

Cherbourg Aboriginal Shire Council



Agenda For Council Meeting

*Held On
19 July 2023*



AGENDA

Cherbourg Aboriginal Shire Council Council Meeting

19 July 2023

Wednesday 19 July 2023

9.30am

1. Declaration of Opening
2. Attendance & Leave of Absence
3. Councillor Obligations
 - Prescribed Conflicts of Interest
 - Declarable Conflicts of Interest
 - Register of Interest
4. Minute Approval – 21 & 22 June 2023
5. Action Sheet
6. Manager Reports
 - 10:00am Chief Executive Officer
 - 10:20am Corporate Services
 - 11.30am Community Services
 - 11.45am Operations Dept
 - 12.00pm Economic & Community Dev

8. Information Papers

- Qld Govt Customer & Digital Group
- Dept Yth Justice
- Dept Health Mitch Longman
- Assistant Minister for Local Govt
- Dept Regional Development Manufacturing & Water
- Dept State Development Infrastructure LG & Planning
- Office of Fair Trading
- QUT – Deb Duthie
- Qld Govt – LG Remuneration Commission
- Amplitel
- Cherbourg Township Bushfire Management Plan
- Sustainability Framework
- Container Collection Agreement
- Cherbourg Aboriginal Shire Council Operational Plan

Cherbourg Aboriginal Shire
Council

Working Papers

For Council Meeting Held 19 July 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

COUNCIL MEETING

HELD 21 & 22 JUNE 2023

Attendance

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

Officers: CEO - Zala
Minute Taker - Eileen Jacobs

Advisor – Brett De Chastel

Meeting Commenced 9.30am

9.30am Meeting Opening
Mayors Welcome

Leave of Absence - Mayor Deputy Mayor Tom Langton

Resolution

Council resolves to grant a leave of absence to Deputy Mayor Tom Langton on Wednesday 21 June 2023 from 11.00am – 1.00pm because of cultural reasons.

Moved: Cr Fred Cobbo
Seconded: Cr Leighton Costello

Motion No. 2346 Carried
For Vote: Council Voted Unanimously

Councillor Obligations

Prescribed Conflict of Interest

Nil

Declarable Conflict of Interest

Nil

Register of Interest

Nil

9.45am Cr Bronwyn Murray entered meeting

Confirmation of Minutes

Resolution

Council resolves that the minutes of the Cherbourg Aboriginal Shire Council Meeting held On 17 & 18 May 2023 be adopted.

Moved: Deputy Mayor Tom Langton
Seconded: Cr Bronwyn Murray

Motion No. 2347 Carried
For Vote: Council Voted Unanimously

Declaration of Interest - ILUA

Cr Fred Cobbo declared an Interest and left meeting

Cherbourg Aboriginal Shire Council is seeking an in principle agreement from the Wakka Wakka PBC Board before it recommences the ILUA negotiations.

Proposal

Cherbourg Aboriginal Shire Council will recommence the ILUA negotiations on the basis that the Wakka Wakka PBC Board accepts an annualised compensation payment and provides automatic consent for all Council future acts done within the ILUA area. Council will also accept and fund any cultural heritage process such as cultural surveys and monitoring which may be necessary for activities where cultural heritage maybe relevant or where there is a risk that cultural heritage maybe harmed by the doing of the activities.

Resolution

Cherbourg Aboriginal Shire Council resolves that it requires a written in principle consent of the Wakka Wakka PBC Board accepting the proposal set forth to continue the Wakka Wakka ILUA negotiations.

Moved: Cr Bronwyn Murray
Seconded: Cr Leighton Costello

Motion No. 2348 Carried
For Vote: Council Voted Unanimously

Audit & Risk Committee Meeting

Resolution

Cherbourg Aboriginal Shire Council resolves that it receives and notes the minutes of the audit and risk committee held on 23 May 2023 and note the contents thereof.

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

*Motion No. 2348.1 Carried
For Vote: Council Voted Unanimously*

Resolution

That in relation to Cherbourg Aboriginal Shire Council's compliance with a range of statutory policies, the council:-

- A. Notes that the audit will be undertaken by the Council Advisor on the level of compliance by Council with the key statutory requirements under the Local Government Act and that a report will be provided to the next Audit and Risk Committee on the outcome of that review.*
- B. Adopt the Fraud Policy and Fraud Prevention Framework as attached to the CEO's Report to Council; and*
- C. Request the CEO to consider the incorporation of training for staff on the Council's Code of Conduct and related policies into the Council's annual training program so that knowledge of important policies and procedures are understood by staff.*

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

*Motion No. 2349 Carried
For Vote: Council Voted Unanimously*

Community Housing Internal Audit

The Internal Audit was conducted in February to April 2023 by Mr Ziggy Kapera, an internal auditor at the Sunshine Coast Regional Council. This report was presented at the Audit and Risk Committee Meeting on 23 May 2023.

Recommendation From Audit

- A. Note the report on the review of council's management of community Housing
- B. Request the CEO write to the Sunshine Coast Regional Council and thank them for their ongoing pro bono support for our audit function and in particular, the support provided by Mr Ziggy Kapera; and
- C. Report back to a future Council meeting providing details of historic charges that need to be written off in accordance with the Limitation of Actions Act.

Resolution

Cherbourg Aboriginal Shire Council resolves that Council;

- A. Notes the report on the review of council's management of community Housing
- B. Request the CEO write to the Sunshine Coast Regional Council and thank them for their ongoing pro bono support for our audit function and in particular, the support provided by Mr Ziggy Kapera; and
- C. Report back to a future Council meeting providing details of historic charges that need to be written off in accordance with the Limitation of Actions Act.

Moved: Deputy Mayor Tom Langton

Seconded: Cr Fred Cobbo

Motion No. 2350 Carried
For Vote: Council Voted Unanimously

Cherbourg Community Safety Plan

The Cherbourg Community Safety Plan was presented to Council for adoption.

Resolution

Cherbourg Aboriginal Shire Council resolves that it;

- A. Endorses the Cherbourg Community Safety Plan to address the safety issues identified in this plan
- B. Creates local jobs and community lead safety programs with the Community Safety Plan funding

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

*Motion No. 2351 Carried
For Vote: Council Voted Unanimously*

Report Approval

Council resolves that the CEO Report be adopted.

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

*Motion No. 2352 Carried
For Vote: Council Voted Unanimously*

COMMUNITY SERVICES REPORT

The Community Services Report was tabled.

Community Services Manager presented the report.

Report Approval

Council resolves that the Community Services Report be adopted.

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

*Motion No. 2353 Carried
For Vote: Council Voted Unanimously*

Corporate Services Report

The Corporate Services Report was Tabled.

Corporate Services Manager presented the Corporate Services Report.

Report Approval

Council resolved that that Corporate Services Report be adopted.

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

*Motion No. 2354 Carried
For Vote: Council Voted Unanimously*

Economic & Community Development

The Economic & Community Development Report was Tabled

Economic & Community Development Manager presented the Report

Report Approval

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

Moved: Cr Bronwyn Murray

Seconded: Cr Fred Cobbo

Motion No. 2355 Carried
For Vote: Council Voted Unanimously

Operation Dept

The Operation Dept Report was tabled.

Operations Dept Manager presented the report.

Council Buses

The Operations Dept Manager advises that the current Hiring of Buses Policy does not appear to be working well, with buses being returned dirty and with the age of the buses, break downs occurring. The recent Hunter Valley Bus Accident where 10 passengers died, highlights the potential high risks and liability issues with hiring buses.

Operations Dept Manager recommends that Council not hire the buses but consider selling the 2 big buses and buying a 12 seater bus for council use.

Resolution

Council resolves that it will cease hire of Council Buses, that it sells its 2 big buses and buys one 12 Seater Bus for council use.

Moved: Cr Fred Cobbo

Seconded: Cr Leighton Costello

Motion No. 2356 Carried
For Vote: Council Voted Unanimously

Connollys State Waste Transport

Connollys State Waste Transport is seeking an agreement with council to dispose of their collected septic waste at the Cherbourg Sewage Treatment Plant for an agreed fee.

Denied. Council cannot process extra waste.

12.45pm Meeting adjourned for lunch
1.00pm Meeting recommenced

1.00pm Brett De Chastel Presentation - Priorisation for Councils Began

1.30pm Brett De Chastel Presentation - Priorisation for Councils Finished

CORRESPONDENCE

Lorelle Saltner

Application for sporting assistance for her daughter Elvie Saltner to compete at the State Championships Under 12 Netball.

Council has allocated \$200 as per Sports Assistance Policy.

Dennis & Sherry Sandow

Application for sporting assistance for her son Dominique Sandow to represent Qld in the U18's Rugby League Football Team.

Council has allocated \$200 as per Sports Assistance Policy.

Ian Saltner

Ian is seeking sponsorship for the "Rachel Saltner Memorial Team (Mens & Womens Open Division) in the upcoming Bindal Sharks All Blacks Rugby League Carnival which will be held in Townsville from 13 - 15 October 2023.

Council will discuss at a later date.

Madeline Lea

Madeline (Refocus) has sent an Expression of Interest for a lease on the Bert Button Lookout Building.

Denied. This building has already been allocated to another group.

Nicola Tizzard – Ration Shed

Nicola Tizzard (Manager- Ration Shed) is seeking financial support from council to assist in paying for security installation at the Ration Shed.

Denied due to financial restrictions.

Anna Moffitt – Cherbourg Health Council

Advising of another Healthy Skins Program will be held on 13-15 June 2023 and will include screening for 5yr-20yr old for Rheumatic Heart Disease.

Scott Rowe – NBN

Advice - NBN Roundtable to be held in Cherbourg on 5 July 2023.

Palladium

Advice – Preliminary List of Upgrades for (Prioritized) New/refurbished Council Building.

Telstra

Advice – Upgrade of Telstra Public telephone outside wall of General Store at Cherbourg to enable mobile connections.

Electoral Commission Qld

Costs for running the next election in Cherbourg.

Deputy Premier

Advice - Price Waterhouse Coopers (PwC) Indigenous Consulting has been engaged to undertake the research, consultation and development of options for ensuring long-term local government sustainability and capability for Qld's Indigenous and remote Councils.

Inspector-General Emergency Management

Qld Disaster Management Arrangements (QDMA) Review

Inspector-General Emergency Management

Seeking response for the Disaster Management Review and Assessment

Local Govt Remuneration Commission

Local Govt Remuneration Commission Council Category Review

Attorney General – Minister Justice, Women, Prevention Domestic & Family Violence

Surveillance Reform (Invasion of Privacy Act to be replaced by Surveillance Devices Bill).

Dept Justice & Attorney General

Office of Fair Trading – Indigenous consumer rights

Erin Hurley

Cherbourg Local Housing Plan

Tanya Malthouse

Cherbourg Footpath Funding

LGAQ

Seeking venues for future meetings

Cherbourg Aboriginal Shire Council suggests holding a LGAQ Meeting in Cherbourg.

Resolution

That Cherbourg Aboriginal Shire Council nominates Cherbourg as a venue for a LGAQ Meeting in the future.

Moved: Cr Leighton Costello

Seconded: Deputy Mayor Tom Langton

*Motion No. 2357 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 June 2023 be closed at 2.54pm

Moved: Cr Leighton Costello

Seconded: Deputy Mayor Tom Langton

Motion No. 2358 Carried
For Vote: Council Voted Unanimously

MINUTES

COUNCIL MEETING

HELD ON 22 JUNE 2023

Attendance

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

Officers: Zala
Minute Taker – Eileen Jacobs

9.30am Meeting Commenced

9.30am Mayors Welcome

9.30am TEAMS LINK - NIAA Tanya Malthouse
NIAA Tom Aptu

Tanya explained that the Cherbourg Footpath Funding is unspent. It has been a number of years since the funding for this project has been received and the project has not been completed. NIAA has extended the agreement for 2 years for council to complete the Cherbourg Footpath Project. Or nominate a new project before 30 June 2023.

Council advised that the project delay was due to inflation and lack of contractors. It will continue with the Footpath Project.

10.30am TEAMS LINK Closed NIAA Tanya Malthouse
NIAA Tom Aptu

Cherbourg Footpath Project

Council has decided the original funding is not be enough to complete the total footpath, however it will proceed with the Footpath Project (up to the Turtles, which will include bridges and pathway to that point).

Resolution

Cherbourg Aboriginal Shire Council resolves to proceed with the Cherbourg Footpath Project up to the Turtles.

Moved: Cr Leighton Costello

Seconded: Deputy Mayor Tom Langton

*Motion No. 2359 Carried
For Vote: Council Voted Unanimously*

*10.32am TEAMS LINK - Rebecca Simmons Dept Housing
Kyle Amos Dept Housing*

Mayor Elvie Sandow Welcomed Team to Country

Kyle and Rebecca summarised the Local Housing engagement and community Feedback received. Wanted Council's feedback on Council Housing Goals and Priorities.

Next step is to finalise the Local Housing Plan.

*12.00pm TEAMS LINK Closed - Rebecca Simmons Dept Housing
- Kyle Amos Dept Housing*

12.00pm Meeting adjourned for lunch

12.30pm Meeting recommenced

12.30pm Tessa Fisher entered meeting

Tessa advised that she has started a course and is studying accounting to gain more confidence/ qualification in her job, as wages is now a part of her duties. Her course is part time with a class in Brisbane on Monday nights for 3 hrs. She travels to and from Brisbane each week and explained that she was told there was no Travel Assistance for her. She also explained that she received a letter regarding her studies and feels unsupported in her studies.

Mayor Elvie Sandow - advised that this is an operational matter and that Tessa would need to speak to her Supervisor - or CEO when Supervisor goes on leave.

Tessa advised that she has already done this without outcome and will seek union advice.

CEO Zala said we supports all workers

12.41am Tessa Fisher left meeting

Meeting Close

Mayor Elvie Sandow called for the meeting to be closed

Resolution

Council resolves that the council meeting held on 22 June 2023 be closed at 12.41pm.

Moved: Cr Fred Cobbo

Seconded: Cr Leighton Costello

*Motion No. 2360 Carried
For Vote: Council Voted Unanimously*

2. Chief Executive Officer

➤ 1. Final Budget 2023/2024:

It's my absolute pleasure to present the 2023/2024 Budget to Cherbourg council and community, Significant increase in revenue due to increase in grants:

- ❑ LONG TERM FINANCIAL FORECAST
- ❑ Long-Term Forecast Parameters
- ❑ Statement of Income & Expenditure
- ❑ Statement of Financial Position
- ❑ Statement of Cash Flows
- ❑ Statement of Changes in Equity
- ❑ Relevant Measures of Sustainability
- ❑ Comments on the Long-Term Forecast
- ❑ Key Points – Summary Charts

Row Labels	2023 BR1 BUDGET	2024 BUDGET	% Change	\$ Difference
Income				
Grants & Subsidies	-\$5,079,220	-\$7,013,343	38.08%	(1,934,123)
Fees & Charges	-\$807,437	-\$897,508	11.16%	(90,072)
Sales & Recoverable Works	-\$5,394,403	-\$8,510,860	57.77%	(3,116,457)
Interest Revenue	-\$199,000	-\$340,000	70.85%	(141,000)
Rent	-\$1,117,528	-\$1,131,529	1.25%	(14,001)
Other Income	-\$836,268	-\$930,944	11.32%	(94,676)
Capital Grants & Subsidies	\$0	\$0	0.00%	-
Income Total	-\$13,433,856	-\$18,824,184	40.12%	(5,390,329)
Expense				
Employee Costs	\$6,886,197	\$7,687,571	11.64%	801,374
Materials & Services	\$5,040,958	\$4,568,855	-9.37%	(472,103)
Depreciation	\$10,050,461	\$10,564,622	5.12%	514,161
Finance Costs	\$81,814	\$49,012	-40.09%	(32,802)
(blank)	\$0	\$0	0.00%	-
Expense Total	\$22,059,430	\$22,870,060	3.67%	810,630
Grand Total	\$8,625,575	\$4,045,876	-53.09%	(4,579,699)

Recommendation regarding Budget 2022/2023:

That Cherbourg Aboriginal Shire Council: -

1. Adopt the Deficit budget of \$4,045,876. We have over \$10 million of depreciation (non-Cash item), which is major contributor for our deficit budget.

2

2. Employees pay rise of 5% to accumulate the balance in budget and go with actual increase decide by the state in month of September 2023.

2. S24JAA Council Resolution Required - 1 Cobbo Street - Lot 269 SP280472 :

1 Cobbo Street (Lot 269 SP280472) is subject to native title rights and interests under the Wakka Wakka 3# Native Title Determination.

This means we will need to run a 24JAA process prior to construction of the new dwelling on this lot. Our office needs a resolution from Council to proceed with this.

Council also has the option to enter into a Cultural Heritage Agreement (CHA) with the native title holders for this construction. This usually involves the presence of cultural heritage monitors who would need to be paid at Council's expense. A CHA is not compulsory and the duty of care provisions under the Cultural Heritage Act apply regardless.

24JAA Resolution

- The Cherbourg Aboriginal shire Council as Trustee of the Deed of Grant in Trust resolves to engage the Remote Indigenous Land and Infrastructure Program Office (RILIPO) to assist with issuing a notice under 24JAA of the Native Title Act over Lot 269 on SP280472 (known as 1 Cobbo Street, Cherbourg). Native Title continues to exist over this lot, and in the absence of an Indigenous Land Use Agreement (ILUA), the Council will rely on the native title validity provided by 24JAA for the construction of a new dwelling on this lot.

- Council will rely on the provisions of the Cultural Heritage Act to ensure duty of care for any cultural heritage discovered during construction. No additional cultural heritage agreement will be entered into.

Recommendation

Cherbourg council adopt the above resolution to build much needed house on 1 Cobbo Street, Cherbourg.

3. Local Thriving Communities:

The Queensland Government made a firm commitment to progress local solutions and decision-making with Aboriginal people and Torres Strait Islander people.

This first Local Thriving Communities action plan (PDF, 2.4 MB) action plan(DOCX, 1.2 MB) sets out actions to be implemented in the short term underpinned by the principles of self-determination. Through the action plan the Queensland Government has committed to better support for Aboriginal and Torres Strait Islander communities to:

1. make decisions about their own future
2. build on their strengths as a community
3. invest in the things that will make communities stronger and make a difference to people's lives.

The action plan shows a transparent and accountable approach to the reform across government and highlights how local solutions will build

capacity to support the reframed relationship with Aboriginal people and Torres Strait Islander people and communities.

The Joint Coordinating Committee worked in partnership with the Queensland Government to co-design the action plan, provide cultural insight and build government readiness.

Recommendation:

1. After meeting with new DG Clare O'Connor and her reassurance of working with our council, Council should become the member of LTC to receive additional funding.

4. New Telstra Tower Lease:

Cherbourg Aboriginal Shire Council lease Amplitel Pty Ltd

Premises: Part of 23 Barambah Avenue, Cherbourg Qld 4605

We refer to our email of 29 June 2023 regarding the lease by Cherbourg Aboriginal Shire Council

(Council) to Amplitel Pty Ltd (Amplitel).

