

# **GYMPIE REGIONAL COUNCIL**

## **AGENDA**

*of the*

## **ORDINARY MEETING**

**CHAIRMAN: Cr GC Hartwig (Mayor)**

**Held in the Boardroom**

**Town Hall**

**2 Caledonian Hill**

**Gympie Qld 4570**

**On Wednesday, 21 February 2024**

**At 9.00am**



The Corporate Plan 2022-2027 provides a clear framework and direction in relation to Council's **vision, mission, values** and **key response areas**.

Gympie Regional Council has a vision for embracing opportunities, promoting wellbeing and celebrating strong communities.

Our mission is to leave a positive legacy for future generations by embracing progress through good planning and efficient service delivery.

Our values are:

### **Accountability**

We are open, transparent and take responsibility for our actions.

### **Communication**

We consult with the community, actively listen to and respond to the input of residents, and keep people informed.

### **Customer Service Focused**

We meet the needs of our community in an efficient and effective manner. We strive to continually improve, show empathy and are environmentally aware in our service delivery.

### **Integrity**

We act with honesty and respect in all we do and respect all residents, colleagues and visitors.

### **Teamwork and Collaboration**

We recognise and support everyone's contributions. We are inclusive and contribute respectfully working as a team. We will care for ourselves and others.

Council's activities are aimed at achieving our vision and are focused into the following three key response areas/objectives:

### **COMMUNITY AND ENVIRONMENT**

*Our communities have infrastructure and spaces for living, working, learning, sport and recreation that supports and caters for growth and enables the community to be inclusive, connected and safe. Natural ecosystems are conserved and enhanced and our built environment embraces biodiversity, sustainability and heritage.*

### **INFRASTRUCTURE AND ECONOMIC OPPORTUNITY**

*Our planning and infrastructure seeks to meet foreseeable future needs to support economic development, community enhancement and residents' wellbeing.*

### **ORGANISATION**

*Gympie Regional Council is an organisation that understands the community, and delivers services efficiently and effectively through highly engaged staff.*

The above framework informs council's decision making and guides our organisational management and operational activities.

**Gympie Regional Council      ORDINARY**


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*Mayor GC Hartwig (Chairman),*

*Crs J Milne, NG Jensen, SA Waldock, BM Devereaux, DH Stewart, HT Smerdon,  
WA Polley and RA Fredman.*

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## **ACKNOWLEDGEMENT**

## **OPEN WITH PRAYER**

## **SECTION 1: DISCLOSURE OF INTEREST**

## **SECTION 2: APOLOGIES / LEAVE OF ABSENCE**

## **SECTION 3: CONFIRMATION OF MINUTES**

### **RECOMMENDATION**

That the Minutes of the Gympie Regional Council Ordinary Meeting held on 24 January 2024 be taken as read and confirmed.

### **RECOMMENDATION**

That the Minutes of the Gympie Regional Council Special Meeting held on 31 January 2024 be taken as read and confirmed.

## **SECTION 4: PETITIONS**

## **SECTION 5: OFFICE OF THE CEO**



## SECTION 6: CORPORATE SERVICES

### 6.1 Corporate Services Directorate Update

**PORTFOLIO:** IT and Finance

**DIRECTORATE:** Corporate Services

**DOC ID:**

**LINKS TO CORPORATE/OPERATIONAL PLAN**

**KEY RESPONSE AREAS:**

3. Our Organisation – accountable, responsive, efficient and innovative

#### 1. BACKGROUND AND PREVIOUS COUNCIL CONSIDERATION

Council's Executive Team have agreed that on a quarterly basis Directorate Managers will provide an overview of the operations of their business units for the prior quarter and the quarter to come.

These quarterly reports present an opportunity to reflect on achievements and learnings and to encourage information sharing across the Directorates, the organisation and Council.

The Corporate Services Directorate incorporates the following branches of council:

- Finance (including procurement and fleet)
- Information Technology (including Digital Transformation)
- People and Culture
- Communications, Business and Engagement
- Governance, Integrity and Risk.

#### 2. REPORT

This report provides a summary of the key achievements and planning for each of the business units within the Corporate Services Directorate.

##### Finance

##### 2023-24 Financial Statements

Planning for the preparation of the finalisation of the 2023-24 financial year and preparation of the 2023-24 Financial Statement has commenced. It is anticipated that the draft timetable including confirmation of task owners will be confirmed in early March 2024. This timetable is being prepared in accordance with the anticipated requirements of the Queensland Audit Office's External Audit Plan which is expected to be received by Council in the near future.

The 2023-24 shell financial statements have been drafted in preparation for the 2023-24 end of financial year. These shell statements will be finalised subsequent to Finance Officers attending the Finance Officers Network and Tropical Workshop at Maryborough on 23 February 2024.

### Service Catalogue Review

Council is in the process of reviewing the service catalogue prepared in early 2023. In consultation with the Leadership Team, services will be refined and included in the parameters of the Technology One finance module to assist in capturing the cost of services across council.

### Revenue Reviews

Work has commenced on comprehensive reviews of Council's revenue streams. These works include a strategic review of rating categories and Water and Wastewater, Building Certification and Fleet/Workshops activities. The Water and Wastewater review will include determination of Full Cost Pricing Models, dividend calculations, tax equivalent implications and appropriate levels of debt. A similar activity is already being progressed for Council's Waste Unit.

The outcomes of these reviews will be extensively workshopped with Council and subsequently incorporated into Council's 2024-25 Budget.

### Financial Literacy Training

The Financial Decision-Making training, recommendation that was included in the CPA and BIP reviews, commenced on 12 July 2023 for Senior Managers and on 10 August 2023 for the first cohort of Coordinators and Supervisors. Two additional sessions were delivered on 10 October and 2 November 2023.

The next planned financial training will relate to procurement policies and procedures within a Queensland Local Government context, with the training to be closely linked to the recommendations of the recent procurement review and the workflows being established within the Technology One Enterprise Resource Planning (ERP) software, which for procurement is scheduled to go live in July 2024.

### 2024-25 Annual Budget Preparation

Council's 2024-25 Annual Budget will be the first prepared in the ERP's Enterprise Budgeting module. Finance Officers are now in the process of finalising the release of this module to responsible budget officers, the preparation of budget packs and a draft budget timetable.

Councillor workshops are expected to be scheduled from late March/early April in conjunction with the post-election Councillor induction workshops.

## **Information Communication Technology (ICT)**

The branch has had a busy and productive start to the year with many projects in progress. Updates on key projects/issues follow.

### Cybersecurity Update

During the year ICT has successfully progressed long term and overdue projects that were struggling to gain traction due to resource and capability constraints. The branch has improved Council's security posture and progressed managing the inherent risks in aging technologies and platforms.

The branch team has advanced infrastructure replacement projects for end-of-life equipment, updated and developed new processes and plans and implemented advanced cyber security solutions aimed at protecting Council's information and technology assets.

In November this year, council appointed an ICT Security Officer who will be dedicated to the maintenance and management of security controls and solutions. This role had been vacant for 12 months.

McGrathNicol has completed its Cyber Security Assessment which will validate and provide feedback to ICT regarding further improvements to our technology and information environment. The Assessment Report which is due in mid-February will provide ICT with a program of work to further harden our information and technology assets.

#### GRiT

After significant efforts in its design and development phases, the GRiT Project is now entering an important testing stage, signalling a crucial phase as it prepares for the rollout of the following three key releases in the upcoming five months:

1. 1B – Enterprise Budgeting
2. 1C – Supply Chain Management
3. 2A – HR and Payroll.

The Enterprise Budgeting release (R1B), is specifically designed for Executives and Managers, strategically timed to support the 2024-25 budgeting cycle. To facilitate a smooth transition, online application familiarisation training has been developed for managers and coordinators, aimed at equipping them with the necessary understanding and skills ahead of the planned training sessions and budget loading activities.

The Enterprise Budgeting Module is set to transform the budgeting process with an array of enhancements:

- **Unified Collaboration Platform:** Enables Directors, Managers, and Coordinators to craft and refine budgets collaboratively using a singular, intuitive platform
- **Automated Efficiency:** Boosts productivity and streamlines efficiency through automated approval processes and workflows for budget review
- **Strategic Alignment:** Facilitates a seamless connection between strategic objectives and operational planning with budgetary considerations
- **Enhanced Documentation:** Integrates budgeting documentation attachments into ECM (Enterprise Content Management), improving record management.
- **Data-Driven Dashboards:** Offers dashboards and reporting features for access to precise budgeting data, enhancing decision-making
- **Streamlined Processes:** Establishes a more robust process for budget figures, such as salary worksheets that calculate budget figures and generate workpapers via a single click
- **Comprehensive Audit Trails:** Maintains audit trails of budget changes, ensuring transparency and accountability
- **Enhanced Managerial Control:** Provides Managers with greater control and visibility over their budgets, facilitating easier variance analysis with live data.

Subsequent releases, 1C (Supply Chain Management) and 2A (HR/Payroll), have completed their build and configuration phases and are progressing into functional and parallel pay testing phases. This stage involves rigorous Quality Assurance (QA) checks on design and data migration strategies, carried out by the project team, subject matter experts, and

TechnologyOne consultants. Specifically, the HRPay segment aims to execute three successful parallel pay runs prior to entering the User Acceptance Testing (UAT) phase.

Following QA clearance, the project will advance to User Acceptance Testing (UAT), where end-users will conduct comprehensive simulation testing covering all scenarios from April to May. The objective is to seamlessly transition to live operations by July 2024, aligning payroll and procurement with the financial year's start thus ensuring a smooth and efficient implementation process.

#### PJT077 Identity Management

ICT has configured Silverfort (identity management software) to protect our on-premises accounts providing multifactor authentication when accessing systems (MFA provides authentications for the network, but not systems). Work is now progressing on the go-live phase.

#### PJT060 Teams Rooms

To deliver better hybrid meeting experiences, Yealink devices for Teams Rooms is being installed in all meeting rooms within Council. These devices deliver high quality audio and video, wireless content sharing and collaborative whiteboarding.

Seven meeting rooms have been upgraded with another five to be completed by 30 June 2024.

#### PJT069 Server Infrastructure Refresh

ICT has completed the migration to the new DELL VXRail Hyperconverged server infrastructure. This activity involved the replacement of the primary datacentre infrastructure, with new servers being racked, installed, and configured; all virtual servers have also been migrated to the new hardware. These upgrades have improved overall system performance and reliability.

#### PJT065 SCADA Platform Remediation

The SCADA ICT infrastructure and platforms have been identified as critical risk to Council for some time with the responsibility for infrastructure support and maintenance falling outside of ICT's responsibility as the SCADA server infrastructure has traditionally been implemented and managed by the Water/WasteWater Branch. In collaboration with the Water/WasteWater Branch, ICT has agreed to modernise, replace, and support this infrastructure as a service to the WBU.

ICT has engaged the services of an experienced SCADA project resource to head up a new project to manage and oversee the design, implementation, and handover of secure and reliable SCADA technology infrastructure, involving servers, networks, remote and secure access, and data security.

This project started in December with the project manager currently working on a detailed project management plan. In the interim, the Project Manager has arranged meetings with Toowoomba Regional Council (which recently upgraded their systems) and the vendor Schneider Electrics to enable Council to start building out our requirements.

#### PJT064 Teams Calling

With the introduction of Microsoft 365 and specifically Microsoft Teams, ICT plan to greatly reduce telephony costs by moving to Teams Calling. Teams calling will allow users to make and receive outside telephone calls from the Microsoft Teams application, be that on their work computer, tablet or BYOD phone.

This project supports the Operational Plan deliverable to “Transition to MS Teams and mobile devices, with a 90 per cent reduction in desk phones by Q4 2023-2024.”

This project has completed the procurement requirement and is the planning phase. This project is on target to be completed by 30 June 2024.

#### PJT071 Server Refresh DRaaS (Disaster Recovery as a Service)

Council's data centre configuration had the primary data centre at Mary St (which has now been upgraded) and a secondary data centre at Town Hall (which is due for replacement). This close proximity is not considered good practice and has been raised as a risk by our external auditors.

To mitigate this risk, ICT are implementing a Disaster Recovery as a Service (DRaaS) cloud solution. The proposed DRaaS solution will provide failover for critical servers, enabling Council to continue operating in the event of any incident disrupting the primary data centre. It also removes the requirement to operate a secondary datacentre from Town Hall.

The DRaaS service also includes 24/7 vendor support enabling any staff member from within ICT to invoke the DR failover, removing Council's technical dependency on a limited number of staff, where staff leave had to be managed in a way to ensure DR could be invoked.

This project has passed the procurement phase and is ready to commence implementation, with an estimated delivery of 3-4 weeks.

#### PJT057 Enterprise Secure Access Control

This project has now completed the procurement phase, with a vendor appointed and contracts to implement signed. Detailed project planning has commenced, and a steering committee has been formed to oversee this large and important project. The estimated delivery timeframe is 8-10 months.

The existing Access Control system (employee swipe cards that grant staff access to buildings) is more than 10 years old and is no longer supported for upgrades or spare parts. The existing system operates in only 9 of the 40 council buildings and has limited functionality. This project will provide centrally controlled access privileges to all buildings, chemical storages facilities and treatment plants, including afterhours security alarms, with full monitoring and reporting. Additionally, the new system will integrate into Technology One HR modules providing integrated control and management and remove the need for physical keys to be cut, distributed, and managed.

#### PJT061 Mid-Band Radio Network

A remediation project has been awarded to a local organisation, Philcomm with remediation works commencing in December 2023. To date, the Eastern Region repeaters have been

repaired with an audit of fleet vehicle radios underway. Work is scheduled to be completed by the end of February 2024.

#### PJT 072 Pulse Software – Policies and Delegations

A niche provider of local government solutions has been engaged to implement a Council Delegation and Responsibilities solution to enable council to better manage its regulatory and financial delegations and Policy register. This solution will greatly improve staff access to council policies and delegation information and provide improved management reporting. This solution will also dramatically improve the current manual and difficult process of reviewing, issuing, and informing staff of their delegations.

The Business Systems team have been working with the Governance team and configuration and migration of data has been completed. This project will progress to User Acceptance Testing and staff training during February 2024 with a planned go-live at the end of February 2024.

#### PJT073 Pinforce Upgrade

This project is to enhance the existing PinForce software which manages council compliance penalties and fines. This upgrade encompasses heightened security measures, compatibility with newer Android devices, and the integration of novel features such as handheld License Plate Recognition (LPR). Additionally, it positions the platform to extend its capabilities into new domains, enabling the issuance of infringements in areas such as Environmental Health, Building, Plumbing, and Planning compliance.

### **People and Culture**

The People and Culture activities of the last quarter have focussed on three main areas:

- Recruitment
- Workforce Planning
- Organisational culture and wellbeing.

In the recruitment space funding was received for 2 new First Start Trainee positions. New employees have commenced in the Roads and Drainage and Compliance teams. Both appointees were local to the region and they have a good knowledge of council operations.

Key appointments were also made in our Workshop, Fleet and Procurement and the Water and Wastewater teams. Application volumes are down a little on the previous quarter however good applicants are in the market with 85% of roles filled in the first round of advertising. The previous quarter also saw the successful hiring of key trade positions to compliment the work of the Infrastructure Services Directorate. Three (3) mechanics, one (1) Auto Electrician and two (2) Plumbers joined the Council in the past quarter.

Workforce planning action has occurred in the Infrastructure Services Directorate by way of incentive/retention payments for key trade roles. This action has resulted in an improved capacity to attract and retain staff in the hard to fill roles of diesel fitters and general fitters. The incentives are reviewed each quarter based on labour market information and industry benchmarks. Consideration may be given to other roles in Planning depending on capacity to attract and retention of skilled applicants in the future.

In cooperation with the Chief Executive Officer and Directors the activities aligned to developing and maintaining a positive workplace culture have continued. In the previous quarter the CEO continued consultation with staff across Directorates. This consultation has been very valuable to shape future activities. The feedback was also supported by the recent Culture and Engagement survey which was provided to Council in October 2023. Branches and Directorates have identified three (3) key actions following the survey and will begin implementation in February 2024.

Workforce data presented to the Executive Leadership Team over the past quarter has been valuable in shaping activities related to fatigue management, induction and orientation, managing overtime and call outs and planning activities to assist retention. In 2024 all employees will receive a congratulatory card at one year's service. This is seen to be a critical juncture for career decisions.

Data collected shows that employees leave within 1-2 years of commencement or else they tend to stay 5-9 years. Our workforce age profile is aligned with other regional councils but remains slightly above our ABS community profile.

The median age of our workforce is 47 years and the median tenure is around 4 years. From a headcount of 526 employees there were 25 departures in the previous quarter. We have 42.2% female employees (up .5% month on month) and 47.8% male employees. Average tenure for male employees is 4.37 years and for female employees is 3.5 years. Our workforce consists of 339 indoor staff and 187 outdoor staff (using Award categorisation). The majority of the workforce is employed on a full time/permanent basis.

The annual turnover rate was 18% with the quarter showing a slight reduction with fewer job advertisements being placed in December. Turnover is expected to reduce in 2024 to an industry average closer to 14% as many jobs have now been filled permanently and retention strategies highlighted in this report take effect.

Workplace Safety and Wellbeing actions have focused on building positive habits within our workforce. Information was shared with teams on managing heat stress, safe driving practices, personal safety and fatigue management after call outs. The safety team now has a full complement of qualified officers and the focus for the next quarter will be on return to work and rehabilitation, fire safety and safety messages.

### **Communications, Business and Engagement**

The Communications, Business and Engagement Branch has had a busy quarter with tourism and events, business activation planning, the festive season and managing marketing and communications across Council.

#### Connect at Christmas Campaign

'Connect at Christmas' was a new campaign (during December) that aimed to educate the community about the importance of connections and provide residents with resources, information, and events to help bring the Gympie region together during the festive season.



A special 'Connect at Christmas' page on council's website provided a comprehensive package of both council and community information, resources, and events to showcase how many opportunities exist in the Gympie region to make new or rekindle existing connections.

#### Summer Safety campaign

The purpose of the 'Summer Safety' campaign is to inform and educate the Gympie region on community safety and the importance of being prepared for extreme weather over the summer season. The target audience is the Gympie community – residents and business owners.

The campaign launched on 1 December and is educational aiming to unify and emphasise relevant safety messaging for planning and preparedness throughout the summer season. This messaging focuses on providing the community with the necessary tools and information to plan and prepare for the possibility of extreme weather events. It further aims to provide opportunities to build partnerships and improve relationships across local and state government agencies and organisations, promoting collaboration and unified messaging to reinforce broader communications of disaster preparedness.

The key messages for this campaign align with the Queensland Government's Disaster Management framework: Prevention, Preparedness, Response and Recovery and the QFES and QRA recommendations as subject matter experts.

#### Disaster Management Dashboard and Communication Plan

The communications team have been working with the Disaster Management team to upgrade the Disaster Dashboard, and communication plan to ensure residents are well informed before, during and after disaster events.

The Disaster Dashboard provides the community with access to important information including road conditions and closures, power and phone outages, emergency news, evacuation centres, flood cameras, as well as useful contacts, resources and links. It provides an interactive map and social media feeds from relevant agencies including council, SES, emergency services, and Queensland Health.

#### Regional Economic Development strategy

Gympie Regional Council has commissioned the preparation of a new Regional Economic Development Strategy (REDS) for the next five years (2024-2029). Building on Council's continuing commitment to promoting prosperity, the project objective is to produce an evidence-based, visionary strategy for sustainable economic development, which identifies priorities and projects and recommends actions to support a strong economy into the future.

The new REDS will be reflective of Gympie Region's economy and projected growth trends. It will articulate a shared economic vision for the Gympie Region and identify and confirm the role of Council in economic development. The REDS will identify how the levers that council has on the Gympie Region economy can be used to support and promote positive regional economic development outcomes, such as planning, business licensing and permits, business information and support, marketing and investment promotion, local infrastructure and service delivery and management and advocacy.



### Tourism and Events review

In December 2023 a Tourism and Events review was instigated to assess current plans, structures and models for investment in events. The review includes assessing available event resources and coordination structures, linkages between events and the current 2019-24 Tourism Strategy, consultation and engagement with Council, officers and local leaders and stakeholders. The review will provide recommendations for future event support, planning and coordination within the region to the new elected Council.

### Partnership with University Sunshine Coast

UniSC and Council have an extensive working relationship and now that the broader Regional Partnership Agreement has been signed off (late 2023), we are progressing our Planning Research Project (a 3-year project which was also approved in 2023).

### Mary Christmas events – 13 and 20 December

Two Christmas celebration events were delivered in partnership with the CBD Alliance to celebrate Christmas and drive consumer spending for Mary Street businesses.

### New Years Eve (NYE) Event at Nelson Reserve

A NYE fireworks events was held at Nelson Reserve and included entertainment by local bands, scrumptious food stalls, a petting zoo, rock climbing wall, pony rides for the kids, Big Farmer Andy as the MC, DJ PK skate disco at the skate park and fireworks at 9pm. Local artists included Dan Horne, Tennessee Lights, Aspy Jones Band and Linc Phelps.

### Australia Day – Friday 26 January

Official Australia Day celebrations in Gympie included the Australia Day Awards and Citizenship Ceremony and the Great Australian Bites event at Memorial Park, River Road Gympie, from 8.00 am to 1.00 pm.

There was an appearance by Gympie's Australia Day Ambassador Carmel Crouch. Carmel has worked for more than 30 years developing programs and services that provide people with a disability equal opportunities for employment, housing, happiness, health and well-being.

Great Australian Bites Gympie was presented by council in partnership with the Queensland Government and National Australia Day Council.

### Major Upcoming Event Sponsorship - 2024

- Gympie Show – Gympie Show Society – 16 - 18 May
  - Pumpkin Festival (includes Polo in the Country) – Saturday 25 May 2024, 11:00am – 6:00pm
  - 2024 Gold Rush World Cup – Rainbow Beach – 16-18 April
- This is the fourth event of its type hosted at Rainbow Beach. It is a skydive landing accuracy event that has been met with great enthusiasm and response in the past. 2024 includes the paragliding community with their own competition; the event will be hosted by SEQ Paragliding. The two events together will make up the Rainbow Beach Adventure X festival.

### Coordinator roles

The Coordinator Marketing and Communications and the Coordinator Tourism and Events roles are under recruitment.

## **Governance, Integrity and Risk**

### Preparation for Local Government Elections 2024

Local government elections are held every four years and on the same date for all 77 councils across Queensland. The 2024 Local Government Election will be held on Saturday, 16 March 2024. More information on the Election, including guidelines for the erection of election signs, can be found at the below link:

[2024 Local Government Election – Gympie Regional Council](#)

The local government election work program continues in preparation for the new Council. This work is to enable a smooth transition of roles and responsibilities of Council whilst adhering to Council's Governance Framework. The below key policies are of note:

- Caretaker Period Policy:

At Council's Ordinary Meeting on 25 October 2023, Council adopted its Caretaker Period Policy. The purpose of this policy is to provide guidance to Councillors and council staff on appropriate standards and restrictions, and their responsibilities, during the Caretaker Period prior to the quadrennial Queensland Local Government Elections.

The caretaker period starts on the day when the Electoral Commission of Queensland (ECQ) publishes the public notice about holding the election (Monday 29 January 2024). The ECQ will also advise when the election has ended for each local government.

This Policy applies to all Councillors and council staff during the declared Caretaker Period and can be found at the below link:

[www.gympie.qld.gov.au/downloads/file/4751/caretaker-period-policy](http://www.gympie.qld.gov.au/downloads/file/4751/caretaker-period-policy)

- Councillor Portfolio Policy:

Council adopted the reviewed Councillor Portfolio Policy at its Ordinary Meeting on 25 October 2023. The amendments to the policy clarifies roles and responsibilities and establishes clear meeting protocols. This policy will be reviewed with the new Council post the 2024 election:

[www.gympie.qld.gov.au/downloads/file/3592/councillor-portfolio-policy](http://www.gympie.qld.gov.au/downloads/file/3592/councillor-portfolio-policy)

### Policy Update

The below governance policies have been reviewed and will be among other policies to be presented to the new Council post 2024 Local Government Elections:

- Acceptable Request Guidelines and Staff Interaction Policy
- Standing Orders, to reflect the November 2023 version of the Queensland Government's Model Meeting Procedures
- Confidentiality Procedure
- Councillor Expenses Reimbursement Policy
- Social Media Policy
- Delegation for Appointment of CEO.

### Governance Framework Reset Project

The Governance Framework Reset Project funded by Local Government Managers Australia (LGMA) Queensland has been continuing. This project provides assurance and oversight of the key policies and practices being embedded into Council's governance framework. This includes developing useful tools for Councillors and staff, performance of independent reviews and providing advice in regard to local government best practice.

Staff are currently developing a Governance Manual that is planned to be published internally by Q4 2023-2024 under the guidance of LGMA and the Department of Housing, Local Government, Planning and Public Works. The below communication tools are currently being implemented that will support information contained in the Governance Manual:

- Improved Corporate Calendar accessibility, including induction of new Council and budget workshops
- Executive Assistant Development Program to build consistency, capacity and capability in governance practices across the Directorates
- Pulse Software being released in February/March 2024 for ease of access by staff to information on delegations and policies
- Improved systems in format and distribution of Council reports, investigating new platform for collation of Agendas and Minutes
- Internal communications page dedicated to Governance, Integrity and Risk with latest information and updates
- Branch Coordinator lead information sessions to promote leadership and embed adherence to best governance practices – Records, Governance, Insurance and Risk; and Disaster Management.

### Annual Report 2022-2023

Council's Annual Report 2022-2023 was adopted by Council at its Special Meeting on 19 December 2023. The Report was prepared in accordance with the legislative requirements as prescribed under Chapter 5 Part 3 Division 3 of the *Local Government Regulation 2012* (the Regulation). A copy Council's Annual Report 2022-2023 is found at the below link:

[www.gympie.qld.gov.au/downloads/file/4807/annual-report-2022-2023](http://www.gympie.qld.gov.au/downloads/file/4807/annual-report-2022-2023)

### Audit and Risk Committee Update

The Audit and Risk Committee Update Report was presented to Council at the 26 October 2023 Ordinary Meeting. Council resolved to receive the Report and for the CEO to undertake the relevant actions requested by the Audit and Risk Committee within the report.

### Business Planning

An independent contractor has worked with Business Units across Council to develop Business Continuity Plans (BCP). This work forms part of the business planning being conducted in accordance with Item 26 of Council's Operational Plan, to "Oversee the completion of all comprehensive team business plans by Q4 2023-2024". The BCP contract will now be finalised with a further focus on business improvement planning commencing in Q3 2023-2024, including the proposed recruitment of a Coordinator Corporate Performance to manage the development of the 2024-2025 Operational Plan and a suite of business plans, including the review of key performance indicators and publication of same, where appropriate.

