

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, 13 March 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

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 21 February 2024 be taken as read and confirmed.

SECTION 4: PETITIONS

SECTION 5: OFFICE OF THE CEO

5.1 Amendments to Meeting Minutes 13 December 2023

PORTFOLIO: Governance, Risk and Disaster Management

DIRECTORATE: Office of the CEO

DOC ID:

LINKS TO CORPORATE/OPERATIONAL PLAN

KEY RESPONSE AREAS:

3. Organisation

1. BACKGROUND AND PREVIOUS COUNCIL CONSIDERATION

In Section 3 of Council's Ordinary Meeting on 24 January 2024, the Minutes of Council's Ordinary Meeting held on 13 December 2023 (refer link below) lay on the table for the provision of more information to be received regarding the below issues raised by Councillor (Cr) Milne and Cr Stewart, refer M01/01/24.

www.gympie.qld.gov.au/downloads/file/4811/2023-12-13-unconfirmed-ordinary-minutes-part1

Cr Milne

- a. Item 6.4: Cr Milne referred to wording captured being a personal comment by a Councillor, not usually recorded.
- b. Item 11.2: referred to Cr Milne being asked to leave the meeting, however no details of the reasons were provided.
- c. Item 11.2: procedural issues with how the resolution was formulated and resolved.

Cr Stewart

- d. Item 11.2 raised a "point of order" in relation to Section 254H of the *Local Government Regulations 2012* (the Regulations) and requirement to capture the reason why an officer's recommendation was "overturned."

2. REPORT

An independent review of the Unconfirmed Ordinary Minutes from 13 December 2023 was conducted with the focus on the preparation of, and accuracy of, the Minutes and to identify opportunities for business improvement.

A summary table of the review outcomes is provided at Attachment 1, with the proposed amendments to the Minutes provided at Attachment 2 in red text. Further consultation was conducted with Councillors regarding these proposed amendments.

Advice has been received that no discussion is permitted about Minutes except with respect to their accuracy as a record of the proceedings. Amendments to the Minutes may be made

prior to confirming the minutes. This must be done by moving a motion to amend the Minutes that must be voted on and carried.

Once the resolution is passed the Minutes can be amended. All councillors present at the meeting can vote to confirm the Minutes including those who were absent at the previous meeting and those who had a conflict of interest at the previous meeting. Once the Minutes are confirmed by resolution of the meeting, they cannot be changed.

This report provides the opportunity for Council to amend the Minutes of the Unconfirmed Ordinary Meeting from 13 December 2023, as provided at Attachment 3.

3. BUDGET IMPLICATIONS

Including consultation with relevant stakeholders, this review took many hours to conduct. The costs of the review will be accommodated within existing 2023-24 Budget allocations.

4. POLICY IMPLICATIONS

The Standing Orders are currently being reviewed to reflect the Department of Housing, Local Government, Planning and Public Works' (the Department's) Model Meeting Procedures that were last reviewed in November 2023. The revised Gympie Regional Council Standing Orders will be presented to the new Council post the 2024 Local Government Election for adoption.

5. CONSULTATION

The Department's Governance Advisor, Gympie Regional Council Elected Members, Council's Executive Leadership Team and Governance, Integrity and Risk Branch officers have been consulted regarding the development of the Unconfirmed Amended Ordinary Meeting Minutes of 13 December 2023, at Attachment 3.

6. CONCLUSION

An independent review was conducted of the preparation of Council's Ordinary Meeting Minutes of 13 December 2023, specifically in relation to matters raised by Cr Milne and Cr Stewart. The review recommendations and further consultation with Elected Members, has provided the amendments to the Unconfirmed Minutes which are now being presented to Council at Attachment 3, for a resolution on the confirmation of these Minutes.

ATTACHMENTS

- [1. Summary of Review Findings](#)
- [2. Recommended Amendments to Minutes of 13 December 2023](#)
- [3. Unconfirmed Amended Ordinary Meeting Minutes of 13 December 2023](#)

RECOMMENDATION 1

That Council move to amend the Unconfirmed Ordinary Meeting Minutes of 13 December 2023 that lay on the table at Council's Ordinary Meeting on 24 January 2024, refer Motion M01/01/24.

RECOMMENDATION 2

That Council note the recommendations of the independent review and adopt the Minutes provided at Attachment 3, as the Confirmed Minutes from Council's Ordinary Meeting of 13 December 2023.

SECTION 6: CORPORATE SERVICES

6.1 Council Ordinary Meeting Action Report for Quarter Two - 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

Action Items are defined as Council Ordinary Meeting recommendations and/or action items (including resolutions) approved or endorsed by Council that require council's administrative arm to implement the formal decisions of the local government.

In adhering to the local government principles outlined in section 4 of the *Local Government Act 2009*, a quarterly 'Pending Actions Update Report – Gympie Regional Council Ordinary Meeting' (Quarterly Actions Report) has been implemented to enable an accountable, effective, efficient and sustainable system of government. This reporting identifies Council's formal decisions and provides transparency of officer responsibility to implement Action Items across the Directorates of council.

2. REPORT

Action items covering the second quarter of the 2023-2024 financial year, total 59 items with two actions pending from the current quarter and three action pending from earlier quarters. The pending Action Items have corresponding Minute numbers that can be searched on Council's webpage for more details, except for In-Committee reports.

The pending action items and comments against each are shown in the Pending Actions Update Report -Gympie Regional Council Ordinary Meeting (Quarter 2 October 2023 - December 2023) at Attachment 1.

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

Executive Leadership Team.

6. CONCLUSION

As outlined above, this Quarterly Actions Report provides information on the implementation of Council's formal decision making. Pending Action Items and new Action Items will be monitored over the next quarter.

ATTACHMENTS

- [1.](#) Pending Action Items - Q2 as at February 2024

RECOMMENDATION

That Council notes the Pending Actions Update Report – Gympie Regional Council Ordinary Meeting (Quarter 2 October – December 2023).

6.2 February 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 29 February 2024.

2. REPORT

The financial statements provide a comparison of actual results to 29 February 2024 to the revised budget adopted by Council on 25 October 2023.

Council's overall actual year to date performance to 29 February 2024 is a surplus of \$89.3m, which is tracking higher than the forecasted position of a surplus of \$45.2m.

Council's net operating result at 29 February 2024 is a surplus of \$32.2m compared to a year-to-date budget surplus of \$45.2m.

At 29 February 2024 the underlying operational result excluding extraordinary items is an operational surplus of \$34.8m compared to a year-to-date budget operational surplus of \$31.8m.

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 29 February 2024 shows overall operating revenue received of \$117.3m which is trending higher than the year-to-date budget of \$113.6m.

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

Revenue	Variance (\$'000)s	Comments
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<i>Rates Revenue</i>		
Rates, Levies and Charges - net	\$1,728	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 & Charges</i>		
Building and Plumbing	\$48	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	\$128	Favourable variance due to an increase in licensing and infringements.
Waste	\$332	Higher than forecast waste disposals at council's Waste Management Facilities.
Water	\$57	Higher than forecast water connections. This trend will be monitored by the Finance Team and revised, if necessary, at a future budget review.
Wastewater	\$103	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 & Investment Revenue</i>		
Interest and Investment Revenue	\$809	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	\$426	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 updated at a future budget review as year-to-date actuals are now higher than the annual budget.
Recoverable Works	\$158	Subdivisions and contractors requiring council to provide standpipes, water usage, meters and main connections. The budget for this will be updated at a future budget review as year-to-date actuals is greater than the annual budget.
RMPC Works	-\$1,288	RMPC accruals not processed.
<i>Grants, Subs, Contributions & Donations</i>		
Waste Levy	\$104	Earlier than forecast recognition of State Waste Levy payments.
Employment Subsidies	\$43	Increased employment subsidies received to date which will be offset by increased expenditure to fund trainee positions.

Environmental Grant	\$55	Receipt of funds for the successful subsidy application for the Crab Creek Erosion Remediation project.
State Library Grant	\$648	Council has been successful in receiving some state grants for operational flood recovery and emergent works completed outside of the QRA period.

The percentage of outstanding rates at 29 February 2024 was 31.64% compared to 31.55% 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 29 February 2024 totalled \$85.1m compared to the year-to-date budget of \$84.9m.

The unfavourable variance of \$0.2m 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:

Operational Expenditure	Variance (\$'000)s	Comments
<i>Employee Expenses</i>		
Salary & Wages	(\$1,564)	Higher than forecasted termination payments and higher than anticipated overtime costs.
Workers Compensation	(\$263)	The actual workers compensation premium is higher than the original budget due to current economic and insurance factors.
<i>Materials & Services</i>		
GRIT Project	\$1,201	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 included in the next budget review.
<i>Finance Costs</i>		
Interest Expenses	\$302	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	(\$268)	Currently depreciation expenditure is trending slightly higher with the capitalisation of new assets. The budget for depreciation will be updated in the next 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.
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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 29 February 2024, a total of \$57.2m had been received in capital revenue, which is trending higher than the year-to-date budget of \$16.5m.

The level of capital income is the result of the receipt of higher than forecast REPA Works, Infrastructure Charges (\$5.5m) 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 29 February 2024, Council had expended \$66.9m of its annual capital works program compared to a forecast year to date budget of \$54.5m.

Of the \$66.9m actual capital expenditure incurred to 29 February 2024, costs in relation to the voluntary house buy back scheme totalled \$13.2m 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 29 February 2024, shows an increase in Community Equity of \$171.5m.

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 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 higher cash and cash equivalents as at 29 February 2024.

Cash and Cash Equivalents Report:

Excluding funds held in trust, total cash on hand at 29 February 2024 was \$97.6m and of these funds, \$95.8m 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 \$68.5m 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.

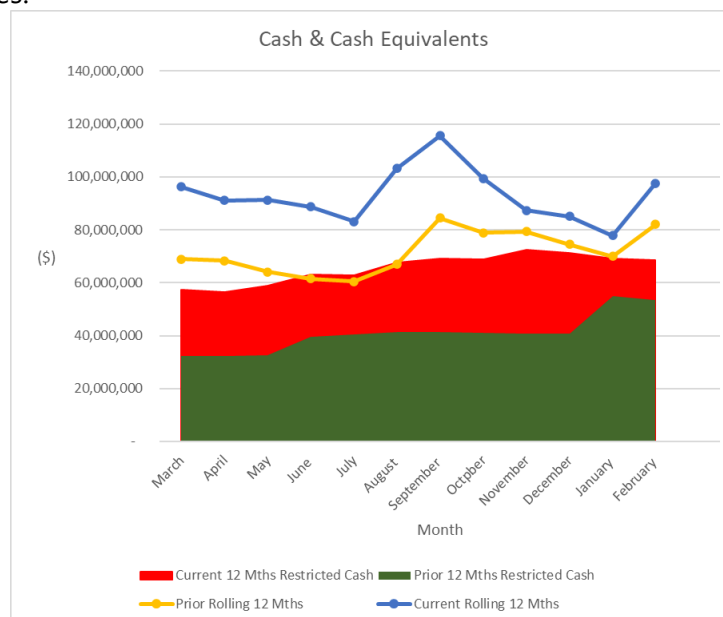
While council's overall cash and cash equivalents at 29 February 2024 continues to track higher than the balance for the same period in the prior year, it should be noted that Council's unrestricted cash balance of \$29.1m is now only slightly below the benchmark for the Cash Expense Cover Ratio. This represents a significant improvement on the balance at the end of January 2024.

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 \$2.1m 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 29 February 2024 was 4.95% compared to 3.50% at 28 February 2023.

3. BUDGET IMPLICATIONS

As the 2023-24 Original Budget included 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.

A budget review will be presented for Council's consideration at the April 2024 Ordinary Meeting.

4. POLICY IMPLICATIONS

The February 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 29 February 2024 has been undertaken with Managers and the Executive Leadership Team.

6. CONCLUSION

Council's financial statements for the period ended 29 February 2024 provide a comparison of actual results against the revised budget adopted at Council's Ordinary Meeting on 25 October 2023.

ATTACHMENTS

- 1. February 2024 Finance Report

RECOMMENDATION

That Council receive and note the financial report for the period ended 29 February 2024.

6.3 Procurement Report February 2024**PORTFOLIO:** IT and Finance**DIRECTORATE:** Corporate Services**DOC ID:****LINKS TO CORPORATE/OPERATIONAL PLAN****KEY RESPONSE AREAS:**

3. Organisation

1. BACKGROUND AND PREVIOUS COUNCIL CONSIDERATION

This report seeks a Council resolution under section 235(b) of the *Local Government Regulation 2012* (the Regulation) for council to enter into a medium sized contract with the Sedo Group Pty Ltd for the implementation of the recommendations of its Strategic Procurement Review.

2. REPORT

Under section 235 of the *Local Government Regulation 2012* (the Regulation), Council may in certain circumstances by resolution enter into medium-sized or large-sized contractual arrangements without first inviting written quotes or tenders.

Council is now seeking an exception under section 235(b) of the Regulation to engage the Sedo Group Pty Ltd for the delivery of the implementation of the recommendations of is for the Strategic Procurement Review. Officers are of the view that due to the specialised nature of the services that are being sought, it would be impractical or disadvantageous for council to invites written quotes.

The initial procurement review was undertaken by the Sedo Group Pty Ltd in September 2023 with the recommendations of that review endorsed by the Executive Leadership Team in December 2023. This procurement is for the Sedo Group to implement the recommendations of its review.

The implementation phase of council's strategic procurement framework will consist of the following elements:

- Improvement in procurement practice and compliance within the approved procurement framework
- Creation of a single source of truth for Council's Procurement Strategy, maintained by the Procurement Coordinator
- Provision of an easy-to-read implementation roadmap aligning Council to the Queensland Procurement Policy 2023 (QPP) six procurement principles.

The project will incorporate three phases with the deliverables under each phase outlined in the following table.

Phase	Deliverables
Planning and Organisation	<ul style="list-style-type: none"> • Implementation Plan • Capability Development Plan • Establishment of an internal Champions Group • Communications Plan.
Implementation	<ul style="list-style-type: none"> • Facilitated capability sessions with bespoke training content • Revised procurement templates and processes which align with the Procurement Strategy and GRiT Implementation Plan • Development of a Procurement Governance Model • Development of a self-service guide • Ongoing feedback and data to enable continuous improvement.
Evaluation	<ul style="list-style-type: none"> • Establishment of a Live Dashboard to track procurement metrics and statistics • Consolidated evaluation report that measures project objectives and key results.

In seeking the exception under section 235 (b) of the Regulation, council officers noted the benefits to council of the Consultant's understanding of the organisational requirements for delivery of the implementation phase of the Strategic Procurement Review, following their completion of the Phase 1 process finalised in September 2023, and the time constraints to implement the review's recommendations into the parameters and workflows for the procurement modules of the GRiT project which are due to go-live in July 2024.

3. BUDGET IMPLICATIONS

This envisaged contract is for a sum of \$172,480 (inclusive of GST) with the project to be funded from an allocation within the Finance Branch for the implementation of key business reform projects including procurement, full cost pricing, service reviews and rating strategies. This project which will run over two financial years will be funded within the adopted budget for the 2023-24 financial year.

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 the key stakeholders within Council, in relation to the items covered by this report.

6. CONCLUSION

Council officers recommend that Council resolve under s235(b) of the Regulation for an exception from the requirements to tender or quote for Sedo Group Pty Ltd to implement the recommendations of its Strategic Procurement Review.

RECOMMENDATION

That Council resolve under s235(b) of the *Local Government Regulation 2012* to enter into a contract with the Sedo Group Pty Ltd for a contract value of \$172,480 inclusive of

GST (\$156,800 exclusive of GST) for the implementation of the recommendations of its Strategic Procurement Review, as the specialised nature of the services being sought make it impractical and disadvantageous for Council to invite quotes.

6.4 Procurement Report - Local Disaster Coordination Centre Project

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

During the post 2022 Flood Event review, council and State Government Disaster Agency representatives identified the need for a dedicated Local Disaster Coordination Centre (LDCC) for the region. An application for Subsidy funding totalling \$500,000 was submitted and subsequently approved.

The original location of the proposed LDCC was subsequently reviewed and the site of the Old Bank Building at 46 Nash Street was identified as the preferred location, in terms of connectivity with the other Emergency Services personnel involved in LDCC operations.

2. REPORT

RFT2023-2024 014 - Local Disaster Coordination Centre was released to market on Thursday 16 November 2023 and closed on Wednesday 13 December 2023.

In accordance with the approved Procurement Evaluation and Probity Plan, the evaluation criteria for the tender were as highlighted in the following table.

Evaluation Criteria	Weighting	Elements
Price	45%	
Contractor Experience and Capability	15%	Contractor Experience and Track Record 40% Contractor Capability and Resourcing 60%
Methodology of Project Delivery	20%	Methodology/Initiatives 40% Timeline 60%
Quality	5%	Quality Management Accreditation and/or Systems
Health and Safety	5%	Safety Management Systems and Accreditation 50% Safety Measures 50%
Local Benefits (Economy)	10%	Local Employment 30% Local Supply chain 70%
Total	100%	

An Open Tender process through VendorPanel was initiated across three categories being Building Products and Materials, Building Trade and Repairs and Maintenance Services and Construction and Operation. The tender was also open to five group areas including Brisbane, Gold Coast, Sunshine Coast, West Moreton and Wide Bay-Burnett.

The Evaluation Panel (highlighted in the following table) undertook individual evaluations as required by legislation with these completed by 5 January 2024.

Position	Organisational Role
Evaluation Panel Chair	Project Manager Buildings & Open Space
Evaluation Panel Member – Asset Custodian	Coordinator Facilities Management & Maintenance (now ex-GRC)
Evaluation Panel Member - Technical	Architect – External Principal Consultant (Vabasis Pty Ltd)
Evaluation Panel Member - Replacement	Coordinator Project Management (replaced Peter Honeysett for 2 nd phase)
Evaluation Panel Member – WHS Component Review Only (non-scoring)	Coordinator Safety & Wellbeing

The following Lump Sum Tenders (all inclusive of GST) were received at the close of the tender process, being 13 December 2023:

Name of Respondent	Compliance	Tendered Amount GST inclusive
Carfax Commercial Construction Pty Ltd (Respondent 1)	Y	\$641,498.67
Sutton Building Solutions Pty Ltd (Respondent 2)	Y	\$690,711.76

These two (2) Prospective Tenders were deemed compliant and were scored by the Panel on their initial submissions.

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

Name of Respondent	Price Score	Non-Price Score	Total Score
Carfax Commercial Construction Pty Ltd (Respondent 1)	4.50	3.56	8.06
Sutton Building Solutions Pty Ltd (Respondent 2)	3.18	4.19	7.36

Based on the result of the tender evaluation process and weighted scoring, it is the Panel's recommendation that Council accept the Tender received from Carfax Commercial Construction Pty Ltd (Respondent 1) at \$641,498.67 (inclusive GST).

It should be noted that requests for variations to the approved project and an extension of time were submitted to QRA RFI as a result of the change to the preferred location of the LDCC and the constraints in relation to contractor availability. Both variations have been

approved with the completion date of the project at the Old Bank Building now required by 30 June 2024.

3. BUDGET IMPLICATIONS

The estimated cost of the LDCC project is \$968k (inclusive of GST including contingencies). The construction component that relates to this project is estimated at \$641k inclusive of GST.

Noting that Council's budgets exclude GST, the existing budget for the Old Bank Building is \$457k (exclusive of GST) with an additional allocation of \$607k (exclusive of GST) for the Mellor Street Disaster Centre works.

Reallocation of the current capital budgets for upgrades to the Mellor Street office and the Old Bank Building will be included in council's next budget review, to be presented at the April 2024 Ordinary Meeting.

The LDCC project is partially funded by external subsidies with the project required to be completed by 30 June 2024.

4. POLICY IMPLICATIONS

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

5. CONSULTATION

Consultation has been undertaken across key stakeholder within council in relation to the item being brought to Council.

6. CONCLUSION

The Procurement Panel has endorsed the acceptance by Council of the tender received from Carfax Commercial Construction Pty Ltd for RFT2023-2024 014 - Local Disaster Coordination Centre for the tendered amount of \$641,498.67 (inclusive GST).

