INFRASTRUCTURE AND SERVICES STANDING COMMITTEE

FINAL MINUTES

12 April 2017
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<td>43201</td>
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Declaration of Potential Conflict of Interest

Nil.
INFRASTRUCTURE AND SERVICES STANDING COMMITTEE MEETING MINUTES

1. COMMITTEE ATTENDANCE:

Crs K L May (Chairperson), K J Casey, M J Bella, L G Bonaventura, A R Paton, R D Walker and Mayor G R Williamson were in attendance at the commencement of the meeting.

2. NON-COMMITTEE ATTENDANCE:

Also present were Cr F A Mann (nee Fordham), Cr J F Englert, Mr G Carlyon (Acting Chief Executive Officer), Ms L Roberts (Acting Director Engineering and Commercial Infrastructure) and Mrs M Iliffe (Minute Secretary).

The meeting commenced at 9.00 am.

3. ABSENT ON COUNCIL BUSINESS:

Nil

4. APOLOGIES:

Nil

5. CONFLICT OF INTEREST:

Nil
CONFIRMATION OF MINUTES:

6.1 INFRASTRUCTURE AND SERVICES STANDING COMMITTEE MEETING - 8 MARCH 2017

THAT the Infrastructure and Services Standing Committee Meeting held on 8 March 2017 be adopted.

Moved Cr Casey
Seconded Cr Paton
CARRIED

BUSINESS ARISING OUT OF MINUTES OF PREVIOUS MEETING:

Nil

CORRESPONDENCE AND OFFICERS’ REPORTS:

8.1 ECI - WATER SERVICES MONTHLY REVIEW - 1 MARCH 2017 TO 31 MARCH 2017

Author Director Engineering & Commercial Infrastructure

Purpose

To provide the Committee with Engineering and Commercial Infrastructure - Water Services Monthly Review for the period of 1 March 2017 to 31 March 2017.

Officer's Recommendation


Acting Director Engineering and Commercial Infrastructure (A/DECI) spoke to the report and provided a brief overview of the Water Services for the month of March 2017.

Cr Paton queried the figures for the surface water raw water storage capacities for the weirs being below 100% given the recently weather event.

A/DECI advised the figures presented are taken from external websites and are a snapshot of a point in time. Also, as part of the flood mitigation levels are allowed to drop in anticipation and then refill as part of the weir operational plan.
The Mayor, on behalf of the Committee, thanked the staff at the water treatment works around our region who worked long hours to ensure that water supply was returned to normal as soon as possible to the regions residents.

Cr May advised once the electricity is cut in a weather event it is all systems go in water and sewerage to try and get the pump stations and water treatment plants back up and running. The management and staff have done a tremendous job over what was a long couple of weeks in getting everything back on line.

Committee Resolution

THAT the Officer's Recommendation be adopted.

Moved Cr Walker Seconded Cr Paton

CARRIED

8.2 ECI - WASTE SERVICES MONTHLY REVIEW - 1 MARCH 2017 TO 31 MARCH 2017

Author Director Engineering & Commercial Infrastructure

Purpose

To provide the Committee with Engineering and Commercial Infrastructure - Waste Services Monthly Review for the period 1 March 2017 to 31 March 2017.

Officer's Recommendation

THAT the Engineering and Commercial Infrastructure - Waste Services Monthly Review for the period of 1 March 2017 to 31 March 2017 be received.

Acting Director Engineering and Commercial Infrastructure (A/DECI) spoke to the report and provided a brief overview of the Waste Services for the month of March 2017.

Cr Casey queried the reason why the capital expenditure and the forecast spend for the year is 77% when normally this spend is closer to 95%.

A/DECI advise earlier this year there was an out of budget approval for a $2M project and $500,000 was bought into this financial year, unfortunately there has been some delays in starting this project and the expected expenditure will not occur this financial year.
Cr May queried the location of the gate hut at the Sarina Transfer Station, given twice this year this has been flood. Is there consideration being given to a new location within the site for the gate hut to try and mitigate some of the costs and length of time before the facility can be reopened.

A/DECI advised that as part of restoration that consideration needs to occur. When the works occurred a few years ago an upgrade to the site occurred that there was work carried out to ensure the gate hut was in a flood free position but to have the site flooded twice in one year is not something Council wishes to continue.

Cr May advised the committee that as of yesterday the up to date kerb side collection of green waste was 14,684 m³. This does not take into account what residents have been self-dumping at the green waste facilities or the dumping at the temporary stockpiles. This is purely the figure for the contractors picking up the green waste from kerb side.

The Mayor advised that there are seven (7) local contractors to collect the kerb side green waste across Council's 7,500 km² footprint. Most of the kerb side collection will be completed by Easter but there are some areas still to be collected.

Cr May advised the collection of kerb side green waste is approximately 60% -70% completed. Through the contractors Council has been able to deliver this service to the residents of Mackay Regional Council to try and get back to business as usual as quickly as possible.

Committee Resolution

THAT the Officer's Recommendation be adopted.

Moved Cr Paton  Seconded Cr Bella  
CARRIED  

8.3  ECI - TRANSPORT & DRAINAGE MONTHLY REVIEW - 1 MARCH 2017 TO 31 MARCH 2017

Author  Director Engineering and Commercial Infrastructure

Purpose

To provide the Committee with Engineering and Commercial Infrastructure - Transport and Drainage Monthly Review for the period 1 March 2017 to 31 March 2017.
Officer's Recommendation

THAT the Engineering and Commercial Infrastructure - Transport and Drainage Monthly Review for the period of 1 March 2017 to 31 March 2017 be received.

Acting Director Engineering and Commercial Infrastructure (A/DECI) spoke to the report and provided a brief overview of the Transport and Drainage Services for the month of February 2017.

Cr Paton queried the comment noted in relation to the contractor for the East Gordon Street Bridge rehabilitation project.

A/DECI advised the project has three (3) components and the contractor has some limitations in technical skills with the sub-contractor and also the complexities of tidal influence. Officers are continuing to meet with the contractor to try and meet deadlines and facilitate a better time outcome. From a quality prospective and a budget prospective this project is still on track.

Committee Resolution

THAT the Officer's Recommendation be adopted.

Moved Cr Casey          Seconded Cr Bonaventura

Cr Casey advised the damage to the road network is still undetermined but comparing back to 2010 Cyclone Ului and the 2011 weather event where there was approximately $400M worth of damage he feels the road network has not had significant damage. While the approximate damage repair from Cyclone Debbie will be higher than $30M it is still a good outcome as Council has spent a lot of money since the 2008 floods on the road network. He implored anyone driving over the Easter long week-end to drive safely and be aware that there could be damage to the road network and stay safe.

CARRIED

8.4 RECOMMENDING COUNCIL POLICIES FOR ADOPTION

File No Council Policies
Author Manager Governance & Safety

Purpose

To present the following Council Policies for consideration by the Committee and recommended for adoption at the Ordinary Meeting Scheduled for 26 April 2017:
• Trade Waste Policy
• Standpipe Hire Policy

Background/Discussion

Council Policies are required to be formally adopted by Council. They provide direction to achieve a strategic objective based on legislative requirements or service provision. Policies are to be reviewed whenever required or after three years.

Mackay Regional Council (MRC) is undertaking a review of all Council Policies for which the review period has been reached, or is close to being reached, to ensure that they are still relevant and up to date. The process involves a review by the relevant program manager, circulation to the Management Team for consultation and subsequent submission to the Strategy, Leadership & Performance Team (SLPT) for endorsement, prior to presentation to Council for adoption. Policies which have an implication on employee benefits and entitlements are also pre-circulated to the Joint Consultative Committee which includes Union representatives for their feedback.

The two Policies listed above are existing Policies that have been reviewed and are now presented to the Committee as the content of the Policies have a relevance to the Committee's terms of reference.

Consultation and Communication

As part of the review process consultation has been undertaken with relevant stakeholders including the relevant program manager, other members of the management team and SLPT.

Resource Implications

The implementation of these Policies will not require any additional resources beyond those currently budgeted for.

Risk Management Implications

There were no risk management implications identified in regards to the proposed Policies.

Conclusion

The associated policies are current policies which have been reviewed and updated. It is recommended that the revised policies be endorsed by the Committee and recommended to the full Council for adoption.
Officer's Recommendation

THAT the Infrastructure and Services Standing Committee endorses the below listed revised policies and recommends them to the Ordinary Meeting for full Council adoption:

- Trade Waste Policy; and
- Standpipe Hire Policy.

Committee Resolution

THAT the Officer's Recommendation be adopted.

Moved Cr Bella Seconded Cr Casey

CARRIED

8.5 TRAFFIC ADVISORY COMMITTEE

Author Director Engineering & Commercial Infrastructure

Purpose

To vary the previously approved Advisory Committee structure by the re-establishment of the Traffic Advisory Committee.

Background/Discussion

Council has the ability to appoint Advisory Committees (under the provisions of section 264 of the Local Government Regulation 2012 (the Regulation)). Such Advisory Committees may include non-Councillor representatives, with examples including the Character and Heritage Advisory Committee.

Each of Council’s Standing Committees, shortly after appointment, considered existing sub-committees, groups, and Advisory Committees within their area. From these, a decision was made on the ongoing make-up of such groups and committees.

The Infrastructure & Services Committee considered this list at its meeting on 8 June 2016. At that time, the recommendation regarding the Traffic Advisory Committee (TAC) was that it could operate solely with officer appointments rather than involving Councillors as members.

The need for the re-establishment of the Traffic Advisory Committee is generated by the fact that this Committee would act as the local Speed Management Committee (SMC) for formal endorsement of changed speed limit recommendations as required under Part 4 of the Manual of Uniform Traffic Management Devices.
Once a Speed Limit Review has been completed by the Road Authority and signed by the responsible officer, the review findings, together with all relevant documents, shall be submitted to the local SMC for endorsement including reviews where the existing speed limit is retained.

The speed limit shall only be endorsed for adoption if a majority of members of the SMC agree to the recommended speed limit. The SMC forwards the recommendation to the responsible officer for its implementation.

Membership of the SMC is to consist of representatives from Council, TMR and Queensland Police Service, while the previous TAC also included Translink, Mackay Sugar, Mackay Taxis and the RACQ.

Where the majority decision of the SMC differs from the recommendation of the Road Authority (regional or local), the Speed Limit Review, including all supporting documentation, shall be forwarded to the responsible officer who may refer to TMR’s Speed Limit Review Panel (SLRP).

The SLRP is comprised of the following TMR officers:

- Director (Safer Roads and Rail) – Chairperson
- Senior Engineering Manager (Safer Roads)
- Manager (Road Engineering Standards)
- Principal Engineer (Traffic Engineering)
- Principal Engineer (Safer Roads)

Council, having established Advisory Committees, has the ability to dictate membership, delegated powers and Terms of Reference.

In this case, it is suggested that while a Terms of Reference has not been established, the Committee’s sole role is for the meeting of Council’s obligations under Part 4 of the MUTCD in the consideration of Speed Limit Reviews.

Councillor membership on the Committee is able to be confirmed by the Mayor and Chief Executive Officer under Delegation, however, the initially appointed Chairperson and Deputy Chairperson are recommended as –

- Chairperson – Cr Karen May
- Deputy Chairperson – Cr Kevin Casey

Internal & External invitees to attend and form the membership of the Advisory Committee are suggested as:

- Director Engineering & Commercial Infrastructure
- Director Mackay/Whitsunday Region TMR
- Queensland Police Service
- Translink
- Mackay Taxis
- Mackay Sugar
• RACQ

It is important to note that an Advisory Committee does not have any delegated powers or decision making ability, with the minutes including recommendations being presented to either the applicable Standing Committee or Ordinary Meeting for decision and ratification. However, under the terms of the MUTCD a recommendation report agreeing to a speed limit change by all members of the SRC provides approval for the Road Authority to undertake necessary speed limit changes.

Consultation and Communication

Infrastructure Services Committee Chairperson

Resource Implications

Servicing this Advisory Committee for administration (i.e. agendas and minutes) will be undertaken with existing staff resources.

Risk Management Implications

Nil

Conclusion

Council has the ability to establish Advisory Committees as seen necessary. The need for the establishment of the Traffic Advisory Committee (TAC) is generated by the fact that this Committee would act as the local Speed Management Committee (SMC) for formal endorsement of changed Speed Limit Recommendations as required under Part 4 of the Manual of Uniform Traffic Management Devices.
Officer's Recommendation

THAT the Infrastructure and Services Standing Committee endorses the establishment of a Traffic Advisory Committee in order to meet its requirements under Part 4 of the Manual of Uniform Traffic Control Devices and recommends the full Council approves establishment as per the provisions of Section 264 of the Local Government Regulation 2012.

Committee Resolution

THAT the Officer's Recommendation be adopted.

Moved Cr Bonaventura  Seconded Cr Casey

Cr Bonaventura advised he feels this is a very positive move and something that has been lacking, especially when communicating with residents in relation to speed restrictions. He congratulated Council and believes this a positive move that will reap benefits out in the community.

CARRIED

8.6 DRAFT MEETING MINUTES - LOCAL AUTHORITY WASTE MANAGEMENT ADVISORY COMMITTEE (LAWMAC) - 24 FEBRUARY 2017

Author  Director Engineering and Commercial Infrastructure

Purpose

Attached is a copy of the Draft Minutes of the Local Authority Waste Management Advisory Committee (LAWMAC) Meeting held on 24 February 2017, for information purposes.

Officer's Recommendation

THAT the Minutes of the Local Authority Waste Management Advisory Committee (LAWMAC) Meeting dated 24 February 2017 be received.

Committee Resolution

THAT the Officer's Recommendation be adopted.

Moved Cr Paton  Seconded Cr Casey
Cr Paton state the LAWMAC model successfully allows networking between Councils as well as technical services and governing bodies. The committee is currently reviewing its future direction and there was also discussion in relation to the future direction of the North Queensland Local Government Association (NQLGA). As LAWMAC is a sub-committee of NQLGA there will be a flow on effect to LAWMAC of any changes to NQLGA. The container refund scheme is a hot topic presently across all Councils. The next LAWMAC meeting will be hosted by Cook Shire in May 2017 and Mackay Regional Council will host the LAWMAC Annual General Meeting in November 2017 alongside the WasteQ Conference which will be held at the MECC.

Cr Bonaventura advised as a past member of LAWMAC it is one of the few waste authorities still operating, many years ago these authorities were developed up and down the coast but the LAWMAC is the only successful model with the all the others no longer functioning as well as LAWMAC and he thanked Cr Paton for updating the committee.

CARRIED

9. TENDERS:

9.1 MRC 2017-062 CONSTRUCTION OF BEDFORD ROAD WATER MAIN

File No MRC 2017-062 Construction of Bedford Road Water Main
Author Director Engineering & Commercial Infrastructure

Purpose

To present to Council for approval, tenders submitted for MRC 2017-062 Construction of Bedford Road Water Main.

Background/Discussion

Due to repeated failures of joints on the 250 trunk main in Bedford Road, Council requires construction of a new 315OD/Ø250 trunk water main between the dead end at the southern end of Bedford Road, along the Glenpark Street landscaped verge to the roundabout at the Glenpark Street/ Bedford Road/Coles Road intersection. In the same area, there is also a section of Ø200 reticulation main of similar age and material as the trunk main which has had repeated failures and this is to be renewed. This new Ø200 reticulation main is to be laid on Bedford Road, within the pavement, from the dead end at the southern end of Bedford Road to the Coles Road intersection.

The scope of works is shown on Figure 1.
The scope of works for the trunk main includes a connection to the existing network at either end along with a short (approximately 14m) bore under a concrete pedestrian ramp. Scope for the reticulation main includes a number of property connections and connections to the existing reticulation network.

In total, the works require the installation of approximately 510m of 315OD HDPE pipe, 14m of 500OD HDPE enveloper pipe and 20m of Ø250 mPVC pipe (in order to reduce risk of delays due to procurement time, MRC will supply the materials for the trunk main), as well as supply and installation of 505m of Ø200 mPVC pipe.
Mackay Regional Council (Council) issued a RFT inviting submissions for a suitably qualified Contractor to undertake the works. Tenders were invited on 11 February 2017, via the QTender website and advertised locally in the Daily Mercury.

