

Cherbourg Aboriginal Shire
Council

Working Papers

For Council Meeting Held 21 September 2022

Reports

1. Minutes (Unconfirmed)
2. Chief Executive Officer
3. Corporate Services
4. Economic & Community Development
5. Operations Dept
6. Community Support

1. Minutes (Unconfimred)

MINUTES

*Cherbourg Aboriginal
Shire Council*

Held 17 & 18 August 2022

MINUTES

COUNCIL MEETING

HELD 17 & 18 AUGUST 2022

Attendance

Mayor Elvie Sandow
Deputy Mayor Tom Langton
Cr Fred Cobbo
Cr Leighton Costello
Cr Bronwyn Murray

Officers: Chief Executive Officer- Zala
Minute Taker - Eileen Jacobs

Meeting Commenced 9.30am

9.30am Mayors Welcome

Councillor Obligations

Prescribed Conflict of Interest

Nil

Declarable Conflict of Interest

Nil

Register of Interest

Nil

Leave - Mayor

Mayor Elvie Sandow has requested leave on Thursday 18 August 2022 (2nd Day of Council Meeting held on 17 & 18 August 2022).

Resolution

Cherbourg Aboriginal Shire Council resolves to grant leave of absence to Mayor Elvie Sandow because of other important event on 18 August 2022

Moved: Cr Leighton Costello

Seconded: Deputy Mayor Tom Langton

Motion No. 2205 Carried
For Vote: Council Voted Unanimously

Leave - Cr Fred Cobbo

Cr Fred Cobbo has requested leave on Thursday 18 August 2022 (2nd Day of Council Meeting held on 17 & 18 August 2022).

Resolution

Cherbourg Aboriginal Shire Council resolves to grant leave of absence to Cr Fred Cobbo because of other important event on 18 August 2022

Moved: Cr Leighton Costello

Seconded: Deputy Mayor Tom Langton

Motion No. 2206 Carried
For Vote: Council Voted Unanimously

Confirmation of Minutes

Resolution

Council resolves that the minutes of the previous council meeting held on 20 & 21 July 2022 be adopted.

Moved: Cr Bronwyn Murray

Seconded: Cr Fred Cobbo

Motion No. 2207 Carried
For Vote: Council Voted Unanimously

CEO REPORT

CEO Report tabled

Asset Management Plan

Cherbourg Aboriginal Shire Council Asset Management Plan was submitted for subclass:

- 1. Water Infrastructure*
- 2. Sewerage Infrastructure*
- 3. Roads Infrastructure*
- 4. Building & Houses Infrastructure*

Resolution

that in relation to the Asset Management Plan, Cherbourg Aboriginal Shire Council ;

- A. Adopts the Asset Management plan for better managing its assets for future community needs.*
- B. That more education and training be provided to key council managers and staff for better understanding of Asset Management Plan*

Moved: Cr Leighton Costello

Seconded: Deputy Mayor Tom Langton

Motion No. 2208 Carried
For Vote: Council Voted Unanimously

Cherbourg Community Centre & Council Administration Building – Project Steering Group

Council is seeking to replace its existing council administration facilities including the council chambers, with a new Council & Community Centre. Funding for the development of detailed designs, scope of works and costings has been received for this project.

In order to proceed Council is required to engage a project steering group to undertake the design phase of project. Both State & Council representatives will facilitate information sharing and coordination as part of a collaborative approach.

Terms of Reference

The Terms of Reference for the Cherbourg Community Centre and Council Offices were submitted for Council perusal.

Resolution

Cherbourg Aboriginal Shire Council resolves that it adopts the Terms of Reference for the Cherbourg Community Centre and Council Administration Building.

Moved: Cr Fred Cobbo

Seconded: Deputy Mayor Tom Langton

Motion No. 2209 Carried
For Vote: Council Voted Unanimously

Cherbourg Joint Action Group

Council does not support the Cherbourg Joint Action Group concept. Mayor Elvie Sandow suggested that the group be abolished as it does not represent Cherbourg and is another form of the HRT which was not beneficial to the Cherbourg Community.

Hoodies for Health

Cherbourg Health Council has requested that Cherbourg Aboriginal Shire Council purchases and sells Health Council Hoodies.

Denied

Report Approval

Cherbourg Aboriginal Shire Council resolves that it adopts the Chief Executive Officer's Report.

Moved: Deputy Mayor Tom Langton

Seconded: Cr Leighton Costello

Motion No. 2210 Carried
For Vote: Council Voted Unanimously

CORPORATE SERVICES REPORT

Community Hall Hire- Form

Approval is sought to amend the Community Hall Hire Agreement Application to identify 12.00am as the closing time for all booked functions. The clean up is often left to the next day or later and 12 midnight is reasonable when damages are factored in.

Resolution

Cherbourg Aboriginal Shire Council resolves that the Community Hall Hire Agreement Application be amended to identify 12.00am as the closing time for all functions.

Moved: Deputy Mayor Tom Langton

Seconded: Cr Leighton Costello

Motion No. 2211 Carried

For Vote: Council Voted Unanimously

Report Approval

Council resolves that it adopts the Corporate Services Report.

Moved: Cr Bronwyn Murray

Seconded: Cr Leighton Costello

Motion No. 2212 Carried

For Vote: Council Voted Unanimously

Economic & Community Development

Report Approval

Council resolves that the Economic & Community Development Report be adopted.

Moved: Cr Fred Cobbo

Seconded: Cr Bronwyn Murray

Motion No. 2213 Carried

For Vote: Council Voted Unanimously

Community Services

The Community Services Report was tabled.

Report Approval

Council resolves that the Community Services Report be adopted.

Moved: Cr Bronwyn Murray

Seconded: Cr Fred Cobbo

*Motion No. 2214 Carried
For Vote: Council Voted Unanimously*

12.07pm Meeting adjourned for lunch

12.13pm Meeting recommenced

*12.13pm Teams Meeting Opened - Minister Leanne Linard
- Paul O'Driscoll*

Discussions focused on Policing, Child Safety and Delegate Authority.

*1.07pm Teams Meeting Closed - Minister Leanne Linard
- Paul O'Driscoll*

Operations Department

The Operations Department Report was tabled

Matthew Bock is the new Operations Manager.

Proposed Operations Structure

Operations Manager submitted a new Operations Department Structure and is seeking council approval.

Agreed

Resolution

Cherbourg Aboriginal Shire Council resolves that the new Operations Department Structure as submitted be adopted.

Moved: Cr Leighton Costello

Seconded: Cr Fred Cobbo

*Motion No. 2215 Carried
For Vote: Council Voted Unanimously*

Report Approval

Council resolves that the Operation Department Report be adopted.

Moved: Deputy Mayor Tom Langton

Seconded: Cr Leighton Costello

*Motion No. 2216 Carried
For Vote: Council Voted Unanimously*

CORRESPONDENCE

Kobi Saltner

Sporting Assistance Application – SB Best of the West Carnival Representative.

Approved

Resolution

that Cherbourg Aboriginal Shire Council resolves to allocate \$200 in Sporting Assistance to Kobi Saltner to participate in the SB Best of the West Football Carnival.

Moved: Cr Leighton Costello

Seconded: Deputy Mayor Tom Langton

*Motion No. 2217 Carried
For Vote: Council Voted Unanimously*

Jumbunna – Tanya Alberts

Seeking council assistance to erect a gazebo in their Community Garden area. Skill centre happy to assist.

Approved

Resolution

That Cherbourg Aboriginal Shire Council assists Jumbunna to erect a gazebo in the Jumbunna Community Garden.

Moved: Deputy Mayor Tom Langton

Seconded: Cr Bronwyn Murray

***Motion No. 2218 Carried
For Vote: Council Voted Unanimously***

Clifton Proud

Paramedics helping close the literacy gap info.

Cherbourg Womens Group

Cr Bronwyn Murray declared interest and left meeting

Cr Bronwyn Murray is a member of the Cherbourg Women's Group

The Cherbourg Women's Group is seeking financial support for their Community Garden Project.

DATSIP has possible funding for this project. A meeting will be organised for the women's group to discuss further with DATSIP.

Selwyn Cobbo- Homecoming

Cr Bronwyn Murray has resubmitted a proposal for council to hold a homecoming event for Bronco Selwyn Cobbo.

Mayor Elvie Sandow questioned why this application was submitted again as Selwyn Cobbo and family do not want this event. Council respects Selwyn Cobbo & family's decision and will not support this proposal.

QPS - Inspector Scott Stahlhut

Inspector Stahlhut has made a proposal for Council to join the Cherbourg Joint Action Group (C-JAG)

Council does not support the Cherbourg Joint Action Group. Mayor recognises the group as the HRT Group with a different name that did not benefit the Cherbourg Community. She recommends the HRT group and this C-JAG be abolished as these groups do not represent the Cherbourg Community.

LGAQ

Cherbourg Visit – 14 September 2022

DATSIP

Thriving Communities Joint Coordinating Committee Meeting 15 June Attendance

South Burnett- Regional Council

Introduction of possible recycling collection service from South Burnett Region for Cherbourg Aboriginal Shire Council Material Recovery Facility.

Price to be negotiated

Dept Children Youth Justice & Multicultural Affairs

Delegation Authority – CRAICCHS

Council do not support

Andrew Horn

Info - Vertical Garden Project - Sustainable Urban Farming for a Growing Society & Economy

2.08pm Mayor Elvie Sandow Closed the meeting

MINUTES

COUNCIL MEETING

HELD THURSDAY 18 AUGUST 2022

Attendance

*Deputy Mayor Tom Langton
Cr Fred Cobbo
Cr Leighton Costello
Cr Bronwyn Murray*

Apologies: Mayor Elvie Sandow

*Officers: Chief Executive Officer- Zala
Minute Taker - Eileen Jacobs*

9.30am Deputy Mayor Tom Langton Chaired Meeting

Opened Meeting

Welcome

*9.34am Entered Meeting Boyd McCleod (Principal Cherbourg State School)
Tasheka Hegarty (Student CSS)
Javon Davidson (Student CSS)*

Principapal McCleod gave an update on the Cherbourg State School and was seeking any feedback from the Council.

*10.02am Left Meeting Principal Boyd McCleod
Students Tasheka Hegarty & Javon Davidson*

10.06am Entered Meeting *Laura Gannon (Qld Reconstruction Authority)*
Julie Brook (Qld Reconstruction Authority)

Seeking feedback for the Burnett Regional Resilience Strategy.
Council's feedback will be added to Burnett Regional Resilience Strategy.

10.56am Left Meeting *Laura Gannon (Qld Reconstruction Authority)*
Julie Brook (Qld Reconstruction Authority)

11.08am Teams *Selma kum Sing Environmental Services*
Carrie Goldsmith Environmental Services

Selma & Carrie Discussed the Cherbourg Aboriginal Shire Council Action Plan for Council's Landfill & Sewerage. Selma & Carrie will develop a site based Management Plan for Cherbourg.

12.00pm Teams Closed

12.00pm meeting adjourned for lunch
12.33pm meeting recommenced

12.33pm Entered Meeting *Annemarie Campbell ABS*

Annemarie Advised that Australian Bureau of Statistics will be conducting an ATSI Health Sample Survey in November.

1.01pm Left Meeting *Annemarie Campbell ABS*

1.01pm Teams *Brett De Chastel*

Brett workshopped - Capital Works & Projects with Council

1.25pm Teams Closed

Meeting Closure

Deputy Mayor Tom Langton closed the council meeting at 1.25pm

Resolution

That the Cherbourg Aboriginal Shire Council Meeting held on 18 August 2022 be closed at 1.25pm.

