INFRASTRUCTURE AND SERVICES
STANDING COMMITTEE

FINAL MINUTES

14 June 2017
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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 J F Englert, Mr C Doyle (Chief Executive Officer), Mr J Devitt (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
6. CONFIRMATION OF MINUTES:

6.1 INFRASTRUCTURE AND SERVICES STANDING COMMITTEE MEETING - 10 MAY 2017

THAT the Infrastructure and Services Standing Committee Meeting Minutes dated 10 May 2017 be adopted.

Moved Cr Casey Seconded Cr Paton

CARRIED

7. BUSINESS ARISING OUT OF MINUTES OF PREVIOUS MEETING:

Nil

8. CORRESPONDENCE AND OFFICERS’ REPORTS:

8.1 ECI - WATER SERVICES MONTHLY SERVICES - 1 MAY 2017 TO 31 MAY 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 May 2017 to 31 May 2017.

Officer's Recommendation


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

Cr Casey queried if the residents from North Mackay and Northern Beaches reduced their water consumption yesterday following the request by Council due to the burst trunk water main in Kay Court, North Mackay.

DECI advised he has not seen the water supply results as yet but believes there is the capacity to service the area during the repair phase of the trunk water main.

Cr Paton queried the reason for the large increase in registrations of new backflow devices during May 2017.
DECI advised that two (2) commercial registrations, Mackay Base Hospital and Mater Day Surgery have had 24 additional devices registered between them. This is a good indicator of the commercial work occurring in the region and both of these would be highly regulated in the amount of devices they actually need to install around their operations with critical water supply.

Cr Bonaventura congratulated the program on the improved presentation of data in relation to leak detection notifications.

Committee Resolution

THAT the Officer's Recommendation be adopted.

Moved Cr Bonaventura  Seconded Cr Paton  
CARRIED

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

Author  Director Engineering & Commercial Infrastructure

Purpose

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

Officer's Recommendation


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

Cr Paton queried if Whitsunday Regional Council will be using the Mackay's Materials Recovery Facility (MRF) for their curb side recycle collection when they commence this service.

DECI advised Mackay currently receives the waste material from Whitsunday Regional Council (WRC) from their transfer station. WRC intend to move to kerb side collection in the near future for recyclables and discussions are currently being held between all parties to allow this to be received at Councils Material Recovery Facility.
Cr Paton queried if there was extra recycling being processed at the MRF it would assist the efficiency and budget for the MRF.

DECI advised with the new design of the MRF it has allowed for additional waste tonnage to be received.

Committee Resolution

THAT the Officer's Recommendation be adopted.

Moved Cr Paton  
Seconded Cr Casey  

CARRIED

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

Author  
Director Engineering & Commercial Infrastructure

Purpose

To provide the Committee with Engineering and Commercial Infrastructure - Transport and Drainage Monthly Review for the period of 1 May 2017 to 31 May 2017.

Officer's Recommendation


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

Cr Bonaventura advised he has been contacted by a resident in relation to clearing of vegetation which has fallen from the road reserve into private property and if there was a timeframe for this type of work to be completed in.

DECI advised this type of work is scheduled to be completed within the next two (2) weeks and if Cr Bonaventura could forward the residents information and he will follow up this request.

Cr Paton queried in relation to the Telstra line incident if Council utilised "Dial Before You Dig" before any works were undertaken and what procedures have been put in place to ensure this does not occur again.

DECI advised for normal maintenance works, i.e. mowing or cleaning out a drain then Council would not use Dial Before You Dig, it is more when excavation type works are required. In this instance works were being carried out along the drain and the Telstra cable was damaged. This
could indicate that the Telstra cable does not have the necessary cover. Council will contact Telstra in relation to this cable and the necessary cover but in any case Council will be conscious of this going forward to ensure it is not an ongoing issue.

Cr Casey queried if the NDRRA flood works was on the rural unsealed road network.

DECI advised the focus currently was on the unsealed road network and the first package in the Southern area around Koumala has been submitted to QRA and works were planned to commence next week. The next package for unsealed road network in the main Southern area will be finalised shortly, there will also be some culverts and drainage upgrades being carried out at the same time. The sealed network will be reviewed next and are currently reviewing the best option for assessing this work.

The Mayor queried given that the crushing has already commenced, how far behind is Council on the regular scheduled maintenance of the unsealed roads which may affect the crushing given the emergent works that happened from Tropical Cyclone Debbie.

DECI advised Council’s ongoing maintenance has been delayed with resources being deployed for recovering works following Tropical Cyclone Debbie but are now back on scheduled maintenance works. There has been discussion about liaising with Canegrowers in relation to the main routes for the crush and focusing on these to ensure there as little impact as possible on the crush.

The Mayor queried if the discussion with Canegrowers has occurred or is going to occur.

DECI advised the discussion with Canegrowers has not occurred as yet.

The Mayor advised he felt Council needed to have the discussion with Canegrowers as soon as possible.

The Chief Executive Officer (CEO) advised Council has not been approached by Canegrowers and if there was a particular route requiring attention for the crush he believes they would have been in contact with Council.

Cr May queried if the contractor has changed the way the resealed program is being delivered with the product, etc. as there has been an increased number of customer requests in relation to the quality of the roads following a reseal.

DECI advised the procedure has not necessarily changed but the balance between the treatment option Council decides on resurfacing of roads possibly has. There is a balance between asphalt and chip seal resurfacing of roads being implemented in the current contract and Council will be briefed on the difference between the two options.

Cr May advised the customer requests she has been made aware of are mainly around the loose stone that were left following the resealing of a road.

Cr Bella suggested when the repair of the unsealed roads commences that contact is made with the local harvest contractors to assist both parties while the road works are being carried with the movement of large vehicles.
Committee Resolution

THAT the Officer's Recommendation be adopted.

Moved Cr Casey          Seconded Cr Paton

CARRIED

8.4 ATTENDANCE OF COUNCILLORS AT AUSTRALIAN WATER NORTH QUEENSLAND REGIONAL CONFERENCE 2017

Author     Director Engineering & Commercial Infrastructure

Purpose

To seek confirmation for the Infrastructure & Services Standing Committee's Chair (Cr Karen May's) to attend the Australian Water Association's (AWA) North Queensland Regional Conference in Mackay on 20 and 21 July 2017.

Background/Discussion

Cr Karen May is the Chair of the Infrastructure and Services Standing Committee. The Water Services Programs fall within the terms of reference of this Committee. The Australian Water Association's North Queensland Regional Conference will address issues facing the Australian water industry in general and the more specific challenges for North Queensland utilities.

The AWA North Queensland Conference was initiated through the Cairns Townsville Mackay Water Alliance and is strongly supported by each of these respective Local Governments as a mechanism to address relevant water related issues in relation to North Queensland and to also provide staff with an opportunity to get access to professional development and build closer relationships.

Consultation and Communication

Discussions were held between the Director Engineering and Commercial Infrastructure, Cr May the request, as required, through the Chief Executive Officer.

Resource Implications

The total cost will be in the vicinity of $800 conference registration. This will be borne by the Councillor budget within the Office of the Mayor and CEO.

Risk Management Implications

N/A
Conclusion

It will be of value to Mackay Regional Council for Cr Karen May as Chair of the Infrastructure and Services Standing Committee to attend the Australian Water Association's North Queensland Regional Conference in Mackay on 20 and 21 July 2017 where they will gain a better understanding of the current challenges facing the water industry.

Officer's Recommendation

THAT the Committee endorse the attendance of Cr May at the Australian Water Association's North Queensland Regional Conference in Mackay on 20 and 21 July 2017.

Committee Resolution

THAT the Officer's Recommendation be adopted.

Moved Cr Casey  Seconded Cr Paton  CARRIED

8.5 DRAFT MEETING MINUTES - LOCAL AUTHORITY WASTE MANAGEMENT ADVISORY COMMITTEE (LAWMAC) - 26 MAY 2017

Author  Director Engineering & Commercial Infrastructure

Purpose

Attached is a copy of the Draft Minutes of the Local Authority Waste Management Advisory Committee (LAWMAC) Meeting held on 26 May 2017, for information purposes.

Officer's Recommendation

THAT the Minutes of the Local Authority Waste Management Advisory Committee (LAWMAC) Meeting dated 26 May 2017 be received.

Committee Resolution

THAT the Officer's Recommendation be adopted.

Moved Cr Paton  Seconded Cr Walker

Cr Paton provided an update on the recent LAWMAC meeting held on 26 May 2017 where there were a number of workshops, site tours and presentations held to update LAWMAC members over the two (2) days. The Cook Shire Council briefed the LAWMAC members on their sewerage treatment plant that was $14M Federal funded project and installed by the Army as a training exercise but has now left the Council with an asset they cannot afford to maintain. Nominations for the 2017 Rosco Awards have been called for and he proposed that the Waste
Team should be nominated for their excellence in waste management. The next LAWMAC meeting will be the Annual General Meeting held in Mackay on 11 October 2017 alongside the WasteQ Conference which will be held at the MECC.

CARRIED

9. TENDERS:

9.1 MRC 2017-040 - PIPE CONDITION & CCTV ASSESSMENT

File No MRC-2017-040 Pipe Condition & CCTV Assessment
Author Manager Technical Services

Purpose

To present to Council for approval, tenders submitted for MRC2017-040 – Pipe Condition & CCTV Assessment.

Background/Discussion

Effective management of our stormwater network requires identification and prioritising of assets most at risk

The work under this contract is to undertake a condition assessment of a selection of the existing stormwater pipe network to identify potential risks due to poor condition or maintenance that may impact flooding or pose a risk to the community. In addition the results will be used to improve Council Asset information and assist with developing future strategies for management of our underground stormwater network.

It is intended that 5% (approximately 30km) of the known stormwater network will be investigated as part of the condition assessment and the results used to develop works programs and improve the assumption on the conditions of assets not yet inspected.

A number of precincts have been identified for investigation, which represent various site characteristics that may impact the condition of the assets. Areas of varying network age have also been selected to determine how the networks deteriorate over time. In particular, the conditions being assessed include:

- Ground stability (different ground conditions);
- Exposure to marine environment;
- Age; and
- Material.

The precincts chosen allow the impact of these variables to be assessed. The precincts included in the condition assessment are:
- Beaconsfield;
- Andergrove; and
- North Mackay.

Tenders were invited on the 18th March 2017, via QTender website and advertised locally in the Daily Mercury seeking submissions for suitably qualified contractors to undertake the pipe condition & CCTV assessment.

The following responses were received by the closing date of the 11th April 2017

<table>
<thead>
<tr>
<th>Tenderer</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>All About Pipes</td>
<td>Ingleburn NSW</td>
</tr>
<tr>
<td>Aqua-Assets Pty Ltd</td>
<td>Broadmeadow NSW</td>
</tr>
<tr>
<td>Emmett O’Brien</td>
<td>Mackay QLD</td>
</tr>
</tbody>
</table>

An initial compliance check was conducted on 21st April 2017 to identify submissions that were non-conforming with the requirements of the Request For Tenders (RFT). This includes compliance with the contractual requirements and provision of requested information. All submitted tenders appeared conforming.

<table>
<thead>
<tr>
<th>Tender Submissions</th>
<th>Tender Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>All About Pipes</td>
<td>$208,481.84</td>
</tr>
<tr>
<td>Aqua-Assets Pty Ltd</td>
<td>$344,260.14</td>
</tr>
<tr>
<td>Emmett O’Brien</td>
<td>$91,761.51</td>
</tr>
</tbody>
</table>

During the evaluation, tenderers were assessed against the nominated qualitative criteria. The weighting attributed to each qualitative criteria was:

<table>
<thead>
<tr>
<th>Assessment Criteria</th>
<th>Weighting</th>
</tr>
</thead>
<tbody>
<tr>
<td>Compliance Criteria</td>
<td>10%</td>
</tr>
<tr>
<td>Demonstrated Understanding</td>
<td>10%</td>
</tr>
<tr>
<td>Key Personnel Skills &amp; Experience</td>
<td>10%</td>
</tr>
<tr>
<td>Relevant Experience</td>
<td>20%</td>
</tr>
<tr>
<td>Tenders Price</td>
<td>40%</td>
</tr>
<tr>
<td>Tenders Resources</td>
<td>10%</td>
</tr>
</tbody>
</table>

The qualitative criteria assessment was carried out by the Evaluation Panel on the 21st April 2017 with the evaluation panel scoring the tenders according to the evaluation matrix.

Based on the variance in the pricing a tender information request was issued to each tenderer on the 27th April 2017 requesting further information including updating identified missing information.
A meeting was held on the 3rd May 2017 between Emmett O’Brien & two persons from the evaluation panel to ensure Emmett O’Brien had a good understanding of the works and the information required to ensure submissions comply with council requirements. On the 4th May 2017 Emmett O’Brien issued a notice to withdraw from the tender.

The tender information request closed on the 3rd May 2017 with the only response received from Aqua-Asset Pty Ltd. Numerous follow up requests were made to All About Pipes and their advice was received on the 12th of May.

Following review of the tender information request tender prices were adjusted

<table>
<thead>
<tr>
<th>Final Tender Submissions</th>
<th>Tender Price (ex GST)</th>
</tr>
</thead>
<tbody>
<tr>
<td>All About Pipes</td>
<td>$208,481.84</td>
</tr>
<tr>
<td>Aqua-Assets Pty Ltd</td>
<td>$338,869.14</td>
</tr>
</tbody>
</table>

All About Pipes tender has several departures that increased the risk for council.