### Records and Information Management

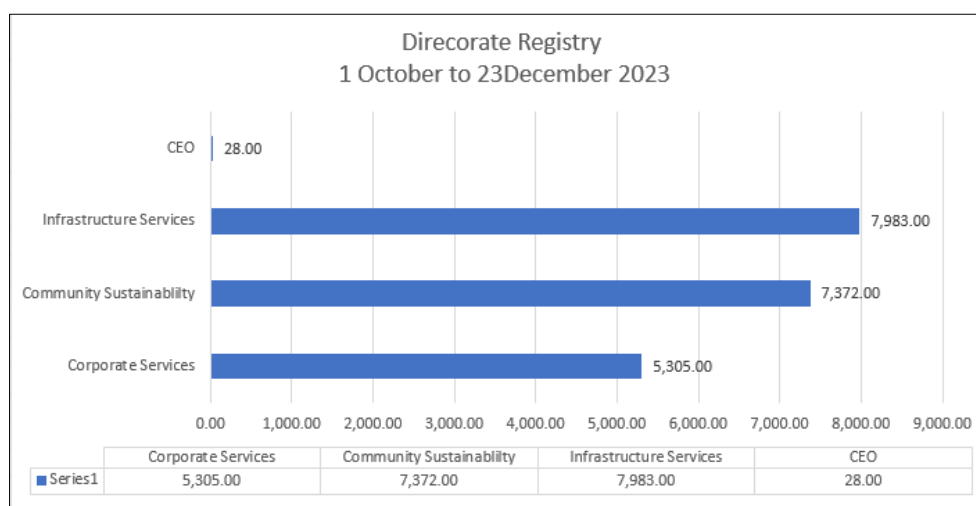
Quotes have been received and options developed for managing the mould and air quality issues identified in one of Council's records storage areas. A project plan is being finalised and will be presented to the Executive Team in February 2024 for a decision on a way forward.

Ongoing support and upskilling continues by the Records Team. Since 1 September 2023 to 24 December 2023 there have been 15 MagiQ training sessions delivered. More records statistics are provided below.

*Table 1: Provides the Records statistics from 1 October 2023 to 28 December 2023*



*Table 2: Provides the Directorate Registry 1 October 2023 to 23 December 2023*



### Disaster Management

The Gympie Local Disaster Management Project Plan is continuing to be implemented with reporting to Council as per section 27A of Council's Operational Plan.

The Gympie Local Disaster Management Plan (LDMP) was endorsed by Council at its 25 October 2023 Ordinary Meeting. The LDMP has been developed as per section 57 of the *Disaster Management Act 2003* and was approved by the Gympie Local Disaster Management Group at its meeting on 25 September 2023. Ongoing exercising of the plan by the Local Disaster Management Group and the Local Disaster Coordination Centre will continue to refine and ensure the implementation of best practice across the key stakeholders.

The Gympie Flood Operations Plan and Sub Plans of the LDMP have been developed and were exercised in November 2023 to fine tune the triggers developed in the plans.

Council hosted the Emergency Services Expo and Family Fun Day on Saturday 14 October 2023, as part of Get Ready Queensland Week (9-15 October 2023). The Get Ready Queensland program is a year-round, all hazards, resilience building initiative coordinated by the Queensland Reconstruction Authority (QRA) to help communities prepare for natural disasters. There was an estimated attendance of over 2,000 visitors on the day, with 211 additional subscribers to the Opt-In Alert system on the council's Disaster Dashboard from 29 August to 31 October 2023. Data sets collated at the Expo included community support that the event should be conducted annually.

Internal and external staff training and exercises coupled with continuous community engagement will better inform and better prepare everyone for the 2023-2024 bushfire and storm season. There were workshops and information sessions with vulnerable persons, local businesses and tourism operators, primary producers and many others from across the broader Gympie Local Government Area.

## **Procurement and Fleet**

### Procurement Report

A draft report from the Consultant engaged to complete and independent procurement review was presented to the Executive Leadership Team (ELT) for their consideration on 18 September 2023.

The report was endorsed by ELT subject to inclusion of a reference to the procurement function in the Project Management Framework (PMF) that is currently under development by the Infrastructure Directorate. At this point in time a decision has not been made to embed the procurement function into the PMF, or to have the procurement function reside independently under the Corporate Services Directorate.

Council has engaged a senior officer to independently review the report and recommendations based on the stakeholder engagement to separately review the recommendations for alignment with best practice values of governance and probity that align with the principles contained in the Queensland Procurement Policy (QPP) 2023.

This role will be engaged to manage the preparation of a project plan with delivery milestones based on the recommendations endorsed by ELT to develop a Council wide procurement strategy to optimise the core processes of sourcing, procurement and contract management.

Central to the recommendations is the focus on evolving the level of maturity of procurement practices to:

- Create an uplift in capability
- Achieve 'Value for Money' objectives
- Apply a responsible public procurement approach
- Support strong governance and planning practices
- Clearly define internal controls including the transparent separation of duties.

The procurement team continue to provide support to internal stakeholders for a number of procurement activities including procurement training sessions for key personnel, and to prepare procurement reports and recommendations for the Procurement Panel and Council.

#### Fleet Review

Council has received the Consultant's Fleet Asset Management Plan and the Fleet Asset Management Improvement Plan (FAMIP) as part of a broader Council fleet management report, representing the final milestone and deliverable documents for the fleet review project.

The FAMIP includes a Gap Analysis identifying several improvement areas for the Council executive to consider for implementation to improve the effective and efficient management of council's fleet from a whole of life perspective. Implementation of the consultant's approved recommendations by ELT are considered critical for the safe delivery and management of council's work programs and service delivery outcomes.

Notwithstanding the requirement for the executive to initiate a new approach to managing council's fleet, action has been taken to establish a Steering Committee under a Terms of Reference to achieve the executives fleet objectives, subsequent to a presentation by the Consultant's Project Director to ELT on 20 February 2024.

The consultant's Project Director presentation will include report findings, gap assessment and improvement recommendations to assist ELT to provide further directions for the initiation of an improved risk mitigated fleet and plant capability.

While the planning for the presentation by the consultant is taking place, a short-term project plan has been developed, endorsed and implemented to validate the Consultant's report with the principal Managers and Users of council's fleet and plant. This process has been employed to gain a greater depth of knowledge of the challenges, and importantly opportunities to manage fleet and plant risk, streamline processes and address identified safety and compliance issues that threaten Council's ability to manage fleet and plant risk.

#### Policies and Procedures (including Grey Fleet)

Concurrently, along with the Fleet and Plant review was the internal assessment of the Light Fleet Vehicle Procedure and following this process updates have been made to provide clear direction and guidance to officers managing fleet, plant and mobile assets.

Notwithstanding this review, the consultant's supplementary light fleet and plant review report identified the opportunity for council to consider strategies to reduce the administrative burden and operational risk associated with managing grey fleet, that is the use of officer's personal vehicles for Council business purposes.

The Consultant has provided a recommendation for the implementation of a local government personal use vehicle policy and practice for the workforce as a novated lease, designed to provide Council with greater transparency and best practice outcomes for the engagement of employees, and this recommendation will be considered further.

#### Short Term Renewals

Importantly, one of the consultant's draft recommendations was to address the aging light vehicles in council's fleet, and we are now implementing a procurement activity for the supply of 24 light vehicles for delivery as part of the 2023-24 Fleet Capital program; this is now in the Request for Tender (RFT) evaluation phase.

Specifications for these light vehicles were determined after consultation with stakeholders and a RFT was prepared and released to market with a closing date of the 12 December 2023.

It is Council's intention to commence the procurement of these vehicles following the tender evaluation process and roll out the replacement program in accordance with the Light Fleet Replacement Plan to include the retention of identified vehicles to backfill shortfalls in pool availability.

#### Financing options

With respect to the optimum replacement cycle and funding of fleet assets, the consultant has prepared a separate report for use by Council. The findings and recommendations of this report are subject to further discussion between the consultant and ELT as part of the Consultant's presentation on 20 February 2024.

Topics, that challenge the optimum replacement of plant and fleet when deciding to replace vehicle fleet are influenced by several factors including resale value, compliance requirements, maintenance costs and disruption costs (downtime) that need to be carefully considered to determine an appropriate cost model.

The replacement of Government vehicles requires:

- compliance with procurement rules taking significant time and effort
- customisation and associated costs are not generally recoverable
- disposal of assets requires the allocation of valuable administration resources.

Further, the optimum replacement time is challenging, impacted by a number of factors including:

- the increased reliability assets offer, particularly those that use new technologies to reduce operator effort
- increased reliance on manufacturer's maintenance to ensure assets are maintained to their standards (including imbedded technologies)
- Council's appetite to move to a NetZero fleet capability.

A report has been prepared for the February meeting of the Audit and Risk Committee to inform the Committee on the progress of the adopted strategy and the development of the Procurement and Fleet and Plant Improvement projects.



### **3. BUDGET IMPLICATIONS**

There are no budget implications associated with the recommendation of this report.

### **4. POLICY IMPLICATIONS**

There are no policy implications associated with the recommendation of this report.

### **5. CONSULTATION**

Corporate Services Directorate Managers, Officers and Coordinators were consulted in the development of this report.

### **6. CONCLUSION**

As outlined above, this report provides an opportunity to reflect on achievements and learnings and to encourage information sharing across the Directorate, the Organisation and Council.

### **RECOMMENDATION**

**That Council note the Corporate Services Directorate Update report.**



**6.2 Second Quarter Update - Operational Plan 2023-2024**

**PORTFOLIO:** Governance, Risk and Disaster Management

**DIRECTORATE:** Corporate Services

**DOC ID:**

**LINKS TO CORPORATE/OPERATIONAL PLAN****KEY RESPONSE AREAS:**

3. Organisation

**1. BACKGROUND AND PREVIOUS COUNCIL CONSIDERATION**

On 25 May 2022, Council adopted its Corporate Plan 2022-2027 which outlines its strategic focus areas over a five-year window.

At a Special Meeting of Council held on 25 July 2023, Council adopted its Operational Plan 2023-2024 which outlines its key priorities for the 2023-2024 financial year, (refer Attachment 1). The Operational Plan 2023-2024 been publicly available on Council's website since August 2023 at the below link:

<https://www.gympie.qld.gov.au/downloads/file/4609/operational-plan-2023-2024>

This Corporate Plan 2022-2027 was reviewed (as per M04/05/22 following the arrival of Chief Executive Officer (CEO) Mr Robert Jennings) and minor amendments were adopted by Council at its Ordinary Meeting on 27 September 2023 (M03/09/23). This Plan is available on Council's website at the below link:

<https://www.gympie.qld.gov.au/downloads/file/4135/corporate-plan-2022-2027>

Under the *Local Government Act 2009* (the Act), the Chief Executive Officer (CEO) is required to report on progress towards the Operational Plan. This reporting is done quarterly. The Operational Plan 2023-2024 Quarter Two Report (the Report) can be found attached to this report in Attachment 2.

The Report is the sixth quarterly report against Council's Corporate Plan 2022-2027.

**2. REPORT**

The Q2 Report highlights the progress on each of the 32 key activities identified within the Operational Plan 2023-2024. It is noted that work is progressing against the Operational Plan 2023-2024, with the following items noted.

**Potential delays**

- **Item 4A** – With the appointment of a new Manager for Communications, Business and Engagement, the Internal Communications Strategy is being reviewed. It is now expected that the strategy will be finalised in March 2024.

- **Item 6A** – A review and amendment of timeframes for the adoption of Council's Environmental Social Governance Policy will be required and is being addressed by the Executive Leadership Team.
- **Item 6C** – The review of the Environmental Strategy 2021-2023 is delayed due to resourcing constraints.
- **Item 11A** – Asset Management Plan for Open Space – Development of the Asset Management Plan (AMP) for Open Space has been deferred in order to address the AMP for Waste in alignment with the current investigations for a new landfill site. The Asset Management Steering Committee endorsed this decision at its August 2023 meeting.
- **Item 17A** – The Planning Scheme program has been revised as presented to Council on 6 December 2023. Drafting is ongoing and will be presented to Council in future workshops in 2024. The expected timeframe for Council adoption is Q1 2024-2025.
- **Item 18B** – Asset class plans - Development of asset class plans is on hold until Asset Management Plans are completed. A request has been submitted to defer this action to 2024-2025.

### **2023-2024 Achievements**

Actions completed within the first and second quarters are outlined below, noting that these may be subsections within an Action Item:

- **Item 19C** Southside Sewerage Stage 8 - Southside Sewerage Stage 8 install is complete with reinstatement underway.
- **Item 19D** Construction of Sewer Pump Station G1 - Construction of G1 Sewer Pump Station is complete.
- **Item 23A** "Operational Procurement Plan approved by Council by Q1 2023-2024" - The Operational Procurement Plan resolved (approved) by Council at the Ordinary Meeting of 23 August 2023. Access to this document can be found on Council's website at <https://www.gympie.qld.gov.au/business-council>
- **Item 25A** Financial Decision-Making training was delivered to all responsible budget officers and project managers and completed by December 2023.
- **Item 30A** The Gympie Regional Council Workforce Strategy was endorsed by Executive Leadership on 18 September 2023 and is continuing to be implemented with quarterly reporting.
- **Item 31A** Local Government WorkCover Workplace Health and Safety National System Audit Corrective Action Plans are complete with no items outstanding. A self-paced audit is still on track for Q1 of 2024.

### **3. BUDGET IMPLICATIONS**

The activities highlighted within the Operational Plan 2023-2024 are funded through Council's adopted 2023-24 Budget.

### **4. POLICY IMPLICATIONS**

Operational Plan activities may trigger a review or development of regular policies to ensure that appropriate direction and governance is in place to support activities. There are currently no policy implications associated with the recommendation of this Update Report

## **5. CONSULTATION**

- Chief Executive Officer
- Executive Leadership Team
- Managers
- Relevant Coordinators

## **6. CONCLUSION**

The Report is provided for the information of Council. The Report highlights progress achieved in furthering the initiatives nominated in Council's Operational Plan 2023-2024.

## **ATTACHMENTS**

- [1. Operational Plan 2023-2024](#)
- [2. Quarter 2 Report - Operational Plan](#)

## **RECOMMENDATION**

**That Council resolves to receive and note the Second Quarter Update - Operational Plan 2023-2024 Report as presented.**

## 6.3 January 2024 Finance Report

**PORTFOLIO:** IT and Finance

**DIRECTORATE:** Corporate Services

**DOC ID:**

### LINKS TO CORPORATE/OPERATIONAL PLAN

#### KEY RESPONSE AREAS:

1. Community and Environment
2. Infrastructure and Economic Opportunity
3. Organisation

### 1. BACKGROUND AND PREVIOUS COUNCIL CONSIDERATION

To meet its monthly reporting obligations under s204 of the *Local Government Regulation 2012*, a monthly financial report is to be provided to Council for its information.

This report provides commentary on Council's financial results at 31 January 2024.

### 2. REPORT

The financial statements provide a comparison of actual results to 31 January 2024 to the revised budget adopted by Council on 25 October 2023.

Council's overall actual year to date performance to 31 January 2024 is a surplus of \$82.3m, which is tracking higher than the forecasted position of a surplus of \$52.3m.

Council's net operating result at 31 January 2024 is a surplus of \$39.6m compared to a year-to-date budget surplus of \$36.3m.

At 31 January 2024 the underlying operational result excluding extraordinary items is an operational surplus of \$41.8m compared to a year-to-date budget operational surplus of \$38.9m.

Extraordinary items are operational projects which are not considered council business as usual activities. Council has identified the GRIT Project, the Planning Scheme and the operational portion of the Southside Sewerage project as extraordinary items.

#### Operating Revenue:

The financial report at 31 January 2024 show overall operating revenue received of \$116.2m which is trending higher than the year-to-date budget of \$111.6m.

The operational revenue variances contributing to this result are outlined in the following table.

| <b>Revenue</b>                                     | <b>Variance<br/>(\$'000)s</b> | <b>Comments</b>  |
|--|-------------------------------|--|
| <i>Rates Revenue</i>                               |                               |  |
| Rates, Levies and Charges - net                    | \$1,750                       | Increase in the number of rateable properties included in the first half year rates calculation and higher than forecasted water consumption of \$0.9m.  |
| <i>Fees &amp; Charges</i>                          |                               |  |
| Building and Plumbing                              | \$50                          | Plumbing applications continue to trend higher than forecast across the region, resulting in a higher than forecast receipt of application fees. This trend will continue to be monitored by the Building and Plumbing and Finance Teams and revised, if necessary, at a future budget review. |
| Development Assessments                            | \$38                          | Higher than forecast planning applications.  |
| Compliance   | \$76                          | Favourable variance due to an increase in licensing and infringements.   |
| Waste  | \$263                         | Higher than forecast waste disposals at council's Waste Management Facilities.   |
| Water  | \$50                          | Higher than forecast water connections. This trend will be monitored by the Finance Team and revised, if necessary, at a future budget review.   |
| Wastewater   | \$108                         | Higher than forecasts trade waste disposals and sewer connections compared to the current forecast. This trend will be monitored by the Finance Team and revised, if necessary, at a future budget review.   |
| <i>Interest &amp; Investment Revenue</i>           |                               |  |
| Interest and Investment Revenue                    | \$688                         | The higher than forecast cash balance has resulted in increased interest and investment revenue received to date on council's investments and term deposits. Higher than forecast interest revenue on overdue rates has also been received.  |
| <i>Sales Revenue</i>                               |                               |  |
| Water Sales  | \$484                         | The bulk water sales favourable variance is due to weather conditions driving up water consumption and increased demand for standpipe access. The budget for these items will be monitored in light of the current wet weather being experienced across the region.                            |
| Recoverable Works                                  | \$166                         | Subdivisions and contractors requiring council to provide standpipes, water usage, meters and main connections.  |
| <i>Grants, Subs, Contributions &amp; Donations</i> |                               |  |
| Waste Levy   | \$491                         | Earlier than forecast recognition of State Waste Levy payments.  |
| Employment Subsidies                               | \$44                          | Increased employment subsidies received to date which will be offset by increased expenditure to fund trainee positions.   |

|                     |      |   |
|---------------------|------|---|
| Environmental Grant | \$62 | Receipt of funds for the successful subsidy application for the Crab Creek Erosion Remediation project. |
| State Library Grant | \$29 | Earlier than forecast payment of State Library Grant.   |

The percentage of outstanding rates at 31 January 2024 was 48.74% compared to 47.4% for the same period in the prior financial year. Rates assessments were calculated and issued in late January 2024, with a due date of 7 March 2024. It is anticipated that the level of outstanding rates will reduce from February 2024 onwards.

Outstanding rates and charges balances continue to be managed in accordance with Council's outstanding rates and charges collection policy and procedures.

### **Operating Expenditure:**

Inclusive of extraordinary items, operating expenditure at 31 January 2024 totalled \$76.6m compared to the year-to-date budget of \$75.3m.

The unfavourable variance of \$1.3m primarily relates to differences in the timing of budget phasing for materials and services across branches which is partially offset by increased expenditure for salary and wage costs.

Details of these operational expenditure variances are listed below:

| <b>Operational Expenditure</b>  | <b>Variance (\$'000)s</b> | <b>Comments</b>  |
|---------------------------------|---------------------------|--|
| <i>Employee Expenses</i>        |                           |  |
| Salary & Wages                  | (\$1,558)                 | Mainly due to higher than forecasted termination payments and higher than anticipated overtime costs. Also note the comment against GRiT in Materials & Services.  |
| Workers Compensation            | (\$263)                   | The actual workers compensation premium is higher than the original budget due to current economic and insurance factors.  |
| <i>Materials &amp; Services</i> |                           |  |
| GRIT Project                    | \$850                     | GRiT project budget phasing is currently being reviewed with the project budget to be updated once this review is completed. A budget transfer between employee costs and materials and services will be required. |
| <i>Finance Costs</i>            |                           |  |
| Interest Expenses               | \$292                     | Forecast borrowings not required to date. The budget for interest expense relating to these borrowings will be updated in the next budget review.  |
| <i>Depreciation</i>             |                           |  |
| Depreciation                    | \$29                      | Currently depreciation expenditure is trending in alignment with the budget. However, the budget for depreciation will be updated in the 3rd budget review to  |

|  |  |  |
|--|--|--|
|  |  | reflect the asset valuation increases identified in the 2022-23 Financial Statements and the capitalisation of capital projects completed in the 2023-24 financial year. |
|--|--|--|

Finance officers meet with responsible budget managers on a monthly basis to assist with the analysis of budget variances and the updating of budget phasing as required.

#### Capital Revenue:

At 31 January 2024, a total of \$42.6m had been received in capital revenue, which is trending higher than the year-to-date budget of \$16.0m.

The level of capital income is the result of the receipt of higher than forecast Infrastructure Charges (\$5.0m) and Voluntary Home Buy Back (VHBB) grant funds (\$9.7m). The VHBB grant funding is offset by the purchases of properties included in council's capital expenditure to date.

The budgets for capital grants and subsidies have been aligned to the current forecasts for completion of associated capital projects and the submission of funding acquittals with any required budget amendments to be reflected in the next budget review.

It should also be noted that the recognition of capital subsidies and grants may be adjusted during the financial year, in accordance with the reporting requirements for capital subsidies under current Accounting Standards.

#### Capital Project Expenditure:

At 31 January 2024, Council had expended \$59.3m of its annual capital works program compared to a forecast year to date budget of \$47.0m.

Of the \$59.3m actual capital expenditure incurred to 31 January 2024, costs in relation to the voluntary house buy back scheme totalled \$12.3m compared to the adopted budget of \$3m. This program is fully funded by the Queensland Reconstruction Authority (QRA) and the budget allocation will be increased to reflect the forecast approved buy back from QRA in the next budget review.

Finance officers continue to be available to assist Project Managers with adjustments to budget phasing for the capital program to better reflect the financial milestones of each capital project.

#### Statement of Financial Position:

The Statement of Financial Position compares Council's assets, liabilities and community equity position to the previous financial year and for the period to 31 January 2024, shows an increase in Community Equity of \$152.0m.

This increase in equity is primarily due to the increase in Property, Plant and Equipment due to the confirmation of the asset revaluation process which was as part of the finalisation of the 2022-23 financial statements process, construction activities in relation to the delivery of the capital program (works in progress), recognition of contract assets and liabilities and Council's improved cash balance at 31 January 2024.

### Cash and Cash Equivalents Report:

Excluding funds held in trust, total cash on hand at 31 January 2024 was \$77.8m and of these funds, \$77.1m was invested with the Queensland Treasury Corporation with \$0.25m invested with Auswide Bank and \$0.25m invested with Bendigo Bank.

The cash balance includes constrained funds of \$69.1m which is made up of the prepayment of grant funds, the prepayment of the state waste levy, infrastructure charges and provisions for rehabilitation of landfill and quarry sites across the region.

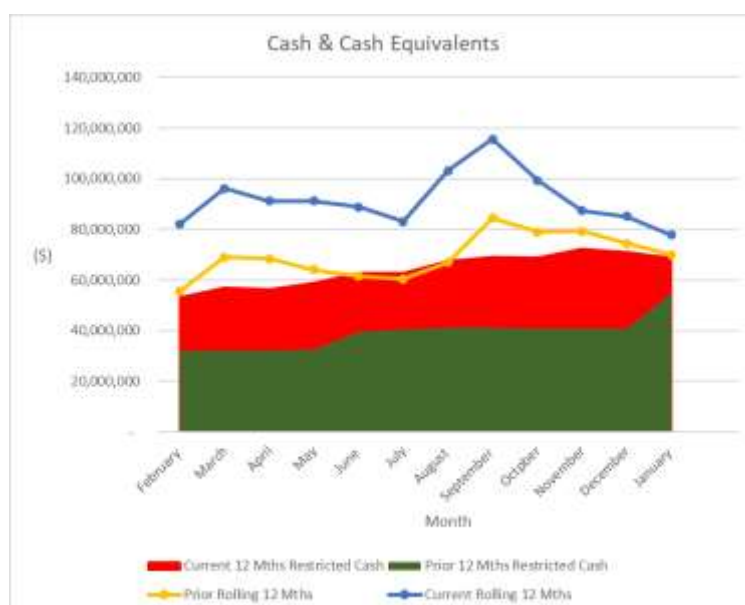
While council's overall cash and cash equivalents at 31 January 2024 continues to track higher than the balance for the same period in the prior year, it should be noted that Council's unrestricted cash balance is now below the benchmark for the Cash Expense Cover Ratio.

Cash balances allocated across restricted and unrestricted cash balances will change in the coming months, as a result of the payment of rates and the completion of grant funded capital works.

Detailed analysis of capital funding sources continues to occur to ensure constrained funds relating to infrastructure are allocated to projects related to the construction and/or upgrading of council's trunk infrastructure and that Council's unrestricted cash reserves are maintained at acceptable levels.

Council currently holds \$2.0m in trust for developers, ratepayers and other parties.

The graph below presents a rolling 12-month comparisons of Council's total Cash and Cash Equivalent balances.



The indicative interest rate on investments at 31 January 2024 was 5.05% compared to 3.86% at 31 January 2023.



### 3. BUDGET IMPLICATIONS

As the 2023-24 operational expenditure budget includes an estimated vacancy rate of \$2.3m, close monitoring of Council's monthly financial performance is of critical importance for Council to achieve the financial results adopted in its 2023-24 Budget.

**Also, at Council's January 2024 Ordinary Meeting, a budget review report was tabled which indicated an increase in Council's operating deficit from \$5.608m to \$8.03m. The review represented council estimated result at 30 June 2024 based upon results to 31 December 2023.**

**Following debate on this report, Council asked that the review be brought back to a future Council Workshop for further review. It is intended that the review will be discussed with Council in either March or April 2024 to allow officers sufficient time to develop strategies to bring council's estimated result at 30 June 2024 back into alignment with the position as forecast in Budget Review 1 (\$5.608m). Also of note is the fact that council officers are now forecasting a 30 June 2024 operating deficit of \$6.293m based upon anticipated revenue streams following the latest rates strike. This result will subsequently improve as further analysis is undertaken on expenditure within the GRiT and Planning Scheme projects.**

### 4. POLICY IMPLICATIONS

The November monthly management report is in line with Council policy, the *Local Government Act 2009* and the *Local Government Regulation 2012*.

### 5. CONSULTATION

Consultation on commentary regarding financial performance to 31 January 2024 has been undertaken with Managers and the Executive Leadership Team.

### 6. CONCLUSION

Council's financial statements for the period ended 31 January 2024 provide a comparison of actual results against the revised budget adopted at Council's Ordinary Meeting on 25 October 2023

### ATTACHMENTS

[1.](#) January 2024 Finance Report

### RECOMMENDATION 1

**That Council receive and note the financial report for the period ended 31 January 2024.**

## 6.4 Procurement Report

**PORTFOLIO:** IT and Finance

**DIRECTORATE:** Corporate Services

**DOC ID:**

### LINKS TO CORPORATE/OPERATIONAL PLAN

#### KEY RESPONSE AREAS:

1. Community and Environment
2. Infrastructure and Economic Opportunity
3. Organisation

### 1. BACKGROUND AND PREVIOUS COUNCIL CONSIDERATION

This report provides a summary of the Procurement Panel's activities. The report includes items endorsed by the Procurement Panel (the Panel) for procurement that exceed the financial delegation of the Chief Executive Officer.

