



AIRPORT, WATER AND WASTE COMMITTEE MEETING

AGENDA

26 FEBRUARY 2019

Your attendance is required at a meeting of the Airport, Water and Waste Committee to be held in the Council Chambers, 232 Bolsover Street, Rockhampton on 26 February 2019 commencing at 3.00pm for transaction of the enclosed business.

A handwritten signature in black ink, appearing to be "C. P.", written in a cursive style.

CHIEF EXECUTIVE OFFICER
21 February 2019

Next Meeting Date: 26.03.19

Please note:

In accordance with the *Local Government Regulation 2012*, please be advised that all discussion held during the meeting is recorded for the purpose of verifying the minutes. This will include any discussion involving a Councillor, staff member or a member of the public.

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1 OPENING

2 PRESENT

Members Present:

Councillor N K Fisher (Chairperson)
Councillor A P Williams
Councillor C R Rutherford
Councillor M D Wickerson

In Attendance:

Mr R Cheesman – Deputy Chief Executive Officer
Mr E Pardon – Chief Executive Officer

3 APOLOGIES AND LEAVE OF ABSENCE

Councillor Margaret Strelow has tendered her apology and will not be in attendance.
Councillor Ellen Smith has tendered her apology and will not be in attendance.
Councillor Rose Swadling has tendered her apology and will not be in attendance.

4 CONFIRMATION OF MINUTES

Minutes of the Airport, Water and Waste Committee held 4 December 2018

5 DECLARATIONS OF INTEREST IN MATTERS ON THE AGENDA

6 BUSINESS OUTSTANDING

Nil

7 PUBLIC FORUMS/DEPUTATIONS

Nil

8 OFFICERS' REPORTS

8.1 ROCKHAMPTON AIRPORT MONTHLY OPERATIONS REPORT - JANUARY 2019

File No: 7927

Attachments: 1. Rockhampton Airport Monthly Operations Report - January 2019 [↓](#)

Authorising Officer: Tony Cullen - General Manager Advance Rockhampton

Author: Tracey Baxter - Manager Airport

SUMMARY

The Monthly Operations and Annual Performance Plan Report for the Rockhampton Airport for January 2019 is presented for Councillors information.

OFFICER'S RECOMMENDATION

THAT the Rockhampton Airport Operations and Annual Performance Plan Report for January 2019 be 'received'.

COMMENTARY

The Monthly Operations and Annual Performance Plan Report for the Rockhampton Airport of the Advance Rockhampton Department is attached for Council's consideration.

CONCLUSION

It is recommended that the Monthly Operations and Annual Performance Plan Report for the Rockhampton Airport for period ending January 2019 be received.

ROCKHAMPTON AIRPORT MONTHLY OPERATIONS REPORT – JANUARY 2019

Rockhampton Airport Monthly Operations Report - January 2019

Meeting Date: 26 February 2019

Attachment No: 1

MONTHLY OPERATIONS REPORT

AIRPORT

PERIOD ENDED 31 JANUARY 2019



1. Operational Summary

Runway Works

Runway grooving recommenced in early January after the Christmas shut down period.



Fire Event

The Airport was used as a base during the fires that occurred in late November 2018. The larger firefighting aircraft were supported by many fixed wing aircraft and helicopters which completed water-drops throughout our region. Numerous aircraft loaded water before departing to assist with firefighting efforts in the Gracemere/Stanwell/Kabra area, as well as the Eungella and Deepwater National Park areas. Qantas and Virgin RPT flights also transported a number of firefighters from other parts of the country to assist.



The Coulson Aviation (USA) Boeing B737-300 Large Air Tanker 'Fireliner' loaded up to 20 000 litres of water in Rockhampton for each sortie.



2. Customer Service Requests

Response times for completing customer requests in this reporting period for January 2019 are within the set timeframes.






All Monthly Requests (Priority 3) Airport 'Traffic Light' report January 2019




	Balance B/F	Completed in Current Mth	Current Month NEW Requests		TOTAL INCOMPLETE REQUESTS BALANCE	On Hold	Completion Standard (days)	Avg Completion Time (days)			Avg Duration (days) 12 Months (complete and incomplete)
			Received	Completed				Current Mth	6 Months	12 Months	
Airport General Enquiries	0	0	0	0	0	0	10	● 0.00	● 5.14	● 3.92	9.77
Airport Services General Enquiries	0	0	0	0	0	0	10	● 0.00	● 0.00	● 0.00	0.00



3. Capital Projects




Details of capital projects not reported regularly to Council or a particular Committee in other project specific report updates as at period ended January – 58.33% of year elapsed.



In terms of scope, schedule and budget, the project is;


 on track	 generally on track, with minor issues	 off track
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Project	Planned Start Date	Planned End Date	On Track	Budget Estimate	YTD actual (incl committals)
987727 – Terminal master planning and reconfiguration	Late 2015	July 2017		\$10,000	\$7,273
Comments	<p><u>Commentary</u> Completed and adopted by Council. The plan will now be distributed for consultation.</p> <p><u>Status</u> An internal working group has been formed to conduct a further review of the screening reconfiguration..</p>				
987685 – Renewal of aviation security infrastructure	Ongoing	Ongoing		\$14,799	\$27,337
Comments	<p><u>Commentary</u> Operational need identified to replace Airside Security Gate 1 due to emergency access requirements and high usage during military exercises.</p> <p><u>Status</u> Construction on the installation of the automatic vehicle gate at Airside Security Gate 1 has been completed.</p>				
959135 – GA Apron Lighting	17/02/12	December 2018		\$339,675	\$0

<p>Comments</p>	<p><u>Commentary</u> A condition assessment of the GA Apron lighting was conducted in 2014 with recommendations to upgrade the system. Original concept design is under review to investigate options for a LED installation and to review the aircraft parking layout. The system remains non-compliant due to inability to infringe the airspace of Runway 04/22; this will be rectified in Stage 3 following the displacement Runway 04/22. Project to be delivered in three stages, Stage 1 15/16 – Install three lights for RFDS Operations (completed), Stage 2 17/18 – Lighting Design Review and Project Concept (awaiting report), Stage 3 18/19 – Implement compliant system.</p> <p><u>Status</u> Remainder of project postponed to allow reconfiguration of cross runway. Operations to review of aircraft parking requirements prior to conducting design review to consider LED Lighting and installation.</p>				
<p>959133 – RPT Apron Lighting</p>	<p>29/08/13</p>	<p>June 2019</p>		<p>\$466,255</p>	<p>\$0</p>
<p>Comments</p>	<p><u>Commentary</u> To obtain regulatory compliance a condition assessment was conducted of the RPT Apron lighting in 2014 with one recommendation. Engineering assessment confirmed additional lights could be installed on existing poles. Original concept design under review to investigate options of LED installation and review parking layout. Testing of existing electrical supply cables identified that they were close to failure. Project to be delivered in two stages, Stage 1 16/17 – Replace and upgrade electrical supply cables, Lighting Design Review and Project Concept, Stage 2 18/19 – Implement compliant system.</p> <p><u>Status</u> Installation of six new switchboards at each apron light pole - four complete and two remaining. Aircraft parking requirements have been reviewed and lighting design review has commenced.</p>				
<p>1047109 – Replace existing storage-workshop-office-lunchroom (site BD)</p>	<p>September 2015</p>	<p>March 2019</p>		<p>\$135,833</p>	<p>\$0</p>
<p>Comments</p>	<p><u>Commentary</u> Several issues with the buildings within the Aeroworx complex were identified in the RRC Asset Building Inspection in 2014. Electrical switchboard issues were identified in a condition assessment conducted in 2015. Office building and electrical switchboards are beyond repair therefore requiring replacement.</p>				

	The project scope is to extend the hangar, renew electrical connection and replace office and lunchroom. <u>Status</u> A Development Application has been drafted. Sewer connection infrastructure – completed. Currently awaiting Council approvals. Documents are being prepared for Public Tender to complete works.				
987926 – Upgrade terminal standby power generator	September 2015	February 2018		\$0	\$0
Comments	<u>Commentary</u> Current generator only supplies a portion of the Terminal. The generator failed during cyclone Marcia and on several other occasions. The replacement generators are an essential component of the Airport Business Continuity Plan. <u>Status</u> Construction works are complete. The new system is now operational and connected to the terminal Building Management System for ongoing monitoring.				
987704 – Improve Airside Stormwater Management	July 2017	June 2018		\$220,000	\$24,854
Comments	<u>Commentary</u> The drainage of the Airport is a key factor in the continued aeronautical operation during extreme weather. The intention of this project is to evaluate the effectiveness of current drainage systems. This will include implementing strategies to improve drainage and remedial work on existing drainage systems. Inspection of storm water inlets and adjoining pipe work is currently being carried out. <u>Status</u> Initial investigations of known airside drains commenced in September. Drains are continuing to be identified and inspected.				
989183 – Terminal Refurbishment – Auto Doors	July 2017	June 2018		\$100,000	\$97,650

<p>Comments</p>	<p><u>Commentary</u> Terminal automatic entry doors are approaching the end of their useful life. Project scope has been revised to upgrade the control system and drive mechanisms on the nine oldest doors.</p> <p><u>Status</u> Project is complete.</p>				
<p>987723 – Replace Air Conditioning Chilled Water Unit</p>	<p>January 2017</p>	<p>December 2018</p>		<p>\$143,500</p>	<p>\$3,500</p>
<p>Comments</p>	<p><u>Commentary</u> The Chiller unit has reached the end of its expected life. This has been quantified by several component failures over recent years. With the current load on the chiller it is required to operate at 100% capacity to cool the Airport Terminal during the hottest portion of the year.</p> <p>The project will consist of a concept (scope of works), design, construction and commissioning stages. While this project continues over several years the initial concept and design will be for the entire project.</p> <p><u>Status</u> Engineering consultancy services have been engaged to assist in Developing a Project Concept Plan & Scope of Works for the complete Terminal Air Conditioning System, for approval. Draft report under review.</p> <p>This project is progressing to the development of a tender specification due to recent breakdowns in October and December.</p>				
<p>1126023 – Replace HV Cable Feeds</p>	<p>January 2019</p>	<p>June 2019</p>		<p>\$21,000</p>	<p>\$0</p>
<p>Comments</p>	<p><u>Commentary</u> Investigation of HV supply for Rockhampton Airport for redevelopment works.</p> <p><u>Status</u> This project is under review.</p>				

0987712 – Replace General Aviation Power Switchboards	10/06/16	June 2019		\$2,906	\$0
Comments	<p><u>Commentary</u> The electrical switchboards in the General Aviation Area have recently had a condition assessment completed.</p> <p><u>Status</u> Rectification work was carried out in October. The Switch board replacement at Gate 22 is 50% complete</p>				

4. Budget

AIRPORT FINANCIAL

This report details the financial position and other strategic matters for Rockhampton Airport.

Percentage of year elapsed is 58.3%.

Operational Summary

YTD revenue is tracking a little under budget at 55%.

Expenses are close to budget at 53.4%

Capital Summary

Airport's YTD capital expenditure is at 77% of total annual revised budget, mainly comprising of the \$11.6M expenditure on runway resurfacing project expenditure.

Capital revenue is at 89% of the revised budget, mainly comprising of funding for the runway resurfacing project.



End of Month General Ledger - (Operating Only) - ADVANCED ROCKHAMPTON

As At End Of January 2019

Report Run: 12-Feb-2019 12:03:58 Excludes Nat Accs: 2802,2914,2917,2924

	Adopted Budget \$	Revised Budget \$	EOM Commitments \$	YTD Actual \$	Commit + Actual \$	Variance %	On target 58.3% of Year Gone
AIRPORT							
<u>Airport Operations</u>							
Revenues	(10,385)	(10,385)	0	0	0	0% ✘	
Expenses	2,109,185	2,109,185	175,199	1,083,542	1,258,741	51% ✓	
Transfer / Overhead Allocation	161,755	161,755	13,273	69,628	82,901	43% ✓	
Total Unit: Airport Operations	2,260,555	2,260,555	188,472	1,153,170	1,341,642	51% ✓	
<u>Airport Facilities</u>							
Revenues	(579,500)	(579,500)	(59,991)	(309,612)	(369,603)	53% ✘	
Expenses	4,301,336	4,301,336	328,529	2,031,587	2,360,116	47% ✓	
Transfer / Overhead Allocation	89,816	89,816	2,824	7,772	10,595	9% ✓	
Total Unit: Airport Facilities	3,811,652	3,811,652	271,361	1,729,746	2,001,108	45% ✓	
<u>Airport Administration</u>							
Revenues	(41,594)	(41,594)	(113,260)	33,492	(79,768)	-81% ✘	
Expenses	4,262,342	4,262,342	282,218	2,669,949	2,952,167	63% ✘	
Transfer / Overhead Allocation	4,428,987	4,428,987	368,255	2,581,299	2,949,554	58% ✓	
Total Unit: Airport Administration	8,649,735	8,649,735	537,213	5,284,740	5,821,953	61% ✘	
<u>Airport Commercial</u>							
Revenues	(15,377,893)	(15,445,024)	(1,116,647)	(8,633,484)	(9,750,131)	56% ✘	
Expenses	428,074	428,074	28,552	261,369	289,921	61% ✘	
Transfer / Overhead Allocation	2,122	2,122	0	4	4	0% ✓	
Total Unit: Airport Commercial	(14,947,697)	(15,014,827)	(1,088,094)	(8,372,112)	(9,460,206)	56% ✘	
Total Section: AIRPORT	(225,755)	(292,885)	(91,048)	(204,456)	(295,504)	70% ✓	
Total Department: ADVANCE ROCKHAMPTO	4,938,847	5,156,912	241,407	2,434,281	2,675,688	47% ✓	
Grand Total:	4,938,847	5,156,912	241,407	2,434,281	2,675,688	47% ✓	

5. Section Statistics

AIRPORT FACILITIES

Agistment 1 Demolition

After notification from the tenant that they would be relinquishing their hold, an inspection was done to ascertain the condition of the land and buildings. The old storage shed was deemed to be in an unsafe condition and has since been demolition work was undertaken to remove the building.



Prickly Acacia

A follow up treatment to the prickly acacia bordering Airport land along the banks of Lion Creek was undertaken by Vector Management unit in late November 2018. A further inspection of the treated area by Vector Management is scheduled to be conducted.

Hertz Office – Site BH

The final plumbing inspections have been completed with a compliance certificate received on the 24 January 2019 for this building.

Hertz staff have moved into the new premises.

AIRPORT OPERATIONS

Audit and Compliance

The Airport has undergone its annual Aerodrome Technical Inspection. The final technical inspection report is yet to be received.

Lost Time Injury Free

The Airport has been Lost Time Injury (LTI) free for 1108 days with the last recorded LTI being 20/01/2016.

AIRPORT COMMERCIAL

Negotiations are still ongoing with the airline clients in renewing their Aeronautical Agreements for the next five years. There are also negotiations to renew their office space behind check in as well.

The East West link business case has now been completed and a meeting was held with State Government to discuss funding options and try to get support to progress to presenting the case to airlines.

A Sydney to Rockhampton business case has been prepared and we are currently working with the airlines to build a sustainable case that works for both parties.

Passenger surveys will be conducted in March to assist in identifying opportunities with new route development as well.

We are currently working on an Airport Business Plan for future opportunities.

Interest from a car rental company has been shown to lease a space close to the terminal and we are working through the terms with that company and hope to reach commercial terms in the first quarter of the year.

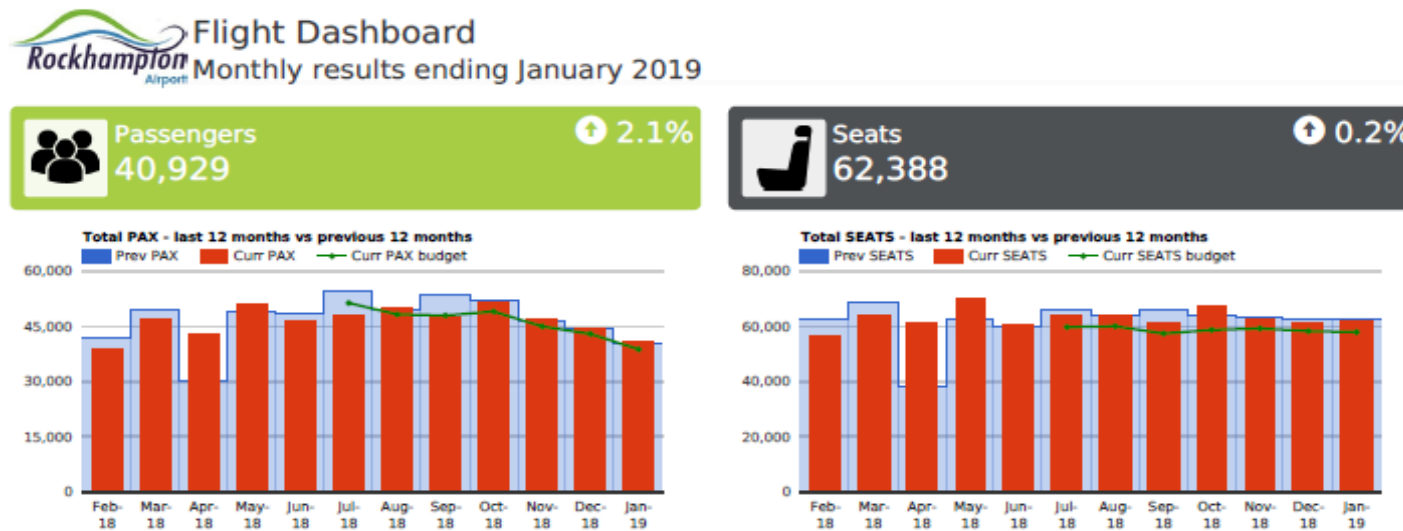
The Taxi pick-up area is currently being redesigned to accommodate UBER. This will allow us to charge UBER in the same way as Taxi's get charged.

Patient Travel Subsidy Scheme Car Park Waiver

During January 2019, 149 vehicles had \$6,156 in car park fees waived. The total period of time these vehicles were in the Airport car parks was an average of 1.85 days per passenger.

Passenger Numbers

Domestic passenger numbers for January 2019 were 40,929 compared to 40,066 in January 2018.



Calendar Year Passenger Numbers

There has been a 2% increase in growth year on year, with no negative movement in the last 4 months.

	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Grand Total	% Change on Prev Year
Total Seats	58,572	53,714	60,494	59,480	68,406	59,780	63,500	64,304	60,052	64,208	62,218	61,788	736,516	6%
Total Passengers	39,034	37,968	46,014	42,126	50,412	45,777	47,489	50,026	46,659	49,296	45,953	44,476	545,230	1%
Total Movements	660	606	687	701	778	701	733	742	700	748	718	716	8,490	3%
Average Load Factor	67%	71%	76%	71%	74%	77%	75%	78%	78%	77%	74%	72%	74%	-4%

8.2 FITZROY RIVER WATER SPECIALISED ITEM SUPPLIERS

File No: 1466
Attachments: Nil
Authorising Officer: Peter Kofod - General Manager Regional Services
Author: Jason Plumb - Manager Fitzroy River Water

SUMMARY

This report details a number of items of equipment or products that are important to Fitzroy River Water's water and sewerage operations for which Council approval is sought for these items to be provided by the listed sole suppliers in accordance with s235(b) of the Local Government Regulation (2012).

OFFICER'S RECOMMENDATION

THAT pursuant to s235(b) of the Local Government Regulation 2012, Council approves the use of the nominated suppliers for the items listed without the need to seek additional quotes or tenders.

BACKGROUND

Fitzroy River Water relies on specialized items in many of its water and sewerage assets to ensure standardization of design, operation and maintenance, and to help ensure optimal safety and reliability of services. Table 1 lists items of such equipment or products and the suppliers. The previous engagement of the suppliers for this equipment has been completed based on seeking quotes on multiple occasions, however this process is not efficient or an effective use of Council and the Supplier's time and resources, as these suppliers are continually selected due to the specialist nature of the equipment they supply and the ability of this supplier and their equipment to meet Fitzroy River Water's operational needs.

Table 1. Items of equipment or products for water and sewerage operations and their suppliers

Item	Supplier	Justification
Gas chlorinators and on-line chlorine analysis, supply and maintenance	Evoqua	Standardised approach to design, operation and maintenance, reliable, value for money product with proven performance.
Screw Press for dewatering of sewage sludges, supply and maintenance	Ishigaki	Standardised approach to design, operation and maintenance, reliable, value for money product with proven performance.
Gas chlorine leak detection system, supply and maintenance	Honeywell Process Solutions	Standardised approach to design, operation and maintenance, reliable, value for money product with proven performance.
On-line instrumentation for water quality analysis of parameters other than chlorine, supply and maintenance	Endress & Hauser (or authorized resellers)	Standardised approach to critical chemical dosing applications in water and sewage treatment.
Fine bubble diffused aeration membrane system	Hydroflux EPCO	Standardised approach to design, operation and maintenance for specialized sewage treatment applications.

PREVIOUS DECISIONS

In December 2017, Council approved the establishment of specialized item suppliers for Fitzroy River Water with 15 suppliers listed initially. This report seeks to add to this list of specialized item suppliers and further improve the efficiency of procurement activities for these important items.

LEGISLATIVE CONTEXT

Local Government Regulation (2012) –

235 Other exceptions

“A local government may enter into a medium-sized contractual arrangement or large-sized contractual arrangement without first inviting written quotes or tenders if—“

“(b) the local government resolves that, because of the specialised or confidential nature of the services that are sought, it would be impractical or disadvantageous for the local government to invite quotes or tenders;”

CONCLUSION

By approving the above suppliers as specialized suppliers of the stated items, Fitzroy River Water can procure important items that have demonstrated the ability to meet our operational needs in an efficient manner.

8.3 FRW MONTHLY OPERATIONS REPORT - JANUARY 2019

File No: 1466
Attachments: 1. FRW Monthly Operations Report - January 2019 [↓](#)
Authorising Officer: Peter Kofod - General Manager Regional Services
Author: Jason Plumb - Manager Fitzroy River Water

SUMMARY

This report details Fitzroy River Water's financial position and other operational matters for the Council's information as at 31 January 2019.

OFFICER'S RECOMMENDATION

THAT the FRW Monthly Operations Report for January 2019 be received.

