

Cherbourg Aboriginal Shire
Council

Working Papers

For Council Meeting Held 18 & 19 January 2023

Reports

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

1. Minutes (Unconfirmed)

MINUTES

*Cherbourg Aboriginal Shire
Council*

Held 21 & 22 December 2022

Unconfirmed

MINUTES

COUNCIL MEETING

HELD 21 & 22 DECEMBER 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
Council Advisor - Brett De Chastel

Meeting Commenced 9.30am

9.30am Mayors Welcome

Sorry Business

1 Minute Silence was held for the Late - Cherbourg Deceased over the past few weeks
- Chinchilla Police Officers

Councillor Obligations

Prescribed Conflict of Interest

Nil

Declarable Conflict of Interest

Nil

Register of Interest

Nil

Confirmation of Minutes

Resolution

that the minutes of the council meeting held on 23 & 24 November 2022 be adopted.

Moved: Deputy Mayor Tom Langton
Seconded: Cr Bronwyn Murray

Motion No. 2271 Carried
For Vote: Council Voted Unanimously

CEO REPORT

The CEO Report was tabled

Write Offs

CEO recommends that Cherbourg Aboriginal Shire Council writes off deceased tenants rental debts and that our tenancy team work more effectively in managing the debts.

Council will defer consideration until after the housing report be finalised

Resolution

Cherbourg Aboriginal Shire Council resolves to defer the write off of deceased tenants rental debt until after the housing report is finalised.

Moved: Deputy Mayor Tom Langton
Seconded: Cr Leighton Costello

Motion No. 2272 Carried
For Vote: Council Voted Unanimously

CEO Leave

CEO Zala has announced that he will be taking annual leave from 24 March 2023 to 14 April 2023 and recommended that an Acting CEO be appointed whilst he is on leave.

Appointment of Acting CEO

Resolution

that Cherbourg Aboriginal Shire Council appoints the Corporate Services Manager Sam Murray as Acting CEO for the period 24/03/2023 to 14/04/2023

Moved: Cr Fred Cobbo
Seconded: Cr Leighton Costello

Motion No. 2273 Carried
For Vote: Council Voted Unanimously

Report Approval

Council resolves that the Chief Executive Officer Report be adopted.

*Moved: Cr Fred Cobbo
Seconded: Cr Leighton Costello*

*Motion No. 2274 Carried
For Vote: Council Voted Unanimously*

Corporate Services Report

The Corporate Services Report was Tabled

Report Approval

Council resolves that the Corporate Services Report be adopted.

*Moved: Cr Leighton Costello
Seconded: Cr Fred Cobbo*

*Motion No. 2275 Carried
For Vote: Council Voted Unanimously*

OPERATIONS DEPT REPORT

The Operations Dept Report was tabled.

Report Approval

Council resolves that the Operations Dept Report be adopted.

*Moved: Cr Fred Cobbo
Seconded: Cr Leighton Costello*

*Motion No. 2276 Carried
For Vote: Council Voted Unanimously*

COMMUNITY SERVICES REPORT

The Community Services Report was tabled.

Report Approval

Council resolves that the Community Services Report be adopted.

*Moved: Cr Bronwyn Murray
Seconded: Deputy Mayor Tom Langton*

*Motion No. 2277 Carried
For Vote: Council Voted Unanimously*

ECONOMIC & COMMUNITY DEVELOPMENT

Report Approval

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

*Moved: Cr Leighton Costello
Seconded: Cr Bronwyn Murray*

*Motion No. 2278 Carried
For Vote: Council Voted Unanimously*

*12.05PM Meeting Adjourned for Lunch
1.00pm Meeting Recommenced*

CORRESPONDENCE

Eric Law

- Thank you letter for renovations done to his house.

Cathryn Sullivan

- Cathryn advised of issues she has faced during the past few years.

Jean Cobbo – DATSIP

- Requesting additional room in the Murjan Djan Centre.
Approved if space available.

Resolution

Council resolves that an extra room at Murjan Djan Centre be leased to DATSIP if available.

Moved: Deputy Mayor Tom Langton

Seconded: Cr Leighton Costello

*Motion No. 2279 Carried
For Vote: Council Voted Unanimously*

QCOAL Foundation

- Information - RFDS Dental Service to visit Cherbourg in January 2023

Minister Employment, Small Business, Training & Skill Development

Advice – Cherbourg Aboriginal Shire Council approved 2 Traineeships and 3 Apprenticeships under the Skilling Queenslanders for Work Program.

Department of Regional Development, Manufacturing & Water

- Advice – approval for Cherbourg Aboriginal Shire Council Drinking Water Quality Management Plan Amendment Application

Annemarie Campbell – ABS

- Intergenerational Health & Mental Health Survey in Cherbourg

Mason Watson

Mason has supplied the required 1st Yr Apprentice Tool List for council consideration.

Resolution

Council resolves to allocate \$200 towards Mason Watson's application for financial assistance towards his carpentry apprenticeship

**Moved: Cr Leighton Costello
Seconded: Cr Bronwyn Murray**

**Motion No. 2280 Carried
For Vote: Council Voted Unanimously**

Meeting Close

Mayor called for meeting to be closed

Resolution

Council resolves that the council meeting held on 21 December 2023 be closed at 1.50pm

**Moved: Cr Leighton Costello
Seconded: Cr Fred Cobbo**

**Motion No. 2281 Carried
For Vote: Council Voted Unanimously**

MINUTES

COUNCIL MEETING

HELD 22 DECEMBER 2022

Attendance

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

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

9.30am Mayors Opens Meeting
Mayors Welcome

9.30am Entered Meeting Cathryn Sullivan

Cathryn advised of the issues that she has faced in the past few years.

Council referred Cathryn to the appropriate bodies for assistance.

10.00am Left Meeting Cathryn Sullivan

11.11am Entered Meeting Mick Fullelove

Mick made a presentation on Landfill Biogas. Council has agreed that LGI undertake a free desktop study to gauge the potential for biogas at Cherbourg's landfill.

11.59am Left Meeting Mick Fullelove

11.59am Entered Meeting Laurie Douglas

Laurie requested usage of the Cherbourg Hall for a New Years Eve Dance.

Council advised of the problems it was experiencing with parties at the hall, however it would consider his request.

12.05pm Left Meeting Laurie Douglas

12.05pm Meeting Adjourned for Lunch

1.30pm Meeting Recommenced

1.30pm Entered Meeting Annemarie Campbell - ABS

Annemarie presented the Intergenerational Health & Mental Health Survey – Cherbourg.
The ABS wishes to undertake the Intergenerational Health and Mental Health Survey in Cherbourg commencing week of 26 February.

2.00pm Left Meeting Annemarie Campbell

2.00pm Meeting Closed

Unconfirmed

2. Chief Executive Officer

➤ **1. Allowances and Reimbursements review:**

We engaged the Recensoeo Management Accountant to review the Allowances and Reimbursements for our council.

I have attached the full report for council information's.

A key point that I think you will need to consider is the payment of travel allowances to the Councillors and the vehicle allowance to the Mayor. My reading of the Regulation is that Councillors can only be reimbursed for costs that they actually incur and therefore allowances cannot be paid (unlike staff which can be paid allowances). Therefore, there is a risk that if a complaint about this is made it will end up as a CCC or OIA investigation which will do no-one any good. I've suggested that you get some legal advice from LGAQ (via King and Co.) to confirm this as the Councillors and Mayor may not be happy. If my reading is incorrect then there is no harm done and you can continue to pay the allowances, but the risk is real, so I think it is best dealt with as a matter of priority.

Recommendation regarding Allowances and Reimbursements review:

1. Given the legislation in on actual expenses – We will change Mayr vehicle allowances to logbook recording and reimbursing actual kilometre for council work

2. Mayor and CEO signs the meeting attendance record for council payroll , Signing the attendance record will comply with legislation.
3. Get legal advice on travel allowances for councillors – meantime continue with ATO set travel allowance.
4. Super for councillors should be discussed in 2023/2024 budget.

2. LGAQ Conference 2023- Gladstone:

2023 LGAQ Conference will be held at Gladstone Entertainment from 16th to 18th October.

We will need to confirm attendance from council to complete accommodation booking.

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Recommendation regarding LGAQ Conference:

We confirm our attendance early to get better price on accommodation given there will be limited accommodation in Gladstone.

3. Water Treatment plant – Issue with Chlorine:

We refer to the recent drinking water incident DWI-146-23-10113 that occurred in the Cherbourg water supply scheme reported to the department of regional development, manufacturing and Water on 10 January 2023 and the associated TEAMS meeting held with Cherbourg Aboriginal Shire Council, Darling downs health unit and the regulator on 11th January 2022.

The TEAMS meeting on 11 January 2023 discussed the drinking water incident where by insufficient chlorine disinfection was being provided to Cherbourg water drinking supply, resulting in an exceedance of the critical control point for Disinfection stated in our drinking water quality management plan. Boil water alert advisory was issued to the community on 10th January 2022.

Recommendation regarding Water Treatment plant – Issue with Chlorine:

That Council resolves that it:-

- A. We should provide the requested information to regulator by Friday 20th January 2023;
- B. Meeting with Water team to make sure that we get all the compliance done as per our Drinking Water Quality management plan.

5. Community Hall Hire Agreement:

Given the parties are causing lots of building maintenance issues, We would recommended council to consider, STOP hiring the community hall for parties .

Current Conditions of Hall Hire :

USE OF HALL:

- The hall must only be used for the date stated and the function listed on the application form.

- The Hirer is responsible for the conduct and behaviour of all persons attending the function. This includes both inside and outside of the hall.
- The hirer is responsible for familiarising themselves with the Evacuation Plan on display at the hall, including the location of emergency exit doors and fire extinguishers, before commencing any activities.
- Emergency exits must remain clear at all times
- Prior to using the hall please note any damage or required maintenance.
- No fire, including fire performances are permitted within the hall or surrounding grounds at any time.
- No graffiti art or spray painting is to be conducted within the hall or surrounding grounds.
- Animals are not permitted in any Council building with the exception of registered assistant animals.
- Council does not insure any goods or equipment that is brought into the hall or left in the hall by the hirer or their invitees. Council will not compensate the Hirer for any losses of any goods or equipment.
- Continued abuse of the conditions of hire will lead to cancellations of right to book Council Hall in the future.

SMOKING:

- Smoking is not permitted in the Council Hall

ALCHOHOL:

- As the Cherbourg Aboriginal Community is under an Alcohol Restrictions it is advised that the maximum amount of alcohol that a person can carry in Cherbourg is:
 - 11.25 Litres (1 Carton of 30x375ml cans) of light or mid-strength beer
 - No wine or spirits.



Chatur Zala

Chief Executive Officer

CHERBOURG ABORIGINAL SHIRE COUNCIL*"Many Tribes, One Community"*

22 Barambah
Avenue
Cherbourg Qld
4605
P: 07 4168 1866

Community Hall Hire Agreement Form**Hirer Details:**

Name/Organisation of Hirer							
Contact Person							
Contact Number		Home:			Mobile:		
Address of Hirer							
Day of Hire		Date of Hire		Start Time		Finish Time	
Hire Fee (GST Incl)		\$500.00		Bond Fee		\$300.00	
Payment Due Date							
I am 18 years of age or over and understand that I am responsible for paying all the fees and charged for the hire of the hall. I have read the Conditions of Hall Hire and agree to comply with them. I declare that all information supplied by me is true and correct.							
Print name in full							
Signature of Applicant					Date		
Identification (sighted or provided)							
Signed on behalf of Council (Office use only)							
Name							
Signature					Date		

Conditions of Hall Hire

Please sign at the bottom of each page to confirm that you have read and understand the following guidelines.

