3. Corporate Services

Corporate Services Manager
October/November 2023

Finance

Accountant has submitted his report to Council.

There have been changes to the Corporate Services operations, in-part to accommodate my health-related leave. The finance team of CASC accountant, accounts officer and finance officer, respectively, now all report to our accountant. This change was discussed between the CEO and I, whilst on leave and I fully support the change.

I agree with this change as our accountant has proven himself as management material and is more than competent in this role. I know we are in good hands and thoroughly wish he and the team all the very best, moving forward.

HR

HR has submitted her report to Council.

I have only been back at work for (3)x weeks and have minimum to report here.

Housing

Housing manager has submitted her report to Council.

I have met with Housing team and discussed planning for next year with a view toward a team approach toward policy driven structure. I have noticed a change, while away and encouraged the team to push for a collective consistency for CASC Housing.

With changes to our finance corporate operations, HR and Housing will be my focus for the remainder of my contract, unless advised by the CEO.

Reception

Ms Lesleigh Fisher has joined our reception team. As the successful applicant, we welcome her to CASC.

Mr. Koby Douglas has been retained after a great traineeship and is also a valuable recent addition to our team.

Meetings

N/A (I have returned in a limited capacity and have requested and approved, flexible working arrangement for the short term) This concludes my brief report to Council. I can expand on these issues should Council seek clarification, through the CEO. Thank you.

Sam Murray | Corporate Services Manager | CASC

FINANCE MANAGER REPORT AS AT 31 Oct 2023

Whole of Council Financial Summary: The Cherbourg Aboriginal Shire Council made a net operating Loss of ($ 2,141,100) for the month ending Oct 2023 with operating surplus ratio of -39% .The forecast ratio for the year is -21.5%. The operating surplus ratio is below the recommended benchmark (0%-10%). The main reason for the deficit is the inclusion of depreciation expense of $3.51 Million .

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

b. **Sales & recoverable works:**

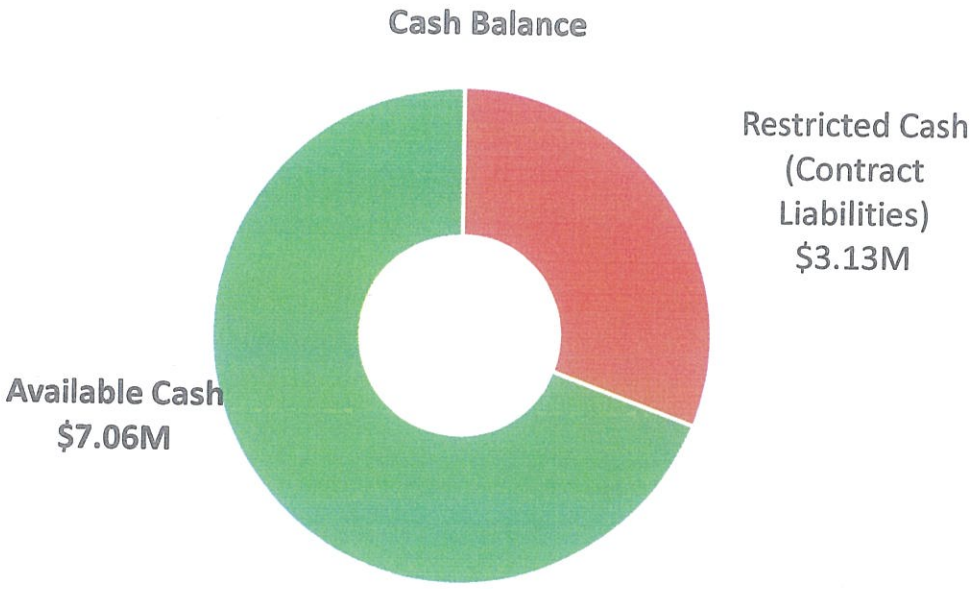
- Major Upgrade income is below the budget. $909K variance.
- Joinery income is $125K below the budget amount
- MRF stock income is zero. Budget amount for Oct is $ 90K.
- DAF income is $61K less than the forecast amount due to three months invoice not raised
- MRF sales and processor income is about $71K below the budget

c. **Other Income :**

- Incentives income is $48K below the budgeted figures
- Sundry receipts actual income is $9k less than the budgeted revenue
- **Materials & Services:** $300K variance is due to Insurance invoice paid in advance for full year renewal. Additionally , Q build responsive program is overspent by $215k . Need budget review for responsive maintenance expenses
- **Finance costs** : Need to process journal for FY 2023-24 restoration provision .

Bank Balances:

Cash at bank as at 31 Oct is $10.19 M with restricted cash component (contract liability) is $3.13 M. So, available



COMMENTARY OF INCOME STATEMENT- DEPARTMENT

Corporate Services:

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

Other Income: Incentives income is $48K below the budgeted figures.

Employee costs:

- SGFA admin wages is underspent by $134K.
- First Start Program 2022-23 trainee and apprentice expenses charged to another Department GL. Need to TFR to Corporate Services Dept code.
- On cost Admin recoveries for Workcover/WH/FBT/Training not budgeted but actual figure $92K is reducing employee expenses account.

Finance costs : Need to process journal for FY 2023-24 restoration provision .

Depreciation

Need to increase annual Dep by $75K for MV and Plant and Equipment.

COMMENTARY OF INCOME STATEMENT- DEPARTMENT

Housing :

Materials and Services: $300K variance . This is due to Insurance invoice paid in advance for full year renewal $ 438K.

Economic & community development :

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)

Sales & recoverable works:

- Major Upgrade income is below the budget. $909K variance.
- Joinery income is $125K below the budget amount
- MRF stock income is zero. Budget amount for Oct is $ 90K.
- DAF income is $61K less than the forecast amount due to three months invoice not raised.
- MRF sales and processor income is about $71K below the budget

Other Income:

Cattles other income is zero . Annual budget revenue is $40K.

COMMENTARY OF INCOME STATEMENT- DEPARTMENT

Materials & Services :

Q build responsive program is overspent by $215k .This is offset by the underspent in Joinery materials, carpenter materials , SSQ grant training expenses , processor general expenses and illegal dumping expenses .

Operations:

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

Materials & Services

- Oct mileage report not entered in the system due to timing issue and thus increasing expenses account by $53K
- Workshop's part overspent by $45K.
- Rego overspent by $36K.
- Insurance overspent by $29K.
- Road's materials and services overspent by $19K
- Fuels and Oils overspent by $15K.
- Offset by underspent in WPG vehicles and QRA FRMP

Thanks for your time to read my report.

Dol Ranabhat, Finance Manager

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

October

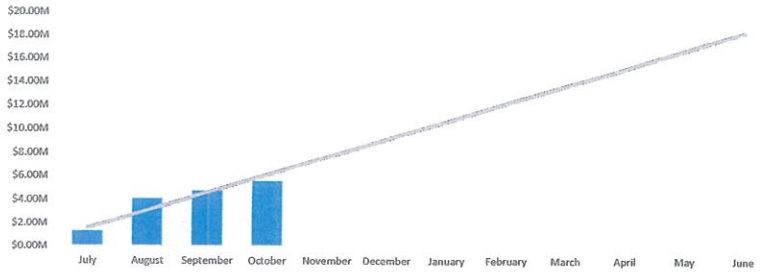
YTD Operating Income		
Actual	Variance	
$5.52M	($0.58M)	▼(9.5%)

YTD Operating Expenditure		
Actual	Variance	
$7.66M	($0.21M)	▲(2.8%)

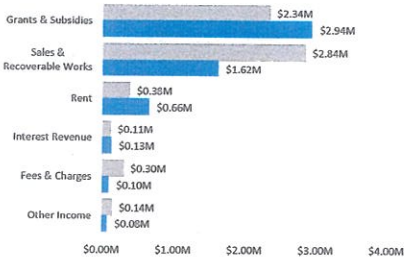
Budget ■ Actual
■ Positive Variance ■ Negative Variance