FRW MONTHLY OPERATIONS REPORT - JANUARY 2019

FRW Monthly Operations Report - January 2019

Meeting Date: 26 February 2019

Attachment No: 1

MONTHLY OPERATIONS REPORT

FITZROY RIVER WATER

PERIOD ENDED 31 JANUARY 2019



1. Operational Summary (Highlights)

Renewal of Travelling Bridge Scraper at SRSTP

The first of two parts of a capital project to renew the travelling bridge scrapers on the primary sedimentation tanks at SRSTP was recently completed by local contractors CQ Steel and Rocky Industrial Controls. The primary sedimentation tanks are an important part of the treatment process and the original travelling bridge scrapers were close to the end of their useful life due to years of corrosion and exposure to the elements since they commenced operation in 1983. The new travelling bridge scraper (pictured below) is expected to last longer than the original structures following the completion of process upgrades in recent years that have now reduced the generation of hydrogen sulphide and the potential for ongoing corrosion. The work done to date was completed at a cost of approximately \$80,000. Work to complete the renewal of the travelling bridge scraper in the second primary sedimentation tank is nearing completion.



Yaamba Rd Water Trunk Main Relocation Update

FRW's construction work to relocate the 600mm diameter water main through Parkhurst is now reaching completion. The bulk supply of potable to areas north of Ramsay Creek has now been via the new water main since early January, via an interim arrangement to enable the removal of the old above-ground water main and then completion of construction of the connection between the new below-ground water main the existing above-ground water main north of Ramsay Creek (pictured below). This project is being completed as part of the Rockhampton Northern Access Upgrade project for the Department of Transport and Main Roads. Some of the positive outcomes from this project include, renewal of an important piece of trunk infrastructure, improved water pressure through parts of Parkhurst, and the removal of two water pump stations that were approaching the end of their useful lives. All works for FRW on this project are expected to be completed before the end of February.



Water Meter Replacement Program

FRW's water meter replacement program is progressing well with now almost 500 residential 20mm water meters replaced in the Athelstane Range area. This objective of this program is to replace all the ageing water meters, including many that are greater than 15 years old, that are starting to fail or read inaccurately and at the same time renew many of the old service connections to these areas. Crews completing the installation works are following a carefully planned work package to maximise the cost-effectiveness of the installation works. One crew recently installed 30 new water meters in a single day which was an excellent achievement. This replacement program is expected to remain ongoing until all the ageing water meters have been replaced so that the performance of these important assets can be managed appropriately.

2. Customer Service Requests

Response times for completing customer requests in this reporting period for January are below. FRW uses Pathway escalations to monitor service performance compliance to the Customer Service Standards.

	Balance B/F	Completed in Current Mth	Current Month NEW Requests		TOTAL INCOMPLETE REQUESTS BALANCE	Work Orders Issued	On Hold	Completion Standard (days)		Avg Completion Time (days) Current Mth	Avg Completion Time (days) 6 Months	Avg Completion Time (days) 12 Months	Avg Duration (days) 12 Months (complete and incomplete)		
			Received	Completed											
Water/Sewer Location or New Main Enquiries Only	0	0	0	0	0	0	0	2	●	0.00	●	0.00	●	0.50	0.50
Network Construction - Reworks (Reinstatement Proj)	0	0	0	0	0	0	0	1	●	0.00	●	0.00	●	0.00	0.00
Network Construction - Planned Works (Scheduled Re	0	0	0	0	0	0	0	1	●	0.00	●	0.00	●	0.00	0.00
Residential Rebates on Products FRW USE ONLY	1	1	27	27	0	0	0	7	●	1.18	●	3.25	●	4.48	1.93
Undetected Leak Rebate FRW Use Only	2	2	4	0	3	0	0	10	●	0.00	●	14.24	●	17.28	7.08
FRW Standpipe Enquiry / Read	0	0	1	1	0	0	0	2	●	0.00	●	0.40	●	2.56	0.40
FRW Water Exemption Request	0	0	0	0	0	0	0	5	●	0.00	●	1.00	●	3.60	2.25
Development - Applications	0	0	0	0	0	0	0	10	●	0.00	●	0.00	●	0.00	0.00
Network Analysis Water or Sewer	0	0	0	0	0	0	0	7	●	0.00	●	2.13	●	4.33	2.45
Strategic Sewer	0	0	0	0	0	0	0	10	●	0.00	●	1.00	●	6.33	4.00
Strategic Water	0	0	0	0	0	0	0	10	●	0.00	●	6.00	●	9.80	8.33
Environment and Water Conservation Enquiry	1	0	0	0	1	0	0	5	●	0.00	●	8.00	●	13.00	48.50
Irrigators/Water Allocations	0	0	2	0	1	0	0	7	●	0.00	●	2.43	●	3.74	2.33
No Water (Asset)	0	0	5	5	0	0	0	1	●	0.00	●	0.22	●	0.23	0.07
Sewerage Blockage (Asset)	9	8	48	37	3	1	0	1	●	1.39	●	3.30	●	5.97	6.21
Sewer/Water/Reimbursement	0	0	2	2	0	0	0	7	●	5.00	●	4.80	●	5.05	2.77
Sewer Inflow Inspection/Enquiry	4	0	6	6	4	0	0	7	●	1.67	●	7.25	●	6.47	9.49
Water Leak (Asset)	0	0	102	76	8	0	0	1	●	0.58	●	0.99	●	0.98	0.51
Water Pressure (Asset)	0	0	4	3	0	0	0	1	●	0.40	●	2.23	●	1.67	1.02
Process - Tradewaste	0	0	8	6	2	0	0	7	●	3.29	●	6.80	●	7.37	2.98
Lids/Cover (Asset)	1	0	8	7	1	0	0	1	●	0.55	●	1.24	●	1.37	4.26
Meter Maintenance (Asset)	13	7	57	39	24	16	0	3	●	2.78	●	7.26	●	24.36	25.22
Private Works/Standard Connection	0	0	6	6	0	0	0	5	●	1.71	●	1.44	●	3.06	2.71
Reinstatements (Asset)	3	1	10	7	5	3	0	1	●	2.21	●	3.30	●	4.14	8.56
Network Services Special Read Enquiry (Pty Srch)	0	0	0	0	0	0	0	10	●	0.00	●	0.00	●	1.00	1.00
Water Meter Reading Enquiry	3	3	6	5	1	0	0	5	●	2.50	●	4.94	●	4.65	2.76
Sewer Odour (Asset)	0	0	1	1	0	0	0	1	●	1.67	●	1.64	●	1.63	0.95
River Quality	1	0	0	0	1	0	0	2	●	0.00	●	0.00	●	0.00	82.00
Drinking Water Quality (Asset)	0	0	3	3	0	0	0	1	●	1.25	●	1.74	●	1.26	0.21
Water Meter Read Search FRW USE ONLY	27	27	88	68	20	0	0	14	●	2.47	●	4.68	●	4.85	4.24

3. Capital Projects

Details of capital projects not reported regularly to Council or a particular Committee in other project specific report updates as at period ended 31 January 2019 – 58.3% of year elapsed

The following abbreviations have been used within the table below:

<i>R</i>	<i>Rockhampton</i>
<i>G</i>	<i>Gracemere</i>
<i>M</i>	<i>Mount Morgan</i>
<i>WPS</i>	<i>Water Pump Station</i>
<i>SPS</i>	<i>Sewerage Pump Station</i>
<i>STP</i>	<i>Sewage Treatment Plant</i>
<i>S</i>	<i>Sewerage</i>
<i>W</i>	<i>Water</i>

In terms of scope, schedule and budget, the project is:






On track















Generally on track, with minor issues




Off track

Project	Planned Start Date	Planned End Date	On Track	Budget Estimate	YTD actual (incl committals)
NETWORK OPERATIONS CAPITAL WORKS PROGRAM					
Rockhampton /Gracemere Water					
Yaamba Road Trunk Water Main Relocation Project 600mm water main replacement	February 2017	February 2019		\$7,655,007	\$9,187,012
Comments: 600mm DI/CL main replacement project. Water main construction as part of Department of Transport and Main Roads RNAU Project. Stage 2 water main construction in progress with major scope/alignment changes to within the Norman Road corridor between Yeppoon Road and Olive Streets. Construction of all 600mm trunk man stages now complete. Construction of all 200mm reticulation mains is now complete. Successful pressure testing of final stages completed 10/1/19. Construction of Ramsay Creek trunk connection continues with completion planned for 19/2/19.					
Little Musgrave Street (Painswick – Lakes Creek) 150mm water main construction	July 2018	April 2019		\$378,738	\$191,756
Comments: 100mm CI/AC main replacement project. Construction has been put on hold at approximately 30% completion to allow for additional resources to be allocated to the Yaamba Road Trunk Water Main Relocation Project. Work on this project has recommenced.					
Rockhampton/Gracemere Sewer					
West Rockhampton Sewerage Catchment Diversion Project Jardine Park 300mm SRM construction	April 2017	April 2019		\$3,500,000	\$4,375,082
Comments: Significant design changes from original design, resulting in increased construction depths in excess of 5m along with increased underboring. Increased depth and ground conditions has presented the need for shoring of all trenches in excess of 2m depth. Cardno have been engaged to complete all works associated with the QR crossing approval. Construction of all sections except for the QR crossing is now complete, Wayleave Agreement signed 9/8/18. Currently liaising with Abergeldie Complex Infrastructure regarding quotation to complete remaining works.					

Sewer rehabilitation program (including Building over Sewer)	July 2018	June 2019		\$418,000	\$413,372
Comments: Rehabilitation and renewals - annual program of works consisting of emergent replacements.					
Mount Morgan Sewer					
Railway Parade New 225mm Gravity Sewer Construction (Stages 2 & 3 incl. SPS)	July 2015	February 2019		\$4,200,000 (15/16 – 17/18) Including \$1m BOR	\$3,383,472
Comments: On Schedule. Significant increase in cost due to stabilised backfill requirements specified within TMR reserve. Scope of project increased to service additional properties. Railway Parade SPS construction is progressing well, civil portion and all site landscaping now complete, procurement of mechanical and electrical portions is now progressing. Construction of both the James Street and Neill Street sewer extensions are now complete.					
TREATMENT AND SUPPLY CAPITAL WORKS PROGRAM					
GSTP Augmentation	July 2016	June 2019		\$2,500,000	\$685,238
Comments: Stage 2. Installation of mechanical dewatering complete with commissioning and performance proving underway. Structural design and tender documentation for construction of new bioreactors now being finalized.					
M W Dam No 7 CCTV Installation	July 2014	March 2019		\$30,000	\$12,000
Comments: Procurement of CCTV and communications equipment completed. Agreement signed with Qld Government after significant delay for access to a communications tower. Some further delay now incurred while awaiting further advice from Qld Government about the tower structure.					
M WTP CCTV Installation	July 2014	March 2019		\$15,000	\$8,083
Comments: Procurement of CCTV and communications equipment completed. Agreement signed with Qld Government after significant delay for access to a communications tower. Some further delay now incurred while awaiting further advice from Qld Government about the tower structure.					




M W Dam No 7 Raw Lift Pump Upgrade	July 2016	December 2018		\$25,000	\$6,500
Comments: Completed.					
R – GWTP Low Lift Pump 2 and 3 Renewal	August 2017	May 2019		\$569,000	\$467,393
Comments: Design and procurement of pumps and electrical equipment completed with installation to commence within 1-2 months. Some additional work is being completed to upgrade the safety access in the bottom of the pump station dry well, causing a delay to the completion date.					
R – Barrage Gate Height Raising	July 2017	September 2019		\$200,000	\$78,576
Comments: Failure Impact Assessment and Feasibility Report complete with detailed design and Qld Government approvals process now underway.					
R – S NRSTP Aerator Replacement	July 2017	March 2019		\$135,000	\$159,951
Comments: Renewal of No. 6 and No. 5 aerators now complete with minor modification works to be completed on No. 2 aerator before completing the renewal of No. 1 aerator. This project has been delayed slightly to allow completion of the NRSTP Complete Electrical Renewal and to ensure environmental compliance is maintained throughout.					
R – SRSTP Anoxic Mixers Renewal	December 2016	October 2018		\$40,000	\$56,000
Comments: Completed.					
R – NRSTP Complete Electrical Renewal	August 2017	February 2019		\$2,500,000	\$2,210,897
Comments: Site installation works nearing completion with training now completed and documentation being finalized. A slight delay incurred due to delays in the fabrication of some minor electrical components. Completion expected by late February.					
R – SRSTP Anaerobic digester flare renewal	August 2017	November 2018		\$230,000	\$153,558


Comments: Installation complete with documentation being finalized prior to award of Practical Completion.					
R – SPS Electrical Renewal (Various stations)	July 2017	June 2019		\$890,000	\$388,000
Comments: A number of SPS completed in Rockhampton and Gracemere with further SPS in the final stages of installation and commissioning. Further projects to commence procurement stage soon.					

4. Operational Projects

As at period ended 31 January 2019 – 58.3% of year elapsed.

In terms of scope, schedule and budget, the project is:

-  On track
-  Generally on track, with minor issues
-  Off track

Project	Planned Start Date	Planned End Date	On Track	Comment	Budget Estimate	YTD actual (incl committals)
Inflow and Infiltration Inspection Program – North Rockhampton (selected areas)	July 2017	April 2019		Inspection program complete, rectifications works commenced March 2018 and in progress.	\$80,000	\$41,886

5. Budget

Operational

Revenue is currently 84.6% of the 2018/2019 Revised Budget. The issuing of the second half year of water and sewerage utility charges has influenced this result. Most revenue streams are on target.

Gross water consumption revenue is 50.9% of the Revised Budget. All sectors of the first quarter and second quarters have been billed. Water consumption is approximately 5% higher than that for the same period last year. Gross water and sewerage access charges are slightly below target influenced by a shortfall in Gracemere and Mt Morgan charges. Bulk water sales are on target. Private works revenue is below target. Fees and charges is on target with some activities below target and others with higher than expected activity.

Expenditure year to date is 56.0% of the 2018/2019 Revised Budget. Most expenditure streams are on target with the exception of materials & plant and internal allocations.

No other material exceptions to be reported.

Capital

Capital expenditure is slightly below the percentage of year elapsed at 55.0% in comparison to the 2018/2019 Revised Budget. Expenditure during January reached \$1.17M and has decreased compared to December.

Water YTD 53.1% and Sewer YTD 57.7%.

Networks YTD 76.9% and Treatment YTD 38.3%.

The areas of prominent activity are the Yaamba Road 600mm water main replacement, NRSTP electrical upgrade, SRSTP primary sedimentation tank M&E renewal, Sewer refurbishments and Water Main Replacement programs.

A budget revision is currently in progress in conjunction with the 2019/2020 budget.

There are no material exceptions to report.

Sundry Debtors

Below is a summary of aged sundry debtor balances at the end of January 2019. The 90+ day balances are either on payment plans, the business is in administration or the debt is with Collection House.

	Balance	0-30 Days	30-60 Days	60-90 Days	90+ Days
No. of Customers	230	182	5	69	33
Total Value	\$163,718.91	\$82,167.78	\$4,661.82	\$42,550.65	\$34,338.66

Below is an explanation of the debtor types, being a mixture of standpipes, irrigators, trade waste, emergency works and septic disposal.

90+ days	Comments
\$1,925.70	Trade Waste – collection attempts unsuccessful
\$11,772.62	Other payment plans – Private works, standpipes and trade waste
\$7,312.71	Irrigators - Overdue letters issued
\$691.48	Sent to collection
\$12,636.15	Other overdue debts with no fixed arrangements – trade waste, standpipes, emergency works – overdue letters issued
60-90 Days	Comments
\$2,218.99	Standpipes (includes \$2,218.99 from 2 debtors that has 90+ days)
\$34,771.46	Trade Waste (includes \$21,227.36 from 11 debtors that has 90+ days)
\$5,560.20	Irrigators (includes \$1,778.20 from 12 debtors that has 90+ days)
30-60 Days	Comments
\$4,597.03	Standpipes (includes \$4,307.94 from 3 debtors that has 90+ days)
\$64.79	Trade Waste

A summary of financial performance against budget is presented below:

End of Month General Ledger - (Operating Only) - REGIONAL SERVICES



As At End Of January 2019

Report Run: 08-Feb-2019 09:53:03 Excludes Nat Accts: 2802,2914,2917,2924

	Adopted Budget	Revised Budget	EOM Commitments	YTD Actual	Commit + Actual	Variance	On target
	\$	\$	\$	\$	\$	%	58.3% of Year Gone
FITZROY RIVER WATER							
<i>Treatment & Supply</i>							
Revenues	0	0	0	9,856	9,856	0%	*
Expenses	9,667,977	9,702,077	961,365	5,978,568	6,939,934	72%	*
Transfer / Overhead Allocation	346,111	346,111	0	222,643	222,643	64%	*
Total Unit: Treatment & Supply	10,014,088	10,048,188	961,365	6,211,067	7,172,433	71%	*
<i>Network Services</i>							
Revenues	(398,867)	(398,867)	0	(166,855)	(166,855)	42%	*
Expenses	2,833,263	2,833,263	2,235,722	1,591,414	3,827,136	135%	*
Transfer / Overhead Allocation	669,186	669,186	0	398,536	398,536	60%	*
Total Unit: Network Services	3,103,582	3,103,582	2,235,722	1,823,095	4,058,817	131%	*
<i>FRW Management</i>							
Revenues	(66,103,688)	(66,103,688)	0	(56,097,072)	(56,097,072)	85%	✓
Expenses	16,739,707	16,739,707	23,290	9,777,291	9,800,580	59%	*
Transfer / Overhead Allocation	25,626,933	25,626,933	0	13,289,928	13,289,928	52%	✓
Total Unit: FRW Management	(23,737,048)	(23,737,048)	23,290	(33,029,854)	(33,006,564)	139%	✓
<i>Business & Project Services</i>							
Revenues	0	0	0	(1,364)	(1,364)	0%	✓
Expenses	678,943	678,943	6,465	428,645	435,110	64%	*
Transfer / Overhead Allocation	59,235	59,235	0	39,110	39,110	66%	*
Total Unit: Business & Project Services	738,177	738,177	6,465	466,391	472,856	64%	*
Total Section: FITZROY RIVER WATER	(9,881,201)	(9,847,101)	3,226,842	(24,529,300)	(21,302,458)	216%	✓

6. Section Statistics

SAFETY STATISTICS

The safety statistics for the reporting period are:

	THIRD QUARTER 2018/19		
	January	February	March
Number of Lost Time Injuries	0		
Number of Days Lost Due to Injury	0		
Total Number of Incidents Reported	7		
Number of Incomplete Hazard Inspections	0		

Hazard inspections are being completed however FRW processing of any rectification actions can delay meeting the end of month cut-off date for HR reporting.

An overview of the table above is as follows:

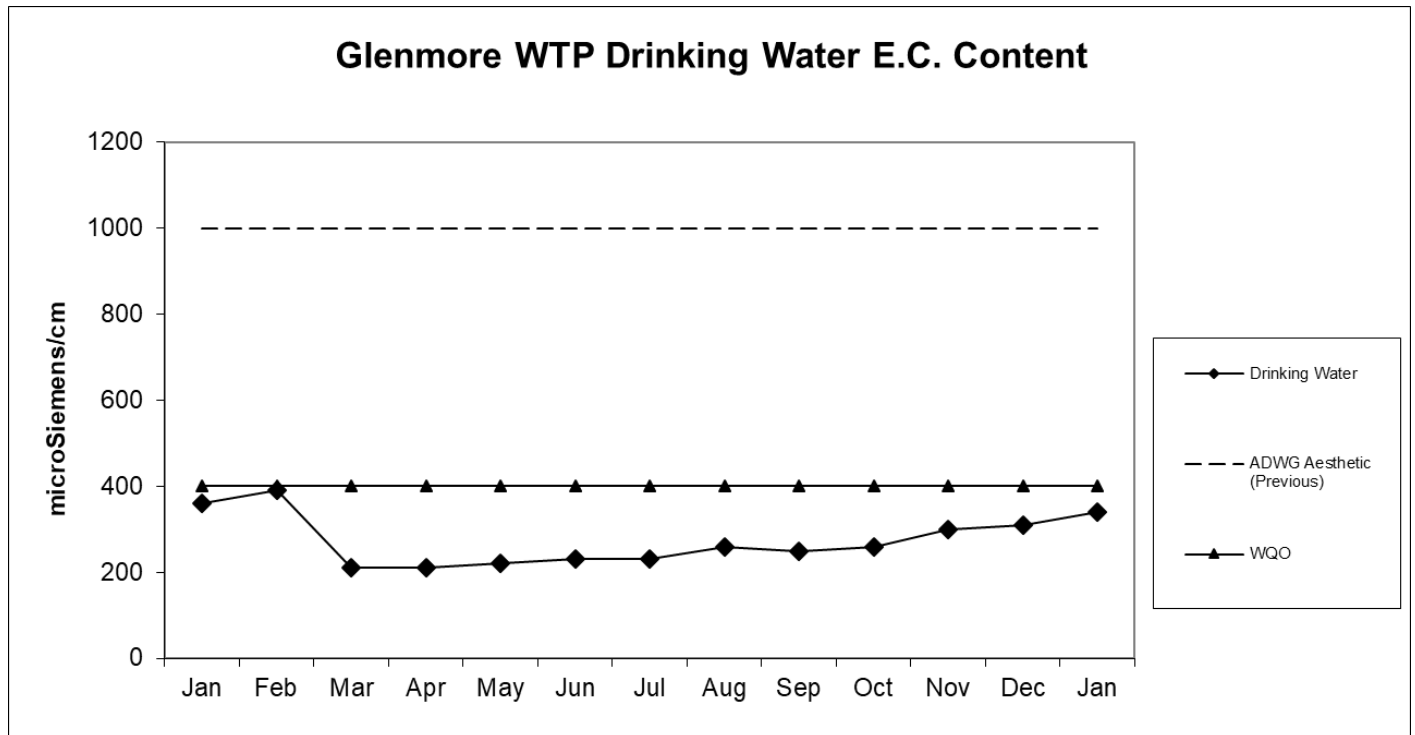
- Five of the incidents reported were for minor strains or sprains that were sustained when employees were undertaking manual handling tasks with none of these resulting in Lost Time Injuries
- The two other incidents were associated with minor damage to work vehicles

