

### 3. Corporate Services

# CASC FINANCE REPORT AS AT 31 AUG 2023



**Whole of Council Financial Summary :**

The Cherbourg Aboriginal Shire Council made a net operating Profit of \$ 87,910 for the month ending Aug 2023 with operating surplus ratio of 2.16% .The forecast ratio for the year is - 21.5%. The operating surplus ratio is within the recommended benchmark (0%-10%). The main reason for the surplus is the inclusion of advance cash receipt for SGFA funding of \$2 Million .

a. **Fees and Charges** :Timing issue. Need to process Manual journal for services charges rental offset.

**b. Sales & recoverable works:**

- Major Upgrade income is below the budget . \$550K variance .
- MRF stock income is zero. Budget amount for Aug is \$ 45K

c. **Materials & Services:** The variance is due to Insurance invoice paid in advance for full year renewal.

d. **Depreciation** : Assets have not been carried forward yet. Depreciation amount Is the forecast amount for two months .

e. **Other Income** : Incentives income is zero .

**f. Bank Balances:**

Cash at bank as at 31 Aug is \$11.10 M with restricted cash component ( contract liability ) is \$3.13 M. So, available cash balance after satisfying the performance obligations is \$7.97M.

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## ACCOUNTANT COMMENTARY OF INCOME STATEMENT- DEPARTMENT

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### Community Services :

#### Employee Costs :

- Indigenous Cultural connection grant employee cost not budgeted . Actual figures is \$16K

### Corporate Services :

**Fees and Charges** :Timing issue. Need to process Manual journal for services charges rental offset

#### Employee costs :

- **SGFA admin wages is underspent by \$57K**
- **On cost** Admin recoveries for Workcover/WH/FBT/Training not budgeted but actual figure \$44K is reducing employee expenses account.

### Housing :

**Materials and Services** : \$369K variance . This is due to Insurance invoice paid in advance for full year renewal \$ 438K.



## **Economic & community development :**

### **a. Grants & subsidies :**

- IEDG grant need to transfer from 4002 cost centre .There is no separate IEDG/SGFA grant this year. Department consolidated three separate funding programs into one Indigenous Councils Funding Program (ICFP)
- Illegal dumping round 2B grant not received : \$34.5K

### **b. Sales & recoverable works :**

The variance is due to

- Major Upgrade income is below the budget . \$550K variance .
- MRF stock income is zero. Budget amount for Aug is \$ 45K

### **c. Employee Cost :**

- Carpenters, project management , painters, MRF ,processor , DAF & SSQ combined total overspent by \$119K. Its offset by \$62K underspent in Fujitsu, joinery, yard, Cattle farm e.t c Wages e.tc

## **Operations :**

**Grants & subsidies :** timing issue for FAGS funding . EOY prepayment amount will offset the variance

**Thanks for your time to read my report.**

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**Dol Ranabhat, Finance Manager**

**Cherbourg Aboriginal Shire Council**  
**Operating Actual Vs Budget**  
**FY 2023-2024**

**August**

**YTD Operating Income**  
**Actual** \$4.07M  
**Variance** \$1.02M **▲33.5%**

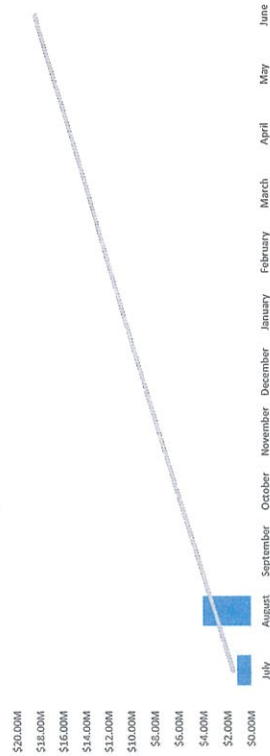
**YTD Operating Expenditure**  
**Actual** \$4.02M **(\$0.30M) ▲(7.4%)**

**Operating Surplus Ratio**  
**2.16%**

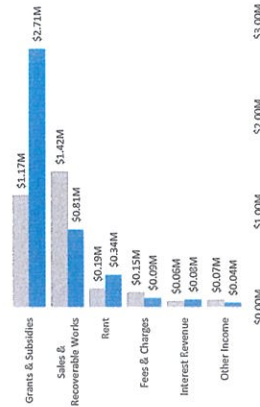
**Budget** **Actual**  
**Positive Variance** **Negative Variance**



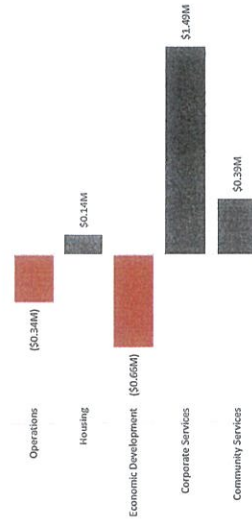
**Total Income - Actual vs Budget**



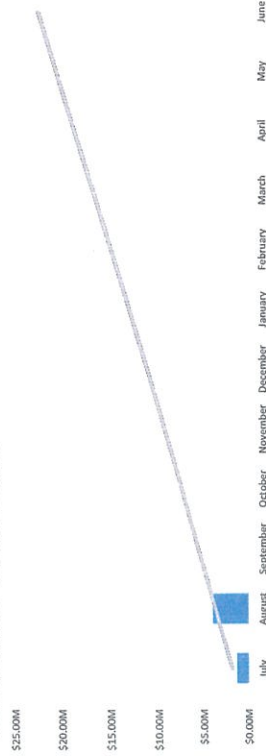
**Income YTD**



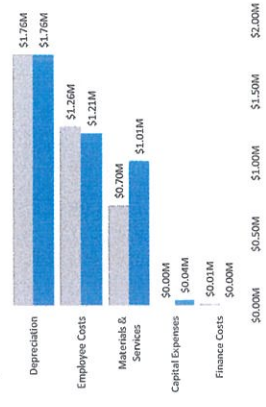
**YTD Income Variance By Directorate**



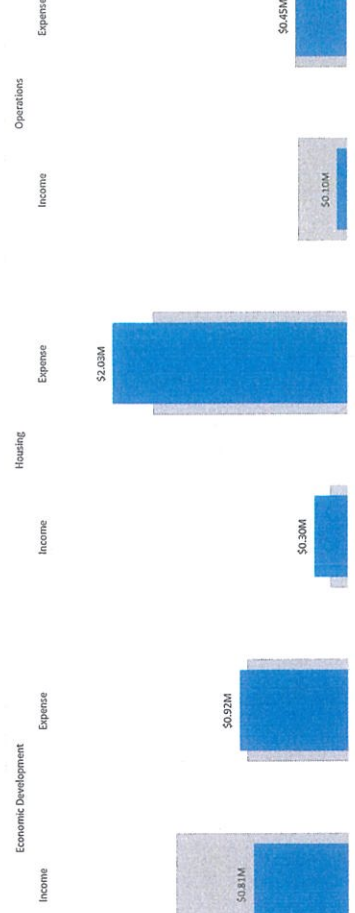
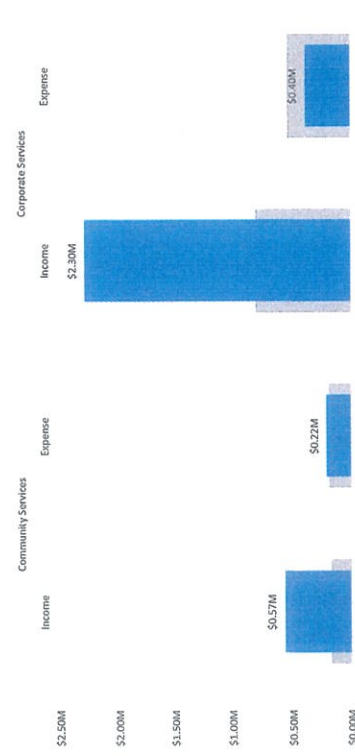
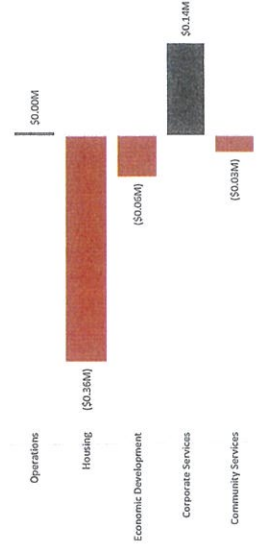
**Total Expenditure - Actual vs Budget**