CLEANING:

- Council Hall is provided with a mop, bucket and broom (If removed from Hall a deduction will be taken from Bond Refund).
- Council Hall is provided with 3x Bins (If removed from the Hall deduction will be taken from Bond Refund).
- All toilets need to be cleaned and rubbish removed, floors swept and mopped.
- If Kitchen is used must be cleaned and all rubbish removed, floors swept and mopped.
- All areas of hall (Including Stage) need to be swept, mopped and rubbish removed.
- Bins to be left in ramp entry for collection.
- Failure to clean the hall will result in a deduction in your bond refund.

When you leave the hall ensure that you lock the windows and doors, turn off all the light and electrical appliances.

BOND REFUND:

- Council Employees will conduct an inspection of Council Hall after use.
- If there is any damage to the hall, or any additional cleaning is required Council will keep part or all of your bond money to cover the costs.
- Bond Refund will be paid electronically through nominated account.

Hirer's Signature:

Case number: DWI-146-23-10113
SPID: 146



Department of
Regional Development,
Manufacturing and Water

11 January 2023

Chief Executive Officer
Cherbourg Aboriginal Shire Council
22 Barambah Avenue
CHERBOURG QLD 4605

Dear Mr Zala,

Cherbourg Aboriginal Shire Council – Information Requirement Notice

I refer to the recent drinking water incident DWI-146-23-10113 that occurred in the Cherbourg water supply scheme reported to the Department of Regional Development, Manufacturing and Water (the regulator) on 10 January 2023 and the associated Teams meeting held with Cherbourg Aboriginal Shire Council (Council), Darling Downs Public Health Unit and the regulator on 11 January 2023.

The Teams meeting on 11 January 2023, discussed the drinking water incident whereby insufficient chlorine disinfection was being provided to Cherbourg's drinking water supply, resulting in an exceedance of the Critical Control Point (CCP) for Disinfection as stated in Council's current approved drinking water quality management plan, version 3.4, as received 1 December 2022. In response to this event a Boil Water Alert advisory was issued to the community on 10 January 2022.

Please find **enclosed** an *Information Requirement Notice* (this notice) issued by the Regulator under section 13 of the *Water Supply (Safety and Reliability) Act 2008* (the Act).

This notice requires Council to provide the information stated in section 5.0 of the notice, which is necessary for the Regulator to reasonably perform its functions under the Act and ensure the issues associated with this event can be evidentially resolved.

Specifically, section 5.0 of this notice requires Council to give the regulator; your daily operator log sheets for the period 12 December 2022 to 13 January 2023 inclusive, Council's daily drinking water quality monitoring data from 1 January 2023 to 13 January 2023, a screenshot of the PLC/SCADA alarm set points for the Disinfection and Filtration, a list of the parameters/alarms that are no longer visible/functioning on the PLC/SCADA as a result of the damage caused by the lightning strike in October 2022, and clarification as to which sampling point is being monitored with respect to the Disinfection CCP. Section 6.1 of this notice provides that the information is to be given to the regulator by 5pm on Friday 20 January 2023 and section 7.0 of this notice provides how the required information is to be so given.

Please note that it is an offence not to comply with this notice unless you have a reasonable excuse. It is also an offence under section 484 of the Act for a person to give the regulator a document containing information that the person knows is false or misleading in a material particular.

1 William Street Brisbane
GPO Box 2247 Brisbane
Queensland 4001 Australia
Telephone + 61 7 3199 4877
Website: www.rdmw.qld.gov.au
ABN 51 242 471 577

8.

If you have any related enquiries, please contact Brett Rip on telephone number 3199 4877 or by email to drinkingwater.reporting@rdmw.qld.gov.au.

Yours sincerely



Renee Henry
A/Manager - Water Supply Regulation
Department of Regional Development, Manufacturing and Water
Delegate of the Regulator
under the *Water Supply (Safety and Reliability) Act 2008*

Enc. Information Requirement Notice, Section 13 of the Act

Cc: - Matthew Bock, Operations Manager

Water Operations and Systems

INFORMATION REQUIREMENT NOTICE

Water Supply (Safety and Reliability) Act 2008
(Section 13, subsection (1))

Department of
Regional Development,
Manufacturing and Water

1.0 Citation

- 1.1 This notice, dated 11 January 2023 may be cited as the Information Requirement Notice for Cherbourg Aboriginal Shire Council to give the regulator information about its daily operational tasks and checks and water quality data for its drinking water service.

2.0 Power to give notice

- 2.1 This Information Requirement Notice (this notice) is given under section 13 of the *Water Supply (Safety and Reliability) Act 2008* (the Act).

3.0 Reference to person

- 3.1 A reference to the responsible entity in this notice is a reference to the service provider specified in section 3.2 of this notice.
- 3.2 This notice is given to:

Cherbourg Aboriginal Shire Council
22 Barambah Avenue
CHERBOURG QLD 4605

who will be referred to in the remainder of this notice as 'you' or 'your', as applicable.

4.0 Reason for notice

- 4.1 Pursuant to section 13 of the Act, the Regulator may require a responsible entity to give the Regulator information the Regulator reasonably requires to perform the Regulator's functions.
- 4.2 Section 13 of the Act provides that a responsible entity includes:
- a service provider, who is the supplier of a water or sewage service and has been registered in accordance with section 22 of the Act.

Cherbourg Aboriginal Shire Council is a service provider, who is the supplier of a water service and has been registered in accordance with section 22 of the Act.

- 4.3 The information required under section 13 of the Act is not limited to information the responsible entity has before the requirement was made.

5.0 Information required

5.1 The following information is required to be given to the regulator:

- A scanned copy of the completed daily operator log sheets for the period 12 December 2022 until 13 January 2023, inclusive (Document MS001 - daily operator log; as referenced in the approved DWQMP Table 9);
- Daily operational and verification monitoring data, including for free chlorine, total chlorine, pH and turbidity for all sampling locations identified in your approved DWQMP, for the period 1 January 2023 until 13 January 2023, inclusive;
- All E.coli monitoring data, relating to your drinking water service, for the period 1 January 2023 until 13 January 2023, inclusive;
- A screenshot or photograph of the screen showing the current PLC/SCADA alarm set points for the Disinfection CCP and Filtration CCP set points;
- A list of the parameters/alarms that are no longer visible/functioning on the PLC/SCADA as a result of the damage caused by the lightning strike on October 2022 (incident number: DWI-146-22-09915). If currently unknown, then Council must engage with a suitable contractor to obtain this information, so that the system can be appropriately managed until the repair is effected; and
- Clarification by Council as to which sampling location is being monitored with respect to the Disinfection CCP. As per the current approved DWQMP, the CCP monitoring location is stated to be Final water CHER 5 (combined reservoirs 1 and 2). Recently obtained water quality data provided by CASC for the month of December 2022 only has one day of results for the location CHER 5.

6.0 Action required

6.1 You must provide the information stated in sections 5.0 of this notice in writing, by email to drinkingwater.reporting@rdmw.qld.gov.au by 5pm on Friday 20 January 2023.

6.2 If, without a reasonable excuse, you fail to provide the information required within the timeframe stated above, you may be subject to a penalty not exceeding 200 penalty units.

7.0 How information required should be given

7.1 The required information must be provided by email to: drinkingwater.reporting@rdmw.qld.gov.au

This notice is given on Wednesday 11th day of January 2023.



Renee Henry

**Delegate of the Regulator
under the *Water Supply (Safety and Reliability) Act 2008***

**A/Manager - Water Supply Regulation
Water Operations and Systems
Department of Regional Development, Manufacturing and Water**

Allowances and Reimbursements Review

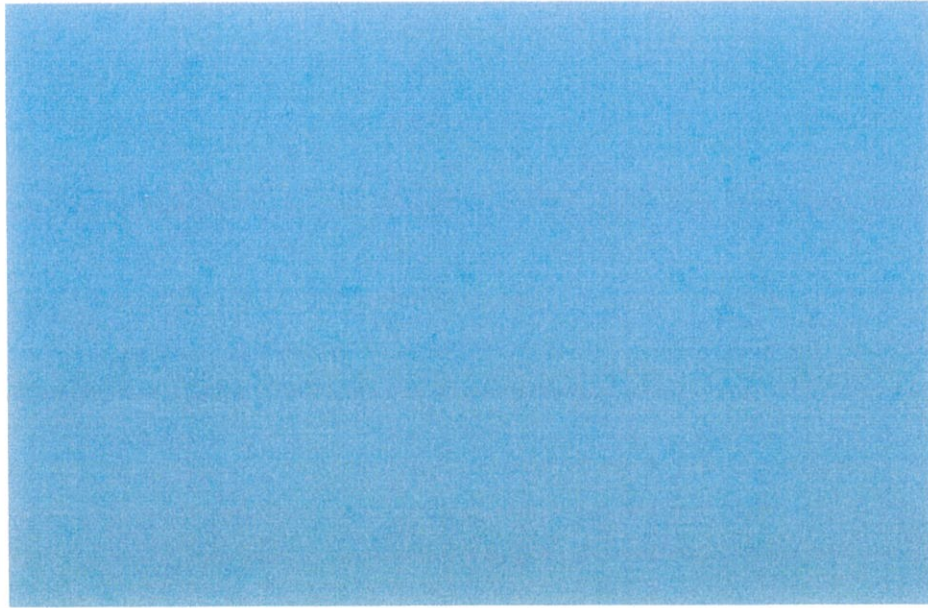
Outline

Councillor Remuneration &
Allowances

Employee Overnight Travel
Allowance

Motor Vehicle Allowance

Councillor Remuneration & Allowances



Councillor Remuneration & Allowances

- Councillor remuneration is set by the Local Government Remuneration Tribunal annually around December to be effective from 1 July of the following financial year.
- Councils may choose to receive a lesser amount by resolution.
- The remuneration determination does not include superannuation or reimbursement of expenses.

Councillor Remuneration & Allowances

- For the 2022/23 financial year the annual remuneration for Category One Councils is:
 - Mayor - \$110,386
 - Deputy Mayor - \$63,684
 - Councillors –
 - Base amount \$36,794.67 plus
 - \$1,533.11 per month for attending the monthly statutory Council meeting

Councillor Remuneration & Allowances

- A review of current payments to Councillors shows that:
 - Mayor and Deputy Mayor are paid at the correct rate.
 - Councillors are paid at a rate equal to the maximum of their annual allowance
 - However, it is not clear if the amount is adjusted if the monthly Council meeting is not attended.

Councillor Remuneration & Allowances

- *The Local Government Act 2009* allows superannuation for Councillors, but the amount must not be more than that of its ordinary employees.
- At this time, Council has not resolved to pay superannuation for Councillors.

Councillor Remuneration & Allowances

- Section 249 – 252 of the *Local Government Regulation 2012* deals with the reimbursement of expenses and provision of facilities to Councillors.
- It requires Council to have and publish an expense reimbursement policy.
 - Failure to adopt and publish the policy may invalidate it if challenged.

Division 2

Reimbursement of expenses and provision of facilities

243 What div 2 is about

- (1) This division is about the expenses reimbursement policy.
- (2) The *expenses reimbursement policy* is a policy providing for the following—
 - (a) payment of reasonable expenses incurred, or to be incurred, by councillors for discharging their duties and responsibilities as councillors;
 - (b) provision of facilities to councillors for that purpose.

Councillor Remuneration & Allowances

- The Regulation provides for Council to pay for reasonable expenses incurred, or to be incurred, by Councillors carrying out their duties.
- This would appear to preclude the payment of an allowance and only allow the reimbursement or payment of actual costs incurred.

Councillor Remuneration & Allowances

- Council's current Expense and Reimbursement Policy came into effect in July 2020.
- The policy currently provides for Councillors to receive a travel allowance when required to be away from home on Council business.
- The policy also allows a \$400 per month payment for the Mayor's use of a private vehicle on Council Business.
- These payments appear to be contrary to the Regulation as they are not for actual costs incurred.

Recommendations – Councillor Allowances

- Review the process for paying the Councillor Remuneration amount for monthly meeting attendance.
 - Seek confirmation from LGAQ that the amount is dependent on attending the monthly statutory meeting.