Moved: Cr Leighton Costello

Seconded: Cr Fred Cobbo

*Motion No. 2219 Carried
For Vote: Council Voted Unanimously*

2. Chief Executive Officers Report

➤ **1. Annual Operational Plan 2022-2023:**

The Cherbourg Aboriginal Shire Council ('Council') 2022-23 Annual Operational Plan is required to be developed in accordance with the Local Government Regulation

2012 and focuses on the actions that Council staff are expected to take throughout the 12-month period to implement the longer-term goals detailed

In accordance with the provisions of Section 175 of the Local Government Regulation 2012, an Annual Operational Plan must:

- (a) be consistent with the annual budget; and
- (b) state how the local government will –
 - (i) progress the implementation of the 5-year corporate plan during the period of the annual operational plan; and
 - (ii) manage operational risks; and
- (c) include an annual performance plan for each department.

In accordance with Section 174(3) of the Local Government Regulation 2012, Council will assess its progress towards implementing its Annual Operational Plan on

a quarterly basis. The long-term strategies within Council's Corporate Plan are allocated to Departments to progress. Therefore, the Annual

Operational Plan has displayed the operational Initiatives and operational services according to Departmental responsibility, to provide clarity and accountability, as well as provide operational focus for the Departments within Council.

CEO Recommendation to Council

That in relation to the **Annual Operational Plan 2022-2023**, Council: -

A. Council adopt the ~~first quarterly performance report on~~ Annual Operational Plan 2022-2023.

2. Water Notice – Investigation by Department of Water Supply Regulation:

I would like to make council aware that due to some significant breaches with our Water Treatment plant:

1. Backwashing of the plant due to technical issue with new SCADA System,
2. DWQMP wasn't completed by agreed timeframe

Myself and our Water Manager Lizzie O'Chin has completed the investigation, our overall strategy

Overall Strategy

- We need to make clear than that we are happy to cooperate.
- We should get agreement early in the meeting that we are all here for the same reason – to get good clean drinking water for our Cherbourg community

- We should seek their acknowledgement that we have never tried to hide anything from them and have been very open about our issues and problems. We will continue to do so.
- We want to work together with them to get things fixed.

Recommendation regarding Water Regulation:

1. We should engage VIRIDAS consultant to review our DWQMP plan as per legislative requirement and timeframes on regular bases.
2. Upgrade the SCADA server at Water Treatment plant and train all our water team with SCADA system.

➤ Council Debtors Write Offs:

Part of our debtor's analysis work, I have got below list from our finance team to write off this debt as either person have deceased / Business are closed. Total amount is \$5,912.07

DEBTOR CODE	DEBTOR NAME	AMOUNT	DESCRIPTION
		\$	
ZZX299	C.A.M.R.A	3,135.00	WRITE-OFF - AS PER MICHAEL MONK'S REQUEST
		\$	
ZZX512	US MOB RADIO	1,967.00	WRITE-OFF - AS PER MICHAEL MONK'S REQUEST
		\$	
ZZX209	KEN BONE	60.50	WRITE-OFF - DECEASED
		\$	
ZZJ125	BEVAN COSTELLO SNR	35.00	WRITE-OFF - DECEASED
		\$	
ZZX468	JOHN CHAPMAN	132.00	WRITE-OFF - DECEASED
		\$	
ZZX558	BRUCE FISHER	153.57	WRITE-OFF - DECEASED
		\$	
ZZY138	AUSTRIM TREE SERVICES	264.00	WRITE-OFF - AS PER SEAN'S REQUEST, GUY MA
		\$	
ZZX517	REMOTE BUILDING SOLUTIONS	165.00	WRITE-OFF - COMPANY NO LONGER TRADING

Recommendation regarding Debtor Write off's:

1. We should write off this debt as We have no chance to recover this debt given the nature of the debt.
2. Our finance team should be chasing the debt more regularly , So we don't have to write off's our debt.

➤ **Permission to have Burial above ground at our Cemetary:**

Please find in the body of this email some information on how a burial above ground works.

There would be an enclosed above ground granite tomb, the person who has passed would be embalmed and placed in a hermetically sealed coffin, the coffin will then be placed inside this granite tomb and the tomb will then have to be sealed on the day of burial.

We would be chasing pricing on the council end for this if this is something the Cherbourg Council would be happy to consider doing.

If you need any more information, please don't hesitate to contact us.

Kind Regards,

Samantha Killick-Thompson

Funeral Director

Killick Family Funerals

First Nations Alliance of Councils – Meeting in Brisbane:

QLD South & Eastern Indigenous Council Alliance

Location: Queensland Room, LG House, 25 Evelyn St, Brisbane

Minutes – 26th August 2022, Start 9:30am Finish 3:35pm

Chair: Mayor Josh Weazel

Attendee's: Mayor Josh Weazel, Mayor Evie Sandow, Mayor Mislam Sam, Mayor Ross Andrews (Online), Chatur Zala CEO, Michael Bissell CEO, Kris Smith CEO

Apologies: Richard Wright

Guests: Jim Boden LGAQ, Simon Booth LGAQ, Mary Lockton LGAQ, Brett Johnson LGAQ, Alison Smith LGAQ

Acknowledgement – Delivered by Mayor Weazel, initial rationale for group provided.

Intro: Alison Smith LGAQ CEO – Welcome provided by Alison, reason for regional representation outlined. LGAQ support the group finding their own direction, team can provide guidance on ROC formation. Alison asked if there is anything we can do to support. Zala – Can LGAQ arrange for DG attendance at meetings to assist with decisions around critical areas of concern. Michael spoke about housing on Palm Island and State

Government approval on appropriate housing which meets the needs of the community.

Group Governance – Brett Johnson – Provided an overview around governance considerations. Important for any group to have a clear sense of purpose and what it is trying to achieve.

Considerations for the type of group, Incorporated or think tank.
Potential for future development and receipt of funding for projects.

Session 1: Alliance Objectives – Key focus areas for the group

Mayor Weazel stated that he has supplied some thoughts in an email. Aspiration is for a collective voice to benefit us all.

Zala – As a group can identify key assets that need funding at some stage. Water, waste, sewerage. Needs assessment on all four communities, then talk to the department about the collective need.

Kris Smith – Master plans – 5-year cycle to help influence where money is needed to be spent. Maximise Labor being in government, this group can influence state decisions via the Commonwealth, how do we maximise in the new policy environment. Intelligence around forecasting, specialists around policy direction. Need to the intel on change, sound advice around policy impact shifts.

Mayor Sandow – Even spread of housing funding across indigenous communities, how do we get the modelling right. We need to advocate on our issues, not other bodies, we understand our communities

Michael – Group is about leveraging our power, how does TCICA operate, we can work as an alliance. The power of using media to

advocate with government, previously this worked well for the native title lobbying.

Mayor Andrews – Provided an overview on the history and structure of TCICA. Yarrabah is happy to be part of any new group in any agreed structure.

Mayor Sam – Aware of the need of a group to have purpose, not more meetings. To give it value it will need to be ROC style arrangement with fees involved. We are different to the Cape – collective voice to get traction with William Street and on the ground

Mayor Weazel – TCICA has secured funding by being an incorporated group – funded by DATSIP (need to check that arrangement).

Mayor Sandow – This needs to be set up properly, needs to see action.

Kris Smith – Look into the future, land tenure, native titles. Build our own models – e.g., construction excellence group, build our own services.

Michael - How do we leverage our collective will to do things differently.

Mayor Weazel – What is our position – building secure relationships with Commonwealth. Should this be an incorporated group?

Mayor Andrews – Supports creation of a subgroup of ILF, don't create more bureaucracy. Don't want a split between north and south.

Actions / Decisions

Action – LGAQ Team to find out and supply more information about the setup of TCICA, especially if there is the capacity for funding.

Action – Brett Johnson to supply TOR of other relevant groups/alliances
– initial suggestion is to form an advocacy alliance rather than incorporated group at this stage.

No agreement on a structure at this point.

Session 2: Formation of Alliance

Without agreement on a group structure, it was decided to review objectives of the group.

Key objectives of group:

Group compared to the TCICA objectives. May need to identify governance model first.

Can adopt strategy around objectives – consider Caucus model (NSW).

Need explicit objectives – generating wealth, practice culture, law, and language. Not a response mechanism, we need to demand things.

- Government gives us control to support top level of objectives in community
- United voice that will help one another to improve our communities
- Control the agenda, State needs to respond to council's agenda. State needs to ask what council's agenda and policy are.

- Control all investment into the community – funding comes direct to Council

Mayor Andrews - Need for a SWOT analysis – will help identify what this group does differently. How do we do a scan of what is working and what is not.

Kris Smith - Control investment but clear about expectations on deliverables.

Michael – Set standard for businesses to work in communities.

Kris Smith – Set our standards, meet those standards, or not allowed to deliver work in community.

Mayor Andrews – Get Secretariat support and become a subgroup of TCICA. Need to see if an alliance will have value.

Obtaining data – can as an alliance we get significant bodies to support these requests.

Guest Speaker 1

Jason Kidd (Virtual) Executive Director – Strategic Policy and Legislation
– Aboriginal and Torres Strait Islander Partnerships

Charlotte Young Director – Local Thriving Communities

All presentations to be circulated

Guest Speaker 2

Mary-Anne Curtis, Associate Director-General

Sharon Kenyon, Executive Director – Aboriginal and Torres Strait Islander Housing

Contact details for further conversation:

Next Steps:

CEOs to meet within next three months to discuss:

- Structure of alliance
- Roles
- Funding opportunities

Potential Actions for future consideration include:

Consider: MOU will be signed for the Alliance.

Consider: Asking DATSIP for funding to provide secretariat. Palm Island proposed that they would make the ask and auspice the funding.

Consider: Operating the Alliance through the ILF.



Chatur Zala

Chief Executive Officer



CHERBOURG ABORIGINAL SHIRE

COUNCIL

OPERATIONAL PLAN

2022/2023



Cherbourg Aboriginal Shire Council – Operational Plan – 2022/2023						
Ref.	Corporate Plan Strategy	Activities	Timing	Organisational Responsibility	Performance Measures	Status
Office of the Chief Executive Officer						
<i>To undertake the strategic management of Council's overall operations and work with key stakeholders for the benefit of the community</i>						
1.1	District Disaster Management Plans	1. Liaison with South Burnett Regional Council on issues affecting each Council 2. Attending District Disaster Management Group meetings	1. On going 2. Quarterly	1. Mayor & CEO 2. Mayor & CEO	1. No. of meetings held & DMP amended accordingly 2. No. of meetings attended	
1.2	Attend ILF and Alliance of QLD South & Eastern Indigenous Council meeting	1. Attend ILF and Alliance of QLD South & Eastern Indigenous Council meeting meetings to establish Cherbourg as a strong part of the region 2. Identify support and assistance that can be provided by neighbouring Councils	1. As required 2. On going	1. Mayor 2. CEO	1. No. of meetings attended 2. No. of meetings attended & report to Council	
1.3	Intergovernmental relations	1. Effectively manage relationships with government agencies and other bodies	1. Ongoing	1. CEO	1. No. of meetings attended & report to Council	
1.4	Cherbourg Community and Council Administration Building	1. Coordination of the project steering group to develop the business case for the construction of the proposed new facility	1. 30 June 2023	1. CEO	1. No of meetings attended 2. Meeting minutes 3. Report to Council 4. Business case prepared	

Cherbourg Aboriginal Shire Council – Operational Plan – 2022/2023				
Ref.	Corporate Plan Strategy	Activities	Timing	Organisational Responsibility
				Performance Measures
				Status