RECOMMENDATION

That Council resolves to accept the tender received from Carfax Commercial Construction Pty Ltd for RFT2023-2024 014 - Local Disaster Coordination Centre for the tendered amount of \$641,498.67 (inclusive GST) and

Further that Council delegate to the Chief Executive Officer authority to negotiate all matters necessary to complete the project for the upgrade of the Local Disaster Coordination Centre.

SECTION 7: COMMUNITY SUSTAINABILITY

7.1 Community Sustainability Directorate Report

PORTFOLIO: Planning and Regulatory Compliance

DIRECTORATE: Community Sustainability

DOC ID:

LINKS TO CORPORATE/OPERATIONAL PLAN

KEY RESPONSE AREAS:

Choose a theme.

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 are an opportunity to reflect on achievements and learnings and to encourage information sharing across the Directorates, the Organisation and Council.

2. REPORT

Community And Commercial Services

Gympie Regional Libraries

Gympie Regional Libraries Activity Report for November 2023 to January 2024 is attached to provide an overview of library operations during this period.

Customer Contact

A three-monthly operational snapshot covering the period November 2023, December 2023 and January 2024 is attached to this report. The document outlines the volume of incoming requests and method of contact, response times through the customer contact call centre and top customer enquiries.

Arts, Community and Culture

Community Development

Community Grants Program

As at 19 February 2024, 23 applications have been received since 1 December 2023 in the Rolling Round:

- Nine Local Community Grant applications (1 unsuccessful, 4 successful and 4 to be determined)
- Sixteen Desktop Computer Donation applications (4 successful, 10 to be determined).

Competitive Round 2 opened 12 February and closes 24 March 2024.

Community Conversations

Bimonthly drop-in sessions in regional Libraries to talk with volunteers and community organisations about funding, volunteers, community events and more. During February, six sessions were hosted with 19 people attending.

Community Training

Regular program of workshops and information sessions to build community capacity.

- Grants and Funding for Community Organisations information session, 31 January 2024. Presentations from 4 funding programs, including State Government. 38 attendees.
- Revenue Planning for Community Organisations Workshop, 24 February 2024.

Community Recovery and Resilience Officer Program (CRRO) funded through the State-Commonwealth Disaster Recovery Funding Arrangements.

Community Recovery Events

Connecting the community and providing information and resources on disaster preparedness and recovery with communities.

- BBQ at Manumbar Hall on Saturday 2 December with 89 attendees
- BBQ at Kia Ora Hall on Saturday 16 December with 25 attendees.
- Attended Australia Day Celebrations in Memorial Park on 26 January 2024.
- Primary Producer Support Initiative with mental health and wellbeing of local primary producers, an initial information hub was delivered in November and a follow-up on Monday 29 January 2024, with plans to continue to have a presence on a quarterly basis.

Community Recovery and Resilience Training

- Resilience Canopy Practitioner Training Program delivered by the Resilience Canopy in December 2023. 24 people registered for the 4-day training. Feedback from participants was highly positive.
- Person Centred Emergency Preparedness Training (P-CEP), Queensland Disability Network delivered P-CEP training during October. Further sessions are planned in late February/March for People with Disabilities in Gympie and for Seniors in Tin Can Bay.
- Accidental Counselling workshops designed to assist people who aren't trained counsellors but can find themselves in a counselling role 'by accident'. Workshops scheduled for 8 and 9 March 2024 and are open to community volunteers, sporting and arts organisations and individuals.

Community Services Directory

Developed as a community resource for use in the response and recovery stages of a disaster event, includes service providers, agencies and community support organisations operating in the Gympie Region. Print copies of the Directory are being distributed and an online version is available on Councils' website, access at: <https://www.gympie.qld.gov.au/gympie-region-community-services-directory> . New listings can be added to the online directory.

Gympie Regional Gallery

Visitation

The increase in programming at, and marketing of, the Gallery across the past 12 months demonstrates the overall growth in attendance and audience engagement.

December 2023	470	December 2022	530
January 2024	550	January 2024	490
February 2024	650*	February 2024	850
Quarter total	1,670	Quarter total	1,870
Year to date total (March 2023 - February 2024)	9,330	Previous year to date total (March 2022- February 2023)	6,890

*Projected attendance for February as month has not yet ended at time of report submission.

Exhibitions

How Soon Is Now? 9 November – 22 December 2023

'How Soon is Now?' is a Museums and Galleries Queensland touring exhibition presented in partnership with Brisbane artist, Bruce Reynolds. The opening event was tied to the launch of the Arts and Cultural Strategy 2023-2028, and was a coming together of First Nations culture, music and art.

- Opening Event: 45
- Artist Talk: 12
- Paper Works Workshop: 12 (Sold out)

Mud Masters: Cooloola Potters Group, 30 November 2023 – 3 February 2024

Presented by the Cooloola Potters Group, 'Mud Masters' combines a diverse range of functional, decorative and sculptural artworks exploring the question of form versus function.

- Opening Night: 40
- Kids Clay Fish Workshop: 18 (Sold out)
- Tea Bowl Workshop #1: 12 (Sold out)
- Tea Bowl Workshop #2: 12 (Sold Out)
- Tea Ceremony Demonstration: 35

Hinterland: Beyond the visible, 5 January – 17 February 2024

A collective of Sunshine Coast artists whose work responds to, and re-imagines, the diverse and dramatic landscapes of the Noosa and Cooloola regions.

- Opening Event: 60
- Coffee and Conversation Closing Event: 25

Simply Abstract: Kurt Olsen, 7 February – 22 March 2024

Kurt was the recipient of the Locals Award, 2023 Du Rietz Art Awards. Exploring minimalist abstraction, local artist Kurt Olsen aims to reveal a degree of unshaking equilibrium amid chaos; that feeling when the painting is complete; in balance and in harmony.

- Opening Event/Artist Talk: 20

Paper: All Stitched Up, 22 February – 23 March 2024

A contemporary view of papermaking and paper art by 22 members of Papermakers and Artists Qld, showcasing an array of paper art and techniques, where stitching is an integral part of the design.

Birdlands: Zela Bissett, 22 February – 23 March 2024

Gympie artist Zela Bissett will take you on a joyful papermaking and felt journey exploring the region's diverse birdlife.

- Joint Opening: To occur Saturday 24 February at 11am

Programs

Regular Programs

Programs will continue to be built upon in 2024, with particular focus given to engagement with schools.

- **Art Stars** for children, once per month, avg. 22/session
- **Art After School**, ages 7-12, avg. 12/term booking
- **Teens Art Space**, ages 13-18, avg. 6/term booking
- **New Still Life and Life Drawing series** for adults, once a month on a Saturday, avg. 6/session
- **Gallery groups** held weekly during School Terms:
 - Monday Disability Art Group
 - Botanical Art Group
 - Tuesday AM Art Group
 - Thursday PM Art Group
 - Thread and Fibre Group

State Recognition

Gympie Regional Gallery was named a finalist in the Gallery and Museum Achievement Awards 2023 (Museums and Galleries QLD) for the exhibition 22.96/receding. The Gallery was one of seven finalists, with our name alongside the likes of HOTA (Gold Coast), Museum of Brisbane, Ipswich Art Gallery and QAGOMA. Winners for the award were announced on 22 November 2023.

The Museum of Brisbane was announced winner of our nominated category, with judges speaking very highly of the Gympie Regional Gallery's project and noting that despite GRG being up against state institutions it was still a close call. Two gallery staff and Gympie artist Miriam Innes attended the event at the Logan Arts Precinct.

Gallery Shop

The Gallery shop had its most successful month on record during this quarter, with over \$3,000 worth of items sold during 3 weeks in December. A dedicated 'pop up shop' was set up during the 'Mud Masters' exhibition. This was very well received in the lead up to Christmas, with other \$1,000 worth of 'pop up shop' items sold.

Volunteers

Volunteer engagement is continually strong with volunteer numbers rising to 11 this quarter. Average total volunteer hours have also risen from 80 to 110 hours per month. The Gallery is hosting a volunteer social outing in March to attend GRIT by Perseverance Street Theatre

Company. This serves to demonstrate appreciation for the volunteers, build social connection and assists in the cross promotion of Arts and Cultural events in Gympie.

Arts and Culture

Arts and Cultural Strategy: Action Plans

Following the endorsement of the Arts and Cultural Strategy 2023-2028, the Arts and Cultural team have been working on the final stage of the strategic process with the finalisation of short-term action plans for 2023-2025. The team have been working hard to ensure that these actions reflect the feedback collected across the consultation period. After a series of meetings and rewrites the action plans are in the final phase of preparation.

RADF Grants

The second round of the 2023-2024 RADF grants program was updated on smarty-grants and Council's website and opened on 12 February 2024. Applications will close on Sunday 24 March when assessment will commence.

RADF- Council Initiated Projects -2022-2023

The RADF funded Creative Partnerships projects have continued to progress. Kate Tuart has been working closely with Heart and Soul sisters and the Community Mural Project has reached its next milestone, with a final design for Alford Park being approved in January 2024. Community mural workshops are planned for April 2024. Community consultation is also being planned for the Phil Rogers site at Rainbow Beach.

Studio Trails

As part of the action plans for the Arts and Cultural Strategy 2023-2028, the Studio Trails program has been reviewed and amended and a renewed and improved Gympie Region Studio Trails launched in December 2023. A successful get-together and information session was held at the Gympie Regional Gallery on Saturday 13 January. Applications for Studio Trails 2024 opened on 9 December and closed on 18 February. 38 applications were received from a broad range of creatives, an increase from the 2023 program. Applications are now being assessed and the Arts and Cultural team are excited by the high calibre and range of proposals.

Growing Regions Grant Application

At the end of November 2023, Council was notified that our expression of interest for the Growing Regions grant, to support the re-opening of the Civic Centre, had been accepted, and the full application was submitted on 15 January. Many staff members contributed, including arts and cultural team members, working over the Christmas break to ensure the grant application would be completed and submitted on time.

Perseverance Street Theatre - GRIT

Supported by funding from Gympie Regional Council, Perseverance Street Theatre have carried out a regional halls tour of their original theatre performance, GRIT, across February. It has been a pleasure to see the show come to life across well attended halls, and hear local stories of resilience from residents presented as part of the performance.

Creative Recovery

As part of the action plans for the Arts and Cultural Strategy 2023-2028, a new Creative Recovery Mentoring Program has been developed in a collaboration between Community Recovery and Resilience, Community Development, and the Arts and Cultural teams. The program was launched at the Arts and Cultural forum on Wednesday 21 February. The program is designed to equip local creatives with creative recovery skills, community connections, project planning skills, and funding to develop and implement effective and meaningful creative recovery projects, secure further grant funding, and bring the benefits of creative recovery to the Gympie Region.

Arts and Cultural Forum

As part of the action plans for the Arts and Cultural strategy 2023-2028 the Arts and Cultural team have been planning the first Arts and Cultural Forum for 2024. The forum took place at the Gympie Campus of UniSC on Wednesday 21 February, and focussed on Creative Recovery. Guest speakers included Scotia Monkivitch from the Creative Recovery Network, local visual artist Miriam Innes, and Sharon Hogan from Gympie's Perseverance Street Theatre.

Venues

December 2023 – Events and Activities

The Pavilion hosted 20 events and activities in December 2023, which included the following:

- Gympie Rotary Club 75th Anniversary
- Nolan Meats Christmas Party
- Chatsworth State School Awards Night
- Private Funeral
- GRC Christmas Party
- Biosecurity Advisory Meeting
- Gympie Regional Council: Workshops, training, and meetings

Nine workshops and meetings were held in the upstairs rooms for both internal and external hirers, while the downstairs Caterers Kitchen was booked by a local commercial caterer to prepare Christmas fare for the underprivileged residents of the region.

January 2024 – Events and Activities

The Pavilion accommodated 9 events and activities in January 2024, which included the following:

- Workshops
- Private Wake
- Basketball Fixtures

An audit of the venue lighting was completed by Pavilion staff as Council is looking at changing to LED lighting for greater cost efficiencies.

February 2024 – Events and Activities

The Pavilion hosted 46 events and activities in February 2024, including the following:

- Turf Club 100 Club Dinner
- RYDA x two days
- Basketball and Volleyball Fixtures

- Internal meetings and workshops
- Timber QLD Meeting
- Master Builders Assoc Meeting
- Gympie RSL Meeting

February saw a big increase in venue bookings across the month. Volleyball started their 2024 fixtures on Thursday 1 February, with Volleyball and Basketball fixture dates confirmed for the year.

RYDA presented traffic and driver safety workshops to high school students over two days, with almost every space upstairs being utilized for the sessions.

The Turf Club held a successful 100 Club dinner on the first weekend of February with approximately 230 guests in attendance. The space looked delightful and welcoming with the tables and decorations set for the evening.

Venue staff also assisted with the Annual Community Prayer Breakfast held in Memorial Park.

Commercial Services

Gympie Aerodrome

Council officers continue to focus on safety, operational improvements, and building relationships with the local aviation community. Inspections of the grounds and runway are conducted several times each week to ensure the aerodrome is fit-for-purpose.

Other milestones during the November 2023 to January 2024 period include:

- Completed a project for Queensland Fire and Emergency Services (QFES) where three (3) x 180,000 liter water storage tanks and pipework were installed to support aerial firefighting in and around the Gympie LGA.
- Conducted onsite meetings to promote the removal of obstacles (i.e. trees) infringing upon the Obstacle Limitation Surface.
- Supported other departments with leasing matters.

Q4 2023/24 Focus:

- Survey of gable markers and marker cones;
- A continuation of user-group meetings;
- Completion of gable marker replacement project; and
- Supporting the pre-championship training event and Gold Rush World Cup Skydiving Championships (16-18 April and 19-21 April respectively).

Gympie Saleyards

Environmental and grazing conditions continued to impact the industry in November, however, conditions improved markedly by late November into December with extremely welcomed rainfall.

December witnessed a jump in live cattle prices by about 20-cents per-kilogram and prices have continued to improve since. The Gympie saleyards facilitated \$5,378,099.50 in gross sales during the November 2023 to January 2024 period compared to \$4,869,816.27 in the

previous (August to October 2023) period. Officers expect further increases in gross sales for the Q4 period.

The Gympie Saleyards also commissioned the new Drafting System and feedback to date has been overwhelmingly positive. Some minor concerns were raised, and these will be addressed in Q4.

Following is a breakdown of cattle usage for the November 2023 to January 2024. Note, all dollar amounts shown are GST inclusive amounts.

Month	NOV 2023	DEC 2023	JAN 2024
Net Revenue to Council	\$24,476.20	\$23,339.24	\$32,641.34

Q4 2023/24 Focus:

- Ongoing maintenance works and repairs to shade structures, pen railings and gates;
- The installation of another Head Bail Unit (number 2 of 2);
- The introduction of a tick inspection service as a new revenue stream; and
- Minor fabricated changes to the new Drafting System to further enhance the wellbeing and safety for both handlers and animals.

Pools and Aquatic Centres

Flood recovery works are continuing at the Kandanga Public Pool by way of signage, shade material, bathroom renewals, and cabinet replacements. Works are expected to be completed by the end of Q4.

Council officers now have an executed Agreement between Council and the Rainbow Beach Sports, Recreation and Memorial Club, which is primarily a reporting framework. An agreement with the Kilkivan State School is expected to be executed in Q4.

Monthly meetings with Council's Contract Partner (Belgravia Leisure) for the Gympie Aquatic Recreation Centre, Kandanga Public Pool, Tin Can Bay Public Pool, and Goomeri Public Pool, continue with outcomes from both parties focused on enhancing community engagement and reach, improving service standards, preventative and reactive maintenance schedules, and organisational support.

Works undertaken or in progress during the November 2023 to January 2024 period at Council's pools and aquatic centres include:

Goomeri Public Pool:

- As a result of flash flooding in late January 2024, the Goomeri Pool was inundated with water. Council worked hand-in-hand with Belgravia Leisure who've worked tirelessly to return access to the local community as quickly as they can.

Gympie ARC:

- Refurbished circulating pumps now onsite as a redundancy to any critical main-pool pump failures;
- Re-programming of controllers to optimise circulating pumps;

- Continuing discussions with the Gympie Gold Fins Swimming Club committee regarding onsite storage needs;
- Installation of a transition pathway between the gym and the existing internal pathways;
- Enhancements to Persons With Disability (PWD) parking completed (pathway and infills, kerb ramp, line marking, signs, bollards, tactile ground surface indicators);
- Tender awarded for the resurfacing of the Splash Park; and
- Release of tender for the replacement of the failed chlorinators.

Kandanga Public Pool:

- Flood recovery works which are ongoing; and
- Design of new shade cloth for the fence surrounding the pool noting the final design will be brought back to community groups in March of 2024.

Tin Can Bay Public Pool:

- A rusted shade structure at the northern end of the 25-metre pool was cordoned off for safety reasons and is currently undergoing repairs. These works are expected to be completed by February of 2024.

In addition to the above works, Council engaged an engineering and project management company to undertake a comprehensive condition assessment report for each pool/aquatic centre. Draft findings from the condition assessment reports were reviewed in November 2023 and final reports have now been received. These reports will inform Council on maintenance and capital works upgrades.

Officers liaised, and will continue to liaise, with representatives from both the Gympie Gold Fins Swim Club and the Access Advisory Committee (AAC). The purpose of these discussions is to assist and offer support, where able to do so.

Q4 2023/24 Focus:

- Finalise Agreement negotiations with the Kilkivan State School;
- Continue Lease negotiations on the Tin Can Bay Public Pool with TMR;
- Complete flood recovery works at the Kandanga Public Pool;
- Commission the new chlorinators and chemical controllers at the Gympie ARC;
- Repairs and maintenance to the Splash Park at the Gympie ARC.

Kilkivan Office

Smart Services completed an audit on all QGAP Offices in 2023, with Kilkivan QGAP receiving a boost in funding for their services. Vehicle and boat registration renewals, new registrations, transfer of registration and vehicle permits are the main customer enquiries.

Kilkivan office continues to coordinate customer service for all Council managed cemeteries (with seven burials undertaken in December 2023 and January 2024), as well as hire bookings for Council community facilities in the Western area including the Goomeri and Kilkivan Hall.

Request for quote documentation has been prepared for the design and installation of an irrigation system for the arena surface, with the project completion date expected to be 31 May 2024.

No bookings Kilkivan Equestrian Centre were recorded for December and January, with bookings increasing for February.

ENVIRONMENT AND RESOURCE RECOVERY

Waste Services

Eastern Cell Construction is nearing completion however, weather events have continued to delay progress. The project schedule had put the commencement date of completion at mid-February 2024; however, the final stages of the construction require dry conditions to ensure contractor safety and quality assurance standards of the cell are maintained. Overall, construction of the new cell has gone to plan, and it cannot be overstated that successful completion of this project is essential to the delivery of Council's short term (3-5 year) resource recovery plan.

State Government required approval application documentation is being prepared by the contractor (RECOR). Application approval is needed to close the existing (Western Cell) landfill area and commence active use of the new Eastern Cell. Once documentation has been received by the State Government, it can take 6-8 weeks to process the application. Therefore, it is expected that opening of the Eastern Cell is not likely to occur until April 2024.



Eastern Cell construction & black liner

New Exit Lane Weighbridge Installation is now complete with traffic permitted to drive over the weighbridge from 16 February 2024, though full operation will not begin for some weeks. The preparation and installation works took less than two weeks and well thought out traffic management ensured disruption to site operations and delays to the public were kept to a minimum.

The Resource Recovery team also worked closely with the Communications team to ensure the public received notice of these works prior to commencement. Upgrades to the Gatehouse (donga) were started in late February and these works will facilitate the operation of the exit lane weighbridge. Once these upgrades are complete, the exit lane weighbridge will become operational in March 2024.



New (second) weighbridge at Bonnick Road WMF

LGI Gas Flare Partnership – reducing CO² emissions and prioritising the environment.

A carbon-cutting partnership between Gympie Regional Council and LGI Limited (LGI) is delivering extraordinary results for the environment and the local community. To date, the collaboration has allowed Gympie Regional Council to reduce its CO² emissions by 90,000 tonnes, which is the equivalent of planting 1.5 million seedlings for the next decade or removing 5,000 cars off the road for a year.