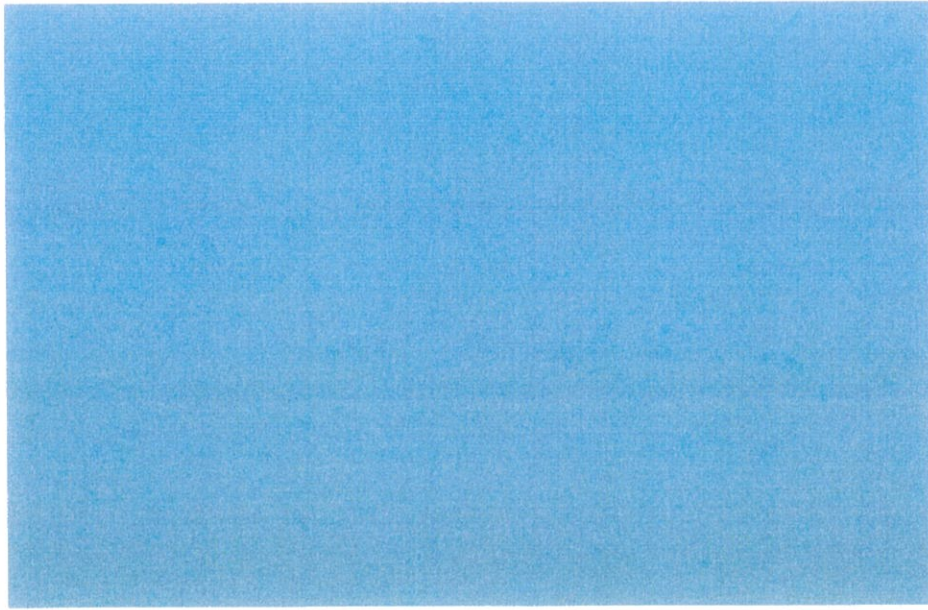
Recommendations – Councillor Allowances

- Immediately cease paying a fixed amount of travel allowance for Councillors.
- Immediately cease paying the fixed monthly motor vehicle allowance to the Mayor.
- Seek legal advice from LGAQ in relation to the payment of the travel and motor vehicle allowances for Councillors to confirm if they are they allowable or not within the requirements of the Local Government Regulation.

Recommendations – Councillor Allowances

- Amend the Councillor Expense Policy to specify the reimbursement of actual expenses on presentation of invoices or receipts rather than the payment of an allowance.
- Consider the use of the ATO “Reasonable travel expense amounts” as a *reference point only* for what is considered reasonable for reimbursement.
- Costs over this “reasonable amount” would be considered ineligible for reimbursement.
- Identify alternative arrangements for the Mayor to use a motor vehicle for Council business.

Employees - Overnight Travel Allowance



Employees - Overnight Travel Allowance

- There are no prescribed Award rates for overnight travel allowances although the Award does state that:

"All reasonable travelling and/or out-of-pocket expenses, including accommodation and meals, incurred by an employee in the course of the employee's duties shall be reimbursed by the employer."

Employees - Overnight Travel Allowance

- In the absence of Award rates, many Councils use the ATO's "reasonable travel and overtime meal allowance expenses amounts" as a reference.
- These rates are updated by the ATO every financial year around June/July.

Employees - Overnight Travel Allowance

- The rates set the maximum allowance that can be paid to employees without requiring further documentation to substantiate the expenditure in relation to the allowance.
- To claim a deduction to offset the tax on the allowance, employees are still required to have spent the allowance due to work related travel and if audited by the ATO may need to provide some method of how the expenses were determined.
 - Employees should seek their own taxation advice on the implications of receiving travel allowance payments.

Employees - Overnight Travel Allowance

- The amount of the allowance depends on the location of the overnight stay, the salary of the recipient, and the meals that they were away for.
- The allowance for meals applies to each meal separately and cannot be combined for a 'daily' amount.
- The incidental amount is applicable for each full day of travel (i.e. each night away).

Employees - Overnight Travel Allowance

- As an example, if an employee travels away for work leaving at 10am Tuesday and returning at 3pm Wednesday they would be entitled to the following allowances:
 - Dinner Tuesday
 - Breakfast Wednesday
 - Lunch Wednesday
 - Incidentals for Tuesday night
- Where meals are included as part of the accommodation or conference package, no entitlement to an allowance exists (even if the employee chooses to eat elsewhere).
- Food provided as part of an airfare is not considered a meal for travel allowance purposes.
- The allowances are not considered 'reasonable' for stays in accommodation other than hotels or motels.
 - Allowances paid for stays with family/friends, camping, caravan parks, etc, should be paid through payroll as a taxable allowance.

Employees - Overnight Travel Allowance

- Taxation Determination TD 2022/10 sets the maximum rates for the 2023 financial year.
- Council may choose a lesser amount for the allowances; however, the allowances must still be split between each component.
- As Council's practice is to book and pay for accommodation directly, the accommodation allowance component is not relevant.

Employees - Overnight Travel Allowance

- The rates applicable to most Council staff (by salary range) are as follows:

Table 1: Reasonable amounts for domestic travel expenses – employee's annual salary \$133,450 and below

Place	Accomm. (\$)	Food and drink (\$) breakfast 29.90 lunch 33.65 dinner 57.30	Incidentals (\$)	Daily total (\$)
Adelaide	157	as above	21.30	299.15
Brisbane	175	as above	21.30	317.15
Canberra	168	as above	21.30	310.15
Darwin	220	as above	21.30	362.15
Hobart	147	as above	21.30	289.15
Melbourne	173	as above	21.30	315.15
Perth	180	as above	21.30	322.15
Sydney	198	as above	21.30	340.15
High-cost country centres	see Table 4	as above	21.30	variable
Tier 2 country centres (see Table 5)	134	breakfast 26.80 lunch 30.60 dinner 52.75	21.30	265.45
Other country centres	121	breakfast 26.80 lunch 30.60 dinner 52.75	21.30	249.45

Employees - Overnight Travel Allowance

Allowance	Current Rate	Current ATO Rate	Difference
Breakfast	\$23.65	\$29.90	\$6.25
Lunch	\$26.55	\$33.65	\$7.10
Dinner	\$45.60	\$57.30	\$11.70
Incidentals	\$17.30	\$21.30	\$4.00

- The comparison above is to the Capital City and High-Cost Country Centres rates as these are the locations most likely to be travelled to.
- *As the current Council rates are less than the ATO "reasonable" rates, Council may choose to leave the rates as they are or increase them to a new amount.*

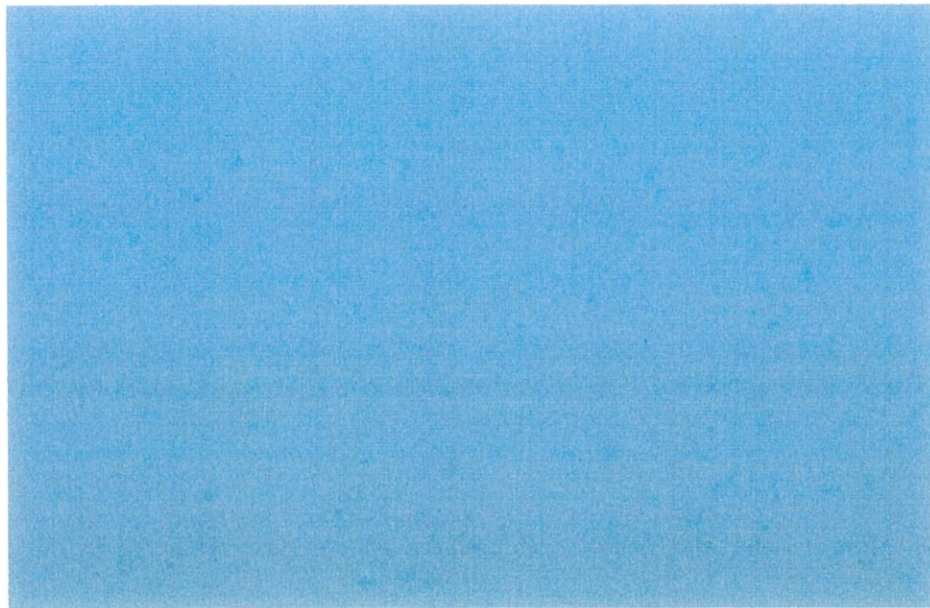
Employees - Overnight Travel Allowance

- If Council retains a single rate for all travel regardless of destination, the updated amounts should not be more than the rates applicable for Tier 2 country centres (as these are the lowest amounts).
- The benefits of a single rate is that it is administratively easier to manage.

Recommendations – Employees Overnight Travel Allowances

- Consider updating the allowance rates.
- Update the "Claim for Travel Accommodation/Meals" form:
 - Remove "First Day" row
 - Update meal rates if a new rate is decided
 - Remove "Other Days" and "Last Day" rows
 - Update incidentals rate if a new rate is decided
- Set calendar reminders for a review of allowances
 - January – Councillor Remuneration
 - July – ATO Overnight Travel Allowance

Motor Vehicle Allowances



Motor Vehicle Allowances

- Prior to the introduction of the modernised Queensland Local Government Industry Award in 2017, motor vehicle allowances were determined by the engine capacity of the vehicle over three tiers where larger capacity vehicles attracted a higher rate.
- With the modern Award, since 2017 the three tiers have been replaced with a flat rate regardless of engine capacity but split between motor vehicles and motorcycles. The rates are indexed every year.

Motor Vehicle Allowances

- Award Part 4 paragraph 13.2
- From 1 September 2022 the rates are:
 - Motor vehicle - \$0.93 per kilometre
 - Motorcycle - \$0.32 per kilometre

Motor Vehicle Allowances

- It should be noted that the amount of the allowance under the Award is greater than the relevant ATO rate which is currently \$0.78 for the 2022/23 financial year
- Due to this, any motor vehicle allowances paid should be shown on the employee's pay slip, with the employee claiming a tax deduction at the applicable ATO rate to reduce the amount of taxable income.
 - Employees should seek their own taxation advice on the implications of receiving motor vehicle allowances

Recommendations – Motor Vehicle Allowances

- Update the “Claim for Travel Accommodation/Meals” form for the new rates:
 - Remove references to engine capacity
 - Update Mileage rate
- Review the set up of the allowance in the payroll system
- Set calendar reminders for a review of allowances
 - September – Motor Vehicle Allowance

3. Corporate Services

Corporate Services Manager

January 2023



Finance

Our accountant has submitted his report to Council.

Finance Officer has filled in admirably while Accounts Payable had been on approved leave. That allowed our Office Trainee to gather some finance training, especially around data entry for payroll. FO did have a small issue with payslips due to processing but did a great job filling in.

We have set the agenda for debt recovery in Housing arrears and all CASC staff are making the effort to address any rental arrears. We will be monitoring this continually, with both finance and housing involved in this process. Due to software access in Practical, the information is already known to both areas.

Communication and continuous, independent, screening of Housing debt is the key objective this year. We are starting with staff and will be ready for whole of community by the start of March, end of Feb, this year.

Stopping rental reimbursements this year is another step we are taking in both departments. I would ask Council for a “grace” period to clear and notify every tenant in credit to clear accounts by the end of this month, January 2023.

HR

Our new HR advisor has begun work 16/01/2023.

Housing

Our housing manager has submitted her report to Council.

As discussed, Finance and Housing are working together, under direction of Corporate Services Manager to provide a more productive and scrutinized rental debt recovery model. This will begin with CASC staff and then used for the rest of the community.

With upcoming Housing review by Risk Audit Committee, it is a necessary change in direction.

Reception

Staff movement will create opportunity for internal adjustments.

Our reception team have been a great help in other areas over the Christmas period.

This concludes my brief report to Council. Thank you.