### 2. REPORT

#### 2.1 RFT2023-24 010 - Gympie WTP and Pavilion Standby Generators

Tenders were invited to supply and install three standby generators to provide backup electrical supply to three sites:

- Gympie Civic Centre (disaster evacuation centre)
- The Pavilion (disaster evacuation centre – Southside)
- Gympie Water Treatment Plant at Jones Hill.

#### Evaluation

The following Evaluation Panel convened to assess the Tenders and this assessment was completed on the 7th of February 2024.

| Person              | Organisation / Role |
|---------------------|---------------------|
| Project Manager     | Chair               |
| Project Manager     | Technical Expert    |
| Electrical Designer | Design Expert       |

In accordance with the approved Procurement Evaluation and Probity Plan, the evaluation criteria were weighted as follows:

| Criterion  | Weighting |
|--|-----------|
| Price  | 50%       |
| Contract Experience and Capacity <ul style="list-style-type: none"> <li>• Past experience on similar projects</li> <li>• Commitments and Resourcing</li> </ul> | 15%       |
| Methodology of Project Delivery  |           |

|  |     |
|--|-----|
| <ul style="list-style-type: none"> <li>Proposed project delivery methodology</li> <li>Proposed project delivery timeline / program</li> </ul>  | 15% |
| Quality<br>Quality Management Systems Accreditation  | 5%  |
| Health & Safety<br>Accredited to AS4801 (Occ Health & Safety Management Systems (or equivalent) or not accredited<br>Safety Management Plan specific to this project                     | 5%  |
| Environment and Sustainability<br>Accredited to ISO14001 (or equivalent) or not accredited.<br><br>Environmental Management Plan and Environmental Initiatives specific to this project. | 5%  |
| Local Benefits<br>Contribution to local employment, traineeships & apprenticeships.<br><br>Use of local contractors, manufacturers, and suppliers.                                       | 5%  |

The following five conforming tenders were received at the close of the tender.

| TENDERER                                 | TENDER ADDRESS                            | TENDER SUM   |
|--|---|--------------|
| Hamilton Instrument & Electrical Pty Ltd | 18 Huntington Place, Banyo QLD 4014       | \$812,800.00 |
| Mansey Pty Ltd                           | 11 Whalley Creek Close, Burnside QLD 4560 | \$502,202.34 |
| Nepean Power Pty Ltd                     | 58 Bonville Avenue, Thornton NSW 2322     | \$573,742.00 |
| PR Power Pty Ltd                         | 41 Production Avenue, Molendinar QLD 4214 | \$714,232.00 |
| Southern Generators and Electrical       | 14A/96 Wilkie Street, Yeerongpilly QLD    | \$676,796.84 |

The table below shows the combined price and non-price weighted scores and overall rating established by the evaluation panel.

| EVALUATION PANEL COMBINED SCORE AND TOTAL OVERALL RANK* |       |                 |
|---|-------|-----------------|
| Tenderer  | Score | Overall Ranking |
| Mansey Pty Ltd  | 7.86  | 1               |
| Nepean Power Pty Ltd                                    | 6.38  | 2               |
| Hamilton Instrument & Electrical Pty Ltd                | 5.24  | 3               |
| PR Power Pty Ltd  | 5.21  | 4               |

|                                    |      |   |
|------------------------------------|------|---|
| Southern Generators and Electrical | 5.07 | 5 |
|------------------------------------|------|---|

## Recommendation

Based on the result of the tender evaluation process and weighting scoring, it is the Panel's recommendation that Council accept the Tender received from Mansey Pty Ltd for RFT2023-24 010 - Gympie WTP and Pavilion Standby Generator for the contract sum of \$554,402.57 (GST inclusive), \$504,002.34 (GST exclusive).

### 3. BUDGET IMPLICATIONS

Items considered by the Procurement Panel are consistent with the 2023-24 Budget and the Long-Term Financial Forecast 2023-24 to 2031-32 adopted by Council on 25 October 2023.

### 4. POLICY IMPLICATIONS

All procurement processes, reports and recommendations are consistent with Council's Procurement Policy, adopted 25 July 2023.

### 5. CONSULTATION

Consultation has been undertaken across key stakeholders within council, in relation to the items considered by the Procurement Panel during the period covered by this report.

### 6. CONCLUSION

The Procurement Panel has endorsed the items outlined above and within the recommendations below.

## RECOMMENDATION 1

**That Council resolves to accept the Tender received from Mansey Pty Ltd for RFT2023-24 010 - Gympie WTP and Pavilion Standby Generator for the contract sum of \$554,402.57 (GST inclusive), \$504,002.34 (GST exclusive).**

## SECTION 7: COMMUNITY SUSTAINABILITY

### 7.1 Further Information on Environment Program Grants 2023/2024

**PORTFOLIO:** Environment and Waste

**DIRECTORATE:** Community Sustainability

**DOC ID:**

#### LINKS TO CORPORATE/OPERATIONAL PLAN

#### KEY RESPONSE AREAS:

1. Community and Environment

#### 1. BACKGROUND AND PREVIOUS COUNCIL CONSIDERATION

In line with the *Environment Program Grant Category Guidelines 2023/2024*, officers presented grant recommendations to Council Ordinary Meeting on 31 January 2024. Officers recommended four of the six Environment Program grant applications, with Council resolving to award the four recommended applications.

In addition, Council requested further information be brought to Council regarding whether the two applications that were not recommended could be funded with available budget.

This report outlines the review undertaken by officers and the recommendation regarding the two unsuccessful applicants.

#### 2. REPORT

As per the grant guidelines endorsed by Council on 13 December 2023, the Environment Program grant category is a pilot grant category to support ongoing environmental programs delivered by community groups. Applications were open from 15 December 2023 to 14 January 2024. A total of six applications were assessed with \$92,085 requested from applicants. Officers recommended funding four of the six applications to a total of \$79,328.

As part of implementing a competitive grant funding model, funding was prioritised for the applications that provided the strongest evidence to support the category purpose and priorities. Funding was also retained to ensure that budget is available for the Major Environment Projects category Round 2 (opening February 2024) and the Micro Environment Project category in the Rolling Round which is open until 30 June 2024 or until all funds are expended.

Following the Ordinary Meeting of 31 January 2024, officers reviewed the two unsuccessful applications and liaised with relevant applicants. Officers confirm:

- there was insufficient information and justification provided for one of the applications and it is not recommended for funding;
- there were ineligible costs included in the other application which exceeded the amount available for equipment in the environment grant categories. This applicant has been advised that the Volunteer Support category would be a suitable category

to apply for equipment that assists volunteers in their activities, which would provide a higher level of grant support. The applicant advised that they intend to apply in the in Round 2 pursuant to that category; and

- organisations and individuals that undertake similar activities are encouraged to collaborate on future grant applications to avoid duplication. Officers will also explore amending future guidelines to enable "consortium" applications whereby community organisations undertaking joint programs could apply for funding together.

As such, officers do not recommend altering the original grant recommendations for the Environment Program Grant Category 2023/2024.

### **3. BUDGET IMPLICATIONS**

A total of \$150,000 was allocated for environment grant categories from Council's Operational Budget in 2023/2024. Total funding awarded to date for Round 1 Major Environment Projects Grants, Environment Program Grants and Micro Environment Grants is \$109,331. Therefore, \$40,669 is available to fund environment category grants in Round 2 and the Rolling Round.

Officers note that eligible organisations have attended council's Grants Information sessions in February and expressed their intent to submit environment category applications in Competitive Round 2 and the Rolling Round. Therefore, officers recommend retaining \$40,669 to fund environment category grants to 30 June 2024.

### **4. POLICY IMPLICATIONS**

The grants administration process was carried out in accordance with Council's Community Grants Policy and Environment Program Grant Category Guidelines 2023/24.

### **5. CONSULTATION**

Council Officers consulted during this process:

- Manager Environment and Resource Recovery
- Manager Community and Commercial Services
- Coordinator Environment Services
- Senior Officer Community Development

### **6. CONCLUSION**

Council's Environment Program Grant Category 2023/2024 has been administered by officers in accordance with the Council endorsed Community Grants Policy, Guidelines and allocated budget. Having undertaken a review, officers do not recommend altering the original grant recommendations on the Environment Program Grant Category 2023/2024. Unsuccessful applicants have been provided with information about other suitable funding categories and encouraged to reach out to council officers should they require further information about future grant rounds.

### **RECOMMENDATION**

**That Council notes the further information provided in this report.**

## SECTION 8: INFRASTRUCTURE SERVICES

### 8.1 Flood Recovery (Infrastructure Services) Quarterly Progress Update

**PORTFOLIO:** Civil Works and Design, Asset Management, Facilities, Property and Open Space

**DIRECTORATE:** Infrastructure Services

**DOC ID:**

#### LINKS TO CORPORATE/OPERATIONAL PLAN

#### KEY RESPONSE AREAS:

2. Infrastructure and Economic Opportunity

#### 1. EXECUTIVE SUMMARY

Gympie Regional Council (Council) instigated the formation of the Flood Recovery Team to manage the recovery, reconstruction and resilience improvements of the region's roads and transport network, recreational and community assets, together with the Voluntary House Buy Back program, to reconnect and support the regions communities and economy following the declared natural disaster events in 2022, being:

- Ex-Tropical Cyclone Seth, 29 December 2021 -10 January 2022 (AGRN 994).
- South East Queensland Rainfall and Flooding, 22 February - 5 April 2022 (AGRN 1011).
- Southern Queensland Flooding, 6 - 20 May 2022 (AGRN 1020).

To align with Council's Flood Recovery Plan 2022-2024 (the Plan), the 2022 Flood Recovery Program (the Program) will deliver upon the Plan's objectives to:

- Inspect and make safe priority road and transport network.
- Prioritise road and transport recovery works and seek funding for priority works.
- Execute reconstruction works on time and on budget.
- As far as possible, ensure future road and transport planning and construction methods mitigate future hardship relating to natural disasters.

The Program is also undertaking, or has undertaken, specific Recovery Tasks in alignment with the Plan:

- Inspect all public roads and transport networks (complete).
- Remove debris (complete).
- Undertake emergent works (complete).
- Prioritise restoration and reconstruction work (ongoing).
- Program works, based on available funding and priority list (ongoing).
- Seek external funding to future-proof, build back better ageing road/transport infrastructure.

## 2. BACKGROUND AND PREVIOUS COUNCIL CONSIDERATION

Council appointed Cormac Road Civil (CRC) as their consultant to undertake the initial Program recovery phase of recording the damage to Council assets and funding submission development to Queensland Reconstruction Authority (QRA). They are also currently administering the reconstruction contract for Western Roads Package 01.

Council appointed AECOM Australia Pty Ltd (AECOM) to project manage the delivery of the remainder of the program to December 2025.

The flood recovery program broadly encompasses 3 sub-programs being the Reconstruction of Essential Public Assets (REPA), the Restoration of Recreational and Community Assets (RCRA), and the Voluntary Home Buy-Back (VHBB) scheme. Each of these sub-programs of work is funded by various percentage splits from State and Federal Government. Generally, the funding is administered directly by the Queensland Reconstruction Authority (QRA), although some funding within the RCRA program is administered by Department of Tourism, Innovation and Sport (DTIS), Works for Queensland (W4Q) with QRA, and Council's LRCI funding.

In the previous report, the following general updates were provided:

- REPA: Development, procurement and delivery planning were underway to finalize designs, review packaging, confirm scope and associated timelines and progress with the engagement of qualified contractors to deliver the works.
- RCRA: Scope to be delivered was being developed and reviewed with relevant stakeholders.
- VHBB: Majority of the houses in program had achieved or were nearing acquisition with demolition commencing on some properties.

## 3. REPORT

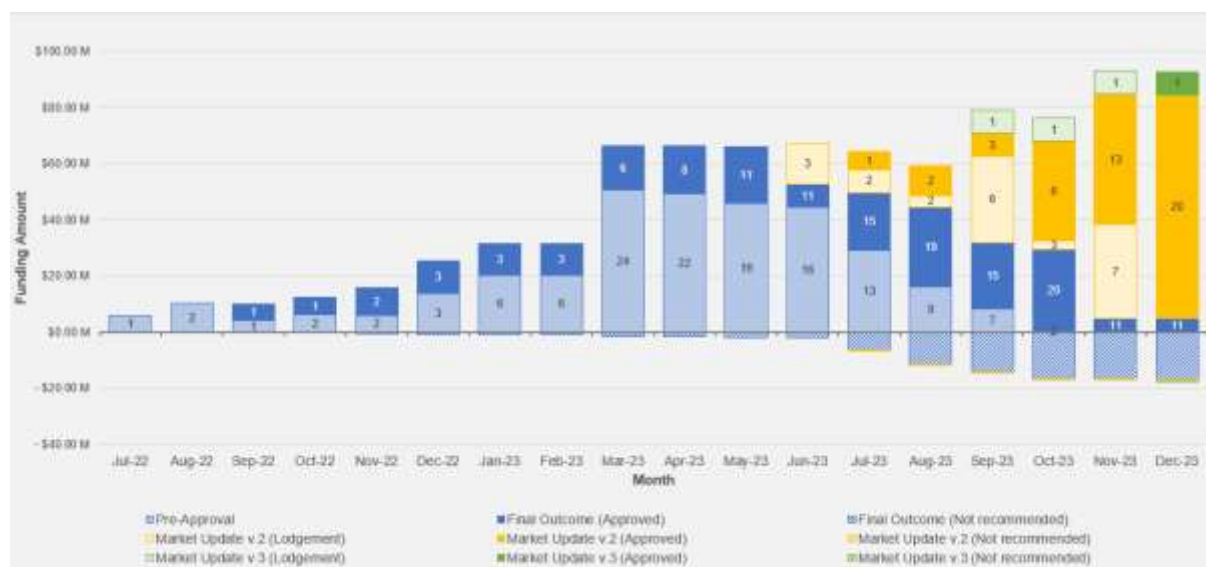
For the flood recovery program, current approved funding as of 31 January 2024 is summarized in the table below:

| Sub-Program     | Number of Projects | Funding              |
|-----------------|--------------------|----------------------|
| REPA/Betterment | 32 submissions     | \$92,815,984         |
| RCRA            | 14 projects        | \$6,485,947          |
| VHBB            | 36 properties      | \$19,000,000         |
| <b>TOTAL</b>    |                    | <b>\$118,301,931</b> |

All submission packages have now been approved by QRA based on updated market rates received and provided. Market rates received were approximately 2 to 2.5 times QRA benchmark rates used to initially estimate the program.

The status as of 31 December 2023 of the REPA funding (by phase) is shown below in further detail.





In terms of the schedule for the REPA program, Extension of Time (EOT) requests have been submitted to QRA extending completion dates of the program out to June 2025. EOT submissions are currently under review by QRA; however, QRA has indicated positively that the extensions will be approved.

The current program baseline delivery schedule shows that all 32 REPA projects will be physically closed out and financially acquitted by early 2025.

The REPA program has been split into 7 packages – 1 being self-performed by Council's crews and 6 tendered out to contractors with packaging based on locality and scope to maximize delivery efficiency, minimize interface issues and to ensure contractors with required experience are delivering specialized works.

Currently, Council has 11 projects from the flood recovery program. Damage sites being reconstructed by Council cover priority sites in funding submission packages 0018, and the betterment sites covering improvements to floodways and stormwater. Cedar Pocket Road and Maudsley Street betterment sites are complete. Approximately 686 of the 884 damage sites under package 0018 have been delivered; Curry Estate Road, Hart Road and Kandanga Creek Road remain outstanding. The other outstanding betterment projects are being programmed to be completed over 2024.

Of the other 6 packages, 2 are in delivery, 3 are in final stages of contract award and 1 is in design development.

For Construction Package 01 being delivered by Browns Contractors, the majority of the roads/sites within the contract have reached practical completion. Noosa Road and Traveston Road remain outstanding until an agreement with QRA for change of treatments has been reached. This balance accounts for 164 damage sites out of the contracts 1,849 damage sites.


For Construction Package 02 being delivered by Durack Civil, approximately 1,800 damage sites are completed out of 3,000+ damage sites. This package continues to be ahead of

schedule with a target to complete by end of April 2024, against the date of contract practical completion date of 15/07/2024.

Construction Package 03 – Eastern Roads; Construction Package 04 – Western Roads and Construction Package 05 – Landslips have all been endorsed by council to be delivered by Durack Civil. These packages are in the final stages of contract execution and works are expected to commence in the coming months.

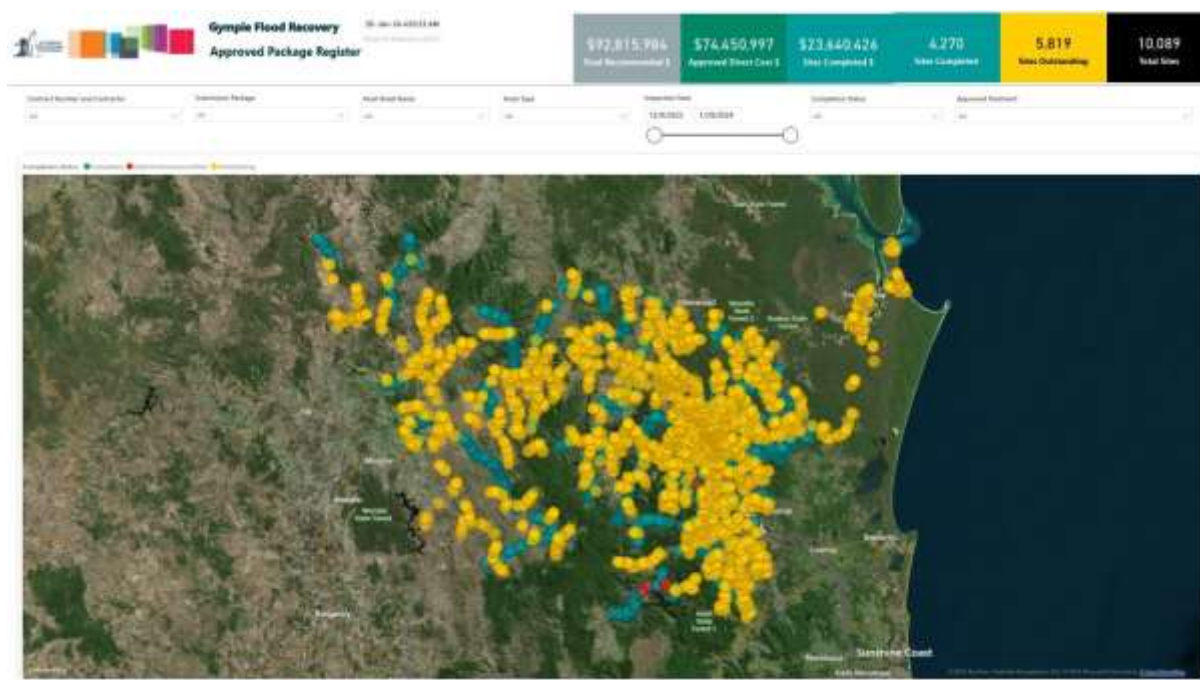
Construction Package 06 – Harry's Creek Bridge has progressed with design development and is expected to start Mid-2024 upon completion of designs and receipt of any required approvals.

The general progress of all 32 REPA projects is captured in the GRC Flood Recovery Variance Report and dashboard map in the following pages.



The dashboard map displays 32 REPA projects, each represented by a colored bar indicating its progress. The projects are listed in the following table:

| Project Name         | Project ID   | Project Status | Project Progress |
|----------------------|--------------|----------------|------------------|
| 001 - [Project Name] | [Project ID] | [Status]       | [Progress]       |
| 002 - [Project Name] | [Project ID] | [Status]       | [Progress]       |
| 003 - [Project Name] | [Project ID] | [Status]       | [Progress]       |
| 004 - [Project Name] | [Project ID] | [Status]       | [Progress]       |
| 005 - [Project Name] | [Project ID] | [Status]       | [Progress]       |
| 006 - [Project Name] | [Project ID] | [Status]       | [Progress]       |
| 007 - [Project Name] | [Project ID] | [Status]       | [Progress]       |
| 008 - [Project Name] | [Project ID] | [Status]       | [Progress]       |
| 009 - [Project Name] | [Project ID] | [Status]       | [Progress]       |
| 010 - [Project Name] | [Project ID] | [Status]       | [Progress]       |
| 011 - [Project Name] | [Project ID] | [Status]       | [Progress]       |
| 012 - [Project Name] | [Project ID] | [Status]       | [Progress]       |
| 013 - [Project Name] | [Project ID] | [Status]       | [Progress]       |
| 014 - [Project Name] | [Project ID] | [Status]       | [Progress]       |
| 015 - [Project Name] | [Project ID] | [Status]       | [Progress]       |
| 016 - [Project Name] | [Project ID] | [Status]       | [Progress]       |
| 017 - [Project Name] | [Project ID] | [Status]       | [Progress]       |
| 018 - [Project Name] | [Project ID] | [Status]       | [Progress]       |
| 019 - [Project Name] | [Project ID] | [Status]       | [Progress]       |
| 020 - [Project Name] | [Project ID] | [Status]       | [Progress]       |
| 021 - [Project Name] | [Project ID] | [Status]       | [Progress]       |
| 022 - [Project Name] | [Project ID] | [Status]       | [Progress]       |
| 023 - [Project Name] | [Project ID] | [Status]       | [Progress]       |
| 024 - [Project Name] | [Project ID] | [Status]       | [Progress]       |
| 025 - [Project Name] | [Project ID] | [Status]       | [Progress]       |
| 026 - [Project Name] | [Project ID] | [Status]       | [Progress]       |
| 027 - [Project Name] | [Project ID] | [Status]       | [Progress]       |
| 028 - [Project Name] | [Project ID] | [Status]       | [Progress]       |
| 029 - [Project Name] | [Project ID] | [Status]       | [Progress]       |
| 030 - [Project Name] | [Project ID] | [Status]       | [Progress]       |
| 031 - [Project Name] | [Project ID] | [Status]       | [Progress]       |
| 032 - [Project Name] | [Project ID] | [Status]       | [Progress]       |



The RCRA funding deadline is officially 30 June 2024. A baseline delivery schedule is in development; however, the forecast completion date is 30/06/2025. An extension of time request was submitted to QRA for 9 of 14 projects on 5/12/2023 requesting the program be extended to this date.

Scope has been confirmed for the following sites and delivery planning has progressed: Albert Park, Archery Park, Cooloola BMX, Imbil to Brooloo trail, Kandanga Pool and Jack Spicer Oval, Lake Alford, Nelson Reserve, One Mile Sports Complex, River to Rail trail, Memorial Park and Youth Precinct Amenities. Scope to be delivered is being finalized for Kilkivan Showgrounds and will be discussed with relevant stakeholders for confirmation.

Works have progressed at Albert Park, One Mile Sports Complex and Cooloola BMX. Design development has continued for River to Rail, Jack Spicer and Nelson Reserve.

The VHBB funding deadline is 30 June 2026. A baseline delivery schedule is in development to achieve this date. In the last period, 4 properties were demolished, 18 properties were acquired and procurement planning for 20 house removals has commenced.

#### **4. BUDGET IMPLICATIONS**

(NIL)

Over and above the State and Commonwealth funding arrangements administered through QRA, Council is contributing complementary funding on a case-by-case basis to add further value to the base repair works, as and where necessary.

#### **5. POLICY IMPLICATIONS**

(NIL)

## **6. CONSULTATION**

The Flood Recovery Team meets with the QRA Regional Liaison Officer on a weekly basis to work through issues, risks and opportunities to maximize the benefits of State and Commonwealth funding for Council's damaged assets.

Council's website is updated regularly with a 6-week lookahead to inform the community of the restoration works progress and to manage community expectations with regard to upcoming disruptions due to roadworks on a road-by-road basis under the REPA sub-program.

Council has also instigated the installation of temporary corflute signage with the 'Building a Resilient Region' banner on each damaged road to emphasize community messaging with a QR Code portal providing easy links to Council's website to access the progress messaging and further information also complemented by project information sheets.

## **7. CONCLUSION**

The flood recovery program of works is largely on-track.

## **RECOMMENDATION 1**

**That Council receive and note the quarterly Flood Recovery Program Update.**

## 8.2 Capital Works Program 23/24 Status Quarterly Update

**PORTFOLIO:** Civil Works and Design, Asset Management, Facilities, Property and Open Space

**DIRECTORATE:** Infrastructure Services

**DOC ID:**

### PREVIOUS ITEMS

8.1 - Capital Works Program 23/24 Status Quarterly Update - Ordinary - 22 Nov 2023 9.00am

### LINKS TO CORPORATE/OPERATIONAL PLAN

#### KEY RESPONSE AREAS:

2. Infrastructure and Economic Opportunity

### 1. BACKGROUND AND PREVIOUS COUNCIL CONSIDERATION

As identified in the 2023/24 Operational Plan (refer Item No. 13(B)), a quarterly status update on the progress of the 2023/24 Capital Works Program will be provided to Council for its information.


### 2. REPORT

The purpose of this report is to provide Council with an update on the status of the 2023/24 Capital Works Program.

#### Program Snapshot

The below Tables and Figures provide a summary of the program budget and expenditure.

**Table 1:** 2023/24 Capital Works Program Status

| Overall Program   | Current Program Status<br>(by expenditure) | Commentary   |
|---|--|--|
|  | 52%  | Forecast total expenditure significantly exceeds the adopted original budget due to an acceleration in the flood recovery program.<br>A budget increase has been tabled for Council consideration at the next budget review.<br>Note that Council's funding element has remain unchanged from the adopted original budget. |

**Table 2:** 2023/24 Capital Works Program Budget Summary

| Description             | Amount    | Change since last report |
|-------------------------|-----------|--------------------------|
| Adopted Original Budget | \$111.96M | -                        |
| Adopted Current Budget  | \$111.96M | -                        |

**Table 3:** 2023/24 Capital Works Program Funding Source Summary

| Description     | Adopted Original Budget | Forecast Funding Amount | Change since last report |
|-----------------|-------------------------|-------------------------|--------------------------|
| Council Funding | \$28.71M                | \$28.71M                | -                        |
| Grant Funding   | \$82.33M                | \$123.95M               | +\$41.62M                |
| LGIP Funding    | \$0.92M                 | \$2.98M                 | +\$2.06M                 |

**Table 4:** 2023/24 Capital Works Program Expenditure Summary

| Description                          | Amount    | Change since last report |
|--------------------------------------|-----------|--------------------------|
| Current Expenditure (as at 23/01/24) | \$58.53M  | +\$33.92M                |
| Forecast Total Expenditure           | \$155.64M | +\$40.00M                |

**Figure 1:** 2023/24 Capital Works Program Phased Expenditure Forecast

### Capital Works Program Project Control Group Update

The Project Control Group (PCG) for the Capital Works Program continues to meet to provide executive ownership of the Capital Works Program from a whole-of-business perspective, incorporating effective and efficient governance. Notable activities in the last months include:

- PCG meetings held 15<sup>th</sup> November, 20<sup>th</sup> December 2023 and 17<sup>th</sup> January 2024.
- Projects and revised budgets for the Second Quarter Budget Review were discussed and endorsed.
- Endorsement of significant emergent projects for inclusion at the next budget review:
  - Water pressure rectification for Southside (Lindsay Street area).