Operating Surplus Ratio
-38.78%

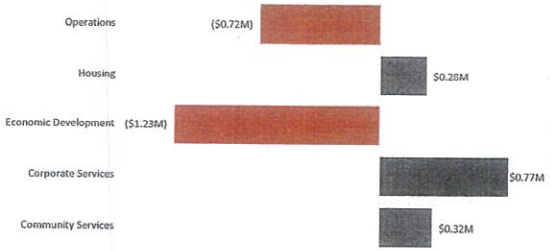
Total Income - Actual vs Budget



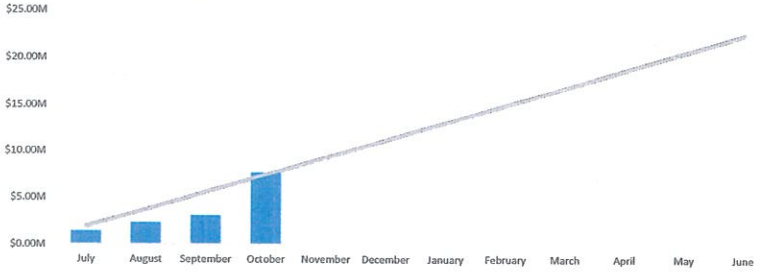
Income YTD



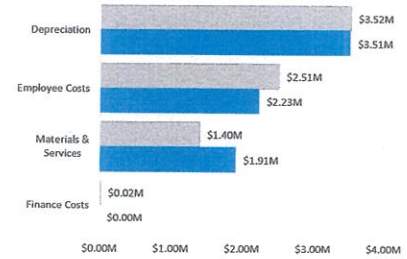
YTD Income Variance By Directorate



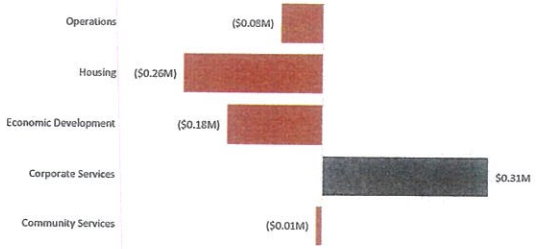
Total Expenditure - Actual vs Budget

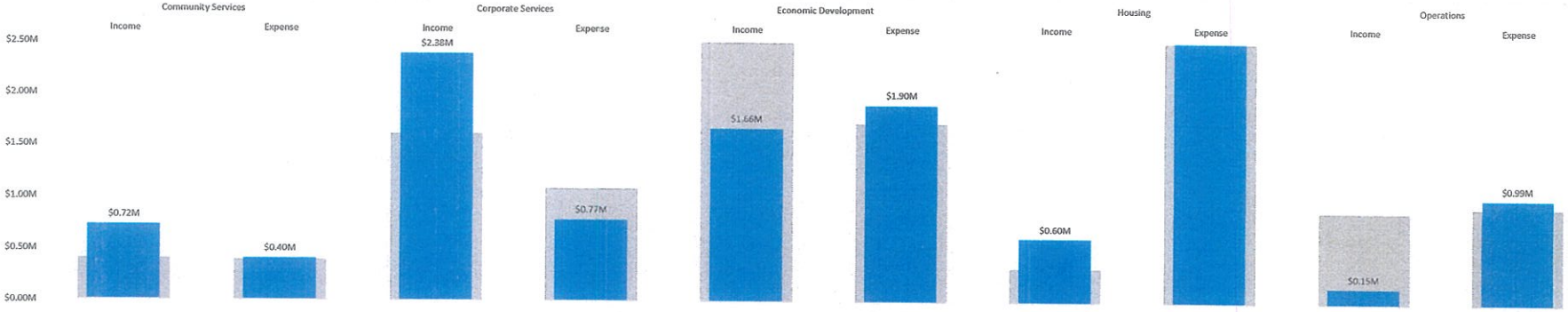


Expenditure YTD



YTD Expenditure Variance By Directorate





Cherbourg Aboriginal Shire Council
Financial Position
FY 2023-2024

October

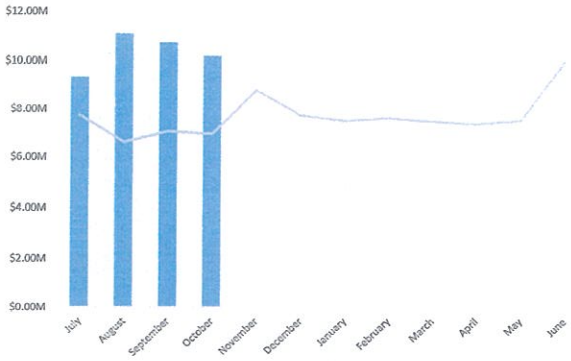
YTD Assets	
Current	Non-Current
$11.83M	$205.39M

YTD Liabilities	
Current	Non-Current
$4.14M	$3.79M

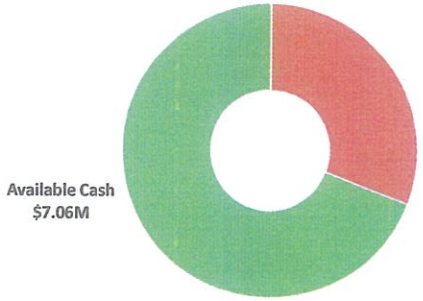
■ Actual — Prior Year
▽ Decrease △ Increase

Net Financial Asset/Liability Ratio
-71%

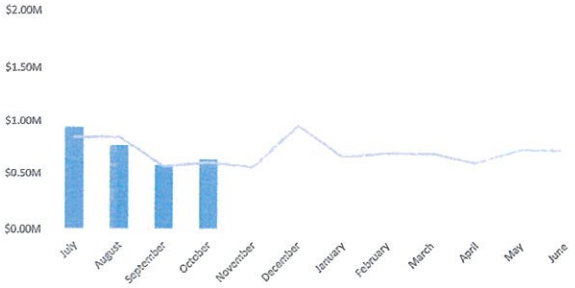
Cash & Cash Equivalents



Cash Balance



Debtors & Receivables

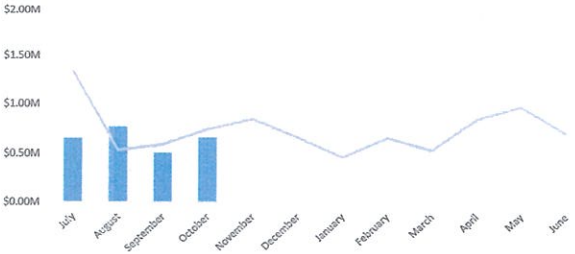


Rent Debtors

Number of Rent Debtors	Average $ Outstanding	Total $ Outstanding
435 ▼	$3,867 ▲	$1,682,332 ▲

Number of Rent Debtors by Amount Owing

Accounts Payable & Other Current Liabilities



Rent Debtors > 90 Days Outstanding

Current Assets	
Cash & Cash Equivalents	$10.19M
Contract Assets	$0.42M
Trade & Other Receivables	$0.63M
Inventories	$0.46M
Biological Assets	$0.12M
Total Current Assets	**$11.83M**
Non-Current Assets	
Buildings	$36.27M
Furniture & Fittings	$0.00M
Houses	$123.33M
Infrastructure	$37.83M
Land	$1.75M
Motor Vehicles	$0.64M
Plant & Equipment	$4.33M
Work in Progress	$1.24M
Total Non-Current Assets	**$205.39M**
Total Assets	**$217.22M**
Current Liabilities	
Contract Liabilities	$3.13M
Trade & Other Payables	$0.66M
Current Provisions	$0.35M
Total Current Liabilities	**$4.14M**
Non-Current Liabilities	
Non-Current Provisions	$3.27M
Trade & Other Payables	$0.52M
Total Non-Current Liabilities	**$3.79M**
Total Liabilities	**$7.93M**
Equity	
Retained Surplus	$94.37M
Asset Revalaution Surplus	$114.92M
Total Equity	**$209.29M**
Total Liabilities & Equity	**$217.22M**

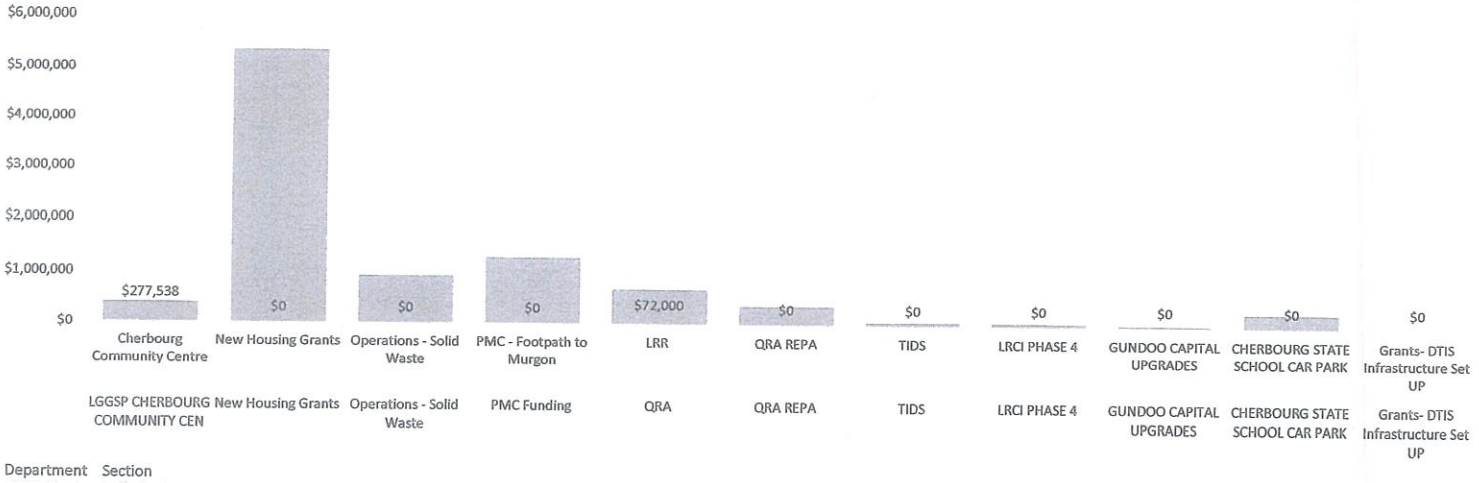
Cherbourg Aboriginal Shire Council
Capital Actual Vs Budget
FY 2023-2024