SERVICE DELIVERY STATISTICS

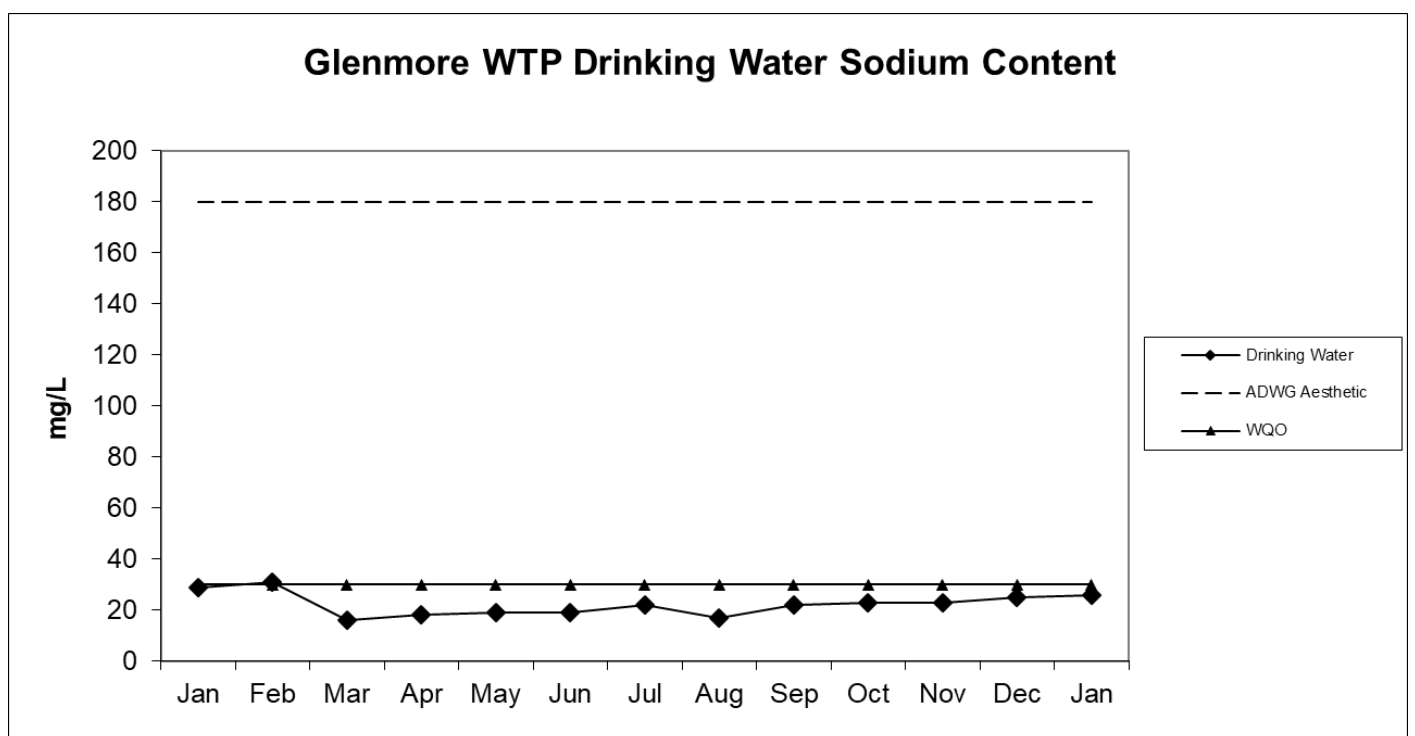
Service Delivery Standard	Target	Current Performance	Service Level Type (Operational or Adopted)
Drinking Water Samples Compliant with ADWG	>99%	100%	Adopted
Drinking water quality complaints	<5 per 1000 connections	0.05	Adopted
Total water and sewerage complaints	N/A	270	N/A
Glenmore WTP drinking water E.C Content	<500 µS/cm	340 µS/cm	Operational
Glenmore WTP drinking water sodium content	<50 mg/L	26 mg/L	Operational
Average daily water consumption – Rockhampton	N/A	44.8 ML	N/A
Average daily water consumption – Gracemere	N/A	5.8 ML	N/A
Average daily water consumption – Mount Morgan	N/A	1.2 ML	N/A
Average daily bulk supply to LSC	N/A	6.9 ML	N/A
Drinking water quality incidents	0	0	Adopted
Sewer odour complaints	<1 per 1000 connections	0.1	Adopted
Total service leaks and breaks	80	85	Adopted
Total water main breaks	15	7	Adopted
Total sewerage main breaks and chokes	32	17	Adopted
Total unplanned interruptions – water	N/A	48	N/A
Average response time for water incidents (burst and leaks)	N/A	122 min	N/A
Average response time for sewerage incidents (including main breaks and chokes)	N/A	70 min	N/A
Rockhampton regional sewer connection blockages	42	24	Adopted

TREATMENT AND SUPPLY

Drinking Water E.C. and Sodium Content



The level of E.C. in drinking water supplied from the Glenmore Water Treatment Plant (GWTP) during January increased slightly to be 340 µS/cm. The level of E.C. is slightly below the Water Quality Objective of 400 µS/cm and well beneath the previously used aesthetic guideline value of 1000 µS/cm. The E.C. concentration is expected to remain relatively unchanged for the next few months.



The concentration of sodium in drinking water supplied from the GWTP during January increased to be 26 mg/L. The current level of sodium is below the Water Quality Objective value of 30 mg/L and is well beneath the aesthetic guideline of 180 mg/L for sodium in the Australian Drinking Water Guidelines. The sodium concentration is expected to remain relatively unchanged for the next few months.

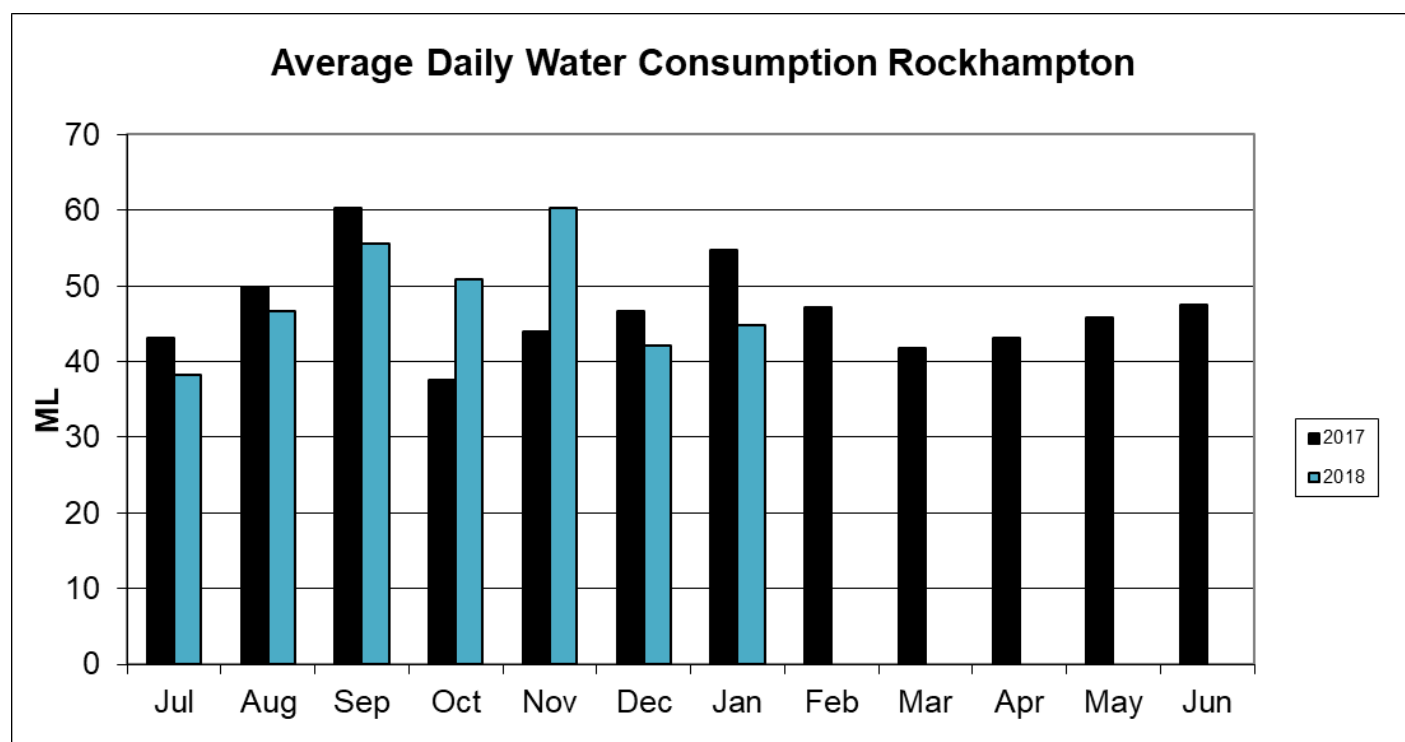
Drinking Water Quality as at 16 January 2019		
Parameter	Rockhampton	Mount Morgan
Total Dissolved Solids (mg/L)	210	150
Sodium (mg/L)	26	37
Electrical Conductivity (μ S/cm)	340	310
Hardness (mg/L)	95	59
pH	7.67	7.64

The table above shows the results of drinking water testing in Rockhampton and Mount Morgan for selected water quality parameters.

Drinking Water Supplied

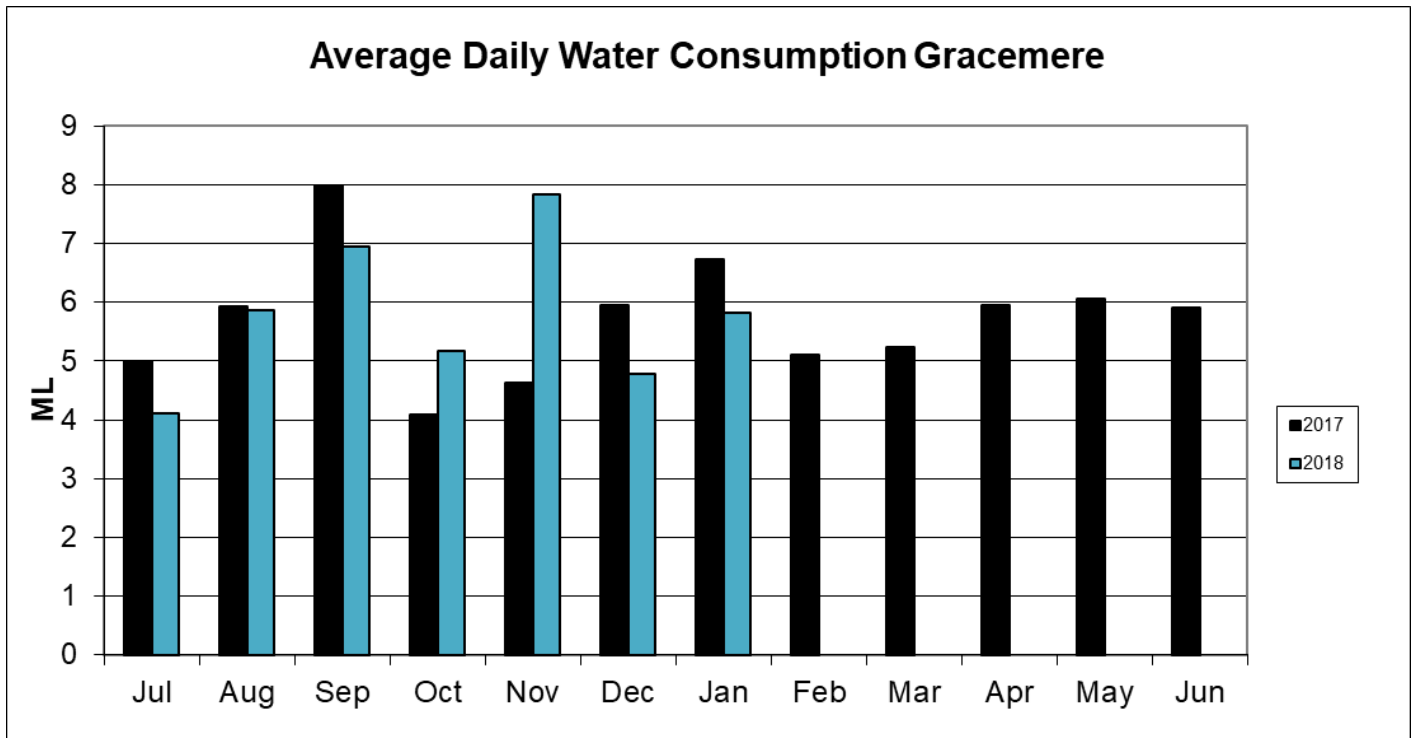
Data is presented in graphs for each water year (e.g. 2017 is the period from July 2017 to June 2018).

Rockhampton



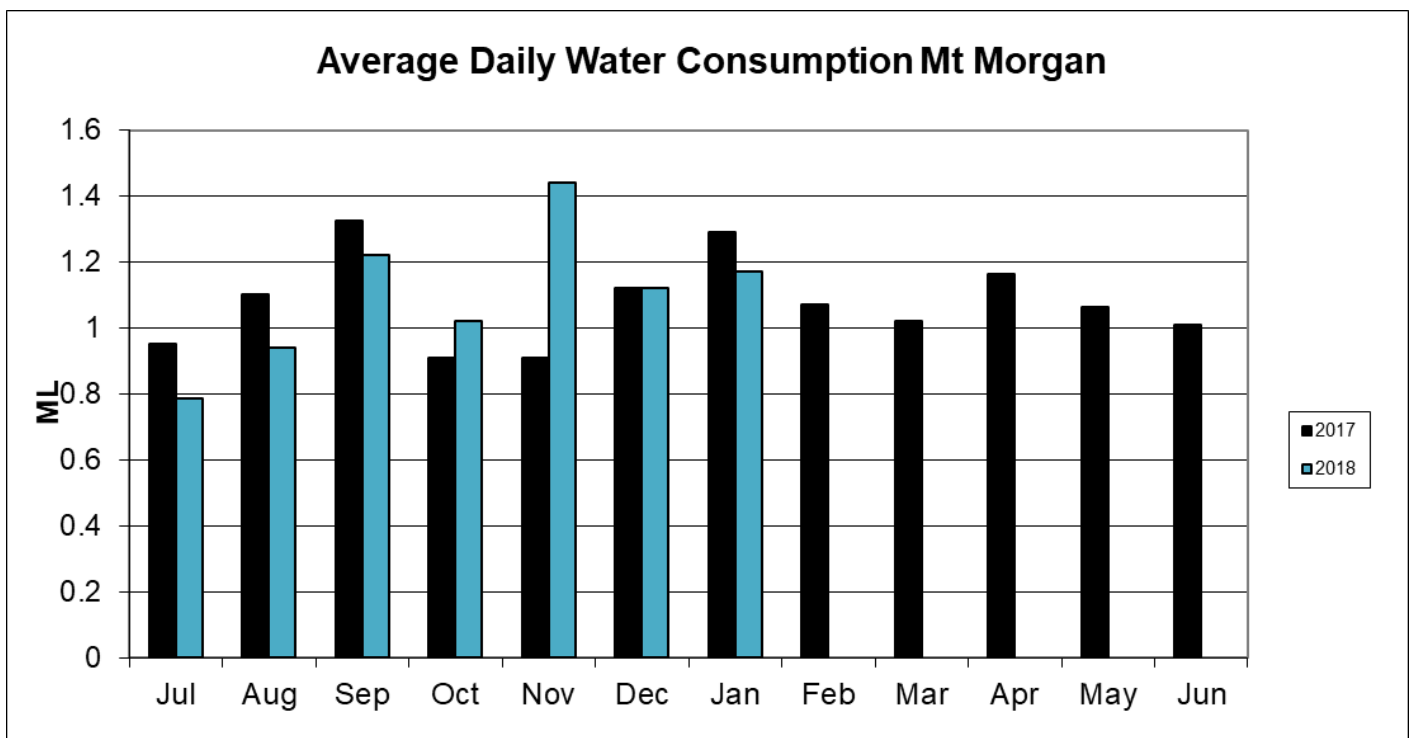
Average daily water consumption in Rockhampton during January (44.8 ML/d) decreased from that recorded in December but was lower than that reported in the same period last year. The increased consumption was due to the lack of significant rainfall during most of January. The Fitzroy Barrage Storage is currently at 100% of accessible storage volume and is therefore well above the threshold in the Drought Management Plan used to trigger the implementation of water restrictions.

Gracemere



Average daily water consumption in Gracemere during January (5.8 ML/d) increased from that recorded in December but was lower than that reported in the same period last year. The increased consumption was due to the lack of significant rainfall during most of January. The Fitzroy Barrage Storage is currently at 100% of accessible storage volume and is therefore well above the threshold in the Drought Management Plan used to trigger the implementation of water restrictions.

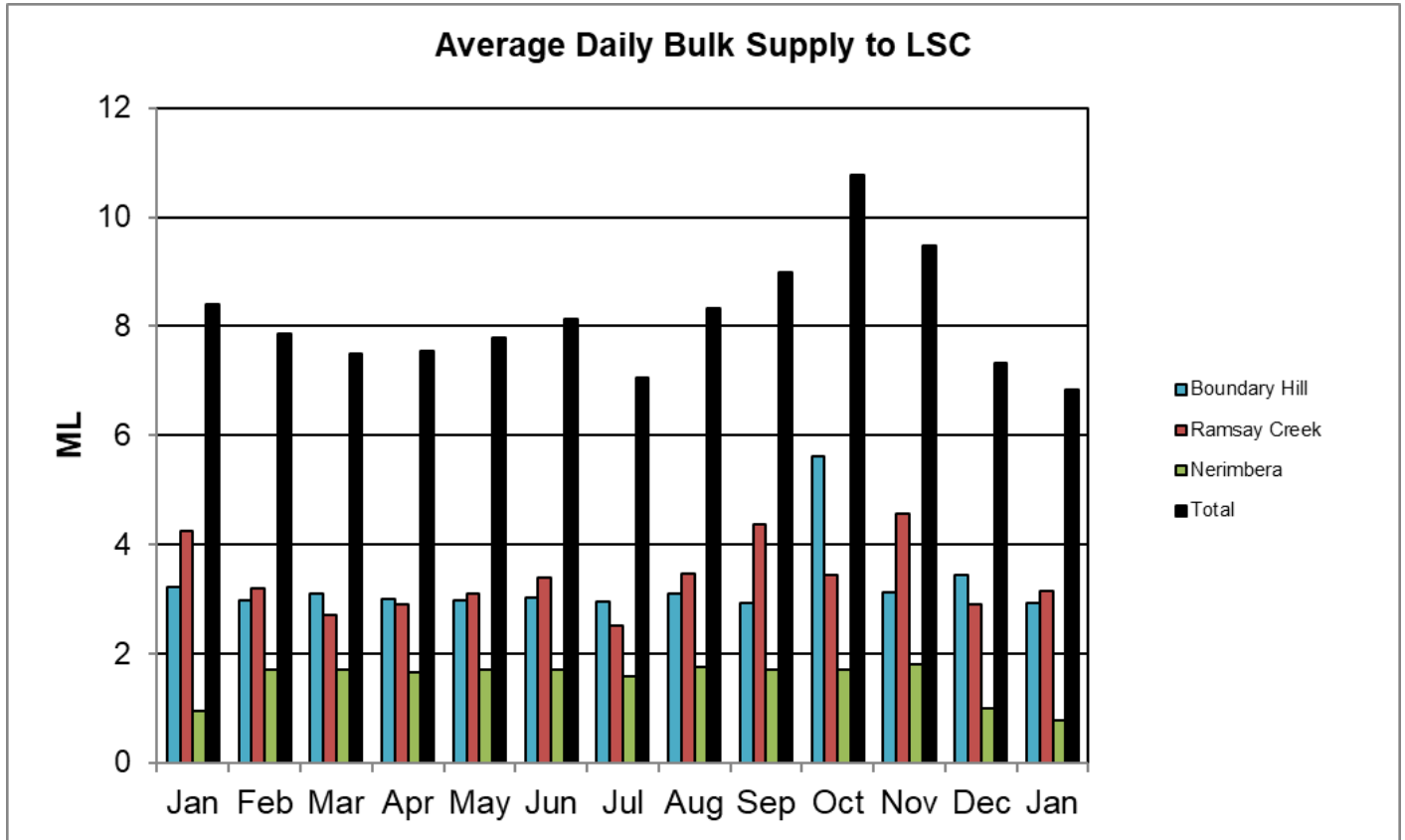
Mount Morgan



Average daily water consumption in Mount Morgan during January (1.2 ML/d) increased from that recorded in December but was higher than that reported for the same period last year. The lower

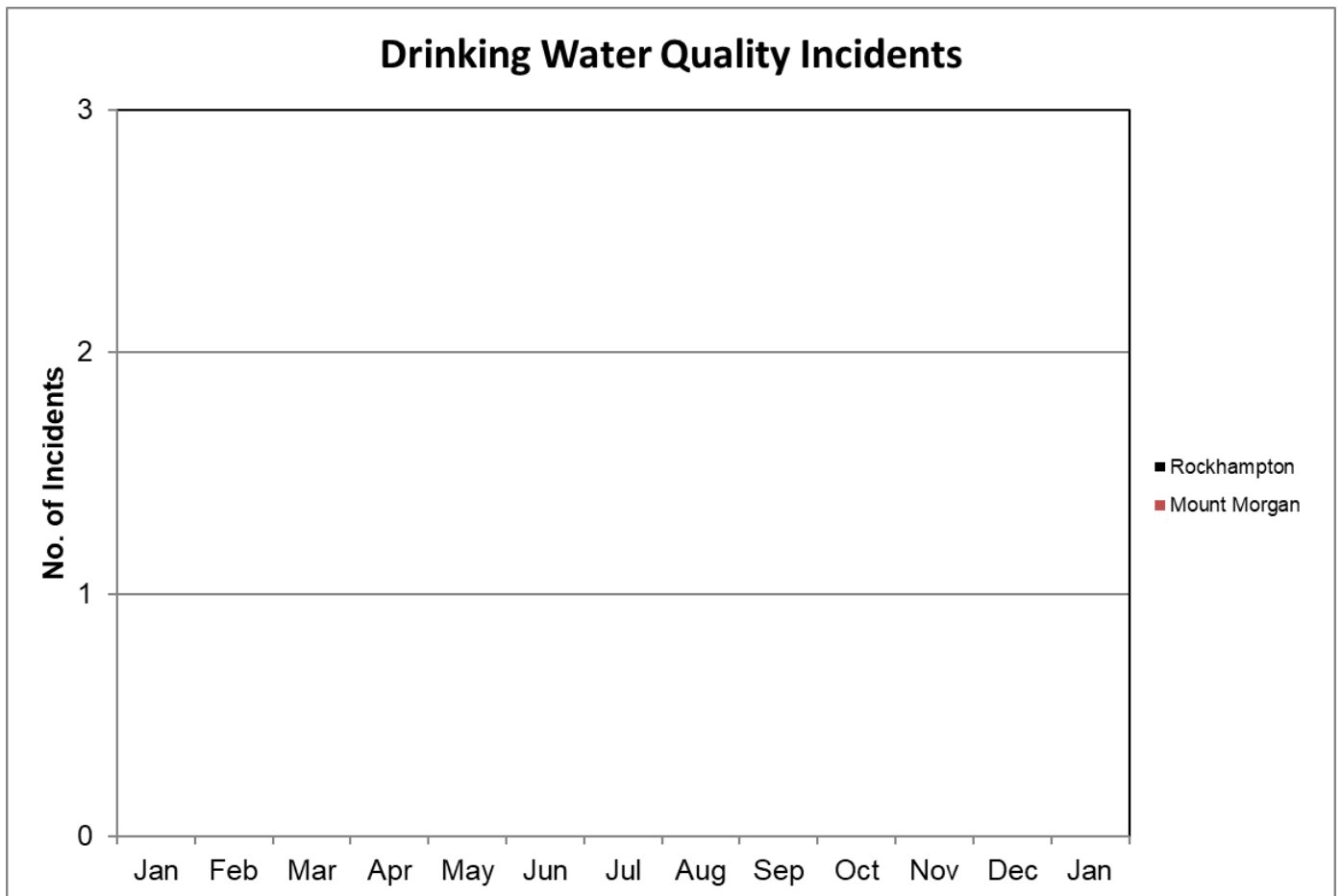
consumption was due to the receipt of significant rainfall received during the month. The No. 7 Dam is currently at 53% of the accessible storage volume and slightly above the 50% storage threshold value in the Drought Management Plan that is used to trigger the implementation of water restrictions in Mount Morgan.