- Sidetrack construction at Woolgar Bridge on Mooloo Road due to bridge closure.
- Upcoming PCG meetings planned for 20<sup>th</sup> February, 20<sup>th</sup> March, and 3<sup>rd</sup> April 2024.

#### Program Risks

| Details of Risk Identified                       | Inherent Risk | Controls   | Residual Risk |
|--|---------------|--|---------------|
| Forecast program expenditure over adopted budget | Medium        | Forecast total expenditure to be monitored by PCG.<br>Increase to the adopted budget to be tabled for Council consideration at the next budget review. | Medium        |

#### Key Project Updates

##### Gympie Civic Centre

- Target date for reopening remains late 2024
- Site visit with key user groups held early December 2023
- Detailed design and tender documentation progressing
- Additional information provided to loss adjustor over last month
- Grant submission completed in January 2024 for Growing Regions Program, with outcome due early April 2024

##### Memorial Park Bandstand

- Construction commenced on-site late January 2024
- Works due for completion early May 2024

#### Project Update Report (Exceptions Only)

The project update report identifies projects that require action to manage a change in scope, whether that be budget, delivery timelines, or deliverables. The actions will be managed by the PCG, and where applicable, referred to Council for consideration and resolution.

A copy of the Project Update Report will be presented at the Council meeting.

### **3. BUDGET IMPLICATIONS**

Amendments to the 2023/24 Capital Budget will be managed in conjunction with Council's Finance Team and presented to Council as a formal budget review.

### **4. POLICY IMPLICATIONS**

Nil

### **5. CONSULTATION**

- February Councillor Briefing
- Capital Works Program Project Control Group
- Manager Finance

## **6. CONCLUSION**

The 2023/24 Capital Works Program is forecast to significantly exceed the original adopted budget, due largely to the acceleration of the Flood Recovery Program. A budget increase has been tabled for Council consideration at the next budget review.

Note that Council's funding element has remain unchanged from the adopted original budget.

## **RECOMMENDATION 1**

**That Council receive and note the quarterly Capital Works Program Update.**



## SECTION 9: PORTFOLIO COUNCILLOR REPORTS

## SECTION 10: GENERAL BUSINESS

## SECTION 11: ATTACHMENTS

### 6.2 Second Quarter Update - Operational Plan 2023-2024

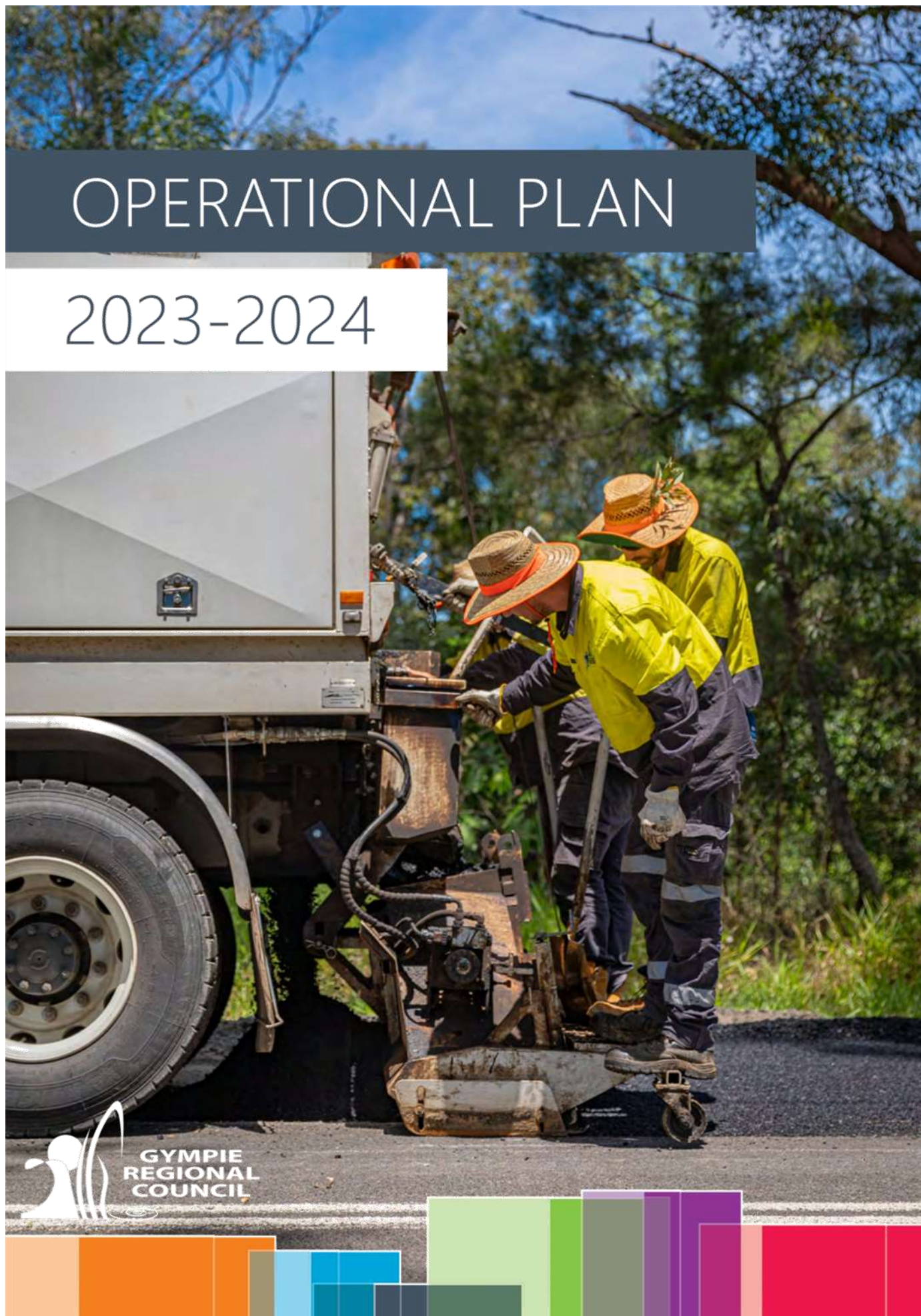
|              |   |    |
|--------------|---|----|
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| ATTACHMENT 2 | QUARTER 2 REPORT - OPERATIONAL PLAN ..... | 72 |

### 6.3 January 2024 Finance Report

|              |                                   |    |
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# OPERATIONAL PLAN

2023-2024





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## Acknowledgement of Country

Gympie Regional Council acknowledges the Kabi Kabi, Wakka Wakka and Butchulla people as the Traditional Owners and Custodians of the land upon which we stand, work and play. We recognise their continuing connection to the land, waters and country and that the Gympie region has always been a place of social, cultural and spiritual significance. We pay respect to their Elders past, present, and future and extend that respect to all other Aboriginal and Torres Strait Islander people within our region.







### Our Vision

Gympie Regional Council has a vision for embracing opportunities, promoting wellbeing and celebrating strong communities.



### Our Mission

To leave a positive legacy for future generations by embracing progress through good planning and efficient service delivery.



## Our Values

Our values are the principles upon which our council serves the community.

### Accountability:

We are open, transparent and take responsibility for our actions.

### Communication:

We consult with the community, actively listen to and respond to the input of residents, and keep people informed.

### Customer Service Focused:

We meet the needs of our community in an efficient and effective manner.  
We strive to continually improve, show empathy and are environmentally aware in our service delivery.

### Integrity:

We act with honesty and respect in all we do and respect all residents, colleagues and visitors.

### Teamwork and Collaboration:

We recognise and support everyone's contributions.  
We are inclusive and contribute respectfully working as a team.  
We will care for ourselves and others.

## Key Response Areas

Council is committed to achieving its vision through the following three (3) key response areas:

### 1. Community and Environment

Our communities have infrastructure and spaces for living, working, learning, sport and recreation that supports and caters for growth and enables the community to be inclusive, connected and safe. Natural ecosystems are conserved and enhanced and our built environment embraces biodiversity, sustainability and heritage.

### 2. Infrastructure and Economic Opportunity

Our planning and infrastructure seeks to meet foreseeable future needs to support economic development, community enhancement and residents' wellbeing.

### 3. Organisation

Gympie Regional Council is an organisation that understands the community, and delivers services efficiently and effectively through highly engaged staff.

## Our Directorates

Council has four functional areas that work together to deliver the Operational Plan. These are:

Office  
of the  
Chief Executive  
Officer

Community  
Sustainability

Corporate  
Services

Infrastructure  
Services





## About our Operational Plan

The Operational Plan is a major, annual planning document within council's corporate performance, planning and reporting framework. It outlines the key activities and actions council will undertake for the financial year in accordance with the adopted budget. Together with the Corporate Plan and annual Budget, it guides council in delivering outcomes for the Gympie community.

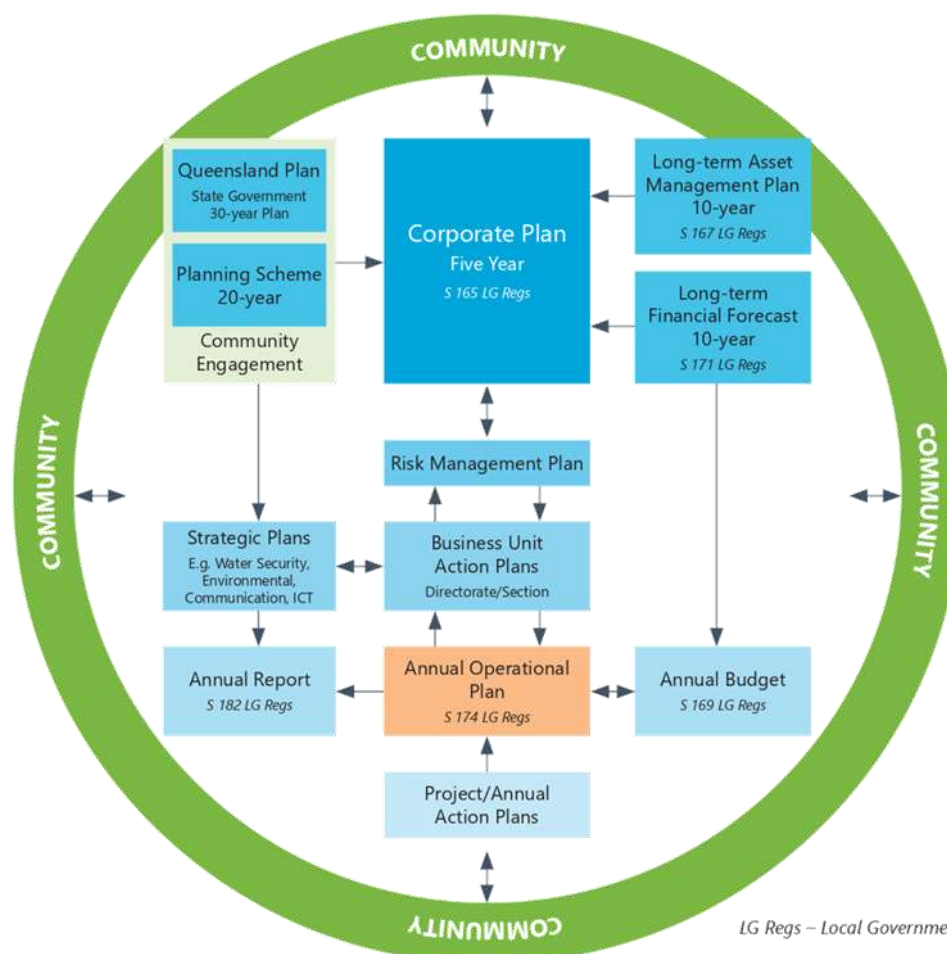
The *Local Government Act 2009*, along with the *Local Government Regulation 2012*, requires Council to adopt an annual Operational Plan that shall:

- be consistent with council's annual budget
- state how council will progress implementation of the Corporate Plan
- manage operational risks
- include an annual performance plan for each commercial business unit of council.

This Operational Plan is to be read in conjunction with Gympie Regional Council's Corporate Plan 2022-2027. The success measures achieved from each annual Operational Plan accumulate to meet the five-year vision of council's Corporate Plan.

Not all Operational Plans include every strategic priority or pathway of the Corporate Plan's Key Response Areas and progress can be staged over the five years. Council also conducts work outside of what is listed in this Operational Plan.

All work is aligned to the Vision, Mission and Key Response Areas of the Corporate Plan 2022-2027.



LG Regs – Local Government Regulation 2012

## 'Step Change' in Governance

The Governance Foundations Reset Project was initiated in Q3 2022-2023 to ensure council has a contemporary and relevant suite of governance policies, procedures and other supporting documents to enable effective governance across council.

## Managing Operational Risk

There are many risks, threats and opportunities that could potentially affect the achievement of objectives outlined in council's strategic plans. Council currently has a number of risk treatment plans in place. Operational risks are managed in accordance with council's Risk Management Framework, Risk Management Policy, Risk Management Procedure, and Fraud and Corruption Prevention and Control Policy.

Council adopts a zero tolerance approach to fraud and corruption across its operations. Council has an established Audit and Risk Committee that provides supervision and advice to Council and the Chief Executive Officer about:

- Internal audit plan and progress reports
- External audit plan and progress reports
- Governance matters, including risk management, and
- Legislative and policy compliance.

In this financial year, the following activities are planned to strengthen the management of operational risks:

- Continuing to embed the Governance Framework that sets out governance principles and standards for accountability that is expected of all council employees
- Development and implementation of a council Project Management Framework, and
- An increase and strengthening of the internal auditing functions across council.

## Commercial Business Units

An annual performance plan for each commercial business unit of the local government is required to be included (where applicable) in the operational plan.

In assessing its operations in line with the annual expenditure threshold limits prescribed within the regulation for significant business activities, council does not currently operate any commercial business units as defined within the legislation.

## Review, Performance Monitoring and Public Reporting

The operational plan is reviewed, assessed and publicly reported to council on a quarterly basis. An annual review of the implementation of the operational plan is also presented to council and included within the Annual Report.

Council's activities aimed toward achieving its vision for the future of the local government area are focused in three strategic key response areas:

1. Community and Environment
2. Infrastructure and Economic Opportunity; and
3. Organisation.



# Strategic Documents and Planning Cycle

In developing this operational plan, council has identified high level activities to be undertaken in the 2023-2024 financial year that address the three strategic key response areas, strategic priorities and pathways of its adopted Corporate Plan 2022-2027.

Strategic planning is vital to ensure a range of services, infrastructure and facilities council provides remains relevant for the community and provides for the needs of future residents.

| Short Term                  | Medium Term               | Long Term             |
|-----------------------------|---------------------------|-----------------------|
| Annual Report               | Corporate Plan            | Planning Scheme       |
| Annual Operational Plan     | Policies                  | Asset Management Plan |
| Annual Budget               | Risk Management Framework | Financial Forecast    |
| Quarterly Operational Plan  | Strategic Plans           | Asset Register        |
| Reviews                     |                           |                       |
| Revenue Statements          |                           |                       |
| Annual Financial Statements |                           |                       |
| Internal Audit Plan         |                           |                       |
| Monthly Finance Reports     |                           |                       |

## 1. Community and Environment

Our communities have infrastructure and spaces for living, working, learning, sport and recreation that supports and caters for growth and enables the community to be inclusive, connected and safe. Natural ecosystems are conserved and enhanced, and our built environment embraces biodiversity, sustainability and heritage.

### One of our policy stories

**Gympie Regional Council not 'wasting' its opportunities to prioritise the environment.**

#### *Bonnick Road Biogas capture and abatement program*

Biogas occurs naturally from the breakdown of organic matter and is constantly emitted from any landfill site. Which is why even on a small site, biogas can account for 60 per cent to 80 per cent of council's carbon emissions. In 2018 Gympie Regional Council approved the installation of a LGI 500 biogas flare in a carbon cutting program. The flare complies with the Emissions Reduction Fund (ERF) and has cut down on the greenhouse gas emissions produced by Gympie's Bonnick Road Waste Management Facility.

Founder and CEO, Adam Bloomer said LGI is thrilled to be working with Gympie Regional Council to deliver meaningful environmental outcomes for the region. "LGI has been working with Gympie Regional Council since 2018 in the design, installation, expansion and operation of the biogas collection and flaring unit at council's Bonnick Road landfill," Mr Bloomer said. "Gympie Regional Council's carbon cutting approach is a blueprint other progressive councils should adopt and implement. "More and more councils are looking to deliver meaningful environmental outcomes, in line with the Australian Government's ambitious target of cutting emissions by 43 per cent by 2030. "Gympie Regional Council is setting an impressive benchmark of what can be achieved if communities and civic leaders are serious about transitioning to a cleaner, greener future."

Manager – Environment and Waste at Gympie Regional Council, Alex Stengl said the partnership is at no-cost to the Gympie taxpayer. "Council is proud to be an example of what can be achieved when the environment is prioritised."

Here are some statistics on how the Biogas capture program has helped the environment so far.



Biogas captured m<sup>3</sup>  
**8 million**



12 months of carbon  
abatement (t CO<sub>2</sub>e)  
**6 thousand**



Australian Carbon  
Credit Units (ACCUs)  
created  
**31 thousand**



Emissions (t CO<sub>2</sub>e)  
reduced by  
**76 thousand tonnes**

**That's the carbon abatement  
equivalent of 1.3 million  
seedlings planted for 10 years!**

## 1. Community and Environment

Work programs for the 2023-2024 period and their alignment to council's Corporate Plan 2022-2027 Strategic Priorities are outlined below.

### Community and Commercial Services

Aligned to the below Corporate Plan Strategic Priorities.

#### 1. Community and Environment

- 1.2 Foster and support inclusive and connected communities including providing opportunities for, and forming partnerships with, traditional owners, cultural, environmental and other community groups together with supporting and developing intergenerational volunteering.
- 1.3 Provide inclusive cultural and community places and spaces that nurtures creativity, promotes healthy living, enhances liveability and accommodates the needs of a growing Population.

| Item No. | Directorate              | Responsible Manager              | 2023-2024 Key Performance Indicator/Success Measure   |
|----------|--------------------------|----------------------------------|---|
| 1        | Community Sustainability | Manager Community and Commercial | <b>A.</b> Commence delivery of the Short Term Action Plan arising from the Gympie Regional Council Arts and Cultural Strategy 2023-2028 and report back to council on the completed actions by the end of Q4 2023-2024.   |
| 2        | Community Sustainability | Manager Community and Commercial | <b>A.</b> Deliver actions outlined in council's Aging in Place Report ( <a href="http://www.gympie.qld.gov.au/seniors">www.gympie.qld.gov.au/seniors</a> ) across the target topics of community, health and aged care services; infrastructure/built environment; social connection and wellbeing; transport; and partnerships with the tertiary sector to promote career pathways into aged care and seniors support services. Present a report to council on the status of actions by the end of Q4 2023-2024. |
| 3        | Community Sustainability | Manager Community and Commercial | <b>A.</b> Proactively seek resourcing and partner with other organisations to deliver the Community Recovery and Resilience Annual Plan (Gympie Region) by Q1-Q4 2023-2024.   |

## Communications, Business and Engagement

Aligned to the below Corporate Plan Strategic Priorities.

### 1. Community and Environment

1.6 Advocate to the state and federal governments for improved infrastructure and outcomes for the region.

| Item No. | Directorate        | Responsible Manager                             | 2023-2024 Key Performance Indicator/Success Measure  |
|----------|--------------------|---|--|
| 4        | Corporate Services | Manager Communications, Business and Engagement | <b>A.</b> Engage with Councillors to develop an advocacy plan and advocacy material with the view to engage state and federal government stakeholders by Q3 2023-2024. |

## Compliance

Aligned to the below Corporate Plan Strategic Priorities.

### 1. Community and Environment

1.1 Encourage and enhance communication and engagement with all stakeholders.

1.4 Conserve and enhance the natural environment such as in the planning scheme, major development and council projects. This includes considering biodiversity and sustainability.

### 3. Organisation

3.7 Provide support and service to community through listening, leadership and responding to the community about service delivery.

| Item No. | Directorate              | Responsible Manager | 2023-2024 Key Performance Indicator/Success Measure  |
|----------|--------------------------|---------------------|--|
| 5        | Community Sustainability | Manager Compliance  | <b>A.</b> Develop priority schedule of Local Laws Reviews by Q1 2023-2024.<br><b>B.</b> Report on progression of Local Laws Review for each Q 2023-2024.<br><b>C.</b> Approved Dog Registration Program to assist in capturing correct number of dogs in the region vs dog registration. Implementation by Q2 2023-2024. |

## Environment and Resource Recovery

Aligned to the below Corporate Plan Strategic Priorities.

### 1. Community and Environment

- 1.1 Encourage and enhance communication and engagement with all stakeholders.
- 1.4 Conserve and enhance the natural environment such as in the planning scheme, major development and council projects. This includes considering biodiversity and sustainability.

### 2. Infrastructure and Economic Opportunity

- 2.1 Develop, implement and regularly revise asset management plans.
- 2.2 Develop clearly defined service standards.
- 2.3 Facilitate integration of land use and infrastructure planning to meet future needs and diverse population and economic growth including resilient community infrastructure.

### 3. Organisation

- 3.7 Provide support and service to community through listening, leadership and responding to the community about service delivery.

| Item No. | Directorate              | Responsible Manager                       | 2023-2024 Key Performance Indicator/Success Measure  |
|----------|--------------------------|---|--|
| 6        | Community Sustainability | Manager Environment and Resource Recovery | <p><b>A.</b> Adoption of council's Environmental Social Governance Policy by Q1 2023-2024.</p> <p><b>B.</b> Education program internally and externally about the Environmental Social Governance, Waste Education, Biosecurity education and the Natural areas program (rolling on going vegetation works at the Sands and other areas) by Q2 2023-2024.</p> <p><b>C.</b> Review the Environment Strategy 2019-2023 by Q2 2023-2024.</p> <p><b>D.</b> Delivery of environmental, biosecurity and resource recovery projects including:</p> <ul style="list-style-type: none"> <li>– the drain buddy program (finalising)</li> <li>– a review of council's Statement of Management intent for the flying foxes,</li> <li>– delivery of natural areas program works (selected sites as far as the plan, including The Sands and Widgee Crossing),</li> <li>– ongoing management actions at Commissioners Gully, Coastal Project including Crab Creek Erosion Control Project and</li> <li>– the Q Coast citizen Science App by Q4 2023-2024.</li> </ul> |



| Item No. | Directorate              | Responsible Manager                       | 2023-2024 Key Performance Indicator/Success Measure   |
|----------|--------------------------|---|---|
| <b>7</b> | Community Sustainability | Manager Environment and Resource Recovery | <p><b>A.</b> Implement landfill solution and diversion program Q 3 2023-2024.</p> <p><b>B.</b> Implement waste strategy to address short, medium and long-term waste opportunities within the region Q1, 2023-2024.</p> <p><b>C.</b> Draft Biosecurity plan implementation Q2 2023-2024.</p> <p><b>D.</b> Draft Waste Strategy implementation Q2 2023-2024.</p> <p><b>E.</b> Bushfire Risk Report drafted and approved by Q2 2023-2024.</p> |

## Governance, Integrity and Risk

Aligned to the below Corporate Plan Strategic Priorities.

### 1 Community and Environment

- 1.2 Foster and support inclusive and connected communities including providing opportunities for, and forming partnerships with, traditional owners, cultural, environmental and other community groups together with supporting and developing intergenerational volunteering.
- 1.3 Provide inclusive cultural and community places and spaces that nurtures creativity, promotes healthy living, enhances liveability and accommodates the needs of a growing Population.

| Item No. | Directorate        | Responsible Manager                    | 2023-2024 Key Performance Indicator/Success Measure  |
|----------|--------------------|--|--|
| <b>8</b> | Corporate Services | Manager Governance, Integrity and Risk | <p><b>A.</b> Develop and implement a Native Title and Cultural Heritage Program:</p> <ul style="list-style-type: none"> <li>– Identify priorities by the end of Q1 2023-2024.</li> </ul> <p><b>B.</b> Support development of Stakeholder Engagement Strategy by the end of Q3 2023-2024.</p> |
| <b>9</b> | Corporate Services | Manager Governance, Integrity and Risk | <p><b>A.</b> Ongoing management of Native Title and Cultural Heritage matters with updates provided quarterly.</p> <p><b>B.</b> Expand Native Title Regulatory Framework training to more staff during Q1, Q2, Q3 and Q4 2023-2024.</p>  |

## Property and Open Space

Aligned to the below Corporate Plan Strategic Priorities.

### 1. Community and Environment

- 1.3 Provide inclusive cultural and community places and spaces that nurtures creativity, promotes healthy living, enhances livability and accommodates the needs of a growing population.
- 1.5 Encourage action recreation in the region.

### 2 Infrastructure and Economic Opportunity

- 2.1 Develop, implement and regularly revise asset management plans.
- 2.3 Facilitate integration of land use and infrastructure planning to meet future needs and diverse population and economic growth.

| Item No.  | Directorate             | Responsible Manager             | 2023-2024 Key Performance Indicator/Success Measure   |
|-----------|-------------------------|---------------------------------|---|
| <b>10</b> | Infrastructure Services | Manager Property and Open Space | <p><b>A.</b> Implement plan for the divestment of council owned properties throughout the region by Q2 2023-2024.</p> <p><b>B.</b> Building condition reports to be carried out (additional staff or consultants may be needed to complete this) by Q3 2023-2024.</p> <p><b>C.</b> Building maintenance projects reporting Q1, Q2, Q3 and Q4 2023-2024.</p> |
| <b>11</b> | Infrastructure Services | Manager Property and Open Space | <p><b>A.</b> Complete asset management plan for open space (incorporating star rating service level methodology) by Q4 2023-2024.</p> <p><b>B.</b> Upload parks planned and completed works to council mapping on website (intrapaps) by Q2 2023-2024.</p>  |

## 2. Infrastructure and Economic Opportunity

Our planning and infrastructure seeks to meet foreseeable future needs to support economic development, community enhancement and residents' wellbeing.

### Establishing our Strategy for Economic Opportunity

In alignment with Gympie Regional Council's Corporate Plan 2022-2027, council will explore opportunities for regional economic development during 2023-2024. An Economic Health Check of the Gympie Local Government Area (LGA) has been developed for council that focuses on the period from 2017-2022.

The Gympie Region LGA – Economic Health Check (June 2023) available on council's website includes economic analysis; regional economic performance compared to relevant benchmarks; drivers behind economic change; key competitive industries and their performance over time; socio-economic and skill profile of the workforce; economic opportunities and challenges.