October

YTD Capital Income		
Actual	Variance	
$0.35M	($2.17M)	▼(86.1%)

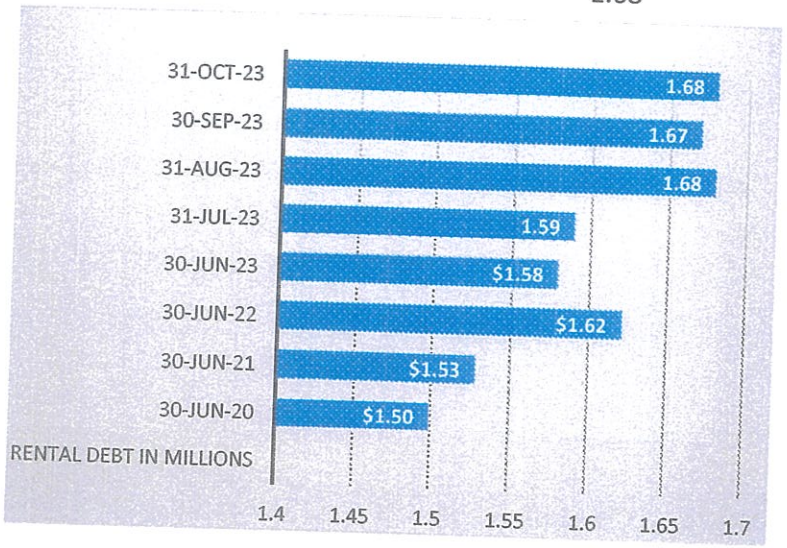
YTD Capital Expenditure		
Actual	Variance	
$1.18M	($3.25M)	▼(91.1%)

Capital Income - Actual vs Budget



Capital Expenditure - Actual vs Budget

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
30-Sep-23	1.67
31-Oct-23	1.68



10.

Whole Of Council

	October				Year to Date					Full Year
	Actual	Budget	$ Variance	% Variance	Actual	Budget	$ Variance	% Variance	Traffic Light	Budget
Grants & Subsidies	$ 153,633	$ 584,444	$ (430,811)	-73.71%	$ 2,936,202	$ 2,337,776	$ 598,426	25.60%		$ 7,013,343
Fees & Charges	$ 1,651	$ 74,698	$ (73,047)	-97.79%	$ 98,521	$ 298,792	$ (200,271)	-67.03%		$ 896,388
Sales & Recoverable Works	$ 387,076	$ 709,238	$ (322,162)	-45.42%	$ 1,621,445	$ 2,836,952	$ (1,215,507)	-42.85%		$ 8,510,861
Interest Revenue	$ 36,831	$ 28,333	$ 8,498	29.99%	$ 131,989	$ 113,332	$ 18,657	16.46%		$ 340,000
Rent	$ 184,943	$ 94,294	$ 90,649	96.13%	$ 655,959	$ 377,176	$ 278,783	73.91%		$ 1,131,529
Other Income	$ 22,743	$ 34,855	$ (12,112)	-34.75%	$ 77,102	$ 139,420	$ (62,318)	-44.70%		$ 418,260
Total Income	**$ 786,877**	**$ 1,525,862**	**$ (738,985)**	**-48.43%**	**$ 5,521,219**	**$ 6,103,448**	**$ (582,229)**	**-9.54%**		**$ 18,310,381**
Employee Costs	$ 663,514	$ 628,015	$ 35,499	5.65%	$ 2,234,830	$ 2,512,060	$ (277,230)	-11.04%		$ 7,536,152
Materials & Services	$ 450,486	$ 349,565	$ 100,921	28.87%	$ 1,912,999	$ 1,398,260	$ 514,739	36.81%		$ 4,194,671
Depreciation	$ 3,512,289	$ 880,385	$ 2,631,904	298.95%	$ 3,512,289	$ 3,521,540	$ (9,251)	-0.26%		$ 10,564,622
Finance Costs	$ 540	$ 4,084	$ (3,544)	-86.78%	$ 2,200	$ 16,336	$ (14,136)	-86.53%		$ 49,012
Total Expenditure	**$ 4,626,829**	**$ 1,862,049**	**$ 2,764,780**	**148.48%**	**$ 7,662,319**	**$ 7,448,196**	**$ 214,123**	**2.87%**		**$ 22,344,457**
Net Surplus/(Deficit)	**$ (3,839,952)**	**$ (336,187)**	**$ (3,503,765)**	**1042.21%**	**$ (2,141,100)**	**$ (1,344,748)**	**$ (796,352)**	**59.22%**		**$ (4,034,076)**

Community Services

	October				Year to Date					Full Year
	Actual	Budget	$ Variance	% Variance	Actual	Budget	$ Variance	% Variance	Traffic Light	Budget
Grants & Subsidies	$ 81,864	$ 88,768	$ (6,904)	-7.78%	$ 673,346	$ 355,072	$ 318,274	89.64%		$ 1,065,236
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	$ 11,729	$ 12,459	$ (730)	-5.86%	$ 47,186	$ 49,836	$ (2,650)	-5.32%		$ 149,500
Total Income	**$ 93,593**	**$ 101,227**	**$ (7,634)**	**-7.54%**	**$ 720,532**	**$ 404,908**	**$ 315,624**	**77.95%**		**$ 1,214,736**
Employee Costs	$ 72,514	$ 65,041	$ 7,473	11.49%	$ 264,724	$ 260,164	$ 4,560	1.75%		$ 780,490
Materials & Services	$ 28,315	$ 32,750	$ (4,435)	-13.54%	$ 137,278	$ 131,000	$ 6,278	4.79%		$ 392,968
Depreciation	$ -	$ -	$ -	0.00%	$ -	$ -	$ -	0.00%		$ -
Finance Costs	$ -	$ -	$ -	0.00%	$ -	$ -	$ -	0.00%		$ -
Total Expenditure	**$ 100,829**	**$ 97,791**	**$ 3,038**	**3.11%**	**$ 402,002**	**$ 391,164**	**$ 10,838**	**2.77%**		**$ 1,173,458**
Net Surplus/(Deficit)	**$ (7,236)**	**$ 3,436**	**$ (10,672)**	**-310.60%**	**$ 318,530**	**$ 13,744**	**$ 304,786**	**2217.59%**		**$ 41,278**