The evaluation panel considered the following aspects of All About Pipes submission:

- There was a lack of evidence of similar previous work being undertaken.
- There was a lack of understanding of the works scope and inadequate resourcing allowed. Additional costs would therefore be required to account for the extra personnel.
- Tender pricing appeared to exclude the data analysis component of the engagement to generate the condition assessment and failed to consider the provisional pipe cleaning costs, therefore additional costs would also be incurred.
- Due to the issues in receiving TIR 1 response and the lack of information provided the evaluation panel did not issue further TIR’s to clarify these pricing discrepancies.

As All About Pipes initial submission had significant gaps and they did not request an extension to reply or acknowledge the TIR prior to the response due date, further consideration of their submission would be in breach of the Sound Contracting Principles as other respondents were not given the additional time to submit their TIR Responses.

Aqua-Assets Pty Ltd demonstrated a good understanding and provided a detailed program of works; provided key personnel that have sufficient experience with large projects of similar nature. Aqua-Assets Pty Ltd tender price submitted meets all work items within the scope of works.

The evaluation of the submissions was conducted by:

- Project Engineer Civil Projects
- Manager Technical Service Technical Services
- Contracts Officer Procurement and Plant

**Consultation and Communication**

Consultation was conducted between Civil, Projects, Technical Services & Procurement and Plant prior to the Request for Tender being released.
Resource Implications

Council resource commitments will involve administration of the contract. This will be undertaken by internal staff and no additional resource implications are expected.

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Project Name</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Expenditure to Date</td>
<td>$32,497</td>
<td>Reference to previous expenditure</td>
</tr>
<tr>
<td>Contract Price</td>
<td>$338,869</td>
<td>Tenderers price</td>
</tr>
<tr>
<td>Project risks</td>
<td>$15,000</td>
<td>Contingency allowed</td>
</tr>
<tr>
<td>Council’s costs</td>
<td>$15,000</td>
<td>Below the line costs for council</td>
</tr>
<tr>
<td>Estimated Cost of Project</td>
<td>$401,366</td>
<td></td>
</tr>
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</table>

**BUDGET**

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Budget for 16/17</td>
<td>$328,000</td>
<td>Operational Budget</td>
</tr>
<tr>
<td>Budget for 17/18</td>
<td>$74,000</td>
<td></td>
</tr>
<tr>
<td>BALANCE</td>
<td>$634,000</td>
<td></td>
</tr>
</tbody>
</table>

The Pipe Condition and CCTV Assessment works are an operational cost that will need to be covered within the 2017/2018 operations budget once approved.

Risk Management Implications

A significant risk with this project is the condition of the stormwater line. The schedule allows for cleaning of the line before placing the CCTV camera in the line however this has been based on a moderate amount of debris in the line. If the line has significant debris or tree roots the cost to clean the line will increase. At this stage there is no way to mitigate that risk other than to monitor cost and adjust the quantum of works to meet budget limits.

The weather is also a risk however this will be minimised by the time of year the works are undertaken.

Civil Projects are establishing an internal CCTV crew to commence in the 2017/2018 financial year utilising the previous Water Network CCTV assets. Even though this crew will be undertaking further CCTV inspections of the stormwater network the tender is still supported in proceeding given the overall lack of condition data available in the stormwater assets space.

The works are due to commence in July 2017.

Conclusion

That awarding the contract to Aqua-Assets Pty Ltd represents the most advantageous outcome and demonstrated value for money to Mackay Regional Council based on their experience and their demonstrated understand of the scope of works and Councils requirements.
Officer's Recommendation


Committee Resolution

THAT the Officer's Recommendation be adopted.

Moved Cr Paton               Seconded Cr Walker

CARRIED

9.2   MRC 2017-056 HOGAN'S POCKET LEACHATE POND

File No  MRC 2017-056 – Hogan’s Pocket Leachate Pond
Author  Director Engineering & Commercial Infrastructure

Purpose

To present to Council for approval, tenders submitted for MRC 2017-056 – Hogan’s Pocket Leachate Pond.

Background/Discussion

The Infrastructure & Services Standing Committee on the 7 December 2016 considered a report requesting capital for additional leachate management assets. The report detailed a request for additional leachate management assets and the report demonstrated that funding the project, would provide a significant long term reduction in operating costs for the Hogan’s Pocket Landfill by reducing leachate management operating costs.

The Officer’s Recommendation was:

“Officer's Recommendation

THAT the Committee recommend to Council that it resolves to support the following recommendations:

A. THAT Council approve the project funding of $2,000,000 for the construction of an additional 15ML leachate storage pond at Hogan’s Pocket Landfill over the Financial Year 2016/2017 and Financial Year 2017/2018.

B. AND THAT a budget allocation of $500,000 be approved from the Waste Reserves Fund as part of the December 2016 budget review.

C. AND FURTHER THAT the remaining $1,500,000 be allocated as part of the 2017/2018 budget cycle.”
The Infrastructure and Services Standing Committee held on 7 December 2016 endorsed:

“Committee Resolution

THAT the Officer’s Recommendation be adopted.

Moved Cr Paton Seconded Cr Casey

CARRIED”

This matter was sent to Mackay Regional Council’s (Council) Ordinary meeting held on 14 December 2016 for consideration. Council then made the following resolution:

“Council Resolution

THAT the following recommendation from the Infrastructure and Services Standing Committee Minutes dated 7 December be approved:

1) Item 10.1 Leachate Management Asset Capital Request
   a) Council approve the project funding of $2,000,000 for the construction of an additional 15ML leachate storage pond at Hogan’s Pocket Landfill over the Financial Year 2016/2017 and Financial Year 2017/2018.

   b) AND THAT a budget allocation of $500,000 be approved from the Waste Reserves Fund as part of the December 2016 budget review.

   c) AND FURTHER THAT the remaining $1,500,000 be allocated as part of the 2017/2018 budget cycle.

Moved Cr May Seconded Cr Paton

CARRIED”

Following the above Resolution, Council issued a Request for Tender (RFT) seeking an experienced contractor in the construction of a lined leachate pond and associated ancillary works that will be used to contain and store waste leachate at the Hogan’s Pocket Landfill.

Council issued in the RFT specific design drawings for the bulk earthworks and ancillary civil works, complimented with general technical specification and special conditions of contract. A further technical performance specification was issued in relation to the geo-synthetics component of the works (design and construct specification) allowing for flexibility in the construction approach (for the specialist geo-synthetics component).
The following responses were received by closing time of 10.00am on Tuesday, 2 May 2017:

<table>
<thead>
<tr>
<th>Tenderer</th>
<th>Head Office Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jaylon Pacific Pty Ltd</td>
<td>Brendale Qld</td>
</tr>
<tr>
<td>Merit Lining Systems Pty Ltd</td>
<td>Floreat WA</td>
</tr>
<tr>
<td>Teneo Group</td>
<td>Milton Qld</td>
</tr>
<tr>
<td>Vassallo Constructions Pty Ltd</td>
<td>Mackay Qld</td>
</tr>
</tbody>
</table>

An initial compliance check was conducted of the submissions to identify submissions that were non-conforming with the requirements of the RFT. This includes compliance with the contractual requirements, attendance at the mandatory site meeting and provision of requested information.

1. Teneo Group was deemed as non-confirming as they did not attend the mandatory site briefing.
2. Initially Vassallo Constructions Pty Ltd was considered potentially non-conforming as the tender stipulated that the specialist lining work could not be subcontracted.

Through TIR clarification Vassallo Constructions Pty Ltd confirmed they would be accepting holistic contract responsibility for the project including the lining component, and that a specialist lining contractor would be engaged through labour hire arrangements therefore satisfying and conforming to the tender requirements. All other submissions (including Vassallo Constructions Pty Ltd) were progressed through to the qualitative criteria assessment on the basis that all terms and conditions and mandatory requirements of the RFT had been met.

During the evaluation, tenderers were assessed against the nominated qualitative criteria issued as part of the RFT. The weighting attributed to each qualitative criteria was:

<table>
<thead>
<tr>
<th>Assessment Criteria</th>
<th>Weighting</th>
</tr>
</thead>
<tbody>
<tr>
<td>Relevant Experience</td>
<td>25%</td>
</tr>
<tr>
<td>Key Personnel Skills &amp; Experience</td>
<td>10%</td>
</tr>
<tr>
<td>Demonstrated Understanding</td>
<td>25%</td>
</tr>
<tr>
<td>Tender’s Price</td>
<td>40%</td>
</tr>
</tbody>
</table>

The tendered lump sum prices, excluding GST are listed below:

<table>
<thead>
<tr>
<th>Tender Submissions</th>
<th>Tender Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Merit Lining Systems Pty Ltd</td>
<td>$1,682,048.00</td>
</tr>
<tr>
<td>Vassallo Constructions Pty Ltd</td>
<td>$1,825,768.72</td>
</tr>
<tr>
<td>Jaylon Pacific Pty Ltd</td>
<td>$2,125,035.00</td>
</tr>
</tbody>
</table>

During the evaluation conducted on 15 May 2017, the Evaluation Panel concluded more information and clarification is required to ensure submissions can be evaluated correctly due to the size and risk of the project.
Tender Information Requests (TIRs) were issued to Merit Lining System Pty Ltd, Vassallo Constructions Pty Ltd and Jaylon Pacific Pty Ltd seeking further clarification of information and pricing submitted.

All tenderers responded within the relevant timeframe with TIR responses being reviewed by the Evaluation Panel.

All applicants were assessed against the Qualitative Selection Criteria. Specific criteria were weighted according to their importance as perceived and agreed by the Evaluation Panel. Relative weightings were published within the RFT.

After final assessments on all responses to TIRs, the revised lump sum prices excluding GST are:

<table>
<thead>
<tr>
<th>Tender Submissions</th>
<th>Revised Tender Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Merit Lining Systems Pty Ltd</td>
<td>$1,813,979.01</td>
</tr>
<tr>
<td>Vassallo Constructions Pty Ltd</td>
<td>$1,864,094.41</td>
</tr>
<tr>
<td>Jaylon Pacific Pty Ltd</td>
<td>$2,125,035.00</td>
</tr>
</tbody>
</table>

Following the evaluation by the Evaluation Panel members, Councils Procurement Policy was then used to do further assessment against the local content. In this instance section 7.5 of the policy as listed below is then enacted.

7.5 Large-Sized Contractual Arrangements (contracts worth more than $200,000 excluding GST, either in a financial year, or over the proposed term of the contract)

Subject to certain exceptions (including those exceptions listed at section Error! Reference source not found.0 below), section 226 of the Regulation requires that Council first invites written tenders before entering into a Large-Sized Contractual Arrangement, by using the tender process set out Section 228 of the Regulation.

Large-Sized Contractual Arrangements must be entered into by:

- accessing a Preferred Supplier Arrangement (if permitted under the Regulation);
- or
- accessing inventory; or
- accessing a Register of Pre-qualified Suppliers;
- in the case of services, accessing an Approved Contractor List;
- way of another exception under the Regulation; or if none of the above is available or desirable to Council
- inviting written tenders in accordance with the tender process set out at section 228 of the Regulation.
Tenders received under section Error! Reference source not found.,00 of this Procurement Policy will be evaluated in a three-stage process by Council as follows:

(i) **Stage 1** - Any mandatory criteria imposed by Council (e.g. compliance with legislative, OH&S and environmental obligations) must be met by a tenderer in order for their tender to progress to stage 2 of the evaluation;

(ii) **Stage 2** - Any scoring criteria imposed by Council will be applied at this stage;

(iii) **Stage 3** - At this stage, Council will apply the Sound Contracting Principles and consider any other procurement principles set out in this Procurement Policy and any discretionary criteria set out in this section Error! Reference source not found., in order to finally determine the successful tenderer.

(b) If, after the evaluation of all relevant tenders received by Council:

(i) the best tender price received by Council is from a supplier other than a Local Business or Regional Supplier; and

(ii) a Local Business or Regional Supplier has provided a tender price to the Council which is within the range of the best tender price specified in the Local Preference Matrix below; and

(iii) that tender received from the Local Business or Regional Supplier otherwise satisfies Council’s other evaluation criteria;

then Council may (but is not obliged to) award the relevant tender to the Local Business or Regional Supplier.

### Local Preference Matrix

<table>
<thead>
<tr>
<th>Best Tender Price ($)</th>
<th>Range (amount above the Best Tender Price ($))</th>
<th>Local Business</th>
<th>Regional Supplier</th>
</tr>
</thead>
<tbody>
<tr>
<td>200,000 - 500,000</td>
<td>75,000</td>
<td>37,500</td>
<td></td>
</tr>
<tr>
<td>500,001 - 1,000,000</td>
<td>100,000</td>
<td>50,000</td>
<td></td>
</tr>
<tr>
<td>1,000,001 - 3,000,000</td>
<td>240,000</td>
<td>120,000</td>
<td></td>
</tr>
<tr>
<td>3,000,001 - 5,000,000</td>
<td>250,000</td>
<td>125,000</td>
<td></td>
</tr>
<tr>
<td>≥ 5,000,001</td>
<td>N/A</td>
<td>N/A</td>
<td></td>
</tr>
</tbody>
</table>

(c) When evaluating tender responses, Council may (but is not obliged to), find that a tenderer better achieves the Sound Contracting Principle of developing competitive local business and industry, if that tenderer provides a satisfactory assurance to Council that it will use at least 75% Local Content to perform the relevant contract.