The following submissions were received by the closing time of 10.00am on 7 March 2017:

<table>
<thead>
<tr>
<th>Tenderer</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>FB Contracting Pty Ltd</td>
<td>Banyo, Qld</td>
</tr>
<tr>
<td>Seaforth Civil Pty Ltd</td>
<td>Mackay, Qld</td>
</tr>
<tr>
<td>Pipeline Technics</td>
<td>Mullaloo, WA</td>
</tr>
<tr>
<td>Roebuck Civil Pty Ltd</td>
<td>Mackay, Qld</td>
</tr>
</tbody>
</table>

An initial compliance check and evaluation was conducted on 14 March 2017 to identify submissions that were non-conforming with the requirements of the RFT. This included compliance with contractual requirements and provision of requested information.

All submissions were progressed through to the Qualitative Criteria Assessment on the basis that all terms, conditions and mandatory requirements of the RFT had been met.

The tendered lump sum totals (Excluding GST) are listed below:

<table>
<thead>
<tr>
<th>Tenderer</th>
<th>Price Ex GST</th>
</tr>
</thead>
<tbody>
<tr>
<td>FB Contracting Pty Ltd</td>
<td>$ 852,696.00</td>
</tr>
<tr>
<td>Seaforth Civil Pty Ltd</td>
<td>$ 587,404.80</td>
</tr>
<tr>
<td>Pipeline Technics</td>
<td>$ 468,034.70</td>
</tr>
<tr>
<td>Roebuck Civil Pty Ltd</td>
<td>$ 448,259.74</td>
</tr>
</tbody>
</table>

The evaluation of the submissions was performed on the same day (i.e. 14 March 2017). During the evaluation, tenderers were assessed against the nominated qualitative criteria, as published in the RFT, being:

- a) Relevant Experience 20%
- b) Key Personnel Skills and Experience 20%
- c) Tenderers' Resources 20%
- d) Demonstrated Understanding 40%

During this meeting it was identified that additional information was required from one (1) of the tenderers. A Tender Information Request (TIR) was issued during the evaluation process to obtain a missing file referred to in the tender submission from Roebuck Civil Pty Ltd which provided company information.

A response to the TIR was received and distributed to the Evaluation Panel Members for review.

A cost comparison of each of the tenderers' submitted rates was compiled to show the lump sum amounts.
In consideration of supporting local business and industry, Council’s Local Preference Policy was applied; however, it did not provide any change to the outcome of this tender. This policy is utilised by applying a price differential to the submitted price of local respondents, for evaluation purposes only.

The Evaluation Panel recognised that the majority of companies provided an adequate demonstration of relevant experience and were able to reasonably satisfy the Evaluation Panel of possessing suitable resources.

Roebuck Civil Pty Ltd demonstrated the best value for money to Mackay Regional Council based on both qualitative assessment and pricing. The Evaluation Panel recommends that Roebuck Civil Pty Ltd is awarded the contract for the construction of the Bedford Road water main.

The evaluation of the tenders was conducted by:

<table>
<thead>
<tr>
<th>Acting Manager, Infrastructure Delivery</th>
<th>Engineering &amp; Commercial Infrastructure</th>
</tr>
</thead>
<tbody>
<tr>
<td>Project Engineer, Infrastructure Delivery</td>
<td>Engineering &amp; Commercial Infrastructure</td>
</tr>
<tr>
<td>Contracts Officer</td>
<td>Procurement &amp; Plant</td>
</tr>
</tbody>
</table>

Consultation and Communication

Consultation was conducted between Infrastructure Delivery and key stakeholders including Water Network, Planning & Sustainability and Procurement & Plant prior to the Request for Tender being released.

Resource Implications

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>2.60385 Bedford Road WMR</td>
<td>$72,838.00</td>
<td>Expenditure up to end February 2017</td>
</tr>
<tr>
<td>Expenditure to Date</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Contract Price</td>
<td>$448,259.74</td>
<td>Roebuck Civil Price</td>
</tr>
<tr>
<td>Project Risks</td>
<td>$45,000.00</td>
<td>Approximately 10% of Contract Price</td>
</tr>
<tr>
<td>Council’s Costs</td>
<td>$122,000.00</td>
<td>Estimate on Internal Costs, including approx $60k in Principal Supplied Items for Contract Works</td>
</tr>
<tr>
<td>Estimated Cost of Project</td>
<td>$615,259.74</td>
<td></td>
</tr>
<tr>
<td>BUDGET</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Budget for 2016/2017</td>
<td>$448,500.00</td>
<td></td>
</tr>
<tr>
<td>BALANCE</td>
<td>$166,759.74</td>
<td>To be sourced from March Quarterly Budget Review</td>
</tr>
</tbody>
</table>

Original cost estimate based on concept design only. The design development/review process determined the final preferred alignments.
The budget shortfall for the project will be allocated as part of the March Quarterly Budget Review process.

**Risk Management Implications**

The two existing water mains in Bedford Road directly supply approximately 100 residential customers; however, also contribute to meeting water demands in Andergrove and Beaconsfield. There have been repeated failures of joints on the 250 trunk main and the 200 reticulation main is of similar age and material. Replacement of the two mains would remove the impact on service standards associated with repair works for both the directly affected customers and the broader network in the area.

**Conclusion**

That awarding the contract to Roebuck Civil Pty Ltd represents the most advantageous outcome and demonstrated value for money to Mackay Regional Council based on their demonstrated understanding of Council’s requirements, relevant experience, capacity and resources to provide the services to the specified quantity and quality as detailed in the RFT.

**Officer's Recommendation**

THAT Council award Contract MRC 2017-062 Construction of Bedford Road Water Main to Roebuck Civil Pty Ltd, as per their lump sum price of $448,259.74 (ex GST).

**Committee Resolution**

THAT the Officer's Recommendation be adopted.

Moved Cr Casey  
Seconded Cr Paton  
CARRIED

10. CONSIDERATION OF NOTIFIED MOTIONS:

Nil

11. PUBLIC PARTICIPATION:

Nil
12. **LATE BUSINESS:**

   Nil

13. **CONFIDENTIAL REPORTS:**

13.1 **MRC 2017-028 REQUEST FOR EXPRESSIONS OF INTEREST FOR MiWATER COMMERCIALISATION**

   Confidential

   **Committee Resolution**

   THAT the Infrastructure and Services Standing Committee approves the shortlisted respondents listed below for MRC 2017-028 Request for Expressions of Interest for MiWater Commercialisation with the intention of inviting tenders from the shortlist:

   - Geomatic Technologies
   - Ventia Pty Ltd
   - DataCol Group
   - Taggle Systems / Tyeware Pty Ltd

   Moved Cr Paton                                             Seconded Cr Walker

   CARRIED

14. **MEETING CLOSURE:**

   The meeting closed at 9.22 am.

15. **FOR INFORMATION ONLY:**

   Nil

   Confirmed on Wednesday 12 April 2017
APPENDIX / ATTACHMENTS
OVERVIEW

This report is for Water Services activities for March 2017. Significant items in this period include:

- There were no LTIs recorded in March 2017 which extends the period for no LTIs for the Water Business to 21 months.
- Officers attended the quarterly Cairns, Townsville, Mackay (CTM) Water Alliance meeting in Townsville on March 10.
- The Water and Waste Advisory Board meeting was held on Monday, March 13. The board was provided with an overview of the 17/18 Financial Year Capital Review.
- Cyclone Debbie struck on Tuesday, 28 March causing significant damage across the whole region from both wind and rain impacts. The W&S Services Team has done a fantastic job in responding to the event given the impact to services across the water and sewer schemes. Of note are the water schemes of Eton, Finch Hatton, Koomala and Bloomsbury which had no water for various periods of time. Water quality in the Pioneer River resulted in Nebo Road Water Treatment Plant being at a reduced production capacity. The need to conserve water was communicated and the public responded extremely well. Council has 195 Sewer Pump Stations, and most lost power at some point, resulting in spills from parts of the network. Private properties were impacted in areas of Sarina, Andergrove and East Mackay. All sites, where there are permanent generators were less or not impacted as result power failure.

Director Engineering and Commercial Infrastructure
1.1. Incident Statistics
The incident statistic details a summary of the Water Services safety incident performance. Water Services aspires to achieve zero harm with a stretch target of zero injuries.

![Graph showing incident statistics]
The following incidents were recorded in March 2017:
1 x Near Miss Incidents from Muscular Stress
2 x Near Miss Incidents with both being Vehicle Incidents

1.2. Lost Time Injuries
Water Services aspires to achieve zero Lost Time Injuries by improving safety performance by developing a proactive safety culture and implementing best practice safety management across all business areas.

![Graph showing lost time injuries]
No Lost Time Injuries were recorded in March 2017

The table below shows the Lost Time Injuries over previous years:

<table>
<thead>
<tr>
<th>Department</th>
<th>2013-14</th>
<th>2014-15</th>
<th>2015-16</th>
<th>2016-17</th>
</tr>
</thead>
<tbody>
<tr>
<td>Administration</td>
<td>LT1</td>
<td>Days Lost</td>
<td>LT1</td>
<td>Days Lost</td>
</tr>
<tr>
<td>Business Services</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Planning &amp; Sustainability</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Water Network</td>
<td>2</td>
<td>79</td>
<td>4</td>
<td>9</td>
</tr>
<tr>
<td>Water Treatment</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Infrastructure Delivery</td>
<td></td>
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<tr>
<td>Water Services</td>
<td>2</td>
<td>79</td>
<td>4</td>
<td>9</td>
</tr>
</tbody>
</table>
## FINANCE

### 2.1. Water and Wastewater Financial Fund Report

Water and Waste Water Fund Financial Report
For March 2017

<table>
<thead>
<tr>
<th>Operating Result</th>
<th>AMD Budget</th>
<th>YTD Budget</th>
<th>YTD Actual</th>
<th>YTD Variance</th>
<th>%</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Water</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>601: Commercial Infrastructure Management</td>
<td>(38,919,700)</td>
<td>(38,420,361)</td>
<td>(27,712,483)</td>
<td>707,767</td>
<td>19%</td>
<td>Primarily due to increase in revenue ($905K, main contributor water consumption revenue) partially offset by cost savages.</td>
</tr>
<tr>
<td>602: Planning &amp; Sustainability</td>
<td>824,000</td>
<td>617,041</td>
<td>605,152</td>
<td>(11,889)</td>
<td>1%</td>
<td>Primarily due to cost savings in wages ($208K), with other changes being very minor (7% variance from YTD budget).</td>
</tr>
<tr>
<td>603: Infrastructure Delivery</td>
<td>2,794,752</td>
<td>2,002,256</td>
<td>2,087,951</td>
<td>245,201</td>
<td>12%</td>
<td>Primarily due to savings in wages ($140K), with other changes being very minor (3% variance from YTD budget).</td>
</tr>
<tr>
<td>604: Water Networks</td>
<td>6,371,144</td>
<td>4,812,736</td>
<td>4,394,952</td>
<td>(416,884)</td>
<td>9%</td>
<td>Primarily due to savings in wages ($206K), with other changes being very minor (7% variance from YTD budget).</td>
</tr>
<tr>
<td>605: Business Services</td>
<td>17,328,396</td>
<td>5,685,291</td>
<td>5,685,291</td>
<td>1,132</td>
<td>100%</td>
<td>Primarily due to savings in wages ($206K), with other changes being very minor (7% variance from YTD budget).</td>
</tr>
<tr>
<td>607: Water Treatment</td>
<td>5,963,203</td>
<td>4,126,782</td>
<td>3,686,957</td>
<td>(201,956)</td>
<td>4%</td>
<td>Primarily due to savings in wages ($170K) and goods &amp; services ($130K), with other changes being very minor (1% variance from YTD budget).</td>
</tr>
<tr>
<td>Total Water</td>
<td>(8,385,542)</td>
<td>(13,311,935)</td>
<td>(12,978,398)</td>
<td>2,068,240</td>
<td>100%</td>
<td></td>
</tr>
<tr>
<td>Waste Water</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>601: Commercial Infrastructure Management</td>
<td>(41,983,570)</td>
<td>(41,722,493)</td>
<td>(156,804)</td>
<td>100%</td>
<td>1%</td>
<td>Primarily due to increase in revenue ($83K) and savings in wages ($39K), with other changes being very minor (5% variance from YTD budget).</td>
</tr>
<tr>
<td>602: Planning &amp; Sustainability</td>
<td>722,901</td>
<td>625,981</td>
<td>624,981</td>
<td>1,160</td>
<td>1%</td>
<td>Primarily due to savings in wages ($21K), with other changes being very minor (3% variance from YTD budget).</td>
</tr>
<tr>
<td>603: Infrastructure Delivery</td>
<td>295,484</td>
<td>184,609</td>
<td>185,386</td>
<td>(10,187)</td>
<td>1%</td>
<td>Primarily due to savings in wages ($21K), with other changes being very minor (3% variance from YTD budget).</td>
</tr>
<tr>
<td>604: Water Networks</td>
<td>4,826,395</td>
<td>3,714,850</td>
<td>3,663,356</td>
<td>255,489</td>
<td>10%</td>
<td>Primarily driven by increases in trade waste revenue ($75K) and increase in electricity costs ($112K), with other changes being very minor (9% variance from YTD budget).</td>
</tr>
<tr>
<td>605: Business Services</td>
<td>17,624,020</td>
<td>4,810,429</td>
<td>4,115,952</td>
<td>(69,477)</td>
<td>10%</td>
<td>Primarily driven by increases in trade waste revenue ($75K) and trade margin charges and $54K in lost claims. Unbudgeted consultants fees for trade waste review ($23K), with other changes being very minor (9% variance from YTD budget).</td>
</tr>
<tr>
<td>607: Water Treatment</td>
<td>6,964,225</td>
<td>4,687,593</td>
<td>4,325,101</td>
<td>(172,112)</td>
<td>5%</td>
<td>Primarily due to increases in revenue ($132K, mostly additional service revenue fee) and Mackay South &amp; Mackay North S/1P operational contract savings ($341K), with other changes being very minor (2% variance from YTD budget).</td>
</tr>
<tr>
<td>Total Waste</td>
<td>(11,712,439)</td>
<td>(27,259,270)</td>
<td>(28,711,68)</td>
<td>511,222</td>
<td>100%</td>
<td></td>
</tr>
<tr>
<td>TOTAL OPERATIONAL</td>
<td>(20,399,381)</td>
<td>(40,471,921)</td>
<td>(41,739,395)</td>
<td>870,606</td>
<td>100%</td>
<td></td>
</tr>
<tr>
<td>3: Water</td>
<td>7,050,476</td>
<td>3,022,987</td>
<td>3,022,987</td>
<td>-</td>
<td>100%</td>
<td></td>
</tr>
<tr>
<td>4: Sewage</td>
<td>7,716,784</td>
<td>3,862,133</td>
<td>3,862,133</td>
<td>-</td>
<td>100%</td>
<td></td>
</tr>
<tr>
<td>TOTAL CAPITAL</td>
<td>14,767,260</td>
<td>7,985,120</td>
<td>7,985,120</td>
<td>-</td>
<td>100%</td>
<td></td>
</tr>
</tbody>
</table>

**Key:**
- % Variance from YTD Budget
- Actuats more than 10% over YTD Budget
- Actuats between 5% and 10% over YTD Budget
- Actuats between 5% and 10% under YTD Budget
- Actuats between 10% and 50% under YTD Budget
- Actuats more than 50% under YTD Budget
2.2. Operating Result for Water and Waste Water Fund

![Operating Result Graph]

2.3. Capital Expenditure for Water and Waste Water Fund

![Capital Expenditure Graph]
2.4. **Accrued Water Operating Revenue Less Expenditure**
The following shows the estimation of the accrued revenue less expenditure. Capital revenue has been excluded.

![Graph showing annual variance of operating surplus based on current budgeted cost structure is projected at $430K below budget. Mainly due to lower water usage.]

Financial data is up to March 2017.

2.5. **Accrued Wastewater Operating Revenue Less Expenditure**
The following shows the estimation of the accrued revenue less expenditure. Capital revenue has been excluded.

![Graph showing annual operating surplus is projected to be $249K above budget which will somewhat offset any negative variances within the Water business. Revenue is projected to be $100K below budget driven by loss interest earned ($386K). Operating expenses are forecast to be $141K below budget with contributions from contract costs $143K (Down) and employee costs $183K.]