Corporate Services

	October Actual	October Budget	$ Variance	% Variance	Year to Date Actual	Year to Date Budget	$ Variance	% Variance	Traffic Light	Full Year Budget
Grants & Subsidies	$ -	$ 268,333	$ (268,333)	-100.00%	$ 2,071,044	$ 1,073,332	$ 997,712	92.95%		$ 3,220,000
Fees & Charges	$ 1,651	$ 74,698	$ (73,047)	-97.79%	$ 98,521	$ 298,792	$ (200,271)	-67.03%		$ 896,388
Sales & Recoverable Works	$ -	$ -	$ -	0.00%	$ -	$ -	$ -	0.00%		$ -
Interest Revenue	$ 36,831	$ 28,333	$ 8,498	29.99%	$ 131,989	$ 113,332	$ 18,657	16.46%		$ 340,000
Rent	$ 16,364	$ 12,500	$ 3,864	30.91%	$ 52,455	$ 50,000	$ 2,455	4.91%		$ 150,000
Other Income	$ 11,015	$ 19,063	$ (8,048)	-42.22%	$ 29,917	$ 76,252	$ (46,335)	-60.77%		$ 228,760
Total Income	**$ 65,860**	**$ 402,927**	**$ (337,067)**	**-83.65%**	**$ 2,383,926**	**$ 1,611,708**	**$ 772,218**	**47.91%**		**$ 4,835,148**
Employee Costs	$ 109,821	$ 163,055	$ (53,234)	-32.65%	$ 334,655	$ 652,220	$ (317,565)	-48.69%		$ 1,956,672
Materials & Services	$ 89,914	$ 75,512	$ 14,402	19.07%	$ 301,777	$ 302,048	$ (271)	-0.09%		$ 906,148
Depreciation	$ 136,142	$ 27,771	$ 108,371	390.23%	$ 136,142	$ 111,084	$ 25,058	22.56%		$ 333,253
Finance Costs	$ 540	$ 4,084	$ (3,544)	-86.78%	$ 2,200	$ 16,336	$ (14,136)	-86.53%		$ 49,012
Total Expenditure	**$ 336,417**	**$ 270,422**	**$ 65,995**	**24.40%**	**$ 774,775**	**$ 1,081,688**	**$ (306,913)**	**-28.37%**		**$ 3,245,085**
Net Surplus/(Deficit)	**$ (270,556)**	**$ 132,505**	**$ (403,061)**	**-304.19%**	**$ 1,609,151**	**$ 530,020**	**$ 1,079,131**	**203.60%**		**$ 1,590,063**

13.

Economic Development

	October				Year to Date					Full Year
	Actual	Budget	$ Variance	% Variance	Actual	Budget	$ Variance	% Variance	Traffic Light	Budget
Grants & Subsidies	$ 19,556	$ 10,570	$ 8,986	85.01%	$ 44,556	$ 42,280	$ 2,276	5.38%	✓	$ 126,830
Fees & Charges	$ -	$ -	$ -	0.00%	$ -	$ -	$ -	0.00%	✓	$ -
Sales & Recoverable Works	$ 387,076	$ 709,030	$ (321,954)	-45.41%	$ 1,620,325	$ 2,836,120	$ (1,215,795)	-42.87%	✗	$ 8,508,361
Interest Revenue	$ -	$ -	$ -	0.00%	$ -	$ -	$ -	0.00%	✓	$ -
Rent	$ -	$ -	$ -	0.00%	$ -	$ -	$ -	0.00%	✓	$ -
Other Income	$ -	$ 3,333	$ (3,333)	-100.00%	$ -	$ 13,332	$ (13,332)	-100.00%	✗	$ 40,000
Total Income	**$ 406,632**	**$ 722,933**	**$ (316,301)**	**-43.75%**	**$ 1,664,881**	**$ 2,891,732**	**$ (1,226,851)**	**-42.43%**		**$ 8,675,191**
Employee Costs	$ 357,500	$ 277,214	$ 80,286	28.96%	$ 1,207,532	$ 1,108,856	$ 98,676	8.90%	✓	$ 3,326,501
Materials & Services	$ 223,160	$ 152,902	$ 70,258	45.95%	$ 689,002	$ 611,608	$ 77,394	12.65%	✗	$ 1,834,773
Depreciation	$ -	$ -	$ -	0.00%	$ -	$ -	$ -	0.00%	✓	$ -
Finance Costs	$ -	$ -	$ -	0.00%	$ -	$ -	$ -	0.00%	✓	$ -
Total Expenditure	**$ 580,660**	**$ 430,116**	**$ 150,544**	**35.00%**	**$ 1,896,534**	**$ 1,720,464**	**$ 176,070**	**10.23%**		**$ 5,161,274**
Net Surplus/(Deficit)	**$ (174,029)**	**$ 292,817**	**$ (466,846)**	**-159.43%**	**$ (231,653)**	**$ 1,171,268**	**$ (1,402,921)**	**-119.78%**		**$ 3,513,917**

14.

Housing

	October				Year to Date					Full Year
	Actual	Budget	$ Variance	% Variance	Actual	Budget	$ Variance	% Variance	Traffic Light	Budget
Grants & Subsidies	$ -	$ -	$ -	0.00%	$ -	$ -	$ -	0.00%		$ -
Fees & Charges	$ -	$ -	$ -	0.00%	$ -	$ -	$ -	0.00%		$ -
Sales & Recoverable Works	$ -	$ -	$ -	0.00%	$ -	$ -	$ -	0.00%		$ -
Interest Revenue	$ -	$ -	$ -	0.00%	$ -	$ -	$ -	0.00%		$ -
Rent	$ 168,579	$ 81,794	$ 86,785	106.10%	$ 603,504	$ 327,176	$ 276,328	84.46%		$ 981,529
Other Income	$ -	$ -	$ -	0.00%	$ -	$ -	$ -	0.00%		$ -
Total Income	**$ 168,579**	**$ 81,794**	**$ 86,785**	**106.10%**	**$ 603,504**	**$ 327,176**	**$ 276,328**	**84.46%**		**$ 981,529**
Employee Costs	$ 24,045	$ 24,319	$ (274)	-1.13%	$ 79,006	$ 97,276	$ (18,270)	-18.78%		$ 291,831
Materials & Services	$ 2,626	$ 39,955	$ (37,329)	-93.43%	$ 474,004	$ 159,820	$ 314,184	196.59%		$ 479,449
Depreciation	$ 3,041,429	$ 770,251	$ 2,271,178	294.86%	$ 3,041,429	$ 3,081,004	$ (39,575)	-1.28%		$ 9,243,017
Finance Costs	$ -	$ -	$ -	0.00%	$ -	$ -	$ -	0.00%		$ -
Total Expenditure	**$ 3,068,101**	**$ 834,525**	**$ 2,233,576**	**267.65%**	**$ 3,594,440**	**$ 3,338,100**	**$ 256,340**	**7.68%**		**$ 10,014,297**
Net Surplus/(Deficit)	**$ (2,899,522)**	**$ (752,731)**	**$ (2,146,791)**	**285.20%**	**$ (2,990,935)**	**$ (3,010,924)**	**$ 19,989**	**-0.66%**		**$ (9,032,768)**

9.

Operations

	October				Year to Date					Full Year
	Actual	Budget	$ Variance	% Variance	Actual	Budget	$ Variance	% Variance	Traffic Light	Budget
Grants & Subsidies	$ 52,213	$ 216,773	$ (164,560)	-75.91%	$ 147,256	$ 867,092	$ (719,836)	-83.02%		$ 2,601,277
Fees & Charges	$ -	$ -	$ -	0.00%	$ -	$ -	$ -	0.00%		$ -
Sales & Recoverable Works	$ -	$ 208	$ (208)	-100.00%	$ 1,120	$ 832	$ 288	34.62%		$ 2,500
Interest Revenue	$ -	$ -	$ -	0.00%	$ -	$ -	$ -	0.00%		$ -
Rent	$ -	$ -	$ -	0.00%	$ -	$ -	$ -	0.00%		$ -
Other Income	$ -	$ -	$ -	0.00%	$ -	$ -	$ -	0.00%		$ -
Total Income	**$ 52,213**	**$ 216,981**	**$ (164,768)**	**-75.94%**	**$ 148,376**	**$ 867,924**	**$ (719,548)**	**-82.90%**		**$ 2,603,777**
Employee Costs	$ 99,634	$ 98,386	$ 1,248	1.27%	$ 348,914	$ 393,544	$ (44,630)	-11.34%		$ 1,180,658
Materials & Services	$ 106,471	$ 48,446	$ 58,025	119.77%	$ 310,938	$ 193,784	$ 117,154	60.46%		$ 581,333
Depreciation	$ 334,717	$ 82,363	$ 252,354	306.39%	$ 334,717	$ 329,452	$ 5,265	1.60%		$ 988,352
Finance Costs	$ -	$ -	$ -	0.00%	$ -	$ -	$ -	0.00%		$ -
Total Expenditure	**$ 540,822**	**$ 229,195**	**$ 311,627**	**135.97%**	**$ 994,568**	**$ 916,780**	**$ 77,788**	**8.48%**		**$ 2,750,343**
Net Surplus/(Deficit)	**$ (488,609)**	**$ (12,214)**	**$ (476,395)**	**3900.40%**	**$ (846,193)**	**$ (48,856)**	**$ (797,337)**	**1632.01%**		**$ (146,566)**

16.