Bulk Supply to Livingstone Shire Council

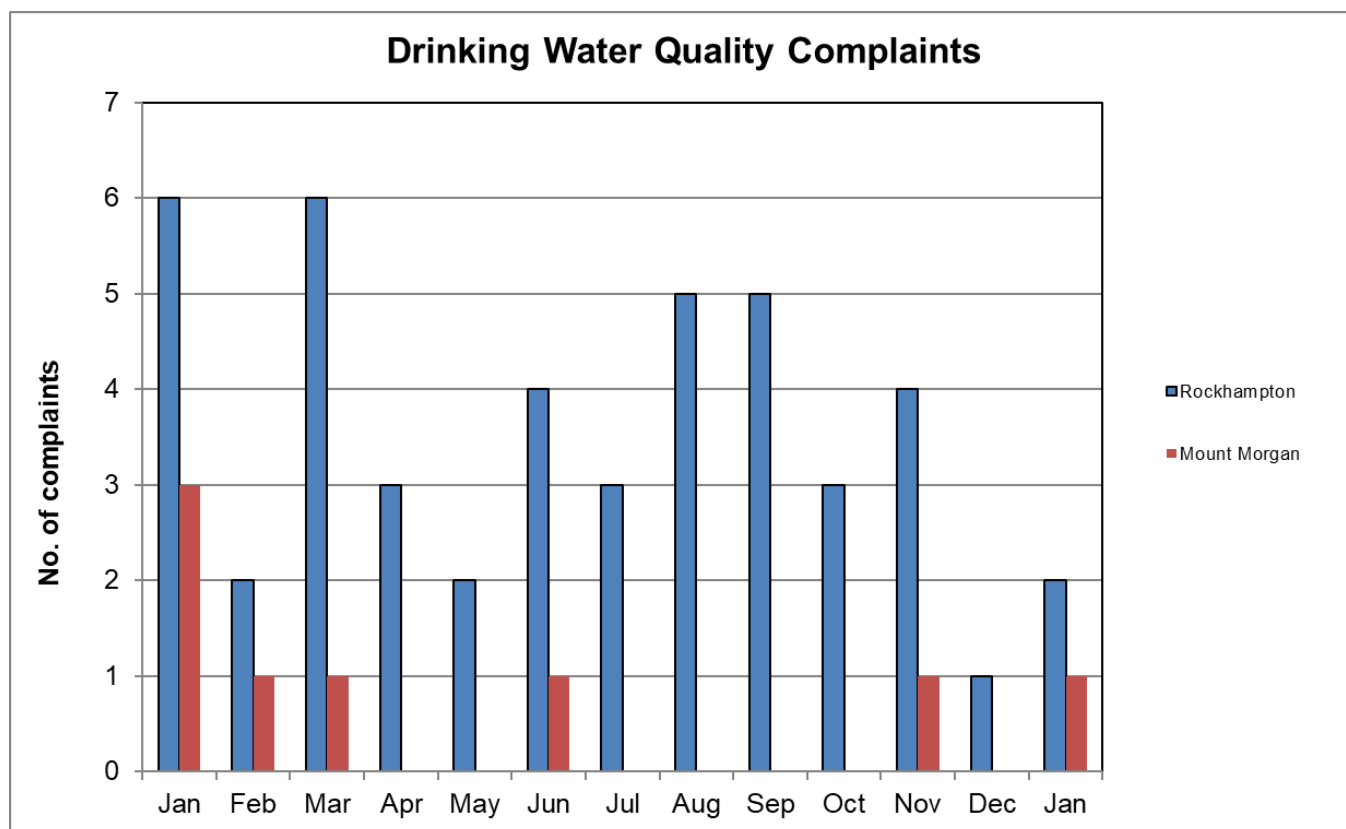


The average daily volume of water supplied to LSC during January decreased compared to that recorded in December to be 6.9 ML/d. This volume is lower than that recorded for the same period last year. The lower consumption recently was due mainly to the decreased supply via the Boundary Hill Reservoir and Nerimbera bulk supply points.

Drinking Water Quality Incidents



No water quality incidents occurred during the month of January. No water quality incidents have occurred for more than three and a half years.

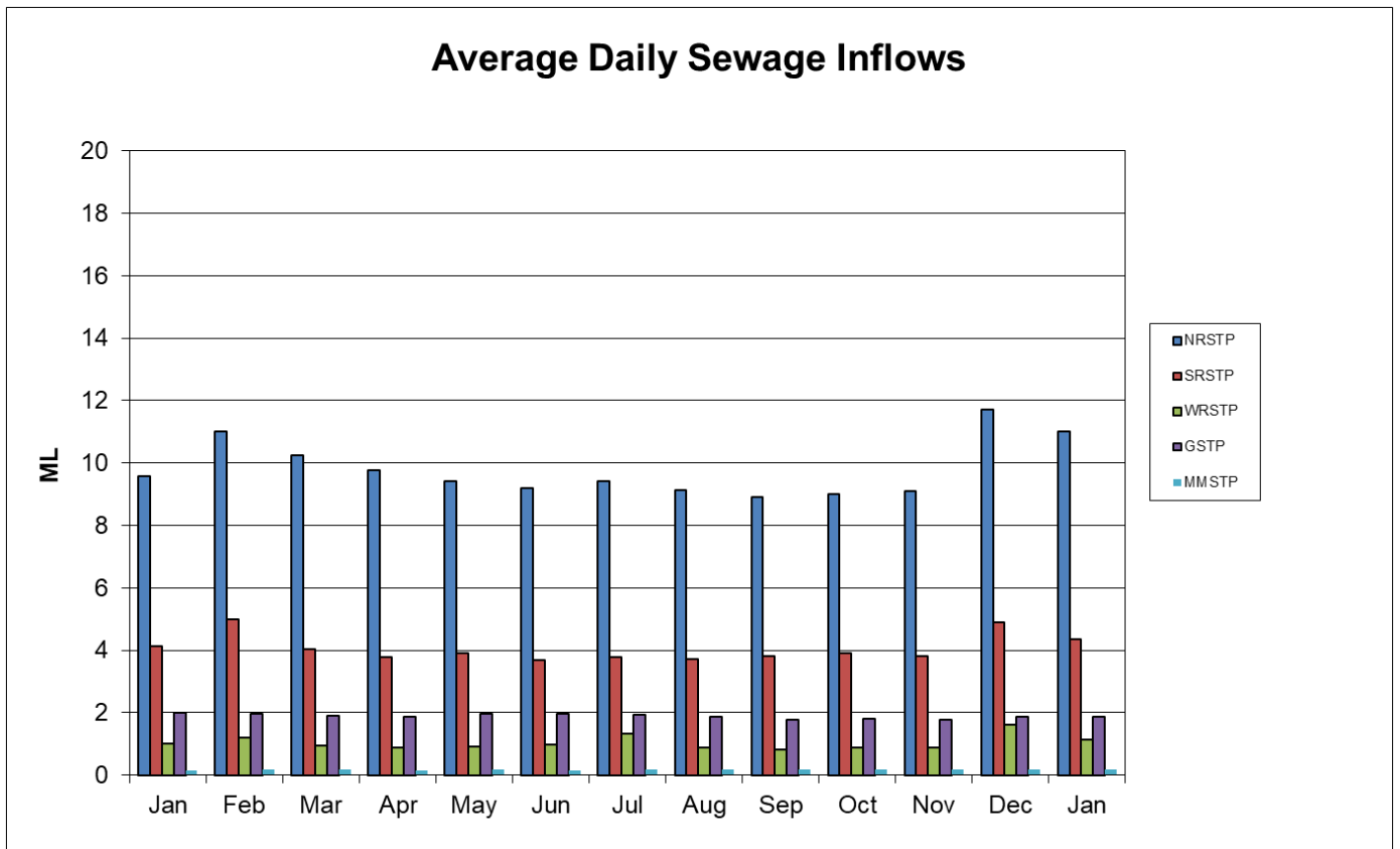
Drinking Water Quality Complaints

	Elevated Chlorine	Taste/Odour/Quality	Discoloured Water	Physical Appearance (e.g. residue or air)
No. Complaints	0	1	1	1

The total number of drinking water quality complaints (3 complaints) received during January was higher than the number of complaints received in December.

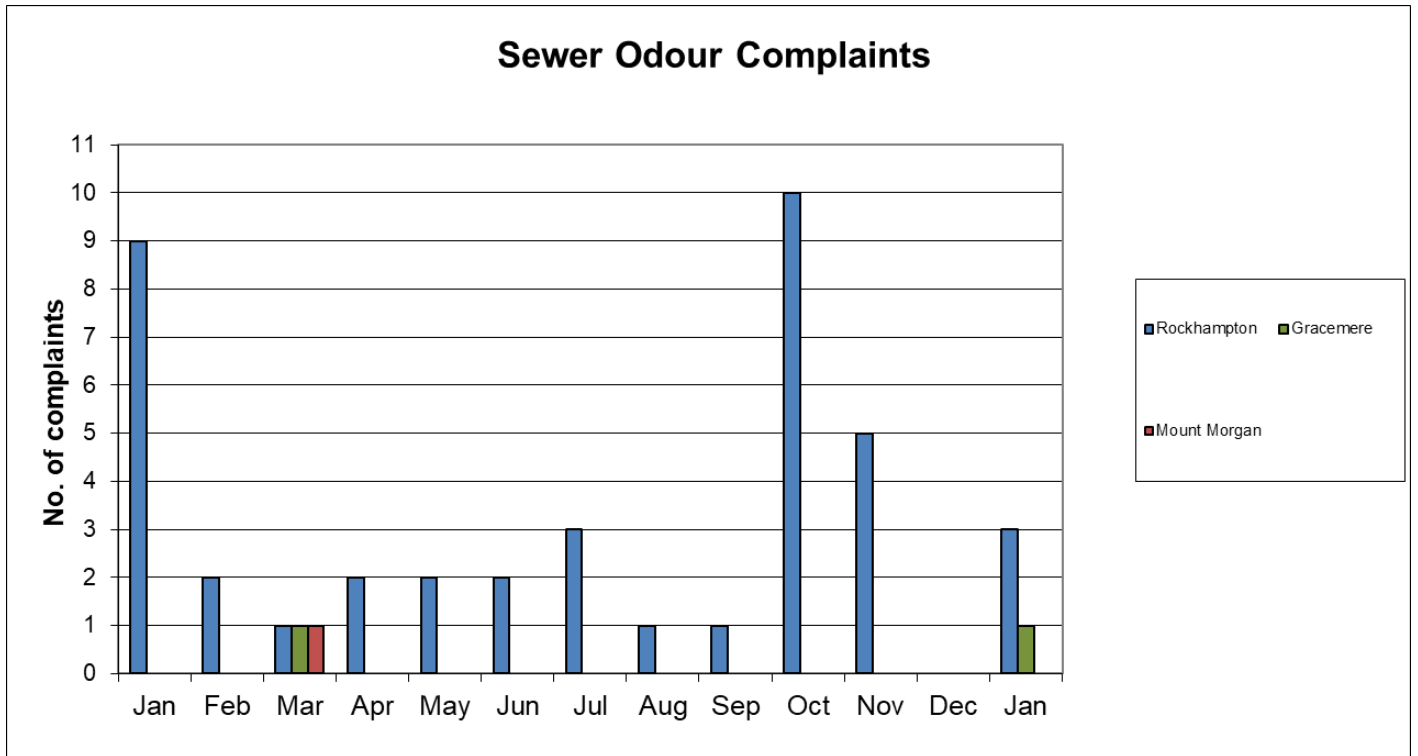
Two of the complaints were received from customers in Rockhampton and the one complaint from Mount Morgan. One complaint was associated with discoloured water, another complaint was associated with an unpleasant taste, and the other complaint was due to the appearance of air in the water. In each instance, FRW responded and the complaints were resolved by flushing the water mains to clear or refresh the water provided to the customer. Water quality testing was used as appropriate to ensure that water quality was within expected range for key water quality parameters or to confirm the return to normal high quality water.

Sewage Inflows to Treatment Plants



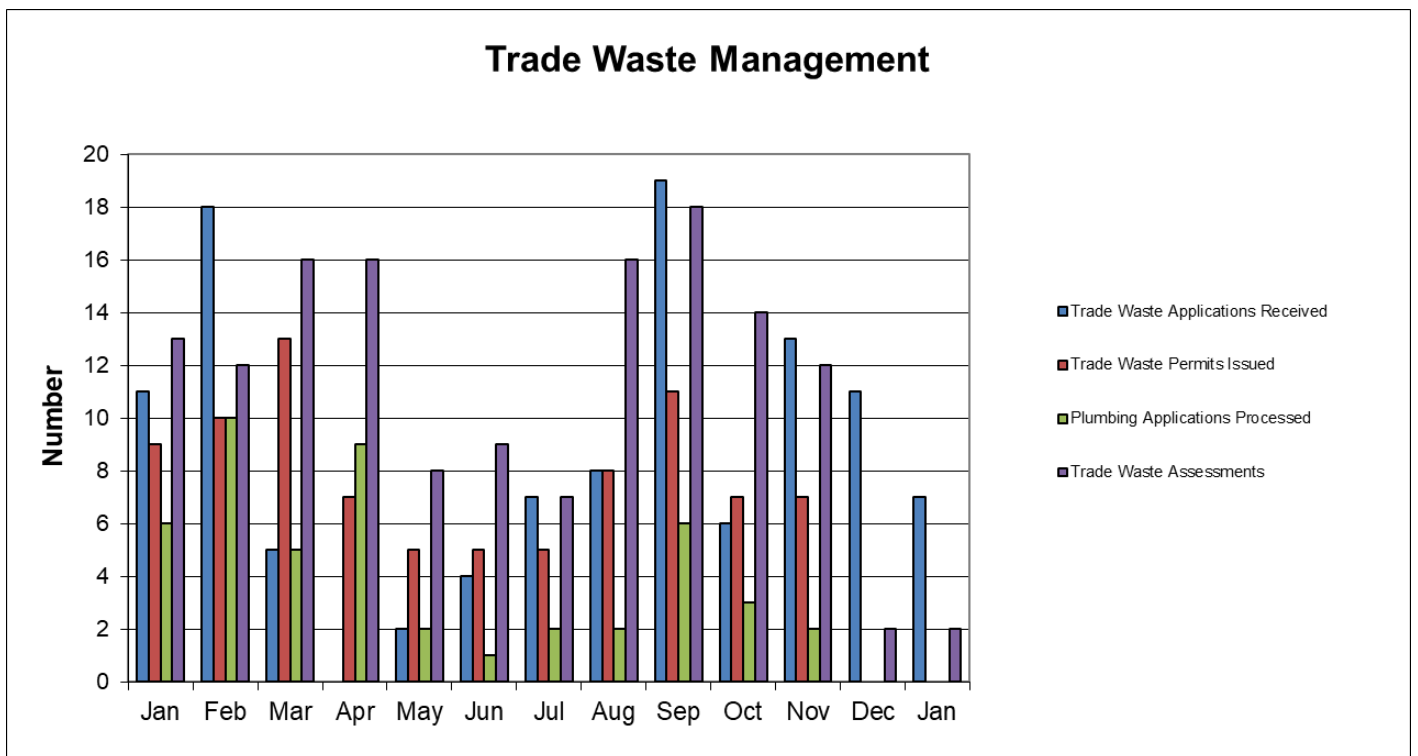
Average daily sewage inflows during January were slightly lower at most STPs compared to those recorded in December and were slightly higher than that recorded in the same period last year. The inflows are expected to remain at similar levels for the next couple of months now that periodic heavy rainfall is being received during the summer wet season.

Sewer Odour Complaints

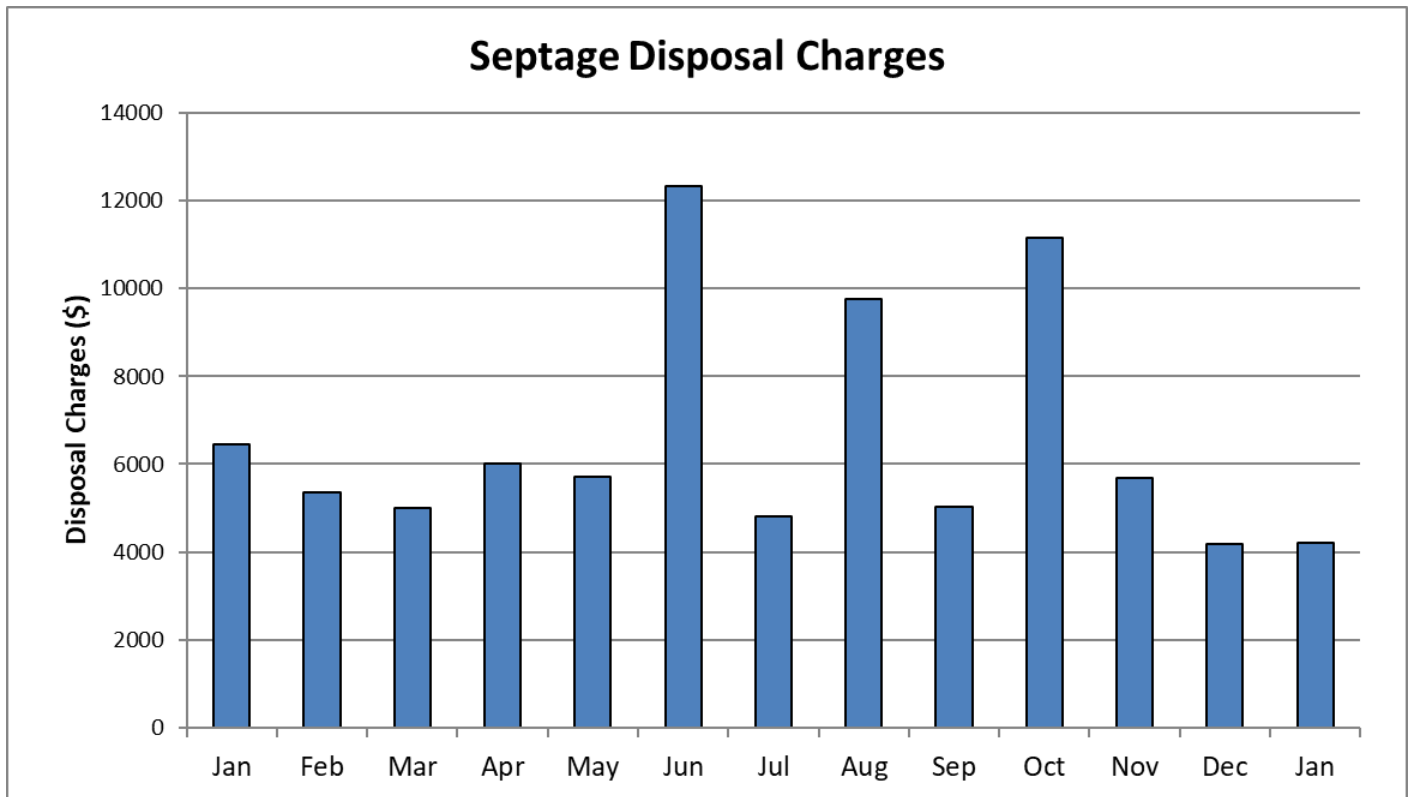


Four sewer odour complaints were received during the month of January, an increase from the zero complaints recorded in December. Three of the complaints were received from parts of Rockhampton and the other from Gracemere, with all three complaints associated with odour emanating from the sewerage network. FRW responded to all complaints to rectify the issue where possible.

Trade Waste and Septage Management Activities



Seven Trade Waste applications were received and no Trade Waste permits were issued during the month of January. Three Plumbing Applications were processed and 5 Trade Waste assessments or inspections were completed by the team. The lower than normal activity during December and January reflects the end of year holiday period.