The Economic Health Check is the first stage to support the development of the Economic Development Strategy as the insights gained will support future council strategies and actions.

### Top Four Industries in 2022 for employment and economic contribution



**Health Care and Social Assistance**  
**3119**  
jobs (14.8 per cent)



**Education**  
**2280**  
jobs (10.8 per cent)



**Retail**  
**2257**  
jobs (10.7 per cent)



**Construction**  
**2217**  
jobs (10.5 per cent)

### Gympie Region LGA Economy in 2021/2022

| As at 2021/2022                 | 5 Year Average Growth | Wide Bay Burnett | Regional Queensland |
|---------------------------------|-----------------------|------------------|---------------------|
| GRP <b>\$2,395M</b>             | <b>+1.4%</b>          | +2.2%            | +2.0%               |
| Local jobs <b>21,131</b>        | <b>+2.6%</b>          | +2.6%            | +2.4%               |
| Population <b>55,170</b>        | <b>+1.5%</b>          | +1.5%            | +1.4%               |
| Unemployment <b>6.2%</b>        | <b>-1.8%</b>          | -1.9%            | -1.9%               |
| Tourism visits <b>1,217,382</b> | <b>+1.6%</b>          | +0.2%            | -1.1%               |



## 2. Infrastructure and Economic Opportunity

Work programs for the 2023-2024 period and their alignment to council's Corporate Plan 2022-2027 Strategic Priorities are outlined below.

### Capital Delivery and Assets

Aligned to the below Corporate Plan Strategic Priorities.

#### 1. Community and Environment

- 1.3 Provide inclusive cultural and community places and spaces that nurtures creativity, promotes healthy living, enhances livability and accommodates the needs of a growing population.

#### 2. Infrastructure and economic opportunity

- 2.1 Develop, implement and regularly revise asset management plans.
- 2.5 Delivery of capital works programs effectively and efficiently.

| Item No. | Directorate             | Responsible Manager                 | 2023-2024 Key Performance Indicator/Success Measure   |
|----------|-------------------------|-------------------------------------|---|
| 12       | Infrastructure Services | Manager Capital Delivery and Assets | <p><b>A.</b> Complete asset management plan for roads and stormwater (incorporating star rating service level methodology) by Q2 2023-2024.</p> <p><b>B.</b> Complete asset management plan for water and waste water (incorporating star rating service level methodology) by Q3 2023-2024.</p>                      |
| 13       | Infrastructure Services | Manager Capital Delivery and Assets | <p><b>A.</b> Deliver the 2023-2024 ordinary capital works program by Q4 2023-2024. This will be one program delivering the separate business units' capital funded projects.</p> <p><b>B.</b> Provide quarterly status updates on progress of the ordinary capital works program for Q1, Q2, Q3 and Q4 2023-2024.</p> |

## Communication, Business and Engagement

Aligned to the below Corporate Plan Strategic Priorities.

### 2. Infrastructure and economic opportunity

- 2.6 Support industry development, assist in developing economic resilience and advocate for economic opportunities including tourism and recreation.

| Item No. | Directorate        | Responsible Manager                            | 2023-2024 Key Performance Indicator/Success Measure                                  |
|----------|--------------------|--|--|
| 14       | Corporate Services | Manager Communication, Business and Engagement | A. Economic Development strategies developed, reviewed and approved by Q3 2023-2024. |

## Community and Commercial

Aligned to the below Corporate Plan Strategic Priorities.

### 2. Infrastructure and economic opportunity

- 2.3 Facilitate integration of land use and infrastructure planning to meet future needs and diverse population and economic growth including resilient community infrastructure.

| Item No. | Directorate              | Responsible Manager              | 2023-2024 Key Performance Indicator/Success Measure   |
|----------|--------------------------|----------------------------------|---|
| 15       | Community Sustainability | Manager Community and Commercial | <p>A. In collaboration with the State Government and local housing sector, implement the Local Housing Action Plan</p> <p><a href="http://www.gympie.qld.gov.au/local-housing-action-plan">Local Housing Action Plan – Gympie Region (www.gympie.qld.gov.au/local-housing-action-plan)</a>, Q1-Q4 2023-2024</p> <p>To be carried out in consultation with Manager Planning.</p> |

## Operations Roads and Drainage

Aligned to the below Corporate Plan Strategic Priorities.

### 1. Community and Environment

1.6 Advocate to state and federal governments for improved infrastructure and outcomes for the region.

### 2. Infrastructure and economic opportunity

2.4 Ensure reliable and safe infrastructure including roads, water supply and waste disposal.

| Item No.  | Directorate             | Responsible Manager                   | 2023-2024 Key Performance Indicator/Success Measure   |
|-----------|-------------------------|---------------------------------------|---|
| <b>16</b> | Infrastructure Services | Manager Operations Roads and Drainage | <p><b>A.</b> Complete star rating service level project for roads and stormwater assets and commence integration into daily operations by Q2 2023-2024.</p> <p><b>B.</b> Review of current structure of Operations Roads and Drainage branch by Q3 2023-2024.</p> <p><b>C.</b> Improvement of resources – including staff, fleet and plant by Q3 2023-2024.</p> <p><b>D.</b> Re-establish supply panel contract agreements by Q4 2023-2024.</p> |

## Planning

Aligned to the below Corporate Plan Strategic Priorities.

### 1. Community and Environment

1.4 Conserve and enhance the environment such as in the planning scheme, major developments and council projects.

### 2. Infrastructure and economic opportunity

2.3 Facilitate integration of land use and infrastructure planning to meet future needs and diverse population and economic growth including resilient community infrastructure.

| Item No.  | Directorate              | Responsible Manager | 2023-2024 Key Performance Indicator/Success Measure                                      |
|-----------|--------------------------|---------------------|--|
| <b>17</b> | Community Sustainability | Manager Planning    | <p><b>A.</b> The State interest check of the Planning Scheme is planned for Q2 2023.</p> |

## Water and Wastewater

Aligned to the below Corporate Plan Strategic Priorities.

1. *Community and Environment*

1.6 Advocate to state and federal governments for improved infrastructure and outcomes for the region.

2. *Infrastructure and economic opportunity*

2.1 Develop, implement and regularly revise asset management plans.

2.2 Develop clearly defined service standards.

| Item No. | Directorate             | Responsible Manager          | 2023-2024 Key Performance Indicator/Success Measure  |
|----------|-------------------------|------------------------------|--|
| 18       | Infrastructure Services | Manager Water and Wastewater | <p><b>A.</b> Develop preferred water security strategy by Q2 2023-2024.</p> <p><b>B.</b> Develop and implement selected asset class plans by Q4 2023-2024.</p>   |
| 19       | Infrastructure Services | Manager Water and Wastewater | <p><b>A.</b> Complete review of cost to deliver current standard of service for water and wastewater by Q2 2023-2024.</p> <p><b>B.</b> Critical Spares Audit by Q2 2023-2024.</p> <p><b>C.</b> Southside Sewerage Stage 8 carried out by Q1 2023-2024.</p> <p><b>D.</b> Construction of Sewer Pump Station G1 by Q1 2023-2024.</p> |

### 3. Organisation

Gympie Regional Council is an organisation that understands the community and delivers services, efficiency and effectively through highly engaged staff.

#### One of our business improvement stories

Gympie Regional Council is currently in the process of upgrading its Enterprise Resource Planning (ERP) and Electronic Document and Record Management (EDRM) system.

A team has been set up to focus on such a large project, with GRiT being the collective name of the team tasked with delivering the ERP and EDRMS solution and other ancillary products that will improve the quality-of-service council delivers to the community. The ERP and EDRMS solution is called Technology One's (Ci Anywhere).

The GRiT Program Team has already successfully implemented Eftsure, a new software solution that allows council to verify and pay its suppliers more securely. Over the 2023/2024 year, the GRiT Program Team will also introduce several enhancements that will improve and streamline council's financial systems.

# GRiT

GROWTH RESILIENCE INTEGRITY TENACITY





### 3. Organisation

Work programs for the 2023-2024 period and their alignment to council's Corporate Plan 2022-2027 Strategic Priorities are outlined below.

#### All Directorates

Aligned to the below Corporate Plan Strategic Priorities.

##### 1. Community

1.1 Encourage and enhance communication and engagement with all stakeholders.

##### 3. Organisation

3.4 Provide strong financial management, value for money services and budgets are delivered.

| Item No.  | Directorate      | Responsible Manager | 2023-2024 Key Performance Indicator/Success Measure   |
|-----------|------------------|---------------------|---|
| <b>20</b> | All Directorates | All Managers        | <b>A.</b> 95 per cent of new requests received through council's Customer Request Management (CRM) system are actioned within corporate standards for action of new requests Q1-Q4 2023-2024. |

#### Building and Plumbing

Aligned to the below Corporate Plan Strategic Priorities.

##### 3. Organisation

3.3 Council has safe, efficient and effective systems and processes to service the communities needs.

| Item No.  | Directorate              | Responsible Manager           | 2023-2024 Key Performance Indicator/Success Measure   |
|-----------|--------------------------|-------------------------------|---|
| <b>21</b> | Community Sustainability | Manager Building and Plumbing | <b>A.</b> 90 per cent of building and plumbing applications are processed in accordance with legislative timeframes, to provide customers with a positive service experience. |

## Communications, Business and Engagement

Aligned to the below Corporate Plan Strategic Priorities.

### 3. Organisation

3.5 Ensure that work groups coordinate to meet community needs.

| Item No. | Directorate        | Responsible Manager                             | 2023-2024 Key Performance Indicator/Success Measure   |
|----------|--------------------|---|---|
| 22       | Corporate Services | Manager Communications, Business and Engagement | <b>A.</b> Internal Communications Strategy to be finalised by Q1 2023-2024, with ongoing implementation thereafter. |

## Finance

Aligned to the below Corporate Plan Strategic Priorities.

### 3. Organisation

3.4 Provide strong financial management, value for money services and budgets are delivered.

| Item No. | Directorate        | Responsible Manager | 2023-2024 Key Performance Indicator/Success Measure   |
|----------|--------------------|---------------------|---|
| 23       | Corporate Services | Manager Finance     | <b>A.</b> Operational Procurement Plan approved by council by Q1 2023-2024.   |
| 24       | Corporate Services | Manager Finance     | <b>A.</b> Develop a long term rating financial strategy by Q2 2023-2024 to inform the 2024-2025 annual budget cycle.  |
| 25       | Corporate Services | Manager Finance     | <b>A.</b> Enhance financial literacy and accountability across responsible budget officers and project managers by Q4 2023-2024.<br><br>(Variance explanations to be provided within seven working days of the end of the month and operational and capital project business cases completed in alignment with approved funding sources.) |

## Governance, Integrity and Risk

Aligned to the below Corporate Plan Strategic Priorities.

### 3. Organisation

- 3.1 An organisation that is transparent and accountable in its evidence based planning, decision making and reporting.
- 3.6 Ensure systems and operations are in place to respond to natural disasters and emergent community needs.

| Item No. | Directorate        | Responsible Manager                    | 2023-2024 Key Performance Indicator/Success Measure   |
|----------|--------------------|--|---|
| 26       | Corporate Services | Manager Governance, Integrity and Risk | <b>A.</b> Oversee the completion of all comprehensive team business plans by Q4 2023-2024.  |
| 27       | Corporate Services | Manager Governance, Integrity and Risk | In consultation with Director of Corporate Services:<br><b>A.</b> Implement Disaster Management Project Plan by Q4 2023-2024.<br><b>B.</b> Implementation of the Flood Recovery Plan with quarterly reporting on progress during 2023-2024. |



## Information and Technology

Aligned to the below Corporate Plan Strategic Priorities.

### 3. Organisation

- 3.2 Support a motivated and effective workforce continually improving in a positive work environment.  
3.3 Council has safe, efficient and effective systems and processes to service the communities' needs.

| Item No. | Directorate        | Responsible Manager                | 2023-2024 Key Performance Indicator/Success Measure   |
|----------|--------------------|------------------------------------|---|
| 28       | Corporate Services | Manager Information and Technology | <p><b>A.</b> Project Grit (Enterprise Resource Planning [ERP] Modules).<br/>Deliver Supply Chain Management by the end of Q1 2023-2024 (Release 1 of the T1 ERP solution).<br/>Deliver HR and Payroll modules by end of Q2 2023-2024 (Release 2 of the T1 ERP Solution).<br/>Begin migration to Property, Rates and Compliance in Q3 2023-2024 (Advanced planning, scoping and configuration of core modules for property, rating and compliance).</p> <p><b>B.</b> Transition to MS Teams and mobile devices, 90 per cent reduction in desk phones by Q4 2023-2024 (Adoption of more mobile communications and phase out of traditional desk phones).</p> <p><b>C.</b> Update and operationalise the ICT Asset Management Plan by end of Q2 2023-2024 (Working with Infrastructure Services, update of the ICT Asset Management Plan and integration into capital and budget renewals and service planning).</p> <p><b>D.</b> Improve ICT Customer Service with all standard requests and basic self-help available via an online portal. (Completion of a new ICT Information System which brings online access to users to submit and track their requests and incidents).</p> <p><b>E.</b> Completion of council's Public Safety and council property CCTV rollout. (Completion of the CCTV renewal project.)</p> |

## People and Culture

Aligned to the below Corporate Plan Strategic Priorities.

### 3. Organisation

3.2 Support a motivated and effective workforce continually improving in a positive work environment.

| Item No. | Directorate        | Responsible Manager        | 2023-2024 Key Performance Indicator/Success Measure  |
|----------|--------------------|----------------------------|--|
| 29       | Corporate Services | Manager People and Culture | <p><b>A.</b> Culture of the organisation is improved via leadership program and support for Managers, Coordinators and Supervisors through coaching, support and relevant training. To be evidenced by results in survey tool pre and post interventions during 2023-2024.</p> <p><b>B.</b> Employee Development Plans which ensure all employees have the mandatory skills, licences and certificates for their role will be in place following receipt and consideration of completed Performance Appraisal Forms by Q4 2023-2024.</p> |
| 30       | Corporate Services | Manager People and Culture | <b>A.</b> High level workforce plan implemented in 2023-2024 with quarterly reporting on progress.   |
| 31       | Corporate Services | Manager People and Culture | <b>A.</b> Achieve the requirements of the Local Government WorkCover Workplace Health and Safety National System Audit in 2023-2024 with quarterly reporting on progress.  |

## Planning

Aligned to the below Corporate Plan Strategic Priorities.

### 3. Organisation

3.3 Council has safe, efficient and effective systems and processes to service the community's needs.

| Item No. | Directorate              | Responsible Manager | 2023-2024 Key Performance Indicator/Success Measure                                     |
|----------|--------------------------|---------------------|---|
| 32       | Community Sustainability | Manager Planning    | <b>A.</b> Meet the required timing on development applications 70 per cent of the time. |

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# OPERATIONAL PLAN 2023-2024

## Quarter 2 Report





## Acknowledgement of Country

Gympie Regional Council acknowledges the Kabi Kabi, Wakka Wakka and Butchulla people as the Traditional Owners and Custodians of the land upon which we stand, work and play.

We recognise their continuing connection to the land, waters and country and that the Gympie region has always been a place of social, cultural and spiritual significance.

We pay respect to their Elders past, present, and future and extend that respect to all other Aboriginal and Torres Strait Islander people within our region.

## Our Commitment to Human Rights

Gympie Regional Council's vision is for a fair and responsive community, that respects and promotes human rights of all people in the region. As a core public entity, we put human rights first when making decisions and providing services to our community. We do so by ensuring that we:

- Consider human rights when making decisions.
- Act and make decisions in a way that is compatible with human rights.





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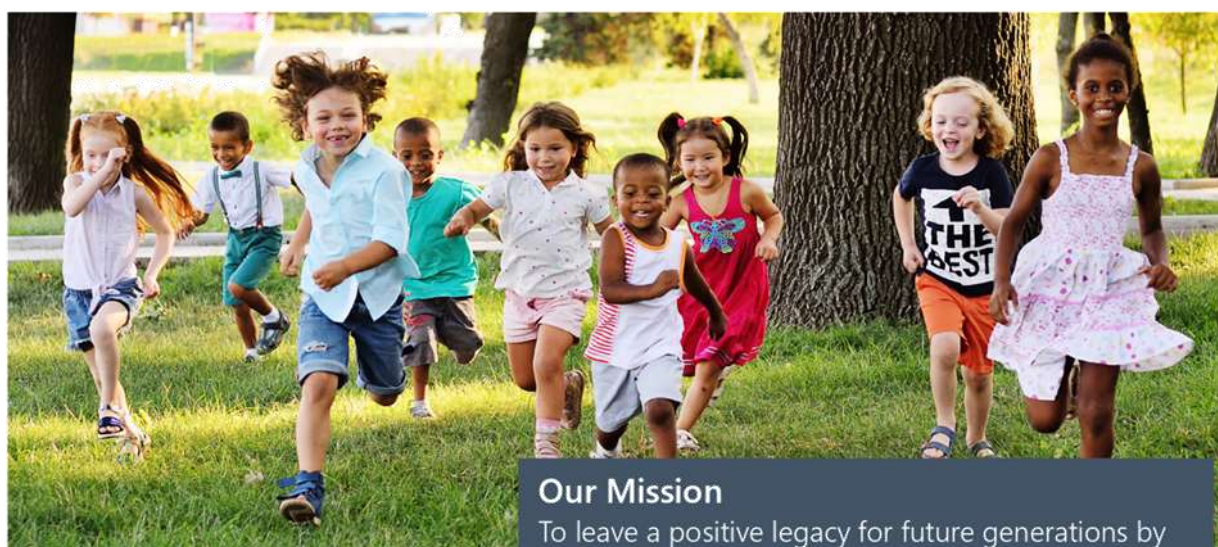






### Our Vision

Gympie Regional Council has a vision for embracing opportunities, promoting wellbeing and celebrating strong communities.



### Our Mission

To leave a positive legacy for future generations by embracing progress through good planning and efficient service delivery.



## Our Values

Our values are the principles upon which our council serves the community.

### Accountability:

We are open, transparent and take responsibility for our actions.

### Communication:

We consult with the community, actively listen to and respond to the input of residents, and keep people informed.

### Customer Service Focused:

We meet the needs of our community in an efficient and effective manner.  
We strive to continually improve, show empathy and are environmentally aware in our service delivery.

### Integrity:

We act with honesty and respect in all we do and respect all residents, colleagues and visitors.

### Teamwork and Collaboration:

We recognise and support everyone's contributions.  
We are inclusive and contribute respectfully working as a team.  
We will care for ourselves and others.



## Key Response Areas

Council is committed to achieving its vision through the following three (3) key response areas:

### 1. Community and Environment

Our communities have infrastructure and spaces for living, working, learning, sport and recreation that supports and caters for growth and enables the community to be inclusive, connected and safe. Natural ecosystems are conserved and enhanced and our built environment embraces biodiversity, sustainability and heritage.

### 2. Infrastructure and Economic Opportunity

Our planning and infrastructure seeks to meet foreseeable future needs to support economic development, community enhancement and residents' wellbeing.

### 3. Organisation

Gympie Regional Council is an organisation that understands the community, and delivers services efficiently and effectively through highly engaged staff.

## Our Directorates

Council has four functional areas that work together to deliver the Operational Plan. These are:

Office  
of the  
Chief Executive  
Officer

Community  
Sustainability

Corporate  
Services

Infrastructure  
Services



## Roles and responsibilities of Gympie Regional Council

As one of 77 Local Governments across Queensland, Gympie Regional Council has been established by the Queensland State Government to look after the particular needs of our community.

Many people may not realise the wide and varied role Local Government (or local Council) plays in the community. Councils not only help deliver the Queensland Government's priorities locally, but are also involved in a range of services to ensure the wellbeing of community members. This includes the promotion and enabling of the development of economic, social, and cultural development of the region.

Through this Quarterly update, we will highlight how actions of Council outlined in the 2023-2024 Operational Plan are being implemented in order to fulfill our obligations under the *Local Government Act 2009* and the *Local Government Regulation 2012*.

This Operational Plan and subsequent Quarterly Updates are to be read in conjunction with Gympie Regional Council's Corporate Plan 2022-2027. The success measures achieved from each annual Operational Plan accumulate to meet the five-year vision of council's Corporate Plan.

Not all Operational Plans include every strategic priority or pathway of the Corporate Plan's Key Response Areas and progress can be staged over the five years. Council also conducts work outside of what is listed in this Operational Plan.

All work is aligned to the Vision, Mission and Key Response Areas of the Corporate Plan 2022-2027.





## Managing Operational Risk

There are many risks, threats and opportunities that could potentially affect the achievement of objectives outlined in council's strategic plans. Council currently has a number of risk treatment plans in place. Operational risks are managed in accordance with council's Risk Management Framework, Risk Management Policy, Risk Management Procedure, and Fraud and Corruption Prevention and Control Policy.

Council adopts a zero tolerance approach to fraud and corruption across its operations. Council has an established Audit and Risk Committee that provides supervision and advice to Council and the Chief Executive Officer about:

- Internal audit plan and progress reports,
- External audit plan and progress reports,
- Governance matters, including risk management, and
- Legislative and policy compliance.

In this financial year, the following activities are planned to strengthen the management of operational risks:

- Continuing to embed the Governance Framework that sets out governance principles and standards for accountability that is expected of all council employees,
- Development and implementation of a Council Project Management Framework, and
- An increase and strengthening of the internal auditing functions across council.

## Review, Performance Monitoring and Public Reporting

The operational plan is reviewed, assessed and publicly reported to Council on a quarterly basis. An annual review of the implementation of the operational plan is also presented to Council and included within the Annual Report.

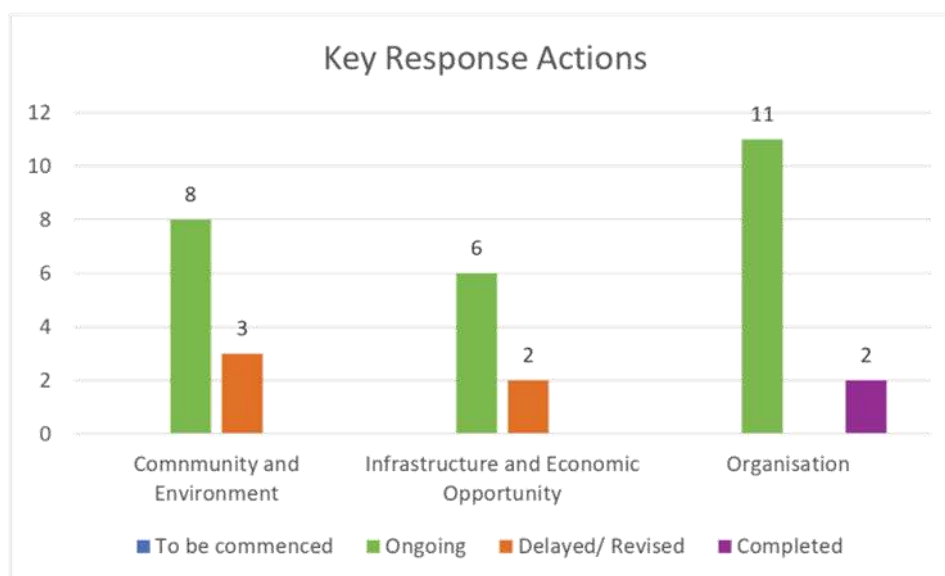
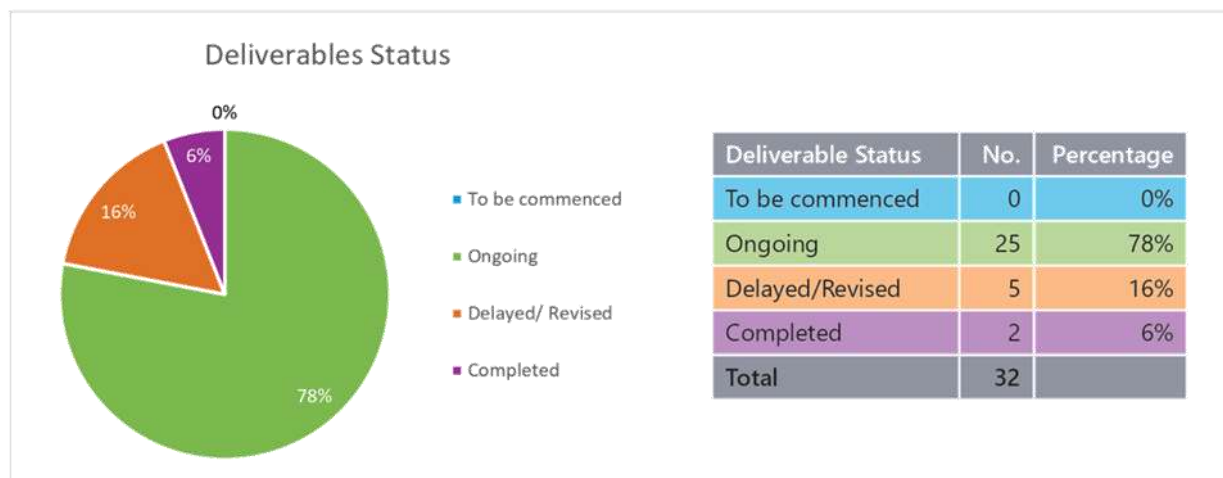
Council's activities aimed toward achieving its vision for the future of the local government area are focused in three strategic key response areas:

**1. Community and Environment**

**2. Infrastructure and Economic Opportunity**

**3. Organisation**

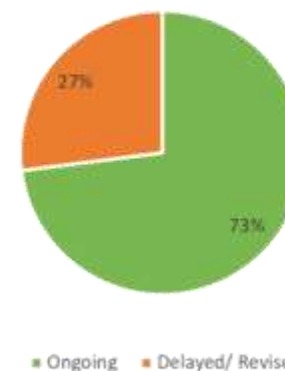
## Quarter 2 Overall Performance



## 1. Community and Environment

Our communities have infrastructure and spaces for living, working, learning, sport and recreation that supports and caters for growth and enables the community to be inclusive, connected and safe. Natural ecosystems are conserved and enhanced and our built environment embraces biodiversity, sustainability and heritage.

