	1-2 mg/L	0.5-1 & 2-2.5 OK but improvement, >2.5 Too high	0-0.5 & >5 mg/L
Coliforms	NA		
E.Coli	0 mpn/100mL		
Total THMs	<200 microg/L		

At Reticulation System Sampling Points			(mpn) means most probable number
Parameter	Investigate Results Limits	Investigate Results Limits	Unacceptable & Reportable Limits
Turbidity	<1 NTU	1.01-5 NTU	>5 NTU
pH	6.5-8.5		
Total Chlorine	<5 mg/L		
Free Chlorine	0.5-1 mg/L	0.2-0.4 & 1.1-2.0 OK but improvement, >2 Too high	0-0.1 & >5 mg/L
Coliforms	NA		
E.Coli	0 mpn/100mL		
Total THMs	<200 microg/L		

(THMs) - Trihalomethanes (compounds formed from the action of the chlorine demand on biological



# Daily Test Summaries

## FY2022 CASC DAILY WATER QUALITY FIELD RESULTS

XXXX		Data entered by Operations Manager		XXXX		Data Entered by Op's Assistant		XXXX		Non-compliant values		XXXX		Data Not Recorded - Missing Data (MD)																	
Records TO BE entered into SWIMS																															
WTP														FIELD														WTP Outlet			
		Raw Water		Immediately after Clarification		Immediately after Filtration		Treated		STP (CHER 1)				Depot (CHER 2)				Daycare (CHER 3)				Lookout (CHER 4)				WTP (CHER 5)					
Date	Day	Operator	AM/PM	Turbidity (NTU)	pH	Cl Free (mg/L)	Cl Total (mg/L)	Turbidity (NTU)	pH	Cl Free (mg/L)	Cl Total (mg/L)	Turbidity (NTU)	pH	Cl Free (mg/L)	Cl Total (mg/L)	Turbidity (NTU)	pH	Cl Free (mg/L)	Cl Total (mg/L)	Turbidity (NTU)	pH	Cl Free (mg/L)	Cl Total (mg/L)	Turbidity (NTU)	pH	Cl Free (mg/L)	Cl Total (mg/L)	Turbidity (NTU)			
1/07/2021	THURSDAY	JUSTIN LANCE	AM	0.12	7.69	MD	0.22	0.49	7.69	MD	0.22	0.49	7.69	MD	0.22	0.49	7.69	MD	0.22	0.49	7.69	MD	0.22	0.49	7.69	MD	0.22	0.49	7.69		
2/07/2021	FRIDAY	JUSTIN LANCE	AM	0.29	7.4	1.5	0.01	0.09	7.6	0.97	MD	0.01	0.09	7.6	0.97	MD	0.01	0.09	7.6	0.97	MD	0.01	0.09	7.6	0.97	MD	0.01	0.09	7.6		
3/07/2021	SATURDAY	JUSTIN LANCE	AM	0.18	7.28	MD	0.17	0.29	7.45	0.68	0.45	0.61	7.38	0.74	0.45	0.61	7.38	0.74	0.45	0.61	7.38	0.74	0.45	0.61	7.38	0.74	0.45	0.61	7.38		
4/07/2021	SUNDAY	JUSTIN LANCE	AM	0.33	0.53	MD	0.16	MD	MD	MD	MD	MD	MD	MD	MD	MD	MD	MD	MD	MD	MD	MD	MD	MD	MD	MD	MD	MD	MD		