**Expenditure YTD**



**YTD Expenditure Variance By Directorate**



Cherbourg Aboriginal Shire Council  
Financial Position  
FY 2023-2024

August

YTD Assets  
Current \$12.86M  
Non-Current \$208.91M

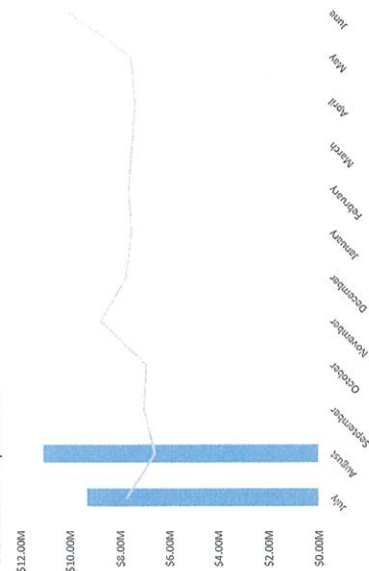
YTD Liabilities  
Current \$4.19M  
Non-Current \$3.78M



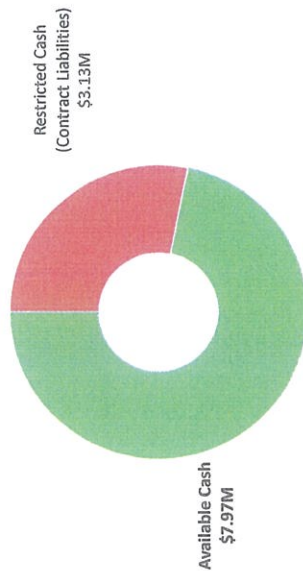
Actual — Prior Year  
▼ Decrease ▲ Increase

Net Financial Asset/Liability Ratio  
-120%

Cash & Cash Equivalents



Cash Balance



Current Assets

Cash & Cash Equivalents	\$11.10M
Contract Assets	\$0.42M
Trade & Other Receivables	\$0.76M
Inventories	\$0.46M
Biological Assets	\$0.12M
<b>Total Current Assets</b>	<b>\$12.86M</b>

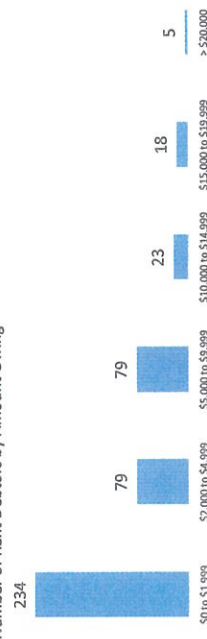
Non-Current Assets

Buildings	\$37.02M
Furniture & Fittings	\$0.00M
Houses	\$125.67M
Infrastructure	\$38.11M
Land	\$1.75M
Motor Vehicles	\$0.66M
Plant & Equipment	\$4.44M
Work in Progress	\$1.24M
<b>Total Non-Current Assets</b>	<b>\$208.91M</b>

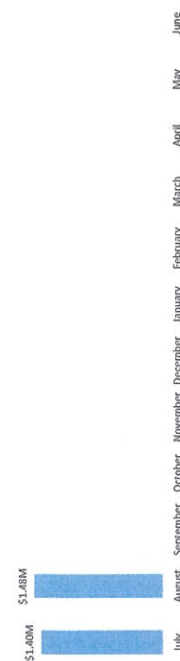
Rent Debtors



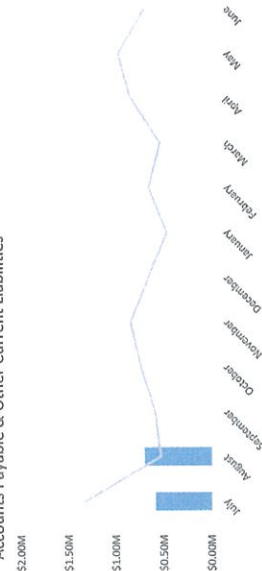
Number of Rent Debtors by Amount Owning



Rent Debtors > 90 Days Outstanding



Accounts Payable & Other Current Liabilities



Current Liabilities

Contract Liabilities	\$3.13M
Trade & Other Payables	\$0.70M
Current Provisions	\$0.35M
<b>Total Current Liabilities</b>	<b>\$4.19M</b>

Non-Current Liabilities

Non-Current Provisions	\$3.26M
Trade & Other Payables	\$0.52M
<b>Total Non-Current Liabilities</b>	<b>\$3.78M</b>

Total Liabilities

\$7.97M

Equity

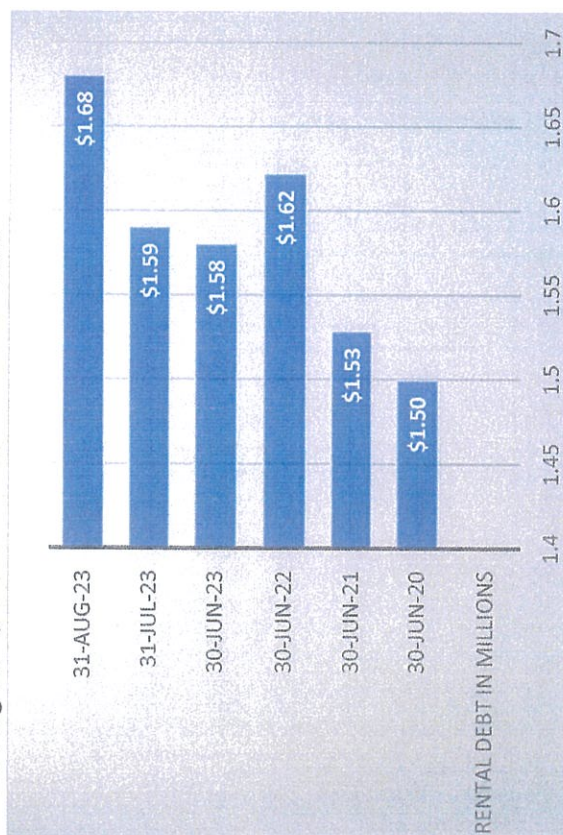
Retained Surplus	\$98.29M
Asset Revaluation Surplus	\$115.51M
<b>Total Equity</b>	<b>\$213.80M</b>

Total Liabilities & Equity

\$221.77M

# Rental Debt in Millions

30-Jun-20	\$	1.50
30-Jun-21	\$	1.53
30-Jun-22	\$	1.62
30-Jun-23	\$	1.58
31-Jul-23	\$	1.59
31-Aug-23	\$	1.68





Whole Of Council

	August			Year to Date			Traffic Light	Full Year Budget
	Actual	Budget	\$ Variance	% Variance	Actual	Budget		
Grants & Subsidies	\$ 2,253,762	\$ 584,444	\$ 1,669,318	285.63%	\$ 2,712,644	\$ 1,168,888		\$ 7,013,343
Fees & Charges	\$ 25,330	\$ 74,698	\$ (49,368)	-66.09%	\$ 94,898	\$ 149,396		\$ 896,388
Sales & Recoverable Works	\$ 339,671	\$ 709,238	\$ (369,567)	-52.11%	\$ 810,050	\$ 1,418,476		\$ 8,510,861
Interest Revenue	\$ 35,573	\$ 28,333	\$ 7,240	25.55%	\$ 77,860	\$ 56,666		\$ 340,000
Rent	\$ 155,325	\$ 94,294	\$ 61,031	64.72%	\$ 336,274	\$ 188,588		\$ 1,131,529
Other Income	\$ 10,125	\$ 34,855	\$ (24,730)	-70.95%	\$ 42,382	\$ 69,710		\$ 418,260
<b>Total Income</b>	<b>\$ 2,819,787</b>	<b>\$ 1,525,862</b>	<b>\$ 1,293,925</b>	<b>84.80%</b>	<b>\$ 4,074,108</b>	<b>\$ 3,051,724</b>		<b>\$ 18,310,381</b>
Employee Costs	\$ 533,123	\$ 628,015	\$ (94,892)	-15.11%	\$ 1,210,614	\$ 1,256,030		\$ 7,536,152
Materials & Services	\$ 339,474	\$ 349,565	\$ (10,091)	-2.89%	\$ 1,013,678	\$ 699,130		\$ 4,194,671
Depreciation	\$ 1,760,770	\$ 880,385	\$ 880,385	100.00%	\$ 1,760,770	\$ 1,760,770		\$ 10,564,622
Finance Costs	\$ 623	\$ 4,084	\$ (3,461)	-84.74%	\$ 1,136	\$ 8,168		\$ 49,012
<b>Total Expenditure</b>	<b>\$ 2,633,991</b>	<b>\$ 1,862,049</b>	<b>\$ 771,942</b>	<b>41.46%</b>	<b>\$ 3,986,198</b>	<b>\$ 3,724,098</b>		<b>\$ 22,344,457</b>
<b>Net Surplus/(Deficit)</b>	<b>\$ 185,796</b>	<b>\$ (336,187)</b>	<b>\$ 521,983</b>	<b>-155.27%</b>	<b>\$ 87,910</b>	<b>\$ (672,374)</b>		<b>\$ (4,034,076)</b>