Community and Environment



| Item No. | Responsibility                    | 2023-2024 KPI  | Second Quarter update | Actions and comments   |
|----------|-----------------------------------|--|-----------------------|--|
| 1        | Community and Commercial Services | A. Commence delivery of the Short-Term Action Plan arising from the Gympie Regional Council Arts and Cultural Strategy 2023-2028 and report back to Council on the completed actions at end of Q4 2023-2024. | Ongoing               | <p>A. The Arts and Cultural Strategy was endorsed at Council's Ordinary Meeting on 25 October 2023. With this major milestone completed, the Arts and Cultural Team continued to develop an action plan based on community consultation and strategic objectives as outlined in the Strategy.</p> <p>Planning for the Creative Recovery Mentoring Program 2024, Studio Trails 2024 and Arts and Cultural Forums commenced this quarter. A report on completed actions will be presented to Council at the end of Q4 2023-2024.</p> |



| Item No. | Responsibility                    | 2023-2024 KPI  | Second Quarter update | Actions and comments  |
|----------|-----------------------------------|--|-----------------------|---|
| 2        | Community and Commercial Services | <b>A.</b> Deliver actions outlined in Council's Aging in Place Report ( <a href="http://gympie.qld.gov.au/seniors">gympie.qld.gov.au/seniors</a> ) across the target topics of community, health and aged care services; infrastructure/ built environment; social connection and wellbeing; transport; and partnerships with the tertiary sector to promote career pathways into aged care and seniors support services. Present a report to Council on the status of actions by end of Q4 2023-2024. | Ongoing               | <p><b>A</b> Five community delivered events were supported across the region as part of Seniors Month in October 2022 as well as the Seniors Expo with over 30 exhibitors and 150 attendees and Picnic in the Park incorporating Grandparents Day and Senior Citizen of the Year Awards with over 100 attendees.</p> <p>In this quarter, the needs of our ageing population continued to be considered as part of the development of the new Planning Scheme. At its Ordinary Meeting on 22 November 2023, Council resolved to set aside vacant council land in Church Street, Kilkivan for the purposes of future ageing in place initiatives.</p>   |
| 3        | Community and Commercial Services | <b>A.</b> Proactively seek resourcing and partner with other organisations to deliver the Community Recovery and Resilience Annual Plan (Gympie Region). Q1-Q4 2023-2024.  | Ongoing               | <p><b>A.</b></p> <ul style="list-style-type: none"> <li>• Primary Producer Support Initiative provided a pop-up recovery information hub at the Gympie Saleyards on 13 November 2023 in response to extreme drought conditions impacting local primary producers. Agencies and service providers provided support and information to more than 250 primary producers.</li> <li>• Person-centred emergency preparedness workshops were held during October for people with disabilities (29 attendees). These sessions assist vulnerable members of our community to prepare for disasters by developing their individual emergency plans.</li> <li>• The Resilience Canopy training program was delivered over four days to 19 participants. The training provided a six-step future ready community engagement model and framework to develop place-based strategies to build resilience and to grow a network of community practitioners.</li> <li>• Community Recovery BBQ events were hosted in partnership with local community halls in Veteran, Long Flat, Pie Creek, Manumbar and Kia Ora with more than 200 attendees across these events. These events offered an opportunity for social connection and provided information and resources for disaster preparedness to local communities.</li> </ul> |

| Item No. | Responsibility                          | 2023-2024 KPI  | Second Quarter update | Actions and comments  |
|----------|---|--|-----------------------|---|
| 4        | Communications, Business and Engagement | A. Engage with Councillors to develop an advocacy plan and advocacy material with the view to engage state and federal government stakeholders by Q3 2023-2024.  | Delayed/ Revised      | A. With the appointment of a new manager for Communications, Business and Engagement, the Internal Communications Strategy is again being reviewed. It is now expected that the strategy will be finalised in March 2024.   |
| 5        | Compliance                              | A. Develop priority schedule of local laws reviews by Q1 2023-2024.<br><br>B. Report on progression of local laws review for each Q 2023-2024 (dependent on budget bid).<br><br>C. Approved dog registration program to assist in capturing correct number of dogs in the region vs dog registration. Implementation by Q2 2023-2024.  | Ongoing               | A. Local laws schedule has been finalised and an internal stakeholder workshop has been conducted.<br><br>B. Consultant is preparing draft documents for further workshop and review.<br><br>C. Paper drafted for Council to adopt, to go to the new Council in April 2024.   |
| 6        | Environment and Resource Recovery       | A. Adoption of Council's Environmental Social Governance Policy by Q1 2023-2024.<br><br>B. Education program internally and externally about the environmental social governance, waste education, biosecurity education and the natural areas program (rolling on going vegetation works at The Sands and other areas) by Q2 2023-2024.<br><br>C. Review the Environment Strategy 2021-2023 by Q2 2023-2024.<br><br>D. Delivery of environmental, biosecurity and resource recovery projects including:<br>- the drain buddy program (finalising)<br>- a review of council's statement of management intent for the flying foxes. | Delayed/ Revised      | A. No further action or update. Timeframes require review and amendment.<br><br>B. Environment, biosecurity and waste communication and community education plan has been integrated and a schedule provided to the Communication, Business & Engagement branch for implementation in Q3 and 4 2023-2024.<br><br>C. Review delayed due to resourcing constraints.<br><br>D. Natural areas program of works is ongoing at Widgee Crossing - vegetation management for improved environmental and biosecurity outcomes, completion in Q4 2023-2024 or Q1 2024-2025. |

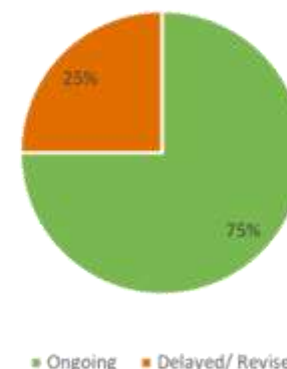
| Item No. | Responsibility                               | 2023-2024 KPI  | Second Quarter update | Actions and comments  |
|----------|--|--|-----------------------|---|
| 6        | Environment and Resource Recovery, continued | <b>D.</b> Delivery of environmental, biosecurity and resource recovery projects including: <ul style="list-style-type: none"> <li>- delivery of natural areas program works (selected sites as far as the plan, including The Sands and Widgee Crossing)</li> <li>- ongoing management actions at Commissioners Gully, Coastal Project including Crab Creek Erosion Control Project</li> <li>- the Q Coast Citizen Science App by Q4 2023-2024.</li> </ul> |                       | Note: There are resourcing constraints. Timeframes require review and amendment based on direction and support. These matters have been raised to council's Executive Leadership Team.  |
| 7        | Environment and Resource Recovery            | <b>A.</b> Implement landfill solution and diversion program Q 3 2023-2024.<br><br><b>B.</b> Implement waste strategy to address short, medium and long-term waste opportunities within the region Q1, 2023-2024.<br><br><b>C.</b> Draft Biosecurity Plan implementation Q2 2023-2024.<br><br><b>D.</b> Draft Waste Strategy implementation Q2 2023-2024.<br><br><b>E.</b> Bushfire Risk Report drafted and approved by Q2 2023-2024.                       | Ongoing               | <b>A.</b> The eastern cell (part of temporary landfill solution) is under construction, completion date March 2024, Q4. Other strategic waste items underway include the domestic waste contract, proposed extension to Q2 2025, with improved recycling diversion streams.<br><br><b>B.</b> Consultant preparing draft documents for further workshop and review.<br><br><b>C.</b> The Biosecurity Plan and Plan Companion was finalised and endorsed by Council in November 2023.<br><br><b>D.</b> A consultant has been awarded the Draft Waste Strategy design, to be completed end of Q4 2023-2024.<br><br><b>E.</b> Bushfire Risk Report is deferred pending review of priorities and services. This matter has been raised with the Executive Leadership Team. |
| 8        | Governance, Integrity and Risk               | <b>A.</b> Develop and implement a Native Title and Cultural Heritage Program: <ul style="list-style-type: none"> <li>- Identify priorities by end of Q1 2023-2024.</li> </ul> <b>B.</b> Support development of Stakeholder Engagement Strategy by end of Q3 2023-2024.   | Ongoing               | <b>A.</b> The Native Title and Cultural Heritage program has been implemented. Native Title assessments and relevant work is ongoing within the approved Native Title Regulatory Framework.<br><br><b>B.</b> Stakeholder engagement with relevant stakeholders has commenced, with face-to-face meetings being organised and contact made.  |

| Item No. | Responsibility                 | 2023-2024 KPI  | Second Quarter update | Actions and comments  |
|----------|--------------------------------|--|-----------------------|---|
| 9        | Governance, Integrity and Risk | <p><b>A.</b> Ongoing management of Native Title and Cultural Heritage matters with updates provided every Q 2023-2024.</p> <p><b>B.</b> Expand Native Title Regulatory Framework training to more staff during Q1, Q2, Q3 and Q4 2023-2024</p>   | Ongoing               | <p><b>A.</b> Reviews of current determination and joinder applications are ongoing.</p> <p><b>B.</b> Training sessions are ongoing within organisation. Native Title assessment triggers were included in the development of council's new Project Management Framework (PMF) and training in the PMF is ongoing.</p> |
| 10       | Property and Open Space        | <p><b>A.</b> Implement plan for the divestment of council owned properties throughout the region by Q2 2023-2024.</p> <p><b>B.</b> Building condition reports to be carried out by Q3 2023-2024.</p> <p><b>C.</b> Building maintenance projects reporting Q1, Q2, Q3 and Q4 2023-2024.</p> | Ongoing               | <p><b>A.</b> Plan has been implemented. Phase 3 (properties identified as 'Retain the Status Quo' in 2018 is currently with internal stakeholders for comments. Anticipate any lots identified for disposal will be brought before Council at April 2024 Ordinary Meeting.</p>  |
| 11       | Property and Open Space        | <p><b>A.</b> Complete asset management plan for open space (incorporating star rating level methodology) by Q4 2023-2024.</p> <p><b>B.</b> Upload parks planned and completed works to council mapping on website (Intramaps) by Q2 2023-2024.</p>   | Delayed/Revised       | <p><b>A.</b> Development of the AMP for open space has been deferred to address the AMP for waste to align with the current investigations for a new landfill site. Asset Management Steering Committee endorsed this decision at its August 2023 meeting.</p>  |

## 2. Infrastructure and Economic Opportunity

Our planning and infrastructure seeks to meet foreseeable future needs to support economic development, community enhancement and residents' wellbeing.

### Infrastructure and Economic Opportunity



| Item No. | Responsibility              | 2023-2024 KPI   | Second Quarter update | Actions and comments   |
|----------|-----------------------------|---|-----------------------|--|
| 12       | Capital Delivery and Assets | <p><b>A.</b> Complete asset management plan for roads and stormwater (incorporating star rating service level methodology) by Q2 2023-2024.</p> <p><b>B.</b> Complete asset management plan for water and wastewater (incorporating star rating service level methodology) by Q3 2023-2024.</p>                     | Ongoing               | <p><b>A.</b> The roads and stormwater AMP is still undergoing internal peer review, due for completion early February 2024. AMP will be finalised by late February 2024.</p> <p><b>B.</b> The water and wastewater AMP is progressing, with a first draft AMP developed for review. The AMP is on target to be completed by the end of April 2024.</p>   |
| 13       | Capital Delivery and Assets | <p><b>A.</b> Deliver the 2023-2024 ordinary capital works program by Q4 2023-2024. This will be one program delivery the separate business units' capital funded projects.</p> <p><b>B.</b> Provide quarterly status updates on progress of the ordinary capital works program for Q1, Q2, Q3 and Q4 2023-2024.</p> | Ongoing               | <p><b>A.</b> By expenditure, the 2023/2024 Capital Works Program is currently tracking over (approximately 20 per cent) the baseline expenditure established for the program. The increased expenditure is linked to the accelerated delivery of grant funded flood recovery works. The Q2 budget review has been developed in conjunction with the Finance Team to account for this change.</p> <p><b>B.</b> The Q1 status update occurred at November 2023. The Q2 status update is scheduled to occur at February 2024 Workshop and Ordinary Meeting.</p> |



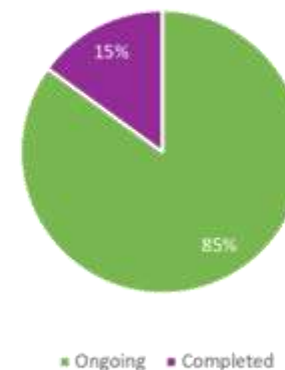
| Item No. | Responsibility                         | 2023-2024 KPI  | Second Quarter update | Actions and comments  |
|----------|--|--|-----------------------|---|
| 14       | Communication, Business and Engagement | <b>A.</b> Economic Development strategies developed, reviewed and approved by Q3 2023-2024.  | Ongoing               | <b>A.</b> Council has appointed an independent contractor to develop the new economic development strategy, which will commence during late January 2024.   |
| 15       | Community and Commercial Services      | <b>A.</b> In collaboration with the State Government and local housing sector, implement the Local Housing Action Plan – Gympie Region ( <a href="http://gympie.qld.gov.au/local-housing-action-plan">gympie.qld.gov.au/local-housing-action-plan</a> ). Q1-Q4 2023-2024.<br><br>To be carried out in consultation with manager Planning.                  | Ongoing               | <b>A.</b> At its Ordinary Meeting of 22 November 2023, Council committed in principle the provision of vacant council land at Lots 10 and 12 RP896299 Church Street, Kilkivan for ageing in place purposes. The Kilkivan and District Community Care Association has been advocating for ageing in place housing and services at this location and this resolution will support the community's further advocacy and planning for suitable initiatives at this site.<br><br>The draft Planning Scheme Housing Policy Position Paper has been exhibited for community/stakeholder input. The post exhibition consultation report found that the draft paper was generally supported by stakeholder submissions.<br><br>Councillors have been briefed on the consultation outcomes. A report recommending adoption of the draft policy by Council will be considered at the Ordinary Meeting on 24 January 2024. Once adopted the policy position paper will be available on council's website. |
| 16       | Operations Roads and Drainage          | <b>A.</b> Complete a star rating service level project for roads and stormwater assets and commence integration into daily operations by Q2 2023-2024.<br><br><b>B.</b> Review of current structure of Operations Roads and Drainage branch by Q3 2023-2024.<br><br><b>C.</b> Improvement of resources - including staff, fleet and plant by Q3 2023-2024. | Ongoing               | <b>A.</b> Ongoing - Star Rating Model and Roads Asset Maintenance Plan. Continue with the development and implementation of Road Asset Maintenance Plan (RAMP), Star Rating Asset Management model.<br><br><b>B.</b> Ongoing - implementation has commenced and is being carried out.<br><br><b>C.</b> Ongoing implementation of continuous improvement initiatives identified in Q1. These include:<br><ul style="list-style-type: none"><li>• Complete a full round of road network inspections in line with the recently implemented Road Inspection Procedure, data logging guidelines and Road Asset Condition Assessment (RACAS) device, in line with the STAR Rating model.</li></ul>  |

| Item No. | Responsibility                           | 2023-2024 KPI  | Second Quarter update | Actions and comments   |
|----------|--|--|-----------------------|--|
| 16       | Operations Roads and Drainage, continued | <p><b>C.</b> Improvement of resources - including staff, fleet and plant by Q3 2023-2024, continued.</p> <p><b>D.</b> Re-establish supply panel contract agreements by Q4 2023-2024.</p>   |                       | <ul style="list-style-type: none"> <li>Undertake a comprehensive review of the road network inspection defect backlog against the approved REPA packages and develop short and long-term works programs.</li> <li>Review road maintenance team resource modelling to ensure optimal and efficient delivery of road maintenance activities.</li> <li>Enhancing customer experience with council through reducing CRM close out and response times.</li> </ul> <p><b>D.</b> Ongoing - numerous tender requests currently out to market, under evaluation or closed. On target for completion Q3.</p> |
| 17       | Planning                                 | <b>A.</b> The State interest check of the Planning Scheme is planned for Q2 2023.  | Delayed/Revised       | <b>A.</b> Planning Scheme program revised and discussed with Councillors on 6 December 2023. Drafting continuing and to be discussed with Councillors in further workshops in 2024. Looking for Council adoption in Q1 2024-2025.  |
| 18       | Water and Wastewater                     | <p><b>A.</b> Develop preferred water security strategy by Q2 2023-2024.</p> <p><b>B.</b> Develop and implement selected asset class plans by Q4 2023-2024.</p>   | Delayed/Revised       | <p><b>A.</b> Water security strategy commenced, review of reports and plans with final background memorandum complete. Level of service objectives complete, on track to Q4 2023-2024/Q1 2024-25.</p> <p><b>B.</b> Development of asset class plans on hold until Asset Management Plan complete, defer to 2024-2025 refer to item 12B.</p>  |
| 19       | Water and Wastewater                     | <p><b>A.</b> Complete review of cost to deliver current standard of service for water and wastewater by Q2 2023-2024.</p> <p><b>B.</b> Critical spares audit by Q2 2023-2024.</p> <p><b>C.</b> Southside Sewerage Stage 8 carried out by Q1 2023-2024.</p> <p><b>D.</b> Construction of Sewer Pump Station G1 by Q1 2023-2024.</p> | Ongoing               | <p><b>A.</b> Pricing model for water/wastewater complete, service levels under review, awaiting commencement of new manager.</p> <p><b>B.</b> A consultant has been engaged, a series of workshops have been completed, outcome expected to be delivered early 2024 - on track.</p> <p><b>C.</b> Southside Sewerage Stage 8 install is complete, reinstatement complete, on-maintenance to continue for 12 months.</p> <p><b>D.</b> Construction of Sewer Pump Station G1 complete, operational and handed over to the Treatment team.</p>   |

### 3. Organisation

Gympie Regional Council is an organisation that understands the community and delivers services efficiently and effectively through highly engaged staff.

Organisation



| Item No. | Responsibility                          | 2023-2024 KPI   | Second Quarter update | Actions and comments   |
|----------|---|---|-----------------------|--|
| 20       | All Directorates                        | Ninety-five per cent of new requests received through council's Customer Request Management (CRM) system are actioned within corporated standards for action of new requests Q1-Q4 2023-2024. | Ongoing               | Council has met the 95 per cent of its corporate target in Q2 2023-2024, with the receipt of 5384 new customer action requests and 5021 closed within target.  |
| 21       | Building and Plumbing                   | A. Ninety per cent of building and plumbing applications are processed in accordance with legislative timeframes, to provide customers with a positive service experience.                    | Ongoing               | A. Thirty-eight per cent building applications processed within timeframes. Ninety-seven per cent commercial plumbing applications processed within timeframes. Ninety-two per cent residential plumbing applications processed within timeframes. |
| 22       | Communications, Business and Engagement | A. Internal Communications Strategy to be finalised by Q1 2023-2024, with ongoing implementation thereafter.  | Ongoing               | A. With the appointment of a new manager for Communication, Business & Engagement, the Internal Communications Strategy is again being reviewed. It is now expected that the strategy will be finalised in March 2024.                             |
| 23       | Finance                                 | A. Operational Procurement Plan approved by Council by Q1 2023-2024.  | Completed             | Action completed.  |

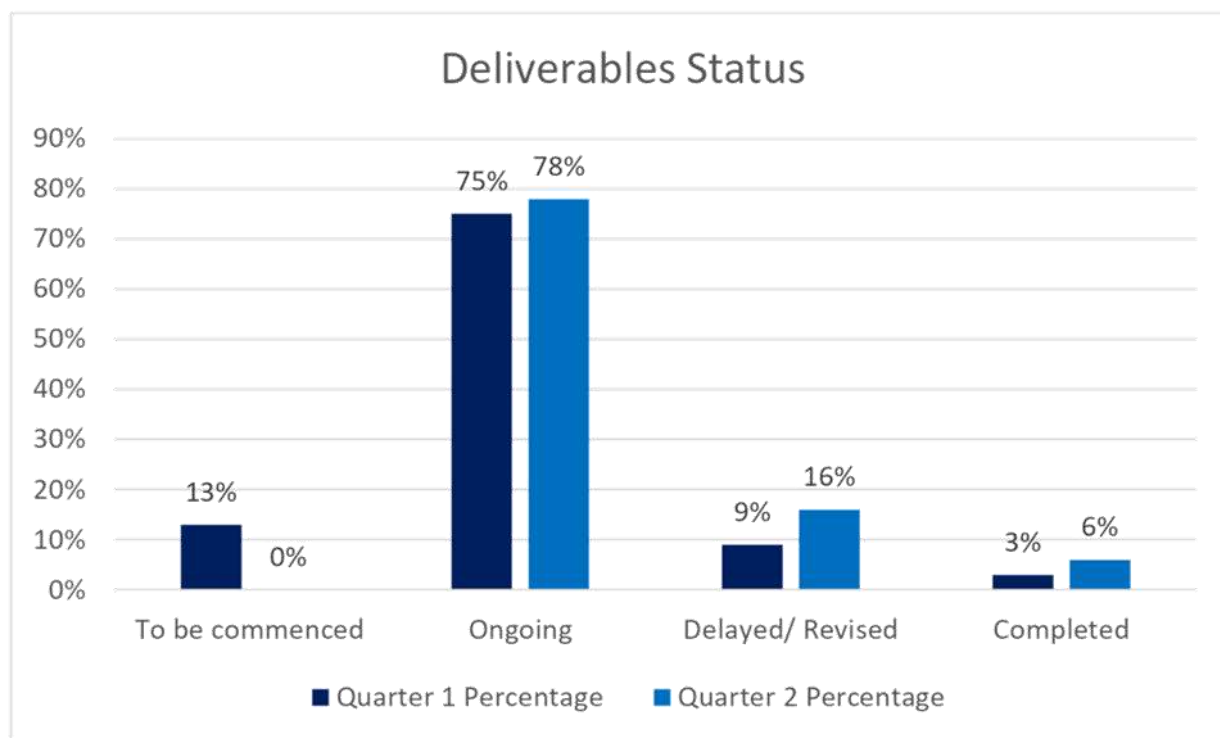
| Item No. | Responsibility                 | 2023-2024 KPI   | Second Quarter update | Actions and comments  |
|----------|--------------------------------|---|-----------------------|---|
| 24       | Finance                        | A. Develop a long-term rating financial strategy by Q2 2023-2024 to inform the 2024-2025 annual budget cycle.   | Ongoing               | A. Work on the rates strategy has commenced and is due to be completed for inclusion in the 2024/2025 budget discussions.   |
| 25       | Finance                        | A. Enhance financial literacy and accountability across responsible budget officers and project managers by Q4 2023-2024.<br><br>Variance explanations to be provided within seven working days of the end of the month and operational and capital project business cases completed in alignment with approved funding sources). | Completed             | A. Financial decision making training delivered to responsible budget officers and project managers by December 2023.   |
| 26       | Governance, Integrity and Risk | A. Oversee completion of all comprehensive team business plans by Q4 2023-2024.   | Ongoing               | A. Population of the branch service deliverables into the comprehensive business plans is continuing in preparation for focus group workshops planned for Q4 2023-2024. Endorsement for a coordinator Corporate Performance who will manage this program of work is being sought by Q3 2023-2024.   |
| 27       | Governance, Integrity and Risk | In consultation with director of Corporate Services:<br>A. Implement Disaster Management Project Plan by Q4 2023-2024.  | Ongoing               | A. The review of the five disaster management sub plans continued in Q2 2023-2024 and are due for completion by Q3 2023-2024, including: evacuation, financial management, logistics, public health and public information and warnings. The Local Disaster Coordination Centre (LDCC) Operations Plan also requires review and this is to be completed in Q3 2023-2024. Sub plans requiring endorsement will be presented to the Local Disaster Management Group (LDMG) in Q3-Q4 2023-2024. Where appropriate, other sub plans will be approved at the executive level. The 2023 Local Disaster Management Plan (LDMP) was presented to the LDMG for approval in Q1 2023-2024 and endorsed by Council in Q2 2023-2024. Other disaster management work is progressing within the timelines of the Disaster Management Project Plan 2023-2024. |

| Item No. | Responsibility                            | 2023-2024 KPI   | Second Quarter update | Actions and comments   |
|----------|---|---|-----------------------|--|
| 27       | Governance, Integrity and Risk, continued | In consultation with director of Corporate Services:<br><br><b>B.</b> Implementation of the Flood Recovery Plan with quarterly reporting on progress during 2023-2024.  | Ongoing               | <b>B.</b> Most objectives of the Flood Recovery Plan 2022-2024 are being actioned or addressed in Item 27A and community resilience and preparedness work in Item 3.<br><br>Other ongoing activities include supporting flood impact studies in the Gympie Local Government Area (LGA), as well as supporting flood impact studies conducted by neighbouring councils that may impact the Gympie LGA (e.g. Burnett River and tributaries). Stakeholder engagement has been enhanced to ensure lessons are captured and learned; and to ensure that disaster preparedness is sustained and standardised across our organisation, local businesses, residents and visitors, emergency services and other support agencies. |
| 28       | Information and Technology                | <b>A.</b> Project GRiT (Enterprise Resource Planning [ERP] Modules).<br>Deliver Supply Chain Management by the end of Q1 2023-2024 (Release 1 of the T1 ERP solution).<br>Deliver HR and Payroll modules by end of Q2 2023-2024 (Release 2 of the T1 ERP solution).<br>Begin migration to Property, Rates and Compliance in Q3 2023-2024 (advanced planning, scoping and configuration of core modules for property, rating and compliance).<br><b>B.</b> Transition to MS Teams and mobile devices, 90 per cent reduction in desk phones by Q4 2023-2024 (adoption of more mobile communications and phase out of traditional desk phones).<br><b>C.</b> Update and operationalise the ICT Asset Management Plan by end of Q2 2023-2024 (working with Infrastructure Services, update of the ICT Asset Management Plan and integration into capital and budget renewals and service planning). | Ongoing               | <b>A.</b> The GRiT project has experienced delays in testing that have resulted in changes to the delivery dates of the supply chain management and HR and payroll modules. The revised delivery date for these modules is July 2024. Planning and design for asset management modules has begun and is ongoing.<br><br><b>B.</b> Bring your own device (BYOD) project is ongoing with additional staff members converting over to the system. MS Teams calling project has been released to the market and is currently in the evaluation stage.<br><br><b>C.</b> Ongoing with updating of the asset register in the upgraded service desk software.  |