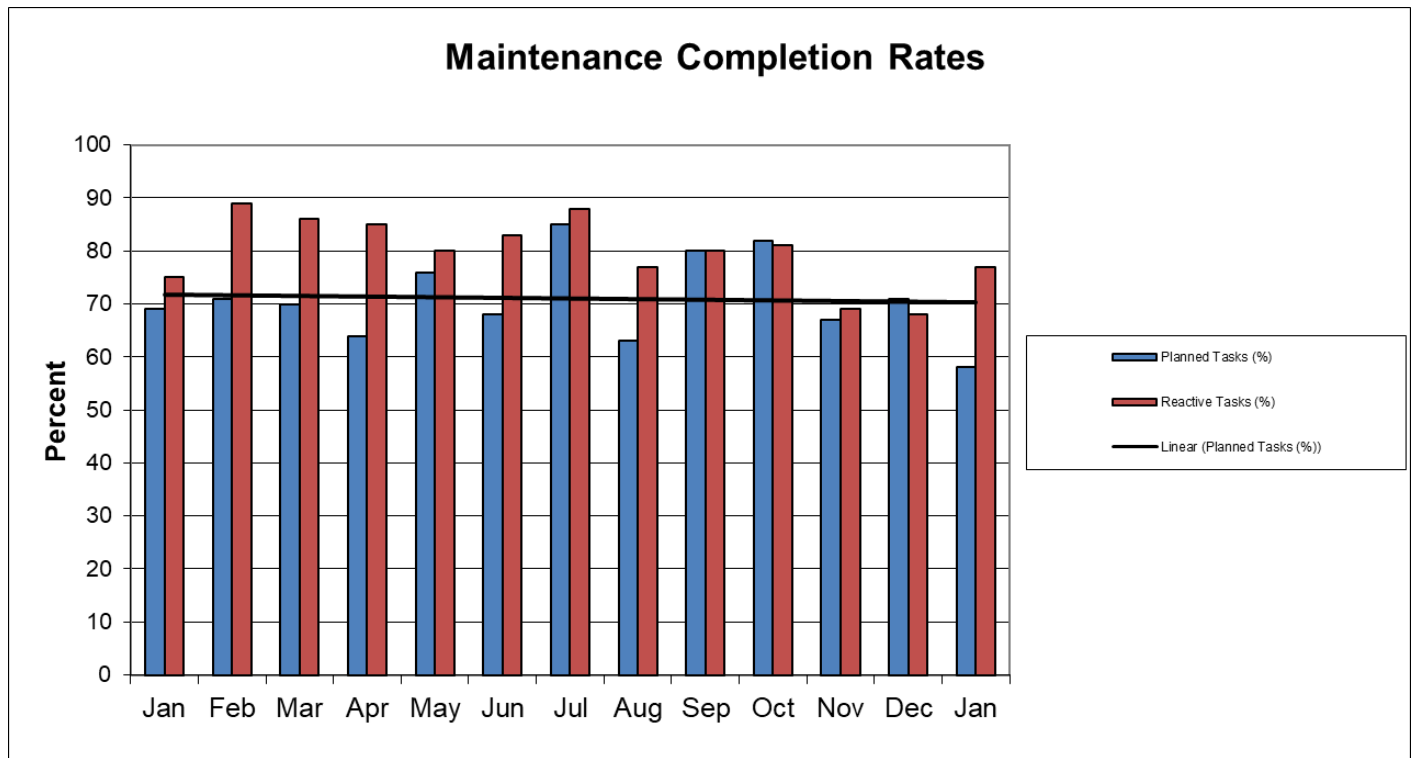


Revenue from the disposal of septage liquid waste at the North Rockhampton STP increased slightly in January compared to December, with this amount of revenue being lesser than the same period last year. The reason for the significant change periodically is not known but possibly reflects seasonal changes in this industry activity.

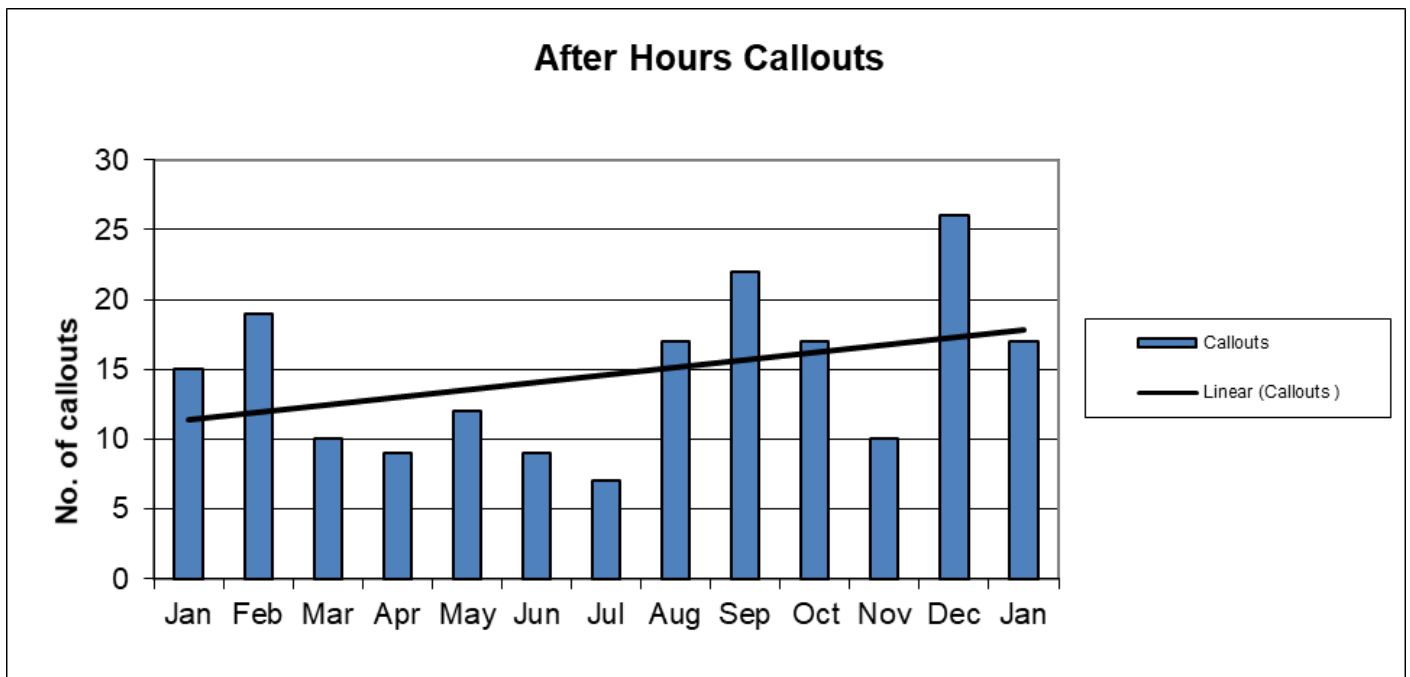
Treatment and Supply Maintenance Activities

The table below shows the breakdown of work completed based on the category of the work activity.

Maintenance Type	Work Category			
	Electrical	Mechanical	General	Operator
Planned	85	37	59	N/A
Reactive	42	39	13	N/A
After hours callouts	11	6	0	0
Capital	2	2	1	N/A
Safety and Compliance	0	0	22	0



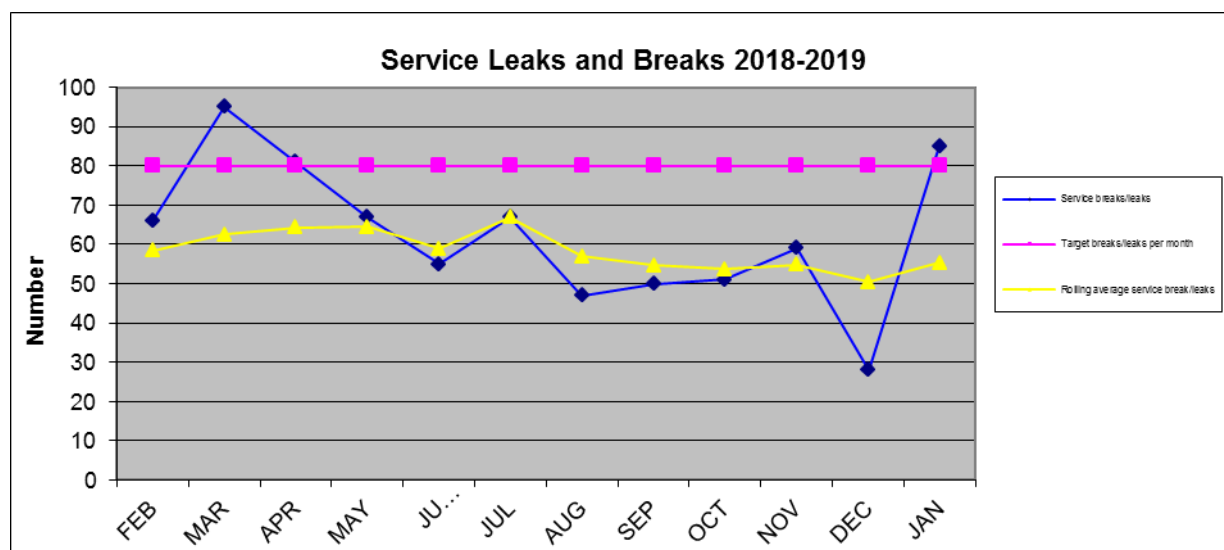
A total of 310 preventative maintenance activities were scheduled and 151 reactive maintenance activities were requested during the month of January. Completion rates for each type of maintenance activity by the end of the month were 58% and 77% respectively. The lower completion rate during January has changed the long term trend to decreasing although this is expected to increase again in February.



The number of after-hours callouts for electrical and mechanical reactive maintenance (17 call-outs) decreased during January compared to December. The number of callouts was higher than the 12 month rolling average of 15 call-outs per month. The long term trend line in the graph indicates the number of call-outs per month is increasing due partly to the high number of call-outs during December, in part due to the number of public holidays during this month but also the arrival of some severe weather.

NETWORK

Regional Service Leaks and Breaks



Performance

Target not met with a significant increase in service breaks from previous month. Failures of threaded poly sections installed during water meter installations continue to be an issue. Replacement of all threaded poly sections within meter arrangements to be completed during reactive and planned capital water main/meter replacement programs. This change in approach in recent months appeared to be having a positive impact on the number of service failures.

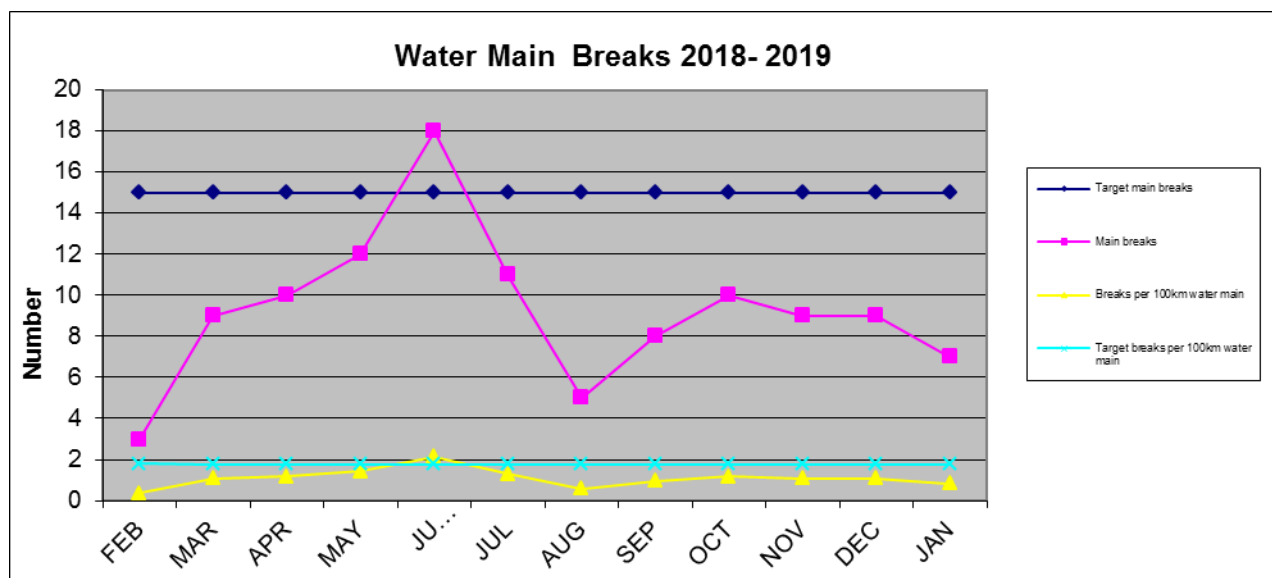
Issues and Status

Maintenance records indicate a high percentage of service breaks and joint failures consistently occurring on older Class 12 poly services and meter arrangements.

Response to Issues

Water services subject to repeated failures are being prioritised within the capital replacement program to minimise the risk of continued failures.

Locality	Service Leaks / Breaks
Rockhampton	84
Mount Morgan	1
Regional Total	85

Regional Water Main BreaksPerformance

Target achieved with a slight decrease in water main breaks in Rockhampton when compared to previous months. Details of pipe materials for each break are shown in the table below.

Issues and Status

The following table shows the number of breaks per month.

Water Main Type	November 2018	December 2018	January 2019
Cast Iron	7	0	0
AC	5	4	3
PVC	0	4	4
GWI	0	0	0
Mild Steel	0	0	0
Copper	0	0	0
Poly	1	1	0
TOTAL	9	9	7

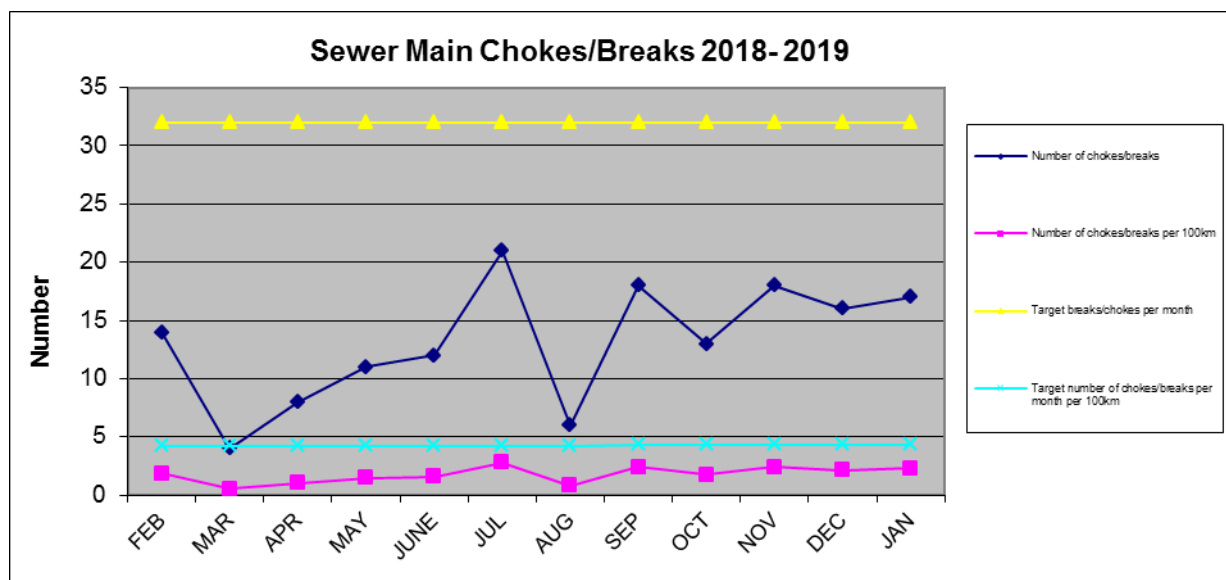
Response to Issues

Continued defect logging and pressure management will reduce failure occurrences. Water mains experiencing repeated failures are assessed for inclusion in annual Water Main Replacement capital program.

	Number of Main Breaks	Target Main Breaks	Breaks per 100 km	Target Breaks per 100 km	Rolling average per 100 km
January	7	15	0.83	1.78	1.00

Locality	Main Breaks
Rockhampton	6
Mount Morgan	1
Regional Total	7

Rockhampton Regional Sewer Main Chokes/Breaks



Performance

Target achieved, with a slight increase from the previous month, it is still evident that mainline sewer blockages are continuing to trend down in line with capital sewer refurbishment programs. A small number of surcharges during this period can be attributed to some very intense rain events.

Issues and Status

Data indicates that a high percentage of blockages / overflows continue to be caused by defective pipes resulting in tree root intrusion.

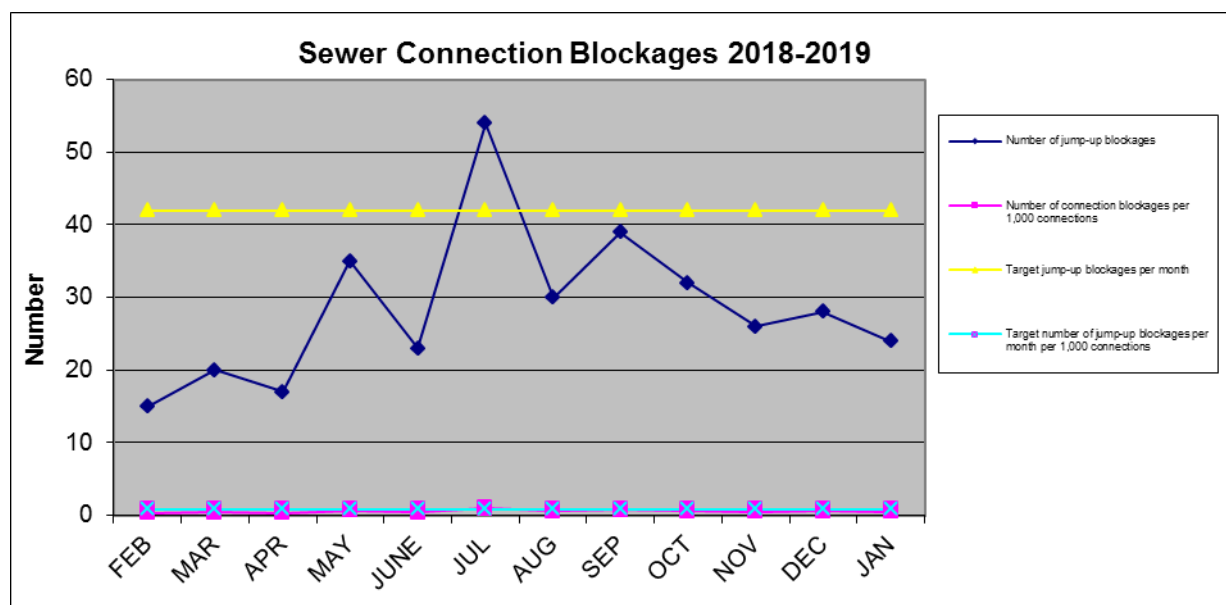
Response to Issues

Continue to log defects and monitor outcomes to ensure inclusion in the Capital Sewer Main Relining and rehabilitation programs.

	Number of chokes/breaks	Target chokes/breaks per month	Number of chokes/breaks per 100 km	Target number of chokes / breaks per month per 100km	Rolling 12 month average per 100 km chokes / breaks
January	17	32	2.3	4.41	2.10

Locality	Surcharges	Mainline Blockages
Rockhampton	8	17
Mount Morgan	0	0
Regional Total	8	17

Rockhampton Regional Sewer Connection Blockages



Performance

Target was achieved with a slight decrease in blockages when compared to previous month. Sewer connection repairs are prioritised for inclusion in current capital refurbishment programs in line with failure information. Capital refurbishment programs continue to focus on those properties experiencing repeat blockages.

Issues and Status

Data indicates blockages are been caused by broken pipes due to age, along with the resulting tree root intrusion.

Response to Issues

Continue to assess properties with repeat breaks and chokes for inclusion in the capital sewer refurbishment programs.

	Number of connection blockages	Target connection blockages per month	Number of connection blockages per 1,000 connections	Target number of connection blockages per 1,000 connections	Rolling 12 month average per 1,000 connections
January	24	42	0.47	0.81	0.65

Locality	Connection Blockages
Rockhampton	24
Mount Morgan	0
Regional Total	24

Sewer Rehabilitation Program

	Number completed	FY to date totals
Access Chambers raised/repared	3	18
Sewers repaired	10	74

Inflow/Infiltration Program (North Rockhampton)

	Number completed	FY to date totals
Properties Inspected	0	0
Defects Identified	0	0
Defects Rectified	17	50

Private Works

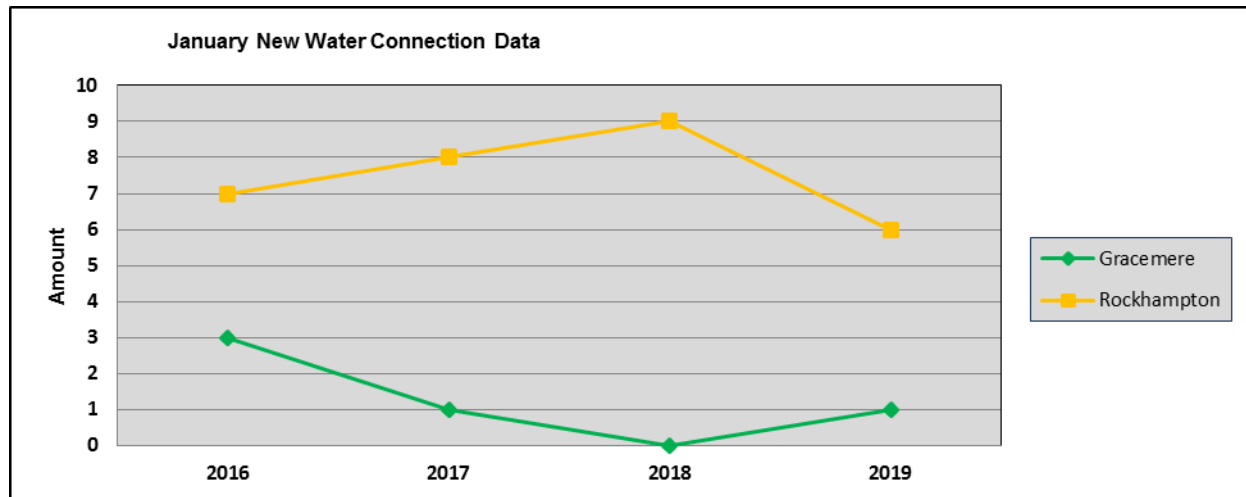
New Water Connections

Region	January 2019	FY to Date 2018/2019	FY to Date 2017/2018	FY to Date 2016/2017	FY to Date 2015/2016
Gracemere	1	8	26	42	37
Rockhampton	6	45	77	69	78
Mount Morgan	n/a	n/a	n/a	n/a	n/a
Regional Total	7	53	103	111	115

This table and graph shows the water connection data, for November, for the past four years.