LGI's Australian developed technology recovers biogas from landfill, reduces methane emissions, delivers sizeable environmental benefits and allows councils to achieve superior emissions targets. 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. The partnership has seen nine million cubic metres of biogas captured and 31,000 Australian Carbon Credit Units created from a single landfill site. The partnership is at no-cost to the Gympie taxpayer and the initiative is the Council's Environment Strategy 2018-2023 in action.



LGI gas flaring infrastructure at Bonnick WMF.

Domestic waste tender is set to be released to market late February 2024. The facilities supervision services (gate keeping) will have a shortened response time, so this portion can be awarded prior to 1 July 2024, to allow for a 6 week change over period if the contract is not awarded to the incumbent supplier, Endeavour Foundation.

The Domestic waste contract extension with Cleanaway was finalised in February 2024. This will move the contract expiry date to the end of June 2025. After this date, the successful tenderer for the new Domestic waste contract described above, will take over domestic waste collection services.

The timber and green waste processing (mulching) services contract currently held by Corbet's has been extended to 30 June 2024. There will be no change to rates for the proposed period of extension. The future arrangement for green organics processing is captured in the Domestic waste contract tender documents.

New Gympie region landfill site feasibility study - phase 1 has been completed, and the resource recovery team are preparing to follow up with phase 2 of the study, which will include site suitability assessments, impact/risk analysis, planning and development pathways, transport logistics modelling, and preliminary design concepts. This study will consider land procurement as well as a stakeholder and community engagement strategy relating to positioning and development of the new landfill.

The GRC Waste Strategy 2024-2034 report is being compiled by SMEC. The completion date is set for no later than June 2024. Once the Waste Strategy 2024-2034 document has been completed it will be used to inform the development of the Resource Recovery Asset Management Plan (AMP).

The waste strategy 2024-2034 will consider:

- Sustainability and circular economy.
- Waste and resource management, including resource recovery, recycling, re-manufacture.
- Environment and planning.
- Transport planning, logistics.
- Communications and stakeholder engagement.
- Urban planning.

Noosa GRC MOU - collaborative work is ongoing between Gympie and Noosa resource recovery teams.

Partnered projects include:

- Polystyrene recovery.
- SPV/alliance.
- Regional waste precincts.
- Green waste to compost.
- Waste to energy.

Environment Services

Staffing

The Environment Services Team have recruited for two vacancies in the team during February. One of these roles (Environment Officer - Strategy and Programs) has been filled with an internal staff member, the other role (Environment Officer – Assessments) was not filled and has been re-advertised, targeting applicants with environmental planning and assessment background.

Mary River Turtle Conservation (Threatened Species Program)

October through to the end of January is the nesting season for our endemic, iconic and endangered Mary River Turtle (MRT), with hatchlings emerging up until the end of February.

Environment and Biosecurity staff have been collaborating with MRCCC to help reduce the risks to these special locals during one of their most vulnerable life stages (nesting and hatching), with much of the work occurring in and around 'The Sands' reserve. This site is now believed to be an extremely valuable breeding location for this nationally endangered species.

Program activities:

- **Education** via Social media posts to the community making them aware of turtle breeding/nesting season and the risks free ranging dogs present for turtle nest and hatchlings.
- **Monitoring** by GRC staff for nesting habitat for MRT activity levels and nests - installing nest protection structures to protect from predators & assisting with translocation of clutches to MRCCC's safe incubation facility.
- **Hatchling Habitat Improvement** – MRCCC are undertaking a research trial with GRC support, focused on installing 'infrastructure' in the nesting habitat areas to provide a missing element of habitat for the safety of the tiny hatchlings.
- **Hatchling Releases** – as translocated eggs hatch, the hatchlings are returned to their nest location and natural home to start their new life.



Mary Vallery Turtle Hatchlings released at 'The Sands' January 2024

The Environmental Education Program (EEP) draft document was completed this quarter. The EEP details the delivery of Councils environmental education projects, programs, and initiatives. These are aimed at delivering environmental information and building environmental awareness and competency within the organisation and the Gympie community. The programs that are developed and implemented to support the regions environment values and natural areas are governed by our Corporate Strategic Plan (2022-2027) through the Vision, Mission and associated Strategic Priorities.

An excerpt from the EEP report, shown in the table below, details future programs and related deliverables.

Future Program Scope and Deliverables:

Environment Value / Asset	Activity / Deliverable	Measure / Output	Document / Evidence
Natural Areas	Coastal Rehab Foreshore	# Educational signage # Media promotions	CHAS integration into Capital works program
Natural Areas	Coast Monitoring App	# Educational signage # Media promotions	App Data and annual reporting
EMS-ESG	School engagement initiatives	# School investigations and presentations # Participation in competitions # Factsheets administered to schools	Factsheets Presentations
EMS-ESG	Rainbow Beach Interpretative Education Centre	#Council engagement & endorsement #Council lease agreements # Enquiries/visitors # Education based activities run from centre	Meeting Minutes Lease Agreement

The Events and Communication Schedule was developed in January. It is a planning tool for the Environment Services, Biosecurity, and Resource Recovery teams (ERR). Schedule information will be integrated into the Marketing and Communications Unit Organisational Communications Plan, so appropriate resourcing can be set aside to promote ERR events and media content.

Summer Internship Program

The Environment & Resource Recovery (ERR) team was lucky to have one of Council's inaugural summer interns. Becca McBride, a Masters student studying Environmental Management, worked across all three teams in the ERR branch to gain exposure and experience in Resource Recovery, Biosecurity and Environment.

Becca's principal project was the development of the ERR EEP Events and Communication Strategy. The internship program was beneficial to the branch and Council and the ERR team support continuation of this corporate program in the future.

The Strategic Environmental Land Management (SELM) Program will develop the procedure for identifying and confirming which Council owned or managed lands have significant environmental value, and what is (or should be) the functional land use. The SELM will integrate with the intent of the TLPI and utilise planning overlays to inform prioritisation, linkage and management intent of sites. The future objective is the development and implementation of Land Management Plans for high value sites, that contribute to strategic conservation outcomes and links (e.g. Land for Wildlife properties).

Land for Wildlife (LFW) member landholders are stewards of the land and the LFW program supports them to achieve valuable nature conservation outcomes. The LFW program is very popular with the Gympie community and continues to be supported by the Environment Services team, however, resource constraints has resulted in a temporary hold being placed

on this program. The program, including workshops and property assessments for new members will continue once the vacant Environment Services officer position is filled; in the meantime, interested landholders have been placed on a register. Quarterly LfW newsletters (electronic and hard) are continuing to be distributed to Gympie members.

Total registered LfW Members	204
New LfW Members this period	0
Total LfW Enquiries – CRM or direct	7
New LfW enquiries	6 (wait list)
First contact discussions	6
Site Inspections	0
Community events/activities	0

Table LfW engagement - Period Q3 (2023/24)

Development Application Assessments - Internal Referral Advice

Development Applications (DA) triggered by the *TLPI – Protection of Biodiversity Values* (TLPI) are referred to Environmental Services (ES) for assessment and make up a significant portion of daily tasks for the team. This quarter, the quantity of DA's for processing has reduced, which is typical for this time of the year. Assessments include site visits, collaboration with Council planners and applicants (pre-application &/or properly made) and the preparation of a referral report, which may include RFI and environmental conditions for approval.

This Quarter ES have worked with an external supplier (GIS/Data specialist) to repair Council's biodiversity DA Screening Tool. This GIS data tool, will further streamline the ES's DA Assessment Process, ensuring that all obligations and biodiversity factors are considered.

A draft Fact Sheet is being developed, which will better explain the constraints, obligations and exemptions associated with the TLPI to landholders and developers; this is aimed at reducing the current level of misinterpretation of the code and frequent *further information requests*, which burden limited resourcing.

Development application referrals - Period Q3 (2023/24)

DA-TLPI Referral MagiQ Tasks Total	27
Current In Progress	2
Current Awaiting Assessment	14
ES Response Reports Completed	12
DA/TLPI Meetings	2
DAT Meeting @ 1hr/week	1
Pre-application Meetings/Advice	5
Site Inspections	1
Other Planning Related (internal and other)	2

Natural Areas Program (NAP)

Council's ongoing management of our natural areas/reserves is currently limited to a focus on The Sands, Widgee Crossing, Commissioners Gully and Victoria Bridge Conservation Park. Many of these sites are 'joint use' sites and require regular collaboration with other directorates.

Contractors have been busy managing previous plantings and revegetation works after significant summer rainfall, which has triggered the growth of competing vegetation (weeds), which puts native plantings at risk. Additional collaborative work with MRCCC relating to rehabilitation of erosion areas along the Mary River at The Sands will commence next quarter.

Flying Fox Program

Widgee Crossing Habitat Improvement Works have entered maintenance phase under the Environment Services (ES) Natural Areas Program, and continues to deliver ongoing weed (especially Cats Claw Creeper) management, ensuring success of the revegetation phases.

The contract for the Regional Flying Fox Management Analysis and Plan (external funding) has been awarded and commenced in February, the scope is mostly desktop based with regular collaboration with ES team.

Minimal community requests or concerns have been raised during this quarter, regarding the Commissioners Gully Flying Fox Colony. ES officers have been monitoring the site in accordance with Council's *Statement of Management Intent* (SoMI) and minor site actions have been undertaken. The flying fox breeding season occurred during this Quarter with pups of both Grey-headed and Black flying foxes noted onsite. The colony size has reduced from its previous peak size, despite a small group of Little red flying foxes having re-established at the site. The Cooloola Cove community have also reported some new flying fox activity in a Council reserve near residential areas and ES officers will investigate and follow SoMI protocol for any future actions.

Crab Creek Design Project (CHAS)

Crab Creek Erosion Remediation Project (LGAQ Funded) is awaiting State and Council DA approvals and will be managed by Councils Infrastructure Services team.

Cooloola Coast Monitoring App – MyCoast Cooloola

Environment Services (ES) is still in the development phase of a Coastal Monitoring App. The App is intended to be used to inform the community and visitors to our coastal region about our Coastal Hazard Adaption Strategy (CHAS), and nature-based destinations. The project is approximately 50% complete but has attained additional funding and an extension into December 2024. A milestone report and presentation has been provided to LGAQ by ES during this quarter.

Grant Programs

Council's Environmental Grants Program is managed by the Community Development team, with ES providing application assessment and acquittal support, as subject matter experts. This quarter, the 'Pilot Major Environmental Program' grant round awarded funds to community groups who manage eligible 'regionally beneficial' programs. The Major Environmental Project Round 2 grants from last financial year (FY) were acquitted this quarter, and applicants for the Major Environmental Project Round 1 for this FY were assessed and awarded. The Micro Environmental Projects Rolling Grants are being assessed as they are submitted, and close at the end of the FY.

ES have been collaborating with a number of community organisations who are applying for Federal and State Government Environment/Biodiversity grants and Council have supplied a number of letters of support to groups such as MRCCC, BMRG and KAGR.

The Community Biodiversity Reference Group (CBRG) meeting for this quarter is scheduled for Monday 26 February 2024, and the agenda will focus on the environmental components of the new Planning Scheme and Council's biodiversity Strategy output. The CBRG forum allows community stakeholders a direct communication pathway to Council via the ES team, who welcome discussion on topics of concern and proposals put forward for action. The CEO attended this meeting,

Biosecurity

Biosecurity Advisory Group (BAG)

The final BAG meeting for 2023 was held on 5 December 2023 at the Pavilion.

The BAG group received an update regarding the Gympie Regional Council Biosecurity Plan, Biosecurity Unit Business Plan, and bounty program.

Russell Warner from Invasive Species Queensland was the guest presenter and provided an Invasive Species Queensland overview and his role as the volunteer SEQ representative.

Other presentations included Biosecurity risk and management goals in line with the recently adopted Gympie Council Biosecurity Plan 2023 - 2028.

Cat's Claw Creeper workshops

The Biosecurity Unit (BU) partnered with Gympie and District Landcare and Noosa and District Landcare to deliver 3 Cat's Claw Creeper workshops for residents. This was funded via the *Qld Feral Pest Initiative Round 6* grant funding from the Qld Government Department of Agriculture and Fisheries.

Workshop participants learnt about identification and impacts of Cat's Claw Creeper, control options including manual, physical, chemical control and biological control options. 3 more workshops will be held in early 2024.



Red Imported Fire Ant training

If fire ants were to establish in the Gympie region, residents would suffer huge impacts that relate not just to the economy and environment, but also to social wellbeing.

Early identification and detection are the most effective tool in achieving eradication from an area. Early intervention is proven to be much more cost effective and likely to achieve desired results, than dealing with these pests once they have become established.

Council's Executive Leadership Team have approved a request for Council wide staff training on Red Imported Fire Ants. The Biosecurity Unit are working with Council's People and Culture Organisational Development team to deliver the training to all Council staff. A fire ant information page has also been added to Council's website which the community can access to learn more about this invasive pest.



High biosecurity risk plant species program

Council's Biosecurity officers are undertaking monitoring and compliance actions on a range of high-risk biosecurity species. Inspections are prioritized in line with the invasive species management goals detailed in Council's recently adopted Biosecurity Plan 2023-2028. Resources are currently being focussed on species within the Eradication management goal.

Eradication programs aim to completely remove the invasive plants and animals from the local government area.

- This achieves long-term prevention of impacts and does not require on-going investment.
- Activities include surveillance and management.
- Resources are allocated to remove species before they become widespread or abundant.
- Can initially costly but is long term cost effective as no ongoing species management costs required.

Species under Eradication program category:

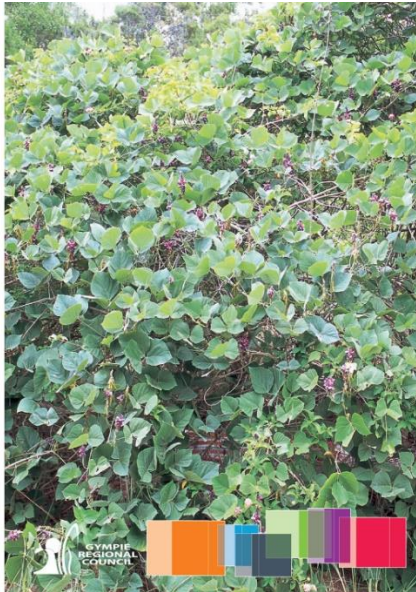
- African boxthorn – Tansey, Boonara
- Bitou bush – coastal areas Rainbow Beach
- Hairy senna – Chatsworth
- Honey locust – Wolvi, Mooloo, Brooloo, Boobyjan

- Olive Hymenachne – Curra
- Kudzu – Wolvi
- Parkinsonia – Gunalda

WEED WATCH WEDNESDAY

Kudzu

Pueraria montana var. lobata



Kudzu – a species within eradication management goal ERADICATION

Wild Dog and Dingo Safety Forum

Council's Biosecurity Unit partnered with the Regulatory Services team and Queensland Police Service to deliver a community wild dog and dingo safety forum.

The forum was held at the Tin Can Bay hall and provided an excellent opportunity for the Cooloola Coast community to find out more about wild dog safety and have their questions answered by Council staff.

The forum was well received by the community, with calls for additional education days to be held outside of usually work hours.



Safety Forum

Keeping your family, pets, and property wild dog safe

Gympie Regional Council would like to invite residents and visitors of the Cooloola Coast to a wild dog and dingo safety forum at **Tin Can Bay RSL Hall** from 10am on **20 February 2024**.

The forum is an opportunity for the community to chat to council's Biosecurity and Regulatory Services team about wild dog safety.

We hope to see you there!

For more information, scan the QR code.



Feral Pig Workshop

Council partnered with Biosecurity Queensland to deliver a Feral Pig workshop at the Pavilion on 8 February 2024.

The participants included local government biosecurity officers, QPWS rangers, HQ Plantation employees and local feral pig contractors.

Topics discussed included:

- Understanding feral pig ecology for better management
- Feral pig control tools
- Community engagement
- Zoonotic diseases and WHS considerations
- Emergency animal disease awareness
- Displays and discussions of traps, bait boxes and bait mats

The workshop was very well attended with participants from Gympie, Noosa, South Burnett and North Burnett regions.



The biosecurity unit trap loan program continues to be very popular with residents, achieving mixed results. Trapping requires good technique and a lot of patience. Biosecurity officers spend one on one time with residents to improve community capacity to undertake their own effective feral animal control programs. Comprehensive / best practice feral animal control procedures are available on the PestSMART website, which is supported by research by the *Centre for invasive species solutions*.



pestSMART website - <https://pestsmart.org.au/>

Biosecurity Spray Operations

Council's three biosecurity herbicide spray technicians have been working tirelessly to try to keep up with the unremitting growth of weeds on the roadsides and Council's reserves.

Summer is always a challenging season for the spray crew team, and they are continuing to work hard to control widespread and abundant infestations of Giant Rat's Tail grass, parthenium and ragweed.

Roadside furniture, including guideposts and signs are also being sprayed during February to ensure road user safety.

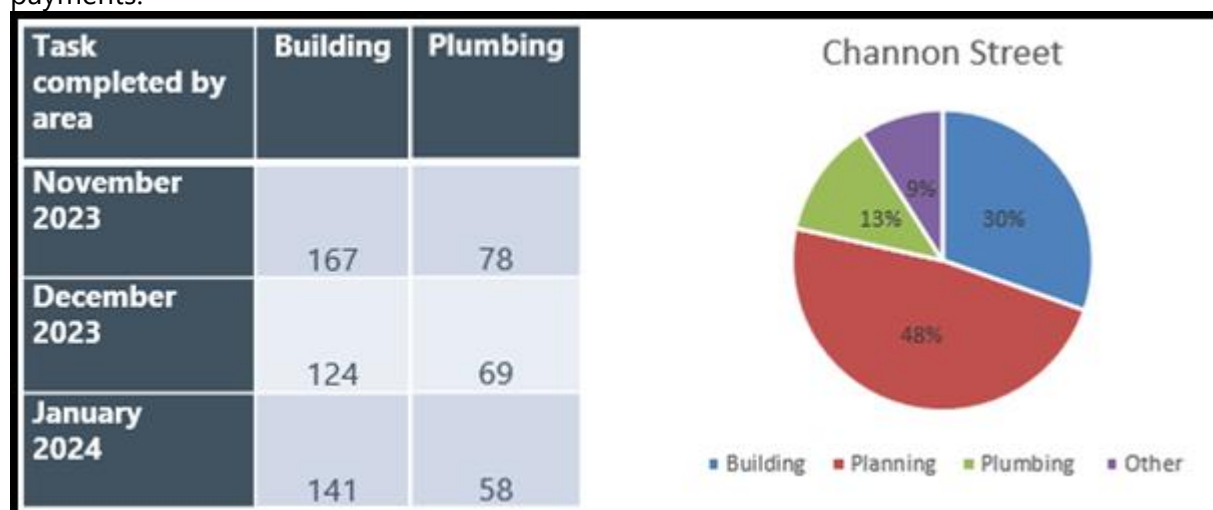
Note that the spraying of weeds in the road reserve of federal (Bruce Highway) and state-controlled roads (main thoroughfare roads) are not the responsibility of the Biosecurity Unit. This work is managed by the road maintenance team contractors.



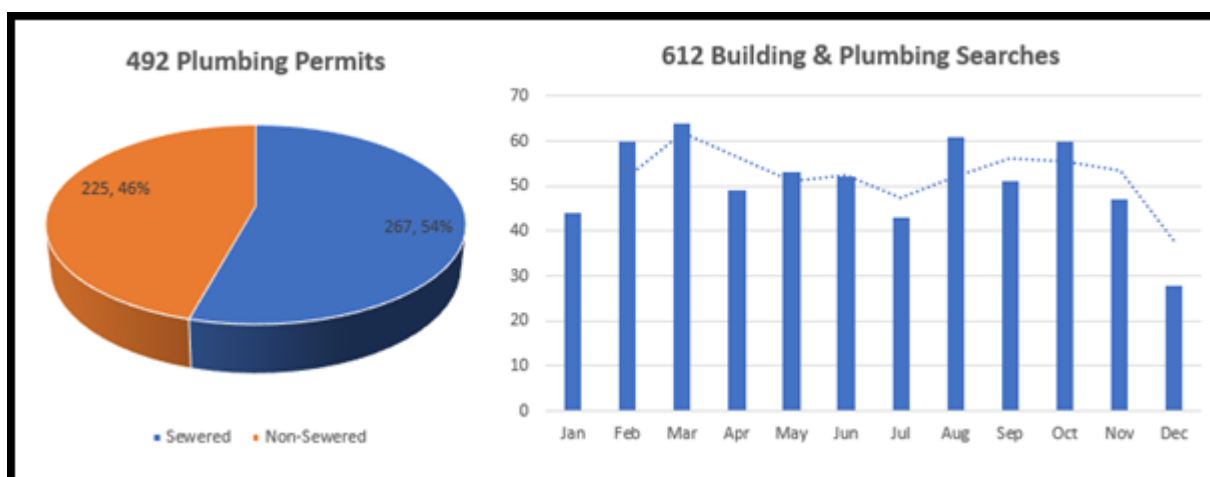
BUILDING AND PLUMBING SERVICES

For Building and Plumbing, the following provides a summary of the last 3 months, as well as a general overview of the previous 2023 year.