Corporate Services				
To deliver responsible governance, efficient service and administrative support for Council's operations and strategic initiatives				
2.1	Provide responsible and accountable financial planning and management	<ol style="list-style-type: none"> Further enhance reporting to Council and Management Undertake review of Council's accounting and finance systems 	<ol style="list-style-type: none"> 31 January 2023 30 November 2022 	<ol style="list-style-type: none"> Corporate Services Manager & Accountant CEO & Corporate Services Manager
2.2	Manage corporate services to support and increase the effectiveness of operations	<ol style="list-style-type: none"> Undertake a review of all Council policies and procedures to meet community and legislative needs. Workshop policies and procedures with Council staff 	<ol style="list-style-type: none"> 31 January 2023 31 January 2023 	<ol style="list-style-type: none"> Corporate Services Manager Corporate Services Manager
2.3	Reviewing leasing arrangements of Council facilities to private organisations	<ol style="list-style-type: none"> Review and document all current leasing arrangements where organisations occupy Council owned buildings Meet with all organisations to discuss and agree on possible future leasing arrangements Arrange for lease documents to be prepared and signed. 	<ol style="list-style-type: none"> 31 December 2022 31 March 2023 30 June 2023 	<ol style="list-style-type: none"> Corporate Services Manager Corporate Services Manager Corporate Services Manager
2.4	Recruiting and developing staff to deliver Council services	<ol style="list-style-type: none"> Review and/or development of human resource policies and processes Ensuring all staff have opportunities for personal development and training 	<ol style="list-style-type: none"> 31 March 2023 Ongoing 	<ol style="list-style-type: none"> Corporate Services Manager Corporate Services Manager

Cherbourg Aboriginal Shire Council – Operational Plan – 2022/2023					
Ref.	Corporate Plan Strategy	Activities	Timing	Organisational Responsibility	Performance Measures
				Status	
2.5	Ensuring all Council's assets are managed and maintained within annual budget constraints	1. Implement recommended improvements to the Asset Management Plan	1. 31 March 2023	1. Corporate Services Manager	1. Updated plan adopted by Council

Cherbourg Aboriginal Shire Council – Operational Plan – 2022/2023						
Ref.	Corporate Plan Strategy	Activities	Timing	Organisational Responsibility	Performance Measures	Status

Operations						
<i>To maintain and upgrade essential infrastructure and housing to service the needs of the community now and in the future</i>						
3.1	Maintaining an appropriate level of roads to enhance safety in the town area.	<ol style="list-style-type: none"> 1. Maintenance and pothole patching of town streets 2. Cleaning of road kerb and channelling and drains 3. Review and maintain pedestrian crossings and signage 4. Regular inspections and repairs to footpaths 	<ol style="list-style-type: none"> 1. On-going 2. Monthly 3. On-going 4. On-going 	<ol style="list-style-type: none"> 1. Operations Manager 2. Operations Manager 3. Operations Manager 4. Operations Manager 	<ol style="list-style-type: none"> 1. Monthly report to Manager 2. Monthly report to Manager 3. Monthly report to Manager 4. Monthly report to Manager 	
3.2	Maintaining an efficient fleet of plant and equipment	<ol style="list-style-type: none"> 1. Development of a maintenance plan for all equipment. 2. Develop an Asset Management Plan for plant and equipment 3. Training and skills development for all operators 	<ol style="list-style-type: none"> 1. 31 December 2022 2. 31 January 2023 3. As required 	<ol style="list-style-type: none"> 1. Operations Manager 2. Operations Manager 3. Operations Manager 	<ol style="list-style-type: none"> 1. Plan completed & given to Manager 2. Plan adopted by Council 3. Level of qualification increased 	
3.3	Ensuring the water supply, sewerage system and garbage system are provided in accordance with the highest possible health standards and reliability.	<ol style="list-style-type: none"> 1. Review and/or development of maintenance plan for WTP to include routine maintenance of plant, inspection of water intake well & pumps, hydrants and scouring of water lines 2. Review and/or development of maintenance plan for STP to include routine maintenance of plant, inspection of wet wells, pumps and man holes 	<ol style="list-style-type: none"> 1. 30 November 2022 2. 30 November 2022 	<ol style="list-style-type: none"> 1. Works Co-ordinator & Environmental Services Officer (ESO) 2. Works Co-ordinator & Environmental Services Officer (ESO) 	<ol style="list-style-type: none"> 1. Plan provided to Manager and approved 2. Plan provided to Manager and approved 	

Cherbourg Aboriginal Shire Council – Operational Plan – 2022/2023						
Ref.	Corporate Plan Strategy	Activities	Timing	Organisational Responsibility	Performance Measures	Status
3.4	Effective management of pest animals through the Animal Management Plan	1. Review and monitoring of Animal Management Plan 2. Liaise with State Authorities on control of wild dogs. 3. Registration and control of dogs and horses 4. Community awareness sessions on the Animal Management Plan	1. 30 November 2022 2. As required 3. On-going 4. On-going	1. Operations Manager, & Works Co-ordinator 2. Works Co-ordinator & Pastoral Manager 3. Animal Management Officer 4. Animal Management Officer	1. Report to CEO 2. Monthly report to Manager/s 3. Report to Manager 4. No. of sessions undertaken	
3.5	Effective management of noxious weeds through the Weed Management Plan	1. Review and/or development of Weed Management Plan 2. Development of an annual work program to treat parthenium and giant rail's tail	1. 31 December 2022 2. 31 December 2022	1. Works Co-ordinator 2. Works Co-ordinator & Pastoral Manager	1. Plan endorsed by CEO 2. Program provided to Manager	
3.6	Maintaining community facilities and buildings and making them available to the public	1. Maintenance of community buildings 2. Development of a plan for maintenance of community buildings	1. As required 2. 31 December 2022	1. Building Supervisor 2. Works Supervisor	1. Report to Manager 2. Plan provided to Manager then CEO & Council	
3.7	Capital Works Program	1. W4Q Solid Waste Project 2. Plant and Equipment Purchases	1. 30 June 2023 2. 30 November 2022	1. Operations Manager 2. Operations Manager	1. Completion of project as per scope 2. Purchase of budgeted items	

Cherbourg Aboriginal Shire Council – Operational Plan, – 2022/2023				
Ref.	Corporate Plan Strategy	Activities	Timing	Organisational Responsibility
				Performance Measures
				Status

Economic and Community Development

	To explore opportunities to improve skills and work options for Cherbourg community, to grow the capability of our staff and business operations and provide strategic direction. To improve the liveability of Cherbourg community.					
4.1	Farm	1. Evaluate the operation 2. Grow the cattle herd 3. Improve the pasture 4. Control the biosecurity risks 5. Open the hydroponics	1. 30 June 2023	1. Farm Manager	1. Report to Council	
4.2	Recycling	1 CRPs - Increase turnover by 7% 2 MRF - increase production by 100% 3 Processor	1. 30 June 2023 2. 30 June 2023	1. MRF Manager and CRP Managers	1. Amount of turnover 2. Amount of production	
4.5	Call centre	1 Consolidate operations 2 Expand operations to SSQ 3 Examine adding DAF to customer base	1. 30 June 2023	1 ECD Manager and Call centre manager	1. Report to Council	
4.6	Joinery	1 Qbuild Upgrade program 20 x kitchens 3 x robes, 11 x linen cupboards, 8x bathrooms 2 Develop staff to a quality production standard 3 Improve profitability, target \$30k 4 Improve marketing	1. 30 June 2023	1. Joinery Manager	1. Completion of Projects 2. Amount of rework 3. Amount of profit achieved 4. Report on marketing effort	
4.7	Building Dept	1 Deliver Qbuild upgrade program 2 Resolve asset management issues on Council buildings 3 Improve stock control and stock accountability 5 Improve staff productivity	1. 30 June 2023	1 Building Manager 2. ECD Manager	1. Completion of projects 2. Report to Council	
4.8	Provide strategic direction and operational guidance to the Cherbourg business units.	1. Ensure that enterprises are running effectively. 2. Improve productivity 3. Improve WHS practices and records.	1. Ongoing	1. ECD Manager	1. Report to Council	

Cherbourg Aboriginal Shire Council – Operational Plan – 2022/2023

Ref.	Corporate Plan Strategy	Activities	Timing	Organisational Responsibility	Performance Measures	Status
4.9	Oversee projects	<ol style="list-style-type: none"> 1. Cherbourg to Murgon Footpath Upgrade 2. LRCI Phase 3 3. Skatepark 4. Basketball court – liaise with sports and rec 5. Cemetery entranceway – re-paint and repair wall 6. Gundoo playground, gazebo, bike track, wendy house, stage 7. 2.6 Housing project 6 x dwellings 8. 3.4 Housing project – new precinct 9. Illegal Dumping project 10. Fire mitigation project 11. Qbuild Upgrade program 112 projects 12. Qbuild responsive program 3000 + jobs 13. ICCIP – Landfill revitalisation project 14. Repairs and improvements to dog pound 15. Feasibility Study for MRF next stage 16. Emerging manager training 17. Co-Ex agreements in place 	<ol style="list-style-type: none"> 1. Dec 2022 2. Apr 2023 3. Sep 2022 4. Nov 2022 5. Sep 2022 6. Nov 2022 7. Jun 2023 8. Dec 2023 9. Jun 2023 10. Nov 2022 11. May 2023 12. Jun 2023 13. Dec 2023 14. Sep 2022 15. Sep 2022 16. Ongoing to dec 2022 	1. ECD Manager	<ol style="list-style-type: none"> 1. Completion of projects 2. Report to Council 	
4.10	Deadly casuals	<ol style="list-style-type: none"> 1. Develop skill sets, fence repairs, patio revitalise, yard maintenance, pest control. 	<ol style="list-style-type: none"> 1. Ongoing Jun 2023 	1. ECD Management	1. Report to Council	
4.11	Research Development Ideas	<ol style="list-style-type: none"> 1. Tyre processing 2. Flower growing 3. Vegetable growing – hydroponics/aquaponics 4. Earthlok 	<ol style="list-style-type: none"> 1. Ongoing research and evaluation 	1. ECD Management	1. Report to Council	

Cherbourg Aboriginal Shire Council – Operational Plan – 2022/2023

Ref.	Corporate Plan Strategy	Activities	Timing	Organisational Responsibility	Performance Measures	Status
Community Services						
<i>To ensure residents are provided with facilities and activities that assist in providing quality of life</i>						
5.1	Providing and maintaining sport and recreation facilities and activities	<ol style="list-style-type: none"> Maintenance of football field, netball courts, Jack Malone Oval and other parks Liaison with the Dept of Sport and Recreation and PCYC on sport and recreation needs in the community 	<ol style="list-style-type: none"> As required On-going 	<ol style="list-style-type: none"> Works Coordinator & Sport & Recreation Officers Community Services Manager 	<ol style="list-style-type: none"> Report to Manager No. of meetings attended 	
5.4	Development of Disaster Management Plan	<ol style="list-style-type: none"> Coordinating Local Disaster Management Group meetings Input into the Regional Community Recovery Plan and attendance at Community Recovery Committee meetings 	<ol style="list-style-type: none"> Bi monthly As required 	<ol style="list-style-type: none"> CEO Community Services Manager 	<ol style="list-style-type: none"> Meetings held and minutes kept No. of meetings attended 	
5.5	Supporting Bush Fire Mitigation Programs	<ol style="list-style-type: none"> Regular liaison with QF&RS Controlled burn offs around the perimeter of the town area 	<ol style="list-style-type: none"> As required As required 	<ol style="list-style-type: none"> Community Services Manager Community Services Manager, Works Supervisor & Pastoral Manager 	<ol style="list-style-type: none"> No. of meetings held Record of activities undertaken 	
5.6	Raise community awareness of disaster and risk management plans	<ol style="list-style-type: none"> Promote availability of plans to community through newsletters and website. Hold community awareness meetings 	<ol style="list-style-type: none"> Quarterly Quarterly 	<ol style="list-style-type: none"> Community Services Manager CEO & Community Services Manager 	<ol style="list-style-type: none"> Inclusion into website and news letters No. of meetings held 	
5.7	Work in collaboration with Health Service Providers to respond to health emergencies	<ol style="list-style-type: none"> Hold regular meetings with Qld Health Revise action plan indicating responsibilities of all parties in case of emergency 	<ol style="list-style-type: none"> Bi monthly 31 March 2022 	<ol style="list-style-type: none"> Community Services Manager Community Services Manager 	<ol style="list-style-type: none"> Meetings attended Plan revised and endorsed 	
5.8	Support to Indigenous Knowledge Centre	<ol style="list-style-type: none"> Operations of the IKC Promote IKC programs and boost membership and IKC usage 	<ol style="list-style-type: none"> Ongoing Ongoing 	<ol style="list-style-type: none"> Community Services Manager IKC Manager and IKC Coordinator 	<ol style="list-style-type: none"> Records of visits Number of memberships 	