Enclosed are the following documents for signing:

1. Lease 1 - 10 years from 1 August 2023 to 31 July 2033 (3 copies); and
2. Lease 2 - 10 years from 1 August 2033 to 31 July 2043 (3 copies)

Recommendation

That in relation to the lease of Telstra Tower :-

- A. Council pass the resolution to sign 20 years lease – Lease 1 and Lease 2 ;
- B. Lease 1 - 10 years from 1 August 2023 to 31 July 2033
- C. 2. Lease 2 - 10 years from 1 August 2033 to 31 July 2043

5. New Contract with Container Exchange :

We have received new contract from COEX to run our operation in Cherbourg, Nanango, Yarraman, Blackbutt, and Kingaroy.

Effective date of the contract is from 31st October 2023

Recommendation

Council should sign the contract to continue our Recycling businesss/

6. Company Directors Course with LGAQ in Brisbane :

The Local Government Association of Queensland (LGAQ) is pleased to provide members with an exclusive discount to undertake their Australian Institute of Company Directors (AICD) Company Directors course.

We have partnered with the AICD because we have listened to our members and their calls to increase financial literacy across the sector, as together we face unprecedented challenges to financial sustainability.

The Company Director course will be delivered in a five-day intensive format (Monday – Friday) focusing on financial literacy, risk and governance. Importantly it will be tailored for the local government sector using council case studies and the Local Government Act.

The course is scheduled to be held Monday 11 September - Friday 15 September at Local Government House in Brisbane at a cost of \$7,964.10 per person.



Chatur Zala

Chief Executive Officer

Workplace Health & Safety – June 2023 (Completed June 27th due to a/l)

Activities

- Ongoing SMS management
- Updated records including vehicle checks, toolbox talks, training matrix and CAR
- Completed WHS May and June monthly reports for CoEx and CEO
- Monthly emergency equipment checks completed
- Hazard inspections completed
- July Toolbox Topic compiled and distributed – Respirators
- SDS folder updates
- Edition 32 May - Jun of Safety Spotlight Newsletter compiled and distributed
- Risk assessment for WTP chlorine dosing facility commenced
- Develop Traffic Management Plan (TMP) for MRF logistics area
- 23-25 WHS Plan agreed and signed off by Senior Managers
- Trial evacuation alarm purchased. Trevor will get thoughts of users before we fully implement
- Reported RN fall/collapse event to WHSQ as it resulted in time in hospital. WHSQ is treating event as medical related
- Conducted SSCM and compiled and distributed minutes

Recommendations/Resolution Required

- Asbestos register – quote provided
- Equipment noise audit required – quote provided

Incidents/ Alerts

- 3 Incidents reported
 - 05/06 – employee stung by a wasp
 - 07/06 – employee cut hand while using an angle grinder – LTI
 - ??/06 – employee strained back from lifting bins into hoppers - LTI
- 0 Hazards reported
- 1 Safety Alert communicated
 - 27/06 – WHSQ FATALITY resulting from a fall from a roof

Training

- No WHS related training in June

Next Month

WHS Consultant on leave commencing 30/06, first day back 07/08

8.

3. Corporate Services

CASC FINANCE REPORT AS AT June 2023



ACCOUNTANT COMMENTARY OF INCOME STATEMENT- DEPARTMENT

Community Services :

Employee Costs :

- Radio station 30K over the budget
- Sports & rec overspent by \$20K
- Indigenous Cultural connection grant employee cost not budgeted . Actual figures is \$55K

Corporate Services :

Building Rent : Timing issue . Manual journal for the Lena buck centre at EOY will offset the variance

Interest : Actual revenue is less than the budgeted amount. Significant amount of cash received close to EOY.

Materials & Services :

\$297K variance is due to:

- actual FBT paid \$246K for the last 5 years . Budgeted amount for this year is only \$70K.
- Admin IT and professional fees /office supplies/WH &S /Travel/Telephone is \$175K over the budget.
- Admin vehicles not budgeted. Actual expenses is \$60K.
- Offset by under spent in admin building maintenance, legal expenses and credit card general expenses . Admin recoveries not budgeted but actual figure is reducing expenses amount.

Housing :

- a. **Employee Cost** : \$ 34 k variance .Budget amount is less than the actual . need to reflect in FY 2023-24 budget .

Economic & community development :

- a. **Materials & Services :**
 - Q build subcontractor expenses is \$270K over the budget
 - Carpenter materials is \$ 93K more than the budget
 - MRF feasibility study expenses not in the budget . actual expenses for the year is \$80K
 - MRF general/processing expenses , farm general expenses and joinery operating expenses combined \$ 113 over the budget
 - Offset by underspent on Glazing materials, MRF vehicle, NIAA call centre manager , SSQ general expenses , and Joinery materials

Operations :

a. Employee costs:

- Works, parks and garden wages is overspent by \$132K
- ATSI Public health employee expenses is overspent by \$28K
- Water wages overspent by \$26K
- Workshop wages is overspent by \$16K

b. Materials & Services :

- Water materials and services is overspent by \$79K
- FRMP expenses is not budgeted . Actual expenses is \$54K
- Water electricity expense is \$20k over the budget
- Fuels and oils, parts and water vehicle expenses combined \$60K more than the forecast

Thanks for your time to read my report.

Dol Ranabhat, Accountant

2.

ACCOUNTANT COMMENTARY OF INCOME STATEMENT- BY NATURE

Whole of Council Financial Summary :

The Cherbourg Aboriginal Shire Council made a net operating loss of \$(6,900,558) for the month ending June 2023 with operating surplus ratio of -45% .The forecast ratio for the year is -60.70%.

The operating surplus ratio is below the recommended benchmark (0%-10%). The main reason for the deficit is the inclusion of depreciation expense of \$9.97 Million .

- a. Interest : Actual revenue is less than the budgeted amount. Significant amount of cash received close to EOY.
- b. **Employee costs:** Employee costs overall is in line with the budget . Overspent on Operations , Housing and Community Services Department is offset with underspent in Corporate Services Development Department .
- c. **Materials & Services:**

Actual Materials & Services is in line with the budget amount . Overspent in Corporate services/EDV /operations Department is offset by underspent in Community Services & housing Department .

Bank Balances:

Cash at bank as at 30 June is \$10.01 M with restricted cash component (contract liability) is \$2.88 M. So, available cash balance after satisfying the performance obligations is \$7.14M.

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

June

YTD Operating Income
Actual \$15.27M
Variance \$2.14M ▲ 16.3%

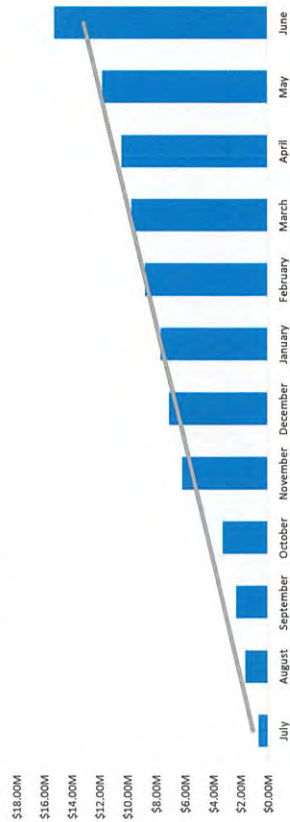
YTD Operating Expenditure
Actual \$22.18M
Variance \$0.34M ▼ 1.5%



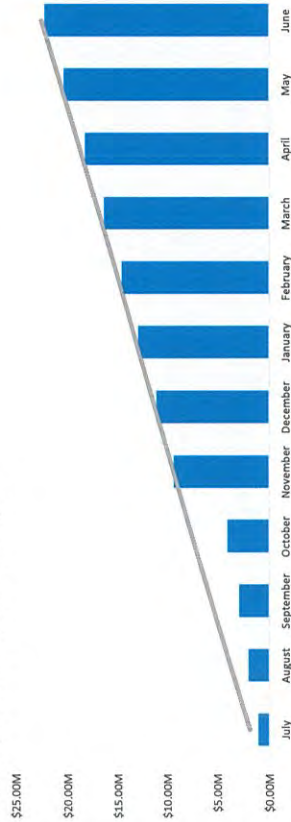
■ Budget ■ Actual
■ Positive Variance ■ Negative Variance

Operating Surplus Ratio
-45.17%

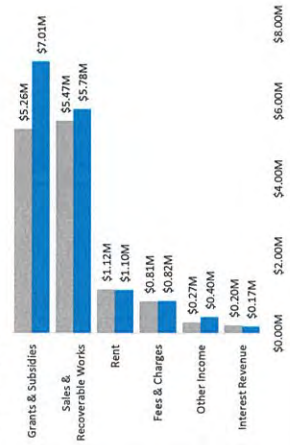
Total Income - Actual vs Budget



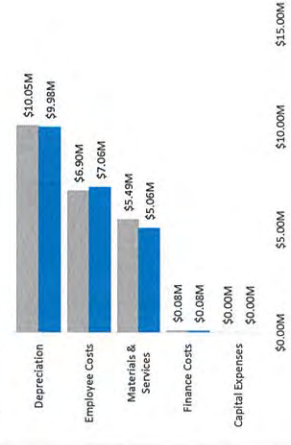
Total Expenditure - Actual vs Budget



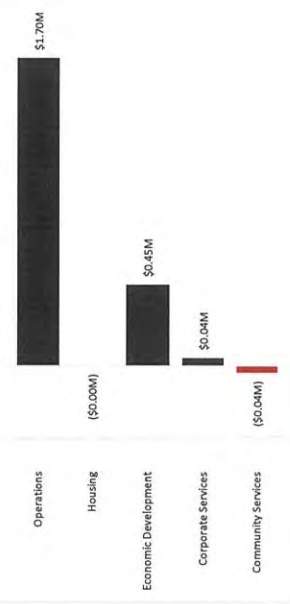
Income YTD



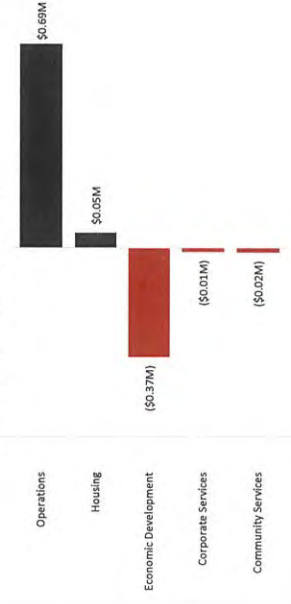
Expenditure YTD



YTD Income Variance By Directorate



YTD Expenditure Variance By Directorate



Cherbourg Aboriginal Shire Council
Financial Position
FY 2022-2023

June

YTD Assets
Current \$11.52M
Non-Current \$194.45M

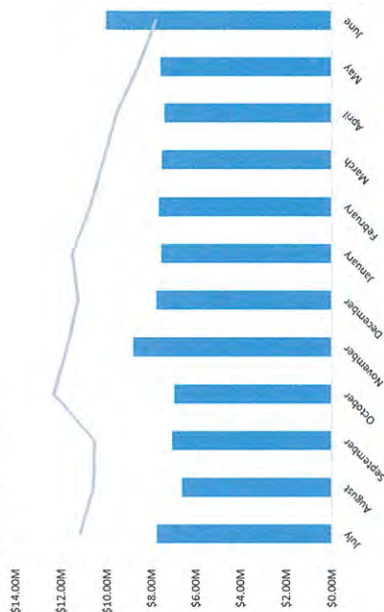
YTD Liabilities
Current \$3.96M
Non-Current \$3.20M



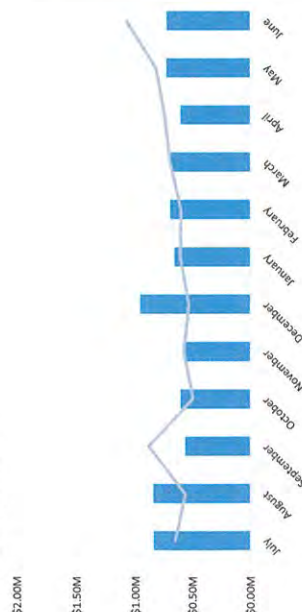
Actual — Prior Year
▼ Decrease ▲ Increase

Net Financial Asset/Liability Ratio
-29%

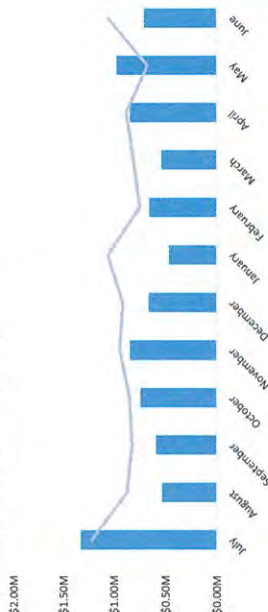
Cash & Cash Equivalents



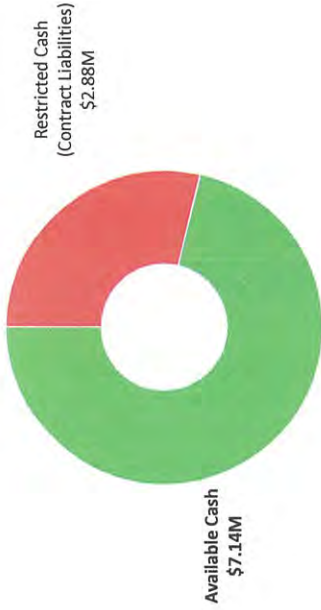
Debtors & Receivables



Accounts Payable & Other Current Liabilities



Cash Balance



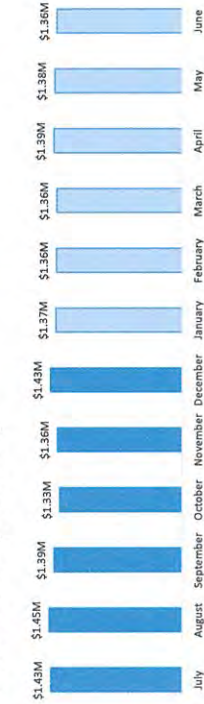
Rent Debtors



Number of Rent Debtors by Amount Owing



Rent Debtors > 90 Days Outstanding



Current Assets

Cash & Cash Equivalents	\$10.01M
Contract Assets	\$0.42M
Trade & Other Receivables	\$0.72M
Inventories	\$0.28M
Biological Assets	\$0.08M
Total Current Assets	\$11.52M

Non-Current Assets

Buildings	\$34.91M
Furniture & Fittings	\$0.00M
Houses	\$118.51M
Infrastructure	\$34.08M
Land	\$1.48M
Motor Vehicles	\$0.64M
Plant & Equipment	\$3.81M
Work in Progress	\$1.03M
Total Non-Current Assets	\$194.45M

Total Assets

Total Assets	\$205.97M
---------------------	------------------

Current Liabilities

Contract Liabilities	\$2.88M
Trade & Other Payables	\$0.71M
Current Provisions	\$0.37M
Total Current Liabilities	\$3.96M

Non-Current Liabilities

Non-Current Provisions	\$2.67M
Trade & Other Payables	\$0.54M
Total Non-Current Liabilities	\$3.20M

Total Liabilities

Total Liabilities	\$7.16M
--------------------------	----------------

Equity

Retained Surplus	\$96.84M
Asset Revaluation Surplus	\$101.97M
Total Equity	\$198.81M

Total Liabilities & Equity

Total Liabilities & Equity	\$205.97M
---------------------------------------	------------------

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

June

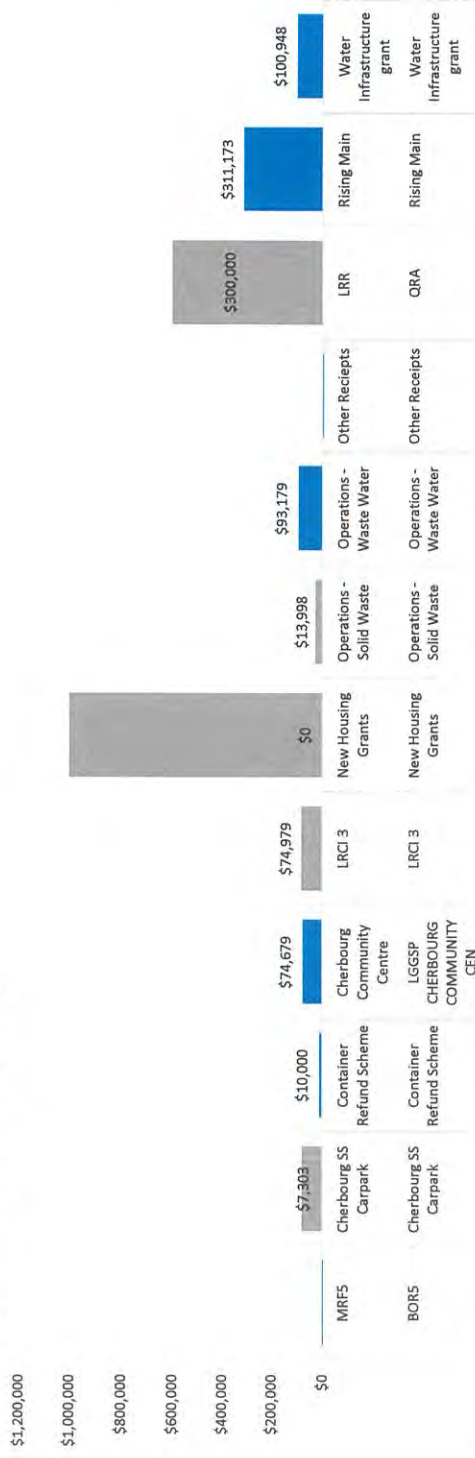
YTD Capital Income		
Actual	Variance	
\$0.38M	(\$1.41M)	▼(78.8%)

YTD Capital Expenditure		
Actual	Variance	
\$1.85M	(\$6.55M)	▼(78.4%)