Financial data is up to March 2017.
2.6. Capital Expenditure Performance
The following trend provides a high level overview of the capital expenditure to monitor actual expenditure against forecast expenditure. The forecast expenditure profile is based on the original Water and Sewerage Capital Program projects budget and delivery schedule.

3.1. Requests
This chart details the customer requests received and recorded via pathways that relate to the Water Business. The target is to have 93% of all customer requests closed at any one point in time.

CUSTOMER SERVICES

83% of Client Requests completed in March 2017. A number of requests remain open due to the large number of requests received in the last week of March due to Cyclone Debbie.
3.2. Request Types

The following chart displays a summary of the customer request types received for the month.

- Number of requests received in March was 323 which is an increase from February where 311 requests were received.
- The majority of the requests are for Water Leak Service - 150 requests. Sewerage blockage/spill requests increased to 20 due to Cyclone Debbie.

Data is at 31 March 2017.

3.3. Plumbing Applications

In accordance with the Plumbing and Drainage Act, a plumbing application is required for all new plumbing installations or modifications to existing plumbing. A plumbing application must be lodged to Local Government. Water Services has a regulatory timeframe of 20 business days to assess a plumbing application. An internal target of 5 business days has been set for all residential plumbing applications.

Application numbers decreased slightly to 30 in March 2017. Approval turnaround times remain well within set timeframe.

Data is at 31 March 2017.
3.4. Trade Waste Approvals

The program for undertaking trade waste assessment and licensing of all applicable businesses that discharge trade waste is ongoing. As part of the Trade Waste Assessment process a temporary Trade Waste Approval is put in place while the formal approval process is undertaken. The table below summarises the number of Trade Waste Approvals for the Mackay Region.

<table>
<thead>
<tr>
<th>Location</th>
<th>Total Approved Businesses</th>
<th>Temporary Approvals In Place</th>
<th>New Approved Businesses for the Month</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mackay South</td>
<td>754</td>
<td>19</td>
<td>11</td>
</tr>
<tr>
<td>Mackay North</td>
<td>69</td>
<td>2</td>
<td>1</td>
</tr>
<tr>
<td>Sarina</td>
<td>58</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Mirani/Marian</td>
<td>30</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>911</strong></td>
<td><strong>22</strong></td>
<td><strong>13</strong></td>
</tr>
</tbody>
</table>

13 new businesses were identified for the month of March.

Data is at 31 March 2017

3.5. Annual Trade Waste Activity

Annual targets are set for the Trade Waste team with respect to licensing Trade Waste Businesses. The target has been set at 250 new licensed businesses and audits completed by June 2017. The following chart shows the Actual Approvals, Temporary Approvals and Audits achieved and the number of the target remaining.

13 Approvals issued and 18 Audits conducted during March 2017.

The target is 250 combined Approvals and Audits for 2016/2017 financial year.

Data is at 31 March 2017
3.6. Building Over Adjacent Sewers

Building over Adjacent Sewer applications are lodged where the construction of a structure is proposed within close proximity of a sewer main. The application is assessed against Queensland Development Code Mandatory Part 1.4 with council reviewing applications that do not comply with acceptable solutions identified in the code. Building Over Sewer Applications are assessed within a target timeframe of 20 business days.

![Graph showing BOAS Applications]

Data is at 31 March 2017

3.7. Scientific and Analytical Services

Scientific and Analytical Services provides laboratory analysis in accordance with National Association of Testing Authorities (NATA) Standards to both Mackay Regional Council and external customers. A summary of the laboratory activities are detailed below.

![Graph showing environmental events and samples]

Data is available to 31 March 2017
3.8. Community Engagement

This section monitors Water Services engagement on the services provided. The following chart shows the number of media releases, media updates and the number of people that were reached by the Media Releases on Facebook.

![Graph showing media releases, media updates, and Facebook reach over months from April 2016 to March 2017.]

- There were six Media Updates for March 2017:
  - Works on Bedford Rd, Andergrove
  - The removal of unsafe trees at the Nebo Rd Water Treatment Plant
  - Emergency electrical works on Marian
  - Mackay residents need to urgently conserve water
  - Water conservation still in place
  - Water conservation urgently needed

The following chart shows the number of likes and positive comments, the number of neutral comments and the number of negative comments received on Facebook from Media Releases and Media updates for Water Services.

![Graph showing Facebook feedback from April 2016 to March 2017.]

- The likes on Facebook were in regard to the media updates on Water conservation.

- Data is as at 31 March 2017.
3.9. Leak Detection Notifications

Leak Detection notifications are sent to customers, when the leak identified is greater than 10 litres per hour. Follow up notices are sent to residents, monthly for a three month period after the initial notification.

The number of new leaks identified during March for residential customers was 1183 and for non-residential customers was 149 which was an increase from the previous month for both categories. The number of meters with leaks at the end of the reporting period has increased for residential and decreased for non-residential. The number of leaks ceased during the period for both residential and non-residential customers has increased.
The average leak days for current leaks shows the average number of days a leak exists before any action by the customer to rectify the cause of the leak. The average leak days for ceased leaks shows the average number of days that the leak exists before the leak is repaired.

There is a downwards trend for average leak days (current leaks) for both residential and non-residential customers.

The gap for current leak days between non-residential and residential is 60 days.

The average leak day leaks (ceased leaks) shows that the residential customer has the leaks repaired on average in 20 days whereas non-residential on average takes 47 days to have leaks repaired.

As a result of a loss of power, data was only obtainable to the 25 March.

DATA IS AT 25 MARCH 2017

## ASSET MANAGEMENT

### 4.1. Surface Water Raw Water Storage Capacities

Water Services sources water from a combination of surface water and groundwater sources. With the exception of Middle Creek Dam the storage facilities are owned and operated by SunWater. Middle Creek Dam is under Council's control. The water stored in each of the storages is detailed below.

Data is at 4 April 2017

DATA IS AT 4 APRIL 2017

<table>
<thead>
<tr>
<th>Storage</th>
<th>Volume Stored</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mirani Weir</td>
<td>2,000 ML</td>
</tr>
<tr>
<td>Marian Weir</td>
<td>3,985 ML</td>
</tr>
<tr>
<td>Dumbleton Weir</td>
<td>6,086 ML</td>
</tr>
<tr>
<td>Middle Creek Dam</td>
<td>1,240 ML</td>
</tr>
<tr>
<td>Peter Faust Dam</td>
<td>197,490 ML</td>
</tr>
<tr>
<td>Teemburra Dam</td>
<td>147,256 ML</td>
</tr>
</tbody>
</table>

Mirani Weir, Middle Creek Dam and Teemburra Dam are at capacity. Marian Weir, Dumbleton Weir and Peter Faust Dam are below capacity.
4.2. Annual Water Consumption vs Allocation by Source

Water Services has a water allocation or water license for each water source. The water allocation and year to date water consumption for each of the water sources is detailed below.

<table>
<thead>
<tr>
<th>Source</th>
<th>Water Volume (ML)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Marian Weir</td>
<td>339</td>
</tr>
<tr>
<td>Garget Bore</td>
<td>15</td>
</tr>
<tr>
<td>Finch Hatton Bore</td>
<td>17</td>
</tr>
<tr>
<td>Armstrong Beach Bore</td>
<td>40</td>
</tr>
<tr>
<td>Koomala Bore</td>
<td>230</td>
</tr>
<tr>
<td>Balty Keel Bore</td>
<td>12</td>
</tr>
<tr>
<td>Elton Bore</td>
<td>62</td>
</tr>
<tr>
<td>Proserpine River</td>
<td>123</td>
</tr>
<tr>
<td>Boomer Bay Bore</td>
<td>5</td>
</tr>
<tr>
<td>Marwood Bore</td>
<td>110</td>
</tr>
<tr>
<td>Marian Bore</td>
<td>20</td>
</tr>
<tr>
<td>Sarina Bore</td>
<td>0</td>
</tr>
<tr>
<td>Seline Bore</td>
<td>5</td>
</tr>
<tr>
<td>Plant Creek</td>
<td>45</td>
</tr>
<tr>
<td>Nebo Rd Bore</td>
<td>100</td>
</tr>
<tr>
<td>Dumbleton</td>
<td>16000</td>
</tr>
<tr>
<td>Calen Water Usage **</td>
<td>48420</td>
</tr>
</tbody>
</table>

** Calen Water Usage figures are not based on Water Allocation, but show the amount of water usage for the area to date.

4.3. Water Consumption by Locality

Water Services supplies water to both residential and commercial water customers throughout the Mackay Region. The average water consumption in each of the three major community centres is detailed below. The water consumption is presented as litres per equivalent population per day. This chart provides a summary of water consumption including commercial water use.

Water consumption for Mackay and Mirani in March 2017 has reduced compared to the same time in 2016. Water consumption for Sarina in March 2017 has increased compared to the same time in 2016.
### Significant Projects

Water Services undertakes a range of projects across the water business. Projects take the form of Capital works projects, planning studies and investigations. Information for the significant projects in Water Services is provided in the table below and was current as at 31 March 2017. Significant Projects are assessed on the following criteria: Dollar Amount, Risk and/or Community Interest.

<table>
<thead>
<tr>
<th>Council Project Management Phases</th>
<th>Indicators</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Planning (Plan)</td>
<td>On Track</td>
</tr>
<tr>
<td>2. Design (Des)</td>
<td></td>
</tr>
<tr>
<td>3. Procurement (Proc)</td>
<td>Potential Issue</td>
</tr>
<tr>
<td>4. Construction (Con)</td>
<td>Definite Issue</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>PROJECT</th>
<th>PHASE</th>
<th>PHASE % COMPLETE</th>
<th>INDICATORS</th>
<th>ORIGINAL BUDGET DETAILS</th>
<th>COMMENTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sewerage Network Refurbishments (Relining)</td>
<td>Proc</td>
<td>65%</td>
<td>Schedule</td>
<td>Scheduled Completion Date 30/06/2017</td>
<td>Post-Tender queries and Tenderen responses are still being evaluated with a number of Tender Information Requests outstanding. A substantial portion of this work is scheduled for completion during the driest months thus continuing across July and August with completion in September 2017. The available budget has been adjusted to reflect the expenditure timing.</td>
</tr>
<tr>
<td>Sewerage Network Refurbishments (Manholes)</td>
<td>Con</td>
<td>65%</td>
<td>Schedule</td>
<td>Scheduled Completion Date 30/06/2017</td>
<td>Contractors are underway with manhole relining works. The epoxy relining Contract is expected to be complete by end of April, and the CaA relining Contract to be complete by early June. A third Contractor has been engaged for condition assessment inspection of 600 manholes, with these works commencing in April.</td>
</tr>
<tr>
<td>Sewage Pump Station Resilience Upgrades</td>
<td>Con</td>
<td>65%</td>
<td>Schedule</td>
<td>Scheduled Completion Date 1/09/2017</td>
<td>The construction has been underway since 12 September 2016 and despite a number of days lost to wet weather, works remain on program. The Contractor Roebrook Civil has completed 8 access improvements out of 9, installed 18 ventpoles out of 28, factory tested 20 switchboards, installed and commissioned 14 switchboards on site out of 23, relocated 6 antennas out of 6 and completed 5 wet well rehabilitations out of 5.</td>
</tr>
<tr>
<td>Water Main Replacements - Roads Driven</td>
<td>Des and Con</td>
<td>95% Design 65% Construction</td>
<td>Schedule</td>
<td>Scheduled Completion Date 30/06/2017</td>
<td>The 16/17 Capital project includes 3 water mains (WM) that required relocation prior to MRC road works. Construction of Curlew St WM is complete. Physical Works for Construction of Breen St New Water Man is complete. Construction of Vincent St is scheduled to commence in April. Changes in Civil Projects program have resulted in two additional WWR projects - Forsyth St (construction completed) and Holmes Ave Sarina (design completed, construction started mid-March) which were not budgeted for in the FY 16/17 budget.</td>
</tr>
</tbody>
</table>

---

MIN/12.04.2017 FOLIO 43157
<table>
<thead>
<tr>
<th>PROJECT</th>
<th>PHASE</th>
<th>PHASE % COMPLETE</th>
<th>INDICATORS</th>
<th>ORIGINAL BUDGET DETAILS</th>
<th>COMMENTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Water Main Renewals (WMR)</td>
<td>Des and Con</td>
<td>75% Design</td>
<td>Schedule</td>
<td>Scheduled Completion Date: 30/06/2017</td>
<td>Construction works have been completed in Olsen and Gardiner Street and have commenced in Dunstan Street, West Mackay. Bedford Road WM design is complete and tender offers have been received. The offers are currently under evaluation. Survey and initial design investigations complete for remaining WMR projects. Initial construction estimates indicate a potential budget shortfall on a number of WMR projects, which will be reviewed on completion of final design.</td>
</tr>
<tr>
<td>Mt Oscar High Level Zone</td>
<td>Con</td>
<td>91%</td>
<td>Schedule</td>
<td>Scheduled Completion Date: 28/04/2017</td>
<td>Pipe installation is now complete. Final testing and some minor restoration works are still to be completed. Costs have exceeded the original budget. Alternate alignment options were considered as part of the design process, though efficiencies identified were offset by rocky ground conditions impacting progress. The extent and strength of rock encountered exceeded expectations and had significant impact on progress and project costs.</td>
</tr>
<tr>
<td>Water Meter Replacements and AMR retrofits</td>
<td>Con</td>
<td>50%</td>
<td>Schedule</td>
<td>Scheduled Completion Date: 30/06/2017</td>
<td>Replacement of commercial and domestic meters and AMR retrofits progressing. All required AMRs for commercial meters and retrofits have been delivered. Domestic AMR retrofits completed.</td>
</tr>
<tr>
<td>Shakespeare Street sewer realignment</td>
<td>Des</td>
<td>90%</td>
<td>Schedule</td>
<td>Scheduled Completion Date: 30/06/2017</td>
<td>Design is at an advanced stage with detailed design drawings due to be submitted for review shortly. Based on the detailed design both the cost and schedule are being reviewed. The recommended alignment through the affected properties has a number of constraints and indications are that works will extend into the 17-18 FY with an increase in forecast budget. Any change to this project will follow Council’s Enterprise Project Management change management approval process.</td>
</tr>
<tr>
<td>Mt Pleasant Reservoir No 1 Refurbishments</td>
<td>Con</td>
<td>0%</td>
<td>Schedule</td>
<td>Scheduled Completion Date: 30/06/2017</td>
<td>The tender for the refurbishment works of Mt Pleasant Reservoir No 1 has been awarded to a local Contractor with works to commence in April to allow works to be undertaken on the reservoir (which will be drained) during a lower water demand period. Based on the Contractor’s construction program, the works now won’t be complete until August 2017.</td>
</tr>
</tbody>
</table>
## Engineering & Commercial Infrastructure
### Monthly Review > March 2017

<table>
<thead>
<tr>
<th>PROJECT</th>
<th>PHASE</th>
<th>PHASE % COMPLETE</th>
<th>INDICATORS</th>
<th>ORIGINAL BUDGET DETAILS</th>
<th>COMMENTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mirani Storage Plan</td>
<td>Des</td>
<td>35%</td>
<td>Schedule</td>
<td>Scheduled Completion Date: 30/06/2016</td>
<td>Negotiations with the landowner of the proposed site are continuing. This aspect of the project is taking longer than originally estimated. Quotes have been received for the remaining design scope, though finalisation of the scope and awarding of the remaining design work is reliant on having a final dam location. The current schedule has construction commencing mid-2018.</td>
</tr>
</tbody>
</table>
5.1. Drinking Water Compliance

Safe Water supplies are provided in accordance with the requirements of the *Water Supply Safety and Reliability Act* and are measured against the Australian Drinking Water Quality Guidelines. Drinking Water samples are taken at the outlet of Water Treatment Plants and within the reticulation network. A summary of the performance is detailed below.

![Health Parameter Test Results](image)

- **Eton Reticulation** samples for Selenium above 10 ug/L but below 16ug/L (limit of 16ug/L).
  - Measured values were between 10-12ug/L.

  *Note: The updated ADWG (Jan 2017) has changed the methodology for triggering reporting. The level of precision has been changed from using 2 significant figures to 1 significant figure.*

- **Eton and Kaurnas** continue to have high hardness levels (100-200; range 350 to 430).