---

1 with preference being given to a Local Business in the event that both a Local Business and Regional Supplier are within the relevant ranges.
(d) To avoid doubt and without limitation, if an Authorised Delegate of Council considers that a Local Business or Regional Supplier:

(i) cannot supply the goods or services subject of the tender;

(ii) cannot meet all of Council’s Requirements relevant to the tender;

(iii) has submitted a tender which does not provide value for money to Council;

then Council is under no obligation to award the relevant tender to a Local Business or Regional Supplier.

In applying Section 7.5 of the Procurement Policy and the associated weighting for the local business, taking into account the quality scores, the matter came down to an assessment between Merit Lining Systems Pty Ltd and Vassallo Constructions Pty Ltd. In applying the local weighting for pricing for Vassallo Constructions Pty Ltd, the local business per Council’s Policy, the weighted pricing results changed to the following:

<table>
<thead>
<tr>
<th>Tender Submissions</th>
<th>Revised Tender Price</th>
<th>Lump Sum Price with Local Preference</th>
</tr>
</thead>
<tbody>
<tr>
<td>Merit Lining Systems Pty Ltd</td>
<td>$1,813,979.01</td>
<td>$1,813,979.01</td>
</tr>
<tr>
<td>Vassallo Constructions Pty Ltd</td>
<td>$1,864,094.41</td>
<td>$1,714,966.86</td>
</tr>
<tr>
<td>Jaylon Pacific Pty Ltd</td>
<td>$2,125,035.00</td>
<td>$2,125,035.00</td>
</tr>
</tbody>
</table>

Based on the Evaluation Panel’s assessment of the information provided within the submissions and TIR responses and utilising the local preference policy, the Evaluation Panel recommends Vassallo Constructions Pty Ltd as the preferred tenderer based on their demonstrated understanding, their ability to complete the works within the specified timeframe, previous experience and nominated personnel to complete this project.

The evaluation of the submissions was conducted by:

- Manager Waste Services - Waste Services
- Waste Services Co-Ordinator - Waste Services
- Contracts Officer - Procurement and Plant

Consultation and Communication

Consultation was conducted externally with Department of Environment and Heritage Protection, AECOM and Golder Design Engineers, Council’s transaction consultant (Infrastructure Transaction network), as well as the Water and Waste Advisory Board. Internally consultation was conducted with Civil Projects, Procurement & Plant, Water Treatment, Business Services and Financial Services.
As the project will be managed within the site with no disruptions to normal waste disposal operations, community consultation is not required. Information regarding this project will be distributed to the media following contract award, highlighting Council’s commitment to high standards of waste management at the facility.

Resource Implications

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Contract MRC2017-056 Hogan’s Pocket Leachate Pond</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Expenditure to Date</td>
<td>$52,737.00</td>
<td>Design, technical specification development and geotechnical investigations</td>
</tr>
<tr>
<td>Contract Price</td>
<td>$1,864,094.41</td>
<td>Vassallo Construction Pty Ltd</td>
</tr>
<tr>
<td>Ancillary Works</td>
<td>$80,000.00</td>
<td>Automated low-capacity 'leak detection’ pump</td>
</tr>
<tr>
<td>Council’s Cost</td>
<td>$208,000.00</td>
<td>Contract Project Management (superintendents representative), Third Party CQA and Leak Location Survey Works</td>
</tr>
<tr>
<td>Contingency</td>
<td>$285,000.00</td>
<td>15% project contingency allocation as per the MRC EPMF Cost Estimation Manual</td>
</tr>
<tr>
<td>Estimated Cost of Project</td>
<td>$2,489,831.41</td>
<td></td>
</tr>
</tbody>
</table>

**BUDGET**

| Budget for 2016/2017                             | $500,000.00 |                                                                 |
| Additional Budget for 2016/2017                  | $490,000.00 | Additional funds funded from anticipated end of financial year position |
| Total Budget                                     | $1,500,000.00 |                                                                 |

**BALANCE**

| $168.59 |

Whilst the contract costs themselves are within the project budget, the additional items that contribute towards the entire project will result in the budget being exceeded. The over expenditure will be considered as part of Council’s September Quarterly Review of the entire Waste Services 2016/2017 Capital Budget.

The original budget was based on AECOM’s concept design produced in August 2016 which was included in the Business Case and report presented to Council in December 2016. Following approval, the detail design was commissioned and completed in March 2017. Review of the Concept Bill of Quantities, detail design and market response identifies that generally earthworks and geo-synthetic quantities have slightly increased from the concept and the unit rates used were marginally under tendered rates (across the board) leading to approximately 35% cost increase from the concept to contract. The project also includes a 15% contingency allowance against the revised tender pricing.

Despite the increased cost for the construction of these assets, the revised investment analysis remains positive; however, it does decrease the Internal Rate of Return (IRR) from 28% to 21%
based on the submitted contract costs. The project remains worthwhile based on the significant positive cost differential between the baseline offer and the amended MRC capital works offer negotiated through the landfill and haulage contract. The landfill and haulage contract has been awarded on the pretence of the leachate pond being delivered early in the contract operation to mitigate leachate management risk.

**Risk Management Implications**

The Department of Environment and Heritage Protection (the Regulator) has recently moved to a risk based approach in relation to regulation of landfill sites. This has seen a less prescriptive approach in terms of Licence conditions; however, it has required that an increased level of documentation be prepared by the asset owner to ensure environmental outcomes set by the Regulator are achieved. For Waste Services, this has led to formalised Construction Quality Assurance (CQA) being introduced throughout construction along with leak detection surveillance.

CQA implemented during construction of the leachate pond will provide confidence that the construction will meet the design requirements and specifications. The quality assurance process ensures that the contractor strictly complies with the engineering design, specifications and standards. The CQA process is well documented and records are available for regulatory purposes and for any issues relating to the quality of construction.

A third party Leak Detection Survey has also been incorporated into the Project as a final safeguard to ensure the integrity of the leachate pond lining system prior to commissioning. Any identified leaks are required to be fixed by the construction contractor at no cost to Council. This recent innovation to Australia significantly reduces Council’s long term risk of the site causing off site contamination.

For Council awareness, the geo-synthetic lining materials selected for construction are used by the waste management industry as a standard material for linings and capping systems. Geo-synthetic systems exposed to UV typically have a design life of 20 years and this will need to be managed. An allocation has been made in the LTFF for the refurbishment of the lining system for this asset and this was accounted for in the Business Case development.

**Conclusion**

That awarding the contract to Vassallo Construction Pty Ltd represents the most advantageous outcome and demonstrated value for money to Mackay Regional Council based on their experience and demonstrated understanding of Council’s requirements.

**Officer's Recommendation**

THAT Council award contract MRC 2017-056 Hogan’s Pocket Leachate Pond to Vassallo Construction Pty Ltd for the Lump Sum Tender price of $1,864,094.41 (excl GST).

The Chief Executive Officer identified that the Resources Implication table was incorrect and that the additional Budget required for the project was going to be addressed as part of

Committee Resolution

THAT the Officer's Recommendation be adopted.

Moved Cr Casey  Seconded Cr Walker

CARRIED

10. CONSIDERATION OF NOTIFIED MOTIONS:

Nil

11. PUBLIC PARTICIPATION:

Nil

12. LATE BUSINESS:

Nil

13. CONFIDENTIAL REPORTS:

13.1 DRAFT INFRASTRUCTURE AGREEMENT - POINTGLEN DEVELOPMENTS PTY LTD - COD HOLE BEACH OUTLET, NORTH OF KIPPEN STREET - LOTS 1 - 22 ON RP704773

Confidential

Committee Resolution

THAT the Committee note the current position and details of the draft Infrastructure Agreement to enable the establishment of a stormwater drainage corridor through Lots 1-22 RP 704773 (Pointglen Developments Pty Ltd) north of Kippen Street, East Mackay.

Moved Cr Casey  Seconded Cr Paton

CARRIED
14. **MEETING CLOSURE:**

The meeting closed at 9.35 am.

15. **FOR INFORMATION ONLY:**

Nil

Confirmed on Wednesday 12 July 2017

………………………………………
CHAIRPERSON
APPENDIX / ATTACHMENTS
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<thead>
<tr>
<th>Section</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
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<td>SAFETY</td>
<td>4</td>
</tr>
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<td>1.1 Incident Statistics</td>
<td>4</td>
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<tr>
<td>1.2 Lost Time Injuries</td>
<td>4</td>
</tr>
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<td>5</td>
</tr>
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<td>2.2 Operating Result for Water and Waste Water Fund</td>
<td>6</td>
</tr>
<tr>
<td>2.3 Capital Expenditure for Water and Waste Water Fund</td>
<td>6</td>
</tr>
<tr>
<td>2.4 Accrued Water Operating Revenue Less Expenditure</td>
<td>7</td>
</tr>
<tr>
<td>2.5 Capital Expenditure Performance</td>
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<td>CUSTOMER SERVICES</td>
<td>8</td>
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<tr>
<td>3.1 Requests</td>
<td>8</td>
</tr>
<tr>
<td>3.2 Request Types</td>
<td>9</td>
</tr>
<tr>
<td>3.3 Plumbing Applications</td>
<td>9</td>
</tr>
<tr>
<td>3.4 Trade Waste Approvals</td>
<td>10</td>
</tr>
<tr>
<td>3.5 Annual Trade Waste Activity</td>
<td>10</td>
</tr>
<tr>
<td>3.6 Building Over Adjacent Sewers</td>
<td>11</td>
</tr>
<tr>
<td>3.7 Scientific and Analytical Services</td>
<td>11</td>
</tr>
<tr>
<td>3.8 Community Engagement</td>
<td>12</td>
</tr>
<tr>
<td>3.9 Leak Detection Notifications</td>
<td>13</td>
</tr>
<tr>
<td>ASSET MANAGEMENT</td>
<td>14</td>
</tr>
<tr>
<td>4.1 Surface Water Raw Water Storage Capacities</td>
<td>14</td>
</tr>
<tr>
<td>4.2 Annual Water Consumption vs Allocation by Source</td>
<td>15</td>
</tr>
<tr>
<td>4.3 Water Consumption by Locality</td>
<td>15</td>
</tr>
<tr>
<td>4.4 Significant Projects</td>
<td>16</td>
</tr>
<tr>
<td>REGULATORY COMPLIANCE</td>
<td>19</td>
</tr>
<tr>
<td>5.1 Drinking Water Compliance</td>
<td>19</td>
</tr>
<tr>
<td>5.2 Wastewater Compliance</td>
<td>20</td>
</tr>
<tr>
<td>5.3 Backflow Testing</td>
<td>20</td>
</tr>
</tbody>
</table>
OVERVIEW

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

- Water Services recorded no LTIs in May 2017 which extends the period for no LTIs to 23 months.

- Whitsunday, Isaac and Mackay Regional Councils held the quarterly WM Water Alliance Meeting together with an Offsets Workshop with representatives from the Department of Heritage and Environmental Protection, Reef Catchments, Queensland Water Directorate and Cairns Regional Council in Mackay on 4 May 2017.

- Staff from Water Networks, Planning & Sustainability and Infrastructure Delivery successfully and safely planned, delivered, isolated, drained and refilled a Critical Water Supply Pipeline (Raw Water Main 2) as part of the DTMR Ring Road preparations on 8 & 9 May 2017.

- Officers attended and presented at the Leak Management Workshop hosted by the Queensland Water Directorate in Brisbane on 25 May 2017. An officer delivered a presentation on Mackay’s journey and approach to Leak Management.

- Officers attended the Technical Reference Group hosted by the Queensland Water Directorate in Brisbane on 26 May 2017.

- Whitsunday, Isaac and Mackay Regional Councils’ WM Water Alliance held an Asset Management Workshop in Mackay on 29 May 2017.

Director Engineering & Commercial Infrastructure
SAFETY

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.

The following incidents were recorded in May 2017:
- 1 non-treatment injury from muscular stress
- 2x medical treatment injuries being muscular stress
- 1x suitable duties injury being falls on the same level
- 1x near miss being hit by falling objects

Data as at 31 May 2017.

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.