■ Budget ■ Actual



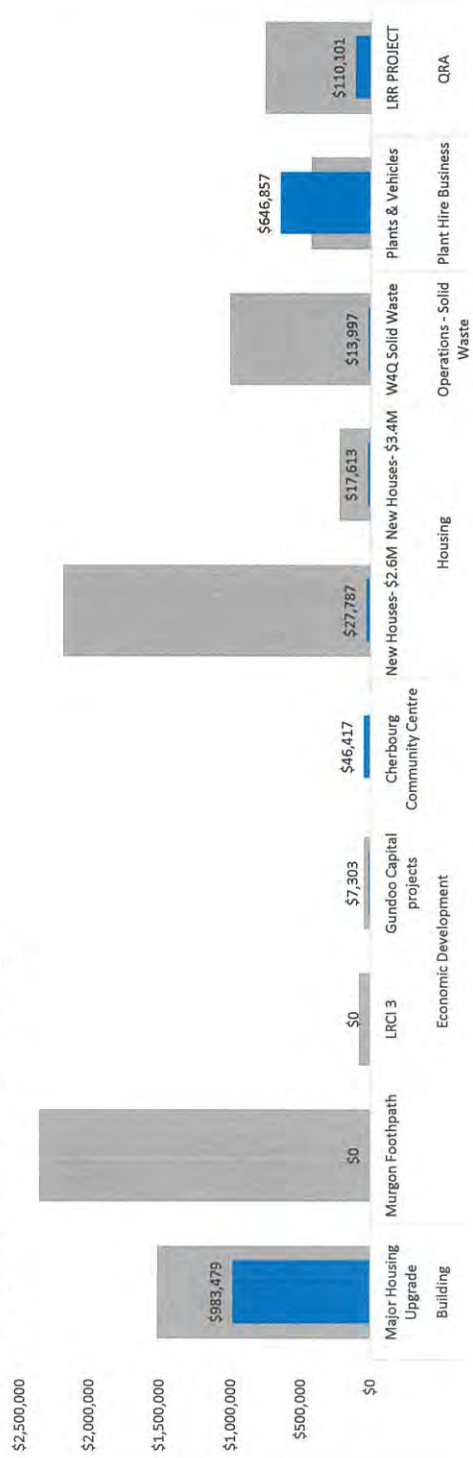
Capital Income - Actual vs Budget



Comments:

- **Rising main /Reservoirs project** : revenue recognised based on the expenses incurred not the actual cash received
- **QRA** released 30% funding for disaster recovery. Council has now full lists of project and cost centre
- **Cherbourg Community Centre Project**: 30% grant is released for initial design phase. The grant amount now increased to \$474K to complete the business case
- **LRCI 3**: \$59 K released for LRCI 3 . The remaining \$12k was from LRCI 2 final payment.
- **Murgon to Cherbourg Footpath**: no expenses incurred . So, no revenue recognised.
- **Water /Solid Waste Project** : revenue recognised based on the expenses incurred not the actual cash received

Capital Expenditure - Actual vs Budget

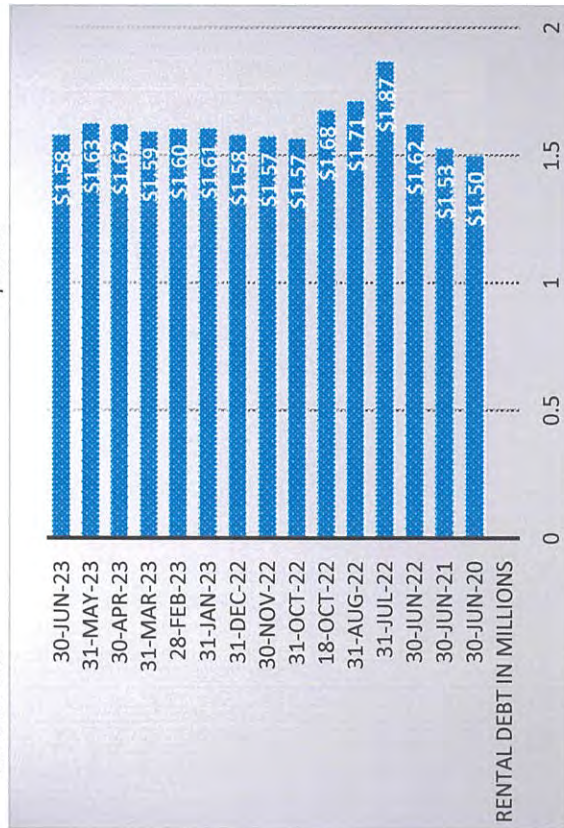


Comments:

- **2 New housing project** is in planning stage
- **Solid waste project** : landfill masterplan completed.
- **Plant and Vehicle purchase** is \$212K over the forecast amount
- **Murgon to cherbourg Footpath and Gundoo capital project** slow progress
- **LRCI 3 project** : project Completed
- **Major upgrade project** is \$513K below the budget amount
- **QRA LRR project** : money spent on Electrical Digital Sign, Disaster Emergency Trailer and Diesel Tank Traier.

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
31-Jan-23	\$	1.61
28-Feb-23	\$	1.60
31-Mar-23	\$	1.59
30-Apr-23	\$	1.62
31-May-23	\$	1.63
30-Jun-23	\$	\$1.58



Whole Of Council

	June				Year to Date				Traffic Light	Full Year Budget
	Actual	Budget	\$ Variance	% Variance	Actual	Budget	\$ Variance	% Variance		
Grants & Subsidies	\$ 2,453,161	\$ 438,386	\$ 2,014,775	459.59%	\$ 7,016,940	\$ 5,260,566	\$ 1,756,374	33.39%	🟡	\$ 5,260,566
Fees & Charges	\$ 7,145	\$ 67,182	\$ (60,037)	-89.36%	\$ 819,182	\$ 806,316	\$ 12,866	1.60%	🟢	\$ 806,316
Sales & Recoverable Works	\$ 849,803	\$ 455,510	\$ 394,293	86.56%	\$ 5,778,825	\$ 5,466,252	\$ 312,573	5.72%	🟢	\$ 5,466,252
Interest Revenue	\$ -	\$ 16,594	\$ (16,594)	-100.00%	\$ 165,474	\$ 199,051	\$ (33,577)	-16.87%	🔴	\$ 199,051
Rent	\$ 141,638	\$ 93,120	\$ 48,518	52.10%	\$ 1,096,179	\$ 1,117,528	\$ (21,349)	-1.91%	🟢	\$ 1,117,528
Other Income	\$ 46,317	\$ 22,635	\$ 23,682	104.63%	\$ 399,566	\$ 271,620	\$ 127,946	47.10%	🟡	\$ 271,620
Total Income	\$ 3,498,064	\$ 1,093,427	\$ 2,404,637	219.92%	\$15,276,166	\$13,121,333	\$ 2,154,833	16.42%		\$ 13,121,333
Employee Costs	\$ 465,201	\$ 574,664	\$ (109,463)	-19.05%	\$ 7,058,002	\$ 6,896,243	\$ 161,759	2.35%	🟢	\$ 6,896,243
Materials & Services	\$ 569,180	\$ 457,357	\$ 111,823	24.45%	\$ 5,062,568	\$ 5,489,758	\$ (427,190)	-7.78%	🟢	\$ 5,489,758
Depreciation	\$ 821,439	\$ 837,543	\$ (16,104)	-1.92%	\$ 9,979,840	\$10,050,461	\$ (70,621)	-0.70%	🟢	\$ 10,050,461
Finance Costs	\$ 553	\$ 6,827	\$ (6,274)	-91.90%	\$ 76,314	\$ 81,814	\$ (5,500)	-6.72%	🟢	\$ 81,814
Total Expenditure	\$ 1,856,373	\$ 1,876,391	\$ (20,018)	-1.07%	\$22,176,724	\$22,518,276	\$ (341,552)	-1.52%		\$ 22,518,276
Net Surplus/(Deficit)	\$ 1,641,691	\$ (782,964)	\$ 2,424,655	-309.68%	\$ (6,900,558)	\$ (9,396,943)	\$ 2,496,385	-26.57%		\$ (9,396,943)

Operations

	June			Year to Date			Full Year Budget
	Actual	Budget	\$ Variance	% Variance	Actual	Budget	
Grants & Subsidies	\$ 2,240,661	\$ 151,027	\$ 2,089,634	1383.62%	\$ 3,507,198	\$ 1,812,313	\$ 1,812,313
Fees & Charges	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -
Sales & Recoverable Works	\$ -	\$ 212	\$ (212)	-100.00%	\$ 2,673	\$ 2,500	\$ 2,500
Interest Revenue	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -
Rent	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -
Other Income	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -
Total Income	\$ 2,240,661	\$ 151,239	\$ 2,089,422	1381.54%	\$ 3,509,871	\$ 1,814,813	\$ 1,814,813
Employee Costs	\$ 89,047	\$ 85,371	\$ 3,676	4.31%	\$ 1,225,054	\$ 1,024,628	\$ 1,024,628
Materials & Services	\$ 162,811	\$ 41,394	\$ 121,417	293.32%	\$ 637,023	\$ 497,025	\$ 497,025
Depreciation	\$ 73,635	\$ 74,816	\$ (1,181)	-1.58%	\$ 891,896	\$ 897,770	\$ 897,770
Finance Costs	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -
Total Expenditure	\$ 325,493	\$ 201,581	\$ 123,912	61.47%	\$ 2,753,972	\$ 2,419,423	\$ 2,419,423
Net Surplus/(Deficit)	\$ 1,915,168	\$ (50,342)	\$ 1,965,510	-3904.31%	\$ 755,898	\$ (604,610)	\$ (604,610)












Community Services

	June			Year to Date			Traffic Light	Full Year Budget
	Actual	Budget	% Variance	Actual	Budget	% Variance		
Grants & Subsidies	\$ 10,500	\$ 94,012	(83,512)	\$ 1,061,469	\$ 1,127,968	(66,499)	✓	\$ 1,127,968
Fees & Charges	\$ -	\$ -	0.00%	\$ -	\$ -	-	✓	\$ -
Sales & Recoverable Works	\$ -	\$ -	0.00%	\$ -	\$ -	-	✓	\$ -
Interest Revenue	\$ -	\$ -	0.00%	\$ -	\$ -	-	✓	\$ -
Rent	\$ -	\$ -	0.00%	\$ -	\$ -	-	✓	\$ -
Other Income	\$ 15,357	\$ 11,413	34.56%	\$ 166,706	\$ 137,000	29,706	!	\$ 137,000
Total Income	\$ 25,857	\$ 105,425	(79,568)	\$ 1,228,175	\$ 1,264,968	(36,793)		\$ 1,264,968
Employee Costs	\$ 69,957	\$ 56,506	13,451	\$ 780,623	\$ 677,973	102,650	✗	\$ 677,973
Materials & Services	\$ 65,527	\$ 38,771	26,756	\$ 379,315	\$ 465,670	(86,355)	!	\$ 465,670
Depreciation	\$ -	\$ -	-	\$ -	\$ -	-	✓	\$ -
Finance Costs	\$ -	\$ -	-	\$ -	\$ -	-	✓	\$ -
Total Expenditure	\$ 135,484	\$ 95,277	40,207	\$ 1,159,937	\$ 1,143,643	16,294		\$ 1,143,643
Net Surplus/(Deficit)	\$ (109,627)	\$ 10,148	(119,775)	\$ 68,238	\$ 121,325	(53,087)		\$ 121,325

Corporate Services

	June			Year to Date				Traffic Light	Full Year Budget
	Actual	Budget	\$ Variance	% Variance	Actual	Budget	\$ Variance		
Grants & Subsidies	\$ -	\$ 168,353	\$ (168,353)	-100.00%	\$ 2,004,810	\$ 2,020,335	\$ (15,525)	✓	\$ 2,020,335
Fees & Charges	\$ 7,145	\$ 67,182	\$ (60,037)	-89.36%	\$ 819,182	\$ 806,316	\$ 12,866	✓	\$ 806,316
Sales & Recoverable Works	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	✓	\$ -
Interest Revenue	\$ -	\$ 16,594	\$ (16,594)	-100.00%	\$ 165,474	\$ 199,051	\$ (33,577)	✗	\$ 199,051
Rent	\$ 1,364	\$ 7,228	\$ (5,864)	-81.13%	\$ 66,131	\$ 86,769	\$ (20,638)	✗	\$ 86,769
Other Income	\$ 30,960	\$ 11,222	\$ 19,738	175.89%	\$ 232,860	\$ 134,620	\$ 98,240	!	\$ 134,620
Total Income	\$ 39,469	\$ 270,579	\$ (231,110)	-85.41%	\$ 3,288,456	\$ 3,247,091	\$ 41,365		\$ 3,247,091
Employee Costs	\$ 31,779	\$ 155,216	\$ (123,437)	-79.53%	\$ 1,567,693	\$ 1,862,636	\$ (294,943)	!	\$ 1,862,636
Materials & Services	\$ 21,527	\$ 74,939	\$ (53,412)	-71.27%	\$ 1,196,716	\$ 899,466	\$ 297,250	✗	\$ 899,466
Depreciation	\$ 31,010	\$ 27,772	\$ 3,238	11.66%	\$ 350,039	\$ 333,253	\$ 16,786	✓	\$ 333,253
Finance Costs	\$ 553	\$ 6,827	\$ (6,274)	-91.90%	\$ 76,314	\$ 81,814	\$ (5,500)	✓	\$ 81,814
Total Expenditure	\$ 84,869	\$ 264,754	\$ (179,885)	-67.94%	\$ 3,190,762	\$ 3,177,169	\$ 13,593		\$ 3,177,169
Net Surplus/(Deficit)	\$ (45,400)	\$ 5,825	\$ (51,225)	-879.39%	\$ 97,695	\$ 69,922	\$ 27,773		\$ 69,922

Housing

	June			Year to Date			Traffic Light	Full Year Budget
	Actual	Budget	\$ Variance	% Variance	Actual	Budget		
Grants & Subsidies	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	✓	\$ -
Fees & Charges	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	✓	\$ -
Sales & Recoverable Works	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	✓	\$ -
Interest Revenue	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	✓	\$ -
Rent	\$ 140,274	\$ 85,892	\$ 54,382	63.31%	\$ 1,030,048	\$ 1,030,759	✓	\$ 1,030,759
Other Income	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	✓	\$ -
Total Income	\$ 140,274	\$ 85,892	\$ 54,382	63.31%	\$ 1,030,048	\$ 1,030,759		\$ 1,030,759
Employee Costs	\$ 20,518	\$ 15,488	\$ 5,030	32.47%	\$ 220,025	\$ 185,790	✗	\$ 185,790
Materials & Services	\$ 572	\$ 39,680	\$ (39,108)	-98.56%	\$ 473,359	\$ 476,424	✓	\$ 476,424
Depreciation	\$ 716,794	\$ 734,955	\$ (18,161)	-2.47%	\$ 8,737,906	\$ 8,819,438	✓	\$ 8,819,438
Finance Costs	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	✓	\$ -
Total Expenditure	\$ 737,884	\$ 790,123	\$ (52,239)	-6.61%	\$ 9,431,289	\$ 9,481,652		\$ 9,481,652
Net Surplus/(Deficit)	\$ (597,610)	\$ (704,231)	\$ 106,621	-15.14%	\$ (8,401,241)	\$ (8,450,893)		\$ (8,450,893)

Economic Development

	June			Year to Date			Traffic Light
	Actual	Budget	\$ Variance	% Variance	Actual	Budget	
Grants & Subsidies	\$ 202,000	\$ 24,994	\$ 177,006	708.19%	\$ 443,463	\$ 299,950	🟡
Fees & Charges	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	🟢
Sales & Recoverable Works	\$ 849,803	\$ 455,298	\$ 394,505	86.65%	\$ 5,776,153	\$ 5,463,752	🟢
Interest Revenue	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	🟢
Rent	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	🟢
Other Income	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	🟢
Total Income	\$ 1,051,803	\$ 480,292	\$ 571,511	118.99%	\$ 6,219,616	\$ 5,763,702	\$ 5,763,702
Employee Costs	\$ 253,900	\$ 262,083	\$ (8,183)	-3.12%	\$ 3,264,607	\$ 3,145,216	🟢
Materials & Services	\$ 318,743	\$ 176,939	\$ 141,804	80.14%	\$ 2,376,157	\$ 2,123,565	🔴
Depreciation	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	🟢
Finance Costs	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	🟢
Total Expenditure	\$ 572,643	\$ 439,022	\$ 133,621	30.44%	\$ 5,640,764	\$ 5,268,781	\$ 5,268,781
Net Surplus/(Deficit)	\$ 479,160	\$ 41,270	\$ 437,890	1061.04%	\$ 578,852	\$ 494,921	\$ 494,921

HR Report # 6 – June 2023



Human Resources

Executive Summary

1 Dashboard

Pay Period 1 - (TOTAL 123 staff)

(this does not include mayor and councilor's)

Fulltime 53

Part-time 20

Casual 42

Apprentices 6

School Based Trainee 2

2 Industrial Relations news

3 Recruitment

Advertised for an Illegal Dumping Project Admin Officer

Advertised for a Project and Procurement Officer

4 Training

13 Digital Service Centre staff signed up for Cert III in Business

5 Other News

Housing Inspection Report

June – July 2023



Housing Inspection Officer

June – July 2023

- Housing meeting every 2nd Tuesday (fortnightly)
- Building meeting every Monday (weekly)
- Department of Housing (House Inspections)
- Joint operation Meeting
- Healthy Skin, Healthy Heart clinic
- Corporate services meeting

Service provided to tenants:

- **77** Tenants (repairs)
- **8** tenants requested pest control.
- **3** Inspection of hall before and after hire
- **2** people enquired waiting housing list.
- **19** Follow up tenants for Upgrade program.
- **20** Delivered Housing inspection notices.
- **6** Tenants re: OT services.
- **1** House Inspection
- Assisted department of housing with House Inspections

Vacant:

- 46B Barber St

Property Inspections:

3rd – 7th July 2023

21st – 26th August 2023

Joanne Simpson
Housing Inspection Officer
Cherbourg Aboriginal Shire Council

4. Economic & Community Development

ECONOMIC & COMMUNITY DEVELOPMENT REPORT

Jul 2023

1. Executive Report

Award winning team from CRP Kingaroy



Executive Summary

Budgets have been finalised; project reporting is underway for EOFY. Business conditions are going to be tough this coming year especially with the rise in the cost of power. Inflation is beginning to stabilise and wait lists and times are beginning to reduce. Managers have all been involved in their business units' budget, they will get monthly management reports.

Skill Centred has advised us that they cannot continue to run the café and it will be closing this month. We have no plan to run the café at this time – I suggest we advertise for an interested person to take it over and run it as an independent business.

Cattle & Farm

Pasture has dried out – we have reduced cattle numbers slightly – our paddocks will sustain the herd at its current size. New vehicle has arrived for the farm crew.

Recycling Facility

CRP Kingaroy – Rhys C won the employee of the year award from Containers for Change and the CRP was a finalist in the awards for best medium sized operator – Congratulations to Chrissy B and her team. Cherbourg can be very proud of these achievements. The award ceremony was impressive, and the conference informative.

Chrissy B has shown interest in running the Café as part of her portfolio – I have not agreed to this yet there needs to be a more in depth discussion with Council on how to manage this.

New CRP contract commences in October, we are working on compliance for our Processor and cage asset bank.

Processor/ MRF – we are working on finding more HDPE (milk bottle plastic). A couple of other MRFs have approached us to take comingled material – no agreements in place yet. Andrew B has negotiated an agreement with Drum muster to collect HDPE farm containers.

Building Department

Upgrade program – New upgrade program is underway – 20 sheds have been ordered and the locations scoped. The last few jobs from the previous program are in their final stages.