  *This data is reported 1 month in arrears.*

![Aesthetic Parameter Test Results](image)
5.2. **Wastewater Compliance**

The discharges from wastewater treatment facilities are regulated by Development Approvals issued by the Department of Environment and Resource Management. The licence requirements differ based on the time the Development Approval was issued and the receiving environment associated with any discharges.

![Wastewater Test Results](image)

*All wastewater tests for samples logged at the time of reporting were compliant*

*Please Note: As at 4 April some test results are still to be released*

*Data is 4 April 2017*

5.3. **Backflow Testing**

Backflow devices are installed on water services where there is a risk that water could return from a private property back into the Water Retraction network. The requirement for backflow devices is regulated in accordance with the Standard Plumbing and Drainage Regulation.

![Backflow Testing](image)

*21 new devices were registered in March 2017*

*Data is 31 March 2017*
Engineering and Commercial Infrastructure - Waste Services
Monthly Review - March 2017
<table>
<thead>
<tr>
<th>Topic</th>
<th>Page</th>
</tr>
</thead>
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<td>SAFETY</td>
<td>4</td>
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<tr>
<td>1.2. Lost Time Injuries</td>
<td>4</td>
</tr>
<tr>
<td>FINANCE</td>
<td>5</td>
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<td>2.1. Community Service Obligations – Fee Waivers</td>
<td>5</td>
</tr>
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<td>6</td>
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<td>2.3. Accrued Waste Operating Revenue less Expenditure</td>
<td>7</td>
</tr>
<tr>
<td>2.4. Capital Expenditure</td>
<td>8</td>
</tr>
<tr>
<td>CLIENT SERVICE</td>
<td>8</td>
</tr>
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<td>3.1. Number of Bin Requests Actioned by Bin Contractors</td>
<td>8</td>
</tr>
<tr>
<td>3.2. Dump Vouchers</td>
<td>10</td>
</tr>
<tr>
<td>3.3. Education</td>
<td>11</td>
</tr>
<tr>
<td>3.4. Community Engagement</td>
<td>11</td>
</tr>
<tr>
<td>ASSET MANAGEMENT</td>
<td>12</td>
</tr>
<tr>
<td>4.1. Hogan’s Pocket Landfill Waste Disposal Tonnages</td>
<td>12</td>
</tr>
<tr>
<td>4.2. Landfill Gas</td>
<td>12</td>
</tr>
<tr>
<td>4.3. Greenwaste Management</td>
<td>12</td>
</tr>
<tr>
<td>4.4. Projects</td>
<td>13</td>
</tr>
<tr>
<td>4.5. Material Recovery Facility Operations</td>
<td>15</td>
</tr>
<tr>
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<td>16</td>
</tr>
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<td>16</td>
</tr>
<tr>
<td>5.2. Waste Facility Audits</td>
<td>16</td>
</tr>
</tbody>
</table>
OVERVIEW

This report is for Waste Services activities this reporting period of 1 March – 31 March 2017. Significant items in this period include:

- There were no L'TIs recorded in March 2017.
- The tender for the construction of Hegan’s Pocket Communication Tower was awarded to ATC Australia Pty Ltd for a value of $139,426.00.
- Cyclone Debbie struck on Tuesday, 28 March causing significant damage across the whole region from both wind and rain impacts. The Waste Services Team has done an amazing job in responding to the event given the quantity of green waste produced. Free green waste dumping has been implemented along with a free Green Waste Kerbside Pick-Up Program across the whole region. Cyclone Debbie has had a significant impact on Waste Services’ operations and capital delivery. Damage has occurred to the tapping of Cell 1 and the recently constructed Cell 3 along with the Sarina Transfer Station. The extent of damage to these assets is still being assessed at present.

Director Engineering & Commercial Infrastructure
SAFETY

1.1. Safety Incidents and Lost Time Injuries
The incident statistic details a summary of the Waste Services safety incident performance. Waste Services aspires to achieve zero harm with a stretch target of zero injuries.

The following incidents were recorded in March 2017:
1 x Near Miss being vehicle incident
1 x Near Miss being incident abusing waste contractor
1 x Member of public drove into outbound boomgate

Data is at 31 March 2017

1.2. Lost Time Injuries
Waste Services aspires to achieve zero Lost Time Injuries by improving safety performance and developing a proactive safety culture while implementing the best practice of safety management across the whole of Waste Services.

Waste Services has not recorded a Lost Time Injury

Data is at 31 March 2017
The table below shows the Lost Time Injuries over previous years:

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Waste Total Days Lost</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Waste Total LT4</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>

**FINANCE**

2.1. Community Service Obligations – Fee Waivers

Not for Profit Organisations – Total Waste Disposals

<table>
<thead>
<tr>
<th></th>
<th>Budget for 2016/17</th>
<th>YTD Expenditure 2016/17</th>
</tr>
</thead>
<tbody>
<tr>
<td>$</td>
<td>$15,680</td>
<td>$41,019.25</td>
</tr>
<tr>
<td>$</td>
<td>$20,000</td>
<td>$43,000</td>
</tr>
<tr>
<td>$</td>
<td>$30,000</td>
<td>$50,000</td>
</tr>
<tr>
<td>$</td>
<td>$40,000</td>
<td>$55,260</td>
</tr>
<tr>
<td>$</td>
<td>$60,000</td>
<td>$60,000</td>
</tr>
<tr>
<td>$</td>
<td>$70,000</td>
<td></td>
</tr>
</tbody>
</table>

Year to date expenditure for not for profit organisations is reported on a calendar month
2.2. Waste Financial Report

Waste Fund Financial Report
For March 2017

<table>
<thead>
<tr>
<th>Operating Result</th>
<th>AMO Budget</th>
<th>YTD Budget</th>
<th>YTD Actual</th>
<th>YTD Variance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Waste Services</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5.01 - Commercial Infrastructure Management</td>
<td>117,952</td>
<td>85,461</td>
<td>97,010</td>
<td>117,952</td>
</tr>
<tr>
<td>5.02 - Waste Services</td>
<td>(9,142,301)</td>
<td>(13,351,291)</td>
<td>(13,923,523)</td>
<td>(13,351,291)</td>
</tr>
<tr>
<td>5.05 - Business Services</td>
<td>4,361,136</td>
<td>2,994,128</td>
<td>2,422,554</td>
<td>62,683</td>
</tr>
<tr>
<td>5.07 - Water Treatment</td>
<td>108,666</td>
<td>75,120</td>
<td>66,618</td>
<td>(8,442)</td>
</tr>
<tr>
<td>Total Waste Services</td>
<td>(5,161,960)</td>
<td>(5,461,460)</td>
<td>(11,393,337)</td>
<td>(686,098)</td>
</tr>
<tr>
<td>TOTAL OPERATIONAL</td>
<td>(5,161,960)</td>
<td>(5,461,460)</td>
<td>(11,393,337)</td>
<td>(686,098)</td>
</tr>
<tr>
<td>2 - Cleansing</td>
<td>2,140,216</td>
<td>1,912,441</td>
<td>1,042,364</td>
<td>29,943</td>
</tr>
<tr>
<td>TOTAL CAPITAL</td>
<td>2,140,216</td>
<td>1,912,441</td>
<td>1,042,364</td>
<td>29,943</td>
</tr>
</tbody>
</table>

Key:
- % Variance from YTD Budget
- Actuats more than 10% over YTD Budget
- Actuats between 5% and 10% over YTD Budget
- Actuats between 0% and 5% over YTD Budget
- 10% under YTD Budget
- Actuats between 10% and 50% under YTD Budget
- Actuats more than 50% under YTD Budget
- YTD Budget
2.3. Accrued Waste Operating Revenue less Expenditure

The following chart shows the estimation of the accrued revenue less expenditure. The capital revenue has been excluded.

For the year the Operating Surplus is forecast to be $47K less than budget, mainly due to electricity forecasts to be $26K more than budget and an unbudgeted provision for green waste recycling $74K due to cyclone activity.

Finance data is up to March 2017.
2.4. Capital Expenditure
The following graph provides an overview of the capital expenditure and monitors forecast expenditure against actual expenditure.

![Capital Expenditure Graph]

TLO 46% of the revised annual capital budget has been spent with commitments included, the spend increases to 67%.
The forecast spend for the year is 77%.

---

 CLIENT SERVICE

3.1. Number of Bin Requests Actioned by Bin Contractors
The following graph shows the number of bin requests actioned by Bin Contractors for March 2017.

![Bin Requests Graph]

Bin replacement and repair numbers are slightly higher for March 2017.
The following graph illustrates the key customer service requests for March 2017 bin collection services as a time series, to provide better context for analysis:

![Time Series Graph]

The following graph illustrates the customer service delivery for March 2017:

![Pie Chart]

Reflecting the difficulties in maintaining services during Cyclone Debbie, only 61% of requests were actioned within 3 days or less. 90% or more is typically achieved.

Date period: 1 March to 21 March 2017
3.2. **Dump Vouchers**

Dump vouchers continue to be redeemed consistently during the reporting period.

<table>
<thead>
<tr>
<th>Voucher Season</th>
<th>No Vouchers Issued</th>
<th>No Vouchers Used</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td>17 (valid to 31 March 2015)</td>
<td>145,344</td>
<td>34,747</td>
<td>23.9%</td>
</tr>
<tr>
<td>18A (valid to 30 Sept 2015)</td>
<td>146,313</td>
<td>32,735</td>
<td>22.4%</td>
</tr>
<tr>
<td>18B (valid to 31 March 2016)</td>
<td>146,760</td>
<td>36,256</td>
<td>25.1%</td>
</tr>
<tr>
<td>18A (valid to 30 Sept 2016)</td>
<td>144,174</td>
<td>35,198</td>
<td>24.3%</td>
</tr>
<tr>
<td>18B (valid to 31 March 2017)</td>
<td>144,000</td>
<td>31,472</td>
<td>21.9%</td>
</tr>
</tbody>
</table>

**Total number and $ value of vouchers presented to date:**

<table>
<thead>
<tr>
<th>Financial Year (to</th>
<th>Vouchers Presented</th>
<th>$ Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>30 June 2015)</td>
<td>58,276</td>
<td>419,227</td>
</tr>
<tr>
<td>30 June 2016</td>
<td>75,059</td>
<td>553,204</td>
</tr>
<tr>
<td>31 January 2017</td>
<td>34,540</td>
<td>319,228</td>
</tr>
</tbody>
</table>

**Voucher presented showing green and general waste**

- **High increase in usage of vouchers due to residents cleaning up prior to Cyclone Debbie**

Data is for the period of 19 March 2016 to 31 March 2017

Lower than expected redemption for the period up until 31 March 2017. This is reflective of the impacts of Cyclone Debbie for two reasons:

1. Access to sites were restricted during the actual event, and
2. Free waste disposal options were available during the recovery phase.

Also, Council has extended Voucher Season 18B until Friday 14 April 2017.
3.3. Education

Material Recovery Facility tours:
- Andergrove State School Year 4
- Mackay Christian College Year 8 & 9
- Eaglemount Retirement Resort

Education programs given out in the community
- Waste Management and recycling education at Andergrove State School to year 4
- Recycling education given at Eimeo Road Crèche & Kindergarten
- Worm farming education at Pioneer State High School
- Recycling & worm farming education given at Marian Crèche & Kindergarten
- Recycling education given at Goodstart Mt Pleasant
- Waste Management education given at Northern Beaches State High School to year 12
- Waste Management and recycling education given at Mirani State School to year 6
- Recycling education given at Goodstart Macalister Street
- Recycling & worm farming education given at Slade Point Crèche & Kindergarten
- Recycling education given at North Mackay Crèche & Kindergarten

3.4. Community Engagement

This section monitors Waste Services engagement on the service provided. The following chart shows the number of media releases, media updates and the number of people reached by media releases on Faceboo.
4.1. Hogan’s Pocket Landfill Waste Disposal Tonnages
The following chart represents the monthly tonnes disposed of at Hogan’s Pocket Landfill. This chart shows that tonnes this financial year have been down when compared with previous financial years.

![Graph of Hogan’s Pocket Landfill Waste Disposal Tonnages]

- Torones of waste to Landfill did increase but still significantly lower than the previous 4 years.
- Hogan’s Pocket Landfill was offline due to Peak Downs Highway being effectively closed for 5 days due to Cyclone Debbie. This has impacted the amount of waste received at the facility. It is expected for April 2017 that tonnes will be significantly higher.

4.2. Landfill Gas
Due to Cyclone Debbie, telemetry was not operational at the time of publishing the report. Consequently there is no report on the gas faris for March 2017.

4.3. Greenwaste Management
The following graph illustrates the tonnage rates for green waste processed for the period, the cumulative tonnes of green waste processed for the year to date and the tonnes of green waste projected to be processed early. The production of processed green waste remains highly variable and the projected totals are a guide only.

![Graph of Greenwaste Management]

- The production of Greenwaste remains well below the projected. Due to Cyclone Debbie its expected that there will be a significant spike.

Data as at period 1 July 2016 to 31 March 2017.
4.4. Projects
4.4.1 Significant Projects

Waste Services undertakes a range of projects across the business. Projects take the form of capital projects, planning, research and investigations. Information for the significant projects in Waste Services is provided in the table below and was current as at 31 March 2017.

<table>
<thead>
<tr>
<th>Council Project Management Phases</th>
<th>Indicators</th>
<th>ORIGINAL BUDGET DETAILS</th>
<th>COMMENTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Planning (Plan)</td>
<td>On Track</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2. Design (Des)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3. Procurement (Proc)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4. Construction (Con)</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>PROJECT</th>
<th>PHASE</th>
<th>PHASE % COMPLETE</th>
<th>INDICATORS</th>
<th>ORIGINAL BUDGET DETAILS</th>
<th>COMMENTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Plant &amp; Equipment</td>
<td>Proc</td>
<td>15%</td>
<td>Schedule</td>
<td>Scheduled Completion Date: 30/06/2017</td>
<td>This project sees the replacement of the rented site office at Kounala transfer station and a replacement generator at Kuttabul transfer station. Kounala Transfer Station site office will be replaced in June. The Generator for Kuttabul has been ordered and will be installed in April 2017. This project is in the procurement stage.</td>
</tr>
<tr>
<td>Hogan's Pocket Communication tower</td>
<td>Proc</td>
<td>20%</td>
<td>Schedule</td>
<td>Scheduled Completion Date: 31/05/2017</td>
<td>Work awarded to ATI Australia. The project remains on track for completion this financial year.</td>
</tr>
<tr>
<td>Hogan's Pocket needs each bay Des</td>
<td>15%</td>
<td>Schedule</td>
<td>Scheduled Completion Date: 30/06/2017</td>
<td>Detailed design completed. Proposed to MRC Civil Projects to deliver project. Due to Cyclone Debbie the construction team allocated to this project have been reallocated to higher priority restoration or recovery projects. Rescheduling is currently occurring.</td>
<td></td>
</tr>
<tr>
<td>Paget Transfer station dust suppression system</td>
<td>Proc</td>
<td>20%</td>
<td>Scheduled Completion Date: 30/06/2017</td>
<td>Awarded to Godfog, work commencing in May 2017.</td>
<td></td>
</tr>
</tbody>
</table>
4.4.2 Significant Non-Capital Projects

<table>
<thead>
<tr>
<th>PROJECT</th>
<th>PHASE</th>
<th>PHASE % COMPLETE</th>
<th>INDIATORS</th>
<th>ORIGINAL BUDGET DETAILS</th>
<th>COMMENTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Waste Services Contracts Development</td>
<td>In Progress</td>
<td>85%</td>
<td>Schedule</td>
<td>Scheduled Completion Date: 30/06/2018</td>
<td>Fagot Transfer Station Services tender continues to be evaluated, with additional TIRs issued to the respondents for additional information. Evaluation is planned to be finalised in February for a report to Council in May 2017. The evaluation for the Green Waste processing services tender is continuing.</td>
</tr>
</tbody>
</table>
4.5. **Material Recovery Facility Operations**

The following graph identifies tonnages inbound and product to market for the Material Recovery Facility. Types of product output will vary each reporting period.

![Graph showing Material Recovery Facility operations]

The following graph shows tonnages for inbound product received from domestic collections within the Mackay Region, Commercial collections and Isaac Regional Council.