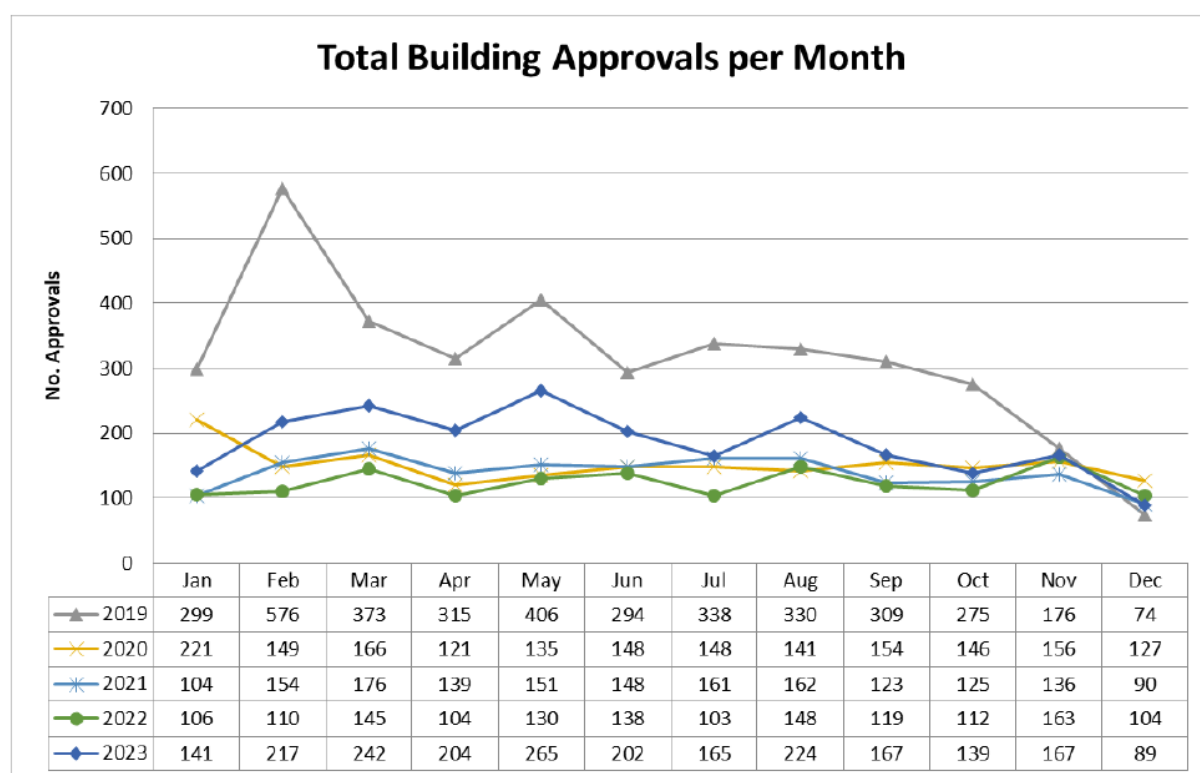
For the 3 months indicated below, numbers of building and plumbing enquiries and actions completed by Customer Contact staff located in the Channon Street Office is displayed. This includes face to face interactions, dealing with emailed applications, and processing payments:



For 2023, the following provides total plumbing permits issued as well as numbers of Building and Plumbing Records Searches conducted by staff.



The total number of building permits issued within our region was slightly above previous years, bolstered again by insurance repair work.



For the last 5 years, 2066 new house approvals have been issued for our region. 2023 figures were slightly less than the 2 previous years. The below graph also highlights how the region has been greatly affected by insurance works for roof replacements in both 2019 and 2023.



COMPLIANCE

Environmental Health

We have been successful in filling in the vacancy of Senior Officer – Environmental Health in January 2024. The team is back to business-as-usual staffing levels with an addition of a Cadet – Environmental Health position. The Cadet position supports Senior Officer – Environmental Health (EHOs) and is responsible for weekly reticulated water supply sampling, answering general environmental health related enquiries, and will be taking on compliance environmental monitoring of waste management facilities in March 2024. As part of the offer of employment, Cadet is approved for Category 1 study assistance which covers studies that lead to a Bachelor of Environmental Health Science. The Cadet position was filled internally in December 2023, with study commencing at Central Queensland University, in March 2024. Given the current national shortage of qualified EHOs we are future proofing and growing our own.

EHOs commenced annual inspection program of licensed food premises in the region, the program includes a mixture of unannounced and scheduled inspections. All inspections are carried out on smart tablets with the ability to take photographs of contraventions and send out a variety of correspondence without manual data entry. EHOs have been supported by ICT with the purchase of hardware and electronic inspection proforma. The inspection program will continue through to end of June 2024, and finish in time for annual licence renewals.

Annual Peri-Urban Arbovirus surveillance was commenced in November 2023 comprising of eight (8) sites in the region where mosquito activity is generally high, which includes Cooloola Coast area. Council's trapping and monitoring program is conducted fortnightly from November to May when mosquitos are most active. This type of surveillance is designed to detect Ross River Virus (RRV), Barmah Forest Virus (BFV) and Japanese Encephalitis Virus (JEV) in mosquito populations. Traps include special cards (FTA cards) that are soaked with blue dye and honey to provide a source of food for mosquitos in the trap. The cards get extracted and mailed to the Forensic and Scientific Services Laboratory in Brisbane for analysis. Since November 2023, we captured approximately 11,000 mosquitos across all trapping sites. In February 2024 Council was notified by Queensland Health that (2) of the traps were positive for RRV. This was expected as RRV was also detected in the neighbouring local governments - at Sunshine Coast and Fraser Coast Councils. In previous years virus

detections in Gympie Region occurred in 2019 (1 RRV detection), 2020 (2 RRV detections) and 2022 (1 RRV, 1 BFV - both viruses detected on the same card). Detections are an earlier indicator of virus activity than surveillance of human cases, as it takes several days for the symptoms to appear in a bitten person, then a few days for the person to present to the doctor. Furthermore, most human exposures to RRV or BFV are asymptomatic, so the infection is silent. A media release was published highlighting the importance of personal protection from mosquito bites, in response to the detections.

Temporary home occupation resources are now available on Council's website. The resources include a complaint guide, and fact sheets for occupiers and applicants. The application forms were also reviewed and updated to provide additional detail.

[Establishment or Occupation of a Temporary Home Approval – Gympie Regional Council](#) and [Establishment or Occupation of a Temporary Home – Gympie Regional Council](#). Fees and charges will be reviewed for 2024/2025 to include a zero '0' fee for eligible applicants providing for extraordinary circumstances including financial hardship or other compassionate reasons. Council will assess each application on its merits.

EHOs attended a free Qld Erosion and Sediment Control (ESC) workshop in Brisbane delivered by Water by Design in February 2024. Water by Design is a local government partner in ESC and provides resources, checklists and guides for small to complex job sites. EHOs deliver proactive surveillance of building sites in the region to monitor compliance with the *Environmental Protection Act 1994*. EHOs also respond to ESC complaints involving home improvement projects on residential blocks. The process of soil particles washing into our waterways, is considered the number one issue affecting South-East Queensland with up to 50,000 dump trucks worth of pollutants entering our waterways each year. Sediment in waterways can alter the flow of water, reduce water depth, impact on water quality and smother habitats. Council is raising community awareness of this issue initially through educational approach and escalation when necessary to achieve compliance. EHOs are also responsible for regulation of all other water contaminants prescribed under the *Environmental Protection Regulation 2019* such chemicals, building and construction waste including bitumen, bricks, cement, concrete, oil and paint, food scraps, wastewater.

Regulatory Services

Staffing

Regulatory Services have now completed recruiting for a Senior Officer and Officer to fill vacancies within the team. The Senior Officer position was a promotional opportunity, with an upgrade to an existing Officer position. It was filled from within the team by Steven O'Brien. The vacant Officer position was filled by Todd Perren who will commence with Council on March 2024. Both Steven and Todd bring many years of Policing experience to the roles.

Workload

Regulatory Services continue to receive the highest number of customer requests in Council, with over 900 customer requests received in the last three months. There are currently 57 overdue tasks across the entire team, which reflects the low staffing numbers available due to resignation and leave commitments over the past three months.

Collaboration with Police and other agencies

Regulatory Services continues to build and develop an excellent working relationship with Gympie Police. In the most recent quarter, Police have assisted with several Regulatory Services warrants conducted in relation to dangerous dogs, with the shared goal of increasing public safety. Police, Council, and other agencies are also participants in the newly formed Gympie Rough Sleep Response Group, which will address the growing issue of homelessness in our community. This group's initial meeting will be held on 28 February and will look to determine priorities and guidelines for the group.

Most significantly, a new Request for Information process has also been established with Police, with Council investigating officers able to request timely information about properties or persons to enhance and inform investigations and promote officer safety.

Rainbow Beach

The team is currently working with Road Design to implement a new regulated parking trial within the Griffith Esplanade beach carpark at Rainbow Beach. The carpark has been a hotspot for illegal camping in recent years, along with associated public health, rubbish, and other anti-social issues. The trial will include prohibiting parking from 11pm – 4am 7 nights a week within the carpark and will be followed up with targeted Reg Services and Police attendance. If successful in addressing this issue, the trial will be expanded to include other hotspot locations for this activity.



Compliance - Building and Plumbing, Planning

Staffing Update:

Compliance is pleased to announce the addition of the New Building and Plumbing Compliance Officer to our team in mid-February. With a full complement of staff, we are addressing the significant backlog of requests promptly. This includes not only processing new requests but also conducting follow-ups on notices issued previously to ensure compliance has been effectively met.

Backlog Resolution:

The implementation of Initial Contact Notices (ICN) has proven to be an effective strategy in achieving compliance during the early stages of our investigations. Utilising ICNs allows us to

provide educational information, addressing non-compliance issues, without the need for immediate enforcement actions. This approach has been well-received by residents as it fosters a more collaborative and educational environment, minimising the perception of a punitive stance.

Enforcement:

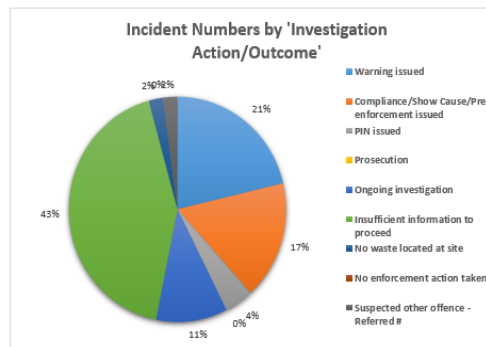
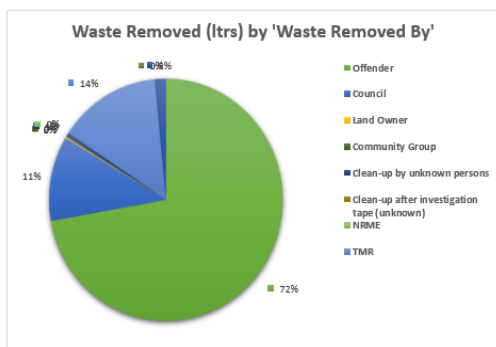
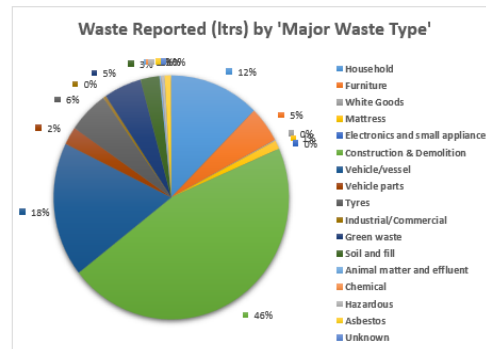
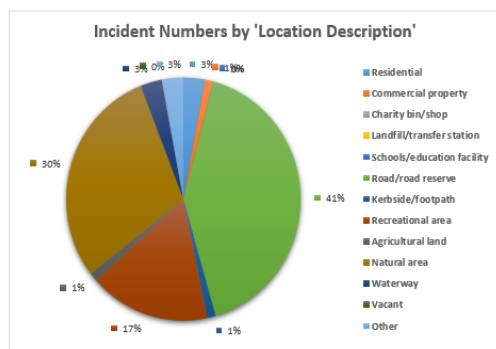
The finalisation of the administrative framework for issuing infringements has been completed, granting Compliance the capability to issue fines for provisions under the relevant legislation. We have initiated the issuance of infringements for planning, building, and plumbing offences where appropriate, and anticipate a subsequent increase in enforcement actions. This strategic move aims to reinforce compliance and adherence to regulations.

Planning Compliance:

Operating at full capacity, Planning Compliance is diligently addressing an increased volume of planning complaints. This surge in cases has impacted investigation timeframes, prompting us to explore strategies for improved efficiency. Currently, a number of cases are under assessment for potential prosecution under the *Planning Act 2016*.

Illegal Dumping:

Council's illegal dumping campaign has intensified in recent months, resulting in numerous investigations. 72% of identified dump sites have been successfully cleaned up by the offender, significantly reducing the associated cleanup costs for the Council (see fig.1). To date, Compliance has issued fines totalling \$29,459.00 to offenders. Strengthening our commitment to addressing this issue, we have begun fostering relationships with external stakeholders and state departments through joint site investigations. This collaborative effort aims to streamline reporting processes, reducing investigation timelines, and ensuring efficient tracking of statistical trends. This proactive approach enables the Council to manage asset allocation more effectively, especially during peak periods such as the Easter and Christmas holiday seasons.



PLANNING

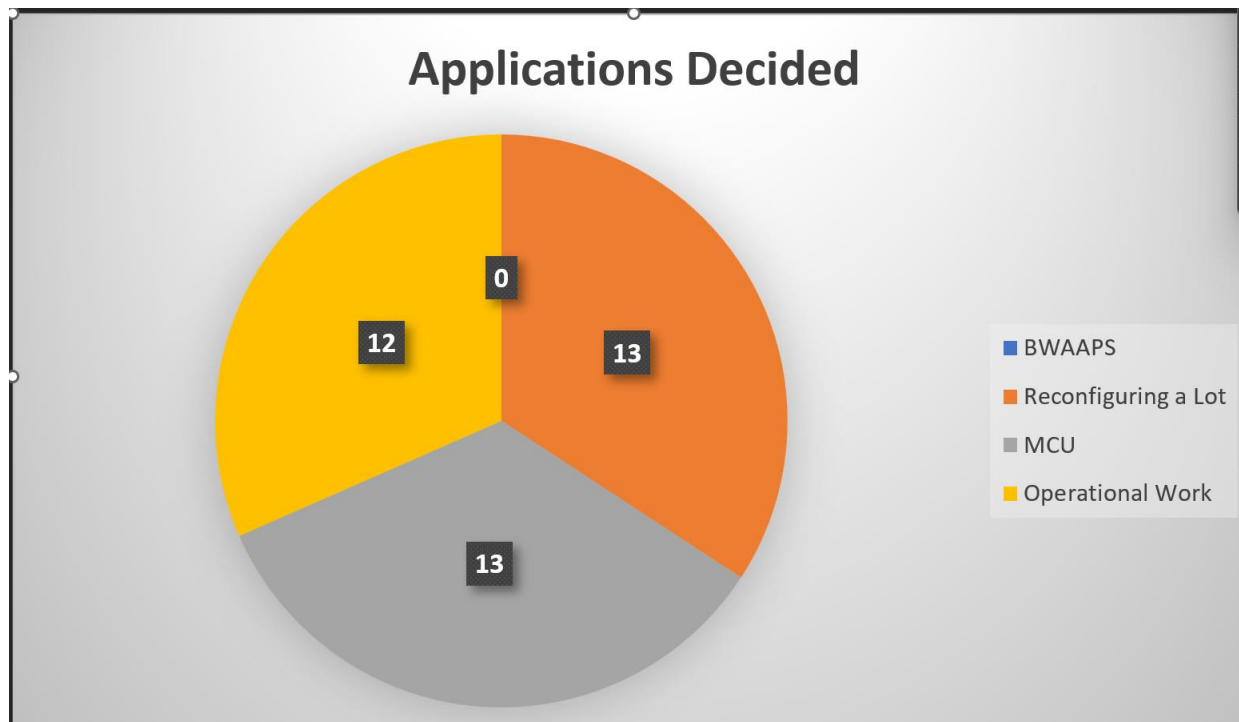
Vacancies across the Branch is currently 6 out of the total 19 positions, with 4 of those vacancies in development assessment (nb 10 total positions).

Development Assessment

The Development Assessment Unit received 51 new development applications in the December quarter, an increase of two (2) from the September quarter and compared to 67 for the same period in 2022 and 84 in 2021.

For the December quarter the following is also noted:

- there were 9 change applications and 14 survey plan endorsement requests, bringing the total applications to 74 for the quarter.
- 38 applications were determined with the breakdown as follows:
 - Building Work Assessable Against the Planning Scheme:0
 - Reconfiguring a Lot: 13
 - Material Change of Use: 13
 - Operational Work: 12



Strategic Planning

The new planning scheme preparation works have continued. Stage 2 stakeholder engagement was completed on 7 August. The engagement outcomes/findings were workshopped with Councillors on 20 September 2023. The draft policy papers were subject to a further round of workshops with Councillors resulting in the following papers being finalised for Council's endorsement:

- Coastal Hazards,
- Heritage Conservation,
- Bruce Highway Realignment,
- Residential Land and Housing,
- Industrial Land, and
- Retail and Commercial Development

The following policy papers include elements that are still to be resolved and will require further discussion with Councillors:

- Rural Land,
- Open Space and Recreation,
- Biodiversity Conservation,
- Flooding, and
- Bushfire.

It is proposed to conduct further workshops on these papers in 2024.

The exhibition of Amendment Package 3 to the current scheme concluded on 30 June. A report on this matter was considered at Council's November workshop. A further report was submitted to Council's Ordinary Meeting in December where the Amendment Package was endorsed.

Council at its meeting of 23 August 2023 resolved to seek the Minister's approval of a new Biodiversity Protection Temporary Local Planning Instrument (TLPI) to ensure the continuation of biodiversity protection ahead of the new planning scheme coming into effect. The request for the new TLPI was referred to the Minister, on 6 September. The Minister approved Council's request on 28 November and Council subsequently adopted the new Biodiversity TLPI at the Ordinary Meeting held on 13 December 2023.

Urban Design

At the 13 December 2023 Ordinary Meeting Council resolved to name the unnamed culvert on Window Road in honour of the late Levi Hanna. Earlier this year works were completed installing the signage at the crossing, refer below.



The team are currently working through five (5) place name requests and six (6) memorial requests at various stages of assessment.

Heritage matters continue to be important to local communities, with the team continuing its monthly engagement through its Heritage Reference Group meetings and a recently endorsed review of the Heritage Reference Group Charter to ensure the efficient and appropriate consideration of heritage related matters..

The team also provides advice and expertise in relation to customer enquiries and development applications and the development of new planning scheme provisions in relation to heritage, landscaping, verge vegetation protection, street tree provision and open space.

The commencement of the new year also signals the commencement of a new season for a number of sports in our region. Following work undertaken to ascertain utilisation of our sporting venues and as part of broader work investigating future land for sports fields, the team are working with the tenants of Albert Park to try and accommodate any clashes in the draw at alternate venues in the region.

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

Community Sustainability 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 achievements and learnings and to encourage information sharing across the Directorate, the Organisation and Council.