5/07/2021	MONDAY	JUSTIN LANCE	AM	0.12	0.46	7.28	0.83	0.16	0.34	7.41	0.71	0.26	0.44	7.44	0.94	0.16	0.34	7.41	0.71	0.26	0.44	7.44	0.94	0.16	0.34	7.41	0.71	0.26	0.44		
6/07/2021	TUESDAY	JUSTIN LANCE	AM	0.04	0.27	7.64	0.92	0.1	0.19	7.36	0.88	0.1	0.19	7.36	0.88	0.1	0.19	7.36	0.88	0.1	0.19	7.36	0.88	0.1	0.19	7.36	0.88	0.1	0.19		
7/07/2021	WEDNESDAY	JUSTIN LANCE	AM	0.27	0.37	7.4	0.76	0.3	0.17	7.6	0.98	0.23	0.33	7.46	0.49	0.12	0.29	7.44	0.63	0.28	0.4	7.37	0.63	0.22	0.38	7.48	0.55	0.41	0.57		
8/07/2021	THURSDAY	JUSTIN LANCE	PM	0.14	0.25	7.6	0.82	0.13	0.2	7.6	0.83	0.13	0.2	7.6	0.83	0.13	0.2	7.6	0.83	0.13	0.2	7.6	0.83	0.13	0.2	7.6	0.83	0.13	0.2		
9/07/2021	FRIDAY	JUSTIN LANCE	AM	0.2	0.37	7.3	0.46	0.14	0.2	7.42	0.79	0.38	0.51	7.44	0.6	0.38	0.51	7.44	0.6	0.38	0.51	7.44	0.6	0.38	0.51	7.44	0.6	0.38	0.51		
10/07/2021	SATURDAY	JUSTIN LANCE	AM	0.06	0.19	7.6	1.13	0.16	0.2	7.6	0.6	0.16	0.2	7.6	0.6	0.16	0.2	7.6	0.6	0.16	0.2	7.6	0.6	0.16	0.2	7.6	0.6	0.16	0.2		
11/07/2021	SUNDAY	JUSTIN LANCE	AM	0.18	0.52	7.3	0.94	0.16	0.2	7.6	0.6	0.16	0.2	7.6	0.6	0.16	0.2	7.6	0.6	0.16	0.2	7.6	0.6	0.16	0.2	7.6	0.6	0.16	0.2		
12/07/2021	MONDAY	JUSTIN LANCE	AM	0.15	0.38	7.23	0.78	0.14	0.29	7.21	0.67	0.18	0.29	7.19	0.66	0.18	0.29	7.19	0.66	0.18	0.29	7.19	0.66	0.18	0.29	7.19	0.66	0.18	0.29		
13/07/2021	TUESDAY	JUSTIN LANCE	AM	0.43	0.65	7.33	0.89	0.28	0.29	7.21	0.67	0.28	0.56	7.33	0.55	0.28	0.56	7.33	0.55	0.28	0.56	7.33	0.55	0.28	0.56	7.33	0.55	0.28	0.56		
14/07/2021	WEDNESDAY	JUSTIN LANCE	AM	0.4	0.61	MD	MD	MD	MD	MD	MD	MD	MD	MD	MD	MD	MD	MD	MD	MD	MD	MD	MD	MD	MD	MD	MD	MD	MD		
15/07/2021	THURSDAY	JUSTIN LANCE	AM	0.3	0.42	7.32	0.28	0.25	0.49	7.32	0.2	0.42	0.52	7.28	0.31	0.42	0.52	7.28	0.31	0.42	0.52	7.28	0.31	0.42	0.52	7.28	0.31	0.42	0.52		
16/07/2021	FRIDAY	JUSTIN LANCE	AM	0.33	0.54	7.37	0.33	0.25	0.42	7.48	0.64	0.4	0.54	7.29	0.18	0.28	0.37	7.33	0.29	0.48	1.02	7.31	0.48	0.62	1.02	7.31	0.48	0.62	1.02		
17/07/2021	SATURDAY	JUSTIN LANCE	AM	0.26	0.65	7.37	0.62	0.25	0.5	7.42	0.76	0.42	0.51	7.41	0.14	0.12	0.29	7.39	0.24	0.12	0.29	7.39	0.24	0.12	0.29	7.39	0.24	0.12	0.29		
18/07/2021	SUNDAY	JUSTIN LANCE	AM	0.26	0.65	7.37	0.62	0.25	0.5	7.42	0.76	0.42	0.51	7.41	0.14	0.12	0.29	7.39	0.24	0.12	0.29	7.39	0.24	0.12	0.29	7.39	0.24	0.12	0.29		