New Housing – tenders are out – closes at the end of July – 6 dwellings to commence. – Local businesses have been invited to apply.

Responsive – Ongoing works – we are identifying looming plumbing issues across the town which will need to be addressed in the next few years. - invoicing is much improved still being caught up. Initial roll out of operational software SIMCO being expanded and accuracy improved is a focus for the next 3 months.

Joinery

Currently completing the previous upgrade program – then some staff members are going to take a short holiday. We are working to get licencing to operate outside Cherbourg and to get accreditation with Qbuild to do their work in the South Burnett.

Cherbourg Digital Service Centre

We are operating from 2 locations and have 18 people actively engaged.

The CDSC has gone live, Emma T has taken some time off to attend to family matters, Cathryn S has been appointed acting manager for that period. Rashonda M and Francis T are supporting her as team leaders.

General Project Information

1. Illegal Dumping Grant 2 – Recruitment underway.
2. Fire Mitigation 100% complete draft copy submitted to Council management for adoption.
3. Cultural Pathway – New project manager identified – a bridge construction expert.
4. Landfill W4Q Project – Resource Innovation master plan received - further project approach to be agreed with DES.
5. Innovation Funding – AI project – we are working with CoralAI to reach a user agreement negotiation in progress.
6. New grant for training for Cherbourg Digital Service Centre – in place – money received.
7. New funding in place for feasibility study for Digital Service Centre new building.
8. New Community Centre business case progressing with Palladium – 60% complete
9. New contracts for Containers for Change Processor and CRP operation – submitted for adoption.
10. DRF application submitted – awaiting approval.

By: Sean Nicholson

5. Operations Department

Operations Department Report

May 2023



By Matthew Bock, Operations Manager

11th July 2023

Matthewwb@cherbourg.qld.gov.au

Contents

Executive Summary2

Environment and Waste3

Roads Parks and Gardens.....7

Fleet Services.....8

Water, Sewerage.....8

Requests for council.....10

Executive Summary

Operations department

- Wheelie bins are being stolen and burnt in large numbers. The suppliers of the bins are behind on their orders due to higher demand than usual ops department struggled to keep bins to community during this time.
- BBQ trailer was delivered
- Lizzie and Cain assisted in the Healthy heart skin program

Vehicle Services

- 18 Jobs were completed for the month of June this included services and repair work
- 3 Vehicles and plant equipment received their annual scheduled services
- Works ute has received Complete engine rebuild and returned to service
- Major brake and bearing repair completed on MRF forklift and returned to service
- Repair of road sweeping equipment for Bobcat attachment
- Replacement of brake pads and rotors on multiple Works vehicles
- Resilience funding BBQ trailer completed and Delivered
- Purchase of New Drain clearing Jetter with resilience funding for drain improvements

Environment and Waste

- 42 Household bins were distributed to residents who required them, with more on request
- Residents enquiring additional bins
- CASC Community NAIDOC Day Celebrations
 - DES Community Engagement team held a stall to promote and provide education on Recycling, with the assistance of Selma Kum Sing and CASC EHW *Figure 1 – CASC Community NAIDOC Day Celebrations*
- Healthy Skin Program & RHD Screening – EHW & AWO assisted with EH Referrals

Works, Roads, Parks and Gardens

- The parks and gardens crew are picking up rubbish and mowing where needed daily
- Cemetery burials and associated works
- Tree pruning and removal of dead trees was undertaken

Water and Sewerage

- Daily, Weekly, Monthly Water Sampling, including Raw Water (*Figure 1 & 2*).

(Daily) – Daily grab samples from different locations throughout community.

MWDRNK – (Weekly) – Human Consumption.

MWHCPC – (when requested) Heterotrophic Colony Count.

KEWTHM – (Weekly) - THM's.

KWP & KWHPDI (Monthly) – Pesticides.

KPCB – (Monthly) - Blue Green Algae.

SWAHN – (Monthly) – Standard Water Analysis.

- ANZMT – (Monthly) –Heavy Metals.
- Daily Checklists on Plant and Operations:
 - QR code Checklists WTP & WWTP Operations including Effluent Ponds & Pivot irrigator.
 - QR code Checklists on all Sewage Pump Station's (SPS).
 - Daily QR code checklists on WTP & WWTP i.e., Basic Housekeeping and ensuring grounds are clean and maintained.
- Fortnightly catch up with DDPHU, Regular Catch up with RDMW
- Analyzers at WTP (both Chlorine and Turbidity) have been calibrated, cleaned and faulty parts replaced as required.
- Roll out of new QR code scanning for Sewage Treatment plant, Water Treatment Plant and all Water and Sewage Pump Stations.

Incidents

- Low Chlorine is still an issue throughout community reticulation system.
- High turbidity reported throughout reticulation system on 05.04.2023
- Inspection and possible replacement of carbon filters pending results of inspection still in progress.
- Daily scour of main water lines throughout community reticulation to counteract any High Turbidity.

Environment and Waste

Environmental Health/ Animal Management – Monthly Report – JUNE 2023

General

- ⇒ Fortnightly Catch up with DDPHU – Safe & Healthy Drinking Water Program
- ⇒ Fortnightly Catch up with DDPHU – ATSI Public Health program
- ⇒ Monthly Teams Engagement – ATSIPHP EHW & AMW Working Group
- ⇒ MOU between RSPCA – Kingaroy and CASC in Development, RSPCA still taking in unwanted animals.

Community Engagement

- CASC Community NAIDOC Day Celebrations
 - DES Community Engagement team held a stall to promote and provide education on Recycling, with the assistance of Selma Kum Sing and CASC EHW *Figure 1 – CASC Community NAIDOC Day Celebrations*
- Healthy Skin Program & RHD Screening – EHW & AWO assisted with EH Referrals

Animal Records

CASC Data (April 2023)	Dogs	Cats	Total					
Registrations	?	?	?					
Treatment Administered	?	?	?	Complaints and/ or concerns				
Euthanised	1	0	1		Dogs	Cats	Other	Total
Rehomed (RSPCA, Community)	4	0	4	Public	1	-	-	1
Traps Set	-	-	-	Open	1	-	-	1
Strays Caught (Landfill, Street etc.)	4	0	4	Closed	1	-	-	1

AMRRIC Data	Dogs		Total Dogs	Cats		Total Cats	Total
	Female	Male		Female	Male		
Entire	52	131	183	13	6	19	202
Unknown	20	12	32	1	-	1	33
Desexed	146	118	264	21	16	37	301
Total by species	479			57			536

Food Safety

- EHW working closely with SEHO (DDPHU) to ensure all Food Business's licensing requirements are up to date
- Current No. of Food Business - 4, 2 – Fixed Business License Certificate Issued
 - Ny Ku Byun, & Cherbourg Retail Store
 - Gundoo Early Learning Centre & Cherbourg Community Café & Training Centre – Additional Information Required
- Food recall notices sent to food businesses
 - 3 Food Recalls in June

Waste & Recycling

- 42 Household bins were distributed to residents who required them, with more on request
- Residents enquiring additional bins
- Recycling Program – Continuing to improve, numbers are steady
 - Average no. of bins per week – 46.75 with an average weight of 520kg
 - Bin Sticker distribution commenced in May 2023 and will be ongoing throughout June, approximately 25% of residents have received bin stickers
 - **Figure 2 - CASC Recycling Program 2023**
 - Bin Day Bingo June Winner announced on Weds 5th July 2023 at Ny Ku Byun Elders Village NAIDOC Celebrations, drawn by Nana Eva Collins **Figure 3 – Bin Day Bingo June Draw & Winner**
 - It was the first time the winner of June's Bin Day Bingo has put their recycling out for collection

Water & Wastewater

- Weekly & Monthly Water Sampling – EHW, **Figure 4 - FY2023 Weekly/ Monthly Sampling Verification Results**
- Daily Verification & Monitoring – ESO's, WSM, Trainees **Figure 5 - FY2023 CASC Daily Water Quality Field Results**



Figure 1 - CASC Community NAIDOC Day Celebrations

CASC Recycling Program 2023

Collection No.	Date	Weight (kg)	Monthly Total (kg)	No. of Bins	Monthly Total (No. of bins)	Comments
		Daily total				
19	6-Jun-23	780	2080	60	187	Weekly Average, Bin no. - 46.75
20	13-Jun-23	480		40		Weekly Average, weight (kg) - 520
21	20-Jun-23	360		40		
22	27-Jun-23	460		47		

Figure 2 - CASC Recycling Program 2023



Figure 3 - Bin Day Bingo June Draw & Winner

FY2023 CASC Weekly/Monthly Water Sampling Verification Results																
Coliforms (mpn/100mL)								E. coli (mpn/100mL)								
Date	STP (Wakka park) tap CHER 1	Depot (External) tap CHER 2	Day care (rear) 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 (Wakka park) tap CHER 1	Depot (External) tap CHER 2	Day care (rear) tap CHER 3	Bert Button lookout tap CHER 4	After treatment yard tap CHER T	WTP Reservoir 1 & 2 Blended Tap CHER 5	Summary		
05-Jun-23	0	0	0	0	0	0	PASS	0	0	0	0	0	0	PASS		
12-Jun-23	0	0	0	0	0	0	PASS	0	0	0	0	0	0	PASS		
19-Jun-23	0	0	0	0	0	0	PASS	0	0	0	0	0	0	PASS		
26-Jun-23	0	0	0	0	0	0	PASS	0	0	0	0	0	0	PASS		
Total Chlorine (mg/L)								Free Chlorine (mg/L)								
Date	STP (Wakka park) tap CHER 1	Depot (External) tap CHER 2	Day care (rear) 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 (Wakka park) tap CHER 1	Depot (External) tap CHER 2	Day care (rear) tap CHER 3	Bert Button lookout tap CHER 4	After treatment yard tap CHER T	WTP Reservoir 1 & 2 Blended Tap CHER 5	Summary		
05-Jun-23	0.4	0.4	0.58	MD	1.23	1.22	PASS	0.26	0.25	0.18	0.22	0.29	0.2	PASS		
12-Jun-23	0.45	0.42	0.63	0.46	0.91	1.25	PASS	0.2	0.13	0.31	0.33	0.64	0.75	PASS		
19-Jun-23	0.62	0.5	0.69	0.38	1.06	1.24	PASS	0.43	0.16	0.33	0.06	0.71	0.9	PASS		
26-Jun-23	0.47	0.5	0.82	0.66	1.43	1.38	PASS	0.2	0.21	0.45	0.39	1.13	1.15	PASS		
pH								Total THMs								
Date	STP (Wakka park) tap CHER 1	Depot (External) tap CHER 2	Day care (rear) tap CHER 3	Bert Button lookout tap CHER 4	After treatment yard tap CHER T	WTP Reservoir 1 & 2 Blended Tap CHER 5	Summary	Date	STP (Wakka park) tap CHER 1	WTP Reservoir 1 & 2 Blended Tap CHER 5	(ADWG Health Value limit: 250)	*NR - Results not yet received *NT - Not tested *MD - Missing Data				
05-Jun-23	7.46	7.54	7.5	7.42	7.47	7.51	PASS	05-Jun-23	270	300	PASS					xxxx Monitor Water Quality Reportable
12-Jun-23	7.58	7.51	7.4	7.54	7.33	7.54	PASS	12-Jun-23	240	290	PASS					
19-Jun-23	7.56	7.49	7.4	7.52	7.37	7.35	PASS	19-Jun-23	280	290	FAIL					
26-Jun-23	7.26	7.38	7.33	7.54	7.4	7.46	PASS	26-Jun-23	240	260	PASS					

Figure 4 - FY2023 Weekly/ Monthly Sampling Verification Results

XXXX Non Compliant		XXXX Reportable		MD Missing Data		FY2023 CASC DAILY WATER QUALITY FIELD RESULTS																							
Date	FIELD				WTP Outlet																								
	STP (CHER 1)				Depot (CHER 2)				Daycare (CHER 3)				Lookout (CHER 4)				RES. 1&2 (CHER 5) (Blended Tap)				WTP (CHER 7)								
	Cl Free (mg/L)	Cl Total (mg/L)	pH	Turbidity (NTU)	Cl Free (mg/L)	Cl Total (mg/L)	pH	Turbidity (NTU)	Cl Free (mg/L)	Cl Total (mg/L)	pH	Turbidity (NTU)	Cl Free (mg/L)	Cl Total (mg/L)	pH	Turbidity (NTU)	Cl Free (mg/L)	Cl Total (mg/L)	pH	Turbidity (NTU)	Cl Free (mg/L)	Cl Total (mg/L)	pH	Turbidity (NTU)					
1-Jun-23	0.34	0.6	7.77	0.31	0.37	0.65	7.75	0.6	0.45	0.78	7.79	1.15	0.41	0.74	7.86	0.69	0.76	1.27	7.82	0.75	0.74	1.05	7.87	0.39					
2-Jun-23	0.34	0.8	7.8	0.25	0.37	0.64	7.65	0.64	0.53	0.81	7.86	0.4	0.38	0.83	7.84	0.32	0.86	1.26	7.86	0.37	0.91	1.3	7.86	0.37					
3-Jun-23	0.36	0.58	7.85	0.62	0.32	0.57	7.72	0.59	0.41	0.68	7.84	0.3	0.3	0.65	7.86	0.33	0.66	1.15	7.89	0.31	0.69	1.19	7.77	0.28					
4-Jun-23	0.37	0.56	7.73	0.8	0.33	0.53	7.77	0.74	0.4	0.65	7.93	0.59	0.46	0.61	7.84	0.32	0.79	1.3	7.87	0.23	0.67	1.02	7.84	0.14					
5-Jun-23	0.32	0.49	7.82	0.68	0.3	0.53	7.82	0.37	0.32	0.6	7.88	0.28																	
6-Jun-23	0.37	0.53	7.93	0.76	0.35	0.52	7.82	0.5	0.32	0.58	7.91	0.19	0.36	0.83	7.85	0.71	0.69	0.99	7.95	0.49	0.94	1.17	7.76	0.52					
7-Jun-23	0.33	0.65	7.83	0.52	0.37	0.68	7.74	0.41	0.38	0.75	7.87	0.07	0.37	0.6	7.86	0.57	0.71	0.95	7.85	0.46	0.71	0.93	7.86	0.48					
8-Jun-23	0.38	0.61	7.88	0.49	0.31	0.63	7.85	0.15	0.29	0.77	7.95	0.29	0.4	0.65	7.89	0.5	0.81	1.2	7.72	0.62	0.77	1.27	7.66	1.06					
9-Jun-23	0.32	0.45	7.74	0.75	0.35	0.51	7.82	0.15	0.43	0.67	7.67	0.29	0.31	0.6	7.73	0.36	1.03	1.43	7.78	0.56	0.84	1.36	7.61	0.8					
10-Jun-23	0.31	0.45	7.67	0.76	0.38	0.45	7.81	0.5	0.45	0.63	7.67	0.19	0.4	0.59	7.61	0.42	0.85	1.07	7.65	0.38	0.75	0.95	7.67	0.48					
11-Jun-23	0.32	0.45	7.6	0.33	0.36	0.44	7.75	0.62	0.53	0.71	7.84	0.05	0.32	0.45	7.75	0.59	0.96	1.1	7.65	0.12	0.92	1.14	7.7	0.32					
12-Jun-23	0.31	0.55	7.74	0.5	0.38	0.81	7.77	0.17	0.31	0.79	7.76	0.06	0.38	0.51	7.86	0.15	0.88	1.18	7.66	0.05	0.85	1.13	7.82	0.24					
13-Jun-23	0.32	0.7	7.77	0.73	0.35	0.74	7.73	0.11	0.37	0.61	7.81	0.03	0.34	0.62	7.76	0.87	0.84	1.29	7.7	0.77	0.96	1.08	7.76	0.44					
14-Jun-23	0.4	0.65	7.77	0.38	0.29	0.48	7.71	0.62	0.39	0.7	7.8	0.37	0.43	0.72	7.71	0.8	1.01	1.34	7.72	0.68	0.89	1.16	7.93	0.76					
15-Jun-23	0.37	0.59	7.74	0.6	0.36	0.59	7.69	0.17	0.49	0.57	7.72	0.07	0.46	0.63	7.8	0.47	0.86	1.31	7.72	0.74	0.86	1.13	7.78	0.83					
16-Jun-23	0.34	0.59	7.65	0.39	0.34	0.57	7.82	0.27	0.47	0.73	7.73	0.42	0.33	0.65	7.76	0.71	0.75	1.02	7.67	0.37	0.78	1.13	7.72	0.88					
17-Jun-23	0.32	0.44	7.77	0.82	0.3	0.51	7.83	0.35	0.45	0.67	7.72	0.54	0.42	0.6	7.64	0.17	0.92	1.38	7.7	0.03	0.87	1.16	7.81	0.25					
18-Jun-23	0.33	0.49	7.69	0.39	0.38	0.61	7.67	0.54	0.37	0.69	7.75	0.29	0.38	0.59	7.82	0.13	0.9	1.26	7.78	0.69	0.78	1.09	7.68	0.44					
19-Jun-23	0.4	0.58	7.71	0.55	0.45	0.65	7.64	0.89	0.55	0.88	7.85	0.85	0.31	0.64	7.86	0.5	0.84	1.36	7.79	0.42	0.82	1.25	7.77	0.77					
20-Jun-23	0.33	0.44	7.67	0.89	0.37	0.49	7.69	0.58	0.57	0.74	7.67	0.5	0.41	0.57	7.69	0.72	1.03	1.29	7.67	0.4	1.0	1.19	7.74	0.47					
21-Jun-23	0.39	0.71	7.78	0.43	0.42	0.66	7.75	0.75	0.59	0.77	7.8	0.88	0.34	0.7	7.77	0.2	1.33	1.51	7.6	0.44	1.34	1.88	7.68	0.87					
22-Jun-23	0.36	0.58	7.44	0.78	0.33	0.49	7.56	0.82	0.44	0.61	7.4	0.63	0.4	0.58	7.84	0.66	0.77	1.13	7.64	0.46	0.8	1.05	7.64	0.74					
23-Jun-23	0.41	0.6	7.7	0.88	0.3	0.51	7.69	0.23	0.67	0.99	7.65	0.37	0.35	0.73	7.76	0.25	0.89	1.39	7.74	0.36	0.87	1.4	7.69	0.31					
24-Jun-23	0.31	0.42	7.55	0.62	0.38	0.51	7.7	0.72	0.67	0.8	7.71	0.4	0.33	0.57	7.67	0.02	1.1	1.35	7.71	0.08	1.04	1.26	7.69	0.11					
25-Jun-23	0.44	0.65	7.51	0.4	0.45	0.61	7.53	0.56	0.55	0.81	7.75	0.07	0.33	0.51	7.62	0.1	1.1	1.36	7.59	0.14	1.04	1.33	7.57	0.05					
26-Jun-23	0.45	0.71	7.77	0.85	0.65	0.94	7.68	0.99	0.57	0.77	7.64	0.66	0.52	0.73	7.58	0.1	1.08	1.26	7.5	0.27	1.09	1.54	7.61	0.29					
27-Jun-23	0.35	0.42	7.72	0.81	0.33	0.49	7.67	0.67	0.36	0.56	7.74	0.59	0.37	0.58	7.69	0.8	1.27	1.59	7.75	0.47	1.33	1.68	7.73	0.94					
28-Jun-23	0.32	0.53	7.56	0.26	0.34	0.49	7.68	0.43	0.42	0.68	7.64	0.57	0.32	0.47	7.91	0.37	0.78	1.07	7.66	0.27	0.71	0.96	7.65	0.45					
29-Jun-23	0.42	0.6	7.42	0.78	0.41	0.52	7.7	0.57	0.41	0.58	7.48	0.3	0.32	0.51	7.57	0.56	0.9	1.19	7.64	0.23	0.87	1.19	7.61	0.65					
30-Jun-23	0.3	0.48	7.72	0.23	0.32	0.49	7.64	0.01	0.5	0.71	7.54	0.25	0.77	1.22	7.72	0.22	0.9	1.3	7.58	0.2	0.86	1.27	7.65	0.38					

Figure 5 - FY2023 CASC Daily Water Quality Field Results

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

Issues with community members and organizations approaching staff instructing them to do work for them this increasingly getting worse. When job isn't done the staff are being questioned why and are expected to drop what they are doing and complete the job.