## Community Services

	August				Year to Date				Traffic Light	Full Year Budget
	Actual	Budget	\$ Variance	% Variance	Actual	Budget	\$ Variance	% Variance		
Grants & Subsidies	\$ 165,000	\$ 76,268	\$ 88,732	116.34%	\$ 546,557	\$ 152,536	\$ 394,021	258.31%	🟡	\$ 915,236
Fees & Charges	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%	🟢	\$ -
Sales & Recoverable Works	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%	🟢	\$ -
Interest Revenue	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%	🟢	\$ -
Rent	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%	🟢	\$ -
Other Income	\$ 8,183	\$ 12,459	\$ (4,276)	-34.32%	\$ 24,748	\$ 24,918	\$ (170)	-0.68%	🟢	\$ 149,500
<b>Total Income</b>	<b>\$ 173,183</b>	<b>\$ 88,727</b>	<b>\$ 84,456</b>	<b>95.19%</b>	<b>\$ 571,305</b>	<b>\$ 177,454</b>	<b>\$ 393,851</b>	<b>221.95%</b>		<b>\$ 1,064,736</b>
Employee Costs	\$ 67,611	\$ 65,041	\$ 2,570	3.95%	\$ 149,455	\$ 130,082	\$ 19,373	14.89%	🔴	\$ 780,490
Materials & Services	\$ 48,091	\$ 32,750	\$ 15,341	46.84%	\$ 71,836	\$ 65,500	\$ 6,336	9.67%	🟢	\$ 392,968
Depreciation	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%	🟢	\$ -
Finance Costs	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%	🟢	\$ -
<b>Total Expenditure</b>	<b>\$ 115,702</b>	<b>\$ 97,791</b>	<b>\$ 17,911</b>	<b>18.32%</b>	<b>\$ 221,291</b>	<b>\$ 195,582</b>	<b>\$ 25,709</b>	<b>13.15%</b>		<b>\$ 1,173,458</b>
<b>Net Surplus/(Deficit)</b>	<b>\$ 57,481</b>	<b>\$ (9,064)</b>	<b>\$ 66,545</b>	<b>-734.16%</b>	<b>\$ 350,014</b>	<b>\$ (18,128)</b>	<b>\$ 368,142</b>	<b>-2030.79%</b>		<b>\$ (108,722)</b>



## Corporate Services

	August			Year to Date				% Variance	Traffic Light	Full Year Budget
	Actual	Budget	\$ Variance	% Variance	Actual	Budget	\$ Variance			
Grants & Subsidies	\$ 2,071,044	\$ 268,333	\$ 1,802,711	671.82%	\$ 2,071,044	\$ 536,666	\$ 1,534,378	285.91%	🟡	\$ 3,220,000
Fees & Charges	\$ 25,330	\$ 74,698	\$ (49,368)	-66.09%	\$ 94,898	\$ 149,396	\$ (54,498)	-36.48%	🔴	\$ 896,388
Sales & Recoverable Works	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%	🟢	\$ -
Interest Revenue	\$ 35,573	\$ 28,333	\$ 7,240	25.55%	\$ 77,860	\$ 56,666	\$ 21,194	37.40%	🟡	\$ 340,000
Rent	\$ 25,364	\$ 12,500	\$ 12,864	102.91%	\$ 34,727	\$ 25,000	\$ 9,727	38.91%	🟢	\$ 150,000
Other Income	\$ 1,943	\$ 19,063	\$ (17,120)	-89.81%	\$ 17,634	\$ 38,126	\$ (20,492)	-53.75%	🔴	\$ 228,760
<b>Total Income</b>	<b>\$ 2,159,253</b>	<b>\$ 402,927</b>	<b>\$ 1,756,326</b>	<b>435.89%</b>	<b>\$ 2,296,163</b>	<b>\$ 805,854</b>	<b>\$ 1,490,309</b>	<b>184.94%</b>		<b>\$ 4,835,148</b>
Employee Costs	\$ 86,764	\$ 163,055	\$ (76,291)	-46.79%	\$ 210,104	\$ 326,110	\$ (116,006)	-35.57%	🔴	\$ 1,956,672
Materials & Services	\$ 65,266	\$ 75,512	\$ (10,246)	-13.57%	\$ 129,156	\$ 151,024	\$ (21,868)	-14.48%	🟡	\$ 906,148
Depreciation	\$ 55,542	\$ 27,771	\$ 27,771	100.00%	\$ 55,542	\$ 55,542	\$ -	0.00%	🟢	\$ 333,253
Finance Costs	\$ 623	\$ 4,084	\$ (3,461)	-84.74%	\$ 1,136	\$ 8,168	\$ (7,032)	-86.10%	🟡	\$ 49,012
<b>Total Expenditure</b>	<b>\$ 208,195</b>	<b>\$ 270,422</b>	<b>\$ (62,227)</b>	<b>-23.01%</b>	<b>\$ 395,938</b>	<b>\$ 540,844</b>	<b>\$ (144,906)</b>	<b>-26.79%</b>		<b>\$ 3,245,085</b>
<b>Net Surplus/(Deficit)</b>	<b>\$ 1,951,058</b>	<b>\$ 132,505</b>	<b>\$ 1,818,553</b>	<b>1372.44%</b>	<b>\$ 1,900,225</b>	<b>\$ 265,010</b>	<b>\$ 1,635,215</b>	<b>617.04%</b>		<b>\$ 1,590,063</b>

Economic Development

	August				Year to Date				Traffic Light	Full Year Budget
	Actual	Budget	\$ Variance	% Variance	Actual	Budget	\$ Variance	% Variance		
Grants & Subsidies	\$ -	\$ 23,070	\$ (23,070)	-100.00%	\$ -	\$ 46,140	\$ (46,140)	-100.00%	✖	\$ 276,830
Fees & Charges	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%	✔	\$ -
Sales & Recoverable Works	\$ 339,671	\$ 709,030	\$ (369,359)	-52.09%	\$ 810,050	\$ 1,418,060	\$ (608,010)	-42.88%	✖	\$ 8,508,361
Interest Revenue	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%	✔	\$ -
Rent	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%	✔	\$ -
Other Income	\$ -	\$ 3,333	\$ (3,333)	-100.00%	\$ -	\$ 6,666	\$ (6,666)	-100.00%	⚠	\$ 40,000
Total Income	\$ 339,671	\$ 735,433	\$ (395,762)	-53.81%	\$ 810,050	\$ 1,470,866	\$ (660,816)	-44.93%		\$ 8,825,191
Employee Costs	\$ 275,238	\$ 277,214	\$ (1,976)	-0.71%	\$ 620,069	\$ 554,428	\$ 65,641	11.84%	✖	\$ 3,326,501
Materials & Services	\$ 156,932	\$ 152,902	\$ 4,030	2.64%	\$ 269,109	\$ 305,804	\$ (36,695)	-12.00%	⚠	\$ 1,834,773
Depreciation	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%	✔	\$ -
Finance Costs	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%	✔	\$ -
Total Expenditure	\$ 432,170	\$ 430,116	\$ 2,054	0.48%	\$ 889,178	\$ 860,232	\$ 28,946	3.36%		\$ 5,161,274
Net Surplus/(Deficit)	\$ (92,499)	\$ 305,317	\$ (397,816)	-130.30%	\$ (79,127)	\$ 610,634	\$ (689,761)	-112.96%		\$ 3,663,917

# HR Report # 8 – August 2023



## ***Human Resources***

### **Executive Summary**

#### ***1 Dashboard***

*Pay Period 5 - (TOTAL 130 staff)*

(this does not include mayor and councilor's)

Fulltime 58

Part-time 28

Casual 40

Apprentices 4

#### ***2 Industrial Relations news***

#### ***3 Recruitment***

Successfully interviewed for the Building Supervisor position

#### ***4 Training***

#### ***5 Other News***



# Housing Report September 2023



**SNR HOUSING OFFICER & HOUSING OFFICER:**

The month of August /September has been quite busy with the Housing Officers attending to housing enquiries , producing statements, raising rental invoices, monthly rent reconciliation for the invoices, rental checks, home visits, assisting tenants adjust their Centrelink deductions and daily interviews with clients.

**SNR HOUSING OFFICER CLIENT CONTACT END JULY/START AUGUST: (59)**

Phone Calls	-	16
Rent/ Enquires	-	20
Housing Enquires	-	21
Complaints/Misc.	-	2 .

**HOUSING ENQUIRES FOR CLIENTS FROM OTHER AGENCIES:**

- NDIS - Housing maintenance for three of their clients
- CHERBOURG HOSPITAL - Enquiry regarding a client for housing.
- CRAICCHS - Support for accommodation for a clients.

**COMPLAINTS: (2)**

- 2 complaints - Noise from parties (letter done up and sent out)

**POOL NOTICE:**

Pool notices will be sent out to all tenants regarding pool safety laws. This will also be announced on the radio advising tenants that if they have large pools it must be fenced and meet pool regulations.