HR Report # 10 – October 2023

Human Resources

Executive Summary

1. Dashboard

Pay Period 5 - (TOTAL 126 staff)
(this does not include mayor and councilor's)
Fulltime 57
Part-time 27
Casual 38
Apprentices 4

2. Industrial Relations news

Leading hand allowance issue resolved

3. Recruitment

New Admin Officer for reception starting 1 November

4. Training

5. Other News

Housing Report November 2023

SNR HOUSING OFFICER & HOUSING OFFICER:

The month of October/November 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: (53)

Phone Calls	-	*15*
Rent/ Enquires	-	18
Housing Enquires	-	19
Complaints/Misc.	-	1

HOUSING ENQUIRES FOR CLIENTS FROM OTHER AGENCIES:

- NDIS - Housing for a clients.
- QUEENSLAND HEALTH - Support for accommodation for a client
- CRAICCHS - Support for accommodation for client.
- ATSIL MURGON - Support letter for client.

COMPLAINTS: (1)

- 1 complaint - Noise from party (letter done up and sent out)

RAINWATER TANKS:

As per Council's direction a survey on rainwater tanks has commenced. It would probably take a few weeks to complete this survey. Once completed, we will then know what the community wants in relation to rainwater tanks.

Antonia Jacobs
Snr Housing Officer

Meetings/workshops

- Housing meeting every Monday (weekly)
- Building meeting every Monday (Fortnightly) Cancelled until further notice.

Service provided to tenants:

- ***40*** Tenants (repairs)
- ***5*** Complaints re: repairs to homes & 2 after hour jobs
- ***5*** *T*enants requested pest control.
- **3** Follow up tenants for Upgrade program.
- **9** new home modifications.
- **11** Occupational Therapist referrals
- **3** Visits to inspect home modification.
- **5** requests for fixtures to be made.
- **4** House Inspection
- Following up with tenants for rainwater tank surveys
- Working closely with NDIS tenants for maintenance

I no longer manage Cherbourg Welfare Hall or council buildings

Mrs Joanne Simpson
Housing Inspection Officer
Cherbourg Aboriginal Shire Council

4. Economic & Community Development

5. Operations Department

Operations Department Report October 2023

By Matthew Bock, Operations Manager
9th November 2023
Matthewb@cherbourg.qld.gov.au

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Environment and Waste 3

Roads Parks and Gardens 6

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Water, Sewerage 8

Executive Summary

Operations department

- Preparations and improvements have been made to the pound to assist with the Vet program
- All the water operators have attended their 2nd training block
- The RACQ foundation came to do a project at the Bert Button lookout operations staff assisted where needed
- Alex Speedy attended investigation training at the police academy
- The water operators attended the annual water operators forum in Mundubbera

Feet Services

- 19 Jobs were completed for the month of October this included services and repair work
- 2 Vehicles and plant equipment received their annual scheduled services
- MRF forklift cage Rotator mechanism failed and was replaced
- Fully reconditioned A/C and replaced broken driver's seat on Operations Tipper
- Replaced damaged sump on old building dept. truck
- Replacement of Garbage truck lift actuator under warranty
- Fit bulbar to 2nd new operations Ute
- Delivery of Enclosed Emergency Trailer for disaster relief
- Delivery of new small Tipper Truck for building Dept.
- New costing calculated for charging of plant and trucks presented to Snr Management

Environment and Waste

- RSPCA QLD & Cherbourg Aboriginal Shire Council MOU Finalised: 10th of October 2023
- Visiting Vet Program. 31st October – 16th November
    - Jarrabah Davidson (Casual) on hand to assist Animal Welfare Officer for duration of vet program
- Bowman Murray (AWO) and Elizabeth O'Chin (EHW) currently enrolled in CERT IV in Animal Regulation and Management

Works, Roads, Parks and Gardens

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

Water and Sewerage

- All 7 Effluent ponds are in working condition with no blockages.
- Closure of previous water incidents that have been notified to Public Health and Water Regulators
- All water and sewage staff are currently working new roster from 7am to 4:30pm include RDOs, public holidays and weekends.

Environment and Waste

EHW, AWO/AMW Monthly Report – October 2023

General

⇒ Fortnightly Catch up with DDPHU – Safe & Healthy Drinking Water Program

⇒ Fortnightly Catch up with DDPHU – ATSI Public Health program (ATSIPHP)

⇒ Monthly Teams Engagement – ATSIPHP EHW & AMW Working Group

Animal Welfare

- RSPCA QLD & Cherbourg Aboriginal Shire Council MOU Finalised: 10th of October 2023
- Visiting Vet Program. 31st October – 16th November
  - Jarrabah Davidson (Casual) on hand to assist Animal Welfare Officer for duration of vet program
- Bowman Murray (AWO) and Elizabeth O'Chin (EHW) currently enrolled in CERT IV in Animal Regulation and Management
  - UQ Skills Teams session catch up once a week
  - Compulsory Block training in Cairns from 20th -24th November 2023
- **Complaint/s, Concerns, Issues**
  - 1 Open complaint/s to be finalised by 17th November
  - Dangerous dog register active - 2 Dangerous dogs to be desexed in second week of vet program as part of Regulated dog conditions
  - Dog/s in paddock near water intake attacking horses

AMRRIC Data	Dogs			Total Dogs	Cats			Total Cats	Total
	Female	Male	Unknown		Female	Male	Unknown		
Entire	52	128	5	185	12	9	-	21	206
Unknown	22	17	3	42	2	1	1	4	46
Desexed	140	107	0	247	20	16	-	36	283
Total by species	474				61				535

**Data submitted by EHW, As at 7th of November 2023*

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 – Additional Information Required
- Food recall notices sent to food businesses
  - 4 Food Recalls in October

Waste & Recycling

- Recycling Program – Continuing to improve, numbers are steady. October figures: ***Figure 3 - CASC Recycling Program 2023***
  - September Average no. of 57 bins per week with average weight of 516kg
- Bin Day Bingo, 260 Entries in October
  - October Winner announced on Weds 1st of November 2023 at the animal pound to promote the Visiting vet program. Winner: 2 Wragge St ***Figure 4 – Bin Day Bingo October Draw & Winner***
  - 5 out of 7 winners were from Barber St
  - Bin Day Bingo draw video on CASC FB page
- Bin Sticker distribution still ongoing, residents enquiring about additional stickers
- 1 bin distributed in October

Water & Wastewater

- Drinking Water Quality Management Plan (DWQMP) Review and Update Workshop – 3-5th of October 2023
- Weekly & Monthly Water Sampling – EHW, ***Figure 2 - FY2023 Weekly/ Monthly Sampling Verification Results***
  - Additional sampling for BGA, minor detection in reticulation system 25.09.2023 – ongoing
- Alterations to sampling program, outcome of DWQMP Review and update - TBC
- Daily Verification & Monitoring – ESO's, WSM, Trainees ***Figure 1 - FY2023 CASC Daily Water Quality Field Results***

Sampling Program

Weekly	Monthly
Human Consumption - MWDRNK	Pesticides - KWP & KWHPDI
THM's - KEWTHM	Blue Green Algae - KPCB
Heterotrophic Colony Count - MWHCPC	Standard Water Analysis - SWAHN
	Heavy Metals - ANZMT