![Graph showing domestic collections]

---

**MIN/12.04.2017**

FOLIO 43176
5.1. **Surface Water Discharge Management**
Prior to Cyclone Debbie, high rainfall was received at the site. An uncontrolled release has occurred and continues to occur throughout and post Cyclone Debbie. Details of this release will be in next month’s report.

5.2. **Waste Facility Audits**
Internal audits of MRC Waste Facilities continue to be conducted. During March 2017 100% of sites were inspected.

<table>
<thead>
<tr>
<th>Inspection Frequency</th>
<th>Number/required</th>
<th>% Complete</th>
<th>Completed/ Carryover</th>
<th>Risk</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bi-monthly</td>
<td>13 sites</td>
<td>100%</td>
<td>13 completed</td>
<td></td>
<td>No significant safety, environmental or asset issues identified in audits.</td>
</tr>
<tr>
<td>Six-monthly</td>
<td>3 sites</td>
<td>100%</td>
<td>3 completed</td>
<td></td>
<td>Nil safety, environmental or asset issues reported. Sites low risk.</td>
</tr>
</tbody>
</table>


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1.2. Lost time Injuries & Days Lost ........................................................................................................... 4

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OVERVIEW

This report is for Transport and Drainage activities for the month of March 2017. Significant items in this period include:

- There continues to be a strong focus on safety with no LTIs being recorded for the year to date.
- Cyclone Debbie struck on Tuesday, 28 March causing significant damage across the whole region from both wind and rain impacts. The Transport & Drainage (T&D) staff did a great job in preparing and responding the event. NDRRA Program has been established to manage the recovery and restoration phases. It is expected that the full extent of impacts on our T&D assets won't be known for a few months as restoration works remains the immediate focus.
- The Transport & Drainage Advisory Board Meeting was held on Thursday, 16 March 2016 with a variety of Business Cases being discussed and subsequently endorsed.
- Specialist cleaning contractors mobilised to Mackay to clean underground stormwater pipes and remove litter from gross pollution traps installed in gully pits, completed the scheduled works during March.

Director Engineering and Commercial Infrastructure
1.1. Incidents and Injuries
The incident statistic details a summary of the Transport and Drainage safety incident performance. Transport and Drainage aspires to achieve zero harm with a stretch target of zero injuries.

The only incident reported during March 2017 was a Near Miss where a contractor's vehicle struck an unseen bollard.

1.2. Lost Time Injuries & Days Lost
Transport and Drainage aspires to achieve zero Lost Time Injuries by improving safety performance by developing a proactive safety culture and implementing best practice safety management across all business areas.

No Lost Time Injuries were sustained in March 2017.
2.1. Capital Expenditure

Project savings in Malcomson/Charles Hodge, Dalrymple Bridge and other smaller projects represent the majority of the under expenditure. Concerns over the progress of East Gorton Street and the still to be awarded stormwater relining contract represent a potential carryover of approximately $1.2M.
2.2. Operational Financial Report - 1 July 2016 - 3 April 2017

<table>
<thead>
<tr>
<th>Operating Result</th>
<th>AMD Budget</th>
<th>YTD Budget</th>
<th>YTD Actual</th>
<th>YTD Variance</th>
<th>%</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>5.01 - Engineering Management</td>
<td>471,504</td>
<td>571,596</td>
<td>356,861</td>
<td>(212,675)</td>
<td>62%</td>
<td></td>
</tr>
<tr>
<td>5.02 - Civil Operations</td>
<td>20,131,863</td>
<td>15,640,670</td>
<td>14,590,058</td>
<td>(933,611)</td>
<td>94%</td>
<td></td>
</tr>
<tr>
<td>5.03 - Technical Services</td>
<td>4,711,957</td>
<td>3,356,258</td>
<td>2,766,554</td>
<td>(589,704)</td>
<td>82%</td>
<td></td>
</tr>
<tr>
<td>5.05 - Civil Projects</td>
<td>(425,193)</td>
<td>(665,967)</td>
<td>(619,148)</td>
<td>(15,151)</td>
<td>123%</td>
<td></td>
</tr>
<tr>
<td>5.06 - NDRRA</td>
<td>64</td>
<td>64</td>
<td>64</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5.07 - Business Services</td>
<td>269,636</td>
<td>190,398</td>
<td>165,760</td>
<td>(24,638)</td>
<td>87%</td>
<td></td>
</tr>
<tr>
<td><strong>TOTAL OPERATIONAL</strong></td>
<td><strong>25,136,956</strong></td>
<td><strong>19,095,655</strong></td>
<td><strong>17,162,170</strong></td>
<td>(1,913,485)</td>
<td><strong>90%</strong></td>
<td></td>
</tr>
<tr>
<td>5.01 - Engineering Management</td>
<td>9,840,732</td>
<td>6,730,424</td>
<td>7,020,528</td>
<td>294,134</td>
<td>104%</td>
<td></td>
</tr>
<tr>
<td>5.02 - Civil Operations</td>
<td>248,150</td>
<td>142,699</td>
<td>134,658</td>
<td>(8,040)</td>
<td>94%</td>
<td></td>
</tr>
<tr>
<td>5.03 - Technical Services</td>
<td>298,080</td>
<td>91,911</td>
<td>70,001</td>
<td>8,010</td>
<td>113%</td>
<td></td>
</tr>
<tr>
<td>5.05 - Civil Projects</td>
<td>26,734,129</td>
<td>21,611,415</td>
<td>20,912,162</td>
<td>(990,253)</td>
<td>95%</td>
<td></td>
</tr>
<tr>
<td><strong>TOTAL CAPITAL</strong></td>
<td><strong>46,217,906</strong></td>
<td><strong>26,852,728</strong></td>
<td><strong>26,137,640</strong></td>
<td>(715,088)</td>
<td><strong>95%</strong></td>
<td></td>
</tr>
</tbody>
</table>
The Transport and Drainage Operational actuals remains on track against the budget. There were reductions made to the good and services as part of the December budget review. The current Goods and Services are below YTD budget however that is because not all operational funds have been accrued against the reporting period. The impacts as a result of Cyclone Debbie on the operational budget are still to be assessed and will depend on what works are claimable back through the NDRRA program.

The Transport & Drainage capital expenditure is progressing in line with expected YTD targets. Significant savings have been realised across a number of projects. Works on Malcolmson and Charles Hodge intersection are progressing in line with budget and timeframes. The impact of Cyclone Debbie on the capital works program is being assessed at present but from an initial assessment the majority of the program should still be delivered within the financial year.
3.1 Road and Drainage Maintenance Activities

The following chart details maintenance activities completed during the period as recorded in our electronic Maintenance Management System (MMS), DeltaS.

Linemarking in the Sarina business district has been undertaken during night shift operations. Good outcomes were achieved minimising impacts on businesses and improving productivity through fewer disruptions from traffic. Works undertaken included Central Street and Broad Street carpark bays, both parallel and centre parking, from Sarina Beach Road to Railway Square and in Anzac Street, from Broad Street to the Queensland Rail line.

Specialist pipe cleaning contractor, Supervax, completed cleaning of 1,986 metres of underground stormwater pipes across the region from Armstrong Beach, Jackson and West Streets in Sarina to the Mackay urban area including Baxter Street. Good outcomes were achieved with deposited soils, gravels and litter, as well as roots, being successfully removed.

Another specialist cleaning contractor, Clearwater Constructions, undertook removal of collected litter and vegetated waste caught in 115 gross pollutant traps (GPTs) installed in gully pits in the region, predominately in the Mackay business district area. Another 45 in-pit GPTs have recently been installed in high litter hotspots in Mackay, Paget and Sarina: these will be regularly maintained together with the existing GPTs.

Connectivity problems and technical issues with the Maintenance Management System mobility devices continue to frustrate and hinder progress with embedment of the system. We are working closely with Information Services and the supplier to overcome the problems being encountered to provide an acceptable electronic environment for the field based personnel.
Grading and gravel replenishment works have continued between disruptions caused by wet weather.

### 3.3 Open Drainage Maintenance

Open drainage maintenance has been disrupted by wet weather. 31.8ha of mowing has still been achieved during the period.

### 3.4 Timber Bridge Management

The reports from Engineering Consultants, Pitt & Sherry, on the most recent Level 3 inspections/assessments on six timber bridges are scheduled to be received in early April 2017.

Consideration on imposing a limit on Bell Creek Bridge on Munburra Road are continuing with Pitt & Sherry undertaking engineering assessments on the capability of the existing bridge to carry vehicle load configurations that would be imposed by adjacent property owners during the cane haulage season.

Communications are continuing with the Department of Transport and Main Roads on their practices for the management of aged timber bridge infrastructure. Discussions are based around TMR sharing the learnings from their investigations, research and assessments of aged bridge infrastructure.

It is intended to provide a briefing on the management of Council’s timber bridges when the engineering assessments and communications with TMR and other Local Authorities are finalised.
4.1 Requests for Maintenance Work

Civil Operations - Jan'17 - Feb'17

- **Attitude of staff receiving request**
  - Percentage: 65.8%
  - Satisfactory levels: Very Good (32.0%), Good (25.3%), Fair (9.1%), Poor (6.7%), Very Poor (1.4%)

- **Attitude of staff attending request**
  - Percentage: 79.0%
  - Satisfactory levels: Very Good (43.7%), Good (29.6%), Fair (13.3%), Poor (4.9%), Very Poor (1.3%)

- **Time taken to address request**
  - Percentage: 46.6%
  - Satisfactory levels: Very Good (11.1%), Good (11.1%), Fair (21.8%), Poor (21.6%), Very Poor (11.1%)

- **Appearance of completed work**
  - Percentage: 55.4%
  - Satisfactory levels: Very Good (14.0%), Good (16.7%), Fair (11.6%), Poor (11.6%), Very Poor (3.0%)

- **Degree work addresses request**
  - Percentage: 63.0%
  - Satisfactory levels: Very Good (5.3%), Good (5.3%), Fair (6.7%), Poor (4.0%), Very Poor (32.0%)

- **Overall satisfaction with response**
  - Percentage: 61.0%
  - Satisfactory levels: Very Good (5.6%), Good (5.6%), Fair (11.1%), Poor (11.1%), Very Poor (21.8%)

**Representative Comments**
- Friendly and helpful staff.
- Only took a few days and I was most impressed by the gentleman on the street sweeper who came on a public holiday.
- I can see where the work was done but sorry water goes across and down the road.
- Great.
- But my lawn and garage is still peppered with loose stones and blue metal from the first attempt.
- Workmen did their best.
- Not completed.
- The crew who attended were courteous and friendly.
### 5.1 Significant Projects

Significant Projects are assessed taking into account the Project Cost, the Project Risk and/or Community Interest. The following information was current as of Tuesday, 31 March 2017.

<table>
<thead>
<tr>
<th>Council Project Management Phases</th>
<th>Indicators</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Planning (Plan)</td>
<td>Green</td>
</tr>
<tr>
<td>2. Design (Des)</td>
<td>Green</td>
</tr>
<tr>
<td>3. Procurement (Proc)</td>
<td>Green</td>
</tr>
<tr>
<td>4. Construction (Con)</td>
<td>Red</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>PROJECT</th>
<th>PHASE</th>
<th>PHASE % COMPLETE</th>
<th>INDICATORS</th>
<th>ORIGINAL BUDGET DETAILS</th>
<th>COMMENTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Land Acquisition</td>
<td>Con</td>
<td>0%</td>
<td>Schedule</td>
<td>Scheduled Completion Date: Dec 2017</td>
<td>Earthworks have not commenced. Works are developer controlled.</td>
</tr>
<tr>
<td>Ferris Gully</td>
<td></td>
<td></td>
<td>Budget</td>
<td>Original Budget: $6.7M (over multiple years)</td>
<td>Tender for landscaping has been released and closed mid-April.</td>
</tr>
<tr>
<td>Other Issues / Risk</td>
<td></td>
<td></td>
<td>Other Issues / Risk</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Intersection - Malcolmson</td>
<td>Con</td>
<td>70%</td>
<td>Schedule</td>
<td>Scheduled Completion Date: May 2017</td>
<td>Works have progressed well. Stabilisation has been completed on 2 of the 3 stages. Some disruption has occurred due to weather; however, the works should be completed by early May.</td>
</tr>
<tr>
<td>Street/Charles Hodge Avenue</td>
<td></td>
<td></td>
<td>Budget</td>
<td>Original Budget: $3.5M</td>
<td></td>
</tr>
<tr>
<td>Other Issues / Risk</td>
<td></td>
<td></td>
<td>Other Issues / Risk</td>
<td></td>
<td></td>
</tr>
<tr>
<td>East Gordon Street Bridge</td>
<td>Con</td>
<td>30%</td>
<td>Schedule</td>
<td>Scheduled Completion Date: May 2017</td>
<td>Providing Cathodic protection to the concrete bridge and provision of 2 standalone pedestrian crossings on Sandfly Creek. The contractor is making very slow progress and full expenditure before the end of the financial year is unlikely.</td>
</tr>
<tr>
<td>Rehabilitation</td>
<td></td>
<td></td>
<td>Budget</td>
<td>Original Budget: $1.6M</td>
<td></td>
</tr>
</tbody>
</table>
1.0 Scope

This policy sets out the procedure through which bulk water may be accessed from Mackay Regional Council’s (MRC) water network.

2.0 Purpose

To set out the conditions for use, hire and charges for the supply of bulk water through the use of standpipes and fixed hydrants, and to provide guidance on the processes for enforcement action in instances of unauthorised use of a standpipe to take water from MRC water service infrastructure.

3.0 References

- Local Government Act 2009
- Water Supply (Safety & Reliability) Act 2008
- Water Supply (Safety & Reliability) Act 2008
- Mackay Regional Council - Annual Revenue Statement
- Mackay Regional Council - Commercial Fess and Charges
- Mackay Regional Council - Damaged Standpipe form
- Mackay Regional Council - Standpipe Hire - Conditions of Use

4.0 Definitions

To assist in interpretation, the following definitions shall apply:

**Annual Hire Agreement** shall mean an agreement between Mackay Regional Council and the customer for the hire of an approved standpipe from Mackay Regional Council for a period of one year.

**Annual Revenue Statement** shall mean an outline and explanation of the measures that the Mackay Regional Council has adopted for raising revenue.

**Authorised Person** shall mean a person who is appointed under the Local Government Act 2009 to ensure that members of the public comply with the Local Government Act.

**Casual Hire Agreement** shall mean an agreement between Mackay Regional Council and the customer for the hire of an approved standpipe for a thirty (30) day period.
 Council shall mean the Mayor and Councillors of Mackay Regional Council.

Fixed Hydrant shall mean a fixed apparatus located at Mackay Regional Council’s Paget Depot that allows the extraction of water under pressure to be released from the fixed hydrant.

Hire Agreement shall mean an agreement between Mackay Regional Council and the customer in which the terms are binding until the return of the metered standpipe and payment of all applicable fees and charges.

Hirer shall mean the person, organisation, company or a Mackay Regional Council Department nominated as the authorised user of the hired standpipe.

Hydrant shall mean an apparatus to allow the extraction of water under pressure to be released from Mackay Regional Council’s infrastructure.

Internal Hire Agreement shall mean an agreement between Mackay Regional Council and an internal department of Mackay Regional Council for the hire of an approved standpipe to draw water from Mackay Regional Council hydrants.

Internal Staff shall mean an employee of Mackay Regional Council.

Log book shall mean used by the hirer to record daily meter readings from standpipes.

Metered Standpipe in accordance with definition of “Standpipe” however, with a meter attached to measure the flow of water to be drawn from the device.

MRC shall mean Mackay Regional Council

MRC Commercial Fees and Charges shall mean the fees and charges for Mackay Regional Council per financial year.

Service Provider shall mean a supplier of water or sewerage service who is registered under the Water Supply (Safety and Reliability) Act 2008 as a service provider and may include a local government that owns infrastructure for supplying water or sewerage services.

Standpipe shall mean a device which attaches to Mackay Regional Council’s managed water infrastructure to provide access to draw a controlled flow of water from the water network.

Water Network shall mean a system of pipes that carry the supply of water for a particular area.

Water Services shall mean a commercial division of MRC. For the purpose of this policy, Water Services refers to any MRC staff having responsibility for implementation of this policy.

5.0 Background

Under the Water Supply (Safety and Reliability) Act 2008 (Qld) (WSSR Act), MRC is a registered service provider that owns and operates the water service infrastructure under the jurisdiction of MRC.
This policy was formulated to allow customers to obtain temporary access to MRC’s water supply through the use of hired standpipes. Standpipes are used to obtain water directly from hydrants on MRC mains.