ATTACHMENTS

- [1.](#) Gympie Regional Libraries - Activity Report January 2024
- [2.](#) Customer Contact Statistical Report January 2024

RECOMMENDATION

That Council notes the Community Sustainability Directorate's report.

7.2 RSPCA Pound Management Contract

PORTFOLIO: Planning and Regulatory Compliance

DIRECTORATE: Community Sustainability

DOC ID:

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

1. Community and Environment
-

1. BACKGROUND AND PREVIOUS COUNCIL CONSIDERATION

Prior to 2019 Council did not have a contract for pound management or adoptive services that the RSPCA were providing. The RSPCA had been operating at a considerable loss and in 2019, Council resolved to contract 2018-2019 TO14. This provided services required by council and a schedule of rates that by the end of year 5 (five) would allow the RSPCA to break even. This contract allows Council to extend the contract by giving written notice to the Contractor no less than three months prior to the Termination Date. (30 June 2024)

2. REPORT

This report is seeking Council's resolution to extending the term of the current Contract 2018-2019- TO14 (Doc ID 2131551) Pound Management and Adoption Services Agreement.

Staff have had initial meetings with the state LGA Manager from the RSPCA who has indicated that they are keen to discuss a review of the current Agreement and a continuation of the current process of annual increments. We are currently paying \$616,752 per annum with an annual CPI increase.

In 2019 the project was put out to public tender. The RSPCA was the only tender received.

An example of running our own business was compared at the time of Tender with Warwick, Southern Downs Regional Council, the comparison highlighted an extremely high euthanasia rate compared to Gympie at the time. During the running of this contract, we have been able to retain our euthanasia rate to 11% because of the agreed adoption program run by the RSPCA.

The current Agreement has worked well with both parties able to meet all aspects of the contract. Numbers over the past 3 years have varied from FY21 – 1418, FY 22 – 1098 and FY 23 – 1327 averaging 1281 animals through the pound facility every financial year. Our current Agreement allows for up to 1700 animal before there are any further remuneration reviews.

Both properties at the facility are owned by their respective organisations. Council owning the Pound and the RSPCA owning the Adoption Centre. This forms a strong relationship between the operational requirements of both. It gives Council the adoption option relieving us of this operational requirement.

The agreement enables 7 day a week operation with public hours of 10am-5pm, Authorised officers receiving impounded animals at all hours.

Attached is the 2019 report to Council 'Pound Management Report' seeking Council adoption of the new contract. An independent review of this tender agreed that the RSPCA would be positively financed by the contract eventually in the 5th year. Information provided by the RSPCA in January 2024 indicated that this was the case, and they are now not making a loss on the contract. They have also indicated that they are not trying to make a profit on this contract but in fact trying to break even as a community and regional service.

3. BUDGET IMPLICATIONS

A continued annual CPI increase on the current contract.

4. POLICY IMPLICATIONS

NIL

5. CONSULTATION

Council's Procurement team
Councilor Workshop in February 2024
RSPCA State management – Mr Paul King
Council Procurement Branch

6. CONCLUSION

The council officers advise the RSPCA that we will extend the current contract for Pound Management and Adoptive Services and negotiate a new schedule for Council resolution.

RECOMMENDATION

That Council resolve to authorise officers to advise RSPCA that Council will exercise an option of extending the term of the current agreement by an additional 5 years.

SECTION 8: INFRASTRUCTURE SERVICES

SECTION 9: PORTFOLIO COUNCILLOR REPORTS

SECTION 10: GENERAL BUSINESS

SECTION 11: ATTACHMENTS

5.1 Amendments to Meeting Minutes 13 December 2023

ATTACHMENT 1	SUMMARY OF REVIEW FINDINGS	56
ATTACHMENT 2	RECOMMENDED AMENDMENTS TO MINUTES OF 13 DECEMBER 2023	57
ATTACHMENT 3	UNCONFIRMED AMENDED ORDINARY MEETING MINUTES OF 13 DECEMBER 2023	59

6.1 Council Ordinary Meeting Action Report for Quarter Two - 2023/2024

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6.2 February 2024 Finance Report

ATTACHMENT 1	FEBRUARY 2024 FINANCE REPORT	81
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7.1 Community Sustainability Directorate Report

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ATTACHMENT 2	CUSTOMER CONTACT STATISTICAL REPORT JANUARY 2024.....	101

ATTACHMENT 1

Table 1: Summary of independent review of Unconfirmed Ordinary Meeting Minutes of Gympie Regional Council on 13 December 2023

Item Number	Summary of finding
Item 6.4: capturing of personal comments of a councillor	<ul style="list-style-type: none">- Support a review where these comments are removed.- General comments are not usually captured, noting it is the final decision that needs to be recorded.
Item 11.2: procedural correctness and preparation of minutes relating to decision making and recording of the final decision	<ul style="list-style-type: none">- Remove references to there being no seconder – as the original recommendation was not brought to the table in open session- An alternative recommendation was tabled, debated and voted upon.- Section 254H of the <i>Local Government Regulation 2012</i> requires that the meeting capture the reasons for the different decision to the officer's recommendation – unconfirmed minutes should be updated accordingly
Item 11.2: preparation of Minutes	<ul style="list-style-type: none">- update references to the 'order' related the inappropriate meeting conduct

ATTACHMENT 2

No discussion will be permitted about minutes except with respect to their accuracy as a record of the proceedings. Amendments to the minutes may be made prior to confirming the minutes. This must be done by moving a motion to amend the minutes that must be voted on and carried. Once the resolution is passed the minutes can be amended. All councillors present at the meeting can vote to confirm the minutes including those who were absent at the previous meeting and those who had a conflict of interest at the previous meeting. Once the minutes are confirmed by resolution of the meeting they cannot be changed.

New resolution - DRAFT

Minutes extract 13/12/2023:

Before Item 6.4:

Disclosure of Interest - Cr HT Smerdon

In accordance with Chapter 5B of the Local Government Act 2009, Cr HT Smerdon informed the meeting of a declarable conflict of interest in relation to this matter due to:

- A close personal relationship with an employee of the Show Society.

Having given due consideration to this matter, Cr Smerdon requested he to be permitted to remain in the room to participate in this discussion as he did not feel it would affect the way he would vote.

~~Cr Fredman moved the following motion, as could not see how an employee could be affected by the outcome of this decision by Council.~~

Moved Cr RA Fredman Seconded Cr BM Devereaux

That Council approve Cr HT Smerdon to remain in the room during the discussion of this matter.

Following further consideration of this matter Cr HT Smerdon advised that in accordance with Chapter 5B Part 2 of the Local Government Act 2009, he would declare a prescribed conflict of interest in this matter due to:

- A close personal relationship with an employee of the Show Society.

Upon consideration of his position, he determined that he would leave the meeting while the matter is being discussed and voted on.

Cr HT Smerdon left the meeting at 09:37am

ATTACHMENT 2

Item 11.6

Recommendation

That Council advise the writer that the infrastructure charges currently owing in relation to development approval KDA0030 will not be waived.

Alternative motion proposed.

M30/12/23 Moved Cr HT Smerdon Seconded Cr NG Jensen

That Council advise the writer that the infrastructure charges currently owing in relation to development approval KDA0030 are waived.

Carried

FOR: Cr HT Smerdon, Cr RA Fredman, Cr NG Jensen, Cr GC Hartwig, Cr SA Waldock, Cr WA Polley and Cr BM Devereaux

AGAINST: Cr DH Stewart

The reason for the alternative motion was due the original recommendation not fulfilling the intention of Council to support development, business and growth. Specifically, to align to Council's Corporate Plan Strategic Priorities 2.3 and 2.6.

Cr Milne ~~referenced Gympie Regional Council Standing Orders 19.2~~ voiced a procedural point of order in relation to ~~the process for the~~ alternative motion being moved, ~~referencing 19.2 of the Standing Orders.~~

Mayor Hartwig responded to Cr Milne in his role as Chairperson on the motion and point of order raised. ~~stated the reason for the alternative motion was due to the lack of seconder of the officer's recommendation.~~

~~In following discussions, Cr Milne made comment in relation to the Mayor's chairing of the meeting.~~

The Chairperson determined there was unsuitable meeting conduct, by enacting 40.3 (40.7.3) by requesting Cr Milne withdraw their comments, upon failure to comply, the Chairperson made an order under 40.7 (40.7.5), requesting Cr Milne 'leave the meeting'.

~~enacted section 40 of the Gympie Regional Council Standing Orders, by first requesting the Councillor take remedial action as per 40.3. The discussion then resulted in the Chair enacting section 40.7.5 requiring Cr Milne leave the meeting.~~

Cr Milne left the meeting at 1.13pm and did not return for the remainder of the meeting.

GYMPIE REGIONAL COUNCIL

MINUTES

of the

ORDINARY MEETING

CHAIRMAN: Cr GC Hartwig (Mayor)

Held in the Boardroom

Town Hall

2 Caledonian Hill

Gympie Qld 4570

On Wednesday, 13 December 2023

At 9.00am



Gympie Regional Council **ORDINARY**

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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The meeting commenced at 9.00am

PRESENT: Mayor Cr GC Hartwig (Chairman), Crs J Milne, NG Jensen, SA Waldock, BM Devereaux, DH Stewart, HT Smerdon, WA Polley and RA Fredman.

Also in attendance were:

Chief Executive Officer (Mr R Jennings), Acting Director – Community Sustainability (Mr A Parker), Acting Director – Corporate Services (Mr D Lewis), Director – Infrastructure Services (Mr G O'Byrne), Manager Governance, Integrity and Risk (Mrs L Hatch), Manager – Finance (Mrs D Hatherell), Manager – Communications, Business and Engagement (Ms T Bailey), Manager – Planning (Ms T Stenholm), Coordinator Urban Design (Mrs E Wheatley) and Minutes Clerks (Ms C Kennedy and Mrs T Bannan).

ACKNOWLEDGEMENT

We would like to acknowledge the Traditional Owners and Custodians of this land Kabi Kabi on which this event is taking place.

We would like to acknowledge the Aboriginal and Torres Strait Islander people and their ongoing connection to land, sea and community.

We pay respects to the Elders past, present and emerging.

We also extend that respect to all other people present.

OPEN WITH PRAYER

Father Adrian Farrelly from St Patrick's Catholic Church offered a prayer for the advancement of the region and the true welfare of its people.

Cr Jensen attended the meeting at 9.03am

One Minute's silence for family and friends of deceased residents of the region.

SECTION 1: DISCLOSURE OF INTEREST

The Mayor asked if any Councillor needed to disclose an interest in any agenda item.

Cr Smerdon advised that he has a declarable disclosure of interest in relation to agenda item **6.4 2024 Gympie Show Sponsorship**

Cr Devereaux advised that he has a declarable disclosure of interest in relation to agenda item **8.1 New Lease to Gympie Eight Ball Association over part of Reg English Complex - Lease Area E, 33 Cartwright Road, Gympie**

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SECTION 2: APOLOGIES / LEAVE OF ABSENCE

No apologies or leave of absences were submitted.

SECTION 3: CONFIRMATION OF MINUTES

M01/12/23

Moved Cr HT Smerdon

Seconded Cr WA Polley

That the Minutes of the Gympie Regional Council Ordinary Meeting held on 22 November 2023 be taken as read and confirmed.

Carried

FOR: Cr HT Smerdon, Cr DH Stewart, Cr RA Fredman, Cr NG Jensen, Cr GC Hartwig, Cr SA Waldock, Cr WA Polley, Cr BM Devereaux and Cr J Milne

AGAINST: Nil

SECTION 4: PETITIONS

4.1 Petition for No Fluoride

PORTFOLIO: Water and Waste Water

DIRECTORATE: Office of the CEO

DOC ID:

1. REPORT

Council has received a petition with 651 signatories concerned about the adding of Industrial Waste Fluoride into the regions water supply.

"We, the undersigned, respectfully petition the Gympie Regional Council to be aware that:

- 1. According to Medical Scientific Research, evidence shows that adding Industrial Waste Fluoride into our water supply is harmful to all life.*
- 2. Our Gympie Regional Council has not performed a "Duty of Care" by informing the Rate Payer, that there is Industrial Waste Fluoride added into our water supply, and that, it has proven harmful effects.*
- 3. 75% of Queensland Councils have opted out of adding Industrial Waste Fluoride into their water supply... Under the Water Fluoridation Act 2008... Gympie Council could choose to be next?*
- 4. Less than 5% of the world's population received Industrial Waste Fluoride in their drinking water. 98% of Europe have rejected or banned Industrial Waste Fluoride treatment as it's classed as a poison.*
- 5. **We request** that the resulting cost saving to Gympie Regional Council, be passed onto the Community.*
- 6. **We request** that the Council's CEO advise the Lead Petitioner, the actual date of receiving, the petitioners' registered mail.*
- 7. **We request** the Council's CEO table this petition as received prior to 13th December, for Gympie Regional Council Meeting. "*

The Office of the CEO has officially received the above petition dated 28 November 2023 and correspondence acknowledging receipt of said petition has been sent through to the principal petitioner on the 7 December 2023.

ATTACHMENTS

1. Petition for No Fluoride 27 November 2023

M02/12/23

Moved Cr HT Smerdon

Seconded Cr BM Devereaux

That Council notes, as per section 8.0 of the Standing Orders, that this petition was received by Office of the Chief Executive Officer (CEO) on the 28 November 2023 and

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refers the matter to the CEO for consideration, with a report relating to action on this matter to be presented to a future meeting of Council.

Carried

FOR: Cr HT Smerdon, Cr DH Stewart, Cr RA Fredman, Cr NG Jensen, Cr GC Hartwig, Cr WA Polley, Cr BM Devereaux and Cr J Milne

AGAINST: Cr SA Waldock

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SECTION 5: OFFICE OF THE CEO

No report presented to this meeting

SECTION 6: CORPORATE SERVICES

6.1 Council Ordinary Meetings for the First Quarter 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

Section 257 of the *Local Government Regulation 2012* (the Regulation) provides that Council must meet at least once in each month at one (1) of Council's public offices or, for particular meetings, at another place fixed by Council by resolution, for the meeting.

The Regulation also provides that local governments must publish, at least once a year, details of the days and times of both the ordinary meetings of the local government and any standing committees. The details must be published on the local government's website and in a newspaper circulating in the area.

The proposed date for the 2024 local government elections is found at the Electoral Commission Queensland website www.ecq.qld.gov.au/elections/election-events/2024-local-government-elections. The caretaker period is the period of time before a local government election when the Council cannot make any major policy decisions. This is to avoid binding the future elected council with significant policy changes. The caretaker period usually starts when the public notice of the election is given and ends at the conclusion of the election. The *tentative date* for the notice of election is 29 January 2024.

Council is now required to prepare its Ordinary Meeting Schedule for 2024 up to the Election Day, which is Saturday 16 March 2024.

2. REPORT

The below Ordinary Meeting dates have been proposed. This schedule complies with the monthly meeting requirement of the Regulation:

Day/Date	Meeting Details
Wednesday, 10 January 2024	Workshop 9am – Town Hall Boardroom
Wednesday, 24 January 2024	Ordinary 9am – Town Hall Boardroom
Wednesday, 14 February 2024	Workshop 9am – Town Hall Boardroom
Wednesday, 21 February 2024	Ordinary 9am – Town Hall Boardroom
Wednesday, 13 March 2024	Ordinary 9am – Town Hall Boardroom

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A Post Election meeting may be held on Wednesday, 27 March 2024. Subsequent Council meetings for the remainder of the year will be resolved by the newly elected Council.

3. BUDGET IMPLICATIONS

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

4. POLICY IMPLICATIONS

A monthly meeting schedule is required to be set and published by Council, in accordance with the Regulation. Council's Caretaker Period Policy will provide guidance during this period, refer to www.gympie.qld.gov.au/downloads/file/4751/caretaker-period-policy.

5. CONSULTATION

Consultation on the proposed dates occurred through the Office of the Chief Executive Officer.

6. CONCLUSION

Proposed dates for Council's Ordinary Meetings for January to March 2024, prior to the local government election have been provided for consideration. Once a meeting schedule is resolved by Council, it may be published as per the requirements of the Regulation. The newly elected Council will later resolve the Council meeting schedule for the remainder of the 2024 calendar year.

M03/12/23

Moved Cr BM Devereaux

Seconded Cr DH Stewart

That Council resolve to adopt and publish the Ordinary Meeting Schedule for the first quarter of 2024 as outlined in this Report.

Carried

FOR: Cr HT Smerdon, Cr DH Stewart, Cr RA Fredman, Cr NG Jensen, Cr GC Hartwig, Cr SA Waldock, Cr WA Polley, Cr BM Devereaux and Cr J Milne

AGAINST: Nil

6.2 November 2023 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 30 November 2023.

2. REPORT

The financial statements provide a comparison of actual results to 30 November 2023 to the revised budget adopted by Council on 25 October 2023.

The overall actual year to date performance to 30 November 2023 is a surplus of \$32.4m, which is tracking higher than the forecasted position of a surplus of \$22.7m.

Council's operating result at 30 November 2023 is a surplus of \$10.5m compared to a year-to-date budget surplus of \$6.9m.

At 30 November 2023 the underlying operational result excluding extraordinary items is an operational surplus of \$12.1m compared a year-to-date budget operational surplus of \$9.6m. The extraordinary items are operational projects which are not considered Council business as usual activities and include the GRIT Project, the Planning Scheme and the operational portion of the Southside Sewerage project.

Operating Revenue:

The financial report at 30 November 2023 shows overall operating revenue received of \$64.0m which is trending higher than the year-to-date budget of \$61.0m.

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

Revenue	Variance (\$'000)s	Comments
---------	-----------------------	----------

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<i>Rates Revenue</i>		
Rates, Levies and Charges - net	\$449	Increase in the number of rateable properties included in the first half year rates calculation.
<i>Fees & Charges</i>		
Building and Plumbing	\$106	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	\$90	Higher than forecast submission of planning applications. Activity will be monitored and revised, if necessary, at a future budget review.
Regulatory Services	\$78	Favourable variance due to issue of Dog Registrations – budget phasing to be amended.
Waste	\$191	Higher than forecast waste disposals at Council's Waste Management Facilities.
Water	\$42	Higher than forecast water connections. This trend will be monitored by the Finance Team and revised, if necessary, at a future budget review.
Wastewater	\$145	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 & Investment Revenue</i>		
Interest and Investment Revenue	\$810	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	\$376	The bulk water sales favourable variance is due to changing weather conditions driving up water consumption and increased demand for standpipe access.
Water Recoverable Works	\$120	Higher demand for water meters and connections due to increased property development activity in the region.
<i>Grants, Subs, Contributions & Donations</i>		
Waste Levy	\$70	Earlier than forecast recognition of State Waste Levy payments.
Employment Subsidies	\$46	Increased employment subsidies received to date which will be offset by increased expenditure to fund trainee positions.

The percentage of outstanding rates at 30 November 2023 was 9.86% compared to 9.89% for the same period in the prior financial year.

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

Operating Expenditure:

Inclusive of extraordinary items, operating expenditure at 30 November 2023 totalled \$53.5m compared to the year-to-date budget of \$54.1m.

The favourable variance of \$0.6m primarily relates to differences in the timing of budget phasing for materials and services across branches which is partially offset by increased expenditure for Employee Expenses.

Details of these operational expenditure variances are listed below:

Operational Expenditure	Variance (\$'000)s	Comments
<i>Employee Expenses</i>		
Salary & Wages	(\$965)	Higher than forecast labour costs due to the successful recruitment to long term vacancies, lump sum termination payments and higher than anticipated overtime costs mainly in the Water and Waste Water and Community and Commercial Branches.
Workers Compensation	(\$263)	The actual workers compensation premium is higher than the original budget due to current economic and insurance factors.
<i>Materials & Services</i>		
NBN Bushfire Resilient HPC Project	\$445	The NBN Project has been completed and the budget will be updated as part of the next budget review.
GRIT Project	\$1400	ERP project budget phasing is currently being reviewed with the project budget to be updated once this review is completed.
<i>Finance Costs</i>		
Interest Expenses	\$138	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	\$3	Currently depreciation expenditure is trending in alignment with the budget. However, the budget for depreciation will be updated in the next budget review to reflect the asset valuation increases identified in the 2022-23 Financial Statements.