19/07/2021	MONDAY	JUSTIN LANCE	AM	0.26	0.65	7.37	0.62	0.25	0.5	7.42	0.76	0.42	0.51	7.41	0.14	0.12	0.29	7.39	0.24	0.12	0.29	7.39	0.24	0.12	0.29	7.39	0.24	0.12	0.29		
20/07/2021	TUESDAY	JUSTIN LANCE	AM	0.26	0.65	7.37	0.62	0.25	0.5	7.42	0.76	0.42	0.51	7.41	0.14	0.12	0.29	7.39	0.24	0.12	0.29	7.39	0.24	0.12	0.29	7.39	0.24	0.12	0.29		
21/07/2021	WEDNESDAY	JUSTIN LANCE	AM	0.26	0.65	7.37	0.62	0.25	0.5	7.42	0.76	0.42	0.51	7.41	0.14	0.12	0.29	7.39	0.24	0.12	0.29	7.39	0.24	0.12	0.29	7.39	0.24	0.12	0.29		
22/07/2021	THURSDAY	JUSTIN LANCE	AM	0.26	0.65	7.37	0.62	0.25	0.5	7.42	0.76	0.42	0.51	7.41	0.14	0.12	0.29	7.39	0.24	0.12	0.29	7.39	0.24	0.12	0.29	7.39	0.24	0.12	0.29		
23/07/2021	FRIDAY	JUSTIN LANCE	AM	0.26	0.65	7.37	0.62	0.25	0.5	7.42	0.76	0.42	0.51	7.41	0.14	0.12	0.29	7.39	0.24	0.12	0.29	7.39	0.24	0.12	0.29	7.39	0.24	0.12	0.29		
24/07/2021	SATURDAY	JUSTIN LANCE	AM	0.26	0.65	7.37	0.62	0.25	0.5	7.42	0.76	0.42	0.51	7.41	0.14	0.12	0.29	7.39	0.24	0.12	0.29	7.39	0.24	0.12	0.29	7.39	0.24	0.12	0.29		
25/07/2021	SUNDAY	JUSTIN LANCE	AM	0.26	0.65	7.37	0.62	0.25	0.5	7.42	0.76	0.42	0.51	7.41	0.14	0.12	0.29	7.39	0.24	0.12	0.29	7.39	0.24	0.12	0.29	7.39	0.24	0.12	0.29		
26/07/2021	MONDAY	JUSTIN LANCE	AM	0.26	0.65	7.37	0.62	0.25	0.5	7.42	0.76	0.42	0.51	7.41	0.14	0.12	0.29	7.39	0.24	0.12	0.29	7.39	0.24	0.12	0.29	7.39	0.24	0.12	0.29		
27/07/2021	TUESDAY	JUSTIN LANCE	AM	0.26	0.65	7.37	0.62	0.25	0.5	7.42	0.76	0.42	0.51	7.41	0.14	0.12	0.29	7.39	0.24	0.12	0.29	7.39	0.24	0.12	0.29	7.39	0.24	0.12	0.29		
28/07/2021	WEDNESDAY	JUSTIN LANCE	AM	0.26	0.65	7.37	0.62	0.25	0.5	7.42	0.76	0.42	0.51	7.41	0.14	0.12	0.29	7.39	0.24	0.12	0.29	7.39	0.24	0.12	0.29	7.39	0.24	0.12	0.29		
29/07/2021	THURSDAY	JUSTIN LANCE	AM	0.26	0.65	7.37	0.62	0.25	0.5	7.42	0.76	0.42	0.51	7.41	0.14	0.12	0.29	7.39	0.24	0.12	0.29	7.39	0.24	0.12	0.29	7.39	0.24	0.12	0.29		
30/07/2021	FRIDAY	JUSTIN LANCE	AM	0.26	0.65	7.37	0.62	0.25	0.5	7.42	0.76	0.42	0.51	7.41	0.14	0.12	0.29	7.39	0.24	0.12	0.29	7.39	0.24	0.12	0.29	7.39	0.24	0.12	0.29		
31/07/2021	SATURDAY	JUSTIN LANCE	AM	0.26	0.65	7.37	0.62	0.25	0.5	7.42	0.76	0.42	0.51	7.41	0.14	0.12	0.29	7.39	0.24	0.12	0.29	7.39	0.24	0.12	0.29	7.39	0.24	0.12	0.29		