Cherbourg Aboriginal Shire Council – Operational Plan – 2022/2023

Ref.	Corporate Plan Strategy	Activities	Timing	Organisational Responsibility	Performance Measures	Status
5.9	Cherbourg Radio	1. Operations of the UsMob Radio	1. Ongoing	1. Community Services Manager and Radio Station Manager	1. Record of activities, surveys, media platform feedback	
5.10	Community Events	1. Planning Community events 2. Promotion	1. Ongoing 2. Ongoing	1. Community Services Manager and Community Services Officer 2. Radio, Interagency, Social Media	1. Record of activities, surveys, media platform feedback 2. Attendance by the Community	
5.11	Interagency	1. Transparency of service provision, community appropriateness, and stop duplication	1. Monthly	1. Community Services Manager, Community Services Officer, Service Providers	1. Minutes of meetings 2. Changes to service provision to reduce duplication	
5.12	IYCC	1. Re-establish the Youth Advisory Group meetings 2. Review and action the IYCC Plan	1. Monthly 2. Ongoing	1. Community Services Officer and Youth Officer 2. Community Services Officer, Community and YAG Group members	1. Minutes of meetings 2. Set up working groups	
5.13	Language and Culture	1. Co-ordination of the project	1. Ongoing	1. Community Services Manager and Community Services Officer	1. Minutes of meetings 2. Set up of working group	

Workplace Health & Safety – August 2022

Note: WHS Consultant not on site at all in August due to recovering from having surgery. All tasks completed from home (except MPDT on 31st Aug)

Activities

- Ongoing SMS management
- Updated records including vehicle checks, toolbox talks, training matrix and CAR
- Completed July monthly report for MRF and WHS
- Monthly emergency equipment checks completed
- Hazard inspections completed

Recommendations/Resolution Required

- Asbestos register – apparently Sean is now looking after this
- Number of dog incidents of late is of concern. Meeting being organised to discuss solutions / actions.
- The number of needles being found in community is alarming. Recommend we have a combined group look at the issue. Kevin Curtis is now running with this.

Incidents/ Alerts

- 5 Incidents reported:
 - 15/08 S&R employee abused by parent of child
 - 22/08 terminated employee abused HR over the phone
 - 23/08 cut finger when hand brushed against side of ute
 - 23/08 cut thumb while laying bricks – medical treatment required
 - 27/08 employee abused by terminated employee at non work related function
- 0 hazards reported
- 0 Safety Alerts communicated

Training

- No WHS completed in July
- WHS Consultant & WHS Administrator attended Managers Professional Development Training (MPDT)

Next Month

- Adam from JLT visiting to assist complete SMS Discovery document
- Safety Awareness training (Induction)

3. Corporate Services Report

Corporate Services Manager Report - August 2022



Finance

CASC Accountant has submitted his report to Council.

Our accountant and team have been finalizing documents for the 2021 -22 Audit. Scheduled CASC visit dates for the auditors are 14th, 19th, and 28th September 2022.

Our Annual Financial Statements have also been reviewed by CASC Audit Risk Committee, as discussed at our initial meeting. They have now been sent through to KPMG, with their approval and the CEO's.

On another note, I will be on annual leave over the (2) x week school holiday break. Our accountant has nominated to fill in for the duration. I sent an email asking for interest and he's been the only staff member to reply.

Finance team, Housing team and HR have all been advised of the audit visit dates.

Housing

Housing has submitted their report to Council.

I would like CASC endorsement for (2) x notable changes in CASC Housing policy/operations.

1. Council support is needed to change refund policy/operations regarding overpaid rent. We have numerous requests for rental reimbursement, some as little as \$40. It costs us more to process the refund, than the actual amount requested at times. Tenants are using Council as a bank and this issue has been on the Auditors radar for many years. **Rental credit should remain rental credit unless the tenancy agreement has ended.** Council don't get refunded when we overspend on accounts. We're offered account credit instead. No monies are repaid.
2. Council support is needed to change wage stoppage of rental repayments. If Council is following up on non-Council employees, tenants ceasing Centrelink repayments, then we should be consistent. **Rental repayments cannot be stopped when tenant's rents are in arrears.** Changing the deduction amount still allows the transaction to happen. Stopping the payment doesn't. Accounts payable officer is preparing a document that needs (3) signatures. They will be Housing, Corporate Services and Accounts payable to approve. Finance does bank payments the same way.

(continued)

If both policy changes are approved, Council is simply asking for the correct rent to be paid by *all* tenants. Rent can then be stopped, if requested and approved. But **only** if in credit, to allow savings in other areas of household expenditure (fuel, food, holidays, funerals, etc) it's fair to Council then, as much as it is to our tenants.

If Council approves, we will follow up with a letter to every home on community, advising of change and why.

HR

HR has submitted his report to Council.

Meetings

2/9/22 – CASC Asset Management Plan

2/9/22 – Gympie Regional Council visit

16/9/22 – CASC Housing meeting

16/9/22 – CJAG (Cherbourg Joint Action Group) meeting, MSHS

16/9/22 – CASC Senior Managers Meeting

23/9/22 – CASC TWG

This concludes my brief report to Council. I can expand on these issues should Council seek clarification, through the CEO. Thank you.



Stop Deduction Approval Form

Housing Department

DATE:/...../.....

EMPLOYEE NO:

EMPLOYEE NAME:

CURRENT

Additional Notes:

.....
.....

Housing Department		Approved	Not Approved
Debtor Code	Amount
Approving Officer Signature		
Approving Officer Name:		
.....		

Payroll Processing

APPROVAL GRANTED	{Please Initials}
Stop Deduction For Period No
Payroll Officer Name	
Payroll Officer Signature	

(once Deduction Is Processed)

Date/...../.....



Agreement for Rental Payments

{Rentals Arrears}

PROPOSED

This Agreement made effective as of theday of2022.

Between:

Cherbourg Aboriginal Shire Council

22 Barambah Avenue, Cherbourg QLD 4605

{Name of Tenant}

[Address]

Re: Tenant's Rental of the premises located at

Fortnightly Rent due per fortnight for the premises: \$.....

Tenant Rentals Arrears Balance: \$.....

Tenant rentals arrears agreed amount per fortnight \$..... as additional contribution amounts.

Cherbourg Aboriginal Shire Council hereby agrees to accept the outstanding Rental Arrears agreement on or before the day of 2022.

Tenant hereby confirms the ***Cherbourg Aboriginal Shire Council*** may continue with pursuing with this Agreement to received outstanding amounts. ***Cherbourg Aboriginal Shire Council*** may continue with an eviction process should Outstanding amounts remains in-active for a timely frame.

Cherbourg Aboriginal Shire Council

Tenant's Name

CASC Representee Signature

Tenant's Signature

Date _____

Date _____

- HR Report # 10 – October 2022



Human Resources

Executive Summary

1 Dashboard – at last pay 138 staff

Fulltime 57

Parttime 25

Casual – 52

Apprentice/Trainee – 4

2 Industrial Relations news

All staff award classification levels and pay entitlements reviewed 01 September 2022

We have a matter before the Industrial Relations Commission – unfair dismissal

3 Recruitment

Workshop Supervisor - filled

Environmental Health Worker – filled

Water and Sewerage Manager – filled

Water and Sewerage Trainee – filled

Various – MRF and CRP Cherbourg positions filled

4 Other News

AWU representative visiting regularly

Copy of Cherbourg Public Holidays for 2023 attached

CASC FINANCE REPORT AS AT 31 August 2022



ACCOUNTANT COMMENTARY OF INCOME STATEMENT- BY NATURE

Whole of Council Financial Summary :

The Cherbourg Aboriginal Shire Council made a net operating loss of \$1,9,62,376 for the month ending Aug 2022 with operating surplus ratio of -123% which is below the recommended benchmark (0%-10%). The operating expenses more than double of the operating income. Council is currently waiting for SGFA , IEDG and Water Reservoirs outstanding grant and other grants .

Grants & subsidies :

Council has not received the grant for the following :

- SGFA , IEDG and Water Reservoirs outstanding grant
- DSDIT/ILSC Artificial Intelligence ,Illegal dumping round 2A , Fire Mitigation Project & IEDG

Sales & recoverable works :

The variance is due to

- Joinery income is about \$50 K less than the budgeted amount
- Major Upgrade the invoice not raised to Q -build .
- Cherbourg call Centre Revenue is Nil
- Kingaroy CRP income is \$25k below the budget

Fees & Charges :

Need to review fees and charges FY 2022-23 schedule and send out invoice

Material & Services :

- Membership & subscription fees about \$32K over the budget . This is due to annual LGMA subscription fees paid in Aug.
- It and professional Fees about \$17K over the budget
- Insurance invoice paid in advance for full year renewal. Actual amount is \$100K more than the forecast amount

Bank Balances:

Cash at bank as at 31 Aug is \$6.6 M with restricted cash component (contract liability) is \$3.03M.

So, available cash balance after satisfying the performance obligations is \$3.56 M.

ACCOUNTANT COMMENTARY OF INCOME STATEMENT- RESULT BY FUNCTION

Corporate Services :

- a. **Grants & subsidies** : \$ 328K variance is due to SGFA & First Start Grant not released to Council.
- b. **Fees & Charges** : Need to review fees and charges FY 2022-23 schedule and send out invoice .
- c. **Building Rent** : Need to review lease register to make sure invoice is done for Council owned building .
- d. **Material & Services** :
 - Membership & subscription fees about \$32K over the budget . This is due to annual LGMA subscription fees paid in Aug.
 - It and professional Fees about \$17K over the budget

Housing :

- a. **Materials & Services: Housing** Insurance invoice paid in advance for full year renewal.

Actual amount is \$100K more than the forecast amount.

Economic & community development :

a. **Grants & subsidies :**

- DSDIT/ILSC Artificial Intelligence ,Illegal dumping round 2A , fire Mitigation Project & IEDG grant not received yet.

b. **Sales & recoverable works :**

The variance is due to

- Joinery income is about \$50 K less than the budgeted amount
- Major Upgrade the invoice not raised to Q -build .
- Cherbourg call Centre Revenue is Nil
- Kingaroy CRP income is \$25k below the budget.

Thanks for your time to read my report.