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></td>
<td>LTI DLT</td>
<td>LTI DLT</td>
<td>LTI DLT</td>
<td>LTI DLT</td>
<td>LTI DLT</td>
</tr>
<tr>
<td>Administration</td>
<td>2</td>
<td>79</td>
<td>4</td>
<td>9</td>
<td>3</td>
</tr>
<tr>
<td>Business Services</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Planning &amp; Sustainability</td>
<td></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>
<td>3</td>
</tr>
<tr>
<td>Water Treatment</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Infrastructure Delivery</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Water Services</td>
<td>2</td>
<td>79</td>
<td>4</td>
<td>9</td>
<td>3</td>
</tr>
</tbody>
</table>
## FINANCE

### 2.1. Water and Wastewater Financial Fund Report

- **Water and Waste Water Fund Financial Report for May 2017**

<table>
<thead>
<tr>
<th>Operating Result</th>
<th>AMC Budget</th>
<th>YTD Budget</th>
<th>YTD Actual</th>
<th>YTD Variance</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Water</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6.01 - Commercial Infrastructure Management</td>
<td>(38,302,162)</td>
<td>(38,145,955)</td>
<td>(36,220,275)</td>
<td>(110,684)</td>
<td>100%</td>
</tr>
<tr>
<td>6.02 - Planning &amp; Sustainability</td>
<td>770,237</td>
<td>719,561</td>
<td>722,883</td>
<td>3,324</td>
<td>100%</td>
</tr>
<tr>
<td>6.03 - Infrastructure/Design</td>
<td>771,670</td>
<td>764,445</td>
<td>788,391</td>
<td>(15,446)</td>
<td>94%</td>
</tr>
<tr>
<td>6.04 - Water Networks</td>
<td>1,175,807</td>
<td>5,620,150</td>
<td>5,552,407</td>
<td>(67,743)</td>
<td>95%</td>
</tr>
<tr>
<td>6.06 - Business Services</td>
<td>17,029,708</td>
<td>6,535,816</td>
<td>6,390,623</td>
<td>(140,214)</td>
<td>88%</td>
</tr>
<tr>
<td>6.07 - Water Treatment</td>
<td>5,951,064</td>
<td>4,885,307</td>
<td>4,891,495</td>
<td>1,911</td>
<td>94%</td>
</tr>
<tr>
<td><strong>Total Water</strong></td>
<td>8,706,834</td>
<td>8,214,923</td>
<td>8,034,956</td>
<td>(80,987)</td>
<td>90%</td>
</tr>
<tr>
<td><strong>Wastewater</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6.11 - Commercial Infrastructure Management</td>
<td>(41,517,360)</td>
<td>(41,651,934)</td>
<td>(41,200,219)</td>
<td>21,094</td>
<td>100%</td>
</tr>
<tr>
<td>6.02 - Planning &amp; Sustainability</td>
<td>662,177</td>
<td>670,526</td>
<td>672,112</td>
<td>(7,584)</td>
<td>91%</td>
</tr>
<tr>
<td>6.03 - Infrastructure/Design</td>
<td>257,605</td>
<td>238,552</td>
<td>236,630</td>
<td>(9,920)</td>
<td>77%</td>
</tr>
<tr>
<td>6.04 - Water Networks</td>
<td>4,891,661</td>
<td>4,613,869</td>
<td>4,899,337</td>
<td>385,474</td>
<td>100%</td>
</tr>
<tr>
<td>6.06 - Business Services</td>
<td>17,317,272</td>
<td>4,879,423</td>
<td>4,919,506</td>
<td>(40,080)</td>
<td>99%</td>
</tr>
<tr>
<td>6.07 - Water Treatment</td>
<td>6,429,913</td>
<td>5,998,413</td>
<td>5,913,156</td>
<td>(85,357)</td>
<td>99%</td>
</tr>
<tr>
<td><strong>Total Wastewater</strong></td>
<td>12,106,231</td>
<td>9,281,098</td>
<td>9,216,050</td>
<td>(65,048)</td>
<td>99%</td>
</tr>
</tbody>
</table>

**Total Operational**

| [81,811,388] | [46,419,473] | [46,775,356] | (1,294,011) | 100% |

**Water**

- **6.07 - Water Treatment**
  - 1,501,064
  - 1,483,507

- **Total Water**
  - 8,706,834
  - 8,214,923

**Wastewater**

- **6.07 - Water Treatment**
  - 5,951,064
  - 4,885,307

- **Total Wastewater**
  - 12,106,231
  - 9,281,098

**Total Capital**

| 13,626,871 | 6,340,711 | 8,763,014 | (463,707) | 99% |

- **% Variance from YTD Budget**
  - Actuals more than 10% under YTD Budget
  - Actuals below 5% and 10% under YTD Budget
  - Actuals between 5% and 10% under YTD Budget
  - Actuals between 10% and 50% under YTD Budget
  - Actuals below 10% and 10% under YTD Budget

The Operational budget is in line with YTD budget forecast. There are still some accrued costs such as operation of the treatment plants that have not been accounted for. Depreciation still needs to be accounted for in the operating results.

Capital delivery is progressing in line with expected targets. A forecast of $243M carry is anticipated across water & sewerage capital funds.
2.2. Operating Result for Water and Waste Water Fund

Operating Result

2.3. Capital Expenditure for Water and Waste Water Fund

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

```
<table>
<thead>
<tr>
<th>Month</th>
<th>Revenue</th>
<th>Expenditure</th>
<th>Surplus/Deficit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jul'16</td>
<td>150,000</td>
<td>90,000</td>
<td>60,000</td>
</tr>
<tr>
<td>Aug'16</td>
<td>160,000</td>
<td>100,000</td>
<td>60,000</td>
</tr>
<tr>
<td>Sep'16</td>
<td>170,000</td>
<td>110,000</td>
<td>60,000</td>
</tr>
<tr>
<td>Oct'16</td>
<td>180,000</td>
<td>120,000</td>
<td>60,000</td>
</tr>
<tr>
<td>Nov'16</td>
<td>190,000</td>
<td>130,000</td>
<td>60,000</td>
</tr>
<tr>
<td>Dec'16</td>
<td>200,000</td>
<td>140,000</td>
<td>60,000</td>
</tr>
<tr>
<td>Jan'17</td>
<td>210,000</td>
<td>150,000</td>
<td>60,000</td>
</tr>
</tbody>
</table>
```

The annual operating surplus is projected to be $190K above budget. Revenue is projected to be $200K above budget which is mainly driven by $20K higher internal transfer income. Operating expenses are forecast to be $40K over budget mainly due to projected capital cost expenses $40K & finance costs $10K more than budgeted.

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

```
<table>
<thead>
<tr>
<th>Month</th>
<th>Revenue</th>
<th>Expenditure</th>
<th>Surplus/Deficit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jul'16</td>
<td>150,000</td>
<td>90,000</td>
<td>60,000</td>
</tr>
<tr>
<td>Aug'16</td>
<td>160,000</td>
<td>100,000</td>
<td>60,000</td>
</tr>
<tr>
<td>Sep'16</td>
<td>170,000</td>
<td>110,000</td>
<td>60,000</td>
</tr>
<tr>
<td>Oct'16</td>
<td>180,000</td>
<td>120,000</td>
<td>60,000</td>
</tr>
<tr>
<td>Nov'16</td>
<td>190,000</td>
<td>130,000</td>
<td>60,000</td>
</tr>
<tr>
<td>Dec'16</td>
<td>200,000</td>
<td>140,000</td>
<td>60,000</td>
</tr>
<tr>
<td>Jan'17</td>
<td>210,000</td>
<td>150,000</td>
<td>60,000</td>
</tr>
</tbody>
</table>
```

The annual operating surplus is projected to be $190K above budget. Revenue is projected to be $200K above budget which is driven by $20K higher interest earned and $10K higher internal transfer income. Operating expenses are forecast to be $30K over budget mainly due to projected finance costs $20K more than budget and $10K projected capital cost expenses.
2.8. 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.

![Capital Expenditure Graph]

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 90% of all customer requests closed at any one point in time.

![Customer Requests Graph]
3.2. Request Types

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

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 with Local Government. Water Services has a regulatory time frame of 20 business days to assess a plumbing application. An internal target of 5 business days has been set for all residential plumbing applications.
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></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>757</td>
<td>18</td>
<td>10</td>
</tr>
<tr>
<td>Mackay North</td>
<td>69</td>
<td>2</td>
<td>1</td>
</tr>
<tr>
<td>Sarina</td>
<td>56</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Mirani/Alaric</td>
<td>31</td>
<td>0</td>
<td>1</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>913</strong></td>
<td><strong>20</strong></td>
<td><strong>12</strong></td>
</tr>
</tbody>
</table>

12 new businesses were identified for the month of May.

Data is at 31 May 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.

- **125** Approvals issued and 13 Audits conducted during May 2017.
- The target is 250 combined Approvals and Audits for 2016/2017 financial year.

Data is at 31 May 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 from January 16 to May 2017. Data is at 31 May 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 Test Performed and Samples from June 2016 to May 2017. Data is at 31 May 2017.]

A higher volume of samples tested due to issues relating to environmental releases for Mackay & Isaac Regional Councils - post cyclone. Currently undertaking a project studying chlorine decay in Sarina and Bloomsbury and a further study related to water softening and clarifier optimisation. All outstanding sampling and analysis requirements for the Receiving Environment Monitoring Program were also completed. Data is at 31 May 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.

![Chart showing media releases and Facebook reach]

- There was one Media Release for May 2017:
  - Sign up to save bucket balls of water & money
- There were five Media Updates for May 2017:
  - Concrete water during water main relocation
  - Normal water operations resume
  - Works on Bedford Road & Gipps Park Street, Andergrove
  - Water interruption on Harbour Road
  - Water main works in Sarina's south

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.

![Chart showing Facebook feedback]

- The likes on Facebook were mainly in regard to the media release regarding signing up to myn20 to save water & money

Data is at 31 May 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 May for residential customers was 1891 and for non-residential customers was 244 which was an increase over the previous month for both categories. The number of meters with leaks at the end of the reporting period has decreased for residential and increased for non-residential. The number of leaks ceased during the period for both residential and non-residential customers has also 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.

![Graph](graph.png)

The Average Leak Days (Current Leaks) for both residential and non-residential customers shows a slight increase during May. The gap for current leaks between non-residential and residential is 82 days. The Average Leak Days (Ceased Leaks) show that the residential customer has the leaks repaired within 14 days on average, whereas the non-residential customer takes 27 days to have leaks repaired on average. Considerable effort is underway with non-residential customers to encourage attention to the identified leaks.

Data is at 31 May 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.

![Storage Capacities](storage.png)

Mirani Weir, Marian Weir, Dumbleton Weir and Teemburra Dam are at capacity. Middle Creek Dam and Peter Faust Dam are below capacity.

Data is at 31 May 2017.
**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>Water Source</th>
<th>Allocation</th>
<th>YTD Water Consumed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Marian Weir</td>
<td>401</td>
<td>460</td>
</tr>
<tr>
<td>Gargett Boreys</td>
<td>150</td>
<td>50%</td>
</tr>
<tr>
<td>Finch Hatton Bore</td>
<td>236</td>
<td>35%</td>
</tr>
<tr>
<td>Armstrong Beach Bore</td>
<td>60</td>
<td>10%</td>
</tr>
<tr>
<td>Kournalla Bore</td>
<td>37</td>
<td>62%</td>
</tr>
<tr>
<td>Bally Keal Bore</td>
<td>158</td>
<td>2700</td>
</tr>
<tr>
<td>Eton Bore</td>
<td>29</td>
<td>32%</td>
</tr>
<tr>
<td>Proserpine River</td>
<td>147</td>
<td>35%</td>
</tr>
<tr>
<td>Bloomerbury Bore</td>
<td>12</td>
<td>22%</td>
</tr>
<tr>
<td>Marwood Boreys</td>
<td>100</td>
<td>32%</td>
</tr>
<tr>
<td>Maitan Boreys</td>
<td>25</td>
<td>35%</td>
</tr>
<tr>
<td>Mirani Bore</td>
<td>0</td>
<td>0%</td>
</tr>
<tr>
<td>Cullin Bore</td>
<td>100</td>
<td>30%</td>
</tr>
<tr>
<td>Nebo Rd Boreys</td>
<td>710</td>
<td>25%</td>
</tr>
<tr>
<td>Dumbleton</td>
<td>8,432</td>
<td>16,000</td>
</tr>
<tr>
<td>Calen Water Usage**</td>
<td></td>
<td>48,420</td>
</tr>
</tbody>
</table>
```

**At the current rate of consumption across the water sources, the annual allocations should not be exhausted by the end of the 16/17 FY.**

**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.