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

- 18 Jobs were completed for the month of June this included services and repair work
- 3 Vehicles and plant equipment received their annual scheduled services
- Works ute has received Complete engine rebuild and returned to service
- Major brake and bearing repair completed on MRF forklift and returned to service
- Repair of road sweeping equipment for Bobcat attachment
- Replacement of brake pads and rotors on multiple Works vehicles
- Resilience funding BBQ trailer completed and Delivered
- Purchase of New Drain clearing Jetter with resilience funding for drain improvements

Issues

Nil

Damage Report

Nil

Workplace Health & Safety Incidents

Nil

Training Updates

Nil

Next Month's Business Plans

- Continuation of normal workshop work
- Tenders will be evaluated, and purchases made
- Delivery of Used farm ute
- Delivery of Resilience funding Diesel trailer

Other Information

By Sebastian Mearns

Water, Sewerage

Water & Wastewater

- Daily, Weekly, Monthly Water Sampling, including Raw Water (*Figure 1 & 2*).
 - (Daily) – Daily grab samples from different locations throughout community.
 - MWDRNK – (Weekly) – **Human Consumption.**
 - MWHCPC – (when requested) **Heterotrophic Colony Count.**
 - KEWTHM – (Weekly) - **THM's.**
 - KWP & KWHPDI (Monthly) – **Pesticides.**
 - KPCB – (Monthly) - **Blue Green Algae.**
 - SWAHN – (Monthly) – **Standard Water Analysis.**
- ANZMT – (Monthly) – **Heavy Metals.**
- Daily Checklists on Plant and Operations:
 - QR code Checklists WTP & WWTP Operations including Effluent Ponds & Pivot irrigator.
 - QR code Checklists on all Sewage Pump Station's (SPS).
 - Daily QR code checklists on WTP & WWTP i.e., Basic Housekeeping and ensuring grounds are clean and maintained.
- Fortnightly catch up with DDPHU, Regular Catch up with RDMW
- Analyzers at WTP (both Chlorine and Turbidity) have been calibrated, cleaned and faulty parts replaced as required.
- Roll out of new QR code scanning for Sewage Treatment plant, Water Treatment Plant and all Water and Sewage Pump Stations.

Incidents

- Low Chlorine is still an issue throughout community reticulation system.
- High turbidity reported throughout reticulation system on 05.04.2023
- Inspection and possible replacement of carbon filters pending results of inspection still in progress.
- Daily scour of main water lines throughout community reticulation to counteract any High Turbidity.

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
 - (Training) Justin Cobus - Block 1 – Kingaroy 25th-27th July
 - Block 2 – Hervey Bay 24th-26th October
 - Block 3 - Bundaberg 30th Jan – 1st of Feb
 - Block 4 Gayndah 9th -10th April

- (Training) Jakeem Murray - Block 1 – Kingaroy 1st-3rd Aug
Block 2 – Hervey Bay 31st Oct – 2nd November
Block 3 - Bundaberg 6th – 8th Feb
Block 4 – Gayndah- 16th -17th April
- (Training) Safford Sandow - Block 1 – Kingaroy 8th-10th Aug
Block 2 – Hervey Bay 7th – 9th Nov
- Block 3 - Bundaberg 13th - 15th Apr
Block 4 – Gayndah 23 - 24th

General

- Staff introduction to new water tablets to improve record keeping and to eliminate paper usage.
- Rollout of new QR code system throughout water department with positive feedback from employees.
- All 7 Effluent ponds are in working condition with no blockages.
- All Sewage Pump Stations have all been cleared of any debris or obstructions including Septic tank at the Pound in preparation for upcoming Vet program.
- Jakeem Murray (water Operator trainee) has been equipped with SCADA SMS alarm system. All water staff will receive an SMS to notify them of all faults at both water and sewage plants.
- Closure of previous water incidents that have been notified to Public Health and Water Regulators
- Visit from Griffith University walk around at both water treatment plant and landfill locations 10/05/2023.
- Boil water alert no longer in place for Cherbourg community.

Requests for council



Cherbourg Aboriginal Shire Council

Cherbourg Landfill Masterplan

May 2023

Purpose and scope



Purpose

The purpose of the masterplan is to outline best practice management of the Cherbourg Landfill in accordance with the Environmental Authority (EA) and to maximise the lifespan and efficient use of the site.



Scope

The scope of the masterplan includes:

- Site assessment and compliance assessment of the Cherbourg Landfill against Environmental Authority (EA) conditions.
- Development of a final landform and staging plan for the Cherbourg landfill
- Masterplan layout for the Cherbourg landfill and transfer station that considers all future site elements to be developed at the site.



Limitations

This masterplan has been prepared by Resource Innovations for Council in accordance with the terms and conditions of the engagement letter.

This masterplan has been prepared based on information sourced from Council, site visits and concept layout drafting Resource Innovations does not accept any responsibility for any use of or reliance on the contents of this report by any third party.

Action and Priority List

This action list identifies the actions required over the next 2-4 years to deliver the master plan, considering both the landfill staging and transfer station elements. Refer to Appendix A and B for masterplan drawings.

Category	Action	Target Action Outcome	Timing (Financial Year)
Landfill staging	<ul style="list-style-type: none"> Define footprint extend of Stage 1 landfill and commence filling to profile, as per Stage 1 fill sequence 	<ul style="list-style-type: none"> Focused landfill practices 	From FY24
Landfill operational practices	<ul style="list-style-type: none"> Improve operational practices such as daily cover and reduction in active landfill face Target improved compaction rate 	<ul style="list-style-type: none"> Improved environmental management Extend life of Stage 1 landfill Compliance with EA 	From FY24
Capital works (Site)	<ul style="list-style-type: none"> Install site fencing around complete site perimeter 	<ul style="list-style-type: none"> Prevents/minimises animal access Minimises public access and potential for vandalism and fire Compliance with EA 	FY24
Capital works (Stormwater)	<ul style="list-style-type: none"> Design and construct sediment basin (1 in 10-year event) Design and construct surface water conveyance structures and diversion berms Fix the significant erosion gully adjacent to site access road (west of Stage 1 landfill area) 	<ul style="list-style-type: none"> Improve surface water management Diversion of clean from dirty stormwater Compliance with EA 	FY24
Transfer station	<ul style="list-style-type: none"> Detailed design for transfer station configuration 	<ul style="list-style-type: none"> Refinement of transfer station configuration Develop detailed cost estimate to deliver works Secure funding for transfer station 	FY24-25
Capital works (Transfer station)	<ul style="list-style-type: none"> Construct transfer station, resource recovery drop, bulk stockpile area and site traffic re-configuration 	<ul style="list-style-type: none"> Improve customer experience and safety Improve resource recovery 	FY26-27

Site overview

Council own and operate the Cherbourg landfill facility which is located at Wondai Road, Cherbourg on Lot 383 SP280472, approximately 500m south of the Cherbourg town.

Council has prioritised landfilling at the site to at least complete Stage 1, delivering a further 4-5 years of life. This could be extended for an additional 7-8 years by landfilling Stage 2.

Site History

Cherbourg landfill is the major landfill for the Cherbourg community. The land parcel is 7.163 hectares, of which the landfill is contained within a footprint of approximately 4.2 hectares. The site is shown in Appendix A.

The site is licensed to accept no more than 2,000 tonnes per annum and does not have a weighbridge. The site may seek an exemption to install a weighbridge until 30 June 2029, under the *Waste Reduction and Recycling Act 2011*.

The site is freehold and owned by Council, with the adjacent land used as native vegetation and road reserve. The closest sensitive receptor is a residential property, approximately 300m from the site boundary. There are 20-30 residential properties located within 500m of the site.

Historical aerial images suggests the site was used as a waste facility since 1970's. The site commenced as a trench landfill site and currently operates as "area fill", above natural ground surface. There is no lining system or leachate collection system and no capping of legacy landfill areas.

The site has a small transfer station area that is space

constrained, which limits deployment of waste diversion activities. There are bulk stockpiles of scrap steel, green waste, concrete and mattresses, with the scrap steel having the most value for Council.

The current waste filling area is unlined and anticipated to reach capacity in the next 4-5 years, based on the proposed fill plan. There is a need to understand the long-term approach to site development and manage the site as essential infrastructure.

Key issues

While the site is generally managed in accordance with the EA, there are some non-compliances. Key issues include:

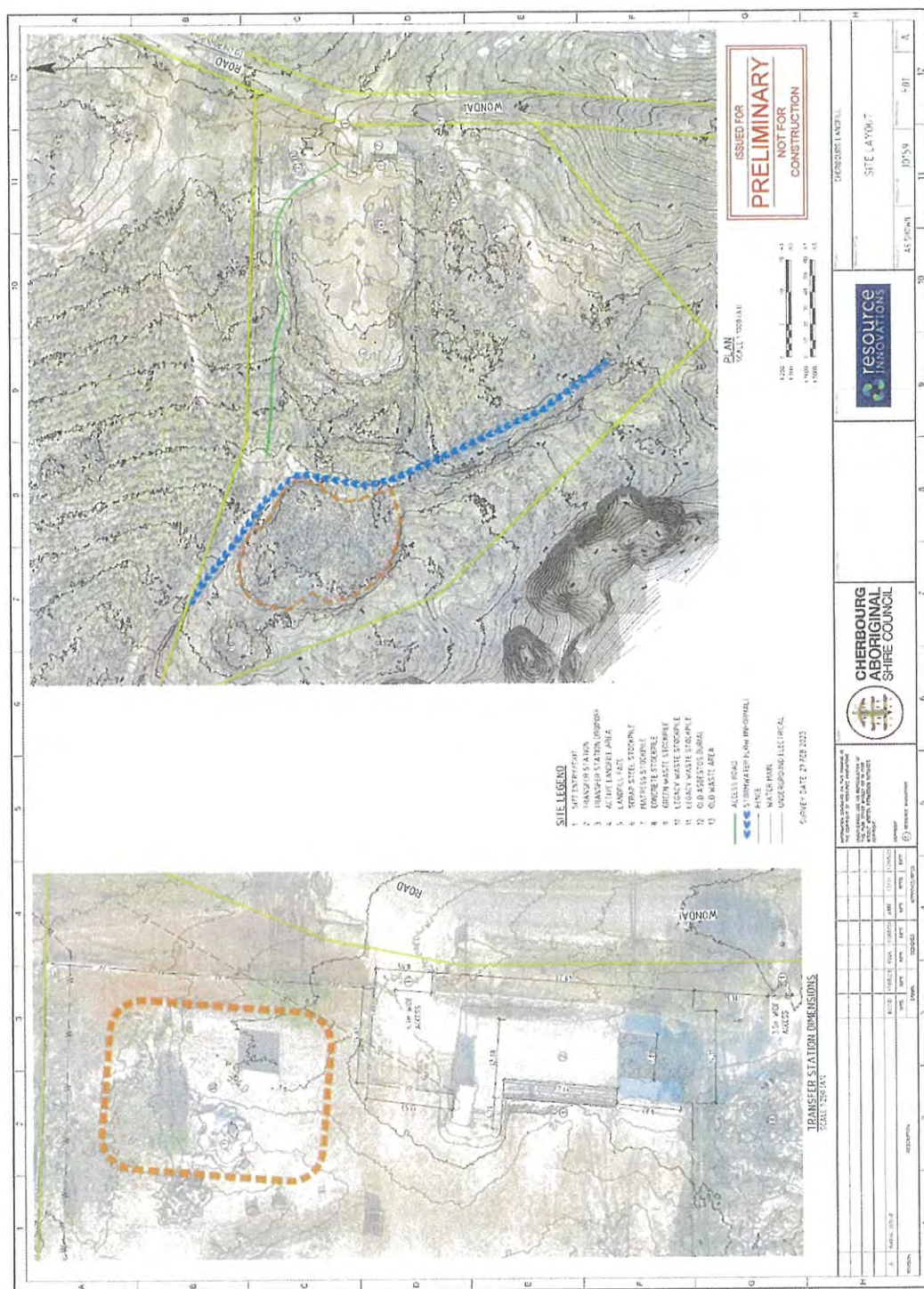
- Waste is not covered
- No surface water infrastructure to divert or capture stormwater
- No future plan detailing staged development
- No environmental monitoring undertaken at the site
- No site-based management plan guiding site development

Current site features

Key Site Constraints

The key issues relating to the site include:

- Site is fenced, but has penetrations that enable site entry to landfill face
- Lack of stormwater diversion and formal control system
- Concentration of stormwater downstream of landfill, resulting in gully erosion
- No distinct traffic management system
- Space constrained transfer station, which diminishes the opportunity for recycling
- Future staging plan and footprint of the landfill is unclear
- Legacy stockpiles of waste
- Multiple stockpiles of waste (concrete, green waste) that have contamination, restricting future recovery



Basis of design

Objective

The masterplan has been developed with a preference to continue landfilling of Stage 1, with the potential to continue to Stage 2 (refer Appendix B). There is conceptual consideration of transfer station development that could be completed at any time during Stage 1 or Stage 2 of the landfill development.

Basis of design principle	Proposed outcome	Issues to be resolved or managed
Site masterplan/ upgrade	<ul style="list-style-type: none"> Improved safety for site users Improved traffic management throughout site Improved resource recovery Designated areas for resource recovery and waste disposal Exclude public customers from tip-face EA compliance Future direction for landfill staging 	<ul style="list-style-type: none"> No defined plan for future landfill staging No defined plan for future overall site development Lack of infrastructure to manage environmental effects – stormwater dams, leachate trench collection/leachate evaporation, monitoring
Traffic management	<ul style="list-style-type: none"> Simplified traffic management Clear directional signage Separation of heavy/operational vehicles from light vehicles 	<ul style="list-style-type: none"> Public access to operational works area (tip face) Poor access control to whole of site Traffic safety measures (line marking, directional signage, bollards, safety barriers, etc)
Data management	<ul style="list-style-type: none"> Weighbridge to capture customer transactions (potential from 2029) Improved asset management Improved decision making and reporting to regulator 	<ul style="list-style-type: none"> No system for accurate capture of customer data or waste transactions Lack of data to manage landfill asset
Environmental controls	<ul style="list-style-type: none"> Divert surface water from landfill mass Collect surface waters flows and retain in site dam Develop operational procedures to manage 	<ul style="list-style-type: none"> Lack of upstream surface water diversion Concentration of water flows Lack of ability to detain/retain a 1 in 10-year event
Resource Recovery Drop (Front-end)	<ul style="list-style-type: none"> Establish shed/defined area at site as 1st "stop" to incentivise resource recovery Restrict site access to one (1) access point to improve site control Establish gate house at entrance to improve customer education 	<ul style="list-style-type: none"> Poorly defined resource recovery shed at site Resource recovery at customers discretion, rather than being prioritised as part of site design/layout
Transfer station	<ul style="list-style-type: none"> Single location for light vehicles to dispose of waste Prevent light vehicles from accessing landfill face Secondary resource recovery area Set-up to suit transfer to 3rd party landfill 	<ul style="list-style-type: none"> Current transfer station is rudimentary Public safety and amenity Lack of resource recovery infrastructure
Bulk stockpiles	<ul style="list-style-type: none"> Flexible and defined areas for stockpiling of bulk recovered resources (scrap, concrete, green waste, etc) Suitable size for stockpiling due to infrequent processing 	<ul style="list-style-type: none"> Lack of defined bulk stockpile areas Historical stockpiles of materials need to be processed or disposed Keep all waste in secure, fenced area

Design elements – Site layout



Overall Philosophy

Overall, the masterplan has been conceived to continue reliance on landfilling until at least the completion of Stage 1 landfill, around 2028. There is flexibility to continue landfilling into Stage 2. The overall plan and consideration of infrastructure takes into account short to medium term landfilling, followed by the need to establish transfer station infrastructure that will enable off-site transport.

Waste acceptance

The site has been designed to be able to accept:

- Self-haul public waste;
- Kerbside waste;
- Green waste;
- Ferrous and non-ferrous scrap;
- Concrete;
- Timber pallets, etc;
- Various resource recovery items (i.e. batteries, e-waste, cardboard; mattresses.

Design vehicles

The site layout and traffic configuration has been designed to permit one-way circulation for the following vehicle types:

- Public light vehicle for combined car and trailer configuration of 11m;

When the site transition to a transfer station only, kerbside side-lift trucks will go direct to a third-party landfill. The Roll On/Roll Off (RORO) vehicle used to service the transfer station bins will have a dedicated access to minimise interaction with light vehicles.

Site Access

Site access changes from the current facility which has two site access gates. It is proposed that the north access gate will be closed.

The southern access gate will be widened to at least 8m to enable two-way traffic and sealed.

All vehicles will use proposed new site access.

Weighbridge

The proposed layout does not include a weighbridge. This will need to be considered subject to whether Council continue landfilling beyond Stage 1 and beyond 2029. A single gatehouse is proposed to be positioned inside the access gate.

Queue Length

Queue length is approximately 25m from the site access to gatehouse. This is considered adequate, given the customer usage and light vehicle type for which the transfer station has been designed.

Traffic Circulation

Site roadways have been configured to achieve one-way circulation and to minimise conflict points.

Vehicle by-pass for heavy vehicles is permitted using a heavy-vehicle only access to the landfill and rear of the transfer station. This will limit heavy and light vehicle interaction.

Design elements – Transfer station

Elements of Transfer Station Area

The key items included in the transfer station area include:

- Gatehouse
- Resource Recovery Drop
- Transfer Station (saw-tooth)
- Bulk stockpile area

Gatehouse

Single gatehouse for site supervisor and to manage site access and educate customers on resource recovery and disposal practices.