Sam Murray | Corporate Services Manager | CASC

ACCOUNTANT COMMENTARY OF INCOME STATEMENT- BY NATURE

Whole of Council Financial Summary :

The Cherbourg Aboriginal Shire Council made a net operating loss of **\$3,844,521** for the month ending Dec 2022 with operating surplus ratio of -54.33% which is below the recommended benchmark (0%-10%). The main reason for the deficit is the inclusion of depreciation expense of \$5 Million .

a. Sales & recoverable works :

The major variance is due to Q -build major upgrade income. The income is about \$ 700K below the budget.

b. **Rent** : Timing issue .Rental offset manual journal processed for the whole year.

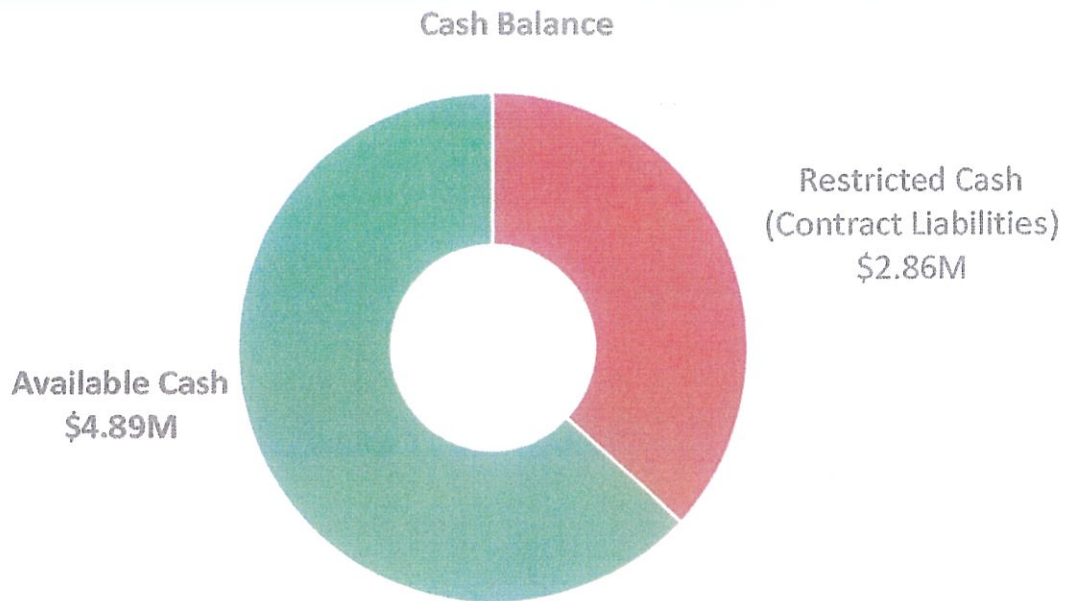
c. **Materials & Services:**

- Insurance invoice paid in advance for full year renewal. About \$259K variance due to timing difference. Actual amount paid is \$100K above the budget
- Q Build subcontractor expenses is \$126K over the budget
- Admin IT and professional fees is \$44K over the budget
- Insurance & Registration expenses combined is \$50K over the budget.
- Water materials and services is \$34K more than the budgeted amount
- Offset by other under spent \$326K

d. **Finance costs** : Need restoration provision estimate for 2023 . There will be possible changes in interest rate and costs. Process manual journal for interest expenses for the year based on the new estimate.

Bank Balances:

Cash at bank as at 31 Dec is \$7.75 M with restricted cash component (contract liability) is \$2.86 M. So, available cash balance after satisfying the performance obligations is \$4.89M.



ACCOUNTANT COMMENTARY OF INCOME STATEMENT- DEPARTMENT

Community Services :

- a. **Other income** : Radio station monthly sponsorship invoice is about \$19K below the budget.
- b. **Materials & Services** :
 - IYCC is under spent by \$91K
 - Radio station (self-generated) expenses is under spent by \$32K

Corporate Services :

- a. **Rent** : Need to review lease register to make sure invoice is done for Council owned building
- b. **Employee costs** :
 - On cost recoveries for training and Workcover not budgeted . However, recoverable amount is reducing /offsetting employee cost account by \$122K
 - SGFA admin wages is underspent by \$57K
 - LSL expenses is underspent by \$36K
 - FBT expenses is yet not accrued : \$15K for 6 months
- c. **Depreciation**: Depreciation amount for MV is budgeted too much. Need to amend this in upcoming budget review.
- e. **Finance costs** : Process manual journal for interest expenses for the year based on the new estimate.

Housing :

- a. **Rent** : Timing issue .Rental offset manual journal processed for the whole year
- b. **Materials & Services: Housing** Insurance invoice paid in advance for full year renewal
- c. **Depreciation**: need to increase budget amount to reflect the variance

Economic & community development :

- a. **Sales & recoverable works** :

The major variance is due to Q -build major upgrade income. The income is about \$ 700K below the budget.

- b. **Employee costs** :

- Project Management wages is overspent by \$92K
- Kingaroy CRP is overspent by \$76K
- Cherbourg call centre is overspent by \$71K

Operations :

- a. **Grants & subsidies** : timing issue for FAGS funding . EOY prepayment amount will offset the variance .
- b. **Materials & Services**:
 - Overspent on Water materials & services /registration /insurance \$120K is offset by underspent from WPG vehicle & road vehicle expenses(\$70K),thus reduced the overspent balance to \$50K
 - Plant hire income is \$50K below the budget
 - Overall \$100K underspent

Thanks for your time to read my report.

Dol Ranabhat, Accountant

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

YTD Operating Income
Actual \$7.08M
Variance \$0.47M
7.2%

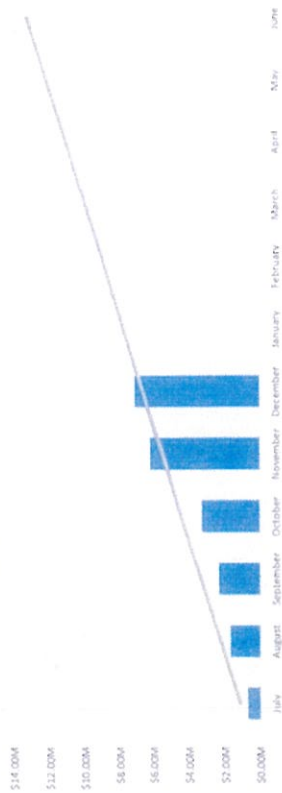
YTD Operating Expenditure
Actual \$10.92M
Variance (\$0.27M)
2.5%



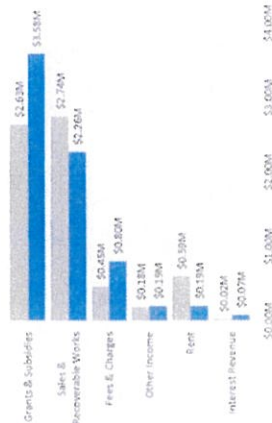
Operating Surplus Ratio
-54.33%

Legend: Budget (light blue), Actual (dark blue), Positive Variance (green), Negative Variance (red)

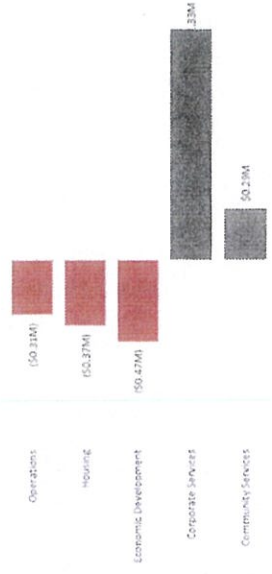
Total Income - Actual vs Budget



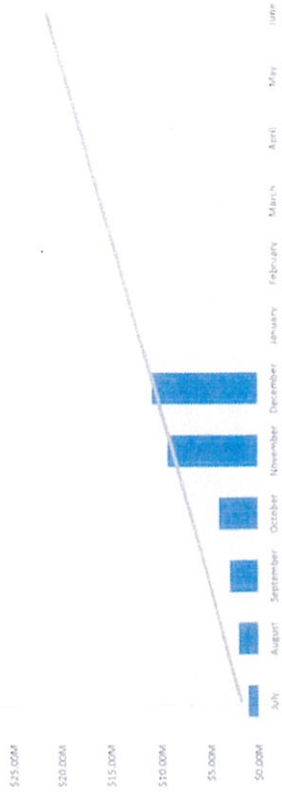
Income YTD



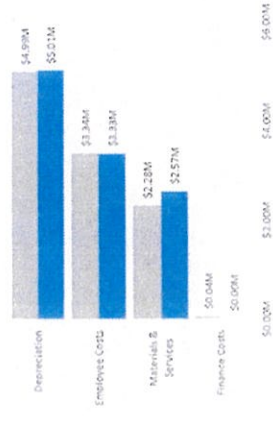
YTD Income Variance By Directorate



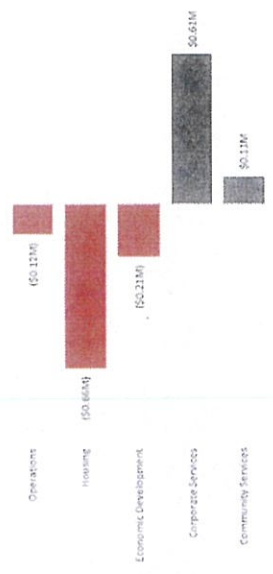
Total Expenditure - Actual vs Budget



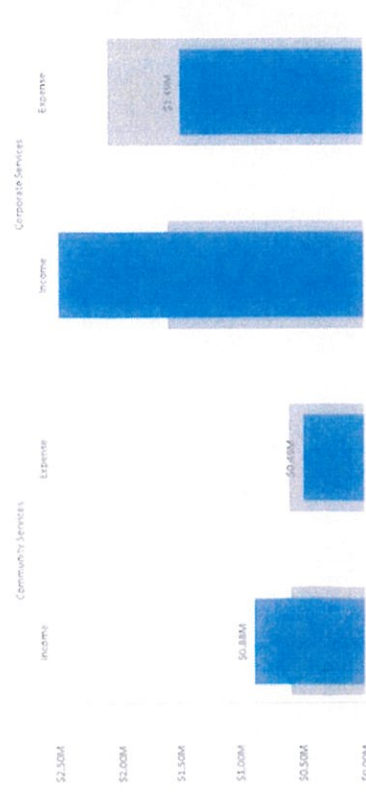
Expenditure YTD



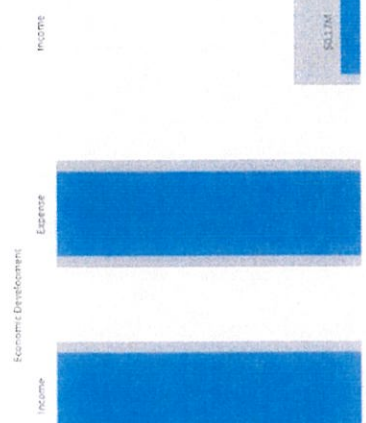
YTD Expenditure Variance By Directorate



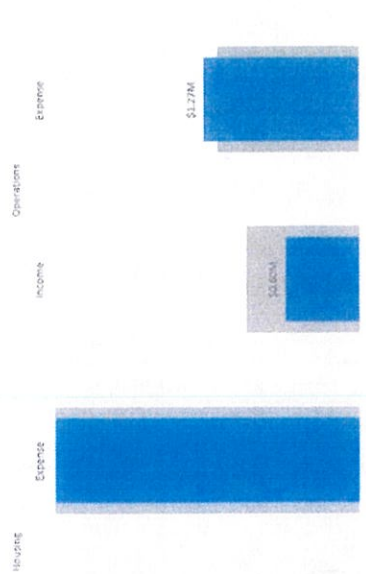
Community Services



Economic Development



Housing



Cherbourg Aboriginal Shire Council Financial Position FY 2022-2023

December

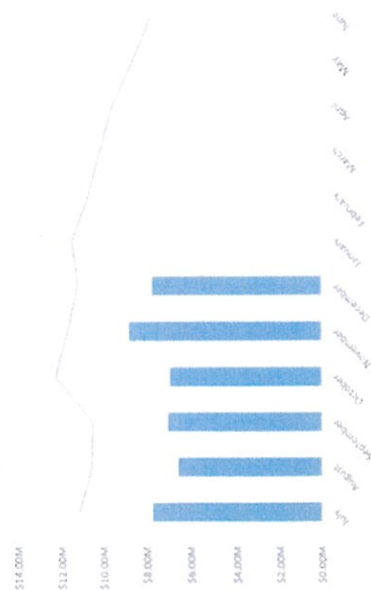
YTD Assets
Current \$10.26M
Non-Current \$199.16M