```
Data is at 31 May 2017
```

**Water consumption for Mackay and Mirani in May 2017 has reduced compared to the same time in 2016. Water consumption for Sarina in May 2017 has increased compared to the same time in 2016.**

Data is at 31 May 2017
### 4.4. 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 May 2017. Significant Projects are assessed on the following criteria: Dollar Amount, Risk and/or Community Interest.

#### Council Project Management Phases

<table>
<thead>
<tr>
<th>Project</th>
<th>Phase</th>
<th>Phase % Complete</th>
<th>Indicators</th>
<th>Original Budget</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sewerage Network Refurbishments (Reinforcing)</td>
<td>Revist Design/Tender Specifications</td>
<td>0%</td>
<td>Schedule</td>
<td>Scheduled Completion Date: 30/09/2017</td>
<td>The Assessment Panel recommendation is not to proceed with accepting any offer due to unacceptable non-conformances to the Form of Contract that could not be resolved to MRC's satisfaction. The Tender will therefore be readvertised with adjustments to provide for separable portions to attract a broader range of offers.</td>
</tr>
<tr>
<td>Sewerage Network Refurbishments (Manholes)</td>
<td>Con</td>
<td>60%</td>
<td>Schedule</td>
<td>Scheduled Completion Date: 30/09/2017</td>
<td>Original Budget: $835,850</td>
</tr>
<tr>
<td>Sewage Pump Station Resilience Upgrades</td>
<td>Con</td>
<td>90%</td>
<td>Schedule</td>
<td>Scheduled Completion Date: 1/09/2017</td>
<td>Original Budget: $3,874,534</td>
</tr>
</tbody>
</table>
| Water Main Replacements - Roads Driver       | Des and Con    | 100% (Design) 80% (Construction) | Schedule | Scheduled Completion Date: 30/09/2017 | Original Budget: $206,257 | The $16.7M capital project includes 3 water mains (WM) that require relocation prior to MRC road works. Construction of Curlew Street WM is complete. Physical works for construction of Beech Street new WM is complete. Construction of Vincent Street commenced on 12 May and is ongoing. Changes in Civil Projects Program have resulted in two additional WM projects - Forsyth Street (construction completed) and Holmes Avenue, Sarina (construction completed) which were not budgeted for in the
<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</td>
<td>90% Design</td>
<td>Schedule</td>
<td>Scheduled Completion Date: 30/06/2017</td>
<td>Construction works have been completed in Gibson Street, Gardner Street and Duncan Street, West Mackay. Bedford Road WMR design is complete and tender offers were received and evaluated. Requests for Kenmore Street have been issued and are being evaluated. Design is complete for Canberra Street. Construction works for Kenmore Street are expected to start early June 2017. 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></td>
<td>Con</td>
<td>45% Construction</td>
<td>Budget</td>
<td>Original Budget: $1,277,650</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Other Issues/ Risk</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Water Meter Replacements and AMR retrofits</td>
<td>Con</td>
<td>65%</td>
<td>Schedule</td>
<td>Scheduled Completion Date: 30/06/2017</td>
<td>Replacement of commercial and domestic meters and AMR retrofits are progressing. Works delayed due to rains following TC Debbie. This stage project is on schedule for completion by end of June 2017. As a result of a reduction in the scope of works in a number of commercial water meters to be replaced, $720K of surplus project funds were returned to reserves.</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Budget</td>
<td>Original Budget: $1,496,635</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Other Issues/ Risk</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Shakespeare Street sewer realignment</td>
<td>Des</td>
<td>93%</td>
<td>Schedule</td>
<td>Scheduled Completion Date: 30/06/2017</td>
<td>Design Review Workshop and Safety in Design Workshop conducted resulting in minor changes to design drawings and documentation which are expected in early June. The recommended alignment through the affected properties has a number of constraints and construction works expected to commence in the FY 17-18.</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Budget</td>
<td>Original Budget: $447,463</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Other Issues/ Risk</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MK Reservoir Refurbishments</td>
<td>Con</td>
<td>10%</td>
<td>Schedule</td>
<td>Scheduled Completion Date: 30/06/2017</td>
<td>Contractor has commenced set-up and preliminary works on site. The reservoir has been drained and will remain empty until September 2017 while these works are underway. Approximately 40% of drum units have been removed. Many broken Post-Tensioning Wires evident. GHQ working on methodology to make appropriate repairs.</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Budget</td>
<td>Original Budget: $2,008,995</td>
<td></td>
</tr>
<tr>
<td>Mirani Storage</td>
<td>Plan/ Des</td>
<td>35%</td>
<td>Schedule</td>
<td>Scheduled Completion Date:</td>
<td>Negotiations with the landowner of the proposed site have progressed. The landowner had a number of questions which MRC has now</td>
</tr>
<tr>
<td>PROJECT</td>
<td>PHASE</td>
<td>PHASE % COMPLETE</td>
<td>INDICATORS</td>
<td>ORIGINAL BUDGET DETAILS</td>
<td>COMMENTS</td>
</tr>
<tr>
<td>---------</td>
<td>-------</td>
<td>------------------</td>
<td>------------</td>
<td>------------------------</td>
<td>----------</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Other Issues/ Risk</td>
<td>30/06/2016</td>
<td>responded to. This aspect of the project is taking longer than originally estimated.</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Original Budget: $1,458,985</td>
<td>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**

<table>
<thead>
<tr>
<th>Tests Conducted</th>
<th>Compliance (%)</th>
</tr>
</thead>
<tbody>
<tr>
<td>March 16</td>
<td>100</td>
</tr>
<tr>
<td>April 16</td>
<td>95</td>
</tr>
<tr>
<td>May 16</td>
<td>90</td>
</tr>
<tr>
<td>June 16</td>
<td>85</td>
</tr>
<tr>
<td>July 16</td>
<td>80</td>
</tr>
<tr>
<td>August 16</td>
<td>75</td>
</tr>
<tr>
<td>September 16</td>
<td>70</td>
</tr>
<tr>
<td>October 16</td>
<td>65</td>
</tr>
<tr>
<td>November 16</td>
<td>60</td>
</tr>
<tr>
<td>December 16</td>
<td>55</td>
</tr>
<tr>
<td>January 17</td>
<td>50</td>
</tr>
</tbody>
</table>

Higher number of potable water tests due to issues and extra checks relating to Elton Treated and Reticulation samples which continue to have Selenium above 10µg/L, but below 15µg/L (limit of 15 µg/L). Measured values were between 10 - 13µg/L.

*This data is reported 1 month in arrears.*

**Aesthetic Parameter Test Results**

<table>
<thead>
<tr>
<th>Tests Conducted</th>
<th>drinking Water Test Completed</th>
<th>non-Compliant Aesthetic Parameter Tests</th>
</tr>
</thead>
<tbody>
<tr>
<td>March 16</td>
<td>170</td>
<td>8</td>
</tr>
<tr>
<td>April 16</td>
<td>160</td>
<td>10</td>
</tr>
<tr>
<td>May 16</td>
<td>150</td>
<td>12</td>
</tr>
<tr>
<td>June 16</td>
<td>140</td>
<td>14</td>
</tr>
<tr>
<td>July 16</td>
<td>130</td>
<td>16</td>
</tr>
<tr>
<td>August 16</td>
<td>120</td>
<td>18</td>
</tr>
<tr>
<td>September 16</td>
<td>110</td>
<td>20</td>
</tr>
<tr>
<td>October 16</td>
<td>100</td>
<td>22</td>
</tr>
<tr>
<td>November 16</td>
<td>90</td>
<td>24</td>
</tr>
<tr>
<td>December 16</td>
<td>80</td>
<td>26</td>
</tr>
<tr>
<td>January 17</td>
<td>70</td>
<td>28</td>
</tr>
</tbody>
</table>

Elton and Kurnell continue to have high hardness levels (>200; range 350 to 430).

*This data is reported 1 month in arrears.*
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.

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 Reticulation network. The requirement for backflow devices is regulated in accordance with the Standard Plumbing and Drainage Regulation.
Engineering and Commercial Infrastructure - Waste Services
Monthly Review -
May 2017
<table>
<thead>
<tr>
<th>TOPIC</th>
<th>PAGE</th>
</tr>
</thead>
<tbody>
<tr>
<td>OVERVIEW</td>
<td>3</td>
</tr>
<tr>
<td>SAFETY</td>
<td>4</td>
</tr>
<tr>
<td>1.1 Safety Incidents and Lost Time Injuries</td>
<td>4</td>
</tr>
<tr>
<td>1.2 Lost Time Injuries</td>
<td>4</td>
</tr>
<tr>
<td>FINANCE</td>
<td>5</td>
</tr>
<tr>
<td>2.1 Community Service Obligations – Fee Waivers</td>
<td>5</td>
</tr>
<tr>
<td>2.2 Waste Financial Report</td>
<td>6</td>
</tr>
<tr>
<td>2.3 Accrued Waste Operating Revenue less Expenditure</td>
<td>7</td>
</tr>
<tr>
<td>2.4 Capital Expenditure</td>
<td>7</td>
</tr>
<tr>
<td>CLIENT SERVICE</td>
<td>8</td>
</tr>
<tr>
<td>3.1 Number of Bin Requests Actioned by Bin Contractors</td>
<td>8</td>
</tr>
<tr>
<td>3.2 Dump Vouchers</td>
<td>9</td>
</tr>
<tr>
<td>3.3 Education</td>
<td>10</td>
</tr>
<tr>
<td>3.4 Community Engagement</td>
<td>10</td>
</tr>
<tr>
<td>3.5 T.C. Debbie Waste Services Recovery Operations</td>
<td>11</td>
</tr>
<tr>
<td>ASSET MANAGEMENT</td>
<td>12</td>
</tr>
<tr>
<td>4.1 Hegen’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>13</td>
</tr>
<tr>
<td>4.4 Projects</td>
<td>14</td>
</tr>
<tr>
<td>4.4.1 Significant Projects</td>
<td>14</td>
</tr>
<tr>
<td>4.4.2 Significant Non-Capital Projects</td>
<td>16</td>
</tr>
<tr>
<td>4.5 Material Recovery Facility Operations</td>
<td>16</td>
</tr>
<tr>
<td>REGULATORY COMPLIANCE</td>
<td>17</td>
</tr>
<tr>
<td>5.1 Surface Water Discharge Management</td>
<td>17</td>
</tr>
<tr>
<td>5.2 Waste Facility Audits</td>
<td>17</td>
</tr>
</tbody>
</table>
OVERVIEW

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

- There were no LTIs recorded in May 2017
- Waste recovery operations continued for the Mackay Region during May 2017
- As expected, significant tonnes of green waste are being processed following TC Debbie
- Waste to Hogan's Pocket Landfill continues to be higher than earlier in this financial year

Director Engineering & Commercial Infrastructure
### 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 May 2017:
  - 3 x Near Misses involving vehicles (being hit by moving objects and contact with heat)
  - 1 x First Aid Injury being contact with electricity

The First Aid injury and the Near Misses (being hit by moving objects and vehicle incidents were contractors)

### 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.

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 LTIs</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>
2.1 Community Service Obligations – Fee Waivers

Not for Profit Organisations – Total Waste Disposals

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 May 2017

<table>
<thead>
<tr>
<th>Operating Result</th>
<th>YTD Budget</th>
<th>YTD Actual</th>
<th>% Variance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Waste Services</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Management</td>
<td>117,502</td>
<td>98,421</td>
<td>17%</td>
</tr>
<tr>
<td>Maintenance</td>
<td>(7,512,000)</td>
<td>(7,277,474)</td>
<td>10%</td>
</tr>
<tr>
<td>Administration</td>
<td>4,347,138</td>
<td>3,924,955</td>
<td>10%</td>
</tr>
<tr>
<td>Water Treatment</td>
<td>105,885</td>
<td>86,035</td>
<td>-11%</td>
</tr>
<tr>
<td>Total Waste</td>
<td>(6,313,348)</td>
<td>(6,032,438)</td>
<td>4%</td>
</tr>
<tr>
<td>TOTAL OPERATIONAL</td>
<td>(6,313,348)</td>
<td>(6,032,438)</td>
<td>4%</td>
</tr>
<tr>
<td>Waste</td>
<td>1,744,714</td>
<td>1,225,403</td>
<td>29%</td>
</tr>
<tr>
<td>TOTAL CAPITAL</td>
<td>1,744,714</td>
<td>1,225,403</td>
<td>29%</td>
</tr>
</tbody>
</table>

% Variance from YTD Budget:
- Acts more than 10% over YTD Budget
- Acts between 5% and 10% over YTD Budget
- Acts between 1% and 5% over YTD Budget
- Acts between 1% and 10% under YTD Budget
- Acts between 5% and 10% under YTD Budget
- Acts more than 10% under 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.

2.4 Capital Expenditure

The following graph provides an overview of the capital expenditure and monitors forecast expenditure against actual expenditure.
3.1 Number of Bin Requests Actioned by Bin Contractors

The following graph shows the number of bin requests actioned by Bin Contractors for May 2017.

![Graph showing number of bin requests actioned by Bin Contractors for May 2017]

The following graph illustrates the key customer service requests for May 2017 bin collection services as a time series, to provide better context for analysis.

![Graph illustrating key customer service requests for May 2017 bin collection services]

Page 8
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>15 (valid to 31 March 2015)</td>
<td>146,344</td>
<td>34,747</td>
<td>23.9%</td>
</tr>
<tr>
<td>15A (valid to 30 Sept 2015)</td>
<td>146,313</td>
<td>32,733</td>
<td>22.4%</td>
</tr>
<tr>
<td>15B (valid to 31 March 2016)</td>
<td>146,790</td>
<td>36,256</td>
<td>25.1%</td>
</tr>
<tr>
<td>16A (valid to 30 Sept 2016)</td>
<td>146,961</td>
<td>36,796</td>
<td>25.0%</td>
</tr>
<tr>
<td>16B (valid to 31 March 2017)</td>
<td>147,411</td>
<td>41,587</td>
<td>27.9%</td>
</tr>
<tr>
<td>17A (valid to 30 September 2017)</td>
<td>147,411</td>
<td>15,607</td>
<td>13.3%</td>
</tr>
</tbody>
</table>

Total number and $ value of vouchers presented to date:

- 2014/2015 Financial Year (to 30.06.2015): 58,276 $ 419,227
- 2015/2016 Financial Year (to 30.06.2016): 76,459 $ 553,204
- 2016/2017 Financial Year (to 31.05.2017): 55,417 $ 511,866

Voucher presented showing green and general waste
3.3 Education

3.31 Material Recovery Facility Tours:
- Mackillop Catholic School Year 4
- Mackay resident who requested a tour
- Pioneer State High School Year 9
- St Mary’s Catholic School Year 4

3.32 Education Programs given out in the community
- Recycling Education given at the St Brendan’s Catholic School to each class Prep-Year 6
- Worm Farming Education given at Kooralbyn Kindergarten
- Recycling Education given at Pioneer Community Kindergarten
- Worm Farming Education given at Glenella Community Kids
- Worm Farming Education given at Pioneer State High School to Year 8 & 9
- Worm Farming Education given at Eimeo Road Kindergarten
- Worm Farming Education given at Mackay Kindy & Preschool
- Recycling & Worm Farming Education given at Beaconsfield State School to Year 1

3.33 Waste Education Trailer
- Visited Central State School with the Waste Education Trailer and delivered Worm Farming Education to each class Prep-Year 6.

3.34 Events