Antonia Jacobs  
Snr Housing Officer



**Meetings/workshops**

- Housing meeting every Monday (weekly)
- Building meeting every Monday (Fortnightly)

**Service provided to tenants:**

- **50** Tenants (repairs)
- **8** Tenants requested pest control.
- **2** Inspection of hall before and after hire
- **10** Follow up tenants for Upgrade program.
- **10** Occupational therapist Reports
- **3** Dismoded completed.
- **3** House Inspection
- **2** Noise complaint
- Working closely with NDIS tenants for maintenance

**Vacant:**

- 46B Barber St
- 14A Barber St

Mrs Joanne Simpson  
Housing Inspection Officer  
Cherbourg Aboriginal Shire Council

Antonia Jacobs | Senior Housing Officer | CASC

## 4. Economic & Community Development

# ECONOMIC & COMMUNITY DEVELOPMENT REPORT

**Sep 2023**

1. Executive Report
2. MRF Report

New fence line around the solid waste facility



## Executive Summary

Lots of reporting and catching up on acquittals. Managers are starting to take some holidays while schools are closed. New staff are working well – businesses are performing in line with expectations financially – quarterly review will be done at month end. We are reviewing WHS in preparation for our major audit.

### Cattle & Farm

Farm manager has been away on sick leave – farm team is spraying parthenium.

### Recycling Facility

The manager of our Container refund points outside Cherbourg requests strategic direction. She is keen to Council buy some land and build our own shed – to reduce monthly operating costs – would like Councils' view on this, she would like to know. How much does Council want to see the Containers for Change grow in Kingaroy as we would like to expand to areas that may be out of the South Burnett area.

### Café

No significant interest from Community members – 3 meetings have been arranged with no attendance by the interested parties.

### Building Department

**Upgrade program** – 20 new garden sheds are currently being installed and 12 bathroom upgrades are in the final stages of being allocated to tradies.

**New Housing** – negotiations are being made with the tender winner to try and bring the time scale and costs down. We have a delay with 1 Cobbo St site which is holding up the delivery of the whole new construction program.

**Responsive** – Ongoing works – invoicing is slowly progressing, building dept. doing their best to catch up lots of invoicing to get up to date – this is a very skilled admin position that is the challenge as the person needs to understand construction techniques and admin – personnel resourcing issue.

### Joinery

Joinery is now being run with Colin and Jeff; they are learning to help with disability modification work.

### Cherbourg Digital Call Centre

Staff are not working enough hours. Having the centre split into two sections is not working well we are working with SSQ to get the systems working on a new platform at the end of October.

### General Project Information

New project manager has started work with us – she is doing a good job and learning a lot.

1. Cultural Pathway – Going to tender this week.
2. Innovation Funding – 99 % complete.
3. Feasibility study for service centre in progress 15% complete
4. New community centre business case progressing with Palladium 80% complete.
5. Feasibility Study for MRF now concluded – management top meet to discuss the best way forward.



6. Regional waste management plan – submitted to Council for endorsement.

By: Sean Nicholson

### **Cherbourg MRF/ Recycling**

1. MRF is now the Regions DrumMuster processor for the South Burnett Region and Gympie Shire. Revenue will be paid to Council MRF per drum and Baled drum tonnage is sold on to Recycling Solutions Australia at market value.
2. Big Bag Recovery – Approval is needed to forward with this one. Concept is very similar to the DrumMuster idea. Arrangements are already being made to incorporate and locate the bag drop points at the already established DrumMuster pick up locations.
3. Containers Cage Repairs – Has been on going with continued damage to our cages daily. This cost to send cages to engineers to repair is not only inconvenient but way too expensive to keep maintained. With the purchase and use of our own welding tools we have engaged William Bond who has much experience in metal fabrication, and it has helped us make cost saving repairing on site.
4. Contract with SBRC for kerbside bin recycling has been both eye opening and rewarding. It has really allowed us to know and see the full process in its entirety. To date we have processed **658 tonnes** since **January 2023**. Also receive recycling from the Balonne Shire every 10 days as well as clean cardboard once a week from Gympie Cleanaway and Tarong Power Station.
5. WHS for the MRF is going well with continued monitoring of all our safety system requirements – Fire, traffic management, site safety, plant, tool and machinery operations.
6. COEX MRF audit 25<sup>th</sup> - 29<sup>th</sup> September 2023. Envirocom will be on site to carry out the audit which will be our second audit since Containers for Change first started. This audit will produce updated data on our current materials as we now have consistent turnaround in MRF processing.
7. Cherbourg CRP - Operating efficiently, good staff, customer service and very clean and tidy workplace.
8. Containers Processing – Working consistently as containers received and processed daily with no problems or issues.
9. Fire Pumps – Waiting for repair work to carried out on Pump 2. Have notified QFES who are fully aware of our pump that needs attention.
10. A few mechanical failures occurred which are frustrating and cause us lost time.

By: Andrew Beckett

## 5. Operations Department



# Operations Department Report

## August 2023



By Matthew Bock, Operations Manager

13<sup>th</sup> September 2023

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

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## Executive Summary

### Operations department

- The landfill upgrade project has started the perimeter fence is currently being installed expected to be finished by the end of September
- A new position was created and filled for a project and procurement officer the position was awarded to Kara Clarke
- The Queensland audit office came on site to conduct an audit on water quality the water and sewerage team assisted them with all there requirements
- Alex Speedy has been appointed the new illegal dumping officer
- Matthew Bock had a week off during this time Elizabeth O'Chin filled in as acting Operations Manager and did an exceptional job

### Feet Services

- 21 Jobs were completed for the month of August this included services and repair work
- 7 Vehicles and plant equipment received their annual scheduled services
- Delivery of New Drain clearing Jetter
- Delivery of 3 New fleet vehicles
- Rebuilt 4wd transfer clutch on Backhoe and returned to service.
- Cut off switch installed on Nissan forklift for increased WHS
- All zero turn mowers received a service ready for mowing season
- Upgraded suspension and fit bulbar and brush rails to farmers ute

### Environment and Waste

- MOU between RSPCA – Kingaroy and CASC in Development, RSPCA still taking in unwanted animals. Meeting to be arranged in September to finalise MOU.
- Assist DDPHU in planning of EH Referrals to be conducted in August as part of Healthy Skin, Healthy Skin Program outcomes
- Animal census, ongoing. Anti-parasitic treatment being provided whist updating of AMRRIC App and CASC Records
- AWO currently enrolled in CERT IV in Animal Management, Teams session catch up once a week  
Dangerous dog decaration to be finalised by end of October 2023

### 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.
- Water Treatment Plant currently undergoing QLD water audit.
- Only 2 open water incidents Cherbourg Aboriginal Shire Council.

## Environment and Waste

### Environmental Health/ Animal Welfare (Management) Monthly Report – AUGUST 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. Meeting to be arranged in September to finalise MOU.
- ⇒ Assist DDPHU in planning of EH Referrals to be conducted in August as part of Healthy Skin, Healthy Skin Program outcomes



### Animal Welfare

- Animal census, ongoing. Anti-parasitic treatment being provided whilst updating of AMRRIC App and CASC Records
- AWO currently enrolled in CERT IV in Animal Management, Teams session catch up once a week
- Dangerous dog decaration to be finalised by end of October 2023

CASC Records August								
CASC Data	Dogs	Cats	Total					
Registrations	7	1	8					
Treatment Administered	18	1	19					
Euthanised	3	0	3	Complaints and/ or concerns				
Deceased	4	0	4		Dogs	Cats	Other	Total
Rehomed (RSPCA, Community)	13	0	13	Public	2	0	0	2
Traps Set	0	0	0	Open	0	0	0	0
Strays Caught (Landfill, Street etc.)	0	0	0	Closed	2	0	0	2

AMRRIC Data	Dogs		Total Dogs	Cats		Total Cats	Total
	Female	Male		Female	Male		
Entire	54	137	191	13	8	21	212
Unknown	21	14	35	1	1	2	37
Desexed	146	113	259	21	16	37	296
<b>Total by species</b>	<b>485</b>			<b>60</b>			<b>545</b>

*\*Data submitted by Cain Richardson*

### 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 - 3, 2 – Fixed Business Licence Certificate Issued
  - Ny Ku Byun, & Cherbourg Retail Store
  - Gundoo Early Learning Centre & Cherbourg Community Café & Training Centre – Additional Information Required
- Expression of Interest, Cherbourg Community Café – EOI Closed on Friday 25<sup>th</sup> August
- Outcome unknown
- Food recall notices sent to food businesses
  - 3 Food Recalls in August

### Waste & Recycling

- Residents enquiring about additional bins
  - 8 bins distributed in August
- Recycling Program – Continuing to improve, numbers are steady *Figure 3 - CASC Recycling Program 2023*
  -