Blue Green Algae (Cyanophytes) laboratory sample test results

Analysed	30-Jul-21	30-Jul-21
Received	29-Jul-21	29-Jul-21
QHFSS Reference	21KP556	21KP557
Client Reference	CHERR	CHERR
Description		
Method Code	13032	13032
Request	Cyanobacterial Count	Cyanobacterial Count
Organisms	Cells/mL	Cells/mL
CYANOPHYTES (blue-green algae)		
Chroococcales / Synechococcales	n.s.	468
<i>Synechococcus</i> spp.		468
Total (Chroococcales / Synechococcales)		468
Total (CYANOPHYTES)		468
TOTAL CELLS PER ML		468
Total Biovolume (mm3/L)	NA	NA
Potentially toxic species detected	Not detected	Not detected



# APPENDIX C – Illegal Dumping Incident and Investigation Tracking Register

## Illegal Dumping Incident and Investigation Tracking Register

Council: CASC

Council Ref No	Date Reported	Address of Incident	Suburb of Incident	Lat	Long	Location Description	Owner or Land Manager	Major Waste Type	Waste Description	Suspected Commercial Operator	Approx Waste Volume (Litres)	Latest Action/Outcome	Successful Compliance Outcome (i.e. PIN, Compliance Notice, clean-up after warning)
CASC-3	7/06/2021	CASC area	Cherbourg			Other	Council	Household	plastic	No	2000	Referred - internal	No

Continued from above

PIN Issued Yes/No	Number of PINs	Address of Incident	Suburb of Incident	Lat	Long	Waste Removed	Waste Removed By	Approx Volume of Waste Removed (Litres)	Surveillance Camera Installed At Site	Status	Date Finalised	Council Officer (optional)	Site Details/Notes (optional)
					No					Opened			Note that this is in addition to illegal dumping noted in April.

Council Ref No

Date Reported	Address of Incident	Suburb of Incident	Lat	Long	Location Description	Owner or Land Manager	Major Waste Type	Waste Description	Suspected Commercial Operator	Approx Waste Volume (litres)	Latest Action/Outcome	Successful Compliance Outcome (i.e. PIN, Compliance Notice, clean-up after warning)
7/07/2021	Wondai Rd	Cherbourg			Road	Council	Household	plastic, bottles	No	5000	Insufficient information to proceed	No
15/07/2021	Wondai Rd	Cherbourg			Road	Council	Household	furniture, metal	No	250000	Insufficient information to proceed	No

Continued from above

PIN Issued Yes/No	Number of PINs	Address of Incident	Suburb of Incident	Lat	Long	Waste Removed	Waste Removed By	Approx Volume of Waste Removed (Litres)	Surveillance Camera Installed At Site	Status	Date Finalised	Council Officer (optional)	Site Details/Notes (optional)
No					Yes	Council		3500	No	Opened			More to collect opposite landfill
No					Yes	Council		130559	No	Opened			South of landfill - legacy site off unformed road more to collect

APPENDIX D – WTP Mural of the 'Rocks' site at Barambah Creek intake

Local Artist, Uncle Robert 'Rocko' Langton and Daughter, Robyn at the start of work



The completed mural







# COMMUNITY SERVICES REPORT

## JULY-AUGUST 2021



## Community Safety Plan – Community Services team meeting

### Engagement Groups

- Health Action group – 1<sup>st</sup> Tuesday of every month
- Early Childhood – Enquire about meeting (may fall in to education?)
- Schools – MSHS, CSS, Silverlining School
- Youth Reference Group
- Local Justice Group
- QPS
- Interagency
- Cherbourg Councilors
- Community Action Group Meetings

**Action:** Cross-reference community templates to see similarities between Cherbourg and other communities in order to collate table of reference/focal areas

**Action:** Commence population of Template and type in Cherbourg Council vision and other relevant information from website (e.g., Cherbourg history and information, mapping etc).

**Action:** Purchase survey monkey and Ipad.

### Identified Focal Areas

- Leadership
- Education and employment
- Health and wellbeing
- Juvenile Delinquency
- Vulnerable groups
- Policing
- Aged care
- Antisocial Behaviors
  - Loud music
  - Community and lateral violence
  - Illegal gambling school
  - Partying
- Domestic and Family Violence
- Dept of Child Safety
- Housing and homelessness



Survey's need to be drafted and ready for public response by September 9<sup>th</sup> for next community event (R U OK? Day), Survey will also be distributed internally through council for staff to partake in. the following areas will be address:

- Suicide
- DV
- Health and Wellbeing
- Alcohol and drugs
- Policing

A mixture of both qualitative and quantitative data will be collected and collated for Community Safety Plan

**Action:** Obtain surveys from other communities around focused survey areas and start drafting our own. Some of the questions may include the following:

- Do you feel safe in Cherbourg?
  - Safe during the day?
  - Safe during the night'?
- Do you agree with the AMP (Alcohol Management Plan)?

### **Cherbourg Sports Complex Report**

*Attached.*

### **Winifred Indigenous Knowledge Centre Report**

*Attached.*

### **Cherbourg Radio Report**

*Attached.*

### **Up Coming Events**

- Vinnies Day in the Park (Wednesday 8<sup>th</sup> September)
- RU OK Community March (Thursday 9<sup>th</sup> September)
- Barambah Revival (Elvie Douglas – asked me to forward request for support attached for Council and community Agencies/Service providers)

### **IYCC Project (NIAA)**

*Completed.*

This ends my report for the months of July/August 2021.