Region	January 2019	January 2018	January 2017	January 2016
Gracemere	1	0	1	3
Rockhampton	6	9	8	7
Mount Morgan	n/a	n/a	n/a	n/a
Total	7	9	9	10

New Connection Data



Details on Private Works Jobs

The table below shows the quantity of private works jobs quoted and accepted during the reporting period and year to date. Jobs include both water and sewerage.

	January	Amount	FYTD	FYTD Amount
Quotes Prepared	7	\$20,478.29	33	\$263,062.31
Quotes Accepted	2	\$7,197.06	27	\$226,883.43
Jobs Completed	2	\$6,027.94	32	\$255,051.89

Water Meters

Meter reads for the third quarter 2018/19 commenced 10 January 2019. A total of 11,365 meters in sectors 1, 2, 3 and 4 were read. Approval was given for approximately 7,700 water accounts for sectors 10, 17 and 18 to be forwarded to customers.

Sectors Read	1	2	3	4	Total
No. of Meters in Sector	2301	3583	2430	3051	11,365
No-Reads	2	11	6	15	34
% Of No-Reads	0.08%	0.3%	0.2%	0.5%	0.3%

Special Water Meter Reads

Reading Type	No. of Reads	\$ Value
Water Account Search - On-Site Readings \$100 per read	92	\$9,200.00
Total \$ Value for January		\$9,200.00
Total \$ Value Financial Year to Date		\$64,427.00

Building Over Sewer

The following summary is an overview of this core business activity that requires ongoing negotiations with the respective stakeholders and detailed investigations to determine location and condition assessments of the associated infrastructure.

Activity Summary

	January	FYTD
General Enquiries / BOS	3	59
Inspections	4	31
Meetings	1	28
Site Visits	6	66
Pre-Starts	0	6
Approval Permits Issued	2	14
Permits closed	0	12
Total	16	216

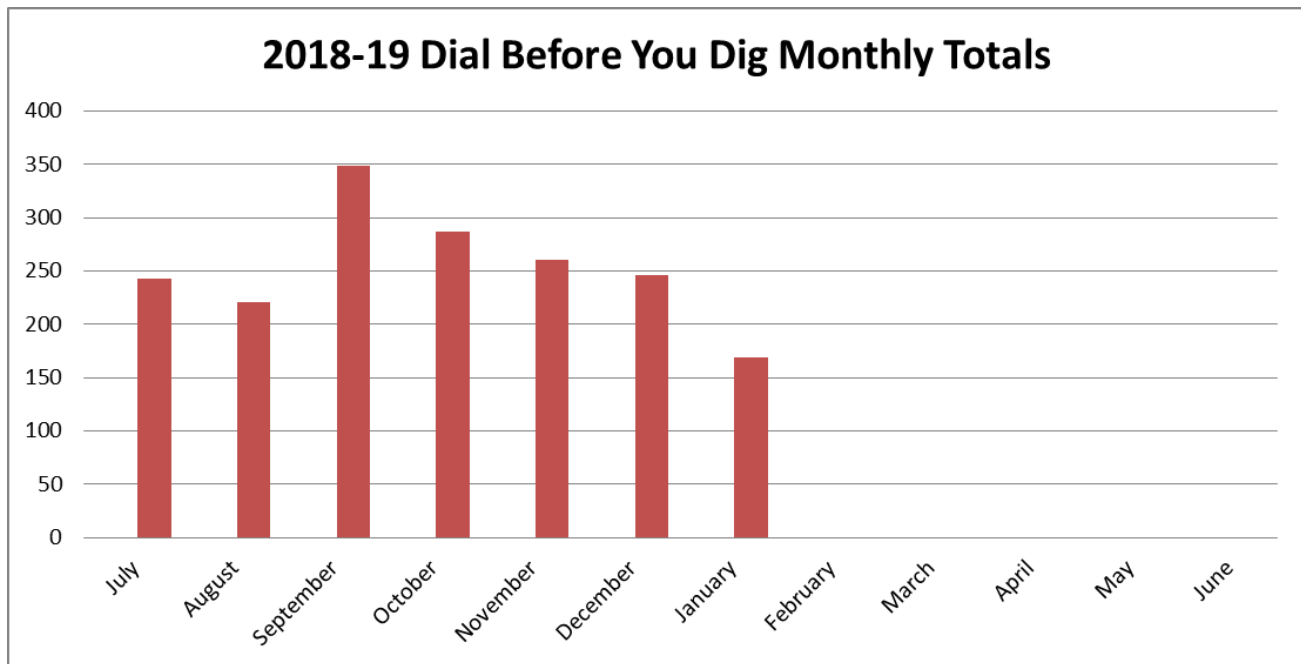
Building Over Sewer Applications under Assessment

There are currently three permits under construction from 2017, one nearing completion from 2018 and twelve under construction from 2018.

ADMINISTRATIONDial Before You Dig (DBYD)

The average number of requests received per day for January was 5.45, this was a decrease from 7.94 in December 2018.

	November 2018	December 2018	January 2019	FY 2018/19 Total
Requests Received	261	246	169	1,776

Site Tours

No site tours were conducted at the Glenmore Water Treatment Plant for the month of January.

Rebates for Undetected Leaks

Undetected Leaks (Residential)

	January 2019	FY 2018/19 Total
New requests	4	51
Number declined	0	18
Number approved	2	45
Require more information	2	17
Being held until next meter read	5	29
Total kL rebated	618	23,034
Total value approved	\$1,068.32	\$48,048.26

Undetected Leaks (Non-Residential)

	January 2019	FY 2018/19 Total
New requests	1	7
Number declined	0	2
Number approved	1	5
Require more information	1	2
Being held until next meter read	0	3
Total kL rebated	186	10,562
Total value approved	\$335.76	\$18,863.09

Residential Rebates

	January	Total Applications FY2018/19	Total FYTD \$
Washing machines	28	136	\$13,600
Stand-alone tank	0	0	\$0
Integrated tank	0	0	\$0
Dual flush toilet	0	4	\$200
Shower rose	0	0	\$0
Total	28	140	\$13,800

Two applications were declined one was submitted a receipt that was not within the 12 month period and the other was not enrolled on the Australian Electoral Commission.

Community and Events

Nil

8.4 FRW ANNUAL PERFORMANCE PLAN AS AT 31 DECEMBER 2018

File No:	1466
Attachments:	1. Customer Service Standards as at 31 December 2018 ↓
	2. Customer Service and Financial Targets as at 31 December 2018 ↓
	3. Non Compliance Comments as at 31 December 2018 ↓
Authorising Officer:	Peter Kofod - General Manager Regional Services
Author:	Jason Plumb - Manager Fitzroy River Water

SUMMARY

Fitzroy River Water's performance against financial and non-financial targets and key strategies is reported to Council on a quarterly basis in accordance with the adopted Annual Performance Plan for 2018/19. This report as at 31 December 2018 is presented for the Committee's information.

OFFICER'S RECOMMENDATION

THAT the Fitzroy River Water Annual Performance Plan quarterly report as at 31 December 2018 be received.

Background

Fitzroy River Water (FRW) is required to provide a quarterly report on its performance against financial and non-financial performance targets and key strategies as adopted in the Annual Performance Plan for 2018/19.

FRW has legislative obligations to report to various external agencies and stakeholders. The data in these reports is presented based on water and sewerage schemes. The format of reporting actual non-financial performance against targets in accordance with the requirements of the Annual Performance Plan has been modified to be consistent with the external reporting requirements and is presented in Attachment 1.

Manager's Overview

FRW's performance during the second quarter has been of a high standard. Non-compliances were recorded against two of the 22 Customer Service Standards indicators. The two non-compliances are relatively minor and did not significantly impact the level of customer service provided by FRW. Strong performance was again recorded for the other 20 Customer Service Standard indicators. FRW continues to maintain a very high standard of compliance with legislative standards and national guidelines for water quality in both water and sewerage operations. The delivery of capital programs is generally on track against forecast. Operating expenditure is also in line with budget expectation.

Customer Service Performance

FRW has an internal service level agreement with Corporate Services for the provision of customer service related functions including:

1. Face to Face Customer Support.
2. 24 Hour Telephone Contact Service.
3. Acceptance of Payment.

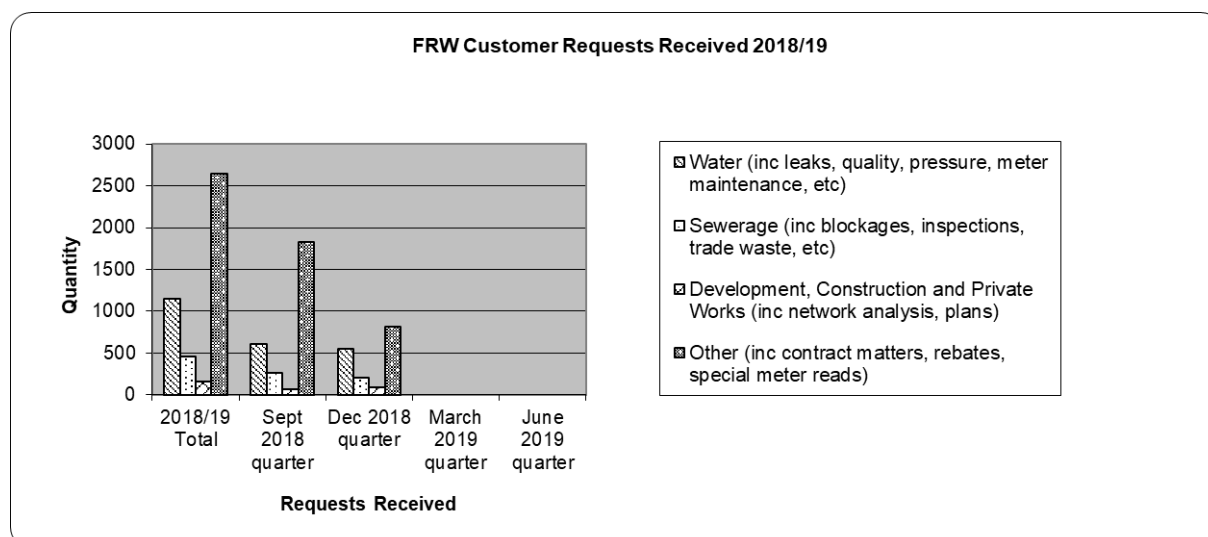
The following table summarises customer contacts made via the telephone and face to face at the Council Customer Service Centres. These customer contacts are then addressed by FRW.

Table 1: Customer Contact

2nd quarter – 1 October 2018 to 31 December 2018

Customer Contact Type	2nd Quarter 2018/19	2nd Quarter 2017/18	Total 2018/19 Year	Total 2017/18 Year	Total 2016/17 Year
Water (incl. leaks, quality, pressure, water meter maintenance, etc)	548	524	1151	2938	2738
Sewerage (incl. blockages, trade waste etc)	200	199	461	765	990
Development, Construction and Private Works	90	82	162	325	327
Other (incl. contract matters, rebate, special meter reads, etc)	819	461	2650	1971	1772
Total Customer Contacts	1657	1266	4424	5999	5827

Note – There is a slight increase in figures for *Other* due to the Water Meter Replacement Project that commenced in the first quarter.



Financial PerformanceOperational

Revenue is currently 48.5% of the 2018/2019 Revised Budget. Most revenue streams are on target.

Gross water consumption revenue is 45.8% of the Revised Budget. All sectors of the first quarter have been billed and six sectors of the second quarter. Water consumption is higher than that for the same period last year in both commercial and residential streams. Gross water and sewerage access charges are on target. Bulk water sales are on target. Private works revenue is below target. Fees and charges is on target with some activities below target and others with higher than expected activity.

Expenditure year to date is 48.6% of the 2018/2019 Revised Budget. Most expenditure streams are on target with the exception of materials & plant and internal allocations.

No other material exceptions to be reported.

Capital

Capital expenditure is slightly below the percentage of year elapsed at 48.5% in comparison to the 2018/2019 Revised Budget. Expenditure during the quarter reached \$4.3M and has decreased by 600k compared to the same quarter in 2017/2018.

Water YTD 46.5% and Sewer YTD 51.4%.

Networks YTD 67.0% and Treatment YTD 34.5%.

The areas of prominent activity are the Yaamba Road 600mm water main replacement, NRSTP electrical upgrade, GWTP storage shed, Sewer refurbishments and Water Main Replacement programs.

This quarter has seen the completion of:

- Six water main and service replacements;
- Mt Morgan sewer gravity mains;
- SRSTP methane flaring system & anoxic mixers;
- SPS package of works for electrical, control & pump renewals;
- MMSTP PLC renewal;
- Barrage bulkhead gate refurbishment.

There are no other material exceptions to this report.

Compliance Matters

Drinking Water Quality

Drinking water quality across the region remained at a very high standard. It has now been more than three and a half years since a drinking water quality incident was recorded. During this quarter raw water quality in both the Barrage and No. 7 Dam changed with a significant increase in cyanobacteria in each storage, although otherwise raw water quality remained of a high standard. All drinking water quality parameters have consistently complied with State legislation or Australian guideline standards. Drinking water quality complaints have remained at relatively low levels throughout this period.

Variations / Concerns

A couple of large capital projects (Yaamba Rd Water Main Relocation and NRSTP Electrical Renewal) that were due for completion by the end of this quarter will extend into the 3rd quarter following slight delays to construction activities due to weather and a number of technical issues that required additional work to resolve. Each project is now expected to reach completion before the end of February 2019.

Safety Management

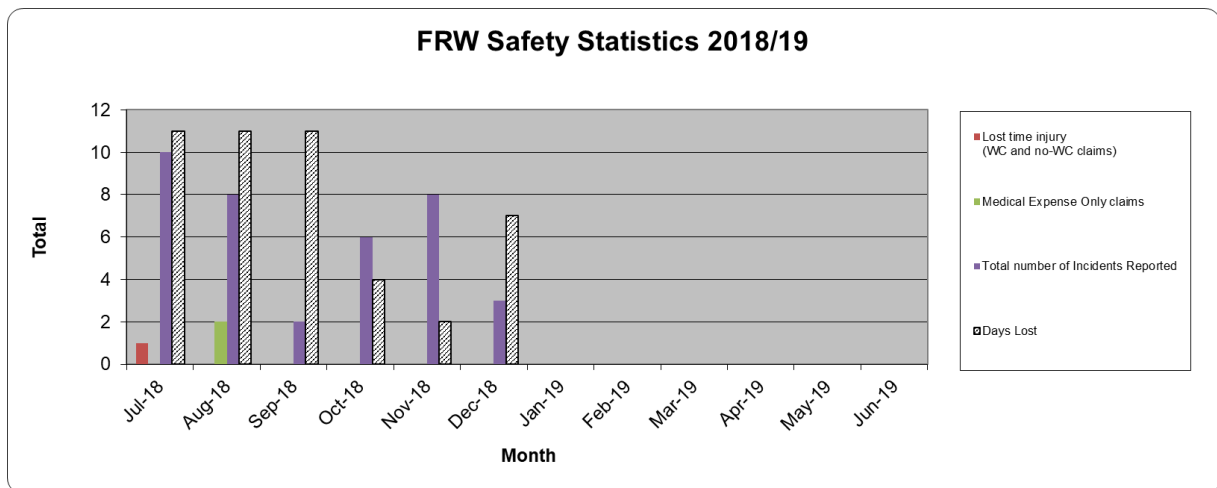
The safety statistics shown in Table 2 indicate the safety performance in the workplace. Safety initiatives include regular FRW management site audits, hazard inspections, risk assessments, staff toolbox talks and the FRW Safety Committee. FRW has performed to a high standard against most safety performance indicators. FRW did not sustain a Lost Time Injury during this quarter and saw a reduced number of incidents compared to the previous quarter. FRW continues to strive towards beating the previous record of consecutive Lost Time Injury Free days through an increased focus on improved safety culture and awareness.

Table 2: Safety Statistics

Please be advised that the data recorded in this report is accurate at the time of compilation. As this information is sourced from a live database, changes will occur as required when amendments or upgrades are made to injury severities including lost and rehabilitation days.

2nd quarter – 1 October 2018 to 31 December 2018

Lost Time Injury Statistics	2nd Quarter 2018/19	2nd Quarter 2017/18	Total 2018/19 Year
Days Lost	13	36	46
Lost time Injury (Work Cover & non-Work Cover claims)	0	0	1
Medical Expense Only Claims	0	2	2
Total Number of Incidents Reported	17	12	37



Risk Management

Quarterly risk reviews and reporting requirements have been undertaken. Further significant progress towards mitigating the risk of STP non-compliances has been made with the decommissioning of the West Rockhampton STP expected during the next quarter following some delays obtaining approval for construction works across a rail corridor. Other significant progress is being made by FRW towards the development of a new Council-wide Asset Management System for implementation by July 2019.

Conclusion

At this early stage in the annual reporting cycle, FRW is tracking well to meet expectations and targets as outlined in the Annual Performance Plan. All efforts are being made to continue this high standard of performance.

FRW ANNUAL PERFORMANCE PLAN AS AT 31 DECEMBER 2018

Customer Service Standards as at 31 December 2018

Meeting Date: 26 February 2019

Attachment No: 1

Fitzroy River Water Performance Plan - Customer Service Standards Year to Date Reporting as at 31 December 2018

Non-Financial Performance Targets

Table Reference	CSS Reference	Performance indicator	Potable Water Schemes						Potable Water Schemes						
			Rockhampton and Gracemere Water Supply Scheme Number of access charges - 38,192 as at July 2018						Mt Morgan Water Supply Scheme Number of access charges - 1,510 as at July 2018						
			1st qtr	2nd qtr	3rd qtr	4th qtr	Annual Target	Year to Date	1st qtr	2nd qtr	3rd qtr	4th qtr	Annual Target	Year to Date	
Table 1 Water - Day to Day Continuity	CSS1	Extent of unplanned interruptions - connections based (no. per 1,000 connections per year)	18	16			<80	34	2	15			<80	17	
	CSS2	Extent of unplanned interruptions - incidents based (no. per 100 km of main per year) Rockhampton and Gracemere 774 km Mt Morgan 73 km	13	14			<30	27	4	1			<30	5	
	CSS3	Time for restoration of service - unplanned interruptions (% restored within 5 hours)	100%	100%			>90%	100%	100%	100%			>90%	100%	
	CSS4	Customer interruption frequency:													
			1 interruption per year	1.70%	1.37%			12%	3.07%	0.19%	1.78%			12%	1.97%
			2 interruptions per year	0.14%	0.16%			2%	0.30%	ND	ND			2%	0.00%
			3 interruptions per year	ND	0.04%			1%	0.04%	ND	ND			1%	0.00%
			4 interruptions per year	ND	ND			0.50%	0.00%	ND	ND			0.50%	0.00%
			5 or more interruptions per year	ND	ND			0.25%	0.00%	ND	ND			0.25%	0.00%
	CSS5	Relative incidence of planned and unplanned interruption incidents (% of planned versus total number of interruptions)	9%	3%			>30%	6%	0%	80%			>30%	40%	
	CSS6	Average interruption duration - planned and unplanned (hours)	3	1.88			3 hrs	2.44	0.15	1.08			3 hrs	0.62	
	CSS7	Response time													
			Priority 1 – 1 hour response	95%	99%			95%	97%	ND	100%			95%	100%
			Priority 2 – 2 hours response	95%	97%			95%	96%	100%	100%			95%	100%
Priority 3 – 24 hours response			100%	100%			95%	100%	100%	100%			95%	100%	
Restoration time															
Priority 1 – 5 hours restoration			97%	95%			95%	96%	ND	100%			95%	100%	
Priority 2 – 24 hours restoration			97%	98%			95%	98%	100%	100%			95%	100%	
Priority 3 – 5 days restoration	100%	100%			95%	100%	86%	100%			95%	93%			

Water and Sewage

Table Reference	CSS Reference	Performance indicator	Potable Water Schemes					Potable Water Schemes			
			Rockhampton and Gracemere Water Supply Scheme Number of access charges - 38,192 as at July 2018					Mt Morgan Water Supply Scheme Number of access charges - 1,510 as at July 2018			
Table 2 Adequacy and Quality of Normal Supply of Water Supply	CSS8	Minimum pressure standard at the water meter (kPa)	220	220	220 kPa	220	220	220	220 kPa	220	
	CSS9	Minimum flow standard at the water meter	9	9	9 L/min	9 L/min	9	9	9 L/min	9 L/min	
	CSS10	Connections with deficient pressure and/or flow (% of total connections)	0.3%	0.3%	<2.5%	0.3%	2.0%	2.0%	<2.5%	2.0%	
	CSS11	Drinking water quality (compliance with industry standard)	100%	100%	>98%	100%	100%	100%	>98%	100%	
	FRW's Drinking Water Quality Management Plan identifies the following key water quality parameters as reference indicators for customer service purposes: Physical and Chemical Water Quality Parameters - Target: >99% of all samples tested compliant with Australian Drinking Water Guidelines and E.coli - Target: None detected in >98% of all samples tested										
	CSS12	Drinking water quality complaints across all Water Supply Schemes (number per 1,000 connections)	0.33	0.23	<5	0.56	These figures are combined with the Rockhampton and Gracemere figures to give a total across all water supply schemes.				
	CSS13	Drinking water quality incidents (number per 1,000 connections)	0	0	<5	0	0	0	<5	0	

Table Reference	CSS Reference	Performance indicator	Potable Water Schemes						Potable Water Schemes					
			Rockhampton and Gracemere Water Supply Scheme Number of access charges - 38,192 as at July 2018						Mt Morgan Water Supply Scheme Number of access charges - 1,510 as at July 2018					
			1st qtr	2nd qtr	3rd qtr	4th qtr	Annual Target	Year to Date	1st qtr	2nd qtr	3rd qtr	4th qtr	Annual Target	Year to Date
Table 3 Long Term Continuity of Water Services	CSS14	Water main breaks (number per 100 km main) Rockhampton and Gracemere 774 km Mt Morgan 73 km	3	3			<40	6	4	3			<40	7
	CSS15	Water services breaks (number per 1,000 connections)	4	3			<40	7	7	8			<40	15
	CSS16	System water loss (litres per connection per day)	126	195			< 200 L	161	114	176			< 200 L	145