Dol Ranabhat, Accountant

Cherbourg Aboriginal Shire Council
Financial Position
FY 2022-2023

August

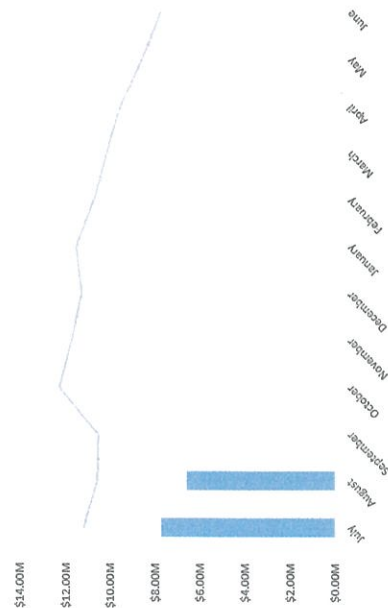
YTD Assets
Current \$9.11M Non-Current \$203.64M

YTD Liabilities
Current \$3.88M Non-Current \$3.17M

Actual — Prior Year
Decrease ▲ Increase ▼

Net Financial Asset/Liability Ratio
-123%

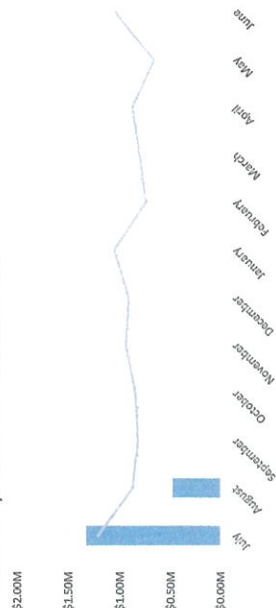
Cash & Cash Equivalents



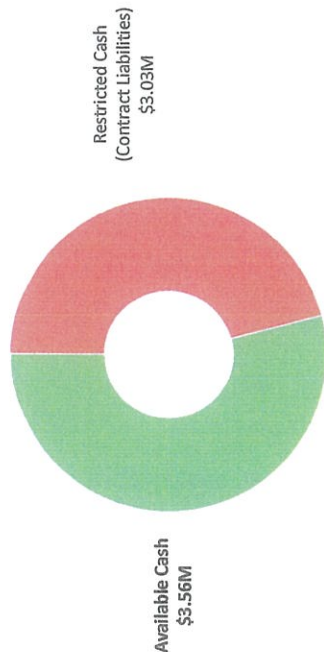
Debtors & Receivables



Accounts Payable & Other Current Liabilities



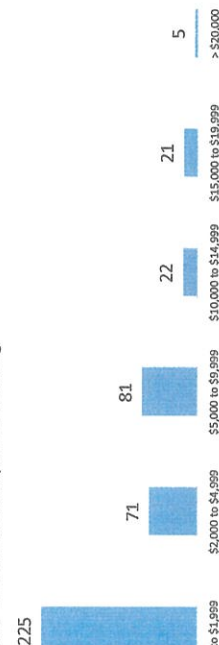
Cash Balance



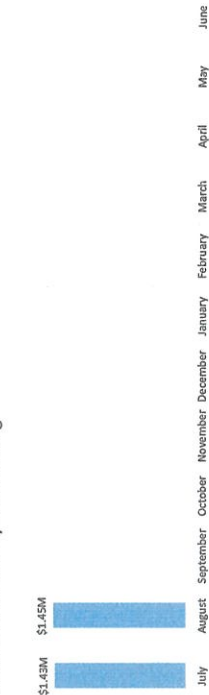
Rent Debtors



Number of Rent Debtors by Amount Owed



Rent Debtors > 90 Days Outstanding



Cash & Cash Equivalents	\$6.60M
Contract Assets	\$1.30M
Trade & Other Receivables	\$0.84M
Inventories	\$0.28M
Biological Assets	\$0.08M
Total Current Assets	\$9.11M

Non-Current Assets	
Buildings	\$37.10M
Furniture & Fittings	\$0.00M
Houses	\$125.39M
Infrastructure	\$34.51M
Land	\$1.48M
Motor Vehicles	\$0.66M
Plant & Equipment	\$3.46M
Work in Progress	\$1.03M
Total Non-Current Assets	\$203.64M

Total Assets	\$212.75M
---------------------	------------------

Current Liabilities	
Contract Liabilities	\$3.03M
Trade & Other Payables	\$0.48M
Current Provisions	\$0.37M
Total Current Liabilities	\$3.88M

Non-Current Liabilities	
Non-Current Provisions	\$2.63M
Trade & Other Payables	\$0.54M
Total Non-Current Liabilities	\$3.17M

Total Liabilities	\$7.06M
--------------------------	----------------

Equity	
Retained Surplus	\$103.72M
Asset Revaluation Surplus	\$101.97M
Total Equity	\$205.70M

Total Liabilities & Equity	\$212.75M
---------------------------------------	------------------

Cherbourg Aboriginal Shire Council
Operating Actual Vs Budget
FY 2022-2023

August

YTD Operating Income
Actual \$1.67M
Variance (\$0.53M) ▼ (24.2%)

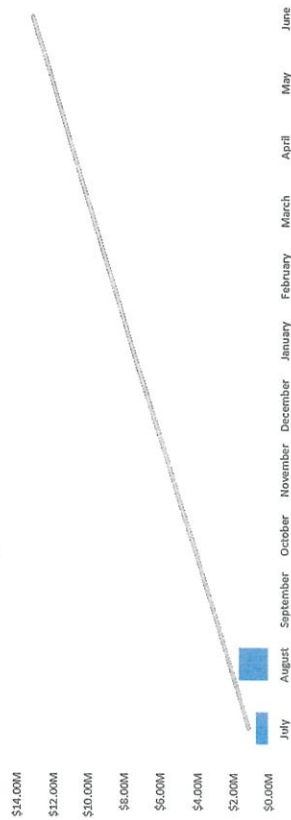
YTD Operating Expenditure
Actual \$1.97M
Variance \$1.76M ▼ 89.5%

Operating Surplus Ratio
Actual -117.67%

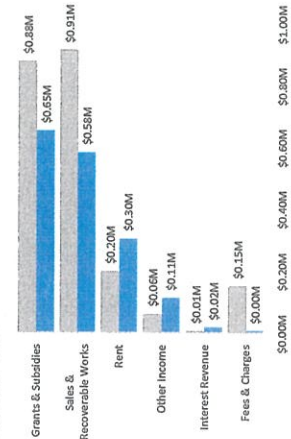


■ Budget ■ Actual
 ■ Positive Variance ■ Negative Variance

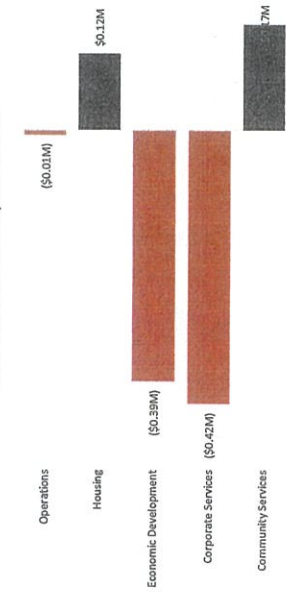
Total Income - Actual vs Budget



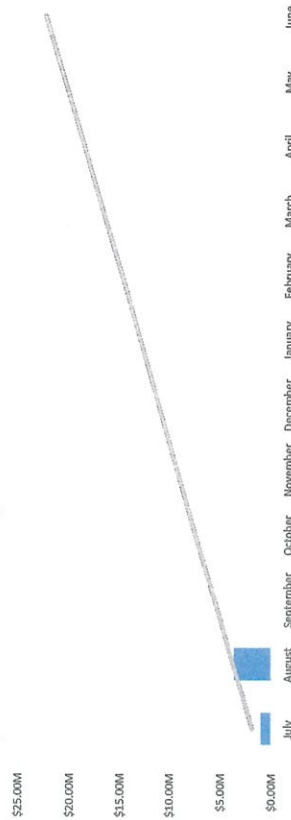
Income YTD



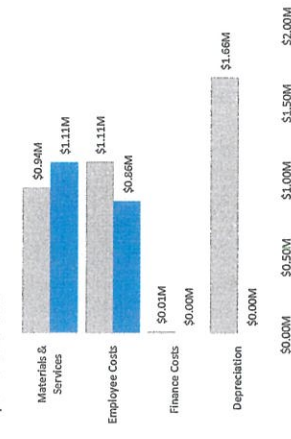
YTD Income Variance By Directorate



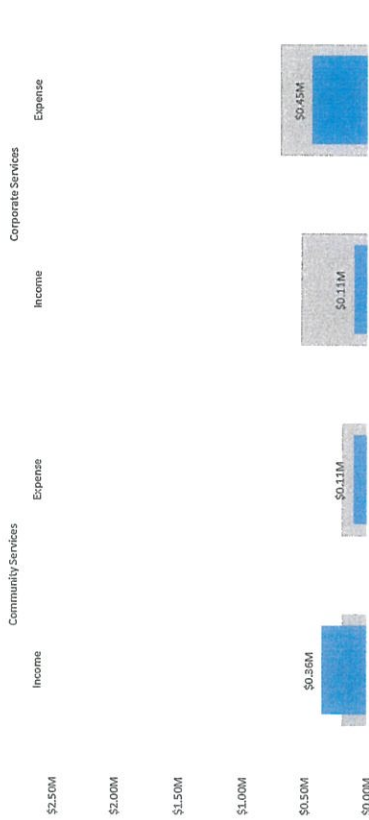
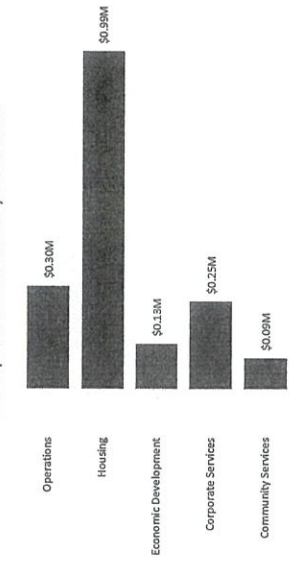
Total Expenditure - Actual vs Budget



Expenditure YTD



YTD Expenditure Variance By Directorate



Whole Of Council

	August				Year to Date				Traffic Light	Full Year Budget
	Actual	Budget	\$ Variance	% Variance	Actual	Budget	\$ Variance	% Variance		
Grants & Subsidies	\$ 446,170	\$ 438,596	\$ 7,574	1.73%	\$ 651,170	\$ 877,192	\$ (226,022)	-25.77%	⊗	\$ 5,263,156
Fees & Charges	\$ 2,523	\$ 74,931	\$ (72,408)	-96.63%	\$ 4,741	\$ 149,862	\$ (145,121)	-96.84%	⊗	\$ 899,165
Sales & Recoverable Works	\$ 328,313	\$ 456,350	\$ (128,037)	-28.06%	\$ 581,583	\$ 912,700	\$ (331,117)	-36.28%	⊗	\$ 5,476,185
Interest Revenue	\$ 9,617	\$ 2,541	\$ 7,076	278.49%	\$ 16,087	\$ 5,082	\$ 11,005	216.55%	○	\$ 30,489
Rent	\$ 166,619	\$ 98,667	\$ 67,952	68.87%	\$ 302,550	\$ 197,334	\$ 105,216	53.32%	○	\$ 1,184,002
Other Income	\$ 19,930	\$ 29,605	\$ (9,675)	-32.68%	\$ 111,514	\$ 59,210	\$ 52,304	88.34%	○	\$ 355,238
Total Income	\$ 973,172	\$ 1,100,690	\$ (127,518)	-11.59%	\$ 1,667,645	\$ 2,201,380	\$ (533,735)	-24.25%		\$ 13,208,235
Employee Costs	\$ 184,252	\$ 556,200	\$ (371,948)	-66.87%	\$ 858,861	\$ 1,112,400	\$ (253,539)	-22.79%	○	\$ 6,674,444
Materials & Services	\$ 753,469	\$ 470,774	\$ 282,695	60.05%	\$ 1,108,361	\$ 941,548	\$ 166,813	17.72%	⊗	\$ 5,649,096
Depreciation	\$ 1,661,668	\$ 830,834	\$ 830,834	100.00%	\$ 1,661,668	\$ 1,661,668	\$ -	0.00%	⊗	\$ 9,970,000
Finance Costs	\$ 587	\$ 6,817	\$ (6,230)	-91.40%	\$ 1,131	\$ 13,634	\$ (12,503)	-91.70%	○	\$ 81,814
Total Expenditure	\$ 2,599,976	\$ 1,864,625	\$ 735,351	39.44%	\$ 3,630,021	\$ 3,729,250	\$ (99,229)	-2.66%		\$ 22,375,354
Net Surplus/(Deficit)	\$ (1,626,804)	\$ (763,935)	\$ (862,869)	112.95%	\$ (1,962,376)	\$ (1,527,870)	\$ (434,506)	28.44%		\$ (9,167,119)