XXXX Non Compliant				XXXX Reportable				MO 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 T)										
	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-Aug-23	0.39	0.6	7.59	0.36	0.35	0.51	7.67	0.72	0.56	0.81	7.6	0.41	0.31	0.53	7.73	0.13	0.82	1.27	7.63	0.23	0.79	1.13	7.69	0.16							
2-Aug-23	0.5	0.84	7.62	0.77	0.34	0.61	7.54	0.48	0.49	0.89	7.63	0.51	0.33	0.49	7.68	0.38	0.7	1.14	7.6	0.48	0.73	0.89	7.73	0.65							
3-Aug-23	0.33	0.48	7.52	0.25	0.37	0.57	7.81	0.28	0.42	0.65	7.42	0.15	0.43	0.62	7.67	0.17	0.79	1.07	7.67	0.17	0.78	1.07	7.59	0.06							
4-Aug-23	0.34	0.58	7.57	0.72	0.31	0.51	7.58	0.71	0.45	0.65	7.59	0.67	0.51	0.82	7.65	0.59	0.8	1.1	7.69	0.14	0.76	1.07	7.6	0.13							
5-Aug-23	0.31	0.44	7.7	0.63	0.34	0.49	7.65	0.68	0.43	0.62	7.53	0.18	0.45	0.62	7.56	0.14	0.71	0.95	7.63	0.05	0.7	0.91	7.51	0.12							
6-Aug-23	0.38	0.61	7.67	0.48	0.32	0.48	7.56	0.36	0.52	0.68	7.64	0.16	0.54	0.77	7.52	0.26	0.71	1.12	7.48	0.62	0.82	0.96	7.59	0.41							
7-Aug-23	0.36	0.48	7.66	0.7	0.37	0.49	7.66	0.61	0.41	0.6	7.56	0.54	0.41	0.63	7.56	0.36	0.88	1.26	7.65	0.3	0.78	1.12	7.58	0.67							
8-Aug-23	0.31	0.46	7.58	0.32	0.36	0.5	7.57	0.94	0.32	0.57	7.55	0.59	0.32	0.54	7.54	0.56	0.85	1.08	7.6	0.33	0.89	1.37	7.52	0.69							
9-Aug-23	0.33	0.42	7.64	0.29	0.33	0.43	7.55	0.7	0.4	0.59	7.56	0.36	0.4	0.72	7.63	0.68	0.88	1.08	7.6	0.33	0.89	1.37	7.52	0.69							
10-Aug-23	0.34	0.74	7.52	0.66	0.33	0.61	7.52	0.28	0.6	0.94	7.45	0.94	0.35	0.72	7.5	0.43	0.79	1.08	7.51	0.65	0.65	1.02	7.45	0.15							
11-Aug-23	0.45	0.81	7.58	0.46	0.41	0.71	7.61	0.55	0.44	0.69	7.61	0.66	0.37	0.63	7.71	0.59	0.76	1.23	7.57	0.21	0.68	0.96	7.5	0.15							
12-Aug-23	0.37	0.55	7.69	0.56	0.37	0.56	7.42	0.67	0.44	0.74	7.52	0.51	0.31	0.42	7.51	0.64	0.68	1.0	7.53	0.7	0.79	1.07	7.64	0.34							
13-Aug-23	0.41	0.54	7.55	0.68	0.51	0.93	7.58	0.69	0.45	0.8	7.54	0.57	0.38	0.58	7.57	0.56	0.83	1.15	7.56	0.25	0.65	0.98	7.57	0.66							
14-Aug-23	0.52	0.66	7.57	0.81	0.41	0.59	7.6	0.55	0.42	0.75	7.63	0.5	0.33	0.52	7.52	0.43	0.8	1.03	7.56	0.71	0.77	1.18	7.5	0.4							
15-Aug-23	0.38	0.52	7.38	0.76	0.41	0.57	7.4	0.52	0.3	0.72	7.64	0.78	0.41	0.65	7.55	0.65	0.75	1.01	7.53	0.51	0.82	1.06	7.36	0.42							
16-Aug-23	0.33	0.54	7.42	0.63	0.41	0.52	7.68	0.18	0.61	0.77	7.53	0.1	0.32	0.57	7.52	0.58	0.81	1.16	7.43	0.05	0.77	1.04	7.45	0.17							
17-Aug-23	0.38	0.7	7.5	0.51	0.36	0.69	7.48	0.98	0.58	0.78	7.71	0.66	0.41	0.89	7.55	0.65	0.76	0.94	7.54	0.28	0.61	0.89	7.47	0.52							
18-Aug-23	0.33	0.58	7.48	0.83	0.38	0.52	7.46	0.45	0.41	0.58	7.46	0.01	0.3	0.5	7.45	0.19	0.7	0.81	7.39	0.27	0.68	0.83	7.42	0.67							
19-Aug-23	0.33	0.45	7.5	0.44	0.42	0.58	7.65	0.38	0.45	0.6	7.48	0.17	0.33	0.48	7.55	0.09	0.67	0.79	7.31	0.05	0.62	0.83	7.44	0.01							
20-Aug-23	0.32	0.42	7.64	0.18	0.37	0.45	7.49	0.1	0.45	0.57	7.49	0.01	0.31	0.52	7.68	0.16	0.75	0.9	7.47	0.02	0.75	0.88	7.44	0.38							
21-Aug-23	0.43	0.65	7.54	0.6	0.31	0.44	7.52	0.13	0.49	0.66	7.48	0.4	0.34	0.59	7.43	0.21	0.89	1.11	7.46	0.03	0.86	1.13	7.55	0.11							
22-Aug-23	0.33	0.57	7.57	0.26	0.33	0.49	7.64	0.2	0.37	0.73	7.55	0.18	0.36	0.58	7.46	0.37	0.5	0.71	7.52	0.05	0.61	0.73	7.51	0.06							
23-Aug-23	0.32	0.42	7.53	0.08	0.41	0.56	7.66	0.22	0.44	0.88	7.56	0.68	0.42	0.75	7.64	0.78	0.76	1.11	7.67	0.54	0.72	1.0	7.56	0.7							
24-Aug-23	0.34	0.54	7.64	0.53	0.4	0.7	7.58	0.31	0.38	0.68	7.6	0.36	0.32	0.52	7.71	0.78	1.15	1.49	7.48	0.65	1.11	1.49	7.62	0.87							
25-Aug-23	0.46	0.64	7.5	0.89	0.37	0.6	7.52	0.88	0.69	1.05	7.49	0.44	0.65	0.97	7.43	0.49	1.54	1.99	7.64	0.32	1.52	1.98	7.5	0.35							
26-Aug-23	0.47	0.67	7.52	0.35	0.42	0.52	7.51	0.39	0.45	0.7	7.5	0.59	0.63	0.88	7.49	0.53	0.98	1.33	7.53	0.57	0.97	1.3	7.42	0.63							
27-Aug-23	0.32	0.41	7.52	0.75	0.43	0.65	7.57	0.96	0.42	0.65	7.58	0.29	0.31	0.56	7.55	0.68	0.99	1.37	7.59	0.63	0.95	1.21	7.48	0.5							
28-Aug-23	0.3	0.57	7.54	0.99	0.34	0.57	7.42	0.65	0.39	0.62	7.52	0.3	0.34	0.55	7.53	0.24	0.93	1.4	7.46	0.38	1.02	1.23	7.63	0.36							
29-Aug-23	0.53	0.86	7.48	1.08	0.54	0.77	7.5	0.11	0.55	0.74	7.45	0.21	0.36	0.61	7.52	0.01	0.81	1.23	7.56	0.17	0.79	1.22	7.44	0.45							
30-Aug-23	0.33	0.49	7.58	0.64	0.37	0.65	7.5	0.85	0.45	0.95	7.64	0.56	0.4	0.77	7.46	0.17	0.75	1.13	7.58	0.09	0.72	1.04	7.47	0.14							
31-Aug-23	0.42	0.66	7.48	0.46	0.38	0.59	7.34	0.5	0.46	0.7	7.6	0.08	0.41	0.82	7.58	0.12	1.09	1.38	7.57	0.29	0.9	1.35	7.52	0.26							

WeeklyMonthly

MWDRNK – Human Consumption

KWP &amp; KWHPDI – Pesticides

KEWTHM – THM's

KPCB - Blue Green Algae

MWHCP – (when requested) Heterotrophic Colony Count

SWAHN – Standard Water Analysis

ANZMT – Heavy Metals

- August Average no. of bins per week – 57 with an average weight of 566kg

- Bin Day Bingo, 282 Entries in August

- August Winner announced on Weds 6<sup>th</sup> of September 2023 at Gundoo Early Learning Centre  
*Figure 4 – Bin Day Bingo August Draw & Winner*