- Supplied Waste Education resources to GDRMPA staff who ran activities at Under 8’s Week in Moranbah.

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 Facebook.
3.5 T.C. Debbie Waste Services Recovery Operations

Waste Services’ recovery efforts continued in May 2017. The main achievement during the reporting period was the completion of the kerbside greenwaste and hard waste collection services. As reported last month, Waste Services will process over 13,000 tonnes of greenwaste from the collection service and self-hauled sources.

Other focus has been on the restoration/return of the nine temporary waste collection sites to their pre cyclone format. Restoration work has been completed at those sites where waste has been removed entirely. Currently it is planned that all greenwaste processing will not be completed until the third week in June with the residual stockpiles at Bucasia and Midge Point being completed by this date. All waste at the other sites has been processed and sites restored to their original format.

During the month there has also been a focus on the restoration of Waste Services’ assets with significant damage having occurred at Hogan’s Pocket Landfill and Sarina Transfer Station. Work continues on the assessment of the total damage. It is expected that Hogan’s Pocket Landfill Cell 3 restoration works will occur during June and July 2017. Following completion of the Cell 3 restoration works, Cell 1 capping restoration will be the next issue to be addressed.

Sarina Transfer Station temporary arrangements are currently in place to enable operations. Permanent arrangements are currently being assessed.
4.1 Hogan’s Pocket Landfill Waste Disposal Tonnes
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.

4.2 Landfill Gas
The following chart depicts the monthly tonnes of CO$_2$-e destroyed
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.

- Greenwaste tonnes remain high as processing of TC Dalesie material continues. It is anticipated that June tonnes will also be high as the processing program continues into late June.

Data as for period 1 July 2016 to 31 May 2017.
### 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 May 2017.

<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 (Dec)</td>
<td>Potential Issue</td>
</tr>
<tr>
<td>3. Procurement (Proc)</td>
<td>Definite Issue</td>
</tr>
<tr>
<td>4. Construction (Con)</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>65%</td>
<td>Schedule</td>
<td>Scheduled Completion Date: 30/06/2017</td>
<td>This project sees the replacement of the rented site office at Koomala Transfer Station and a replacement generator at Kutta Bul Transfer Station. The Generator for Kutta Bul was received and installed in April 2017. The Koomala Transfer Station site office as planned cannot be supplied and installed by end of June 2017 as a result of impacts from TC Desie. The funding has instead been allocated to the procurement of a weather station for Paget TS. Due to the increase in internal concerns raised over periodic nuisance odour alleged to emanate from Paget TS, a weather station costing $18K is being installed to monitor meteorological information. The device will capture temperature, relative humidity, solar radiation, and wind speed and wind direction. The system will also have firmware to calculate evaporation, wind vector and sigma theta (vital data for modelling airborne pollution). The balance of funds will be used to upgrade the communications cable plant at Hogan’s Pocket Landfill to enable the distribution of MRC’s W&amp;N network to site infrastructure (buildings) through fibre optic connections (circa $20k). The weather station installation at Paget Transfer Station has been completed. The remaining funds are currently being used for the fibre optic communications upgrade Project at Hogan’s Pocket Landfill for completion at the end of June 2017.</td>
</tr>
<tr>
<td>Hogan’s Pocket Communication Tower</td>
<td>Proc</td>
<td>20%</td>
<td>Schedule</td>
<td>Original Budget: $40,400</td>
<td>Work awarded to ATI Australia. ATI has advised that due to some specialised equipment delays the works will now be completed in July 2017. A site visit was conducted in May 2017 to confirm locations for equipment and the project remains on track for completion in July 2017.</td>
</tr>
</tbody>
</table>

---

**Page 14**
<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>Hagen’s Pocket Weeds Wash Bay</td>
<td>Des</td>
<td>60%</td>
<td>Schedule</td>
<td>Scheduled Completion Date 20/06/2017</td>
<td>Construction commenced in May 2017 and is anticipated to be completed by the end of June 2017. This project will go slightly over budget.</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Budget</td>
<td>Original Budget: $75,000</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Other Issues/ Risk</td>
<td>Original Budget: $60,000</td>
<td></td>
</tr>
<tr>
<td>Paget Transfer station dust suppression system</td>
<td>Proc</td>
<td>50%</td>
<td>Schedule</td>
<td>Scheduled Completion Date 20/06/2017</td>
<td>Work is programmed to start on site in the second week in June 2017 with completion remaining on task for end of June. Any delays now will impact on delivery this financial year. This project will go slightly under budget.</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Budget</td>
<td>Original Budget: $60,000</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Other Issues/ Risk</td>
<td>Original Budget: $60,000</td>
<td></td>
</tr>
<tr>
<td>Bucasia gatehouse realignment</td>
<td>Con</td>
<td>100%</td>
<td>Schedule</td>
<td>Scheduled Completion Date 31/01/2017</td>
<td>Construction work was completed in May and the new facility is now operational.</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Budget</td>
<td>Original Budget: $50,000</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Other Issues/ Risk</td>
<td>Original Budget: $50,000</td>
<td></td>
</tr>
<tr>
<td>Closed landfill risk review</td>
<td>In Progress</td>
<td>20%</td>
<td>Schedule</td>
<td>Scheduled Completion Date 30/06/2017</td>
<td>Waste Services is undertaking a review of the Closed Site Remediation Program. The former landfill site remediation obligations currently represent one third of the Waste Services’ twenty year capital forecast budget. The review will undertake a triple bottom line risk assessment priority ranking based on relative risks as well as a revised budget framework. The consultants, Golder Associates, have delivered the draft first stage report. The workshop occurred in March 2017. Phase one of the project was expected to be completed in June 2017, however, cyclone recovery works have impacted on this project. MRC to review the consultants’ draft submission.</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Budget</td>
<td>Original Budget: $50,000</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Other Issues/ Risk</td>
<td>Original Budget: $50,000</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>INDICATORS</th>
<th>ORIGINAL BUDGET DETAILS</th>
<th>COMMENTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Waste Services Contracts Development</td>
<td>In Progress</td>
<td>65%</td>
<td>Schedule</td>
<td>Scheduled Completion Date: 30/06/2018</td>
<td>Paget Transfer Station Services tender continues to be evaluated with additional TIRs issued to the respondents for additional information. Evaluation was planned to be finalised in February for a report to Council in June 2017. Original Budget: $69,269</td>
</tr>
</tbody>
</table>

However, evaluation for the Greent Waste processing services tender is continuing.

Tender evaluations have been impacted due to key personnel being required to manage both the waste services recovery and restoration efforts post T.C. Debbie.

4.5 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 tonnages for inbound product received from different sources.](image-url)

Inbound produce remained high in May 2017 with an increase in waste volumes from Isaac Regional Council.
5.1 Surface Water Discharge Management
No matters to report.

5.2 Waste Facility Audits
Internal audits of MRC Waste Facilities continue to be conducted. During May 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>16 sites</td>
<td>100%</td>
<td>16 completed</td>
<td></td>
<td>No significant safety, environmental or asset issues identified in audits.</td>
</tr>
<tr>
<td>Six-monthly</td>
<td>16 sites</td>
<td>100%</td>
<td>16 completed</td>
<td></td>
<td>Nil safety, environmental or asset issues reported. Sites low risk.</td>
</tr>
</tbody>
</table>
Engineering and Commercial Infrastructure - Transport & Drainage

May 2017
OVERVIEW ................................................................................................................................. 3
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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 May 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.
- Work continued on the finalisation of Business Cases for the Transport & Drainage Advisory Board Meeting held on the 5 June 2017.
- The Maintenance Crews have been focused on completing emergent works during the period prior to the cut-off date of 27 May 2017. However, a 30 day extension for vegetation clearing and disposal has been approved. Staff are now focused on having the remaining road reserve cleared by the 27th June 2017.
- The first NDRRA claim submitted for Richter St to the Queensland Reconstruction Authority has been approved and work is now started to undertake the detailed design assessment before works can commence.
- Ongoing assessment of the road network condition is occurring for further NDRRA Restoration claims to be submitted. The focus has been on the unsealed road network.
- The re-assessment of the timber bridges identified for Level 3 Inspection/Assessment has been completed by Engineering Consultant, Pitt & Sherry. Outcome of the Assessments and Action Plan going forward are being presented to Council at a Briefing on 14 June 2017.

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.

There were 4 Near Miss Vehicle incidents reported during May 2017:

1. Damaged Telstra Line
2. Truck side windows broken by rock
3. Truck side on road and hit overhead branch.
4. Excavator counterweight came into contact with street light pole.

Data as at 31 May 2017

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 May 2017.

Data as at 31 May 2017
FINANCE

2.1. Capital Expenditure

$700K of projects will not commence this FY and a further $4.3M in carryover is expected to be completed by the end of July 2017.

Contracts Awarded This Month Under Delegated Authority

<table>
<thead>
<tr>
<th>Project</th>
<th>Description</th>
<th>Contractor</th>
<th>Scheduled Start</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>Asphalt Resurfacing Project</td>
<td>Mackay Regional Council (Council) called for quotes under contract MRC 2014-054 Preferred Supplier Arrangements for Asphaltec Concrete, Bituminous Pavement and Surfacing Materials.</td>
<td>Fulton Hogan</td>
<td>June 2017</td>
<td>$421,064.18</td>
</tr>
<tr>
<td>Gordon Street &amp; Bruce Highway Traffic islands Landscape</td>
<td>Mackay Regional Council (Council) is undertaking landscaping works on the existing traffic islands at the intersection of the Gordon Street and the Bruce Highway. The works are funded by DTMR</td>
<td>JMAC Constructions Pty Ltd</td>
<td>June 2017</td>
<td>$225,606.02</td>
</tr>
</tbody>
</table>
2.2. Operational Financial Report - 1 July 2016 - 31 May 2017

The Transport and Drainage Operational actuals remain on track against the YTD budget. The current Goods and Services are in line with the revised YTD budget however it should be noted there are also $2.5M of NDRRA costs included in the operational budget. The majority of these NDRRA costs can be claimed and we are currently waiting for the remaining emergent works to be completed before doing so.

The Transport & Drainage capital expenditure is progressing in line with expected revised YTD target. Significant savings have been realised across a number of projects. Cyclone Debbie has had some impact on the Capital Works Program with staff time linked to recovery activities. Adjustments were made in the March quarterly review and the forecast carryover is now at $4.9M for Civil Projects. The Mackay Regional Sports Precinct also has a forecast carryover amount of $2.4M.
### MAINTENANCE ACTIVITIES

#### 3.1 Road and Drainage Maintenance Activities

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

![Completed Works Orders - May 2017](image)

Initially during the period there was a continuing focus on emergent repairs with crews returning to programmed maintenance type works later in the period. A number of pipe and backfill subsidence failures have occurred that have required urgent remediation as a result of the wet weather received in recent months. The scope and extent of the failures is being investigated and eligibility for NDRRA restoration works is being evaluated.

Linemarking has been completed in Hay Point, Salorinka Beach, Timberlands, Louisa Creek, Murburra, Balberra, Marwood, Dunrock, Homebush, and Bakers Creek.

#### 3.2 Unsealed Road Maintenance Activities

Grading crews have been focusing on emergent repairs to the unsealed road network and have also undertaken heavy formation grading at other locations where eligible damage was not sustained and the intervention level has been reached.
3.3 Open Drainage Maintenance

Persistant wet weather has hindered open drainage mowing activities with 32ha of drainage mowing completed during the period.

3.4 Cyclone Debbie

Maintenance teams have focussed on emergent work activities with the 60 day period expiring on 27 May 2017. A 30 day extension has been granted for vegetation waste clearing and removal. Submission of the first claim for emergent works is close to being finalised.

Scoping of eligible restoration works is continuing by Engineering Consultant, Aurecon, with the initial focus being on the Unsealed Road Network. Challenges are being experienced with clearly identifying the extents of gravel loss following emergent work activities and this is being investigated in conjunction with the Queensland Reconstruction Authority (QRA).

The following graph details the requests received and acted on to date:

![Bar chart showing Unsealed Road Maintenance](chart1.png)

**Unsealed Road Maintenance**

- Heavy Formation Grading
- Shoulder Grading
- Roadside Drainage

**3.3 Open Drainage Maintenance**

Persistant wet weather has hindered open drainage mowing activities with 32ha of drainage mowing completed during the period.

**3.4 Cyclone Debbie**

Maintenance teams have focussed on emergent work activities with the 60 day period expiring on 27 May 2017. A 30 day extension has been granted for vegetation waste clearing and removal. Submission of the first claim for emergent works is close to being finalised.

Scoping of eligible restoration works is continuing by Engineering Consultant, Aurecon, with the initial focus being on the Unsealed Road Network. Challenges are being experienced with clearly identifying the extents of gravel loss following emergent work activities and this is being investigated in conjunction with the Queensland Reconstruction Authority (QRA).

The following graph details the requests received and acted on to date:

![Bar chart showing Emergent Repairs - Cyclone Debbie](chart2.png)

**Emergent Repairs - Cyclone Debbie**

- 1751 - Formation repairs
- 1773 - Road surface patching
- 1734 - Drain - culvert cleaning/sidewalk
- 1700 - Clear vegetation/Tree/Park/Other
- Open Defects
3.5 Timber Bridge Management

Rehabilitation of Credton Creek Bridge on Credton Loop Road, undertaken by Council’s Bridge Maintenance Crew, is 95% complete. Rehabilitation of another two timber bridges in the Eungella area (Broken River Bridge on Cathay Creek Road and Cathay Creek Road Bridge) are scheduled to follow.

The re-assessment of the timber bridges identified for Level 3 Inspection/Assessment has been completed by Engineering Consultant, Pitt & Sherry. This re-assessment was undertaken using the recently released (March 2017) revised Bridge Code AS5100.8 – 2017 and an alternate analysis method that has been used by the Department of Transport & Main Roads.

The assessments have provided bridge load capacities that are significantly higher on most structures but not all.

Outcomes of the assessments and Action Plan going forward are being presented to Council at the 14 June briefing.
4.1 Requests for Maintenance Work

Client Surveys

Civil Operations Results of Survey Mar'17 - Apr'17

<table>
<thead>
<tr>
<th>Percentage</th>
<th>Very Good</th>
<th>Good</th>
<th>Fair</th>
<th>Poor</th>
<th>Very Poor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Attitude of staff receiving request</td>
<td>71.4%</td>
<td>23.2%</td>
<td>5.2%</td>
<td>0.0%</td>
<td>0.0%</td>
</tr>
<tr>
<td>Attitude of staff attending request</td>
<td>52.4%</td>
<td>28.1%</td>
<td>8.8%</td>
<td>7.0%</td>
<td>3.9%</td>
</tr>
<tr>
<td>Time taken to address request</td>
<td>39.7%</td>
<td>18.2%</td>
<td>12.5%</td>
<td>14.1%</td>
<td>14.3%</td>
</tr>
<tr>
<td>Appearance of completed work</td>
<td>18.7%</td>
<td>27.8%</td>
<td>19.4%</td>
<td>4.1%</td>
<td>14.4%</td>
</tr>
<tr>
<td>Degree work addresses request</td>
<td>40.4%</td>
<td>24.6%</td>
<td>12.3%</td>
<td>5.9%</td>
<td>17.0%</td>
</tr>
<tr>
<td>Overall satisfaction with response</td>
<td>19.7%</td>
<td>27.6%</td>
<td>10.1%</td>
<td>5.4%</td>
<td>19.6%</td>
</tr>
</tbody>
</table>

Representative Comments

- Perfect.
- Removed the hazard.
- 100%.
- They were all great. Friendly and polite.
- The job has not been started.
- Very quick.
- I was totally amazed at the quick service to do the job after my phone call.
- 7 minutes.
- Rest of the road they missed (corrugation).
- Great job. Very happy. Thank you.
- Nothing is done.
- Job very well done, but needs to be done every year.
- No satisfaction.
- Pretty good response.

Trends

Overall rating trends

Graph showing trends from January to December for 2015, 2016, and 2017.
The customer survey results for the period were impacted by post cyclone Debbie response requirements.

## PROJECTS

### 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>
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<td>On Track</td>
</tr>
<tr>
<td>2. Design (Des)</td>
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<td>Definite Issue</td>
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<td>4. Construction (Con)</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>Land Acquisition Ferri Gully</td>
<td>Con</td>
<td>6%</td>
<td>Schedule</td>
<td>Scheduled Completion Date: Dec 2017</td>
<td>Civil works has commenced. Tender for landscaping of the drain has closed and evaluation is underway. The delayed timing of the civil works then has a flow on impact to the landscaping works which will be delayed until after the wet season.</td>
</tr>
<tr>
<td>Intersection - Nalcomson Street/Charles Hodge Avenue</td>
<td>Con</td>
<td>85%</td>
<td>Schedule</td>
<td>Scheduled Completion Date: May 2017</td>
<td>Original Budget: $3.5M</td>
</tr>
<tr>
<td>East Gordon Street Bridge Rehabilitation</td>
<td>Con</td>
<td>50%</td>
<td>Schedule</td>
<td>Scheduled Completion Date: May 2017</td>
<td>Original Budget: $1.6M</td>
</tr>
<tr>
<td>PROJECT</td>
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Local Authority Waste Management Advisory Committee (LAWMAC)

Draft Minutes
GENERAL MEETING 2016/2017 - 4
PCYC Events Centre
3 May Street Cooktown
8.00am, Friday 26th May 2017

Attendees:
Cr Alan Wilson                                Cook Shire Council
Ms Kristina Davidson                          Cook Shire Council
Mr Jim Doidge                                 Cook Shire Council
Mr John Glese                                 Cook Shire Council
Cr Andrew Lancini                             Hinchinbrook Shire Council
Cr Aytol Peton                                Mackay Regional Council
Mr Jason Grandcourt                           Mackay Regional Council
Mr David De Jager                             Mackay Regional Council
Mr Matthew McCarthy                           Townsville City Council
Mr Mark Allpress                              Cassowary Coast Regional Council
Mr Steve Cosatto                              Cairns Regional Council
Mr Morris Hamill                              Mareeba Shire Council
Ms Amy Yates                                  Mareeba Shire Council
Mr Robert Ferguson                            LGAQ Brisbane
Mr Luke Hannon                                LGAQ Brisbane
Ms Hayley Page                                AECOM
Mr Mark Hargroder                              AECOM
Mr James Begg                                 Golder Associates
Mr Nigel Ruxton                               Golder Associates
Mr Allard Berndtlof                           Re. Group Pty Ltd / RDT
Mr Josh Lannan                                 MAMS Group
Mr Nicholas Thomas-Kinsella                    GHD
Ms Sally Thomas                               DEHP Brisbane
Ms Jessica Janssen                             DEHP Brisbane
Mr Tony Williams                               DEHP Cairns
Ms Nicole Coffey                               DEHP Cairns
Mr Kumar Kannan                               Mandalay Technologies
Mr Brian Fainton                              Pacific Environment
Ms Mary Field                                 LAWMAC Secretary

Apologies:
Cr Glenn Raleigh                               Cassowary Coast Regional Council
Mr Robert Nutt                                 Cassowary Coast Regional Council
Cr Napper Brown                                Mareeba Shire Council
Cr Paul Jacob                                  Townsville City Council
Cr Mike Power                                  Charters Towers Regional Council
Mr Michael Langburne                           Charters Towers Regional Council
Cr Dave Clarke                                 Whitsunday Regional Council
Mr Dietmar Peters                              Whitsunday Regional Council
Mr Karl Murdoch                                Whitsunday Regional Council
Mr Shane Teahan                                Tablelands Regional Council

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Cook Shire Council
Cr Tony Goddard  Burdekin Shire Council
Mr Lachlan Kerr  Burdekin Shire Council
Ms Emily Jones  Burdekin Shire Council
Cr Richie Bates  Cairns Regional Council
Mr Nigel Crumpton  Cairns Regional Council
Mr Tudor Tanase  Hinchinbrook Shire Council
Ms Paula Ingerson  Hinchinbrook Shire Council
Mr Keith Yorkson  Torres Shire Council
Mr Edgar Daniels  Torres Shire Council
Mr Bill Cuthbertson  Torres Shire Council
Mr Shannon Gorman  Mackay Regional Council
Mr Jarrod Bryant  Isaac Regional Council
Mr Shane Anderson  Isaac Regional Council
Ms Deb Schafer  Isaac Regional Council
Mr Craig Dunglison  Rockhampton Regional Council
Cr Julia Leu  Douglas Shire Council
Cr David Carey  Douglas Shire Council
Mr Paul Hoyle  Douglas Shire Council
Ms Abbey Belcher  Douglas Shire Council
Ms Caitlin Pfrunder  Mount Isa City Council
Mr Andrew Boardman  McKinlay Shire Council
Mr Ian Kuhl  Kuhl Meadows / Honorary Member
Ms Kylie Hughes  DEHP - Brisbane
Ms Christine Blanchard  Brisbane C/Council / Honorary Member
Mr Joel Harris  Resource Innovations
Mr Simon Kalinowski  Mandalay Technologies
Mr Paul Theodorou  Mandalay Technologies
Ms Rosemary Black  Mandaay Technologies
Mr Kevin Davies  Remondis Australia
Mr Paul Smith  Pacific Environment
Mr James Kneath  EWaste Recycling Australia
Ms Anita Carr  Geofabrics
Mr Colin Hoey  DrumMuster
Mr Pedro Mendicola  AECOM
Mr Chris White  Suez Environment
Mr Dean Sharpe  EHP - Cairns
Mr Dan Hannagan  Medafield
Mr Rick Ralph  Waste Recycling Industry Queensland
Mr Shaun Young  MacDonald Johnston

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

Enduring Proxies on record:
Mr Matt McCarthy  for  Townsville City Council
Mr Steve Cosatto  for  Cairns Regional Council
Mr Mark Allpress  for  Cassowary Coast Regional Council
Mr Morris Hamill  for  Mareeba Shire Council

Absentee Voting Proxy for this meeting only:
Cr Alan Wilson  for  Charters Towers Regional Council

26th May 2017  2  Cook Shire Council
WELCOME & INTRODUCTION
LAWMAC Chair, Cr Alan Wilson declared the meeting open at 9.00am welcoming all present including associate members and invited guests.

The apologies as listed were noted.

Members acknowledged the previous day’s Workshop hosted by Cook Shire Council
- Presentation - LAWMAC Website Updates by Mr Arnaud Gougeon (Digitropics)
- Presentation - Cooktown Landfill Leachate Management Infrastructure Upgrade Mr James Begg (Golder Associates) & Mr Terry Spurrier (HEH Constructions)
- Presentation - Laura Sewerage Treatment Plant by Mr Michael Czamecki (Cook Shire Council)
- Field Trip to Cooktown Landfill & Waste Transfer Site

CONFIRMATION OF PREVIOUS DRAFT MINUTES
The draft minutes of the previous General Meeting held Friday 24th February 2017 were adopted as a true and correct record of the meeting proceedings.

Moved: Cr Ayrl Paton (Mcky)  Seconded: Cr Andrew Lancini (H/Brk)  Carried: 8 – 0.

FINANCIAL REPORT
The NQLGA/LAWMAC financial records up to 30 April 2017 as circulated to members prior to the meeting were adopted.

Moved: Cr Andrew Lancini (H/Brk)  Seconded: Cr Ayrl Paton (Mcky)  Carried: 8 – 0.

COUNCIL MEMBERSHIP FEES – 2017/2018
Following discussion members passed a Notice of Motion for the return to full membership fees as outlined in the Proposed Schedule of Fees 2017/18 circulated prior to this meeting. To be ratified at the October 2017 AGM in Mackay.

Moved: Cr Ayrl Paton (Mcky)  Seconded: Cr Alan Wilson (Cook)  Carried: 8 – 0.

STRATEGIC PLAN 2017-2021
Members reviewed the draft Strategic Plan as developed by Mr Ian Kuhl and made one minor addition of the LAWMAC Secretary to Item 3.4. Members passed a Notice of Motion determining this as the Final LAWMAC Strategic Plan for ratification at the October 2017 AGM in Mackay.

Moved: Cr Andrew Lancini (H/Brk)  Seconded: Cr Ayrl Paton (Mcky)  Carried: 8 – 0.

RULES of LAWMAC 2017
Members passed a Notice of Motion to adopt the Rules of LAWMAC in its current form for ratification at the October 2017 AGM in Mackay.

Moved: Mr Mark Altpruss (Cass/Cst)  Seconded: Cr Andrew Lancini (H/Brk)  Carried: 8 – 0.

PACIFIC ENVIRONMENT (PFAS) PRESENTATION
Mr Brian Fainton, Principal Consultant at Pacific Environment gave a presentation on Per- and Poly-Fluoralkyl Substances (PFAS). PFAS are a group of man-made chemicals that include the compounds perfluorooctane sulfonate (PFOS) and perfluorooctanoic acid (PFOA). PFAS are widely used in household and industrial products since the 1950’s, such as non-stick cookware, heat and stain resistant products, food packaging and fire fighting foams. A brief question period followed.

26th May 2017

Cook Shire Council
DEHP CONNECT WASTE TRACKING ONLINE SYSTEM PRESENTATION
Ms Sally Thomas and Ms Jessica Janssen gave a presentation plus showed two short videos on the DEHP Connect Waste Tracking Online System followed by a brief question period on registering with or using the system.

CONTAINER REFUND SCHEME IN QLD
Mr Robert Ferguson reported on the Local Government Working Group, which is well represented by LAWMAC, addressing the issues of the CRS on local governments and identifying issues to take back to State Government. Robert reported on a number of issues raised by councils with a range of actions to report back to the Implementation Advisory Group including what impacts the CRS will have on MRFs, waste audits, glass recycling and scavenging.
Queensland is expected to align the CRS with the NSW CDS to be launched in December 2017, although due to Queensland not having a Levy some operations may have to be operated differently.
Robert reported on the recent meeting of the Recourse Recovery Industry Working Group whose concerns also align with local government concerns.
The Implementation Advisory Group met on 28 April 2017 and is looking at developing an Exposure Draft of the Bill which will guide critical processes and outcomes of the Scheme.
The Local Government Working Group meets again 2 June 2017 and individual councils are strongly encouraged to attend and participate.

PLASTIC BAGS
Robert Ferguson advised that LGAQ is supportive of the Queensland Government decision to ban single-use light-weight plastic shopping bags from 2018, however this does not include heavy duty designer-type plastic bags which still needs to be addressed. A Regulatory Impact Statement is due for release in coming weeks with the possibility of addressing some issues regarding compliance activities.