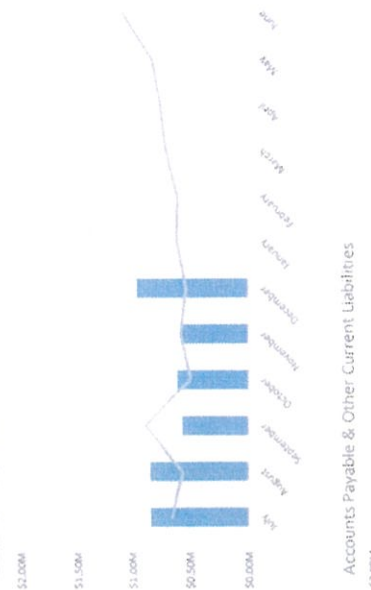
YTD Liabilities
Current \$3.71M
Non-Current \$3.16M

Net Financial Asset/Liability Ratio
-48%

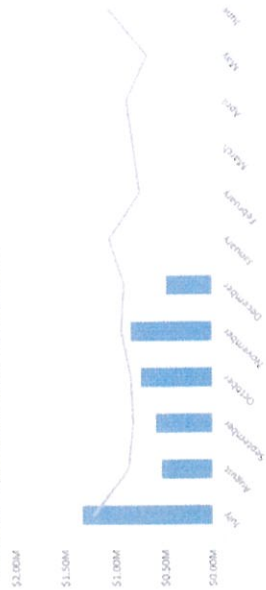
Cash & Cash Equivalents



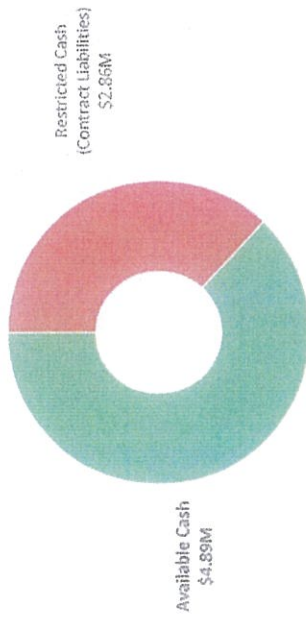
Debtors & Receivables



Accounts Payable & Other Current Liabilities



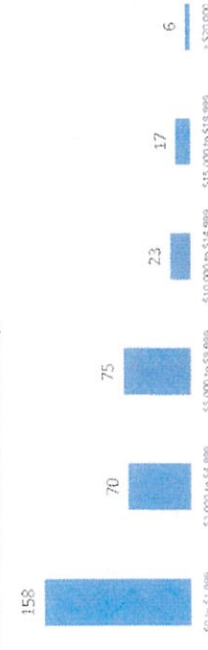
Cash Balance



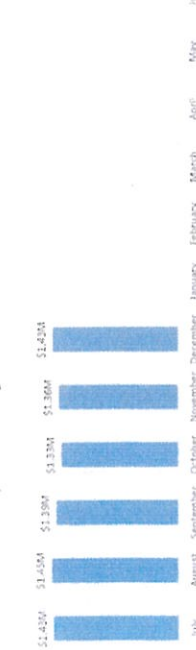
Rent Debtors



Number of Rent Debtors by Amount Owing



Rent Debtors > 90 Days Outstanding



Current Assets	
Cash & Cash Equivalents	\$7.75M
Contract Assets	\$1.19M
Trade & Other Receivables	\$0.95M
Inventories	\$0.28M
Biological Assets	\$0.08M
Total Current Assets	\$10.26M

Non-Current Assets	
Buildings	\$35.99M
Furniture & Fittings	\$0.00M
Houses	\$122.06M
Infrastructure	\$34.15M
Land	\$1.48M
Motor Vehicles	\$0.62M
Plant & Equipment	\$3.82M
Work in Progress	\$1.03M
Total Non-Current Assets	\$199.16M

Total Assets	Total Liabilities
\$209.42M	\$209.42M

Current Liabilities	
Contract Liabilities	\$2.86M
Trade & Other Payables	\$0.48M
Current Provisions	\$0.37M
Total Current Liabilities	\$3.71M

Non-Current Liabilities	
Non-Current Provisions	\$2.62M
Trade & Other Payables	\$0.54M
Total Non-Current Liabilities	\$3.16M

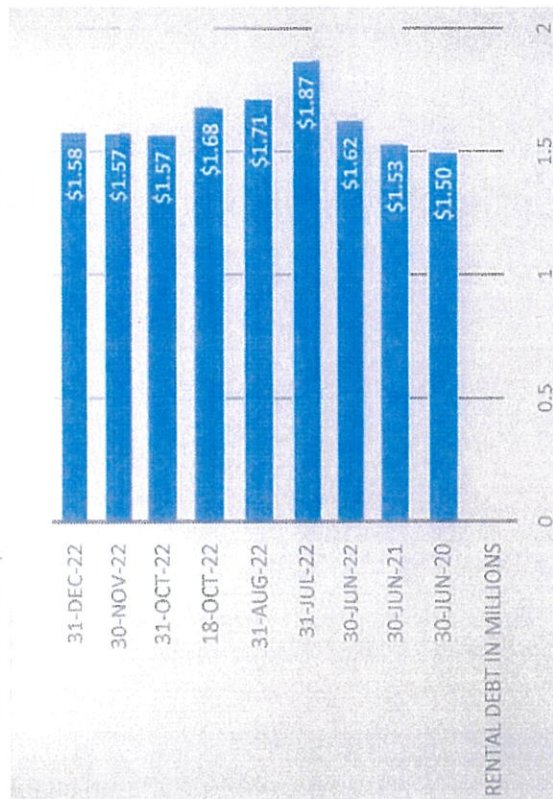
Total Liabilities	Equity
\$6.87M	\$202.55M

Total Liabilities & Equity	
Retained Surplus	\$100.58M
Asset Revaluation Surplus	\$101.97M
Total Equity	\$202.55M

Total Liabilities & Equity	Total Assets
\$209.42M	\$209.42M

Rental Debt in Millions

30-Jun-20 \$	1.50
30-Jun-21 \$	1.53
30-Jun-22 \$	1.62
31-Jul-22 \$	1.87
31-Aug-22 \$	1.71
18-Oct-22 \$	1.68
31-Oct-22 \$	1.57
30-Nov-22 \$	1.57
31-Dec-22 \$	1.58



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

December

YTD Capital Income
Actual
\$0.63M
Variance
(\$1.77M) ▼(73.8%)

YTD Capital Expenditure
Actual
\$0.99M
Variance
(\$6.84M) ▼(87.3%)



■ Budget ■ Actual

Capital Income - Actual vs Budget

\$350,000
\$300,000
\$250,000
\$200,000
\$150,000
\$100,000
\$50,000
\$0

\$300,000

\$179,924

\$74,579

\$72,085

\$0

Rising Main
Rising Main

CHERBOURG COMMUNITY CENTRE
LOGSP CHERBOURG COMMUNITY CEN

LRCI 3
LRCI 3

LRR
OPA

Comments:

Sum of YTD Actual/Sum of Full Year Budget

\$2,500,000

\$2,000,000

\$1,500,000

\$1,000,000

\$500,000

\$0

Major Housing
Upgrade
Building

Murgen Footpath

LRCI 3

Gundoo Capital
projects

New Houses- \$2.8M

New Houses- \$3.4M

WAO Solid Waste

Operations - Solid Waste

[blank]

Plants & Vehicles

Plant Hire Business

Comments:

Row Labels	Sum of YTD Actual	Sum of Full Year Budget
Building	\$438,591	\$1,513,043
Major Housing Upgrade	\$438,591	\$1,513,043
Economic Development	\$7,303	\$2,485,460
Murgon Footpath	\$0	\$2,360,307
LRCI 3	\$0	\$79,698
Gundoo Capital projects	\$7,303	\$45,455
Housing	\$45,400	\$2,405,737
New Houses- \$2.6M	\$27,787	\$2,185,737
New Houses- \$3.4M	\$17,613	\$220,000
Operations - Solid Waste	\$0	\$1,007,017
W4Q Solid Waste	\$0	\$1,007,017
(blank)	\$0	
Plant Hire Business	\$500,301	\$425,000
Plants & Vehicles	\$500,301	\$425,000
Grand Total	\$991,596	\$7,836,257

Whole Of Council

	December			Year to Date			Traffic Light	Full Year Budget
	Actual	Budget	% Variance	Actual	Budget	% Variance		
Grants & Subsidies	\$ 90,000	\$ 438,596	(348,596)	\$ 3,576,634	\$ 2,631,576	945,058	35.91%	\$ 5,263,156
Fees & Charges	\$ 712,985	\$ 74,931	638,054	\$ 795,591	\$ 449,586	346,005	76.96%	\$ 899,165
Sales & Recoverable Works	\$ 621,748	\$ 456,350	165,398	\$ 2,263,381	\$ 2,738,100	(474,719)	-17.34%	\$ 5,476,185
Interest Revenue	\$ 15,757	\$ 2,541	13,216	\$ 67,082	\$ 15,246	51,836	340.00%	\$ 30,489
Rent	\$ (556,858)	\$ 98,667	(655,525)	\$ 186,683	\$ 592,002	(405,319)	-68.47%	\$ 1,184,002
Other Income	\$ 16,032	\$ 29,605	(13,573)	\$ 187,191	\$ 177,630	9,561	5.38%	\$ 355,238
Total Income	\$ 899,664	\$ 1,100,690	(201,026)	\$ 7,076,561	\$ 6,604,140	472,421	7.15%	\$ 13,208,235
Employee Costs	\$ 393,077	\$ 556,200	(163,123)	\$ 3,331,926	\$ 3,337,200	(5,274)	-0.16%	\$ 6,674,444
Materials & Services	\$ 319,924	\$ 380,666	(60,742)	\$ 2,571,723	\$ 2,283,996	287,727	12.60%	\$ 4,567,800
Depreciation	\$ 850,350	\$ 830,834	19,516	\$ 5,014,248	\$ 4,985,004	29,244	0.59%	\$ 9,970,000
Finance Costs	\$ 424	\$ 6,817	(6,393)	\$ 3,186	\$ 40,902	(37,716)	-92.21%	\$ 81,814
Total Expenditure	\$ 1,563,775	\$ 1,774,517	(210,742)	\$ 10,921,083	\$ 10,647,102	273,981	2.57%	\$ 21,294,058
Net Surplus/(Deficit)	\$ (664,111)	\$ (673,827)	9,716	\$ (3,844,521)	\$ (4,042,962)	198,441	-4.91%	\$ (8,085,823)