x.xx Reportable | x.xx Non Compliant | 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 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-Oct-23	0.39	0.46	7.4	0.7	0.34	0.51	7.51	0.69	0.45	0.62	7.57	0.12	0.37	0.53	7.52	0.17	0.51	0.72	7.5	0.1	0.45	0.78	7.49	0.15
2-Oct-23	0.46	0.65	7.46	0.72	0.34	0.55	7.51	0.64	0.35	0.59	7.65	0.09	0.43	0.6	7.52	0.17	0.45	0.63	7.43	0.05	0.49	0.71	7.44	0.11
3-Oct-23	0.44	0.54	7.43	0.32	0.49	0.67	7.45	0.31	0.54	0.82	7.68	0.38	0.49	0.68	7.53	0.23	0.86	1.19	7.51	0.09				
4-Oct-23	0.33	0.41	7.36	0.79	0.32	0.5	7.39	0.65	0.37	0.64	7.66	0.2	0.31	0.47	7.42	0.18	0.52	0.71	7.47	0.15	0.55	0.75	7.54	0.13
5-Oct-23	0.37	0.53	7.48	0.31	0.38	0.57	7.43	0.17	0.39	0.63	7.67	0.21	0.5	0.69	7.54	0.17	0.71	0.98	7.49	0.24	0.64	0.77	7.47	0.26
6-Oct-23	0.4	0.54	7.51	0.6	0.37	0.55	7.43	0.61	0.81	1.16	7.6	0.53	0.45	0.67	7.56	0.1	0.63	0.89	7.42	0.11	0.61	0.83	7.43	0.16
7-Oct-23	0.42	0.61	7.43	0.43	0.58	0.75	7.53	0.26	0.45	0.69	7.53	0.32	0.43	0.57	7.49	0.24	0.72	0.97	7.5	0.18	0.7	0.85	7.36	0.14
8-Oct-23	0.33	0.59	7.42	0.59	0.63	0.83	7.42	0.54	0.41	0.62	7.44	0.26	0.67	0.91	7.53	0.24	0.73	0.94	7.48	0.21				
9-Oct-23	0.38	0.57	7.49	0.5	0.32	0.52	7.35	0.41	0.45	0.68	7.56	0.43	0.41	0.65	7.62	0.45	0.77	1.06	7.49	0.36	0.64	0.84	7.38	0.47
10-Oct-23	0.34	0.47	7.43	0.44	0.34	0.55	7.52	0.34	0.43	0.66	7.64	0.7	0.45	0.65	7.55	0.42	0.56	0.8	7.42	0.16	0.56	0.81	7.37	0.68
11-Oct-23	0.3	0.49	7.41	0.58	0.4	0.59	7.51	0.53	0.45	0.67	7.61	0.3	0.31	0.41	7.39	0.25	0.52	0.64	7.39	0.14	0.46	0.64	7.35	0.15
12-Oct-23	0.44	0.56	7.53	0.64	0.33	0.55	7.38	0.39	0.34	0.59	7.61	0.47	0.33	0.44	7.36	0.53	0.52	0.67	7.12	0.26	0.42	0.65	7.24	0.18
13-Oct-23	0.45	0.59	7.29	0.82	0.45	0.63	7.3	0.83	0.52	0.73	7.52	0.63	0.38	0.47	7.48	0.44	0.7	0.94	7.48	0.52	0.62	0.78	7.4	0.65
14-Oct-23	0.79	0.86	7.44	0.36	0.58	0.66	7.41	0.58	0.66	0.74	7.47	0.47	0.48	0.58	7.43	0.63	0.69	0.83	7.38	0.41	0.58	0.78	7.39	0.43
15-Oct-23	0.79	0.86	7.45	0.2	0.6	0.7	7.37	0.27	0.54	0.66	7.49	0.28	0.43	0.55	7.33	0.18	0.66	0.87	7.43	0.37	0.66	0.8	7.4	0.08
16-Oct-23	0.31	0.48	7.3	0.36	0.26	0.45	7.35	0.44	0.2	0.48	7.6	0.5	0.37	0.73	7.57	0.48	0.6	0.86	7.46	0.27	0.6	1.05	7.45	0.16
17-Oct-23	0.37	0.48	7.36	0.6	0.31	0.57	7.54	0.4	0.63	0.74	7.57	0.47	0.46	0.62	7.43	0.44	0.61	0.8	7.57	0.55	0.69	0.91	7.5	0.48
18-Oct-23	0.22	0.56	7.04	0.2	0.2	0.4	7.22	0.47	0.26	0.55	7.43	0.38	0.28	0.46	7.35	0.61	0.57	0.82	7.29	0.44	0.54	0.73	7.41	0.44
19-Oct-23	0.33	0.44	7.4	0.66	0.34	0.55	7.43	0.52	0.51	0.66	7.5	0.7	0.42	0.67	7.35	0.9	0.66	0.77	7.39	0.56	0.63	0.85	7.46	0.63
20-Oct-23	0.62	0.81	7.48	0.28	0.49	0.7	7.45	0.54	0.53	0.86	7.62	0.09	0.52	0.82	7.64	0.44	0.69	1.28	7.55	0.47	0.67	1.08	7.55	0.36
21-Oct-23	0.53	0.65	7.43	0.75	0.48	0.71	7.61	0.29	0.46	0.74	7.64	0.4	0.71	1.04	7.49	0.07	0.81	1.05	7.61	0.36	0.68	1.01	7.52	0.01
22-Oct-23	0.35	0.48	7.5	0.66	0.48	0.59	7.53	0.37	0.73	1.06	7.51	0.42	0.57	0.89	7.42	0.43	0.74	0.95	7.44	0.27	0.79	1.03	7.4	0.39
23-Oct-23	0.43	0.77	7.44	0.59	0.34	0.62	7.43	0.4	0.71	0.93	7.57	0.12	0.57	0.8	7.63	0.17	0.84	1.23	7.43	0.27	0.99	1.35	7.56	0.38
24-Oct-23	0.34	0.57	7.43	0.37	0.43	0.58	7.43	0.04	0.55	0.73	7.63	0.69	0.32	0.54	7.42	0.25	0.92	1.14	7.45	0.21	0.83	0.97	7.36	0.17
25-Oct-23	0.49	0.7	7.51	0.54	0.49	0.72	7.54	0.24	0.42	0.63	7.6	0.66	0.4	0.6	7.5	0.15	0.54	0.76	7.66	0.09	0.54	0.76	7.49	0.74
26-Oct-23	0.3	0.52	7.49	0.45	0.32	0.43	7.43	0.47	0.37	0.65	7.5	0.28	0.4	0.7	7.51	0.24	0.58	0.8	7.55	0.01	0.53	0.79	7.42	0.46
27-Oct-23	0.37	0.58	7.38	0.86	0.44	0.58	7.41	0.68	0.52	0.75	7.37	0.6	0.45	0.61	7.45	0.69	0.66	0.89	7.53	0.51	0.54	0.65	7.44	0.47
28-Oct-23	0.45	0.58	7.36	0.36	0.41	0.53	7.24	0.67	0.7	0.8	7.27	0.61	0.34	0.4	7.45	0.45	0.65	0.84	7.44	0.52	0.55	0.67	7.51	0.29
29-Oct-23	0.42	0.53	7.47	0.2	0.42	0.54	7.41	0.44	0.54	0.64	7.32	0.16	0.41	0.51	7.42	0.1	0.66	0.81	7.45	0.46	0.52	0.79	7.39	0.6
30-Oct-23	0.36	0.46	7.38	0.7	0.37	0.46	7.5	0.58	0.44	0.54	7.64	0.42	0.4	0.73	7.59	0.63	0.79	0.97	7.52	0.14	0.59	0.79	7.39	0.48
31-Oct-23	0.32	0.42	7.42	1.71	0.31	0.52	7.67	1.41	0.23	0.4	7.87	1.52	0.27	0.45	7.73	1.42	0.35	0.51	7.45	1.5	0.46	0.67	7.69	1.28

FY2023 CASC Weekly/Monthly Water Sampling Verification Results

Coliforms (mpn/100mL)

Date	CHER 1	CHER 2	CHER 3	CHER 4	CHER T	CHER 5	Summary
04-Oct-23	5	0	0	0	0	0	PASS
09-Oct-23	0	0	0	0	0	0	PASS
16-Oct-23	0	0	0	0	0	0	PASS
23-Oct-23	0	0	0	5	0	0	PASS
30-Oct-23	0	0	0	0	0	0	PASS

E.coli (mpn/100mL)

Date	CHER 1	CHER 2	CHER 3	CHER 4	CHER T	CHER 5	Summary
04-Oct-23	0	0	0	0	0	0	PASS
09-Oct-23	0	0	0	0	0	0	PASS
16-Oct-23	0	0	0	0	0	0	PASS
23-Oct-23	0	0	0	0	0	0	PASS
30-Oct-23	0	0	0	0	0	0	PASS

Total Chlorine (mg/L)

Date	CHER 1	CHER 2	CHER 3	CHER 4	CHER T	CHER 5	Summary
04-Oct-23	0.38	0.29	0.47	0.4	0.99	0.65	PASS
09-Oct-23	0.37	0.39	0.48	0.22	0.59	0.53	PASS
16-Oct-23	0.48	0.27	0.48	0.35	0.88	0.54	PASS
23-Oct-23	0.41	0.4	0.52	0.41	0.71	0.62	PASS
30-Oct-23	0.44	0.24	0.45	0.34	0.6	0.51	PASS

Free Chlorine (mg/L)

Date	CHER 1	CHER 2	CHER 3	CHER 4	CHER T	CHER 5	Summary
04-Oct-23	0.18	0.11	0.16	0.15	0.51	0.36	PASS
09-Oct-23	0.15	0.16	0.24	0.06	0.33	0.32	PASS
16-Oct-23	0.28	0.14	0.2	0.13	0.51	0.18	PASS
23-Oct-23	0.33	0.25	0.3	0.2	0.49	0.26	PASS
30-Oct-23	0.2	0.13	0.27	0.17	0.31	0.28	PASS

pH

Date	CHER 1	CHER 2	CHER 3	CHER 4	CHER T	CHER 5	Summary
04-Oct-23	7.49	7.33	7.34	7.41	7.29	7.41	PASS
09-Oct-23	7.4	7.19	7.29	7.24	7.18	7.17	PASS
16-Oct-23	7.3	7.35	7.6	7.42	7.45	7.3	PASS
23-Oct-23	7.38	NT	7.2	7.3	7.32	7.27	PASS
30-Oct-23	7.03	7.31	7.3	7.33	7.1	7.34	PASS