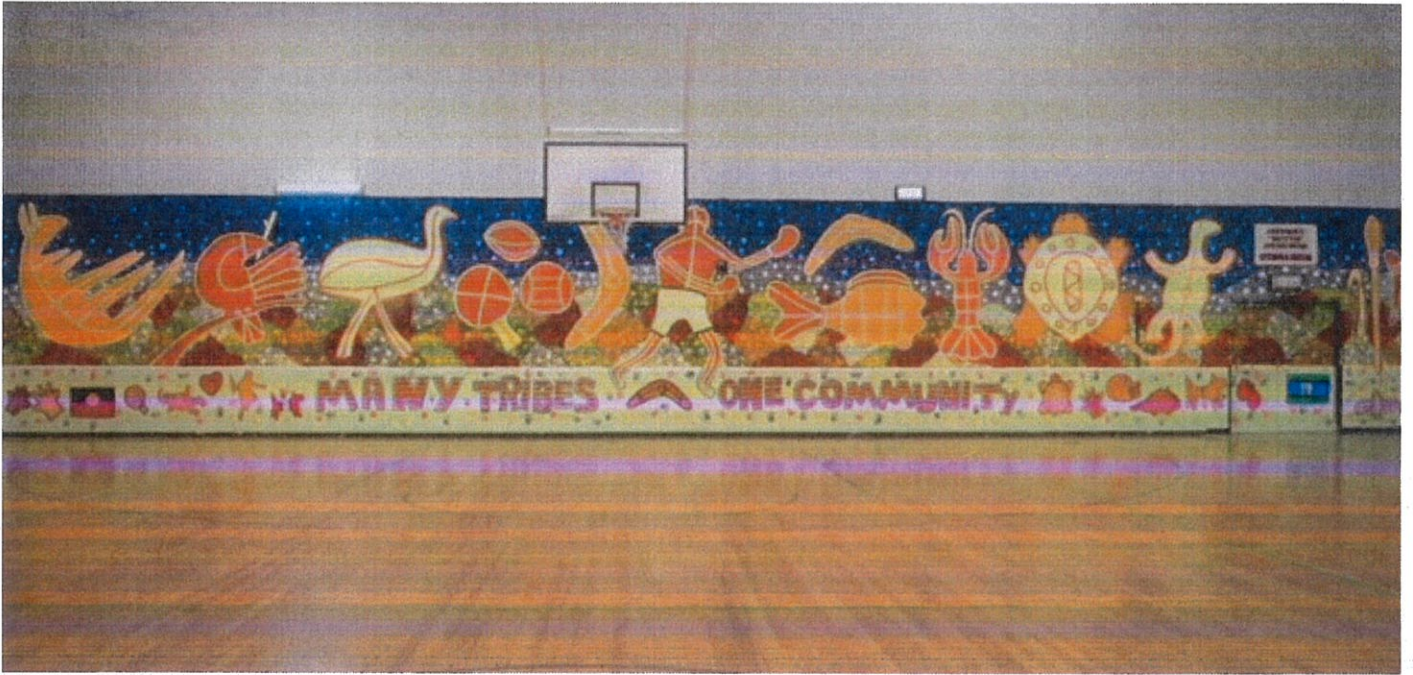


Edwina Stewart

**Community Services Manger**



CHERBOURG COMPLEX REPORT  
JULY/AUGUST 2021



<b>Early Morning Gym Sessions</b> 6:30a -7:30a Daily	The early morning gym session was used once this month upon request. Although it was used once there was a number of 14 children who used it.
<b>Ladies Gym Group</b> 9:30a-11a Mon & Thurs	The month of July has been another cold month for mornings staff and staff has put that to the reason no ladies and babies have been turning up for this session. So, it's still off our program until we get into warmer months.
<b>Play Group</b> 9:30a - 11a Wed	
<b>After School/Holiday</b> 2:45p -5p Daily	Our afterschool program is still going strong with numbers sitting on 124 a week for this month. This month we had covering for the June July school holidays. It was big one with many children. The first week we took the children to Bunya Mt's in the 22 and 14 seater buses. Jim was our tour guide as he use to be a ranger and Auntie Kathy Hopkins and Leighton Costello help staff supervise the 26 children that came. The rest of the week we just had activities set up at the complex for them everyday because of the covid-19 lockdown in Brisbane. The second week we still couldn't go anywhere or even celebrate NAIDOC with our community so again staff set up activities at the sports complex. On our last day of the holidays (Thursday) we had a break up at the Bert Button Lookout with the children. the played some games and did some arts and craft activities that help them connect to their aboriginal culture. Staff presented everyone who was there with the complex mural shirts.
<b>Boxing</b> 3p - 7p	Boxers are still going hard it in training for tournaments. Along with our 4 main boxers Jim has been training about 5-7 children after school program, and 3-4 community people who wants to train for fitness (not box). Our boxers didn't fight in any tournaments this month because of COVID-19 lockdowns.