Resource Recovery Drop

The Resource Recovery Drop is an open shed to act as a single point to drop-off small recyclables such as cardboard, batteries, e-waste, tyres. Recovered items will be consolidated/processed by the on-site operator.

The Resource Recovery Drop will permit single lane of public vehicles to be stopped and enable recovery of resources.

Bulk Stockpile Area

Bulk stockpile area locations are flexible to accommodate landfill staging. These areas to be used for acceptance, processing and stockpiling of green

waste/mulch, concrete, brick/tile, ferrous/non-ferrous scrap, e-waste, and other bulky items.

Initially, the area to the north of the transfer station is proposed (refer Appendix A). A hardstand would need to be constructed that sheds surface water and integrates with the proposed stormwater management system. When Stage 1 of the landfill is complete, there will be a significant plateau area that could also be used for bulk stockpiling.

Transfer Station

Basis of design is saw-tooth transfer station that will accept light vehicles only.

Customer will drop waste from a grade separated tipping area that is elevated 1.5 – 2m from the floor of the bin storage area. Waste is deposited into 15-30m³ RORO bins or smaller containers if the transfer is internal to the Cherbourg landfill.

Servicing the Transfer Station

RORO bins used at the transfer station would need to be serviced by a hook-lift truck that could be acquired by Council or utilise a sub-contractor. This configuration is more appropriate when Council closes the Cherbourg landfill and needs to transport waste to a third-party landfill such as Murgon or Wondai, operated by South Burnett Regional Council.

Should Council build this transfer configuration while still operating the Cherbourg landfill, the RORO bins could be exchanged for smaller bins that can be managed with a material handler or other yellow plant. This detail can be considered during detailed design.

Customer Bays

Six (6) bays for public unloading. Customers will reverse up to a grade separated tipping floor that is 1.5 – 2m above the RORO bin floor. The customer tip area will need to have fixed rails to prevent fall from height into the RORO bin. The major advantage of saw-tooth transfer station is ease of disposal and no double handling of waste due to direct disposal into bins.

Light vehicle Ingress/Egress

One-way traffic circulation. Final traffic circulation to be determined in more detailed design layout.

Design elements - Landfill

Overview and Operational History

The landfill has a long history of operation, and much of the site has been impacted by previous landfilling activities. There is a legacy stockpile, located to the west and south of the current fill area. Landfilling has been undertaken through a trench and fill method, with no formal engineering or environmental controls. The impact of the landfill on the surrounding environment is currently unknown due to environmental monitoring not currently being undertaken.

Future Landfill Development

A conceptual profile and staging plan has been prepared for the site (refer Appendix B). This reflects two (2) distinct fill stages:

- Stage 1 – existing fill area and provides approximately 4-5 years. On completion of Stage 1, Council could cease landfilling.
- Stage 2 – legacy waste area that could be filled over and would tie in with Stage 1. Stage 2 would provide an additional 7-8 years of life.
- The fill staging has been designed using the following assumptions:

- External batters 1V:4H
- No or minimal excavation for future landfilling.
- Completion of Stage 1, followed by Stage 2
- Minimal re-profiling of existing batters
- Large plateau area formed by Stage 1 and Stage 2 can be used for future bulk stockpiles
- Allowance for diversion of upstream stormwater and establishment of formal stormwater channels around toe of Stage 1 landfill
- Construction of a stormwater retention dam located to the west of Stage 1 landfill, to capture up to 1 in 10-year event.

Stormwater

There is no formal stormwater management plan. Stormwater design is outside the scope of this concept plan. A summary of recommended management methods is detailed below:

- Establish a stormwater diversion berm or capture drain upstream of the current active landfill area

- Establish formal drainage channels (stablished) on north and south of the Stage 1 landfill
- Construct a stormwater sediment basin west of the Stage 1 landfill to retain surface water from 1 in 10-year event.
- Overflow from sediment basin to be channelled into main off-site drain. This is currently eroded and required re-work and reinforcement with rip-rap or suitable medium.

Leachate

There is no leachate collection system. Where leachate seeps are noted and are significant, they should be contained and re-injected into the waste mass. On completion of the site, as part of the rehabilitation works, Council needs to consider the construction of a leachate interception trench along the western toe of the landfill.

Leachate from any interception trench could be stored in poly tanks for transport off-site and treatment.

Design elements - Landfill

Landfill Gas

The site presents a low risk from landfill gas generation perspective, due to the low volumes of waste received. Due to lack of enclosed spaces, there is a low risk of LFG explosion and Council will not have to actively manage gas while operational.

Passive LFG vents to be considered as part of the cap design.

Environmental Management and Monitoring

As the site is unlined, there is currently no leachate extraction or extraction. Any leachate generated from the site can potentially migrate into the underlying soils and groundwater. No other environmental assessment or monitoring is undertaken for emissions at the site including stormwater or landfill gas.

In the near-term future, it is recommended that groundwater monitoring wells are installed to understand upstream and downstream groundwater quality.

As part of the new site layout, locations for sediment ponds have been identified.

Rehabilitation

The final landform has generally been designed to provide a landform conducive to post closure use as open space and to minimise any visual impact on the local community.

The EA does not prescribe the capping standard needed to meet Council's environmental obligation. For the purpose of cap design, we adopted the capping design specification for a Type 3 landfill, as per the Victorian Best Environmental Management Practice (BEMP), Siting, Design, Operation and Rehabilitation of Landfills (2015). While the QLD Landfill guideline contains principles for landfill rehabilitation, it does not detail a specific cap design and adopts a risk-based approach. The Victorian guideline states that a Type 3 cap design is appropriate where a small, rural landfill poses a lower risk, based on meeting the following criteria:

- Suitable buffer distance from sensitive receptors (100m from surface waters, 200m from buildings)
- Receives less than 20,000 tonnes of waste per annum; and
- Wastes are at least 2m above long-term undisturbed groundwater level.

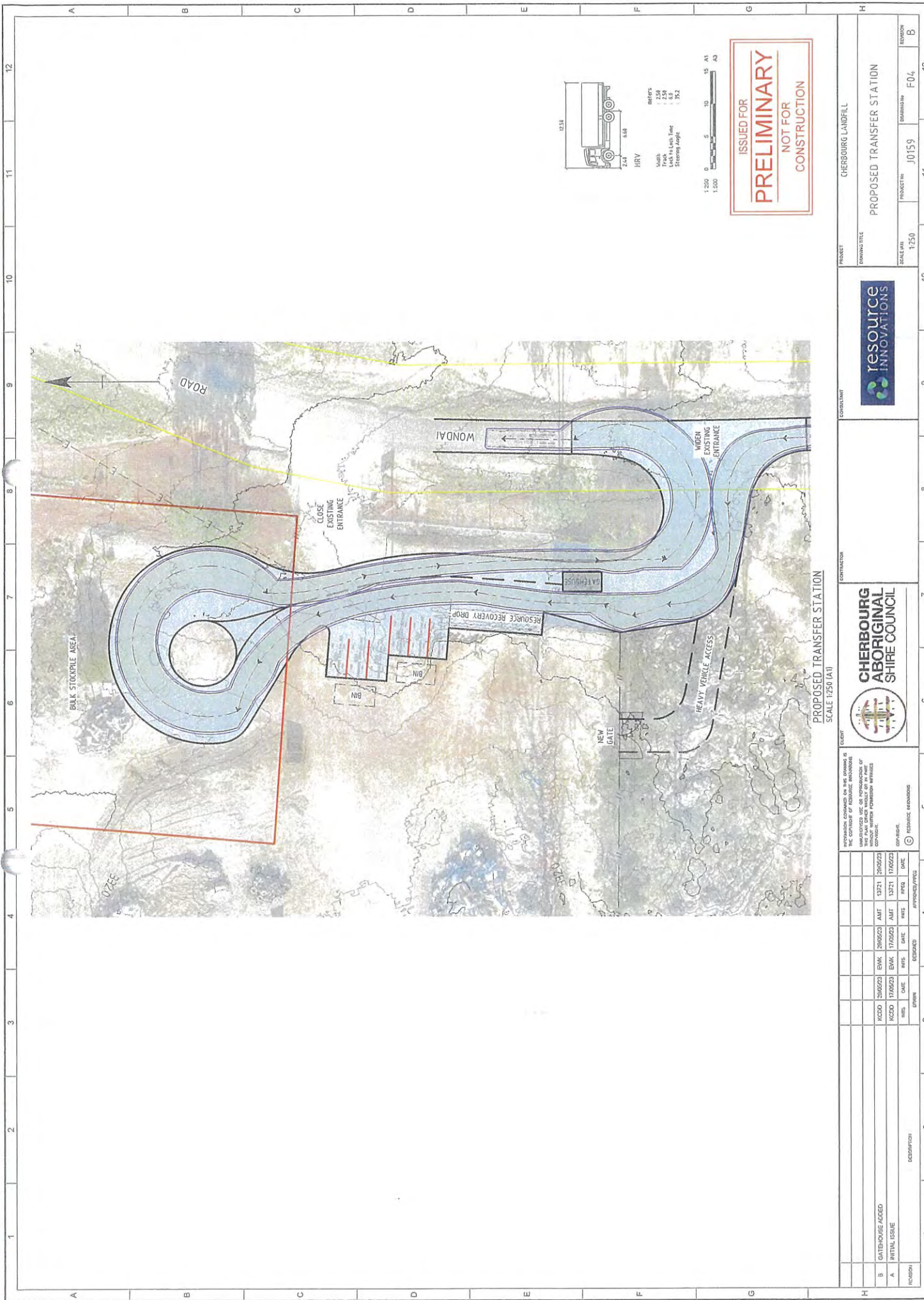
It should be noted that we have insufficient information to determine if waste is within 2m of the groundwater level. However, we note that the landfill has historically used the fill method, on natural ground surface and has not excavated for filling.

The final capping system adopted for the site is illustrated:

Capping Profile
Vegetation (grass species suitable)
Topsoil – 200mm
Subsoil – 300mm
Low permeability clay – 500mm
Interim cover (300mm)
Waste

Appendix A

Overall Site Masterplan



PROPOSED TRANSFER STATION
SCALE 1:250 (A1)

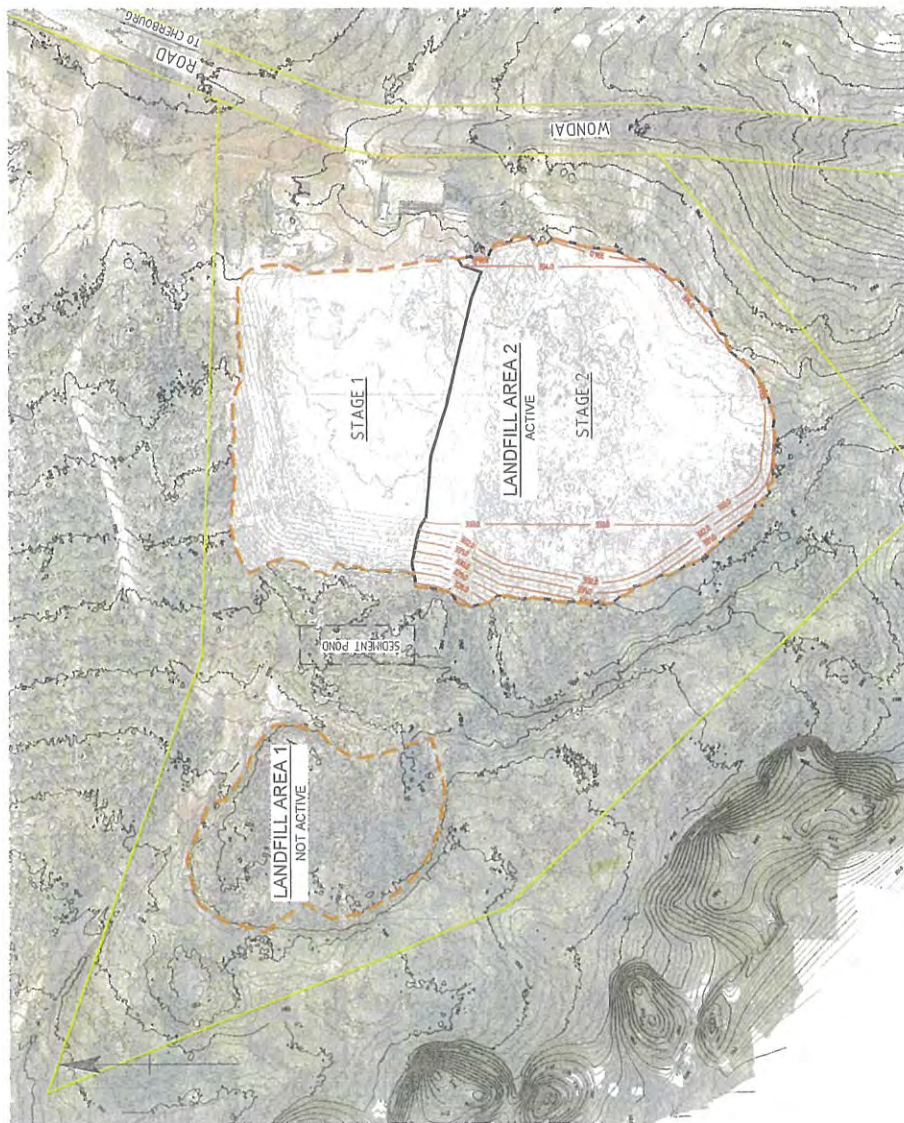
PROJECT		CHERBOURG LANDFILL	
DRAWING TITLE		PROPOSED TRANSFER STATION	
SCALE	1:250	PROJECT NO.	J0159
DATE		REVISION	F04
DRAWN BY		B	

CLIENT		CHERBOURG ABORIGINAL SHIRE COUNCIL	
CONTRACT			
CONTRACT NO.			
CONTRACT DATE			
CONTRACT VALUE			
CONTRACT TYPE			
CONTRACT STATUS			
CONTRACT REFERENCE			
CONTRACT DESCRIPTION			
CONTRACT COMMENTS			
CONTRACT SIGNATURE			
CONTRACT DATE			
CONTRACT LOCATION			
CONTRACT CONTACT			
CONTRACT PHONE			
CONTRACT EMAIL			
CONTRACT WEBSITE			
CONTRACT SOCIAL MEDIA			
CONTRACT OTHER			

NO.	DESCRIPTION	DATE	BY	CHKD	APPD	DATE
1	INITIAL ISSUE	17/05/23	AMT			
2	DESIGN	17/05/23	AMT			
3	ISSUED FOR PRELIMINARY	17/05/23	AMT			
4	FOR CONSTRUCTION	17/05/23	AMT			

Appendix B

Final Landform and Staging



PLAN
SCALE 1:1000 (A1)

VEGETATION (SEEDED GRASS)	
TOPSOIL 200mm	
SUBSOIL 300mm	
FINAL CAPPING 500mm (CLAY MATERIAL)	
SEPARATION LAYER 300mm (CLEAN FILL)	
WASTE	

CAPPING PROFILE

LANDFILL AREA 1
SURFACE AREA 6,170 m²

LANDFILL AREA 2
SURFACE ISLOPE AREAS (m²)

STAGE	PLATEAU	BATTERS
2A	3,940	115.1
2B	1,992	115.1
2C	2,481	156.8
2D	4,691	2,372
TOTAL	12,374	5,951

AIRSPACE VOLUMES (m³)

STAGE	AIRSPACE
2A	3,810
2B	3,441
2C	7,822
2D	13,180
TOTAL	27,541



ISSUED FOR
PRELIMINARY
NOT FOR
CONSTRUCTION

PROJECT		CHERBOURG LANDFILL	
DRAWING TITLE		FINAL LANDFORM STAGE 2	
SCALE (A1)	AS SHOWN	PROJECT NO.	J0159
DATE		REVISION	F03
DRAWN BY		B	

CONSULTANT		resource INNOVATIONS	
CLIENT		CHERBOURG ABORIGINAL SHIRE COUNCIL	
NOTES		<p>INFORMATION CONTAINED ON THIS DRAWING IS UNAUTHORIZED FOR REPRODUCTION OR FOR ANY OTHER PURPOSES WITHOUT THE WRITTEN PERMISSION OF THE CONSULTANT.</p> <p>DATE: 17/05/2023</p> <p>BY: [Signature]</p> <p>FOR: [Signature]</p>	

NO.	DESCRIPTION	DATE	BY	CHKD	APP'D
1	ISSUED FOR PRELIMINARY CONSTRUCTION	17/05/2023	[Signature]	[Signature]	[Signature]