Total THMs

Date	CHER 1	CHER 5	Summary
04-Oct-23	220	240	PASS
09-Oct-23	230	240	PASS
16-Oct-23	220	230	PASS
23-Oct-23	200	220	PASS
30-Oct-23	210	230	PASS

Monthly

Test	BGA	HM	Pesticides	SWA
Date	23-Oct-23	23-Oct-23	23-Oct-23	23-Oct-23
Summary	PASS	PASS	PASS	PASS

Additional BGA Sampling conducted in October

Sample Points

CHER 1 STP (Wakka park) tap
CHER 2 Depot tap
CHER 3 Day care (rear) tap
CHER 4 BB Lookout Res. tap
CHER 5 WTP Reservoir 1 & 2 Blended Tap
CHER T After treatment yard tap

Test/s

BGA-BlueGreenAlgae
HM-HeavyMetals
SWA-Standard Water Analysis
THM's - Trihalomethanes
E. Coli - Escherichia coli
pH - Acidity

*NR - Results not yet received
*NT - Not tested
*MD - Missing Data
Green text & B/Ground - Perfect
Red text - Monitor Water quality
Red text & B/Ground - Reportable

Figure 2 - FY2023 Weekly/ Monthly Sampling Verification Results

CASC Recycling Program 2023						
Collection No.	Date	Weight (kg) Daily total	Monthly Total (kg)	No. of Bins Daily Total	Monthly Total (No. of bins)	Comments
36	3-Oct-23	740	2580	77	285	**October 3rd - Most Bins collected in one day - 77 Bins**
37	10-Oct-23	460		52		**Weekly Averages:** Bin: **57** Weight: **516kg**
38	17-Oct-23	400		48		**Bin Day Bingo -** 260 Entries for the month of October - Winner: 2 Wragge St
39	24-Oct-23	360		51		**Barber St leading the way in recycling -**
40	31-Oct-23	620		57		5 out of 7 Bin Day Bingo draw won by residents of barber st

Figure 3 - CASC Recycling Program 2023

Figure 4 - Bin Day Bingo September Draw & Winner

By Elizabeth O'Chin

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

- 19 Jobs were completed for the month of October this included services and repair work
- 2 Vehicles and plant equipment received their annual scheduled services
- MRF forklift cage Rotator mechanism failed and was replaced
- Fully reconditioned A/C and replaced broken driver's seat on Operations Tipper
- Replaced damaged sump on old building dept. truck
- Replacement of Garbage truck lift actuator under warranty
- Fit bulbar to 2nd new operations Ute
- Delivery of Enclosed Emergency Trailer for disaster relief
- Delivery of new small Tipper Truck for building Dept.
- New costing calculated for charging of plant and trucks presented to Snr Management

Issues

Nil

Damage Report

Water Truck sustained broken headlight from being backed into - no injuries

Building Tuck sump damaged due to impact from rubbish

Workplace Health & Safety Incidents

Nil

Training Updates

Attending IPWA Online Fleet Management course

Next Month's Business Plans

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

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.
- Roll out of new QR code scanning for Sewage Treatment plant, Water Treatment Plant and all Water and Sewage Pump Stations.
- Only 2 open water incidents Cherbourg Aboriginal Shire Council.

- All water staff attended DRQMP review workshop scheduled for 3rd – 4th October with Viridis, DDPHU, and CASC staff.
-

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 (1 Active in Water Operations)
  - Ongoing Training and develop to ensure Operators are qualified and confident in operating WTP and WWTP

General

- All 7 Effluent ponds are in working condition with no blockages.
- Closure of previous water incidents that have been notified to Public Health and Water Regulators
- All water and sewage staff are currently working new roster from 7am to 4:30pm include RDOs, public holidays and weekends.

Figure 5

6. Community Services Department

COMMUNITY SERVICES REPORT

October - November 2023

*RADIO

*IKC

SPORTS & REC

*YAG

The Community Services areas have all been working hard these past few weeks, we have continued to meet and support each other with planning and updates.

- Showcase –OPENING OF THE YAG SHOP - The YAG event (Modelling designer outfits) happen during Indigenous Business Month (Friday 27th October). This event went extremely well, planning with community and others that have come on board are heading into the next phase of the IYCC that was determined by the YAG and was unforeseen by the funding body. Discussions continue and new partnerships have started.

- Staff have been meeting and working with Interagency, YAG and community, CTC, Salvation Army, CRAICCHS AMR Development, Qld Health, and Vinny's on the Christmas Fair (12 December 2023). Nominations for the Christmas Lights Competition are coming in, once again a great community initiative.

- CSP Funding – I have attached a Service Enhancement Implementation Plan.

- Moving forward Community Services staff will continue to work on established programs, planning and connecting/creating partnerships for new projects in our community.

Sports & Rec

Report attached.

Radio Station

Report attached.

IKC (Library)

Report attached.

IYCC Yag Project

Report attached.

Thank Council for their continued support.

This ends my report for the months of October/November 2023

Edwina Stewart

Community Services Manager

CHERBOURG

Service Enhancement Implementation Plan

Service Enhancement Implementation Plan (SEIP) seeks to enhance service delivery and support strategies aimed at improving community safety and wellbeing particularly those related to alcohol management (i.e. holistic harm reduction, demand reduction and behavioural change)

Activity	Budget	Timeframe	**Indicators to be delivered to demonstrate the activity is being implemented and on track to achieve the intended funding purpose**	**Progress Updates** (including outcomes being observed /change /impacts from the delivery of these activities)
Sport Complex • Staffing • Programs • Catering • Promotional resources – Bullying, R U Ok, Sniffing, AODS, Safety & Wellbeing	$65,000	Nov 23 – Jun 24	• Extending the hours & extra staff at the sports complex to keep yp engaged • Programs & activities involving emergency services, Qld Health, CRAICCHS • Promotional Days – DV, Anti-Bullying Campaign	
Youth Leadership • Staffing • Workshops • Leadership Camps & Programs	$65,000	Nov 23 – Jun 24	• Staffing at YAG Shop engaging YP in wellbeing workshops • Youth Leadership camps & programs	
Men's Group Activities • Activities / Programs • Camps	$20,000	Nov 23 – Jun 24	• Activities / Programs • Camps	
Women's Group Activities • Activities / Programs • Camps	$20,000	Nov 23- Jun 24	• Activities / Programs • Camps	
Christmas Activities • Educational activities & activities at Christmas event	$15,000	Nov 23 – Jun 24	• Activities at Christmas event	

Checklist

- ☐ Plan will be fully implemented by Agreement end date 30 June 2024.
- ☐ Total budget does not exceed $185,000

Number Stats for the Month

	Week 1	Week 2	Week 3	Week 4	Week 5	Total
Sessions						
People Using Gym	7	8	11			22
Children After School	102	118	93			123
Boxing Training	No boxing coach					-
Mens Group						
Deadly Active Sports						-
Golf	Never started golf program yet					-
Netball	-	-	16			16
Gymnastics	14		10			17
Football	Will start January next year preseason					-
Seniors Games	Still Planning for our elders/seniors' activities					-

During the last month we have been working in partnership with:

- Radio Us Mob 94.1fm – planning with our men's group for the Fisheries.
- YAG – worked in partnership with YAG with helping staff and YAG members make and prepare the shop with made products.
- These are some upcoming bookings for November

  - Murgon Saint Joseph school is visiting the complex to take part in some activities children play here in the afternoon. Their visit is on the 2nd November 2023.

  - IBA Basketball visiting to do ref course and run a day of basketball activities for the children on the 6th November,

  - Qld Fisheries are coming to Cherbourg on the 7th November. They will be using the sports complex to meet for yarn with our men's group and community members also to have lunch with them and learn about our community. We will be working in partnership with the radio station.

  - The Cherbourg State School would like to book the sports complex for "Yarning Time" with parents from 2-4pm- on Tuesday the 14th November. They also requested for staff to run some sports activities on oval for the children.

  - BKA (Brian Kerle would like to visit on the 15th of November to do a basketball clinic with and schools in the area.