Community Services

	August			Year to Date			Traffic Light	Full Year Budget
	Actual	Budget	\$ Variance	% Variance	Actual	Budget		
Grants & Subsidies	\$ 131,596	\$ 84,794	\$ 46,802	55.19%	\$ 336,596	\$ 169,588	●	\$ 1,017,552
Fees & Charges	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	●	\$ -
Sales & Recoverable Works	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	●	\$ -
Interest Revenue	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	●	\$ -
Rent	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	●	\$ -
Other Income	\$ 14,282	\$ 13,655	\$ 627	4.59%	\$ 25,449	\$ 27,310	●	\$ 163,850
Total Income	\$ 145,878	\$ 98,449	\$ 47,429	48.18%	\$ 362,045	\$ 196,898		\$ 1,181,402
Employee Costs	\$ 20,474	\$ 52,653	\$ (32,179)	-61.11%	\$ 79,332	\$ 105,306	●	\$ 631,841
Materials & Services	\$ (12,909)	\$ 47,682	\$ (60,591)	-127.07%	\$ 31,932	\$ 95,364	●	\$ 572,138
Depreciation	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	●	\$ -
Finance Costs	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	●	\$ -
Total Expenditure	\$ 7,565	\$ 100,335	\$ (92,770)	-92.46%	\$ 111,264	\$ 200,670		\$ 1,203,979
Net Surplus/(Deficit)	\$ 138,313	\$ (1,886)	\$ 140,199	-7433.65%	\$ 250,781	\$ (3,772)		\$ (22,577)

Corporate Services

	August			Year to Date				Traffic Light	Full Year Budget
	Actual	Budget	\$ Variance	% Variance	Actual	Budget	\$ Variance		
Grants & Subsidies	\$ -	\$ 164,148	\$ (164,148)	-100.00%	\$ -	\$ 328,296	\$ (328,296)	✗	\$ 1,969,768
Fees & Charges	\$ 2,523	\$ 74,931	\$ (72,408)	-96.63%	\$ 4,741	\$ 149,862	\$ (145,121)	✗	\$ 899,165
Sales & Recoverable Works	\$ -	\$ 86	\$ (86)	-100.00%	\$ -	\$ 172	\$ (172)	⬆	\$ 1,035
Interest Revenue	\$ 9,617	\$ 2,541	\$ 7,076	278.49%	\$ 16,087	\$ 5,082	\$ 11,005	⬆	\$ 30,489
Rent	\$ 1,364	\$ 8,417	\$ (7,053)	-83.80%	\$ 2,727	\$ 16,834	\$ (14,107)	✗	\$ 101,000
Other Income	\$ 5,648	\$ 15,950	\$ (10,302)	-64.59%	\$ 86,065	\$ 31,900	\$ 54,165	⬆	\$ 191,388
Total Income	\$ 19,152	\$ 266,073	\$ (246,921)	-92.80%	\$ 109,621	\$ 532,146	\$ (422,525)		\$ 3,192,845
Employee Costs	\$ 17,459	\$ 167,850	\$ (150,391)	-89.60%	\$ 246,858	\$ 335,700	\$ (88,842)	⬆	\$ 2,014,202
Materials & Services	\$ 107,460	\$ 85,697	\$ 21,763	25.40%	\$ 197,769	\$ 171,394	\$ 26,375	✗	\$ 1,028,333
Depreciation	\$ 180,000	\$ 90,000	\$ 90,000	100.00%	\$ 180,000	\$ 180,000	\$ -	✓	\$ 1,080,000
Finance Costs	\$ 587	\$ 6,817	\$ (6,230)	-91.40%	\$ 1,131	\$ 13,634	\$ (12,503)	⬆	\$ 81,814
Total Expenditure	\$ 305,505	\$ 350,364	\$ (44,859)	-12.80%	\$ 625,758	\$ 700,728	\$ (74,970)		\$ 4,204,349
Net Surplus/(Deficit)	\$ (286,353)	\$ (84,291)	\$ (202,062)	239.72%	\$ (516,138)	\$ (168,582)	\$ (347,556)		\$ (1,011,504)

Economic Development

	August			Year to Date			Traffic Light	Full Year Budget
	Actual	Budget	\$ Variance	% Variance	Actual	Budget		
Grants & Subsidies	\$ 19,603	\$ 38,330	\$ (18,727)	-48.86%	\$ 19,603	\$ 76,660	⊗	\$ 459,950
Fees & Charges	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	⊗	\$ -
Sales & Recoverable Works	\$ 328,313	\$ 456,264	\$ (127,951)	-28.04%	\$ 581,583	\$ 912,528	⊗	\$ 5,475,150
Interest Revenue	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	⊗	\$ -
Rent	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	⊗	\$ -
Other Income	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	⊗	\$ -
Total Income	\$ 347,917	\$ 494,594	\$ (146,677)	-29.66%	\$ 601,187	\$ 989,188		\$ 5,935,100
Employee Costs	\$ 104,305	\$ 232,153	\$ (127,848)	-55.07%	\$ 388,047	\$ 464,306	⊗	\$ 2,785,875
Materials & Services	\$ 140,015	\$ 186,125	\$ (46,110)	-24.77%	\$ 317,787	\$ 372,250	⊗	\$ 2,233,448
Depreciation	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	⊗	\$ -
Finance Costs	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	⊗	\$ -
Total Expenditure	\$ 244,320	\$ 418,278	\$ (173,958)	-41.59%	\$ 705,833	\$ 836,556		\$ 5,019,323
Net Surplus/(Deficit)	\$ 103,596	\$ 76,316	\$ 27,280	35.75%	\$ (104,647)	\$ 152,632		\$ 915,777

Housing

	August				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	\$ 165,255	\$ 90,250	\$ 75,005	83.11%	\$ 299,822	\$ 180,500	\$ 119,322	66.11%	●	\$ 1,083,002
Other Income	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%	●	\$ -
Total Income	\$ 165,255	\$ 90,250	\$ 75,005	83.11%	\$ 299,822	\$ 180,500	\$ 119,322	66.11%		\$ 1,083,002
Employee Costs	\$ 7,880	\$ 17,862	\$ (9,982)	-55.89%	\$ 27,723	\$ 35,724	\$ (8,001)	-22.40%	●	\$ 214,347
Materials & Services	\$ 415,248	\$ 30,714	\$ 384,534	1251.98%	\$ 416,145	\$ 61,428	\$ 354,717	577.45%	●	\$ 368,550
Depreciation	\$ 1,333,334	\$ 666,667	\$ 666,667	100.00%	\$ 1,333,334	\$ 1,333,334	\$ -	0.00%	●	\$ 8,000,000
Finance Costs	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%	●	\$ -
Total Expenditure	\$ 1,756,462	\$ 715,243	\$ 1,041,219	145.58%	\$ 1,777,202	\$ 1,430,486	\$ 346,716	24.24%		\$ 8,582,897
Net Surplus/(Deficit)	\$ (1,591,207)	\$ (624,993)	\$ (966,214)	154.60%	\$ (1,477,380)	\$ (1,249,986)	\$ (227,394)	18.19%		\$ (7,499,895)

Operations

	August				Year to Date				Traffic Light	Full Year Budget
	Actual	Budget	\$ Variance	% Variance	Actual	Budget	\$ Variance	% Variance		
Grants & Subsidies	\$ 294,971	\$ 151,324	\$ 143,647	94.93%	\$ 294,971	\$ 302,648	\$ (7,678)	-2.54%	●	\$ 1,815,886
Fees & Charges	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%	●	\$ -
Sales & Recoverable Works	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%	●	\$ -
Interest Revenue	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%	●	\$ -
Rent	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%	●	\$ -
Other Income	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%	●	\$ -
Total Income	\$ 294,971	\$ 151,324	\$ 143,647	94.93%	\$ 294,971	\$ 302,648	\$ (7,678)	-2.54%		\$ 1,815,886
Employee Costs	\$ 34,134	\$ 85,682	\$ (51,548)	-60.16%	\$ 116,901	\$ 171,364	\$ (54,463)	-31.78%	○	\$ 1,028,179
Materials & Services	\$ 103,655	\$ 120,556	\$ (16,901)	-14.02%	\$ 144,728	\$ 241,112	\$ (96,384)	-39.97%	○	\$ 1,446,627
Depreciation	\$ 148,334	\$ 74,167	\$ 74,167	100.00%	\$ 148,334	\$ 148,334	\$ -	0.00%	●	\$ 890,000
Finance Costs	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%	●	\$ -
Total Expenditure	\$ 286,123	\$ 280,405	\$ 5,718	2.04%	\$ 409,963	\$ 560,810	\$ (150,847)	-26.90%		\$ 3,364,806
Net Surplus/(Deficit)	\$ 8,847	\$ (129,081)	\$ 137,928	-106.85%	\$ (114,993)	\$ (258,162)	\$ 143,169	-55.46%		\$ (1,548,920)

Housing Report September 2022



SNR HOUSING OFFICER & HOUSING OFFICER:

The months of August/September have been extremely busy. I have been doing rent reconciliations for clients, responding to a complaint, enquires for housing, rental checks (preparing rent letters and notices) and doing daily clients interviews phone calls and meeting with other agencies.

The Housing Officer has been assisting with the rent recovery and doing home delivery of rent letters & notice to remedy, learning about the procedures when preparing eviction. She has also been updating tenancies and doing the monthly invoicing, statements and rent reconciliation for all 319 tenants.

SNR HOUSING OFFICER CLIENT CONTACT (117):

HOUSING OFFICER C/C (8)

Phone Calls	-	50	Phone Calls	-	8
Rent/ Enquires	-	65	Inspections	-	15
Housing Enquires	-	35	Letter Del.	-	19
Complaints/Misc.	-	17			

COMPLAINTS:

- 01 Noise Complaint - Letter sent out (first warning)

HOUSING ENQUIRES FOR CLIENTS FROM OTHER AGENCIES:

- ATSiL Murgon - An inmate requesting accommodation.
- NDIS Murgon - In relation to one of their clients moving into a unit
- Cherbourg Hospital - One of their clients who is incarcerated.
- Maryborough Jail - Housing application for an inmate.
- Centrelink - Re: Services that they offer (rent assistance)

EVICTIOn:

- 1 - Currently in the process and will be lodged with the Courts within the next week or so.