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 30 November 2023, a total of \$21.9m had been received in capital revenue, which is trending higher than the year-to-date budget of \$15.8m.

The level of capital income is the result of the receipt of higher than forecast Infrastructure Charges (\$3.6m) and Voluntary Home Buy Back (VHBB) grant funds (\$1.8m). 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 30 November 2023, Council had expended \$36.3m on its annual capital works program compared to a forecast year to date of \$31.5m.

Of the \$36.3m actual capital expenditure incurred to the 30 November 2023, costs in relation to the voluntary house buy back scheme total \$7.9m 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 30 November 2023, shows an increase in Community Equity of \$131.8m.

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, recognition of contract assets and liabilities and Council's improved cash balance at 30 November 2023.

Cash and Cash Equivalents Report:

Excluding funds held in trust, total cash on hand at 30 November 2023 was \$87.4m and of these funds, \$86.5m 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 \$72.4m which are 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.

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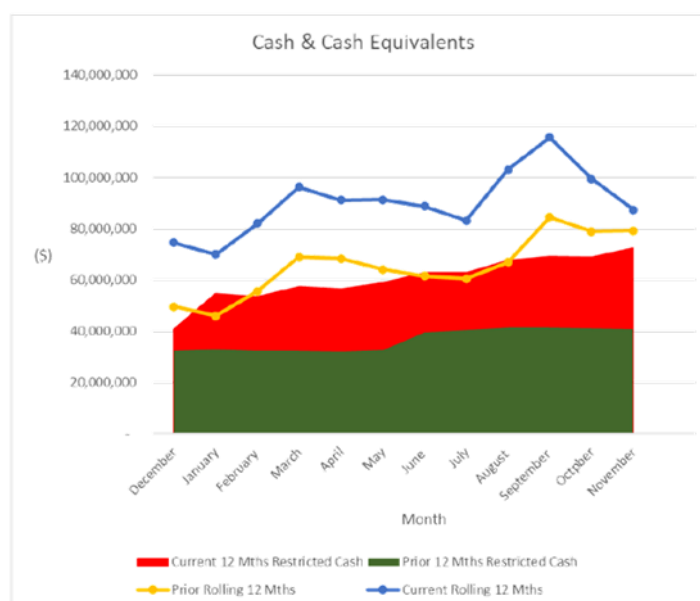
While council's overall cash and cash equivalents at 30 November 2023 continues to track higher than the balance for the same period in the prior year, it should be noted that Council's unrestricted cash balance is now slightly below the benchmark for the Cash Expense Cover Ratio.

As part of the next budget review, a detailed analysis of the funding sources for the delivery of capital projects will be undertaken. It is anticipated that as part of this analysis, council officers will identify a number of capital projects which fit the criteria for funding by Infrastructure Charges.

The expected changes in funding sources will ensure that infrastructure charges which have been collected to date 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 also currently holds \$1.9m 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 30 November 2023 was 4.59% compared to 3.74% at 30 November 2022

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.

4. POLICY IMPLICATIONS

The October 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 30 November 2023 has been undertaken with Managers and the Executive Leadership Team.

6. CONCLUSION

Council's financial statements for the period ended 30 November 2023 provide a comparison of actual results against the revised budget adopted at Council's Ordinary Meeting on 25 October 2023.

ATTACHMENTS

1. November 2023 Finance Report

M04/12/23

Moved Cr DH Stewart

Seconded Cr WA Polley

That Council receive and note the financial report for the period ended 30 November 2023.

Carried

FOR: Cr HT Smerdon, Cr DH Stewart, Cr RA Fredman, Cr NG Jensen, Cr GC Hartwig, Cr SA Waldock, Cr WA Polley, Cr BM Devereaux and Cr J Milne

AGAINST: Nil

6.3 Procurement Report - November 2023

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 Procurement Panel Meeting Minutes

The minutes of the Procurement Panel Meetings, are:

- i. **Procurement Meeting No 111 – 29 November 2023**
 - a. Post Market Approval - RFT2023-24 T132 Traffic Control Services – for endorsement
 - b. Post Market Approval - RFT2023-24 T126 Agricultural Chemical Products – for endorsement
 - c. Contract Variation - RFT2023-2024 001/01 Water Wastewater Shed & Main Administration Building Amenities Alterations / Reconfiguration – for endorsement.

2.2 RFT2023-24 T132 Traffic Control Services

Background

The current Preferred Supplier Arrangement PSA0091- Traffic Control Services has been successfully operating over the last 3 years with a 1-year refresh and expiry on the 13 October 2023. On the 6 July 2023, the Executive Leadership Team (ELT) approved the replacement this arrangement upon its expiry with a new Register of Prequalified Suppliers (RPQS) T132 Traffic Control Services Arrangement to be established.

The current PSA 0091- Traffic Control arrangement was extended to 12 December 2023 in accordance with ELT approval on 5 October 2023 to make allowance for the evaluation process. The Traffic Control arrangement sustains and supports the operational delivery of critical services for future community demand, obtains value for money and provide opportunities for

local and neighbouring suppliers to provided goods and services to Council as embedded contractors.

Report

An Approach to Market was conducted via open tender via Vendor Panel released on 17 July 2023 and closed 8 August 2023 with nine (9) submissions.

Tender Evaluation Panel

The Evaluation Panel convened to assess the Tenders on 10 November 2023

Position	Organisation / Role
(Panel Chairman) Assessment Panel Member 1	Senior Traffic Management Designer
Assessment Panel Member 2 (Health and Safety Representative)	Advisor Wellbeing and Safety
Assessment Panel Member 3	Coordinator Roads Maintenance
Assessment Panel Member 4	Coordinator Road Construction Delivery
Assessment Panel Member 5	Manager Property and Open Spaces

Evaluation Procedure

The tender evaluation was conducted in three (3) stages

- Initial Evaluation
- Post Tender Notification
- Final Evaluation.

Initial Evaluation

The following nine (9) Tenders were received at the close of the tender. The tender pack requested each supplier to submit a schedule of rates for services.

Name of Respondent	Schedule of Rates Provided (Y/N)	Date Tender received
Aaction Traffic Control	Y	28 July 2023
Better Traffic Solutions	Y	5 August 2023
East Coast Traffic Control	Y	8 August 2023
Moonyah Workforce Pty Ltd	N	31 July 2023
RPM Hire	Y	8 August 2023
Sheild Traffic	Y	28 July 2023
Site Services Group Pty Ltd	Y	31 July 2023
Traffic Management People	Y	8 August 2023
Verifact Traffic Pty Ltd	Y	8 August 2023

Post Tender Notification & Final Evaluation

Post Tender Notifications were sent to all of the nine (9) suppliers.

The evaluation criteria for the tender is outlined in the following table.

Evaluation Criterion	Weighting
Price	40%
Contract Experience and Capacity	20%
Methodology of Project Delivery	15%
Quality	5%
Health and Safety	10%
Local Benefits (Economy)	10%
Total	100%

The Conforming Tenders were assessed under the above criteria after Post Tender Notifications were received. The evaluation panel's final scores are outlined in the following table.

Supplier	Weighted Price Score	Non-Price element Score	Total	Conforming / Non-Conforming
Aaction Traffic	4.00	4.60	8.60	Conforming
Better Traffic Solutions	3.12	1.25	4.37	Non-Conforming, safety and quality systems not in place
East Coast Traffic Control	3.35	3.06	6.61	Conforming
Moonyah Workforce	0.00	0.00	0.00	No documentation provided – non-conforming
RPM Hire	0.00	1.30	1.30	Non – Conforming
Sheild Traffic	4.00	4.38	8.35	Conforming
Site Services Group Civil	2.75	3.88	6.63	Non – Conforming - Health and safety issues
Traffic Management People	3.58	3.50	7.07	Conforming
Verificat Traffic	3.45	4.85	8.30	Conforming

It is the Evaluation Panel's opinion that as Moonyah Workforce, Site Services, Better Traffic Solutions and RPM Hire have submitted non-conforming tender submissions and failed to provide clarification or confirming information, they were excluded from the final tender evaluation process.

Recommendation

It is the evaluation panel's recommendation that a Preferred Supplier Arrangement for Contract No 2023-24 T132 Traffic Management Services be established with the following suppliers:

PENDING ACTIONS UPDATE REPORT – GYMPIE REGIONAL COUNCIL ORDINARY MEETING
(Quarter 2 October – December 2023)

Directorate	Reference Numbers/ Report Title	Action Required	Current Status
Community Sustainability	2727765 M21/10/23, M22/10/23 Proposed Renewal of Lease - Lease Area "M" on SP166005, Gympie Aerodrome, 20 Lobwein Road, Kybong	That Council resolves to approve the exception referred to in Chapter 6 Section 236 (1)(c)(iii) of the <i>Local Government Regulation 2012</i> allowing Council to dispose of (through leasing) the subject land, other than by tender or auction, to the existing tenant of the land (). That Council resolves to offer a lease to the current tenant of the land (), over part of Lot 1 RP109088 (Lease M), located at 20 Lobwein Road, Kybong, in Council's Standard Aerodrome Freehold Lease format to include the following terms and conditions: a) Term of Lease – 6 months; b) Monthly/ Annual Rental – \$4,639.37 (including GST) per annum plus annual CPI increase at the commencement date of the new lease and yearly on the anniversary of the commencement date of the lease; c) Use – Aircraft and/or glider hangar and storage of associated equipment; d) The Lessee to hold Public Liability Insurance in a sum not less than \$20,000,000.00 or such other amount Council shall determine from time to time; e) All costs associated with the preparation, stamping and registration of the Lease are to be borne by the Lessee.	Ongoing. Council offered , a lease in accordance with the Council resolution. Mr has not executed the lease renewal. Negotiations are ongoing and officers have sought further legal advice.
Infrastructure Services	2746494 M26/11/23 Expression of Interest (EOI), Building Assets Condition Assessments	That Council resolves under s228 (3) (a) of the <i>Local Government Regulation 2012</i> to undertake an Expressions of Interest for the completion of Building Assets Condition Assessments as Council considers and Expression of Interest process to be the most efficient mechanism to approach the market given the current knowledge of Council's building assets.	Action item workflows have been created and are currently sitting with the report writer for action urther details with be provided verbally at the Ordinary meeting.

Outstanding Action Items from April 2020-December 2023

Directorate	Reference Numbers/ Report Title	Action Required	Current Status
Infrastructure Services	2657346 M12/09/23 Flood Hazard Area Update for the Building Regulation 2021	That Council endorses the adoption of the following from 01 January 2024: 1. areas mapped in Council's on-line GIS mapping as impacted by the future climate 1% AEP flood extents be designated as flood hazard areas in accordance with Section 8 of the Building Regulation 2021; and 2. the future climate 1% AEP defined flood levels and velocity information be declared for the designated flood hazard areas in accordance with Section 8 of the Building Regulation 2021; and 3. the minimum finished floor level of class 1 buildings built in Tin Can Bay and Cooloola Cove be set at 2.8m AHD and 3.0m AHD respectively; and 4. the minimum finished floor level of class 1 buildings built at Rainbow Beach be set at 2.8m AHD (excluding Rainbow Shores); and 5. where no future climate 1% AEP flood mapping is available, existing information will continue to be applied.	Action item workflows have been created and are currently sitting with the report writer for action Further details will be provided verbally at the Ordinary meeting.

Directorate	Reference Numbers/ Report Title	Action Required	Current Status
Community Sustainability	2572504 M18/11/22 Kilkivan Swimming Pool and Rainbow Beach Aquatic Centre - Financial and Operating Arrangements	That Council 1. In respect of the Kilkivan Swimming Pool: a) Support an increase to the monthly contribution from \$5,000.00 (Ex GST) to \$5,250.00 (Ex GST) per calendar month between September and April inclusively for 2022/23 and continue to provide up to \$2,500 (Ex GST) in 2022/23 for reimbursement of the Pool Operator's Public Liability Insurance (per annum); b) Delegate to the Chief Executive Officer authority to negotiate a suitable Agreement between Council and the State of Queensland in regard to Council's contributions and pool operating and reporting arrangements. 2. In respect of the Rainbow Beach Aquatic Centre delegate to the Chief Executive Officer authority to negotiate a suitable Agreement with the Rainbow Beach Sports, Recreation and Memorial Club Inc. in regard to Council's contributions and pool operating and reporting arrangements and the proposed agreement around Council's contribution be bought back to Council for approval.	An Agreement has been provided to the Kilkivan State School and a response is expected by 15 August 2023. As of 8 February 2024, Education Queensland has advised that the draft Agreement is with its legal team. Council officers are continuing to follow up to ensure execution. An Agreement for the Rainbow Beach Aquatic Centre is in draft and will be provided to the Club in Q1 2023-2024. An Agreement for the Rainbow Beach Aquatic Centre was executed between the parties on 25 January 2024.
	2572508 M24/11/22 Tin Can Bay Public Pool - Proposed Lease	That Council resolve to: 1. Reject the Department of Transport and Main Roads Offer of a Lease dated 14 July 2022 over Lot 6 on SP297681 being 1 Esplanade, Tin Can Bay, 4580. 2. Authorise the Chief Executive Officer, or the Chief Executive Officer's delegate, to negotiate a Lease with the Department of Transport and Main Roads with suitable terms and conditions to Council, including minimal annual rent payable by Council, a satisfactory "make good" at termination clause and a lease term to 31 August 2026, with the option to renew for further five years. 3. Request the Chief Executive Officer engage a suitably qualified pool specialist to undertake a condition assessment report of the Tin Can Bay Public Pool to inform the lease negotiations and future facility planning and budgets.	A brief to the Minister for Transport and Main Roads and Minister for Digital Services has been developed to support a subsidised lease arrangement. This will be provided to the State Government in August 2023. 1. The Department' offer was rejected in accordance with Council's resolution. 2. A brief to the Minister for Transport and Main Roads (TMR) and Minister for Digital Services was submitted on 31 August 2023. Council officers have followed up with State Government representatives and have escalated the matter in March 2024. The lease negotiations are part of a broader review of the Snapper Creek Boat Harbour that is undertaken by Maritime Safety Qld. 3. A comprehensive condition assessment report was completed on 25 January 2024, which has been



Directorate	Reference Numbers/ Report Title	Action Required	Current Status
			provided to TMR. The condition report provided forecast costings which are informing Council's 10 year capital works program.

	YTD Actuals \$,000	YTD Budget \$,000	YTD Variance \$,000	Annual Current Budget \$,000	Forecast to 30 June 2024
Gympie Regional Council - Operating Statement					
As at 29 February 2024					
(This report refers to the budget adopted by Council on 25 October 2023)					
Recurrent					
Revenue					
Rates Levies & Charges	93,278	91,613	1,665	91,613	93,292
Discounts and Remissions	- 797	- 860	63	- 860	- 800
	92,481	90,753	1,728	90,753	92,492
Fees & Charges	6,389	5,806	583	8,615	8,706
Rental Income	299	278	21	417	467
Interest & Investment Revenue	3,028	2,219	809	3,328	4,346
Sales Revenue	2,991	3,699	- 708	5,963	5,775
Other Income	3,709	3,548	161	10,047	8,551
Grants, Subs, Contributions & Donations	8,437	7,275	1,162	10,231	9,885
Cap Grants, Subs, Contributions & Donat	-	-	-	-	-
Total Recurrent Revenue	117,334	113,578	3,757	129,354	130,222
Expenditure					
Employee Costs	29,901	29,199	- 702	44,225	46,702
Materials & Services	30,872	30,837	- 35	49,662	47,346
Finance Costs	3,946	4,248	302	8,447	8,447
Depreciation Amortisation & Impairment	17,775	17,507	- 268	26,260	27,760
Total Recurrent Expenditure	82,494	81,791	- 703	128,594	130,255
OPERATING RESULT - EXCLUDING EXTRAORDINARY ITEMS	34,840	31,787	3,054	760	- 33
Extraordinary Items					
GRiT Project	2,330	2,408	77	4,707	3,806
Planning Scheme	318	667	349	1,000	1,000
Southside Sewerage Operational Costs	2	-	2	660	660
Total Extraordinary Expenditure	2,650	3,075	424	6,367	5,466
NET OPERATING RESULT - INCLUDING EXTRAORDINARY ITEMS	32,191	28,712	3,478	- 5,607	- 5,499
Capital Revenue					
Cap Grants, Subs, Contributions & Donat	56,953	16,450	40,503	83,075	107,916
Grants, Subs, Contributions & Donations	-	-	-	-	-
Profit/Loss on Disposal of PPE & Intangibles	206	-	206	-	-
Sales Revenue	-	-	-	-	-
Total Capital Revenue	57,159	16,450	40,709	83,075	107,916
NET RESULT	89,349	45,162	44,187	77,468	102,417

Resource Group	Council				General				Water and Waste Water				Resource Recovery				RMPC				Disaster - Emergency Costs			
	YTD Actuals \$,000	YTD Budget \$,000	Annual Current Budget \$,000	% of full Year Budget	YTD Actuals \$,000	YTD Budget \$,000	Annual Current Budget \$,000	% of full Year Budget	YTD Actuals \$,000	YTD Budget \$,000	Annual Current Budget \$,000	% of full Year Budget	YTD Actuals \$,000	YTD Budget \$,000	Annual Current Budget \$,000	% of full Year Budget	YTD Actuals \$,000	YTD Budget \$,000	Annual Current Budget \$,000	% of full Year Budget	YTD Actuals \$,000	YTD Budget \$,000	Annual Current Budget \$,000	% of full Year Budget
As at 29 February 2024																								
(This report refers to the budget adopted by Council on 25 October 2023)																								
Recurrent																								
Revenue																								
Rates Levies & Charges	93,278	91,613	91,613	101.82%	57,320	56,753	56,753	101.00%	26,997	26,002	26,002	103.83%	8,961	8,858	8,858	101.16%	-	-	-	0.00%	-	-	-	0.00%
Discounts and Remissions	- 797	- 860	- 860	92.67%	- 521	- 595	- 595	87.56%	- 181	- 175	- 175	103.43%	- 96	- 90	- 90	106.67%	-	-	-	0.00%	-	-	-	0.00%
Fees & Charges	92,481	90,753	90,753	101.90%	56,799	56,158	56,158	101.14%	26,816	25,827	25,827	103.83%	8,865	8,768	8,768	101.11%	-	-	-	0.00%	-	-	-	0.00%
Rental Income	6,389	5,806	5,806	74.16%	3,655	3,565	3,565	70.30%	628	468	468	75.58%	2,106	1,774	1,774	79.14%	-	-	-	0.00%	-	-	-	0.00%
Interest & Investment Revenue	299	278	278	71.70%	299	278	278	71.70%	-	-	-	0.00%	-	-	-	0.00%	-	-	-	0.00%	-	-	-	0.00%
Sales Revenue	3,029	2,219	3,328	91.02%	2,954	2,175	3,362	90.56%	74	44	66	112.12%	-	-	-	0.00%	-	-	-	0.00%	-	-	-	0.00%
Other Income	2,991	3,699	5,963	50.16%	12	8	13	92.31%	1,347	767	1,150	117.13%	-	-	-	0.00%	1,632	2,925	4,800	34.00%	-	-	-	0.00%
Grants, Subs, Contributions & Donations	3,709	3,548	10,047	36.92%	3,699	3,548	10,047	36.82%	8	-	-	0.00%	2	-	-	0.00%	-	-	-	0.00%	-	-	-	0.00%
Cap Grants, Subs, Contributions & Donat	8,437	7,275	10,232	82.46%	1,107	605	2,998	36.92%	-	-	-	0.00%	1,573	1,162	1,725	91.19%	-	-	-	0.00%	5,757	5,508	5,508	104.52%
Total Recurrent Revenue	117,334	113,578	129,354	90.71%	68,525	66,337	78,094	87.75%	28,873	27,106	27,798	103.87%	12,546	11,704	13,154	95.38%	1,632	2,925	4,800	34.00%	5,757	5,508	5,508	104.52%
Expenditure																								
Employee Costs	31,754	29,927	45,338	70.04%	27,032	24,758	37,439	72.20%	3,102	3,194	4,879	63.58%	728	711	1,086	67.03%	962	1,096	1,676	57.40%	70	169	258	-27.13%
Materials & Services	31,669	33,184	54,916	57.67%	19,776	21,332	36,397	54.33%	4,366	4,378	7,150	61.06%	5,918	6,019	9,185	64.43%	1,825	1,456	2,183	83.60%	215	-	-	0.00%
Finance Costs	3,946	4,248	8,447	46.71%	109	127	209	52.15%	3,709	3,996	7,989	46.43%	129	125	250	51.60%	-	-	-	0.00%	-	-	-	0.00%
Depreciation Amortisation & Impairment	17,775	17,507	26,260	67.69%	12,732	12,463	18,695	68.10%	4,891	4,891	7,337	66.66%	152	152	228	66.67%	-	-	-	0.00%	-	-	-	0.00%
Total Recurrent Expenditure	85,144	84,866	134,961	63.09%	59,649	58,680	92,740	64.32%	16,068	16,459	27,355	58.74%	6,927	7,007	10,749	98.86%	2,787	2,552	3,859	109.21%	285	169	258	-168.64%
OPERATING RESULT	32,190	28,712	- 5,607	-574.10%	8,876	7,657	- 14,646	-60.60%	12,805	10,647	443	2890.52%	5,619	4,697	2,405	233.64%	- 1,155	373	941	0.00%	6,042	5,339	5,250	0.00%
Capital Revenue																								
Cap Grants, Subs, Contributions & Donat	56,953	16,450	83,075	68.56%	18,882	4,679	68,802	27.44%	3,693	2,402	4,905	75.29%	-	-	-	0.00%	-	-	-	0.00%	34,378	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%	206	-	-	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	57,159	16,450	83,075	68.80%	19,088	4,679	68,802	27.74%	3,693	2,402	4,905	153.75%	-	-	-	0.00%	-	-	-	0.00%	34,378	9,368	9,368	217.65%
NET RESULT	89,349	45,162	77,468	115.34%	27,964	12,336	54,156	51.62%	16,498	13,049	5,348	308.49%	5,619	4,697	2,405	233.64%	- 1,155	373	941	-122.74%	40,420	14,707	14,618	180.81%