Community Services

	Actual	December			% Variance	Actual	Year to Date			% Variance	Traffic Light	Full Year Budget
		Budget	\$ Variance				Budget	\$ Variance				
Grants & Subsidies	\$ -	\$ 84,794	\$ (84,794)		-100.00%	\$ 812,123	\$ 508,764	\$ 303,359		59.63%	⬆️	\$ 1,017,552
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	\$ 11,103	\$ 13,655	\$ (2,552)		-18.69%	\$ 71,521	\$ 81,930	\$ (10,409)		-12.70%	❌	\$ 163,850
Total Income	\$ 11,103	\$ 98,449	\$ (87,346)		-88.72%	\$ 883,644	\$ 590,694	\$ 292,950		49.59%		\$ 1,181,402
Employee Costs	\$ 57,487	\$ 52,653	\$ 4,834		9.18%	\$ 332,297	\$ 315,918	\$ 16,379		5.18%	✅	\$ 631,841
Materials & Services	\$ 15,396	\$ 47,849	\$ (32,453)		-67.82%	\$ 160,422	\$ 287,094	\$ (126,672)		-44.12%	❌	\$ 574,138
Depreciation	\$ -	\$ -	\$ -		0.00%	\$ -	\$ -	\$ -		0.00%	✅	\$ -
Finance Costs	\$ -	\$ -	\$ -		0.00%	\$ -	\$ -	\$ -		0.00%	✅	\$ -
Total Expenditure	\$ 72,884	\$ 100,502	\$ (27,618)		-27.48%	\$ 492,718	\$ 603,012	\$ (110,294)		-18.29%		\$ 1,205,979
Net Surplus/(Deficit)	\$ (61,780)	\$ (2,053)	\$ (59,727)		2909.26%	\$ 390,926	\$ (12,318)	\$ 403,244		-3273.61%		\$ (24,577)

11

Corporate Services

	December			Year to Date			Traffic Light	Full Year Budget
	Actual	Budget	\$ Variance	% Variance	Actual	Budget		
Grants & Subsidies	\$ -	\$ 164,148	\$ (164,148)	-100.00%	\$ 1,929,810	\$ 984,888	⬇️	\$ 1,969,768
Fees & Charges	\$ 712,985	\$ 74,931	\$ 638,054	851.52%	\$ 795,591	\$ 449,586	⬇️	\$ 899,165
Sales & Recoverable Works	\$ -	\$ 86	\$ (86)	-100.00%	\$ -	\$ 516	⬇️	\$ 1,035
Interest Revenue	\$ 15,757	\$ 2,541	\$ 13,216	520.11%	\$ 67,082	\$ 15,246	⬇️	\$ 30,489
Rent	\$ 1,364	\$ 8,417	\$ (7,053)	-83.80%	\$ 19,516	\$ 50,502	⬇️	\$ 101,000
Other Income	\$ 4,928	\$ 15,950	\$ (11,022)	-69.10%	\$ 115,670	\$ 95,700	⬇️	\$ 191,388
Total Income	\$ 735,034	\$ 266,073	\$ 468,961	176.25%	\$ 2,927,668	\$ 1,596,438	83.33%	\$ 3,192,845
Employee Costs	\$ 29,546	\$ 167,850	\$ (138,304)	-82.40%	\$ 768,908	\$ 1,007,100	⬇️	\$ 2,014,202
Materials & Services	\$ 94,917	\$ 85,697	\$ 9,220	10.76%	\$ 556,045	\$ 514,182	⬆️	\$ 1,028,333
Depreciation	\$ 33,068	\$ 90,000	\$ (56,932)	-63.26%	\$ 163,885	\$ 540,000	⬇️	\$ 1,080,000
Finance Costs	\$ 424	\$ 6,817	\$ (6,393)	-93.78%	\$ 3,186	\$ 40,902	⬇️	\$ 81,814
Total Expenditure	\$ 157,956	\$ 350,364	\$ (192,408)	-54.92%	\$ 1,492,024	\$ 2,102,184	-29.03%	\$ 4,204,349
Net Surplus/(Deficit)	\$ 577,078	\$ (84,291)	\$ 661,369	-784.63%	\$ 1,435,644	\$ (505,746)	-383.87%	\$ (1,011,504)

Economic Development

	December				Year to Date				Traffic Light	Full Year Budget
	Actual	Budget	\$ Variance	% Variance	Actual	Budget	\$ Variance	% Variance		
Grants & Subsidies	\$ 90,000	\$ 38,330	\$ 51,670	134.80%	\$ 238,276	\$ 229,980	\$ 8,296	3.61%	🟢	\$ 459,950
Fees & Charges	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%	🟢	\$ -
Sales & Recoverable Works	\$ 621,748	\$ 456,264	\$ 165,484	36.27%	\$ 2,263,381	\$ 2,737,584	\$ (474,203)	-17.32%	🔴	\$ 5,475,150
Interest Revenue	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%	🟢	\$ -
Rent	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%	🟢	\$ -
Other Income	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%	🟢	\$ -
Total Income	\$ 711,748	\$ 494,594	\$ 217,154	43.91%	\$ 2,501,657	\$ 2,967,564	\$ (465,907)	-15.70%		\$ 5,935,100
Employee Costs	\$ 213,117	\$ 232,153	\$ (19,036)	-8.20%	\$ 1,606,833	\$ 1,392,918	\$ 213,915	15.36%	🔴	\$ 2,785,875
Materials & Services	\$ 138,286	\$ 185,292	\$ (47,006)	-25.37%	\$ 1,109,551	\$ 1,111,752	\$ (2,201)	-0.20%	🟢	\$ 2,223,448
Depreciation	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%	🟢	\$ -
Finance Costs	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%	🟢	\$ -
Total Expenditure	\$ 351,403	\$ 417,445	\$ (66,042)	-15.82%	\$ 2,716,383	\$ 2,504,670	\$ 211,713	8.45%		\$ 5,009,323
Net Surplus/(Deficit)	\$ 360,345	\$ 77,149	\$ 283,196	367.08%	\$ (214,727)	\$ 462,894	\$ (677,621)	-146.38%		\$ 925,777

Housing

	December				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	\$ (558,221)	\$ 90,250	\$ (648,471)	-718.53%	\$ 167,167	\$ 541,500	\$ (374,333)	-69.13%	✗	\$ 1,083,002
Other Income	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%	✓	\$ -
Total Income	\$ (558,221)	\$ 90,250	\$ (648,471)	-718.53%	\$ 167,167	\$ 541,500	\$ (374,333)	-69.13%		\$ 1,083,002
Employee Costs	\$ 12,644	\$ 17,862	\$ (5,218)	-29.21%	\$ 93,612	\$ 107,172	\$ (13,560)	-12.65%	⚠	\$ 214,347
Materials & Services	\$ 30,330	\$ 30,714	\$ (384)	-1.25%	\$ 458,299	\$ 184,284	\$ 274,015	148.69%	✗	\$ 368,550
Depreciation	\$ 741,772	\$ 666,667	\$ 75,105	11.27%	\$ 4,402,173	\$ 4,000,002	\$ 402,171	10.05%	✗	\$ 8,000,000
Finance Costs	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%	✓	\$ -
Total Expenditure	\$ 784,745	\$ 715,243	\$ 69,502	9.72%	\$ 4,954,084	\$ 4,291,458	\$ 662,626	15.44%		\$ 8,582,897
Net Surplus/(Deficit)	\$ (1,342,967)	\$ (624,993)	\$ (717,974)	114.88%	\$ (4,786,917)	\$ (3,749,958)	\$ (1,036,959)	27.65%		\$ (7,499,895)

Operations

	December			Year to Date			Traffic Light	Full Year Budget
	Actual	Budget	% Variance	Actual	Budget	% Variance		
Grants & Subsidies	\$ -	\$ 151,324	(151,324)	\$ 596,425	\$ 907,944	(311,519)	✗	\$ 1,815,886
Fees & Charges	\$ -	\$ -	-	\$ -	\$ -	-	✓	\$ -
Sales & Recoverable Works	\$ -	\$ -	-	\$ -	\$ -	-	✓	\$ -
Interest Revenue	\$ -	\$ -	-	\$ -	\$ -	-	✓	\$ -
Rent	\$ -	\$ -	-	\$ -	\$ -	-	✓	\$ -
Other Income	\$ -	\$ -	-	\$ -	\$ -	-	✓	\$ -
Total Income	\$ -	\$ 151,324	(151,324)	\$ 596,425	\$ 907,944	(311,519)		\$ 1,815,886
Employee Costs	\$ 80,282	\$ 85,682	(5,400)	\$ 530,276	\$ 514,092	\$ 16,184	✓	\$ 1,028,179
Materials & Services	\$ 40,995	\$ 31,114	9,881	\$ 287,408	\$ 186,684	\$ 100,724	✗	\$ 373,331
Depreciation	\$ 75,510	\$ 74,167	1,343	\$ 448,189	\$ 445,002	\$ 3,187	✓	\$ 890,000
Finance Costs	\$ -	\$ -	-	\$ -	\$ -	-	✓	\$ -
Total Expenditure	\$ 196,787	\$ 190,963	5,824	\$ 1,265,873	\$ 1,145,778	\$ 120,095		\$ 2,291,510
Net Surplus/(Deficit)	\$ (196,787)	\$ (39,639)	(157,148)	\$ (669,448)	\$ (237,834)	\$ (431,614)		\$ (475,624)

Housing Report January 2023



SNR HOUSING OFFICER & HOUSING OFFICER:

As we are only back at work the end of December and the beginning of January 23 has been quite slow. So far this year I have been attending to enquires for housing, printing statements and raising rental invoices, doing the monthly rent reconciliation for the invoices, doing rental checks, helping tenants adjust their centrelink and wage rental deductions and doing daily interviews with clients.

SNR HOUSING OFFICER CLIENT CONTACT END DECEMBER/START JANUARY: (38)

Phone Calls	-	9
Rent/ Enquires	-	16
Housing Enquires	-	7
Complaints/Misc.	-	02/4 Misc.

HOUSING ENQUIRES FOR CLIENTS FROM OTHER AGENCIES:

- CTC X 2 - In relation to clients requesting accommodation
- SKILLSHARE - Enquiring about accommodation.
- HEALTH TEAM - Cherbourg - Housing support letter for client for housing.

COMPLAINTS: (1)

- 1 complaint - Noise from machinery (handed to relevant department to deal with).

RENTAL CREDIT-REIMBURSEMENTS:

We would like Council to consider extending the date for rental reimbursement so that we can tidy up the debtor system. We have been reducing tenant's rental deductions to the correct rate. However those tenants in credit have been looking for reimbursements and have become irate when told that we cannot reimburse after 1 January 2023. I would like to recommend that we pay out all tenant rental credit - therefore no tenant would be in credit and no reimbursements would be required.

Please advise.

Antonia Jacobs
Snr Housing Officer

Antonia Jacobs | Senior Housing Officer | CASC

Meetings/workshops

- Housing meeting every 2nd Tuesday (fortnightly)
- Building meeting every Monday (weekly)
- Joint Operational Meeting

Service provided to tenants:

- **4** people inquiring about waiting list for housing
- **50** Follow ups for tenants re: works
- **8** Assisted with delivering Tenancy Agreements
- **10** Assisted with calling Qbuild
- **9** House inspections
- **24** follow ups for upgrade programs
- **16** Pest Control orders & delivered appointment (October & November)
- **3** Inspections of hall before and after hire
- **3** House Inspections with QBuild
- **13** Home modifications – January – November (Bathrooms & handrails etc)
- In regular contact with Emerge Supports for NDIS tenants
- In contact with Department of Communities, Housing and Digital Economy – **House Inspection Tuesday 6th - Friday 16th December 2022**
- Once a month give up dates on radio

Entry/Exit Reports:

Entry:

- 5 Ada Simpson Way

Mrs Joanne Simpson
Housing Inspection Officer
Cherbourg Aboriginal Shire Council

Antonia Jacobs | Senior Housing Officer | CASC

4. Economic & Community Development

ECONOMIC & COMMUNITY DEVELOPMENT REPORT

January 2023

1. Executive Report



5 Barambah new kitchen with tile design

Executive Summary

The start to the New Year is already full of challenges and 2023 looks to be a busy year for us all. Lots of projects lined up and some good jobs on offer from January.

Cattle & Farm

Met with the manager and we are going to get a work schedule put together for the next 6 months. There are a few cattle ready for sale in February, there are plenty of fence lines to maintain, water troughs to repair, pastures to develop and yards to look after.