Antonia Jacobs

Snr Housing Officer

Chantelle Mackay

Housing Officer

Meetings/workshops

- Housing meeting every 2nd Tuesday (fortnightly)
- Building meeting every Monday (weekly)
- 4th Quarter JOM
- Manager's Professional Development Training

Service provided to tenants:

- **8** people inquiring about waiting list for housing
- **8** Inquired about Tenancy agreements (Refer on to Aunty Toni)
- **6** Assist House Officer deliver letters
- **50** Follow ups for tenants re: works
- Assisted **5** tenants with calling Qbuild
- **4** House inspections
- **6** phone calls requesting house inspections
- **12** follow ups for upgrade programs
- **10** tenants requested pest control (August)
- **7** orders done for pest control (September)
- **5** Delivered pest control appointment cards
- **3** Inspections of hall before and after hire
- **9** Inspections with QBuild
- **10** Followed up for Kingaroy Joinery
- Inspected Bert Button Lookout Office
- In regular contact with Karen @ Emerge Supports for NDIS tenants

Entry/Exit Reports:***Entry:***

- 18 Bell St
- 3 Carter St
- 17B Barambah Ave

Exit

- 44 Barber St

Mrs Joanne Simpson
Housing Inspection Officer
Cherbourg Aboriginal Shire Council

4. Economic & Community Development

5. Operations Dept

Operations Department Report

August. 2022



By Matthew Bock, Operations Manager

7th September 2022

ops@cherbourg.qld.gov.au

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Executive Summary

Operations department

- The new operations organization structure is being implemented
- Workshop supervisor position has been advertised and interviews taken place
- The sewerage ponds have been mowed and trees removed (Picture:4,5,6,7)
- The sewerage ponds have extensive flood damage to the access road and pond walls ATC engineering have been contracted to access and design a fix (Picture: 1,2)
- A procedure is being developed to better work the sewerage ponds so there is storage for wet weather events
- Maintenance and work plans are being developed for the water and sewerage team
- A focus is being given in government compliance within all operations departments
- Planning for the dump upgrade has begun
- Daily work plans for works parks and gardens and rubbish truck operators have been developed and implemented

Environment and Waste

- Rubbish truck runs are carried out daily
- The dump pit and bins are being emptied weekly
- Shamus has been given the garbage truck driver position
- Shamus has broken his leg and will be off work till November a relief truck driver has been employed
- Daniel Weasel has a broken arm and will be off work until November a relief animal control officer job will be advertised
- Environmental health officer is being advertised
- The vacuum ute has been out vacuuming the gutters (Picture: 7)

Works, Roads, Parks and Gardens

- The parks and gardens crew are picking up rubbish and mowing where needed daily
- Cemetery burials and associated works
- Daily work plans have been implemented
- The bus stop benches have been cleaned and repainted
- The steel bins around the town are being cleaned and repainted
- Additional trees have been planted at Wakka Wakka park

- A weed survey has been done around the town and Cherbourg roadside
- Weeds have been sprayed

Water and Sewerage

- Daily, Weekly, Monthly Water Sampling, including Raw Water (*Figure 1 & 2*), Water Quality continually improving with additional testing conducted at two sample points.
- Daily Checks on Plant and Operations
 - WTP & WWTP Operations including Effluent Ponds & Pivot irrigator
 - Sewage Pump Station's (SPS)
- General check's on WTP & WWTP i.e., Basic Housekeeping and ensuring grounds are clean and maintained
- Fortnightly catch up with DDPHU – Continuous Development on Standard Operating Procedures
- Water & Wastewater team with assistance of various operation's staff conducted clean up of Effluent Ponds over two-week period
- All Water Operator's, Operations Manager and CEO are receiving SCADA alerts

Environment and Waste

Current Business

- Rubbish truck runs are carried out daily
- The dump pit and bins are being emptied weekly
- Shamus has been given the garbage truck driver position
- Shamus has broken his leg and will be off work till November a relief truck driver has been employed
- Daniel Weasel has a broken arm and will be off work until November a relief animal control officer job will be advertised
- Environmental health officer is being advertised
- The vacuum ute has been out vacuuming the gutters
- The rubbish truck will start to get weighed at MRF before emptying so that data can be collected to better utilize landfill site.

Staffing and Training

NIL.

Workplace Health & Safety Incidents

Nil

Issues & Training Updates

Nil

Next Month's Business Plan

- Appoint new environmental health worker

By Matthew Bock (Operations Manager) for EHW and Animal control

Works, Roads, Parks and Gardens and Animal Control

Current Business

- The parks and gardens crew are picking up rubbish and mowing where needed daily
- Rubbish truck runs are carried out daily
- The dump pit and bins are being emptied weekly
- Cemetery burials and associated works
- The bus stop benches have been cleaned and repainted (Picture:8,9,10)
- The steel bins around the town are being cleaned and repainted
- Additional trees have been planted at Wakka Wakka park
- The vacuum ute has been out vacuuming the gutters
- A weed survey has been done around the town and Cherbourg road side
- Weeds have been sprayed

Staffing and Training

NIL.

Workplace Health & Safety Incidents

Nil

Issues & Training Updates

Nil

Next Month's Business Plan

- Continuation of day-to-day duties including rubbish pick up and mowing etc.

By Matthew Bock (Operations Manager) for Lindsay Bligh

Fleet Services

Current Business

- Craig and Lowana have worked with the roads parks and gardens crew
- 2 applicants for the workshop supervisor position were interviewed a supervisor will be appointed early next month

Issues

Nil

Damage Report

Nil

Workplace Health & Safety Incidents

Nil

Training Updates

Nil

Next Month's Business Plans

- Craig and Lowana will continue working with Parks and gardens
- New supervisor appointed and started

Other Information

Nil

By Matthew Bock

Water, Sewerage

General

- Daily, Weekly, Monthly Water Sampling, including Raw Water (*Figure 1 & 2*), Water Quality continually improving with additional testing conducted at two sample points.
- Daily Checks on Plant and Operations
 - WTP & WWTP Operations including Effluent Ponds & Pivot irrigator
 - Sewage Pump Station's (SPS)

- General check's on WTP & WWTP i.e., Basic Housekeeping and ensuring grounds are clean and maintained
- Fortnightly catch up with DDPHU – Continuous Development on Standard Operating Procedures
- Water & Wastewater team with assistance of various operation's staff conducted clean up of Effluent Ponds over two-week period
- All Water Operator's, Operations Manager and CEO are receiving SCADA alerts

Incidents

- CASC is currently on an Information Requirement Notice (IRN) – Monthly Monitoring Records reported to Regulator. (*Figure 1 & 2*)
 - CASC; with the assistance of Viridis Consultants are progressing on amendments to DWQMP which is to be completed and submitted to Water Supply Regulation Office by 30th September 2022
- 5 Open drinking water incidents – 2 to be finalised and closed
 - DWI-146-22-09410 07/01/2022 - Microorganisms (E. Coli) Bert Button Reservoir > Investigation report to be finalised and sent to RDMW
 - DWI-146-22-09594 4/5/2022 - THM's > Remains open as there are still exceedances being reported > Given that public health is paramount, chlorine residual investigation takes priority over this incident
 - DWI-146-22-09615 20/05/2022 - Microorganisms (E. Coli) > Remains open until low chlorine residual investigation is completed and residuals stabilised
 - DWI-146-22-09630 30/05/2022 - Blue Green Algae (BGA) > Remains open until Supernatant ponds are remediated > Operation's Manager is working with the water and wastewater team to remove BGA and clean, BGA only remains in supernatant ponds and is not present in filtration, storage, or distribution system, only remains in supernatant ponds
 - DWI-146-22-09646 16/06/2022 - Equipment failure > Backwash overrun issue resolved, including an upgrade to SCADA Server > Investigation report to be finalised and sent to RDMW

Training

- Current Qualifications
 - Certificate III in Water Industry Operations - 3 (2 Active in Water Operations)
 - Certificate IV Water Industry Operations – 1
- Ongoing training and development to ensure operators are qualified and confident in operation WTP & WWTP

FY2023 CASC DAILY WATER QUALITY FIELD RESULTS																								
Date	FIELD												WTP Outlet											
	STP (CHER 1)				Depot (CHER 2)				Daycare (CHER 3)				Lookout (CHER 4)				WTP (CHER 5)				RES. 1B.2 (CHER 5) Blended Tap			
	CI Free (mg/L)	CI Total (mg/L)	pH	Turbidity (NTU)	CI Free (mg/L)	CI Total (mg/L)	pH	Turbidity (NTU)	CI Free (mg/L)	CI Total (mg/L)	pH	Turbidity (NTU)	CI Free (mg/L)	CI Total (mg/L)	pH	Turbidity (NTU)	CI Free (mg/L)	CI Total (mg/L)	pH	Turbidity (NTU)	CI Free (mg/L)	CI Total (mg/L)	pH	Turbidity (NTU)
1/05/2022	0.3	0.46	7.5	0.34	0.23	0.37	7.58	0.31	0.32	0.46	7.56	0.32	1.81	2.04	7.66	0.17	1.02	1.25	7.51	0.46				
2/05/2022	0.23	0.62	7.5	0.11	0.33	0.78	7.5	0.3	0.54	1.1	7.46	0.21	1.44	1.95	7.84	0.38	0.79	1.15	7.47	0.45				
3/05/2022	0.4	0.59	7.2	0.35	0.35	0.55	7.25	0.28	0.72	0.77	7.54	0.13	0.97	1.11	7.71	0.05	0.8	0.9	7.41	0.07				
4/05/2022	0.88	0.65	7.51	0.57	0.88	0.78	7.36	0.41	0.52	0.65	7.41	0.55	0.75	1	7.52	0.94	0.7	1.01	7.89	0.41				
5/05/2022	0.43	0.72	7.53	0.48	0.36	0.51	7.38	0.74	0.41	0.58	7.3	0.4	0.74	1.01	7.36	0.28	4.41	4.86	7.44	0.07				
6/05/2022	0.4	0.56	7.51	0.32	0.41	0.6	7.35	0.2	0.61	0.7	7.47	0.38	0.5	0.64	7.45	0.16	3.8	4.12	7.4	0.1				
7/05/2022	0.38	0.44	7.23	0.21	0.52	0.45	7.45	0.01	1.24	1.41	7.5	0.28	0.41	0.58	7.61	0.18	0.76	0.99	7.33	0.15				
8/05/2022	0.3	0.43	7.28	0.43	0.4	0.55	7.41	0.15	0.98	1.2	7.55	0.2	0.51	0.75	7.56	0.69	0.67	1.19	7.39	0.41				
9/05/2022	0.26	0.43	7.45	0.57	0.12	0.47	7.43	0.79	0.55	0.72	7.37	0.59	0.45	0.68	7.42	0.53	0.95	1.12	7.43	0.43				
10/05/2022	0.35	0.54	7.49	0.01	0.33	0.47	7.42	0.25	0.65	0.78	7.45	0.24	0.48	0.77	7.26	0.14	0.64	1.14	7.6	0.09				
11/05/2022	0.3	0.44	7.46	0.08	0.36	0.46	7.43	0.14	0.6	0.74	7.4	0.24	0.55	0.71	7.45	0.1	0.58	1.23	7.51	0.43				
12/05/2022	0.35	0.51	7.39	0.28	0.29	0.33	7.43	0.14	0.39	0.66	7.46	0.26	0.44	0.53	7.49	0.21	0.91	1.22	7.61	0.67				
13/05/2022	0.47	0.61	7.6	0.37	0.38	0.55	7.67	0.51	0.35	0.47	7.32	0.46	0.51	0.66	7.51	0.38	0.62	1.1	7.68	0.43				
14/05/2022	0.43	0.55	7.63	0.41	0.4	0.53	7.48	0.48	0.38	0.47	7.42	0.31	0.61	0.71	7.79	0.62	1.01	1.13	7.66	0.59				
15/05/2022	0.32	0.52	7.54	0.4	0.38	0.68	7.55	0.38	0.29	0.37	7.61	0.42	0.38	0.43	7.6	0.69	1.11	1.41	7.57	0.48				
16/05/2022	0.26	0.49	7.53	0.09	0.25	0.67	7.56	0.26	0.39	1.26	7.37	0.59	0.21	0.59	7.36	0.24	1.07	1.54	7.78	0.01	1.18	1.35	7.74	0.11
17/05/2022	0.22	0.44	7.7	0.03	0.28	0.59	7.74	0.08	0.53	0.65	7.67	0.08	0.46	0.64	7.55	0.55	1.18	1.55	7.7	0.32	1.38	1.84	7.64	0.11
18/05/2022	0.12	0.7	7.65	0.18	0.28	0.74	7.69	0.15	0.54	0.88	7.66	0.02	0.38	0.63	7.68	0.31	1.34	1.47	7.67	0.16	1.02	1.33	7.72	0.17
19/05/2022	0.22	0.58	7.77	0.21	0.22	0.91	7.59	0.16	0.48	0.75	7.57	0.06	0.32	0.94	7.64	0.15	1.01	1.57	7.71	0.15	1.07	1.48	7.81	0.08
20/05/2022	0.35	0.6	7.53	0.35	0.37	0.6	7.67	0.62	0.66	0.85	7.55	0.38	0.35	0.57	7.71	0.34	1.25	1.47	7.72	0.31				
21/05/2022	0.41	0.57	7.55	0.01	0.4	0.59	7.55	0.19	0.55	0.68	7.45	0.24	0.35	0.61	7.56	0.62	0.95	1.26	7.6	0.16	2.4	3.6	7.65	0.1
22/05/2022	0.21	0.46	7.57	0.02	0.21	0.4	7.37	0.18	0.49	0.55	7.75	0.06	0.2	0.66	7.69	0.37	1.05	1.51	7.76	0.24	1.12	1.55	7.65	0.15
23/05/2022	0.36	0.51	7.77	0.24	0.28	0.58	7.72	0.33	0.65	1.23	7.74	0.01	0.38	0.65	7.55	0.15	1.05	1.71	7.79	0.17	1.18	1.71	7.86	0.08
24/05/2022	0.22	0.35	7.77	0.1	0.21	0.34	7.66	0.07	0.45	0.73	7.65	0.14	0.2	0.42	7.64	0.26	1.11	1.37	7.17	0.19	1.25	1.59	7.82	0.08
25/05/2022	0.12	0.16	7.64	0.33	0.34	0.51	7.6	0.3	0.66	0.32	7.63	0.39	0.33	0.46	7.7	0.95	1.19	1.49	7.64	0.01	1.3	1.41	7.85	0.03
26/05/2022	0.25	0.39	7.65	0.44	0.32	0.4	7.55	0.54	0.65	0.61	7.51	0.56	0.22	0.35	7.74	0.55	0.97	1.24	7.75	0.09				
27/05/2022	0.24	0.36	7.72	0.52	0.2	0.35	7.77	0.62	0.55	0.68	7.78	0.39	0.03	0.25	7.65	0.61	0.85	1.1	7.65	0.21				
28/05/2022	0.31	0.44	7.58	0.83	0.27	0.39	7.66	0.79	0.72	0.81	7.79	0.7	0.19	0.26	7.56	0.48	1.25	1.5	7.67	0.7				
29/05/2022	0.21	0.35	7.60	0.47	0.26	0.51	7.62	0.33	0.72	0.93	7.61	0.07	0.31	0.52	7.66	0.2	1.17	1.39	7.71	0.23				
30/05/2022	0.19	0.29	7.74	0.47	0.21	0.37	7.73	0.31	0.69	0.65	7.66	0.19	0.29	0.5	7.63	0.33	1.11	1.39	7.69	0.23				
31/05/2022	0.21	0.55	7.57	0.19	0.4	0.6	7.51	0.19	0.69	0.65	7.53	0.04	0.24	0.58	7.97	0.12	1.19	1.79	7.58	0.01	1.09	1.82	7.59	0.18