The use of a metered standpipe is considered to be a fairer and more equitable process in ensuring that charges reflect actual water usage.

5.1 Legislation

In accordance with the WSSR Act -
Section 145(1) - a person must not take water from a firefighting system or a service provider’s hydrant without the permission of the service provider unless the water is taken for firefighting purposes.

Section 191 - a person must not without the written consent of a service provider, connect to, or disconnect from, the service provider’s infrastructure. A person can only connect to MRC’s water network by accessing an approved metered standpipe through a hire agreement with MRC. A maximum penalty of 5 penalty units will apply.

Section 192(1) - a person must not, without the written consent of a service provider, interfere with a service provider’s infrastructure. A person must ensure that they comply with ‘MRC Standpipe Hire - Conditions of Use’ when using an MRC approved metered standpipe. A maximum penalty of 5 penalty units will apply.

Section 195(1) - a person must not, without a service provider’s written approval, take water from a service provider’s infrastructure. A maximum penalty of 5 penalty units will apply.

Section 195 (2) - taking water from MRC infrastructure which is supplied for domestic purposes without approval. A maximum penalty of 5 penalty units will apply.

6.0 Policy Statement

6.1 Supply of Temporary Water Meter (Metered Standpipe)

6.1.1 Metered water shall be supplied from either permanent metered standpipes or by metered hydrants as determined by MRC. Hires will be instructed by MRC staff on what specific hydrants they can draw water from on commencement of the hire agreement.

The use of non-Council (unauthorised) standpipes to draw water from MRC’s water supply system or hydrants is not permitted and will result in fines being imposed in accordance with the WSSR Act.

6.1.2 Bulk water may be accessed by completing an Application for Metered Standpipe Hire Agreement Form and upon receipt of approval from MRC. Prior approval from MRC must be received for the drawing of water from every proposed location.
6.1.3 Standpipes may be hired to MRC Departments through Internal Hire, and to other customers through Casual Hire or Annual Hire.

6.2 Hire Agreement Conditions

MRC will issue a standpipe/standpipes on the terms set out within the Hire Agreement.

6.2.1 Term of the Agreement

The term of the agreement shall be from the date of issue of the standpipe to the agreed date of return of the metered standpipe, or the date of payment of all applicable fees and charges, whichever is later. Late fees will apply if the standpipe is not returned by the due date.

6.2.2 Extension of Agreement

The hirer may be granted a two (2) day extension on the hire agreement for continued use of the standpipe without being charged late fees on the condition that they contact Council at least one (1) day prior to the cessation of the agreement. Standard daily hire charges in accordance with MRC – Commercial Fees and Charges will apply to the period of the extension.

6.2.3 Extension of Agreement due to Exceptional Circumstances

In situations where a hirer is unable to return the standpipe by the due date as a result of force majeure conditions, the hirer is required to contact MRC informing of the circumstances and will be given an extension with an agreed upon return date. The hirer will not be charged late fees for the period of the extension however late fees will apply should the standpipe not be returned by this date. Standard daily hire charges in accordance with MRC – Commercial Fees and Charges will apply to the period of the extension.

6.2.4 Termination of the Agreement

MRC has the right to terminate an agreement without notice to the hirer if the hirer:

(i) fails to comply with a reasonable direction by an authorised person of MRC in relation to the use and inspection of the standpipe;
(ii) does not comply with any of the conditions of the agreement including but not limited to non-payment of any fees or charges under the agreement;
(iii) has any outstanding accounts with MRC.

If the agreement is terminated due to a breach as described above, the hirer shall:

(iv) forfeit the unexpired portion of the hire charge;
(v) immediately return the standpipe to MRC;
(vi) if so directed by an authorised person of MRC, return the standpipe on demand to the authorised person.
vii) be liable for any water usage charges;
viii) forfeit the bond paid at commencement of the agreement.

Either party may terminate the agreement by giving the other party fourteen (14) days' notice in writing and the agreement shall be terminated at the expiration of such period. The hirer will then immediately return the standpipe to MRC and will pay any unpaid portion of the hire charges, or portion of cost of repair to the value of the standpipe.

6.2.5 Transfer of the Agreement

Appropriate delegation is applicable only to the person signing the agreement on behalf of the company hiring the standpipe and will not apply to sub-contractors of the company. The agreement to hire a standpipe is non-transferable.

6.3 Fees and Charges for Supply of Water from Standpipes and Hire of Metered Standpipes

Water drawn from standpipes shall be charged at the current bulk water rates as per the adopted Annual Revenue Statement for the current financial year. Hire, penalty fees and standpipe bonds shall be charged at the current schedule of MRC - Commercial Fees and Charges.

At the commencement of each new financial year, by way of correspondence to Annual Hirers, MRC will provide information relating to fees and charges adopted by MRC for that financial year.

New customers will not be granted an account with MRC until they have been a cash customer for at least six months.

6.4 Instructions for Use of Standpipes

On commencement of the hire agreement the hirer will be provided with operating instructions for the use of standpipes.

6.5 Conditions for Use of Standpipes

The hirer shall use the standpipe in accordance with the MRC Standpipe Hire – Conditions of Use which will be made available at the commencement of the hire agreement. The hirer is to ensure to replace dust covers after use. The hirer will use the standpipe only for the purposes stated within the hire agreement.

Refer to Appendix 1 - MRC Metered Standpipe Hire Agreement – Conditions of Hire, for the full list of conditions for use of MRC approved standpipes.
6.6 MRC Hydrant Locations

The hirer must use specific hydrants as directed by MRC staff. Permission will not be given to draw water from hydrants directly from trunk mains. (Under no circumstances can water be drawn from any hydrant outside of the MRC boundary area.) Non-compliance with this requirement will incur costs associated with any subsequent damage or claim. At the commencement of the hire agreement, hirers will be informed of the location of hydrants available for use.

6.7 Unauthorised Drawing of Water from MRC’s Water Network

Any unauthorised drawing of water from the MRC water network by any means will be prosecuted to the full extent of the law. “Unauthorised” in this context refers to non-adherence to legislation (WSSR Act) and the MRC Standpipe Hire - Conditions of Use as set out in this policy and in the hire agreement.

6.8 Lost, Stolen or Destroyed Standpipes

The standpipe remains the property of MRC and must be returned to MRC on demand or at cessation of the hire agreement.

- If while in the possession of the hirer a standpipe goes missing or is reported stolen, a report must be filed by the hirer to the Police immediately and MRC must be contacted and supplied with the Police reference number and any other relevant details. Costs incurred as a result of loss or theft will be the responsibility of the hirer.

Once the hirer has reported the theft to MRC, the hirer shall:

i) Reimburse the current cost of a replacement standpipe to MRC;
ii) Pay any outstanding water usage charges based on usage for the previous reading period or on Water Services’ estimate of average standpipe water usage for the same financial year. On receipt of payment for the replacement cost of the standpipe and outstanding water usage charges, MRC will provide a replacement standpipe for the remainder of the hire term.

6.9 Care and Maintenance of Equipment on Hire

The care and maintenance of equipment shall be the responsibility of the person nominated on the hire agreement.

On return of the standpipe at the cessation of the hire agreement, the hirer will be required to complete a MRC – Return of Standpipe Form and if the standpipe has sustained any damage a MRC – Damaged Standpipe Form needs to be completed and repair costs paid.

Refer to Appendix 2 – MRC – Return of Standpipe Form
Refer to Appendix 3 – MRC – Damaged Standpipe Form
6.10 Use of Standpipes in accordance with Work Place Health and Safety requirements and approved Quality Procedures

Particular attention to correct signage and barricades shall be mandatory for standpipe hires when drawing water from hydrants situated in roadways, or where subjected to vehicular traffic.

Signage must be in accordance with the Manual of Uniform Traffic Control Devices 2011, Part 3. Risk assessments must be undertaken to determine the needs for control regarding manual handling, and the needs for control regarding PPE i.e., safety boots, riggers gloves/hand protection.

6.11 Hire Process

Internal Hire Process

On completion of an Application for Use of Metered Standpipe form, Internal Hires shall ensure that meters are read on a daily basis and readings entered into the log book including details of job numbers and date, time and location of reading. Water usage shall be charged at the current bulk water rates as per the adopted annual Revenue Statement. Hire and penalty fees shall be charged at the current schedule of MRC - Commercial Fees and Charges.

On approval internal MRC departments may apply for annual hire status and will be subject to the same conditions as for the Annual Hire Process; however they will not be required to pay a bond.

Casual Hire Process

At the commencement of the hire agreement, a log book will be issued for the purpose of recording accurate daily meter readings indicating date, time and location of each reading, and shall be maintained and supplied to MRC at the cessation of the hire agreement. Penalty fees will apply if the log book is returned incomplete and penalty fees will continue until log book is correctly completed and returned to MRC. In any case, the standpipe must be returned for a motor road and inspection no later than one month after hiring. If the standpipe is received later than one month, penalty fees will apply.

An initial bond shall apply to the hire of each and every standpipe. Charges will be levied for equipment hire, and the volume of water used in connection to the specific application. Water usage shall be charged at the current bulk water rates as per the adopted annual Revenue Statement. Hire and penalty fees shall be charged at the current schedule of MRC - Commercial Fees and Charges.

Bond will only be released once full payment for hire, water usage, any penalty fees incurred and damage to equipment has been received. The hirer is required to submit a request for release of bond to MRC by way of a written request on company letterhead.
Annual Hire Process

At the initial hire, applicants must lodge a permanent bond which will be held in trust, and make payment for water usage and penalties upon return of the monthly log sheet.

The hire fee payable by annual hirers will be as per the current schedule of MRC - Commercial Fees and Charges and is payable at the commencement of the hire agreement. The standpipe must be returned one year from the date of the initial hire.

At the commencement of the hire agreement, a log book will be issued for the purpose of recording accurate daily meter readings indicating date, time and location of each reading, and shall be maintained and supplied to MRC at the cessation of the hire agreement. The readings will be provided to MRC either in person, facsimile or by email on a monthly basis. Every third month from the commencement of the initial hire the standpipe is to be taken to MRC where it will be inspected and tested, and a meter read will be recorded.

Penalty fees will be incurred if the log books are not received by or faxed or emailed to MRC on the monthly basis. The Penalty Fees will also apply if the log book is returned incomplete and will continue until log book is correctly completed and returned to MRC, and will also apply if the standpipe is not returned for inspection and testing every three months.

Bond will only be released once full payment for hire, water usage, any penalty fees incurred and damage to equipment has been received. The hirer is required to submit a request for release of bond to MRC by way of a written request on company letterhead.

7.0 Review of Policy

This policy will be reviewed when any of the following occur:

1. The related documents are amended or replaced.
2. Other circumstances as determined from time to time by a resolution of Council.

Notwithstanding the above, this policy is to be reviewed at intervals of no more than two years.
METERED STANDPIPE HIRE AGREEMENT

All Sections Must Be Completed

**HIRE DETAILS**

**NAME:**

**ABN:**

**AUTHORIZED REPRESENTATIVE:**

**POSITION:**

**PHOTO ID TYPE & No.:**

**MOBILE:**

**OFFICE PHONE:**

**EMAIL:**

**FAX:**

**PROJECT**

**TERM OF HIRE:**

\[ \square \] ANNUAL \[ \square \] CASUAL \[ \square \] INTERNAL

**HIRE DATES**

**START:**

**END:**

**TRAINING**

\[ \square \] ALREADY TRAINED \[ \square \] TRAINING REQUIRED

**No. TO BE TRAINED:**

**CHECKLIST**

\[ \square \] CIRCLE AS REQUIRED \[ \square \] COMMENTS

\[ \square \] ON/OFF Tap

\[ \square \] Screws holding Meter in Place

\[ \square \] Handles

\[ \square \] Locking Lug

\[ \square \] Rubber Seal

\[ \square \] Log Book issued

**HYDRANT LOCATIONS**

**ACKNOWLEDGEMENT**

I confirm that the standpipe and nozzle is in working order with the details as shown on this agreement and in good working order. The written copy of this agreement is to be kept on file. The Conditions of Hire and Sale (hereinafter) has been read and agreed to. And the person or company responsible for the testing of the meter has been notified.

**SIGNATURES**

**PER PRO HIRER:**

**DATE:**

\[ / \]

**PER PRO MRC:**

**DATE:**

\[ / \]

**Office use only**

**STANDPIPE DETAILS**

**TYPE:** \[ \square \] ANALogue \[ \square \] DIGITAL

**STANDPIPE No.:**

**INITIAL READING:**

**DATE:**

\[ / \]

**BOND:** \[ \square \] YES \[ \square \] NO

**BOND AMOUNT:**

**RECEIPT No.:**

**PRIVACY DISCLAIMER**

Making enquiries or providing personal information to us is required to enable you to receive our goods or services. The information you provide is not disclosed to any other third parties without your written authorization. As we are required to by law.

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CONDITIONS OF HIRE

Use of Standpipe
1. The Hirer is solely and fully responsible for ensuring that the Standpipe is used in a manner that:
   a. will not be a risk to public health and safety or cause damage to property;
   b. is in accordance with applicable legislation and regulations;
   c. will not cause damage to water or other infrastructure of MRC;
   d. will not waste water; and
   e. is not a nuisance of the Standpipe.
2. It is the Hirer’s responsibility to ensure that the Standpipe is only used strictly in accordance with Mackay Regional Council (MRC) “Instructions for use of a Standpipe” and is kept with all relevant legislation.
3. The Standpipe must be used only by a person duly trained by MRC in the proper use of standpipes. It is the responsibility of the Hirer to ensure that all persons using the Standpipe have received such training.
4. The Hirer must not alter the meter or tamper or order any part of the Standpipe.
5. In the event the Hirer is unable to remove the Standpipe from the hydrant or is unable to stop the flow of water, MRC must be notified immediately.
6. The standpipe and logbook (if relevant) must be made available for inspection by an authorised person of MRC.
7. Neither the responsibility for the Standpipe nor any other obligations of the Hirer under this Agreement is transferred to any third party.

Drawing of Water
8. It is the responsibility of the Hirer to provide all tools and fitting required to draw water through the Standpipe.
9. Water can only be drawn from hydrants located within the boundaries of the MRC. It is the responsibility of the Hirer (to ensure) the pipework is free of all hazards and is not within the operational boundary of MRC.
10. Drawing of water must be limited to the hydrant locations as identified in the Agreement.
11. Except where the standpipe is fitted with a backflow prevention device, all water containers receiving water through the use of the a Standpipe must be fitted with an air gap.
12. Full details of all instances of drawing water from hydrants must be recorded in the logbook provided.
13. Under no circumstances must water be drawn directly off trunk mains.
14. Water must only be drawn for the Project identified in the Agreement.

Return of Standpipe
15. Standpipes must be returned no later than the Hire End Date during working hours to the location from which the Standpipe was collected.
16. Annual Hirers must return the standpipe and logbook for auditing and inspection every three months from the Hire Start Date.

Loss or Damage
17. In the event that a theft of a standpipe, it is the responsibility of the Hirer to lodge a report with the police.
18. MRC will inform the Hirer immediately of a loss or theft of a standpipe along with the police reference number.
19. Should a standpipe become defective or damaged in any way, it must be immediately returned to MRC and the Hirer will be required to complete a “Damaged Standpipe Return Form”.
20. MRC reserves the right to recover from the Hirer all costs incurred as a result of loss or damage to the Standpipe, while in the possession of the Hirer.
21. The Stand supplied by the Hirer may be used to recover all or part of the said costs.
22. In the event of any damage to MRC water or other infrastructure whilst using the standpipe, the Hirer shall immediately notify MRC the full details of the incident as well as the nature of the damage.
23. MRC reserves the right to recover from the Hirer all costs incurred as a result of damage to infrastructure caused during the use of the Standpipe.

Charges
24. Charges will be assessed on the volume of water based on the Final Meter Reading less the Initial Meter Reading at the rates as specified in the applicable “Schedule of Commercial Fees & Charges” duly adopted by MRC.
25. In the event of a meter malfunction, MRC will estimate the volume of water drawn.
26. Delay in returns will incur penalty rates as indicated in the applicable Schedule of Commercial Fees & Charges duly adopted by MRC.