Stats from programs at the sports complex		
Men's Group **MEMSO** Tuesdays	Jeffrey	Was asked to cut back on men's group meetings. So, we stopped having them. Last meeting was on the 29 August 2023.
After School 2:45p -5pm Daily	All Staff	At the moment, most of the children attending after-school program are of primary school age. We still have a big number 57 children coming along to for activities. Because of big numbers S&R workers are finding it a bit challenging to set up different activities. This leads back to children playing same games such as cricket, basketball, table tennis and handball. Most children are becoming bored and leave before closing time. We have set up some activities in the under-cover area to accommodate space and activity issues. This month October we started some of our Deadly Active Sports Program (golf, netball, gymnastics) for the children. The activities are planned to do in Cherbourg, but due to fire and other weather conditions we stopped doing the DAS activities. We did some of the DAS netball activities after the outside school hours finish at 5pm-6pm then we drop them off at home.
Gym **9am – 5pm**	Self-Training Mark & Jeffrey Staff supervision for children u18 Female staff for female gym users	The gym during school hours, is mainly used by boys (4) who do their Jumbunna program. They came twice a week during October with 2 supervisors. We had 12 community members come and use the gym before, after school hours care. (2 lots of couples) (1 family of 5) (3 men came individually to use the gym.) During after school activities we had 6 male youths using the gym- they were supervised by Mark. Would like staff to have some training in this area. So, we know the safety and proper ways in using the gym equipment and exercises.
Netball 5pm – 6pm	Erica & Lavina	16th – 19th October the children (15 girls 1 boy) aged 8-12yo did netball training. The netball players are showing great interest in the sport and are sharing their own ideas.

Netball 5pm – 6pm Training on Wednesdays Hoping to have community games on Fridays	Erica & Lavina	Along with warm up and cooling down, children trained to develop basic skills, such as - their catching & passing skills, with ball games of leader ball & captain ball. - breaking & defending skills - practice shooting for goals, - and learning their position on the court. Most of the players knew some of the rules and picking some up as we go along. They were supposed, to have a game Friday evening but it got cancelled, because staff had to prepare the kitchen for following week's renovations. The training will be held twice a week at the complex after the afterschool activities are done. Children will then be dropped of home in the complex bus.
Golf 3pm – 4pm Mondays	Mark	Was going to start this month deadly active sport at the Golf range in Cherbourg. However, there has been some bush fires so we cancelled lessons it for October and first week of November. Plus, we need to get more equipment balls, tees and single golf sticks. Hoping to start it up again soon.
Gymnastics Tuesdays At the moment during after school activities	Lavina	Staff have been setting up activities once and sometimes twice a week for children to practice some gymnastic moves and find out who is really interested in doing the sport. Now that we have a list of interested children, we will start having allocated time for lessons starting in November I am still working on getting a proper gymnastic coach to come and run some classes with the interested children (12 aged 5-10 years old) but until then I am getting short safe lessons off the internet for children to do.
Boys Cultural Activities Thursdays or Fridays During after school activities	Jeffrey	The boys have been gathering stuff to use for their corrobboree dances. This month they went and cut their clapsticks. They were going to use wood from the fallen bunya trees 'branches but they were too burnt to use. So, they went up the bush to cut themselves some clapstick. They are now waiting for the wood to dry out, before they personalise it with their own art. Next trip is to get material to keep for their lap-laps. Jeffrey and the boys are also waiting for Brother Danny Weazel to take them to collect ochre and learn about the LORE on using it and which ochre to use for different business/purposes.

Community organisations have used the sports complex for meetings:

- Cherbourg Hornets Rugby League have asked to use the complex to hold their AGM. They keep changing dates. So, hoping the complex is free for when they finally set a date. End up having meeting on the 2nd October.

- Was stated that we have to move the washing machine and cleaning products from out of the kitchen. It was decided by myself that we use the yardman's room because it may be easier to get a tap installed and also for easy access when we need cleaning stuff (mop, broom, bucket, detergent etc.)

Maintenance

Main Building

- Currently our kitchen is under renovations. Finish part of it waiting for electrical mob to come back and put gas stove in and new fridge. We have to move laundry and other cleaning products out of kitchen. Have to make space in the old store room. For the time being until they finalise the renovations.

- Can we have inside toilets renovated to cater for special needs please. The building only has 1 toilet in both the men and women's' toilet and two showers.

- Laundry separate from the kitchen as mentioned in note earlier.

- After renovations the water trough down needs to be reinstalled. It no longer leads out into the kitchen drainage. Children and staff are using the dispenser and bottles of water in the kitchen for time being. Might need to get it fixed ASAP thinking of cost for bottled water. We have no taps for tank water.

- Can we have toilet tap and a sink (hand wash and kitchen) in our boxing shed.

Outdoors

- Yard needs mowing and whipper snipping around buildings. To make it more visible for snakes and other dangerous animals. Also, for grounds to be nice and tidy when visitors come.

Others business

- On 17th October Chiggy Skateboards came today with visitors/skateboarders from USA for the afternoon. Jeffrey and Erica went to supervise children at Cherbourg skate park and I (Lavina) stayed at the complex with high school boys for a game of basketball.

  Also, on the 17th October CRAAICHS hub workers came for the afternoon because they had no children attending their after-school program.

- Had to close complex for a week (7 days) because of kitchen renovation, 24th – 31st October 2023. A program was done on what activities we were going to run and where the activities was going to take place. But staff helped out with YAG for their opening of shop at Bert Button Lookout, 27th October 2023. Other staff tidied up complex up.

- Along with using the gym the Jumbunna boys' program have been coming to do sports activities – table tennis and basketball. I have offered for them to use the boxing shed but that's on hold for the moment until we get a boxing trainer in.

Cherbourg Radio Progress Report - to October 2023

To: Cherbourg Aboriginal Shire Council

STAFF & General UPDATE

The 1st of our "Pathways" block training with CMTO was delivered recently focusing on Interview techniques, preparing, recording and editing. We also invited and hosted fellow broadcasters from CROW FM as well as students from Murgon High School at this three day session.

We have further block training booked in for December and plans for a third session in early 2024 - On the whole I have been very happy with how our team are becoming more flexible and capable in their various roles, cohesively working to support each other to ensure we serve and keep our community informed and up to date with news, information and entertainment.

Refurbishments at the radio and tech upgrades - Painting for new window done, new block out blind installed. We are still waiting to hear back on funding application for new equipment needed at our transmitter site and for our studio playout system

Station projects and partnerships

We are continuing to extend our hand in partnership with various opportunities presenting themselves, our latest being a side project with University Of Queensland "Binung Ma Na Du" collecting stories for video, podcast and in writing. We are allowing Arlene Langton to take time to play a part in collecting these stories, Cherbourg Radio supporting with access to our resources.

Bin Day Bingo continues as part of educating community on "Recycle the Right Way"

Our team have participated in getting to know local history and country with Uncle Russell "Boomi" Hegarty

We are working with CRAICCHS to bring "Deadly Funny" show and comedy workshop to community in November.

Supporting visiting media recording and episode of "Fishing Australia"

General Operations and Community Contact:

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

Big events have included supporting, CASC events like the launch of the YAG Florist and Gift Shop. Live Broadcasts from careers expo at Barambah Youth Hub and CTC Family Fun Day

New Sponsorships spots & space continue to bring new bookings outside of our local sponsors.

Michael Monk Cherbourg Radio Station Coordinator and Manager

WINIFRED FISHER

Indigenous Knowledge Centre

11/1/2023

Council Report for October/November 2023

10.

CENTRE USAGE

For the past month of October/November the centre has been utilized by the following:

- ***MEETINGS:***

Parent Next every Wednesdays
Breast Cancer awareness morning tea
IKC was the the venue (another successful event)
QUT meeting interviews with community members
Computer arts meeting with Julie

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

OTHER NEWS

Wednesday 18th October IKC will be hosting
The Breast Cancer Awareness morning Tea for community members.
IKC staff participated in the Yag Gnarla Fashhon parade on the 27th October.
St. Joseph Prep Class visited the IKC
Queensland State Library visited (group of 5)

Total tally for month of October/November 110

Indigenous Youth Connection to Culture (IYCC)

Youth Advisory Group

October / November 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:

- Youth Justice
- Gnarla Fashions
- DATSIP
- Felicity Aitken
- Skill Centred
- Indigenous Futures Foundation
- Shae Watt
- Mens Shed
- Office for Youth
- St Vinnies
- Salvation Army
- TAFE
- Interagency
- Murgon State High School
- Silverling School

- Indigenous Business Month Fashion Parade & opening of the YAG shop went well. All orders for garments have been made.

- The shop has continued to be open and run by our young ladies from the YAG with guidance from community volunteers, Youth officers and Community Services Officer. Opening hours are attached.

- More workshops will be coming up.

- YAG Staff will begin planning stages for the Youth Festival during Youth Week in April 2024.

This ends my report for October / November.

Wawida Collins

Community Services Officer