- Bin Sticker distribution still ongoing

Water & Wastewater

- Weekly & Monthly Water Sampling – EHW, *Figure 2 - FY2023 Weekly/ Monthly Sampling Verification Results*

- Weekly and monthly sampling at 5 points for:

- Daily Verification & Monitoring – ESO's, WSM, Trainees *Figure 1 - FY2023 CASC Daily Water Quality Field Results*



Figure 2 - FY2023 CASC Daily Water Quality Field Results

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	
07-Aug-23	0	0	0	0	0	0	PASS	0	0	0	0	0	0	PASS	
17-Aug-23	0	0	0	0	0	0	PASS	0	0	0	0	0	0	PASS	
22-Aug-23	0	0	0	0	0	0	PASS	0	0	0	0	0	0	PASS	
29-Aug-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	
07-Aug-23	0.39	0.43	0.55	0.58	0.87	0.92	PASS	0.22	0.22	0.36	0.33	0.79	0.72	PASS	
17-Aug-23	0.38	0.46	0.57	0.52	1.16	0.91	PASS	0.2	0.15	0.21	0.24	0.65	0.59	PASS	
22-Aug-23	0.55	0.44	0.56	0.51	NT	0.66	PASS	0.38	0.13	0.34	0.3	NT	0.38	PASS	
29-Aug-23	0.51	0.45	0.59	0.48	0.93	0.92	PASS	0.14	0.22	0.31	0.2	0.58	0.62	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			
07-Aug-23	7.48	7.51	7.46	7.18	7.46	7.3	PASS	07-Aug-23	210	240	PASS	xxxx	Monitor Water Quality		
17-Aug-23	7.34	7.43	7.49	7.34	7.35	7.33	PASS	17-Aug-23	220	270	PASS	x.xx	Reportable		
22-Aug-23	7.36	7.45	7.32	7.35	NT	7.29	PASS	22-Aug-23	130	150	PASS				
29-Aug-23	7.28	7.46	7.2	7.23	7.06	7.1	PASS	29-Aug-23	180	200	PASS				

Figure 3 - FY2023 Weekly/ Monthly Sampling Verification Results

## CASC Recycling Program 2023

Collection No.	Date	Weight (kg) Daily total	Monthly Total (kg)	No. of Bins	Monthly Total (No. of bins)	Comments
27	1-Aug-23	440	2780	51	287	Bin Day Bingo - 282 Entries for month of August
28	8-Aug-23	580		56		August Winner- 51 Barber St
29	15-Aug-23	740		67		Weekly Averages:
30	22-Aug-23	500		60		Bin no.: 57
31	29-Aug-23	520		53		Weight: 556

Figure 4 - CASC Recycling Program 2023





Figure 4 - Bin Day Bingo August Draw & Winner

## Roads Parks and Gardens

### Current Business

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

### Staffing and Training

NIL.

### Workplace Health & Safety Incidents

Nil

### Issues & Training Updates

Nil

### Next Month's Business Plan

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

By Matthew Bock (Operations Manager) for Lindsay Bligh

## **Fleet Services**

### Workshop

#### Current Business

- 21 Jobs were completed for the month of August this included services and repair work
- 7 Vehicles and plant equipment received their annual scheduled services
- Delivery of New Drain clearing Jetter
- Delivery of 3 New fleet vehicles
- Rebuilt 4wd transfer clutch on Backhoe and returned to service.
- Cut off switch installed on Nissan forklift for increased WHS
- All zero turn mowers received a service ready for mowing season
- Upgraded suspension and fit bulbar and brush rails to farmers ute

#### Issues

Nil

#### Damage Report

Waste Facility Bobcat front window smashed

Grill on Waste forklift Tines smashed

Bonnet on Carpenters ute replaced due to impact damage

#### Workplace Health & Safety Incidents

Nil

#### Training Updates

Attending IPWA Online Fleet Management course

Attended Transitioning to Electric Vehicles Workshop

#### Next Month's Business Plans

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

- Delivery of MRF forklift

### 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.
- Water Treatment Plant currently undergoing QLD water audit.
- Only 2 open water incidents Cherbourg Aboriginal Shire Council.
- 

### **Incidents**

No incidents to report for this period.



### 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

### 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.
- 
- Closure of previous water incidents that have been notified to Public Health and Water Regulators
- DRQMP review workshop scheduled for 3<sup>rd</sup> – 4<sup>th</sup> October with Viridis, DDPHU, and CASC staff.
- Activated Carbon replaced in carbon filter to ensure elimination of smell and odor in drinking water and to counteract Blu-green Algae bloom in creek.
- Stafford Sandow to start working weekends.
- Currently developing new roster from 7am to 4:30pm for all Water & Sewage staff to include RDOs, public holidays and weekends.

## 6. Community Services Department

# COMMUNITY SERVICES REPORT

August - September 2023

*\*RADIO*

*\*IKC*

*SPORTS & REC*

*\*YAG*



## Sports & Rec

*Report attached.*

## Radio Station

*Not submitted*

## IKC (Library)

*Report attached.*

## IYCC Yag Project

*Report attached.*

### The Community Services Upcoming Events:

- |                          |                                 |
|--------------------------|---------------------------------|
| • School Holiday Program | 18 – 29 <sup>th</sup> September |
| • Golden Oldies Event    | 30 <sup>th</sup> September      |
| • Cherbourg Day          | 12 <sup>th</sup> October        |
| • RACQ (Working Group)   | November                        |

### Meetings Attended:

- No Interagency due to SOS Community Meeting, Michael Monk has been doing a great job with these meetings (notes attached)
- Community Services meetings/Tool talks, Rosters, Contracts, and staff inductions
- Justice Re-investment
- Cherbourg Wellbeing

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 30<sup>th</sup> September 2023. Invitations have gone out to the different communities and are posted on Council Facebook page, I have also attached and sent out the invite to the Interagency networks.

YAG Emu-Farm Project is going ahead, cleaning of the gardens, water feature and building commenced. The building is filling with stock and workshops will be happening with the Youth and community members ASAP. The YAG will be showcasing their designer workshop outcomes by having a fashion show at the Emu Farm in October (Indigenous Business Month).

This ends my report for the months of August/September 2023



Edwina Stewart

**Community Services Manager**



**Cherbourg Sports Complex**  
**August/September 2023 Report**

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**General Business**

Children in attendance for afterschool program is down from last month with **96 children** attending our afterschool program. They had a variety of different activities as well as their favorites basketball, touch footy, cricket and table tennis.

**New Sports Equipment** - Now we have new equipment for our 5 new planned sports – netball, footy, gymnastics, golf and seniors' games. We will set up some activities indoors and out for the children. I've attached the programs for each sport for children.

Besides these activities on a Friday sometimes Thursday afternoons, Jeffrey does cultural activities with the boys who asked him if he can do it. They wanted to do corroboree, so Jeffrey is working with them on gather spears, wood for clapsticks and he has purchased some material for their lap-laps. With help from Brother Danny Weazel the boys are going to collect ochre from our bushlands and practice dancing during school holidays.

**Break in** - We have had another 2 break ins this late (August). After each break in we were forced to closed to community because of damage. Complex staff worked together with other council workers to fix and strengthen areas that was easy target for children to break in. We had to ban some of the children breaking in, from our programs and sports complex grounds until further notice. We get our names of people breaking in from children and community members.

Most doors are now padlocked and office windows are going to have bars placed on them to help stop break ins. For prevention of damage to our bus we have locked it down the compound until break ins cease or settle.

Doors on our fridge can be replaced, and can only be done one at a time. Still wait for first fridge door to be fixed.

**Boxing program** – boxing training has stopped for a while. It's a personal matter that was discussed with our manager. And will see were we go from there.

**Gym workout** – we have **4 male high school age** children used the gym after school and **4 adults (2 female & 2 male)** used the gym in the afternoon. Working on their fitness for football finals, carnivals and their wellbeing.

**Cherbourg Sports Complex Men's Group MEMSO** – Numbers has dropped and we had 6 -8 men attending the men's group yarn up during their lunch break. Our men's group encourage male people in our community to be strong, and to connect & be supportive of other male members in the community.

At the moment, the men are continuing with the Red Dust talk with Michael Brown. Their talk is around men's business and learning to step up in their families and community. They are working with other men's groups in community to make one community men's group.

### Use of Complex

- A community meeting regarding break ins, vandalism and concerns about children sniffing in our community.
- Community members have been using complex after work to practice wedding ceremony and dance. (Jeffrey and myself have volunteered to stay behind to lock complex up).