Recycling Facility

The SBRC contract started 2nd of January – we are coping with the workload and are happy with the quality of material coming in. We have had some big days of counting in the CRPs. The work teams are going in the right direction – some HR issues that we are working through.

Building Department

JOM meetings have been increased to monthly, we would prefer bi-monthly. We invoiced all completed upgrade works prior to Christmas – all work has been scoped and scheduled to complete by the end of June.

I have a comprehensive plumbing report for 120 houses, there are a significant number of issues with wood heater compliance and downpipes, water heaters etc. We will work with Qbuild to rectify as much as we can, we are limited by money and tradie availability. Responsive works are falling behind as our tradies have been on holiday and since Christmas and we had the CAUP inspections which added over 100 jobs to the database.

Joinery

Working on upgrade works – there is a nice example of their work at 5 Barambah Ave.

IT Service Centre

Our application to work with DAF and SSQ are progressing well, we have identified 15 new job applicants from the 40 applications and will be interviewing them by the end of this month.

General Project Information

1. BOR 5 - Project 100 % complete – Reports compiled and submitted, some TPAS reporting to be compiled – WIP.
2. LRCI 3 – Road Tek quotes received – project has been finalised and the P.O. has been issued.
3. Illegal Dumping Grant – In progress – no issues – finishes at the end of Feb.

4. Fire Mitigation – Reporting up to date – some underspend – trying to finalise last stage.
5. Cultural Pathway – Variations have been discussed and applied for – waiting for approvals from NIAA.
6. Landfill – negotiations and work is in progress with frequent meetings and discussions to get this project right so The community has a good system in place to benefit waste management for the next 50 years.
7. Innovation Funding – AI project – negotiating with Corral AI in Canada – Project officer is working closely with the tech delivery – there is a risk that this project will not achieve all intended outcomes.

New Housing

2.35 project – under negotiation with Dept. Housing, the tender submission price was significantly higher than the funds available – Dept. Housing negotiating to secure extra funding. – Options have been discussed; we are trying to find local builders who may be interested in taking on this work. (6 Houses). Dept. Housing continues to try to find some extra money to bridge the gap.

3.4 project – 1st concept designs are back – can present these to Council for input – also looking for local builders to take on this work – (6 Houses)

By: Sean Nicholson

5. Operations Department

Operations Department Report December 2022



By Matthew Bock, Operations Manager

10th January 2023

ops@cherbourg.qld.gov.au

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Works, Roads, Parks and Gardens3

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Water, Sewerage.....4

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Executive Summary

Operations department

- New rubbish truck arrived
- New Bobcat for the landfill was delivered
- Recycling campaign has begun with flyers on Facebook and radio announcements
- A funding request is being developed to submit to DES (Department of Environment and Science) requesting funding for a 20t excavator for the landfill, a waste shredder for landfill and additional funding for the landfill and surrounding area cleanup/landscaping and leachate system

Fleet Services

- 28 Jobs were completed for the month of December this included services and repair work
- 7 Vehicles received their annual scheduled services
- Prepared and submitted quotes for New Tractor including farming accessories
- Prepared and submitted quotes for Industrial shredder for Waste facility
- Prepared and submitted quotes for Heavy duty hoist for Workshop
- Football field Ransome mower engine removed and sent for re-build
- New Bobcat and Garbage Truck delivered, and induction of operators carried out

Environment and Waste

- Rubbish truck runs are carried out daily
- The dump pit and bins are being emptied weekly
- Preparations for bringing recycling in next year are underway with bin audits being done and education posters being created
- Animal traps at the landfill are continued to be set and checked
- 2 Dogs have been caught removed and euthanized from the landfill

Works, Roads, Parks and Gardens

- The parks and gardens crew are picking up rubbish and mowing where needed daily
- Cemetery burials and associated works

Water and Sewerage

- Daily, Weekly, Monthly Water Sampling, including Raw Water (*Figure 1 & 2*).
- 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, Regular Catch up with RDMW

Environment and Waste

Current Business

- Rubbish truck runs are carried out daily
- The dump pit and bins are being emptied weekly
- Preparations for bringing recycling in next year are underway with bin audits being done and education posters being created
- Animal traps at the landfill are continued to be set and checked
- 2 Dogs have been caught removed and euthanized from the landfill

Staffing and Training

NIL.

Workplace Health & Safety Incidents

Nil

Issues & Training Updates

Nil

Next Month's Business Plan

- Continuations of duties
- Continued trapping at the landfill

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

Works, Roads, Parks and Gardens

Current Business

- The parks and gardens crew are picking up rubbish and mowing where needed daily
- Cemetery burials and associated works

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

Workshop

Current Business

- 28 Jobs were completed for the month of December this included services and repair work
- 7 Vehicles received their annual scheduled services
- Prepared and submitted quotes for New Tractor including farming accessories
- Prepared and submitted quotes for Industrial shredder for Waste facility
- Prepared and submitted quotes for Heavy duty hoist for Workshop
- Football field Ransome mower engine removed and sent for re-build
- New Bobcat and Garbage Truck delivered, and induction of operators carried out
- Organisation and Design of wraps for new garbage truck
- Carried out diagnostics of multiple dash lights on old garbage truck and was down for a week, part came it was fixed and put back into service
- Window not operational on building department ute carried out temporary fix to close window parts came and it was operational
- Backhoe is out of service due to Hydraulic oil pipe cracked removed and repaired Pressure sensor has failed awaiting on back order
- Storage and disposal of unused items in workshop to be organized for the New year

Issues

Nil

Damage Report

Nil

Workplace Health & Safety Incidents

Nil

Training Updates

Nil

Next Month's Business Plans

- Installation of Heavy-Duty Hoist in workshop
- Tenders will be evaluated, and purchases made
- Replace pressure sensor on backhoe

Other Information

By Sebastian Mearns

Water, Sewerage

Water & Wastewater

- Daily, Weekly, Monthly Water Sampling, including Raw Water (*Figure 1 & 2*).
- 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, Regular Catch up with RDMW

Incidents

- DWQMP finalised and approved by RDMW
- 8 Open drinking water incidents from 02 Nov 2021-28 Oct 2022 – 2 to be finalised and closed

EHW/AMW

- Fortnightly catch up with DDPHU recommenced
- Food Licensing renewal applications distributed to food businesses
- Monthly meetings – ATSIPHP Working Group
- Animal Census Ongoing
- Roaming and stray dog's still an issue in community

- Arrangement with RSPCA ongoing for the rehoming of surrendered/ unwanted dogs
- Traps have been placed at the Landfill/ Dump to catch stray/wild dogs

Staffing & Training

- Current Qualifications
 - Certificate III in Water Industry Operations - 3 (2 Active in Water Operations)
 - Certificate IV Water Industry Operations – 1 (Active in Water Operations)
 - Ongoing Training and develop to ensure Operators are qualified and confident in operating WTP and 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)			
	Cl Free (mg/L)	Cl Total (mg/L)	pH	Turbidity (NTU)	Cl Free	Cl Total (mg/L)	pH	Turbidity (NTU)	Cl Free	Cl Total (mg/L)	pH	Turbidity (NTU)	Cl Free	Cl Total (mg/L)	pH	Turbidity (NTU)	Cl Free (mg/L)	Cl Total (mg/L)	pH	Turbidity (NTU)
02-Dec-22	0.31	0.54	7.87	0.01	0.3	0.51	7.72	0.19	0.34	0.37	7.54	0.32	0.32	0.73	7.68	0.58	1.07	1.39	7.58	0.36
03-Dec-22	0.37	0.44	7.65	0.17	0.52	0.68	7.68	0.24	0.39	0.65	7.63	0.12	2.87	3.29	7.75	0.62	1.02	1.15	7.68	0.73
04-Dec-22	0.29	0.44	7.81	0.23	0.85	0.43	7.66	0.18	0.42	0.61	7.73	0.2	2.83	3.21	7.78	0.27	1.02	1.27	7.65	0.01
05-Dec-22	0.42	0.9	7.83	0.267	0.28	0.75	7.7	0.81	0.42	0.7	7.92	0.61	1.27	1.4	7.69	0.52	1.03	1.29	7.77	0.27
07-Dec-22	0.4	0.54	7.72	0.39	0.41	0.68	7.67	0.46	0.51	0.79	7.79	0.68	0.88	1.12	7.71	0.57	0.81	1.24	7.66	0.41
07-Dec-22	0.37	0.58	7.73	0.41	0.82	0.56	7.79	0.39	0.39	0.68	7.77	0.46	0.89	1.27	7.76	0.68	1.09	1.4	7.72	0.69
08-Dec-22	0.46	0.65	7.66	0.1	0.35	0.53	7.78	0.07	0.5	0.65	7.92	0.74	0.65	0.95	7.66	0.75	1.23	1.37	7.88	0.64
09-Dec-22	0.45	0.62	7.73	0.29	0.61	0.76	7.74	0.63	0.52	0.73	7.79	0.8	0.54	0.73	7.77	0.53	1.03	1.35	7.63	0.58
10-Dec-22	0.48	0.6	7.78	0.44	0.42	0.58	7.65	0.4	0.59	0.71	7.7	0.33	0.55	0.61	7.72	0.53	1.1	1.32	7.76	0.23
11-Dec-22	0.36	0.65	7.73	0.05	0.31	0.45	7.68	0.38	0.45	0.71	7.7	0.62	0.81	1.05	7.86	0.63	1.23	1.71	7.85	0.34
12-Dec-22	0.32	0.52	7.82	0.38	0.82	0.53	7.84	0.39	0.4	0.61	7.78	0.01	0.96	0.72	7.72	0.29	0.82	1.15	7.78	0.24
13-Dec-22	0.35	0.57	7.89	0.45	0.96	0.49	7.69	0.32	0.61	0.95	7.87	0.11	0.74	1.14	7.92	0.52	1.05	1.64	7.77	0.22
14-Dec-22	0.27	0.39	7.72	0.41	0.25	0.4	7.8	0.32	0.34	0.5	7.89	0.33	1.0	1.16	7.85	0.2	0.92	1.08	7.82	0.19
15-Dec-22	0.32	0.45	7.77	0.37	0.37	0.54	7.93	0.1	0.52	0.73	7.76	0.26	0.74	0.92	7.79	0.6	0.95	1.2	7.82	0.4
16-Dec-22	0.45	0.56	7.86	0.01	0.38	0.51	7.74	0.17	0.33	0.55	7.81	0.21	0.95	1.19	7.91	0.6	1.14	1.36	7.86	0.4
17-Dec-22	0.35	0.48	7.74	0.18	0.35	0.49	7.75	0.24	0.33	0.51	7.99	0.19	0.8	1.01	7.94	0.34	0.93	1.14	7.74	0.18
18-Dec-22	0.36	0.62	7.85	0.8	0.32	0.44	7.82	0.22	0.58	0.85	7.89	0.28	0.88	1.3	7.98	0.69	1.14	1.52	7.76	0.31
19-Dec-22	0.2	0.34	7.68	0.47	0.28	0.4	7.79	0.47	0.32	0.51	7.71	0.3	0.6	0.8	7.86	0.73	1.25	1.49	7.73	0.5
20-Dec-22	0.35	0.52	7.7	0.36	0.32	0.49	7.94	0.39	0.37	0.61	7.77	0.23	1.11	1.32	7.74	0.35	1.35	1.5	7.72	0.32
21-Dec-22	0.39	0.48	7.43	0.29	0.32	0.41	7.68	0.32	0.49	0.67	7.66	0.23	1.05	1.23	7.84	0.23	1.09	1.26	7.85	0.58
22-Dec-22	0.24	0.48	7.83	0.27	0.23	0.46	7.78	0.49	0.36	0.52	7.75	0.31	0.76	0.91	7.81	0.47	1.1	1.27	7.72	0.44
23-Dec-22	0.42	0.6	7.75	0.34	0.36	0.51	7.84	0.4	0.45	0.68	7.73	0.38	1.13	1.34	7.67	0.49	1.35	1.56	7.81	0.31
24-Dec-22	0.31	0.45	7.64	0.43	0.32	0.38	7.75	0.51	0.45	0.61	7.74	0.51	0.71	0.91	7.78	0.54	1.04	1.35	7.74	0.62
25-Dec-22	0.34	0.52	7.72	0.04	0.32	0.45	7.73	0.12	0.44	0.65	7.73	0.01	0.77	1.09	7.76	0.12	1.06	1.29	7.76	0.02
26-Dec-22	0.42	0.62	7.75	0.2	0.39	0.53	7.71	0.2	0.61	0.82	7.76	0.34	1.09	1.29	7.74	0.1	1.2	1.41	7.73	0.03
27-Dec-22	0.35	0.5	7.81	0.38	0.35	0.48	7.73	0.03	0.5	0.74	7.98	0.26	0.5	0.67	7.8	0.42	1.04	1.39	7.91	0.49
28-Dec-22	0.32	0.51	7.99	0.01	0.35	0.47	7.83	0.12	0.44	0.67	7.92	0.16	0.83	1.09	7.9	0.65	1.01	1.26	7.83	0.62
29-Dec-22	0.33	0.57	7.74	0.08	0.35	0.55	7.75	0.11	0.53	0.67	7.83	0.15	0.83	1.05	7.72	0.42	1.12	1.4	7.97	0.43
30-Dec-22	0.31	0.44	7.77	0.05	0.31	0.47	8.0	0.25	0.49	0.62	7.86	0.28	1.1	1.33	7.82	0.46	1.03	1.35	7.8	0.47
31-Dec-22	0.35	0.51	7.72	0.39	0.31	0.59	7.81	0.52	0.45	0.74	7.9	0.78	0.92	1.14	7.84	0.63	1.29	1.61	7.88	0.88
31-Dec-22	0.37	0.59	7.39	0.67	0.44	0.65	7.51	0.85	0.44	0.69	7.58	0.73	0.53	0.81	7.58	0.99	3.12	3.79	7.81	1.53