<b>Community Basketball</b>	Men in community have taken up interest in basketball at the complex again. There no fixed night to when they can play yet, but its most likely be a Monday due to their footy training (Tuesday) and children basketball training (Wednesday)
<b>Children Netball</b>	Although netball games have been cancelled in Nanango the girls still do training and are still interested in playing. Because of Nanango lack of communication skills of when there are games and when not, I rang Kingaroy Netball Association and asked if our girls could enter their competition. The was happy to let us in, however they only got 5 weeks to go till their comp ends. Plus, there was a fee \$75 just for the 5 games. Staff are now planning netball games for children and community on Thursday afternoon/nights and doing our own little community carnival until next year.
<b>Children Basketball</b>	The children basketball games in Kingaroy have started with both teams full of 10 players each team u12 & u15). Under 15 play on Tuesday afternoons 3 players from our under 12's team had to be moved up because they are to deadly for the under 12 grades. A few players have payed \$50 to go towards their registration fees. Children are enjoying the basketball games. We are getting good positive feedback from parents, talk about how happy their boys/girl are and enjoy listening to the excitement in the children voices. We have had a few more children interested in joining our basketball group, if they join, we would need a bigger bus and it's a struggle to find a reliable person to drive us every week for the two days.

**Community organisations have used the sports complex for meetings: 0**

The complex wasn't used by any other organisation.



## Number Stats for the Month

	Week 1 School Holidays	Week 2	Week 3	Week 4	Total
Sessions					
Early Morning Gym	-	-	12	-	12
People Using Gym During the Day	0	3	2	2	6
Children After School	130	101	80	114	146
Boxing Training		4	4	4	6
Play Group	0	0	0	0	0
Basketball	0	0	16	17	17
Netball	0	21	18	17	
Children Sent Home for Bullying and Disrespectful Behaviour to Others	3	0	0	0	3

**During the last month of July, we have been working in partnership with:**

- **Silver Lining Girls Academy** – Continuing, working with the principle at the school and families in community to encourage school age 12 – 18yo to continue/finish off schooling. This is mainly for girls who find it difficult to learn at a normal school setting. So far there is about 8-10 girls who are interested in the school program. At the moment we are working together with the girls and families to find out what they want their school to look and feel like and where would they like their school to be set up.
- **IKC** – The ladies/aunties at ICK assisted staff with holiday break up. Doing arts and craft activities of face painting and beading.
- **Bob Webster** – Bob is part of boxing Queensland. He has been helping us find donation of boxing gear to fit our new boxing shed. He has set up for Cherbourg Boxing Group some sister boxing clubs.
- **Nanango Netball Association** – We were working in partnership with the netball group, by our girls/players traveling to Nanango on a Friday night or Sunday morning. Communication response wasn't so great, with us having to book bus or cancel games at last minute. It became annoying for both staff and children. The children are beginning to lose interest in playing. Lavina/Bena cancelled games and starting own comp for children and community.

## Other Business

- Cherbourg Sport Complex - Cherbourg Boxing Group had been granted a boxing tournament on Saturday 10<sup>th</sup> July 2021. Unfortunately, it has been postponed to a later date. This was because of the COVID-19 lockdown earlier this month.
- Our garden beds are ready now for planting but we have to hold off until the retainer wall is replaced.
- We are having trouble with motorbike riders riding on the oval and along the dirt (entrance) to complex. We are starting to have outdoor activities and it is becoming very dangerous for the children and staff. Can we request that gates be put on all entrance and our fence be fixed please and place some barriers up like in Jerome Street?
- We have had 3 breaks in at the sports complex. The police responded to the last break in after making some complaints. Office Door and doorknobs were replaced, they were the only damage. Nothing was stolen or destroyed. After third break in a deadlock had been placed on the main entrance door to keep it closed for the time being. We asked if the door can be replaced with a new door because that's how they are getting in.
- Children and staff would like to thank council for the new basketball and netball uniforms and the complex mural shirts. Also, for the use of the small 12-seater bus, and for paying the basketballers registrations fees.
- As you know children are interested in hitting golf balls around. Staff would like to start a new program with Murgon Golf Club were some of our children can go into the golf club and have a round of golf, and participate in their programs after school once a week. Or can we have a space to make our own driving range here on community where it will be safe for everyone.
- We now have 2 new relief workers. Which will really help staff out.  
We have 4 regular community member come volunteer their own time with boxing, afterschool program, basketball, excursions and the vacation programs.