### Maintenance

- Our retainer wall in front of complex is starting to fall in other parts of wall. It really needs to be fixed or replaced
- Wall indoor male toilets need fixing got a hole in wall from basketball.
- Power point in gym is ripped off wall need to be put back in place.
- Had different mob come from different workplaces looking at and do some work on our kitchen.
- *We have had bars put on office windows to prevent/slow down break ins.*

### Visitors

- A couple from Toomelah came for a visit, to check out our community. they came to the sports complex with a community member, and yarned about activities we run for children. They would like to bring some children/people from Toomelah for a visit.
- Simon Taylor from Basketball IBA came and did a basketball day clinic with the children on 11<sup>th</sup> September 2023.

## Golf

**Aim:** Staff at the Cherbourg sports complex are encouraging and supporting family and children to participate in a sport they are interested in. With some children in community already playing, and some children commenting and staff seeing, we found out that children are interested in playing golf/ hitting golf balls.

So, to help Cherbourg children connect and take up the sports we are running a golf program in community and maybe participate in games locally, regional and district areas. Our aim is for Cherbourg children to be active in a sport that they are interested in and hope that the skills and rules they learn from the sport, helps them make healthy choices in life.

### **Goals:**

- Cherbourg community children are more actively involved and finish a season of sport of their interest, within healthy and safe settings.
- Cherbourg children to proudly represent themselves, families and our community in the sport.
- For Cherbourg children to build on and be strong in setting/achieving set goals for themselves and others.
- Parents to come along and be, positively involved and supportive of their child/ren and others.

### **Outcomes:**

- Cherbourg children, think of how they can overcome obstacles that life may throw at them,
- Help Cherbourg children reducing stress levels (as a result of yarning and the physical activity also by pleasure of walking in an open and natural environment)
- Provides, opportunities for Cherbourg children to meet new people and make new friends,
- Help Cherbourg children develop a strong sense of family and community connectedness.

Date & Time	Activities	Where	Who	What need for activities
Once a week	<ul style="list-style-type: none"> <li>- Make sure children have right equipment.</li> <li>- Do warm ups</li> <li>- Target hitting,</li> <li>- Practice stance for different shots etc.</li> </ul>	Cherbourg Sports Complex	Mark & Jeffrey Other complex staff, parents 'and volunteers can help	Golf equipment, hats, water, permission slip, open space in community, Bus
Once a fortnight	Work on making a mini putt-putt course	Men's Shed Later set up Cherbourg Sports Complex	Mark & Jeffrey Wayne from Men's Shed Other complex staff, parents 'and volunteers can help	Yarn with children and Wayne, Draw plans, Maybe purchase materials needed to make putt-putt, Bus
Once a month	Take children to play a round of golf	Murgon, Goomeri or Wondai	Mark & Jeffrey Other complex staff, parents 'and volunteers can help	Golf equipment, hats, water, money, permission slips Bus
Once a term	Take children to a driving range or golf course to have a game of golf	Local and regional		Golf equipment, hats, water, money, permission slips Bus
Once a year (beginning of year)	Join the local Junior Golf Club	Murgon, Goomeri or Wondai		Golf equipment, hats, water, money, permission slips, membership forms Bus
Twice a year	Mini Putt Course Day	Cherbourg Sports Complex		Golf equipment, hats, water,
Throughout the year	Help design a golf driving range for Cherbourg	Cherbourg Community		Meetings, Drawing plans – what it may look like etc.



## Gymnastic/Cheerleading/Parkour Program

**Aim:** Gymnastic is a new sport to the children and our community. For a while now the children, especially the girls, have been showing interest in it. So, as part of our Deadly Active Sport and Recreation Program we picked gymnastic for one of our program sports.

In the past, we've set up an environment for the children to play and practice their gymnastic moves, with what we had at the time (flat mats, hula hoops, floor level balance beam). Staff and children used the equipment for children to practice their balance, tumblers/flips and handling skills. Sometimes during school holidays staff would take some children to PCYC in Murgon to improve old and learn new moves and skills they need in the sports. However, we wanted to run our own program for Cherbourg children in our own community and that is possible now with the new equipment and funding for our own gymnastic teacher.

### **Goals:**

- To get our community children more actively involved and finish a season in a sport of their interest, in healthy and safe settings.
- For Cherbourg children to gain a sense of resilience, and learn self determination in achieving goals set by themselves and staff/coach.
- Parents to attend gymnastic classes/events and be positively involved and supportive of their child/ren and others.

### **Outcomes:**

- Cherbourg children to be mentally and physically happy active in sports of their own choice.
- Cherbourg children be able to do self-discipline: allowing, them to be responsible for their action, thinking of their own and others safety and wellbeing.
- Cherbourg children to be proud of who they are, where they come from and what they achieved.
- Cherbourg children to set their own goals and be able to identify their own sense of achievements.
- Cherbourg learning teamwork, self-control, being patient and turn-taking, respecting self and others.

Date & Time	Activities	Where	Who	What need for activities
Once a week	Set up gymnastic activities <ul style="list-style-type: none"> <li>- Do warm up and cool down activities</li> <li>- Beam</li> <li>- Parallel Bars</li> <li>- Mats &amp; Trampoline etc.</li> </ul>	Cherbourg Sports complex during and after, after-school programs.	Kaysee & Lavina Other complex staff parents 'and volunteers can help	Gymnastic equipment, safety mats
Once a week	Talk about and encourage children to do healthy eating and about teamwork (what it may look like, sound like, and feel like).  Invite health services to yarn with children, do cooking classes.		Kaysee & Lavina People from health services Other complex staff parents 'and volunteers can help	Yarning & cooking space, Recipes, cooking ingredients and utensils
Once a month	Learn new moves to practice or put 2 simple moves together.		Kaysee & Lavina Other complex staff, parents 'and volunteers can help	
Once a month	Hire a gymnastic teacher/coach to teach children at Cherbourg Sports Complex.  Also, to show staff what we can do on days when teacher/coach not in Cherbourg.		Aunty Edwina & Lavina	List of potential teachers
Once a term School Holidays	Attend a gymnastic school/class nearby.	Murgon, Wondai or Kingaroy	Kaysee & Lavina Erica or Jeffrey (Bus driver)	Make booking ahead of trip, gymnastic uniform, money for fees, bus driver, lunch, water bottles.
Once a year	Attend or invite gymnastic clinic/circus to Cherbourg or visit their service E.g., Flipside Circus	Cherbourg Sports complex	Lavina	Search/look for potential services
When confident and ready	Cherbourg children preform for community.	Cherbourg Sports complex	All Cherbourg Sports Complex Staff	

## Netball Program

**Aim:** Train the children locally (Cherbourg), and run our own community comp here in community. In addition, we want children and family members to learn rules of the game as a player, coach, ref and spectator. We also want to create pathways for our children to further their netball skills and have opportunities of, being able to proudly represent themselves, their family and our community, in competitions and representative teams in the wider communities.

Also, for family carers of children to be actively, encouraging, and supportive of their children in the sport and continue after our program is finished.

### **Goals:**

- To establish a local netball competition in Cherbourg
- Cherbourg children to be safe and have fun in a sport of their interest – netball,
- Cherbourg children to be active and take increasing responsibility for their own health and physical wellbeing,
- Cherbourg children to have opportunities to represent their families and community at regional, state and national levels
- Parents/Carers, to come along to games and be positively involved and supportive of their child/ren and others.

### **Outcome:**

- Cherbourg children to be proud of who they are and where they come from.
- Cherbourg children to learn rules, and also develop improve netball skills,
- Cherbourg children have deadly respectful communication skills on and off the court.
- Cherbourg children to build a solid foundation on their happiness, safety, and security, both mentally and physically.
- Cherbourg children to have a positive outlook on what netball can teach and where it can take them.
- Cherbourg children's parents to continually be involved and supportive towards their child/ren playing netball.

Date & Time	Activities	Where	Who	What need for activities
Once a week	Doing netball training. - Learning rules, - Build good supportive teamwork, - Ball work, - Foot work - Defending skills	Cherbourg Sports complex after, afterschool programs.	Erica & Lavina  Other complex staff parents 'and volunteers can help	Netballs, markers, netball hoops, bibs, whistle
Once a fortnight	Children to play against each other. Make up teams.  Warm season – evenings Cold season – afternoons	Cherbourg Sports complex after, afterschool programs.		Netballs, netball hoops, bibs, whistles, score sheets, timer, ref
Once a term	Invite teams from other places/towns to have a game against CAS complex team in our community or theirs.	Cherbourg Sports Complex School Holidays		
Twice a year	Attend any netball clinics in the local area or hold one in community (Cherbourg Sports Complex).	Cherbourg and nearby towns (Kingaroy, Nanango)  Deadly Choices Netball Carnival Brisbane		Bus, parents/volunteers, lunch, clinic fees
Once a year	Take a team down to Brisbane for the Deadly Choices Netball Carnival	Brisbane, Toowoomba Sunshine Coast		Forms, uniforms, bus, meals Maybe accommodation
	Attend a Firebirds or Panthers netball game.			Bus, tickets, meal,
Season Netball for Club	Play a season of netball in local/wider community competition.	Kingaroy, Nanango etc.		Enrolment forms, registration money/vouchers, uniform, lunch,



## Rugby League – Short Program

3-month program – Feb – April 2024

**Aim:** Rugby League, is one of our main sports played in community. To help children feel and make connection to their community, Cherbourg sports complex staff are planning to run a healthy and safe program for both boys and girls. This, short term program will be a pre-season project that will help children be passionate about the game and to also develop rugby league & life skills. Staff hope that through hard work and commitment, Cherbourg children will have greater opportunities in the sport that is community loved.