Appendix C

Compliance Assessment Summary

SITE ADDRESS
Enal

CHERBOURG LANDFILL
Jed Harris

SITE
Prepared by

CONDITION	CONSTRUCTION / FILL	EVIDENCE	FINDING	COMPLIANCE ASSESSMENT	RECOMMENDATIONS
Category A: Activity Operating (Landfill) - General					
A1-1	When carrying out environmentally relevant activities, you must take all reasonable and practicable measures to prevent and / or to minimise the likelihood of environmental harm being caused.	Evidence - Site Visit	Non-Compliant There is a general lack of compliance of site operations against the Site Based Management Plan (SBMP), which includes limited or no environmental monitoring and lack of implementation of standard landfill practices. It is considered that all reasonable and practicable measures are not being undertaken to minimise the likelihood of environmental harm being caused. Key areas of non-compliance include lack of implementation of coverage of waste, management of surface water and management of access to tip face.	Non-Compliant	Review of site practices, implementation of operations contract needs to be considered.
A3-1	A Site Based Management Plan (SBMP) must be implemented identifying all sources of environmental harm, including but not limited to the actual and potential release of all contaminants, the potential impact of these sources and what actions will be taken to prevent the likelihood of environmental harm being caused. The SBMP must also provide for the review and 'continual improvement' in the overall environmental performance of all environmentally relevant activities.	Evidence - Site Visit	Non-Compliant This site is generally operated in a non-compliant manner.	Non-Compliant	Report to DSE may result in increased pressure to operate the facility in accordance with the SBMP and standard landfill practices.
A4-1	The registered operator must record, compile and keep all monitoring results required by this document and present this information to the administering authority when requested, in a specified format. All records must be kept for a minimum of two years.	Evidence - Site Visit		Not Able to be Assessed	- Implement environmental monitoring at the site, including installation of groundwater monitoring wells. - Preparation of a risk assessment for the site.
Category B: Activity Operating (Landfill) - Specific					
B1-1	Releasing offensive or noxious odours or any other noxious or offensive airborne contaminants resulting from the authorised activities must not cause a nuisance at any odour sensitive place. This includes the release of dust and/or particles which result from the authorised activities. These must not cause an environmental nuisance at any dust sensitive place.	Evidence - Site Visit Personnel Interviewed - Matt Block	There was no evidence of odour at the site or beyond the site boundary, that would have been considered a nuisance at the time of the site visit. It is not clear if Council retains records of any complaint made by residents, or if any complaints have been received.	Not Able to be Assessed	
D1-1	Noise or vibration from activities must not cause an environmental nuisance at any noise sensitive place or any commercial place.	Evidence - Site Visit	There was no evidence of noise originating from the site, that could be considered offensive.		
Category C: Activity Operating (Landfill) - Operating Controls					
C1-1	The management of the landfill must be overseen by a person who possesses appropriate experience and / or qualifications and who can ensure that conditions of this authority are complied with.	Evidence - Site Visit Personnel Interviewed - Matt Block	Council has an appropriately experienced person that has been appointed to provide management oversight of the site and compliance with EA conditions.	Compliant	
C2-2	The registered operator must ensure that exposed wastes are confined to the operating face of the active waste disposal area and that the operating face is maintained at a minimum practicable size at all times.	Evidence - Site Visit Personnel Interviewed - Matt Block	Partial Compliance The site operates one landfill face, however the face is relatively large, given the amount of waste received at the site and there could be an improvement in active face management.	Partially Compliant	Improve face management practices and reduce active face size.
C3-3	The registered operator must ensure that all wastes accepted for disposal at the site are not disposed of: - beyond any active waste disposal area; and - into waters or floodable areas; beyond the catchment or any leachate collection drains if installed as part of a leachate collection system.	Evidence - Site Visit Personnel Interviewed - Matt Block		Compliant	
C4-4	Deposited waste must be covered at least three times per week: - with earthen material to a thickness of at least 0.2 metres; or - with other alternative material of sufficient thickness and nature to ensure that there is no exposure of waste. For the purposes of this condition, the use of any alternative material must elicit a trial for a period of up to 3 months, such that potential environmental harm (eg. odour, vermin breeding) is assessed and reported to the administering authority upon completion.	Evidence - Site Visit Personnel Interviewed - Matt Block	Non-Compliance Deposited waste was uncovered at the time of the site visit and is not being covered at the frequency mandated in the EA.	Non-Compliant	Improve operational practices to cover waste in accordance with the EA.
C5-5	Earthen material necessary for coverage of deposited waste must be stored and be readily available at the premises to which this approval relates in a quantity sufficient for not less than two weeks operation of the landfill facility.	Evidence - Site Visit Personnel Interviewed - Matt Block		Compliant	
C6-6	An all-weather internal road must be provided and maintained to the working face of the landfill facility at all times.	Evidence - Site Visit Personnel Interviewed - Matt Block		Compliant	
C7-7	The registered operator must not: - allow waste to burn or be burned at or on the site; - nor remove waste from the site and burn such waste elsewhere.	Evidence - Site Visit Personnel Interviewed - Matt Block		Compliant	
Category D: Activity Operating (Landfill) - Environmental					
D4-1	The registered operator must ensure that 'Solid Waste Management Plan' is developed for the landfill which: - details how and where wastes are to be disposed of at the landfill for at least five years into the future (including asbestos wastes, which need to be segregated from general wastes); and - indicates what types of wastes have been disposed of at the landfill in the past, and where they are buried (including reference to maps where possible). The Plan must be consistent with the conditions of this approval, and may be incorporated into the Site Based Management Plan required by Condition (A3-1) of this authority.	Evidence - Site Visit Personnel Interviewed - Matt Block	Non-Compliance There is no Solid Waste Management Plan in place that addresses the condition requirements.	Non-Compliant	This condition is being addressed as part of the Masterplan.
D4-2	Disposal trenches must not exceed 20 metres in length, 4 metres width and 2.5 metres depth.	Evidence - Site Visit Personnel Interviewed - Matt Block	The site does not fill using trenches. Filling is above the natural ground surface.	Compliant	

CONDITION	CONSTRUCTION DETAIL	EVIDENCE	PROVIDE	COMPLIANCE ASSESSMENT	RECOMMENDATIONS
EA-3	There must be no more than one active disposal trench at any one time.	Evidence - Site Visit - Personnel interviewed - Matt Book	Not applicable	Compliant	
EA-4	Ensure that any active waste disposal area is constructed to allow plant and machinery access so that wastes can be effectively consolidated, compacted and covered.	Evidence - Site Visit - Personnel interviewed - Matt Book		Compliant	
EA-5	The embankments of any active disposal area must be maintained to ensure the stability and integrity of construction.	Evidence - Site Visit - Personnel interviewed - Matt Book	The embankments on the active face are relatively steep at the moment and would exceed the maximum allowed as part of the rehabilitation works, to maintain compliance with the Post-Closure Plan	Partially Compliant	Future filling to be completed in accordance with the Post-Closure Plan to ensure external batter grades of no more than 3:4.
EA-6	Soils or other materials used in the construction of any waste disposal cells, above ground embankments, storage ponds and final cover must achieve an in situ hydraulic conductivity which is sufficiently impervious so as to prevent or minimise the release of leachate from the waste disposal area to waters including groundwater.	Evidence - Site Visit		Not Able to be Assessed	
EA-7	The registered operator must ensure that all reasonable and practical measures are taken to ensure the disposal area is operated and managed to minimise the generation of leachate.	Evidence - Site Visit	Non-compliant Practical steps to minimise leachate generation would be restricting the landfill active face and ensuring regular daily cover of waste to meet EA conditions.	Non-Compliant	Reduce active landfill faces Daily cover, at least to meet EA conditions
EA-8	Leachate generated on the site must only be disposed of in a manner such that there is no direct or indirect release of contaminants to any groundwater, stormwater drain, roadside gutter or surface watercourse.	Evidence - Site Visit	There was no evidence of any surface, pooled leachate.	Not Able to be Assessed	
EA-9	Ensure that any leachate or contaminated stormwater generated on the site is collected and conveyed to a leachate storage dam or a lined storage pond.	Evidence - Site Visit	The site does not have any active leachate collection system to collect and retain leachate	Not Able to be Assessed	
EA-10	Leachate or contaminated stormwater which is intercepted and collected on the site may be disposed of: - by evaporation, or - by recirculation back into the areas of the site where waste disposal is taking place, or by spray irrigation over exposed wastes or by disposal to sewer.	Evidence - Site Visit	The site does not have any active leachate collection system to collect, retain and evaporate or re-circulate the leachate	Not Able to be Assessed	
EA-11	Any pond or dam installed at the site which is used for the collection and storage of leachate or contaminated stormwater must be: - constructed of low permeability soils or other material to prevent any direct or indirect release of contaminants through the base or embankments; and - maintained to ensure the stability and integrity of construction; and - constructed and managed so that a freboard capable of preventing overtopping is maintained to store excess volume when annual rainfall is 1 in 10-year recurrence period occurs.	Evidence - Site Visit	Non-Compliant A stormwater pond has not been designed or constructed at the site.	Non-Compliant	Design and construct the stormwater pond
EA-12	Notwithstanding any other condition of this approval, the registered operator must take all reasonable and practicable measures necessary to ensure that the carrying out of the environmentally relevant activities do not cause any adverse effect on public health or any nuisance, particularly in relation to propagation of diseases, by breeding, mosquito breeding, and harborage and/or breeding of rats and other pest organisms and/or vectors.	Evidence - Site Visit - Personnel interviewed - Matt Book		Compliant	
EA-13	In the event of any adverse effect upon public health and/or any nuisance arising from the conduct of the environmentally relevant activities, the registered operator must take all reasonable and practicable measures necessary to: - minimise such adverse effects and such nuisance; and - prevent the likelihood of any recurrence of the circumstances that gave rise to such adverse effects and/or such nuisance.	Evidence - Site Visit - Personnel interviewed - Matt Book		Compliant	
EA-14	The registered operator must use all practicable means to exclude from disposal areas access of birds, dogs and other pest species to that extent necessary to ensure that such birds, dogs and other pest species do not cause any: - danger or risk to the health of any persons; or environmental harm.	Evidence - Site Visit - Personnel interviewed - Matt Book	Partial Compliance The site is fenced, but there are perforations in the fence that permit access by animals. Council are carrying out an active animal management program.	Partial Compliance	Re-instate fencing to complete site
EA-15	The registered operator shall ensure that the movement of litter within the site does not cause environmental harm or nuisance through the use of practical and effective litter control measures and management practices, such measures may include but are not limited to: - minimisation of areas of uncovered waste; - frequent applications of cover material to deposited waste; - the use of litter traps or other devices around the perimeter or other places; and - the implementation of regular litter collection program that includes cleaning of site perimeter fencing.	Evidence - Site Visit - Personnel interviewed - Matt Book	Partial Compliance The site is fenced and there is a permanent fence at the top of the landfill active area. This captures most litter, but there is evidence of wind-blown litter around the site.	Partial Compliance	More regular waste covering Utilise relocatable litter screens Litter picking as part of normal operations.
EA-16	Where litter is blown or washed from the premises to which this approval relates in amounts that are significant in scale or extent, the registered operator must take all reasonable and practicable actions to remove the litter and ensure that it is disposed of in an appropriate manner.	Evidence - Site Visit - Personnel interviewed - Matt Book		Compliant	
EA-17	The registered operator must ensure that signs are erected at the entrances to the site and in a prominent position on the site, and be maintained in good repair to provide at least, the following: - details of wastes which can be accepted at the site and wastes which are prohibited; - advice that when the site is closed, that unauthorised dumping of waste is prohibited and the location of the nearest waste disposal facility; - advice prohibiting the lighting of unauthorised fires on the site, the location of the tipping floor; and - the location of any waste storage and recycling areas.	Evidence - Site Visit		Compliant	
EA-18	The registered operator shall provide and always maintain a sufficient firebrake/s which meets the satisfaction of the Regional Fire Commander.	Evidence - Site Visit	The site has firebreaks around the site. It is not evident if these have been assessed or approved by the Regional Fire Commander.	Not Able to be Assessed	

CONDITION	CONDITION DETAIL	EVIDENCE	FINDING	COMPLIANCE ASSESSMENT	RECOMMENDATIONS
E12-1	Scavenging of materials from the waste disposal area is prohibited except where a written agreement exists between the registered operator and an approved scavenging contractor. Food, clothing, bedding, toiletries and other personal effects are not permitted to be scavenged from the site.	Evidence - Site Visit		Compliant	
Water Accumulation and Degradation Controls					
E13-1	This approval permits only the following wastes to be disposed of at the place approved to receive waste by this approval: -domestic waste, commercial waste, domestic clean-up waste; -construction or demolition waste; industrial waste; -garden waste; putrescible waste; solid inert waste; -limited regulated waste.	Evidence - Site Visit Personnel interviewed - Matt Book		Compliant	
E13-2	The registered operator must take all reasonable and practicable measures to achieve compliance with condition (E13.1), and to prevent unauthorised access to the waste disposal facilities.	Evidence - Site Visit Personnel interviewed - Matt Book		Compliant	
Limited Regulated Wastes					
E14-1	Limited regulated waste may be disposed of in the general waste stream provided the quantity of limited regulated waste received at the facility in a year is not more than 10% of the total waste received at the facility in any calendar year.	Evidence - Site Visit		Not Able to be Assessed	
E14-2	Limited regulated waste disposed of at the landfill must only be in a solid form.	Evidence - Site Visit		Not Able to be Assessed	
Other Regulated Wastes					
E15-1	The following conditions must be complied with in temporary storage of Regulated Waste: Used wet cell batteries must only be stored at the waste disposal facility for a period of up to one (1) month and must be stacked in an upright position and stored in an area designated for this purpose. Where storage of waste batteries is to occur for periods of longer than one (1) month they must be stored in a covered enclosure which has been bonded to contain spillage and leakage. (i)Waste Oil Waste oil must be temporarily stored in receptacles at the waste disposal facility, and the receptacles must: -be clearly marked with the words "Waste Oil" and "Flammable"; -be stored in a secure, locked, and well-ventilated area, and have a secure in place to prevent rainwater entry and spillage (if knickered over), and have a filling mechanism which prevents rainwater entry. (ii)Landfilling Where it is impractical to completely roof a bonded area, the registered operator must ensure that all spilled materials in bonded areas are cleaned-up as soon as practicable. The base and walls of all bonded areas must be maintained free from gaps or cracks. (iii)Types Used tyres temporarily stored at the waste disposal facility must be stockpiled: -in a designated area; -with no more than 500 passenger tyre equivalents in whole or equivalent parts at any one time.	Evidence - Site Visit		Compliant	
Asbestos Management					
E15-2	The following conditions must be complied with in the disposal of all forms of asbestos waste: Council must ensure that the community is aware of correct procedures for handling and disposing of asbestos wastes, including notifying a Council officer before taking them to the landfill, segregating and wrapping asbestos waste (with appropriate plastic) before taking them to the landfill. There must be adequate signage at the landfill to advise the community of the rules relating to disposal of asbestos wastes. The asbestos waste must be disposed of: -to a designated asbestos disposal pit(s) where no excavation takes place following the disposal of asbestos waste within the pit. -to a designated asbestos disposal pit(s) where excavation takes place following the disposal of asbestos waste within the pit, and at the bottom of the current working face of the landfill unit (the disposal pit) and immediately covered with at least 1 metre of waste. The asbestos waste, the asbestos waste disposal pit or disposal place as the case may be, and all areas within 2 metres of the disposal place must be clearly marked with a 2 metre buffer area must remain undisturbed following the waste disposal operation (including not placing the waste in a position where any gas extraction wells are likely to be necessary or drilling any gas extraction wells through the waste deposit). Plant and equipment must be available for any necessary preparation of the disposal place upon receipt of the asbestos waste. The asbestos waste must be contained within the final landfill unit at a minimum distance of two (2) metres from the surface and the base of the final landfill unit, excluding any final cover system required as a condition of this environmental authority (where final landfill unit means that deposition to the landfill unit has ceased).	Evidence - Site Visit		Not Able to be Assessed	
Clinical Wastes Management					
E16-1	The waste disposal facilities within Chesham (a scheduled area) may only accept a limited amount of clinical waste (up to the tonnes per year) from sources that are within Chesham.	Evidence - Site Visit		Compliant	
E16-2	(Clinical waste must be disposed of under supervised burial conditions, meaning that: (i)a local government representative should supervise the immediate burial of the waste; (ii)clinical waste should be deposited at the lowest edge of the landfill working face or excavation; (iii)waste should be covered with a minimum of 1 metre of waste or clean fill; (iv)the waste disposal area should be at least two metres from the proposed or design edge of the landfill; (v)the location of the deposited waste should be marked on the landfill site map; (vi)clinical waste should be at least two metres below the final surface of the landfill; (vii)the name and address of the generating premises(s), and the amount and type of waste deposited should be recorded; and (viii)a copy of this information should be given to the person depositing waste for their record.	Evidence - Site Visit		Not Able to be Assessed	
Prohibited Wastes					

CONDITION	CONSTRUCTION DETAIL	EVIDENCE	FINDING	COMPLIANCE ASSESSMENT	RECOMMENDATIONS
E17-1	<p>The following wastes must not be accepted onto the site:</p> <ul style="list-style-type: none"> aqueous waste streams or any waste capable of yielding free liquids (does not include leachate or condensate arising from gas collection within the site); recrystallised solvents and chemical wastes and liquid pharmaceuticals from related waste streams; any other waste that is not listed in the following categories: -S8 pharmaceuticals; -all radioactive wastes, unless otherwise approved under the Radioactive Substances Act 1956; -synthetic wastes (where co-disposed with other potentially combustible material); and explosives and ammunition, pyrotechnics or propellants, apart from trace residues no longer capable of supporting combustion or an explosive reaction. 	<p>Evidence</p> <ul style="list-style-type: none"> - Site Visit - Personnel interviewed - Matt Book 		Compliant	
E17-2	<p>No wastes that exhibit any of the hazard characteristics listed in Schedule 6 - Table 2 must be stored at the waste disposal facility.</p> <p>Hazard Characteristics/Description of The Hazard Characteristics:</p> <ul style="list-style-type: none"> Ignitability - Regulated waste that is capable of causing a fire when ignited through friction, absorption of moisture, or spontaneous chemical changes under standard temperature and pressure. Corrosivity - Regulated wastes which on dissolution exhibit a pH of 2 or less, or 12.5 or greater. <p>In the event that the registered operator becomes aware of prohibited waste being commingled in any waste stream the registered operator must:</p> <ul style="list-style-type: none"> stop the waste stream; remove the prohibited waste and store in a proper and efficient manner; notify the person who sent the prohibited waste to the premises to which this approval relates of the detection of prohibited waste in the waste received; as soon as practicable arrange for a person who can lawfully transport such waste to collect such waste; arrange for the person transporting the prohibited waste to transport such waste to a facility that can lawfully accept such waste; and produce the following records: <ul style="list-style-type: none"> -name and address of the person(s) who generated the prohibited waste (if such person(s) can be reasonably identified); -name and address of the person(s) who transported the prohibited waste (if such person(s) can be reasonably identified); -date of disposal; -quantity of prohibited waste; -date of disposal; <p>For the purpose of this condition, "prohibited waste" means a waste that is not permitted to be accepted at that landfill facility by a condition of this approval.</p>	<p>Evidence</p> <ul style="list-style-type: none"> - Site Visit - Personnel interviewed - Matt Book 		Compliant	
E17-3	<p>The registered operator must:</p> <ul style="list-style-type: none"> - implement waste management practices that will ensure that recyclables are diverted from landfill where practicable; and - identify and implement opportunities to improve the waste management practices employed including information and education packages for waste generators to assist in maximising the diversion of recyclable materials from the landfill. 	<p>Evidence</p> <ul style="list-style-type: none"> - Site Visit - Personnel interviewed - Matt Book 		Not Able to be Assessed	
E18-1	<p>The registered operator must implement interim closure management for landfill units that are a landfill facility that are no longer accepting waste.</p> <p>For the purpose of this condition, interim closure management must include at least the following:</p> <ul style="list-style-type: none"> - the installation of an interim cover system that is designed with effective drainage systems to prevent/ minimise erosion and water ponding; and - a stabilisation program including practicable measures for revegetation and/or mulching. 	<p>Evidence</p> <ul style="list-style-type: none"> - Site Visit - Personnel interviewed - Matt Book 		Compliant	
E19-1	<p>The registered operator must develop and provide to the administering authority a draft landfill post-closure management program for review and comment at least six (6) months before the expected final receipt of waste in the landfill facility.</p>	<p>Evidence</p> <ul style="list-style-type: none"> - Site Visit 		Compliant	
E20-1	<p>The landfill post closure management program must include details of at least the following: the total waste volumes or tonnages of the landfill facility being closed;</p> <ul style="list-style-type: none"> - the design of a final cover system including thickness and permeability of cover layers and any lateral drainage layers; - the erosion prevention system that is designed with effective drainage systems to minimise erosion and to minimise water ponding; - the revegetation and stabilisation program for the landfill to minimise final cover erosion and final cover species root penetration through to the waste pit; - the procedures for maintaining and operating any stormwater management system; the procedures for maintaining and operating any leachate collection system; - any leachate control procedures; - the proposed final use of the premises to which this approval relates during and after the rehabilitation program; and - the expected date the registered operator intends to begin rehabilitation activities and the expected time-lines to implement the program. <p>For the purpose of this condition, the landfill post-closure management program must be effective in preventing and/or minimising the likelihood of environmental harm being caused or allowed. The program must include measures and schedule timeframes to:</p> <ul style="list-style-type: none"> - monitor and maintain structural integrity and effectiveness of the final cover system, particularly for erosion and subsidence of the cover system and - monitor any leachate, surface water, receiving water and groundwater monitoring system at a frequency sufficient to detect any release of contaminants to water resources. 	<p>Evidence</p> <ul style="list-style-type: none"> - Site Visit 	<p>The site is still active and this condition does not apply while site is active.</p>	Not Able to be Assessed	
E20-2	<p>The landfill post closure management program must include details of at least the following: the total waste volumes or tonnages of the landfill facility being closed;</p> <ul style="list-style-type: none"> - the design of a final cover system including thickness and permeability of cover layers and any lateral drainage layers; - the erosion prevention system that is designed with effective drainage systems to minimise erosion and to minimise water ponding; - the revegetation and stabilisation program for the landfill to minimise final cover erosion and final cover species root penetration through to the waste pit; - the procedures for maintaining and operating any stormwater management system; the procedures for maintaining and operating any leachate collection system; - any leachate control procedures; - the proposed final use of the premises to which this approval relates during and after the rehabilitation program; and - the expected date the registered operator intends to begin rehabilitation activities and the expected time-lines to implement the program. <p>For the purpose of this condition, the landfill post-closure management program must be effective in preventing and/or minimising the likelihood of environmental harm being caused or allowed. The program must include measures and schedule timeframes to:</p> <ul style="list-style-type: none"> - monitor and maintain structural integrity and effectiveness of the final cover system, particularly for erosion and subsidence of the cover system and - monitor any leachate, surface water, receiving water and groundwater monitoring system at a frequency sufficient to detect any release of contaminants to water resources. 	<p>Evidence</p> <ul style="list-style-type: none"> - Site Visit 	<p>The site is still active and this condition does not apply while site is active.</p>	Not Able to be Assessed	
E20-3	<p>For the purposes of preventing and/or minimising the likelihood of environmental harm being caused as a result of deposition of waste, the registered operator must, following cessation of deposition of waste in the landfill facility, conduct post-closure monitoring for:</p> <ul style="list-style-type: none"> - a period of 30 years; or - such shorter period until it is demonstrated to the administering authority in a competent manner using factually correct information that the landfill unit(s) within the landfill facility and surrounding site are geotechnically stable and that no release of waste materials, leachate, uncontrolled landfill gas or other contaminants to the environment is likely. 	<p>Evidence</p> <ul style="list-style-type: none"> - Site Visit 	<p>The site is still active and this condition does not apply while site is active.</p>	Not Able to be Assessed	