Complying with MRC Directions
27. The Hirer shall comply with any reasonable direction given by an officer of MRC with regard to the Standpipe.
APPENDIX 2 - RETURN OF STANDPIPE FORM

RETURN OF STANDPIPE FORM

<table>
<thead>
<tr>
<th>HIRER DETAILS</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>COMPANY OR INDIVIDUAL NAME:</td>
<td></td>
</tr>
<tr>
<td>ADDRESS:</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>STANDPIPE DETAILS</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>STANDPIPE NUMBER:</td>
<td></td>
</tr>
<tr>
<td>RECEIPT NUMBER:</td>
<td></td>
</tr>
<tr>
<td>STANDPIPE NOT RETURNED:</td>
<td>LOST</td>
</tr>
<tr>
<td>CONDITION OF STANDPIPE:</td>
<td>GOOD</td>
</tr>
<tr>
<td>REPAIRS REQUIRED:</td>
<td>NO</td>
</tr>
</tbody>
</table>

| CHECKLIST | CIRCLE AS REQUIRED | COMMENTS |  |
|------------|--------------------|--|  |
| On/Off Tap |  |  |  |
| Meter |  |  |  |
| Screws holding Meter in Place |  |  |  |
| Handles |  |  |  |
| Locking Lug |  |  |  |
| Rubber Seal |  |  |  |
| Log Book issued | YES |  |  |

Office use only

| STANDPIPE TYPE: | ANALOGUE | DIGITAL | INITIAL READING (M): |  |
|-----------------|----------|--------|----------------------|  |
| STANDPIPE No.: |  |  | FINAL READING (M): |  |
| HIRE PERIOD: | WEEKS | DAYS | VOLUME USED (M³): |  |

SIGNATURES

The standpipe return details are correct as shown above.

PER PRO HIRER: DATE: / /  
PER PRO MEC: DATE: / /  

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APPENDIX 3 - DAMAGED STANDPIPE RETURN FORM

DAMAGED STANDPIPE RETURN FORM
To be completed by hirer or hiree’s authorised representative on return of a damaged standpipe

As per the MRC Council Standing Orders: Condition of Hire & Use, any costs incurred as a result of negligence or wilful damage to a standpipe will be the responsibility of the hirer. Following Council’s assessment of any damage to a returned standpipe, the hirer may be liable for the total cost of repairs.

HIRER DETAILS
- COMPANY OR INDIVIDUAL NAME:
- ABN:
- AUTHORISED REPRESENTATIVE:
- POSITION TITLE:
- PHOTO ID TYPE:
- PHOTO ID NUMBER:
- DRIVER LICENCE No.:
- TELEPHONE:
- FAX:
- DATE STANDPIPE RETURNED TO MRC:

CIRCUMSTANCES RELATING TO HOW THE DAMAGE OCCURRED:

INDICATE WHICH PART OF THE STANDPIPE SUSTAINED DAMAGE OR CIRCLE THE AREA WITHIN THE DIAGRAM

<table>
<thead>
<tr>
<th>DAMAGES</th>
<th>CIRCLE AS REQUIRED</th>
<th>COMMENTS</th>
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<td>On/Off Tap</td>
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<td>Meter</td>
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<td>Screw holding Meter in Race</td>
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<tr>
<td>Rubber Seal</td>
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<tr>
<td>HYDRANT DAMAGE</td>
<td>□ YES □ NO</td>
<td>LOCATION</td>
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SIGNATURES
I acknowledge that the above details are true and correct and that these given an explanation of the circumstances of how the damage was sustained to the best of my knowledge. Having read and understood the MRC’s Council Standing Orders: Condition of Hire & Use at the commencement of the hire agreement, I accept full responsibility for payment of costs relating to the repair of the standpipe.

P.F.R. PRO HIRER:

Office use only
- STANDPIPE TYPE: □ ANALOGUE □ DIGITAL
- STANDPIPE No.:
- METER READING (adj.):
- TOTAL COSTS PAYABLE FOR DAMAGE:
- PAYMENT: □ CASH □ EFTPOS □ ACCOUNT □ ACCT OR RECEIPT NO.:

[Diagram]

012 – Standpipe Hire Policy
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Page 12 of 12
1.0 Scope

This policy covers all industrial, commercial or other premises connected to Mackay Regional Council’s (MRC) sewerage system that may discharge trade waste for treatment within this system.

2.0 Purpose

The major objectives of the MRC in controlling the discharge of trade waste into the sewerage system are to:

(a) provide an environmentally responsible liquid waste disposal system for commercial and industrial waste in a manner which safeguards public health;

(b) prevent harm or injury to employees;

(c) safeguard the sewerage system against damage, blockage or surcharging;

(d) exclude non-biodegradable, potentially harmful substances that may:
   i) cause the treatment process to fail;
   ii) render effluent or sludges unacceptable for reuse or disposal;
   iii) cause any other detrimental effect to the environment;

(e) recover the cost of services to commerce and industry including the cost of, transmission, treatment and damage to the sewerage system;

(f) encourage industrial development but at the same time achieve industry compliance with this policy and the Trade Waste Management Plan;

(g) promote water conservation;

(h) provide operational data on the volume and composition of industrial and commercial effluent to assist in the operation of the sewerage system and the design of augmentations or new sewerage systems;

(i) reduce waste by encouraging awareness of a product’s life cycle and including environmental costs in the cost of the product;

(j) encourage the management of waste in accordance with the following waste management hierarchy:
(i) waste avoidance;
(ii) waste recycling;
(iii) waste to energy;
(iv) waste treatment;
(v) waste disposal;
(vi) effluent reuse.

3.0 Reference

- The Trade Waste Management Plan is subject to regular revision to ensure it remains consistent with State Government legislation.

4.0 Definitions

To assist in interpretation the following definitions shall apply:

**Council** shall mean the Mayor and Councillors of Mackay Regional Council.

**MRC** shall mean Mackay Regional Council.

**Reuse** shall mean in relation to recycled water, includes being treated to improve the effluent quality, but does not include merely being discharged into, or disposed of in, the environment.

**Sewerage system** shall mean MRC’s sewers, access chambers, vents, engines, pumps, structures machinery, outfalls or any other works used to receive, store, transport or treat sewage.

**Trade waste** shall mean water-borne waste from business, trade, manufacturing or other premises, other than:
(a) waste that is a prohibited substance; or
(b) human waste; or
(c) stormwater.

5.0 Background

MRC will manage discharges of trade waste to the sewerage system in accordance with the requirements of the Water Supply (Safety and Reliability) Act 2008.

6.0 Policy Statement

This policy statement and the supporting Trade Waste Management Plan shall provide the technical support to promote an appropriate service to industrial and commercial customers and to protect the community, the environment, the sewerage system and the wastewater treatment processes from adverse effects. The Trade Waste Management Plan aligns with MRC’s Risk Management Processes.
MRC is committed to ensuring, where possible, all relevant internal and external stakeholders are communicated to and consulted with prior to the commencement of an inspection program.

7.0 Review of Policy

This policy will be reviewed when any of the following occur:

1. The related documents are amended or replaced.
2. Other circumstances as determined from time to time by a resolution of Council

Notwithstanding the above, this policy is to be reviewed at intervals of no more than three (3) years.

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<th>Version</th>
<th>Reason / Trigger</th>
<th>Change</th>
<th>Enclosed / Reviewed</th>
<th>Date</th>
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056 – Trade Waste Policy
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Page 3 of 3
Local Authority Waste Management Advisory Committee
(LAWMAC)
Draft Minutes
GENERAL MEETING 2016/2017 - 3
Civic Reception Room, Cairns Regional Council
119 – 145 Spence Street, Cairns
8.00am, Friday 24th February 2017

Attendees:
Cr Alan Wilson Cook Shire Council
Ms Pamela Maher Cook Shire Council
Cr Glenn Raleigh Cassowary Coast Regional Council
Mr Mark Alpness Cassowary Coast Regional Council
Mr Robert Nutt Cassowary Coast Regional Council
Cr Ayinl Paton Mackay Regional Council
Mr Jason Grandcourt Mackay Regional Council
Cr Mike Power Charters Towers Regional Council
Mr Michael Langburne Charters Towers Regional Council
Cr Paul Jacob Townsville City Council
Mr Matthew McCarthy Townsville City Council
Ms Hayley Page Townsville City Council
Mr Lechlan Kerr Burdekin Shire Council
Cr Nipper Brown Mareeba Shire Council
Mr Morris Hamill Mareeba Shire Council
Cr Andrew Lancini Hinchinbrook Shire Council
Mr Tudor Tanase Hinchinbrook Shire Council
Ms Paula Ingerson Hinchinbrook Shire Council
Mr Karl Mcacho Whitsunday Regional Council
Cr Richie Bates Cairns Regional Council
Mr Steve Cosatto Cairns Regional Council
Mr Nigel Crumpton Cairns Regional Council
Ms Sem Kay-Spratley Cairns Regional Council
Ms Mary Horseman Cairns Regional Council
Mr Paul Hoye Douglas Shire Council
Mr Bill Cuthbertson Torres Shire Council
Mr Keith Yorkston Torres Shire Council
Mr Edger Daniels Torres Shire Council
Mr Robert Ferguson LGAQ Brisbane
Mr Ian Kuhl Kuhl Meadows/Honorary Member
Ms Kylie Hughes DEHP - Brisbane
Ms Christine Blanchard BCC/Honorary Member
Mr James Begg Golder Associates
Mr Allard Bernhofen Regroup (prev. RDT)
Mr Josh Lannen MANS Group
Mr Joel Harris Resource Innovations
Mr Paul Theodorou Mandalay Technologies
Mr Rex Heathwood Mandalay Technologies
Mr Kevin Davies Remondis Australia
Mr Paul Smith Pacific Environment

24th February 2017

Cairns Regional Council
Mr James Kneath
Ms Anita Carr
Mr Bruce Erskine
Mr Nicholas Thomas-Kinsella
Colin Van Staveren
Lesley Van Staveren
Stirling Tavener
Mr Dan Hannagan
Ms Mary Field

Apologies:
Cr Craig Dunglison
Cr Tony Goddard
Ms Emily Jones
Mr Shane Teahan
Mr Shannon Gorman
Mr Jarrod Bryant
Mr Shane Anderson
Ms Deb Schafer
Cr Dave Clarke
Mr Dietmar Peters
Mr Jim Dudge
Cr David Carey
Ms Abbey Belcher
Ms Amy Yates
Mr Mark Vis
Ms Caitlin Pfrunder
Mr Colin Hoey
Mr Pedro Mendicicla
Mr Chris White
Mr Simon Kallowski
Mr Dean Sharpe
Mr Rick Ralph
Mr Shawn Young

EWaste Recycling Australia
Geofabrics
Cleanaway
GHD
FNQ Plastics
FNQ Plastics
Anson Advisory
Medallion
LAWMAC Secretary
Rockhampton Regional Council
Burdekin Shire Council
Burdekin Shire Council
Tablelands Regional Council
Mackay Regional Council
Isaac Regional Council
Isaac Regional Council
Isaac Regional Council
Isaac Regional Council
Whitsunday Regional Council
Whitsunday Regional Council
Cook Shire Council
Douglas Shire Council
Douglas Shire Council
Mareeba Shire Council
Townsville City Council
Mount Isa City Council
DrumMuster
AECOM
Suez Environment
Mandalaay Technologies
EHP - Cairns
Waste Recycling Industry Queensland
MacDonald Johnston

Corresponding Member Councils: Burke; McKinley; Cloncurry; Croydon; Flinders; Etheridge; Carpentaria; Isaac; Richmonrd.

Enduring Proxies on record:
Mr Paul Hoey for
Mr Karl Murdock for
Mr Lachlan Kerr for
Douglas Shire Council
Whitsunday Regional Council
Burdekin Shire Council

WELCOME & INTRODUCTION

LAWMAC Chair, Cr Alan Wilson declared the meeting open at 8.00am welcoming all present including associate members and invited guests.

The apologies as listed were noted.

Members acknowledged the previous day’s Workshop hosted by Cairns Regional Council addressing the Regional Challenges and Opportunities identified from the FNQ Regional Waste Options Project and the State Waste Infrastructure Project. Presenters on this topics were Mr Dominic Schiebs (Arcadis Consulting), Mr Julian...
Chan (DEHP), Mr Matt McCarthy (Townsville City Council), Mr Jason Grandcourt (Mackay Regional Council) and Mr Robert Ferguson (LGAQ).

Mr Ian Kuhl also gave a presentation on the LAWMAC Draft Strategic Plan (2017-2021) as reviewed by Kuhl Meadows Consultancy.

**CONFIRMATION OF PREVIOUS DRAFT MINUTES**

The draft minutes of the previous General Meeting held Friday 24th November 2016 were adopted as a true and correct record of the meeting proceedings with a minor amendment to the Hinchinbrook Shire Council report to nine illegal dumping offences (not ninety as recorded).

Moved: Cr Ayril Paton (Mcky)  Seconded: Cr Richie Bates (Crns)
Carried: 12 – 0.

**FINANCIAL REPORT**

The NQLGA/LAWMAC financial records up to 31 January 2017 as circulated to members prior to the meeting were adopted.

Moved: Cr Paul Jacob (Tsv)  Seconded: Glenn Raleigh (Cass/Cst)
Carried: 12 – 0.

**LAWMAC NEWSLETTER**

Members were advised of the latest edition as developed by Mackay Regional Council. LAWMAC newsletters can be viewed at www.lawmac.org.au Mackay Regional Council undertook to continue developing newsletters for 2017.

**LAWMAC WEBSITE**

Secretary to continue discussions with Mr Amaud Gougeon at Digitrops to implement a single repository on the website for LAWMAC documents to be posted for ease of reference for members. The section to be a password-secured members’ area accessed via a link or preferably a “big button”.

Moved: Cr Glenn Raleigh (Cass/Cst)  Seconded: Cr Ayril Paton (Mcky)
Carried: 12 – 0.

**2017 ROSSKO AWARD**

Members were reminded that LAWMAC is now calling for nominations for the 2017 Annual Rossko Award for Excellence in Waste Management in Nth Qld and urged to consider a fellow colleague, local government, company or agency for nomination.

**STRATEGIC PLAN REVIEW**

Mr Ian Kuhl recapped briefly on his presentation of the revised Draft Strategic Plan 2017-2021 at the previous day’s Workshop and called for feedback from members. Ian will table a final draft of the document at the May 2017 general meeting for a motion prior to formal ratification at the October 2017 AGM.

Moved: Cr Alan Wilson (Cook)  Seconded: Cr Glenn Raleigh (Cass/Cst)
Carried: 12 – 0.

**FUTURE DIRECTION OF NQLGA**

As a sub-committee of NQLGA, members considered any impacts or bearing the future direction of NQLGA may have on the future operation of LAWMAC.

Following discussions members resolved:

That delegates lobby their respective councils for the expansion of the NQLGA, allowing for the continuation, and growth of influence of LAWMAC as a waste management advisory committee.

Moved: Cr Richie Bates (Cns)  Seconded: Cr Alan Wilson (Cook)
Carried: 12 – 0.

24th February 2017 3 Cairns Regional Council
**ACTIONS** The Secretary to write to NQLGA requesting continuation of support with LAWMAC operating under the “umbrella” of its sub-committee status under the NQLGA in whatever future form it takes.

**CONTAINER REFUND SCHEME IN QLD**

Ms Kylie Hughes reported on proposed outcomes including the commencement date of 1 July 2018 for the Scheme with a 10 cent refund applicable with some exclusions. Queensland has aligned those areas with the NSW Scheme which has now been delayed to 1 December 2017 due to critical timeframes within infrastructure timelines.

The implementation Advisory Group is currently going through the details of all aspects of the Scheme along with reviewing different options regarding the structure, transparency and flexibility of the Scheme plus potential impacts on current kerbside recycling operations in some shires.

The implementing Queensland’s Container Refund Scheme discussion paper outlines the implementation issues and approaches for Queensland with submissions closing on Monday 20th March 2017. Discussion paper to be circulated by Robert Ferguson (LGAQ) for feedback or available on DEHP website.

Mr Robert Ferguson reported on the Technical Working Group, which is well represented by LAWMAC, with its critical part of the work of going through the process of impacts on local governments and identifying issues to take back to State Government. LGAQ will be forwarding a separate submission to State Government and LAWMAC members are invited to be part of the LGAQ submission or respond as individual councils.