	YTD Actuals \$,000	YTD Budget \$,000	YTD Variance \$,000	Annual Current Budget \$,000
Operating Statement - Office of the CEO (Direct Reports)				
As at 29 February 2024				
(This report refers to the budget adopted by Council on 25 October 2023)				
Recurrent				
Revenue				
Rates Levies & Charges	-	-	-	-
Discounts and Remissions	-	-	-	-
Fees & Charges	-	-	-	-
Rental Income	-	-	-	-
Interest & Investment Revenue	-	-	-	-
Sales Revenue	-	-	-	-
Grants, Subs, Contributions & Donations	-	-	-	-
Other Income	-	-	-	-
Total Recurrent Revenue	-	-	-	-
Expenditure				
Employee Costs	1,126	1,150	24	1,739
Materials & Services	252	520	268	1,172
Finance Costs	-	-	-	-
Depreciation Amortisation & Impairment	1	1	-	1
Total Recurrent Expenditure	1,379	1,671	292	2,912
OPERATING RESULT	-	-	-	-
OPERATING RESULT - EXCLUDING EXTRAORDINARY ITEMS				
Cap Grants, Subs, Contributions & Donat	-	-	-	-
Profit/Loss on Disposal of PPE & Intangibles	-	-	-	-
Total Capital Revenue	-	-	-	-
Capital Expenditure				
Employee Costs	-	-	-	-
Materials & Services	-	-	-	-
NET OPERATING RESULT - INCLUDING EXTRAORDINARY ITEMS	-	-	-	-
NET RESULT	-	-	-	-

	YTD Actuals \$,000	YTD Budget \$,000	YTD Variance \$,000	Annual Current Budget \$,000
Operating Statement - Community Sustainability				
As at 29 February 2024				
(This report refers to the budget adopted by Council on 25 October 2023)				
Recurrent				
Revenue				
Rates Levies & Charges	8,961	8,858	103	8,858
Discounts and Remissions	- 96 -	90 -	6 -	90
	8,865	8,768	97	8,768
Fees & Charges	5,332	4,965	367	7,308
Rental Income	165	146	19	219
Interest & Investment Revenue	-	-	-	-
Sales Revenue	6	5	1	8
Other Income	104	56	48	97
Grants, Subs, Contributions & Donations	1,938	1,362	576	2,563
Total Recurrent Revenue	16,410	15,302	1,108	18,963
Expenditure				
Employee Costs	9,421	9,982	561	15,263
Finance Costs	129	125 -	4	250
Materials & Services	9,483	10,124	641	15,791
Depreciation Amortisation & Impairment	173	173	-	259
Total Recurrent Expenditure	19,206	20,404	1,198	31,563
OPERATING RESULT	- 2,796 -	5,102	2,306 -	12,600
Capital Revenue				
Cap Grants, Subs, Contributions & Donat	102	60	42	75
Other Income	-	-	-	-
Total Capital Revenue	102	60	42	75
NET RESULT	- 2,694 -	5,042	2,348 -	12,525

	YTD Actuals \$,000	YTD Budget \$,000	YTD Variance \$,000	Annual Current Budget \$,000
Operating Statement - Corporate Services				
As at 29 February 2024				
(This report refers to the budget adopted by Council on 25 October 2023)				
Recurrent				
Revenue				
Rates Levies & Charges	57,320	56,753 -	567	56,753
Discounts and Remissions	- 521 -	595 -	74 -	595
	56,799	56,158 -	641	56,158
Fees & Charges	409	356 -	53	533
Rental Income	-	-	-	-
Interest & Investment Revenue	2,954	2,175 -	780	3,262
Sales Revenue	-	-	-	-
Other Income	3,529	3,487 -	43	6,942
Grants, Subs, Contributions & Donations	6,249	5,803 -	446	7,521
Total Recurrent Revenue	69,940	67,979 -	1,963	74,416
Expenditure				
Employee Costs	9,184	4,946 -	4,238	7,209
Materials & Services	5,549	8,011	2,463	15,376
Finance Costs	82	101	19	158
Depreciation Amortisation & Impairment	2,058	1,789 -	269	2,684
Total Recurrent Expenditure	16,873	14,847 -	2,025	25,427
OPERATING RESULT	53,067	53,132 -	62	48,989
Capital Revenue				
Cap Grants, Subs, Contributions & Donat	21,527	9,368	12,159	9,768
Profit/Loss on Disposal of PPE & Intangibles	206	-	206	-
Total Capital Revenue	21,733	9,368	12,365	9,768
Capital Expenditure				
Profit/Loss on Disposal of PPE & Intangibles	11	-	11	-
Total Capital Expenditure	11	-	11	-
NET RESULT	74,789	62,500	12,293	58,757

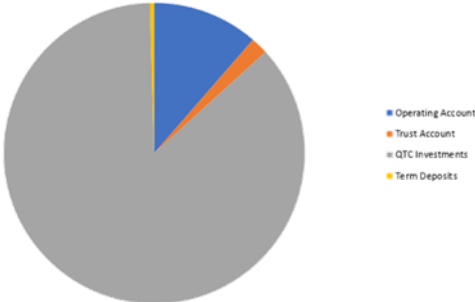
	YTD Actuals \$,000	YTD Budget \$,000	YTD Variance \$,000	Annual Current Budget \$,000
Operating Statement - Infrastructure Services				
As at 29 February 2024				
(This report refers to the budget adopted by Council on 25 October 2023)				
Recurrent				
Revenue				
Rates Levies & Charges	26,997	26,002	995	26,002
Discounts and Remissions	- 181 -	175 -	6 -	175
	26,816	25,827	989	25,827
Fees & Charges	648	486	163	773
Rental Income	133	132	2	198
Interest & Investment Revenue	74	44	30	66
Sales Revenue	2,985	3,694 -	709	5,955
Other Income	76	5	71	3,008
Grants, Subs, Contributions & Donations	251	111	140	148
Total Recurrent Revenue	30,983	30,299	686	35,975
Expenditure				
Employee Costs	12,023	13,849 -	1,826	21,126
Materials & Services	16,440	14,549	1,890	22,977
Finance Costs	3,735	4,022 -	287	8,040
Depreciation Amortisation & Impairment	15,544	15,544	-	23,317
Total Recurrent Expenditure	47,742	47,964 -	223	75,460
OPERATING RESULT	- 16,759 -	17,665	909 -	39,485
Capital Revenue				
Cap Grants, Subs, Contributions & Donat	35,324	7,022	14,313	73,232
Grants, Subs, Contributions & Donations	-	-	-	-
Profit/Loss on Disposal of PPE & Intangibles	-	-	-	-
Grants, Subs, Contributions & Donations	-	-	-	-
Total Capital Revenue	35,324	7,022	14,313	73,232
Capital Expenditure				
Profit/Loss on Disposal of PPE & Intangibles	-	-	-	-
Materials & Services	-	-	-	-
Total Capital Expenditure	-	-	-	-
NET RESULT	18,565 -	10,643	15,222	33,747



Statement of Financial Position
As at 29 February 2024

	2023/2024	2022/2023
	\$000	\$000
Current Assets		
Cash And Cash Equivalents	97,643	82,126
Receivables	34,003	30,702
Inventories	1,583	1,652
Other Assets	15,707	933
Total Current Assets	148,936	115,413
Non Current Assets		
Trade and Other Receivables	-	900
Infrastructure Property Plant Equipment	1,757,119	1,563,956
Intangible Assets	432	504
Work in Progress (WIP)		43,965
Total Non Current Assets	1,757,551	1,609,325
Total Assets	1,906,487	1,724,738
Current Liabilities		
Payables	7,748	10,909
Borrowings	1,650	1,548
Provisions	10,837	9,271
Other Liabilities	14,676	6,604
Total current liabilities	34,911	28,332
Non Current Liabilities		
Payables	-	-
Borrowings	10,377	12,045
Provisions	15,600	15,450
Other Liabilities	5,206	
Total non current liabilities	31,183	27,495
Total liabilities	66,094	55,827
Net community assets	1,840,393	1,668,911
Community Equity		
Asset Revaluation Reserve	927,763	836,968
Retained surplus/(deficiency)	823,281	760,105
Net Result (2023/2024)	89,349	71,838
Total Community Equity	1,840,393	1,668,911



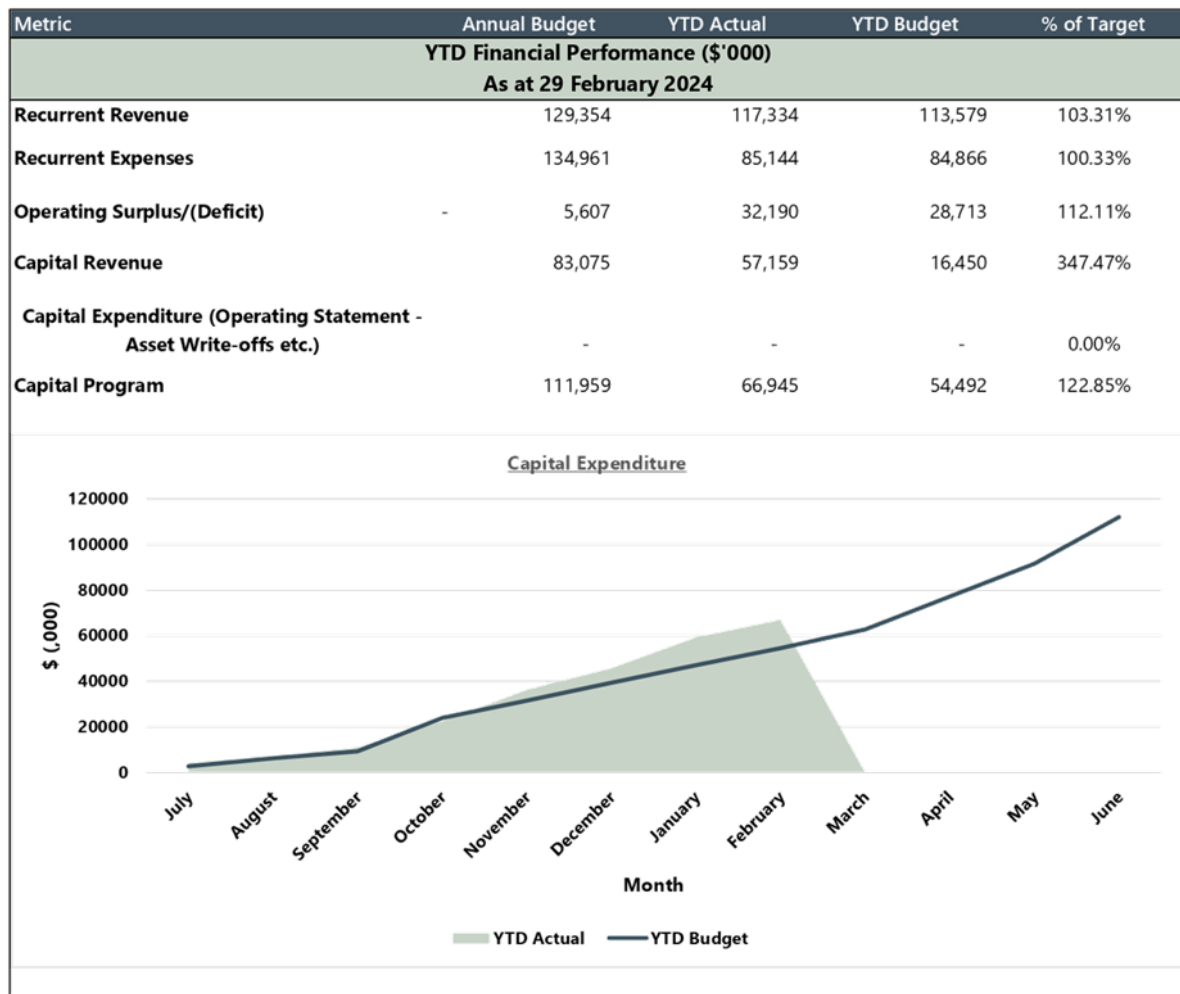
Cash & Cash Equivalents as at 29 February 2024						
(In accordance with Council's Investment Policy)						
Cash and Cash Equivalents	Invested Balance 2023/24	Invested Balance 2022/23				
Operating Account	\$1,313,856	\$1,946,922				
QTC Investments	\$95,828,936	\$80,178,936				
Term Deposits	\$500,000	\$0				
Total Cash and Cash Equivalents	\$97,642,792	\$82,125,858				
Indicative Interest Rate	4.95%	3.50%				
Comment: Investments placed in accordance with Council's Investment Policy Doc ID 2304478. Council's Investment Policy is reviewed annually.						
						
Trust Register as at 29 February 2024						
Trust Account	\$908,960					
Investment (Trust Portion) - QTC	\$1,161,634					
	\$2,070,594					
Constrained/Unconstrained Cash as at 29 February 2024						
Unspent Contributions \$	Unspent Waste Levy \$	Unspent Govt Grants \$	Net Future Capital Works (Internal Restrictions) \$	Total Restricted \$	Unrestricted \$	Total \$
19,434,414	5,627,813	28,833,002	14,567,000	68,462,229	29,180,563	97,642,792



Rates Collection as at 29 February 2024

% Year Completed 67%

Rate Collection	29/02/2024	Rate Collection	28/02/2023
Arrears as at 1 July 2023	-\$634,873	Arrears as at 1 July 2022	-\$134,360
Levy Raised to date 23/24	\$93,427,016	Levy Raised to date 22/23	\$85,733,830
State EML Raised to date 23/24	\$5,220,099	State EML Raised to date 22/23	\$4,975,747
Legal Fees Charged	\$85,498	Legal Fees Charged	\$111,984
Interest Raised	\$284,913	Interest Raised	\$179,032
Receipts	\$66,414,478	Receipts	\$61,320,108
Discount Applied	-\$18	Discount Applied	\$4,261
Pensioner Rebate (Govt)	\$1,478,078	Pensioner Rebate (Govt)	\$1,450,937
Pensioner Rebate (Council)	\$797,475	Pensioner Rebate (Council)	\$781,180
Balance Outstanding on 23/24 Half Yearly Levy	\$29,692,641	Balance Outstanding on 22/23 Half Yearly Levy	\$27,309,748
Credit Balance	\$1,432,708	Credit Balance	\$1,354,960
Balance Outstanding	\$31,125,349	Balance Outstanding	\$28,664,708
% of 23/24 levy Outstanding	31.64%	% of 22/23 levy Outstanding	31.55%
Comment: Half yearly rates notices were issued on Friday 2 February 2024 and are due for payment on Thursday 7 March 2024			



Capital Summary 29 February 2024 (This report refers to the budget adopted by Council on 25 July 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	\$ 912,806	\$ 787,125	-\$ 125,681	\$ 848,625	\$ 5,685,399	\$ 4,959,234	-\$ 726,165	\$ 7,084,566
Buildings	\$ 10,163,296	\$ 489,500	-\$ 9,673,796	\$ 596,600	\$ 16,188,376	\$ 7,558,923	-\$ 8,629,453	\$ 12,795,365
Plant and Equipment	\$ 118,000	\$ 118,000	\$ -	\$ 148,000	\$ 799,621	\$ 378,340	-\$ 421,281	\$ 2,449,609
Heavy Plant	\$ -	\$ -	\$ -	\$ -	\$ 1,300,536	\$ 1,759,728	\$ 459,192	\$ 3,419,309
Road, Bridge and Drainage	\$ 24,405,688	\$ 12,652,613	-\$ 11,753,070	\$ 75,657,026	\$ 38,027,421	\$ 32,149,027	-\$ 5,878,394	\$ 69,083,593
Water	\$ 427,843	\$ -	-\$ 427,843	\$ 926,095	\$ 1,712,154	\$ 2,792,042	\$ 1,079,888	\$ 6,000,112
Waste Water	\$ 1,680,786	\$ 2,402,432	\$ 721,646	\$ 3,978,654	\$ 2,435,256	\$ 3,679,336	\$ 1,244,080	\$ 8,104,888
Other Infrastructure	\$ 1,138,966	\$ -	-\$ 1,138,966	\$ 400,000	\$ 327,308	\$ 925,074	\$ 597,767	\$ 2,077,161
Intangible Assets	\$ -	\$ -	\$ -	\$ -	\$ 469,330	\$ 290,250	-\$ 179,080	\$ 945,000
Total	\$ 38,847,385	\$ 16,449,670	-\$ 22,397,710	\$ 82,555,000	\$ 66,945,401	\$ 54,491,954	-\$ 12,453,446	\$ 111,959,603

Gympie Regional Libraries

Activity Report

November 2023 - January 2024

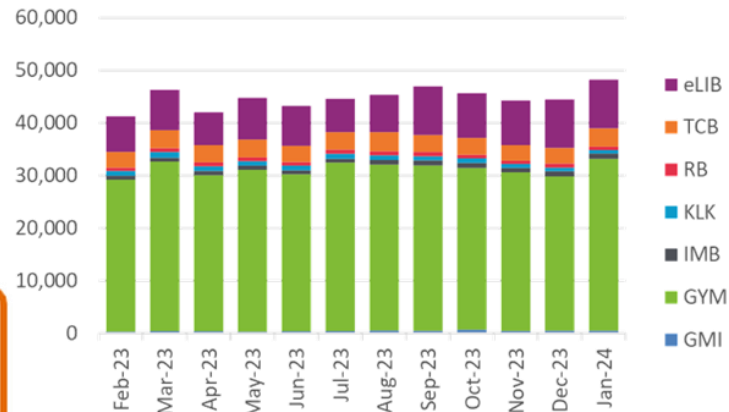
Gympie Regional Libraries

Onsite Library	Visitation	Loans	Customer Self Service Loans % GYM&TCB	Returns	Library Program attendance	Computer usage	Wifi sessions	Item requests
Nov 2023	17,778	35,776	90.8%	22,629	1,632	1,436	3,387	3,932
Dec 2023	16,625	35,264	91.9%	20,337	1,272	1,071	2,447	3,185
Jan 2024	18,410	38,984	92.0%	25,061	1,866	1,222	3,520	4,519

Online Library	Website visitation	eLibrary loans	Facebook Followers
Nov 2023	12,540	8,520	3,852
Dec 2023	10,207	9,230	3,859
Jan 2024	12,221	9,276	3,886