This report has been prepared by Resource Innovations Pty Ltd for Council in accordance with the terms and conditions of the engagement letter.

This report has been prepared based on market rates and information sourced from Council along with numerous assumptions that drive the financial forecasting. Changes to either the rates of underlying assumption may have a material impact on the findings and results. Resource Innovations does not accept any responsibility for any use of or reliance on the contents of this report by any third party.

Resource Innovations
ABN 31 151 977 418

PO Box 2143, Brighton Qld 4017
07 3869 1660
info@resourceinnovations.com.au
www.resourceinnovations.com.au

Environmental Services Support Program (ESSP) Review

Artwork created by Mirrie-Jane Kool and Kaitiaki

Cherbourg Aboriginal Shire Council (CASC)

Program Officers: Selma Kum Sing & Clayton Abreu

This document is a guide to assist and inform Council of the current support underway to achieve Councils environmental goals and aspirations as outlined in the Outcome Summary document presented to CASC May 2022.

This document is subject to review and alterations at the discretion of Council management team.

Landfill Observations – Seven (7)

Status	Completed	In progress	In Progress	LWMP	LWMP	In Progress	LWMP
Observations (LWMP – Local Waste Management Plan)	1. Minimal segregation of waste streams was observed which has the potential to limit opportunities for future reuse, recycle and energy recovery activities.	2. Wastes are currently piled on surface of lands, as opposed to burial in permitted cells, creating significant vector breeding grounds and negative aesthetic value to community, including odour issues.	3. Minimal procedures are in place to support operational and maintenance requirements of the facility	4. Council indicated a desire to invest resources in the current landfill with a view to optimising future operations	5. Council indicated a desire to construct fire breaks around landfill	6. Operational staff advised of illegal dumping in the region and a willingness to perform compliance activities to minimise events	7. Three large gum trees adjacent to the landfill appeared to be dead or dying. This may be an indication that leachate generated by the wastes at the landfill.

Summary – The development of a Local Waste Management Plan will identify opportunities to improve all outcomes of Observations identified in the Outcome Summary.

Observation 1 & 2 – Stockpile waste removed; daily landfill management current in place, waste segregation streams have been arranged at the landfill. Reduction in vector breeding and increase positive aesthetic value for community. In addition to the specific requirements are being developed to identify recycling and reuse opportunities that may be identified under the Local Waste Management Plan. Recycling collection service in place supported by DES – funding Community Awareness Campaign.

Observation 3 - The development of Site Based Management Plan consolidates the work activities and formalises the operational procedures required for the landfill. This work has not yet commenced. The commencement of landfill clean up and dedicated positions managing the landfill that significantly improved the operational and maintenance process for this site. This work to be aligned to the adoption of the local waste management plan.

Observations 4,5 & 7 - Post Council approval of the finalised Local Waste Management Plan, Council may wish to engage the ESSP to support specific initiatives.

Observation 6 - Littering and Illegal Dumping (LID) team – Grant application successful, funds provided for .6 Illegal dumping position, cameras for landfill, and littering and illegal dumping signage.

Environmental Goals – Increasing the level of compliance with the Environmental Authority correlates directly with increased environmental scores and reduced environmental risks, therefore providing increased protection levels to environmental values surrounding and within the Cherbourg Community. Based on the activities undertaken by CASC the environmental scores have doubled, which demonstrates a positive trend to reaching compliance.

Sewage Treatment Plant Observations – Seven (7)

Status	Completed	Completed	In Progress	In Progress	In Progress	In Progress	Completed
Observations	1. Pump Stations did not appear to have had “baskets” installed to catch large foreign objects to prevent them from entering the pumps, causing malfunction and overflow	2. Pump Stations are not capable of working without mains power.	3. Pump Stations do not have a surrounding bund installed to catch overflow of raw sewage in the event of an overflow event	4. Facultative ponds (primary treatment ponds) do not have aerators installed to increase oxygen in effluent and promote bacterial treatment of sewage	5. Minimal procedures are in place to support operational and maintenance requirements of the facility	6. Community Education for proper use of the toilet.	7. Regulated wastes removed from raw sewage at the screening area of the sewage treatment plant are not being regularly removed, and remain on-site in waste bins

Summary - activities and actions that have contributed to addressing observations outlined in the Outcome Summary.

Observation 1 & 2 – Basket installed; larger pumps has been installed reducing overflow incidents at PS 2 & 3.

Observation 3 – Bund has been recommended due to proximity to local waterway. Bunding process is currently underway for CASC to complete.

Observations 4 – Improved water management through reduced blockage and increasing flows.

Observation 5 - The development of Site Based Management Plan consolidates the work activities and formalises the operational procedures required for STP. This work has not yet commenced. Public Health have commenced QR code process for weekly activities, further work from ESSP required to align with Environmental Authority compliance.

Observation 6 – Issues with for foreign items in baskets, nil issues have been reported since initial visit May 2022. Need to review with Operational team.

Observation 7 – Regulated Waste removal processes are in place; this recommendation has been completed.

Facultative Ponds – Significant erosion around Ponds 1 & 2 potentially impacting on the integrity of the pond infrastructure. CASC awaiting Engineer review and WFQ funding to address issue.

Local Waste Management Plan

Focus Area	Observations	Details	Lead Body	Outcome	Timeframe
Local Waste Management Plan	Funding	<p>Local Waste Management Plan The ESSP has supported Council to collaborate with DES and Peak Services to support development funding envelopes. The development of a Local Waste Management Plan supports legislative requirements under the <i>Waste Reduction and Recycling Act 2011</i> for each LGA to have a waste management plan,</p> <p>Landfill Clean-up/Recycling Campaign The ESSP has also supported the development of initial funding proposals for Council to procure prioritised services and/or plant & equipment to support waste and resource recovery priorities. Proposals have included training requirements where appropriate.</p> <p>MRF Expansion Council have identified the need explore expansion of Material Recycling Facility to accommodate inclusion of surround Councils recycling waste. Explore opportunities to increase stockfeed and recycling options. ESSP and Office of Circular Economy are providing advice to support this activity.</p>	Cherbourg Aboriginal Shire Council in conjunction with Peak Services and the ESSP team, Office of Circular Economy and Anne Prince Consultancy	<p>Sustained waste management practices that align to CASC aspirations and contribute to the states zero waste ambitions.</p> <p>Submissions of funding requests currently being developed.</p> <p>At the discretion of Council</p>	3 Funding envelopes are currently being developed – Estimated Completion of funding submission July 2023.

Council Aspirations

Additional improvements	Details	ESSP Activities	Council identified Timeframe Goals
Landfill			
Plan to beautify and invest in natural pest control barriers around the current landfill site -	Undertake beautification and natural pest control activities to reduce flies and vermin and address community complaints	Investigate & provide advice	LONG TERM 12 months
Buy Back / Recycle Shop	Through improved segregation of waste and daily oversight of landfill, there is an opportunity to target the reuse and recycle of unwanted goods through the establishment of a buy back/ recycling shop.	Investigate & provide advice	LONG TERM 12 months
Backburning of adjacent country to the current landfill site	Enable backburning process to prevent landfill fires expanding into community.	Provide advice as required	MEDIUM TERM 3-6 months
Outsource management of landfill operations to a third-party.	Future goal is to contract out landfill management, with requirements to maintain employment of local community members.	Provide advice as required	LONG TERM As indicated by Council.
Environmental Issue			
Revegetation of Waterway (Figure 2 Barambah Creek below)	Councillors have noticed in local fishing areas the water is cloudy and they are noticing different fish species in their waterway.	Investigate and provide advice	MEDIUM TERM 6-12 months Support by DAF
STP - Pond			
Redundant Sewage Pond (at entry of community) Council indicated they would like to re-use the redundant pond in a different way that would provide an improvement in aesthetic value on entry to the community	Provide options for Council to consider. Option – Constructed wetland*	Program Extension to provide advice	LONG TERM
What is Constructed Wetland? <ul style="list-style-type: none"> Constructed wetlands are an engineered, purpose-built way of mimicking nature's ability to clean, treat and polish contaminated water. They employ the natural ability of wetland vegetation that is endemic to the area of interest, and natural soils to provide targeted habitat for the organisms needed to absorb / digest nutrients, metals and other contaminants in waters that are diverted through the constructed wetlands. In turn the constructed wetlands provide important local habitat for many fish, birds, reptiles, amphibians and small mammals which together provide increased aesthetic and environmental value to the surrounding area. Constructed wetlands are known to "slow down" water such as stormwater and provide opportunity for sediments to "drop out" of the water column, therefore reducing sediment loss around waterways. Many large local government bodies, mine sites, sewage treatment plants, quarries and aquaculture facilities are now using constructed wetlands to greatly improve their water quality outputs, reduce sediment loss, create "sediment sinks", retain precious water for longer, and prevent community flooding events. 			

In the context of Cherbourg Aboriginal Shire Councils potential use of constructed wetlands, it is considered a natural way of polishing previously treated sewage effluent, reduce the demand for irrigating the effluent, and create a community benefit in adding a parks and gardens space where community can sit and enjoy the increased biodiversity, wildlife and aesthetic improvements to their community.			
Other			
Water Security		Investigate options to capture storm water runoff	Currently being support by Federal Government.

END OF REPORT

6. Community Services Department

COMMUNITY SERVICES REPORT

June - July 2023

**RADIO*

**IKC*

SPORTS & REC

**YAG*



Sports Complex

Report attached.

Radio Station

Business as usual

- Manager on leave (report not submitted).

IKC (Library)

Report attached.

IYCC Yag Project

Report attached.

The Community Services Upcoming Events:

- | | | |
|------------------------------|---|--------------------------------|
| • Under 8's Day | 17 th May | Completed (Excellent feedback) |
| • Flipside Circus | 25 th May | Completed |
| • Yag Leadership Camp | 24 th June – 27 th June | |
| • Brian Kerle 3x3 Basketball | 30 th June | |
| • Naidoc Community Awards | Tuesday 4 th July | |
| • Yag Naidoc Ball | Wednesday 5 th July | |

Meetings Attended:

- Interagency (May) minutes attached.
- Community Services meetings/Tool talks
- S&R

LGAQ Funding

- Suitable space for up to 10 workspaces (location identified – IKC), council staff to view and take photos (Photos taken & sent)
- 2 rooms – 1 room with videoconferencing and a desk/computer for taking meetings/phone calls privately, and the other room would be the shared common space with the remaining desks/computers (all quotes submitted and we are awaiting response from LGAQ)

2


NAIDOC CALENDAR

Monday	3 rd	CRAICCHS – Elders Morning Tea at Ny Ku Byun
Tuesday	4 th	COUNCIL – Community Awards Day (Anzac Memorial Park)
Wednesday	5 th	Ny Ku Byun Elders Day & YAG Naidoc Ball
Thursday	6 th	Nil
Friday	7 th	Holiday

Naidoc Week was extremely hectic time for all Community Services employees but was enjoyable time for community, a DEADLY time had by all. I would like to thank Council attending the events and showing your support.

The next project will be to help organise the Cherbourg Golden Oldies, DATSIP have given us funding and we have also gained a favourable submission application from NIAA. The Golden Oldies event will be on Saturday 30th September 2023. I have attached a draft copy of the invitation.

This ends my report for the months of June/July 2023



Edwina Stewart

Community Services Manager

Cherbourg Sports Complex Report

June – July Monthly Report 2023

- Number of children are down this month with about only 20 - 30 children attending sports complex. Staff are trying to make sense of why numbers are down, like the cold weather, the flu virus going around community or the break ins; family wanting to keep children home to be safe. We are going to have a meeting and talk about what we can do to re-boost our numbers and run activities here at the sports complex.
- With Boxing trainer away and on leave community people asking about boxing program including just training we have just engaged a relieving trainer as our new boxing coach until his return. Also engaged casual S&R, who will be employed as staff members.
- We have not had any men's group this month (June). Due to flu that was going around plus sickness of complex staff and their family members this month.

Basketball – Sorry not sure if I add to last month report. We had our u15, High School Girls and u18 boys' final on Tuesday 13th June 2023. The boys in both the u15's and 18s lost their games with the High School Girls winning for a second time in a row.

Under 18 – The boys only had 5 players turning up for the grand final and coach had returned after a 1 game band. They played to the best of their ability with what they had. At the end of the game in the last seconds we had 2 players foul out leaving us with 3 players who played till the end. It was a tough game for our boys most coming from a rough game of footy from school. All in all, I can say I am proud of how the boys preformed even though we lost.

High School Girls – The girls done well in their game running out winners for the second season in a row. Thanks, Cherbourg Women Shelter, and CTC for helping us out with transport to and from the basketball games, as well as Cherbourg Council for making this happen for our children.

U15 – This is a boy's comp although we did not have a team, we had players from Cherbourg represent, their families, our community, and our complex in their respected teams. There were 2 players in the same team from home playing in the grand finale. Both played an impressive game, but unfortunately didn't get the win.

U12 - In our junior's games of mixed gender we had players in both teams battling out for bragging rights this for 1st season 2023, which was the Suns, who had 6 Cherbourg players. They played and defeated Thunders, we had 2 players from home making up their team.

This season/year we had 52 children sign up for basketball. Next season starts on the 13th of July 2023; however, Cherbourg sports complex is not putting in any teams. We are trying to support families to be more involved, in their children's sport, including parents taking their own children to play sports.

H.

Community Football - Legends of League and community footy players meet community people on the 7th of July. They put a BBQ on and yarned, signed autographs and played cricket and basketball with the children and parents until it was home time 4:30pm. Darling Downs Health and Cherbourg Council supported this.

Holiday Program – The week before the holidays started, we had a break in at the sports complex with damages to office, kitchen & 3 storerooms. Staff spent most of the holidays cleaning up the mess and insuring damages were fixed to the best of our abilities. Things we could not fix other Cherbourg Council workers (carpenters, glazers & electricians etc) came and helped fix it. We put locks on everything and cleaned what we could. We are now waiting for the wi-fi and fire extinguishers to be fixed and restored and for the office floor to be cleaned this week (10th - 14th July).

YAG – YAG invited some of the older children from the sports complex to be part of their holiday program. 2 of their main activities where the holiday trip to Gold Coast and their NAIDOC Ball which they held at the sports complex.

YAG Holiday Trip

- During the first week of school holidays male staff member and some of our senior children went on a 4-day trip/camp with the community youth group - YAG.

NAIDOC Ball

- The YAG group also held their NAIDOC Ball here at the sports complex, it was a great turn out and we were very happy to see some of our younger children and youth taking part in the ball. Staff helped with decorating the complex as well as tidying the building before and after the ball.
-

Other Business

- Staff would like to run a few new programs for children and adults but need to have planning meeting first and will give feedback in the next report.
- Unsure of when to let children back of whom we banned from the complex (Children who broke in). Would like to run a program for them, because we do not want to exclude from any of our programs either. Would like to meet up with some council members, open for any suggestions to steer them in making smart, good and safe decisions.



Council Report For the month June/July 2023

Centre usage

For the month of June/July 2023

The centre has been utilized 71 by the following:

Meetings.

Parent Net Meeting with young mothers.

Graphic Arts workshop with community members.

First 5 forever program

IKC staff helped out with the NAIDOC festivities

COMMUNITY INTERNET USERS.

Adults checking emails.

Centre link clients job search.

After school children using computers/iPads

Graphic Arts design workshop

Indigenous Youth Connection to Culture (IYCC)

Youth Advisory Group

June 2023 / July 2023

Update

- YAG have started moving into the shop at the emu farm.
- We are planning a BBQ for membership drive.
- YAG in the process of putting together garden beds.
- Youth Officers and male sport and rec officer attended youth leadership camp at the Gold Coast. 12 young people attended the camp. Young people participated in Team activities, rock climbing, stand up paddle boarding, beach games, a visit to Left Bank Art studio, art workshops and a day out at the Broncos V Titans game at Suncorp.
- Fabric Designs with Julie Appo have now been completed. Discussions will be held for upcoming Fashion Parade.
- NAIDOC Ball went well. We have had of positive feedback.
- Due to preparations for NAIDOC Week, and staff on leave, no YAG meeting for July. Next meeting will be held in August.