A brief question and discussion period followed in which Robert advised that the Queensland Waste Strategy Review is underway with no actual timeframe so will follow up and report back to LAWMAC.

LAWMAC NEWSLETTER
Members were called upon to provide newsworthy waste-related articles for inclusion in the latest edition currently being developed by Mackay Regional Council who are also hopeful of including the latest news from Whitsunday Regional Council following Cyclone Debbie. It was also agreed that management of the Newsletter would be on a twelve-month rotational basis by nominated member-council determined at each AGM. All LAWMAC newsletters can be viewed at www.lawmac.org.au

LAWMAC WEBSITE
The LAWMAC Secretary gave a brief overview of outcomes from the previous day’s presentation by Website Manager, Mr Arnaud Curgeon at DigItropics.
Members adopted the proposal to update the website design overall plus the development of a members’ only private page.

26th May 2017

Cook Shire Council
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. The closing date for nominations was set at 31 July 2017.

CORRESPONDENCE
The inward and outward correspondence as listed in the agenda was adopted.

Moved: Cr Ayrl Paton (Mcky)  Seconded: Mr Morris Hamill (Mrba)
Carried: 8 – 0.

TECHNICAL ADVISORY OFFICER REPORT
Jason Grandcourt reported on progress leading up to the VMMA Waste-Q Regional Waste Management Conference scheduled for 11 – 13 October 2017 at the Mackay Entertainment Centre with sponsorship and exhibition opportunities available.
Jason Grandcourt also commended Ian Kuhl for his work on reviewing the LAWMAC Draft Strategic Plan 2017-2021.

WASTE MANAGER REPORTS
Cook Shire Council
Jim Doidge welcomed all to the Cook Shire region and reflected on the visit to the Cocktown Landfill and Transfer Station Field Trip of the previous day:

- Council is currently seeking funding to upgrade the facilities at the three Cocktown Transfer Stations including staff amenities and covered storage areas.
- The review of the Cook Shire Council Waste Strategy has just begun.

Townsville City Council
Matt McCarthy reported that

- Council is considering introducing a kerbside Hard Waste Collection in 2017/18 to provide an opportunity for residents to dispose of bulky waste items that cannot fit within a wheelie bin.
- Council is also introducing a Fluorescent Light Bulb Recycling Program, available at all transfer stations, to divert mercury from the landfills.

26th May 2017

Cook Shire Council
Harvey Range and Jensen Landfills are nearing capacity with both expected to cease accepting waste in 2018. Upon exhaustion of the Jensen site it will close completely and in preparation for that Harvey Range is being upgraded.

The Stuart Waste Facility will also have upgrades completed in preparation for the closure of Harvey Range and Jensen. Council has awarded the contract for construction of the Stuart Transfer Station to Mendi Constructions and will be built by end of this calendar year. The 12-bay sawtooth transfer station will increase resource recovery rates and allow domestic customers to dispose of waste without leaving the sealed road network.

Council is finalising the design of the final capping works at Picnic Bay Landfill on Magnetic Island. Works will be undertaken during 2017/18 with the final capping expected to be in place by 2018.

Working closely with ReGroup/RDT to ensure the MRF is operational and ready for the 1 July 2017 official opening. The plan is to open earlier in June for receipt of product to ensure operational readiness. The Plant is also expected to be able to identify containments for refunds under the CRS.

NQ/VRRP update:
- Regional Collaboration for a Regional Garden Organics Processing Contract and a Regional Tyre Recycling Contract
- Review of Waste Strategy is on hold pending State Govt decisions
- Regional YouTube Video around Collection Service to help serve the community better.

Cassowary Coast Regional Council
Mark Alparess reported that:
- Council received $1.2m under the Building our Regions Funding Program and is currently underway with the second capping of the Tully Landfill site.
- Council is in line with the review of its Waste Strategy for later this year.
- In conjunction with the FNQROC council has now signed off on Ferrous & non-ferrous metals
- Mark and Robert to prepare an overview of floodwater issues as a presentation at the LAWMAC Workshop/Meeting scheduled for November 2017 hosted by Cassowary Coast Council.

Mackay Regional Council
Jason Granicourt reported:

Project Management
- Mackay Waste Services have had the responsibility in leading the waste management recovery operations for the community.
- This has included the management of large volumes of waste generated by TC Debbie as well as damage to existing infrastructure such as Hogan’s Pocket Landfill, Sarina WAIS and many other small facilities.
- As part of the operation, data has been collected, collated and analysed daily. This included mapping and photographic records being managed, to assist Council for post disaster funding claims which required significant administrative effort, provided by Waste Services and Shared Services.
- For the green waste collection service the Waste Services team has been assisted by COG Consulting who have experience in dealing with disaster management and clean-up coordination of this kind (cyclones and floods) in Queensland. This enabled the Waste Services team to manage the rest of the recovery operations.
Greenwaste Collection Services
• The Green Waste Kerbside Collection has used over 10 local contracting firms who have supplied 17 collection "compos" consisting of traffic control, trucks and earthmoving equipment - bobcats, backhoes or mini excavators.
• The project aim was to assist all residents in the Mackay Regional Council area which consists of 3,230 km of roads and 43,251 dwellings.
• As of Friday 28 April 2017 around 95% of MRC streets have been serviced by the systematic kerbside green waste collection.
• Since TC Debbie hit Mackay around 39,000 cubic metres of green waste has been collected. Of this around 27,000 has been collected by the Kerbside Collection contractors and 12,000 cubic metres was self-hauled to green waste facilities by residents.
• The MRC waste team operated 22 waste facilities since the cyclone which has included 9 temporary green waste sites and 2 temporary transfer stations.
• Up to 2,500 cubic metres of waste was collected each day with an average of around 1,300m³ per day over the course of the 20 days of collection.
• Mulching is now occurring at the green waste sites and this material will be composted at a local facility.
• In addition to the above, around 44 tonnes of hard waste was collected primarily from inundated homes at Eton, Homebush and Drapers Siding and around one tonne of asbestos has also required disposal.
Workplace Health & Safety and Environmental Performance
• Since the kerbside collection commenced on 4 April there has been 20 days of collection.
• In total up to 85 contractors have been engaged with total contractor hours estimated at 20,000.
• There have been no major incidents (traffic, LTI, MTI), this is an outstanding achievement.
• Minor incidents include two cases of equipment vandalism resulting in minor damage to contractors mulching machines.
• Two cases of contractors damaging the lawn areas in front of residences.
• Two cases of damage to mulching machines from metal contamination suspected of coming from older self-haul loads at Eaglemount Rd temp site.
• Management plans have been developed for temporary sites to ensure public safety, contractor safety and environmental standards are acceptable. These sites will be monitored until rehabilitation is complete.
• No environmental incidents at any site and no resident complaints regarding contractor behaviour or noise or traffic etc

Mareeba Shire Council
Morris Hamill reported that:
• Capping of the old Mareeba landfill site continues with the liner due for fitting next week.
• JJ Richards has commenced bulk waste bin services.
• Council is currently undergoing an E-Waste Trial with Cairns Council
• Re-design works are underway at Kuranda site with more works to come.
• AECOM is undergoing technical specifications on landfill sites

Hinchinbrook Shire Council
Councillor Andrew Lancini reported that:

20th May 2017
• Recent talks with James Kneath from E-Waste Recycling Australia to organise E-Waste Recycling in Hinchinbrook region
• GHD is developing a Site Development Plan for the Warrens Hill site.
• Two illegal dumping incidents have been reported
• Council is utilising government funding to construct a concrete pad for greenwaste collection at the Halifax Transfer Station.

Cairns Regional Council
Steve Costello reported that:
• Development of Council’s 10-year Waste Strategy continues with baseline analysis progressing well with other Waste Projects and Activities to dovetail into the Strategy
• Reviewing Buyback Shop options to determine what objectives and/or role for the community
• In the final stages of dealing with metal and hazardous waste
• Illegal dumping issues are an expensive problem for councils
• Council is currently reviewing capacity at Portsmouth Landfill site
• Advised of Eco-Fiesta Day on 28 May to promote sustainability

WASTE MANAGEMENT ASSOCIATION of AUSTRALIA
McCarthy reported the WMAA Waste Q Conference - Reshaping Regional Resilience, will be held 11-13 October at the Mackay Entertainment Centre. The focus will be around circular economy, shifting the way of thinking towards practices that are “restorative” and support materials and components being reused or recycled many times over. For more information visit the conference website: www.wasteq.com.au and for sponsorship and exhibition opportunities contact: jan@wmaa.asn.au

There has been input from the Queensland Committee into submissions to the NSW Parliamentary inquiry into matters relating to “Energy from Waste” technology, been instrumental in submissions to the EOW Framework and EOW Codes plus also responded to the Container Refund Scheme Discussion Paper.

ASSOCIATE MEMBER REPORTS
Golder Associates
James Begg passed over to Nigel Ruxton, Senior Project Manager at Golder who is based in Brisbane and has been working on a number of projects with James.
Nigel reported on a range of projects undertaken by Golder including Capping at Gympie, Mareeba and Rockhampton landfills; Potential liabilities with closures of landfills; Dealing with contaminated soils and identifying particular risks plus developing appropriate strategies for PFAS etc.
Golder provides a range of general advice including environmental assessments and feasibility studies at landfill sites.

Regroup / RDT
Allard Bernhofen reported that Regroup is nearing completion of the Townsville MRF which is expected to handle 15,000 tonnes per year and could possibly increase to 20,000 in coming years. The entry/exit points at the site were finished yesterday ready for opening 5th June 2017. This is Regroup’s third MRF with sites also operating successfully at Mackay and Canberra.
Allard advised of the FOGO Plant Project in Southern NSW and of the Eco-Fiesta Day on 28 May to promote sustainability
The annual collection of T-Tape is going well and currently operating in the Bundaberg and Childers area before making its way up to North Queensland.

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Cook Shire Council
Regrup is looking forward to working with Councils and Industry following the introduction of the Container Refund Scheme in Queensland.

**Mandalay Technologies**
Kumar Kannan advised that Mandalay Technologies is currently working with Regroup to assist Townsville Council with the weighbridge data capture relevant to the new MRF project.
Mandalay is also working on its Dashboard Data Capture System with a number of clients and also working on other digital platforms such as mobile apps etc.

**AECOM**
Hayley Page was welcomed to the meeting representing AECOM and handed over to Mark Hargroder from the Brisbane Office who gave a brief overview of his involvement in the Waste Industry since 1986 along with AECOM’s role within Councils and Industry including Remondis and Veolia.

**GHD**
Nicholas Thomas-Kinsella reported that it’s pretty much business-as-usual at GHD with consultancy works underway on new landfills, leachate ponds, updates to transfer stations and a $7m capping project.

**Pacific Environment**
Brian Fainton reported that Pacific Environment (EnviroSuite Ltd) is to be acquired by Environmental Resources Management (ERM) the world’s leading environmental and sustainability consulting group with the transaction to occur early June 2017.

**GENERAL BUSINESS**
Cr Alan Wilson raised discussion on how to deal with cardboard when restricted by smaller volumes (200t p/a), contaminants like waxed surfaces and plastic packaging inside boxes. Robert Ferguson advised that LGAQ has been seeking funding options for smaller remote councils in dealing with these types of issues.
Jason Grandcourt took the opportunity to formally introduce David De Jager to LAWMAC members and welcome him as a valued employee at Mackay Council.
Jason also congratulated Townsville council on its Award for best Transfer Station.
Matt McCarthy raised the idea to invite Palm Island Council as LAWMAC members with Councillor Wilson responding that it can be difficult to gain interest and attendances at LAWMAC by some remote communities.
Matt also advised of the need for new LAWMAC Corporate Shirts and called for interested sponsors undertaking to review the options from the last promotion.

**MEETING DATES IN 2017**
8.00am Wednesday 11 October 2017 – AGM & GM hosted by Mackay Regional Council and immediately followed by the Waste-Q Conference (11 – 13 October).
23 & 24 November 2017 – Workshop & Meeting to be hosted by Cassowary Coast Regional Council.
Townsville City Council indicated a keen interest in hosting the February 2018 Workshop and Meeting.
LAWMAC Chair, Cr Alan Wilson thanked all delegates and presenters visiting the Cock Shire region and attending the LAWMAC Workshop/Meeting and declared the meeting closed at 11.50am.

26th May 2017

Cook Shire Council