### **Goals:**

- Cherbourg children to have greater opportunities in representing their families and community at regional, state and national levels,
- Cherbourg children to part of community sport - rugby league.
- Cherbourg children to learn to get along with others on and off the field,
- Cherbourg children to learn game rules and develop life skills such as concentration, respect, discipline, self-control, decision making and leadership.
- Parents/Carers to be respectful, positively involved and supportive of their child/ren and others.

### **Outcomes:**

- Cherbourg children gaining a strong sense of feeling and being connected to community.
- Cherbourg children to respect themselves and others on and off the field.
- Cherbourg children to take pride and ownership of who they are, what they do and where they come from.
- Cherbourg children to be happy and actively fit for rugby league – physically and mentally,
- Cherbourg children to get selected for representative football teams/games – school and club levels.

Date & Time	Activities	Where	Who	What need for activities
Once a week	Do small training - fitness and skills activities, - ball work, - talk about rules, - team work drills etc.	Cherbourg Sports Complex Cherbourg Football Field	Mark & Jeffrey Erica if any girls wanting to be part of program Other complex staff, parents and volunteers can help.	Football training equipment, water,
Once a fortnight	Gym and Healthy eating - Workout in the complex gym - Talks & cooking meals that promote healthy eating	Cherbourg Sports Complex	Mark & Jeffrey Community Health Erica if any girls wanting to be part of program	Gym, kitchen, plan for exercise program, Cooking utensils, ingredients, food handling items (e.g. – gloves, hand wash, etc.)
Month 1	Have a game of footy/touch in the evening in community (Depending on children age and development skills)	Cherbourg Football Field	Mark & Jeffrey Erica if any girls wanting to be part of program	Bus, meal, jerseys, shorts and socks, first aid officer
Month 2	Invite NRL footy program to run a day program here in Cherbourg.	Cherbourg Sports Complex Cherbourg Football Field	Mark & Jeffrey Erica if any girls wanting to be part of program Other complex staff, parents and volunteers can help.	Need to find out what equipment are needed on our end.
Month 3	Have a game of footy against a team out of Cherbourg.	?		Bus, meal, jerseys, shorts and socks, first aid officer
End of program	Take children to a NRL fixture game.	Brisbane		Bus, footy tickets, spending money, camera

- Help children and parents with signing up for a football team and claim Fair play vouchers to help cover cost for child/ren to play football.



# WINIFRED FISHER

## Indigenous Knowledge Centre

9/1/2023

Council Report for August/September 2023

## CENTRE USAGE

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

### *✦ MEETINGS:*

*Parent Next every Wednesdays  
NDIS meeting  
Graphic Arts*

## *COMMUNITY INTERNET USERS.*

*Clients for centrelink  
Job search  
Checking emails  
School children researching information  
Training online  
Online Study*

*Programs:  
After school program  
First Five (Under 5's) program  
Graphic Arts*

## *OTHER NEWS*

*Total tally for month of August/September 80*

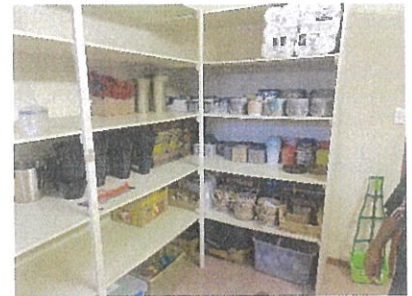


## Indigenous Youth Connection to Culture (IYCC)

### Youth Advisory Group

August / September 2023  
Update

- Youth officers continuing community engagement with young people, community members and stakeholders.
- Staff & YAG members have been meeting and working with the following services:
  - TAFE
  - Office for Youth
  - Gnarla
  - Many Rivers
  - DATSIP
  - Felicity Aitken
  - Silver Lining School & Shae
  - Skill Centred
  - Indigenous Futures Foundation
  - Community Health
  - St Vinnies
  - QMF
- Workshops with Felicity have commenced. YAG and community members participated in candle making to make stock for the Shop. The young ladies have cleaned and started setting up the shop with stock. YAG members also participated in retail floristry training with Felicity



- Community volunteers, skill centred & the young men from silver lining school along with Shae (teacher at Silver Lining) have been clearing, re planting and tidying the gardens and ponds up at the Emu Farm. We are currently trying to source grant opportunities to support workshops & employment.



- YAG Meeting was held Tuesday 5<sup>th</sup> September. Discussions included:
  - Health amongst young people in community
  - Upcoming workshops
- YAG team will commence planning for our Youth Festival which will be held early next year.
- Levi from Indigenous Futures Foundation has helped us to source some café equipment from a restaurant that had to close its doors. Pick up and transport of the equipment will be organised.
- Over the school holiday period, we will have a young Cherbourg woman join our YAG team to volunteer her time and complete her work placement for her studies in a CERT IV in Youth Work.

This ends my report for August / September 2023.

Wawida Collins

Community Services Officer

## **Community Forum Report: *Let's Talk – Let's Step Up – Unity in Community***

### **Main Issues Raised:**

- **Safety Concerns:**
  - Many don't feel safe at home, particularly after sunset.
  - Challenge of feeling abandoned when service providers are gone for the day.
- **Communication and Involvement:**
  - Desire for more community members to attend forums.
  - Concern about community venting frustrations on social media rather than in constructive spaces.
- **Mental and Emotional Well-being:**
  - Community grappling with grief, mental health challenges.
  - Feelings of abandonment and lack of support.
  - Struggle with western systems that don't align with cultural values.
- **Youth Challenges:**
  - Youth need more structure and mentorship from elders.
  - Concerns about a lack of cultural and familial support.

### **Feedback on Seeking Help:**

- Perceived barriers include feeling unheard or forsaken.
- Fear and feelings of being unloved or lost discourage reaching out.

### **Services and Support:**

- A call for a unified family support system rooted in cultural values.
  - Avoid dividing family members in the services offered.
- Questions raised about modern cultural values.
- Observations of underutilization of community services.
- Note: CTC runs night patrols from Wednesday to Saturday.

### **Suggested Solutions and Needs:**

- **For the Youth:**
  - Drop-in centers with food and activities.
  - Structured activities and mentorship for boys and young men.
- **For Women:**
  - Increased support for women, especially mothers and young girls.

- Proposed workshops to facilitate connections to resources.
- Establishment of a women's group to promote communication, cultural connection, yarning, healing, and strength-building.
- **For the Community:**
  - The importance of art, dance, singing, and laughter highlighted.
    - Art as a tool for self-expression and understanding.
  - Address loud parties to ensure community members get restful sleep.

#### **Next Steps:**

- Urgent need for action, not just talk.
- Schedule a stakeholders meeting involving:
  - CASC Community services
  - NIAA
  - Community Health Council
  - Goal: Unify and create coordinated efforts for the well-being of the community.

(MEETING NOTES from White board)

Lets Talk – Let's Step Up – Unity in community.

People not feeling safe in their home, especially when the sun goes down at night and all the service providers have left for the day. More of our community people need to come to these forums, instead of lashing out on social media, our community is struggling with grief, mental health issues, feeling abandoned and not supported. We are struggling with a western system of red tape that does not work with or support cultural values. Youth are struggling with lack of structure and support from strong elders.

Why are people not asking for help or feel like they can ask for help?

Feel like they are not being listened to or being given up on.

Afraid to ask, feeling lost and unloved.

We need whole of family support that is anchored in culture, not family members being singled out and divided in the services they are being offered.

What is today's culture?

Why are a lot of people not using community services?

CTC run a night patrol Wednesday to Saturday nights starting from 4.30pm to 1am on Wed, Thur, Fri and 5.30pm to 2am Saturdays

We love our community, we need maybe a drop in centre with food and activities for young people.



More support for women, mothers, and young girls – maybe workshops to help women with connecting to needed supports

What Now? Womens group supported by community service providers – to help with communication, connecting to culture and old ways, yarning and healing, building strength.

Structure, art, dance, singing, laughing – Art will tell you everything about a person

Structured activities and support for young boys and men.

There needs to be action on loud parties in the community, people need to get sleep.

Our community members need to be heard.

Next ACTION is to call a Stakeholders meeting – ALL stake holders, a call to action coordinated by CASC Community services, in cooperation with NIAA and community Health Council