FY2023 CASC Weekly/Monthly Water Sampling Verification Results

Date	Coliforms (mpn/100mL)										ExoB (mpn/100mL)									
	Weekly Tests										Weekly Tests									
	STP yard tap CHER 1	Training room kitchen tap CHER 2	Day care kitchen tap CHER 3	Bert Button lookout tap CHER 4	After treatment yard tap CHER T	WTP Reservoir 1 & 2 Blended Tap CHER 5	CHER 5 inlet Tap	Summary	STP yard tap CHER 1	Training room kitchen tap CHER 2	Day care kitchen tap CHER 3	Bert Button lookout tap CHER 4	After treatment yard tap CHER T	WTP Reservoir 1 & 2 Blended Tap CHER 5	CHER 5 inlet Tap	Summary	STP yard tap CHER 1	Training room kitchen tap CHER 2	Day care kitchen tap CHER 3	Bert Button lookout tap CHER 4
06-Dec-22	NT	NT	NT	0	NT	NT	NT	PASS	NT	NT	NT	0	NT	NT	NT	PASS	NT	NT	NT	0
07-Dec-22	0	0	0	0	0	0	0	PASS	0	0	0	0	0	0	0	PASS	0	0	0	0
13-Dec-22	0	0	0	0	0	0	0	PASS	0	NT	0	0	0	0	0	PASS	0	NT	0	0
20-Dec-22	0	0	0	0	0	0	0	PASS	0	0	0	0	0	0	0	PASS	0	0	0	0
Date	Total Chlorine (mg/L)										Free Chlorine (mg/L)									
	Weekly Tests										Weekly Tests									
	STP yard tap CHER 1	Training room kitchen tap CHER 2	Day care kitchen tap CHER 3	Bert Button lookout tap CHER 4	After treatment yard tap CHER T	WTP Reservoir 1 & 2 Blended Tap CHER 5	CHER 5 inlet Tap	Summary	STP yard tap CHER 1	Training room kitchen tap CHER 2	Day care kitchen tap CHER 3	Bert Button lookout tap CHER 4	After treatment yard tap CHER T	WTP Reservoir 1 & 2 Blended Tap CHER 5	CHER 5 inlet Tap	Summary	STP yard tap CHER 1	Training room kitchen tap CHER 2	Day care kitchen tap CHER 3	Bert Button lookout tap CHER 4
06-Dec-22	NT	NT	NT	1.46	NT	NT	NT	PASS	NT	NT	NT	0.95	NT	NT	NT	PASS	NT	NT	NT	0.95
07-Dec-22	0.68	0.54	0.79	1.12	1.24	1.56	NT	PASS	0.41	0.4	0.51	0.86	0.51	1.07	NT	PASS	0.41	0.4	0.51	0.86
13-Dec-22	0.52	0.52	0.61	0.57	1.15	1.08	NT	PASS	0.32	0.32	0.4	0.56	0.82	0.84	NT	PASS	0.32	0.32	0.4	0.56
20-Dec-22	0.34	0.4	0.51	0.8	1.49	NT	NT	PASS	0.2	0.25	0.32	0.6	1.25	NT	NT	PASS	0.2	0.25	0.32	0.6
Date	pH										Total THMs (microg/L)									
	Weekly Tests										Weekly Tests									
	STP yard tap CHER 1	Training room kitchen tap CHER 2	Day care kitchen tap CHER 3	Bert Button lookout tap CHER 4	After treatment yard tap CHER T	WTP Reservoir 1 & 2 Blended Tap CHER 5	Summary	STP yard tap CHER 1	Training room kitchen tap CHER 2	Day care kitchen tap CHER 3	Bert Button lookout tap CHER 4	After treatment yard tap CHER T	WTP Reservoir 1 & 2 Blended Tap CHER 5	Summary	STP yard tap CHER 1	Training room kitchen tap CHER 2	Day care kitchen tap CHER 3	Bert Button lookout tap CHER 4	After treatment yard tap CHER T	WTP Reservoir 1 & 2 Blended Tap CHER 5
06-Dec-22	NT	NT	NT	7.76	NT	NT	PASS	NT	NT	NT	NT	NT	NT	PASS	NT	NT	NT	NT	NT	NT
07-Dec-22	7.67	7.72	7.79	7.71	7.66	7.7	PASS	7.67	7.72	7.79	7.71	7.66	7.7	PASS	7.67	7.72	7.79	7.71	7.66	7.7
13-Dec-22	7.82	7.84	7.78	7.82	7.78	7.82	PASS	7.82	7.84	7.78	7.82	7.78	7.82	PASS	7.82	7.84	7.78	7.82	7.78	7.82
20-Dec-22	7.63	7.79	7.71	7.86	7.73	NT	PASS	7.63	7.79	7.71	7.86	7.73	NT	PASS	7.63	7.79	7.71	7.86	7.73	NT

Requests for Council Approval

Nil

Attachement

Nil

5. Community Services Report

COMMUNITY SERVICES REPORT

January 2023



COMMUNITY SERVICES

Sports Complex, Radio Station, IKC (Library), IYCC Yag Project

Last year 2022 was an extremely busy time for the Community Services Team, while some staff are still on leave the ones that are back to work enjoyed time off, staff are invigorated and ready for the New Year.

January 2023 for our team will be a few weeks of Planning for the months ahead and a reflection of the previous 12 months on how we can improve on service delivery to Community.

An issue I find affecting the community services area is lack of support, support being enough workers, volunteers and partnering of service providers. It has gotten better over the last 12 months but it could be so much better.

Focus areas for our Community Services team this year.

- Staff training
- Planning
- Blue cards
- Staff health & wellbeing
- Volunteers program
- Lack of funding

On the 25th of January our Community Services Team will be meeting to have a planning afternoon, what is needed and what is going to be done in our individual areas. We will be discussing upcoming events and programs and how we can approach and support each other with new funded programs.

I have attached a calendar of events keep in mind that will change after the meeting on the 25th, this is a living document that will need to have regular changes (additions/omission) and be easily accessible to community.

I have also attached information of upcoming programs at the Sports Complex for Council.

On that note I wish Council and all my Council colleagues the best for the new year and look forward to working together to make 2023 a deadly and successful year for all of us.

This ends my report for the months of December 22/January 23



Edwina Stewart

Community Services Manager

CHERBOURG CALENDAR OF EVENTS

2023

JANUARY 2023

23rd School Term 1 Begins

MARCH 2023

17th Light Up Cherbourg Day – National Day against Bullying & Violence

APRIL 2023

1st – 14th Youth Week

3rd – 14th School Holidays

7th Good Friday

10th Easter Monday

13th YAG Youth Forum

17th School Term 2 Begins

25th ANZAC Day

MAY 2023

18th Under 8's Day

26th National Sorry Day

JUNE 2023

26th - 7th July School Holidays

JULY 2023

4th Community Acknowledgement Awards Day

5th NAIDOC Yag Ball

7th NAIDOC Holiday

10th School Term 3 Begins

AUGUST 2023

7th Public Holiday (Show Holiday)

SEPTEMBER 2023

18th – 29th School Holidays

** YAG Youth Festival

OCTOBER 2023

3rd School Term 4 Begins

12th Cherbourg Day

** YAG Youth Forum

Cherbourg Rodeo

DECEMBER 2023

11th School Holiday Begin

14th Cherbourg Christmas Fair

*Cherbourg Rodeo?

2.

Cricket

Channel 7 & NRMA – did story on grassroot cricket in Cherbourg. On Uncle Eddie Gilbert, Kimberley Barrett, and Lavina Dynevor.

They gave us 10 tickets and provided transport to go to the first test match in Brisbane.

QLD CRICKET - Working in partnership with Qld cricket to run cricket clinic once a week, this will happen after the school holidays.

These are the dates we have planned out for the program:

Wednesday 15 th February 2023	3:15pm – 4:15pm
Wednesday 22 nd February 2023	3:15pm – 4:15pm
Wednesday 1 st March 2023	3:15pm – 4:15pm
Wednesday 8 th March 2023	3:15pm – 4:15pm

Netball

Kira Albietz Netball Qld - has been in contact and would like to help set up netball in community, she is offering assistance with these courses:

- *Intro to Coaching*
- *Coach Session Planning*
- *Beginner Umpire*
- *Coaching Beginner Players*
- *Specialist (Basic Attack, Defence, Shooting)*

She is also available to come help us run and set up a Woolworths NetSetGo program in Cherbourg.

Working on date for Kira to come to Cherbourg.

Basketball

Kingaroy Basketball - season has started back up.

2023 first season starts 7th February for High School Girls and u15 & u18 players and 9th Feb for u12 players.

We have 2 players playing rep in u14 age group. This year 2023, Kingaroy basketball are wanting to do more rep for other age groups rep as well in Gympie, Bundaberg and Hervey Bay.

Brian Kerle Academy –

April 1 – Indigenous Clinic, Brisbane

May 17 – Cherbourg (1 day), Cherbourg, Silver Lining, Murgon

June 24 – Indigenous Clinic, Brisbane

June 28 – NAIDOC Murri Basketball Carnival

September 18-19 – Kingaroy Gala Basketball Comp (2 days)

Basketball Qld – Simon Taylor – Came to watch the senior players grand final last year. Both Cherbourg teams won their grand finale.

Simon has sent an invitation to the players to attend his one-day clinic in Brisbane for the 16th January. A few players went down to be part of his program.

Boxing

Jessica Cashman – is one of commonwealth youth boxing coaches as well as being a commonwealth boxer herself. She came for visit last year training the children over a course of three days. And would like to come back to do another clinic with our boxing group and complex children.

There are some boxing tournaments that's coming up boxers would like to fight in, we will be encouraging parents and families to fundraise to support fighters to attend tournaments.

Football

Cherbourg Hornets – Uncertainty? Don't know who to approach to assist with linking CJRL with Sport & Rec regarding the fair play vouchers.

Soccer

Recently children have been asking about being able to play soccer. We are looking into get someone in to teach the children and staff some drills/skills and rules of the game?