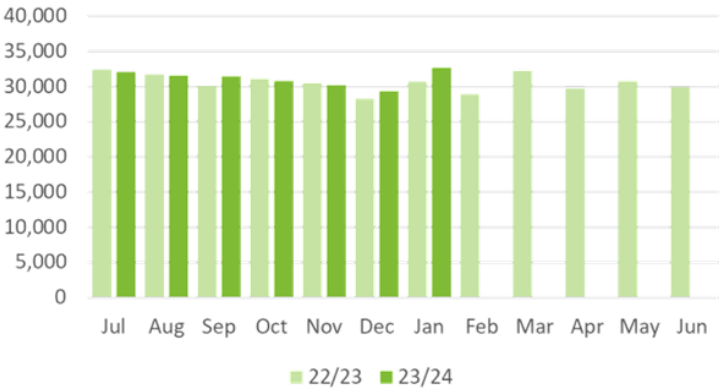
Gympie Regional Libraries - Collection Usage



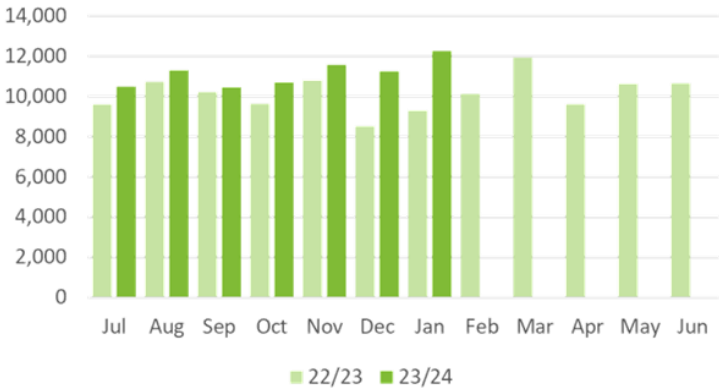
Gympie Library

Gympie Library	Visitation	Loans	Customer Self Service Loans %	Returns	Computer usage	Wifi sessions	Item requests
Nov 2023	11,564	30,154	92.1%	18,613	939	2,657	1,706
Dec 2023	11,243	29,323	92.9%	16,716	683	1,753	1,022
Jan 2024	12,256	32,646	91.0%	20,142	775	2,578	1,838

Gympie Library Loans



Gympie Library Visitation



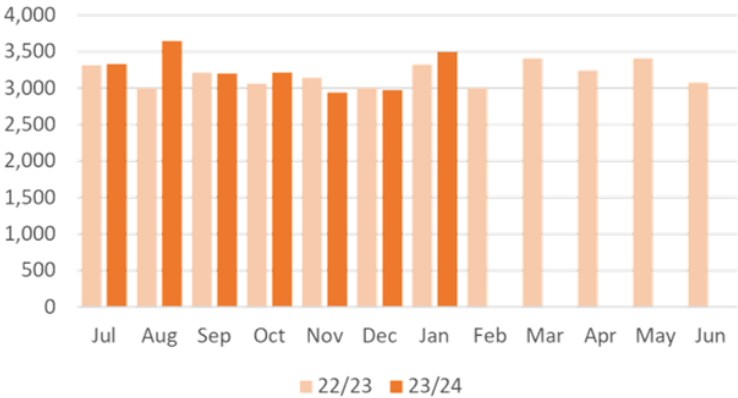
Opening Hours

Mon, Tue, Wed, Fri: 9am - 5pm | Thu: 9am - 7pm | Sat: 9am - 12pm

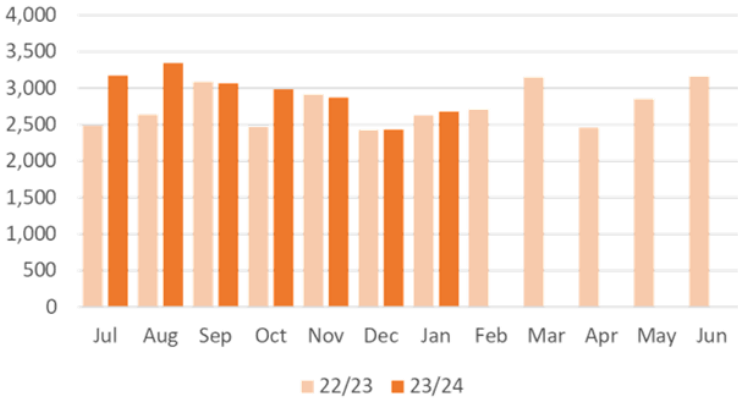
Tin Can Bay Library

Tin Can Bay Library	Visitation	Loans	Customer Self Service Loans %	Returns	Computer usage	Wifi sessions	Item requests
Nov 2023	2,873	2,939	89.5%	2,079	311	269	224
Dec 2023	2,433	2,974	91.0%	2,000	234	338	267
Jan 2024	2,680	3,494	92.9%	2,601	281	230	287

Tin Can Bay Library Loans



Tin Can Bay Library Visitation



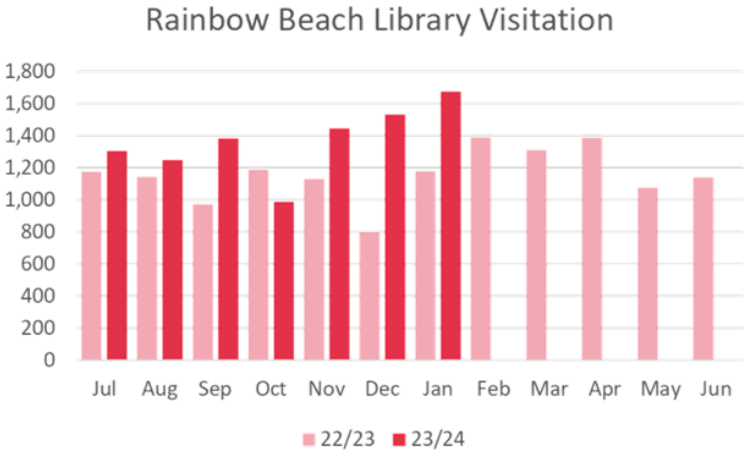
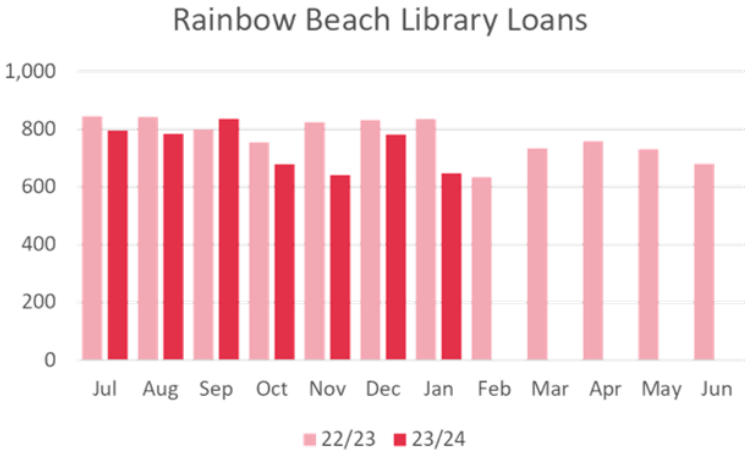
Opening Hours

Mon, Wed: 9am - 12:30pm | Tue, Thu, Fri: 9am - 5pm | Sat: 8:30am - 11:30am



Rainbow Beach Library

Rainbow Beach Library	Visitation	Loans	Returns	Computer usage	Wifi sessions	Item requests
Nov 2023	1,445	641	463	61	93	23
Dec 2023	1,530	781	449	65	113	26
Jan 2024	1,674	647	581	56	274	39

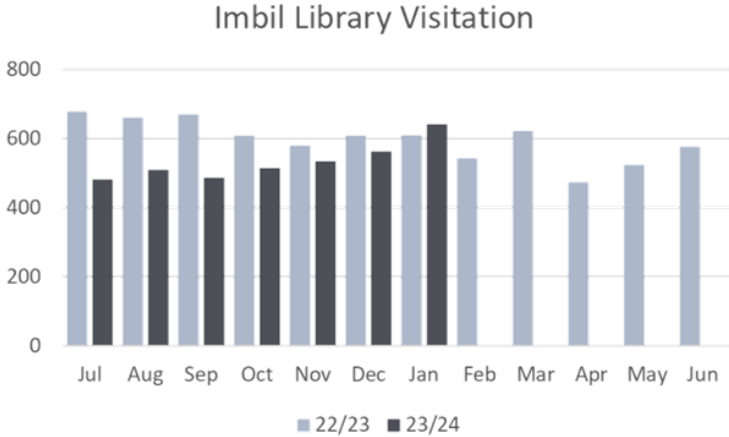
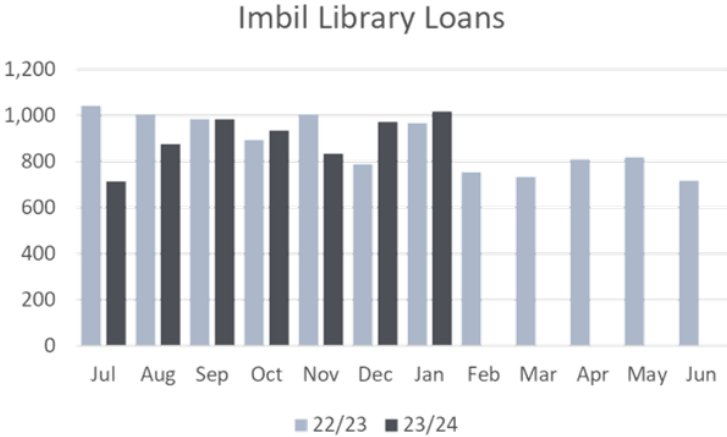


Opening Hours

Mon, Thu: 9:30am - 12:30pm | Wed, Fri: 2pm - 5pm | Sat: 9am - 12pm

Imbil Library

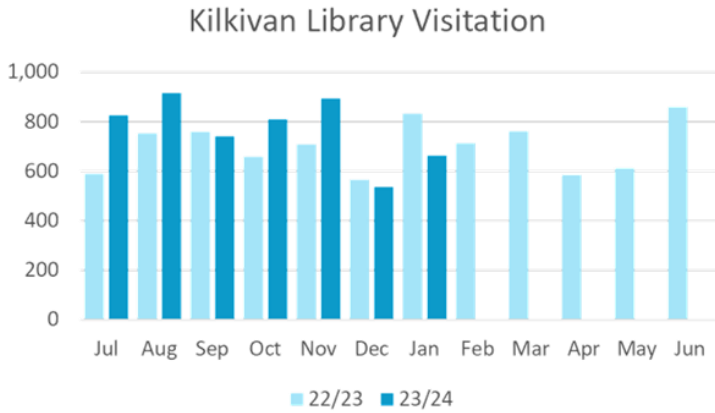
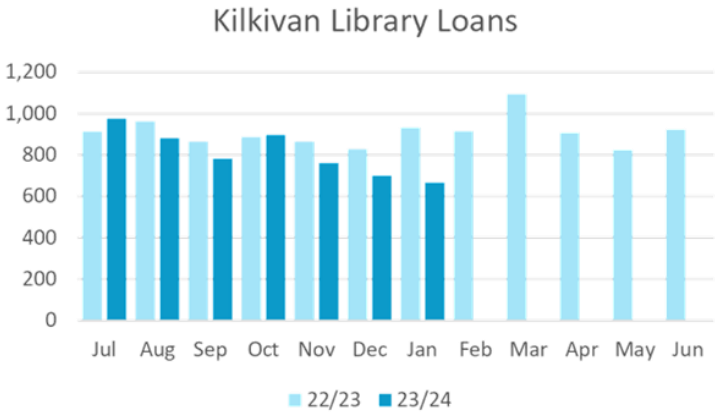
Imbil Library	Visitation	Loans	Returns	Computer usage	Wifi sessions	Item requests
Nov 2023	534	834	602	76	91	142
Dec 2023	562	972	522	44	72	70
Jan 2024	641	1,017	832	52	70	106



Opening Hours
Tue, Thu: 9:30am - 12:30pm | Wed, Fri: 2pm - 5pm

Kilkivan Library

Kilkivan Library	Visitation	Loans	Returns	Computer usage	Wifi sessions	Item requests
Nov 2023	894	761	551	36	78	105
Dec 2023	536	700	339	37	64	62
Jan 2024	663	666	537	33	146	55



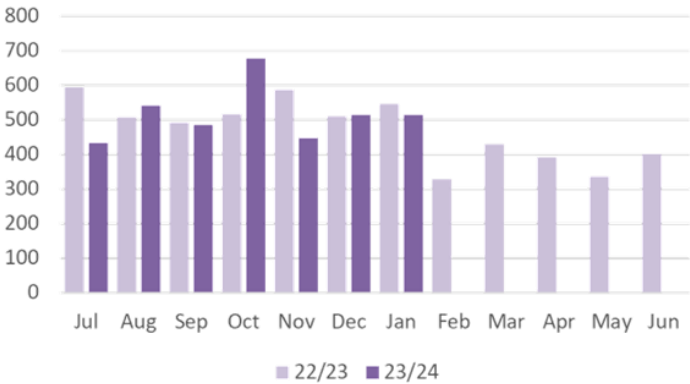
Opening Hours

Mon, Thu, Fri: 9am - 12pm | Tue, Wed: 2pm - 5pm

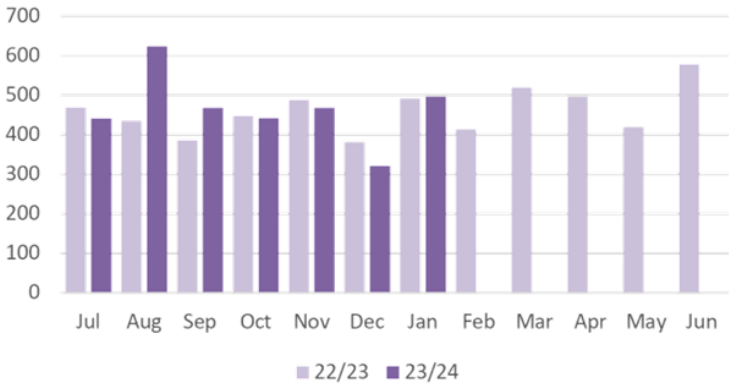
Goomeri Library

Goomeri Library	Visitation	Loans	Returns	Computer usage	Wifi sessions	Item requests
Nov 2023	468	447	321	13	199	78
Dec 2023	321	514	311	8	107	41
Jan 2024	496	514	368	25	222	37

Goomeri Library Loans



Goomeri Library Visitation



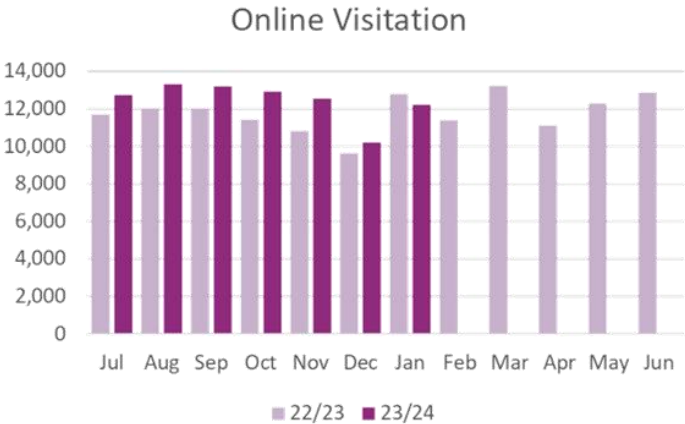
Opening Hours

Tue, Wed: 9am - 12pm | Thu: 1pm - 4pm | Fri: 9am -12pm



eLibrary/Website

eLibrary	Visitation	eLibrary Loans (total)	eBook Loans	eAudio Loans	eMusic Loans	eMagazine Loans	eVideo Loans	Launches (App)
Nov 2023	12,540	8,520	1,024	1,627	4,468	1,384	15	875
Dec 2023	10,207	9,230	1,168	1,524	4,933	1,370	29	1,298
Jan 2024	12,221	9,276	1,432	1,660	4,624	1,522	35	2,029



Customer Request Monthly Statistics – January 2024

Customer Action Request (CAR) Monthly Statistics 2024

	Oct	Nov	Dec	Jan	Month on Month
New CAR	2194	1946	1244	2354	↑ 1110
Closed within Target	1965	1812	1128	2185	↑ 1057
Overdue for Month	113	134	116	169	↑ 53

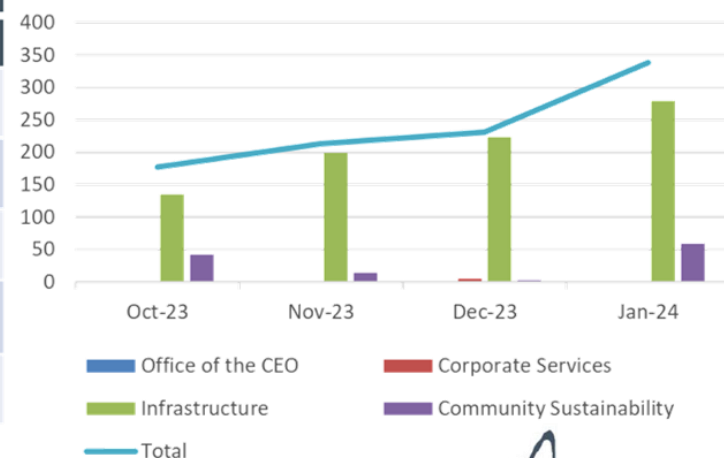
Open and Overdue Requests by Directorate 2024

	Oct	Nov	Dec	Jan	Month on Month
Office of the CEO	0	0	0	0	0
Corporate Services	0	0	5	0	0
Infrastructure Services	135	199	223	279	↑ 56
Community Sustainability	42	14	3	59	↑ 56
TOTAL	177	213	231	338	↑ 112

CRM Statistics







Overdue Customer Requests

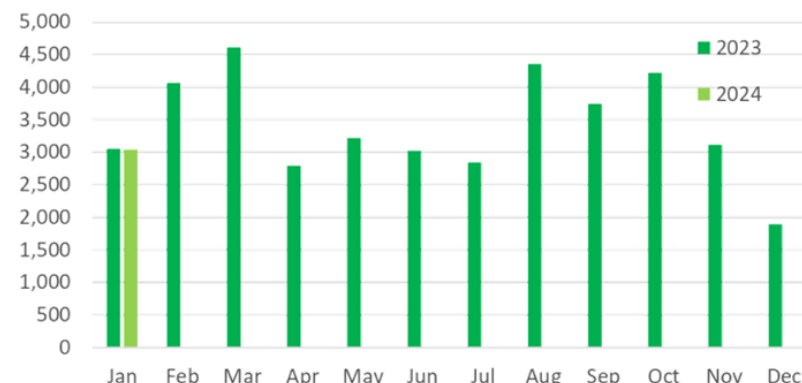


Month on Month December to January: New CARs increased by 89.23% in the month of January, which reflects increased contact after the Christmas period closure. 93% of new CARs were closed within target. Total open and overdue for January increased by 112 overall.

Customer Contact Monthly Statistics – January 2024

All Incoming	Phone 	Town Hall Counter 	Online Requests 	Email & Mail 	Month on Month Commentary
November 2023	3116	626	277	529	Month on Month December to January: In the month of January enquiries increased, Counter enquiries (28.31%) Calls presented (60.71%) Online requests (118.06%) Email and mail (143.04%)
December 2023	1891	325	144	237	
January 2024	3039	417	314	576	
Phone Targets	Average Speed of Answer	Average Handling Time	Abandon Rate	Month on Month Commentary	
PI Target	<60 seconds	<8min	<7%	Month on Month December to January: In January, the average speed of answer (ASA) was 40 seconds, and the abandonment rate was 4%, showing an increase from the last period due to the end of holiday period and several weather events. The average handle time (AHT) increased slightly by 14 seconds.	
November 2023	42 seconds	7m 34s	5%		
December 2023	30 seconds	7m 30s	3%		
January 2024	40 seconds	7m 44s	4%		
Top 3 enquiries by contact method					
Phone topics 300 307 800	Waste 435	Compliance 426	Rates 373		
Email, Mail and Online requests	Roads 167	Waste 159	Compliance 136		
Counter topics	Payments 209	Rates 100	Compliance 24		

Calls Received – Call Centre



Town Hall - Counter Interactions