Table Reference	CSS Reference	Performance indicator	Sewerage Schemes						Sewerage Schemes					
			Rockhampton and Gracemere Sewerage Scheme Number of access connections - 51,557 as at July 2018						Mt Morgan Sewerage Scheme Number of access connections - 548 as at July 2018					
			1st qtr	2nd qtr	3rd qtr	4th qtr	Annual Target	Year to Date	1st qtr	2nd qtr	3rd qtr	4th qtr	Annual Target	Year to Date
Table 4 Effective Transportation of Sewage	CSS17	Sewage overflows – total (number per 100 km main) Rockhampton and Gracemere 728 km Mt Morgan 13 km	14.05	11.94			<30	25.99	ND	ND			<10	0
	CSS18	Sewage overflows to customer property (number per 1,000 connections)	2.02	1.69			<10	3.71	ND	ND			<5	0
	CSS19	Odour complaints (number per 1,000 connections)	0.1	0.3			<1	0.4	These figures are combined with the Rockhampton and Gracemere figures to give a total across all water supply schemes.					
	CSS20	Response time												
		Priority 1 – 1 hour response	92%	78%			>95%	85%	ND	ND			>95%	#DIV/0!
		Priority 2 – 2 hours response	96%	91%			>95%	94%	ND	ND			>95%	#DIV/0!
		Priority 3 – 24 hours response	100%	100%			>95%	100%	ND	ND			>95%	#DIV/0!
		Restoration time												
		Priority 1 – 5 hours restoration	94%	96%			>95%	95%	ND	ND			>95%	#DIV/0!
		Priority 2 – 24 hours restoration	97%	100%			>95%	99%	ND	ND			>95%	#DIV/0!
	Priority 3 – 5 days restoration	100%	100%			>95%	100%	ND	ND			>95%	#DIV/0!	
Table 5 Long Term Continuity of Sewerage Services	CSS21	Sewer main breaks and chokes (number per 100 km main) Rockhampton and Gracemere 728 km Mt Morgan 13 km	6.18	6.45			<50	12.63	ND	ND			<20	0
	CSS22	Sewer inflow and infiltration (ratio of Peak Day Flow to Average Day Flow)	3.1	4.4			<5	3.75	1.4	1.4			<5	1.40

Reference Codes

A blank field should contain one of the following:

- a. 0 (zero)
- b. ND (no data is available, although the indicator is relevant)
- c. NR (not relevant, the indicator is not relevant to that scheme)

FRW ANNUAL PERFORMANCE PLAN AS AT 31 DECEMBER 2018

Customer Service and Financial Targets as at 31 December 2018

Meeting Date: 26 February 2019

Attachment No: 2

Fitzroy River Water Performance Plan - Customer Service Standards Year to Date Reporting as at 31 December 2018 (cont)

Customer Service Targets

Table Reference	Performance indicator	1st qtr	2nd qtr	3rd qtr	4th qtr	Target	Year to Date
Table 6	Installation of new water connections (within the water service area)	94%	100%			15 working days	97%
	Installation of sewerage connections (within the sewerer area)	62%	50%			15 working days	56%
	Complaints (excluding maintenance of water and sewerage services) – advise outcome	100%	100%			20 working days	100%

Financial Performance Targets

Table Reference	Performance indicator	1st qtr date reported	2nd qtr date reported	3rd qtr date reported	4th qtr date reported	Target
Table 7	RRC Operational Plan Reporting Frequency: quarterly	12/10/2018	18/01/2019			Initiatives successfully completed by year end
	Operating Budget Reporting Frequency: quarterly or when variations arise	30/09/2018	31/12/2018			Conduct all activities in accordance with required timelines and budget
	Annual Revenue Reporting Frequency: quarterly or when variations arise	30/09/2018	31/12/2018			Timely reporting of any significant variations to budget revenue and collection timing
	Capital Works Reporting Frequency: quarterly or when variations arise	30/09/2018	31/12/2018			Completion of capital program in accordance with adopted timeframe and budget (within 3%)

FRW ANNUAL PERFORMANCE PLAN AS AT 31 DECEMBER 2018

Non Compliance Comments as at 31 December 2018

Meeting Date: 26 February 2019

Attachment No: 3

Customer Service Standards - Non Compliance Comments for the 31 December 2018 Quarter

Table Reference	CSS Reference	Scheme	Comment
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8.5 QUOTE EXCEPTION REPORT - LANDFILL COMPACTION MANAGEMENT SYSTEM

File No: 7283
Attachments: 1. [Quote Consideration Plan](#)↓
Authorising Officer: Peter Kofod - General Manager Regional Services
Author: Michael O'Keeffe - Manager Rockhampton Regional Waste and Recycling
Vincent Morrice - Coordinator Waste and Recycling Facilities

SUMMARY

Rockhampton Regional Waste and Recycling seeking approval from Council for the Quote Consideration Plan in accordance with s230 of the Local Government Regulation.

OFFICER'S RECOMMENDATION

THAT Council approves the Quote Consideration Plan and the engagement of Sitech to purchase the VisionLink Landfill Compaction Management System for the Tana E380 Landfill Compactor pursuant to s230 of the Local Government Regulation (2012).

COMMENTARY

A Compaction Management System is to be purchased to be used with the new Tana E380 Landfill Compactor. The system will assist in managing compaction densities of the landfill and ensure that top of fill levels and gradients match design criteria. Actively managing and monitoring each of these elements, along with achieving the optimum ratio of cover material to waste will be crucial to achieving the design life projections adopted in the adopted in the site Master Plan.

Quotations from potential suppliers have placed the initial cost of a suitable compaction management system at around \$80,000 with ongoing costs of around \$9,000 per annum for licenses and software subscriptions.

There are two solutions commonly used within the landfill compaction management sector, VisionLink Landfill (Sitech) and Carlson Landfill Grade (Position Partners). For this reason only two quotes were sought in this instance. The VisionLink Landfill package is centred on the use of Trimble positioning services (hardware) and the Carlson Landfill Grade package principally utilises TopCon positioning services. Council Officers have attended demonstrations/presentations on each of the product offerings.

Sitech have a local presence in Rockhampton with five fulltime technicians available to respond to issues and/or provide advice in the operation and use of the solution. Position Partners do not have a local presence and support will be via remote assistance or fly in/out where required.

Council seeks the ability to leverage the existing investment in Trimble technology and equipment, supported by staff knowledge and expertise in their use and application, by negotiating directly with the local distributor of their compaction management system offering.

Negotiating directly with the local distributor will allow for a product selection which best suits the application and is consistent with the established operating environment within Council.

The benefits of the direct procurement process for Council include:

- A local distributor who employs product specialists and expert technicians;
- Seamless integration with existing Council systems and processes; and
- Increased return on investment for the current technology platform.

As a result, Council seeks to depart from the standard quote process in procuring this compaction management system and is therefore seeking approval to undertake procurement by way of a quote consideration plan.

RISK ASSESSMENT

The two primary contenders are well established in the Australian market place. Sitech has a local presence with skilled and experienced technicians available to support initial installation and ongoing product support. Council has a number of personnel competent and experienced in use of the software and systems required to create, deploy, harvest and analyse system inputs and outputs.

CONCLUSION

The proposed purchase aligns with existing technology platform and current equipment used in civil engineering. Costs are within market rates for a landfill compaction management solution and within budget allocation.

QUOTE EXCEPTION REPORT - LANDFILL COMPACTION MANAGEMENT SYSTEM

Quote Consideration Plan

Meeting Date: 26 February 2019

Attachment No: 1

QUOTE CONSIDERATION PLAN
LANDFILL COMPACTION MANAGEMENT SYSTEM

OBJECTIVES OF THE PLAN**Plan scope**

This plan has been prepared to assist Council to conduct an effective procurement process. This plan covers all procurement and contracting activities conducted by Council officers in negotiating with existing suppliers who have expert knowledge of the core elements of the products and technologies used by Council.

Plan objectives

This Quote or Tender Consideration plan is intended to fulfil the following objectives:

- Deliver commercially viable waste and recycling services that satisfy adopted customer service standards;
- Ensure significant business activities are financially sustainable; and
- Ensure that Council's decision making, planning and reporting processes provide transparent and accountable governance;
- Guide Council officers in contracting in accordance with Policy Statement contained in Council's Purchasing Policy – Acquisition of Goods and Service (Items (a) through (o) including the following;
- Open and effective competition;
- Value for money;
- Ethical behaviour and fair dealing;
- Environmental protection; and
- The development of competitive local business and industry.

While this plan provides an exemption for Council officers sourcing a suitable compaction management system, all other areas of the process will proceed in accordance with Council's procurement policies, procedures and guidelines when carrying out procurement and contracting activities.

HOW THE OBJECTIVES ARE TO BE ACHIEVED**Procurement and contracting**

- Council Officers will become and remain informed of industry trends and offerings for commercial grade survey equipment and software used in a landfill and/or civil construction environment.
- It is the responsibility of the nominated Council officer to ensure that negotiations and communications are fair and equitable and that any conflicts of interest are declared and dealt with in accordance with Council's policies and procedures.
- Procurement of system with best fit for intended purpose?

HOW THE OBJECTIVES WILL BE MEASURED

Indicators for measuring the delivery of outcomes and success of use of this quote or tender consideration plan include:

- Evidence of the procurement process utilised, through the retention of all documentation and approvals which support the application of the sound contracting principles and measurement of success factors.
- The Council officer responsible for the negotiations is to make every possible effort to confirm and verify that the proposed solution supports and promotes the delivery commercially viable waste and landfill operations.

Consistency and compatibility with other systems in use throughout Council (e.g. Civil Design)

ALTERNATIVE WAYS OF ACHIEVING THE OBJECTIVES

There are no known efficient or effective methods of achieving the objectives, outside of this plan.

PROPOSED TERMS OF THE CONTRACT

Equipment purchase is a one-off cost and subscription to the software service will be for an initial 5 year period with further extensions of 3 x 1 year optional.

RISK ANALYSIS OF THE RELEVANT MARKET

The two primary contenders are well established in the Australian market place. Sitech has a local presence with skilled and experienced technicians available to support initial installation and ongoing product support. Council has a number of personnel competent and experienced in use of the

8.6 ROCKHAMPTON REGIONAL WASTE AND RECYCLING MONTHLY OPERATIONS REPORT - DECEMBER 2018 AND JANUARY 2019**File No:** 7927**Attachments:** 1. RRWR Monthly Update - December 2018 and January 2019 [↓](#)**Authorising Officer:** Peter Kofod - General Manager Regional Services**Author:** Michael O'Keeffe - Manager Rockhampton Regional Waste and Recycling

SUMMARY

This report details Rockhampton Regional Waste and Recycling's financial position and other operational matters for Council's information for December 2018 and January 2019.

OFFICER'S RECOMMENDATION

THAT the Rockhampton Regional Waste and Recycling Monthly Operations Report for December 2018 and January 2019 be received.

**ROCKHAMPTON REGIONAL WASTE
AND RECYCLING MONTHLY
OPERATIONS REPORT –
DECEMBER 2018 AND JANUARY 2019**

**RRWR Monthly Update –
December 2018 and January 2019**

Meeting Date: 26 February 2019

Attachment No: 1

MONTHLY OPERATIONS REPORT

ROCKHAMPTON REGIONAL WASTE & RECYCLING

PERIODS ENDED 31 DECEMBER 2018 & 31 JANUARY 2019



1. OPERATIONAL SUMMARY

632 DAYS LTI FREE AND COUNTING

Rockhampton Regional Waste and Recycling have continued to avoid an LTI incident, hitting over 630 days at the end of January. The next milestone will be reached at 730 days (2 years) on the 9 May 2019.

WHSQ IMPROVEMENT NOTICE

An Improvement Notice from WHSQ dated 31 January 2019 relating to rural waste collection operation.

The Work Instruction was revised to include some specific additional controls around ensuring an exclusion zone for residents when the bin lifter is being operated. This Improvement Notice has since been closed.

EXPRESSION OF INTEREST – ALTERNATIVE WASTE TREATMENT

Expressions of Interest for an Alternative Waste Treatment closed on Wednesday 12th December 2018. The evaluation panel is now evaluating the submissions.

WASTE REDUCTION & RECYCLING PLAN REVISION

RRWR is legislatively required to conduct a review of our Waste Reduction & Recycling Plan (WRRP) in 2019. Key factors to be considered:

- Alignment with the new Queensland Waste Strategy to be published in early 2019.
- Incorporate emerging commercial factors such as Waste Levy, Container Refund Scheme, China Sword impact on recyclables commodity markets, etc.
- Establish the long term strategic roadmap within which a suitable AWT solution can be procured.
- Consideration of regional cooperation to achieve commercial economy of scale.

CELL A PIGGY BACK EXPANSION

The first of 12 piggy back landfill cells is nearing completion. The cell will likely commence filling in April 2019 when the drier part of the year approaches.



Figure 1: Leachate drainage aggregate placement



Figure 2: Leachate drainage pipes

BAJOOL WASTE TRANSFER STATION CONSTRUCTION

The construction of the Bajool Waste Transfer Station (WTS) is underway.



Figure 3: Main Entrance Bajool WTS



Figure 4: Retaining wall main footing Bajool WTS

It is currently anticipated that the Bajool WTS will commence operation on Saturday 6 April 2019, with the last day of the interim rural collection service being on the Sunday before. An Open Day of the Bajool WTS will be held on the first day of operation.

WASTE EDUCATION

January actions include:

Kerbside Wheelie Bin Service Contamination Reduction

- Renewed focus to address contamination of both general waste and recycling wheelie bins from initial observation by collections staff and following administrative communication to resident.
- A process including sticking bins, providing letters with education merchandise and direct communication with residents will commence in February to inform residents of contamination and/or bin placement issues as well as Council's requirements.

Calendar of Events for Public Engagement

- ALTON DOWNS WASTE TRANSFER STATION OPEN DAY
SATURDAY 30 MARCH 2019, 11AM – 1PM

An information stall will be staffed to assist residents in the Alton Downs area to use the Waste Transfer Station and a kerbside wheelie bin service to manage their waste. Over a sausage sizzle, we will discuss how to separate a trailer load of waste to save on fees. Plus where in the new waste transfer station do you drop off recyclable items for free and what can be recycled. Also what can I put in my kerbside wheelie bins and how they should be positioned on the kerb.

- CLEAN UP AUSTRALIA DAY – *SUNDAY 3 MARCH 2019*

Council has supported the national Clean Up Australia Day event for 13 years; RRWR has taken the baton from Community Services to coordinate the event in 2019. Clean Up Australia Day will be organised through key stakeholders in the community plus other Council units. Existing community sites on Council land will be supported on the day plus a couple of sites will be Council hosted to address known litter/ illegal dumping hotspots. An information stall, recycled collaborative art piece and educational rubbish analysis will engage public on the day, plus a celebratory sausage sizzle after clean-up efforts, will take place in Kershaw Gardens.

2. CUSTOMER SERVICE REQUESTS

All Monthly Requests (Priority 3)
RRW&R 'Traffic Light' report
January 2019



	Balance B/F	Completed in Current Mth	Current Month NEW Requests		TOTAL INCOMPLETE REQUESTS BALANCE	On Hold	Completion Standard (days)	Avg Completion Time (days) Current Mth	Avg Completion Time (days) 6 Months	Avg Completion Time (days) 12 Months	Avg Duration (days) 12 Months (complete and incomplete)
			Received	Completed							
Waste/Recycling - RATES NOTICE QUERY	0	0	1	1	0	0	10	● 7.00	● 5.88	● 4.91	2.44
Additional Recycling Service (Fee applies) JJ RICH	1	1	3	3	0	0	4	● 2.67	● 1.64	● 1.57	1.00
Additional Waste Service (Fee applies) RRC	0	0	17	17	0	0	4	● 0.24	● 0.45	● 0.43	0.40
Park Bins (RRC Park/Reserve areas)	1	0	9	9	1	0	23	● 0.89	● 0.74	● 0.71	1.92
Change to Existing Bins (JJ RICHARDS)	2	0	7	7	2	0	5	● 4.00	● 1.95	● 1.88	1.41
Change to Existing Bins (RRC)	0	0	6	6	0	0	4	● 1.00	● 1.55	● 1.32	1.11
Missed Service Recycling - SAME DAY JJ RICHARDS	0	0	0	0	0	0	4	● 0.00	● 0.00	● 1.27	1.03
Missed Service Waste - SAME DAY ENQUIRY RRC	0	0	0	0	0	0	4	● 0.00	● 0.75	● 0.53	0.54
Missed Recycling Bin Service JJR	12	12	78	72	6	0	4	● 1.64	● 1.48	● 1.40	1.07
Missed General Bin Service RRC	5	5	128	121	7	0	4	● 0.64	● 0.52	● 0.49	0.45
New (First) Bin Set Up (Domestic/Recycle & Comm)	7	7	10	7	3	0	10	● 2.29	● 2.16	● 1.72	1.58
Repair JJ Richards Recycle (Bin To Be Empty)	0	0	1	1	0	0	10	● 2.00	● 3.18	● 3.30	1.73
Repair RRC General Waste Bin (Bin To Be Empty)	3	3	28	26	0	0	5	● 1.81	● 1.91	● 1.62	1.34
Replacement Bin JJ (Damaged/Lost/Stolen)	2	2	8	8	0	0	10	● 2.25	● 2.39	● 2.65	2.07
Replacement Bin RRC (Damaged/Lost/Stolen)	4	4	83	75	7	0	5	● 1.73	● 1.88	● 1.38	1.13
Special Event Bins (Parks/Halls etc)	0	0	5	4	1	0	10	● 1.00	● 1.43	● 1.36	1.20
Landfills & Transfer Station - Waste Facilities	0	0	5	5	0	0	3	● 2.60	● 2.02	● 1.88	1.03
Waste and Recycling General Query	6	4	35	33	3	0	5	● 1.61	● 1.54	● 1.52	1.37
Compliment or Complaint RRC or JJ Richards	0	0	10	9	1	0	2	● 1.78	● 1.38	● 1.30	0.51

Response times for completing customer requests in this reporting period are within the set timeframes.

3. CAPITAL PROJECTS



CAPITAL PROJECT REPORT

Reporting Month	January 2019
Project	Lakes Creek Road Landfill (LCRL) Capping
Project Number	0508971
Project Manager	Kim Saloyedoff
Council Committee	Airport, Water and Waste

PROJECT SCOPE

Progressive capping of the LCRL. In particular Stage 1.

PROJECT MILESTONES

ITEM	TARGET DATE		COMMENTARY
	ORIGINAL	REVISED	
<i>Project Planning</i>	July 17	October 17	<i>Complete</i>
<i>Design Development</i>	October 17	September 18	<i>Complete</i>
<i>Procurement</i>	September 18	October 18	<i>Complete</i>
<i>Construction</i>	October 18	February 19	<i>Capping works are underway. Clay cap is at 50% complete.</i>

FINANCIAL PROFILE

The works for this year include the final capping of Stage 1.

	Project Life				Current Year			
	Total Budget	Actual to date	Committals	Remaining Budget	Budget	Actual to date	Committals	Remaining Budget
Expenditure	4,445,813	3,826,238	-	481,782.57	641,409	32,323	-	609,086
External Funding								

PROJECT STATUS

This project is the final capping of the Stage 1 Landfill area at the LCRL. Waste filling for Stage 1 has been completed and the initial waste covering is in place. This stage of the project is to complete the final surface level and the surface water drainage that will tie into the piggy back expansion that is currently underway.



CAPITAL PROJECT REPORT

Reporting Month	January 2019
Project	Lakes Creek Road Landfill (LCRL) Life Extension
Project Number	1047107
Project Manager	Kim Saloyedoff
Council Committee	Airport, Water and Waste

PROJECT SCOPE

Design and construction of the new landfill cells as part of the life extension of LCRL.

PROJECT MILESTONES

ITEM	TARGET DATE		COMMENTARY
	ORIGINAL	REVISED	
<i>Project Planning</i>	July 17	July 17	<i>Complete</i>
<i>Design Development</i>	July 17	December 17	<i>Complete</i>
<i>Procurement</i>	December 17	March 18	<i>Complete</i>
<i>Construction</i>	May 18	Feb 19	<i>This project was delayed due to the failure of the construction materials for the new cell.</i>

FINANCIAL PROFILE

Project is currently tracking on budget and with full job forecast remaining under the overall budget for this FY.

	Project Life				Current Year			
	Total Budget	Actual to date	Committals	Remaining Budget	Budget	Actual to date	Committals	Remaining Budget
Expenditure	25,846,204	5,640,704	1,133,607	20,195,500	2,420,638	1,160,538	1,133,607	1,260,100
External Funding								

PROJECT STATUS

The construction of the first cell is underway. This project also includes the detailed design of the next cell (Cell A1) for construction and the subgrade designs for Cells B and C.



CAPITAL PROJECT REPORT

Reporting Month	January 2019
Project	Alton Downs Waste Transfer Station (WTS)
Project Number	1126015
Project Manager	Kim Saloyedoff
Council Committee	Airport, Water and Waste

PROJECT SCOPE

Design and construction of an upgraded Waste Transfer Station at Alton Downs

PROJECT MILESTONES

ITEM	TARGET DATE		COMMENTARY
	ORIGINAL	REVISED	
<i>Project Planning</i>	June 18	July 18	<i>Complete</i>
<i>Design Development</i>	July 18	August 18	<i>Complete</i>
<i>Procurement</i>	August 18	August 18	<i>Complete</i>
<i>Construction</i>	August 18	October 18	<i>Construction Complete</i>

FINANCIAL PROFILE

Project is complete and experienced cost overruns due to the cartage of suitable material for construction purposes.

	Project Life				Current Year			
	Total Budget	Actual to date	Committals	Remaining Budget	Budget	Actual to date	Committals	Remaining Budget
Expenditure	100,000	131,538	0	0	100,000	131,538	0	(31,538)
External Funding								

PROJECT STATUS

Project Complete.



CAPITAL PROJECT REPORT

Reporting Month	January 2019
Project	Bajool Waste Transfer Station (WTS)
Project Number	1129404
Project Manager	Kim Saloyedoff
Council Committee	Airport, Water and Waste

PROJECT SCOPE

Design and construction of an upgraded Waste Transfer Station at Bajool

PROJECT MILESTONES

ITEM	TARGET DATE		COMMENTARY
	ORIGINAL	REVISED	
<i>Project Planning</i>	June 18	July 18	<i>Complete</i>
<i>Design Development</i>	July 18	Aug 18	<i>Complete</i>
<i>Procurement</i>	August 18	Nov 18	<i>Complete</i>
<i>Construction</i>	Jan 19	Apr 19	<i>Progressing, currently at 30% complete.</i>

FINANCIAL PROFILE

Project is currently tracking on budget and with full job forecast remaining under the overall budget for this FY.