Robert reported a on number of issues raised by councils with a range of actions to report back to the Implementation Advisory Group including how MRFs will interact with the Scheme, handling fees, contractual arrangements, existing agreements, refunds and the times and processes etc.

Whatever the final actual model for the Scheme, it will impact on councils in different ways subject to their individual recycling activities - and there may possibly be some avenues for compensation.

Working through the challenges of SEQ, FNQ, Remote and Regional Councils plus the Islands is vital, waste audits and data is critical and the role and responsibility of councils within the Scheme needs to be determined.

Cross-border issues between NSW & Qld was raised along with scavenging.

Regional opportunities and transport challenges also need investigating.

A brief question time followed in which delegates asked about the estimated quantities of plastics bottles expected, the value of a 10 cent refund as opposed to kerbside recycling and stockpiling leading up to and throughout the transition phase of the Scheme plus the issue of legacy containers.

Consultation closes on 20th March 2017 with the option of either individual council responses or a joint LAWMAC response.

**PLASTIC BAGS**

A Discussion Paper on Implementing a Light Weight Plastic Shopping Bag Ban in Queensland was released November 2016 seeking feedback on how the government should go about implementing a plastic bag ban by 2018. State Government is also interested in views on voluntary measures that could be introduced to reduce the use of the heavier department store plastic bags.

Consultation closes on 27th February 2017.

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24th February 2017

Cairns Regional Council
FINAL MINUTES
INFRASTRUCTURE AND SERVICES STANDING COMMITTEE
WEDNESDAY 12 APRIL 2017

FNQ PLASTICS PRESENTATION
Colin and Lesley Van Staveren advised of the proposal to establish a Plastics Recycling Plant within the greater Cairns region to handle all plastics and extrude them into finished products to retail back to the consumer.
Lesley reported on the Objectives and Raw Material Summary of the Project and the Shredding, Washing and Drainage Equipment needed for the process finishing in the extrusion of a profile to create parts that can be retailed back to the consumer.

FLOURO LIGHT CRUSHER PLANT – CLEANAWAY/NQRR TOWNSVILLE
Bruce Erskine, Technical Manager at NQ Resource Recovery gave a presentation on the installation of a Fluoro Light Crusher at the Cleanaway Treatment Plant in Townsville to crush and volume-reduce all mercury containing lights for cost effective shipment from its collection facilities located in Rockhampton, Mackay, Moranbah, Cairns and Mount Isa.
CMA Ecocycle and Cleanaway have entered into a joint venture to provide a more efficient and lower cost fluorescent tube recycling service to North Queensland and Northern Territory.
Bruce gave an overview of the Townsville Plant and the separation of glass, mercury, gases and metals for 100% recyclability.
A brief question time followed with issues raised regarding WPH&S risks onsite for vapours, crushed glass etc with Bruce advising avoidance of enclosed areas, the use of appropriate safety gear and enclosed receptacles under open-roofed areas for collection.

MANDALAY TECHNOLOGIES PRESENTATION
What Else Can Your Weightbridge Data Tell You
Paul Theodorou opened the presentation outlining on dashboard usage with historical data.
Rex Heathwood presented on Dashboards Vs Reports and gave a live demonstration of the Dashboard System via Google.

CORRESPONDENCE
The inward and outward correspondence as listed in the agenda was adopted.
Moved: Cr Richie Bates (Crs) Seconded: Cr Glenn Raleigh (Cass/Cst)
Carried: 12 – 0.

WASTE REPORTS
Technical Advisory Officer Report
Jason Grandcourt thanked Ian Kuhl for his work on reviewing the LAWMAC Draft Strategic Plan. Jason advised of the formation of the Waste-Q Working Committee including a number of LAWMAC members and called for feedback on themes etc for the Conference scheduled for October 2017.

Waste Manager Reports
Cook Shire Council
Pamela Maher reported that:
- Council is undertaking a new leachate project the following week at the old landfill and waste transfer station
- Kristina Davidson returns from maternity leave next week and Pamela is coordinating handover
- Welcome to all LAWMAC members for the May 2017 Workshop/Meeting in Cooktown. Discussion was raised regarding the EHA Conference dates two weeks

24th February 2017

Cairns Regional Council

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prior to LAWMAC in Cooktown however it was decided for LAWMAC dates to remain as scheduled.

Cr Alan Wilson reported that the Waste Management Team has a busy year ahead with the Laura Rodeo & Races, Wallaby Creek Festival, the Bramwell Cup Bush Carnival, Cooktown Discovery Festival etc bringing extra visitors to the region creating the huge task of extra waste to be transferred to Springmount.

Cassowary Coast Regional Council
Mark Alporex reported that:
- Council’s major project of stage 1 remediation work at the Tully Landfill and second stage of leachate management was completed in 2016 and severely tested by recent wet season rainfall. The Stage 1 work was quite fresh but stood up well to the extreme rainfall with only minor impact to bund walls around leachate collection tanks with tanks remaining intact and only a little mulch lost from the landscape. Overall 95% all okay at the Tully site with Council now reviewing the situation.
- Council has avoided having to transport waste to Cairns and is managing the reduction of sewage system and looking at a Plan B for long term solution.
- Mark and Robert to prepare an overview as a presentation at the LAWMAC Workshop/Meeting scheduled for November 2017 hosted by Cassowary Coast Council.

Mackay Regional Council
Jason Granccourt reported that:
- Council has invested an additional $2m over budget to address leachate management at Hogan’s Pocket.
- The Tender for landfill operations and the transfer station has been awarded to Suez Environmental Services for next eight years and is working on a transition phase for commencement 1 July 2017.
- Changes have been made to service dates impacting on approximately 15,000 clients (1/3 of total collection service) with some minor issues but overall well coordinated.
- Council has been running an education program following recent issues regarding charity bin dumping with mixed results.
- The Hogan’s Pocket Landfill is a finalist in the WMMA Excellence Awards which will be awarded in Sydney in March 2017.

Charters Towers Regional Council
Mic Lanburne reported on:
- A one-hour presentation to Council in December 2016 based on the implementation of the region’s ten-year Waste Strategy Plan which was well received.
- Council is currently investigating a new landfill site and undergoing public consultation
- An analysis has been undertaken on wheelie bin collection services against ratepayer data with the discovery of only about ten not paying for the service. There was some minor issues with a small number of residents placing two bins out for collection instead of only one.

Burdekin Shire Council
Lachlan Kerr reported that:
- The main focus has been Council awarding the waste collection services contract to Cleanaway with thanks to Joel Harris at Resource Innovations for assistance with the contract.
- Council is currently looking at ways to improve acceptance of certain waste types at its Transfer Stations to divert waste from landfill and improvements on data capture
- Currently looking at future review of the five legacy landfills in the region

24th February 2017

Cairns Regional Council
Mareeba Shire Council
Morris Hamill reported that:
- Council has awarded JJ Richards an extension of nine years to the existing contract plus tenders just released for leachate collection
- Capping of old landfill site continues with some wins. Compaction has been good and James Begg at Goder Associates assisting in the process. The liner has been delivered and will be fitted soon
- It has been identified that the Transfer Station is overdue for an upgrade and some design work is in progress prior to going to tender

Hinchinbrook Shire Council
Paula Ingerson reported on:
- Recent talks with James Kneath from E-Waste Recycling Australia to organise E-Waste Recycling in Hinchinbrook region

Tudor Tanase reported that:
- GHQ is developing a Site Development Plan for the Warrens Hill site
- Council is utilising government funding to construct a concrete pad for greenwaste collection at the Halifax Transfer Station

Whitsunday Regional Council
Karl Murdoch reported that:
- Design work is underway for lined cells at the Bowen landfill with development options reported by James
- Similar works for Kelsey and Cannonvale sites with recent talks with Manialay Technologies
- It has been determined that forty-eight percent of public use the Cannonvale Transfer Station so council needs to look at options for future development
- Over the last three months Council has been undertaking public consultation in shopping centres etc to talk to the community to survey responses on the possibilities of introducing recycling. Council also received good feedback via Facebook responses
- It appears that Waste as a service has got a better reputation in the region
- Council is currently requesting quotes for the development of new cells for the old landfill site
- Council is also making the community more aware of recycling through advertising and visual signage around landfills and waste transfer stations
- Currently in the process of reducing 15 pages down to 3 to streamline operations
- The introduction of E-Waste Australia to all sites is very positive
- No illegal dumping to report

Cairns Regional Council
Steve Cosatto reported that:
- Council Waste’s main project is currently the development of its ten-year Waste Strategy with all other waste projects to dovetail from this process and identifying the main stakeholders etc
- The MRF Master Plan is currently being developed and will fit in with the ten-year Strategic Plan

Douglas Shire Council
Paul Hoyle reported that:
- Council has now completed its Waste Characterisation Audit and Waste Collection Evaluation on commercial and domestic waste with the Report currently being reviewed and valuable for future planning
- Currently rolling out dual PFR bins of a stainless steel design and using local wildlife photography to promote

24th February 2017

Cairns Regional Council
• Received state government funding for projects and commenced cardboard drop-offs
• Leachate management into sewage system all ready to go with some reservations regarding heavy wet season rainfall
• Council to continue kerbside collection for next ten years

Torres Shire Council
Bill Cuthbertson introduced Keith Yorkston (TI Waste Manager) and Edgar Daniels (Horn Island Waste Manager) and reported that:
• The Community Garden, Recycling Facility and Thursday Island Transfer Station to commence 1 July 2017 in a limited form with some assistance from state government
• Council has reviewed its Waste Strategy in recent weeks and with Community Stakeholders on board for recycling its all going ahead
• Prince of Wales Island is embracing recycling and looking at creating a Waste Transfer Station to replace the current open landfill site. Transport of waste items from the island is a huge task and a major concern with helicopters currently being the most viable option for removal
• Council still has a positive relationship with Dirt Girl World and are fully supportive of related projects with filming hosted by Costa from Gardening Australia coming up – check dates.
• In 2010 Council recognised Keith as an individual who could do well and sent him to university. Keith is now the new Director of Engineering at Torres Council. Bill will be handing over to Keith and leaving 1 April 2017.

Townsville City Council
Cr Paul Jacob reported that:
• As part of its Policy Council will undertake a hard waste collection July to November this year with staff currently evaluating Tenders and a Report with recommendations will be available next month. Mayor Jenny Hill is a strong force in driving this project
• A plan for free green waste and recycling disposal is contained in the 2017-18 budget.
Matt McCarthy reported that
• Council is three years into its Waste Strategy Study and reviewing a couple of those sites
• A new General Manager commencing at Council next week and will be attending future LAWMAC meetings
• Waste Services is moving from the Bemfield Rd premises to a new site in an industrial area which will be more suitable to its operations
• Planning for landfill closures is underway as all available airspace in the current cells at Hervey Range and Jensen will be consumed during the 2017/18 financial year causing considerable impacts on customer and council operations.
• The Stuart Waste Facility is currently out to tender for upgrades with Transfer Station, Front End Resource Recovery Area plus an extra weighbridge and Driver Control Station to cope with extra waste stream following closure of the landfills
• Council has been awarded $22m from state government for upgrades to Stuart Waste Facility plus upgrade of Hervey Range site.
• Waste Services is looking for feedback from LAWMAC on policy or recommendations on how to define Collection Areas and also raised awareness of heavy vehicle regulation
• Council is also a finalist in the Landfill and Transfer Station Awards for its facilities at Magnetic Island to be awarded in Sydney in March
WASTE MANAGEMENT ASSOCIATION of AUSTRALIA
McCarthy reported on WMAA as the peak national body for waste management in Australia and recommended everyone to consider being a member.
WMAA are currently developing their Policy Document regarding Strategic Direction over coming years and Matt recommended current members to provide feedback.
Matt also reported on End of Waste Codes with a letter asking for feedback. WMAA will be making a submission and LAWMAC is invited to provide feedback through Matt for inclusion or individually respond via their councils.
Members endorsed the tax invoice for WMAA Membership Subscription Corporate (Govt 1 level) for $955 (gst incl) as approved in the interim by the Executive Committee nominating LAWMAC Chair, Cr Alan Wilson plus the two additional affiliates as LAWMAC Deputy Chair, Cr Glenn Raleigh and LAWMAC Secretary, Mary Field.
Moved: Cr Glenn Raleigh (Cass/Cst) Seconded: Cr Ayrl Paton (Mcky)
Carried: 12 – 0.
ASSOCIATE MEMBER REPORTS
Members endorsed the invitation for upcoming new Associate Members EWaste Recycling Australia, Geo Fabrics and GHD to attend workshops and meetings leading up to 2017-18 formal membership.
Moved: Cr Ayrl Paton (Mcky) Seconded: Cr Mike Powers (ChirsTwrrs)
Carried: 12 – 0.
Regroup / RDT
Allard Bernhofen gave a quick snapshot of the continued and rapid growth of RDT along with the name change from RDT to Regroup.
Allard reported on the recent attendance at the Waste to Energy Conference in Ballarat where landfill levies was also discussed and undertook to provide a full program of all presentations for circulation via the LAWMAC secretary.
The Regroup design for the Townsville MRF has been completed and is scheduled to be operational by 1 July 2017.
The Mackay MRF continues to operate effectively and finally secured tonnes from Hamilton Island to the Mackay Facility
Regroup has been processing food and organics waste in NSW and is now inviting Queensland to be on board
Approximately 120 tonnes of agricultural plastics has been baled and transported out of Cossowray Coast region.
Regroup is proudly sponsoring the tea/coffee facilities at the Waste-Q Conference in Mackay
Golden Associates
James Begg reported that Golden have been accepted to give a presentation on Landfills and Leachate Management at a Darwin Conference and would like to present again at a future LAWMAC meeting.
DEHP - QLD
Kylie also reported on Waste Related ERAs with DEHP about to release a Regulatory Statement in coming weeks for submissions.
DEHP is about to release a draft on EOW Codes and will be looking at an eight week consultation process.
Work is commencing on Landfill Disposal Bans in more details including tyres, ewaste, handheld batteries, agricultural and chemical containers, metals and possibly mattresses.

DEHP is about to commence a review of its Waste Strategy with letters of invitation to interested waste groups to be sent out and a draft review available by May 2017 for consultation.

MAMS
Josh Lannen reported that he has thirty more aluminium skips underway with the first going to Hinchinbrook Shire Council late 2016. Mams is looking at PES Truck and Dog for fifteen ton haulage with the possibility of maybe eight skips to one truck/dog combo.

Mams is interested in plans to streamline and upgrade the Buyback Shops at Cassowary Coast Transfer Stations. A substantial investment but would be good to divert more waste from landfill.

Pacific Environment
Paul Smith addressed biosolids and drew attention to them as a prime mechanism of chemicals that require very careful handling and care to avoid site contamination.

Pacific Environment continues with bio-capping and rehabilitation works and is looking at putting more science into selecting suitable vegetation and soils for rehabilitation after capping dependant on site locations and weather patterns.

Mandalay Technologies
Paul Theodorou recapped on the Dashboard presentation earlier at the meeting and advised of Mandalay Technologies’ gold Sponsorship at the March 2017 WMAA Sydney and Waste Q Conference in October.

Remondis Australia
Kevin Davies reported on the submission of a Licence Amendment to DEHP to increase to 200,000 tonnes and Remondis continues work on Stage three cells.

Resource Innovations
Joel Harris reported on involvement in a Digestion and Biosolids Project north of Brisbane and the viability of a Solar Farm at the Newcastle Landfill in NSW.

LGAQ
Robert Ferguson very briefly recapped on the CRS in Qld.

GENERAL BUSINESS
Cr Glenn Raleigh recapped on the Waste Services Map developed in recent years and called for Waste Managers to review their individual Council Waste Facilities and advise of any updates, closures etc to maintain the reference site.

MEETING DATES IN 2017
25 & 26 May 2017 – Workshop / Meeting hosted by Cook Shire Council
Wednesday 11 October 2017 – AGM & GM hosted by Mackay Regional Council and followed by the Waste-Q Conference.
24 & 25 November 2017 – Workshop/Meeting to be hosted by Cassowary Coast Regional Council

LAWMAC Chair, Cr Alan Wilson thanked Workshop/Meeting host Cairns City Council, all delegates and presenters for attending and declared the meeting closed at 11.55am.