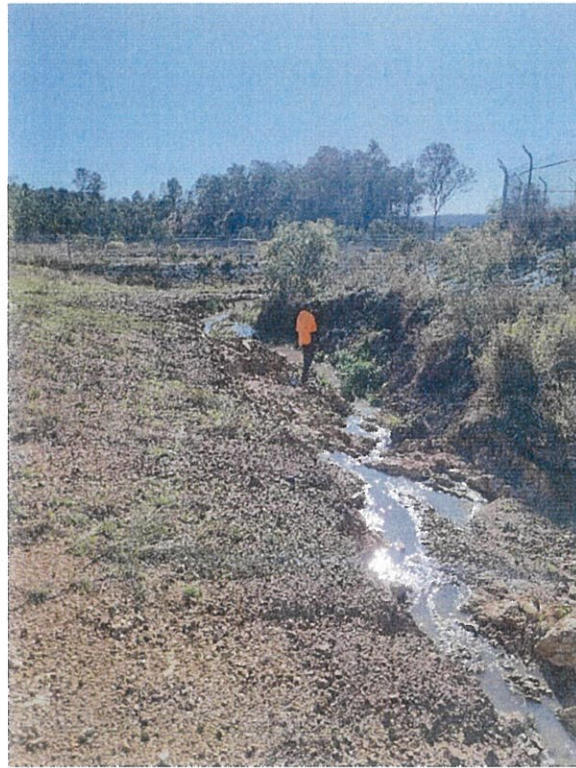
Figure 2

FY2023 CASC Weekly/Monthly Water Sampling Verification Results																			
Date	Coliforms (mpn/100mL)								E.coli (mpn/100mL)										
	CHER 1 Post treatment tap	CHER 1 Walkie Park Tap	CHER 2 Depot tap	CHER 3 Day care tap	CHER 4 BBlock-out Res tap	CHER 5 WTP Res 1B.2 Blended Tap	CHER 5 Res inlet Tap	CHER 6 Raw water tap	Summary	CHER 1 Post treatment tap	CHER 1 Walkie Park Tap	CHER 2 Depot tap	CHER 3 Day care tap	CHER 4 BBlock-out Res tap	CHER 5 WTP Res 1B.2 Blended Tap	CHER 5 Res inlet Tap	CHER 6 Raw water tap	Summary	
03/08/22	0	0	0	0	0	NT	NT	NR	PASS	0	0	0	0	0	NT	NT	NR	PASS	
10/08/22	0	0	0	0	0	NT	NT	NR	PASS	0	0	0	0	0	NT	NT	NR	PASS	
17/08/22	0	0	0	0	0	0	0	NR	PASS	0	0	0	0	0	0	0	NR	PASS	
24/08/22	0	0	0	0	0	0	0	NR	PASS	0	0	0	0	0	0	0	NR	PASS	
31/08/22	0	0	0	0	0	0	0	NR	PASS	0	0	0	0	0	0	0	NR	PASS	
Date	Total Chlorine (mg/L)								Free Chlorine (mg/L)										
	CHER 1 Post treatment tap	CHER 1 Walkie Park Tap	CHER 2 Depot tap	CHER 3 Day care tap	CHER 4 BBlock-out Res tap	CHER 5 WTP Res 1B.2 Blended Tap	CHER 5 Res inlet Tap	CHER 6 Raw water tap	Summary	CHER 1 Post treatment tap	CHER 1 Walkie Park Tap	CHER 2 Depot tap	CHER 3 Day care tap	CHER 4 BBlock-out Res tap	CHER 5 WTP Res 1B.2 Blended Tap	CHER 5 Res inlet Tap	CHER 6 Raw water tap	Summary	
03/08/22	0.9	0.59	0.56	0.77	1.11	NT	NT	NR	PASS	0.8	0.4	0.55	0.72	0.97	NT	NT	NR	PASS	
10/08/22	1.15	0.45	0.47	0.71	0.61	NT	NT	NR	PASS	1.05	0.31	0.32	0.55	0.44	NT	NT	NR	PASS	
17/08/22	1.55	0.44	0.59	0.69	0.64	1.84	4.91	NR	PASS	1.18	0.22	0.18	0.55	0.46	1.38	4.51	NR	PASS	
24/08/22	1.87	0.38	0.34	0.75	0.42	1.59	>5	NR	PASS	1.11	0.22	0.21	0.45	0.2	1.25	4.81	NR	PASS	
31/08/22	1.79	0.55	0.6	0.85	0.59	1.62	>5	NR	PASS	1.19	0.21	0.4	0.69	0.24	1.09	>5	NR	PASS	
Date	pH								Total THMs (mg/L)										
	CHER 1 Post treatment tap	CHER 1 Walkie Park Tap	CHER 2 Depot tap	CHER 3 Day care tap	CHER 4 BBlock-out Res tap	CHER 5 WTP Res 1B.2 Blended Tap	CHER 5 Res inlet Tap	CHER 6 Raw water tap	Summary	Date	CHER 1 Walkie Park Tap	Summary	*NT - Not Tested				*NR - Not Required		
03/08/22	7.41	7.1	7.25	7.54	7.71	NT	NT	NR	PASS	03/08/22	220	PASS							
10/08/22	7.67	7.51	7.49	7.47	7.52	NT	NT	NR	PASS	10/08/22	220	FAIL							
17/08/22	7.7	7.7	7.74	7.67	7.55	7.64	7.65	NR	PASS	17/08/22	220	PASS							
24/08/22	7.17	7.77	7.65	7.65	7.64	7.82	7.87	NR	PASS	24/08/22	220	PASS							
31/08/22	7.68	7.87	7.81	7.93	7.97	7.89	7.86	NR	PASS	31/08/22	220	FAIL							

Requests for Council Approval

- Starting the 2023, the operations department would like to bring recycling curb side collection
- A new bin pick up schedule as of 1st of January: General rubbish Green top bin collection every Monday and Thursday, Recycling yellow top bin collection every Tuesday. Commercial businesses will get an extra general rubbish bin collection every Wednesday
- Matthew Bock proposes that the “prefab old joinery shed” be knocked down and turned into car parking. The building is in poor state is currently filled with junk. Council could offer it up either for tender for someone to purchase and demolish or give it away to someone to demolish. The shed is made from good solid hardwood beams. This would mean no cost to council and the shed would be taken away so nothing ends up in councils landfill. The space is much needed for employee carpark so the office carpark can be freed up. This would also pave the way for a future extension of the fleet/works department shed.

Pictures



Picture:1



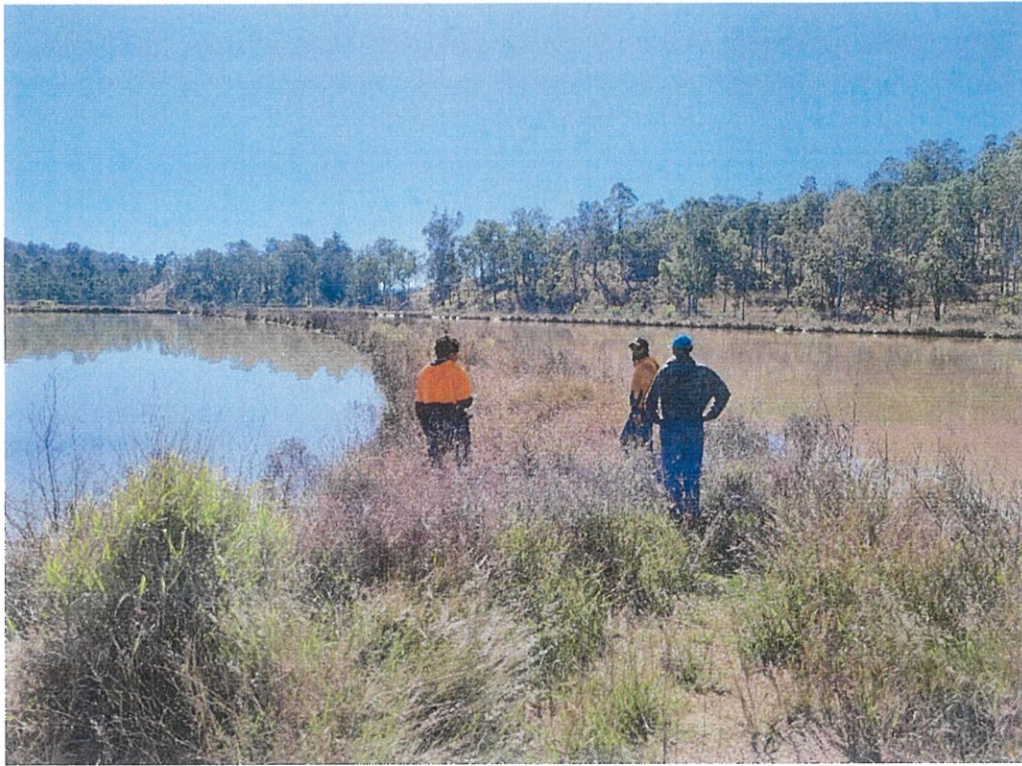
Picture: 2



Picture: 3 Pond before



Picture: 4 Pond After



Picture: 5 Pond before



Picture: 6 Pond after

11.



Picture: 7



Picture: 8



Picture: 9



Picture: 10

Community Services Report

6. Community Services