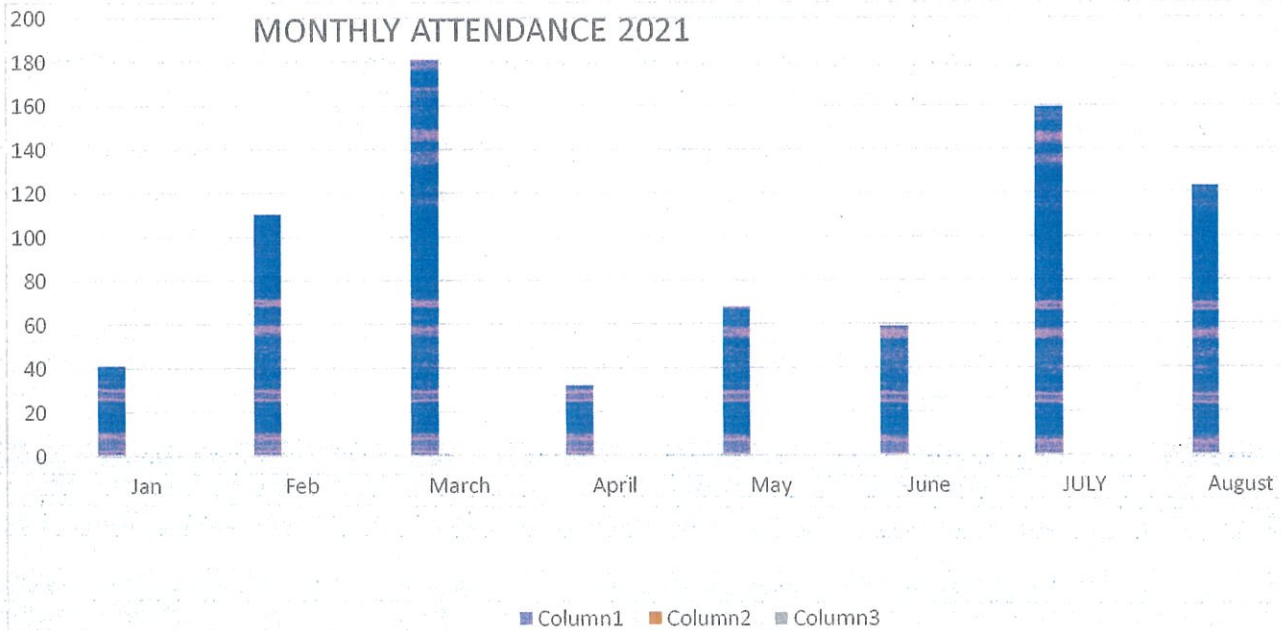
8/1/2021

Council report for the month July/August



## MONTHLY ATTENDANCE

*For the month of July/August 2021*



## CENTRE USAGE

*For the past month of July/August the centre has been  
utilized by the following:*

### *± MEETINGS:*

*St. Vinnie's members (2 meetings) every fortnight  
3 speech therapist meeting with local client.*

*Due to Covid members of indigenous health from  
Inala medical cancelled meeting with Cherbourg  
clients.*

*Family support group met with 2 Cherbourg clients.  
Security group held a meeting leading up to phizer clinic.  
Kirsty from Cherbourg well being will meet 12<sup>th</sup> August.*

## COMMUNITY INTERNET USERS.

*Adults checking emails.  
Centre link clients job search.  
After school children using computers and iPads.*

### ***COMMUNITY USERS THE IKC.***

*Cherbourg aged care resident borrowing DVDs,  
every Mondays.*

*School children borrowing books and DVD's.*

*First 5 forever program every Tuesday mornings.*

*After school program a good attendance of children.*

### ***OTHER NEWS***

*All IKC staff have received their phizer vaccine.*

*IKC staff will be participating with St. Vinnies*

*“Family fun day in the park” by providing activities.*



## **Cherbourg Radio Progress Report - July/August 2021**

*To: Cherbourg Aboriginal Shire Council*

### **STAFF & General UPDATE**

New Staff Member –has been engaged on a casual basis to assist in the development of music recording programs and general back of house broadcast duties

Tara Priestly will be receiving additional training in the area of broadcast specific audio editing and production – with a focus on station imaging and general content generation.