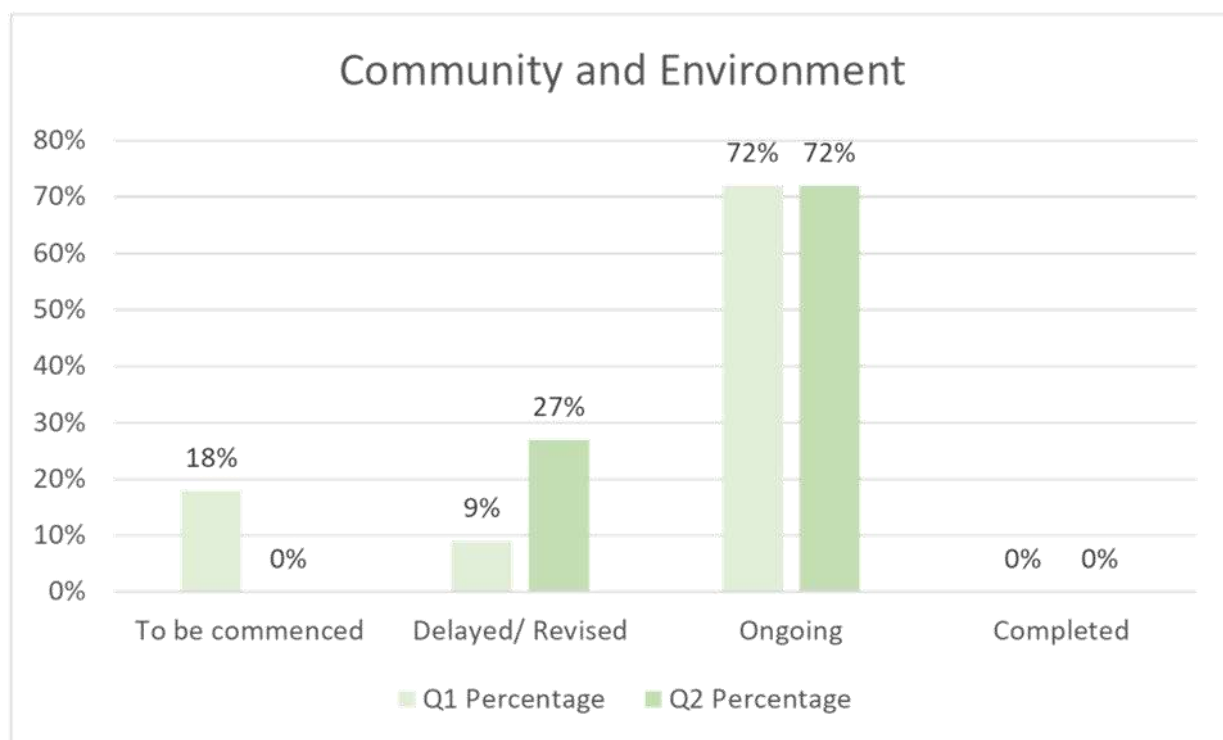


| Item No. | Responsibility                        | 2023-2024 KPI  | Second Quarter update | Actions and comments   |
|----------|---------------------------------------|--|-----------------------|--|
| 28       | Information and Technology, continued | <p><b>D.</b> Improve ICT customer service with all standard requests and basic self-help available via an online portal. (Completion of the a new ICT information system which brings online access to users to submit and track their requests and incidents).</p> <p><b>E.</b> Completion of council's Public Safety and Council Property CCTV rollout. (Completion of the CCTV renewal project.)</p>  | Ongoing               | <p><b>D.</b> Extension of service hours for the ICT service desk. Service desk now operates from 6am to 6pm, to provide real time and face to face support for workers who start at 6am or are part of the flexible work agreement.</p> <p><b>E.</b> Phase 1A and 1B completed. Planning and design for 1C ongoing.</p>  |
| 29       | People and Culture                    | <p><b>A.</b> Culture of the organisation is improved via leadership program and support for managers, coordinators and supervisors through coaching, support and relevant training. To be evidenced by results in survey tool pre and post interventions during 2023-2024.</p> <p><b>B.</b> Employee Development Plans which ensure all employees have the mandatory skills, licences and certificates for their role will be in place following receipt and consideration of completed Performance Appraisal Forms by Q4 2023-2024.</p> | Ongoing               | <p><b>A.</b> Leadership Program is ready for delivery in February 2024. Mentoring and coaching programs are now in place with two providers for managers and some coordinators, these will now commence in February.</p> <p><b>B.</b> Ninety per cent of eligible employees completed a Performance Appraisal Plan. The second round of appraisals will commence in February 2024. Training is scheduled to align with the identified skill development areas.</p> |
| 30       | People and Culture                    | <b>A.</b> High level workforce plan implemented in 2023-2024 with quarterly reporting on progress.   | Ongoing               | <b>A.</b> The 2023-2025 GRC Workforce Strategy was endorsed by ELT on 18 September 2023. The programs are on track and on budget.  |
| 31       | People and Culture                    | <b>A.</b> Achieve the requirements of the Local Government WorkCover Workplace Health and Safety National System Audit in 2023-2024 with quarterly reporting on progress.  | Ongoing               | <b>A.</b> Corrective action plans are complete with no items outstanding. A self paced audit is still on track for Q1 of 2024.   |
| 32       | Planning                              | <b>A.</b> Meet the required timing on development applications 70 per cent of the time.  | Ongoing               | <b>A.</b> Forty-three per cent of development applications decided between 1 October and 31 December 2023 met statutory timeframes. Human resourcing constraints and higher than average application numbers are the reasons for this measure.   |

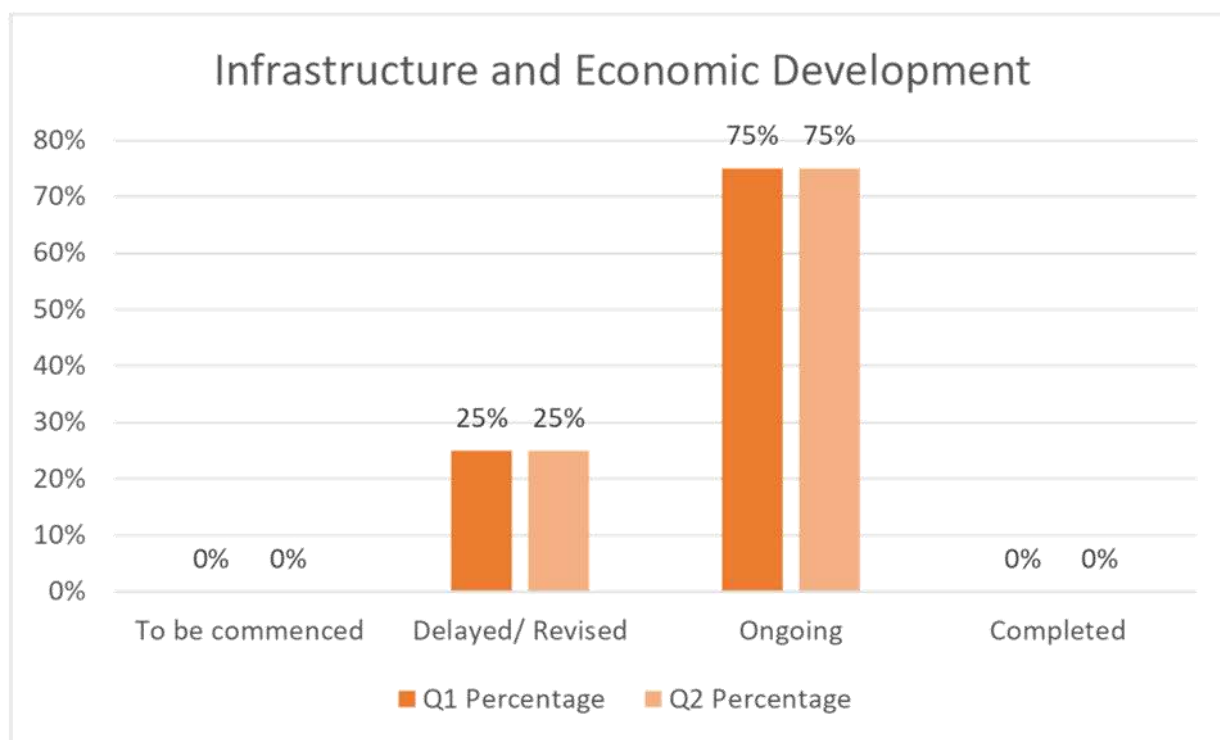
## Quarterly Comparisons



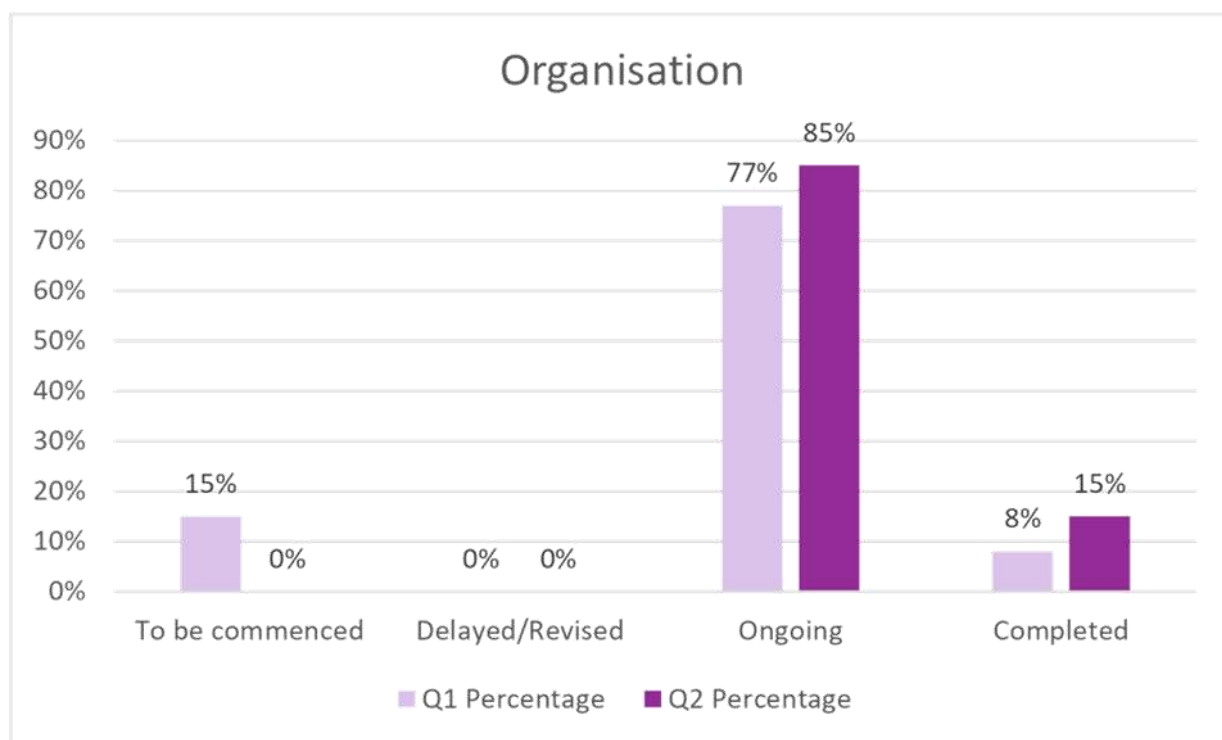
| Deliverable Status | Quarter 1 No. | Quarter 1 Percentage | Quarter 2 No. | Quarter 2 Percentage |
|--------------------|---------------|----------------------|---------------|----------------------|
| To be commenced    | 4             | 13%                  | 0             | 0%                   |
| Ongoing            | 24            | 75%                  | 25            | 78%                  |
| Delayed/Revised    | 3             | 9%                   | 5             | 16%                  |
| Completed          | 1             | 3%                   | 2             | 6%                   |
| <b>Total</b>       | <b>32</b>     |                      | <b>32</b>     |                      |



| Action Update   | Quarter 1<br>Total | Quarter 1<br>Percentage | Quarter 2<br>Total | Quarter 2<br>Percentage |
|-----------------|--------------------|-------------------------|--------------------|-------------------------|
| To be commenced | 2                  | 18%                     | 0                  | 0%                      |
| Delayed/Revised | 1                  | 9%                      | 3                  | 27%                     |
| Ongoing         | 8                  | 72%                     | 8                  | 72%                     |
| Completed       | 0                  | 0%                      | 0                  | 0%                      |
| <b>Total</b>    | <b>11</b>          |                         | <b>11</b>          |                         |



| Action Update   | Quarter 1<br>Total | Quarter 1<br>Percentage | Quarter 2<br>Total | Quarter 2<br>Percentage |
|-----------------|--------------------|-------------------------|--------------------|-------------------------|
| To be commenced | 0                  | 0%                      | 0                  | 0%                      |
| Delayed/Revised | 2                  | 25%                     | 2                  | 25%                     |
| Ongoing         | 3                  | 75%                     | 6                  | 75%                     |
| Completed       | 0                  | 0%                      | 0                  | 0%                      |
| <b>Total</b>    | <b>8</b>           |                         | <b>8</b>           |                         |



| Action Update   | Quarter 1<br>Total | Quarter 1<br>Percentage | Quarter 2<br>Total | Quarter 2<br>Percentage |
|-----------------|--------------------|-------------------------|--------------------|-------------------------|
| To be commenced | 2                  | 15%                     | 0                  | 0%                      |
| Delayed/Revised | 0                  | 0%                      | 0                  | 0%                      |
| Ongoing         | 10                 | 77%                     | 11                 | 85%                     |
| Completed       | 1                  | 8%                      | 2                  | 15%                     |
| <b>Total</b>    | <b>13</b>          |                         | <b>13</b>          |                         |



Gympie Regional Council  
1300 307 800  
2 Caledonian Hill (PO Box 155), Gympie Qld 4570  
[gympie.qld.gov.au](http://gympie.qld.gov.au)



|   | YTD Actuals<br>\$,000 | YTD Budget<br>\$,000 | YTD Variance<br>\$,000 | Annual<br>Current<br>Budget<br>\$,000 | Forecast to<br>30 June 2024 |
|---|-----------------------|----------------------|------------------------|---------------------------------------|-----------------------------|
| <b>Gympie Regional Council - Operating Statement</b>                            |                       |                      |                        |                                       |                             |
| <b>As at 31 January 2024</b>  |                       |                      |                        |                                       |                             |
| <b>(This report refers to the budget adopted by Council on 25 October 2023)</b> |                       |                      |                        |                                       |                             |
| <b>Recurrent</b>  |                       |                      |                        |                                       |                             |
| <b>Revenue</b>  |                       |                      |                        |                                       |                             |
| Rates Levies & Charges  | 93,294                | 91,613               | 1,681                  | 91,613                                | 93,292                      |
| Discounts and Remissions  | - 791 -               | 860                  | 69 -                   | 860 -                                 | 800                         |
|   | 92,503                | 90,753               | 1,750                  | 90,753                                | 92,492                      |
| Fees & Charges  | 5,705                 | 5,135                | 570                    | 8,615                                 | 8,706                       |
| Rental Income   | 264                   | 243                  | 21                     | 417                                   | 467                         |
| Interest & Investment Revenue   | 2,629                 | 1,941                | 688                    | 3,328                                 | 3,328                       |
| Sales Revenue   | 3,797                 | 3,146                | 651                    | 5,963                                 | 5,644                       |
| Other Income  | 3,689                 | 3,533                | 156                    | 10,047                                | 8,551                       |
| Grants, Subs, Contributions & Donations   | 7,590                 | 6,887                | 703                    | 10,231                                | 9,291                       |
| Cap Grants, Subs, Contributions & Donat   | -                     | -                    | -                      | -                                     | -                           |
| <b>Total Recurrent Revenue</b>  | <b>116,177</b>        | <b>111,638</b>       | <b>4,539</b>           | <b>129,354</b>                        | <b>128,479</b>              |
| <b>Expenditure</b>  |                       |                      |                        |                                       |                             |
| Employee Costs  | 27,383                | 25,897 -             | 1,486                  | 44,225                                | 45,739                      |
| Materials & Services  | 27,717                | 27,308 -             | 409                    | 49,663                                | 47,960                      |
| Finance Costs   | 3,940                 | 4,233                | 293                    | 8,447                                 | 8,447                       |
| Depreciation Amortisation & Impairment  | 15,290                | 15,318               | 28                     | 26,260                                | 26,260                      |
| <b>Total Recurrent Expenditure</b>  | <b>74,330</b>         | <b>72,756 -</b>      | <b>1,574</b>           | <b>128,595</b>                        | <b>128,406</b>              |
| <b>OPERATING RESULT - EXCLUDING EXTRAORDINARY ITEMS</b>                         | <b>41,847</b>         | <b>38,882</b>        | <b>2,965</b>           | <b>759</b>                            | <b>73</b>                   |
| <b>Extraordinary Items</b>  |                       |                      |                        |                                       |                             |
| GRiT Project  | 1,964                 | 1,999                | 35                     | 4,707                                 | 4,706                       |
| Planning Scheme   | 279                   | 583                  | 304                    | 1,000                                 | 1,000                       |
| Southside Sewerage Operational Costs  | -                     | -                    | -                      | 660                                   | 660                         |
| <b>Total Extraordinary Expenditure</b>  | <b>2,243</b>          | <b>2,582</b>         | <b>339</b>             | <b>6,367</b>                          | <b>6,366</b>                |
| <b>NET OPERATING RESULT - INCLUDING EXTRAORDINARY ITEMS</b>                     | <b>39,605</b>         | <b>36,300</b>        | <b>3,304 -</b>         | <b>5,608</b>                          | <b>6,293</b>                |
| <b>Capital Revenue</b>  |                       |                      |                        |                                       |                             |
| Cap Grants, Subs, Contributions & Donat   | 42,443                | 15,967               | 26,476                 | 83,075                                | 107,916                     |
| Grants, Subs, Contributions & Donations   | -                     | -                    | -                      | -                                     | -                           |
| Profit/Loss on Disposal of PPE & Intangibles                                    | 206                   | -                    | 206                    | -                                     | -                           |
| Sales Revenue   | -                     | -                    | -                      | -                                     | -                           |
| <b>Total Capital Revenue</b>  | <b>42,649</b>         | <b>15,967</b>        | <b>26,682</b>          | <b>83,075</b>                         | <b>107,916</b>              |
| <b>NET RESULT</b>   | <b>82,254</b>         | <b>52,267 -</b>      | <b>29,987</b>          | <b>77,467</b>                         | <b>101,623</b>              |

| Resource Group   | Council              |                     |                                      |                          | General              |                     |                                      |                          | Water and Wastewater |                     |                                      |                          | Resequence Recovery  |                     |                                      |                          | RMC                  |                     |                                      |                          | Disaster - Emergency Costs |                     |                                      |                          |
|--|----------------------|---------------------|--------------------------------------|--------------------------|----------------------|---------------------|--------------------------------------|--------------------------|----------------------|---------------------|--------------------------------------|--------------------------|----------------------|---------------------|--------------------------------------|--------------------------|----------------------|---------------------|--------------------------------------|--------------------------|----------------------------|---------------------|--------------------------------------|--------------------------|
|  | YTD Actuals<br>1,000 | YTD Budget<br>1,000 | Annual<br>Current<br>Budget<br>1,000 | % of full<br>Year Budget | YTD Actuals<br>1,000 | YTD Budget<br>1,000 | Annual<br>Current<br>Budget<br>1,000 | % of full<br>Year Budget | YTD Actuals<br>1,000 | YTD Budget<br>1,000 | Annual<br>Current<br>Budget<br>1,000 | % of full<br>Year Budget | YTD Actuals<br>1,000 | YTD Budget<br>1,000 | Annual<br>Current<br>Budget<br>1,000 | % of full<br>Year Budget | YTD Actuals<br>1,000 | YTD Budget<br>1,000 | Annual<br>Current<br>Budget<br>1,000 | % of full<br>Year Budget | YTD Actuals<br>1,000       | YTD Budget<br>1,000 | Annual<br>Current<br>Budget<br>1,000 | % of full<br>Year Budget |
| As at 31 January 2024  |                      |                     |                                      |                          |                      |                     |                                      |                          |                      |                     |                                      |                          |                      |                     |                                      |                          |                      |                     |                                      |                          |                            |                     |                                      |                          |
| (This report refers to the budget adopted by Council on 25 October 2023) |                      |                     |                                      |                          |                      |                     |                                      |                          |                      |                     |                                      |                          |                      |                     |                                      |                          |                      |                     |                                      |                          |                            |                     |                                      |                          |
| Recurrent  | 76430                |                     |                                      |                          |                      |                     |                                      |                          |                      |                     |                                      |                          |                      |                     |                                      |                          |                      |                     |                                      |                          |                            |                     |                                      |                          |
| Revenue  |                      |                     |                                      |                          |                      |                     |                                      |                          |                      |                     |                                      |                          |                      |                     |                                      |                          |                      |                     |                                      |                          |                            |                     |                                      |                          |
| Rates Levies & Charges   | 93,294               | 91,613              | 91,613                               | 101.83%                  | 57,320               | 56,753              | 56,753                               | 101.00%                  | 27,009               | 26,002              | 26,002                               | 103.83%                  | 8,964                | 8,858               | 8,858                                | 101.20%                  | -                    | -                   | -                                    | 0.00%                    | -                          | -                   | -                                    | 0.00%                    |
| Discounts and Remissions   | -                    | 791                 | 890                                  | -                        | 512                  | -                   | 595                                  | -                        | 178                  | -                   | 173                                  | -                        | 96                   | -                   | 90                                   | -                        | -                    | -                   | -                                    | 0.00%                    | -                          | -                   | -                                    | 0.00%                    |
| Fees & Charges   | 92,303               | 90,753              | 90,753                               | 101.93%                  | 56,808               | 56,158              | 56,158                               | 101.15%                  | 26,830               | 25,827              | 25,827                               | 103.86%                  | 8,868                | 8,766               | 8,766                                | 101.14%                  | -                    | -                   | -                                    | 0.00%                    | -                          | -                   | -                                    | 0.00%                    |
| Rental Income  | 5,705                | 5,135               | 8,015                                | 66.22%                   | 3,309                | 3,180               | 5,199                                | 63.03%                   | 581                  | 423                 | 755                                  | 76.95%                   | 1,815                | 1,352               | 2,601                                | 68.21%                   | -                    | -                   | -                                    | 0.00%                    | -                          | -                   | -                                    | 0.00%                    |
| Interest & Investment Revenue  | 264                  | 240                 | 457                                  | 63.31%                   | 264                  | 240                 | 457                                  | 63.31%                   | -                    | -                   | -                                    | 0.00%                    | -                    | -                   | -                                    | 0.00%                    | -                    | -                   | -                                    | 0.00%                    | -                          | -                   | -                                    | 0.00%                    |
| Sales Revenue  | 2,629                | 1,941               | 3,328                                | 79.00%                   | 2,562                | 1,983               | 3,262                                | 78.54%                   | 67                   | 89                  | 96                                   | 101.22%                  | -                    | -                   | -                                    | 0.00%                    | -                    | -                   | -                                    | 0.00%                    | -                          | -                   | -                                    | 0.00%                    |
| Other Income   | 3,787                | 3,148               | 5,963                                | 69.68%                   | 10                   | 7                   | 13                                   | 76.92%                   | 1,318                | 671                 | 1,150                                | 134.61%                  | -                    | -                   | -                                    | 0.00%                    | 2,489                | 2,469               | 4,800                                | 51.44%                   | -                          | -                   | -                                    | 0.00%                    |
| Grants, Subs, Contributions & Donations                                  | 3,869                | 3,533               | 10,047                               | 36.72%                   | 3,679                | 3,533               | 10,047                               | 36.62%                   | 8                    | -                   | -                                    | 0.00%                    | 2                    | -                   | -                                    | 0.00%                    | -                    | -                   | -                                    | 0.00%                    | -                          | -                   | -                                    | 0.00%                    |
| Cap Grants, Subs, Contributions & Donat                                  | 7,590                | 6,887               | 10,232                               | 74.18%                   | 775                  | 604                 | 2,990                                | 25.03%                   | -                    | -                   | -                                    | 0.00%                    | 1,267                | 775                 | 1,715                                | 73.45%                   | -                    | -                   | -                                    | 0.00%                    | 3,548                      | 5,508               | 5,500                                | 100.73%                  |
| Total Recurrent Revenue  | 196,177              | 171,638             | 129,354                              | 69.81%                   | 67,492               | 65,608              | 78,094                               | 66.31%                   | 28,804               | 26,940              | 27,796                               | 103.62%                  | 7,952                | 7,095               | 13,564                               | 90.80%                   | 2,469                | 2,469               | 4,800                                | 51.44%                   | 3,548                      | 5,508               | 5,500                                | 100.73%                  |
| Expenditure  |                      |                     |                                      |                          |                      |                     |                                      |                          |                      |                     |                                      |                          |                      |                     |                                      |                          |                      |                     |                                      |                          |                            |                     |                                      |                          |
| Employee Costs   | 28,951               | 26,539              | 43,338                               | 63.88%                   | 24,731               | 21,978              | 37,439                               | 68.92%                   | 2,712                | 2,819               | 4,879                                | 55.59%                   | 647                  | 627                 | 1,086                                | 59.58%                   | 825                  | 967                 | 1,676                                | 40.65%                   | 57                         | 149                 | 258                                  | 32.09%                   |
| Materials & Services   | 28,891               | 29,248              | 54,917                               | 51.70%                   | 17,978               | 18,958              | 36,398                               | 49.89%                   | 3,326                | 3,812               | 7,150                                | 49.31%                   | 5,328                | 5,205               | 8,953                                | 58.01%                   | 1,534                | 1,274               | 2,180                                | 68.90%                   | 64                         | -                   | -                                    | 0.00%                    |
| Finance Costs  | 3,840                | 4,233               | 8,447                                | 46.64%                   | 194                  | 110                 | 209                                  | 49.76%                   | 3,708                | 3,895               | 7,389                                | 46.41%                   | 129                  | 125                 | 250                                  | 51.60%                   | -                    | -                   | -                                    | 0.00%                    | -                          | -                   | -                                    | 0.00%                    |
| Depreciation Amortisation & Impairment                                   | 13,290               | 15,318              | 26,280                               | 58.23%                   | 18,877               | 19,905              | 18,695                               | 58.18%                   | 4,380                | 4,280               | 7,357                                | 56.31%                   | 133                  | 131                 | 228                                  | 58.13%                   | -                    | -                   | -                                    | 0.00%                    | -                          | -                   | -                                    | 0.00%                    |
| Total Recurrent Expenditure  | 76,372               | 75,338              | 134,962                              | 38.74%                   | 53,988               | 51,954              | 92,748                               | 57.89%                   | 14,226               | 14,906              | 27,319                               | 52.01%                   | 6,237                | 6,090               | 10,749                               | 103.41%                  | 2,329                | 2,244               | 3,859                                | 103.63%                  | 121                        | 149                 | 258                                  | 81.21%                   |
| OPERATING RESULT   | 38,805               | 38,300              | -                                    | 9.89%                    | 13,504               | 13,654              | -                                    | 18.83%                   | 14,578               | 12,034              | 443                                  | 328.14%                  | 5,715                | 5,005               | 2,815                                | 217.81%                  | 140                  | 225                 | 441                                  | 11.00%                   | 5,427                      | 1,819               | 5,240                                | 8.00%                    |
| Capital Revenue  |                      |                     |                                      |                          |                      |                     |                                      |                          |                      |                     |                                      |                          |                      |                     |                                      |                          |                      |                     |                                      |                          |                            |                     |                                      |                          |
| Cap Grants, Subs, Contributions & Donat                                  | 42,443               | 15,967              | 83,075                               | 37.62%                   | 18,443               | 4,403               | 68,802                               | 26.81%                   | 3,812                | 2,196               | 4,905                                | 73.64%                   | -                    | -                   | -                                    | 0.00%                    | -                    | -                   | -                                    | 0.00%                    | 20,389                     | 9,368               | 9,368                                | 217.65%                  |
| Grants, Subs, Contributions & Donations                                  | -                    | -                   | -                                    | 0.00%                    | -                    | -                   | -                                    | 0.00%                    | -                    | -                   | -                                    | 0.00%                    | -                    | -                   | -                                    | 0.00%                    | -                    | -                   | -                                    | 0.00%                    | -                          | -                   | -                                    | 0.00%                    |
| Profit/Loss on Disposal of PPE & Intangib                                | 206                  | -                   | -                                    | 0.00%                    | 195                  | -                   | -                                    | 0.00%                    | -                    | -                   | -                                    | 0.00%                    | -                    | -                   | -                                    | 0.00%                    | -                    | -                   | -                                    | 0.00%                    | -                          | -                   | -                                    | 0.00%                    |
| Sales Revenue  | -                    | -                   | -                                    | 0.00%                    | -                    | -                   | -                                    | 0.00%                    | -                    | -                   | -                                    | 0.00%                    | -                    | -                   | -                                    | 0.00%                    | -                    | -                   | -                                    | 0.00%                    | -                          | -                   | -                                    | 0.00%                    |
| Total Capital Revenue  | 42,649               | 15,967              | 83,075                               | 51.94%                   | 18,638               | 4,403               | 68,802                               | 27.89%                   | 3,812                | 2,196               | 4,905                                | 76.48%                   | -                    | -                   | -                                    | 0.00%                    | -                    | -                   | -                                    | 0.00%                    | 20,389                     | 9,368               | 9,368                                | 217.65%                  |
| NET RESULT   | 82,754               | 52,267              | 71,467                               | 89.98%                   | 32,142               | 18,057              | 54,193                               | 58.74%                   | 18,390               | 14,230              | 5,348                                | 140.73%                  | 5,715                | 5,005               | 2,815                                | 217.81%                  | 140                  | 225                 | 441                                  | 11.00%                   | 5,576                      | 14,707              | 14,608                               | 15.60%                   |