	Project Life				Current Year			
	Total Budget	Actual to date	Committals	Remaining Budget	Budget	Actual to date	Committals	Remaining Budget
Expenditure	800,000	3,653		796,347	800,000	3,653	416,927	796,347
External Funding								

PROJECT STATUS

Project on track. WTS 35% complete. Road upgrade has commenced.

4. OPERATIONAL PROJECTS

Waste & Recycling Facilities



Figure 6 The New Landfill Compactor being delivered January 2019

Waste & Recycling Collections

Route Review Update– Rockhampton Regional Council

The In-Vehicle Management System (waste routing) has been implemented. The review of the collection routes is currently underway looking for opportunities to improve efficiency.

Review of Assisted Services

Hazard Inspections of a number of properties using the assisted service have been undertaken where potential risks have been identified. Consultation is being undertaken with residents to determine options to mitigate these risks and ensure the safety of our staff.

5. BUDGET

Percentage of year elapsed 58.3%

Operational Summary

YTD revenue is currently at 92.9% of the revised budget. This result is influenced by the second quarter rating cycle. Taking this into account revenue is still on target.

YTD expenses are only 54.0% of the revised budget.

Capital Summary

RRWR capital project expenditure is currently at 50.9% of budget, with significant progress being made on the piggyback construction, Alton Downs and Bajool Waste Transfer Stations.



End of Month General Ledger - (Operating Only) - REGIONAL SERVICES

As At End Of January 2019

Report Run: 12-Feb-2019 11:23:03 Excludes Nat Accs: 2802,2914,2917,2924

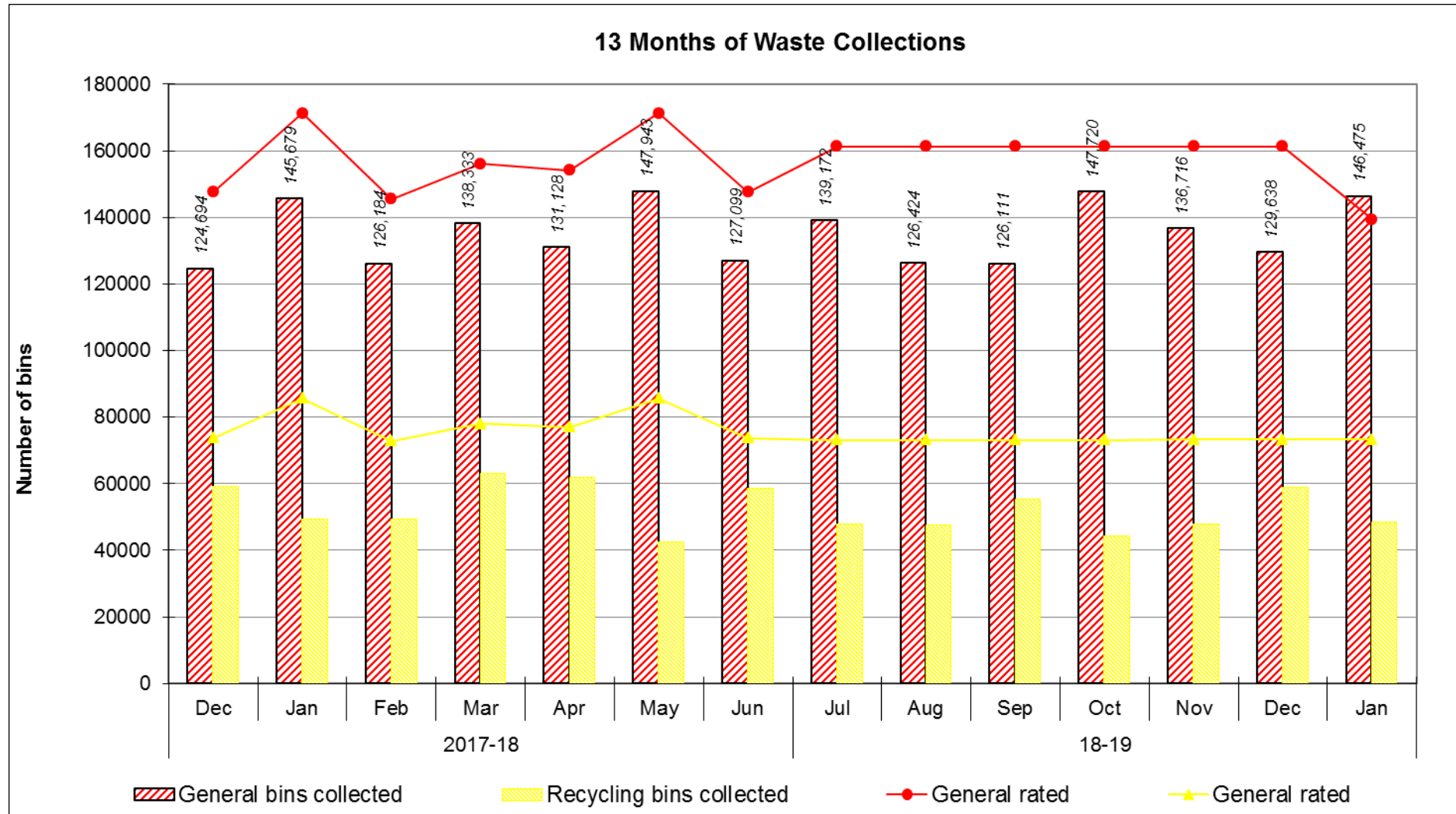
	Adopted Budget	Revised Budget	EOM Commitments	YTD Actual	Commit + Actual	Variance
	\$	\$	\$	\$	\$	%
WASTE & RECYCLING SERVICES						
<i>RRWR Waste Operations</i>						
Revenues	(4,406,884)	(4,416,772)	(391,911)	(2,254,168)	(2,646,079)	51% ✘
Expenses	4,871,699	4,871,699	387,524	2,641,395	3,028,919	54% ✔
Transfer / Overhead Allocation	(2,382,851)	(2,710,295)	(259,427)	(1,631,446)	(1,890,873)	60% ✔
Total Unit: RRWR Waste Operations	(1,918,036)	(2,255,368)	(263,814)	(1,244,218)	(1,508,033)	55% ✘
<i>RRWR Collections</i>						
Revenues	(99,769)	(348,601)	(3,129)	(26,673)	(29,802)	8% ✘
Expenses	4,787,083	4,182,786	348,512	2,098,556	2,447,068	50% ✔
Transfer / Overhead Allocation	3,995,543	3,434,968	275,918	2,025,592	2,301,510	59% ✘
Total Unit: RRWR Collections	8,682,857	7,269,153	621,301	4,097,474	4,718,776	56% ✔
<i>RRWR Management</i>						
Revenues	(15,208,502)	(15,208,502)	(8,429,633)	(9,542,494)	(17,972,127)	63% ✔
Expenses	2,526,153	2,843,702	228,871	1,542,170	1,771,041	54% ✔
Transfer / Overhead Allocation	2,629,007	2,670,799	220,778	1,584,472	1,805,250	59% ✘
Total Unit: RRWR Management	(10,053,343)	(9,694,001)	(7,979,985)	(6,415,853)	(14,395,837)	66% ✔
Total Section: WASTE & RECYCLING SERVICES	(3,288,522)	(4,680,217)	(7,622,497)	(3,562,597)	(11,185,094)	76% ✔

6. SECTION STATISTICS

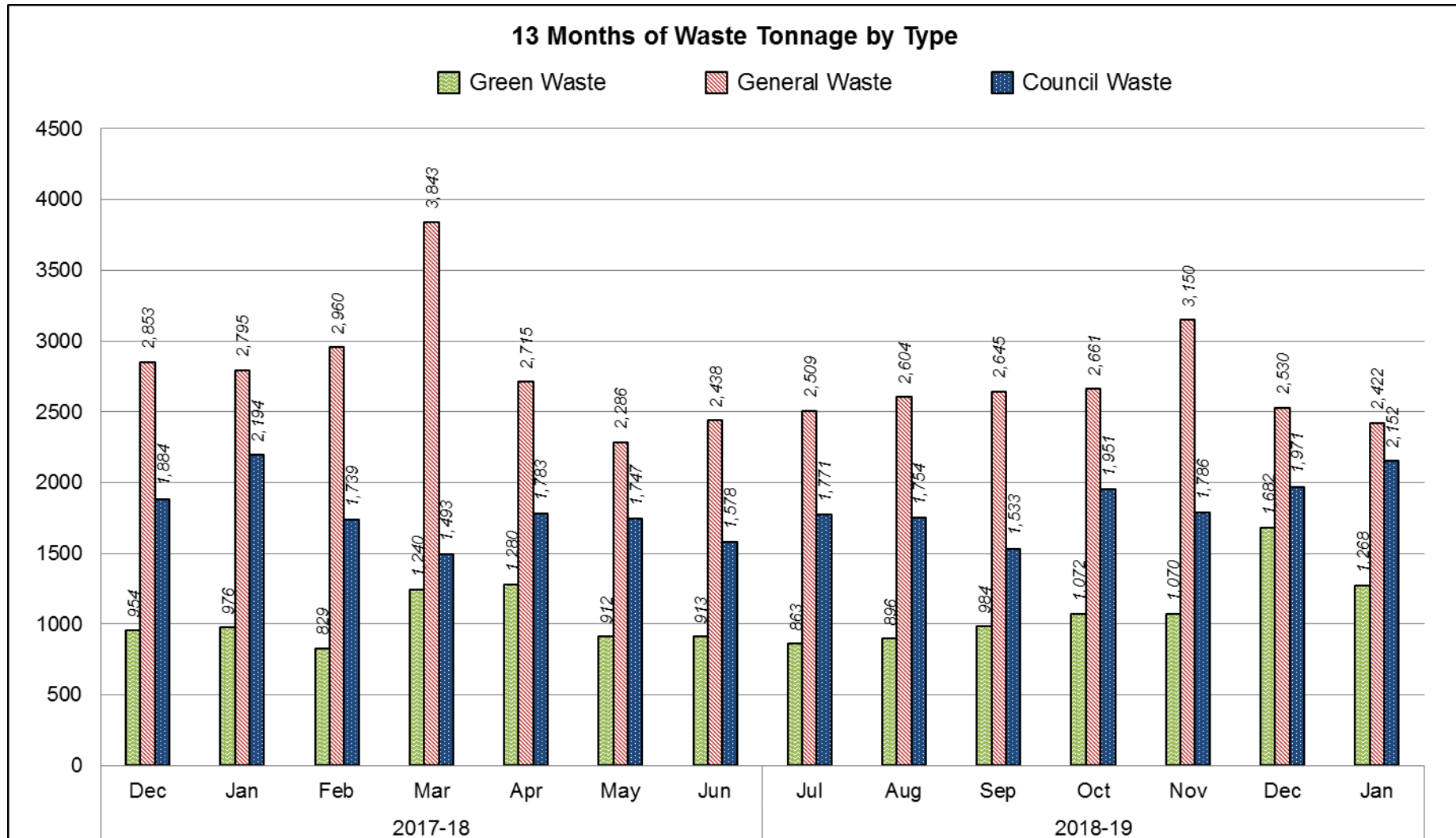
Adopted Operational Service Delivery Standard	Target	January 2019 Performance
Weekly collection of domestic waste on same day every week	98%	99.92%
Weekly collection of commercial waste	95%	99.92%
Fortnightly collection of domestic recyclable waste	98%	99.85%
Fortnightly collection of commercial recyclable waste	98%	99.85%
Missed service collection provided within two working days from notification when notification is within one working day of scheduled collection	95%	95.43%
Collection services will be made available within four working days upon application by owner	98%	100%
Provision of assisted services within ten working days from application by owner	100%	100%
Repair or replacement of stolen, removed, damaged, vandalised mobile bins within four working days from notification	100%	97.50%

Details of missed performance standards:

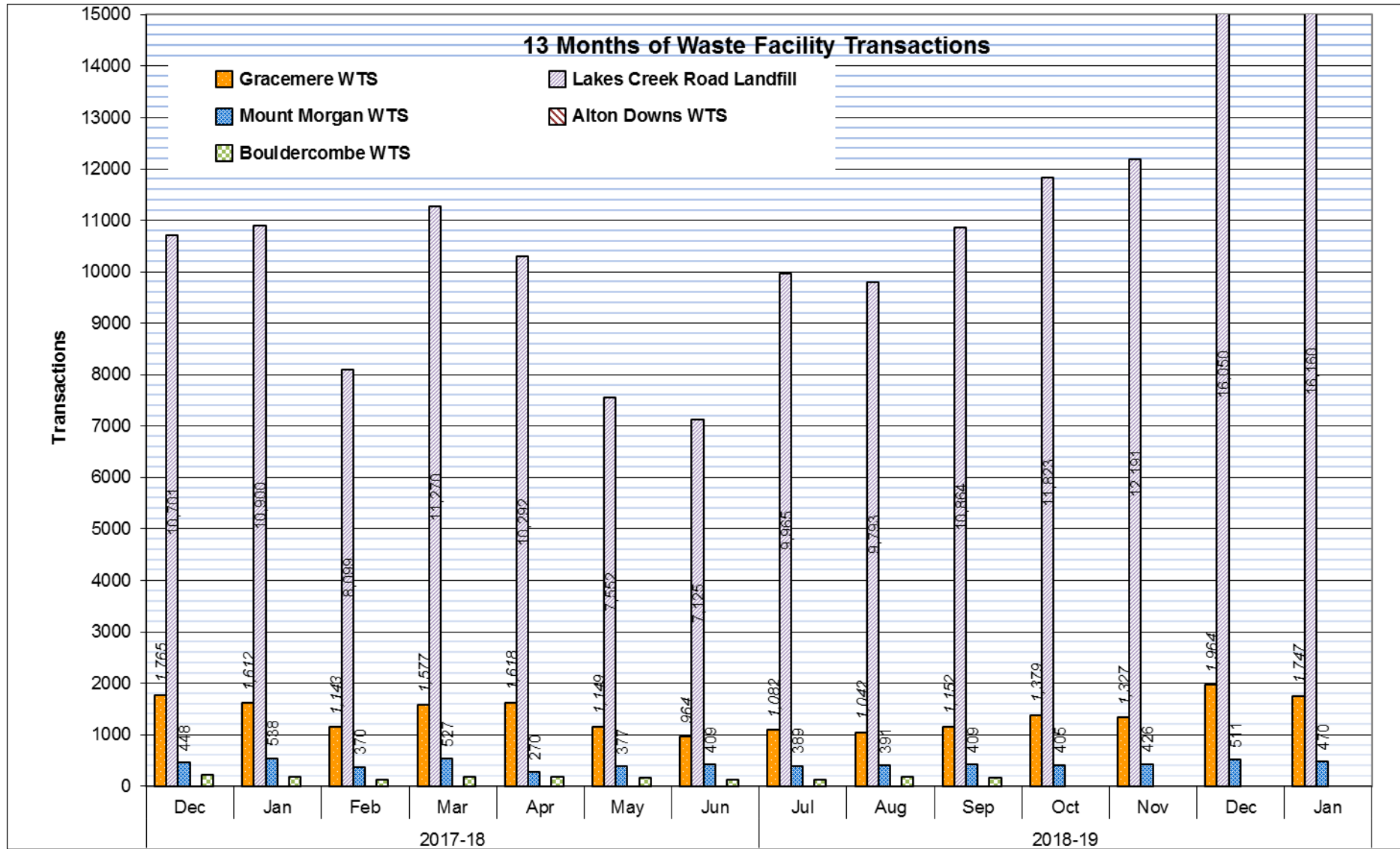
- Repair or replacement of stolen, removed, damaged, vandalised mobile bins within four working days from notification – 120 Requests received 117 being completed within timeframe 3 requests outside. This could be due to staff shortage over Christmas etc.



The above graph depicts the number of general waste and recycling bins serviced monthly over a 13 month period in the Rockhampton Region waste collections service areas.



The above graph depicts the tonnes of General Waste, Green Waste and Council Waste accepted at all waste facilities in the Rockhampton Region area over a 13 month period.



The above graph depicts the total number of transactions at waste facilities in the Rockhampton Region area over a 13 month period.

8.7 KERBSIDE WASTE SERVICE EXTENSION TO ALTON DOWNS AND RIDGELANDS

File No: 169

Attachments: 1. Map - Properties applying to opt in for kerbside collection (confidential)

Authorising Officer: Peter Kofod - General Manager Regional Services

Author: Michael O'Keeffe - Manager Rockhampton Regional Waste and Recycling
Charlie Sotiris - Supervisor Waste and Recycling Collections

SUMMARY

The purpose of this report is to provide Council with an update on the provision of a kerbside collection service in the township areas of Alton Downs, Ridgeland, Pink Lily, Laurel Bank, Fairy Bower, Nine Mile and environs.

OFFICER'S RECOMMENDATION

THAT Council note the information contained in the report.

BACKGROUND

Following a survey of residents, a report was presented to Council on 20 November 2018, seeking endorsement to extend the designated waste collection area to include the communities of Alton Downs, Ridgeland, Pink Lily, Laurel Bank, Fairy Bower, Nine Mile and environs.

Residents were advised in January 2019 about the new optional service and advised to submit their requests for the waste collection service by 31 January 2019.

COMMENTARY

A total of 764 forms were mailed out with 86 requests for the service received by Council.

Based on the current requests received for the collection service, the western boundary of the collection area is defined as Black Gin Creek which is adjacent to Black Gin Creek Road. The next service request along Ridgeland Road is the State School located at 43 Dalma Road, Ridgeland. The distance has been calculated at approximately 8.0 kilometres. The school has requested five (5) waste and five (5) recycle services which contribute to the viability of travelling the additional distance. It is proposed to extend services to the school due to the educational benefit the service will provide.

Nine (9) properties are deemed unviable to service due to the extended travel distance.

The confidential map attached shows the current locations for properties requesting kerbside collection.

The new service is planned to commence on the 8 April 2019. Residents will be notified and will be provided with waste and recycling bins and an Information Package which will provide information on acceptable waste types, service week for recycling and bin placement requirements.

An Open Day is planned at Alton Downs Transfer Station on 30 March 2019. This will provide the opportunity to promote responsible waste management practices, and provide information to residents on the kerbside collection service. A sausage sizzle is programmed as part of the day with Councillor participation invited.

BUDGET IMPLICATIONS

There are no significant budget implications associated with servicing of these additional properties. Costs associated with providing the service will be offset with the waste collection charge which is levied with Rates.

LEGAL IMPLICATIONS

There are no legal implications associated with the provision of this service.

CONSULTATION EXTERNAL / INTERNAL

Both external and internal consultation was undertaken with stakeholders:

- JJ Richards and Sons Pty Ltd - property inspections were held in conjunction with Council and there was no objection to the introduction of the service.
- Civil Operations - no concerns were raised with the proposed introduction of the service. A number of areas will require the upgrading or gravel sheeting of an area to allow all weather truck turn around.
- RRWR Collection Team – inspections carried out with truck driver/operator who is very familiar with the area and no concerns were raised.

CORPORATE/OPERATIONAL PLAN

Section 3 Environment of the Corporate Plan 2017-2022 includes the Waste Reduction and Recycling Plan as a related strategy for protection and enhancement of the environment. Reducing waste to landfill by recycling and the management of resources align with plan objectives.

CONCLUSION

The consultations with residents and requests for the waste collection service have been assessed and can now be implemented. This extended waste collection service will commence on the 8 April 2019.

9 NOTICES OF MOTION

Nil

10 URGENT BUSINESS/QUESTIONS

Urgent Business is a provision in the Agenda for members to raise questions or matters of a genuinely urgent or emergent nature, that are not a change to Council Policy and can not be delayed until the next scheduled Council or Committee Meeting.

11 CLOSED SESSION

In accordance with the provisions of section 275 of the *Local Government Regulation 2012*, a local government may resolve to close a meeting to the public to discuss confidential items, such that its Councillors or members consider it necessary to close the meeting.

RECOMMENDATION

THAT the meeting be closed to the public to discuss the following items, which are considered confidential in accordance with section 275 of the *Local Government Regulation 2012*, for the reasons indicated.

12.1 Western District Waste Transfer Station Land

This report is considered confidential in accordance with section 275(1)(c) (e) (g) (h), of the *Local Government Regulation 2012*, as it contains information relating to the local government's budget; AND contracts proposed to be made by it; AND any action to be taken by the local government under the Planning Act, including deciding applications made to it under that Act; AND other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage (This report includes costs proposed for acquisition of privately owned land and change of primary use for Council activities.).

12.2 Recyclables Processing Service Contract Update Report

This report is considered confidential in accordance with section 275(1)(e), of the *Local Government Regulation 2012*, as it contains information relating to contracts proposed to be made by it.

12 CONFIDENTIAL REPORTS

12.1 WESTERN DISTRICT WASTE TRANSFER STATION LAND

File No: 7283

Attachments:

1. Map presenting land parcel 1
2. Map presenting land parcel 2
3. Land Assessment

Authorising Officer: Peter Kofod - General Manager Regional Services

Author: Michael O'Keeffe - Manager Rockhampton Regional Waste and Recycling

This report is considered confidential in accordance with section 275(1)(c) (e) (g) (h), of the *Local Government Regulation 2012*, as it contains information relating to the local government's budget; AND contracts proposed to be made by it; AND any action to be taken by the local government under the Planning Act, including deciding applications made to it under that Act; AND other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage (This report includes costs proposed for acquisition of privately owned land and change of primary use for Council activities.).

SUMMARY

Rockhampton Regional Waste and Recycling (RRWR) is seeking Council approval to acquire land and establish a Western District Waste Transfer Station.

12.2 RECYCLABLES PROCESSING SERVICE CONTRACT UPDATE REPORT**File No: 1857****Attachments: Nil****Authorising Officer: Peter Kofod - General Manager Regional Services****Author: Michael O'Keeffe - Manager Rockhampton Regional Waste and Recycling**

This report is considered confidential in accordance with section 275(1)(e), of the *Local Government Regulation 2012*, as it contains information relating to contracts proposed to be made by it.

SUMMARY

The purpose of this report is to allow Council to consider a contractual arrangement pursuant to Section 235 Other exceptions of the Local Government Regulation 2012 for Recyclable Processing Services.

13 CLOSURE OF MEETING