**National Broadcast on NIRS** We are not sharing local broadcasting on the NIRS VAST network – at this stage programs being shared are the Sunday Gospel show and some of our late night programs (10pm to Midnight)

**Refurbishments at the radio and tech upgrades** we are still waiting on the installation of a window for our new conference/training room.

We have recently installed a much need telephone system upgrade – now running SIPS & VOIP throughout our offices – studio software and hardware will be added in the near future. We are expecting final repairs to our transmitter site to be carried out in coming weeks which will bring us back to full transmission power in the local area. We are Grateful to CRAICCHS for the donation of a new broadcast quality video camera

**New Station projects and partnerships** we have continued to grow our relationship with QUT music department who are assisting us with the development of our music recording space as well as mentoring and industry specific training – in the last few weeks we kicked off our new local established musician jam sessions (3 sessions so far) – this has lead to interest from younger aspiring musicians in the community expressing interest in the program. We are also working to develop a similar community engagement around sports

This month has also seen a new Schools Program commence, presented by Arlene Langton, showcasing cultural learning at Cherbourg State School

### **General Operations and Community Contact:**

As per usual, Cherbourg Radio has been very active in the community supporting and engaging with stakeholders, council, and service providers.

Highlights include Community Forums, MSHS NAIDOC, Star of Taroom, Support of local Census, COVID Super Clinic, HIPPY, Triple P, School Holiday and Council messaging

### **Sponsorships**

Murgon Tyres and More, Powersafe Kingaroy, Local Firewood, ABS

**Michael Monk**

Cherbourg Radio Station Coordinator and Manager

## Edwina Stewart

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**From:** Edwina Stewart  
**Sent:** Friday, 13 August 2021 9:35 AM  
**To:** Edwina Stewart  
**Subject:** Barambah Revival

### BARAMBAH REVIVAL BUDGET Target @ \$30,000

1/ \$15,000

#### Accommodations and Travel

- Things like Fuel vouchers, Motel rooms, paying Board or helping out with Food to stay over at someone house here in Cherbourg.
- Fuel to use someone's vehicle to do personal errands, shopping and things like that.
- Chip in for Motel Room for some who haven't got any \$\$
- Buy extra Blankets, Sheets, Tents, Mattresses etc...
- Personal Toiletries and Care Packages for Visitors.
- 4 Big Fire Pits.

2/ \$10,00 Food and Catering

- Meal packages and specific Health requirements for Diabetes etc....
- Water Bottles, Fruit and Snacks to be on every site for easy access and use.
- To buy Supplies such as Margarine, Bread, Milk, Tea, Coffe etc.... For both Kitchens at the Complex and Footy Field where ppl be staying.
- Food for Us to Cook Big meals such as Kup Murri and BBQs

3/ \$5,000

#### Other expenses and Merchandise

- BR Shirts, Hats and Gear.
- Stuff for the Suicide Memorial candle light Ceremony.

- Cleaning stuff and supplies for the Bathrooms and Facilities at The Complex and Footy Field.

Anything else You all can think of, Please don't hesitate to have a input.

GodBless and keep you all + ☺☺☺☺☺☺

Aunty can you Please forward this Budget Target to all on the interagency Meeting and Council Please.

Also The Bus Load of Woorabinda and Palm Island Elders would like to know If they stay at The Complex or is there any other Accommodation on Community they can camp/stay at ?

I forgot to ask and talk about The STAGE and All Sound Gear such Mics and speakers and everything :/ Maybe ask Us Mob Radio or Uncle Andrew Beckett to provide those ?

Blessed and Good morning Aunty ☺☺ Just wondering if you had a chance to talk to Zala yet ?

About The Shirts from Struddies ?

And also I am going to start fundraising by making meals and desserts to raise money for BR and was asking around for Donations so I can start ☺☺☺ Vouchers or Food to help with my Catering please.

Ok Thankyou Aunty GodBless ☺☺☺☺☺☺

I am ringing around everywhere and also going into Murgon and Wondai and asking all Organisations and will be telling them about BR ☺☺  
Sent from my iPhone