|   | YTD Actuals<br>\$,000 | YTD Budget<br>\$,000 | YTD Variance<br>\$,000 | Annual<br>Current<br>Budget<br>\$,000 |
|---|-----------------------|----------------------|------------------------|---------------------------------------|
| <b>Operating Statement - Office of the CEO (Direct Reports)</b>                 |                       |                      |                        |                                       |
| <b>As at 31 January 2024</b>  |                       |                      |                        |                                       |
| <b>(This report refers to the budget adopted by Council on 25 October 2023)</b> |                       |                      |                        |                                       |
| <b>Recurrent</b>  |                       |                      |                        |                                       |
| <b>Revenue</b>  |                       |                      |                        |                                       |
| Rates Levies & Charges  | -                     | -                    | -                      | -                                     |
| Discounts and Remissions  | -                     | -                    | -                      | -                                     |
| <b>Fees &amp; Charges</b>   | -                     | -                    | -                      | -                                     |
| Rental Income   | -                     | -                    | -                      | -                                     |
| Interest & Investment Revenue   | -                     | -                    | -                      | -                                     |
| Sales Revenue   | -                     | -                    | -                      | -                                     |
| Grants, Subs, Contributions & Donations   | -                     | -                    | -                      | -                                     |
| Other Income  | -                     | -                    | -                      | -                                     |
| <b>Total Recurrent Revenue</b>  | -                     | -                    | -                      | -                                     |
| <b>Expenditure</b>  |                       |                      |                        |                                       |
| Employee Costs  | 999                   | 1,010                | 11                     | 1,739                                 |
| Materials & Services  | 250                   | 458                  | 208                    | 1,172                                 |
| Finance Costs   | -                     | -                    | -                      | -                                     |
| Depreciation Amortisation & Impairment  | -                     | -                    | -                      | -                                     |
| <b>Total Recurrent Expenditure</b>  | <b>1,249</b>          | <b>1,468</b>         | <b>219</b>             | <b>2,911</b>                          |
| <b>OPERATING RESULT</b>   | <b>-</b>              | <b>1,249</b>         | <b>-</b>               | <b>1,468</b>                          |
| <b>Capital Revenue</b>  |                       |                      |                        |                                       |
| Cap Grants, Subs, Contributions & Donat   | -                     | -                    | -                      | -                                     |
| Profit/Loss on Disposal of PPE & Intangibles                                    | -                     | -                    | -                      | -                                     |
| <b>Total Capital Revenue</b>  | -                     | -                    | -                      | -                                     |
| <b>Capital Expenditure</b>  |                       |                      |                        |                                       |
| Employee Costs  | -                     | -                    | -                      | -                                     |
| Materials & Services  | -                     | -                    | -                      | -                                     |
| <b>NET RESULT</b>   | <b>-</b>              | <b>1,249</b>         | <b>-</b>               | <b>1,468</b>                          |

|   | YTD Actuals<br>\$,'000 | YTD Budget<br>\$,'000 | YTD Variance<br>\$,'000 | Annual<br>Current<br>Budget<br>\$,'000 |
|---|------------------------|-----------------------|-------------------------|--|
| <b>Operating Statement - Community Sustainability</b>                           |                        |                       |                         |  |
| <b>As at 31 January 2024</b>  |                        |                       |                         |  |
| <b>(This report refers to the budget adopted by Council on 25 October 2023)</b> |                        |                       |                         |  |
| <b>Recurrent</b>  |                        |                       |                         |  |
| <b>Revenue</b>  |                        |                       |                         |  |
| Rates Levies & Charges  | 8,964                  | 8,858                 | 106                     | 8,858                                  |
| Discounts and Remissions  | - 96 -                 | 90 -                  | 6 -                     | 90                                     |
|   | 8,868                  | 8,768                 | 100                     | 8,768                                  |
| Fees & Charges  | 4,742                  | 4,383                 | 359                     | 7,308                                  |
| Rental Income   | 151                    | 128                   | 23                      | 219                                    |
| Interest & Investment Revenue   | -                      | -                     | -                       | -                                      |
| Sales Revenue   | 5                      | 4                     | 1                       | 8                                      |
| Other Income  | 98                     | 49                    | 49                      | 97                                     |
| Grants, Subs, Contributions & Donations   | 1,572                  | 974                   | 598                     | 2,563                                  |
| <b>Total Recurrent Revenue</b>  | <b>15,436</b>          | <b>14,306</b>         | <b>1,129</b>            | <b>18,963</b>                          |
| <b>Expenditure</b>  |                        |                       |                         |  |
| Employee Costs  | 8,283                  | 8,807 -               | 524                     | 15,263                                 |
| Finance Costs   | 129                    | 125                   | 4                       | 250                                    |
| Materials & Services  | 8,408                  | 8,787 -               | 379                     | 15,775                                 |
| Depreciation Amortisation & Impairment  | 151                    | 151                   | -                       | 259                                    |
| <b>Total Recurrent Expenditure</b>  | <b>16,971</b>          | <b>17,870 -</b>       | <b>899</b>              | <b>31,547</b>                          |
| <b>OPERATING RESULT</b>   | <b>- 1,535 -</b>       | <b>3,564</b>          | <b>2,028 -</b>          | <b>12,584</b>                          |
| <b>Capital Revenue</b>  |                        |                       |                         |  |
| Cap Grants, Subs, Contributions & Donat   | 60                     | 60                    | -                       | 75                                     |
| Other Income  | -                      | -                     | -                       | -                                      |
| <b>Total Capital Revenue</b>  | <b>60</b>              | <b>60</b>             | <b>-</b>                | <b>75</b>                              |
| <b>NET RESULT</b>   | <b>- 1,475 -</b>       | <b>3,504</b>          | <b>2,028 -</b>          | <b>12,509</b>                          |




|   | YTD Actuals<br>\$,000 | YTD Budget<br>\$,000 | YTD Variance<br>\$,000 | Annual<br>Current<br>Budget<br>\$,000 |
|---|-----------------------|----------------------|------------------------|---------------------------------------|
| <b>Operating Statement - Corporate Services</b>                                 |                       |                      |                        |                                       |
| <b>As at 31 January 2024</b>  |                       |                      |                        |                                       |
| <b>(This report refers to the budget adopted by Council on 25 October 2023)</b> |                       |                      |                        |                                       |
| <b>Recurrent</b>  |                       |                      |                        |                                       |
| <b>Revenue</b>  |                       |                      |                        |                                       |
| Rates Levies & Charges  | 57,320                | 56,753               | 567                    | 56,753                                |
| Discounts and Remissions  | - 517 -               | 595                  | 78 -                   | 595                                   |
|   | 56,803                | 56,158               | 645                    | 56,158                                |
| Fees & Charges  | 362                   | 311                  | 51                     | 533                                   |
| Rental Income   | -                     | -                    | -                      | -                                     |
| Interest & Investment Revenue   | 2,562                 | 1,903                | 659                    | 3,262                                 |
| Sales Revenue   | -                     | -                    | -                      | -                                     |
| Other Income  | 3,529                 | 3,479                | 50                     | 6,942                                 |
| Grants, Subs, Contributions & Donations   | 5,944                 | 5,802                | 142                    | 7,521                                 |
| <b>Total Recurrent Revenue</b>  | <b>69,200</b>         | <b>67,653</b>        | <b>1,547</b>           | <b>74,416</b>                         |
| <b>Expenditure</b>  |                       |                      |                        |                                       |
| Employee Costs  | 9,140                 | 4,573                | 4,568                  | 7,209                                 |
| Materials & Services  | 5,647                 | 7,460 -              | 1,813                  | 15,392                                |
| Finance Costs   | 77                    | 87 -                 | 10                     | 158                                   |
| Depreciation Amortisation & Impairment  | 1,537                 | 1,566 -              | 29                     | 2,684                                 |
| <b>Total Recurrent Expenditure</b>  | <b>16,401</b>         | <b>13,686</b>        | <b>2,716</b>           | <b>25,443</b>                         |
| <b>OPERATING RESULT</b>   | <b>52,799</b>         | <b>53,967 -</b>      | <b>1,169</b>           | <b>48,973</b>                         |
| <b>Capital Revenue</b>  |                       |                      |                        |                                       |
| Cap Grants, Subs, Contributions & Donat   | 21,292                | 9,368                | 11,924                 | 9,768                                 |
| Profit/Loss on Disposal of PPE & Intangibles                                    | 206                   | -                    | 206                    | -                                     |
| <b>Total Capital Revenue</b>  | <b>21,498</b>         | <b>9,368</b>         | <b>12,130</b>          | <b>9,768</b>                          |
| <b>Capital Expenditure</b>  |                       |                      |                        |                                       |
| Profit/Loss on Disposal of PPE & Intangibles                                    | 11                    | -                    | 11                     | -                                     |
| <b>Total Capital Expenditure</b>  | <b>11</b>             | <b>-</b>             | <b>11</b>              | <b>-</b>                              |
| <b>NET RESULT</b>   | <b>74,286</b>         | <b>63,335</b>        | <b>10,950</b>          | <b>58,741</b>                         |

|   | YTD Actuals<br>\$,000 | YTD Budget<br>\$,000 | YTD Variance<br>\$,000 | Annual<br>Current<br>Budget<br>\$,000 |
|---|-----------------------|----------------------|------------------------|---------------------------------------|
| <b>Operating Statement - Infrastructure Services</b>                            |                       |                      |                        |                                       |
| <b>As at 31 January 2024</b>  |                       |                      |                        |                                       |
| <b>(This report refers to the budget adopted by Council on 25 October 2023)</b> |                       |                      |                        |                                       |
| <b>Recurrent</b>  |                       |                      |                        |                                       |
| <b>Revenue</b>  |                       |                      |                        |                                       |
| Rates Levies & Charges  | 27,009                | 26,002               | 1,007                  | 26,002                                |
| Discounts and Remissions  | - 179 -               | 175 -                | 4 -                    | 175                                   |
|   | <b>26,830</b>         | <b>25,827</b>        | <b>1,003</b>           | <b>25,827</b>                         |
| Fees & Charges  | 601                   | 441                  | 160                    | 773                                   |
| Rental Income   | 113                   | 115 -                | 2                      | 198                                   |
| Interest & Investment Revenue   | 67                    | 39                   | 28                     | 66                                    |
| Sales Revenue   | 3,792                 | 3,142                | 650                    | 5,955                                 |
| Other Income  | 62                    | 5                    | 57                     | 3,008                                 |
| Grants, Subs, Contributions & Donations   | 74                    | 111 -                | 37                     | 148                                   |
| <b>Total Recurrent Revenue</b>  | <b>31,539</b>         | <b>29,680</b>        | <b>1,860</b>           | <b>35,975</b>                         |
| <b>Expenditure</b>  |                       |                      |                        |                                       |
| Employee Costs  | 10,530                | 12,149 -             | 1,619                  | 21,126                                |
| Materials & Services  | 14,147                | 12,562               | 1,585                  | 22,977                                |
| Finance Costs   | 3,735                 | 4,021 -              | 286                    | 8,040                                 |
| Depreciation Amortisation & Impairment  | 13,601                | 13,601               | -                      | 23,317                                |
| <b>Total Recurrent Expenditure</b>  | <b>42,013</b>         | <b>42,333 -</b>      | <b>321</b>             | <b>75,460</b>                         |
| <b>OPERATING RESULT</b>   | <b>- 10,474 -</b>     | <b>12,653</b>        | <b>2,181 -</b>         | <b>39,485</b>                         |
| <b>Capital Revenue</b>  |                       |                      |                        |                                       |
| Cap Grants, Subs, Contributions & Donat   | 21,092                | 6,539                | 14,553                 | 73,232                                |
| Grants, Subs, Contributions & Donations   | -                     | -                    | -                      | -                                     |
| Profit/Loss on Disposal of PPE & Intangibles                                    | -                     | -                    | -                      | -                                     |
| Grants, Subs, Contributions & Donations   | -                     | -                    | -                      | -                                     |
| <b>Total Capital Revenue</b>  | <b>21,092</b>         | <b>6,539</b>         | <b>14,553</b>          | <b>73,232</b>                         |
| <b>Capital Expenditure</b>  |                       |                      |                        |                                       |
| Profit/Loss on Disposal of PPE & Intangibles                                    | -                     | -                    | -                      | -                                     |
| Materials & Services  | -                     | -                    | -                      | -                                     |
| <b>Total Capital Expenditure</b>  | <b>-</b>              | <b>-</b>             | <b>-</b>               | <b>-</b>                              |
| <b>NET RESULT</b>   | <b>10,618 -</b>       | <b>6,114</b>         | <b>16,734</b>          | <b>33,747</b>                         |



**Draft Statement of Financial Position**  
**As at 31 January 2024**

|   | <b>2023/2024</b> | <b>2022/2023</b> |
|---|------------------|------------------|
|   | <b>\$000</b>     | <b>\$000</b>     |
| <b>Current Assets</b>                                     |                  |                  |
| Cash And Cash Equivalents                                 | 77,794           | 69,995           |
| Receivables   | 51,075           | 52,254           |
| Inventories   | 1,632            | 1,572            |
| Other Assets  | 16,831           | 933              |
| <b>Total Current Assets</b>                               | <b>147,332</b>   | <b>124,754</b>   |
| <b>Non Current Assets</b>                                 |                  |                  |
| Trade and Other Receivables                               | -                | 900              |
| Infrastructure Property Plant Equipment                   | 1,658,487        | 1,567,796        |
| Intangible Assets   | 441              | 254              |
| Work in Progress (WIP)                                    | 94,220           | 42,698           |
| <b>Total Non Current Assets</b>                           | <b>1,753,148</b> | <b>1,611,648</b> |
| <b>Total Assets</b>                                       | <b>1,900,480</b> | <b>1,736,402</b> |
| <b>Current Liabilities</b>                                |                  |                  |
| Payables  | 9,076            | 11,130           |
| Borrowings  | 1,650            | 1,548            |
| Provisions  | 10,837           | 8,626            |
| Other Liabilities   | 14,123           | 6,139            |
| <b>Total current liabilities</b>                          | <b>35,686</b>    | <b>27,443</b>    |
| <b>Non Current Liabilities</b>                            |                  |                  |
| Payables  | -                | -                |
| Borrowings  | 10,377           | 12,045           |
| Provisions  | 15,600           | 15,319           |
| Other Liabilities   | 5,206            |                  |
| <b>Total non current liabilities</b>                      | <b>31,183</b>    | <b>27,364</b>    |
| <b>NET OPERATING RESULT - INCLUDING EXTRAORDINARY ITE</b> | <b>66,869</b>    | <b>54,807</b>    |
| <b>Net community assets</b>                               | <b>1,833,611</b> | <b>1,681,595</b> |
| <b>Community Equity</b>                                   |                  |                  |
| Asset Revaluation Reserve                                 | 927,763          | 824,286          |
| Retained surplus/(deficiency)                             | 823,281          | 772,787          |
| Net Result  | 82,567           | 84,522           |
| <b>Total Community Equity</b>                             | <b>1,833,611</b> | <b>1,681,595</b> |



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## Cash & Cash Equivalents as at 31 January 2024

(In accordance with Council's Investment Policy)

| Cash and Cash Equivalents              | Invested Balance<br>2023/24 | Invested Balance<br>2022/23 |
|--|-----------------------------|-----------------------------|
| Operating Account                      | \$165,292                   | \$266,360                   |
| QTC Investments                        | \$77,128,935                | \$69,728,936                |
| Term Deposits                          | \$500,000                   | \$0                         |
| <b>Total Cash and Cash Equivalents</b> | <b>\$77,794,228</b>         | <b>\$69,995,296</b>         |
| Indicative Interest Rate               | 5.05%                       | 3.86%                       |

### Comment:

Investments placed in accordance with Council's Investment Policy Doc ID 2504478. Council's Investment Policy is reviewed annually.

The pie chart illustrates the composition of Cash and Cash Equivalents as at 31 January 2024. The vast majority, approximately 99.3%, is held in the Operating Account (green). A very small portion, 0.1%, is in the Trust Account (red). Another 0.5% is invested in QTC Investments (blue), and the remaining 0.1% consists of Term Deposits (purple).

W Operating Account  
W Trust Account  
W QTC Investments  
W Term Deposits

## Trust Register as at 31 January 2024

Trust Account  
(Investment (Trust Portion) - QTC)

\$675,908

\$1,161,634

**\$2,038,542**

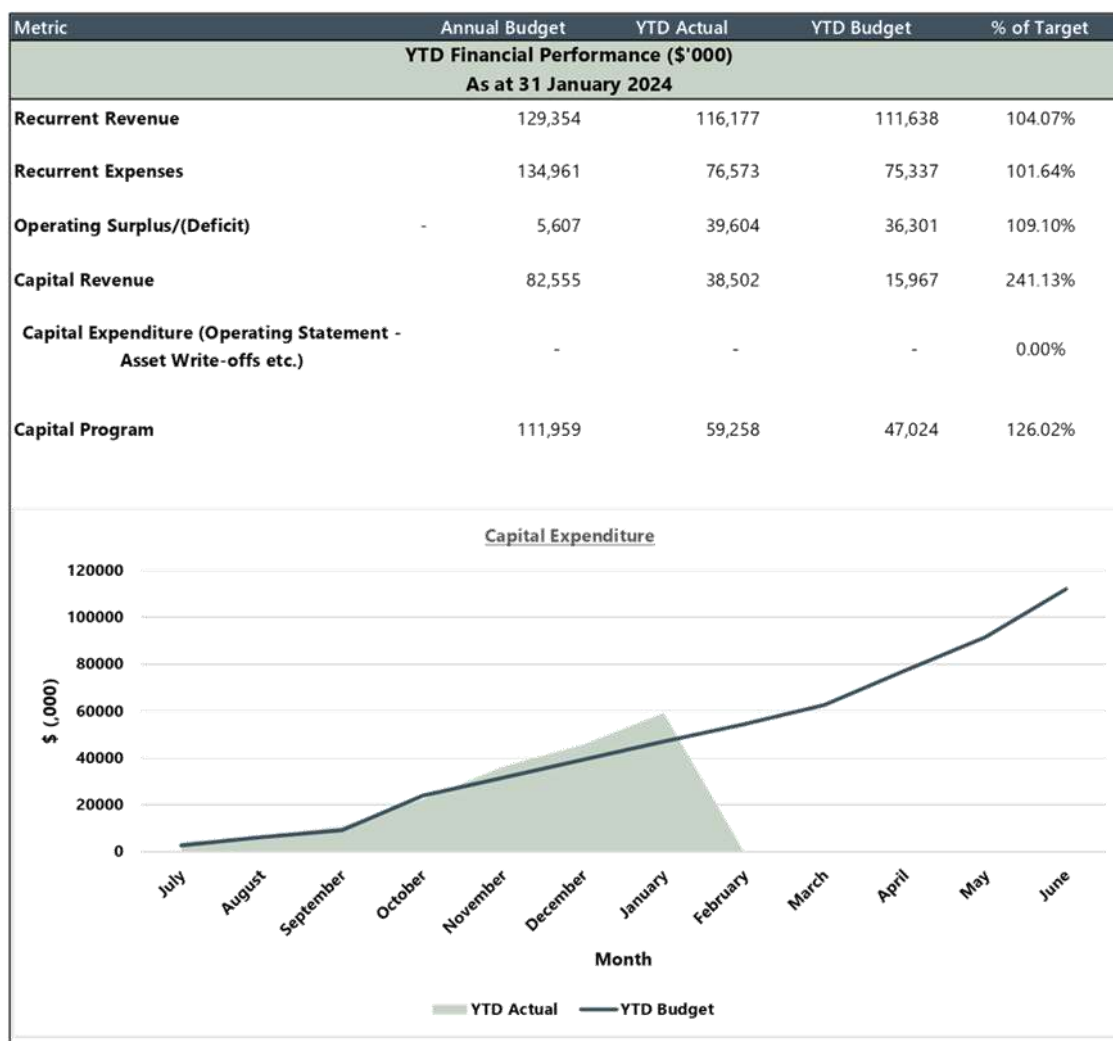
## Constrained/Unconstrained Cash as at 31 January 2024

| Unspent Contributions<br>\$ | Unspent Waste Levy<br>\$ | Unspent Govt Grants<br>\$ | Net Future Capital<br>Works (Internal<br>Restrictions)<br>\$ | Total Restricted<br>\$ | Unrestricted<br>\$ | Total<br>\$ |
|-----------------------------|--------------------------|---------------------------|--|------------------------|--------------------|-------------|
| 19,574,386                  | 5,627,813                | 29,337,766                | 14,567,000   | 69,106,965             | 8,687,262          | 77,794,228  |

### Rates Collection as at 31 January 2024

|   |              | % Year Completed                              |              |
|---|--------------|---|--------------|
|   |              | 31/01/2024                                    | 59%          |
| Rate Collection                               |              | Rate Collection                               | 31/01/2023   |
| Arrears as at 1 July 2023                     | -\$634,873   | Arrears as at 1 July 2022                     | -\$134,360   |
| Levy Raised to date 23/24                     | \$93,442,876 | Levy Raised to date 22/23                     | \$85,750,049 |
| State EML Raised to date 23/24                | \$5,221,301  | State EML Raised to date 22/23                | \$4,975,902  |
| Legal Fees Charged                            | \$85,769     | Legal Fees Charged                            | \$111,599    |
| Interest Raised                               | \$257,193    | Interest Raised                               | \$163,819    |
| Receipts                                      | \$49,041,463 | Receipts                                      | \$46,464,724 |
| Discount Applied                              | -\$16        | Discount Applied                              | \$4,279      |
| Pensioner Rebate (Govt)                       | \$1,468,982  | Pensioner Rebate (Govt)                       | \$1,441,110  |
| Pensioner Rebate (Council)                    | \$791,092    | Pensioner Rebate (Council)                    | \$774,494    |
| Balance Outstanding on 23/24 Half Yearly Levy | \$47,070,744 | Balance Outstanding on 22/23 Half Yearly Levy | \$42,182,402 |
| Credit Balance                                | \$877,025    | Credit Balance                                | \$889,141    |
| Balance Outstanding                           | \$47,947,769 | Balance Outstanding                           | \$43,071,543 |
| % of 23/24 levy Outstanding                   | 48.74%       | % of 22/23 levy Outstanding                   | 47.40%       |





| Capital Summary<br>31 January 2024<br>(This report refers to the budget adopted by Council on 25 October 2023) |                                       |                      |                       |                       |                      |                      |                       |                       |
|--|---------------------------------------|----------------------|-----------------------|-----------------------|----------------------|----------------------|-----------------------|-----------------------|
| Asset Type   | Revenue (External Grant Funding only) |                      |                       |                       | Expenditure          |                      |                       |                       |
|  | YTD Actuals                           | YTD Current Budget   | YTD Variance          | Annual Current Budget | YTD Actuals          | YTD Current Budget   | YTD Variance          | Annual Current Budget |
| Land and Site Improvement  | \$ 871,125                            | \$ 787,125           | -\$ 84,000            | \$ 848,625            | \$ 5,158,058         | \$ 4,692,587         | -\$ 465,471           | \$ 7,084,566          |
| Buildings  | \$ 10,153,241                         | \$ 489,500           | -\$ 9,663,741         | \$ 596,600            | \$ 15,025,520        | \$ 6,837,805         | -\$ 8,187,715         | \$ 12,795,365         |
| Plant and Equipment  | \$ 118,000                            | \$ 118,000           | \$ -                  | \$ 148,000            | \$ 596,324           | \$ 354,715           | -\$ 241,609           | \$ 2,449,609          |
| Heavy Plant  | \$ -                                  | \$ -                 | \$ -                  | \$ -                  | \$ 1,241,592         | \$ 1,619,728         | \$ 378,136            | \$ 3,419,309          |
| Road, Bridge and Drainage  | \$ 24,347,411                         | \$ 12,376,655        | -\$ 11,970,756        | \$ 75,657,026         | \$ 32,978,446        | \$ 27,033,329        | -\$ 5,945,117         | \$ 69,083,593         |
| Water  | \$ 427,843                            | \$ -                 | -\$ 427,843           | \$ 926,095            | \$ 1,401,716         | \$ 2,355,792         | \$ 954,076            | \$ 6,000,112          |
| Waste Water  | \$ 1,680,786                          | \$ 2,195,878         | \$ 515,092            | \$ 3,978,654          | \$ 2,129,878         | \$ 3,117,586         | \$ 987,708            | \$ 8,104,888          |
| Community Sustainability   | \$ -                                  | \$ -                 | \$ -                  | \$ -                  | \$ -                 | \$ -                 | \$ -                  | \$ -                  |
| Other Infrastructure   | \$ 903,230                            | \$ -                 | -\$ 903,230           | \$ 400,000            | \$ 257,311           | \$ 770,895           | \$ 513,584            | \$ 2,077,161          |
| Rail   | \$ -                                  | \$ -                 | \$ -                  | \$ -                  | \$ -                 | \$ -                 | \$ -                  | \$ -                  |
| Intangible Assets  | \$ -                                  | \$ -                 | \$ -                  | \$ -                  | \$ 469,330           | \$ 241,875           | -\$ 227,455           | \$ 945,000            |
| <b>Total</b>   | <b>\$ 38,501,636</b>                  | <b>\$ 15,967,158</b> | <b>-\$ 22,534,478</b> | <b>\$ 82,555,000</b>  | <b>\$ 59,258,175</b> | <b>\$ 47,024,312</b> | <b>-\$ 12,233,863</b> | <b>\$ 111,959,603</b> |